

## **PETERBOROUGH CITY COUNCIL SUMMONS TO A MEETING**

You are invited to attend a meeting of the Peterborough City Council, which will be held in the Council Chamber, Town Hall, Peterborough on

**WEDNESDAY 17 OCTOBER 2018 at 7.00 pm**

### **AGENDA**

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5. **Leader's Announcements**

#### **QUESTIONS AND PETITIONS**

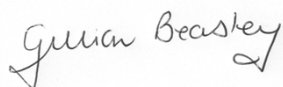
6. **Questions from Members of the Public**
7. **Petitions**
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Chief Executive

9 October 2018  
Town Hall  
Bridge Street  
Peterborough

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**MINUTES OF THE COUNCIL MEETING  
HELD WEDNESDAY 25 JULY 2018  
COUNCIL CHAMBER, TOWN HALL, PETERBOROUGH**

**THE MAYOR – COUNCILLOR CHRIS ASH**

**Present:**

Councillors Aitken, Ali, Allen, Ash, Ayres, Barkham, Bashir, Bisby, Bond, Brown, Casey, Cereste, Coles, Dowson, Ellis, Farooq, Ferris, Fitzgerald, Fuller, John Fox, Judy Fox, Goodwin, Harper, Hemraj, Hiller, Hogg, Holdich, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, King, Lamb, Lane, Lillis, Mahabadi, Martin, Murphy, Gul Nawaz, Shaz Nawaz, Over, Rush, Saltmarsh, Sandford, Serluca, Simons, Smith, Stokes, Warren, Walsh, and Whitby

**18. Apologies for Absence**

Apologies for absence were received from Councillors Seaton, Nadeem, Davidson and Fower.

**19. Declarations of Interest**

The Mayor announced that the Audit Committee had granted general dispensation to all Members that enables them to debate and vote on the agenda budget item should they have any disclosable interest.

The Mayor invited any member who was more than two months in arrears of council tax payments to declare such, as this affects the rights to vote and speak.

No declarations were forthcoming.

**20. Minutes of the Meetings held on 21 May 2018.**

**(a) Mayor Making – 21 May 2018**

The minutes of the Mayor Making meeting held on 21 May 2018 were approved as a true and accurate record.

**(b) Annual Council – 21 May 2018**

The minutes of the Annual Council meeting held on 21 May 2018 were approved as a true and accurate record.

**COMMUNICATIONS**

**21. Mayor's Announcements**

The Mayor announced he was pleased the public gallery was now open and welcomed members of the public to the meeting.

Members were reminded to use the microphone and were given guidance on the use of the electronic voting system. Members were asked to limit the use of electronic devices to matters concerning the meeting.

It was announced that Councillor Hemraj was organising an event to celebrate the 70<sup>th</sup> birthday of the NHS in Central Park on 28 July 2018 which included free family activities.

## **22. Leader's Announcements**

There were no announcements from the Leader.

## **QUESTIONS AND PETITIONS**

### **23. Questions with Notice by Members of the Public**

#### **(a) To the Mayor**

Questions from members of the public were raised in respect of the following:

1. Anti-Bullying Policies
2. Cambridgeshire Pension Fund, Fossil Fuels

The questions and responses are attached in **APPENDIX A** to these minutes.

### **24. Petitions**

#### **(a) Presented by Members of the Public**

There were no petitions presented by members of the public.

#### **(b) Presented by Members**

There were no petitions presented by Members.

There was a short adjournment to allow the Mayor and Deputy Mayor to remove their ceremonial robes due to the hot weather.

### **24. Questions on Notice**

#### **(a) To the Mayor**

#### **(b) To the Leader or Member of the Cabinet**

#### **(c) To the Chair of any Committee of Sub-Committee**

Questions (a) to (c) were raised and taken as read in respect of the following:

1. Millfield and New England Regeneration Package
2. Verge parking issues
3. Burial spaces
4. Waste skip collections
5. Vista Development
6. Public transport to Sand Martin House

The questions and responses are attached in **APPENDIX A** to these minutes.

**(d) To the Cambridgeshire and Peterborough Combined Authority Representatives**

Questions to the Cambridgeshire and Peterborough Combined Authority Representatives were raised and taken as read in respect of the following:

1. Non-Attendance - inquorate Combined Scrutiny Meeting.

The questions and responses are attached in **APPENDIX A** to these minutes.

**RECOMMENDATIONS AND REPORTS**

**25. Executive and Committee Recommendations to Council**

**(a) Cabinet Recommendation – Medium Term Financial Strategy 2019/20 to 2021/22 – Tranche One**

Cabinet, at its meeting of 11 June 2018 received a report to seek approval to recommend that Council adopts the Medium Term Strategy 2019/20 to 2021/22 – Tranche One.

Councillor Fitzgerald introduced the report and moved the recommendations. He thanked officers for the preparation of the budget and advised members that the budget aimed to deliver a balanced and sustainable plan over the upcoming three year period. It was recognised that there would be significant government funding changes during this time which would need to be accounted for once known. In Tranche One net savings of £2.4 million had been delivered, leaving a £10.2 million deficit in 2019/20 rising to £22.3 million in 2021/22. Key items noted included increased pension costs, increased savings from work undertaken on homeless prevention and housing, savings achieved in capital finance costs, and additional income achieved from increased performance in collection of council tax and non-domestic rates payments.

Consultation closed on 23 July 2018 and four responses had been received. New responses questioned whether it was possible to investigate new delivery models to save money and if the Council could raise income from those people who came to the city to work or use its facilities.

Following the Joint Scrutiny meeting, further funding information on the percentage of council tax funding other local authorities were reliant upon was being circulated to Members. A report on the progress of the Peterborough Investment Partnership was currently being prepared as requested at that meeting.

Tranches Two and Three would further develop the Council's move towards a fully sustainable budget.

Councillor Hiller seconded the recommendation and reserved his right to speak.

Members debated the recommendations and in summary the points raised included:

- Concern was raised that an issue referred to the Interim Director of Finance in 2017 regarding the Peterborough Investment Partnership had not been progressed as no update had been received.

- The change in circumstances since the work on the budget had been prepared was noted. Members highlighted, however, that circumstances constantly changing and the proposal could only be a reflection of a moment in time. Members sought reassurance that assumptions made in preparing the budget were well founded.
- The need for further funding for fostering children was raised. Members were advised that when the budget was set there were 340 children in care, as directed by the court. This number had increased to 395.
- It was commented that additional payments made to Amey were not thought to have been included in this budget. However, Members were directed to page 29 of the agenda, where the items were included.
- Reference was made to decisions going back over two years regarding the savings achievable if contacts were taken away from Amey, the level of capital investment into the research to do so, the extension to the Amey contract, and the move to set up a new company.
- It was suggested that the delay was having a negative impact on council funds and that capital receipts would not be achieved as expected.
- It was considered that there was a need to address the budget shortfall moving forward.
- It was felt that homeless solutions had not been realised in the past but Members were pleased to see that there was a move away from using the Travel Lodge as temporary accommodation. Members also expressed a wish to cease association with Stef and Philips. It was hoped that homelessness could be resolved rather than seen as a cost saving to be included in the budget.
- Support was expressed for the Cross Party Budget Working Group.
- Comment was made that the Stand up for Peterborough Campaign should have asked for additional funding for Peterborough rather than a higher percentage share for Peterborough.
- It was suggested that the need for additional funding for Adult Social Care, the burden for which remained with local authorities, could be funded by small increases in income tax.
- It was considered that the recruitment of additional officers to the Prevention and Enforcement Service (PES) for parking enforcement appeared to move away from the original principle of providing coverage across the whole city with multi skilled officers. Members were advised that multi skilled officers would be placed in local areas and would be supported by enforcement officers. They would work within the priorities set in local areas upon which ward councillors would be consulted.
- 2,000 tickets had been imposed for cycling offences in Bridge Street whilst Members felt that other areas of concern outside the city centre appeared to be less well supported.
- The budget proposals were considered to be working around issues rather than tackling the core problem.
- The use of grass cuttings and tree wastage by Ecotricity to generate gas that could be used in domestic premises was raised. Members requested an update on this idea.
- It was noted that grants were available from the Local Enterprise Partnership and had been granted to neighbouring councils to generate energy from recyclable material. Members were advised that the Council was looking at the future use of aerobic digestion and a business case was being prepared.
- Concern was raised over the transport strategy following the hand-over of responsibility to the Combined Authority. Members requested consideration for a new Metro Service in Peterborough to match that proposed in Cambridge and assurances that subsidies for local bus services would be maintained. Members

were also advised that a review was being undertaken by the Combined Authority in Cambridgeshire which would be published in 2019.

- The difficulty in reading the budget on a Chromebook.
- It was noted that Tranche Two of the budget would contain the more significant items.
- Members were advised that the funds used to enhance Bourges Boulevard originated from Local Enterprise Partnership (LEP) and could only be used to enhance the city, not for any other purpose.
- The movement of staff to Fletton Quays was highlighted as a measure to kick start the new development. Refurbishment and letting of the Town Hall buildings had allowed the movement of staff to Fletton Quays to proceed at an almost cost neutral level.
- Members were advised that tenants had been secured for both wings of the Town Hall.
- It was commented that the setting of clear goals to generate more income for the Council was vital.

Councillor Hiller exercised his right to speak and advised Members that he was a director of the Peterborough Investment Partnership and had no idea what the comments made earlier were concerning. Private Eye had previously run a story and he suggested that if Members wanted an enquiry further details would need to be provided. Councillor Hiller also advised Members that there was a comprehensive programme in place for road repairs and maintenance and offered to provide further information if needed. He recommend that Council adopted the Medium Term Strategy 2019/20 to 2021/22 – Tranche One.

Councillor Fitzgerald summed up as mover of the recommendation and in so doing responded to earlier comments regarding Peterborough Investment Partnership. He noted that, should an enquiry be required, full details should be supplied in writing. He advised that the Health and Social Care funding allocation by the Government had been delayed until the Autumn Statement and it was hoped a clearer picture would emerge at that time. Members were assured that all companies budgeted and forecasted future demands based on historical trends and that the position changed daily. There were always demand lead pressures which would have to be accommodated.

The Council was forever striving to commercialise and seek out opportunities and Councillor Fitzgerald suggested that information on the revenue currently collected by the Council should be made available to everyone. The Invest to Save details were also available within the report.

Councillor Fitzgerald reiterated that the timeframe for Tranche One has passed and by the time Tranche Two and Three were presented to Council, their timeframe would be passed also. He closed by recommending that Council adopted the Medium Term Strategy 2019/20 to 2021/22 – Tranche One.

A recorded vote was taken (32 voted in favour, 0 voted against, 21 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Goodwin, Harper, Hiller, Holdich, Howell, Azher Iqbal, Lamb, Lane, Gul Nawaz, Over, Rush, Serluca, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Against:** Nil

**Councillors Abstaining:** Ali, Ash, Barkham, Bond, Dowson, Ellis, Ferris, Hemraj, Hogg, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Lillis, Mahabadi, Martin, Murphy, Shaz Nawaz, Saltmarsh, Sandford

**Councillors Not Voting:** Nil

It was **RESOLVED** that Council:

1. Approve the Tranche One service proposals, outlined in Appendix D to the report as the basis for public consultation.
2. Approve the updated budget assumptions, to be incorporated within the Medium Term Financial Strategy 2019/20- 2021/22. These are outlined in section 5 of the report.
3. Approve the revised capital programme approach outlined in section 5.8 and referencing Appendix C to the report.
4. Approve the additional resourcing of £1.4m, required to deliver transformation projects, in order to achieve future financial benefits. These are outlined in section 5.6 of the report.
5. Approve Medium Term Financial Strategy 2019/20-2021/22- Tranche One, as set out in the body of the report and the following appendices:
  - Appendix A – 2019/20-2021/22 MTFs Detailed Budget Position- Tranche One
  - Appendix B – Performance Data
  - Appendix C – Capital Schemes
  - Appendix D – Budget Consultation Document, including Budget Proposals
  - Appendix E – Equality Impact Assessments
6. Note the future strategic direction for the Council outlined in section 5.7 of the report.
7. Note the forecast reserves position outlined in section 5.9 of the report.

**(b) Audit Committee Recommendation – Annual Report 2017/2018**

At its final meeting of the year, the Audit Committee considered its Annual Report, outlining the items considered by the Committee. The report demonstrated that the Audit Committee had successfully fulfilled its terms of reference in 2017/18 and had helped to improve the Council's governance and control environments.

Councillor Over introduced the report and moved the recommendations. He thanked the Chair and Committee for their input and advised that the report included key information regarding the committee, its achievements, and key targets going forward. He wished the Constitution and Ethics Committee every success in its quest to improve standards across the Council and recommended that Council noted the report.

Councillor Aitken seconded the recommendations.



A vote was taken (unanimous) and it was **RESOLVED** that Council noted the work carried out by the Audit Committee in improving the governance arrangements across the Council.

**(c) Adults and Communities Scrutiny Recommendation – New Council House Provision**

The Adults and Communities Scrutiny Committee, at its meeting of 13 March 2018, received a report on New Council House Provision for Peterborough. This report was prepared in response to a motion presented at Council on 24 January 2018 from Councillor Mahabadi as follows:

*Council resolves that Scrutiny Committee look into the benefits, social value and business case for new council house provision and report back its conclusions and any recommendations to Full Council.*

The Adults and Communities Scrutiny Committee considered the report and the Council motion.

Councillor Simons introduced the report on the provision of new council housing in Peterborough and moved the recommendations.

Councillor Hiller seconded the recommendations advised that the recommendation was well debated, balanced, and considered and that the future social house provision should be through the joint venture company, Medesham Homes.

Members debated the recommendations and a summary of the main points raised are as follows:

- Members welcomed any new building of council houses in the city that would make an impact on homelessness and help remove people from housing waiting lists.
- The benefits of Housing Revenue Accounts (HRA) had been considered in the report and their value acknowledged, however Members were disappointed that HRAs had not been recommended.
- Members questioned whether the granting of HRAs would jeopardise any existing arrangements to build new homes as stated in the report.
- It was felt that joint ventures should only be one part of the housing strategy, and Members were advised other housing partners were being considered.
- Members felt the report was biased and based on questionable assumptions.
- Members expressed concerns that there was only one organisation with responsibility for building new council homes.
- Members discussed using an HRA and thought it would involve more staff and may incur further expenditure.
- Members asked if the new company could look into using existing empty accommodation in the city for refurbishment to provide accommodation. It was advised this was indeed the case and suggestions should be put forward.
- Comment was made that fewer council houses were built under Labour governments and that a Labour government took the HRA into negative subsidy.
- It was explained that under the current arrangements, funds were available from other sources, such as the Combined Authority.
- Members commented that the report did not imply that the council would consider alternative ventures other than that with Cross Keys Homes, as had

been suggested and that the recommendation did not refer to housing co-operatives.

- It was suggested that the recommendation would exclude Peterborough from applying for funding for council housing from the Mayor's Office where bids were open for a £1m fund.
- It was advised that 9% of buildings in Peterborough were empty and that the Eastern Region was the worst authority for homelessness.
- Concern was raised that the strategy did not include targets.
- Members suggested that the Council should invest in their own real estate to enjoy the benefits of ownership and retain the rental income themselves rather than having to share with other parties. However, Members were advised that this had been considered and the costs were disproportionate to the benefits when taking into account repairs, maintenance and staffing.
- Members expressed disappointment at the low number of new homes being built.
- Members queried whether, if homes were built using an HRA, the Council would be able to sell the properties for a profit to generate further income.
- It was felt that homeless people were not concerned with who built the homes, only whether they could have one and whether it was affordable.
- Members were reminded that the original motion from Council was to request that the Scrutiny Committee look at the benefits, social value and business case for building new council housing. The report included a detailed breakdown of this and explained significant additional costs to the Council should the council house route be followed.
- It was noted that there had been an influx into the city of 20,000 people who were welcomed into the city, but this had put the housing market under pressure.
- Members were assured that all options to provide housing in Peterborough would be considered.

Councillor Simons summed up as mover of the recommendations and asked Members for their support to make this work, given the time and money accorded to this venture before looking at other opportunities.

A recorded vote was taken (37 voted in favour, 0 voted against, 15 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Barkham, Bashir, Bisby, Bond, Brown, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Goodwin, Harper, Hiller, Hogg, Holdich, Howell, Azher Iqbal, Lamb, Lane, Lillis, Gul Nawaz, Over, Rush, Saltmarsh, Sandford, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Against:** Nil

**Councillors Abstaining:** Ali, Ash, Dowson, Ellis, Ferris, Hemraj, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Mahabadi, Martin, Murphy, Shaz Nawaz

**Councillors Not Voting:** Nil

It was **RESOLVED** that Council agreed that the focus for delivering social housing should continue to be through the now established joint venture housing company, Medesham Homes, rather than seeking to return to providing council housing in the traditional sense; this vehicle having the flexibility to deliver a range of tenures and to take advantage of the capability of each partner to provide land, funding and capacity and share risk when responding to the challenges of austerity and the housing crisis.

**The meeting was adjourned for ten minutes.**

**(d) Constitution and Ethics Committee – Code of Conduct**

The Constitution and Ethics Committee, at its meeting on 9 July 2018, received a report on updates to the Council's Code of Conduct. The Committee considered the report and recommendations contained within its Terms of Reference No. 2.72.2.

Councillor Allen introduced the report and moved the recommendations on behalf of Councillor Seaton. He advised that the changes included the description of "disclosable pecuniary interests ("DPI")" to reflect the wording of current legislation and the introduction of a section on "Other Disclosable Interests".

Councillor Bashir seconded the recommendations and reserved her right to speak.

Members debated the recommendations and the key points raised included:

- It was suggested that the recommendation failed to include investigations into Members found to be acting inappropriately and it was requested that, should a complaint be made against a Member by a member of the public, an investigation should be conducted and the councillor disciplined appropriately.
- The definition of family and friends was felt to be ambiguous. It was questioned whether "Facebook Friends" fell within this definition.
- Members were advised that to make the definition too tight may be dangerous and if Members were in doubt they could always ask the Monitoring Officer.
- The issue of confidentiality was raised.
- It was noted that the change would also include Parish Councillors, however there was uncertainty as to whether they had been consulted.
- It was considered that the Council appeared to be unable to take sanctions against Members.
- Members were reminded of the Nolan Principles, which were at the centre of the Code of Conduct.

Councillor Allen summed up as mover of the recommendations and endorsed the Constitution and Ethics Committee and hoped a framework could be agreed upon.

A recorded vote was taken (29 voted in favour, 6 voted against, 16 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, Fuller, Harper, Hiller, Holdich, Howell, Azher Iqbal, Lamb, Lane, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Against:** Barkham, Bond, Hogg, Lillis, Saltmarsh, Sandford

**Councillors Abstaining:** Ali, Ash, Dowson, Ellis, Ferris, John Fox, Hemraj, Amjad Iqbal, Jamil, Jones, Joseph, Mahabadi, Martin, Murphy, Shaz Nawaz

**Councillors Not Voting:** Nil

It was **RESOLVED** that Council agreed to the changes to the Council's Code of Conduct agreed at the Constitution and Ethics Committee on 9 July 2018, being:

- a) Typographical errors and updating to reflect the role of the Constitution and Ethics Committee
- b) Changes to the description of “disclosable pecuniary interests (“DPI”)” at Part 2 of the Code to fully reflect the wording in the legislation.
- c) The introduction of a section on “Other Disclosable Interests”.

**(e) Constitution and Ethics Committee – Member Officer Protocol – Shadow Cabinet**

The Constitution and Ethics Committee at its meeting on 9 July 2018, received a report on updates to the Member Officer Protocol in relation to the Shadow Cabinet.

Councillor Allen introduced the report and moved the recommendations. He advised that work was ongoing.

Councillor Bashir seconded the recommendations and reserved her right to speak.

Councillor Sandford moved an amendment to the recommendations as detailed in the additional information pack as follows:

*A Shadow Cabinet may be formed by the second largest any group which has ten or more councillors by their nomination from amongst their Members of the Council and they shall notify the Council and the Chief Executive of the names of the Members nominated to form a Shadow Cabinet and of any changes in the membership of the Shadow Cabinet which may occur from time to time.*

*Members will mirror those of the Cabinet, save that a single member may cover more than one portfolio.*

Councillor Sandford advised Members the amendment would allow for more than one Shadow Cabinet that he felt would not increase the workload of officers. A precedent had been set in Parliament in 2005-2010 when the Liberal Democrats were the third largest party and formed a Shadow Cabinet. He also advised Members that a comprehensive review was still to be conducted and it was therefore premature to make a decision at this stage.

Councillor Bond seconded the amendment and explained that the amendment would ensure more democracy and increase the powers of scrutiny.

Councillor Allen summed up as mover of the original recommendation and in so doing explained he would not support the amendment as the administrative burden would be increased and the precedent quoted was obscure.

A recorded vote was taken on the amendment from Councillor Sandford (6 voted in favour, 44 voted against, 1 abstained from voting):

**Councillor For:** Barkham, Bond, Hogg, Lillis, Saltmarsh, Sandford

**Councillors Against:** Aitken, Ali, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Dowson, Ellis, Farooq, Ferris, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hemraj, Hiller, Holdich, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lamb, Lane, Mahabadi, Martin, Murphy, Gul Nawaz, Shaz Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Abstaining:** Ash

**Councillors Not Voting:** Nil

The amendment was **DEFEATED**.

Members debated the original recommendation and noted that the Shadow Cabinet would provide opportunities to interact with officers at director level to exchange ideas.

Councillor Bashir exercised her right to speak as seconder of the recommendations and explained that parties with a lesser number of members would have been disadvantaged had the amendment been successful.

Councillor Allen summed up and encouraged everyone to support the recommendation.

A recorded vote was taken (44 voted in favour, 6 voted against, 1 abstained from voting):

**Councillor For:** Aitken, Ali, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Dowson, Ellis, Farooq, Ferris, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hemraj, Hiller, Holdich, Howell, Hussain, Amjad Iqbal, Azher Iqbal, Jamil, Jones, Joseph, Lamb, Lane, Mahabadi, Martin, Murphy, Gul Nawaz, Shaz Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Against:** Barkham, Bond, Hogg, Lillis, Saltmarsh, Sandford

**Councillors Abstaining:** Ash

**Councillors Not Voting:** Nil

It was **RESOLVED** that Council agreed the updated Member/Officer Protocol outlining the addition of a Shadow Cabinet agreed at the Constitution and Ethics Committee on 9 July 2018.

## **26. Questions on the Executive Decisions Made Since the Last Meeting**

Councillor Holdich introduced the report which detailed Executive Decisions taken since the last meeting including:

1. Decisions from the Cabinet meeting held on 26 March 2018.
2. Decisions from the Cabinet meeting held on 11 June 2018.
3. Decisions from the Cabinet meeting held on 16 July 2018.
4. Use of Urgency, Special Urgency and Waiver of Call-in provisions on 28 February 2018 and 26 June 2018.
5. Decisions made by Cabinet Members between 28 February 2018 and 11 July 2018.

**Questions were asked about the following:**

Proposal to Explore the Option of Forming a Local Trading Company

Councillor Murphy asked if council tax payers would incur an additional charge of £10.00 per annum.

Councillor Holdich advised they would not.

### Adult Social Care Contracts for Placements in Care Homes

Councillor Hemraj asked what would happen after 1 December 2018 as the report implied there were no plans after this date.

Councillor Fitzgerald responded that business would continue as usual and the Council was currently looking at all care home contract placements.

## **27. Questions on the Combined Authority Decisions made since the last meeting**

A report was received by council that detailed Combined Authority decisions taken since the last meeting including:

1. Decisions from the Combined Authority Board meetings held on 14 February 2018, 28 February 2018, 30 May 2018, and 27 June 2018.
2. Decisions from the Combined Authority Audit and Governance Committee meeting held on 26 March 2018.
3. Decisions from the Combined Authority Overview and Scrutiny Committee meetings held on 12 February 2018, 26 March 2018, 1 June 2018, and 25 June 2018.

### **Questions were asked regarding the following:**

#### Committee System

Councillor Sandford asked why a committee system was considered feasible for the Combined Authority and Cambridgeshire County Council, however Members had previously been advised that the system was bureaucratic and inefficient and could not be introduced in Peterborough.

Councillor Over replied that the question was not relevant to the report and declined to go into detail.

#### Mayoral Interim Transport Strategy Statement

Councillor Sandford asked if and when Members of Peterborough City Council and the Scrutiny Committee would be consulted on the Transport Strategy.

Councillor Holdich advised that consultation would take place and as Peterborough City Council had a right to veto it would have to be consulted.

#### £100M Affordable Housing Programme

Councillor Murphy asked how many of these homes would be built in Peterborough.

Councillor Holdich advised that he was not aware, but would find out.

## **COUNCIL BUSINESS TIME**

### **28. Notices of Motion**

#### **(1) Motion from Councillor Whitby**

In moving the motion, Councillor Whitby advised that there had been problems with the railways over the last few months although the situation had improved in the last few weeks. The franchise holder was planning to introduce a new timetable in December that was the same as the previous one that had failed to work effectively. This required driver training to be carried out around the current timetable in preparation, however the time taken to train a driver, the number of drivers that could be released for training at any one time, and the introduction date of the new timetable implied that all necessary training could not be completed on time.

Councillor Lane seconded the motion and reserved his right to speak.

There was no further debate and a vote was taken (unanimous) and the motion was **CARRIED AS FOLLOWS:**

“This chamber believes that the recent performance of GOvia/GTR/Thameslink on the main route into London from Peterborough has had a huge, negative impact on the city and its residents, both personal and economic.

We therefore request that the Chief Executive and Leader of the Council, make strong representations to the Secretary of State for Transport and the Secretary for Housing, Communities and Local Government to advise them of our concern of the impact that such an occurrence has on the communities who rely on such a major transport link, the economic damage that it does regionally and to this City, and that steps must be taken to ensure that such a disastrous occurrence is avoided in the future by whatever means is necessary.”

## **(2) Motion from Councillor Murphy**

In moving their motion, Councillor Murphy endorsed the spirit of the motion, celebrating the people of Peterborough and he hoped flags would regularly be flown by the Council in the city centre.

Councillor Ferris seconded the motion and reserved his right to speak.

The Leader advised that the Pride flag was flown outside the Town Hall as appropriate.

Councillor Ferris exercised his right to speak and advised that the LGBT Community made a vibrant and positive contribution to the city and should be treated as equals, and celebrated. The recent Pride festival had been a huge success. Councillor Ferris thanked Mark Richards, director of Metal Peterborough and fellow organisers for Peterborough Pride. He asked that Members ensured the LGBT community was included as an integral part of the city.

A recorded vote was taken (unanimous) and the motion was **CARRIED AS FOLLOWS:**

“Council notes there have been a number of events in the city over recent years to celebrate our diversity and bring groups together as well as campaign against ignorance.

This year we had a successful International women’s event at the Town Hall and at the end of June and beginning of July there were a whole series of Pride events in the city. Many organisation and residents participated in events in a proud and positive way. Initiative was taken to join in and the pride flag was flown by the council this year.

Council welcomes these activities that help us bring communities together and celebrate our diversity and Council resolves to support similar events in the future.”

### (3) Motion from Councillor Shaz Nawaz, amended by Councillor Holdich

In moving their motion, Councillor Nawaz outlined the recommendation and advised that having British citizenship would give children a sense of identity and belonging.

Councillor Amjad Iqbal seconded the motion and exercised his right to speak, advising Members that this interest was related to his profession. He was aware of the financial difficulties incurred by the fees and had known one mother forced to choose between food and saving money for the child's registration fee. Unregistered children could be excluded from education, work and health services and may be removed from the country. The impact of the fee passes across the generations as the child could pass on their citizenship to their own children. The Home Office made a profit on each application and it was failing its duty to children under Section 55 of the UK Border Act 2009. The Home Office had a duty of care to safeguard and promote the welfare of children and to act in their best interest unless those interests clearly outweighed by other public interest factors.

Councillor Holdich advised members that if children in care were affected, as the corporate parent, the Council would be paying.

A vote was taken (unanimous) and the motion was **CARRIED AS FOLLOWS:**

"In the UK today, there are significant numbers of children who do not currently have British citizenship but have rights to register as British citizens. Many of these children were born in the UK, and others have lived here from a young age, been raised here, educated here, and have never known any other home.

Without access to their citizenship rights, children may find themselves denied opportunities extended to their peers, such as the chance to participate in a school trip or to be eligible for funding so they can undertake higher education.

There are a number of barriers to children registering their citizenship. Registration can be a complex process of prohibitive cost.

Children are charged £1,012 for a process whose administrative cost is published at £372, meaning government is making a profit of £640 from every child who claims their rights.

Where a child is in the care of Peterborough City Council this fee, if it is to be paid, would have to be paid by the Council.

No child should be denied their citizenship rights by reason of a fee. There is no substitute for citizenship, which is vital to future security and sense of belonging.

This Council recognises:

- That the profit-making element of the fee to register citizenship discourages the best outcomes for many of the UK's children
- Because of their duties as corporate parents, the fee for children to register will fall on Councils in the many cases where looked after children qualify for citizenship
- The fee puts Councils in the unacceptable position of having to weigh the benefits of citizenship to a child in their care against the cost to the Council of assisting a child in claiming that right

This Council therefore resolves:



- To write to the minister of immigration requesting that the fee for children to register as British citizens is reduced to the administrative cost; and requesting that looked after children are exempted from the fee in its entirety
- To identify children in their care who are entitled to citizenship, and make sure they are aware of their rights and supported to claim them.”

**(4) Motion from Councillor Joseph, amended by Councillor Sandford**

In moving the motion as amended by Councillor Sandford, Councillor Joseph outlined the report and advised that fly tipping had for some years been a major problem for residents and the council.

Councillor Jones seconded the motion and reserved his right to speak.

Councillor Cereste moved a further amendment to the recommendations contained within the additional information pack and advised that the Council were continuing to be environmentally friendly and helpful towards the community with regard to fly tipping. The fly tipping was not because of the Council but people not acting as they should. He advised that the Council provided free bags to help people recycle their food waste and he had been advised that 55,000 MWh of energy from recycled food waste was produced at the recycling plant in Fengate. The new programme for redistributing furniture was about to be launched.

Councillor Holdich seconded the amendment and reserved his right to speak.

Members debated the amendment and in summary the points raised included:

- The problem is ongoing and is not down to the residents.
- There is no room for complacency.
- Fly tipping was epidemic in some areas.
- Peterborough once had one of the highest recycling rates in the country however that was no longer the case.
- In 2009, a waste management policy was passed that concluded doing nothing was not an option and aimed for 65% recycling and composting by 2020 and we were failing this target.
- Discussion took place on whether the incinerator that produced electricity also produced carbon dioxide or not.
- The heat that generated was not being used effectively.
- The original recommendation had been diluted by the amendment.
- Fly tipping was occasionally the result of poorly made purchasing decisions and people would like to buy products that would last longer. Members would welcome the better use of language around purchasing to prevent bad purchasing decisions.

Councillor Holdich exercised their right to speak and explained that he felt the original motion was a case of putting the cart before the horse. At Council, it was agreed an All Party Working Group would be set up to look into this as there are several options with the new recycling facility being introduced and when they have completed their report policies can be changed to assist with the problem. He advised that when a bulky waste test was conducted and made free the number of customers decreased. He also commented that there were restrictions on what could be tipped at Dogsthorpe and what vehicles could be used and when neighbouring authorities close their tips there is an increase in fly-tipping in bordering areas.

Councillor Joseph replied as mover of the original recommendation and agreed that much has and is being done and her motion is about focusing on how to do things better.

A recorded vote was taken on the amendment from Councillor Cereste (28 voted in favour, 20 voted against, 2 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hiller, Holdich, Howell, Azher Iqbal, Lamb, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warrn

**Councillors Against:** Ali, Barkham, Bond, Ellis, Ferris, Hemraj, Hogg, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Lillis, Mahabadi, Martin, Murphy, Shaz Nawaz, Saltmarsh, Sandford, Whitby

**Councillors Abstaining:** Ash, Lane

**Councillors Not Voting:** Nil

The amendment was **CARRIED**.

Members debated the substantive motion as amended and in summary the points raised included:

- That this demonstrates the administration is insecure and is using this to promote themselves.
- The state of the city was down to funding and it is hoped to improve neighbourhoods going forward.
- The motion was a little weak and the amendment put more substance to the recommendation.

Councillor Jones exercised their right to speak and asked the administration to consider both education and negligence amongst members of the public.

Councillor Joseph summed up as mover of the motion and advised members her recommendation was focused and should concentrate on moving forward rather than the past.

A recorded vote was taken on the substantive motion (30 voted in favour, 6 voted against, 14 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Bashir, Bisby, Brown, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hiller, Holdich, Howell, Azher Iqbal, Lamb, Lane, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whibty

**Councillors Against:** Barkham, Bond, Hogg, Lillis, Saltmarsh, Sandford

**Councillors Abstaining:** Ali, Ash, Ellis, Ferris, Hemraj, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Mahabadi, Martin, Murphy, Shaz Nawaz

**Councillors Not Voting:** Nil

The motion was **CARRIED AS FOLLOWS**:

“Waste continues to be an issue that affects every one of us, whether it is the frequency of our bin collections, what we should recycle or perhaps the most emotive issue of all, flytipping, and most of us will have an opinion on waste in this city.

Following a recommendation from Councillor Holdich and the decision of the Growth, Resources and Environment Scrutiny Committee, a council task and finish group is to be set up to look at the issue of fly-tipping and possible remedies to what is a sickness which has a very negative impact on our Peterborough.

However, let us give credit where it is due to the many, many residents who responsibly dispose of their waste, either by taking it to the household waste site at Welland Road or paying £23 for a bulky waste collection.

Waste management is part of a larger picture of resource efficiency that could also have a positive impact on flytipping.

The larger picture must focus on reducing the amount of waste we produce in the first place through our buy, use and dispose lifestyles. As a city we are leading the way in moving away from this linear approach by encouraging and supporting more “circular” activities such as re-use, repair and re-manufacture. Let us also, therefore, give credit to the considerable circular economy work that the Council, in partnership with Opportunity Peterborough, has undertaken to date.

Our Circular Peterborough initiative, part of our Environment Action Plan, is leading the way nationally and internationally on this, including, but not limited to:

- Increasing the recycling or recovery of household waste at the Household Recycling Centre at Dogsthorpe to over 90% as a contribution to the ‘Zero Waste’ target.
- The ‘Love Peterborough: love your Community’ recycling message and the provision of free food waste bags to residents has increased participation also as a contribution to the ‘Zero Waste’ target
- Our Energy Recovery Facility is generating around 55,000MWh of renewable energy each year supporting the ‘Zero Carbon Energy’ target.
- Launching our ‘Share Peterborough’ platform enabling businesses to find new homes for furniture, equipment and other useful items including underused spaces.
- Publishing our draft Circular Peterborough Roadmap which builds on all of these achievements and more as it sets out how we plan to be a truly circular city by 2050.

We are one of only two UK and eleven international cities in the Ellen MacArthur Foundation Circular Cities Network and was awarded the accolade of World Smart City in 2015 with significant recognition for our pioneering Circular Economy work.

This Council recognises:

- The considerable cost of addressing fly-tipping and the damage it causes to our environment

- The fact that fly-tipping needs to be considered as part of a much broader waste management picture and is a key part of Peterborough's ambition to move from linear to more circular approaches to how we live our lives.
- Currently, waste that could have been reused, repaired or recycled is, instead, being taken to the Energy Recovery Facility. Whilst energy is, of course, recovered from the material, opportunities to avoid such items becoming waste in the first place are being lost.
- It takes many people to report and deal with each incident of fly tipping, and it would be an improvement to the lives of many if the incidents of fly tipping can be significantly reduced if not eliminated.

The Council therefore resolves to continue to build upon its waste minimisation, re-use, recycling, recovery work as part of its Circular Peterborough initiative and its commitment to creating the UK's Environment Capital by asking the fly tipping task and finish group to:

- Highlight the opportunities for the involvement of repair, reuse, remanufacture and recycling companies and/or charities in making use of goods which would otherwise be disposed of. This should include promoting and increasing the use of our ground breaking Share Peterborough platform.
- Leading the way for our residents by considering opportunities for recycling and upcycling such as the Council's current practice of using old tyres as 'Jungle Mulch' that is used where appropriate in children's play areas as soft landing areas.
- Encouraging the reduction of single use plastics from shops in the city, through engagement in national schemes and local partnerships with PECT and Opportunity Peterborough.
- To continue to drive the city's internationally recognised programme of circular economy work through the Circular Peterborough initiative to ensure that economic growth, waste reduction and environmental benefits can be achieved in the medium to long term."

#### **(5) Motion from Councillor Sandford**

"This Council notes that figures produced by the National Nursing and Midwifery Council in April 2018 showed a dramatic drop in those joining their register from the EU, with 805 EU nurses and midwives joining compared with 6,382 the year before – a reduction of 87 percent.

Council also notes that the economy of the UK has become heavily reliant on EU migration, with (according to figures from Mercer Workforce Monitor) 143,000 UK born people leaving the workforce for various reasons in the year up to March 2017 and 147,000 EU migrants from other EU countries joining the workforce.

Council believes that, whatever Brexit deal is agreed between the UK and the EU, there could be significant impacts on Peterborough's economy and the services used by Peterborough people, such as the NHS.

Council therefore asks the Chief Executive to commission work by the Council and its partner organisations to assess the likely impacts of Brexit and, when full details of the

Brexit deal (or no deal) are known, to submit a report to Full Council setting out the likely impacts and to recommend any mitigation measures or further actions considered necessary”

In moving his motion, Councillor Sandford advised that it was still unclear what the Brexit deal would entail. Many people remained confused as there could be damage to the country if free and fair trade was not continued. Whilst the Liberal Democrats preferred to stay within the EU they recognised the vote of the people. The motion proposed formalised how the Council would exploit opportunities and limit the risks for the various Brexit scenarios.

Councillor Saltmarsh seconded the motion and reserved her right to speak.

Members debated the motion and in summary the points raised included that:

- Members felt that once the Brexit deal was known, the full implications would become clear and assessments could then be made.
- Comment was made that the people of Peterborough had voted to leave the EU and that was what would happen.
- Members were assured that the motion was not about the result of the referendum or the Liberal Democrats.
- It was noted that the motion did not reference the fear that existed among residents, particularly those from Eastern Europe, as to whether they would have the right to remain in Great Britain or whether they would have a vote in elections unless primary legislation was introduced.

Members were reminded that the meeting was due to finish at 11:10pm and that should Members wish the meeting to continue past this time, a motion would need to be moved to extend the guillotine. This was not required.

Councillor Murphy proposed that Council moved to the vote on the motion without further discussion as per Council Standing Order 20.12(a) (ii).

Councillor Ellis seconded the motion, which was agreed unanimously.

A recorded vote was taken (21 voted in favour, 26 voted against, 2 abstained from voting):

**Councillor For:** Ali, Barkham, Bond, Ellis, Ferris, Hemraj, Hogg, Howell, Hussain, Amjad Iqbal, Jamil, Jones, Joseph, Lillis, Mahabadi, Martin, Murphy, Shaz Nawaz, Saltmarsh, Sandford, Whitby

**Councillors Against:** Aitken, Ayres, Bashir, Bisby, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hiller, Holdich, Azher Iqbal, Lamb, Lane, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Abstaining:** Allen, Ash

**Councillors Not Voting:** Nil

The motion was **DEFEATED**.

## **28. Reports to Council**

### **(a) Allocation of Seats to Political Groups and Committee Chairmanship.**

Council received a report to advise that on the 12 June 2018 Councillor June Bull resigned her position as an Elected Member. This reduced the total number of Elected Members from 60 to 59. The number of Conservative Members decreased from 31 to 30 and the political proportionality was therefore recalculated.

Councillor Holdich introduced the report and moved the recommendations. He advised that positions on various committees had changed and that following Councillor Over's resignation from the Combined Authority Scrutiny Committee, Councillor Stokes would be appointed in his place.

Councillor Fitzgerald seconded the recommendations and reserved his right to speak.

Councillor Bond moved an amendment to the recommendations as contained in the additional information pack to propose that Councillor Saltmarsh take on the role as Vice Chair of the Corporate Parenting Committee. He explained to Members that Councillor Saltmarsh had been highly committed to ensuring the children of the city received the support they require and deserved and saw no reason why she should not continue in her role on a committee that had remained outside party politics.

Councillor Sandford seconded the amendment and reserved his right to speak.

Councillor Holdich summed up as mover of the original recommendation and in so doing explained he felt Councillor Lane was a good member of the committee and wished to stand by his decision to appoint Councillor Lane.

A recorded vote was taken on the amended recommendation from Councillor Bond (19 voted in favour, 27 voted against, 3 abstained from voting):

**Councillor For:** Ali, Barkham, Bond, Ferris, Hemraj, Hogg, Howell, Hussain, Azher Iqbal, Jamil, Jones, Joseph, Lillis, Mahabadi, Martin, Murphy, Shaz Nawaz, Saltmarsh, Sandford

**Councillors Against:** Aitken, Allen, Ayres, Bashir, Bisby, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hiller, Holdich, Azher Iqbal, Lamb, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Abstaining:** Ash, Ellis, Lane

**Councillors Not Voting:** Nil

The amendment was **DEFEATED**.

There was no debate on the original motion on Allocation of Seats to Political Groups and Committee Chairmanship and a recorded vote was taken (29 voted in favour, 11 voted against, 9 abstained from voting):

**Councillor For:** Aitken, Allen, Ayres, Bashir, Bisby, Casey, Cereste, Coles, Farooq, Fitzgerald, Judy Fox, John Fox, Fuller, Harper, Hiller, Holdich, Howell, Azher Iqbal, Lamb, Lane, Gul Nawaz, Over, Rush, Simons, Smith, Stokes, Walsh, Warren, Whitby

**Councillors Against:** Barkham, Bond, Ferris, Hogg, Amjad Iqbal, Jamil, Lillis, Murphy, Shaz Nawaz, Saltmarsh, Sandford

**Councillors Abstaining:** Ali, Ash, Ellis, Hemraj, Hussain, Jones, Joseph, Mahabadi, Martin

**Councillors Not Voting:** Nil

It was **RESOLVED** that Council:

1. Agreed the updated allocation of seats on those council committees subject to political balance arrangements (Appendix 1 to the report).
2. Agreed the appointment of the following positions:
  - Chairman of the Growth, Environment and Resources Scrutiny Committee – Councillor Chris Harper,
  - Vice Chairman of the Growth, Environment and Resources Scrutiny Committee – Councillor Graham Casey,
  - Vice Chairman of the Corporate Parenting Committee – Councillor Stephen Lane,
  - Vice Chairman of the Audit Committee – Councillor Kim Aitken, and
  - Vice Chairman of the Constitutional and Ethics Committee – Councillor Shazir Bashir.
3. Agreed that Councillor June Stokes would replace Councillor David Over on the Combined Authority Overview and Scrutiny Committee.

The Mayor

7.00pm – 11.10pm  
25 July 2018

Town Hall  
Bridge Street  
Peterborough

## QUESTIONS

Questions were received under the following categories:

| <b><u>PUBLIC PARTICIPATION</u></b>                    |  |
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| <b>6. <u>Questions from members of the public</u></b> |  |
| 1.  | <p><b>Question from Dr Shabina Asad Qayyum:-</b></p> <p>To Councillor Ayres, Cabinet Member for Education, Skills and University</p> <p>I'd like to ask the Cabinet Member for Education as to how effective Anti-Bullying policies devised individually by local schools, have been effective in mitigating the effects of Bullying. Are there are statistics to demonstrate how effective these policies have been?</p> <p><b>Councillor Ayres responded:-</b></p> <p>Although there is no statutory requirement for schools to gather data on the subject of bullying, all schools are advised to maintain their own records, which will be monitored and challenged by the governing body to ensure that both policies and actions are appropriate and effective. The local authorities does not hold such statistics. Incidents of bullying, and the effectiveness of how they are dealt with, will also be addressed during an Ofsted inspection.</p> <p>Schools will be best placed to address incidents of bullying when they understand the nature of what is taking place, and use this information to inform anti-bullying measures and assess the effectiveness of their initiatives.</p> <p>A strong anti-bullying policy recognises different protected characteristics and sets out clear expectations about behaviour. It sets out how to report incidents, how information will be collected and used to prevent and tackle bullying, and also to inform regular reviews of policy.</p> <p><b>Dr Shabina Asad Qayyum asked a supplementary question:-</b></p> <p>In my inner city practice of 5,000 patients, I have seen a sharp increase in the number of referrals to the Child &amp; Adolescent Mental Health teams for children suffering from the repercussions of bullying within schools. From 2017 to 2018 a total of 25 referrals were made to CAMS by my practice alone for children suffering from bullying within the school setting which demonstrates the ineffectiveness and dire need to implement urgent stringent policies governed and monitored by the local education authority rather than conferring the responsibility to schools alone. What has the cabinet member done so far to resolve such matters, and will do and what are ongoing measures that may be in place to eliminate bullying as I fear we will lose a generation of able bodied children to increasing mental health problems suffered as a result of mental bullying.</p> |



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|    | <p><b>Councillor Ayres responded:-</b></p> <p>We have actually only recently asked Ofsted to look into these matters because I do repeat that the local authority does not hold such statistics and as all council know and are often informed about, many of the schools are academies and not maintained schools and consequently although we have a duty to look after our children of course as a local authority, Ofsted have a power to do something about any bullying. I am hoping that is sufficient answer for you Dr Qayyum. I think you mentioned there were 25 referrals to CAMS, I am not sure whether you meant Cambs County Council or the Peterborough authority but if you could explain that to me afterwards I should be very grateful.</p>  |
| 2. | <p><b>Question from Danette O’Hara</b></p> <p>To Councillor Holdich, Leader of the Council and Deputy Mayor of Cambridgeshire and Peterborough Combined Authority</p> <p>Further to the question raised in December in relation to the Cambridgeshire Pension Fund investments in fossil fuel, estimated to be over £100 million, I would like to know why Peterborough City Council cannot make a stand and put a motion to the committee to divest. Although the City do not hold any direct investments, putting the motion forward will signify the importance of the issue and show they truly are aspiring to be an environment capital.</p> <p><b>Councillor Holdich responded:-</b></p> <p>The pension assets of past and present employees are held as part of the wider Cambridgeshire County Council Pension Fund. This covers not just the County, Cambridge and Peterborough but also numerous other small employers. It is a “pool” rather than separate entity and is run with a cross-party, cross-Council Board including Union representatives.</p> <p>As the representative for all non-County Council employers, Cllr Seaton has been regularly engaged with members and officers who run the fund day to day basis on the ESG issue.</p> <p>However the key point in your question is do they divest of investments or do they have a policy of positive engagement. The current policy, which was recently reviewed and re-confirmed, is the latter. This has been discussed extensively and agreed by all representatives as being the best way forward. This aligns with the best interests of the Fund’s beneficiaries.</p> <p>As I have said, the Pension Fund Committee, which is cross-party, cross-council and includes Union Representatives, believes that engagement is key in relation to strong corporate governance, which in turn will enhance returns.</p> <p>I believe that, as they have the direct day to day engagement and expertise, and they hold the legal duty to employers and employees, it is right that we reply on their judgement.</p> |

Shareholder Activism is becoming increasingly important, especially in areas such as fossil fuels, Environmental, Social and Governance matters, and Executive Pay. It is right that as large shareholders we take that responsibility seriously.

**Danette O'Hara asked a supplementary question:-**

The Church of England and others have been engaging with oil and gas companies formerly a quarter of a century and the latter has is still spending billions finding new reserves when they already have enough fossil fuel to heat the planet many degrees above safe limits. While also spending relatively small amounts on renewable energy. So for example, asking fossil fuels companies to engage in divestment discussions is like walking into a pizza parlour, buying a slice as you tuck in you tell the owner "you really should stop selling pizza, it is bad for the environment".

We would like to ask is it not the responsibility of the city council to reflect the views of the people they represent. For those who live in the city who truly are aspiring to make it an environment capital can you not represent them and make a stand calling on the share of their investments to be divested from the fossil fuel industry?

**Councillor Holdich responded:-**

I think our first duty is to our staff to get the best deal for their pension. It is a cross party, nobody has a problem with what your suggesting. Also the unions are well involved in this, and they have not got a problem with the investment in this so I really don't know see the problem so I don't see that we should, as a council, get further involved.

## **COUNCIL BUSINESS**

**8. Questions on notice to:**

- a) The Mayor
- b) To the Leader or Member of the Cabinet
- c) To the Chair of any Committee or Sub-committee

**1. Question from Councillor Nadeem**

To Councillor Walsh, Cabinet Member for Communities

Early last year, the Council had an approval of £7.5M regeneration package in respect of the Millfield and New England area. Subsequently, several meetings and discussions have taken place between local elected members and officers to consider how this money should be spent.

My question to the cabinet is that when is the Council due to make a final decision on where exactly this money will be spent?

**Councillor Walsh responded:-**

The capital funding of £7.5million for the Millfield and New England area is allocated under three main themes: Parks and Open Spaces (£0.5million); Public Realm (£3million); and Community Assets (£4million). Ward Councillors are updated

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|    | <p>thoroughly through a monthly highlight report setting out the programme plan, as well as monthly meetings with the programme team.</p> <p>In relation to the Parks and Open Spaces theme, a new play and social area is being created at Dyson Close / Bourges Boulevard and is due for installation in early spring 2019, with improvements to other existing facilities and play areas taking place from Autumn 2018.</p> <p>In relation to the Public Realm theme, the main focus is the main spine of Lincoln Road in Millfield. LDA Design and Skanska are currently working up design proposals which we hope will be available for public engagement in Autumn 2018 ready for delivery in the 2019/2020 financial year.</p> <p>In relation to the Community Assets theme, the existing facilities are being identified and mapped, alongside discussions with local people to gather information about what facilities may be needed. The outcomes of this work should be ready by November 2018, and resulting delivery will take place from early 2019.</p> <p>If any of the ward councillors would like a more detailed briefing, do please let me know and I will be happy to make arrangements for that to happen.</p>  |
| 2. | <p><b>Question from Councillor Saltmarsh</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p> <p>At the Council meeting on the 7th March it was agreed that £40 K from Capital Budget would be spent to deliver / test verge parking measures throughout the city.</p> <p>This is needed to tackle the blight of anti-social parking in housing estates, inconsiderate parking close to schools and the practice of parking advertising vans on the side of arterial roads around the city.</p> <p>Can the relevant Cabinet Member please update council of the measures so far agreed and the timing and scoping of the plan?</p> <p><b>Councillor Walsh responded:-</b></p> <p>The Council receives numerous complaints relating to verge parking each year and the impact this has on communities and individuals is well documented.</p> <p>Due to these concerns the new Verge Parking Scheme came into effect in April this year.</p> <p>To enable officers to enforce the scheme, I am pleased to inform Members that a new citywide Traffic Regulation Order is now in place. Prevention and Enforcement Service Officers will commence enforcement action by the middle of August, following installation of local signage, in the first twelve locations identified for action. Vehicles found parked at these locations will be liable for a penalty charge notice should they not be removed by their owners. Council has provided the PES with additional capacity to enforce the new scheme.</p> <p>In addition to these first locations, the Council has also received twenty additional individual requests for action, five of which are to be formally consulted upon, or are already being consulted upon. Members will be notified if a consultation is planned in their Ward. Members can assist and support the process by encouraging participation</p> |

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|    | <p>in the consultation, or by letting officers know where the scheme may be required. To date, there has been no requirement to fund capital works.</p> <p><b>Councillor Saltmarsh asked a supplementary question:-</b></p> <p>I was extremely pleased to read the answer to my question at 7.30 this morning, it does sound rather complicated but I am sure we shall all read through it and get our heads around it, thank you.</p> <p><b>Councillor Walsh responded:-</b></p> <p>I am happy to help in any way I can.</p>   |
| 3. | <p><b>Question from Councillor Ali</b></p> <p>To Councillor Cereste, Cabinet Member for Waste and Street Scene</p> <p>Many community members are concerned at the decreasing burial spaces at Eastfield Road Cemetery, can I please ask as to where we are in terms of securing additional long term provision for burial to reassure our communities who are rightly concerned?</p> <p><b>Councillor Cereste responded:-</b></p> <p>I am very pleased to be able to answer this question because I'd like to provide reassurance to all communities in Peterborough with regards to current and future burial provision in our City.</p> <p>Firstly I can confirm that substantial work has been undertaken over the last 5 years to better map available spaces at both Eastfield and Fletton cemeteries. This work has significantly increased the number of grave spaces previously thought to remain at both cemeteries. Our latest estimate is that we now have 20 years burial provision, based upon current demand that is assuming we do not get an influx of people dying.</p> <p>When the need for a new cemetery was first flagged over 10 years ago, you will recall that it was believed that current provision only existed for up to 5 years so I can fully understand the concern that has existed in some of our communities.</p> <p>Given the latest projections, our search for a new cemetery is not as critical as it was, although in saying this we are still looking to acquire land to build the new cemetery before burial space is exhausted at either Eastfield or Fletton. If suitable land is identified at the right price for us to be able to purchase it we will or the land could be leased until we are ready to build the cemetery.</p> <p>Bereavement Services colleagues have identified a number of potential sites for a new cemetery in the past but all have been rejected for a number of reasons including the archaeological value, access or being already included in the council's development plan for other uses.</p> <p>Following a review last year it was agreed to split the project into two distinct parts with Growth and Regeneration colleagues taking responsibility to acquire the land and obtain planning consent for the cemetery and Resources (Bereavement Service) to then take responsibility to build and open the new facility.</p> |

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|    | <p>In summary, at this time the burial space available at Fletton and Cemetery is actually increasing as a result of the ongoing grave audits and I trust my answer has provided you with the response that you required.</p> <p><b>Councillor Ali asked a supplementary question:-</b></p> <p>I thank Councillor Cereste for his detailed response. Certainly a lot of people have expressed their concern, that information has not been readily available, passed on to the communities, that we haven't got an immediate issue in terms of burial space but certainly at Eastfield cemetery it looks as though there is not sufficient space so I would like to be reassured that Eastfield cemetery, which is quite heavily used by many members of the community I represent in North ward there is still about a considerable amount of concern that there isn't sufficient space. But I thank Councillor Cereste for the response but I would like to be kept informed. Thank you.</p> <p><b>Councillor Cereste responded:-</b></p> <p>I can only tell you what I believe to be true, and that is there is enough space for the next twenty years. Clearly if things change, we will be monitoring the situation on a regular basis because we will see what is happening and will keep you informed if the situation were to change dramatically.</p>   |
| 4. | <p><b>Question from Councillor Murphy</b></p> <p>To Councillor Cereste, Cabinet Member for Waste and Street Scene</p> <p>I have received a request from residents in Ravensthorpe and Westwood for skips to help with clearing up the area. Our Member of Parliament has recently provided a service at Westwood Centre. Will the cabinet member give consideration to provision of bulky waste collection initiatives in Westwood, Ravensthorpe, West Town and Netherton.</p> <p><b>Councillor Cereste responded:-</b></p> <p>The introduction of a free bulky waste service was not included as part of this year's budget so we do not have the funds to offer this to residents at the present time.</p> <p>However residents can dispose of their waste free of charge at the household recycling centre or alternatively if they pay £23.50 they can have a bulky collection from their houses which covers a variety of items that can be taken away. Again, at this present time. All these things are in review.</p> <p>We would also urge residents that have bulky items that could be re used or recycled to contact local charities or use sites such a Freecycle so the items can be reused.</p> <p><b>Councillor Murphy asked a supplementary question:-</b></p> <p>Thank you councillor for your response and emphasising the need to reuse, recycle and reduce and being very honest and saying there is nothing in the budget for these bulky wasters. We did have the one from the MP recently and residents asked for others. We did have a trial. Councillor Elsey bought in a trial that lasted for a few weeks but I don't really know the outcome of that but that was helpful. Yes, the £23.50 is a pretty good service actually however I would ask you to have a look at if we could use the extension of the Amey contract to do something better.</p> |

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|    | <p>We know pay them an extra £100,000 a month so hopefully we can get a better service and perhaps we can have a word with Cross Keys Homes who take up to 28 days to shift stuff when we do it in 24 and try and get some synergy between us and cross keys Homes and finally I would like to ask if you could have a word with officers to see if we can speed up the permit at the tip. I had to wait recently for a week to get the permit.</p> <p>I know we use second class post but the person dealing with it said we will put a late date on it as it may take a week. Some people if they have to wait a week may not deal with their bulky waste sensibly.</p> <p><b>Councillor Cereste responded:-</b></p> <p>I sympathise with many of the things you say. All I can say is absolutely for you is there will be a working group looking at all these issues and so will I. There are a lot of things we could make more user friendly and that will probably help.</p>  |
| 5. | <p><b>Question from Councillor Hogg</b></p> <p>To Councillor Walsh, Cabinet Member for Communities</p> <p>Can the cabinet member for Communities please update us on the progress that has been made since the meeting with residents of the Vista Development, which occurred on Monday 15th January 2018? Can she also tell us when we can expect the follow up meeting, which was promised some six weeks later and hasn't even been arranged six months later? Quite understandably the residents of the Vista development are feeling let down and ignored, can she account for the delay and what is being done to resolve this issue.</p> <p><b>Councillor Walsh responded:-</b></p> <p>I would like to take this opportunity to reassure Members and residents of the Vista Development that they have not been ignored and work has been taking place to address the issues raised.</p> <p>Since the last meeting I can confirm that Morris Homes have undertaken numerous follow up meetings with residents and have progressed a number of actions raised at the initial meeting. A management company has now been appointed to oversee the maintenance of the open spaces and informal areas of the development, and the outstanding highway remedial works have also been completed. I understand that parking is still a major concern for residents, and the Council, via our Highways Department, is due to launch a formal consultation in relation to parking restrictions in the Autumn.</p> <p>It is timely now to reconvene a follow-up public meeting to inform all residents of the good work already delivered and that which is in progress, and officers are in the process of arranging this. Mr Mayor, Councillors Hogg and Lillis were fully aware of the above prior to this evenings meeting and quite frankly I do feel the question was unnecessary.</p> <p><b>Councillor Hogg asked a supplementary question:-</b></p> <p>Thank you for your answer. I was at the meeting and you said quite clearly that there was going to be a follow up meeting in six weeks from that meeting and we are now</p> |

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|    | <p>six months from that meeting. I feel an apology is required for the residents of the Vista Development.</p> <p><b>Councillor Walsh responded:-</b></p> <p>Thank you Mr Mayor. I don't think an apology is necessary as I did say in my first answer to your question a lot of engagement has occurred between officers and residents and you are fully aware of it. The issues are many and complex and it would quite frankly have been a waste of time to have convened a meeting before having resolutions to tell residents. Residents fully understand that they will be invited when we have substantial things to tell them all. That said many of them already know, so I am sorry, No, I wouldn't like our hard working officers to be blamed for not having convened a meeting in the timescale that you say, it would have made no sense. And furthermore, I would like to refer the councillors to page – [interruption]</p> <p><b>Councillor Hogg raised a point of accuracy:-</b></p> <p>At no point did I blame the officers and I would like to make that very clear.</p> <p><b>Councillor Walsh continued:-</b></p> <p>I will respond to that too. I am simply chairing the meeting. This is my area and my portfolio as you know and the operational work is carried out by my officers. And so therefore the implication is if you are blaming me you are actually blaming them because they are working on this. On page 80 of our agenda book Part 5 Section 3 Member Officer Protocol says "Ward members are entitled to briefing about local issues to help them represent the council to the community and vice versa. You can make full use of this right that you have to be briefed and I would urge you as ward councillors to let the community know. There are not that many houses on Vista, put out a leaflet, you are very good at doing it at election time. Do it when it really counts, during the year.</p> |
| 6. | <p><b>Question from Councillor Sandford</b></p> <p>To Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</p> <p>The Peterborough City Council Local Transport Plan contains a Transport User Hierarchy which states that in all aspects of transport planning priority will be given to road users in the following order: pedestrians, cyclists, public transport, with private cars at the bottom of the list. In view of this could the relevant cabinet member tell me what measures are being taken to encourage members of staff to use public transport to access the new Council building Sand Martin House?</p> <p><b>Councillor Hiller responded:-</b></p> <p>We run an annual staff survey to ascertain how staff travel to work and why they travel the way they do. This information is then used to run targeted initiatives for staff generally, but specifically, in the run up to staff moving over to Sand Martin House, information will be put on the internal intranet system to help encourage staff to travel sustainably including details about bus services. Speaking to members of the Transformation Team over the months leading up to this exciting move I am encouraged to learn just how many and intending to use buses and walk to the superb new offices this administration has enabled.</p>  |

**Councillor Sandford asked a supplementary question:-**

Round about a week ago a number of councillors went on a tour of Sand Martin House and what we were told was then was that no bus services are actually proposed to go down the road that leads to Sand Martin House.

What we were also told is that there is no prospect of any bus going down there in the future because the council has not insisted on a turning circle being put in. Can I also point out to him that on London Road, which is the main road at the end of the road leading to Sand Martin House there is a bus stop on the South side but no bus stop on the Northbound side. Given the fact that the council is both a joint owner of the Peterborough Investment Partnership that is responsible for this development and given the council is the planning authority isn't it a neglect of the duty imposed on them in the Local Transport Plan to promote sustainable transport? They are not achieving that.

**Councillor Hiller responded:-**

I really appreciate the follow up question from Councillor Sandford. It is not actually that far from the Town Hall so I imagine a number of staff will continue to commute as they do currently. But as I said before, help and assistance is always there to inform better about travelling around our great city. I personally spent a significant amount of time in both the Town hall and the Allia Business centre on the other side of Fletton Quays and always walk the relatively short distance between the two. It is actually a very pleasant walk over the river. An example of how convenient it is to use public transport to Sand Martin House there is a southbound route stop opposite KFC, which is about seven minutes easy walk to the Engine Shed and there are two northbound route stops south of the river at Queensgate Hotel on Fletton Avenue about nine minutes' walk to the Engine Shed and a northbound route stop North of the river outside TK Max / Asda, again about a nine minute walk. If anyone has a specific questions about the city's bus services they can email [buses@Peterborough.gov.uk](mailto:buses@Peterborough.gov.uk)

You are absolutely right about no buses into Fletton Quays. They can't turn round so what would be the point of putting a bus into Fletton Quays and having it backing out onto the busy main road bridge. That is just nonsense and even Councillor Sandford would appreciate that.



**8. Questions on notice to:**

d) The Combined Authority Representatives

**1. Question from Councillor Hogg**

**To Councillor Over and Councillor Murphy**

Can the representatives of the Combined Authority scrutiny committee please explain the reason for non-attendance that meant that the meeting of 15th June 2018 couldn't go ahead due to not being quorate?

**Councillor Murphy may responded:-**

Councillor Over is no longer on the joint scrutiny, he has gone onto another committee elsewhere.

The meeting on the 15th June was an extra meeting called to deal with a call in over Cambridge Transport, an issue I remember from many, many years ago being very important in Cambridge. By law, we have limited time to arrange that meeting so the officer set about arranging it and consulted with the Chair, and members of Overview & Scrutiny, and went for Friday 15<sup>th</sup> June at 9am in Cambridge. That does it itself present some logistical problems because of the very poor transport infrastructure which was what the whole issue was about. I can tell you that the board today have agreed as a temporary measure whereby that the Park & Ride will now go ahead and be temporarily.

The Mayor wanted to have a moratorium over any transport initiatives that are underway. The Overview & Scrutiny called that in as it thought it was wrong and could put jobs at jeopardy. That Friday morning at 9am, it was actually Eid that day as well presented some real problems and I do believe it has been reported that a whip was put on Tory members of the Overview & Scrutiny meeting not to attend to effectively make it inquorate. That really is an abuse of the system and we will now be making representation to see if we can have the quorum reduced from ten, which is quite high for that committee.

**Councillor Over addressed the council:-**

Councillor Murphy was exactly right I am no longer on the O & S Committee, I am on the Combined Authority as a member of the Fire Service of the county of Peterborough. But I must emphasis everything said I would agree with except the last bit about being a Whip, if there was a Whip, they missed me out of it but then again I am Peterborough and so probably would get missed out of it because the point I really want to make is that nobody came to me and asked is the meeting was OK for the 5<sup>th</sup> June, I would have said no, it's Friday, it's 9 o'clock, and it is going to take about two and a half hours to get there, three hours by train and no guarantee I would get there by 9 o'clock. So I asked them to change the date and time and they refused. So in my case if I was going to go along it would have taken something in the region of three hours to three and a half hours to get there and I have no idea about getting back. It was inconsiderate. It just reinforces my concern about that committee that it really does seem to have a Cambridge bias to it.



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| <b>COUNCIL</b>         | AGENDA ITEM No. 7(c) |
| <b>17 OCTOBER 2018</b> | PUBLIC REPORT        |

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| Contact Officer(s): | Fiona McMillan, Interim Director of Law and Governance | Tel. 01733 452390 |
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**PETITION FOR DEBATE 'STOP THE CLOSE OF THE MANOR, RESPITE HOME FOR CHILDREN AND YOUNG PEOPLE WITH DISABILITIES'**

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| <b>R E C O M M E N D A T I O N</b>  |
| <b>FROM : Interim Director of Law and Governance</b>  |
| <p>It is recommended the Council either:</p> <ol style="list-style-type: none"> <li>1. note and take no action for the reasons put forward in the debate;</li> <li>2. take the action, or part of the action, requested by the petition; or</li> <li>3. refer the petition to either Cabinet, a Cabinet Member, or the relevant Scrutiny Committee for consideration having regard to the comments made in the course of debate.</li> </ol> |

**1. PURPOSE AND REASON FOR REPORT**

1.1 A petition has been received by the Council with contains more than 500 signatures from people who live, work or study in the city. As such, the right to a debate of the petition by a meeting of the full Council has been triggered, according to the Petitions Scheme.

**2. BACKGROUND**

2.1 As set out in the Council's Petitions Scheme, if a petition contains more than 500 signatures from people who live, work or study in the city, it may trigger the right to be debated by a meeting of the full Council.

2.2 On 7 March 2018 a petition was received with the Council from Ms Helen Harbour. Following the undertaking of a verification process, the petition was confirmed to include 930 eligible signatures.

2.3 Ms Harbour requested that the petition was debated by a meeting of the Full Council, as per the Petitions Scheme.

2.4 The petition is titled 'Stop the close of The Manor, Respite home for children and young people with disabilities'. The petitions calls upon the Council to:

*1) Let the Manor continue providing a service to families requiring respite provision*

*2) Reject any alternatives: Direct Payments or Outreach*

- 2.5 The summary and background to the petition reads:

*We the undersigned petition the council to Stop and reconsider the proposed closure of the Manor Children's and young people's home with special needs and disabilities. Parents need the facility, for their child/young person for the continuity, social aspects and the parents needing much needed respite.*

*The petition is put together by parents and past parents that have used this facility, that know how extremely important it is for our children. We feel many facilities have already closed and parents need this only surviving place of support.*

- 2.6 A copy of the petition is available to Members to view upon request.
- 2.7 The petition was referred to the executive director in order that the concerns and questions raised were responded to.
- 2.8 A response was provided to the lead petitioner as attached at Appendix 1.
- 2.9 Although the petition was received in March 2018, the Council meeting on 17 October 2018 is the first meeting where the petition is able to be debated. This is due to there being no substantive items permitted at the Annual Council meeting in May 2018 and the Orton Longueville By-Election at the beginning of August, which meant that the Council meeting on 25 July 2018 fell in the middle of the purdah period.

### **3. IMPLICATIONS**

- 3.1 Finance Implications – There are no financial, legal, or equalities implications arising from this report.
- 3.2 Governance Implications – This report will be debated following the presentation of the petition. The Leader Petitioner has five minutes to present this petition. Members will then be invited to debate the request contained therein. The usual rules of procedure will apply to this debate. Each Member may speak once for no longer than 3 minutes. A Member may not speak again, except on a point of order, by way of a personal explanation, or by way of a statement of accuracy. The Mayor will invite a vote on the recommendations at the close of the debate.

### **4. BACKGROUND DOCUMENTS**

- 4.1 Peterborough City Council Petitions Scheme.

### **5. APPENDICES**

- 5.1 None.

## APPENDIX 1

**Telephone:** 01733 863749  
**E-Mail:** [Wendi.ogle-welbourn@peterborough.gov.uk](mailto:Wendi.ogle-welbourn@peterborough.gov.uk)  
**Please ask for:** Wendi Ogle-Welbourn  
**Our Ref:** WOW/AG  
**Your Ref:**



Helen Harbour



PEOPLE & COMMUNITIES  
DIRECTORATE  
Peterborough City Council  
Bayard Place, 3<sup>rd</sup> Floor  
Broadway  
Peterborough  
PE1 1FB

Tuesday 10<sup>th</sup> April 2018

Dear Helen,

Thank you for all the correspondence you have sent to the Council and meeting with Cllr Smith and me.

I have looked at the Petition and your original letter to Gillian Beasley, I hope Cllr Smith and I responded to the concerns you raised when we met.

Below I have responded to all the concerns and questions you have raised in your correspondence to us.

We know this is a difficult time for families and we are committed to doing everything we can to support them. We will ensure that the needs of families are met and they will not be left without appropriate provision.

It has been a difficult decision to take this action; however for the last two years the Council has not been able to achieve the income from health and other local authorities that it had done in the past and is not able to continue to supplement this income anymore. You will know that the Councils grants from government have been reducing year on year and we are facing very challenging financial times.

There are more services available for short breaks than there were previously and more families are able to access these; Link Foster Care, Outreach, Clubs and Activities, Direct Payments. These can be matched against individual children, young people and family's needs and are able to be provided at a more affordable cost. This is why health and other local authorities are not using the residential respite provision in Peterborough as they used to.

We do accept that families may want overnight residential respite; however if Councils, or others such as Health, are able to provide other services to meet need that are more affordable they will

do so. Many families have benefited and continue to benefit from Link Foster Care and we are growing this service. Link Foster Care can provide flexibility as needs increase or decrease. Another benefit of Link Foster Care, unlike residential care, is that matching of children or young people is not an issue - this is often a prohibiter in residential care to fuller occupancy.

### **As background to the Councils decision:**

The Manor (in Dogsthorpe) and Cherry Lodge (between Orton Waterville & Orton Malborne) provide short breaks in the form of overnight care, as well as day care and outreach. Cherry Lodge is open for respite 7 nights a week; for residential care and works with those children who have the most complex needs. The Manor takes young people with less complex needs and is open for respite care for 4 nights per week. All children that access both homes attend local schools.

There is one joint budget for both homes with a £500k income target based on health and other local authorities in the past purchasing placements. In the last few years the requests for placements from health and other local authorities has decreased as they are purchasing other sorts of support. This has resulted in a level of income that has decreased to about £250k, giving us a £250k budget pressure.

The average occupancy over the last six months at both homes is:

- The Manor 22.6%
- Cherry Lodge 60.2%

To clarify we are looking to cease The Manor overnight stays, but retain the building for non-residential work, this will achieve the reduction in expenditure we need to offset the shortfall in income.

### **Training**

As our current Outreach Workers are also Residential Workers they complete the CWDC induction in their first six months. They move on to the National Diploma 3, which replaced NVQ's, after their first year, this qualification takes about a year to complete. In addition they have to attend the following mandatory training;

Medication administration  
Understanding epilepsy  
Fire safety  
First aid  
Infection control  
Safe moving and handling  
Behaviour management and physical intervention techniques  
Safeguarding  
Understanding autism

They have to complete the following PCC e-learning modules;

Prevent strategy  
Equality Act/Equality in the Workplace  
Disability and Discrimination  
Learning Disability Awareness  
Fire safety  
Safeguarding  
Infection control  
Data protection

Introduction to risk assessment  
Introduction to freedom of information

We organise other training which the majority of the permanent staff will attend such as sensory integration, restorative practice and postural awareness, workers will also attend specialist training specific to children they are working with such as administering gastro feeds, oxygen, suction etc. and periodically we arrange good practice/further development events with national organisations such as NYAS. I can give you examples of these if you want them.

As we further develop the outreach service and have workers who are not necessarily residential workers as well we will continue with the same training programme apart from possibly the CWDC induction as we will develop an induction specific to outreach.

Some of the current Manor staff are likely to secure jobs at Cherry Lodge as part of the residential offer and Outreach, so we will retain their skills.

We already have five Link Carers, regarding new Link Carers, in addition to the skills to foster and other training they attend via the foster carer's programme they will also access the training we organise and specialist training specific to the children placed such as oxygen, moving and handling, medication administration and gastro feeds.

## **Choice**

We have recently re-specified and re-tendered for short break provision, as part of this process Family Voice sent out a survey asking parents what they wanted. (I sent this to you) the survey clearly showed families wanted more community based services. We have had requests for Link Foster Care and Direct Payments from families who have used residential overnight care.

We do accept that families may want overnight residential respite; however if Councils, or others such as Health, are able to provide other services to meet need that are more affordable they will do so. Many families have benefited and continue to benefit from Link Foster Care and we are growing this service. Link Foster Care can provide flexibility as needs increase or decrease. Another benefit of Link Foster Care, unlike residential care, is that matching of children or young people is not an issue - this is often a prohibiter in residential care to fuller occupancy.

## **Use of The Manor**

We will use the Manor for non-residential services. This is likely to include group and individual work; the specialist bathrooms and equipment will enable a range of needs to be met whilst children and their families access this provision.

## **Other Commissioners of places at Cherry Lodge and The Manor**

Cambridgeshire and Lincolnshire Councils and the Cambridgeshire and Peterborough Clinical Commissioning Group purchase places at The Manor and Cherry Lodge; however the number of places they are purchasing has decreased over the last couple of years; They are now only purchasing places for the children and young people with the more complex needs, choosing other forms of support such as community activities and outreach.

The income target we have is 500k, we are only achieving 250k, and this is despite offering more places to other authorities and health. By closing the residential provision at The Manor we will achieve the 250k shortfall in income and be able to invest 250k into Outreach and other services to support children and young people with disabilities.

## **Managers**

The Manor and Cherry Lodge have individual Registered Managers. Claire Young who is the Registered Manager for Cherry Lodge is the overall service manager with responsibility for the budget that funds both homes.

## **Equality Impact Assessment**

We consider the impact of our actions will have a neutral impact as children, young people and families will be provided with alternative provision to meet assessed needs.

We do accept that families may want overnight residential respite; however if Councils, or others such as Health, are able to provide other services to meet need that are more affordable they will do so. Many families have benefited and continue to benefit from Link Foster Care and we are growing this service. Link Foster Care can provide flexibility as needs increase or decrease. Another benefit of Link Foster Care, unlike residential care, is that matching of children or young people is not an issue - this is often a prohibiter in residential care to fuller occupancy.

## **Work with Families who use the Manor**

The Social Workers for all the children and young people who access The Manor have had contact with them, in person and in writing. Families were made aware of the proposal to cease the overnight short breaks at the Manor prior to publication of the proposal in the budget. They were able to respond to the proposal and there were a number of responses in the budget consultation in respect of the Manor. We will continue to work with individual families to secure appropriate alternative provision.

## **Visits to The Manor**

Both Cllr Smith and I have visited the Manor. I have visited on a number of occasions and spent time with the children and young people who were there.

Please be assured that Cllr Smith and I are committed to ensuring the needs of all the families who use the Manor are met appropriately and we will not close the overnight provision at the Manor until we have done this. We envisage this will take between three and six months.

Yours sincerely



Wendi Ogle-Welbourn  
Executive Director People & Communities for both Peterborough & Cambridgeshire Councils



Here is a link to TACT who are delivering all our fostering and adoption services, including Link Foster Care.

<https://www.tactcare.org.uk/>

<https://www.tactcare.org.uk/foster-with-us/types-of-fostering/children-with-disabilities/>

<https://www.tactcare.org.uk/foster-with-us/types-of-fostering/respite/>

TACT, who are the UK's largest fostering charity, are delivering all fostering and adoption services on behalf of Peterborough City Council.

TACT and Peterborough City Council entered into an innovative and ground breaking partnership that will improve outcomes for children and young people in care and on the edge of care. The service aims to reduce the council's reliance on higher cost independent fostering and residential placements as well as offering high quality training and support to all foster carers in Peterborough.

As a foster carer for TACT Peterborough will benefit from:

- Local support and advice, 24 hours a day, seven days a week
- A comprehensive training and development programme
- Competitive fostering fees and allowances

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| <b>COUNCIL</b>         | <b>AGENDA ITEM No. 9(a)</b> |
| <b>17 OCTOBER 2018</b> | <b>PUBLIC REPORT</b>        |

|                                |  |                            |
|--------------------------------|--|----------------------------|
| Cabinet Member(s) responsible: | Councillor Peter Hiller, Cabinet Member for Growth, Planning and Economic Development)                                 |                            |
| Contact Officer(s):            | Richard Kay, Head of Service – Sustainable Growth Strategy<br>Darren Sharpe – Natural and Historic Environment Manager | Tel. 863795<br>Tel. 453596 |

## **EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

### **(a) EXECUTIVE RECOMMENDATION - PETERBOROUGH CITY COUNCIL’S TREE AND WOODLAND STRATEGY**

Cabinet at its meeting on 24 September 2018 considered a report updating the Tree and Woodland Strategy following consideration by the Growth, Environment and Resources Scrutiny Committee on 10 January 2018, initial consideration by Cabinet on 15 January 2018, and four weeks public consultation from 2 March 2018 to 29 March 2018.

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| <b>IT IS RECOMMENDED</b> that Council approves the Tree and Woodland Strategy to Full Council for approval. |
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The original Cabinet report and appendices follows at Appendix 1.

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| <b>CABINET</b>           | AGENDA ITEM No. 6 |
| <b>24 SEPTEMBER 2018</b> | PUBLIC REPORT     |

|                                |  |             |
|--------------------------------|--|-------------|
| Report of:                     | Simon Machen - Corporate Director of Growth and Regeneration                           |             |
| Cabinet Member(s) responsible: | Councillor Peter Hiller - Cabinet Member for Growth, Planning and Economic Development |             |
| Contact Officer(s):            | Richard Kay – Head of Service - Sustainable Growth Strategy                            | Tel. 863795 |
|                                | Darren Sharpe – Natural and Historic Environment Manager                               | Tel. 453596 |

## PETERBOROUGH CITY COUNCIL’S TREE AND WOODLAND STRATEGY

|  |                           |
|--|---------------------------|
| <b>R E C O M M E N D A T I O N S</b>   |                           |
| <b>FROM:</b> Corporate Director of Growth and Regeneration   | <b>Deadline date:</b> N/A |
| It is recommended that Cabinet recommends the Tree and Woodland Strategy to Full Council for approval. |                           |

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following consideration by the Growth, Environment and Resources Scrutiny Committee on 10 January 2018 and Cabinet 15 January 2018, prior to four weeks public consultation from 2 March 2018 to 29 March 2018.

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to present the City Council’s updated Tree and Woodland Strategy for the Cabinet to consider and if appropriate to refer it to Full Council for consideration as part of the major policy framework.
- 2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1, ‘To take collective responsibility for the delivery of all strategic Executive functions within the Council’s Major Policy and Budget Framework and lead the Council’s overall improvement programmes to deliver excellent services’.

### 3. TIMESCALES

|   |                        |   |                          |
|---|------------------------|---|--------------------------|
| Is this a Major Policy Item/Statutory Plan? | <b>YES</b>             | If yes, date for Cabinet meeting        | <b>24 September 2018</b> |
| Date for relevant Council meeting           | <b>17 October 2018</b> | Date for submission to Government Dept. | <b>N/A</b>               |

### 4. BACKGROUND AND KEY ISSUES

- 4.1 The Council adopted its current Tree and Woodland Strategy in 2012. That Strategy has been

extremely effective in putting in place clear process and guidelines as to how the city council will not only discharge its statutory functions in relation to Trees and Woodland, but also its guidelines, or 'service standards', in respect of this important resource, a matter which is very 'public facing' service the council delivers.

It is, however, time to refresh that strategy, building on the success of the current strategy, but also providing further clarification on what service the council will offer (and importantly what it will not).

The draft strategy has been drafted taking account of the following key principles:

- fulfilling our statutory duties (including health and safety)
- being as clear as possible where the council will and will not provide service.
- recognition of the vital importance of trees and woodland to our communities, quality of life and ecosystems services.
- our financial constraints.

### **Statutory duties**

The City Council's Trees and Woodland Strategy takes account of the legislative requirement introduced by the Natural Environment and Rural Communities Act S40 and The Natural Choice: securing the value of nature –Environment White Paper.

In addition it will help the Council facilitate compliance with:

- Occupiers Liability Act 1957 [revised 1984] which requires it "to take reasonable care" to maintain its trees and woods in a reasonably safe condition.
- The Health and Safety at Work Act 1974 which requires the council to have a duty of care to employees and members of the public in respect to safety of the trees in its ownership.

The systems of health and safety checks on trees that have been developed are proposed to be maintained. The aim will be to continue to keep risks presented by trees as low as it is reasonably practical to do so. In 2012 the Council's contractors produced a Tree Risk Management Plan, now included within the revised strategy, which includes measures recommended in current guidance.

### **Service standards**

As organisms of longevity and complexity, in order to manage trees sustainably, a strategic operational approach is essential. The understanding of the way pruning affects trees has evolved, but the basic premise has not changed: all tree surgery is not for the benefit of the tree, other than to enable it to continue to co-exist in an artificial human environment.

The analysis of enquiries received over the last five years of has enabled the Council to monitor customer concerns, prioritise work and establish best practice in the way that it is undertaken. Improved levels of consultation and communication have been developed. Equally, firmer policies have been developed, and proposed to be included in the new strategy, that inform residents of the Council's actions in respect to common concerns. These policies are integral to a more pro-active level of service delivered within financial constraints.

### **Importance of trees**

Trees are the largest and oldest living organisms in our environment. Trees and woodlands are dominant features of the landscape and environment of Peterborough. Collectively they form one of its finest and most important features. However, they are not simply embellishments, but provide a range of important ecosystem services and contribute towards the sustainable future of the City. Previously when referred to Cabinet the report illustrate the importance of some of the ecosystem services provided by trees and how they can help to deliver its Environment Action Plan (EAP) targets. As part of consultation feedback this evidence was further expanded by the commissioning of a i-Tree Eco v6 evaluation, used to describe the tree stock and quantify and value air pollution removal, carbon storage, carbon sequestration and reductions in surface water

runoff delivered by the trees (see consultation feedback below).

### **Financial constraints**

In these challenging financial times the strategy has been written within the constraints of the current budgetary provision. No new financial demands are envisaged from the revised strategy however it does highlight the potential threats of major pest and disease that may in future impact financially on the council. It also highlights the need to retain existing resourcing chains to avoid existing problems getting worse to the point where the tree stock could be considered a negative asset.

Measures are also proposed to introduce mechanisation, such as a tractor mounted tree shears, where it is practicable to reduce the cost of selective woodland management. In addition to expanding tree and woodland cover through sustainable external funding sources.

## **5. CONSULTATION**

- 5.1 Public consultation on the strategy commenced for four weeks post Cabinet approval. A range of local organisations will be invited to comment during this consultation period. These included:
- The Local Conservation Bodies
  - Peterborough Environment City Trust
  - Nene Park Trust
  - The Woodland Trust
- 5.2 A total of 4 consultation responses were received. These comments and observations have been incorporated, where appropriate, within the revised Strategy presented. A summary of the consultation comments is included within Appendix A.
- 5.3 The recommended revisions are, on the whole, very limited and focused in very few areas of the Strategy. One comment raised by Scrutiny was its lack of evidence to support the positive benefits of the Council's tree resource. In order to address this a report was commissioned to present an evaluation of some of the benefits provided by Peterborough's council owned tree stock. This work, using i-Tree Eco v6, describes the tree stock and attempts to quantify and value air pollution removal, carbon storage, carbon sequestration and reductions in surface water runoff delivered by the trees. Amenity value of the tree stock was calculated using the Capital Asset Value for Amenity Trees (CAVAT) quick method. This useful report has been added within Appendix 8 of the Trees & Woodland Strategy. In summary the report highlights that the council owned trees are providing significant benefits to society in the form of public services. Amenity value far outweighs the other benefits, with a total value of £2.9 billion, compared to a present value of £38.20 million over 80 years for all other benefits combined, plus total carbon storage value of £11.07 million. Interestingly the tree stock can be credited with offsetting 79.3% of the Council's emissions (data taken from the annual Carbon Reduction Commitment (CRC) figures 17-18).

It was noted by Cabinet, as well as a consultation comment, that ward boundary references were outdated and that canopy cover data did not relate to the most recent ward boundary changes. Subsequently, following consultation, the most upto date canopy cover data was prepared and spatially analysed against current ward boundaries. The resultant independent analysis showed some differences between those figures in the draft Strategy and the revised data. In summary the updated work has resulted in a new, higher quality, canopy cover data set, more accurately demonstrating the significant variance in ward areas, and is to be inserted into the Strategy.

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

- 6.1 The proposed Strategy, if approved will be used in making decisions on the management of the Council's Trees and Woodland asset. The Strategy aims also to expand our knowledge of the competing pressures experienced in managing a sizeable maturing urban tree population.

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

- 7.1 The strategy will help deliver the city's Environment Capital priority by providing clear strategic direction for the management of the council's tree resource and set targets with which the progress of the strategy will be measured.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 The alternative option of not producing an updated strategy would mean that there would be no clear vision and targets associated with the management of the Council's Trees and Woodland, making progress difficult to monitor and the effective allocation of resources challenging. Therefore the alternative option of not updating the strategy was rejected.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 There are no new financial implications on the Council, as a result of the policies proposed in the draft strategy. Where applicable, all targets contained within the plans are currently planned to be achieved within existing resources.

### **Legal Implications**

- 9.2 As detailed in 4.2 above the strategy also ensures the council continues to fulfil its duties under the Health and Safety at Work Act and the Occupiers Liability Act.

### **Equalities Implications**

- 9.3 There are no anticipated equalities implications of this recommendation.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 Peterborough Tree and Woodland Strategy 2012  
Environment Action Plan: Peterborough City Council 2017

## **11. APPENDICES**

- 11.1 Appendix A - Trees and Woodland Strategy - Consultation Comments  
Appendix B - Draft Trees and Woodland Strategy



| Strategy reference                    | Comment  | PCC Position  | Outcome                    |
|---------------------------------------|--|---|----------------------------|
| 6.6                                   | Peakirk Parish Council supports the overall content of the document, especially the aim to increase canopy cover across areas where the cover is low. Our canopy cover is one of the lowest in the authority area at 2.32% (at that time we were part of Newborough Ward). | Noted. Canopy cover data remodelled with new Ward boundaries  | Canopy cover data amended. |
| 9.2.15                                | We are also keen to encourage the promotion and conservation of wet woodland at the Old Wildfowl Trust site.(paragraph 9.2.15 then stated)   | Noted. The site remains in private ownership and the desires expressed will be considered, along with others, within any future Statutory Duties PCC are required to deliver in respect to this land. | No text amended            |
| TP40, TP41                            | We also welcome the policies TP40 and TP41 that confirm the importance of tree cover in planning applications.   | Noted   | No text amended            |
| TP36.3, TP37, TP37.1,TP37.2, & TP37.3 | We support Priorities: TP36.3, TP37, TP37.1,TP37.2, & TP37.3   | Noted   | No text amended            |

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## Peterborough

### **Tree and Woodland Strategy**



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- Appendix 4 – The Tree Risk Management Plan
- Appendix 5 – The Right Tree in the Right Place Frame Work
- Appendix 6 – Summary of Tree Polices
- Appendix 7 – Consultation Protocol
- Appendix 8 – The value of Peterborough City Council’s trees

## 1. Introduction

- 1.1 This new strategy will aim to build on the achievements and progress made during the life of the 2012 document. However, many of the old policies will remain unchanged. The City's trees and woodlands have the capacity to both improve the quality of life for Peterborough residents and make a significant contribution towards the Council's environmental targets and aspirations.
- 1.2 The new strategy will seek to consolidate the Council owned tree stocks and woodland and manage them in a sustainable way. This particularly applies to the extensive legacy woodlands planted by the Peterborough Development Corporation (PDC) in the 1970's. The strategy seeks to make the woodlands more resilient in the face of threats from introduced pests and diseases and the impact of climate change.
- 1.3 A key aim will be to increase tree canopy cover in the City by both planting new trees and ensuring proper development of newly established trees to maximise the benefits they can provide. Also to support and contribute to the Forest of Peterborough Project target to plant 183,000 trees in and around the city and surrounding countryside by 2030. The extension of canopy cover will focus on the urban areas and try to redress the balance between Wards with low numbers of trees and those with extensive tree and woodland cover. However, tree and woodland planting will be encouraged throughout the whole of the unitary area.
- 1.4 The strategy seeks to strike a balance between maximising benefits provided by trees and recognising that trees can cause significant problems for home owners when in close proximity to dwellings and gardens. Where possible, long term solutions will be applied to reduce the level of conflict between trees and residents.
- 1.5 The preservation and improvement of wildlife habitats and the conservation value of the City's trees and woodlands is at the heart of the strategy. The strategy will mesh with both National policies and the Council's Ecological and Green Space Plans.

## 2. Background

- 2.1 The Unitary Peterborough extends to 34,000 ha. The current (2016) population is approximately 200,000 which is expected to increase by a further 41,500 between 2016 and 2036.
- 2.2 The City is set in eastern England, where the Fens meet the lowlands of the Midlands. This junction of landscapes provides a rich and diverse range of contrasting and distinctive landscapes including fenlands, clay lands, river valleys, gravels and limestone.
- 2.3 The eastern half of the unitary area is reclaimed high quality agricultural land on the flat fens. Originally the margins would have consisted of wet woods and carrs of alder, birch, ash and oak, edging onto vast tracts of brackish marsh, river plains and reeds.
- 2.4 To the west of the City the land becomes more undulating and forms the eastern extent of the Rockingham Forest character area. There are numerous ancient woodlands in this area, many of which are of high nature-conservation interest and are attractive landscape features in their

- own right. Fields and roads are bounded by trees and hedgerows which link a patchwork of woods. These woods, the remnants of the Rockingham Forest, survive in western Peterborough.
- 2.5 Early settlements such as those found at Flag Fen and Barnack led to the clearance of the forest. Later as sea levels dropped, and man drained the Fens, so his impact on the tree cover of the area became even greater.
- 2.6 There has been continuous settlement at Peterborough since 45 AD. Early settlement was based around the great abbey of St Peter. The City grew beyond its medieval boundaries during the nineteenth century and the City's industrial heritage evolved with the great rail workshops. At the same time the brick industry, so closely linked to the City until the 1980's, was developing. The older parts of the City, which accommodated the industrial growth of Peterborough from Victorian times to the 1950s, have a structured layout with tree lined roads, formal promenading parks and open spaces.
- 2.7 In 1967 Peterborough was designated as a New Town and during the 1970s and 1980s the population increased significantly with three new townships constructed around the core of the old city. The PDC ceased to exist in 1988. However, the process of housing growth and township creation continues with the latest development; the privately funded Hamptons, built on former brickfields to the south of the City.
- 2.8 The PDC undertook extensive tree planting throughout the new townships using a naturalistic planting scheme including woodland belts tree groups and individual tree planting in close association with residential and commercial development. This planting style was partially influenced by the garden city concept. The main road network, created as part of the new town construction, was edged by tree belts, the main design influence here was the American parkway movement. Many of the roadside tree belts are also in close proximity to residential properties. The PDC tree and woodland planting is now coming to maturity providing a valuable legacy for today's residents of the City but is in need of ongoing management and renewal.

### **3. Aims of the Strategy**

- 3.1 Sustainability is at the heart of the Council's long term aims and is encapsulated in the Environment Action Plan. This tree and woodland strategy seeks to provide:

***"A sustainable tree and woodland resource for a growing city"***

- 3.2 The strategy sets out how the benefits provided by trees and woodland will be maintained and enhanced. This will include positive steps to consolidate tree stocks and address some of the recurring problems associated with the Council's trees.

3.3 The primary aims are summarised as follows:

- **To maintain and enhance the tree population of the City.**
- **To increase the tree canopy cover across the City with particular reference to areas with low canopy cover.**
- **To protect, consolidate and, where necessary, restructure the legacy of trees and woodland established by the PDC.**
- **To maintain and maximise the ecosystem services provided by the Council's trees.**
- **To ensure, as far possible, that the Council's tree stocks are resilient in the light of threats from introduced tree pests and diseases and climate change.**
- **To promote biodiversity and conserve tree and woodland eco-systems.**
- **To conserve and protect ancient woodland and ancient trees with significant ecological, historical and amenity value.**
- **To work with partners to expand the woodland cover through sustainable external funding.**
- **To fulfil the Council's duty of care in respect of its tree stocks. The systems of health and safety checks on trees that have been developed will be maintained. The aim will be to keep risks presented by trees as low as it is reasonably practical to do so.**

3.4 This document highlights the importance of the tree resource under the stewardship of the Council and sets a standard for its management, which ensures its long term conservation and development for the benefit of the people of Peterborough and future generations.

3.5 Many of the issues affecting tree and woodlands have strong links with other Council initiatives in urban design and land use. Tree and Woodland protection and care is concerned with managing the risks and benefits to ensure the best and most sustainable outcome.

3.6 The Council will act to conserve and enhance the quality, value, role and diversity of the trees and woodlands in the City. The focus will be on consolidation and, where necessary, rationalisation.

3.7 The Council will respond to the concerns and actions of residents. However, the removal of trees shall be resisted and, when it is necessary to do so, replacement planting will be required.

3.8 The Council are a lead partner in the Forest for Peterborough project led by Peterborough Environment City Trust (PECT), The projects target is to plant 183, 000 trees by the year 2030. Since the project started in 2010 a total of 93,600 native trees have been planted. Over the remaining 13 years of this project the Council will continue to review its land management practices and, where possible, provide areas for new trees and woodlands to be planted.

#### **4. Achievements since the Last Strategy was Produced in 2012**

4.1 There has been considerable progress since the last tree and woodland strategy was produced.

4.2 Management of the Council's tree stocks was contracted out in 2013, as part of a 23 year infrastructure support service contract currently managed by Amey plc.



- 4.3 The focus of the work during the period has been the completion of extensive tree surveys to, as far as is reasonably practicable, reduce the risk of tree failures. A Tree Risk Management Plan was produced in 2012 setting out the procedures to be followed to fulfil the Council's duty of care. As a result of the adoption of the Tree Risk Management Plan proprietary tree management software was installed. Approximately 50,000 street trees have now been surveyed and logged into the tree database. This will greatly facilitate the day to day and future management of the Council's tree stocks and has led to management of tree stocks becoming pro-active rather than reactive.
- 4.4 A canopy cover survey was commissioned in 2014 which gives the percentage canopy cover over the City by Ward. Canopy cover is defined as the area occupied by the crowns of the trees as a percentage of the land area. The figure is used to assess the tree cover of the City and also allows comparison with other urban areas in the UK and across the world.
- 4.5 The legacy woodlands planted by PDC are extensive and extend to 280 ha. These have all had basic level health and safety surveys around the woodland edges and footpaths which included noting details of the woodland composition. Any trees presenting a risk of failure or highway obstructions have been dealt with by either remedial tree work or removal.
- 4.6 The Bretton Woodlands, including Grimshaw Wood, Pocock's Wood and Highlees Spinney are the only Ancient woodlands in the Council ownership. In 2013 after consultation with stakeholders a Management Plan for the woods was produced to ensure their long term sustainability. The plan took full account of the importance of the sites for heritage, wildlife, recreation and impact on the local landscape. Aided by a Heritage Lottery Fund grant and EWGS grant from the Forestry Commission the Peterborough Environmental City Trust restored coppice working to some of the areas of the woods providing opportunities for community involvement in traditional woodland crafts. New access paths and pedestrian bridges were constructed in Grimshaw and Pocock's wood and some non-native invasive species removed.
- 4.7 Some management work has been completed in the woodland belts including thinning, and removal of edge trees causing a nuisance. This was completed on a trial basis to gauge the response of residents. The trial in Werrington was completed with a largely positive reaction from local residents.
- 4.8 All this represents a considerable improvement to the position at the beginning of the last plan. However, now the systems are in place, a similar effort and focus is now needed to secure the Council's tree stock for the future.




## **5. Other Council Policies which Impact on the Tree and Woodland Strategy**








### **The Environmental Action Plan**

- 5.1.1 In 2017 PCC adopted an updated an Environment Action Plan (EAP) the key elements of which are shown in Table 1. The EAP sets out the Council's overarching strategy to make the city fully sustainable by 2050. The aim is to achieve 'One Planet Living' (at present we use the resources of three planets. One planet living would reduce this to utilising our planets resources in a fully sustainable way).

- 5.1.2 Trees and woodland feature directly in selected aims of the EAP, however, the urban forest has the potential to provide a significant contribution to the broad range of Council’s targets.
- 5.1.3 Trees are the largest and oldest living organisms in our environment. Trees and woodlands are dominant features of the landscape and environment of Peterborough. Collectively they form one of its finest and most important features. However, they are not simply embellishments, but provide a range of important ecosystem services and contribute towards the sustainable future of the City. The following examples, in the table below, illustrate the importance of some of the ecosystem services provided and how trees can help to deliver its EAP targets. These values are further expanded within a report (detailed within Appendix 8) commissioned to present an evaluation of some of the benefits provided by Peterborough’s council owned tree stock. i-Tree Eco v6 was used to describe the tree stock and quantify and value air pollution removal, carbon storage, carbon sequestration and reductions in surface water runoff delivered by the trees. Amenity value of the tree stock was calculated using the Capital Asset Value for Amenity Trees (CAVAT) quick method.

**Table 1 – The Contribution of the City’s Urban Forest to EAP Targets**

| EAP Aims  | The Ways in which Trees and Woodland Contribute to a Sustainable Future for Peterborough through the broad range of ecosystem services provided  |
|---|--|
|  | <ul style="list-style-type: none"> <li>• Carbon is stored and locked in timber.</li> <li>• A % of the carbon emissions of the City are sequestered by trees each year.</li> <li>• Fuel wood produced from sustainable woodland management is a source of carbon neutral fuel.</li> <li>• Help alleviate the effects of climate change</li> </ul>   |
|  | <ul style="list-style-type: none"> <li>• Trees reduce surface water runoff and help prevent flooding. All parts of the City are susceptible to flooding due to surface water runoff (Environment Agency, 2016). Additional tree planting particularly in conjunction with Sustainable Urban Drainage Schemes (SUDS) has the potential to intercept and slow down runoff reducing damage caused.</li> <li>• Trees in catchment areas delay and reduce run off into water courses.</li> <li>• Trees are important components of sustainable drainage schemes.</li> <li>• Trees help to improve the quality of polluted sites.</li> <li>• Help to reduce the impact of climate change.</li> </ul> |
|  | <ul style="list-style-type: none"> <li>• Providing a range of wildlife habitats.</li> <li>• Ancient trees and ancient woodlands provide habitat for many rare species.</li> <li>• Woods provide wildlife corridors throughout the City.</li> <li>• Provide landscape benefits</li> </ul>   |

|   |  |
|---|--|
| <p>Sustainable Materials </p>      | <ul style="list-style-type: none"> <li>• Timber produced in the city’s urban forest is sustainably managed.</li> <li>• All timber products used in tree and woodland management will be from Forestry Stewardship Council (FSC) registered sources.</li> </ul>   |
| <p>Local and Sustainable Food </p> | <ul style="list-style-type: none"> <li>• Fruit trees and orchards throughout the city produce locally sourced food.</li> <li>• Old orchards provide important wildlife habitats.</li> </ul>  |
| <p>Zero Waste </p>                 | <ul style="list-style-type: none"> <li>• Waste from tree works is recycled for fuel wood or composted for mulch.</li> <li>• Re-cycled green waste can be used for mulching of trees and shrubs and surfacing informal footpaths within the woods.</li> </ul>   |
| <p>Sustainable Transport </p>      | <ul style="list-style-type: none"> <li>• Paths through woodland and greenspace provide for safe walking and cycling routes across the city.</li> <li>• Road edge tree belts screen traffic, lower noise levels.</li> <li>• Trees trap atmospheric pollutants and particulates created by traffic.</li> </ul>   |
| <p>Culture and Heritage </p>       | <ul style="list-style-type: none"> <li>• Trees and woods provide an educational resource.</li> <li>• Provide a link with past lives and landscapes</li> <li>• Woods preserve archeological remains and features.</li> </ul>  |
| <p>Equity and Local Economy </p> | <ul style="list-style-type: none"> <li>• Provides local jobs.</li> <li>• A recreational resource open to all.</li> <li>• Provides opportunities for community involvement.</li> <li>• The proximity of trees and woodland can increase property values.</li> </ul>   |
| <p>Health and Wellbeing </p>     | <ul style="list-style-type: none"> <li>• Provides Recreational opportunities.</li> <li>• In the UK it has been estimated only one third of the population does the recommended level of exercise. The estimated cost ill health due to obesity is £1 billion per year. The City’s woodlands encourages outdoor recreation and a healthy life style</li> <li>• Air pollution from vehicles and industrial processes produces minute particles known as particulate matter as well as gasses such as ozone, nitrogen dioxide and sulphur dioxide. These present a risk to health, it has been estimated around 30,000 deaths in the UK are attributable to air pollution. Trees trap particulates on the leaves and take in gasses through the pores lowering the risk to health.</li> <li>• Gives a feeling of wellbeing and relieves stress.</li> <li>• Reduce air temperatures and provide shading.</li> <li>• Produces improvements in both physical and mental health.</li> </ul> |

### **Peterborough Local Plan 2016 to 2036**

- 5.1.4 This plan is being revised to reflect latent housing, job and infrastructure needs, as well as latest National Policy. It is also strongly aligned with the EAP aims. It includes; polices designed to extend open space and green infrastructure (LP22), maintain green wedges between areas of development (LP26) and protect ancient woodland and ancient trees from development. (LP28). The plan refers to the tree and woodland strategy on questions of tree management hence the need to revise this document to give clear and up to date guidance.
- 5.1.5 When considering planning applications, the Council will ensure that suitable trees are retained on development sites and that they are properly protected during the construction phase. Any tree losses will need to be replaced with new planting.
- 5.1.6 This revised strategy has been prepared with due consideration to current international, regional and corporate policies, and to provide a structure for compliance with the Council's legal responsibilities. The strategy will contribute to the delivery of the broad range of Council aims, objectives and priorities on the environment, communities, health, and land use planning.
- 5.1.7 The structure of this strategy is to ensure that key Council and National policies are considered and are at the core of the policies and priorities herein. This document will contribute to delivering the broad range of Council aims in conjunction with priorities on community and land use planning issues. In addition, the strategy also takes account of the latest Government Forestry and Woodlands Policy Statement issued by DEFRA in January 2013 and the UK Forestry Standard.
- 5.1.8 In recognition of the change that population growth will mean to communities and infrastructure, we need to ensure that stability and social cohesion continue and that growth will lead to a cleaner and greener city. The urban forest has an important role in this process.

### **The Biodiversity, Green Infrastructure and Open Space Strategies**

- 5.1.9 These documents provide a strategic plan to deliver a network of high quality green spaces. They set out to ensure green space will be designed and managed as a multi-functional resource, delivering a wide range of environmental and quality of life benefits. Trees and woodlands are a very important part of this and play a vital role in defining Peterborough as an Environment City.
- 5.1.10 Woodlands, especially old trees and ancient woodlands, are amongst our richest habitats. The highest levels of biodiversity are often found in woodlands that are actively and sensitively managed. Their diversity is even greater when they form part of a mixed landscape in close proximity to other features such as ponds, grasslands and even residential gardens. Hedgerows linking woodlands act as wildlife corridors and so greatly promote the extent and range of wildlife. In order to protect this ecological asset an evaluation will be given to the sensitivity of the species and habitats identified to ensure public access remains appropriate, without harming the biodiversity interest.
- 5.1.11 The challenge in the future will be to maintain and enhance diversity. Planning and management needs to be aimed at providing a natural environment which is resilient to climate change. Climate change will impact on the range of native wild plants and animals and hence the character of our woods.

- 5.1.12 The presence of some invasive non-native species such as Japanese knotweed (*Fallopia japonica*) will need to be addressed.
- 5.1.13 Woodlands protect ground water from pollution and lessen the likelihood of flooding by intercepting rain before it reaches watercourses. Strategically planted shelterbelts intercept air pollutants. To realise integrated and multifunctional landscape management the Council will work closely with external partners and a variety of landowners.
- 5.1.14 The Trees and Woodland Strategy is mutually compatible with these overlapping strategic documents and thus provides a clear direction for the management of the City's Green space and natural environment assets.

## **6. The Resource (an Analysis of the Council's Tree stocks)**

- 6.1 As a result of the progress made in surveying and entering the Council's tree stocks on to a database, the survey work carried out in the PDC legacy woodlands and the canopy cover survey carried out in 2014, it is possible to get a good overview of the state of the Council's trees.
- 6.2 To draw conclusions from the data taken from the database it is necessary to separate the 280 ha of woodland planted by PDC from other tree stocks in streets and public open space which are defined as 'Specimen trees' .

### **Specimen Tree Stock-Age**

- 6.3 In certain circumstances some species of tree can live to 200 to 300 years and beyond. However in dynamic urban conditions with poor soils and growing conditions life expectancy can be considerably shorter, in some cases as low as 20 to 30 years. Figure 1 shows the age structure of trees on the data base (excluding the PDC woods).

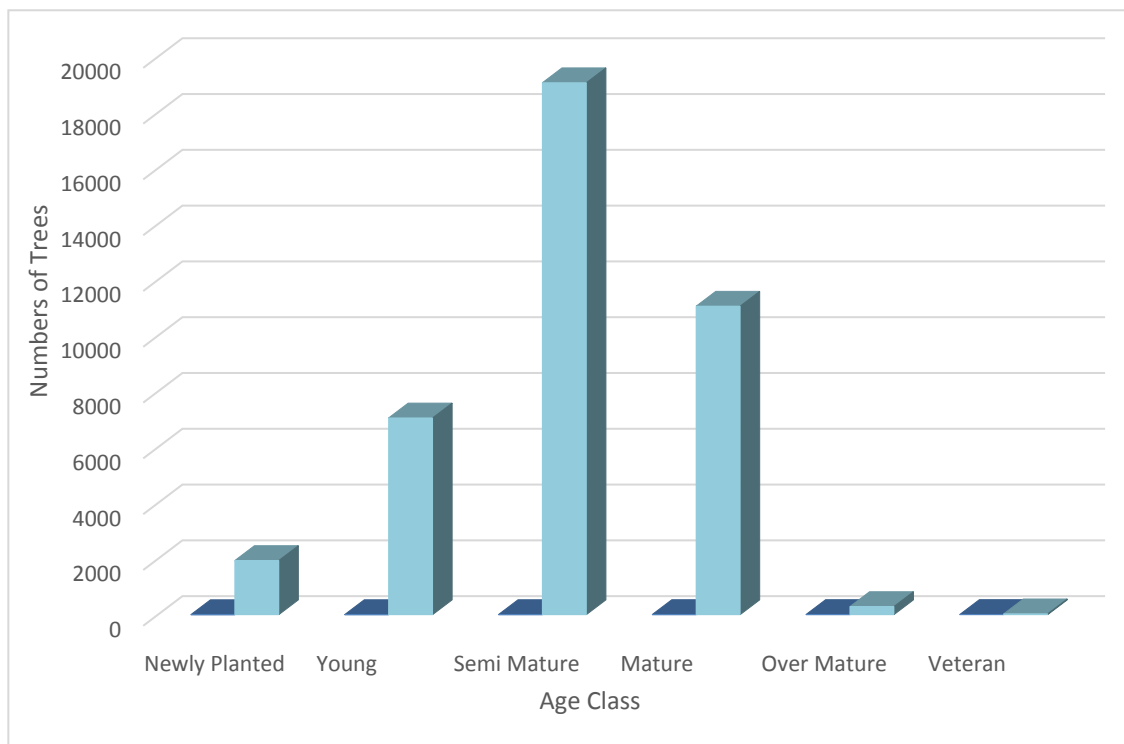


Fig 1: Bar chart showing the age distribution of the trees on City's tree data base

- 6.1 It can be seen from Figure 1 that the vast majority of the Council's urban trees are in the semi mature category. The semi-mature trees are defined as trees in the first third of their, expected safe, useful life and have reached the point where they will need increasing amounts of management. As the trees grow into maturity there will be increased encroachment of roots and crowns into adjoining properties and a higher incidence of tree failures and fungal infection.
- 6.2 It should be noted that there are a very small number of over mature and veteran/ancient trees present in the City. The industrialisation of the nineteenth and twentieth centuries coupled with the sweeping landscape changes wrought by the new town development generally left few old trees. The veteran and ancient trees and woodlands that do exist are therefore of particular historic and conservation value.

**Woodland Tree-Age**

- 6.3 The demographics of the City's tree stocks are heavily influenced by the planting carried out by the PDC between 1970 and 1986. For example, 63% of these woods were planted in a four year period between 1975 and 1979 and are now between 40 and 50 years old. The Pie chart Figure 2 shows the age structure in the PDC woods. It can be seen that 93% of these woodlands are between 30 and 50 years old.
- 6.4 In the first third of their lifecycle trees in the PDC Legacy woodlands have been relatively trouble free and the trees have required minimal maintenance. However, they are growing inexorably towards neighbouring buildings and carriageways, obscuring road signs and blocking visibility splays.

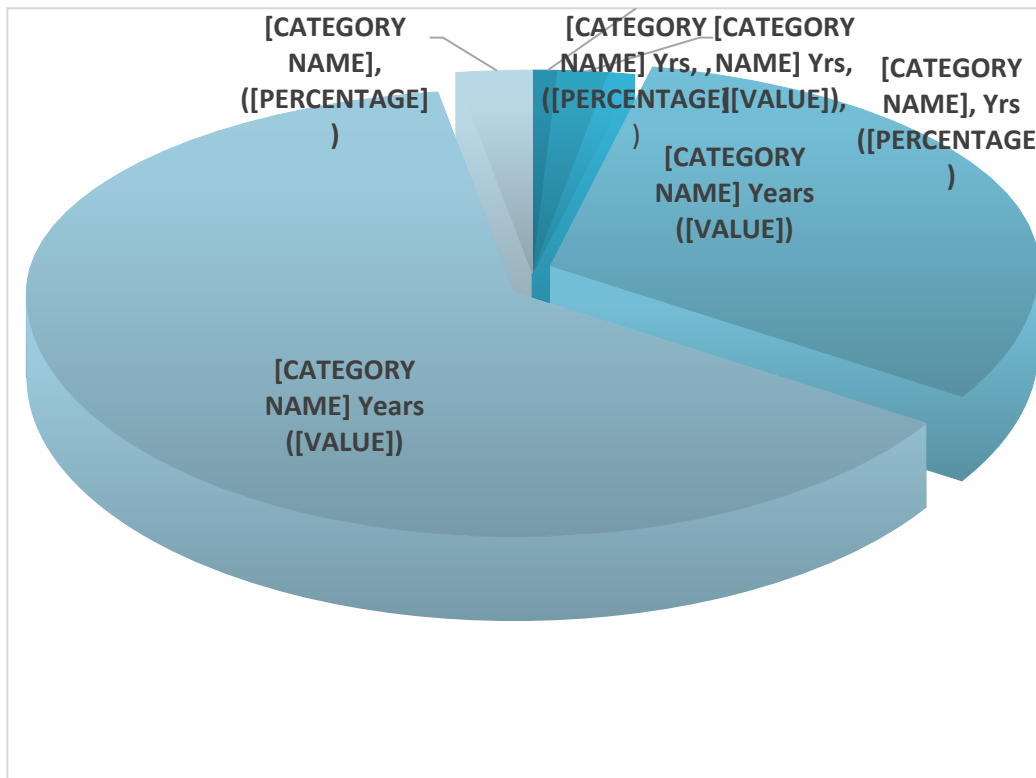


Fig 2: Pie Chart showing the age structure of the PDC Legacy woodlands

### Canopy Cover

6.5 Peterborough’s trees are not evenly distributed. The density of canopy cover in the City varies greatly, with densest tree cover in the new townships created by PDC. In 2017 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 9.2%. However, there was a wide discrepancy between canopy cover in different Wards. For example, Bretton, in the west, has 22.5% canopy cover compared with only 7.2% in Stanground South. The table showing the canopy cover survey by Ward forms Appendix 2.



Fig 3: Stanground Canopy Cover 7.2%



Fig 4: Bretton Canopy cover 22.5%

6.6 Although the combined canopy cover, for both privately owned and council owned land is important, it was considered necessary to analyse this data for canopy cover on council owned land alone. This data, shown below show that overall the council has 20.4% canopy cover on land

within its direct control (i.e. not leased out). The council's canopy cover forms 20.7% of the unitary areas total canopy cover. It can be clearly seen that many wards offer little land for further tree planting, without compromising other land uses.

**Table 2 PCC Canopy Cover (Excluding Leased Land)**

| Ward                           | Council land per ward / ha | Council land not leased out per ward / ha | Canopy cover on Council land not leased out / Ha | % canopy cover on Council land not leased out |
|--------------------------------|----------------------------|---|--|---|
| Bretton Ward                   | 153.3                      | 141.8                                     | 57.0   | 40.2  |
| Orton Waterville Ward          | 303.1                      | 160.0                                     | 52.4   | 32.7  |
| West Ward                      | 174.1                      | 92.0                                      | 29.2   | 31.8  |
| Orton Longueville Ward         | 304.5                      | 143.4                                     | 40.9   | 28.6  |
| Werrington Ward                | 145.0                      | 142.8                                     | 40.3   | 28.2  |
| Wittering Ward                 | 51.9                       | 51.2                                      | 13.6   | 26.7  |
| Hampton Vale Ward              | 55.2                       | 45.3                                      | 11.8   | 26.0  |
| Paston & Walton Ward           | 94.4                       | 86.2                                      | 18.1   | 21.0  |
| Hargate & Hempsted Ward        | 94.1                       | 93.8                                      | 19.6   | 20.9  |
| Glington & Castor Ward         | 385.4                      | 150.6                                     | 30.9   | 20.5  |
| Barnack Ward                   | 77.4                       | 76.2                                      | 13.9   | 18.3  |
| Ravensthorpe Ward              | 136.9                      | 117.0                                     | 21.1   | 18.1  |
| Fletton & Woodston Ward        | 149.5                      | 78.0                                      | 13.9   | 17.8  |
| Dogsthorpe Ward                | 108.3                      | 88.9                                      | 15.5   | 17.4  |
| Gunthorpe Ward                 | 104.7                      | 102.2                                     | 17.4   | 17.0  |
| North Ward                     | 78.1                       | 69.7                                      | 11.3   | 16.2  |
| East Ward                      | 206.2                      | 163.1                                     | 26.3   | 16.1  |
| Park Ward                      | 62.0                       | 48.1                                      | 6.5  | 13.5  |
| Stanground South Ward          | 85.8                       | 83.3                                      | 10.2   | 12.3  |
| Central Ward                   | 101.4                      | 88.3                                      | 9.9  | 11.2  |
| Fletton & Stanground Ward      | 74.5                       | 69.8                                      | 7.1  | 10.1  |
| Eye, Thorney & Newborough Ward | 1393.3                     | 341.2                                     | 28.3   | 8.3   |
| <b>Peterborough total</b>      | <b>4338.9</b>              | <b>2432.7</b>                             | <b>495.2</b>                                     | <b>20.4</b>                                   |

### Specimen Tree Stock- Species Mix

- 6.7 As protection against pests and diseases and the possible impact of climate change it is important to have a wide range of tree species and plant families making up the urban forest. Again there is a marked difference in the distribution of species between the street and park trees included on the database and in the PDC legacy woodlands. The database lists 269 different species and cultivars drawn from 76 genera. No single species exceeds 8% of the total. This is a healthy mixture that should provide a useful degree of resilience. However, where there are concentrations of a single species within an area there is, obviously, a greater vulnerability. Appendix 3 gives the full species list and percentages. The top ten species from the database are shown in Table 3.



**Table 3 – Top Ten Species from the Database.**

| Species           | Number of trees | % of Total | Origin           |
|-------------------|-----------------|------------|------------------|
| Norway maple      | 3243            | 8.0%       | Introduced       |
| Ash               | 3133            | 7.7%       | Native           |
| Common lime       | 2566            | 6.3%       | Introduced clone |
| Wild cherry       | 1946            | 4.8%       | Native           |
| Hawthorn          | 1788            | 4.4%       | Native           |
| London plane      | 1734            | 4.3%       | Hybrid Origin    |
| Sycamore          | 1714            | 4.2%       | Introduced       |
| Silver birch      | 1680            | 4.2%       | Native           |
| Field maple       | 1509            | 3.7%       | Native           |
| Horse chestnut    | 1157            | 2.9%       | Introduced       |
| All other species |                 | 49.5       | Mixed Origin     |

6.8 It can be seen that at the top of the list is Norway maple (*Acer platanoides*). This tree thrives in the City and regenerates freely often at the expense of native species. A close second is ash (*Fraxinus excelsior*) currently under threat from ash dieback (see Section 9 below).

#### **Woodland- species mix**

6.9 The species mix in the PDC legacy woodlands is less varied. Figure 5 shows a pie chart with the estimated species mix derived from the 2013 survey of the belts. 309 sections of belt were inspected and the percentage of each tree species visually estimated. From these figures it was possible to obtain an estimate of the average species mix shown in Figure 3.

6.10 It can be seen in Figure 5 that 21% of the woodland trees are from the genus *Acer* (the maples) and 18.5% from the genus *Fraxinus* (ash). As almost 40% of the woodland tree stock comes from just two genera it is therefore considered vulnerable to pests and diseases.

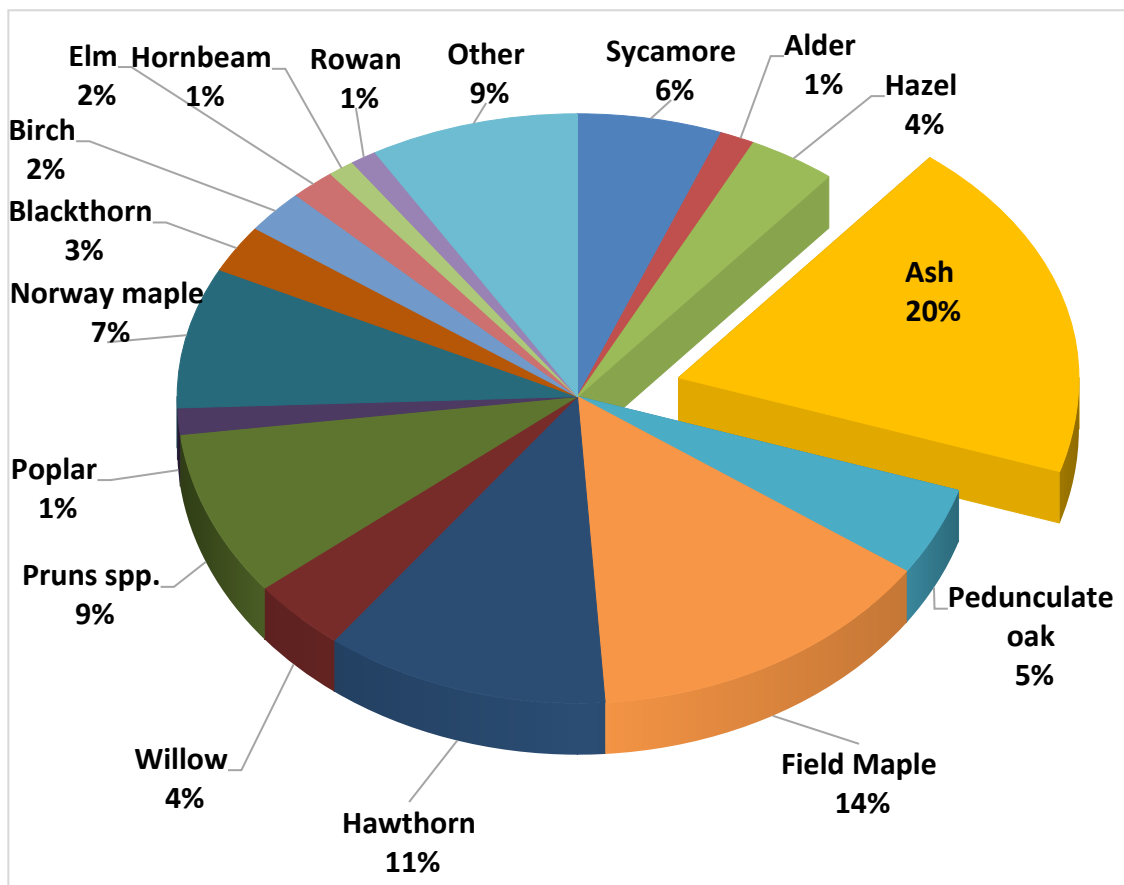


Fig 5: Estimated species mix in PDC Tree Belts - "Other" includes all species that form less than 1% of the total

- 6.11 With regard to ash 18.5% is the average proportion and some of the blocks sampled did not have any ash present. Of the belts that do have an ash component, it forms an average 25% of the trees present.

## 7. Problems Caused by the Council's Trees

### Analysis of tree based enquires 2016

- 7.1 It must be recognised that trees can be responsible for ecosystem disservices. For example they cause problems for residents where they are growing close to private property and gardens. In 2015 Amey staff dealt with 1288 enquires on behalf of the Council this increased slightly in 2016 to 1332. Figure 3 shows a bar graph of the number of enquires in 2016 by ward. It can be seen that by far the largest number of enquiries (48%) emanate from the former PDC townships.

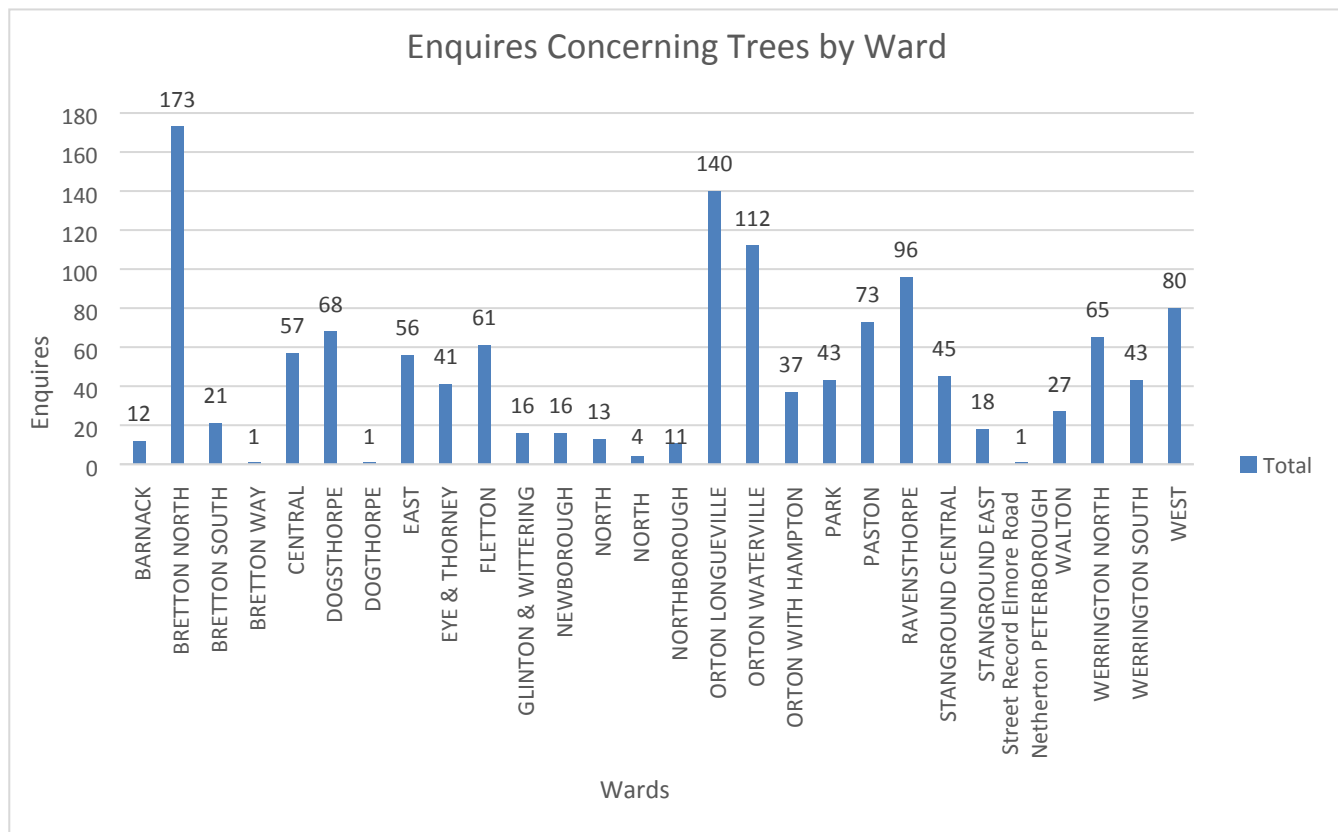


Fig 6: Tree enquiries concerning trees in 2016 by ward

7.2 The nature of the enquiries are varied; the top ten problems are listed in Table 4 below. It can be seen that by far the highest percentage of enquiries are related to overhanging and encroaching branches.

| Nature of Enquiry                       | Total per problem | % of Total |
|---|-------------------|------------|
| Overhanging Trees and Branches          | 495               | 39%        |
| Branch Failure                          | 74                | 6%         |
| Trees blocking light                    | 70                | 5%         |
| Root encroachment                       | 66                | 5%         |
| Tree proximity                          | 54                | 4%         |
| Fallen tree needing emergency clearance | 41                | 3%         |
| Trees causing damage to property        | 74                | 6%         |
| Dying Trees                             | 40                | 3%         |
| Leaning Trees                           | 19                | 1%         |
| All other enquiries                     | 151               | 11%        |

Table 4 – Showing the Most Frequent Types of Enquiries Regarding Trees.

### **Damage to Property Caused by Tree Roots**

- 7.3 In Peterborough the potential for property damage due to volume change in clay soils is a significant limiting factor to maintenance of the existing tree cover and restricting the extent of new planting.
- 7.4 Clay soils predominate in the Peterborough area. Most of these are classed as shrinkable and are subject to volume change. When moisture is drawn out of shrinkable clay soils by vegetation, particularly trees, the clay shrinks which can lead, in some circumstances, to property damage. Most volume change is seasonal and as soils rehydrate in the winter months and levels are restored. Modern buildings are designed to cope with some seasonal movement. Since 1976 the National House Building Council (NHBC) Chapter 4.2 recommendations for foundation depth when building near trees has reduced the incidence of damage.
- 7.5 When soils no longer rehydrate a permanent water deficit is formed. If large trees are removed, where they have created a permanent water deficit, water uptake stops and the soils can rehydrate lifting any building that has been built on the dehydrated ground. This type of property damage known as heave is rare and mainly found on very plastic clay soils such as London clay. Local soil types are not normally associated with heave and the damage it can cause.
- 7.6 In the NHBC guidance tree species are classed depending on their water demand. It is often high water demand species such as poplar and willow that are linked with subsidence damage to properties. However, in some circumstances, tree species listed in the NHBC guidance as moderate or low water demand can be implicated in structural damage to buildings.
- 7.7 Any cases of property damage resulting from encroachment of the roots of Council owned trees on to private land will be investigated by the Council on a case by case basis. It is not reasonable to remove all trees that could conceivably damage property when no damage has occurred, this would involve a huge loss of amenity and ecosystem services. However, the potential of Council owned trees for root encroachment will be considered in the management of the existing woodland belts and street trees and when new trees are being planted. Where, in the past, trees and woodlands have been planted with unsuitable species in unsuitable positions in relation to buildings there will be a policy of restructuring and management to enable trees and buildings to co-exist.
- 7.8 Trees in close proximity to light structures such as free standing walls, patios and paved areas can cause damage by direct pressure of the stems and roots as they grow and expand. Stem and root expansion can cause cracks in free standing walls. Surface roots can lift pavements and other hard surfaces. The Council will seek to minimise the impact of roots of council owned trees particularly where these present a risk to the public safety. BS 5837:2012 gives guidance on the clearance needed to avoid direct damage and trees need to be very close, normally under 1 m from a structure, for this class of damage to occur.
- 7.9 Tree roots can proliferate in drains, which offer ideal rooting conditions, sometimes blocking them. However, tree roots have little capacity to enter well maintained and intact drainage systems. In the case of drainage problems linked to tree roots a drainage expert is the best source of advice.

## 8. Service Delivery, Policies and Priorities

### Standards of service delivery

- 8.1 Trees are complex organisms with a long natural lifecycle, in order to manage them sustainably, a strategic operational approach is essential. As understanding of the way pruning affects trees has evolved, the basic premise has not changed: all tree surgery is not for the benefit of the tree, other than to enable it to continue to co-exist in an artificial human environment.
- 8.2 The management and maintenance of trees is therefore a complex and skilled task, often requiring different services and organisations to work closely together in order that trees are appropriately managed to minimise the risk they may pose and may be posed to them.
- 8.3 An important part of delivering an effective risk management system is ensuring that the tree managers have the pre-requisite skills, with suitable qualifications and experience to meet the challenges.
- 8.4 The complexity of tree stock within Peterborough requires well trained Arboriculturists as an integral part of a defensible tree and woodland management service. This has been substantiated by industry best practice, peer review and confirmed in common law precedence.
- 8.5 The breadth of arboricultural knowledge and skill is not only needed by those who undertake the works, pruning, planting and removing trees, but in this highly regulated industry, also those inspecting the trees, responding to service requests and specifying works must be appropriately qualified.
- 8.6 The analysis of enquiries received over the last five years of the contract has enabled the Council to monitor customer concerns, prioritise work and the way that it is undertaken. Improved levels of consultation and communication have been developed, which are detailed below. Equally, firmer policies have been developed that inform residents of the Council's actions in respect to common concerns. These policies are integral to a more pro-active level of service delivered within financial constraints (See Appendix 8 for the Consultation Protocol).

### Legal Considerations (meeting the Council's Duty of care)

- 8.7 The risk presented by trees is low. For example the Health and Safety Executive estimate the risk of death caused by a failing tree or branch is 1 in 10,000,000 which is much lower than the risks accepted by people on a day to day basis such as using the roads where the risk of death is 1 in 16,800. These low risks must also be balanced with the benefits trees provide.
- 8.8 The Council has a duty of care to employees and members of the public in respect of safety of the trees in its ownership. This does not mean that the Council must maintain all its trees in a safe condition. Trees are dynamic organisms, subject to the forces of nature, which can fail without showing warning symptoms and can never be classed as entirely safe. However, the Council must try to keep risks presented by trees as low as is reasonably practicable.
- 8.9 The most recent guidance in the Tree Health and Safety Group's "Common Sense Guide to the Management of Tree Safety" published by the Forestry Commission in 2011 sets how out a Local

Authority should approach tree safety. This involves zoning areas based on the usage of the ground around the trees, working out a level of tree inspection needed, employing trained and competent staff to complete various levels of survey and recording and storing all findings on a database.

- 8.10 In 2012 Council produced a Tree Risk Management Plan (Appendix 4) which includes all the measures recommended in current guidance. The strategy has been fully implemented with all streets trees checked and their details entered on the data base. Basic level inspections have been completed for the PDC legacy woodlands.
- 8.11 The instigation of the database and a system of inspections has led to a pro-active system of management complimented by structured systems to respond to service requests. These have delivered greater efficiency and economy savings over the position before the system was in place.

### **Stakeholder Involvement**

- 8.12 It is very important that stakeholders and residents within the City understand the principles set out in this strategy particularly that cyclical renewal and management of trees is necessary to ensure their long term sustainably. The strategy will be widely distributed and available on line on the Peterborough City Council web site. It is hoped residents will be assured that the City's trees are being sensitively and professionally managed to achieve long term sustainability. The Council would like residents to feel a sense of involvement and communal ownership and take pride in the City's extensive tree cover, woods and greenspaces.
- 8.13 Before adopting this strategy the Council consulted with a range of local organisations who were invited to comment. These included;
- The Local Conservation Bodies
  - Peterborough Environmental City Trust
  - Town and Parish Councils
  - The Nene Park Trust
  - The Woodland Trust
- 8.14 The Council will seek to support community based projects regarding trees, in particular to encourage schools and youth groups to become involved in the City's trees and woodland.
- 8.15 Trees and woodlands offer a variety of outdoor opportunities for recreation and learning. The priority will be to provide high quality access near to where people live and work. To ensure woodlands remain valued as a lifelong resource, appropriate information needs to be freely available. This should include recognition of their historic, archaeological and cultural significance.
- 8.16 Partnership working promotes community involvement and so links to existing partners should be strengthened and new ones established by providing advice and support to communities with plans to create and maintain their own woodland or become involved in managing existing blocks of woodland in their neighbourhood. Partnerships can help support funding applications and could qualify for funding from organisations such as The Woodland Trust under the 'Morewoods'

scheme. The proposed tree planting campaign to create the Forest Of Peterborough is another example of a productive partnership helping deliver the objectives of this Trees and Woodland Strategy.

- 8.17 All queries on tree matters will be promptly responded to and residents views given due consideration. When making management decisions, it may not always be possible to comply with resident's wishes in respect of neighbouring trees.
- 8.18 The Council are committed to ensuring that, when undertaking tree work, local residents are kept informed. Notice of major tree works will be published on the Council Website as detailed within the consultation protocol detailed that forms Appendix 7.

## General policies

***TP 1: The Council will maintain its trees and woodlands in accordance with its obligations to observe duty of care and the safety of both people and property.***

### **Priorities:**

TP 1.1: The regime of periodic tree inspections and data recording as set out in the Tree Risk Management Plan will be continued.

TP 1.2: Staff employed to deliver the contract will maintain a high level of training and continued professional development to ensure that tree management decisions are well founded and in line with current industry practice.

TP 1.3: To undertake tree works in line with the risk based prioritisation.

***TP 2: The Council will encourage a better understanding of tree and woodland management and in so doing promote community involvement.***

### **Priorities:**

TP 2.1: The Council will seek to disseminate information on its tree and woodland activities as widely as possible.

TP 2.2: The aim will be to support and maximise community involvement in the City's trees and woodlands.

***TP3: The removal of trees and woodlands shall be resisted, unless there are sound Health and Safety or arboricultural reasons supported within this strategy.***

### **Priorities:**

TP 3.1: The removal of healthy trees in response to complaints shall be resisted unless the complaint has an overriding justification and no alternative management practice can be implemented.

***TP4: The Council will maintain its trees and woodlands in a way that demonstrates best practice, providing worthy examples of management for others to follow.***

**Priorities:**

TP 4.1: To provide plans for long term management and development of trees and woodlands as essential components within the landscape.

TP 4.2: To ensure the best use of resources is made during the planning of operations.

TP 4.3: To supplement the Council's spending by seeking additional funding from external sources where ever possible.

TP 4.4: To realise any economic potential of trees, and woodlands, or materials generated from them, where this does not conflict with the other policies and priorities of the Strategy.

## Operational Policies

### Bird Droppings

***TP5: Policy: Council trees will not be prune or removed to stop or reduce bird droppings from trees, nor will the council remove bird droppings from private land.***

Bird droppings may be a nuisance, but the problem is not considered a sufficient reason to prune or remove a tree. Nesting birds are protected under the Wildlife and Countryside Act (and other related wildlife law).

**Priority:**

TP5.1 Residents will be advised of their powers to exercise your Common Law right to remove the nuisance associated with encroaching trees or alternatively that warm soapy water is usually sufficient in removing bird droppings.

### Blossom

***TP6: Policy: Council trees will not be removed to stop or reduce blossom from trees and fallen blossom will not be removed from private land.***

Blossom is a natural occurrence, which cannot be avoided by pruning.

**Priorities:**

TP 6.1 Roads, streets, foot or cycle paths swept of excessive blossom as part of normal cleaning cycles.

TP 6.2 Residents will be informed of their entitlement to exercise their Common Law right to remove (abate) the nuisance associated with encroaching trees.

### Low Tree Branches; Road, Cycle or Footpath

***TP 7: Policy: The council will carry out work to a council owned tree with the aim to maintain a minimum of:***



- Road – 5.5 metre height clearance
- Cycle path next to a road or highway – 3 metres height clearance
- Footpath next to a road or highway – 2.5 metres height clearance

**Priority:**

TP 7.1 These works will be identified and actioned in routine pro-active surveying and as a result of reported breaches of these standards.

### **Trees Overhanging Property**

***TP 8: Policy: Council owned trees will not be pruned or removed to stop the nuisance of overhanging branches.***

**Priority:**

TP8.1 All trees (excluding woodland areas) will be inspected every three to five years, depending on how much the area surrounding them is used. Maintenance will be carried out, if the tree is considered likely to touch property structures prior to re-inspection.

TP8.2 Residents will be informed of their entitlement to exercise their Common Law right to remove (abate) the nuisance associated with encroaching trees.

### **Drains**

***TP9: Policy: The roots of Council owned trees will not be pruned, removed or cut to prevent roots entering a drain that is already broken or damaged.***

**Priorities;**

TP 9.1 Residents will be advised that tree roots typically invade drains that are already broken or damaged.

TP 9.2 Trees themselves very rarely break or damage a drain. Tree roots found in drains are usually due to an underlying problem with a broken pipe.

TP 9.2 If residents are concerned about the condition of their drains they are advised to contact their water and Sewerage Company or a drainage expert.

### **Fruit, Berries, Nuts and Seeds**

***TP10: Policy: Council owned trees will not be pruned or removed to stop or reduce the nuisance of fruit, berries, nuts or seeds, nor will the council remove fallen fruit, seeds or seedlings from private land including gutters.***

**Priorities:**

TP 10.1 Should fallen fruit lead to a significant anti-social problem residents will be advised to contact the police.

TP 10.2 Residents will be advised that the maintenance of gutters is the responsibility of the landowner and that the council is not obliged to remove fruit/berries/nuts/seeds or seedlings that may have fallen from council owned trees.

TP 10.3 Residents or the council's tree team will report a road, street or highway that needs to be cleaned, under the cleansing contract.

## Poisonous Berries

***TP11:Policy: There is no general policy to remove trees bearing poisonous fruit / foliage (such as yew trees). However, where it is claimed or known that unsupervised young children or livestock are likely to be exposed to poisonous berries or foliage, such cases will be investigated and appropriate action considered.***

### Priority:

TP11.1 All reported concerns over a tree with poisonous berries that unsupervised young children are exposed to will be investigated promptly.

## Leaves

***TP12: Policy: Council owned trees will not be pruned or removed to stop or reduce leaf fall nor will the council remove fallen leaves from private property.***

### Priorities:

TP12.1 Residents will be advised that the loss of leaves from trees in the autumn is part of the natural cycle and cannot be avoided by pruning.

TP 12.2 Residents will be advised that the maintenance of gutters is the responsibility of the landowner and the council is not obliged to remove leaves that may have fallen from council owned trees.

TP 12.3 Where leaves have been reported to have accumulated on council owned roads, footpaths these will be reported to the street cleansing team.

## Light

***TP13: Policy: A Council owned tree will not be pruned or removed to improve natural light in or to a property. This includes properties with (or planned to be installed) solar panels.***

### Priority:

TP13.1 Residents will be advised that in law there is no general right to light.

## **Suckers from Tree Roots**

***TP14: Policy: Council owned trees will not be pruned or removed to stop or reduce the nuisance of sucker growth on private land.***

**Priority:**

TP 14.1 Residents will be advised of their rights to remove suckers on their land.

## **Personal Medical Condition – Complaint**

***TP15: There is no policy regarding personal medical conditions that may be specifically affected by nearby Council owned trees. Such cases will be investigated, and appropriate action considered.***

**Priority:**

TP 15.1 Residents will be informed of their entitlement to exercise their Common Law right to remove (abate) the nuisance associated with encroaching trees.

## **Pollen**

***TP16:Policy: Council owned trees will not be pruned or removed to stop or reduce the release of pollen***

TP16.1 Residents will be advised that pollen is a natural and seasonal problem.

## **Trees Affecting Street Lights, Signs and Traffic View**

***TP17: Work on a council owned trees will be undertaken to maintain clear sight lines (where feasible) at junctions, access points (associated with a street, road or highway), traffic signals and street signs.***

**Priority:**

TP 17.1 These works will be identified and actioned in routine pro-active surveying and as a result of reported, breach of these standards.

## **Sap and Honeydew**

***TP18: Policy: Council owned trees will not be pruned or removed to reduce honeydew or other sticky residue from trees.***

**Priority:**

TP18.1 Residents will be advised that honeydew is a natural and seasonal problem. When new trees are planted we try to choose trees less likely to cause this problem.

## **Subsidence Damage to Property (Tree-related)**

***TP19: The council has in place active tree management systems to minimise risk of damage being caused to buildings and other structures because of the action of council owned trees.***

**Priorities:**

TP19.1 Residents will be advised that if they have concerns about tree related subsidence damage to property, that they should contact their insurance provider for advice.

TP19.2 If a residents wishes to make a formal claim for damage they will be advised to contact the Council Insurance Team Direct. Alternatively the case will be investigated by the Council's Tree Team, once reported.

**Trip Hazard**

***TP20: The council will make safe an unacceptable trip hazard caused by the growth of council owned trees.***

**Priority:**

TP 20.1 All reported cases will be investigated and actioned accordingly.

**Tree Touching Building**

***TP21: Policy: If a council owned tree is touching a property (house, boundary wall, garage etc.) action will be taken to remove the problem.***

**Priority:**

TP21.1 All reported cases will be investigated and actioned accordingly.

**Tree Too Big / Too Tall**

***TP22: Policy: Council owned trees will not be pruned or removed because they are considered to be too big or tall.***

**Priorities:**

TP22.1 Residents will be advised that a tree may seem too big for where it is, but this doesn't make it dangerous.

TP22.2 All trees (excluding woodland areas) will be inspected for safety. We inspect them every three to five years, depending on how much the area surround them is used. Maintenance will be carried out, if necessary.

**Tree and TV / Satellite Reception**

***TP23: Policy: Council owned trees will not be pruned or removed to prevent interference with TV / satellite installation / reception.***

**Priority:**

TP23.1 Residents will be advised that their satellite or TV provider may be able to suggest an alternative solution to the problem.

## View

**TP24: Policy: Council owned trees will not be pruned or removed to improve the view from a private property.**

### Priority:

TP 24.1 The Council will promote the amenity value offered by trees in their own right.

## Wild Animal / Insect Pest

**TP25: Policy:** Council owned trees will not be pruned or removed to stop or reduce incidents of perceived pests such as bees, wasps, or wild animals, unless it is in the national or public safety interest to do so due to a harmful invasive species.

### Priorities:

TP25.1 Residents will be advised that Bees are protected species and advice should be taken before considering their removal.

TP25.2 On private land residents will be advised that external companies provide a chargeable service for removing certain pest species.

## 9. Policies and Priorities for the Management of Council Owned Trees

9.1 The Council's tree stocks can be divided into seven main categories as follows:

- **Street Trees and Trees in Residential Areas:** Street trees are planted in pavements or road verges. These help to filter traffic pollution, provide shade for car parking and improve the overall appearance of the street scene. Trees in residential areas are trees growing within and around housing estates and planted by the original Parks Department or the Peterborough Development Corporation to enhance the local environment.
- **Avenues and other arboricultural features** were little utilised by PDC that favoured more naturalistic design layouts. The avenues that exist in the City are in the older parks or lining some of the streets (mostly planted since 1988).
- **Parks and Open Spaces:** These are frequently the trees of greatest local significance and provide maximum visual amenity for both residents and visitors.
- **Woodlands:** These are some of the remaining pockets of the original Rockingham Forest that once covered the area. Grimshaw Wood, an ancient woodland site and Local Nature Reserve in Bretton, is one such woodland which is an unusually valuable wildlife and amenity resource within the urban fringe.
- **PDC Legacy Woods:** Formerly classed as shelterbelts, they were mostly planted alongside the parkways and in areas that separated the new townships. They provide visual amenity and habitat for wildlife.

- Village and Rural Trees: The villages have a unique character, much of which is achieved by their content of historic trees, as well as those growing within the surrounding countryside.
- New and Replacement Planting: policies and priorities in respect of new and replacement planting are a key element of the strategy and decisions made now will have a bearing on the future resilience and sustainability of the City's tree cover.

9.2 Each category of tree cover is assessed below and the specific policies and priorities that relate to them are detailed.

### **Street Trees and trees in Residential Areas**

9.2.1 The City has approximately 50,000 street trees and trees in residential areas which have to survive in difficult environments. Utilities demand space, as do road signs and streetlights. The limited space is made all the more challenging because of polluting car emissions, road salt, oil and other contaminants. Against the odds, trees can and do survive but often with a limited life expectancy.

9.2.2 The character of Peterborough's street trees varies considerably, from the older Victorian planting in roads like Broadway, the inter-war developments such as Dogsthorpe, to the newer developments built by the PDC. The Victorian areas contain large old trees, many of which are managed as pollards. Today there is access to a wider range of smaller ornamental trees that are suitable for restricted sites.

9.2.3 Many of Peterborough's streets have tree populations that are over-mature. Such trees are vulnerable to climatic change, disease and damage. As time progresses this over-mature population of street trees will be removed as individual trees deteriorate. In these areas new trees will be introduced between the mature specimens to ensure that there will be continuous future tree cover.

9.2.4 A large proportion of public sector housing in the City was built by the PDC. The PDC tree and shrub planting areas include individual trees and tree groups interspersed with shrub planting. These enhance the environment and are very important to the quality of life for the residents. However, as the trees mature, design faults such as planting trees too close to buildings and each other and selecting inappropriate species for a given situation become evident. Problems of encroachment of branches and in some cases property damage are therefore becoming more common and make up a high proportion of enquires to the Council.

***Policy TP26: To endeavour to protect street trees from threats such as loss of verges and damage to same.***

**Priorities:**

TP26.1: Work with and monitor the activities of utility companies in order to minimise accidental operational damage to trees.

***Policy TP27: To place a priority on the replacement of ageing street trees; particularly where these adjoin major traffic routes. Planting will ensure the selection of the most appropriate species for the location.***

**Priorities:**

TP27.1: To plant new and replacement street trees in appropriate sites, giving priority to streets where trees are currently standing or have been in the past.

TP27.2: To consider alternative planting positions and methods of establishment where maintenance of street trees in the same positions of the trees to be replaced will be either unduly difficult or expensive to maintain.

***Policy TP28: To renew and restructure tree stocks planted by the Peterborough Development Corporation within residential areas;***

**Priorities:**

TP28.1 To introduce a phased removal of trees growing too close to buildings and replace with new planting more appropriate to the situation or relocate planting areas to more suitable sites in the neighbourhood. Replanting will be, as far as is practicable, carried out using a combination of standard trees, whips and bare root transplants.

TP28.2: To thin dense groups of trees to allow full crown development where there is sufficient space.

TP28.3: To ensure that replacement planting is sufficient to retain the existing level of canopy cover in the area.

**Avenues and other Arboricultural Features**

- 9.2.5 Avenues are found in some parks and in some cases street trees have been planted to form avenues such the example shown in Figure 7.
- 9.2.6 As avenue trees decline due to old age or due to the impact of pests and diseases, decisions on management and renewal are needed to perpetuate the formal landscape effect.
- 9.2.7 In some cases appropriate avenue species have been planted but in inappropriate situations. Figure 7 shows an avenue of fast growing London plane. These require careful management to maintain the landscape impact while avoiding issues caused by the proximity to buildings. Figure 8 shows the position of avenue tree in relation to a dwelling.



Fig 7: An avenue of semi mature London plane at Werrington.



Fig 8: The same avenue as shown in figure 7 showing the proximity to nearby buildings.

***Policy TP29: To maintain formal arboricultural features in the urban landscape by careful management and timely renewal as required.***

**Priorities:**

TP29.1 To consider the long term development and safe life expectancy of mature avenues and instigate a policy of gradual renewal and replacement in advance of them becoming untenable. Measures could include pruning, total removal and replacement, partial removal and replacement

***Policy TP30: To take action to restructure avenue trees planted with inappropriate species too close to neighbouring properties.***

**Priorities:**

TP30.1: In areas where avenue trees pose a potential threat to adjoining buildings, the council will manage or restructure the avenues to minimise the impact on the properties. Options will include but not be limited to:

- Removing avenue trees and replacing with low water demand species.
- Removing avenue trees adjoining buildings and filling the gaps with smaller low water demand species. As far as possible maintaining regular spacing and the avenue effect.
- For suitable species such as lime and London plane reduce the crown or pollard to reduce water uptake. This will only reduce water demand if the trees are pruned on short and regular cycle of no more than three years.

**Legacy Woodlands Established by PDC**

9.2.8 280 ha of new woodland was planted by the PDC as part of the landscape masterplan. The woods extend for 117 kilometres. The woodland was planted with a limited number of core species predominantly ash, sycamore and Norway maple. However, a wide range of other native and ornamental species occur sporadically. The woods were designed to have good structure with larger trees at the centres grading to smaller trees and ground cover shrubs at the edges.



Unfortunately the designs were not always adhered to and trees planted in random mixture sometimes putting large trees on the woodland boundaries.



Fig 9: An example of a well-structured belt with woody shrubs on the edge grading to ground cover shrubs on the roadside



Fig 10: A roadside of a belt with little structure and dense shallow crowned trees reducing the value of screening for residential properties to the rear.

9.2.9 Despite those localised issues, these woods provide considerable benefits in terms of ecosystem services, biodiversity and landscape amenity and represent an example of a far-seeing and impressive investment in the future by the PDC that is only now coming to fruition. However, the design of these woods has a flaw which is that many trees, including some unsuitable fast growing species, were planted too close to residential properties as illustrated in figures 11 and 12. It has been identified that the issue of proximity, particularly encroaching branches, accounts for around 40% of enquires received by the Council.



Fig 11: Trees encroaching towards a residential property.



Fig 12: The close proximity of trees to the rear of properties cause a range of problems for residents which will become worse as the trees grow to maturity.

***Policy TP31: The Council will seek to reduce impact of woodland trees on adjoining properties.***

**Priorities:**

TP31.1: Starting on a trial basis, and only where necessary, the woodland belts will be restructured cutting trees back from the edge of property boundaries by up to 7m. Following the tree removal new native small trees and woody shrubs will be planted to form a woodland fringe. The replanting will both replace the lost biomass and provide improved wildlife habitat. In addition to the edge clearance some light selective thinning will be carried out in the belts to ensure some of the best trees have room for proper crown development. The aim of the thinning is to slowly reduce the number of trees in some of the belts to achieve the effect of groves of full crowned trees rather than dense woodland conditions. However this process will be done in stages, to maintain stability and to spread the significant financial impact.

TP31.2: High water demand trees within influencing distance of adjoining properties will be progressively removed in thinning.

TP31.3: As part of the Tree health and safety strategy basic level checks will be periodically carried out on boundary trees, looking for obvious defects that present a risk of failure.

***Policy TP32: The woods will be managed in a fully sustainable manner which will include periodic thinning to allow proper crown development and light to reach the woodland floor.***

**Priorities:**

TP32.1: In suitable woods selective thinning will be carried out removing no more than 10% of the trees by number. Where appropriate these thinnings will be sold.

TP32.2: Mechanisation such as a tractor mounted tree shear shown in Figure 14 will be used where it is practicable to reduce the cost of management. Economical mechanised working will help address the problems of proximity to buildings and high water demand trees in a cost efficient way. However, not all areas are suitable for this approach. The tree belt survey completed in 2013 found that 40% of the tree belts were suitable for mechanised working and in a further 15% some mechanised working was considered possible.

TP32.3: Those woodland belts that are unsuitable for either thinning or re-structuring with a dense low cover of species such as hawthorn and blackthorn will be managed as non-intervention areas.



Fig 13: Sustainably produced woodland produce; a source of carbon neutral fuel wood



Fig 14: A tree shear mounted on an excavator or tractor can delicately extract trees from dense broadleaved woodlands

***Policy TP33: The woods will not be clear felled and management will be on a continuous cover basis.***

**Priorities:**

TP33.1: Natural re-generation within the woodland belts will be managed and encouraged.

TP33.2: Management will endeavour to increase the range of age classes within the woods.

***Policy TP34: The Council will encourage community involvement and advise residents when work is proposed.***

**Priorities:**

TP33.1: The council will try to address the problems of anti-social behaviour in woodlands.

TP33.2: The Council will encourage community involvement in the woods and support projects such as Nene Coppicing and Craft.

**Parks and Open Spaces**

9.2.10 Trees are fundamental to the structure of parks and very important contributors to the environment of the area. The nature of different parks and green spaces is very variable. For example, Central Park has a declining tree population displaying over maturity in comparison to Bretton Park with younger but neglected stock all planted by the PDC which is now in great need of management by selective thinning. The latter is now urgently required to prevent very high losses over the next ten years. For this reason management has to be planned on a site by site basis.

9.2.11 Certain newer areas of Peterborough contain large open spaces of short grass and minimal structural planting. These areas are ideal for enhancement. Research within The Woodland Trust's "Trees or Turf" report aims to demonstrate that management of woodlands could be markedly cheaper than maintaining some types of grassland. By creating small woodlands on such amenity

grassland opportunities for wildlife can be promoted in addition to landscape enhancement and providing a contribution to the forest for Peterborough targets.

***Policy TP35: To maintain tree cover within all the City's parks by renewing the tree stocks and increasing the range of age classes present***

**Priorities:**

TP35.1: To commence a replacement programme that incorporates a diverse range of tree species and, where appropriate, to re-establish historic landscapes.

TP35.2: To ensure that management work takes into consideration the sensitivities of the residents who use and care about the parks. In particular, to ensure that the reasons for particular operations are explained to the public before commencement.

TP35.3: To carry out tree removal and replanting in a phased way rather than causing large amounts of disturbance and change to the landscape of the park in one operation.

TP35.4: To carry out replacement tree planting in anticipation of the need to replace older tree stocks in the future. Planting of low maintenance bare rooted whips with appropriate guards will be favoured over larger planting stock.

**Woodland**

9.2.12 Cambridgeshire and Peterborough are amongst the least wooded areas in the UK. The total area of woodland, of 0.1 ha and over, is 12,325 ha. This represents 3.6% of the county land area. A considerable proportion of this is ancient semi-natural woodland which represents a valuable wildlife and landscape resource.

9.2.13 The City Council own six ancient woodlands. It manages The Bretton Woodlands (including Grimshaw Wood and Pocock's Wood) and leases the others to Nene Park Trust and the Woodland Trust. These areas amount to approximately 27 hectares and have attracted the designation of Local Nature Reserves. The Bretton Woodlands include Highlees Spinney which is not an Ancient Woodland but is a former coppice and standards wood with the same species mix and general condition. Bretton woodlands contain a high proportion of ash and were formerly managed as oak and ash standards with mainly ash and some hazel coppice.

9.2.14 In 2013 a 20 year management plan was produced for the Bretton Woodlands which has now been implemented with the aid of Forestry Commission and Heritage Lottery fund grants. Improved access and signage has facilitated better access to the woods with some coppicing having been completed. However, coppicing of the ash stools in the wood has been suspended due to the risk of ash dieback.

9.2.15 Peterborough contains 78 hectares of wet woodland habitat across 73 sites. Of these, the majority are less than 1 hectare in size. Wet woodland is nationally and locally rare. It is a priority habitat within the Cambridgeshire and Peterborough Biodiversity Action Plan owing to a rich diversity of habitat. Opportunities to create new wet woodlands will be sought in accordance with the wet

woodland audit completed in 2004 by a partnership of organisations including the Forestry Commission and the City Council.

***Policy TP36: The Council will aim to achieve sustainable management of its ancient woodlands and to protect and preserve wet woodland habitats.***

**Priorities:**

TP36.1: The Council will, as far as possible in the light of the threat from ash dieback, fully implement the Bretton Woodland Management Plan (Ash is a major component of the Bretton Woodlands).

TP36.2: The Council will monitor the impact of impact of ash dieback on its ancient woodlands and take all necessary measures to maintain the integrity and conservation value of the areas.

TP36.3: The Council will seek to protect and extend the areas of wet woodland.

**Village and Rural Trees**

9.2.16 Many of the trees in the villages and rural areas are privately owned. In spite of this the Council still has responsibility for a significant proportion which total approximately 5000. These trees include trees up to 200 years old and are amongst the oldest managed by the Authority.

9.2.17 Locally, elm was once one of the most important trees. When Dutch Elm Disease (DED) struck this dominant hedgerow tree was lost. Considerable areas of relatively denuded landscape have not been replaced, particularly within areas of more intensive farming. While most of the common elm has gone, there remains elm regeneration that exists within a continual state of growth followed by disease related decline. Some mature DED resistant elms are found to the west of the City particularly Huntingdon elm (*Ulmus x hollandica* 'Vegeta') and wych elm (*Ulmus glabra*). While these species are resistant they are not totally immune from the disease.

9.2.18 Distinctive village scenes can be maintained and enhanced by planting tree species that originally generated such landscapes. The use of native species will be prioritised within locations where appropriate i.e. rural verges. In certain village locations the use of non-native stock may be considered where site restrictions or the surrounding landscape dictates. For the foreseeable future planting of ash will not be supported.

9.2.19 Many trees have been planted on verges by village communities. Where possible, the Council has helped facilitate these requests by offering suitable planting locations and the commitment to manage those trees planted on Council owned land.

9.2.20 The Council will fulfil its duty of care in respect of Council owned trees in villages which will be surveyed in line with the Tree Risk Management Plan.

***Policy TP37: The Council will preserve and enhance the distinctiveness of village and rural trees in its ownership.***

**Priorities:**

TP37.1: To ensure that all Council owned trees in Villages are logged on to the Tree data base and receive periodic inspection in line with the Tree Risk Management Plan.

TP37.2: To replace all trees which are removed in these areas and attempt to expand tree cover if appropriate.

TP37.3: To re-plant using suitable native trees except where this would result in loss of familiar vernacular.

### **New and Replacement Planting Plan**

9.2.21 A key aim of this strategy is to increase the numbers of trees within the City by both new and replacement planting. Opportunities to improve wildlife habitats and connectivity between woods and tree groups will be a major consideration in setting out new planting areas.

9.2.22 Trees as living organisms have a finite life expectancy. Whilst relatively long-lived, the stress and strain of the urban environment significantly shortens their life span. Tree surveys and inspections in the City have revealed a large number which are not suitable for their location in the medium to long term.

9.2.23 The expansion of tree cover will be on a planned basis. To build in resilience to pests and diseases, planting stock will be selected from a wide range of genera and species. The guiding principle for new planting will be using no more than 10% of the same species, no more than 20% of the same genus and no more than 30% from the same plant family. However, this principle must be balanced with other factors such as site conditions and design criteria. There is a limited range of native tree species (approximately 35 species excluding micro species drawn from 21 genera and 11 plant families) therefore where ecological considerations dictate that native species are used it will be more difficult to achieve the desired variation.

9.2.24 While the aim is to produce a more even spread of canopy cover over Council Owned land it is important that we set targets to achieve this through a combination of Council tree planting budgets and the allocation of land for the “Forest for Peterborough” scheme. As detailed earlier within the strategy, the council has very high levels of canopy cover on land within its ownership. The aim will be to retain and expand this cover in the following ways:

- Council owned street trees that are removed will be replaced on a one for one basis, using established nursery grown standard trees.
- Trees felled owing to them being inappropriate for their location will replanted on a one for one basis, typically elsewhere within the ward. The size of nursery stock used within these location will vary to the planting location.
- Trees felled within groups, avenues or woodlands will not be replaced, where it is considered appropriate arboricultural or woodland management, to reduce competition between species.
- Previously the City council have not set targets for tree canopy cover increase, in excess of the natural gains as trees grow and mature. A 10% overall increase in canopy cover within the Council’s direct control is viewed deliverable and challenging target within the next 10 years A

10% increase in green cover (canopy cover) can potentially eliminate the effects of climate change on increasing surface temperatures (CABE Space. (no date). The benefits of urban trees). Canopy cover on council owned land within the Council's direct control (not leased out) currently stands at 495.2 ha. A 10% increase would result in a further 49.5ha of additional canopy cover being required. In order to achieve this objective the council aims to target those wards where currently canopy cover is lowest. Simplistic modelling based on an average tree canopy of 0.012 ha (the average canopy spread from the canopy cover data) would indicate that a further **4126** trees would need to be planted on council owned land. However the delivery of the desired canopy cover is dependent on the growth rate of the trees as they mature. The size and nature of planting will be specified accordingly on the planting locations available. Delivery of these targets will be dependent on constraints within the land ownership. A more ward-by-ward individual target setting was considered impractical to both set and deliver. Instead, the more overarching 10% increase, with a targeting of wards with low current cover, is the most practical and flexible approach.

- 9.2.25 Many of the problems encountered during the daily management of trees can be directly attributed to the inappropriate choice of species at the time of planting. Greatest long term economic savings in tree management can be achieved by ensuring the philosophy of "Right Tree in the Right Place" is followed every time a new or replacement tree is selected and planted.
  
- 9.2.26 Deciding which tree species to plant will take account of a range of factors beyond purely ornamental or conservation values. Trees must be selected in the light of the need for resilience to changes caused by climate change in particular drought resistance. Some diseases such as Ash Dieback will be a major limiting factor for the use of certain species or genera.
  
- 9.2.27 Planting is only the first stage in the process of planted trees achieving independence in the landscape. Well drafted planting specifications will ensure healthy trees are established, failures minimised, and defects, which could affect the mature condition of the tree, removed at the time which is most cost effective.
  
- 9.2.28 A tree requires space in which to grow, if it is to thrive and provide its many positive benefits. To achieve this any proposed site should provide adequate space for both the tree and, most importantly, its root system to develop in the long-term. Species selection must be with consideration to the tree's likely ultimate size.
  
- 9.2.29 The constraints of the urban environment can make the enlargement of woodland and other habitats impractical. With fore-planning and management of open spaces and gardens that border these sites, effective buffers and extensions can be created.
  
- 9.2.30 Peterborough's most limiting resource is space. This needs to be used appropriately, and to greatest sustainable benefit. The application of "Right Tree in the Right Place" framework will ensure new planting and natural regeneration are appropriately located and designed, and that woodland expansion is not to the detriment of protecting and restoring existing woodlands. The framework for tree and location selection is set out briefly in Appendix 5.
  
- 9.2.31 In some parts of the City the constraint of sufficient public space means a low number of trees. Often in these areas there are prominent privately owned sites.

**Policy TP38: The Council will encourage an increase in tree cover by new and replacement planting, placing great emphasis on use of appropriate tree species.**

**Priorities:**

TP38.1: To implement the planting plan that sustains the tree population, with emphasis on the long term replacement of mature and over mature trees.

TP38.2: Allocate a percentage of the total tree budget to fund the replacement and new tree planting targets set. As and when the prospect arises, to work with other organisations to secure additional funding streams for the establishment and management of tree stocks.

TP38.3: To pay careful attention to the site conditions in particular providing sufficient space for root development.

TP38.4: To ensure that all planting stock used, of whatever type, is healthy and has a well formed root structure. Imported plants must have spent at least one growing season in the UK and be free from pests and diseases.

TP38.5: To ensure all newly planted trees achieve independence in the landscape by virtue of a sustained programme of maintenance.

TP38.6: As far as is practicable, reduce the tree maintenance commitment by the use of smaller planting stock that will establish quickly and require less attention.

## **10. Threats and Challenges**

### **Tree Pests and Diseases**

10.1.1 In the last 20 years there has been a steady rise in the number of introduced tree pests and diseases some of which have the potential to cause significant loss of tree cover and the benefits they provide. The reasons for this include increasing levels of world trade particularly in plant material, world travel and changes in the climate making it suitable for pests from warmer environments to establish in the UK.

10.1.2 To illustrate the destructive potential of tree diseases the virulent strain of Dutch elm disease, which was imported into the country in the late 1960's on elm logs, killed around 23 million trees changing landscapes and reducing tree cover over large areas the UK countryside.

10.1.3 Among the recent introduction or occurrences of pests and diseases the following two examples pose a particular threat to Peterborough's trees and landscape:

#### **Ash Dieback (*Hymenoscyphus fraxineus*)**

10.1.4 This fungal disease has caused extensive tree losses in continental Europe, for example killing over 90% of the ash population in Sweden. It was first found in the UK in 2012 and has rapidly spread from east to west across the country.



10.1.5 Ash forms 7.7% of the street and park trees in the City and, an estimated, 18.5% of the woodland tree population. The level of infection is currently low but expected to rise significantly in the next few years. The symptoms are initially browning and dead leaves and diamond shaped stem lesions as illustrated in Figure 15. This is followed by a fairly rapid dieback in the crown on larger trees. Typically, an infected tree will have tufts of re-growth that eventually succumb to the disease and illustrated in Figure 16. The progress of the disease can be quite rapid with large trees killed in a single growing season in East Anglia where the disease has become well established.



Fig 15: Dead leaves and diamond shape stem lesions are symptomatic of the disease



Fig 16: Typical crown dieback with tufts of regrowth

**Forestry Commission Picture Library**

**Forestry Commission Picture Library**

10.1.6 There is, currently, no proven cure or treatment that can be applied. However, there has been extensive research to try to isolate resistant individuals and indeed, in areas of high infection, some trees appear to remain free from infection.

10.1.7 It is not clear how the disease will progress in the area so, at this stage, ash should not be pre-emptively removed.

10.1.8 Ash should be excluded from new tree planting schemes and alternative species planted. However, in woodland conditions, natural re-generation of ash should, as far as possible, be retained as it may contain resistant individuals.

### **Oak Processionary Moth (*Thaumetopoea processionea*)**

10.1.9 The caterpillars of this moth feed on oak trees and defoliate the tree by eating the foliage. However, perhaps a more serious problem is the effect of the caterpillars urticating hairs, which detach from caterpillars bodies, causing serious allergic reactions and respiratory difficulties in humans and their animals.

10.1.10 This pest was introduced on imported trees into the London area in 2005. It was hoped to contain or eradicate the species by volume spraying foliage with insecticide and destroying the communal silken nests which have an accumulation of toxic hairs. Unfortunately, this policy has not been

successful and the pest is spreading outside the London area. The current most northerly sighting is at Watford some 80 miles south of Peterborough.

10.1.11 The hairy caterpillars are shown on Figure 17. Perhaps their most distinguishing feature is that they cluster near food and follow each other in a nose to tail line when moving to and from feeding areas. They make silken nests on the stems and branches of oak trees as shown in Figure 18.



Fig 17: A cluster of caterpillars on an oak leaf clearly showing their urticating hairs



Fig 18: A communal nest on an oak tree full of toxic hairs

**Forestry Commission Picture Library**

**Forestry Commission Picture Library**

10.1.12 High populations of this insect will lead to repeated defoliation of oak trees which could seriously weaken them. However, trees are generally resistant to browsing insect damage and their lost leaves will generally grow back even after complete defoliation. This pest is more of a public health problem than a tree issue.

10.1.13 Oak trees form only 2% of the tree stock listed on the data base and around 4% of the PDC woodland belts but they are widely distributed around the City.

10.1.14 Given the public health risk the Council will take prompt action to try to eradicate populations of this insect as they are discovered on their land and offer help to private landowners to deal with the problem. The Council will also periodically review its policy on controlling this insect.

10.1.15 Both the Oak Processionary Moth and Ash Dieback present a serious threat and, if they become established, are likely to require a large amount of staff time and expenditure to deal with. Therefore they will both be added to the Council's risk register.

**Brown-tail Moth (*Euproctis chrysorrhoea*)**



10.1.16 Another defoliating moth species is the Brown-tail Moth (*Euproctis chrysorrhoea*). This insect has already been found the City in 2013, 2015 and 2016. The infestations were limited in scale and contained by prompt action of Amey staff. The caterpillars also have hairs that cause an allergic reaction and they make silken winter nests normally strung between branches. They are

often found in association with hedgerow trees. These insects should be avoided and will be subject to the same control policy as Oak Processionary Moth.

### Other Pests and Diseases

10.1.17 Other recently introduced diseases that have the potential to impact on the tree cover in the City are detailed in Table 5.



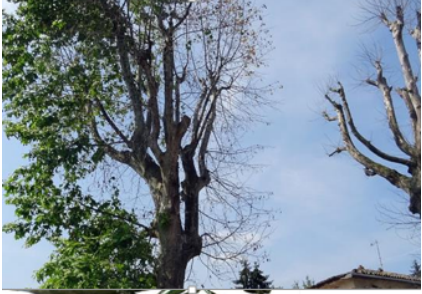
**Table 5 – Two other serious tree pests and diseases.**

| Species  | Images of Infected trees   | Details  |
|--|--|--|
| <p>Ramorum Disease<br/>(<i>Phytophthora ramorum</i>)</p>           |  <p>Crown dieback in larch caused by Ramorum Disease. <b>Forestry Commission Picture</b></p>             | <p>Initially known as “sudden oak death” this disease is currently mainly affecting larch but could affect a wide species range. It can kill larch trees within 12 months. The only control for Ramorum disease is to remove both the infected trees and a buffer of healthy trees to prevent the spread. There are few larch at risk in the urban area where they make up 1% of the population. However, they are likely to form a more significant component of farm and estate woods in the west of the unitary area.</p> |
| <p>Sweet Chestnut Blight<br/>(<i>Cryphonectria parasitica</i>)</p> |  <p>Stem lesions caused by the disease and a sweet chestnut stem <b>Forestry Commission Picture</b></p> | <p>Recently found in the UK, this disease of sweet chestnut wiped out the entire population of American sweet chestnut on the eastern seaboard of the USA; killing an estimated 3.5 billion trees. Symptoms appear as cankers on the stem fungal mycelium under the bark. Sweet chestnut makes up around 1% of the tree stock in the urban area but are likely to be a more significant component of woods and parkland to the west.</p>   |

### Pests and diseases not yet established in the UK

10.1.18 There are a number of very serious pests and diseases that have either not yet been found in the UK or have been found, and eradicated. Three examples are shown in Table 6. If they become established in the country, all have the potential to seriously denude the City’s tree population:

**Table 6 – Potentially Damaging Pests yet to become established in the UK**

| Species   | Images of Pests and Damage   | Details   |
|---|--|---|
| <p>The Asian Longhorn Beetle, (<i>Anoplophora glabripennis</i>)</p> |  <p>An adult beetle with distinctive white markings and long antenna <b>Forestry Commission Picture Library</b></p> | <p>Introduced into the USA from Asia the larva of this wood boring insect has killed large areas of urban trees. It is transported around the world in packing timber and by the international plant trade. A small population found in Kent has been eradicated by plant health officials. Any sighting of the large (25 to 30 mm) distinctive beetle must be reported to DEFRA and the Council without delay. It has a large host range encompassing many of the broadleaved species found in the City including maples that make up a high proportion of the tree stock.</p> |
| <p>Emerald Ash Borer (<i>Agrilus planipennis</i>)</p>               |  <p>The adult beetle <b>Forestry Commission Picture Library</b></p>  | <p>This wood boring insect was introduced into the USA where it has devastated ash populations killing millions of trees. It is now present in Europe with a rapidly expanding population centred on Moscow. The larva of the insect bore into the stems of trees weakening and killing them. Wood boring insects are particularly attracted to trees in a weakened condition and, if it reaches the UK, trees infected with ash dieback would facilitate its rapid spread.</p>   |
| <p>Plane Wilt (<i>Ceratocystis platani</i>)</p>                     |  <p>Extensive dieback on one side of the crown of London plane <b>Forestry Commission Picture Library</b></p>     | <p>This fungal wilt disease is related to Elm disease and works in the same way blocking water carrying vessels in the tree causing rapid decline. It is currently killing large numbers of London plane trees in France and throughout Europe. London plane are important street and amenity trees in the City only forming 4% of the tree stock but occupying prominent positions in the street scene.</p>  |

**Policy TP39: To maintain a high level of training and awareness of tree pests diseases and take prompt action, in accordance with best practice guidance, to, as far as is practicable, alleviate the impact when they are discovered.**

**Priorities:**

TP39.1 The condition of Council owned trees will be monitored as part of the normal health and safety inspections policy and promptly dealt with if they present a significant risk to the public. This does not mean that all infected or dead trees will be removed. The Council's policy on tree pests will be reviewed on an annual basis.

TP39.2 Where appropriate and advised, simple biosecurity measures such as cleaning boots, shoes and tyres after visiting woodlands will be implemented.

TP39.3 With regard to protected trees, the Council will not grant permission to fell infected ash trees unless the disease has caused the tree to become dangerous or to present a significant health and safety risk.

**Climate Change**

- 10.2 The likely effects of climate change, caused by anthropogenic carbon emissions which are enhancing the greenhouse effect of the upper atmosphere include summer drought and more frequent storm events. Measures to both mitigate and adapt to these predicted effects of climate change will be incorporated into the strategy wherever possible, taking full account of the "Climate Change Strategy for Peterborough".

**11. Privately Owned Trees and Woodland Policies and Priorities**

**Trees and Development**

- 11.1 The significance of the London–Stansted–Cambridge–Peterborough (M11) Growth Corridor means there will be major investment in housing, community facilities and infrastructure. This brings with it opportunities for innovative and strategically planned tree and woodland enhancement. It is essential that trees and woodlands are recognised as an essential part of the design and fabric of growth.
- 11.2 Accommodating the predicted growth in Peterborough's population and economy provides significant opportunities for a strategic approach to tree and woodland planting. There are a number of initiatives to enhance the natural environment. They all offer opportunities to increase the tree and woodland cover of Peterborough as part of the mosaic of green space and habitats. However, as each has its own agenda and priorities, efforts should be made to ensure that they are coordinated and complimentary.
- 11.3 The scale of development which will need to take place in coming decades will facilitate significant funding for the creation of attractive and green residential and business environments. Developers have a valuable role as the key player in the majority of land use changes. They need to respect the existing trees and where appropriate incorporate tree planting within new developments. There is extensive research showing that retained trees and newly planted trees

increase the sale value of new properties providing firm financial reasons for developers to consider trees as integral part of their projects.

***Policy TP40: The Council will respond to tree issues within planning applications, in accordance with Local Plan Policies, in such a way that ensures the retention of good quality trees and woodland coverage or ensures its creation. Development will not be supported that would directly or indirectly damage existing ancient woodland or ancient trees.***

**Priorities:**

TP40.1: To be guided by best practice and local policies for a consistent approach to assessing planning applications.

TP40.2: Trees and woodlands are to be given significant consideration within planning applications, requiring submission of Arboricultural Impact Assessment (AIA) surveys in accordance with British Standard 5837:2012 “*Trees in relation to demolition, design and construction – Recommendations*”. Where trees are on or within influencing distance of a potential development (within 15m of the development area), an AIA must be prepared and submitted as part of the planning application.

TP40.3: The British Standard sets out a process to protect trees at every stage of a development. The Council will, normally, condition the tree protection measures set out in the AIA. This will include proper provision for arboricultural supervision by a qualified arboriculturist and a timetable for inspection visits and the method of reporting findings to all parties including Council Tree Officers.

TP40.4: Producing an AIA is only the first stage in protecting trees during construction. The tree protection measures set out in the AIA are often either disregarded or are poorly implemented once planning permission has been granted. The Council will seek to enforce conditions relating to tree protection and to consider prosecution when planning conditions are breached or there are breaches of Tree Preservation Orders (TPO) or the requirements of Conservation Area regulations.

TP40.5: It is extremely important that plans for remedial tree planting and green infrastructure submitted as part of planning applications come to fruition. When granting planning permissions the Council will set conditions for the protection, planting and proper maintenance of trees and periodically check on compliance.

TP40.6: Where appropriate, the Council will allocate funds produced from the Community Infrastructure levy for community tree planting projects.

TP40.7: The Council will utilise planning powers to retain and protect good quality existing trees threatened by new development including changes to existing properties and enforce the tree protection measures put in place.

**Policy TP41: The Council will require that new and replacement tree and woodland planting to be included in new development proposals wherever it is practicable to do so.**

**Priorities:**

TP41.1: To require developers to submit details of tree species, size of planting stock to be used and numbers to be planted as part of their proposals. Planting should aim to replace any loss of biomass and, where practicable, retain or increase the canopy cover on the site. Where it is difficult to achieve the Council will consider offering alternative planting sites on its own land.

TP41.2: To ensure that provision made for tree planning takes account of industry best practice, in particular, BS 8545:2014 “Trees from nursery to independence in the landscape-Recommendations”. Further guidance is available from the publications of the Trees and Design Action Group (TDAG).

TP41.3: The Council will encourage planting of healthy plant material. In the light of the threat from imported pests and diseases all planting stock used in the City should be healthy and sourced from reliable sources with appropriate documentation such as plant passports where required. While British grown stock is preferable, if imported stock is used it should have spent at least one year in a UK nursery under observation.

**Tree Protection**

- 11.4 Statutory protection is afforded to trees under the Forestry Act 1967 (as amended) and permission from the Forestry Commission (FC) to fell growing trees is often required. There are certain exemptions which include trees in gardens, orchards, Churchyards and designated public open spaces. This permission is granted by the FC via a Felling Licence. Typically an application would be required where trees above 8 cm stem diameter at 1.3 m diameter above ground level need to be felled. If the felling is for thinning a plantation the minimum diameter rises to 10 cm and in the case of coppicing the minimum is 15 cm. A licence is not needed to fell up to 5 m<sup>3</sup> of timber within a given calendar quarter. However, this drops to 2 m<sup>3</sup> if the timber is sold. Any felling approved as part of a planning permission will not need a felling licence. Felling trees within the scope of the regulations without a felling licence is illegal and subject to prosecution and fines.
- 11.5 In conjunction with its duty, as set out in the Town and Country Planning Act, the Council will incorporate policies relating to Trees and Woodlands within its Local Development Framework. Policies protecting trees exist within the Core Strategy and Planning Policies Development Plan documents.
- 11.6 There are over 350 TPOs and 29 Local Authority Conservation Areas in the City. The pressure for development sometimes necessitates the pro-active use of TPOs. TPO’s are also used reactively when a threat to the condition or retention of a tree is known. The Council will, as far as funding will allow, review many of its older Tree Preservation Orders.
- 11.7 The work on trees protected by a TPO places a duty on the tree owner to be granted permission from the Council prior to undertaking the work. The Council has a duty to respond to these requests within 8 weeks. In the event that the Council refuse permission for work on, or removal of a protected tree, the owner can appeal to the Planning Inspectorate.

11.8 Before carrying out any tree work or felling of trees within a Local Authority Conservation Area the Local Planning Authority must be given six weeks advance notice. During the six week period the Council may decide to protect the trees in question. However, if no response is received from the Council work may proceed.

11.9 To carry out work, damage or remove trees which are the subject of Tree Preservation Order or within a Conservation order without permission is a criminal offence that, on conviction, carry fines of up to £20,000 per tree. However, if trees are illegally removed to facilitate development then the fine per tree is unlimited and may reflect the increase in land value that has resulted from the loss of the tree.

#### **11.10 Protection Through Advice**

11.11 Where necessary and appropriate the Council will provide advice on trees in relation to planning TPOs and work in Conservation areas with the aim of making the process more efficient and therefore provide a cost effective service.

11.12 There are, unfortunately, many people willing to offer tree advice which is inaccurate, and may have serious consequences for the tree and its owner. Arboriculture is an established technical discipline where qualifications at various levels are available. Research is carried out to further our knowledge of trees and their care, good advice is available and should be sought from reliable sources. Tree owners should be aware that research has resulted in updated and substantially changed tree management in the last 20 years. Consequently, any person offering advice should keep their knowledge up to date, through membership of an appropriate professional body.

11.13 Also of concern is the number of people who carry out tree surgery work whose technical abilities are poor. This can lead to low standards of work, which are not in the interests of the tree or its owner. Only reputable companies, capable of working to recognised standards of work such as "British Standard 3998: 2010, "Tree work. Recommendations", should be engaged to carry out tree work. Companies or individuals undertaking tree work should hold Public Liability Insurance cover and proof of cover should be provided before commencement.

11.14 As the Local Planning Authority, the Council has a statutory duty to protect trees of greatest amenity value. This section sets out the City Council's approach to the protection of privately owned trees.

***Policy TP42: The Council will seek to ensure that all trees and woodlands making a positive contribution to the environment\* are protected. Priorities:***

#### **Priorities:**

TP42.1: To utilise and enforce planning powers to retain and protect trees through Tree Preservation Orders and Conservation Area status.

TP42.2: To comment and advise on strategy and other initiatives which affect trees and woodlands.

*\*based on the quality and value categorized using the criteria within BS5837:2012 Trees in relation to design, demolition and construction- Recommendations*



***Policy TP43: The outright removal of good quality trees and woodlands shall be resisted unless there are sound arboricultural and technical reasons such as irrefutable evidence of damage caused to a property by soil volume change associated with trees.***

**Priorities:**

TP43.1: To protect trees of amenity value

***Policy TP44: The Council will promote public awareness and a better understanding of tree and woodland management through community consultation and involvement.***

**Priorities:**

TP44.1 The Council will promote good standards of tree and woodland care.

TP44.2: To, as far as possible, encourage owners of notable trees that are worthy of protection to adopt better practices of tree care.

TP44.3: To support community tree initiatives.

TP44.4: To support the work of national bodies such as the Tree Council and the Trees and Design Action Group.

11.15 A summary of all policies for the management of all trees is provided in Appendix 6.

## **12. Summary of the Key Elements of the Strategy**

12.1 This revised strategy highlights the immense value of Peterborough's urban forest to the wellbeing of its residents and the substantial contribution it makes to the City's sustainable future.

12.2 Since 2012 considerable progress has been made to put systems in place to manage the City's trees and woodlands, particularly the steps that have been taken to fulfil the Council's duty of care in respect of health and safety. This new strategy builds on these achievements.

12.3 The focus of this new strategy is consolidation of the Council's trees stocks; the legacy trees planted by PDC are even aged and all growing towards maturity at the same time. Up to this point they have required relatively low maintenance. However, increasing growth rates are causing conflicts with private properties on the boundaries of the woods and close to trees growing within residential areas. Dealing with these problems is taking up a high proportion of the allocated funds and unless positive management steps are put in place the level of service requests will increase exponentially. It is important that the need for this programme is recognised and adequate resources allocated.

12.4 Faults of both design and implementation by PDC such as planting trees too close to each other and buildings, and allowing deviation from carefully planned species layouts and mixtures need rectifying by restructuring the legacy woodlands and trees and tree groups in residential areas. Where it is necessary to remove trees these will be replaced with more suitable species while retaining or improving the level of canopy cover.

- 12.5 Shallow, narrow crowned and un-thinned trees provide only a fraction of the ecosystem services of healthy full crowned trees. Dense woods prevent light reaching the ground leading to lack of ground flora and poor natural re-generation of tree species. It is therefore necessary to instigate a programme of periodic thinning in many of the woods and tree groups.
- 12.6 The tree stock must be carefully managed to provide a degree of resilience to both imported pests and diseases and the climate change.
- 12.7 The expansion of the urban forest will be a priority to ensure that the ecosystem services can be maintained to meet the needs of a growing population. However this will be carefully planned and targeted to as far as possible avoid the mistakes of the past. The Forest for Peterborough project will be strongly supported.
- 12.8 Development in the City presents both challenges and opportunities for its tree cover. The Council will seek to ensure suitable trees are retained on development sites and commensurate and appropriate provision is made for new tree planting and green space.
- 12.9 Unless adequate resourcing chains are provided there is a danger that the problems will get progressively worse to the point where the tree stocks become a negative asset.
- 12.10 It is hoped that both stakeholders and residents of Peterborough will appreciate that the urban forest requires careful management to thrive and provide the considerable benefits of which it is capable. The Council's policies and priorities contained in this strategy represent a commitment to sustainable management of the City's trees for both the existing and future generations.

### 13. References

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- Forestry Commission 2011 The UK Forestry Standard the governments' approach to sustainable forestry
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## 14. Glossary of Terms

**Ancient Trees** – Trees significantly older, and often larger in girth, than the general tree population providing a rich variety of habitats for wildlife.

**Ancient Woodlands** – Woodland thought to have been in existence since at least 1600 and designated on the Natural England register of ancient woodlands.

**Biomass** – Renewable vegetation that can be used as a carbon neutral fuel source. This includes not only the timber but small branches and foliage.

**Carbon neutral fuel** - The term carbon neutral fuel is used for wood used for fuel that comes from sustainably managed woodlands where the carbon loss will rapidly be mediated by replacement trees

**Canopy Cover** – The area of ground occupied (covered) by the overall branch spread of trees normally expressed as a percentage of the total land area; hence Peterborough has a land area of 34,343 ha, a canopy cover of 3239 ha and therefore a canopy cover of 9.4%.

**Coppice and Standards** – A traditional woodland management practice of retaining a proportion of single stemmed trees within an area of coppice to grow on for timber production.

**Coppicing** – A method of repeatedly cutting back trees and woody shrubs to the base of the stem on a short cycle to produce small poles or rods. A traditional management technique associated with ancient woodlands which provides an important sequence of habitats for woodland flora and fauna.

**Ecosystem disservices** – Trees can cause problems in urban conditions particularly when growing in close association with roads, railways and buildings.

Trees can also have negative effects on the urban atmosphere for example roadside trees trapping polluting gasses under the canopy. However, most researchers see the net effect of trees on the atmosphere as positive.

**Ecosystem Services** – Services provided by trees and vegetation that contribute to the quality of the environment such as their capacity to sequester carbon from the atmosphere and reduce surface water runoff.

**Heat Island Effect** – Urban areas are warmer than the surrounding countryside by virtue of the concentrated activities their population particularly energy use. Hard surfaces store thermal energy and release it slowly keeping up night time temperatures. In heat waves urban conditions can lead to even higher temperatures.

**High Water Demand Trees** – Trees that take up large amounts of water from the soil in comparison to other species with a lesser capacity to extract water.

**Legacy Woodlands** – Tree belts planted by PDC in the new townships and taken over by PCC on the winding up of the PDC in 1988.

**Mature trees** – Trees in the second third of their life cycle and still growing strongly.

**Natural Regeneration** – Young self-sown trees derived from naturally distributed seed produced by nearby trees.

**Newly planted trees** – Trees that require regular maintenance and have yet to become established in the landscape.

**Over mature trees** – Trees in the final third of their life expectancy and beginning to decline with very slow growth rates of growth or signs of natural retrenchment (bare dead branches in the upper crown with a healthy but reduced crown at a lower level)

**Pollarding** – A traditional management technique often used in deer parks and wood pasture which involves cutting off the tree at a height of around 3 to 4 m on a cyclical basis to provide firewood and small poles; the regrowth is then safe from browsing livestock and deer. In an urban situation pollarding is often used to control the crown spread of trees and reduce the water demand. Cyclically reducing trees to a low framework of branches is a form of pollarding. Some species are particularly tolerant of this treatment such and lime, London plane and willow.

**Semi Mature Trees** – Trees in the first third of their life cycle and growing strongly.

**SUDS** – Acronym for Sustainable Urban Drainage Schemes which allow for natural drainage of water runoff from roofs and hard surfaces into the ground, rather than directing runoff into the sewerage and main drainage systems.

**Specimen Trees** - Largely free standing, Council owned trees in streets or public open spaces.

**Structured Soils** – Specially formed soils that can be compacted but still allow root growth and water percolation. Normal structural soils have a high percentage of sand and gravels.

**Tree Stocks** – The total of Council owned trees.

**Tree Belt** – Narrow belt of trees typically 15 to 20 m often planted for screening and shelter. Tree belts were widely planted by PDC surrounding residential areas and edging roads.

**Urban Forest** – All trees and woody vegetation which grow within a city collectively form the urban forest regardless of ownership.

**Veteran Trees** – Traditionally, trees with the same characteristics as given for ancient trees. However, more recently, the term has been expanded to include trees of any age that have features that support wildlife such as splits, cracks, holes and dead wood.

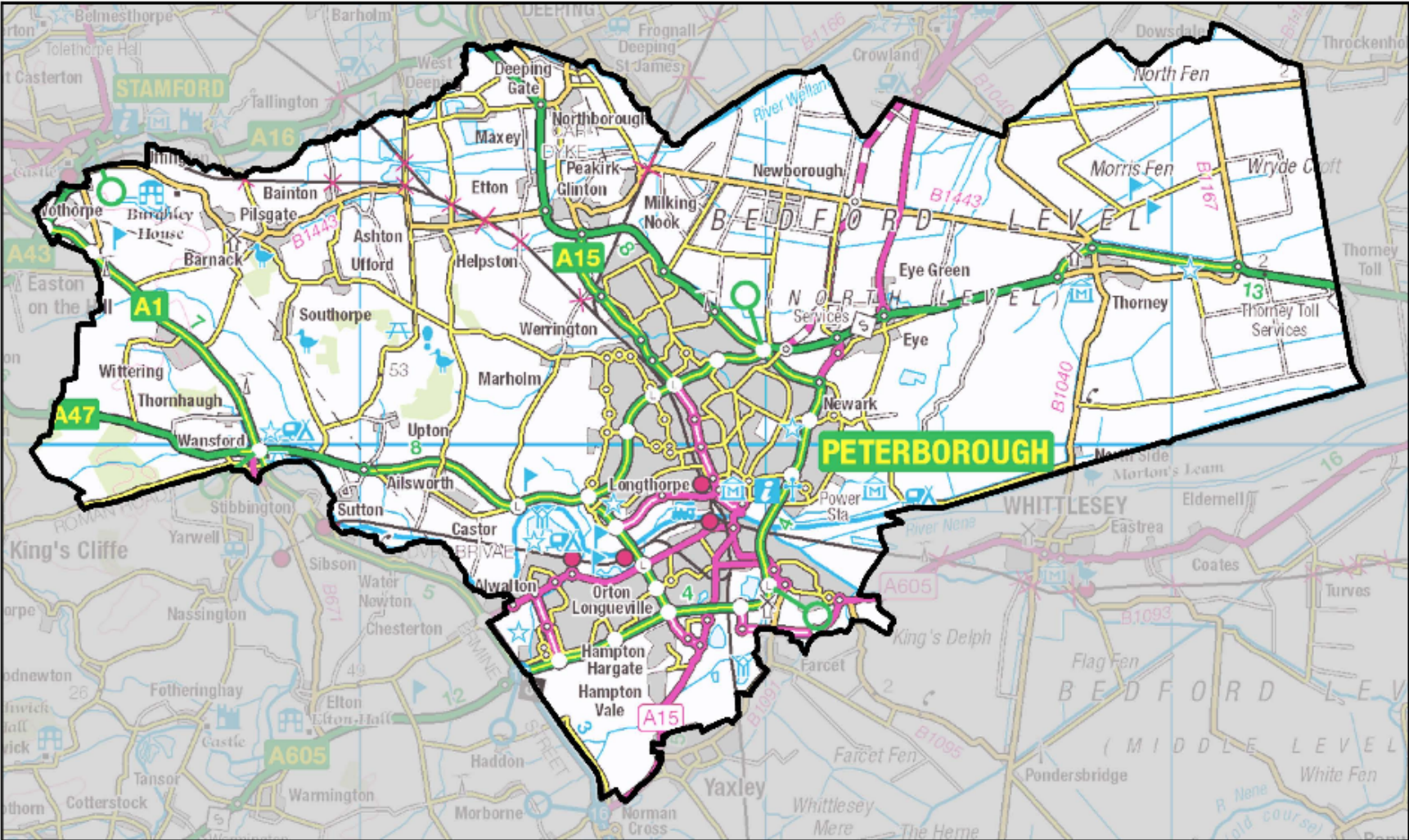
**Wet Woodlands** – Woodland growing on soils subject to seasonal waterlogging often in river valleys and adjacent to watercourses. Common species in wet woodlands include alder, willow, aspen and birch.

**Whips** – Transplanted and bare rooted nursery stock 60 cm to 1.2 m.

**Young Trees** – Recently established trees that have achieved independence in the landscape.

APPENDIX B1

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**PETERBOROUGH CITY COUNCIL UNITARY AUTHORITY AREA**

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5 km

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## Appendix B2

### Canopy cover by ward

| Ward                           | Canopy cover (Ha) | % canopy cover |
|--------------------------------|-------------------|----------------|
| Barnack Ward                   | 670.8             | 14.9           |
| Bretton Ward                   | 70.3              | 22.5           |
| Central Ward                   | 27.0              | 9.0            |
| Dogsthorpe Ward                | 26.2              | 12.0           |
| East Ward                      | 62.7              | 6.5            |
| Eye, Thorney & Newborough Ward | 320.3             | 2.4            |
| Fletton & Stanground Ward      | 26.6              | 5.2            |
| Fletton & Woodston Ward        | 61.2              | 19.1           |
| Glington & Castor Ward         | 614.3             | 11.5           |
| Gunthorpe Ward                 | 36.7              | 10.1           |
| Hampton Vale Ward              | 80.0              | 9.6            |
| Hargate & Hempsted Ward        | 88.5              | 11.5           |
| North Ward                     | 19.0              | 8.7            |
| Orton Longueville Ward         | 103.2             | 23.3           |
| Orton Waterville Ward          | 121.1             | 17.6           |
| Park Ward                      | 22.1              | 10.8           |
| Paston & Walton Ward           | 30.0              | 12.3           |
| Ravensthorpe Ward              | 38.1              | 11.3           |
| Stanground South Ward          | 32.7              | 7.2            |
| Werrington Ward                | 58.5              | 17.0           |
| West Ward                      | 93.2              | 25.9           |
| Wittering Ward                 | 549.2             | 17.1           |
| <b>Peterborough total</b>      | <b>3151.7</b>     | <b>9.2</b>     |

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APPENDIX B  
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For Information Only

**Appendix 3 - Complete List of Tree Species on Peterborough City Council's Database**

| Common Name                 | Scientific Name                            | Totals | %           |
|-----------------------------|--|--------|-------------|
| Maple                       | <i>Acer species</i>                        | 38     | 0.1%        |
| Field Maple                 | <i>Acer campestre</i>                      | 1509   | <b>3.7%</b> |
| Box Elder                   | <i>Acer negundo</i>                        | 49     | 0.1%        |
| Norway Maple                | <i>Acer platanoides</i>                    | 3243   | <b>8.0%</b> |
| Norway Maple                | <i>Acer platanoides 'Crimson King'</i>     | 107    | 0.3%        |
| Norway Maple                | <i>Acer platanoides Purple Variety</i>     | 53     | 0.1%        |
| Sycamore                    | <i>Acer pseudoplatanus</i>                 | 1714   | <b>4.2%</b> |
| Silver Maple                | <i>Acer saccharinum</i>                    | 274    | <b>0.7%</b> |
| Sugar Maple                 | <i>Acer saccharum</i>                      | 25     | 0.1%        |
| Horse Chestnut              | <i>Aesculus hippocastanum</i>              | 1157   | <b>2.9%</b> |
| Red   Horse Chestnut        | <i>Aesculus x carnea</i>                   | 96     | 0.2%        |
| Tree of Heaven              | <i>Ailanthus altissima</i>                 | 59     | 0.1%        |
| Italian Alder               | <i>Alnus cordata</i>                       | 443    | <b>1.1%</b> |
| Alder                       | <i>Alnus glutinosa</i>                     | 327    | <b>0.8%</b> |
| Grey Alder                  | <i>Alnus incana</i>                        | 36     | 0.1%        |
| Snowy mespil                | <i>Amelanchier lamarckii</i>               | 63     | 0.2%        |
| Jacquemont's Birch          | <i>Betula jacquemontii</i>                 | 88     | 0.2%        |
| Paper Bark Birch            | <i>Betula papyrifera</i>                   | 38     | 0.1%        |
| Silver Birch                | <i>Betula pendula</i>                      | 1680   | <b>4.2%</b> |
| Silver Birch                | <i>Betula species</i>                      | 38     | 0.1%        |
| Himalayan Birch             | <i>Betula utilis</i>                       | 57     | 0.1%        |
| Hornbeam                    | <i>Carpinus betulus</i>                    | 645    | <b>1.6%</b> |
| Fastigate Hornbeam          | <i>Carpinus betulus 'Fastigiata'</i>       | 142    | 0.4%        |
| Sweet Chestnut              | <i>Castanea sativa</i>                     | 29     | 0.1%        |
| Blue Atlas Cedar            | <i>Cedrus atlantica glauca</i>             | 28     | 0.1%        |
| Lawson Cypress              | <i>Chamaecyparis (unknown)</i>             | 40     | 0.1%        |
| Lawson Cypress              | <i>Chamaecyparis lawsoniana</i>            | 137    | 0.3%        |
| Hazel                       | <i>Corylus avellana</i>                    | 57     | 0.1%        |
| Turkish                     | <i>Corylus colurna</i>                     | 73     | 0.2%        |
| Cotoneaster                 | <i>Cotoneaster 'Cornubia'</i>              | 48     | 0.1%        |
| Cotoneaster                 | <i>Cotoneaster species</i>                 | 40     | 0.1%        |
| Cockspur thorn              | <i>Crataegus crus-gallii</i>               | 98     | 0.2%        |
| Hawthorn                    | <i>Crataegus monogyna</i>                  | 1788   | <b>4.4%</b> |
| Broad Leaved Cockspur Thorn | <i>Crataegus X persimilis 'prunifolia'</i> | 38     | 0.1%        |
| Hawtorn Species             | <i>Crataegus species</i>                   | 138    | 0.3%        |
| Cypress                     | <i>Cupressus unknown species</i>           | 104    | 0.3%        |
| Leyland Cypress             | <i>Cupressocyparis leylandii</i>           | 285    | 0.7%        |
| Dead                        | <i>Dead</i>                                | 278    | 0.7%        |
| Beech                       | <i>Fagus sylvatica</i>                     | 274    | 0.7%        |
| Copper Beech                | <i>Fagus sylvatica purpurea</i>            | 80     | 0.2%        |
| Ash                         | <i>Fraxinus excelsior</i>                  | 3133   | <b>7.7%</b> |
| Man Ash                     | <i>Fraxinus ornus</i>                      | 70     | 0.2%        |
| Narrow leafed Ash           | <i>Fraxinus oxycarpa</i>                   | 53     | 0.1%        |
| Raywood Ash                 | <i>Fraxinus oxycarpa Raywood</i>           | 51     | 0.1%        |
| Ash                         | <i>Fraxinus species</i>                    | 53     | 0.1%        |
| Ginkgo                      | <i>Ginkgo biloba</i>                       | 34     | 0.1%        |
| Hony locust                 | <i>Gleditsia triacanthos</i>               | 40     | 0.1%        |
| Holy                        | <i>Ilex aquifolium</i>                     | 126    | 0.3%        |
| Holy                        | <i>Ilex species</i>                        | 72     | 0.2%        |

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APPENDIX B  
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**Appendix 3 - Complete List of Tree Species on Peterborough City Council's Database**

| Common Name               | Scientific Name                       | Totals | %    |
|---------------------------|---------------------------------------|--------|------|
| Walnut                    | <i>Juglans regia</i>                  | 30     | 0.1% |
| Laburnum                  | <i>Laburnum anagyroides</i>           | 47     | 0.1% |
| European Larch            | <i>Larix decidua</i>                  | 28     | 0.1% |
| Liquid Ambar              | <i>Liquidambar styraciflua</i>        | 32     | 0.1% |
| Flowering Crab Apple      | <i>Malus baccata</i>                  | 21     | 0.1% |
| Flowering Crab Apple      | <i>Malus species</i>                  | 931    | 2.3% |
| Pillar Apple              | <i>Malus tschonoskii</i>              | 43     | 0.1% |
| Dawn Redwood              | <i>Metasequoia glyptostroboides</i>   | 26     | 0.1% |
| Austrian Pine             | <i>Pinus nigra</i>                    | 73     | 0.2% |
| Pine                      | <i>Pinus species</i>                  | 29     | 0.1% |
| Scots Pine                | <i>Pinus sylvestris</i>               | 187    | 0.5% |
| London plane              | <i>Platanus x hispanica</i>           | 1734   | 4.3% |
| White Poplar              | <i>Populus alba</i>                   | 187    | 0.5% |
| Black Poplar              | <i>Populus nigra</i>                  | 165    | 0.4% |
| Native Black poplar       | <i>Populus nigra 'Betulifolia'</i>    | 31     | 0.1% |
| Lombardy Poplar           | <i>Populus nigra 'Italica'</i>        | 109    | 0.3% |
| Poplar Species            | <i>Populus species</i>                | 97     | 0.2% |
| Aspen                     | <i>Populus tremula</i>                | 36     | 0.1% |
| Lombardy Poplar Cherry    | <i>Prunus 'Amanogawa'</i>             | 67     | 0.2% |
| Wild Cherry               | <i>Prunus avium</i>                   | 1946   | 4.8% |
|                           | <i>Prunus avium 'Plena'</i>           | 27     | 0.1% |
| Myobalan                  | <i>Prunus cerasifera</i>              | 125    | 0.3% |
| Purple Leafed Plum        | <i>Prunus cerasifera 'Pissardii'</i>  | 413    | 1.0% |
| Plum                      | <i>Prunus domestica</i>               | 196    | 0.5% |
| Japanese Flowering Cherry | <i>Prunus 'Kanzan'</i>                | 34     | 0.1% |
| Laurel                    | <i>Prunus laurocerasus</i>            | 29     | 0.1% |
| Bird Cherry               | <i>Prunus padus</i>                   | 101    | 0.2% |
|                           | <i>Prunus serrulata</i>               | 40     | 0.1% |
|                           | <i>Prunus species</i>                 | 1415   | 3.5% |
| Blackthorn                | <i>Prunus spinosa</i>                 | 46     | 0.1% |
| Calery Pear               | <i>Pyrus calleryana 'Chanticleer'</i> | 204    | 0.5% |
|                           | <i>Pyrus species</i>                  | 35     | 0.1% |
| Pedunculate Oak           | <i>Quercus robur</i>                  | 814    | 2.0% |
| Red Oak                   | <i>Quercus rubra</i>                  | 48     | 0.1% |
| Accaia                    | <i>Robinia pseudoacacia</i>           | 218    | 0.5% |
|                           | <i>Robinia species</i>                | 27     | 0.1% |
| White Willow              | <i>Salix alba</i>                     | 497    | 1.2% |
| Weeping Woillow           | <i>Salix babylonica</i>               | 26     | 0.1% |
| Goat Willow               | <i>Salix caprea</i>                   | 66     | 0.2% |
| Crack Willow              | <i>Salix fragilis</i>                 | 259    | 0.6% |
| Willow Species            | <i>Salix species</i>                  | 162    | 0.4% |
| Golden Weeping Willow     | <i>Salix x chrysocoma</i>             | 143    | 0.4% |
| Elder                     | <i>Sambucus nigra</i>                 | 192    | 0.5% |
| Whitebeam                 | <i>Sorbus aria</i>                    | 1124   | 2.8% |
| Whitebeam                 | <i>Sorbus aria 'Lutescens'</i>        | 22     | 0.1% |
| Rowan                     | <i>Sorbus aucuparia</i>               | 1337   | 3.3% |
| Swedish White Beam        | <i>Sorbus intermedia</i>              | 949    | 2.3% |
| Sorbus Species            | <i>Sorbus species</i>                 | 225    | 0.6% |
| Bastard Servic Tree       | <i>Sorbus x thuringiaca</i>           | 66     | 0.2% |

APPENDIX B  
Agenda Item 10  
For Information Only

**Appendix 3 - Complete List of Tree Species on Peterborough City Council's Database**

| Common Name       | Scientific Name                           | Totals       | %             |
|-------------------|---|--------------|---------------|
|                   | <i>'Species not in list'</i>              | 27           | 0.1%          |
|                   | <i>'Species not known'</i>                | 77           | 0.2%          |
| Lilac             | <i>Syringa vulgaris</i>                   | 21           | 0.1%          |
| Yew               | <i>Taxus baccata</i>                      | 366          | 0.9%          |
| Small Leafed Lime | <i>Tilia cordata</i>                      | 1365         | 3.4%          |
| Large Leafed Lime | <i>Tilia platyphyllos</i>                 | 68           | 0.2%          |
| Lime              | <i>Tilia species</i>                      | 89           | 0.2%          |
| Caucasian Lime    | <i>Tilia x euchlora</i>                   | 61           | 0.2%          |
| Common Lime       | <i>Tilia x europaea</i>                   | 2566         | <b>6.3%</b>   |
|                   | <i>Tilia x europaea 'Pallida'</i>         | 39           | 0.1%          |
| Common Elm        | <i>Ulmus procera</i>                      | 64           | 0.2%          |
| Elm               | <i>Ulmus species</i>                      | 121          | 0.3%          |
|                   | <i>Unknown Species - Broadleaf</i>        | 52           | 0.1%          |
|                   |   | <b>39638</b> |               |
|                   |   |              |               |
|                   |   |              |               |
|                   | <i>'Suitable locations for new trees'</i> | 809          | 2.0%          |
| <b>Species</b>    | <b>Number of trees</b>                    | <b>%</b>     | <b>Origin</b> |
| Norway Maple      | 3243                                      | 8.0%         | Introduced    |
| Ash               | 3133                                      | 7.7%         | Native        |
| Common Lime       | 2566                                      | 6.3%         | Introduced    |
| Wild Cherry       | 1946                                      | 4.8%         | Native        |
| Hawthorn          | 1788                                      | 4.4%         | Native        |
| London plane      | 1734                                      | 4.3%         | Hybrid Origin |
| Sycamore          | 1714                                      | 4.2%         | Introduced    |
| Silver Birch      | 1680                                      | 4.2%         | Native        |
| Acer campestre    | 1509                                      | 3.7%         | Native        |
| Horse Chestnut    | 1157                                      | 2.9%         | Introduced    |

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## Tree Risk Management Plan

Enterprise Peterborough  
Nursery Lane  
Fengate  
Peterborough  
PE1 5BG



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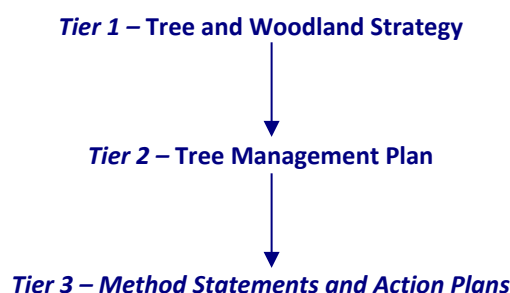
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| β draft              | 2012 11 29 1500 TMP |                         |
| γ draft              |                     |                         |
| <b>Final release</b> |                     |                         |



## 1. Introduction

1. This **Tree Risk Management Plan** (the Plan) supports Peterborough City Council's (PCC) adopted **Tree and Woodland Strategy** (TWS) and is integral to the sustainable management of the wide range of trees and woods managed by Amey in Peterborough (AP). In hierarchical terms the relationship between the documents is as follows:



2. This document has been revised to include updated strategies and method statements.
2. There was no credible historic data available for the vast majority of the tree stock that is managed by AMEY. That knowledge gap means that:
  - there is no understanding of the risks to citizens or visitors posed by the tree stock
  - there is no understanding of the risks to property posed by the tree stock
  - it is not possible to limit the Council's tree-related liabilities
  - it is not possible to accurately budget for the provision of tree services
  - there is no programme of tree works
  - there are limited records of works that may have been carried out
3. The Plan has been developed to address the knowledge gap in a considered and systematic way and to allow for realistic and rational plans to be made for the provision of a sustainable tree service, and for accurate records to be made that relate to the existing tree stock, and any works that may be carried out to those trees and the reasons for those works.

## 1. The abridged legal background

1. The TWS refers to the comprehensive and dynamic legislative framework under which tree management in the public realm must be delivered.
2. This Plan is AMEY's statement of their duty of care under the broad range of legislation and case law affecting trees, people and property, and in particular a response to the publication in 2007 of the **Health and Safety Executive's** (HSE) Sector Information Minute **Management of the risk from falling trees (SIM 01/2007/05)**.
3. When an occupier fails to meet the requirements of their duty of care, which subsequently results in reasonably foreseeable harm or damage to persons, animals, or property, it is likely to be construed that the occupier has been negligent. This may be either by their action (for example using a person without sufficient skill to survey trees, by undertaking incompetent pruning, or by destabilising a tree by root severance) or by their omission (for example by a failure to inspect trees on a reasonable cycle or the failure to carry out prescribed remedial actions).

*The person responsible for a tree is expected to take reasonable care to avoid acts or omissions, which could reasonably be foreseen to be likely to cause harm. This person is deemed to be*



*whomever has sufficient control over the land to appreciate the extent of any dangers and to take any actions.*

*(Mynors, 2002:25)*

4. As part of their carrying out of undertakings, or control of premises, including public spaces, employers have a duty of care under the **Health and Safety at Work etc. Act 1974** (HSW Act). In particular there is a duty to do what is reasonably practicable to ensure that they and other people are not exposed to risk. Section 3 of the Act confirms that an employer cannot pass on their legal duty by way of a contract to third parties.
5. The **Management of Health and Safety at Work Regulations 1999** (MHSWR) require a risk assessment to be carried out to identify the nature and level of the risks associated with the works and associated operations. Regulation 3.1 states:

*1. Every employer shall make a suitable and sufficient assessment of:*

- a. the risks to the health and safety of his employees to which they are exposed whilst they are at work; and*
- b. the risks to the health and safety of persons not in his employment arising out or in connection with the conduct by him of his undertakings.*

*(Cited in Health and Safety Executive 2000:4)*

6. The MHSWR affect all parts of the tree management process, though in the context of this Plan they apply most particularly to the undertaking of tree inspection on a reasonable cycle and the completion of the necessary remediation work.
7. Under **The Occupiers Liability Act 1957** AMEY, as the occupier, owes a duty of care to all visitors to ensure that their visit is reasonably safe. Trespassers are protected under **The Occupiers Liability Act 1984** from the risks that the occupier is aware of. Consideration, therefore, is needed to be given to any known tree-related risks and the actions necessary to reduce or remove them.
8. Other legislation requiring positive action in response to health and safety concerns includes the **Highways Act 1980**. The Government has, for at least three decades, published advice on the inspection and care of trees:

*The Secretaries of State wish to draw . . . attention **once again** to the need for regular inspection of roadside trees in order that any considered to be a danger to road users can be made safe or felled.*

*(DOE, 1973:2)*

9. Collectively, street trees and trees within falling distance of the highway (including those outside the ownership and direct control of the highway authority and so potentially some AMEY-managed trees) are classed as highway trees. The highway authority is responsible for ensuring that highway trees do not endanger the highway and its users. Recommendations in **Well-maintained Highways, Code of Practice for Highway Maintenance Management** include R9.3:

*Highway safety inspections should include highway trees . . . Inspectors should take note of any encroachment or visible obstruction and any obvious damage, . . . a sAmeyarate programme of tree inspections should be undertaken by arboricultural advisors*

*(Roads Liaison Group, 2005:119)*



10. Statute law has been reinforced, clarified and extended through legal precedent in common law. Precedents from neighbour conflicts dating back to the 1790's are still relevant, however it is some more recent cases which are particularly germane to the management of trees in the public realm. In **Chapman – v – Barking and Dagenham LBC** (1997) there was a clear failure to inspect. Judge Viscount Colville of Culross QC stated:

*I am satisfied that, despite all encouragement and advice both from external sources and to some extent from their own officers, the defendant Council did not at any relevant time appreciate the distinction between making lists of trees and routine maintenance, as opposed to systematic expert inspection as often as would be reasonably required. I find that no such inspections were ever made, that it was a clear duty on the defendants to make them, and that they have failed in that duty.*

*(cited in Mynors, 2002:150)*

11. The need to use a suitably trained, experienced and/or qualified tree inspector was at the core of **Poll – v – Bartholomew and Bartholomew** (2006) when the claimant successfully sued the landowners for negligence. The judgement also recognised that there are varying levels of skill in inspectors and it is the employers' duty to ensure that they employ a competent person at the appropriate skill level, re-asserted in **Atkin – v – Scott** (2008).
12. **Edwards – v – National Coal Board** (1949) provided a general precedence of what is reasonably practicable. Lord Justice Asquith in his summing up narrowed the interpretation of this to:

*'Reasonably practicable' is a narrower term than 'physically possible' . . . a computation must be made by the owner in which the quantum of risk is placed on one scale and the sacrifice involved in the measures necessary for averting the risk (whether in money, time or trouble) is placed in the other, and that, if it be shown that there is a gross disproportion between them – the risk being insignificant in relation to the sacrifice – the defendants discharge the onus on them.*

*(LJ Asquith, cited on hse.gov.uk)*

13. In 1999, a tree failed in Birmingham, killing three people; the City Council was successfully prosecuted for their failure to comply with the HSW Act, Section 3, Sub Section 1 (**Crown – v – Birmingham City Council**, 2002). An Improvement Notice was served as part of the proceedings, requiring the council to;
1. improve its systems to provide suitable and sufficient routine inspection, including identifying all trees and woodland, and
  2. procure competent advisors as necessary, and
  3. carry out and record necessary remedial actions.

Other incidents have resulted in similar Improvement Notices and requirements.

14. In December 2011 the **National Tree Safety Group** published **Common sense risk management of trees** which in Chapter 3 **What the law says** provides a summary of covers the law in respect of an owner's liabilities for injury to others caused by the fall of a tree or branch.
15. On 30 June 2011 a branch failed in a recreation ground in Yaxley killing a teenager sitting on a bench: in November 2012 the family reached an out-of-court settlement with Yaxley Parish Council which was responsible for the tree.



## 2. Tree Risk Management Plan structure

1. The Plan is presented in three sections, dealing with:
  - data capture
  - the tree service
  - the range of actions that will be followed

## 2. Data capture

### 1. The scope of the survey

1. As has been stated in **1.2** above there was no credible historical data available for the vast majority of the tree stock that is managed by AMEY.
2. In order to meet their duty of care under the tree-related legislation and case law, and especially the guidance on the standard of risk management of trees as rehearsed in SIM 01/2007/05, AMEY will carry out a systematic and thorough inventory survey of all the trees under their control.
3. During that survey and in the course of their normal activity, AMEY will record any obvious defects of those trees that are within falling distance of the highway.
4. The survey will be cyclical: the first cycle will create a complete inventory of all trees over 75 mm diameter at 1.5m above ground level and all planted trees:
  1. free-standing individuals will be plotted as individual data points,
  2. the extent of groups will be plotted by reference to the group's drip-line,
  3. in groups, there may be individual trees that stand out for whatever reason (e.g. age, species, condition etc.) and they may be plotted within the outline of the group as an individual data point.
5. The first cycle of the survey will be carried out according to geography: the surveyors will move systematically from ward to ward this program of wards has been selected based on historical records of public and Councillor enquiries
6. The timing of the second survey will be evidence lead and will depend upon the particular information about each individual tree that the surveyors capture during the first cycle of the survey.
7. The timing of subsequent surveys will continue to be evidence lead and will depend upon the particular information about each individual tree that the surveyors capture during their assessments.
8. The surveyors will develop a number of survey cycles depending upon, for example, tree health and condition, or the proximity of targets. Those cycles will be determined by the parameter that the surveyor has identified as requiring to be re-surveyed and might take seasonality into account (when looking at the quality of the crown or the tree's architecture or the presence of fungal fruiting bodies for example) or might simply be an annual re-survey to record any changes to the tree or its surroundings.
9. The period between surveys of individual trees will be determined by the surveyors: the maximum period between re-surveys will not exceed 60 months.



## 2. The extent of the survey

1. The inventory will include following, as defined in the TWS:
  - street trees
  - trees in parks and open spaces
  - trees in some, but not all, schools
  - trees in woodlands
  - trees in the urban woods
  - village and rural trees
  - trees on other sites
  - Landmark Trees
2. Trees on housing land previously owned by PCC are typically the responsibility of Cross Keys Homes and so are outside the scope of The Plan.

## 3. The survey software

1. There are a number of computerised tree management database tools available from UK software houses: all are equally worthy and all are capable of providing an organised means of capturing tree-related data and geo-spatial references, plotting the point data upon a map and allowing that data to be sorted, organised and manipulated in a variety of ways.
2. **Ezytreev** from RA Information Systems ([www.ezytreev.com](http://www.ezytreev.com)) was selected to manage the tree data which will be stored, updated within 5 working days and available for Peterborough City Council client access via a web portal.

## 4. The data to be captured

1. Two sorts of data will be captured and recorded for subsequent manipulation:
  1. **quantitative** data such as species, stem diameter, crown spread, height, date of inspection, date of re-inspection, the frequency of use of the target influenced by the tree, and
  2. **qualitative** data including an assessment of the tree's health, it's condition, the hazard it may pose, the target exposed to that hazard.
2. The data to be recorded may include numerical, textual, spatial or pictorial information: the data may be recorded in full or in abbreviated form as an agreed code.
3. One key piece of data that will be recorded for each and every tree will be the date of the next inspection: completion of this field will provide AMEY with the management information required to develop the programme for the second and subsequent surveys, see **2.2** above.

## 5. Tree risk assessment

1. There are a number of generally accepted protocols for assessing the risk that a tree may pose to adjacent targets, including but not limited to:
  - **Evaluation of Hazard Trees in Urban Areas**, Matheny and Clark 1994
  - **Hazards from Trees – A General Guide**, Forestry Commission, 2000
  - **Quantified Tree Risk Assessment**, Ellison, 1998
  - **Professional Tree Inspection**, Lantra, 2006
  - **Tree Hazard: Risk Evaluation and Treatment System**, Forbes-Laird, 2010



- **Visual Tree Assessment**, Mattheck and Breloer, 1994
2. Of the protocols listed above some are in the public domain as published papers or works of reference, others can only be accessed and used following attendance at a recognised training event.
  3. The protocol that has been adopted for the Plan is the **Tree Hazard: Risk Evaluation and Treatment System** (THREATS) developed by an Arboricultural Association Registered Consultant, Julian Forbes-Laird, [www.flac.uk.com](http://www.flac.uk.com)
  4. The THREATS **Guidance Note** is available at no direct cost as a download from the Forbes-Laird Arboricultural Consultancy web site, <http://tinyurl.com/7pfwurm>: AMEY will use the abridged version of THREATS that is embedded within ezytreev in what is described in the Guidance Note as “a compressed form to evaluate risk as part of larger scale tree surveys”.
  5. The first cycle of the survey regime will vary from the protocol established in THREATS in one significant detail: because there is no antecedent data from which to determine survey priorities the survey will proceed on a geographic basis, not on the perceived level of hazard (which will remain unknown until the survey has been undertaken).
  6. During the first cycle of the survey regime each individual tree and certain individual trees in the woodlands and urban woodlands will be assessed according to THREATS and the **Risk Evaluation Sum** will be calculated and recorded.
  7. The Risk Evaluation Sum will be used to determine the priority for second and subsequent survey regimes.

## 6. Tree value assessment

1. The **Forest Research** publication from April 2011 **Research Note 008 Street tree valuation systems** <http://tinyurl.com/7j9hftu> refers to three generally recognised methods for assessing the value that may be afforded to a tree:
  - **Capital Asset Value for Amenity Trees** (2007 Christopher Neilan, United Kingdom, <http://tinyurl.com/82bamct>)
  - **Visual Amenity Valuation of Trees and Woodlands (The Helliwell System 2008)** (2008 Rodney Helliwell, United Kingdom, <http://tinyurl.com/84yexfz>)
  - **iTree** (2006 USDA Forest Service, United States of America, [www.itreetools.org](http://www.itreetools.org))
2. In addition, over the last 50 years, the **Council of Tree and Landscape Appraisers** (CTLA) has developed an approach to tree valuation that is based on internationally recognised valuation principles.
3. **Capital Asset Value for Amenity Trees** (CAVAT) has been adopted as the preferred tree value assessment tool for The Plan; AMEY will use the abridged version of CAVAT that is embedded within ezytreev.
4. CAVAT is available as a download at no direct cost from the **London Tree Officers' Association** web site, <http://tinyurl.com/82bamct>
5. During the first cycle of the survey regime CAVAT *will not* be routinely applied: the imperative will be to generate the Risk Evaluation Sum under THREATS in order to determine the priority for tree works and future survey regimes.
6. During the first cycle of the survey regime CAVAT may be applied in certain situations, particularly where a tree that is intuitively considered to be of high value or benefit has been surveyed and found to be in need of removal or remedial works which might affect the tree's appearance or perceived value or benefit.



## 7. The tree surveyors

1. The tree survey will be undertaken by suitably trained, qualified and experienced AMEY staff. Typical minimum arboricultural qualifications awarded under the **National Qualifications Framework** would include the NVQ/SVQ Level 3 in Treework, the AA/ABC Awards Technician's Certificate in Arboriculture, the EAC European Tree Technician, or a National Award or Diploma (depending upon the syllabus), or their successors under the **Qualifications and Credit Framework**.
2. In addition, the AMEY tree surveyors would have completed the Lantra Awards Professional Tree Inspection course.
3. The requirement will be that a surveyor is able to demonstrate their competence in the recognition of tree species, diseases, defects and signs of debility, and the consequences of those symptoms. On-going training will be made available as required in order to maintain the currency of the surveyors' arboricultural knowledge.
4. In addition, a surveyor will be able to demonstrate:
  1. understanding of and competence in the use of ezytreev in the field.
  2. understanding of and competence in the implementation of THREATS to a consistent standard in the field, and
  3. understanding of and consistent implementation of CAVAT in the field, and
5. It will be the surveyor's responsibility to acknowledge their own limitations in both knowledge and understanding to ensure that they do not attempt to sign off a survey for which they are not suitably and sufficiently qualified. The surveyor will be encouraged to refer those trees for a second opinion, including a recommendation for a more detailed inspection, including the use of decay detection devices such as the resistograph or sonic tomograph, should the surveyor determine that to be necessary.

## 8. The delivery of the survey

1. The survey delivery will conform to the **Arboricultural Inspection Method Statement** which is annexed to The Plan.

### 1. The cyclical survey regime

1. Currently there is no credible data available for the vast majority of the tree stock that is managed by AMEY. The first cycle of the survey regime will provide:
  1. a complete inventory of all the individual trees over 75 mm diameter at 1.5m above ground level and all planted trees, and
  2. an inventory of the woodlands and shelterbelts, in general by group or area rather than by individual tree, and
  3. an assessment of tree health and condition against the parameters of the abridged version of THREATS that is embedded within ezytreev, and
  4. an evidence-lead programme of re-surveys and more detailed tree inspections derived from the parameters recorded to generate the Risk Evaluation Sum using THREATS as embedded within ezytreev, and
  5. an evidence-lead programme of tree works by priority derived from the parameters recorded to generate that Risk Evaluation Sum.





2. The obligations and responsibilities of AMEY and PCC for the inspection of highway trees, as defined in **1.1.9** above, are set out in paragraph 22.12 of the **Notification of Change**.
3. The first cycle of the survey regime will be complete by no later than 31 July 2015.
4. Those outputs will generate the management information required by AMEY to:
  1. determine the appropriate resource profile for the tree service, and
  2. determine the appropriate budget for the tree service, and
  3. deliver sustainable tree management in an even and consistent way that can withstand scrutiny and audit, and
  4. create suitable reporting templates, and
  5. finesse the parameters of the data that is being captured.
5. It has been decided to base the first cycle of the survey regime upon geography, to start with Central Park and Itter Park and then adopt the following route across the electoral wards:
  1. Bretton North
  2. Orton Longueville
  3. Orton Waterville
  4. Central
  5. Ravensthorpe
  6. Dogsthorpe
  7. Werrington North
  8. West
  9. Werrington South
  10. East
  11. Bretton South
  12. Park
  13. Fletton and Woodston
  14. Stanground Central
  15. Paston
  16. Glington and Wittering
  17. Walton
  18. Eye and Thorney
  19. Stanground East
  20. Barnack
  21. Newborough
  22. Orton with Hampton
  23. North
  24. Northborough
6. The proposed route does not follow a clear and ordered geographic route but is a response to the number of tree-related enquiries that have been received by AMEY.
7. This survey route has been amended based on further enquiries from residents, Councillors and from finding of those enquiries by Amey staff from the tree services team.
7. The progress of the survey will be publicised on both the PCC and AMEY web sites.



## 2. *Ad hoc* inspections outside the survey regime

1. In addition to the programmed first cycle of the survey regime there will be occasions when *ad hoc* inspections of specific trees or tree groups are required in response to an enquiry. During these inspections the surveyors will apply, in their abridged forms as embedded in the ezytreev software,
  1. THREATS, and
  2. CAVAT
2. The outputs from the *ad hoc* surveys will therefore provide the opportunity to balance the need for work, as derived from the application of the embedded THREATS protocol, with an indication of the value of the tree, as derived from the application of the embedded CAVAT.

## 9. Monitoring the survey

1. For the monitoring of the implementation of the survey to be adequate then AMEY will need to put procedures in place to demonstrate that each of the following have been met and any agreed benchmarks and or milestones have been achieved, and if they have not then what control measures will be put in place:
  1. the scope of the survey has been met: either the following are true or they are not:
    - all free-standing individuals have been plotted as individual data points,
    - all groups will have been plotted by reference to their drip-line,
    - the noteworthy individuals in groups have been plotted within the outline of the group as an individual data point.
  2. the extent of the survey has been met: either the complete set of data has been captured for each tree under AMEY's control, of these areas or it has not:
    - street trees (and highway trees, see [2.1.9](#))
    - trees in parks and open spaces
    - trees in some, but not all, schools
    - trees in woodlands
    - trees in the urban woods
    - village and rural trees
    - trees on other sites
    - Landmark Trees
  3. all the required data fields have been completed:
    - quantitative data is likely to be recorded from a sequence of drop down menus and so should be consistently presented,
    - qualitative data may be recorded as free text that may require editing before it can be used, editing may give the opportunity to a suitably qualified and experienced arboriculturist to verify the data
  4. the embedded version of THREATS has been consistently applied, across time, geography and the team:
    - the use of a suitably qualified and experienced arboriculturist to lead the analysis and comparison of the data captured by the team will help the team move toward a common vocabulary of risk and a shared understanding of the interpretation of the THREATS protocol
  5. the embedded version of CAVAT has been consistently applied, across time, geography and the team:



- as for risk assessment, the leadership of a suitably qualified and experienced arboriculturist will help the team move toward a common vocabulary of value and a shared understanding of the interpretation of the CAVAT protocol

## 10. Discharging the duty of care

1. The SIM 01/2007/05 states, at paragraph 3:

*Employers, persons carrying out undertakings or in control of premises all have duties under the HSW Act. In particular, there is the duty to do all that is reasonably practicable to ensure that people are not exposed to risk to their health and safety. Doing all that is reasonably practicable does **not** mean that all trees have to be individually examined on a regular basis. A decision has to be taken on what is reasonable in the circumstances and this will include consideration of the risks to which people may be exposed.*

2. The SIM 01/2007/05 continues, at paragraph 5:

*In addition to duties under the HSW Act there are a number of reasons why . . . duty holders . . . may want to manage their tree stocks, for example responsibilities under other legislation and the risk of civil liabilities to:*

- *reduce the risk of property damage from subsidence;*
- *maintain stocks to preserve their amenity, conservation, and environmental value;*
- *prevent personal injury through trips and falls on footways disturbed by tree roots; and*
- *prevent vehicle damage and personal injury from obscured sightlines on the highway.*

***For these and other reasons, some duty holders may undertake inspection of trees in a manner well beyond the reasonably practicable requirements of the HSW Act.***

3. The SIM 01/2007/05 continues, at paragraph 7:

*Individual tree inspection should only be necessary in specific circumstances, for example where a particular tree is in a place frequently visited by the public, has been identified as having structural faults that are likely to make it unstable, but a decision has been made to retain it with these faults.*

4. It is clear therefore that the knowledge gap dictates that the first cycle of the survey regime shall generate a complete inventory of tree-related data, something that SIM 01/2007/05 would describe as

***inspection of trees in a manner well beyond the reasonably practicable requirements of the HSW Act.***

5. It is also clear therefore that by adopting and fully implementing the stAmeys described in **2. Data capture** above AMEY will be able to discharge their duty of care under the broad range of legislation and case law affecting trees, people and property.



### 3. The tree service

#### 1. The profile of the tree service

1. AMEY will determine the appropriate structure for of the tree service required to deliver the Plan, and the authority, competence and responsibilities of the individuals in that structure. The appropriate level of resource will be kept under constant review by AMEY.
2. Analysis of the survey data will lead to the development of a tree work programme; the most appropriate means to deliver the programme will be agreed between AMEY and PCC.

#### 2. The budget

1. AMEY will deliver the tree service through existing budgets allocated to them via PCC. In addition to the resources allocated at the commencement of the contract extra budget was allocated in the **Medium Term Financial Strategy** for years 2012 to 2017.
2. The indicative costs of the common range of tree service tasks or services will be used to plot how to draw down the available budget.
3. For operational reasons it is likely that some of the works that are identified by the survey will be brought forward and completed in advance of the recommended date because of the need to use the overall budget wisely and to consolidate service delivery within particular areas at given times.

#### 3. Sustainable tree management

1. The Plan seeks to help to deliver PCC's commitment to protect, plant and maintain the trees and woodland within its authority. Sustainable systems of management will be promoted that will aim to:
  - maintain or enhance the tree population
  - facilitate the removal of dangerous or potentially hazardous trees
  - promote biodiversity and conserve the tree/woodland eco-system
  - conserve veteran trees with significant ecological, historical and amenity value
  - establish a tree population with a balanced diversity of age class
  - optimize the use of timber and other products of tree management
2. Records of tree management decisions that were based on high quality management information will help to deliver tree care in an even and consistent way that can withstand public scrutiny and audit.

#### 4. Management information

1. The summary of the recommendations in SIM 01/2007/05 is that the tree manager in the public realm, as the duty holder, should have the following management information:
  1. an overall assessment of risks from trees to enable the risks associated with tree stocks to be prioritised, and to help identify any checks or inspections that may be needed,
  2. a system for periodic checks, to involve a quick visual check for obvious signs that a tree is likely to be unstable to be carried out by a person with a working knowledge of trees and their defects, but who need not be an arboriculturist,
  3. a record of when an individual tree has been checked or inspected with details of any defects found and action taken,



4. a procedure to obtain specialist assistance when a check reveals defects beyond the experience and knowledge of the person carrying out the check,
  5. a system to enable people to report damage to trees and to trigger checks following potentially damaging activities, such as work by the utilities in the vicinity of trees or severe gales,
  6. specific assessments for those trees that the duty holder wishes to retain, despite the presence of serious structural faults,
  7. an action plan to manage the risk that has been identified by a check, without unnecessarily felling or pruning trees,
  8. a register of individual trees that require more detailed inspection because, for example, they have structural faults that are likely to make them unstable and a decision has been made to retain the tree with these faults in close proximity to targets,
  9. a monitoring regime to ensure that the arrangements are fully implemented.
2. As one of the leading tree management database systems the developers of ezytreev have ensured that the available fields and the software architecture have been designed to meet the recommendations of SIM 01/2007/05.

## 5. Reports

1. Data capture is predicated upon the available fields and the software architecture of ezytreev.
2. Once the data has been recorded ezytreev allows it to be interrogated in a variety of ways and for high quality management information to be generated in a number of formats that will be suitable for a wide variety of purposes.
3. Typical reports that will be generated will include:
  1. the progress of the survey, both within each electoral ward and also across Peterborough,
  2. an analysis of the enquiries that have been received, for example how many over what period, what type (emergency, 20 day etc), Location
  3. the prescriptions for work as generated by the survey,
  4. the delivery of the tree work programme generated by the survey,
  5. and so on.
4. The progress of the tree work programme will be publicised on both the PCC and AMEY web sites, updates may be shared using social media.

## 6. Finessing the survey

1. It is to be expected that as the survey proceeds the surveyors and the tree service will want to make changes to the data that is recorded, or the way in which it is recorded.



## 4. Tree management

1. AMEY will follow two broad principles when considering what tree management action is appropriate in each circumstance, be that as part of planned works or an emergency response:
  1. appropriate action will be taken to minimise a clear and foreseeable threat to the personal safety of residents or visitors, or of harm to property, which is directly related to the condition of, or presence of, an AMEY-managed tree, and
  2. early intervention will be preferred to prevent everyday arboricultural situations from developing into a hazard that is difficult or unreasonably expensive to control.
2. AMEY will not take action against normal, routine, seasonal household maintenance tasks which property owners are expected to carry out, for example
  1. the clearing of leaves from gutters and pathways, or
  2. the weeding of self-set seedlings from the property
3. The general presumption will be that tree pruning will provide the preferred option of a sustainable solution; however in some circumstances tree removal may be the only option.
4. The appropriate response in each circumstance will be determined by the particular facts, however an analysis of the previous decisions that have been taken, each one based on high quality management information, will help to deliver tree care in an even and consistent way that can withstand public scrutiny and audit.

## 1. The two broad principles

### 1. An obvious defect

1. For example, where there is a concern that at some time in the future large limb failure may occur
  1. pruning will be the preferred option to provide a sustainable solution to address an asymmetric or disfigured profile, a limb might be reduced or removed for example, or the complete crown managed, or the target moved away from the hazard; or,
  2. the premature removal of the tree may be the only realistic option in order to mitigate the risk.
2. A second example might be when there is a concern that root growth will cause a trip hazard to be created then:
  1. root pruning will be the preferred option to reduce that risk; however,
  2. where there is a real risk that a trip hazard might develop because of tree roots underneath a footpath or car park surface then the intention will be to intervene early and take decisive action, for example to remove the tree that is giving rise to the concern.
3. Threats that arise that are an indirect consequence of the presence of the tree (including for example slippery leaves on the pavement in autumn, or seasonal fruit fall) will only be dealt with in extraordinary circumstances and when AMEY considers that no other option is available.

### 2. Early intervention

1. As a consequence of cyclical maintenance as part of planned works Amey will seek to ensure that:



1. adequate overhead clearance is maintained for an adopted highway: 2.4 m is generally considered adequate for pedestrians, 5.2 m may be required for double-decker buses for example,
  2. forward visibility of the full face of road signs is maintained,
  3. street furniture remains unobstructed by Amey-managed trees,
  4. trees under their management do not prevent street lamps from illuminating the highway (the purpose of street lamps is to illuminate the public highway; where there is adequate illumination of the highway Amey **will not** normally take action to improve the levels of illumination for an adjacent property).
2. In general a pruning regime will be the preferred option to manage obstruction; however premature tree removal may be the only realistic option available to AMEY.

### 3. A range of circumstances

#### 7. Wildlife

1. Trees have co-evolved and co-exist in the wild with a wide range of wildlife, including insects and birds: in general AMEY will take no action to try to resolve the possible conflicts that may arise because of wildlife as it is most likely that tree pruning or removal will simply displace the problem, it will not provide a sustainable solution. For example:
  1. trees provide a source of food, or shelter for birds to nest or roost; in consequence bird-droppings may become a local problem. However, pruning will be unlikely to provide a solution as the birds will continue to sit on the remaining branches of the tree,
  2. all trees change with the passing seasons and they will bear pollen, petals, fruit, seed, leaves or needles which will simply drop, uncontrolled, to the ground or be carried freely on the wind. AMEY will not consider action to alleviate the problems that may arise as the clearance of these arisings is considered to be part of the routine, seasonal property maintenance that householders are expected to carry out,
  3. honeydew is an excretion from aphids and other plant sucking insects, it is a sticky dAmeyosit, an almost pure sugar solution, similar to the plant sap from which it is derived. Honeydew can not readily be controlled by pruning and the cleaning of affected surfaces should be considered to be routine maintenance
2. In contract, grey squirrels are considered to be destructive and opportunistic and are very well adapted to exploit both urban and suburban habitats. They strip the bark of thin barked trees, and bury fruits, nuts and seeds often destroying the seed's growth-point before it is buried. They can easily access buildings and they may take up residence: they may gnaw through electrical wiring, lead or plastic pipe, roof timbers or felt.
3. AMEY will be prAmeyared to consider pruning trees to provide a clearance of 2 to 3m from buildings to deter squirrels, but will not consider felling trees to displace squirrels as this will not provide a sustainable solution.

### 4. Trees and buildings

1. As a consequence of cyclical maintenance AMEY will seek to ensure that adequate clearance is maintained between an AMEY-managed tree and adjacent buildings, in order to prevent abrasion damage to either.
2. In certain areas of Peterborough there may be
  1. residents' requests for mitigation where tree-related damage to low-rise structures has been alleged, or
  2. insurance claims where subsidence has allegedly occurred as a consequence of an AMEY-managed tree.



The appropriate response in each circumstance will be determined by the particular facts,

## Streets and public highways

Threats that arise that are an indirect consequence of the presence of the tree (including for example slippery leaves on the pavement in autumn, or seasonal fruit fall) will only be dealt with in extraordinary circumstances and when AMEY considers that no other option is available.

## Review

This document will be reviewed every 2 years by the partner Amey and Peterborough City Council.





## 5. Abbreviations and references

### 1. Abbreviations

|                |   |   |
|----------------|---|---|
| CAVAT          | = | Capital Asset Value for Amenity Trees                               |
| AMEY           | = | Enterprise Peterborough   |
| HSE            | = | Health and Safety Executive   |
| HSW Act        | = | Health and Safety at Work etc. Act 1974                             |
| MHSWR          | = | Management of Health and Safety at Work Regulations 1999            |
| PCC            | = | Peterborough City Council   |
| SIM 01/2007/05 | = | Sector Information Minute Management of the risk from falling trees |
| The Plan       | = | Tree Risk Management Plan   |
| The TWS        | = | Tree and Woodland Strategy  |
| THREATS        | = | Tree Hazard: Risk Evaluation and Treatment System                   |

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## Appendix B5 - The Right Tree In the Right Place Framework

- Landscape Impact**
- Consider the existing use of the space and question whether the presence of trees would be a positive addition.
  - Identify the landscape type and what constraints this will place on the selection of species.
  - Examine existing habitats so as to assess their compatibility with additional trees and woodlands and therefore the latter's ability to add value.
  - Establish the history of tree cover to determine whether new additions would be appropriate.
- Site Constraint**
- Maintain local distinctiveness.
  - Assess the impact of planting on vistas.
  - Consider the presence of underground and overhead services.
  - Meet the statutory safety requirements of access for pedestrians and vehicles.
  - Assess impact on the nearest buildings to be sure that future potential problems can be minimised, particularly subsidence.
  - Prioritise sites in relation to where greatest public benefit can be realised.
- Species Consideration**
- Select species known to thrive on the soil type, its compaction, nutrients and available water.
  - Consider space available relative to size of tree at maturity unless the tree is destined for controlled management such as coppicing or pollarding.
  - Select the largest growing species the site will reasonably accommodate.
  - Consider use of natural regeneration where appropriate.
  - Where possible use native species.
  - Maintain diversity within the tree population planting no more than 10% of any species, 20% of any genus and 30% of any plant family.
  - Consider the species' tolerance to disease and wind damage.
  - Consider the use of fruit tree planting as a productive and attractive feature.
  - Consider potential nuisance of fruit fall in the autumn, slippery paths and associated requests for service to deal with problems.

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**Appendix B6 – Summary of Tree Policies (TP)**

TP 1: The Council will maintain its trees and woodlands in accordance with its obligations to observe duty of care and the safety of both people and property.

TP 2: The Council will encourage a better understanding of tree and woodland management and in so doing promote community involvement.

TP3: The removal of trees and woodlands shall be resisted, unless there are sound Health and Safety or arboricultural reasons supported within this strategy.

TP4: The Council will maintain its trees and woodlands in a way that demonstrates best practice, providing worthy examples of management for others to follow.

TP5: Council trees will not be pruned or removed to stop or reduce bird droppings from trees, or remove bird droppings from private land.

TP6: Council trees will not be removed to stop or reduce blossom from trees and fallen blossom will not be removed from private land.

TP 7: The Council will carry out work on council owned trees to maintain a minimum of:

- Road – 5.5 metre height clearance
- Cycle path next to a road or highway – 3 metres height clearance
- Footpath next to a road or highway – 2.5 metres height clearance

TP 8: Council owned trees will not be pruned or removed to stop the nuisance of overhanging branches

TP9: The roots of Council owned trees will not be pruned removed or cut to prevent roots entering a drain that is already broken or damaged.

TP10: Council owned trees will not be pruned or removed to stop or reduce the nuisance of fruit, berries, nuts or seeds, or remove fallen fruit, seeds or seedlings from private land including gutters.

TP11: There is no general policy to remove trees bearing poisonous fruit / foliage (such as yew trees). However, where it is claimed or known that unsupervised young children or livestock are likely to be exposed to poisonous berries or foliage, such cases will be investigated, and appropriate action considered.

TP12: Council owned trees will not be pruned or removed to stop or reduce leaf fall or remove fallen leaves from private property.

TP13: A Council owned tree will not be pruned or removed to improve natural light in or to a property including solar panels.

TP14: Council owned trees will not be pruned or removed to stop or reduce the nuisance of sucker growth on private land.

**Appendix B6 – Summary of Tree Policies (TP)**

TP15: There is no policy regarding personal medical conditions that may be specifically affected by nearby Council owned trees such cases will be investigated, and appropriate action considered.

***TP16: Council owned trees will not be pruned or removed to stop or reduce the release of pollen***

TP17: Work on a council owned trees will be undertaken to maintain clear sight lines (where feasible) at junctions, access points (associated with a street, road or highway), traffic signals and street signs.

TP18: Council owned trees will not be pruned or removed to reduce honeydew or other sticky residue from trees.

TP19: The council has in place active tree management systems to avoid damage being caused to buildings and other structures because of the action of council owned trees.

TP20: The council will make safe an unacceptable trip hazard caused by the growth of council owned trees.

TP21: If a council owned tree is touching a property (house, boundary wall, garage etc.) action will be taken to remove the problem.

TP22: Council owned trees will not be pruned or removed because they are considered to be too big or tall.

TP23: Council owned trees will not be pruned or removed to prevent interference with TV / satellite installation / reception.

TP24: Council owned *trees* will not be pruned or removed to improve the view from a private property.

TP25: Council owned trees will not be pruned or removed to stop or reduce incidents of perceived pests such as bees, wasps, or wild animals.

TP26: To endeavour to protect street trees from threats such as loss of verges and damage to same.

TP27: To place a priority on the replacement of ageing street trees; particularly where these adjoin major traffic routes. Planting will ensure the selection of the most appropriate species for the location.

TP28: To renew and restructure tree stocks planted by the Peterborough Development Corporation within residential areas;

TP29: To maintain formal arboricultural features in the urban landscape by careful management and timely renewal as required.

TP30: To take action to restructure belts planted with inappropriate species too close to neighbouring properties.

TP31: The Council will seek to reduce impact of woodland trees on adjoining properties

TP32: The woods will be managed in a fully sustainable manner which will include periodic thinning to allow proper crown development and light to reach the woodland floor.

**Appendix B6 – Summary of Tree Policies (TP)**

TP33: The woods will not be clear felled and management will be on a continuous cover basis.

TP34 The Council will encourage community involvement and advise residents when work is proposed.

TP35: To maintain tree cover within all the City's parks by renewing the tree stocks and increasing the range of age classes present

TP36: The Council will aim to achieve sustainable management of its ancient woodlands and to protect and preserve wet woodland habitats.

TP37: The Council will preserve and enhance the distinctiveness of village and rural trees in its ownership.

TP38: The Council will encourage an increase in tree cover by new and replacement planting, placing great emphasis on use of appropriate tree species.

TP39: To maintain a high level of training and awareness of tree pests diseases and take prompt action, in accordance with best practice guidance, to, as far as is practicable, alleviate the impact when they are discovered.

TP40: The Council will respond to tree issues within planning applications, in accordance with Local Plan Policies, in such a way that ensures the retention of good quality trees and woodland coverage or ensures its creation. Development will not be supported that would directly or indirectly damage existing ancient woodland or ancient trees.

TP41: The Council will require that new and replacement tree and woodland planting to be included in new development proposals wherever it is practicable to do so.

TP42: The Council will seek to ensure that all trees and woodlands making a positive contribution to the environment are protected.

TP43: The outright removal of good quality trees and woodlands shall be resisted unless there are sound arboricultural and technical reasons such as irrefutable evidence of damage caused to a property by soil volume change associated with trees.

TP44: The Council will promote public awareness and a better understanding of tree and woodland management through community consultation and involvement.

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## **Consultation Protocol**

TREE WORK OPERATIONS Tree Work Operations are described as follows:

### **Major Tree Work Operations**

These operations are classified as any work that alters the appearance of a tree significantly. These works may include:

- felling of any live tree over 20cm diameter at 1.5m from ground level.
- transplanting a tree that, prior to transplantation, does not require the support of a stake or underground guying system.
- major crown reduction - in excess of 30% of the canopy.
- pollarding, if the tree has not been pollarded before, or has not been pollarded within the last 10 years.
- coppicing, if the tree has not been coppiced before, or has not been coppiced within the last 20 years.
- schedule of minor works that would have a significant cumulative impact on a landscape character or habitat.

### **Minor Tree Work Operations**

These procedures are good management practice and are carried out in accordance with BS 3998:2010 'Tree work-Recommendations'. Some of the operations are undertaken on a regular, cyclical basis. The work should have no adverse impact upon the health of the tree, or significantly change its appearance, such that the amenity of the tree, or the townscape, is diminished. This work includes the following operations:

- Felling of dead trees.
- Felling of dying or diseased trees, where 40% of the canopy has died and no recovery is possible.
- Felling of newly planted trees that had been damaged, vandalised, diseased, dead or dying.
- Pollarding, when the tree is under a regular management regime.
- Coppicing, when the tree is under a regular management regime.
- Formative pruning of young trees to promote a well developed canopy.
- Cleaning out the canopy. This operation includes the removal of dead wood, diseased or dying branches and snags, which may harbour pests and diseases. It also includes the removal of crossing branches, unwanted climbing plants and objects.
- Crown lifting is a procedure which removes the lower branches from the main stem, or branch system, up to a specified height above ground. It is usually carried out to provide sufficient headroom for pedestrians, cyclists and vehicles to pass under the canopy, or to allow light to reach surrounding plants and buildings.

- Crown thinning is an operation carried out to reduce the density of foliage. This may help to make the tree safer by reducing wind resistance, giving a more balanced weight distribution and removing unsafe branches. It stimulates good growth by admitting more light and air to the crown and encourages good branch development in young trees. Thinning may also be carried out to allow light into buildings.

- The following pruning operations:
  - The removal, or shortening, of branches which are interfering with overhead public utility wires and lamp heads.
  - The removal, or shortening, of branches which would, in time, become excessively long and heavy.
  - Shortening branches so as to manage excessive end weight.
  - Removing, or shortening, branches which are weakly attached, dead, detached but hanging, cracked, seriously decayed or a hazard.
  - Balancing the crowns of storm-damaged trees.
  - Crown reduction and crown thinning to reduce the lever arm or the sail area of hazardous trees.
  - Root pruning to abate minor structural damage, or a trip hazard.

**TREE MANAGEMENT PROCEDURES** Tree Management Procedures fall within four categories which are described as follows:

**Proactive Works:** These are the subject of planned management surveys. These surveys are usually undertaken on a cyclical basis. In some circumstances, the client service may request a survey to be undertaken of a tree(s) on land for which it is responsible. Works set out in the schedules may include tree work operations of a major and minor nature.

**Reactive Works** This is reactive work. It is usually scheduled in response to enquiries or notifications to the Council, but may also include work identified as part of an unscheduled inspection. Works may include operations of a major and minor nature.

**Emergency Works.** These works are required to make a tree safe without delay. Under the Framework Agreement the contractor appointed to deal with such work shall be available 24 hours a day, 365 days a year, and is required to respond to a call out immediately. Occasionally, an event may occur whereby a tree does not present a hazard, but the situation, or circumstance, requires an immediate solution which can only be resolved by pruning or felling. These works may include operations of a major and minor nature.

**Urgent Works.** These works are required to rectify a hazard and, in accordance with the Framework Agreement, must be undertaken within 7 or less working days. These works may include operations of a major and minor nature.

## **CONSULTATION PROCESS FOR TREE WORK OPERATIONS**

**Major Tree Work Operations Consultation** will take place in advance of any works being undertaken. The consultation will comprise the following:

1. Relevant Parish and Ward Councillors shall be advised of Major tree work operations that are programmed 14 day in advance of the works.
2. The works will be advertised on the Council's website.
3. Notices shall be posted on trees stating the nature of the proposals, a brief explanation for the reasons for undertaking the work.

**Minor Tree Work Operations Consultation** –no formal consultation will take place in advance of the works other than relevant Ward and Parish Council's being notified of the pro-active works commencing in their area.

**Emergency Works Consultation** - No consultation will be undertaken

**Urgent Works Consultation** - No consultation will be undertaken.

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# The value of Peterborough City Council's trees

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## **Report prepared for:**

Peterborough City Council

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## **Executive summary**

Urban trees provide numerous environmental, ecological and social benefits. Until recently, these benefits were rarely recognised or valued, whereas the costs of damage and management are widely reported, meaning that trees can be viewed as a liability rather than an asset. Understanding of the importance of urban trees for delivering multiple benefits is, however, being increasingly understood and tools now exist for quantifying these benefits and their associated monetary value. Valuing urban trees is helping to change perceptions of public trees and allows for better and more informed management decisions to be made.

This report presents an evaluation of some of the benefits provided by Peterborough's council owned tree stock and was commissioned by Peterborough City Council. i-Tree Eco v6 was used to describe the tree stock and quantify and value air pollution removal, carbon storage, carbon sequestration and reductions in surface water runoff delivered by the trees. Amenity value of the tree stock was calculated using the Capital Asset Value for Amenity Trees (CAVAT) quick method. The results were based on a council inventory of single trees surveyed in the field, and informed estimates of tree groups (areas of shelterbelt and ancient woodlands). The key findings are presented in the table below for the whole of Peterborough and were also calculated for each ward.

Peterborough's council owned trees are providing significant benefits to society in the form of public services. Amenity value far outweighs the other benefits, with a total value of £2.9 billion, compared to a present value of £38.20 million over 80 years for all other benefits combined, plus total carbon storage value of £11.07 million.

**Key findings**

|  | Single trees                         | Tree groups              | Total       | Present value <sup>a</sup> |
|--|--------------------------------------|--------------------------|-------------|----------------------------|
| <b>Number/area of trees</b>                  | 37,950                               | 350ha                    |             |                            |
| <b>Most common species</b>                   | Sycamore, Norway maple, European ash | European ash, elm, hazel |             |                            |
| <b>Total Annual benefits</b>                 | £196,215                             | £1,067,711               | £1,263,926  | £38,199,003                |
| <b>Pollution removal (annual)</b>            | £91,566                              | £513,536                 | £605,102    | £18,287,709                |
| <b>Carbon storage</b>                        | £3,004,699                           | £8,068,010               | £11,072,709 | n/a                        |
| <b>Carbon sequestration (annual)</b>         | £78,594                              | £419,677                 | £498,271    | £15,059,008                |
| <b>Avoided surface water runoff (annual)</b> | £26,054                              | £134,498                 | £160,552    | £4,852,286                 |
| <b>Amenity value (CAVAT)</b>                 | £564M                                | £2,293.14M               | £2,856.70M  | n/a                        |

<sup>a</sup>Present value is calculated over 80 years

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## 1. Background

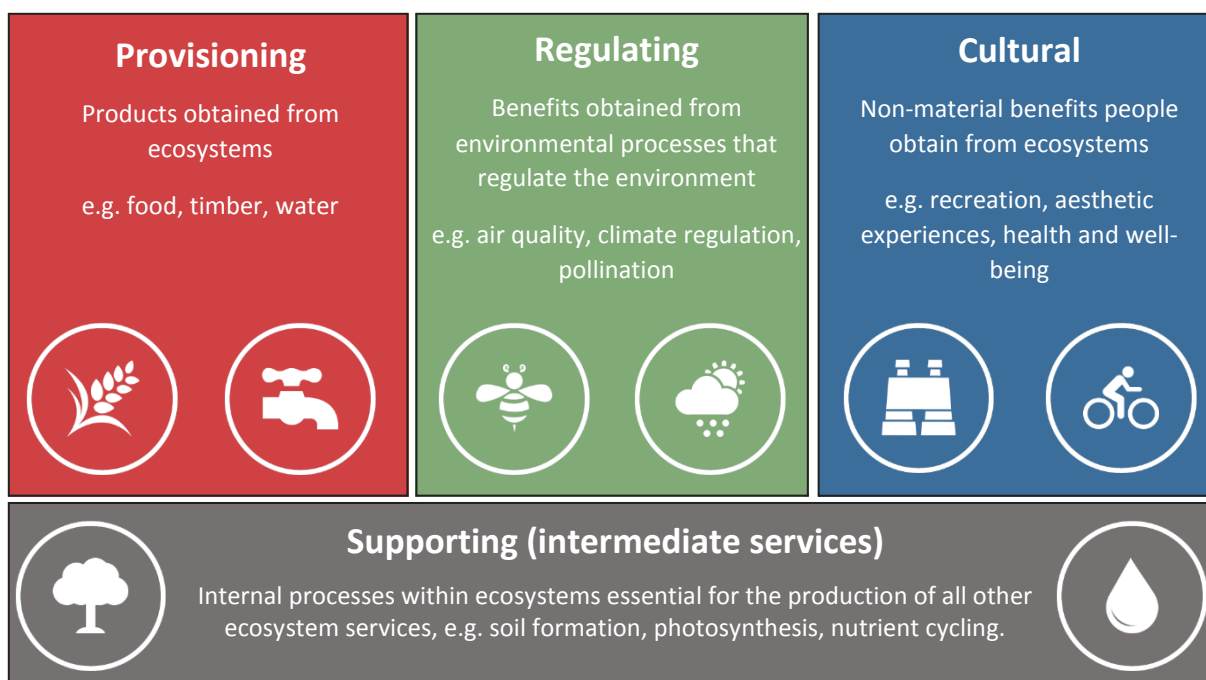
Urban trees provide a wide range of benefits to society, ranging from carbon storage to improving air quality, as well as providing visual attractiveness, character and local distinctiveness. These benefits are rarely recognised or valued, whereas the costs of damage and management are widely reported, meaning that trees can be viewed as a liability rather than an asset. The importance of urban trees for delivering multiple benefits is, however, being increasingly documented and methods established for quantifying these services. Understanding the range and value of benefits provided by urban trees and how these vary with location is a key step in achieving more sustainable management of these assets.

### 1.1 Aims

Natural Capital Solutions were commissioned by Peterborough City Council to undertake a monetary valuation of the benefits provided by the council tree stock. The assessment summarises the council-owned tree stock, the flow of a selection of benefits delivered by the trees, and their value to society. Note that the council-owned tree stock is a subset of the total tree stock across Peterborough.

### 1.2 The natural capital approach

The natural environment underpins our well-being and economic prosperity, providing multiple benefits to society, yet is consistently undervalued in decision-making. Natural capital is defined as “..elements of nature that directly or indirectly produce value or benefits to people, including ecosystems, species, freshwater, land, minerals, the air and oceans, as well as natural processes and functions” (Natural Capital Committee 2014). These benefits (often referred to as ecosystem services) include food production, regulation of flooding and climate, pollination of crops, and cultural benefits such as aesthetic value and recreational opportunities (Figure 1).



**Figure 1.** Key types of ecosystem services (based on MA 2005)

The concept of natural capital and its associated approaches can be used to understand the natural capital assets of an area or organisation. Through a natural capital assessment, it is possible to understand the extent and condition of those assets, so the number and the flow of ecosystem service benefits from those assets can be established. These benefits can then be valued. Information on condition, benefits and their value allows informed and transparent management decisions to be made. Furthermore, adopting the natural capital and ecosystem services approach is a key policy objective of the UK Government and is central to Defra's new 25-year Environment plan.

The approach taken in this report is based on the natural capital approach, with Peterborough's trees being the natural capital assets described, and the benefits and services derived from them quantified and valued. By taking this approach, Peterborough Council will be able to more accurately demonstrate the value of their tree stock, allowing natural capital to be taken in to account more fully in decision making. The analysis presented here also acts as a baseline, allowing the council to monitor losses and gains over time.

### **1.3 The benefits provided by trees and their valuation**

The vast range of services provided by urban trees is summarised in Table 1. Very few of these services can be valued using existing markets, with the exception of the provisioning services such as timber, woodfuel and other bioenergy uses. A range of methods have therefore been developed to value some of the other benefits provided by trees, for which there is not currently a market, many of which have been packaged into tools for use by practitioners. One of the most complete tools available to measure multiple urban tree benefits is a software package, i-Tree Eco, which has been developed over many years by the United States Department of Agriculture Forest Service. i-Tree Eco has been successfully applied in more than 100 countries and several UK cities and provides valuations of benefits such as air pollution absorption, carbon storage and sequestration and surface water runoff reduction, all of which are described in more detail below.

**Table 1:** The ecosystem service benefits provided by urban trees and some of the ecological and economic implications of these services.

| Ecosystem services   |   |
|--|---|
| <b>Regulating services</b>   |   |
| Reducing rate and volume of storm water runoff   | Providing shade   |
| Reducing flood risk  | Reducing summer air temperatures and the urban heat island effect   |
| Enhancing infiltration and recharging ground water   | Providing shelter from wind   |
| Reducing soil erosion  | Reducing energy use   |
| Trapping sediment  | Reducing glare  |
| Enhancing water quality  | Attenuating noise   |
| Absorbing air pollution – particulate matter (PM), NO <sub>x</sub> , SO <sub>3</sub> , ozone, carbon monoxide, ammonia | Screening unattractive or noisy places  |
| Removing dust and odour  | Supporting pollinators  |
| Producing oxygen   | Enhancing pest and disease control  |
| Sequestering and storing carbon – directly and in soil   |   |
| <b>Cultural services</b>   |   |
| Providing and enhancing landscape character  | Enhancing community cohesion  |
| Contributing to sense of place and identity  | Reducing aggression, violence and crime rates   |
| Part of cultural heritage  | Increasing security   |
| Enhancing aesthetics   | Enhancing driver and pedestrian safety  |
| Benefiting physical health – reducing blood pressure, stress, asthma   | Reducing road traffic speeds  |
| Speeding recovery from surgery and illness   | Enhancing privacy   |
| Enhancing attention and cognitive function   | Bringing people closer to nature  |
| Improving mental health and well-being   | Providing setting for outdoor learning  |
| Improving pregnancy and birth outcomes   | Improving educational outcomes through improvements in concentration and performance and reduced time off for illness |
| Reducing mortality rates – especially related to cardiovascular and respiratory diseases                               | Enhancing quality of life   |
| Encouraging physical activity  | Providing spiritual value and meaning   |
| Enhancing connectivity   | Supporting biodiversity and wildlife viewing  |
| <b>Provisioning services</b>   |   |
| Source of timber, fuel, fodder, fruits, nuts and berries   | Source of biofuels  |
| Enhancing water supply   |   |
| <b>Ecological benefits</b>   |   |
| Habitat provision, improvement & connectivity  |   |
| <b>Economic benefits</b>   |   |
| Increasing land and property prices  | Reducing heating and cooling costs  |
| Reducing 'time on market' for selling property   | Increasing property taxes   |
| Attracting business and customers  | Enhancing rental income   |
| Reducing health care costs   | Increasing tourism and visitor revenues   |
| Reducing expenditure on air pollution removal  | Reducing screening costs especially next to main roads  |
| Reducing expenditure on storm water infrastructure   | Providing potential for carbon offsetting trade   |
| Reducing expenditure on flood defences   | Generating income from sales of food, fibre, biofuels   |
| Saving investment in new power supplies  | Creating jobs and employment in environmental sector  |

### Air quality amelioration

According to the World Health Organisation, air pollution is the greatest environmental health risk in Western Europe and globally. Exposure to air pollution in the UK causes around 40,000 deaths each year and plays a major role in cancer, asthma, stroke, heart disease, diabetes, obesity, and changes linked to dementia (RCP 2016). The cost has been estimated at more than £20 billion per year (RCP 2016) and the government is under increasing pressure to tackle the problem more effectively (e.g. House of Commons 2018). Although policies to implement clean air zones and encourage the uptake of electric vehicles, will have much the greatest impact on air pollution, the natural environment can also play a role.

Urban trees can be effective at mitigating the effects of air pollution primarily by intercepting airborne particulate matter (PM), but also by absorbing ozone, sulphur dioxide (SO<sub>2</sub>) and nitrogen oxides (NO<sub>x</sub>) (Elmqvist et al. 2015). The effectiveness of trees in reducing air pollution varies greatly depending on multiple factors including species, environmental conditions and concentration of pollutants (Sæbø et al. 2012, Broadmeadow and Freer-Smith 1996).

Although the average percent air quality improvement due to vegetation is relatively low, the improvement is for multiple pollutants and the actual magnitude of pollution removal can be significant, the associated monetary value of which can be very high (Rouquette and Holt 2017).

Trees can also contribute to air pollution as they emit volatile organic compounds that can lead to the formation of pollutants such as ozone and carbon monoxide. Whether trees are a net source or sink of pollution varies depending on multiple factors including species and street characteristics, though studies have concluded that an increase in tree cover usually leads to reduced ozone formation (Nowak Dwyer 2000).

### Carbon storage and sequestration

Carbon storage and sequestration is seen as increasingly important as we move towards a low-carbon future. The importance of managing land and vegetation as a carbon store has been recognised by the UK government and has a major role to play in national carbon accounting. Carbon is increasingly being given a monetary value and forms the basis of Payments for Ecosystem Services (PES) schemes such as the UK Woodland Carbon Code. Trees, especially large ones, are able to store and sequester significant amounts of carbon and also facilitate a gradual accumulation of carbon in the soil (Forest Research 2010).

### Avoided surface water runoff

The intensity of rainfall and storm events has increased in recent years throughout the UK, increasing the number of flood events and causing billions of pounds worth of damage. Urban drainage systems are thus increasingly under pressure, but these are costly and often outdated. There are a number of mechanisms by which trees can help alleviate the amount of urban surface water and hence reduce flood risk (Nisbet et al. 2011, Mullaney et al. 2015) including direct interception of rainwater, promoting higher infiltration rates into the soil

and through greater water use. Trees can therefore significantly reduce pressure on drainage systems in urban areas, although the extent varies depending on factors such as tree size, species and intensity and duration of rainfall.

### Amenity value

Urban trees also deliver cultural, non-material benefits such as aesthetic inspiration and cultural identity that are not captured in i-Tree Eco. There is, however, another tool often used in conjunction with i-Tree Eco (which values a subset of benefits) that can better capture these more social aspects of urban tree benefits, providing an indication of the amenity value of individual trees. The Capital Asset Value for Amenity Trees (CAVAT) method is an expert-based amenity tree valuation tool developed by the London Tree Officers Association (Neilan 2010). CAVAT was designed as an asset management tool for trees that are publicly owned, or of public importance, helping to change perceptions of public trees into that of assets and not liabilities (as well as a means of gaining appropriate compensation where public trees are damaged or removed).

We use a combination of both i-Tree Eco and CAVAT valuation to describe the structure of Peterborough's tree population and quantify some of the benefits delivered by this tree stock.

## 2. Methodology

### 2.1 Tree data and benefit analysis

A detailed inventory of Peterborough's public tree stock was provided by the council from surveys undertaken between July 2012 and April 2018. This dataset was used to conduct a Full Inventory assessment in i-Tree Eco v6. This provides a summary of the basic structure of the tree population and quantifies the amount and value of pollution removal, carbon storage, carbon sequestration and avoided surface water runoff services delivered by the tree stock (see Annex 1 for full details of model calculations).

The minimum data required to run i-Tree Eco is tree species and trunk diameter at breast height (DBH), however the more information included for each tree, the more accurate the results. We therefore also included tree height in the i-Tree models, but no other tree data could be incorporated. All trees within the inventory that were missing information regarding tree species, DBH and height were removed prior to analysis (3,976 entries). Dead trees and those listed as felled were also removed.

The dataset was also used to calculate the amenity value of trees using the Quick CAVAT Method (See Annex 2 for full details, Nielan 2017). In order to calculate the CAVAT value, the life expectancy and functional value of the tree (how well a tree is performing biologically) is required in addition to DBH. All entries within the inventory missing this information were removed (552 entries). The amenity value of a tree is also dependent on the human population density of the nearby area, as trees that are seen by more people will

have higher value. Each tree was therefore assigned to the ward in which it was situated, and the Community Tree Index (CTI) Factor within the CAVAT calculation was adjusted according to the population density of each ward. Ward population densities were taken from the 2011 census.

The final dataset consisted of 37,950 single trees across Peterborough. In addition to these single trees, there are also a number of tree groups and woodlands within Peterborough. These broadly fall into one of two categories; shelterbelts planted along Peterborough's main roads, and ancient woodland. Exact data on individual trees within these trees groups was not available. Estimates of characteristics required to run i-Tree Eco and the CAVAT method in order to value these tree groups were therefore derived using a combination of information provided by the council and average values from the database of single trees. These estimates thus need to be considered with caution, but are able to give us a broad understanding of the contribution tree groups make to benefit delivery in Peterborough and their associated value.

The majority (63%) of the shelterbelt trees in Peterborough were planted in a four year period in the late 1970s and 93% are 30-50 years old. The species mix and density of different tree sizes (by DBH) are known from council surveys and were used as the basis for determining the average composition of a typical hectare of shelterbelt tree group (see Annex 3).

The same process was taken for the two areas of ancient woodland within Peterborough, with tree characteristics and species composition again estimated from sample surveys provided by Peterborough Council. These woods typically contain large mature standards, interspersed with a much larger number of smaller trees, typically about 30 years old, that have developed from coppice stools. Estimates of DBH were provided for the ancient woodland standards. For the younger trees developed from coppice stools, the range of DBHs of the shelterbelt trees was applied, as these were of a similar age (see Annex 3 for the full details of the ancient tree group composition estimate and how this was derived).

i-Tree and CAVAT values were derived for these typical hectares of shelterbelt and ancient woodland and then multiplied by the area of both tree group types within each ward to give an estimated value of the tree stock per ward. To calculate the area of tree groups per ward, entries representing discrete tree groups within the main Peterborough tree inventory were identified, extracted and displayed in GIS (a total of 1362 polygons). There were a number of council owned tree groups missing from this layer. Therefore, a separate "shelterbelts" layer supplied by Peterborough Council was examined, and an additional 101 polygons that did not appear on the first layer were selected and combined with the first layer. A layer showing ancient woodland sites across the study area was consulted to identify which polygons should be classified as ancient woodland. Following discussion with Peterborough Council, all other polygons were classified as shelterbelt. Finally, each of the final polygons was assigned to the ward in which it was centred and the area of shelterbelt and ancient woodland within each ward was calculated. These ward estimates were then summed to give the total estimated value of the Peterborough tree groups stock. Caution must be taken in interpreting the CAVAT value for tree groups as the CAVAT method was designed for

individual trees and does not enable any account to be made of the number of trees in a group.

All analyses were therefore grouped in to two. One set of analyses were conducted on the single trees contained in the council inventory, totalling 37,950 trees. This dataset is henceforth referred to as “single trees” and is based on data collected in the field. The second set of analyses were conducted on the tree groups and woodlands, henceforth referred to as “tree groups”, where some tree characteristics were based on informed estimates, totalling an estimated 349 ha of trees. All analyses were conducted both for Peterborough as a whole and by ward (removal of pollutants could not be incorporated into ward estimates as i-Tree does not break down pollution removal figures by ward). The mean value per tree, for air pollution removal, carbon storage and sequestration, and avoided runoff was also calculated for the single trees only, given the higher accuracy of this dataset.

The Present Value (PV) was determined for each of the benefits (excluding carbon storage and CAVAT values), which is a standard approach based on the Government’s Green Book (HM Treasury 2018). This approach calculates the value of the flow of benefits over a given time period and is based on the concept that people generally prefer to receive goods and services now rather than later. A benefit delivered 80 years in the future is thus likely to be of less value than that same benefit delivered today. Discount rates are applied to the annual value of benefits at particular time junctures into the future to calculate the value of that benefit over a given number of years in present value terms. We applied discount rates from the HM Treasury (2018), and the ONS (2014) to calculate the value of flows of benefits of Peterborough’s trees over an 80 year period. A period of 80 years was chosen as CAVAT values are calculated over this same time period as it is considered to represent average human life expectancy in the UK. This allows for total CAVAT values and PVs of the other tree benefits to be compared. Note that there will be considerable turnover over the 80 years, with many trees dying and being replaced, with surviving trees likely to increase in value over that time. The asset value therefore represents the average value of the tree stock over an 80 year period, assuming the overall number of trees remains constant.

Carbon in vegetation and soil is a stock (i.e. a quantity of resource measurable at a fixed point of time) and not a benefit that is accrued over a period of time, hence PV cannot be calculated for carbon storage benefits.

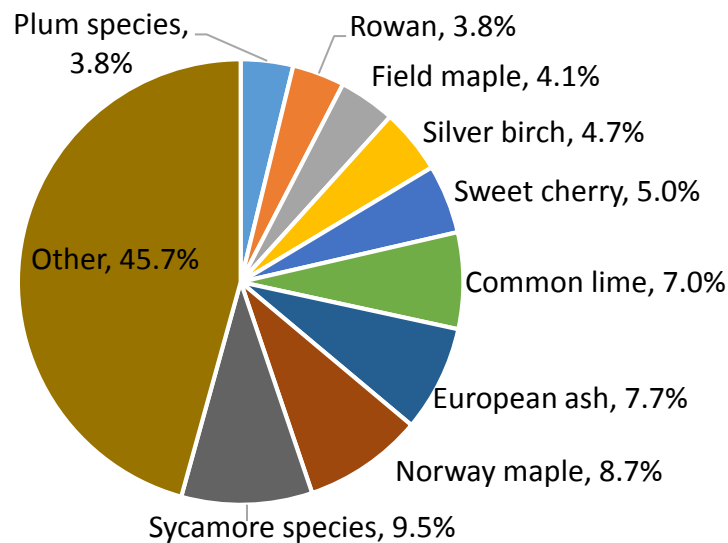
### 3. Results

#### 3.1 The Peterborough tree stock

##### Single trees

Complete measurements were available from approximately 38,000 single trees across Peterborough. The most common species of single trees are Sycamore (*Acer pseudoplatanus*, 9.5%), Norway maple (*Acer platanoides*, 9%) and European ash (*Fraxinus excelsior*, 8%). The full breakdown of species composition is given in Figure 2. The wards

with the greatest density of single public trees are Bretton (15.9/ha), followed by Dogsthorpe (9.7/ha) and Ravensthorpe (8.8/ha).



**Figure 2:** Species composition of council owned single trees in Peterborough.

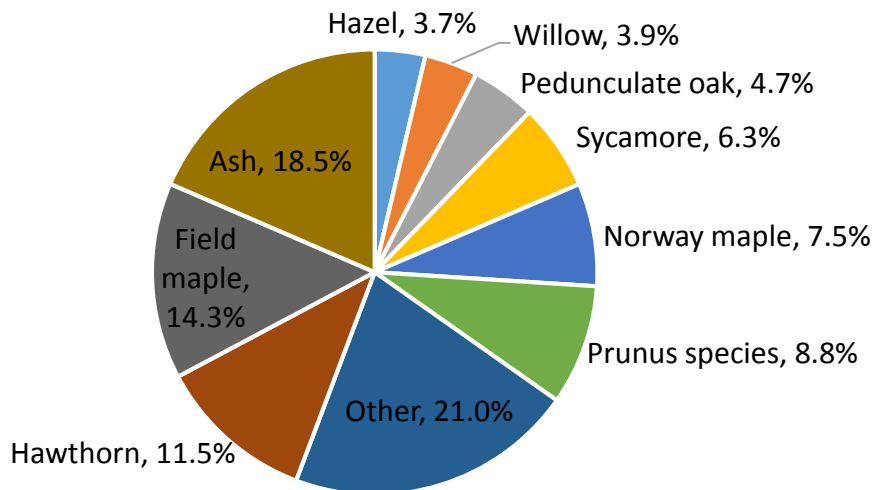
It is estimated that 52% of the single public trees in Peterborough have a DBH of less than 30cm, while 40% have a DBH of 30-60cm and the remaining 8% have a DBH of greater than 60cm.

### Tree groups

Tree groups cover approximately 350 hectares of Peterborough (330ha of shelterbelt and 20ha of ancient woodland). The most common species of trees within the shelterbelt groups are ash (*Fraxinus* species, 18.5%), field maple (*Acer campestre*, 14.3%) and hawthorn (*Crataegus* species, 11.5%). A full species composition breakdown is given in Figure 3. The wards with the greatest area of shelterbelt are Hargate and Hempsted (51.2ha), Orton Waterville (40.6ha) and Orton Longueville (30.9ha).

Previous surveys conducted by the council estimated that the proportion of trees in a typical hectare of shelterbelt with a DBH of 0-20cm was 67.4%, while trees with a DBH of 21-40cm make up 31.9% of shelterbelts, with a final 0.8% of shelterbelt trees having a DBH of 41-60cm. Shelterbelt trees are therefore typically smaller on average than the single measured trees described above.

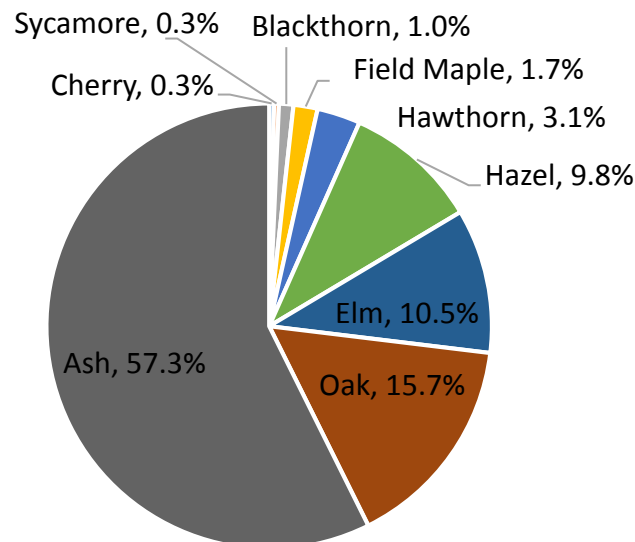




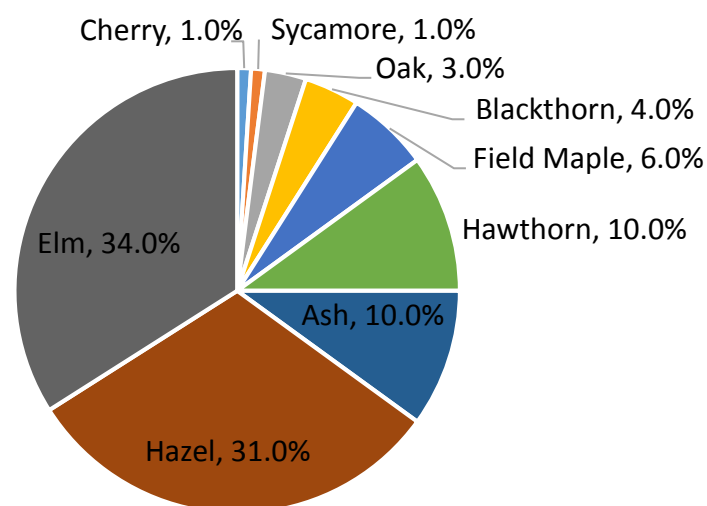
**Figure 3:** Estimated species composition of council owned shelterbelt trees in Peterborough.

There are two areas of ancient woodland in Peterborough, Grimeshaw Wood and Pockocks Wood. The larger of the two (Grimeshaw Wood) is in the ward of Bretton and is approximately 18ha in size. The smaller area of ancient woodland is in the ward of Glinton and Castor and covers roughly 2ha. These woods both contain approximately 286 medium and large mature standards per hectare, interspersed with a much larger number of smaller trees (roughly 1340), typically about 30 years old that have developed from coppice stools. The standards are dominated by ash (roughly 57%) and oak trees (roughly 16%) with a full breakdown given in Figure 4a. The most common species of trees within the understorey of these woodlands are elm (*Ulmus* species, 34%), hazel (*Corylus* species, 31%) and ash (*Fraxinus* species, 10%). A full species composition breakdown is given in Figure 4b.

The medium and large ash and oak trees typically have DBHs of 21-60cm and 61-120cm respectively and make up approximately 13.7% of the ancient woodlands. The remaining standards in a typical hectare are a variety of species and different sizes and make up 5.0% of the ancient woodlands. No information was available for the DBHs of the coppice trees but as these were a similar age to the shelterbelt trees, they were allocated the same proportion split of DBHs as these stands (see above).



**Figure 4a.** Estimated species composition of the canopy / standard trees within council owned ancient woodlands in Peterborough.



**Figure 4b.** Estimated species composition of the council owned ancient woodland understorey in Peterborough.

### 3.2 The benefits delivered by Peterborough's tree stock

The estimated annual physical amounts, annual monetary value and present value (PV) of benefits delivered by Peterborough's tree stock are outlined in Table 2. Estimates for the single trees and tree groups are shown separately as the data for the former were based on field measurements while the latter were based on informed estimates of tree group composition and structure and will be less accurate as a result. Both single tree and tree group estimates are combined to give an overview of the total benefits delivered by the

Peterborough Council owned tree stock but these values should be interpreted with caution given the assumptions made for the tree groups, and used only as a ball park figure.

The total value of air pollution removal, carbon sequestration and avoidance of surface water runoff benefits delivered by the council owned stock of trees in Peterborough is estimated to be worth £1.26 million per year (Present Value (PV) of £38.20 million over 80 years). Each tree is estimated to deliver £5.17 worth of benefits per annum (as calculated using the single trees database only). In addition, the trees also deliver an estimated total value of £11.07 million in carbon storage. A reminder that carbon in vegetation and soil is a stock and not a benefit that is accrued over time, hence this is not an annual value (which is why it is not combined with the annual values of other benefits measured), nor can PV be calculated. A breakdown of these values by the individual benefits is given below.

**Table 2:** Annual physical amounts, annual monetary values and present values of the benefits delivered by Peterborough’s public tree stock.

| Benefit   | Annual physical amount |             |          | Annual monetary value (£) |             |            | Present value (£) |             |            |
|---|------------------------|-------------|----------|---------------------------|-------------|------------|-------------------|-------------|------------|
|   | Single trees           | Tree groups | Combined | Single trees              | Tree groups | Combined   | Single trees      | Tree groups | Combined   |
| <b>Pollution removal (t)</b>                    |                        |             |          |                           |             |            |                   |             |            |
| CO  | 0.14                   | 0.80        | 0.94     | 137                       | 785         | 922        |                   |             |            |
| NO <sub>2</sub>                                 | 2.80                   | 15.80       | 18.60    | 62,071                    | 350,242     | 412,313    |                   |             |            |
| O <sub>3</sub>                                  | 5.14                   | 29.37       | 34.51    | 7,314                     | 41,703      | 49,017     |                   |             |            |
| PM <sub>2.5</sub>                               | 0.36                   | 1.97        | 2.33     | 22,043                    | 120,790     | 142,833    |                   |             |            |
| SO <sub>2</sub>                                 | 0.001                  | 0.01        | 0.01     | 2                         | 15          | 17         |                   |             |            |
| <b>Total</b>                                    | 8.43                   | 47.95       | 56.38    | 91,566                    | 513,536     | 605,102    | 2,767,364         | 15,520,345  | 18,287,709 |
| <b>Carbon storage (t)<sup>a</sup></b>           | 12,416                 | 33,339      | 45,755   | 3,004,699                 | 8,068,010   | 11,072,709 | n/a               | n/a         | n/a        |
| <b>Carbon sequestration (t)</b>                 | 325                    | 1,734       | 2,059    | 78,594                    | 419,677     | 498,271    | 2,375,318         | 12,683,690  | 15,059,008 |
| <b>Avoided runoff (m<sup>3</sup>)</b>           | 15,371                 | 80,249      | 95,620   | 26,054                    | 134,498     | 160,552    | 787,417           | 4,064,869   | 4,852,286  |
| <b>TOTAL (excl. carbon storage)<sup>a</sup></b> |                        |             |          | 196,215                   | 1,067,711   | 1,263,926  | 5,930,099         | 32,268,904  | 38,199,003 |

<sup>a</sup> Carbon storage is not an annual benefit accrued over time but a stock. The amount given here is therefore not an annual value but a total value. A present value cannot be calculated for this stock.

### Air pollution removal

Peterborough's public trees are estimated to remove a total of 58 tonnes of pollutants per year, providing annual benefits worth an estimated £605,102 (PV of £18.29M). The trees had the greatest impact on ozone (O<sub>3</sub>), removing an estimated 35 tonnes per year (£49,017 per year), followed by approximately 19 tonnes per year of nitrous oxide (NO<sub>2</sub>) which had the greatest associated value (£412,313 per year). The monetary value associated with particulate matter removal (PM<sub>2.5</sub>) was also high, providing benefits worth £142,833 per year (estimated removal of roughly 2 tonnes per year). Though the trees also contribute to removal of carbon monoxide (CO) and sulphur dioxide (SO<sub>2</sub>), the concentration of these pollutants in Peterborough was low and so there is little economic impact of these benefits, especially sulphur dioxide (annual value of £922 for carbon monoxide and £17 for sulphur dioxide). i-Tree Eco accounts for emissions of pollutants from trees in its calculations, so even though some individual trees may be contributing to air pollution, the net effect of Peterborough's trees is shown to be of pollution removal. On average, each tree contributes an estimated £2.41 per year in terms of air pollution removal benefits (calculated using the single trees dataset only).

### Carbon storage and sequestration

Peterborough's public trees are estimated to be responsible for the storage of 45,755 tonnes of carbon with an associated value of £11.07M. Peterborough's trees are estimated to sequester 2,059 tonnes of carbon per year (or 7,550 tonnes of CO<sub>2</sub>), worth £498,271 annually (PV £15.06M). For comparison, 9,525 tonnes of CO<sub>2</sub> were emitted from properties that Peterborough City Council own and from street lighting in the year 2017-18. This means that the council owned tree stock is offsetting 79.3% of the council's own emissions. Alternatively, this is equivalent to the annual emissions of 3,881 cars (based on UK average mileage of 12,714 km per year and average emissions of 153g of CO<sub>2</sub> per km), which is approximately 4.6% of the total number of cars in the Peterborough local authority area.

### Avoided surface water runoff

Peterborough's trees are estimated to reduce surface water runoff by 95,620 cubic metres per year, with an associated value of £160,552 (PV £4.9M). This is equivalent to the water from 38 Olympic sized swimming pools not entering the drainage system each year.

### Benefit delivery by ward

The total estimated annual value of carbon sequestration and avoided surface water runoff for each ward within Peterborough is given in Table 3. Pollution removal values are not included here as it is not possible to get the breakdown by ward in i-Tree. Carbon storage is presented separately in Table 4 as this is not an annual value but a total value of the stock.

The ward contributing the most benefits in terms of monetary value per annum from its trees, despite its relatively small size (311ha), is Bretton, worth an estimated total of £124,807 per year. The value derived from the benefits delivered by single trees was highest in this ward (£15,183 per year). Bretton is also home to the largest area of ancient woodland in Peterborough which plays a significant role in the contribution of tree group benefits in

this ward (worth £109,624 per annum), second only to tree group benefits in Hargate and Hempsted. Barnack, the third largest ward (4,515 ha), had the lowest value of benefits derived from public trees, with an estimated annual value of £1,174. Unsurprisingly, carbon storage is also greatest in Bretton (estimated value of £2.24M) and lowest in Barnack (estimated value of £33,298).

**Table 3:** Total annual monetary values of carbon sequestration and avoidance of surface water runoff benefits delivered by public trees in the wards of Peterborough.

| Ward                        | Ward area<br>(ha) | Benefit value (£/year) |                |                |
|-----------------------------|-------------------|------------------------|----------------|----------------|
|                             |                   | Single trees           | Tree groups    | Combined       |
| Barnack                     | 4,515             | 1,010                  | 164            | 1,174          |
| Bretton                     | 311               | 15,183                 | 109,624        | 124,807        |
| Central                     | 283               | 6,551                  | 4,359          | 10,910         |
| Dogsthorpe                  | 228               | 6,501                  | 17,872         | 24,373         |
| East                        | 842               | 4,248                  | 29,390         | 33,638         |
| Eye, Thorney and Newborough | 13,307            | 6,678                  | 25,230         | 31,908         |
| Fletton and Stanground      | 705               | 2,395                  | 7,803          | 10,198         |
| Fletton and Woodston        | 318               | 4,081                  | 13,673         | 17,754         |
| Glington and Castor         | 5,267             | 5,591                  | 20,974         | 26,565         |
| Gunthorpe                   | 384               | 1,532                  | 23,030         | 24,562         |
| Hampton Vale                | 1,149             | 591                    | 21,769         | 22,360         |
| Hargate and Hempsted        | 280               | 800                    | 72,423         | 73,223         |
| North                       | 221               | 3,350                  | 5,328          | 8,678          |
| Orton Longueville           | 464               | 8,429                  | 43,720         | 52,149         |
| Orton Waterville            | 688               | 6,645                  | 57,409         | 64,054         |
| Park                        | 202               | 4,021                  | 14             | 4,035          |
| Paston and Walton           | 248               | 5,094                  | 13,171         | 18,265         |
| Ravensthorpe                | 326               | 8,112                  | 10,269         | 18,381         |
| Stanground South            | 538               | 2,221                  | 11,306         | 13,527         |
| Werrington                  | 460               | 8,651                  | 37,752         | 46,403         |
| West                        | 387               | 2,246                  | 25,903         | 28,149         |
| Wittering                   | 3,219             | 720                    | 2,994          | 3,714          |
| <b>TOTAL</b>                | <b>34,342</b>     | <b>104,650</b>         | <b>554,177</b> | <b>658,827</b> |

*\*Rounding errors result in differences for breakdown by Ward compared to the overall summary.*

**Table 4:** Total monetary values of carbon storage benefits delivered by public trees in the wards of Peterborough.

| Ward                        | Ward area (ha) | Carbon storage (£/year) |                  |                   |
|-----------------------------|----------------|-------------------------|------------------|-------------------|
|                             |                | Single trees            | Tree groups      | Combined          |
| Barnack                     | 4,515          | 31,027                  | 2,271            | 33,298            |
| Bretton                     | 311            | 372,627                 | 1,865,182        | 2,237,809         |
| Central                     | 283            | 236,795                 | 60,446           | 297,241           |
| Dogsthorpe                  | 228            | 181,834                 | 247,852          | 429,686           |
| East                        | 842            | 122,336                 | 407,585          | 529,921           |
| Eye, Thorney and Newborough | 13,307         | 297,028                 | 349,902          | 646,930           |
| Fletton and Stanground      | 705            | 78,309                  | 108,217          | 186,526           |
| Fletton and Woodston        | 318            | 117,167                 | 189,618          | 306,785           |
| Glington and Castor         | 5,267          | 229,687                 | 328,526          | 558,213           |
| Gunthorpe                   | 384            | 43,594                  | 319,385          | 362,979           |
| Hampton Vale                | 1,149          | 9,005                   | 301,893          | 310,898           |
| Hargate and Hempsted        | 280            | 12,669                  | 1,004,379        | 1,017,048         |
| North                       | 221            | 81,186                  | 73,885           | 155,071           |
| Orton Longueville           | 464            | 204,790                 | 606,327          | 811,117           |
| Orton Waterville            | 688            | 143,141                 | 796,171          | 939,312           |
| Park                        | 202            | 110,635                 | 191              | 110,826           |
| Paston and Walton           | 248            | 174,501                 | 182,666          | 357,167           |
| Ravensthorpe                | 326            | 198,266                 | 142,410          | 340,676           |
| Stanground South            | 538            | 76,162                  | 156,793          | 232,955           |
| Werrington                  | 460            | 175,041                 | 523,557          | 698,598           |
| West                        | 387            | 87,231                  | 359,237          | 446,468           |
| Wittering                   | 3,219          | 21,666                  | 41,517           | 63,183            |
| <b>TOTAL</b>                | <b>34,342</b>  | <b>3,004,697</b>        | <b>8,068,010</b> | <b>11,072,707</b> |

*\*Rounding errors result in differences for breakdown by Ward compared to the overall summary.*

#### CAVAT amenity values

The CAVAT values are an estimate of tree amenity value that takes human population density into account. The total estimated CAVAT value for Peterborough's trees is £2.86 billion (Table 5). The single tree contribution to this total is £5.64 million (£14,850 per tree) while the remaining £2.29 billion is from the tree groups. The tree group value should be interpreted with caution as CAVAT was designed for use on single trees with no adjustment

possible to account for the number of trees in a group, which may influence the individual amenity value of each tree within a group.

The amenity value of trees varies considerably between Peterborough's wards ranging from £556.91 million in Bretton to £5.67 million in Barnack. The amenity value of trees in Bretton is much larger than other wards, with trees in Hargate and Hempsted, the second largest value, worth £266.14 million. This is driven primarily by the nearly 18ha of ancient woodland in the Bretton Ward.

**Table 5:** Amenity values of Peterborough's public tree stock calculated using the CAVAT quick method and broken down by ward.

| Ward                        | CAVAT value (£M) |                 |                 |
|-----------------------------|------------------|-----------------|-----------------|
|                             | Single trees     | Tree groups     | Combined        |
| Barnack                     | 5.08             | 0.60            | 5.67            |
| Bretton                     | 68.64            | 488.27          | 556.91          |
| Central                     | 43.29            | 19.84           | 63.13           |
| Dogsthorpe                  | 39.10            | 97.61           | 136.71          |
| East                        | 18.38            | 107.01          | 125.39          |
| Eye, Thorney and Newborough | 48.52            | 91.87           | 140.39          |
| Fletton and Stanground      | 12.07            | 28.41           | 40.48           |
| Fletton and Woodston        | 21.90            | 62.23           | 84.13           |
| Glington and Castor         | 36.55            | 75.44           | 111.99          |
| Gunthorpe                   | 8.45             | 104.82          | 113.27          |
| Hampton Vale                | 1.64             | 79.26           | 80.90           |
| Hargate and Hempsted        | 2.44             | 263.70          | 266.14          |
| North                       | 21.39            | 29.10           | 50.48           |
| Orton Longueville           | 41.70            | 198.99          | 240.69          |
| Orton Waterville            | 24.26            | 209.04          | 233.29          |
| Park                        | 43.60            | 0.08            | 43.68           |
| Paston and Walton           | 27.44            | 71.94           | 99.38           |
| Ravensthorpe                | 37.44            | 46.74           | 84.18           |
| Stanground South            | 10.25            | 41.17           | 51.42           |
| Werrington                  | 37.55            | 171.83          | 209.37          |
| West                        | 10.60            | 94.32           | 104.92          |
| Wittering                   | 3.26             | 10.90           | 14.16           |
| <b>TOTAL</b>                | <b>563.55</b>    | <b>2,293.14</b> | <b>2,856.70</b> |



## 4. Conclusions

Valuation of benefits provided by the council owned tree stock of Peterborough has been successfully applied using both i-Tree Eco and the CAVAT method. The results have shown that the trees in Peterborough are providing significant benefits to society in the form of public services and how these vary between wards. This approach is useful at highlighting these values which may otherwise remain hidden and provide a basis for managing trees as a public asset rather than a liability. A number of assumptions and estimates have, however, been used in the calculation of these benefits (discussed further below) and their associated values and should, therefore, be interpreted with caution.

The amenity value of Peterborough's trees was significantly larger than the value of all other benefits (total CAVAT value of £2.86 billion compared to a PV of £38.20 million for all other benefits combined). This is common in other studies that have used both i-Tree and CAVAT analysis of urban trees (Rouquette & Holt 2017) and highlights the importance of amenity value. Air pollution removal was the second most valuable benefit delivered by Peterborough's trees (PV of 18.29 million), followed by carbon sequestration (PV of 15.06 million), and reduced surface water runoff valued at £4.9 million. The per tree value of air pollution removal, carbon sequestration and surface water runoff benefits, although relatively small on a per tree basis (£5.17 per year), scale up to deliver significant benefits on a city-wide basis. Per tree values of pollution removal, carbon sequestration and avoided surface water runoff compare to the averages reported in a review of studies conducted using i-Tree (Rouquette & Holt 2017), and are, on average, a little higher (£2.41 per tree per annum compared to £1.58 for air pollution, £2.07 compared to £1.20 for carbon sequestration and £0.69 compared to £0.44 for runoff). Variations between studies are to be expected given different tree composition and structure of each city's tree stock as well as variable prices/costs used in the valuation of benefits delivered.

The CAVAT values, however, are considerably higher than the average from this same review of studies (£14,850 per tree based on the single trees database, compared to £2,000 per tree). This higher valuation of amenity value is most likely because we used a simpler method of calculation due to the lack of available data. Previous studies that have used the CAVAT method have incorporated accessibility of trees into calculations, with lower valuation attributed to trees considered to be less accessible. Trees in residential areas, for example, were downweighted to 40% accessibility. Functionality scores were also downweighted depending on various factors such as likely management intensity. We did not account for accessibility or this additional functionality measure in the present study, which could account for the comparatively higher amenity values we obtained. The amenity value of Peterborough's tree stock could therefore be an overestimate, but even when additional factors have been taken into account in other studies, amenity value is always much higher than the value of the other services measured. Furthermore, a study of Ealing Council's tree stock, which did take both accessibility and functionality into account using the CAVAT method, reported amenity values higher than those of Peterborough's trees (£25,000 per tree per year, Rogers et al. 2018). Finally, the CAVAT method does not allow

for adjustments to the valuation to be made according to whether trees are stood by themselves or in a group, which is likely to lead to an overestimation of amenity value for our tree groups.

Many assumptions had to be made for the calculation of the tree groups and the resulting estimates of the benefits they deliver. Furthermore, additional information that can help improve the estimates calculated by i-Tree Eco were not available. The results presented in this report should therefore be treated as ball park figures.

What we have presented represents a snapshot in time of Peterborough's tree resource. The trees are a dynamic asset with, for example, some trees living less than the 80 years over which time present values were calculated and others living much longer, and some trees being replaced. The valuation can act as a baseline for observing how this asset changes through time.

It is important to note that the valuation conducted here represents only some of the benefits delivered by urban trees, as only a small number of the benefits provided by trees are captured within i-Tree and through use of the CAVAT method. Many other environmental, social and ecological benefits such as reduction in noise pollution, temperature regulation and associated reductions in energy consumption, health and well-being benefits and habitat for wildlife are also provided by urban trees. Thus the total value of benefits provided by Peterborough's trees is likely to be much greater than the figures presented here. Furthermore, Peterborough's trees represent a relatively young tree stock and the benefits delivered from these trees and their associated value will generally increase as the trees mature.

The valuation will also slightly underestimate the full value of the Peterborough tree stock as not all council owned trees are currently included in the inventory of single trees or tree groups. Although the vast majority of trees in the more urban areas are included, there are some gaps in some of the rural wards. This was checked by examining a GIS layer of all tree cover against a layer that identifies all council owned land. Please note, also, that we have only assessed council owned trees. These are thought to represent less than 15% of the total tree stock across the local authority area, although in several of the wards towards the urban centre, more than 50% of the total tree stock is council owned. This means that the benefits calculated in this report represent only a relatively small proportion of the total benefits provided by trees across Peterborough.

Peterborough's individual tree stock is relatively diverse at present, with no single species taking up more than 10% of the stock. However, the tree groups are less diverse, with a large proportion made up of ash, and overall diversity is much lower. This is a potential problem, as new pests and diseases are appearing regularly, with the potential to devastate certain species. Ash, in particular, is susceptible to ash dieback, which only appeared in this country a few years ago, and is starting to have a major impact on this species across the country. If ash dieback were to become common in Peterborough, this would lead to the potential destruction of large numbers of Peterborough's trees, which in turn would lead to a major loss of the benefits described in this report. It is important therefore, that

The value of Peterborough City Council's trees

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Peterborough Council adopts a policy of replacing all trees that are removed, and plants a wide variety of different species to reduce the impact of any one particular disease.

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## Annex 1: i-Tree Eco v6 benefit model methods

i-tree Eco v6 is designed to use standardized field data along with local hourly air pollution and meteorological data to quantify urban forest structure, multiple benefits delivered by the trees and their associated value. Specifically, i-Tree Eco can provide assessments of:

- Urban forest structure (e.g., species composition, tree health, leaf area, etc.).
- Amount of pollution removed hourly by the urban forest, and its associated percent air quality improvement throughout a year.
- Total carbon stored and net carbon annually sequestered by the urban forest.
- Effects of trees on building energy use and consequent effects on carbon dioxide emissions from power sources.
- Structural value of the forest, as well as the value for air pollution removal and carbon storage and sequestration.
- Potential impact of infestations by pests, such as Asian longhorned beetle, emerald ash borer, gypsy moth, and Dutch elm disease.

Effects of trees on building energy use and the potential impact of infestations by pests were not included in our analyses of Peterborough's tree stock due to lack of data.

The most recent year both meteorological and pollution data were available within i-Tree Eco for the Peterborough area was 2013, with meteorological data collected from a weather station in Wittering (less than 10 miles from Peterborough city centre).

As information on tree crown health was not available in the provided tree inventory, i-Tree Eco used a default value of 13% dieback when tree health was required in the calculation of service benefits.

### Air pollution removal

Pollution removal was calculated for ozone (O<sub>3</sub>), sulphur dioxide (SO<sub>2</sub>), nitrogen dioxide (NO<sub>2</sub>), carbon monoxide (CO) and particulate matter less than 2.5 microns (PM<sub>2.5</sub>). Air pollution removal estimates were derived from calculated hourly tree-canopy resistances for O<sub>3</sub>, and SO<sub>2</sub> and NO<sub>2</sub> based on a hybrid of big-leaf and multi-layer canopy deposition models (Balducchi 1988; Balducchi et al 1987). As the removal of carbon monoxide and particulate matter by vegetation is not directly related to transpiration, removal rates (deposition velocities) for these pollutants were based on average measured values from the literature (Bidwell and Fraser 1972; Lovett 1994) that were adjusted depending on leaf phenology and leaf area. Particulate removal incorporated a 50 percent resuspension rate of particles back to the atmosphere (Zinke 1967). Recent updates (2011) to air quality modelling are based on improved leaf area index simulations and weather and pollution processing and interpolation (Hirabayashi et al 2011; Hirabayashi et al 2012; Hirabayashi 2011).

Valuation for pollutant removal was derived using the UK social damage costs (central estimates) based on avoided mortality and morbidity (Defra 2015) where figures were available (NO<sub>2</sub>, PM<sub>2.5</sub> and SO<sub>2</sub> – inflated from 2015 prices to 2018 prices). The default i-Tree values based on US externality costs were used when UK figures were not available (CO, O<sub>3</sub>) and converted to Sterling using the July 2018 exchange rate of £0.75 to \$1. Pollution removal prices used in these analyses were £984 per metric ton (tonnes) of CO, £1,423 per metric ton of O<sub>3</sub>, £22,168 per metric ton of NO<sub>2</sub>, £2,060 per metric ton of SO<sub>2</sub>, and £61,230 per metric ton of PM<sub>2.5</sub>.

### Carbon storage and sequestration

Carbon storage is the amount of carbon bound up in the above-ground and below-ground parts of woody vegetation. To calculate current carbon storage, biomass for each tree was calculated using equations from the literature and measured tree data. Tree dry-weight biomass was converted to stored carbon by multiplying by 0.5.

Carbon sequestration is the removal of carbon dioxide from the air by plants. To estimate the gross amount of carbon sequestered annually, average diameter growth from the appropriate genera and diameter class and tree health was added to the existing tree diameter (year x) to estimate tree diameter and carbon storage in year x +1.

Carbon storage and carbon sequestration values were calculated by multiplying the tonnes of carbon stored by the government's non-traded central carbon price (£66 per metric tonne of CO<sub>2</sub>, which is equivalent to £242 tonnes of carbon) in 2018 prices (BEIS 2017). The non-traded price is based on the cost of not emitting the tonne of carbon elsewhere in the UK in order to remain compliant with the Climate Change Act, in accordance with UK best practice on carbon storage and capture valuation.

### Avoided surface water runoff

Annual avoided surface runoff is calculated based on rainfall interception by vegetation, specifically the difference between annual runoff with and without vegetation. Although tree leaves, branches, and bark may intercept precipitation and thus mitigate surface runoff, only the precipitation intercepted by leaves is accounted for in this analysis.

The value of avoided runoff is based on Anglian Water charges for sewerage and water drainage (£1.70 per m<sup>3</sup> 2018 price). This approach does not separate foul water sewerage prices from surface water drainage, thus the resulting valuation may be an overestimation. This is, however, the same approach adopted in most other i-Tree studies in the UK.

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## **Annex 2: CAVAT method**

The Capital Asset Value for Amenity Trees (CAVAT) Quick Method as described in the user guide (Neilan 2017) was used to assess the amenity value of Peterborough's trees. CAVAT works by calculating a unit value based on the diameter of the trunk, and then adjusts this value to reflect the degree of benefit that the tree provides to the local population. This takes into account the nearby human population density, tree functionality and life expectancy. The CAVAT method uses a replacement value approach and is regularly used to set levels of compensation when trees are damaged or destroyed and provides a basis for managing trees in the UK as public assets rather than liabilities.

Specifically, the CAVAT Quick Method assigns a basic value to each tree according to its diameter at breast height (DBH) broken down into one of 16 size bands. This basic value is derived using a replacement cost approach. This basic value is then adjusted according to the population density of the urban areas of the Local Authority using the Community Tree Index (CTI) factor. For Peterborough, a separate CTI factor was applied for each ward, depending on the population density of the ward. The tree value is then multiplied by the functional value of the tree (how well the tree is performing biologically compared to what would be expected of a well-grown healthy tree of the same species and DBH). Five categories of functional value are used to classify the trees. Finally, the value is then adjusted for life expectancy of the tree to give the tree's final amenity value.

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### **Annex 3: Tree groups**

The breakdowns of how a typical hectare of shelterbelt and ancient woodland trees were calculated are given below.

#### **Typical hectare of shelterbelt trees**

The information provided by Peterborough Council on a typical hectare of shelterbelt trees included the total number of trees, the size of these trees (broken down by the number of trees in each DBH range) and the proportion of different species. There were only three DBH ranges of trees within a typical shelterbelt area, 0-20cm, 21-40cm and 41-60 cm. In order to be able to estimate benefit delivery by these trees in i-Tree Eco and with the CAVAT method, we had to estimate the number of individual trees of each species within each DBH band as well as their height, functional value and life expectancy.

Greater DBHs are more likely from larger tree species so we devised a method to account for this when estimating the proportions of trees allocated to the three different DBH bands of trees found within the shelterbelt. We classified the tree species into three categories; small, medium and large. Trees classed as small were all allocated to the 0-20cm band. This was calculated by multiplying the proportion of trees of a small species by the total number of trees in one hectare of shelterbelt. 11.49% of shelterbelt trees, for example, are hawthorns so we multiplied this by 1164 (total number of trees) to give us 134 trees, all of which were allocated a DBH of 0-20cm.

The proportion of trees left in each DBH band once all small tree species were allocated to 0-20cm DBH was then recalculated. Trees classed as medium in size were then allocated to the DBH bands of 0-20cm and 21-40cm according to the proportion of trees in each of these two categories. 14.26% of all shelterbelt trees, for example are field maple giving a total of 166 trees within a typical hectare of shelterbelt. We multiplied the proportion of remaining trees with a DBH of 0-20cm by 166 to give us the number of field maple trees of this size. The same calculation was done using the proportion of trees with a DBH of 21-40cm to give the total number of field maples of this size.

The proportion of trees left in each DBH band was recalculated once again to account for the trees already allocated to size bands of 0-20cm and 21-40cm. The trees classed as large were then allocated to each of the three size bands according to these proportions.

Each tree species of a particular DBH band was then allocated a height using the average value for that tree species and DBH from the inventory of single trees measured in the field. All trees were allocated a life expectancy of 40-80 years and functional value of 75% as these were the median and most common values for the trees in the single tree inventory.

Ranges of DBH are used in the CAVAT method, however, a single value is required in i-Tree Eco, so we used the midpoints of each DBH range.

### Typical hectare of ancient woodland

Averages from previous surveys of ancient woodland areas within Peterborough together with additional information provided by the council were used to determine the composition of a typical hectare of ancient woodland. The ancient woodlands of Peterborough contain both large standards and smaller understorey coppice trees. Each hectare contains c. 286 standards, dominated by ash and oak trees. Averages from previous surveys were used to determine the proportion of both medium and large ash and oak trees per hectare. The estimated range of DBHs typical for large and medium trees within the ancient woodlands was provided by the council. We took the centre points of these size ranges to use in subsequent analyses (medium = 40cm, large = 90cm). No information on height was available so the averages of ash and oak trees from the main dataset of single trees with the medium and large DBH ranges were used to determine height. The composition of the remaining standards was not available so the proportions of the species found in the understorey were used (see below). The larger tree species (elm, sycamore) were allocated DBHs and heights using the same approach as for ash and oak. Trees from the medium sized species (field maple) were allocated a DBH of 40cm (centre point of the medium range DBHs provided by the council) while the smaller species (blackthorn, cherry, hawthorn and hazel) were allocated a DBH of 20cm (centre point for the small range of DBHs). The average height of trees for each species with the relevant range of DBHs from the main dataset of single trees was used in subsequent analyses. Information on functional value and life expectancy was not available for the standards and so the same figures as used for the shelterbelt trees were applied.

Each hectare also contains c. 1340 coppice stems. The species composition of these trees was provided but information on DBH, height, functional value and life expectancy were unavailable. We therefore used the same proportions of DBH bands as found in the areas of shelterbelt trees and followed the same methods as described in the shelterbelt section above to allocate the number of trees of each species within the differenced DBH bands. The same approach as for the shelterbelt trees was also taken to estimate tree height with the same figures as above used for functional value and life expectancy.

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|------------------------|----------------------|
| <b>COUNCIL</b>         | AGENDA ITEM No. 9(b) |
| <b>17 OCTOBER 2018</b> | <b>PUBLIC REPORT</b> |

|                                |   |             |
|--------------------------------|---|-------------|
| Cabinet Member(s) responsible: | Councillor David Seaton, Cabinet Member for Resources |             |
| Contact Officer(s):            | Gillian Beasley, Chief Executive                      | Tel. 452301 |

## **EXECUTIVE AND COMMITTEE RECOMMENDATIONS TO COUNCIL**

### **(a) EMPLOYMENT COMMITTEE RECOMMENDATION - APPOINTMENT TO THE POSITION OF DIRECTOR OF GOVERNANCE LEGAL SERVICES AND MONITORING OFFICER**

Employment Committee, at its meeting on 19 September 2018, agreed to a shared Director of Governance and Legal Services and Monitoring Officer with Cambridgeshire County Council. Following this agreement, Employment Committee are due to consider an appointment to this position at its meeting on 11 October 2018.

The subsequent Employment Committee recommendation to Council resulting from this meeting will be provided within the additional documentation pack.

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| <b>COUNCIL</b>         | <b>AGENDA ITEM No. 10</b> |
| <b>17 OCTOBER 2018</b> | <b>PUBLIC REPORT</b>      |

## **RECORD OF EXECUTIVE DECISIONS MADE SINCE THE LAST MEETING**

### **1. EXTRAORDINARY CABINET MEETING HELD ON 23 JULY 2018**

#### **i. Approval of Future Arrangements for the Existing Enterprise Managed Services Contract**

Cabinet considered the report and **RESOLVED** to:

1. Authorise officers to create a Local Authority Trading Company (Company), noting the Business case prepared in support of this decision.
2. Authorise officers to provide through that Company all services currently performed under the 2011 EMS/Amey contract and any other services considered as part of the Business Plan.
3. Authorise an extension to the current contract with EMS/Amey from the current contract termination date of 31 August 2018 to 1 February 2019 at an additional cost of £810,000.
4. Authorise a loan facility from Peterborough City Council of up to £1.75million (at state aid compliant interest rates and market terms) to the Company to provide working capital and cover start-up costs:
  - Vehicles and plant (if required) - £1m
  - Acquisition of ICT equipment & software - £100k
  - Consultancy to prepare for go-live - £75k
  - Stationery, marketing, website & contingency - £75k
  - Running costs (if required) - £500k
5. Delegate authority to the Chief Executive, in consultation with statutory officers as necessary, any decision relating to:
  - Appointment and transfer of staff to the Company;
  - Budget and financial matters necessary to support the business but with annual budget approval sought through the normal budget process.
6. Delegate authority to the Director of Governance in consultation with the Director of Resources and relevant Service Director authority to make decisions and enter into legal agreements necessary to effect the set up and future operation of the Company including:
  - Appointment of Officers to the Company Board of Directors from incorporation;
  - The agreement between Company and Council for discharging responsibilities and monitoring of performance;
  - Appointment of Independent or Member representation to the Interim Board;
  - Agreement of Articles of Association and shareholder agreement;
  - Services and Asset Purchase Agreements;
  - Leases and other property documentation;

- Secondment arrangements, pension provision and other employment matters.
7. That the Leader of the Council in consultation with the Cabinet Member for Waste & Street Scene and Service Director for Environment and Economy approve the Company name.

ii. **IT Improvement Plan**

Cabinet considered the report and **RESOLVED** to:

1. Approve the proposed IT Improvement Plan and the potential path being taken of convergence with Cambridgeshire County Council, especially in People and Communities;
2. Approve the inclusion in Tranche 2 of the Budget Proposals a series of short term decisions, dependent on robust business cases, in order to improve the service. This will incur additional expenditure/ investment of up to £1.120m.

iii. **Permanency Service and Arrangements for Regional Adoption**

Cabinet considered the report and **RESOLVED** to:

1. Note the budget pressures associated with the cost of children in care placements and the request for a supplementary budget of up to £3.9m this year and for inclusion of future years requirements in Tranche 2 of 2019/20 Medium Term Financial Strategy process;
2. Agree in principle to exploring the variation to the contract for the Permanency Service contract with TACT, in line with due governance processes;
3. Note the proposed arrangements relating to the development of a Regional Adoption Agency in partnership with Cambridgeshire and in line with government requirements.

vi. **Budget Control Report May 2018**

Cabinet considered the report and **RESOLVED** to note:

1. The Budgetary Control position for 2018/19 at May 2018 includes a £4.904m overspend position on the revenue budget.
2. The Key variance analysis and explanations, is highlighted in Appendix A to the report.
3. The estimated reserves position for 2018/19 outlined in Appendix B to the report.
4. The Risks highlighted within the Budget are highlighted in Appendix C to the report.

2. **CABINET MEETING HELD ON 24 SEPTEMBER 2018**

i. **To Retain the Footbridges on Junction 18**

Cabinet considered the report and **RESOLVED** to reassign the proportion of the overall budget allocated to demolish the footbridges to instead make significant repairs to the bridge structures at junction 18, rather than removing or replacing them as previously intended.

ii. **Peterborough City Council's Tree and Woodland Strategy**

Cabinet considered the report and **RESOLVED** to recommend the Tree and Woodland Strategy to Full Council for approval.

iii. **Outcome of Ofsted Inspection of Peterborough's Children's Services**

Cabinet considered the report and **RESOLVED** to:

1. Note the positive outcome of the Ofsted inspection of Children's Services under the new inspection framework: The Inspection of Local Authority Children's Services [ILACS];
2. Acknowledge the commitment and dedication of staff within Peterborough in children's and allied services and the support provided by partner agencies in improving outcomes for vulnerable children and young people in Peterborough;
3. Note the areas for development noted in the inspection report and agrees in principle to support officers in delivering continuing improvement, continuing the strong tradition of corporate and Member support for Children's Services identified by inspectors

iv. **Cambridgeshire and Peterborough Joint Working Arrangements**

Cabinet considered the report and **RESOLVED** to approve the principles set out in the Joint Working Agreement and Protocols

v. **Budget Control Report August 2018**

Cabinet considered the report and **RESOLVED** to note:

1. The Revenue Budgetary Control position for 2018/19 at July 2018 includes a £5.982m overspend position on the revenue budget.
2. The key variance analysis and explanations are contained in Appendix A of the report.
3. The estimated reserves position for 2018/19 is outlined in Appendix B of the report.
4. In year budget risks are highlighted in Appendix C of the report.
5. The Asset Investment and Treasury Budget Report is contained in Appendix D of the report.

vi. **Outcome of Petitions**

Cabinet considered the report and **RESOLVED** to note the position in respect of petitions

**3. CALL-IN BY SCRUTINY COMMITTEE**

Since the publication of the previous report to Council the call-in mechanism has not been invoked.

**4. SPECIAL URGENCY AND WAIVER OF CALL-IN PROVISIONS**

Since the publication of the previous report to Council the urgency, special urgency and waiver of call-in provisions have not been invoked.

## 5. CABINET MEMBER DECISIONS

| CABINET MEMBER AND DATE OF DECISION  | REFERENCE            | DECISION TAKEN  |
|--|----------------------|---|
| <p>Cabinet Member for Resources</p> <p>Councillor David Seaton</p> <p>20 July 2018</p>                       | <p>JUL18/CMDN/18</p> | <p><a href="#">Amendment to Loan Facility - JUL18/CMDN/18</a></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved the amendment of the terms of the Strategic Partnership with Empower Community Management LLP, by extending the term of the existing loan facility for a further 2 months to expire on 30 September on the terms set out below</li> <li>2. Approved the amendment of the financing agreement with ECS Peterborough 1 LLP</li> <li>3. Approved the Council entering into such further agreements with ECS Peterborough 1 LLP and any other body necessary to facilitate the arrangements set out in this report.</li> <li>4. Delegate to the Corporate Director, Resources and Director of Law and Governance the ability to finalise matters 1 to 3 above.</li> </ol>   |
| <p>Cabinet Member for Education, Skills and University</p> <p>Councillor Lynne Ayres</p> <p>26 July 2018</p> | <p>JUL18/CMDN/23</p> | <p><a href="#">Jack Hunt School expansion - Award of contract for the expansion works - JUL18/CMDN/23</a></p> <p>The Cabinet Member for Education, Skills and University in consultation with the Cabinet Member for Resources</p> <ol style="list-style-type: none"> <li>1. Authorised the Executive Director People and Communities to approve the completion of the construction of new school accommodation at Jack Hunt School up to the value of the budget sum of £4.8m. This sum included the anticipated design and build contract costs, funding for Information and Communications Technology (ICT), internal re-modelling to the existing site, off-site highways works, all site surveys and project management and technical advisers fees.</li> <li>2. Authorised the Executive Director People and Communities to award the design and build contract to the successful contractor from Lot 3 of the Peterborough City Council Construction Framework.</li> <li>3. Authorised the Head of Legal Services or delegated officers to enter into any legal documentation on behalf of the Council in relation to this matter, including the design and build contract and any required variation to the PFI contract.</li> <li>4. Authorised the Head of Legal Services or delegated officers to enter into a Development Agreement with</li> </ol> |



|  |               |   |
|--|---------------|---|
|  |               | Peterborough Keys Academies Trust.  |
| <p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr John Holdich<br/>OBE</p> <p>26 July 2018</p>   | JUL18/CMDN/24 | <p><a href="#">Disposal of freehold in Centre of the City - JUL18/CMDN/24</a></p> <p>The Cabinet Member authorised the disposal of the freehold of Bayard Place on the terms set out in the exempt annex.</p>   |
| <p>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p> <p>Cllr Wayne Fitzgerald</p> <p>02 August 2018</p>                         | AUG18/CMDN/25 | <p><a href="#">Personal Care and Support (Homecare) in Peterborough - AUG18/CMDN/25</a></p> <p>The Cabinet Member for Integrated Adult Social Care and Health:</p> <ol style="list-style-type: none"> <li>1. Approved the award of a contract to deliver Provision of Care at Home Services to the providers under a framework agreement listed in Appendix 1 for a period of three years with the option to extend up to a further seven years (Total Value £17m p.a. includes £3.8 p.a. spend for Peterborough and Cambridgeshire CCG).</li> <li>2. Authorised the Corporate Director of People &amp; Communities to extend the contract for upto 7 years at a cost agreed at the tender stage plus any variations during the term of the contract should the Council exercise the option to extend.</li> </ol> |
| <p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr John Holdich<br/>OBE</p> <p>13 August 2018</p> | AUG18/CMDN/26 | <p><a href="#">Additional Outside Organisation - Live Peterborough Limited - AUG18/CMDN/26</a></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved Live Peterborough Limited as an additional outside organisation to which an appointment opportunity has arisen;</li> <li>2. Approved the formal appointment of Councillor Marco Cereste to the Board of Directors of Live Peterborough Limited;</li> <li>3. Approved the categorisation of the appointment referred to in recommendations 1 and 2 as a Council Owned Company;</li> </ol>   |
| Cabinet Member   | AUG18/CMDN/27 | <a href="#">Implementation of Civil Penalties in accordance with the</a>  |

|   |                      |  |
|---|----------------------|--|
| <p>for Communities</p> <p>Cllr Irene Walsh</p> <p>14 August 2018</p>                                    |                      | <p><a href="#">Housing and Planning Act 2016 - AUG18/CMDN/27</a></p> <p>The Cabinet Member authorised the introduction of Civil Penalties under Schedule 9 of the Housing and Planning Act 2016. A civil penalty is a financial penalty imposed by a local authority on an individual or organisation as an alternative to prosecution for a range of offences under the Housing Act 2004.</p>   |
| <p>Cabinet Member for Education Skills and University</p> <p>Cllr Lynne Ayres</p> <p>15 August 2018</p> | <p>AUG18/CMDN/28</p> | <p><a href="#">Award of contract for the design and build of Hampton Lakes Primary School - AUG18/CMDN/28</a></p> <p>The Cabinet Member for Education, Skills and University in consultation with the Cabinet Member for Resources</p> <ol style="list-style-type: none"> <li>1. Authorised the Executive Director People and Communities to act as the Responsible Body for the self-delivery of the design and build of Hampton Lakes Primary School (free school Academy) following capital approval of the budget by the Education Skills and Funding Agency.</li> <li>2. Authorised the Executive Director People and Communities to enter into a Pre-construction Services Agreement and subsequently award the design and build contract to the successful Education Skills Funding Agency (ESFA) Contractors Framework Panel Member.</li> <li>3. Authorised the Head of Legal Services or delegated officers to enter into any legal documentation on behalf of the Council in relation to this matter.</li> <li>4. Authorised the Head of Legal Services or delegated officers to enter into a Development Agreement with the Education Skills and Funding Agency and Hampton Academies Trust, and grant a 125 year lease of the school site to Hampton Academies Trust after the defects liability period for the school buildings has expired.</li> <li>5. Authorised the Executive Director People and Communities to enter into additional agreements if required by the Department for Education or the Education Skills Funding Agency to facilitate the opening of the new school by Hampton Academies Trust.</li> </ol> |
| <p>Cabinet Member for Public Health</p> <p>Cllr Diane Lamb</p> <p>20 August 2018</p>                    | <p>AUG18/CMDN/30</p> | <p><a href="#">Healthy Workplaces - AUG18/CMDN/30</a></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved the award of contract via Cambridgeshire County Council to Sports and Leisure Management Ltd. to deliver a Healthy Workplace Service in Peterborough for the sum of £68,000 from 1 June 2018 to 31 May 2021 with the option to extend for a</li> </ol>   |

|  |                |   |
|--|----------------|---|
|  |                | <p>further 2 years, following the completion of a competitive tender process.</p> <p>2. Authorised a Memorandum of Understanding between the Council and Cambridgeshire County Council to be established to enable Cambridgeshire County Council to contract Sports and Leisure Management Ltd. on behalf of the Council.</p>   |
| <p>Cabinet Member for Education Skills and University</p> <p>Cllr Lynne Ayres</p> <p>20 August 2018</p>  | AUG18/CMDN/29  | <p><a href="#">New Ark Adventure Playground Grant Funding - AUG18/CMDN/29</a></p> <p>The Cabinet Member authorised the Council entering into a grant agreement with New Ark Play Association to support the provision of early education, play and outdoor learning facilities. The grant will be for a total value of £66,000 for the period 1st September 2018 to 31st August 2021.</p>   |
| <p>Cabinet Member for Public Health</p> <p>Cllr Diane Lamb</p> <p>21 August 2018</p>   | AUG18/CMDN/31  | <p><a href="#">Healthy Schools - AUG18/CMDN/31</a></p> <p>The Cabinet Member:</p> <p>1. Approved the award of contract via Cambridgeshire County Council to Sports and Leisure Management Ltd. to deliver a Healthy Schools Support Service in Peterborough for the sum of £177,434.40 from 1 September 2018 to 31 August 2021 with the option to extend for a further 2 years, following the completion of a competitive tender process.</p> <p>2. Authorised a Memorandum of Understanding between the Council and Cambridgeshire County Council to be established to enable Cambridgeshire County Council to contract Sports and Leisure Management Ltd. on behalf of the Council.</p> |
| <p>Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority</p> <p>Cllr John Holdich OBE</p> <p>7 September 2018</p> | SEPT18/CMDN/32 | <p><a href="#">Waiver of 6 Month Councillor Attendance Rule - SEPT18/CMDN/32</a></p> <p>The Cabinet Member:</p> <p>1 Approved the waiver of the six month attendance rule provided for within Section 85(1) of the Local Government Act for Councillor Julia Davidson due to an illness in the family.</p> <p>2 Approved the extension of the permitted non-attendance time period for a further six month period, to expire on 7 March 2019.</p>   |
| <p>Cabinet Member for Resources</p> <p>Cllr David Seaton</p>   | SEPT18/CMDN/33 | <p><a href="#">To approve the write-off of any uncollectable debts in excess of £10,000 - SEPT18/CMDN/33</a></p> <p>The Cabinet Member authorised the write off of the debt</p>   |

|  |                |  |
|--|----------------|--|
| 14 September 2018  |                | shown as outstanding in respect of non-domestic rates and accounts receivable (sundry debt) accounts included in the Appendices. This details the financial year and the category for the write off request.   |
| Cabinet Member for Resources<br><br>Cllr David Seaton<br><br>14 September 2018 | SEPT18/CMDN/34 | <a href="#">Discretionary Rate Relief - SEPT18/CMDN/34</a><br><br>The Cabinet Member: <ol style="list-style-type: none"> <li>1. Approved the Local Discretionary Rate Relief scheme for 2018-19 as set out in Appendix A;</li> <li>2. Instructed officers to ensure that the reliefs for the three government initiatives (LDRR, public houses, small businesses) are processed in accordance with the agreed schemes for the qualifying properties and rebilling takes place at the earliest opportunity;</li> <li>3. Instructed officers to process the reliefs for future years for small businesses and public houses (if further extended by the government) at an appropriate time in accordance with the relevant qualifying criteria;</li> <li>4. Approved the award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix B to 31 March 2019;</li> <li>5. Rejected the applications for the award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix C.</li> </ol> |
| Cabinet Member for Resources<br><br>Cllr David Seaton<br><br>1 October 2018    | OCT18/CMDN/40  | <a href="#">Amendment to Loan Facility OCT18/CMDN/40</a><br><br>The Cabinet Member approved: <ol style="list-style-type: none"> <li>1. The amendment of the terms of the Strategic Partnership with Empower Community Management LLP, by extending the term of the existing loan facility for a further 2 months to expire on 30 November on the terms set out below</li> <li>2. The amendment of the financing agreement with ECS Peterborough 1 LLP</li> <li>3. The Council entering into such further agreements with ECS Peterborough 1 LLP and any other body necessary to facilitate the arrangements set out in this report.</li> <li>4. To delegate to the Corporate Director, Resources and Director of Law and Governance the ability to finalise matters 1 to 3 above</li> </ol>  |
| Deputy Leader and Cabinet  | OCT18/CMDN/41  | <a href="#">Cambridgeshire and Peterborough Adult Social Care Market Position Statement OCT18/CMDN/41</a>  |

|  |                      |  |
|--|----------------------|--|
| <p>Member for Integrated Adult Social Care and Health</p> <p>Cllr Wayne Fitzgerald</p> <p>2 October 2018</p> |                      | <p>The Cabinet Member approved the publication and promotion of the Cambridgeshire and Peterborough Adult Social Care Market Position Statement.</p>   |
| <p>Cabinet Member for Resources</p> <p>Cllr David Seaton</p> <p>9 October 2018</p>                           | <p>OCT18/CMDN/42</p> | <p><a href="#">Approval of funding for the provision of accommodation to reduce homelessness - OCT18/CMDN/42</a></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved a grant of £4.9m to Medesham Homes LLP, funded from Right to Buy Receipts, to enable the provision of 30 new affordable homes in Peterborough.</li> <li>2. Delegated authority to the Head of Sustainable Growth Strategy to replace some of the Right to Buy Receipts with S106 Affordable Housing Commuted sums should eligible s106 receipts subsequently become available to apply to the project.</li> <li>3. Delegated to the Director of Law and Governance the authority to finalise and put in place any agreements and legal documentation necessary to give effect to these proposals, in consultation with the Corporate Director of Growth and Regeneration and the Acting Corporate Director, Resources.</li> </ol> |

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| <b>COUNCIL</b>         | <b>AGENDA ITEM No. 11</b> |
| <b>17 OCTOBER 2018</b> | <b>PUBLIC REPORT</b>      |

**RECORD OF CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY DECISIONS MADE SINCE THE LAST MEETING**

**1. MEMBER REPRESENTATIVES**

| <b>Meeting</b>                  | <b>Dates of Meeting</b>           | <b>Representative</b>                           |
|---------------------------------|-----------------------------------|---|
| Overview and Scrutiny Committee | 23 July 2018<br>24 September 2018 | Councillors June Stokes<br>Councillor Ed Murphy |
| Combined Authority Board        | 25 July 2018<br>26 September 2018 | Councillor John Holdich                         |
| Audit and Governance Committee  | 20 July 2018<br>28 September 2018 | Councillor David Seaton                         |

1.1 The above meetings have taken place in July.

**2. AUDIT AND GOVERNANCE COMMITTEE – 20 JULY 2018**

2.1 The Audit and Governance Committee met on 20 July 2018 and the decision summary is attached at **Appendix 1**.

**3. OVERVIEW AND SCRUTINY COMMITTEE – 23 JULY 2018**

3.1 The Overview and Scrutiny Committee met on 23 July 2018 and the decision summary is attached at **Appendix 2**.

**4. BOARD MEETING – 25 JULY 2018**

4.1 The Board met on 25 July 2018 and the decision summary is attached at **Appendix 3**.

**5. OVERVIEW AND SCRUTINY COMMITTEE – 24 SEPTEMBER 2018**

5.1 The Audit and Governance Committee met on 24 September 2018 and the decision summary is attached at **Appendix 4**.

**6. BOARD MEETING – 26 SEPTEMBER 2018**

6.1 The Board met on 26 September 2018 and the decision summary is attached at **Appendix 5**.

**7. AUDIT AND GOVERNANCE COMMITTEE – 28 SEPTEMBER 2018**

7.1 The Audit and Governance Committee met on 28 September 2018 and the decision summary is attached at **Appendix 6**.

**8. THE AGENDAS AND MINUTES OF THE MEETINGS ARE ON THE COMBINED AUTHORITY WEBSITE**

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/audit-and-governance-committee-2/?date=2018-07-20>

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/overview-and-scrutiny-committee-2/?date=2018-07-23>

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/cambridgeshire-and-peterborough-combined-authority-board-3/?date=2018-07-25>

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/overview-and-scrutiny-committee-4/?date=2018-09-24>

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/cambridgeshire-and-peterborough-combined-authority-board-4/?date=2018-09-26>

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/audit-and-governance-committee/?date=2018-09-28>





## **AUDIT & GOVERNANCE COMMITTEE - Decision Summary**

**Meeting:** 20<sup>th</sup> July 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/audit-and-governance-committee-2/?date=2018-07-20>

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

| <b>Item</b> | <b>Topic</b>                                   | <b>Decision <i>[None of the decisions below are key decisions]</i></b>  |
|-------------|--|---|
| 1.          | <b>Apologies and Declarations of Interests</b> | <p>Apologies were received from Cllr Anne Hay, substituted by Cllr Will Sutton.</p> <p>No declarations of interest were made.</p> <p>The Chair thanked the outgoing members of the committee and welcomed the new members Cllr McGuire and Cllr Mason to the committee.</p> |
| 2.          | <b>Appointment of Vice Chair</b>               | <p>Councillor Mac McGuire was nominated by Councillor Will Sutton and seconded by Councillor Nichola Harrison for the position of Vice Chairman.</p> <p>The Committee resolved to appoint Councillor Mac McGuire as Vice Chairman for the municipal year 2018/19.</p>       |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|--|---|
| 3.   | <b>Minutes of the meeting held on 26<sup>th</sup> March 2018</b> | The minutes of the meeting held on the 26 <sup>th</sup> March 2018 were agreed as a correct record.   |
| 4.   | <b>Combined Authority Board Update</b>                           | <p>The Chairman invited the Interim Chief Finance Officer, Rachel Musson to provide the committee with an overview of the Combined Authority activities.</p> <p>The Interim Chief Finance Officer highlighted the following points:-</p> <ul style="list-style-type: none"> <li>• The Combined Authority had undertaken a large piece of work in creating a new organisational staffing structure with the inclusion of the former Greater Cambridgeshire Greater Peterborough staff. A number of staff had been matched to posts while others were now going through an interview process to ensure that all the roles within the new structure were covered.</li> <li>• The Chief Finance Officer position was still being recruited.</li> <li>• Overall staffing level is now circa 60 members of staff with a staffing budget of circa £5m. The increased cost was largely covered by different income streams, although some streams such as the Mayoral Capacity Fund are only guaranteed for two years and so this is reflected in staff contracts.</li> <li>• A key piece of work within the Medium Term Financial Plan development, was the integration of former LEP and Combined Authority work, which was currently underway.</li> <li>• There had been some costs to the Combined Authority due to taking on the LEP; payments that had to be made to ensure voluntary liquidation. However, there had been large funding streams to which the Combined Authority would be able to benefit from in the future, in terms of coordinating all work by the Business Board and Cambridgeshire and Peterborough Combined Authority.</li> <li>• The new Business Board, which would take on the role of the local enterprise partnership was being recruited in September, this Business Board was a separate legal entity to the Combined Authority Board and it was important to note that the Business Board had different areas of responsibility. A piece of work on how to bring the two separate geographical areas, covered by each organisation, together was being carried out.</li> </ul> |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|--|--|
|      |  | <ul style="list-style-type: none"> <li>• There would be a separate Code of Conduct for members of the Business Board.</li> <li>• The Committee were advised that the officers would be taking a paper to the Board next week to propose introducing a committee structure for the Combined Authority which would see a Transport Committee, Housing Committee and a Skills Committee introduced to consider decisions in these areas.</li> </ul> <p>It was requested that a report be brought to the September meeting outlining the structure and governance arrangements for the LEP functions and the Business Board, including the role of the Audit &amp; Governance Committee. The Committee also asked for a development session prior to the next meeting on these topics.</p> |
| 5.   | <b>Report from the Informal Audit &amp; Governance Committee Meeting</b> | <p>The Committee received and noted the report which provided an update on the items that were discussed at the informal workshop held on 22nd May 2018.</p> <p>The Committee discussed the necessity to hold the review of the draft accounts as an informal meeting and whether it would be better to have a public meeting.</p> <p>Officers advised there may be practical issues around statutory deadlines but would look into organising a date in May for a public meeting.</p> <p>The Committee members agreed that, subject to the practicalities, they would like to hold the review of the draft accounts in public next May.</p>   |
| 6.   | <b>Annual Audit Report</b>   | <p>The Committee considered their draft Annual Audit report and the accompanying self-assessment analysis and approved the report for submission to the Combined Authority Board.</p> <p>The following points were raised regarding the self-assessment analysis:</p> <ul style="list-style-type: none"> <li>• The Committee felt that the self-assessment form should be turned into an action sheet with time-frames and should be reviewed by the committee on a quarterly basis.</li> <li>• The Combined Authority was a new concept, quite different from standard local government and therefore it was expected that there should be some question marks within the self-assessment responses</li> </ul>  |

| Item | Topic   | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---|--|
|      |   | <ul style="list-style-type: none"> <li>• The challenge for the committee would be holding the ambiguity of a new organisation to account while helping it to develop.</li> <li>• The newness of the Audit and Governance Committee for the Combined Authority meant that it was still developing its role, unlike the well-established committees in local authorities.</li> <li>• The Committee discussed the need for substitutes on the committee to be involved with training and discussed whether the training sessions should be mandatory; some members felt that this would meet with resistance.</li> </ul> <p>The Committee agreed that it was up to the individual member to ensure their substitute was aware of issues for the committee; officers advised that substitutes were copied into all correspondence.</p> <p>The Committee endorsed the value of having development sessions at each meeting. It was agreed that where possible the development sessions should be held immediately after the public meeting to help with attendance levels. Development sessions before a meeting would only usually occur when the development topic informed an item on the agenda. Diary planning would assume a 3-hour period, from 10am until 1pm – 2 hrs for the meeting and 1 hr for development.</p> |
| 7.   | <b>Constitution Review – Audit and Governance Committee</b> | <p>The Committee received the report which requested the committee to review its terms of reference within the Combined Authority constitution and suggest any changes they would like to put forward as a recommendation to the Board.</p> <p>The Committee discussed how its role was to ensure processes were put in place and were working effectively.</p> <p>The Committee needed to develop a better understanding of the business being undertaken and requested that a workshop be arranged for committee members to meet with the directors once all posts had been recruited to.</p> <p>The Committee requested that officers provide a glossary of the terms used within the Terms of References and a register of when policies would be reviewed over the municipal year.</p>  |

| Item | Topic                                  | Decision [ <i>None of the decisions below are key decisions</i> ]  |
|------|--|--|
|      |  | <p>The Committee requested that a development session be arranged to explore and clarify the committee's role and procedures.</p> <p>The Committee requested that Combined Authority agree that the Committee's role in relation to the new Business Board be added to the Terms of Reference.</p>   |
| 8.   | <b>Annual Financial Report 2017/18</b> | <p>The Committee received the report from the Interim Chief Finance Officer which requested that the committee approve the audited Statement of Accounts 2017/18 and approve the Annual Governance Statement 2017/18.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> <li>• The accounts had been reviewed by the external auditors and they had no concerns.</li> <li>• Some members advised that the layout of the accounts were quite confusing; there were two tables which showed movement of reserves, but they displayed different numbers.</li> <li>• Officers explained that one of the tables was included within the narrative which was meant to help provide some clarity.</li> <li>• The money that had been allocated for housing was earmarked and therefore could not be spent on other projects.</li> <li>• The amount of £92,517 referenced within the accounts were grant payments that had been received.</li> <li>• The grants that had been received were given on the provision of certain conditions being met by the Combined Authority, if these were not spent appropriately they would be returned.</li> <li>• The Internal Auditor advised that the Governance statement should be signed by the Chief Executive and the Mayor not the Audit Chairman.</li> </ul> <p>The Committee approved the audited Statement of Accounts 2017/18 and the Annual Governance Statement 2017/18 as included within the Statement of Accounts.</p> |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|--|---|
| 9.   | <b>External Audit - Audit Results Report</b> | <p>The Committee received the report which introduced the audit results report prepared for the Audit and Governance Committee by Ernst &amp; Young LLP (EY).</p> <p>The External Auditors congratulated the team for producing the accounts within the new time-frame.</p> <p>The External Auditors felt that the audit had been smooth and, although the accounts were a bit more complicated than originally expected, they were happy with the presentation provided of the grant funding.</p> <p>Arrangements had been put in place in regard to governance. They had had some areas of concern around governance initially, but they had noted that that arrangements were due to be put in place and that the activity was being dealt with appropriately in the interim.</p> <p>The External Auditors advised that the initial fee charged had been based on a national tender process and had been estimated at £35k, however the work carried out had been far more significant especially around the analysis of value for money. The new fee represented the amount of extra work that had been provided.</p> <p>With the widening scope of the Combined Authority by taking on the LEP, the risk that represented and the wider value for money(VFM) implications would mean a reconsideration of the fee.</p> <p>The role of external auditors was to check that VFM processes were in place and that they were soundly based; external audit did not currently have a mandate to advise whether or not those arrangements would lead to VFM.</p> <p>The Chair advised that it was for the Audit and Governance Committee to take a view on the effectiveness of both the Treasury Management Strategy and the Combined Authority's overall VFM approach and arrangements.</p> <p>The Committee noted the Annual results report for the year ended 31 March 2018 and endorsed the external auditors remarks that the finance team had done incredibly well to prepare the accounts in the new, foreshortened timeframe.</p> |
| 10.  | <b>Review of Investment Strategy &amp;</b>   | <p>The Committee received an oral update from the Interim Chief Finance Officer which provided information on the status of the investment strategy and the risk appetite for the Combined</p>  |

| Item | Topic                                   | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---|--|
|      | <b>Risk Appetite</b>                    | <p>Authority.</p> <p>The Combined Authority had engaged CBRE and would be working with them over the summer to develop an investment strategy and develop the organisational risk appetite with the view that a report would be brought to the Board in October.</p> <p>This was a key piece of work to help identify how the organisation would fund projects over the foreseeable future.</p> <p>There was currently enough money in the bank to fund projects that were already in hand but in the fourth year the larger projects, such as the University of Peterborough and the Mass Rapid Transport would mean that the Combined Authority would need to consider what funding options might be available and what strategic investment partners may look like.</p> <p>There could be opportunities for external investment as well as government investment.</p> <p>Following the piece of work being done by CBRE there would be a much clearer picture and there would be a model that could be built upon – the work would be ongoing and dynamic over the years.</p> <p>The Committee requested that the report to be taken to the Board in October be brought to the November Audit and Governance Committee meeting.</p> |
| 11.  | <b>Internal Audit Annual Report</b>     | <p>The Committee received and noted the report from the Internal Auditor, Steve Crabtree which provided assurance to the Audit and Governance Committee that activities undertaken across the Combined Authority were managed, monitored and delivered in accordance with set governance, controls and risk management frameworks. The report provided notice of the Annual Audit Report and Opinion.</p> <p>The report had provided reasonable assurance as many policies were still being put in place, but they needed to be embedded and the internal auditor would be following these up.</p>   |
| 12.  | <b>Internal Audit – Progress Report</b> | <p>The Committee received and noted the report which provided detail of the progress made in delivering the approved Audit Plan for 2018 / 2019.</p>   |

| Item | Topic                       | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|-----------------------------|---|
|      |                             | <p>The Internal Auditor would be reviewing the Business Board in the next quarter.</p> <p>The East Cambridgeshire Trading Company Loan Facility would also be reviewed.</p> <p>The Internal Auditor wanted to make the Committee aware that there were a lot of changes coming up, including the addition of the Adult Education budget which would need to be looked at going forward.</p> <p>A quick risk assessment had been carried out in relation to contracts and projects, but further work would be done later in the year as they were new projects and contracts upcoming.</p> <p>The Internal Auditor reassured the committee that they had examined the processes for appointing consultants and they were found to be appropriate.</p> <p>The Committee noted the report.</p> |
| 13.  | <b>Work Programme</b>       | <p>The Committee received the report which provided the draft work programme for Audit and Governance Committee for the remainder of the 2018/19 municipal year.</p> <p>The Committee agreed to add the following to the work programme:</p> <p>A new paper for the September meeting. This would set out the governance arrangements for the LEP functions within the Combined Authority, and the composition and role of the Business Board; the report would also describe the role of the Audit &amp; Governance Committee in relation to these new arrangements.</p> <p>The report taken to the Board in October regarding the Investment Strategy would come to the November meeting.</p>   |
| 14.  | <b>Date of Next Meeting</b> | <p>The Committee agreed the next meeting shall be held on September 28<sup>th</sup> at Cambridgeshire County Council.</p>   |





## Overview and Scrutiny Committee\_ Decision Summary

**Meeting:** 23<sup>rd</sup> July 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/overview-and-scrutiny-committee-2/?date=2018-07-23>

Chair: Cllr Lucy Nethsingha

Summary of decisions taken at this meeting

| Item | Topic                           | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|---------------------------------|---|
| 1.   | <b>Apologies</b>                | <p>Apologies received from Cllr Bradley, no substitute, Cllr Chamberlain, no substitute, Cllr Connor, no substitute. Cllr Allen, Cllr Heylings substituted.</p> <p>There was currently a vacancy at Peterborough City Council.</p> <p>The Committee raised concerns around the quorum for the Combined Authority meetings as the attendance had come close to being inquorate and the committee agreed if it happened again then the committee would write to the Combined Authority officers and to the local MP's to highlight there may be issues with the 2/3rds attendance provision set out in the Order.</p> |
| 2.   | <b>Declaration of Interests</b> | There were no declarations of interest.   |
| 3.   | <b>Minutes</b>                  | The minutes of the meeting held on the 1 <sup>st</sup> June 2018 were agreed as a correct record subject to   |

| Item | Topic                                    | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|--|---|
|      |  | <p>the following amendments:-</p> <p>Under point 5.2 second paragraph that the sentence be amended to state that it was ‘important to take out viability issues and stop national developers controlling the housing market.’</p> <p>Under point 5.2 eleventh paragraph that the word ‘considered’ be replaced with ‘retained’.</p>   |
| 4.   | <b>Community Land Trust Presentation</b> | <p>The Committee received a presentation from the Director for Housing and Development.</p> <p>The following points were raised during the discussion:-</p> <ul style="list-style-type: none"> <li>• The Director for Housing and Development advised that they were trying to get the message out that the Combined Authority was open for business; anybody could submit and applications from private organisations as well as from the constituent councils were welcome.</li> <li>• In response to a question about bias in the preparation of bids and in approving them, the Director advised that it was up to the Combined Authority teams to assess if there could be any bias and the ability of a team to do this would be based on resourcing and experience.</li> <li>• Another question was raised about whether the Combined Authority had the necessary resources to challenge bias from those submitting bids and was advised that at this time the resources were not well known enough for the Director to comment.</li> <li>• In relation to a question on risk, the committee were advised that all developers would take a risk assessment in terms of cost and revenue; all development had risk associated with it with different developers taking different approaches to managing risk.</li> <li>• Recruitment was ongoing to install the team to undertake appraisals; the appraisals that had been received to date had been dealt with by current staff.</li> <li>• Work was being done by consultants to identify areas of need for affordable housing in Cambridgeshire and Peterborough which should produce some information in the next few months.</li> <li>• In response to question about whether the Combined Authority was being proactive in trying to get schemes the Director advised that they were looking to engage and</li> </ul> |

| Item | Topic                             | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|-----------------------------------|--|
|      |                                   | <p>encourage bids from numerous sources. Some had been received but an acceleration to the process was needed.</p> <ul style="list-style-type: none"> <li>• The Director stated that he was confident that the team being put in place at the Combined Authority could take on the role for assessing incoming appraisals and that an independent project appraisal panel would not be necessary and could cause delays to the process which required acceleration.</li> <li>• In response to a question on the Northstowe development the Housing Director advised that the Combined Authority would be looking to support the project by helping with any funding gaps but these would not be known until April/May 2019 when the financial matrix from the developers would be provided but the final decision would rest with Housing England.</li> <li>• The Committee were advised that there was a top down housing strategy coming to the Board in September which would build upon and provide further information on the affordable housing strategy. The Housing Director was aware of the need for transparency around this area.</li> <li>• The Committee were concerned that need and geography were not being considered and that there was little clarity on what exactly was being delivered by the Combined Authority, the Committee were also concerned around the current level of resources for the department.</li> <li>• The Committee agreed to ask the Board at the meeting on Wednesday if officers could provide a briefing document that would outline the criteria that would be used for analysing the need for affordable housing across the Combined Authority area and how bids were being assessed.</li> </ul> |
| 5.   | <b>Medium Term Financial Plan</b> | <p>The Committee received the report from the Interim Finance Director.</p> <p>The following points were made:</p> <ul style="list-style-type: none"> <li>• The Committee were advised that this was a draft Medium Term Financial Plan and to note that the figures involved were constantly changing.</li> <li>• Members of the committee raised concern that there was no differentiation between the capital figures and the revenue figures and were advised by officers that this would be</li> </ul>  |

| Item      | Topic                                   | Decision <i>[None of the decisions below are key decisions]</i>   |
|-----------|---|---|
|           |   | <p>amended.</p> <ul style="list-style-type: none"> <li>• The Committee queried why the East Cambridgeshire Loan Trust amount was included in the Medium Term Financial Plan and were advised that when the plan was originally produced its design was an attempt to capture all funding and cash flows. The officers advised they recognised that this was a loan and that it should be rectified in the final plan.</li> <li>• The Committee advised that an extra column should be included that would highlight future years expenditure.</li> <li>• The Committee requested that the costs for bus schemes especially from April 2019 onwards needed to be shown within the cash flow figures.</li> <li>• Electric charging points were not detailed in the Medium Term Financial Plan; officers advised they would check with the relevant director on this item.</li> <li>• Currently the Combined Authority did not know what its borrowing needs would be in the future which was why it was not included within the Medium Term Financial Plan.</li> <li>• The Mayor and officers were currently meeting with potential investors and the meetings were going well; over the next few weeks officers would be working on developing the Investment Strategy to figure out where income streams could be found.</li> <li>• The Committee requested that the final draft of the Medium Term Financial Plan could be sent to members as early as possible to have time to provide feedback before the Board met on the 26th September.</li> <li>• The finance for the Mayoral Interim Transport Plan had not been agreed; however, the financial implications would not fall on the Combined Authority.</li> <li>• To date there were no specific requests for funding for CLT– once an application for CLT had been received it would be considered on a case by case basis – there were currently no applications.</li> </ul> <p>The points and comments raised by the committee on the MTF Plan would be considered and changed for the report going to the Board in September.</p> |
| <b>6.</b> | <b>Review of the Combined Authority</b> | The Committee reviewed the agenda due to come to the Board on Wednesday 25 <sup>th</sup> July 2018.   |

| Item | Topic               | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---------------------|--|
|      | <b>Board Agenda</b> | <p>The Committee discussed the following items:</p> <p><u>Constitution - Committee System</u></p> <p>Members were concerned that the structure outlined in the report included the Overview and Scrutiny Committee and the Audit and Governance Committee with the new proposed committees and requested that it was made clear that these were separate committees and carried out separate roles to those of the new committees.</p> <p>The Committee were advised that once the proposed system had been agreed by the Board, the constitutional arrangements would then be put in place.</p> <p>Members felt that the membership outlined within the report lacked some consistency and should be reconsidered; especially in regard to substitute members.</p> <p>Some members felt that the system as a hybrid of both committees and portfolio holders was confusing and would not be practical.</p> <p>The Committee were advised that the new committees for Housing, Skills and Transport would manage the strategy once it had been approved by the Board.</p> <p>Some members felt that the current system at the Combined Authority was not working and therefore it was reasonable to implement an alternative and welcomed the inclusion of a review in six months' time to monitor the new systems effectiveness.</p> <p><u>Mayoral Transport Strategy</u></p> <p>Members raised concerns around the temporary approach for the Park Ride developments and the lack of buildings in the proposals, especially toilet facilities.</p> <p>Members raised some concerns around partnership working with local authorities and the GCP and highlighted that many council's local plans relied upon the transport schemes.</p> <p>The Committee welcomed the change of perspective on the use of buses &amp; Park and Rides but were concerned that this would need to be reflected in the budget.</p> <p>Cambridgeshire and Peterborough Independent Economic Review (CPIER) Progress Update</p> <p>A member raised the point that while natural capital was included within the report that it needed further development in the economic modelling to take into account the degradation of the land.</p> |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|-------|---|
|      |       | <p>The Committee agreed that the review needed to consider the impact of Brexit within the report.</p> <p>The Committee agreed that they would ask the following question at the Combined Authority Board meeting:</p> <ul style="list-style-type: none"> <li>➤ Item 1.6 – Constitution – Committee Structure</li> </ul> <ol style="list-style-type: none"> <li>1) The Committee requested that the O&amp;S Committee is represented in the new structure as separate to these new committees.</li> <li>2) The O&amp;S Committee had concerns around the consistency in the terms of reference for each of the new committees proposed.</li> <li>3) Would the new committees have a role in developing strategy in the areas they cover? <ul style="list-style-type: none"> <li>➤ Item 2.1 - Delivering the Mayoral Transport Strategy</li> </ul> <ol style="list-style-type: none"> <li>1) The Committee welcomed the positive view and change of perspective on the use of buses &amp; P&amp;R however they had concerns around the proposal that some P&amp;R be temporary in their nature and that there would be no buildings and a lack of toilet provision included on these sites?</li> <li>2) The Committee had some concerns around partnership working and that many council's local plans relied upon the transport schemes – could there be more clarity around the relationships between the Combined Authority and their relevant partners in these schemes? <ul style="list-style-type: none"> <li>➤ Item 3.1 - Cambridgeshire and Peterborough Independent Economic Review (CPIER) Progress Update</li> </ul> <ol style="list-style-type: none"> <li>1) The committee requested that soil depletion should be taken into consideration when considering the long term outlook for agricultural industries in the north of the County.</li> <li>2) The Committee requested that the impact of Brexit be included within the final report. <ul style="list-style-type: none"> <li>➤ Item 3.3 – Affordable Housing</li> </ul> <ol style="list-style-type: none"> <li>1) Please could the Board request that officers provide a briefing document that outlines the criteria that will be used for analysing the need for affordable housing across the Combined Authority area and the how bids are being assessed.</li> </ol> </li> </ol> </li> </ol> </li></ol> |

| Item | Topic   | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---|--|
| 7.   | <b>Member Update on Activity of Combined Authority</b>  | <p>Cllr Mike Sargeant provided a short update on the Task and Finish Group for Mass Rapid Transport and advised that the group were still waiting to receive a CV for the consultant for members to consider.</p> <p>Officers agreed to chase this and report back to the group members.</p> <p>No other member updates were received.</p>   |
| 8.   | <b>Reconsider the Amendment to Standing Orders for the Overview &amp; Scrutiny Committee – Public Question Scheme</b> | <p>The Committee received the report which asked the Committee to consider whether they would like to adopt a Public Question scheme.</p> <p>The Committee members felt that it was important to give the public question scheme a trial.</p> <p>Some members were concerned it could be used for making political points.</p> <p>The Committee were advised that any questions received would be assessed by the Monitoring Officer to ensure they were relevant to the committee.</p> <p>The Committee agreed they would like to introduce a question time scheme.</p> <p>The Committee agreed to recommend to the Combined Authority Board that the Constitution (Chapter 8 - Overview and Scrutiny procedure rules) be amended to include an overview and scrutiny question time scheme as set out in Appendix 1b of the report.</p> |
| 9.   | <b>Overview &amp; Scrutiny Budget Proposal</b>  | <p>The Committee received the report which provided the Committee with an opportunity to discuss whether they would like to recommend to the Combined Authority Board that a budget be allocated for the Overview and Scrutiny Committee to help support their work programme.</p> <p>Members felt that an amount similar to that already proposed for the Task and Finish group would be sufficient for the committee's needs and that if over the year it was not required then it would be returned.</p> <p>The Committee agreed there should be a budget proposal taken to the next Board meeting to request an amount of 20k for the Overview and Scrutiny Committee to be made available for their work programme over the course of the year.</p>   |
| 10.  | <b>Combined Authority Forward Plan</b>  | <p>The Committee discussed the Forward Plan for the Combined Authority Board.</p> <p>The Committee felt that the Forward Plan was only useful for looking ahead for two meetings and it would be helpful if the Committee could get a better idea of what other reports were upcoming,</p>   |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|--|--|
|      |  | <p>even if these reports changed over time.</p> <p>Cllr Sargeant raised the point that the most recent Forward Plan was published after the Committee met and requested that this be looked at by officers to enable the committee to review the most up to date plan at the meeting.</p> <p>Cllr Gehring felt that the committee needed to be more proactive when considering items on the Forward Plan.</p> <p>The Chair advised that if members had any items from the Forward Plan they would like to add to the Committee's work programme to email her or the Scrutiny Officer and it would be considered.</p> <p>The Committee agreed they would ask the following questions at the Board meeting on Wednesday:</p> <ul style="list-style-type: none"> <li>➤ Item 1.5 - Forward Plan</li> </ul> <p>1) The publication date of the Forward Plan is after the date the O&amp;S Committee meet which makes it difficult for members to consider upcoming items, could an earlier publication date be considered?</p> <p>2) Currently the Forward Plan only lists reports coming to the Board for the next couple of months – could other upcoming reports be added to the Forward Plan, even if the exact date cannot be included?</p> |
| 11.  | <b>Overview and Scrutiny Work Programme Report</b> | <p>The Committee received the report which provided the Committee with the draft work programme for the Overview &amp; Scrutiny Committee for the 2018/19 municipal year and asked them for comments and suggestions.</p> <p>The Committee requested that an update on the Skills Strategy be brought to the October meeting.</p> <p>The Committee requested that they receive a presentation on Land Value Capture at their November meeting.</p> <p>The Committee requested that a report on how the Combined Authority was working with investors and Investment Strategy Update be brought to the November meeting.</p> <p>The Committee requested that a representative from the Community Land Trust company be</p>  |



| Item       | Topic                       | Decision <i>[None of the decisions below are key decisions]</i>  |
|------------|-----------------------------|--|
|            |                             | invited to the September meeting to give a presentation.   |
| <b>12.</b> | <b>Date of Next Meeting</b> | The next meeting would be held on the 24 <sup>th</sup> September 2018 at Cambridgeshire County Council |

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# CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY

## Decision Statement

Meeting: 25th July 2018

| Item | Topic   | Decision  |
|------|---|---|
|      | <b>Part 1 – Governance Items</b>                      |   |
| 1.1  | Announcements, Apologies and Declarations of Interest | Apologies received from Councillor C Roberts (Councillor A Bailey substituting), Councillor C Seaton (Councillor D Oliver substituting), Jason Ablewhite (Councillor R Bisby substituting), Jess Bawden (Sue Watkinson substituting) and Councillor K Reynolds (Councillor D Over substituting) |
| 1.2  | Minutes – 30 May 2018                                 | It was resolved to approve the minutes of the meeting of 30th May 2018 as a correct record.   |
| 1.3  | Petitions   | None received.  |
| 1.4  | Public Questions                                      | One question was received. A summary of the question and response is published at the following link <a href="#">Cambridgeshire and Peterborough Combined Authority meeting 25/07/2018</a>  |
| 1.5  | Forward Plan  | It was resolved to approve the Forward Plan of Executive Decisions dated to be published on 24th July 2018.   |

|                               |  |  |
|-------------------------------|--|--|
| 1.6                           | Review of Constitution – Committee Structure             | <p>The Combined Authority is a dynamic organisation, which has considerably increased its scope and budget over the past 12 months. It operates within an equally dynamic economic environment. The recent Cambridgeshire and Peterborough Independent Economic interim report highlighted the fast rate of economic and employment growth in the region, and the importance of planning now to ensure that strong growth will be sustainable and more inclusive.</p> <p>The impact of working to deliver against the rapid pace of growth means that the Combined Authority will have an increasing level of business over the coming 12 months. It needs a responsive governance framework that allows for decision making outside of the monthly Board meeting. This report proposed a framework of decision making which will assist in delivering projects in a fast paced environment.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>(a) Agree the establishment of the following committees from 1 September and the terms of reference of each as set out in Appendix 1. <ul style="list-style-type: none"> <li>(a) Transport Committee,</li> <li>(b) Skills Committee and</li> <li>(c) Housing and Communities Committee.</li> </ul> </li> <li>(b) Note and agree the portfolios as set out in Appendix 2.</li> <li>(c) Agree the timetable of meetings for the above committees (Appendix 3).</li> <li>(d) That the Monitoring Officer be authorised to amend the constitution to take account of the Board’s decision and to bring a further report to the Board in September to confirm the changes to the constitution and the appointments to the committees.</li> </ul> |
| 1.7                           | Business Board Recommendations of its meeting on 25 June | It was resolved to note the Business Board Recommendations of its meeting on 25 June.  |
| <b>Part 2 – Key Decisions</b> |  |  |
| 2.1                           | Delivering the Mayoral Transport Strategy                | The Cambridgeshire and Peterborough Combined Authority Order 2017 transferred the local transport planning powers to the Combined Authority and created the  |

Cambridgeshire and Peterborough Combined Authority as the local transport authority for the area.

The Combined Authority at its meeting in May approved the Mayoral Interim Transport Strategy Statement and committed the Combined Authority to undertaking a review of the features and timeframes for all transport corridors to ascertain their alignment with the Mayoral Interim Transport Strategy Statement (MITSS). The review has identified significant opportunities across the transport programme to save money, accelerate delivery and remove interim solutions that divert public money away from delivery of the long-term transport ambitions.

In particular, the review has identified that the projects A1307, A428 Cambridge to Cambourne and A10 and park and ride schemes can be delivered at lower cost by making some elements temporary and accelerating delivery of the Cambridge Autonomous Metro.

This report set out the findings of that review and asked the Combined Authority Board to approve the actions arising.

It was resolved to:

1. Note the relationship between the CPIER, Non-Statutory Spatial Plan 2, Local Transport Plan and Local Industrial Strategy as captured in section 2.1-2.6;
2. Agree to fully support the implementation of the transport ambitions set out in the Mayoral Interim Transport Strategy Statement (MITSS);
3. Agree that there are two types of transport project; those projects that can be delivered within existing growth plans (type 1) and those that will enable and require growth beyond current plans (type 2);
4. Agree that the projects are categorised as set out in sections 2.12 to 2.13;
5. Agree that it should develop the appropriate mechanisms necessary to secure and accelerate the delivery of growth projects;
6. Agree the measures and protocols set-out in section 2.15 to ensure all CAM projects

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|     |   | <p>are integrated and coordinated;</p> <p>7. Agree to develop proposals with the GCP for the park &amp; ride elements of the projects (A1307, A428, A10) in order to achieve cost savings and enable quicker delivery.</p> <p>8. Note the opportunities that have been identified to accelerate the transport projects;</p> <p>9. Ask officers to assess the potential delivery models to ensure the opportunities to accelerate delivery are pursued and report back to the Board in September.</p> <p>10. That the Board confirms that the GCP schemes identified in para 2.14 (A10, A1307 and M11 Junction 11) support the early delivery of the CAM project and should be progressed, subject to recommendation 7; and that the continuing review of the A428 project be agreed and will conclude by the end of September as set out in para 2.16.</p>  |
|     | <b>Part 3 – Non Key Decision</b>                                    |   |
| 3.1 | Cambridgeshire and Peterborough Independent Economic Review (CPIER) | <p>The devolution deal made between Cambridgeshire and Peterborough, and Government, signalled a fundamental shift towards greater local leadership of the future growth that this area will experience, and the ways in which economic potential can be unlocked for the benefit of local communities. Across the Combined Authority and Business Board numerous programmes are underway to achieve this already, and these will be brought together in an overarching Local Industrial Strategy by the beginning of 2019.</p> <p>The Cambridgeshire and Peterborough Independent Economic Review (CPIER) provides world-class economic analysis and modelling to provide the foundation for our Local Industrial Strategy, the CPIER is the most in-depth economic study ever undertaken of the Cambridgeshire and Peterborough region.</p> <p>The findings of the Interim CPIER Report were reported to, and welcomed by the Board in May. This report provided an update on activity since May towards the final CPIER report due to be published in September, including a summary of the key points made by the Combined Authority in response to the Interim Report.</p> |

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|     |  | <p>The Combined Authority Board noted that the progress update was considered by the Business Board at its meeting on 23 July and their views and recommendations were reported orally at the meeting.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>(a) Note recent progress towards the completion of the Review;</li> <li>(b) Note the response made by the Combined Authority to inform the final Review, alongside those responses made directly by constituent partners;</li> <li>(c) Note the views and recommendations of the Business Board (to be reported orally at the meeting);</li> <li>(d) Note the final tranche of funding provided to complete the Review, in preparation for the development of the Local Industrial Strategy.</li> </ul> |
| 3.2 | £70m Cambridge City Devolution Housing Programme | <p>The Combined Authority successfully secured £70million from the Government as part of the devolution deal to deliver 500 council homes. This report provided an update on the Cambridge City Devolution Housing Programme.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>(a) Note the progress in the past 3 months of the programme.</li> <li>(b) Note the forward pipeline</li> <li>(c) Note the need to approve additional 2018/19 budget provision to fund the projected pipeline.</li> </ul>   |
| 3.3 | £100m Affordable Housing Programme Update        | <p>The Combined Authority successfully secured £100million from the Government as part of the devolution deal to deliver 2,000 affordable homes across Cambridgeshire and Peterborough. This report provided an update on the programme.</p> <p>It was resolved to:</p>  |

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|     |  | <ul style="list-style-type: none"> <li>(a) Note the progress of the quick wins and housing scheme approvals agreed by the Board in March 2018.</li> <li>(b) Note the forward pipeline of affordable housing schemes, including emerging strategic sites.</li> <li>(c) Agree to receive further progress reports on a quarterly basis.</li> </ul>  |
| 3.4 | Skills Strategy: Work Readiness and Careers Promotion Pilot (referral from the Business Board) | <p>This report updated member on progress on the Cambridgeshire and Peterborough Combined Authority Skills Strategy, and outlines an innovative programme designed to prepare school pupils for the workplace promote vocational and STEM related career pathways. This project forms the first suggested strand of the Skills Strategy which will be coming to the Board for approval in September 2018.</p> <p>Board Members were asked to consider the proposal, and to approve grant funding in principle for a three-year period, subject to the preparation of an appropriate business case and the passing of value for money tests.</p> <p>The Combined Authority Board noted that the Initiative was considered by the Business Board at its meeting on 23 July and its recommendations were noted.</p> <p>It was resolved to:</p> <ul style="list-style-type: none"> <li>a) Note the proposal for the creation of a work readiness and careers promotion pilot;</li> <li>b) Approve in principle the allocation of grant funding to a limit of £350,000 over three years to fund the pilot;</li> <li>c) Authorise the Chief Executive, in consultation with Chief Finance Officer, Director of Skills and the Portfolio Holder Fiscal to request the development of a full business case by the scheme promoters. The draw-down of funds to be dependent on passing appropriate value for money tests;</li> <li>d) Delegate to the Director of Skills to agree and approve a relevant funding agreement and programme reporting and delivery arrangements.</li> </ul> |



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| 3.5 | Devolution of the Adult Education Budget Readiness Conditions and Next Steps to Implementation (referral from Business Board) | <p>The report updated members on the progress of the devolution of the Adult Education Budget (AEB), and follows the report to the Combined Authority Board on 30th May 2018 approving the transfer of function to the Combined Authority and to the draft Order giving effect to the transfer.</p> <p>The report updated Members on the next steps to the devolution process for implementation in April 2019 and seeks approval to the draft Cambridgeshire and Peterborough Combined Authority AEB Skills Plan and to the interim Governance arrangements proposed to engage industry into the delivery of AEB. It also included the functions required to provide resource and capacity to manage the programme post 2019.</p> <p>The Combined Authority Board noted that this report was considered by the Business Board at its meeting on 23 July and their recommendations were reported orally.</p> <p>It was resolved:</p> <ul style="list-style-type: none"> <li>(a) Note the Readiness Conditions for the Adult Education Budget (AEB) submitted to the Department for Education on the 18th May 2018 as set out in Appendix 1 and the next steps for the devolution process;</li> <li>(b) Comment on and approve the Cambridgeshire and Peterborough Combined Authority AEB Skills Plan, including the policies and actions set out in the plan (Appendix 2);</li> <li>(c) Agree that the Business Board take on the role of the Skills Board reporting into the Combined Authority's proposed Skills Committee, and the terms of reference set out in 4.2 of the plan be included in the Business Board's terms of reference;</li> <li>(d) Agree in principle that it is the Cambridgeshire and Peterborough Combined Authority's intention to fund ongoing system costs (including staffing) of AEB devolution from 2019 by allocating up to 4.9% of programme money for this purpose.</li> <li>(e) Note the amount of funding allocation and the mechanisms are yet to be determined until a full costing business case is developed and agreed by the Board at a future</li> </ul> |
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|     |                                      | meeting.   |
|     | <b>Part 4 – Date of Next Meeting</b> |  |
| 4.1 | Date of Next Meeting                 | It was resolved to note the date of the next meeting – Wednesday, 26 September 2018 Kreis Viersen, Shire Hall, Cambridge CB3 0AP |



## Appendix 4

# **Overview and Scrutiny Committee - Decision Summary**

**Meeting:** 24th September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/overview-and-scrutiny-committee-4/?date=2018-09-24>

Chair: Cllr Lucy Nethsingha

Summary of decisions taken at this meeting

| Item | Topic                           | Decision [ <i>None of the decisions below are key decisions</i> ]   |
|------|---------------------------------|---|
| 1.   | <b>Apologies</b>                | Apologies received from:<br><br>Cllr Bradley, substituted by Cllr Julia Huffer;<br><br>Cllr Grenville Chamberlain, substituted by Cllr Peter Topping.   |
| 2.   | <b>Declaration of Interests</b> | There were no declarations of interest.   |
| 3.   | <b>Minutes</b>                  | The minutes of the meeting held on the 23rd July 2018 were agreed as a correct record.<br><br>Under matters arising Cllr Murphy raised a concern around information that the Chief Finance Officer had agreed to send over to him at the last meeting regarding financing for a housing project in Peterborough and he had not received this – officers agreed to look into and contact Cllr Murphy directly. |

| Item | Topic               | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---------------------|--|
| 4.   | Mayor in Attendance | <p>The Committee welcomed the Mayor for the Combined Authority to the meeting and thanked him for attending to answer some questions from the committee about the staffing arrangements at the Combined Authority.</p> <p>The following points were discussed:</p> <ul style="list-style-type: none"> <li>• The Committee members asked the Mayor questions around the resignation of the Chief Executive Officer (CEO), what processes had been followed, what advice had been given. The Mayor responded by saying that the CEO had resigned and therefore there had been no process to follow. Advice had been provided by legal officers and an agreement on a severance amount had been made to allow for the CEO to leave at the end of September and this would enable the Combined Authority to immediately start the recruitment process for a new CEO.</li> <li>• The amount that had been paid to the CEO was what he was entitled to and the amount would be released when it was appropriate to do so.</li> <li>• The Chair asked the Mayor if the resignation of the Chief Executive Officer had been requested and the Mayor responded that the Chief Executive Officer had resigned.</li> <li>• In response to a question about the interim arrangements being brought to the Board the Mayor advised that there had been an informal cabinet meeting in August where all members of the Board were informed of the situation and it was agreed following a democratic vote that the continuity of Kim Sawyer's experience at the Combined Authority and John Hill's extensive experience in local government made this the best option as an interim arrangement.</li> <li>• In response to a question on the recruitment process for the interim Chief Finance Officer the Mayor advised that the appointment had been made by the CEO who had the delegated power to make interim appointments. The preference would have been to appoint a permanent CFO but the candidate for the CFO role withdrew at the last minute so there was a need</li> </ul> |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|-------|--|
|      |       | <p>for a quick appointment, which was why an interim appointment was made by the CEO at the time.</p> <ul style="list-style-type: none"> <li>• In response to a question about staff appointments being made from the East Cambridgeshire area the Mayor stated that this was purely coincidental as all staff were appointed based on their skills and ability to do the job requirements.</li> <li>• In response to a question about the review being undertaken the Mayor advised that there had been an external audit which had stated that the Combined Authority was not failing, however with the resignation of the CEO it was felt that this was an appropriate time to have a review of the structure at the Combined Authority; this review would be reported to the Board.</li> <li>• The management of the Business Board would be covered by the interim Chief Executives as the Combined Authority was the accountable body for the Business Board.</li> <li>• In response to a question about a possible conflict of interest for the interim Chief Executives, the Mayor stated that John Hill was an experienced officer with an exemplary record who could be trusted to act appropriately in these situations. The Combined Authority by its nature had used and continued to use staff from constituent councils.</li> <li>• In response to concerns that the members raised regarding the constant revolving members of staff and the need for permanent staff at the Combined Authority the Mayor responded that he agreed that permanent staff were needed and that it had taken longer than he would have liked but it was important to get the right people. There were now three permanent directors in place for Housing; Business and Skills and Spatial Planning.</li> <li>• In response to questions around work streams and delivery of projects the Mayor advised that the new committee system would give clear indication on the streams of work and would enable the Combined Authority to be more open and transparent.</li> </ul> |

| Item | Topic                                    | Decision <i>[None of the decisions below are key decisions]</i>   |
|------|--|---|
|      |  | <ul style="list-style-type: none"> <li>• In response to a question around project delivery and having sight of the different stages for each project, the Mayor advised that project information would become available when it was appropriate for it to come into the public domain and that the new committee system would enable the members to have greater sight of the stages for the ongoing projects for the Combined Authority.</li> <li>• The Committee were advised that the new staffing structure was being developed as part of the review and would be made available for members in the next six months. The interim staffing arrangements would be sent around to members after the Board had agreed the interim arrangements on the 26th September 2018.</li> </ul>  |
| 5.   | <b>Community Land Trust Presentation</b> | <p>The Committee received a presentation from Mr Stephen Hill from the Community Land Trusts Network. The following points were discussed:</p> <ul style="list-style-type: none"> <li>• Members felt that the scale of the projects were too small to have a real impact on the issues in Cambridgeshire and Peterborough; however it was important to realise that although the numbers were small the impact on individual villages was great.</li> <li>• How can CLT be better integrated in local plans is being looked at.</li> <li>• Members queried how the schemes could become money multipliers and were advised that whatever public resource goes in stays in and that progressively over time the schemes would get better.</li> <li>• Members were advised that people would be able to get mortgages for these properties.</li> <li>• The East Cambridgeshire Community Land Trust had very clear political leadership and a commitment to provide resources. The setting up of Palace Green Homes had helped a lot with the successes.</li> <li>• CLT had found there was a particular role for it to play where people were originally resistant to housing - each area has their own reasons for doing what they need in regard for CLT.</li> </ul> <p>The Committee thanked Stephen Hill for his presentation.</p> |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|--|--|
| 6.   | <b>Recruitment Process for the Director of Strategy &amp; Planning</b> | <p>The Committee received the report from the Interim Chief Finance Officer which outlined the recruitment process followed by the Combined Authority. The following points were raised during the discussion:-</p> <ul style="list-style-type: none"> <li>• The shortlisting process was an informal process that was not minuted. The responsibility for the informal process rested with the Head of Paid Service and the Employment Sub-Committee had the delegated power to make appointments.</li> <li>• Members felt it was not clear or transparent who had been involved in the shortlisting process; there was potentially a flaw in the system that allowed the process to be seen as broken. There were no formal minutes and no formal process for the shortlisting.</li> <li>• The provision for political balance on sub committees had been removed with agreement of the Board for the Employment Sub Committees but this would be reinstated by the changes to the constitution suggested for agreement at the Board meeting on Wednesday.</li> </ul> <p>The Committee agreed that processes were not what they should have been and that the committee would continue to monitor this.</p> <p>The Committee noted the report.</p> |
| 7.   | <b>Review of the Combined Authority Board Agenda</b>                   | <p>The Committee reviewed the agenda due to come to the Board on Wednesday 26<sup>th</sup> September 2018. The Committee discussed the following items:</p> <p><u>Forward Plan</u></p> <p>The Board had agreed to provide more detail on the Forward Plan but this had not been the case.</p> <p>Officers advised that speculative items could be added to the Forward Plan but there was a possibility they would be removed.</p>   |

| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i>  |
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|      |       | <p>The Chair advised that there needed to be an understanding of what was happening and more clarity on which topics would be discussed by the Board and if they were deferred why this was so.</p> <p>The Committee were advised that the new Committee system should help to achieve this.</p> <p><u>Constitutional Arrangements</u><br/> Members discussed the call-in procedures for the new committees and whether they had concerns. Most members felt the suggestion removed the chance of call in's being duplicated and that the committee could still scrutinise a topic even if it was not called in.</p> <p>Members were advised that the Mayor had the power to nominate members to sit on the new committees, but the Board had the power to appoint.</p> <p><u>Business Board</u><br/> Members were advised that the funding for the Business Board was not affected and would remain as it currently was until 2020. The report asked for comment on the geography of the Business Board which if it was reduced in size may create an impact on funding in future.</p> <p>The new Business Board members were outlined in the Business Board papers.</p> <p><u>Appointment of the Interim Chief Finance officer and the Interim Chief Executive Arrangements</u><br/> Members discussed their concerns around the constant stream of interim staff and felt this should fed back to the Board members.<br/> The members also felt that they should request further detail around the interim arrangements for the Chief executive role and how responsibilities would be shared and whether they would be part time or full time roles.</p> |



| Item | Topic | Decision <i>[None of the decisions below are key decisions]</i>   |
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|      |       | <p><u>Housing Strategy</u><br/> Members were disappointed in the standard of the report and felt it was of poor quality. As the Board recommendation was to adopt the report they felt this should be highlighted to the Board members.</p> <p>The members referenced the £60m within the Housing Strategy that would be used for grants for social housing providers but were concerned about the claw back provisions which would mean that housing associations were not able to sign up to providing houses for the Combined Authority which felt like an unnecessary restriction. Officers agreed to look into this and report back to the committee.</p> <p>Members raised concerns around the effectiveness of additionality. They were not convinced that safeguards were in place to oversee implementation and felt this should be raised with the Board and that the committee should consider housing again, particularly additionality.<br/> The Committee felt it was important to seek assurances that the £100m was being allocated as government had intended them to be in the original devolution deal.</p> <p><u>Cambridgeshire &amp; Peterborough Independent Economic Review</u><br/> The members felt that this was an excellent report and should be taken into account across the decision making of the Combined Authority and shouldn't just sit within the remit of the Business Board.</p> <p>The Committee agreed that the following questions and comments should be made by the Chair to the Board;</p> |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>  |
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|      |  | <p><u>Item 1.11 and 1.12 Appointment of Interim Chief Finance Officer and Interim Arrangements for Chief Executive.</u></p> <p>1) The Committee had concerns around the constant changing of interim staff appointments and wanted assurance that the appointment process for permanent staff was being set up so that in future the mistakes made during recent appointments were rectified.</p> <p>2) The Committee requested more clarity around the CEO interim arrangements; in particular how the responsibilities would be shared between the two members of staff and whether they would be part time or full time roles?</p> <p><u>Item 2.1 Housing Strategy</u></p> <p>1) The Committee would like to seek assurances that the £100m for housing is being allocated as government intended it to be under the devolution deal?</p> <p>2) The Committee expressed disappointment in the standard of the report as it was felt that reference to other areas were not relevant.</p> <p>3) Whether the CA was achieving additionality was not clear from the report and was a continuing concern for the committee.</p> <p><u>Item 3.3 Cambridgeshire &amp; Peterborough Independent Economic Review</u></p> <p>1) The Committee felt that this was an excellent report and should be used and taken into account across the whole decision making of the Combined Authority and not just be used within the remit of the Business Board.</p> |
| 8.   | <b>Member Update on Activity of Combined Authority</b> | <p>Cllr Sargeant informed the Committee that the Task and Finish Group for the Mass Rapid Transport would be meeting after the close of the O&amp;S meeting. The Committee agreed that members covering particular areas should attend the relevant committees once they were set up and report back to the Overview and Scrutiny Committee at future meetings.</p> <p>No other member updates were received.</p>  |

| Item | Topic  | Decision <i>[None of the decisions below are key decisions]</i>   |
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| 9.   | <b>Overview and Scrutiny – Call In Process</b>     | The Committee agreed that they would defer the report and requested that officers did further work on it before it came back to the committee.  |
| 10.  | <b>Combined Authority Forward Plan</b>             | The Committee had discussed the Forward Plan earlier in the meeting and had no further comments to make.  |
| 11.  | <b>Overview and Scrutiny Work Programme Report</b> | <p>The Committee received the report which outlined the work programme for the committee for the municipal year 2018/19</p> <p>The Committee requested that a training session be arranged for the end of January or beginning of February to consider the new committee system. The Committee requested that a further housing paper be brought to the October meeting and that it should focus on the issue of additionality.</p> <p>The Committee requested that the Transport Plan be brought to the committee in January for them to consider and feed any recommendations to the Board.</p> |
| 12.  | <b>Date of Next Meeting</b>                        | The next meeting would be held on the 29 <sup>th</sup> October 2018 at Peterborough City Council.   |

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## Appendix 5

# **CAMBRIDGESHIRE & PETERBOROUGH COMBINED AUTHORITY-** **Decision Summary**

**Meeting:** 26<sup>th</sup> September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/cambridgeshire-and-peterborough-combined-authority-board-4/?date=2018-09-26>

| Item | Topic   | Decision   |
|------|---|--|
|      | <b>Part 1 – Governance Items</b>                      |  |
| 1.1  | Announcements, Apologies and Declarations of Interest | The Mayor introduced and welcomed Aamir Khalid who had been elected Chair of the Business Board at its meeting on 24 September 2018. Apologies were received from Councillor K Reynolds. Councillor Count declared a conflict of interest in relation to Agenda Item No.2.5, and explained that he would be acting in his capacity as Leader of Cambridgeshire County Council rather than Combined Authority Portfolio Holder for Investment and Finance in relation to this item. |

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| 1.2 | Minutes – 25th July 2018   | It was resolved to approve the minutes of the meeting of 25th July 2018 as a correct record.   |
| 1.3 | Petitions  | None received.   |
| 1.4 | Public Questions   | Two questions were received. A summary of the questions and responses is published at the following <a href="#">Cambridgeshire and Peterborough Combined Authority meeting 26/09/2018</a>  |
| 1.5 | Forward Plan   | The Board approved the draft Forward Plan of Executive Decisions, which listed decisions up to 29 May 2019, dated to be published on 1 October 2018.   |
| 1.6 | Membership of Combined Authority and Committees - Amendments           | <p>The Board was advised of amendments to its substitute membership and amendments to the membership of the Overview and Scrutiny Committee. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the appointment by Cambridge City Council of Councillor Anna Smith as its substitute member on the Combined Authority Board for the remainder of the municipal year 2018/2019.</li> <li>b) note the appointment by Cambridge City Council of Councillor Dave Baigent as one of its substitute members on the Overview and Scrutiny Committee for the remainder of the municipal year 2018/2019.</li> <li>c) note the appointment by Peterborough City Council of Councillor June Stokes as one of its members on the Overview and Scrutiny Committee for the remainder of the municipal year 2018/19.</li> </ul> |
| 1.7 | Review of Constitution – Committee Structure and Other Related Matters | The Board was reminded that it agreed at a previous meeting to establish three committees. It therefore considered proposed amendments to the constitution to take account of this decision. It was resolved:  |

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|     |  | <p>a) to approve the amendments to the constitution as set out in Appendix 1 of the report and summarised below.</p> <p>b) to note and agree the Mayor’s nominations to portfolios and the membership of the committees including the Chairs of committees as set out in Appendix 2.</p> <p>c) that the Overview &amp; Scrutiny Committee be advised of the amendments to the constitution to include the Overview &amp; Scrutiny Committee’s rights to call in these executive committee decisions.</p> <p>d) that a 6 month review of the committee process be undertaken and brought back to the Combined Authority Board in March 2019.</p> |
| 1.8 | Audit and Governance Committee – Annual Report and Constitution Review | <p>The Board was asked to note the Audit and Governance Committee Annual Report. It was resolved to:</p> <p>a) note the Audit and Governance Committee Annual Report and provide any feedback to the Committee.</p> <p>b) request that the Chief Finance Officer for the Business Board update the Audit and Governance Committee’s Terms of Reference to reflect their role in regard to the Business Board for approval by a future meeting of the Board upon the recommendations of the committee.</p>   |
| 1.9 | Overview & Scrutiny Committee - Recommendations                        | <p>Councillor Nethsingha presented a report proposing a public question scheme for the Committee, and requesting a budget be allocated for the Overview and Scrutiny Committee to help support future work. It was resolved to:</p> <p>a) agree that the Overview and Scrutiny Committee adopt a public question scheme as outlined in Appendix 2 of the report and that the constitution be amended accordingly.</p>   |

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|      |  | <p>b) agree that an annual budget of £20k be available in the Combined Authority budget to support the work of the Overview and Scrutiny Committee; funds to be allocated subject to specific work programmes.</p>   |
| 1.10 | Government review of LEPs - Strengthened Local Enterprise Partnerships | <p>The Government had launched a review of LEPs across the UK on 24 July 2018 with a requirement to respond to the question of geography by 28 September 2018, and separately on governance and performance matters by 31 October 2018. The Board was asked to agree the draft response from the Business Board on the question of geography. It was resolved to:</p> <p>a) act as the Accountable Body agree the draft response to Government from the Business Board as set out in Appendix A.</p> <p>b) agree the position on a coterminous boundary between the Local Enterprise Partnership area and Combined Authority area for submission to the Government.</p> <p>c) agree that any final insubstantial amendments that are required prior to submission of the response to Government.</p> |
| 1.11 | Appointment of Interim Chief Finance Officer (s73)                     | <p>The Board considered a report on the process which had led to the appointment of Karl Fenlon as Interim Chief of Finance and was asked to appoint Mr Fenlon as interim s73 Chief Finance Officer. It was resolved to:</p> <p>appoint Karl Fenlon as interim s73 Chief Finance Officer to the Combined Authority</p>   |
| 1.12 | Interim Arrangements for Chief Executive                               | <p>The Board was asked to consider interim management arrangements following the resignation of Martin Whiteley, Chief Executive, Cambridgeshire and Peterborough Combined Authority (CPCA). It was resolved to:</p> <p>(i) appoint Kim Sawyer, Legal Counsel and Monitoring Officer, CPCA and John Hill, Chief Executive, East Cambridgeshire District Council as interim</p>   |



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|     |  | <p>Chief Executives of the CPCA until 31<sup>st</sup> March 2019 (or until the appointment of a permanent Chief Executive, whichever is the sooner).</p> <p>(ii) appoint Patrick Arran as the CPCA interim Monitoring Officer until 31<sup>st</sup> March 2019 (or until the appointment of a permanent Chief Executive, whichever is the sooner).</p>  |
|     | <b>Part 2 – Combined Authority Matters</b>                                 |   |
| 2.1 | Housing Strategy   | <p>The Board considered a report which set out an innovative and bold strategy to address the shortage in housing in all tenures in the area as quickly as possible. It was resolved to:</p> <p>a) agree the approach to delivering the Housing Strategy set out in the 31Ten report in Appendix 1 of the report.</p> <p>b) agree the concept of creating a revolving fund of monies from within the £100m programme for housing investment, to run within and beyond the 5 year programme.</p>   |
| 2.2 | Affordable Housing Programme- Cambridge City Council £70m 2018/2019 Budget | <p>The Board considered a report detailing the baseline and current forecast programme expenditure and a specific request for the budget approval for the financial year 2018/19 to enable payments to be made to Cambridge City Council in accordance with claims and monitoring processes. It was resolved to:</p> <p>a) note the expenditure profile for 2018/19 financial year in respect of the Cambridge City Council £70 million, as part of the Authority's £170 million Affordable Housing Programme.</p> <p>b) approve the carry forward of 2017/18 approved budget of £387,041 to 2018/19.</p> |

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|     |  | c) approve 2018/19 budget provision of £14,669,959, giving a 2018/19 total budget of £15,057,000 to enable the programme to proceed.  |
| 2.3 | Public Service Reform: Health and Social Care Proposal | <p>The commitment by partners to progress health and care transformation was enshrined within the Devolution Deal. There was a need to take this commitment forward given that the area's health economy was one of the most challenged in the country. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) note the devolution deal commitment to, and the economic and administrative case for, taking action to implement new models of public service delivery.</li> <li>b) agree the proposal to design an innovative Cambridgeshire and Peterborough health and social care proposition based on further devolution which makes the case to Government for the further transfer of resources, decision-making and accountability relating to health and social care.</li> <li>c) agree the establishment of an independent Public Service Reform and Innovation Commission which will support, inform and challenge the development of the Cambridgeshire and Peterborough health and social care proposition.</li> <li>d) agree the commitment of up to £450,000 in 2018/19 from within the existing approved allocation for Public Sector Reform in the Medium Term Financial Plan (MTFP).</li> </ul> |
| 2.4 | Soham Rail Station- Budget Update                      | The Combined Authority had assumed responsibility for the Soham Rail station from the County Council in June, 2018. The Authority had already allocated £1.5m to the delivery of the current phase, and an additional £1.7m was required to continue with the completion of GRIP 3. It was resolved to:   |

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|-----|--|---|
|     |  | <p>a) approve a budget of £1.7m for GRIP Stage 3 for the acceleration and delivery of the Soham Rail Station.</p> <p>b) agree the DSA novation in principle and delegate to the Chief Finance Officer and Monitoring officer, in consultation with the Chair of the Transport Committee, to agree the terms of the novation.</p> <p>c) note that verbal commitments have taken place to progress this project at an accelerated pace and identify opportunities for early delivery.</p> <p>d) agree that an update will be provided to the CPCA Board, or other nominated meeting, prior to the end of GRIP Stage 3 to outline progress to date and identify the CPCA's requirements for the delivery of GRIP Stages 4 – 8.</p> <p>e) note how this work fits within the opportunities that have been identified to accelerate the transport projects; as reviewed in the July board.</p> |
| 2.5 | Business Rate Pilot                                | <p>The Board received a report detailing the one year business rate retention pilot bid to the Ministry of Housing, Communities and Local Government. It was proposed that all councils would be compensated for their expected business rates for the year. It was resolved to:</p> <p>a) ratify the Cambridgeshire and Peterborough 2019-20 Business Rates pilot bid submitted to MHCLG on the 25<sup>th</sup> September 2018.</p>  |
|     | <b>Part 3- Business Board matters</b>              |   |
| 3.1 | Business Board Recommendations of the last meeting | <p>The Board noted the recommendations of the meeting of the Business Board held on 23 July and received an oral update of the meeting held on 24 September 2018.</p>   |

|     |   |  |
|-----|---|--|
| 3.2 | Membership of Business Board                              | <p>The Board considered a report detailing the membership of the Business Board, following a recruitment campaign and interview process for private sector members. It was resolved to note:</p> <ul style="list-style-type: none"> <li>a) note the appointments of private sector members of the Business Board as set out in paragraph 2.16 of the report.</li> <li>b) note the appointment of Aamir Khalid as Chair and Andy Neely as Vice Chair of the Business Board.</li> <li>c) approve the Business Board's nomination of Aamir Khalid as a member of the Combined Authority Board to represent the Business Board and Andy Neely as his substitute member.</li> </ul>   |
| 3.3 | Cambridgeshire & Peterborough Independent Economic Review | <p>The Board was informed that the Cambridgeshire and Peterborough Independent Economic Review (CPIER) had been published and that it was going to be used as evidence for the Local Industrial Strategy. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) welcome the publication of the Cambridgeshire and Peterborough Independent Economic Review (CPIER) as a major milestone in the development of our Local Industrial Strategy and all 14 recommendations contained within the CPIER report. In doing so it agreed that these recommendations would form the basis of work undertaken by the Combined Authority in the development of a tailored Local Industrial Strategy which would incorporate the development of Growth, Business Investment, Skills Development, Housing and Spatial Planning Strategies.</li> <li>b) provide any initial opinions on the findings of the CPIER, in advance of the upcoming engagement sessions.</li> </ul> |

|   |   |  |
|---|---|--|
| 3.4   | Growth Prospectus 2018/19-  | <p>The Business Board had approved the Growth Prospectus on 24 September 2018. The provisional date for the launch would be 8 October 2018. It was resolved to:</p> <ul style="list-style-type: none"> <li>a) agree the draft Growth Prospectus 2018/19 and the programmes contained therein, subject to final version to be signed off by Chief Executive (Acting).</li> <li>b) agree provisional allocations for each programme within the Prospectus, subject to review and cashflow within Growth Deal and Growing Places Fund budgets.</li> <li>c) agree processes for due diligence and appraisal, subject to review; and</li> <li>d) note that applications and business cases will be brought to the Business Board for consideration and recommendation to the Combined Authority, from November 2018 onwards.</li> </ul> |
| <b>Part 4- Motion submitted under Committee Procedure Rule 14</b> |   |  |
| 4.1   | <p>Motion from Councillor Bridget Smith:</p> <p>That the Combined Authority urgently commissions an organisation with suitable expertise to conduct an independent, full organisational review to be reported to the Combined Authority Board and senior officers, and to then be</p> | <p>The Board discussed the motion proposed by Councillor Smith and seconded by Councillor Herbert. On being put to the vote, the motion was lost.</p>  |

|                                     |   |   |
|-------------------------------------|---|---|
|                                     | published in full. The review to include: delivery objectives for 2018/2019; governance, top to bottom staffing, operations and project delivery. |   |
| <b>Part 5- Date of next meeting</b> |   |   |
| 5.1                                 | Date: Wednesday,<br>31 October 2018<br>Council Chamber, Peterborough<br>City Council Town Hall; Bridge<br>Street, Peterborough PE1 1HG            | It was resolved to note the date of the next meeting. |



## Appendix 6

# **AUDIT & GOVERNANCE COMMITTEE - Decision Summary**

**Meeting:** 28th September 2018

<http://cambridgeshirepeterborough-ca.gov.uk/meetings/audit-and-governance-committee/?date=2018-09-28>

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

| Item | Topic   | Decision <i>[None of the decisions below are key decisions]</i>  |
|------|---|--|
| 1.   | <b>Apologies and Declarations of Interests</b>                  | Apologies were received from Cllr Anne Hay, substituted by Cllr Will Sutton and apologies from Cllr Chris Morris, substituted by Cllr Alan Sharp.<br><br>Apologies received from Cllr Mac McGuire.<br><br>No declarations of interest were made. |
| 2.   | <b>Minutes of the meeting held on 20<sup>th</sup> July 2018</b> | The minutes of the meeting held on the 20 <sup>th</sup> July 2018 were agreed as a correct record.   |

| Item | Topic                                  | Decision [ <i>None of the decisions below are key decisions</i> ]  |
|------|--|--|
| 3.   | <b>Combined Authority Board Update</b> | <p>The Chairman invited the Interim Chief Finance Officer, Karl Fenlon to provide the committee with an overview of the Combined Authority activities.</p> <p>The following points were made:-</p> <ul style="list-style-type: none"> <li>•There had been a lot of change at the Combined Authority, with the resignation of the Chief Executive Officer, appointment of new directors and new interim Chief Executives.</li> <li>•It had been recognised that there had been many interim members of staff and this was something the Combined Authority wanted to work on and get more permanent staff members appointed.</li> <li>•There was a new management team and a new interim staff structure which would allow the organisation to move forward, thinking carefully about how the organisation should operate in a new, fresh, innovative way.</li> <li>•There was work to be done on the Medium term Financial Plan to make it clearer in regard to the capital and revenue streams.</li> <li>•The new Business Board had been appointed this week which was a significant step forward.</li> <li>•In response to a questions and concerns raised about the internal review the committee were advised that the review was to help the organisation look forward. A lot of time had been spent trying to ensure that the correct compliance and governance arrangements were in place and moving forward the review</li> </ul> |



| Item | Topic | Decision [ <i>None of the decisions below are key decisions</i> ]   |
|------|-------|---|
|      |       | <p>would ensure that the right processes were in place and that the organisation had a structure that was appropriate for the future.</p> <ul style="list-style-type: none"> <li>•Officers felt that there were strong arrangements in place currently with the Board meeting monthly which was more than many other councils. The O&amp;S committee met regularly and reviewed the Boards agenda each month and had exercised its power of call in on two occasions. All governance arrangements that had been put in place had been brought to the Audit and Governance Committee for approval.</li> <li>•Part of the new interim CEO's roles would be to carry out the review and officers would feedback to the Board that the Audit Committee would like to be part of the review.</li> <li>•Governance structure was looked at as part of the internal audit and they had found that the processes in place were reasonable but that lots of areas needed to be embedded.</li> <li>•The Committee discussed that if they had concerns around governance arrangements they should request that internal audit investigate these concerns.</li> </ul> <p>The Interim Chief Executive Officer agreed that they would report back to the Audit and Governance Chair and the Overview and scrutiny Chair on the progress of the internal review and then if the two Chair's felt further action was required the matter would be brought back to the relevant committee.</p> |

| Item | Topic                                       | Decision [ <i>None of the decisions below are key decisions</i> ]  |
|------|---|--|
|      |   | The Committee requested that a vigorous look at the governance areas previously flagged by the internal auditor be investigated for the committee to gain assurance and that a report be brought back to the November meeting.   |
| 4.   | <b>External Audit - Annual Audit Letter</b> | The Committee received and noted the report from the external auditor which outlined the annual audit letter.  |
| 5.   | <b>Treasury Management Mid Year Update</b>  | <p>The Committee received the report which requested that the committee review the current performance against the prudential indicators included within the Treasury Management Strategy.</p> <p>The Committee requested that an update and a copy of the Medium Term Financial Plan approved by the Board in October be brought to the November meeting.</p> <p>The Committee agreed to note the emerging investment and capital strategy.</p> |
| 6.   | <b>Corporate Risk Register Review</b>       | <p>The Committee received the report from the Assurance Manager which asked the committee to review the Combined Authority Corporate Risk Register and suggest any changes they would like to put forward as a recommendation to the Board.</p> <p>The Committee requested that the Risk Register become a standing item on the agenda and that a better copy of the risk register would be produced for future meetings.</p>                    |

| Item   | Topic  | Decision [ <i>None of the decisions below are key decisions</i> ]   |
|--------|--|---|
|        |  | <p>The Committee requested that they receive a copy of the Business Board Risk register at each meeting as well.</p> <p>The Committee agreed to note the risk register.</p>   |
|        |  | <p><b>The Committee agreed to take items 7 and 8 together.</b></p>  |
| 7 & 8. | <p><b>Interim Governance Review of Business Board &amp; Briefing on Governance of the Business Board</b></p> | <p>The Committee received the reports from the Assurance Manager and the Deputy Section 151 Officer which outlined the governance arrangements that had been put in place since the Combined Authority took over the LEP and the new governance arrangements put in place for the Business Board.</p> <p>The Committee requested that an update of the governance for the Business Board be brought to the March meeting, in particular to consider how declarations of interest and member code of conduct was being dealt with.</p> <p>The Committee noted the reports.</p> |
| 9.     | <p><b>Internal Audit – Progress Report</b></p>   | <p>The Committee received and noted the report which provided detail of the progress made in delivering the approved Audit Plan for 2018 / 2019.</p>  |
| 10.    | <p><b>Adult Education Budget</b></p>   | <p>The Committee received the report from the Skills Programme Manager which informed the Audit and Governance Committee of the AEB Devolution Programme.</p> <p>The Committee agreed to:</p>   |

| Item | Topic                        | Decision [ <i>None of the decisions below are key decisions</i> ]  |
|------|------------------------------|--|
|      |                              | <p>a) note the Readiness Conditions submitted to the Department for Education in May 2018.</p> <p>b) note that the AEB Programme will be identified on the CPCA Risk Register</p> <p>c) note the inclusion of the AEB Programme audit on the CPCA Internal Audit plan</p> <p>d) note the timelines for delivery of the AEB Programme going forward.</p>  |
| 11.  | <b>Recruitment Processes</b> | <p>The Committee received the report from the Interim Chief Finance Officer which outlined the recruitment process followed for the appointment of Director for Strategy and Planning.</p> <p>The Committee requested that an information paper be brought to the next meeting to outline the new staffing structure and roles.</p> <p>The Committee requested that the Combined Authority follow best HR practice in regard to shortlisting practices in future.</p> <p>The Committee noted the report.</p> |
| 12.  | <b>Work Programme</b>        | <p>The Committee received the report which provided the draft work programme for Audit and Governance Committee for the remainder of the 2018/19 municipal year.</p>   |
| 13.  | <b>Date of Next Meeting</b>  | <p>The Committee agreed the next meeting shall be held on November 30<sup>th</sup> at East Cambs District Council.</p>   |

|                        |                           |
|------------------------|---------------------------|
| <b>COUNCIL</b>         | <b>AGENDA ITEM No. 12</b> |
| <b>17 October 2018</b> | <b>PUBLIC REPORT</b>      |

## **MOTIONS ON NOTICE**

The following notice of motion has been received in accordance with the Council's Standing Orders:

### **1. Motion from Councillor Ferris**

"Peterborough City Council recognises that fossil fuels have played a central role in the past 150 years of social and technological development, but that their continued use poses a serious risk to the stability of the climate upon which our well-being and economy depends. Climate change endangers the health of local residents in Peterborough, directly through impacts such as heatwaves and indirectly through impacts on food systems and global security. Scientists have recently estimated that fossil fuel reserves still in the ground are approximately three times the amount which can be burned to have a 50:50 chance of staying below the agreed target of 2 degrees C of global average warming. A rapid large-scale shift away from fossil fuels towards energy efficiency and alternative sources of energy is needed to avert catastrophic climate change. This will soon render investments in fossil fuel reserves 'stranded assets', representing substantial risk for investors and pensioners. This shift to a zero-carbon economy presents significant opportunities for Peterborough in its mission to become the UK's Environment Capital.

In response to this Peterborough City Council pledges:

- to develop and implement an ethical investment policy, including a commitment to not knowingly invest directly in businesses whose activities and practices pose a risk of serious harm to individuals or groups, or whose activities are inconsistent with the Council's mission and values. This will include avoiding investment in the top 200 publicly-traded fossil fuel companies. It may also include other companies associated with environmentally or socially harmful activities.
- with respect to its indirect investments, to work with a ratings agency to develop a workable ethical policy aligned with the above mission and values with the aim of achieving full divestment within 5 years.
- to work with local businesses and community groups to support further positive investment in local companies and projects, including community energy schemes, which are hastening a rapid shift to a zero-carbon economy.
- to undertake the above pledges in the context of a city-wide energy descent plan and energy security policy which will be developed with local business and community groups including Peterborough in Transition.
- to call on the Cambridgeshire Pension Fund to adopt a similar ethical investment policy and divest from fossil fuels.

to call on the national U.K. government to support the principle of fossil fuel divestment, to stop subsidising the fossil fuel industry and to advocate for all other countries to commit to this in the wake of the Paris Agreement."

### **2. Motion from Councillor Shaz Nawaz**

"This council notes:

- The far-reaching negative impact of national government welfare reform policies and austerity

measures on residents of Peterborough.

The council believes:

- That action needs to be taken to support the weakest and vulnerable in society who have been impacted the most by the austerity measures.
- The government should do more through its Fair Funding Review to support the people of Peterborough.

This council resolves to:

- Call upon all city council group leaders to be signatories to a letter to the government raising concerns over the impact of welfare reform and the effects of government austerity on the residents of Peterborough.
- In particular to raise concerns about the increasing levels of homelessness, increased dependency on food banks, the detrimental impact on child poverty and the suffering inflicted on people living with a disability as a result of the introduction of measures such as Universal Credit, Bedroom tax and Personal Independence Payments.
- Most importantly urge the government to consider the issues outlined above in its Fair Funding Review.”

### **3. Motion from Councillor Martin**

“This council notes:

- There is a housing crisis in our city
- Travelodge and other accommodation is costing the Council millions
- Families in temporary accommodation are suffering in many ways

This council believes:

- More needs to be done to address the housing crisis in the city
- Families need to be kept within Peterborough with longer-term accommodation so that they can live normal lives
- The financial costs are unsustainable and a better solution must be sought

The council resolves that:

- It will commit to delivering at least 100 homes per year via its joint venture company Medesham Homes
- As part of this commitment it will consider the option of using modular homes due to the speed of delivery”

### **4. Motion from Councillor Sandford**

“Council notes that in the Transport User Hierarchy in our Local Transport Plan, we state that in all aspects of transport planning, priority shall be given to walking, cycling and public transport.

Council recognises that for various reasons people may prefer to use their cars for certain journeys but it is important that large numbers of cars do not enter the city centre at busy times, thus causing congestion and air pollution. Saturdays in the run up to Christmas are particularly busy times and roads into the city centre often become congested, thus causing delays to all road users.

Council therefore asks the Cabinet and officers to investigate the feasibility of reintroducing a Park and Ride service on Saturdays in the pre-Christmas period and to seek financial support and support in kind (for example by provision of car park sites) from local businesses to enable this to happen.”

## **5. Motion from Councillor Fower**

“In 2015, the basic salary for a Peterborough City Councillor was £7,962 and £20,761.04 for the role of Leader.

In the last financial year, the basic pay had risen to £10,100 and £30,300 for the role of Leader. That's a 27% increase on the basic salary and a 46% pay increase for the Leader of the Council respectively.

Whilst, it is recognised that the increases were proposed by an independent panel, it does not mean that elected members cannot make alterations.

Given how hard the majority of people in Peterborough have to work to earn their pay, the state of the Council purse and cuts in services people are being asked to endure, it is surely time that elected members showed their solidarity to the situation?

Therefore, Council agrees:

- 1) to establish a meeting of the Independent Remuneration Panel to review a proposal to reduce the basic allowance for all City Councillors, Special Responsibility allowances and payments made to the Mayor and Deputy Mayor by 8.5%. This would save the City Council around £72,250 a year, and
- 2) to consider reducing the basic allowance for all City Councillors, Special Responsibility allowances and payments made to the Mayor and Deputy Mayor by 8.5%, having regard to the Independent Remuneration Panel's recommendation.

Council notes that some Councillors also receive thousands of pounds extra by attending outside organisations. This motion would not affect this income.”

## **6. Motion from Councillor Fower**

“I would hope colleagues agree that it was with dismay and disappointment to recently discover Peterborough City Council had treated vulnerable individuals from our city like chess pieces, by sending them to Travelodges in Bedford, Luton, Hemel Hempstead, Nottingham and Doncaster, as part of their attempts to deal with homeless levels in our city.

It is the opinion of myself and others, that such actions are an embarrassment to our city, exercises an air of hypocrisy and shows incompetence from this Conservative controlled City Council, in their attempts to resolve the increasing homeless crisis in Peterborough.

According to the Council's website, Councillor Hiller is responsible for "housing including homelessness and ensuring adequate supply" and in that role, enjoys an extra £15,150 a year, on top of his basic councillor allowance.

Given Cllr Hiller would no doubt happily associate himself with any positive "housing" news associated with the City Council, he should also be held responsible for any negative coverage.

Therefore, Council recommends to the Leader of the Council that:

- 1) Cllr Peter Hiller be removed from the Office of Cabinet Member for Housing, Planning Services, Growth and Economic Development, and

2) a replacement is appointed at the earliest possible opportunity.”

## **7. Motion from Councillor Farooq**

“Our city is suffering from a chronic shortage of housing. This is despite the government’s help to buy and other schemes helping first time buyers.

The demand for housing is outstripping supply by a mile. This market condition has pushed house prices artificially high, resulting in first time buyers being priced out of the market.

In some areas of the UK, tenants living in council houses are eligible for maximum of 40% discount when they look to buy their council house. However, nearly half of councils have passed their housing stock to housing associations or partner agencies. Although these housing associations have been successful in maintaining and letting the housing stock, these housing associations only offer a maximum discount of 9% to their tenants if they purchase. This prices these tenants out of the market and they are never able to get onto the housing ladder.

Many residents in my ward have approached me regarding this inconsistency as they are unable to purchase their rented houses with such a little discount.

I would like the housing associations and partner agencies in our city to offer the same discount as many other city councils. This will bring the following benefits:

- More first time buyers on the housing ladder
- A consistent discount for everyone
- Reward for good tenants
- No cost to tax payer

May I ask the cabinet member for housing to propose this motion to the Housing Minister, so that this can be considered in future legislation.

The residents not only in my ward but throughout Peterborough will benefit from this.”



|                        |                       |
|------------------------|-----------------------|
| <b>COUNCIL</b>         | AGENDA ITEM No. 13(a) |
| <b>17 OCTOBER 2018</b> | PUBLIC REPORT         |

|                     |  |                   |
|---------------------|--|-------------------|
| Contact Officer(s): | Gillian Beasley, Chief Executive and Returning Officer | Tel. 01733 452390 |
|---------------------|--|-------------------|

## REPORT OF THE RETURNING OFFICER

|   |
|---|
| R E C O M M E N D A T I O N   |
| <b>FROM : Returning Officer</b>   |
| It is recommended that the Council receives and notes the results of the Local Orton Longueville Ward By-Election held on Thursday 2 August 2018. |

### 1. BACKGROUND

- 1.1 The results of the Local Orton Longueville Ward By-Election held on Thursday 2 August 2018 can be seen at **Appendix 1** to this report.

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|                        |                              |
|------------------------|------------------------------|
| <b>ANNUAL COUNCIL</b>  | <b>AGENDA ITEM No.13 (b)</b> |
| <b>17 OCTOBER 2018</b> | <b>PUBLIC REPORT</b>         |

|                     |  |             |
|---------------------|--|-------------|
| Report of:          | Fiona McMillan, Interim Director of Law and Governance |             |
| Contact Officer(s): | Paulina Ford, Senior Democratic Services Officer       | Tel. 452508 |

## **POLITICAL BALANCE CALCULATION AND APPOINTMENT**

| R E C O M M E N D A T I O N S   |                           |
|---|---------------------------|
| <b>FROM:</b> Interim Director of Law and Governance   | <b>Deadline date:</b> N/A |
| <p>It is recommended that Council:</p> <ol style="list-style-type: none"> <li>1. Agrees the updated allocation of seats on those council committees subject to political balance arrangements (<b>Appendix 1</b>).</li> </ol> |                           |

### **1. PURPOSE AND REASON FOR REPORT**

- 1.1 The purpose of this report is to consider the impact on the political balance of the Council, following the election of Councillor Gavin Elsey on 2 August 2018.

### **2. IMPACT ON THE POLITICAL PROPORTIONALITY FOLLOWING BY ELECTION**

- 2.1 On the 2 August 2018 Councillor Gavin Elsey was elected to the Council following a By Election in Orton Longueville. This increased the total number of Elected Members from 59 to 60. The number of Conservative Members increased from 30 to 31.
- 2.2 The political proportionality was therefore recalculated to include this additional seat and there were no changes to the proportionality on any of the Councils committees. The new political proportionality calculation can be found at **Appendix 1**.

### **3. POLITICAL PROPORTIONALITY CALCULATION**

- 3.1 Council agreed at its Annual Meeting held on 21 May 2018 the total number of seats on each committee as listed below:

| Committee  | Seats |
|--|-------|
| Growth, Environment and Resources Scrutiny Committee | 11    |
| Adults and Communities Scrutiny Committee            | 11    |
| Health Scrutiny Committee                            | 11    |
| Children and Education Scrutiny Committee            | 11    |
| Employment Committee                                 | 7     |
| Licensing Committee (Regulatory)                     | 11    |

|   |            |
|---|------------|
| Planning and Environmental Protection Committee | 11         |
| Appeals and Planning Review Committee           | 11         |
| Corporate Parenting Committee                   | 11         |
| Audit Committee                                 | 7          |
| Constitution and Ethics Committee               | 7          |
| <b>TOTAL NUMBER OF SEATS AVAILABLE</b>          | <b>109</b> |

3.2 Council must decide how many seats each group is to have on its committees. In accordance with the legislation, the following principles should apply to the allocation of seats as far as reasonably practicable:

- (a) That not all the seats on the body to which appointments are being made are allocated to the same political group;
- (b) That the majority of the seats on each committee are allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
- (c) Subject to (a) and (b) above, when allocating seats to a political group, the total number of their seats across all the ordinary committees of the Council, must reflect their proportion of the authority's membership; and
- (d) Subject to (a) to (c) above, that the number of seats on each committee is as far as possible in proportion to the group's membership of the authority.

3.3 The political balance of the Council can be calculated by using the following formula.

$$\frac{\text{No of Members in (x) Group} \times 100}{55 \text{ (Total No. of Members in all Groups)}}$$

3.4 Following the election of Councillor Elsey the political balance of the Council is as follows:

Table 1.

| Group                   | Conservative | Labour | Liberal Democrats | Werrington First | Total |
|-------------------------|--------------|--------|-------------------|------------------|-------|
| Councillors (in Groups) | 31           | 14     | 7                 | 3                | 55    |
| Proportionality %       | 56.36        | 25.45  | 12.73             | 5.45             | 99.99 |

3.5 The calculation to determine the strict entitlement of political groups to seats on committees is:

$$\frac{\% \text{ from table 1}}{100} \times \frac{\text{Total No of seats available (109)}}{100}$$

#### **4. APPLYING THE RULES**

4.1 The allocation of seats between political groups for each committee is set out in **Appendix 1** based on a total of 109 seats.

There is no impact on appointments to other Authorities or committees exempt from political balance requirements.

#### **5. IMPLICATIONS**

##### **Financial Implications**

5.1 There are no direct financial consequences arising from this report.

##### **Legal Implications**

5.2 All the relevant legal implications are addressed within the report.

##### **Equalities Implications**

5.3 There are no equalities implications arising from this report.

#### **6. BACKGROUND DOCUMENTS**

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

6.1 Peterborough City Council's Constitution.

#### **7. APPENDICES**

7.1 **Appendix 1** – Updated allocations of seats on committees subject to political balance

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### 109 Seat Committees

|                      |                             |        |                  |                  |       |
|----------------------|-----------------------------|--------|------------------|------------------|-------|
|                      | Number of committee seats = |        | 109              |                  |       |
| 2018                 | Conservative                | Labour | Liberal Democrat | Werrington First | Total |
| Group                |                             |        |                  |                  |       |
| Elected              | 31                          | 14     | 7                | 3                | 55    |
| Proportionality %    | 56.36                       | 25.45  | 12.73            | 5.45             | 99.99 |
| Entitlement to seats | 61.43                       | 27.74  | 13.88            | 5.94             | 109.0 |
| (rounded)            | 61                          | 28     | 14               | 6                | 109   |

no. of Cllrs for each group  
group no. / 55 x 100  
total seats / 100 x proportion

Conservative have the majority and retains majority on each committee with 61 seats - 48 seats remaining  
Proportionality for remaining 48 seats will be allocated to Labour/Liberal Democrat/Werrington First/Liberals

#### CALCULATION FOR PROPORTIONALITY

|                             |          |
|-----------------------------|----------|
| Calculation                 | Result % |
| Labour = 14/24*100          | 58.3333  |
| Liberal Democrat = 7/24*100 | 29.1667  |
| Werrington First = 3/24*100 | 12.5000  |
|                             | 100.0000 |

#### CALCULATION FOR REMAINING SEATS

|                  |  |         |
|------------------|--|---------|
| Group            | total seats remaining (48) / 100 x proportion% | Rounded |
| Labour           | 28.00  | 28      |
| Liberal Democrat | 14.00  | 14      |
| Werrington First | 6.00   | 6       |
|                  | Total  | 48      |

| Committee   | Seats | Conservative | Labour | Liberal Democrats | Werrington First | Total |
|---|-------|--------------|--------|-------------------|------------------|-------|
| Children and Education Scrutiny Committee               | 11    | 6            | 3      | 1                 | 1                | 11    |
| Adults and Communities Scrutiny Committee               | 11    | 6            | 3      | 1                 | 1                | 11    |
| Health Scrutiny Committee                               | 11    | 6            | 3      | 2                 | 0                | 11    |
| Growth, Environment and Resources Scrutiny Committee    | 11    | 6            | 3      | 1                 | 1                | 11    |
| Corporate Parenting Committee                           | 11    | 6            | 2      | 2                 | 1                | 11    |
| Employment Committee                                    | 7     | 4            | 2      | 1                 | 0                | 7     |
| Audit Committee   | 7     | 4            | 2      | 1                 | 0                | 7     |
| Regulatory Committee (Non Licensing Act 2003 Committee) | 11    | 6            | 2      | 2                 | 1                | 11    |
| Planning and Environmental Protection Committee         | 11    | 7            | 3      | 1                 | 0                | 11    |
| Appeals and Planning Review Committee                   | 11    | 6            | 3      | 1                 | 1                | 11    |
| Constitution and Ethics Committee                       | 7     | 4            | 2      | 1                 | 0                | 7     |
| Entitlement to Seats                                    |       | 61           | 28     | 14                | 6                | 109   |
| Seats Pre-allocated                                     |       | 61           | 28     | 14                | 6                | 109   |
| Adjustment to make                                      |       | 0            | 0      | 0                 | 0                | 0     |

| Committee Size | Group        | Group  | Group             | Group            |         |
|----------------|--------------|--------|-------------------|------------------|---------|
|                | Conservative | Labour | Liberal Democrats | Werrington First |         |
|                | 56.36        | 25.45  | 13                | 5.45             |         |
| 16             | 9.0176       | 4.072  | 2.08              | 0.872            | 16.0416 |
| 15             | 8.454        | 3.8175 | 1.95              | 0.8175           | 15.039  |
| 14             | 7.8904       | 3.563  | 1.82              | 0.763            | 14.0364 |
| 13             | 7.3268       | 3.3085 | 1.69              | 0.7085           | 13.0338 |
| 12             | 6.7632       | 3.054  | 1.56              | 0.654            | 12.0312 |
| 11             | 6.1996       | 2.7995 | 1.43              | 0.5995           | 11.0286 |
| 10             | 5.636        | 2.545  | 1.3               | 0.545            | 10.026  |
| 9              | 5.0724       | 2.2905 | 1.17              | 0.4905           | 9.0234  |
| 8              | 4.5088       | 2.036  | 1.04              | 0.436            | 8.0208  |
| 7              | 3.9452       | 1.7815 | 0.91              | 0.3815           | 7.0182  |
| 6              | 3.3816       | 1.527  | 0.78              | 0.327            | 6.0156  |
| 5              | 2.818        | 1.2725 | 0.65              | 0.2725           | 5.013   |
| 4              | 2.2544       | 1.018  | 0.52              | 0.218            | 4.0104  |
| 3              | 1.6908       | 0.7635 | 0.39              | 0.1635           | 3.0078  |

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