

## CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE

WEDNESDAY 4 JANUARY 2023  
7.00 PM

Bourges/Viersen Room - Town Hall  
Contact: Charlotte Cameron, Democratic Services Officer,  
[charlotte.cameron@peterborough.gov.uk](mailto:charlotte.cameron@peterborough.gov.uk), 01733 384628

### AGENDA

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

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
3. **Minutes of Climate Change and Environment Scrutiny Committee Meeting held on 9 November 2022** 3 - 10
4. **Call In of Any Cabinet, Cabinet Member or Key Officer Decisions**

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

Joint Meeting of the Scrutiny Committees – 23 January 2023

Climate Change and Environment Scrutiny Committee Meeting – 28  
February 2023

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#### Committee Members:

Councillors: N Day (Chair), C Burbage, G Casey, M Farooq, JA Fox, A Jones, D Jones, M Perkins, M Sabir, L Sharp, and C Wiggin (Vice Chairman)

Substitutes: Councillors: C Fenner, N Sandford and S Qayyum

#### **Non Statutory Co-opted Members:**

Parish Councillor June Bull, Independent Co-opted Member (non-voting)  
Matthew Barber, Independent Co-opted Member (non-voting)  
Stuart Dawks, Independent Co-opted Member (non-voting)  
Dr Esther Norton, Independent Co-opted Member (non-voting)

Further information about this meeting can be obtained from Charlotte Cameron on telephone 01733 384628 or by email – [charlotte.cameron@peterborough.gov.uk](mailto:charlotte.cameron@peterborough.gov.uk)

**MINUTES OF THE CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE  
MEETING  
HELD AT 7.00PM, ON  
WEDNESDAY 9 NOVEMBER 2022  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors N Day (Chair), C Wiggin (Vice-Chair), C Burbage, G Casey, M Farooq, JA Fox, A Jones, D Jones, M Rangzeb, M Sabir, L Sharp and Independent Co-opted Members Stuart Dawks and Dr Esther Norton

**Also in attendance:** Zara Miftari and Miriam Sellick, Youth Council Representatives

**Officers Present:** Adrian Chapman, Executive Director Place and Economy  
James Collingridge, Head of Environmental Partnerships  
Richard Pearn, Head of Waste, Resources and Energy  
Hannah Swinburne, Principal Climate Change Officer  
Charlotte Cameron, Democratic Services Officer

**Also Present:** Councillor Nigel Simons, Cabinet Member for Waste, Street Scene, and the Environment

**23. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Perkins and Councillor Rangzeb attended as substitute.

Apologies for absence were also received from Parish Councillor June Bull and Independent Co-opted Member Matthew Barber.

**24. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

Independent Co-opted Member Stuart Dawks declared a non-pecuniary interest as Peterborough Environment City Trust (PECT) had been working with Peterborough City Council's waste team on a project called Blueprint.

**25. MINUTES OF THE CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE MEETING HELD ON 5 SEPTEMBER 2022**

The minutes of the Climate Change and Environment Scrutiny Committee meeting held on 5 September 2022 were agreed as a true and accurate record.

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

No call ins were received.

## 27. **PORTFOLIO PROGRESS REPORT FROM THE CABINET MEMBER FOR WASTE, STREET SCENE AND THE ENVIRONMENT**

The Climate Change and Environment Committee received a report in relation to the progress of items under the responsibility of the Cabinet Member for Waste, Street Scene, and the Environment.

The purpose of the report was to provide an overview of all the key portfolio areas. It also provided an overview of the current performance of Aragon Direct Services, including recycling rates and open space management.

The Cabinet Member for Waste, Street Scene and the Environment accompanied by the Head of Environmental Partnerships and Head of Waste, Resources and Energy introduced the report and highlighted key points including:

Officers confirmed their experience in this area, the Head of Waste, Resources and Energy had 22 years' experience and the Head of Environmental Partnerships had 19 years' experience.

The Cabinet Member referred to the financial situation of the Council and noted the funding priorities of different service areas. Officers had looked at improving recycling rates through an education team that would help promote recycling.

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

- Members referred to page 13 and sought clarification on the number of fly tipping cases by ward area. The Officer advised that Aragon had use of the Bartec service management system that stored that information.
- Members were advised that the team had been successful in a bid for Police and Crime Commission funding and had received some AI (Artificial Intelligence) cameras to help tackle fly tipping in the city.
- Members thanked Officers for the continued updates provided to the past Fly Tipping Working Group.
- Members asked why the frequency of fly tipping had not reduced. The Officer advised that there were surveillance cameras being deployed in known problem areas as deterrents. The Cabinet Member also advised that the Council had only received 2 cameras but would be focused on increasing that number.
- Members referred to the free bulky waste service and the Cabinet Member advised that the free bulky waste service would be unlikely given the financial situation of the Council.
- Members sought clarification on this as section 4.5.5 of the report had referred to the bulky waste service being free from November 2022. The Head of Environmental Partnerships advised that this referred to the use of the Fix my Street app to record a collection request, which would have the capacity to offer a free service in the future.
- The Cabinet Member advised the Committee that enforcement issues fell under another Cabinet portfolio but that the Cabinet were and would continue to work together on these issues.
- Members questioned what the nationally available tool kit referred to in section 4.2.2 was. The Head of Waste, Resources and Energy advised that this was a project called Scrap It which had been initiated by the Home Office. The goal of the project would enable Council's to raise awareness of recycling and waste initiatives.
- Members were advised that the team had made a bid for Police and Crime funding to purchase more ANPR cameras.

- Members referred to section 4.2.4 and sought clarification on the length of time it took for bulky waste to be collected. Members were advised that Aragon staff were currently making 30 collections a day and when staffing levels allowed, bulky waste visits per day would be increased.
- Members questioned the restrictions on the types of vans allowed to enter the recycling centre. The Cabinet Member advised that anyone with a van could apply for a permit and attend the site 12 times a year. Members were further advised that it was the statutory duty of the Council to dispose of household waste and not commercial waste.
- Members were advised that there had been work undertaken to investigate building a fit for purpose commercial waste centre to allow more residents to make use of the recycling centre.
- The Head of Waste, Resources and Energy clarified that the Household Recycling Centre (HRC) was provided to residents free of charge, for household waste only.
- Members questioned if the caddy's had been used consistently and were advised that the uptake had dropped off but there were plans for another round of communications to promote them.
- Members referred to the quality of the new dark grey caddy's and questioned why the Council would charge for low quality items. The Cabinet Member advised that he had met with the supplier of the caddy's as they had felt the quality was not what was expected, and the wider team were looking at alternative suppliers.
- Members requested a checklist be provided that detailed how Councillors could be involved directly with the recycling and waste campaigns.
- Members referred to the recycling rates on 4.2.3 and the Cabinet Member advised that it had been a difficult 18 months but that things had improved.
- The Head of Waste, Resources and Energy advised that there had been a meeting with Feridor Energy who had informed the team that levels of residual waste had fallen. He furthered by stating that work would be ongoing with the HRC to provide some educational tools on segregating waste.
- Members were advised of the business case that had been submitted which had requested an additional 5% in funding to support recycling education.
- The Head of Environmental Partnerships advised that they could be target specific with data contamination issues and could develop specific projects in various wards.
- The Youth Councillor referred to the 4 parks with green flag status and queried whether Central Park had retained theirs. The Cabinet Member advised that the funding had been lost to provide green flag status to Central Park.
- The Youth Councillor referred to Home-School Transport provision and asked whether active travel routes had been considered. Members were advised that the Home-School Transport Policy had been to the Children and Education Scrutiny Committee and further details on the active routes could be found in that report.
- The Head of Environmental Partnerships further advised that the transport Aragon dealt with related to accessible minibuses for children with special educational needs.
- Members referred to section 4.2.7 and the Extended Producer Responsibility legislation and sought clarification on where producers were with this work. The Head of Waste, Environment and Resources advised that some packaging had moved from a hybrid package to one material which highlighted that the market had reacted prior to the legislation being enacted.
- The Cabinet Member also advised that the legislation meant that the signage on packaging would be clearer and would make it easier for people to recycle.

- Members referred to biodiversity areas and sought clarification on what the negative comments received by residents were and what work had been done to overcome them. Members were advised that there had been an assumption that the areas were not maintained and new signage had been put in to explain the benefit of the areas.
- The Head of Environmental Partnerships advised that there had been fires in two of the areas but after discussions with the fire department, work had been done to increase the gap between resident's fences and the area. The fire departments were happy with the work and the team were now looking at some potential new sites.
- Members were encouraged to let the team know of any areas in their wards which would be suitable as a biodiversity area.
- Members asked what the targets for recycling rates were and how they compared to the Council's statistical neighbours. Members were advised that the Council had met the national average for recycling targets and were confident that with an education team this would improve by 10%.
- Members noted the lack of waste minimisation information in the report and queried why that had not been included. Members were advised that campaigns had run which provided education on waste management.
- Members were also advised that the HRC had an area for goods that were suitable to be reused.
- Members queried if Westcombe Industries production had returned to pre-covid levels and if they would continue their partnership with Perkins Caterpillar. Members were advised that they had turned the corner and had expanded their partnerships. The Head of Environmental Partnerships followed and stated that Westcombe had diversified to include small business in Peterborough and larger business from outside the area.
- Members were advised that numerous companies had asked Westcombe for quotes on work and that the biggest concern for the business had been the cost of raw materials which had been dealt with by a review of all prices.
- Members noted and were pleased with the comments on Westcombe Industries.
- Members referred to refuse vehicles and queried if they had been tested for their size and accessibility on the city's roads. Members were advised that there were 11 areas across the city that were an issue but that the new vehicles were the same size as the old ones.
- Members were advised that the concern was the increase in parking across the city rather than the size of the new vehicles.

## **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to:

1. Consider and scrutinise this report and endorsed the approach being taken under the portfolio of the Cabinet Member for Waste, Street Scene, and Environment.

The Committee also requested that the Head of Environmental Partnerships:

- Provide the Committee with a briefing note on the data from the enforcement team which details the frequency of fly tipping, broken down by area.
- Provide the Committee and wider Councillors with a checklist on how Councillors can promote the waste agenda in their wards.

## 28. LOCAL AREA ENERGY PLAN

The Climate Change and Environment Scrutiny Committee received a report in relation to the request to endorse the adoption of the Local Area Energy Plan by Council.

The purpose of the report was to present the findings of the Local Area Energy Plan and seek endorsement to adopt the Local Area Energy Plan by Council. The report included the final version of the Local Area Energy Plan and followed a previous report to the Scrutiny Committee which detailed some of the findings.

The Principal Climate Change Officer introduced the report and highlighted key points including:

The Local Area Energy Plan (LAEP) considered the current and future energy demands of the city. It looked at the need to retrofit and improve the energy efficiency of buildings, improve low carbon heating and what the future energy demand would be.

The plan had put together the most cost-effective way for decarbonising the city and Peterborough was one of the first to have had a plan of this kind. However, the plan was not set in stone but did present the best piece of evidence available at that time. Future policy developments and behavioural changes of residents could lead to more favourable pathways and the LAEP would be adopted as a piece of evidence to assist decision making in those areas.

The report did state that this plan would require an 8.8-billion-pound investment and the Officer clarified that this would not be from the Council's budget but rather private investment and government grants.

The presentation of the LAEP was to seek endorsement from the Committee for it to be adopted at Full Council.

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

- Members queried how the cost of these plans would be presented to residents. Members were advised that the plan had looked at capital investment across the city, commercial businesses, and public sector organisations. The Officer acknowledged that this would be a lot of money for a household to commit to.
- Members sought further clarification on whether the plan had considered current interest rates. Members were advised it had not but that interest rates would have a negative impact on some payment plans as the payback period would be brought forward.
- Members questioned how low carbon heating systems were considered by the developers of new builds. The Officer advised that in the next fiscal year there would be more stringent conditions on new build requirements, including a carbon infrastructure lifespan.
- Members were advised that the current average EPC (Energy Performance Certificate) rating for the city was B but there would be room for improvements.
- Members referred to the transport section and queried if the plan could be more ambitious to include electric buses and active travel options. Members were advised that the LAEP only reviewed 70% of the city's emissions and buses/active travel options were not in that remit.
- Members queried if there had been a recommendation on how to deal with the on-street parking in the city. The Officer advised that there had been no specific recommendation, but options could include charging points along the streets.

- Members noted that other local authorities had been trailing a gully system in pathways. The Officer advised that if charging cables were to run along pavements, residents would be responsible if there were to be an accident.
- Members queried whether technological improvements would help solve some of the key issues. The Officer advised that the team had gone to procurement on the proposal for an Electric Vehicle (EV) implementation plan.
- Members asked what the plans were for dealing with the ban on petrol and diesel cars from 2030. Members were advised that there would be legislation that would help get people to move to EV's.
- Members referred to their experience of EV's, the short battery life, the time it took to charge them and their price comparability to the petrol and diesel vehicles. The Officer acknowledged Member concerns and advised that the use and development of EV's was a work in progress.
- The Officer updated Members on the progress of the Peterborough Integrated Renewables Infrastructure (PIRI) Project and advised that there had been an application for green heat network funding. The project had finished the detailed project development stage and had been looking at potential delivery partners.
- Members referred to the introduction of the pay charge for charging EV's and how that had worked when they cost more than a diesel car. The Officer appreciated the question and advised that the implementation of the charge had been a financially driven decision.
- Members noted that the typical EV driver would be more affluent than those who own a combustion engine and there had been some questions as to why the Council had been subsidising the more affluent.
- Members sought clarification on the infrastructure and ability of EV charging points. Member were advised that charging points were likely to be placed on residential properties and on street infrastructure would require groundwork.
- The Officer referred to research by the Scottish Government that had highlighted that if your EV networks were rolled out slower, other suppliers would not invest in the area.
- Members referred to the installation of electric pumps and the accessibility of them to low-income families. The Officer advised that the council did not set the prices, they were set by the free market.
- Members referred to 4.2.1 and questioned what efficiency upgrades the council would need to complete to meet net zero targets. The Officer advised that 66,000 homes required retrofitting and improved efficiency would be a low-cost way of reducing emissions in the future.
- Members queried how the plan would work with the electrical capacity of the city. The Officer advised that if all projects were undertaken there would be an increased usage of 47%.
- Members noted that the National Grid had projected to decarbonise by the 2030's which would offer renewable options to connect to the grid.
- Members sought clarification on the use of solar and wind energy sources. The Officer had advised that wind turbine permissions had been included in the LAEP, but that the level of local support would need to be determined.
- Members were advised of the list of low regrets and the work undertaken to deliver a city-wide action plan. Current work streams included the push to maximise insulation across domestic properties and financial energy efficiency upgrades across the city for low-income households.
- Members referred to the use of solar panels and queried if any of PCC's owned assets were viable for solar invest to save schemes. The Officer advised that there had been a project for a business case for roof mounted solar panels on council properties.
- Members followed up and asked if the invest to save schemes would be in the 2023-2024 budget. The Executive Director Place and Economy confirmed they would.

- Members sought clarification on whether Peterborough had been the first to receive a LAEP. The Officer advised that Manchester had been the first to receive and adopt a LAEP. However, Peterborough would be second if adopted at Full Council.
- Members congratulated Officers on leading the way with this kind of work.

### **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to:

1. Endorse the adoption of the Local Area Energy Plan and recommend that Cabinet endorses the Local Area Energy Plan.

The Committee also requested that the Principal Climate Change Officer provide the Committee with a briefing note on the Scottish Government Research around electrical vehicles and charging points.

## **29. MONITORING SCRUTINY RECOMMENDATIONS**

The Democratic Services Officer introduced the report which enabled the committee to monitor and track the progress of recommendations made to the Executive or Officers at previous meetings.

- There were no points raised.

### **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to note the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report.

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

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

- The Chair referred to questions on items 13, 14 and 15, that had been submitted by a co-opted member who had been unable to attend the meeting. Members agreed to request a briefing note on those items.

### **AGREED ACTIONS**

The Climate Change and Environment Committee considered the current Forward Plan of Executive Decisions and **RESOLVED** to note the Forward Plan of Executive Decisions.

The Committee also requested that the Transport and Environment Manager provide the Committee with a briefing note on Forward Plan Items

- Approval for contract to be awarded to Milestone to deliver construction of two active travel schemes which will form part of A1260 Junction 3 improvement project - KEY/7NOV22/02

- Approval for contract to be awarded to Milestone to deliver construction of active travel schemes and for payment of C4 utility costs for Fengate Eastern Industries Access improvement scheme - KEY/7NOV22/03
- Approval for contract to be awarded to Milestone to deliver full business case and detailed design for A16 Norwood improvement scheme. - KEY/7NOV22/04

### 31. **WORK PROGRAMME FOR 2022/2023**

The Democratic Services Officer presented the report which looked at the work programme for the municipal year 2022/23 to determine the Committees priorities.

- There were no points raised.

#### **AGREED ACTIONS**

The Climate Change and Environment Scrutiny Committee considered the Work Programme for 2022/2023 and **RESOLVED** to note the report.

### 32. **DATE OF NEXT MEETING**

The date of the Extraordinary Joint Scrutiny Meeting was noted as being 29 November 2022

The date of the next Climate Change and Environment Scrutiny Committee meeting was noted as being 4 January 2023.

CHAIR

Meeting began at 7.00pm and ended at 8:23pm

<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 5
<b>4 JANUARY 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Executive Director Place and Economy	
Cabinet Member(s) responsible:	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	
Contact Officer(s):	Hannah Swinburne, Principal Climate Change Officer Ellie Cooper, Climate Change School Engagement Officer	Tel. 01733 453479

**PETERBOROUGH SCHOOL CLIMATE CHANGE PROGRAMME**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Adrian Chapman, Executive Director of Place and Economy	<b>Deadline date:</b> N/A
<p>It is recommended that Climate Change and Environment Scrutiny Committee scrutinise the work done under the Peterborough School Climate Change Programme and provide feedback for programme development.</p>	

**1. ORIGIN OF REPORT**

1.1 This report is brought to the Scrutiny Committee to note the work done under the Peterborough School Climate Change Programme.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The report presents the work of the Peterborough School Climate Change Programme and seeks acknowledgement and feedback by the Scrutiny Committee to enable the work to be developed further.

2.2 This report is for Climate Change and Environment Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council:

- 4. Climate Change;
- 5. Reducing Carbon Emissions and achieving Net Zero Carbon Emissions;

2.3 The Council declared a climate emergency and have made tackling climate change a corporate priority. The Peterborough School Climate Change Programme provides insight and support for schools to lower their carbon emissions, encouraging the development of school climate change action plans.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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## **4. BACKGROUND AND KEY ISSUES**

### **4.1 Background**

Peterborough declared a climate emergency in 2019 and committed to make the council's activities net zero carbon, support the city in becoming net zero, and engage with residents, businesses, and communities to raise awareness and share best practice and updates. For Peterborough to become a net zero carbon city, all of our residents, schools, businesses and other organisations need to play their part and help to reduce their carbon emissions. Schools are important partners in addressing the climate emergency. To support schools to decarbonise, Peterborough City Council is offering a free School Climate Change Programme. The programme aims to develop whole school understanding and create whole school ownership of carbon reduction projects. Schools are supported to create carbon reduction action plans which include student-led projects. The programme is flexible, with various delivery options available to best suit schools and is available to maintained and academy schools across Peterborough. In addition to decarbonisation, projects may also result in financial savings, healthier pupils, the enhancement of climate knowledge and the development of skills such as project management and communication. The programme aims for pupils to develop a sense of project ownership to ensure that decarbonisation is delivered.

### **4.2 Programme details**

The programme includes a schools guide. The schools guide provides schools with an overview of the programme, takes schools through the key steps we suggest they should take. The schools guide also includes the templates and guidance needed for the action team to complete the audits and the carbon reduction action plans.

There are several key steps to the programme;

- 4.2.1 Step 1: Schools are to identify a climate change action lead. This person is responsible for their school's programme.
- 4.2.2 Step 2: The climate change action lead is to then set up their school action team by deciding which students and staff members will be at the forefront of their school's net zero carbon delivery. Suggested student members include eco/school council representatives or specified classes. Suggested staff members include the Headteacher, Senior Leadership Team, Site Manager, Support Staff, or Kitchen Staff. A school's action team should include different members across the school community.
- 4.2.3 Step 3: Next, the action team are to carry out phase 1 of the action plan - audits. These audits are split into staff and student audits. The schools guide sets out the aim, purpose, and method of the different audits and models an example of each audit, see appendix 1. Staff are to complete the out-of-hours energy audit, the travel audit, and the carbon footprint calculator. Students are to complete the in-hours energy audit, the lighting audit, the heating audit, and the food audit. The audits have been designed to support schools in understanding their carbon emissions and highlight the decarbonisation solutions schools could adopt.
- 4.2.4 Step 4: Action team students then engage in a net zero carbon workshop, delivered by the council's Climate Change School Engagement Officer. Action team staff may also be present at the workshop to further support their students. The workshop looks at the issue of climate change, the cause, and encourages pupils to design carbon reduction solutions for their school. Additional cross-curricular resources are also available for schools to continue the net zero workshop work. Each additional resource is paired with a lesson plan and offers options suitable for different audiences.
- 4.2.5 Step 5: Following completion of the audits and student participation in the net zero workshop, the action team are to carry out phase 2 of the action plan. Phase 2 of the action plan looks at the decarbonisation steps schools are undertaking to achieve net zero carbon.
- 4.2.6 Step 6: The action team are to celebrate and showcase the actions that they have undertaken to achieve net zero carbon in their school. There will be opportunities within the programme to share

successes and events, such as via a termly newsletter, with opportunities for pupils to write articles and submit their work.

**4.2.7** Step 7: The action team are to evaluate and review the actions that they have undertaken to achieve net zero carbon in their school. Evaluation and reviewing are embedded throughout the programme. For example, the audits and action plan templates include evaluation prompts such as “what went well” and “even better if”.

**4.2.8** Once all steps are completed, schools are to repeat steps 4-7 to build a comprehensive decarbonisation action plan. School action plans can be built several academic years and the programme is flexible to allow schools to join the programme throughout the academic years.

#### **4.3 Programme inclusiveness**

The programme has been created to ensure that all schools can access the programme materials. Tasks and activities are designed for both primary and secondary schools with the needs of different learners being addressed. For instance, the student audits and the additional resources have considered different learners. EAL (English as an additional language) students, lower ability students, or pupil premium students can access the materials through the inclusion of definitions, images, and prompts. Similarly, higher ability students are presented with stretch and challenge opportunities to encourage critical thinking. The programme resources are also paired with lesson plans to ensure a straightforward delivery.

#### **4.4**

##### **Communication**

Several communication channels have been utilised to promote the Peterborough School Climate Change Programme to schools: school office emails; school staff emails; Peterborough schools newsletter; PECT’s school newsletter; Councillor input; colleague input; and Youth Council input.

#### **4.5**

##### **Participation**

One primary school (Paston Ridings Primary School), and four secondary schools (Manor Drive Secondary Academy, St John Fisher Catholic High School, Ormiston Bushfield Academy, and Queen Katharine Academy) are signed up to the Peterborough School Climate Change Programme.

All mentioned schools have set up their action teams and are currently completing phase 1 of the action plan - the audits. Manor Drive Secondary Academy have their net zero workshop booked in for January 2023 with the remaining schools aiming to have their workshops completed between February and March 2023.

Peterborough City Council are still actively encouraging participation for the Peterborough School Climate Change Programme. School action plans can be built over several academic years.

Manor Drive Secondary Academy’s Eco Club have completed their audits and have presented their findings in a whole-school assembly. The assembly outline included background information on climate change, the environmental issues observed at Manor Drive, and their net zero solutions:

*“So what are we going to do about it? We want solutions and not problems. And we need your help as its your planet as well. As you can see we have been working alongside Peterborough City Council climate change team to change the way this school works, we have educated ourselves and others on the environment and most importantly we have laid the foundations for future eco club members to build upon. We want to start new campaigns and change what ‘normal’ looks like. For example, recycling is the new normal and anyone who throws a plastic bottle in the normal bin should be told that they are doing something wrong.”*

*“Thank you for listening and we hope you enjoyed the presentation, but before we go, we would like you to contribute your ideas on how we can reduce our harm to the planet*

*at Manor Drive. Look at the list of issues on the screen, talk to those around you and then in 2 minutes we'll ask you to share your ideas with the assembly. We need your help!" (Manor Drive Secondary Eco Club).*

Manor Drive Eco Club Assembly Script.

#### **4.6 Feedback**

Positive feedback has been received from the participating schools and the feedback gained is being used to promote the programme to other Peterborough schools. One example is:

*"Peterborough City Council's Climate Change Team have wholeheartedly supported the fledgling Manor Drive Secondary Academy Eco Club as we look to decarbonise our school and be a part of the School Climate Change Programme. The team's friendly manner and interaction with our students has given them an expert perspective on the issues right here at our school and around the world. We look forward to implementing the bespoke action plan with the aim to raising awareness amongst students and staff, reducing our carbon footprint and making a tangible difference in our city. Thank you so much for your support and enthusiasm so far!" (Manor Drive Secondary, Teacher of Humanities).*

#### **4.7 Next steps**

It is recommended that the Scrutiny Committee notes and scrutinises the work done under the Peterborough School Climate Change Programme, provides any feedback as necessary and consider ways Councillors could support programme uptake.

Following the completion of audits, Peterborough City Council will deliver the net zero workshops and support schools to create their carbon reduction action plans.

Peterborough City Council are still actively encouraging participation for the Peterborough School Climate Change Programme. School action plans can be built over several academic years.

### **5. CORPORATE PRIORITIES**

- 5.1 The Peterborough School Climate Change Programme supports the council's commitment of Peterborough becoming a net zero carbon city. Schools are supported to decarbonise through creating carbon reduction action plans.

Following a Carbon Impact Assessment, the Peterborough School Climate Change Programme has been identified to have minimal impact on the council's carbon emissions. The Peterborough School Climate Change Programme has been identified to have a positive impact on the city's carbon emissions, particularly electricity and heating, travel, water, renewable energy, carbon capture, waste, goods, and food. The city's carbon emissions can be reduced if school decarbonisation action plans focus on any of these areas. The impact of the programme will be informed by the projects schools select, however even if schools are only able to undertake low-cost behavioural changes, the programme is still expected to result in reduced city-wide carbon emissions.

### **6. CONSULTATION**

- 6.1 Conversations have taken place with staff at PECT who also deliver a schools programme to ensure the two programmes complement each other and no duplications exist. Given the flexibility of the programme there have been conversations to personalise the programme to school requirements.

### **7. ANTICIPATED OUTCOMES OR IMPACT**

- 7.1 It is anticipated that the Climate Change and Environment Scrutiny Committee will note and scrutinise the work done under the Peterborough School Climate Change Programme and provide feedback as necessary to help shape future programme delivery.

**8. REASON FOR THE RECOMMENDATION**

8.1 The Peterborough School Climate Change Programme is supporting schools to decarbonise. For Peterborough to become a net zero carbon city, schools need to help reduce their carbon emissions. Scrutiny Committee members are asked to provide feedback to support the continual improvement of the School Programme.

**9. ALTERNATIVE OPTIONS CONSIDERED**

9.1 The report was presented at the request of the Scrutiny Committee. The option to not present the Peterborough School Climate Change Programme was not taken due to councillor interest and the importance of supporting schools to reach net zero.

**10. IMPLICATIONS**

**Financial Implications**

10.1 None. It should be noted however that the Peterborough School Climate Change Programme is funded by development contributions until August 2024. Should Peterborough City Council wish to continue to programme, further financial requirement to fund the post would be needed.

**Legal Implications**

10.2 There are no direct legal implications associated with this report.

**Equalities Implications**

10.3 The Independent Commission on Climate, established by the Cambridgeshire and Peterborough Combined Authority, detailed an approach to a just transition to net zero. Schools will be encouraged to promote equal access in their action plans.

**11. BACKGROUND DOCUMENTS**

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

11.1 There were none.

**12. APPENDICES**

12.1 Appendix 1- Schools Guide

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**Peterborough**  
CREATING OUR CARBON NEUTRAL SCHOOLS

**PETERBOROUGH**  
  
CITY COUNCIL

# Peterborough School Climate Change Programme

A guide for schools on reducing their carbon footprint

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## Acknowledgement

We would like to thank Herefordshire Council whose Guide For Schools On Energy Savings and Carbon Reduction (<https://www.herefordshire.gov.uk/downloads/file/21182/guide-for-schools-on-energy-savings-and-carbon-reduction>) helped to develop our plans and inspire some of our own guide.

## Introduction

Adopting sustainable behaviours and attitudes in your school is vital in the reduction of greenhouse gas emissions and city-wide efforts.

The UK has committed to net zero carbon emissions by 2050.

Peterborough City Council have committed to net zero carbon emissions by 2030.

### **Peterborough City Council**

In July 2019, Peterborough City Council declared a climate emergency.

Peterborough City Council recognises that urgent and collective climate action is needed to prevent further environmental breakdown.

As a result, Peterborough City Council have made two commitments; to make the council's activities net-zero carbon by 2030 and to support Peterborough in becoming a net-zero carbon city.

Peterborough City Council, therefore, needs the support of Peterborough schools in achieving its second net-zero emissions target.

We all have a role to play in climate action.

In 2020 Peterborough emitted 1.154 million tonnes CO<sub>2</sub>e. This is 5.7 tonnes CO<sub>2</sub>e per person.



The public sector is responsible for around 3.8% of greenhouse gas emissions in Peterborough.

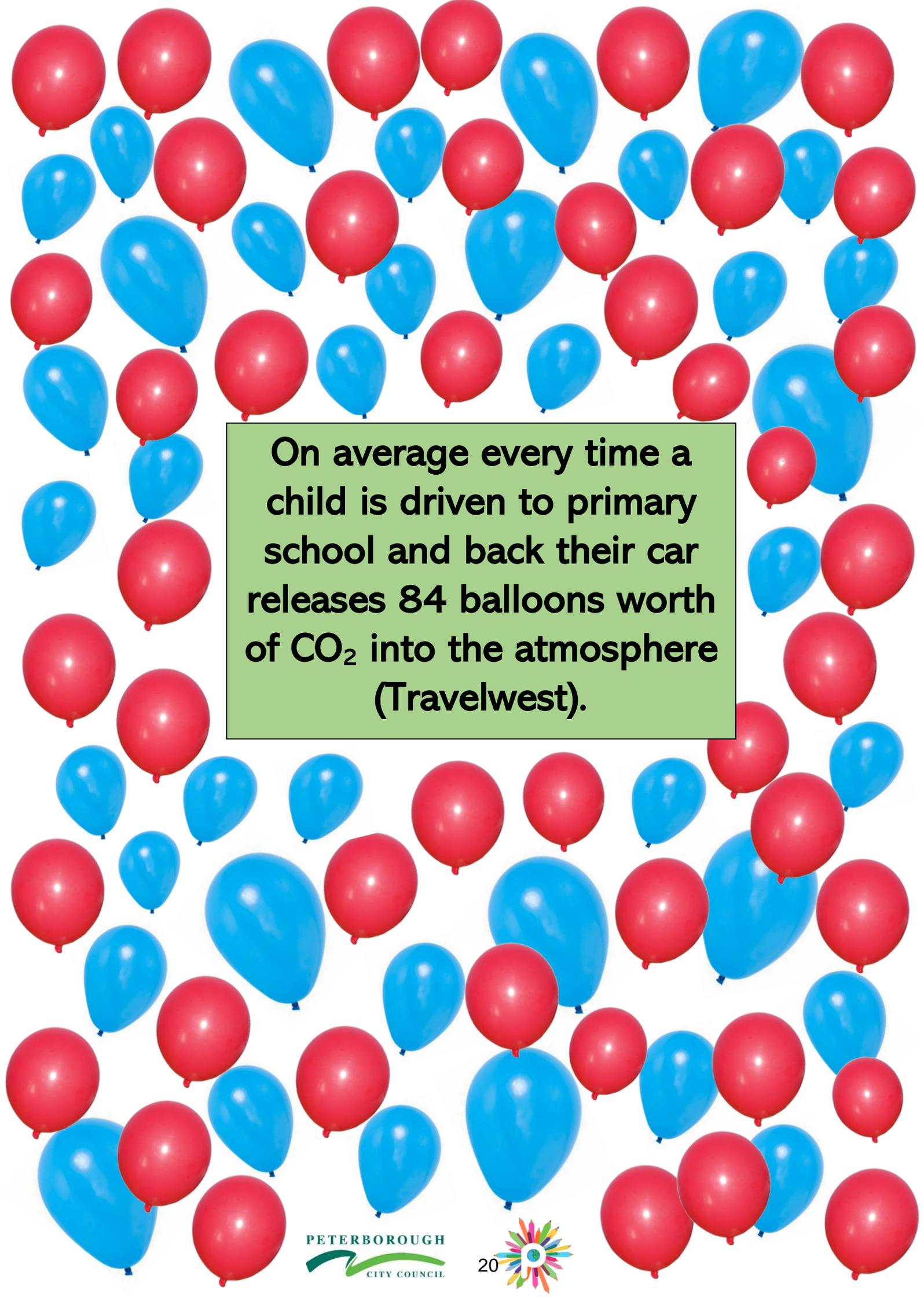


42% of the city's greenhouse gas emissions come from buildings; with 33% from transport.

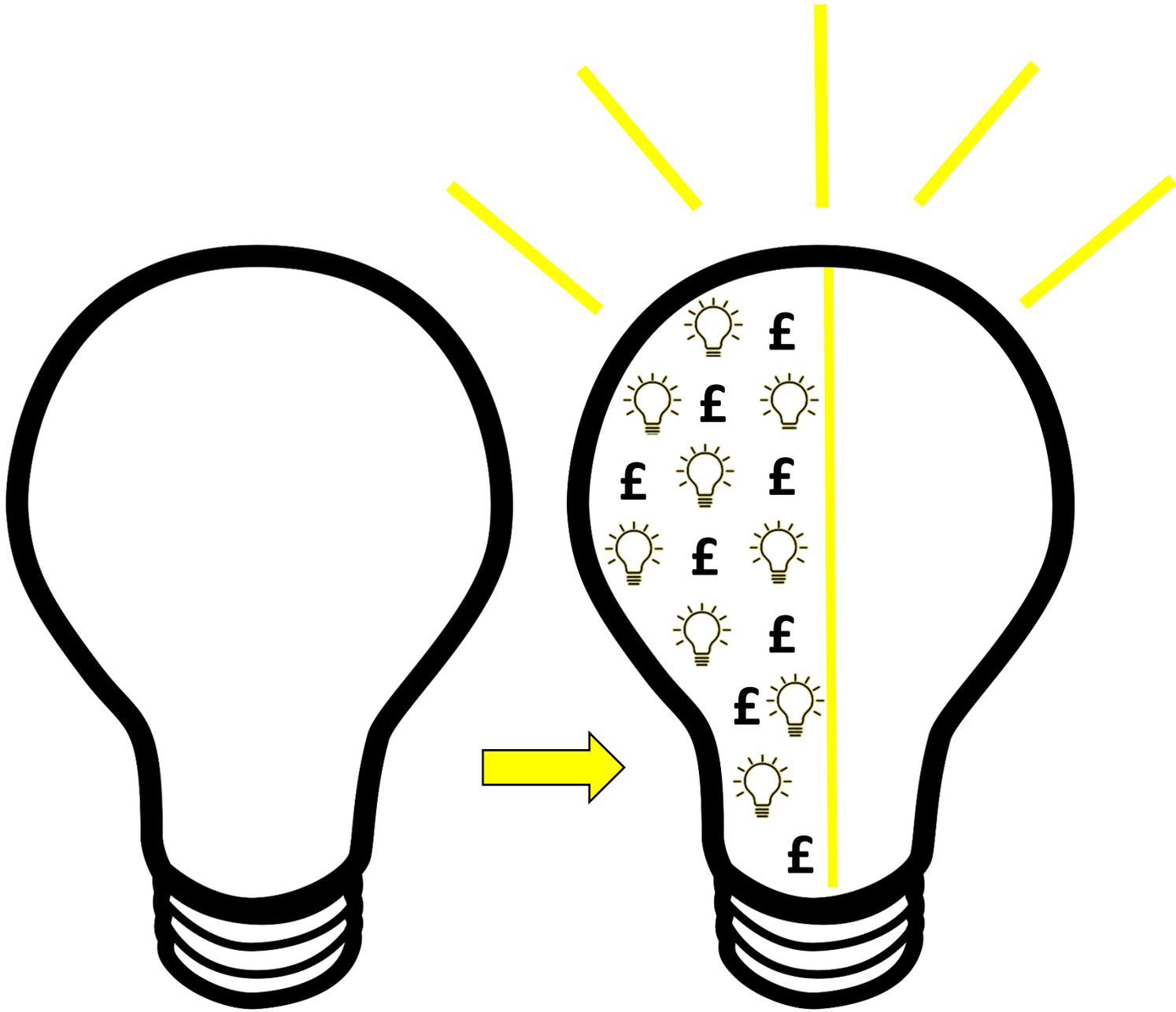
This guide will provide you with an overview of Peterborough City Council's School Climate Change Programme in addition to highlighting key areas of sustainable focus that could be implemented in your school.

For general enquiries about Peterborough City Council's free School Climate Change Programme please contact:

[climatechange@peterborough.gov.uk](mailto:climatechange@peterborough.gov.uk)

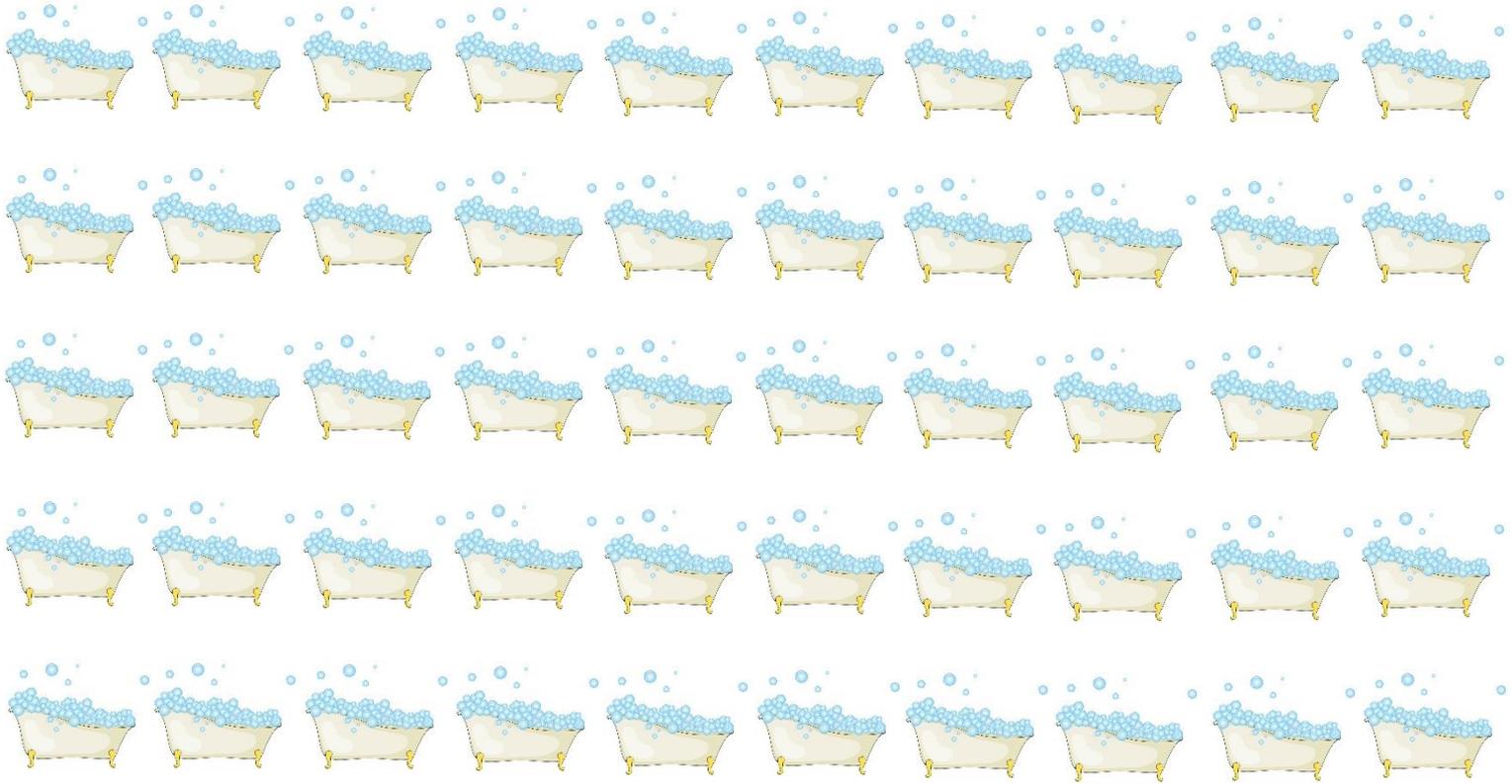


**On average every time a child is driven to primary school and back their car releases 84 balloons worth of CO<sub>2</sub> into the atmosphere (Travelwest).**



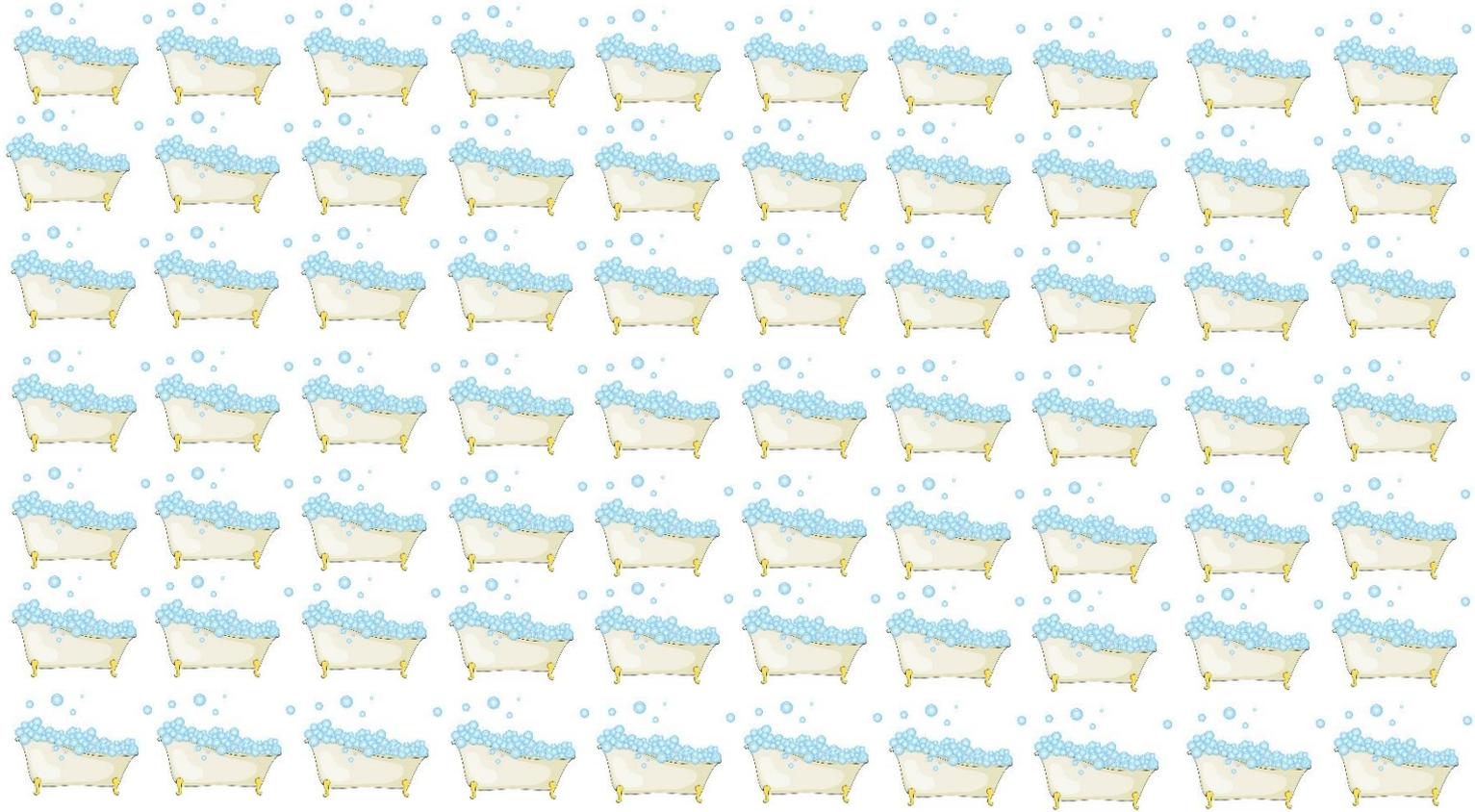
**Switching to an LED lighting solution can reduce your lighting bill by up to 50% (Smart).**





**The average primary student uses 7000 litres of water a year. That's the equivalent of filling 88 bathtubs (Anglian Water).**





**The average secondary student uses 11,000 litres of water a year. That's the equivalent of filling 138 bathtubs (Anglian Water).**



## Meat Spaghetti Bolognese



**2,980 g  
CO<sub>2</sub>e**

The carbon emissions of eating a portion\* of meat Spaghetti Bolognese is equivalent to 11.9 x 5 minute showers (Proveg).

Price of 1 portion\*:



## Vegetarian Spaghetti Bolognese



**1000 g  
CO<sub>2</sub>e**

The carbon emissions of eating a portion\* of vegetarian Spaghetti Bolognese is equivalent to 4 x 5 minute showers (Proveg).

Price of 1 portion\*:



**Recycling just one plastic bottle saves enough energy to power a 60W lightbulb for six hours (Vegware).**



Climate change is occurring due to our high production of greenhouse gases. For Peterborough to become a net zero carbon city, all of our residents, schools, businesses and other organisations need to help reduce their carbon emissions. To support schools to decarbonise, Peterborough City Council is offering a free school climate change programme. The programme aims to develop whole school understanding and create whole school ownership of carbon reduction projects. Schools will be supported to create carbon reduction action plans which include student-led projects. The programme is flexible, with various delivery options available to best suit your school and is available to maintained and academy schools across Peterborough. In addition to decarbonisation, projects may also result in financial savings, healthier pupils, the enhancement of climate knowledge and the development of skills such as project management and communication. The programme aims for pupils to develop a sense of project ownership to ensure that decarbonisation is delivered.

The programme is driven by three key aspects:



The climate change programme will provide the knowledge needed to educate the school community on climate change through exploring the scientific understanding of the discipline, the causes and effects, and the solutions needed to achieve net-zero carbon. Your students will engage in topics that are focused on reducing greenhouse gas emissions with core elements of the UN's Sustainable Development Goal for Climate Action being used as a basis for content.



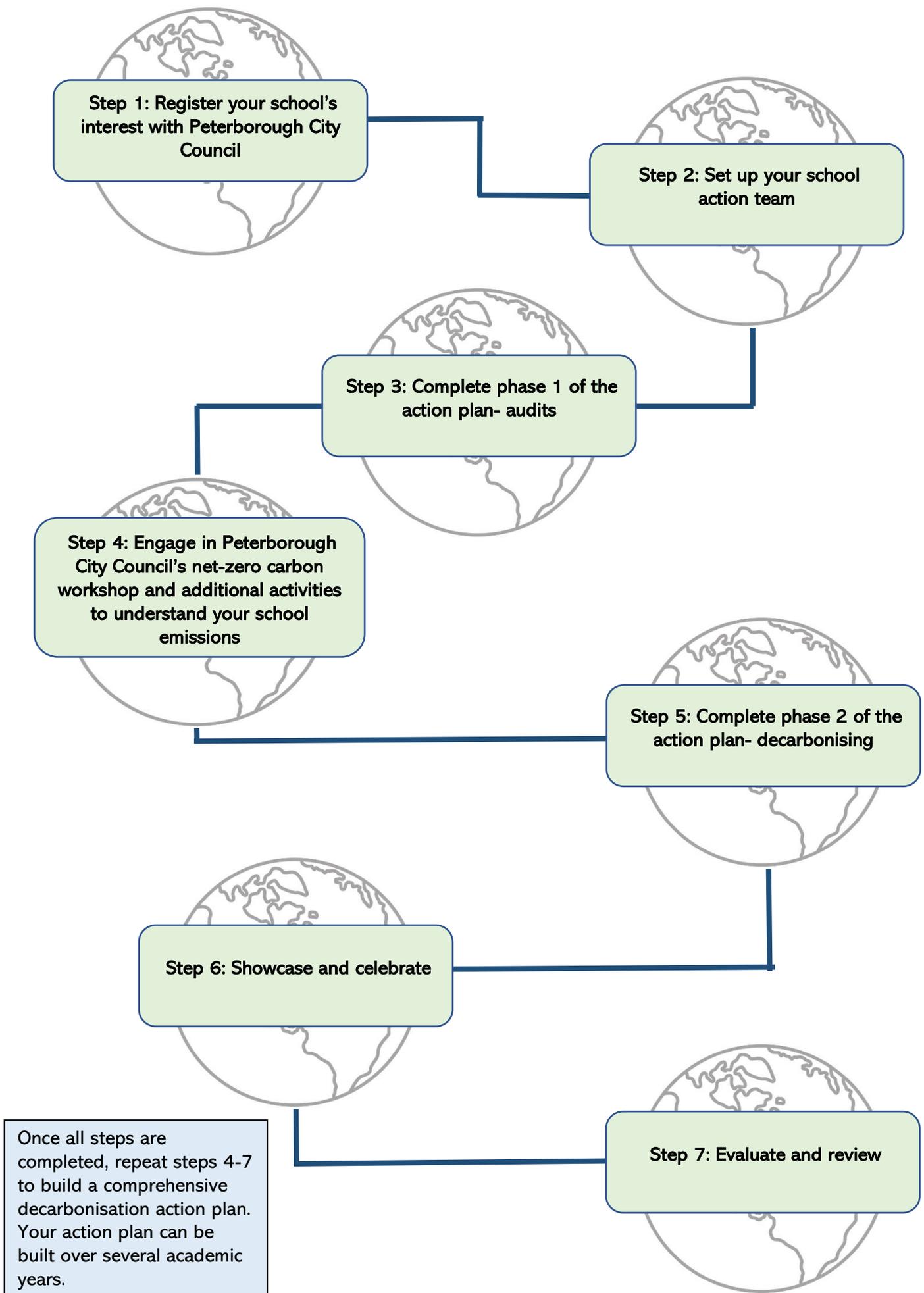
Your school will complete work to understand its emissions. This will be supported by a supplied guide detailing all suggested steps. Fun, engaging and educational workshops and activities will allow you to explore carbon reduction ideas to tackle the emissions you've identified. Optional additional resources, paired with lesson plans, will allow you to continue this work following any workshop. Your school will then create an action plan to reduce its emissions, which should include actions that pupils have designed and will lead delivery of.



To encourage others to reduce their carbon emissions the programme encourages you to share your ideas and progress with your pupils, parents and other local schools. There will also be opportunities within the programme to share successes and events, such as via a termly newsletter, with opportunities for pupils to write articles. At the end of the academic year students will showcase and celebrate their action plan in addition to evaluating and reviewing their work.



For general enquiries about Peterborough School Climate Change Programme please contact: [climatechange@peterborough.gov.uk](mailto:climatechange@peterborough.gov.uk)



## Carbon footprint

Calculating your school carbon footprint can help to identify high-emitting carbon areas for emission reduction and cost saving strategies to be implemented.



### Carbon footprint

Greenhouse gases are emitted into the atmosphere as a result of human activity. A carbon footprint is a measure of the total greenhouse gas emissions generated by an individual, organisation, event, or product. The measurement is expressed in tonnes of carbon dioxide equivalent per year (tCO<sub>2</sub>e/year).

Emissions resulting from human actions can be classified as direct or indirect. Direct emissions are defined as emissions which are owned or controlled by the individual or organisation. Conversely, indirect emissions are emissions that are a consequence of an the individual or organisations activity but are owned or controlled by another entity.

### Reducing emissions and saving cost

The education sector emits 9.4 million tonnes of carbon dioxide per year (tCO<sub>2</sub>e/year) (Sustainable Development Commission, 2009).

Switching off IT equipment is an example of a simple and no-cost sustainable behaviour that can save you money.

Reducing your heating temperature by 1°C can save 10% of your heating costs (Simple Energy Advice, 2022).

Switching to an LED lighting solution can reduce your lighting bill by up to 50% (Smart, 2022).

## Quick wins



Reducing your emissions and increasing your cost savings can be achieved by simple and no-cost sustainable behaviours.

Below are three quick win ideas to get your school started.



**Turning off your light switches** when you leave a room can help your school save energy, improve your school carbon footprint, and reduce your school lighting bill.

**Top tip:** get your students to label the light switches that do need to be on (use a yellow sticker) during normal daylight hours. See page 38 for further instructions.



**Reducing paper waste** in your school benefits the environment and saves your school money in collection charges. It takes 70% less energy and water to recycle paper than to create new paper from trees (Shred-it, 2015).

**Top tip:** get students to visit each classroom to investigate whether each classroom has a scrap paper draw and the usage of the draw.



**Conserving heat energy** can be achieved by layering up and ensuring that radiators have space around them to circulate heat. Reducing your heating temperature by 1°C can save 10% of your heating costs and reduce your school greenhouse gas emissions.

**Top tip:** get your students to check that each classroom has space around the radiators and that heat flow is not restricted.

## Your decarbonisation pathway

**Step 1: Identify a climate change action lead. This person will be responsible for your school programme.**



**Step 2: Set up your school action team by deciding which students and staff members will be at the forefront of your school's net zero carbon delivery. Your student members could be eco/school council representatives or specified classes whilst your staff members could include the Headteacher, senior leadership team, site manager, support staff, and kitchen staff. Your action team is to include different members across the school community.**



**Step 3: The action team are to carry out phase 1 of the action plan (audits) using the template on page 19 to record your plan.**

Staff members of the action team are to complete;

- the out-of-hours energy audit
- the travel audit
- the calculation of your school's carbon footprint

There is no required audit order and staff members should assist with student-led audits where necessary.

Student members of the action team are to complete;

- the in-hours energy audit
- the school lighting audit
- the school heating audit
- the food audit

There is no required audit order.

**The action team are to complete the questionnaire to identify decarbonisation ideas.**



Step 4: Action team students are to engage in Peterborough City Council's net-zero carbon workshop. Action team staff may also be present at the workshop to further support their students.



Step 5: The action team are to carry out phase 2 of the action plan using the template on page 36 to record your plan.



Write a phase 2 action plan to outline the decarbonisation steps your school is undertaking to achieve net-zero carbon.



Step 6: Students are to celebrate and showcase the actions that they have undertaken to achieve net zero carbon in your school.



Step 7: The action team are to evaluate and review the steps they have taken to decarbonise their school.



Once all steps are completed, repeat steps 4-7 to build a comprehensive decarbonisation action plan. Your action plan can be built several academic years.

Key

-  Headteacher
-  Climate change action lead
-  Staff and students of the action team
-  Staff of the action team
-  Students of the action team

## Funding

Peterborough City Council's School Climate Change Programme explores the low or no- cost behavioural changes that can reduce the carbon footprint and costings of your school.

If your school is interested in infrastructural changes, you may consider the following opportunities.

### Salix funding

Salix Finance provides government grant funding for the development of heat decarbonisation plans and the delivery of heat decarbonisation projects.

Salix runs the Low Carbon Skills Fund (LCSF). This funding is available to develop heat decarbonisation plans for a school's buildings and may fully fund these projects. If you are a maintained school, please contact us at [climatechange@peterborough.gov.uk](mailto:climatechange@peterborough.gov.uk) as this work may have already been completed for your school.

The Public Sector Decarbonisation Scheme (PSDS) is a grant scheme which funds decarbonisation works in a public sector building, including schools. Each project must include a low carbon heating measure, such as the installation of a heat pump, however other energy efficiency measures may also be included within the application to reduce heating demand, such as improved insulation. Please check the website below for updated criteria as these may be revised in each phase.

To find out more about Salix Finance and the application process please visit: [Funding the Public Sector | Salix Finance](#)

### Self- funding

There are some measures, such as improved insulation, the replacement of lighting with LEDs and the installation of solar panels which offer reduced energy costs following an initial investment. Schools may consider self-funding projects following a feasibility study or a whole-building heat decarbonisation plan.



### Travel Choice and Road Safety Team at Peterborough City Council

The Travel Choice and Road Safety Team at Peterborough City Council offer free activities, resources, and initiatives to help schools encourage staff, pupils, and parents to travel to school in a safe, healthy, and sustainable way. The team offer a variety of different services, including but not limited to:

- **Bikeability:** bikeability is today's cycle proficiency training programme and has various levels depending on age. It is predominately about training children on the practical skills and understanding of how to cycle safely.
- **School streets:** this initiative aims to reclaim the streets outside of the school gate. Its objective is to close the road so that children and local communities can use the space for learning, play, physical activity. It highlights the benefits of an active outside lifestyle and emphasises the importance of reducing congestion, improving air quality, and community inclusion.
- **School travel plans:** The team assists schools in developing a condensed Travel Plan and achievement of National Accreditation through the Modeshift STARS platform.

To find out more about their services contact:

[travelchoice@peterborough.gov.uk](mailto:travelchoice@peterborough.gov.uk) and [roadsafety@peterborough.gov.uk](mailto:roadsafety@peterborough.gov.uk) for school travel support.



## Templates and guidance

**The following section provides your school with the necessary guidance and templates to complete the audits and plans.**

### Phase 1 action plan

Your phase 1 action plan will detail the steps in which your school is carrying out to organise your school action team, engage in the audits and carbon footprint calculation in addition to completing Peterborough City Council's net-zero carbon workshop. Use the template below to keep a track of your aims, progress, and evaluations. An example phase 1 action plan has been included on the following page.

Action	Person/ group responsible	How will your action be carried out?	Expected completion date	Evaluation of action What went well/ even better if	Next steps

## Phase 1 action plan example

Below is an example of a phase 1 action plan.

Action	Person/group responsible	How will your action be carried out?	Expected completion date	Evaluation of action What went well/ even better if	Next steps
Action team staff to complete the out-of-hours energy audit	Staff of the school action team	Staff are listing items that are left on when the school is closed. Staff are using the template available	11 <sup>th</sup> October 2022	What went well: all necessary data collected Even better if: we continue to complete the survey each term	Prepare students to complete an in-hours energy audit
Action team students complete the in-hours energy audit	Students of the school action team	Students are listing items that are left on (when not in use) during the school day. Students are using the template available	12 <sup>th</sup> October 2022	What went well: all necessary data collected Even better if: we continue to complete the survey each term	Prepare students to complete a school lighting and heating audit
Action team students complete the school lighting and heating audit	Students of the school action team	Students are reviewing the lighting and heating in each room. Students are using the template available	14 <sup>th</sup> October 2022	What went well: all necessary data collected Even better if: staff highlight importance of using the template	Prepare students to interview the school canteen staff
Action team students complete the food audit	Students of the school action team	Students are interviewing the school canteen staff to explore food miles/ food options. Students are using the template provided	18 <sup>th</sup> October 2022	What went well: all necessary data collected Even better if: students to come up with own interview questions once confidence increases	Prepare students to complete a travel to school audit
Action team staff complete the travel to school audit	Classroom teachers and staff of the school action team	Each classroom teacher is completing the 'Hands Up' Travel Survey using the excel template provided. The action team staff are also sourcing the school's postcode data.	20 <sup>th</sup> October 2022	What went well: all necessary data collected Even better if: action team prewarned classroom staff of the data collection	Action team are to complete the decarbonisation questionnaire

Action team to complete the decarbonisation questionnaire	Students and staff of the school action team	Action team are completing the decarbonisation questionnaire to further pinpoint decarbonisation themes	21 <sup>st</sup> October 2022	What went well: decarbonisation themes were narrowed down Even better if: review decarbonisation themes as a whole school	Action team staff are to prepare to calculate the school's carbon footprint
Action team staff calculate the school's carbon footprint	Staff of the school action team	Action team staff are using the excel template provided to calculate the school's carbon footprint	22 <sup>nd</sup> October 2022	What went well: carbon footprint calculated Even better if: review carbon footprint data as a whole school	Communicate with Peterborough City Council regarding the net-zero carbon workshop
Complete and engage in Peterborough City Council's net-zero carbon workshops and additional resources	Students of the school action team and Peterborough City Council	Engagement in Peterborough City Council's net-zero carbon workshops and additional resources	28 <sup>th</sup> October 2022	What went well: completed and engaged in the workshops and resources Even better if: complete the workshops with a different group	Using the workshop and the questionnaire template begin the phase 2 action plan
Begin the phase 2 action plan to outline what decarbonisation steps our school is undertaking	Students of the school action team with support of school action team staff	Using the phase 2 action plan template the students are to outline and explain their first decarbonisation action. Staff of the school action team can support the students in completing the phase 2 action plan in addition to supplementing student led ideas with quick wins/ more technical actions. The students are strongly encouraged to lead the plan.	4 <sup>th</sup> November 2022	What went well: students (with guidance) used the template well Even better if: students complete the next action recording on their own	Communicate phase 2 action plan and implement across school community

## Out-of-hours energy audit

The aim of an out-of-hours energy audit is to identify the appliances that have not been switched off overnight.

The purpose of an out-of-hours energy audit is to reduce the overnight energy usage of schools, improve carbon footprints, and increase cost-savings.

Method: Action team staff are to carry out an audit of each room within the school using the template on the next page. The audit is to be carried out without warning to allow for accurate results.

**Top tip:** Common appliances that are left on are lighting, smartboards, projectors, photocopiers/printers, desktop computers, laptops, tablets, radios, and heaters. Use these common appliances as your starting point.

**Moving forward:** The action team are to communicate their findings to the school community to promote collective action. There is the opportunity for students to create poster reminders to further deliver the message.

Room	Item left on	Number of said item left on	Number of said item left on standby
E.g., Class A	Projector	0	1
E.g., Kitchen	Lights	2	0
	Radio	1	0



## In-hours energy audit

The aim of the in-hours energy audit is to identify the appliances that have not been switched off (when not in use) during the day.

The purpose of the in-hours energy audit is to pinpoint areas where energy usage can be reduced, subsequently reducing emissions, and saving money.

Method: Action team students are to use the template on the next page to record their findings in each room.

**Top tip:** Only include items that are not in use during the day and make sure you understand key terminology before beginning the audit.

**Moving forward:** Students could label the appliances that can be turned off when not in use during the day as a reminder to the school community to be energy aware. See the labelling plug socket activity on page 39.

When a device is left on this means that the device is not being used. For example, your TV is on and you're not watching it.

When a device is on standby this means that the device is in low-power mode. For example, your DVD player is on but is not playing a film.

Room name: E.g., Class A		
Device	Number of said device left on	Number of said device on standby
<b>Desktop computer</b> 	E.g., 1	E.g., 0
<b>Laptop computer</b> 	E.g., 2	E.g., 1
<b>Tablet</b> 	E.g., 10	E.g., 5
<b>Please list any other devices that have been left on or are on standby.</b>		
E.g., coffee machine	E.g., 1	E.g., 0

Room name:

Device	Number of said device left on	Number of said device on standby
<b>Desktop computer</b> 		
<b>Laptop computer</b> 		
<b>Tablet</b> 		
<b>Radio</b> 		
<b>Printer</b> 		
<b>Smartboard</b> 		
<b>Projector</b> 		
<b>Heater</b> 		
<b>Lighting</b> 		

Please list any other devices that have been left on or are on standby.


## School lighting audit

The aim of the school lighting audit is to identify the lighting in different rooms and to highlight any lighting malfunctions.

The purpose of the school lighting audit is to determine ways to reduce light consumption and to lower operating costs.

Method: Students are to use the template below that allows them to evaluate the lighting properties of different rooms within the school. Use your judgement of your school size to determine whether it would be appropriate to audit every room. Alternatively, a primary school could complete an audit for one room per year group. For example, one Year 1 classroom. Likewise, a secondary school could aim to complete an audit for one room per department. For example, one maths classroom.

**Top tip:** Utilise action team staff members (e.g., site manager) in supporting students to answer the guided questions.

**Moving forward:** Students are to reflect on their findings and the action team are to hold any relevant discussions and plans regarding detected lighting malfunctions.

Room name	Question	Answer	Further comments
	What type of lighting is in this room? E.g., LED/ T5/T8/T12. Ask a member of staff to help you with this question.		
	How many lights do you see in this room?		
	How many light switches do you see in this room?		
	Do all the lights turn on at the same time when you enter the room?	😊 Yes     😞 No	
	Are all lights working?	😊 Yes     😞 No	
	Do lights get turned off when the room is empty?	😊 Yes     😞 No	
	When it is sunny, are the lights turned off inside?	😊 Yes     😞 No	
	Can you see out of the windows? I.e., there are no posters or pictures blocking the windows.	😊 Yes     😞 No	
	Do you think this room would be bright enough if some of the lights were switched off?	😊 Yes     😞 No	

## School heating audit

The aim of the school heating audit is to identify the temperatures of different rooms and to highlight any heating malfunctions.

The purpose of the school heating audit is to determine ways to reduce heat consumption and to lower operating costs.

Method: Students are to use the template below that allows them to evaluate the heating properties of each room within the school. Use your judgement of your school size to determine whether it would be appropriate to audit every room. Alternatively, primary schools could complete an audit for one room per year group. For example, one Year 1 classroom. Likewise, secondary schools could aim to complete an audit for one room per department. For example, one maths classroom.

**Top tip:** Utilise action team staff members (e.g., site manager) in supporting students to answer the guided questions.

**Moving forward:** Students are to reflect on their findings and the action team are to hold any relevant discussions and plans regarding detected heating malfunctions.

Room name	Question	Answer	Further comments
	What type of heating does this room have? E.g., Gas central/oil/ lpg/ electric. Ask a member of staff to help you with this question.		
	How old is the boiler? Ask a member of staff to help you with this question.		
	What is the temperature of the room? Ask a member of staff to help you with this question.		
	How is the temperature of the room controlled? Ask a member of staff to help you with this question.		
	Are there valves on the radiator that allow you to control the room's temperature?	😊 Yes      😞 No	
	Can you see that there are no objects in front of the radiators?	😊 Yes      😞 No	
	When the weather is cold, are the windows and doors kept closed to keep the heat inside?	😊 Yes      😞 No	
	Do all the windows and doors close/ seal properly?	😊 Yes      😞 No	
	Does this room have carpet?	😊 Yes      😞 No	
	Do you think the room is a good temperature? I.e., when the school heating is on students do not have to put on extra layers.	😊 Yes      😞 No	

## Food audit

The aim of the food interview is to identify the food products that are purchased and consumed in the school canteen.

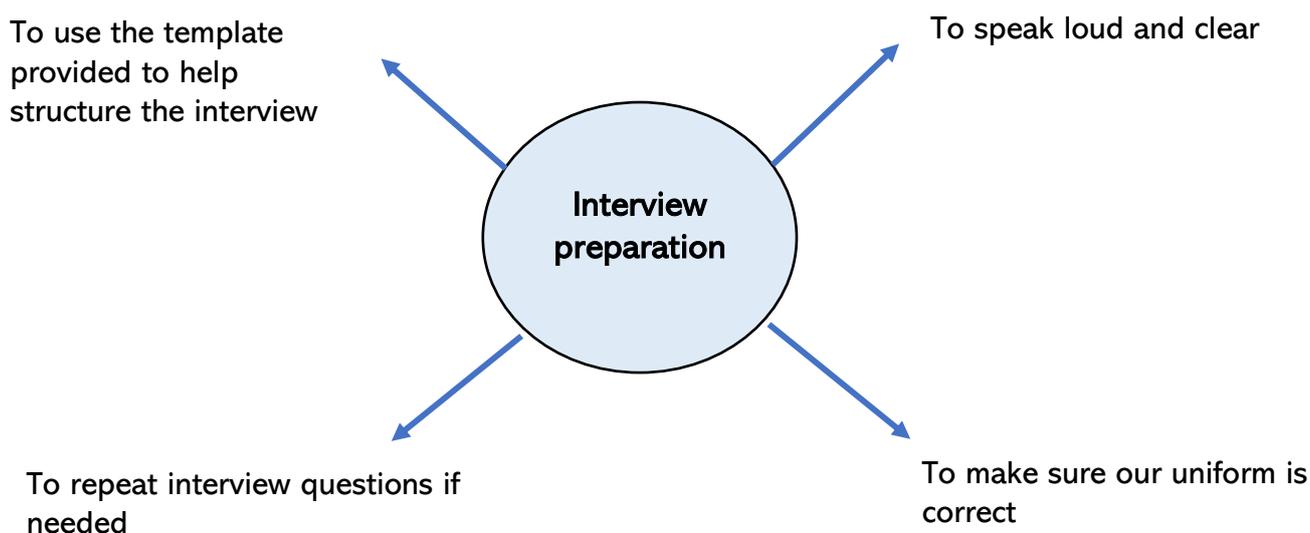
The purpose of the food interview is to determine sustainable food options.

Method: Students are to use the template on page 29. The template sets out a structure for the interview in addition to question prompts and ideas. Students can incorporate their own questions into the interview. Students should record the kitchen staff's answers in the space provided on the template.

**Top tip:** Record the audio of the interview to help students with notetaking. You might also find that your students do not have the experience in conducting an interview. Use the space at the bottom of this page to brainstorm ideas about the interview process.

**Moving forward:** Students could work with the school canteen to design a school food menu.

The action team can use the space below to brainstorm interview ideas to prepare students for conducting the interview.



**1. Introduce yourselves: who you are and why you are completing the interview.**

Hello, we are \_\_\_\_\_ and we are a part of our school action team.

Our school action team is working towards reducing our school carbon footprint by \_\_\_\_\_.

We would like to interview you to investigate \_\_\_\_\_.

**2. Explain to the kitchen staff how the interview will work.**

We have \_\_\_\_ questions to ask. We will write your response down for each question. Please speak clear and slow so we have time to write down your answers. We can repeat any of the questions for you.

Question ideas	Answer
Does our school canteen serve vegan/vegetarian meals?	
What is an example of a vegan/ vegetarian meal our school serves or could serve?	
How many times a week are vegan/ vegetarian meals sold?	
Are the vegan/ vegetarian meals popular at lunchtime?	
Are our school meals prepared using fresh ingredients?	
Do our school meals use foods which are in season?	
Does our school source our food from local providers?	
Name an example of a food that is sourced from a local provider.	
How many products in total does our school canteen source from local providers?	
Do we have a school fruits, vegetables, and herb garden?	
Does the kitchen use the fruits, vegetables, and herbs from our school garden?	
Do you think the portions are the right size or is food thrown away?	
Your question:	

**3. Thank the kitchen staff for participating.**

Thank you for participating in our food interview. Your answers and suggestions are going to help promote sustainable choices within our school.

## Travel audit

The aim of the travel to school audit is to identify the different modes of transport your school community engages in.

The purpose of the travel to school audit is to pinpoint areas of sustainable travel, relevant to your catchment area, to reduce your carbon footprint.

Method: Action team students are to get each classroom teacher to lead and complete the 'Hands Up' Travel Survey with their class (template provided on an excel spreadsheet) to collect data on how pupils travel to school. For each question asked the teacher should count the number of hands that are raised and record the results on the spreadsheet. See below for an example. Action team staff are then to source the postcode data of your school's catchment area and send this to the council's climate change team at [climatechange@peterborough.gov.uk](mailto:climatechange@peterborough.gov.uk). You will receive a plot of home locations and the travel distances to school. The postcode data will help your school to identify the potential for your students to change to different travel modes e.g., if a significant number of your students live within a mile of your site, there is potential to encourage walking to school.

**Top tip:** The school office will have access to your school's postcode data. This data needs to be anonymous to protect people's privacy. We need the full postcode to provide your school with an accurate plot. For example, PE2 8AP.

**Moving forward:** In preparation for carbon calculation purposes, we recommend that you source your staff travel and school transport data. Please see the transport tabs on the carbon footprint excel spreadsheet to understand the data you will need to collect. We also advise you to create or update your School Travel Plan (STP). By completing the 'Hands Up' Travel Survey and sourcing your school's postcode data you have already made progress towards your STP. A STP outlines the steps needed to promote safer, active, and sustainable travel at your school. Travel Choice can assist your school in creating a condensed STP achievement of National Accreditation through the Modeshift STARS platform. Please contact [travelchoice@peterborough.gov.uk](mailto:travelchoice@peterborough.gov.uk) for more information.

Q1. Is there a bicycle you can regularly use? (This can be your own, or one you can borrow)			
Yes	25		
No	5		
Q2. How do you usually (or most often) travel to school?			
Cycle	5	Q5. How often do you travel to school by car?	
Walk	10	3 or more times a week	8
Scoot / Skate	5	1-2 times a week	10
Park and Stride / Park and Cycle	0	1-2 times a month	10
Bus	2	A few times a year	2
Train	0	Never	0
Car	8		

## Questionnaire to identify phase 2 decarbonisation themes

The questionnaire below is a useful tool in evaluating which net-zero carbon themes your school would benefit from focusing on. Answer the questions below as a starting point for your phase 2 action plan.

Net- Zero Carbon theme	Questions	Answer
Energy	1. How many lights are there in the school/ classroom?	
	2. How many light switches are there in the school/ classroom?	
	3. Does your school have motion sensor lights? This means the lights turn on automatically when you enter the room.	
	4. Do all windows and doors close/ seal properly?	
	5. What type of glazing does your school have? Ask your site manager if you are unsure.	
	6. Are most floors carpeted to keep heat in?	
	7. Do radiators have space around them to circulate heat?	
	8. How is the temperature of the school/ classroom controlled? Is there a thermostat?	
	9. Are there valves on the radiator that allow you to control the school/classroom temperature?	
	10. If the room has radiator valves, do they work? Ask your site manager if you are unsure.	

<b>Transport</b>	1. Does your school have bike/ scooter storage?	
	2. Does your school encourage active travel?	
	3. How many children in your school engage in active travel on the school run? Use your transport audit results!	
	4. Do staff car share at your school?	
	5. Do pupils car share at your school?	
	6. Does your school provide cycle training?	
	7. Does your school provide scooter training?	
	8. Does your school have a walking bus?	
	9. Does your school have a travel plan?	
	10. Does your school have a car-free zone?	
<p>If your school requires support with their transport, contact the Travel Choice and Road Safety team at Peterborough City Council to explore their no-cost activities, resources, and initiatives. Examples of their services include; bikeability (cycle proficiency), school streets (reclaiming the streets outside the school gate), and school travel plans. Email: <a href="mailto:travelchoice@peterborough.gov.uk">travelchoice@peterborough.gov.uk</a> and <a href="mailto:roadsafety@peterborough.gov.uk">roadsafety@peterborough.gov.uk</a></p>		

<b>Food</b>	1. Does your school serve vegan/ vegetarian meals?	
	2. How many times a week does your school serve vegan/ vegetarian meals?	
	3. Does your school participate in any meat-free days?	
	4. How many vegan/ vegetarian meals are sold across a week?	
	5. Are school meals prepared using fresh ingredients?	
	6. Do school meals use foods which are in season?	
	7. Does your school canteen source their food from local providers?	
	8. How many products does your school canteen source from local providers?	
	9. Does your school have a garden for growing fruit, vegetables, or herbs?	
	10. Are portions the right size or is food thrown away?	

<b>Waste</b>	1. Does your school recycle paper?	
	2. Does your school use recycled paper in printers and photocopiers?	
	3. Does every classroom have a scrap paper drawer for reusing paper?	
	4. Do teachers and students use paper from your scrap paper drawers?	
	5. Does your school have separate bins for paper, plastic, metal, and glass?	
	6. Does your school encourage students to use water bottles that can be refilled?	
	7. Are your school uniforms made from recycled materials?	
	8. Does your school run second-hand uniform sales?	
	9. Does your school use a compost bin for recycling fruit and vegetable waste?	
	10. Do students help with composting?	

## Carbon footprint calculator

The aim of the carbon footprint calculator is to provide an accurate overview of your school's emissions for the previous academic year.

The purpose of the carbon footprint calculator is to use your emissions summary to inform your school action plan and to track progress.

Method: To calculate your school carbon footprint please use the excel spreadsheet provided. You will need to enter relevant values for the previous academic year into the blue cells in each tab. Scope 1, 2, 3 and total values will be calculated automatically. The summary tab will also automatically populate. Please note that the carbon calculator does not include a full scope of greenhouse gas emissions. If you can add information on emissions from purchases, food, or another other activity, then this can be added into the tool.

**Top tip:** Before you begin your carbon footprint calculation make sure you have access to your school's energy bill, water bill, waste contract details/ bill and the 'Hands Up' Travel Survey/ postcode data from the travel audit. The carbon calculator also requires you to input data for an entire year. You may need to multiply your data up from a day, week, or month.

**Moving forward:** The school carbon calculator uses greenhouse gas conversion factors for a specific year. Peterborough City Council intend to update the carbon calculator annually by providing a revised spreadsheet with updated conversion factors, please contact [climatechange@peterborough.gov.uk](mailto:climatechange@peterborough.gov.uk) for the latest version. We recommend that you complete the school carbon calculator each academic year to inform your school action plan and to track progress.

School carbon calculator				
NAME OF SCHOOL				
Theme	Scope 1 emissions (kg CO2e)	Scope 2 emissions (kg CO2e)	Scope 3 emissions (kg CO2e)	Total (kg CO2e)
Buildings	0	0	0	0
Transport	0	0	0	0
Water	0	0	0	0
Waste	0	0	0	0
Other	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>





## Labelling light switches activity

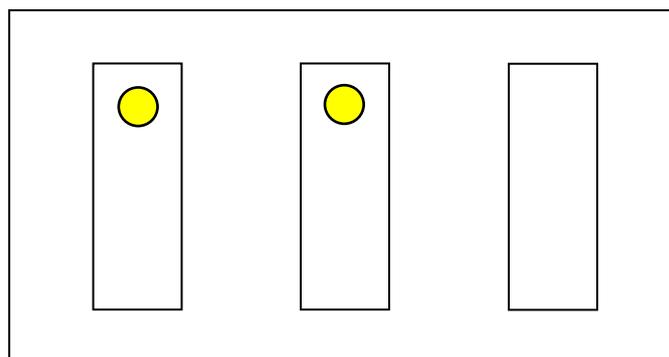
The aim of the labelling light switches activity is to identify the light switches that do not need to be on during normal daylight hours.

The purpose of labelling light switches is to reduce light energy usage, increase cost savings, and improve the carbon footprint of a school.

Method: First, students are to identify the rooms that have multiple light switches where rows or banks of fittings can be switched off independently. Students are to then switch all lights off in that room. Next, starting furthest away from the window, lights are to be switched back on. One light at a time. Repeat this process until the students come to a decision that the room has sufficient lighting for work purposes and no more lighting is needed. Once there is agreement between the action team students are to place a yellow sticker on the light switches that they have turned on. Yellow stickers indicate that a light switch can be turned on. Refer to the example at the bottom of the page which illustrates what your light switches could look like.

**Top tip:** Complete this activity when there is enough natural daylight.

**Moving forward:** The action team are to inform the school community about the activity results, the purpose of the investigation, and sticker meanings. The school community are to use their judgements during different times of the year as to whether the activity needs to be re-evaluated.



### **Key**

 Lights that can be turned on during the day

## Labelling plug sockets activity

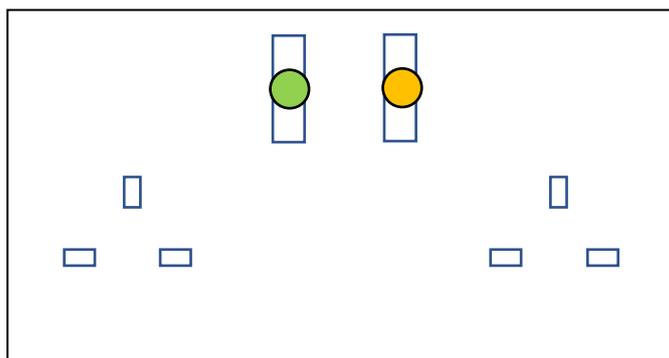
The aim of the labelling plug sockets activity is to identify the electrical items that do and do not need to be on.

The purpose of labelling plug sockets is to reduce energy usage, increase cost savings, and improve the carbon footprint of schools.

Method: First, following the out-of-hours and in-hours energy audit students are to identify the plug sockets around the school. Students are to then decide which of these plug switches can and cannot be turned off. An example of an item that can be switched off is a projector and an example of an item that cannot be switched off is a freezer. Once there is agreement between the action team students are to code the plug sockets using green, orange, and red stickers. Green stickers indicate that a plug switch can be turned off when not in use, an orange sticker indicates that a plug switch can be turned off after checking no one is using the equipment, and a red sticker indicates that a plug switch cannot be turned off. Refer to the example at the bottom of the page which illustrates what your plug sockets could look like.

**Top tip:** Complete this activity after the in-hours and out-of-hours audits.

**Moving forward:** The action team are to inform the school community about the activity results, the purpose of the investigation, and sticker meanings.



### Key

-  Plug switches that can be turned off when not in use
-  Plug switches that can be turned off after checking no one is using the equipment
-  Plug switches that cannot be turned off

## Key word glossary

The key word glossary below is to aid staff and students with the understanding of climate change themes. These key words will be used throughout the delivery of Peterborough City Council's School Climate Change Programme.

<b>Key word</b>	<b>Definition</b>
<b>Air pollution</b>	A substance in the air that is harmful.
<b>Biodiversity</b>	The variety of animal or plant life in a particular habitat.
<b>Carbon footprint</b>	A measure of how much carbon is used by a person, company, or country.
<b>Climate change</b>	The shift in the Earth's usual weather conditions over many years.
<b>Deforestation</b>	The process of cutting down trees.
<b>Earth</b>	The planet we live on.
<b>Emissions</b>	Substances that are released into the atmosphere (e.g., burning coal releases carbon dioxide emissions).
<b>Fossil fuels</b>	A natural fuel such as coal, oil, or gas that was formed from decomposing plants and animals.
<b>Global warming</b>	When the planet keeps getting hotter.
<b>Greenhouse gases</b>	The gases that are responsible for global warming (e.g., carbon dioxide and methane).
<b>Habitat</b>	Where a plant or animal lives.
<b>Hydropower</b>	Using water to create energy.
<b>Net-zero carbon</b>	A balance between the carbon emitted and carbon removed from the atmosphere.
<b>Non-renewable energy</b>	Energy sources that can't be replenished (e.g., coal).
<b>Recycling</b>	Materials that can be used to make something else.
<b>Reducing</b>	Using something less or making something smaller.
<b>Renewable energy</b>	Energy sources that can be replenished (e.g., solar energy).
<b>Reusing</b>	Using something more than once.
<b>Scope 1 emissions</b>	Scope 1 emissions are those which are released on site. These include emissions from the fuel used in gas boilers and combustion engine vehicles.
<b>Scope 2 emissions</b>	Scope 2 emissions are those which are released by purchased energy where the emissions are released offsite. These include emissions from electricity from the national grid.
<b>Scope 3 emissions</b>	Scope 3 emissions are those which are released by indirect activities. These can include emissions produced by the goods and services we purchase, by staff travel, by the processing of waste produced, by the energy dissipated through the transmission and distribution of the energy supply system or by a number of other activities.
<b>Solar energy</b>	Using the sun to create energy.
<b>Sustainability</b>	Looking after the planet now to protect the future.
<b>Wind energy</b>	Using the wind to create energy.

<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>4 JANUARY 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Executive Director Place & Economy	
Cabinet Member(s) responsible:	Cllr Nigel Simons Cabinet Member for Waste, Street Scene and the Environment	
Contact Officer(s):	Darren Sharpe - Natural and Historic Environment Manager	01733453596

**Trees and Woodland: Ash Dieback Action Plan**

**RECOMMENDATIONS**

<b>FROM:</b> Adrian Chapman -. Executive Director Place & Economy	<b>Deadline date:</b> N/A
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It is recommended that Climate Change & Environment Scrutiny Committee:

1. Note the current threat posed to the Council's tree stock by Ash dieback and the potential pressures imposed. Consider the Ash Dieback Action Plan and offer any further views which will subsequently be reported to Cabinet in due course.
2. Endorse the draft Ash dieback Action Plan and recommend it to Cabinet.

**1. ORIGIN OF REPORT**

1.1 This report is submitted to the Climate Change & Environment Scrutiny Committee having identified Ash Dieback as a threat within the Corporate Risk Register for some years. In accordance with best practice guidance it was considered timely to draft an Ash Dieback Action Plan which allows the Council to prepare to manage the impacts of Ash dieback going forward.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to:

1. Determine whether Scrutiny Committee wishes to express any recommendations to Cabinet regarding the proposed threat posed by Ash Dieback.
2. Allow the Committee to receive and comment on a draft Ash Dieback Action Plan and the measures outlined within it.

2.2 This report is for Climate Change and Environment Scrutiny Committee to consider under its Terms of Reference Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council:

6. Biodiversity;
7. Green Space;
8. Trees and Woodland

**2.3 Corporate Priorities**

The outcome of this work has the potential to directly and indirectly support all of the council's corporate priorities.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	No	If yes, date for Cabinet meeting	N/A
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### 4. BACKGROUND AND KEY ISSUES

#### Background

- 4.1 Ash dieback is a virulent fungal disease that has spread across the country since its introduction in 2012. It causes wilting and dieback of ash, often leading to death of the tree. It is possible that up to 90% of the ash trees in Peterborough will be killed by the disease (based on epidemiology from other countries). These dead trees will rapidly present a health and safety risk to the public and property as they decay and become susceptible to other wood decay fungi. This in turn creates a risk of claims against the Council, litigation costs and adverse publicity if prompt action is not taken to deal with the problem.
- 4.2 The Ash Dieback Action Plan (ADAP) has been prepared as follows:
- To communicate the risk posed by the disease and the measures that may be needed to remediate the impact.
  - To identify the likely risks to public safety and infrastructure such as roads, footpaths, railways and overhead services
  - To consider and address the impact on the environment, landscape and biodiversity within the city which applies particularly to the Ancient Semi Natural Woodland in Bretton which contains a large number of ash trees.
  - To consider two likely scenarios: over 90% of ash dying within a 10-year period (scenario 1) and a more mixed impact of less than 50% of the trees during in a 10-year period (scenario 2).
  - To estimate the likely costs of dealing with ash trees killed and badly affected by the disease and their replacement.
- 4.3 This ADAP (Appendix A and Appendix1) includes a delivery plan that sets out how Peterborough Council, in partnership with Aragon Direct Services, will deal with the impact of the disease.

#### Key issues

- 4.4 There are several key issues that have informed the policy created. These include:
- Large numbers of dead trees have the potential to impact on the city's infrastructure in particular roads, footpaths and overhead services.
  - Trees in the City provide a wide range of ecosystem services many of which help ameliorate some of the worst effects of climate change. The loss of ash will significantly affect the delivery of these services.
  - There are an estimated 22,600 council owned ash trees at risk. These fall into three main categories: trees in streets and public open space, trees in woodland belts planted by Peterborough Development Corporation (PDC) and trees in Bretton Woodlands.
  - It is estimated the cost of clearing and replanting council owned trees over a ten-year period will be substantial.
  - Estimates of cost in the plan do not include routine tree management work already budgeted for or anticipated within the period. Inevitably there will be additional administrative costs in dealing with trees in private ownership. No allowance is made for the effect of inflation. The 10-year timescale could be significantly reduced if the pace of infection within the city quickens.
  - The plan provides guidance for property and woodland owners on the procedures and rules that need to be considered when seeking to remove dead or dying ash particularly when the trees are the subject of a Tree Preservation Order (TPO) or within a Conservation Area. It also signposts sources of further help and advice.

### 5. CONSULTATION

- 5.1 No external consultation has taken place on any matters referred in this paper.

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

- 6.1 It is anticipated that Climate Change & Environment Scrutiny Committee will consider and comment on the report and set out its views for Officers implementing the Ash Dieback Action Plan.

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

- 7.1 The proposed Ash Dieback Action Plan for dealing with tree Ash Dieback has considered current best practice and has been developed alongside the framework of resources available to the Council and extensive working knowledge of the tree resource within the city.

Although the existing approach taken in respect to managing the historically low levels of Ash dieback was considered an effective form of risk mitigation it was considered that a more detailed plan was required to prepare the Council for this significant tree disease. The Action Plan adds clarity to operational guidelines, prepares the authority for the potential financial impacts and provides a clearer understanding for all customers.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 Other alternative options include:
1. Have no Action Plan-This was dismissed as it was considered that the Council would not comply with best practice and would be inadequately prepared for Ash Dieback within the City.
  2. Create an alternative ADAP template- This was dismissed as it is considered that the Tree Council ADAP template is extensively used and proven to have been published and updated with the assistance of a broad range of authorities and experts within the sector.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 The future costs to PCC of dealing with the Ash Dieback are somewhat unknown in scale or time however the Ash Dieback Action Plan (ADAP) has been prepared to assess financial implications based on two scenarios: 90% of the trees dying within 10 years and 50% of the trees dying within ten years. The cost of dealing with clearing and replanting Council owned trees over a ten-year period is estimated to range from £3.2m - £5.4m. This is considerably higher than the annual cost seen to date of under £50k for around 100 trees, which has been managed through existing budgets. No additional budget has been proposed at this stage, and the rate at which the potential costs outlined would start to hit is uncertain. Proposing additional budget of £3-500k from 23/24 has been considered, however this would require further savings to be identified, for the council to achieve a balanced budget. Given the uncertainty, it is proposed to manage this as a risk within the overall Tree Management budget during 23/24 and consider the budget position again should the caseload indicate that this has become necessary.

### **Legal Implications**

- 9.2 There is a legal duty to maintain any ash trees on land that the Council owns and is responsible for, as defined in the Health and Safety at Work Act 1974, Management of Health & Safety at Work Regulations 1999, Highways Act 1980 and The Occupiers Liability Act 1957.

Many roadside trees will be in private ownership and thus the legal duties in respect of these trees will fall to the landowners. The Highways department have powers, where it is considered that a tree endangers the passage of vehicles or pedestrians, to request they are removed. If action is not taken by the tree owner, the Council may consider completing the work and recovering the costs from the owner as allowed under statutory provision.

### **Equalities Implications**

9.3 There are no known implications, positive or negative.

### **Rural Implications**

9.4 There are no known implications, positive or negative.

### **Carbon Impact Assessment**

Implicated trees are assumed to be close to death and thus there will be an impact in terms of capturing carbon from the atmosphere. Once dead or felled the tree/s would obviously stop that carbon capture, albeit any replacement trees would over time, should they mature, likely capture a similar level of carbon. Whilst difficult to quantify, it is considered that the Action Plan to be carbon negative, or it will take a long time to become carbon neutral. There will be a slight increase in carbon emissions from the increased transport required to fell implicated trees.

## **10. BACKGROUND DOCUMENTS**

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

10.1 Trees and Woodland Strategy  
Tree Council Ash Dieback Action Plan Toolkit.

## **11. APPENDICES**

11.1 Appendix A- Peterborough City Council Ash Dieback Action Plan (ADAP)  
Appendix 1- General Management Advice For Landowners On Ash Dieback

**APPENDIX A**

**PETERBOROUGH CITY COUCIL  
ASH DIEBACK ACTION PLAN (ADAP)**



**Document Control Sheet**

Document Title	Peterborough City Council Ash Dieback Action Plan
Version	Version 3.0
Author	DS/CJ/ATC
Date	12/12/2022
Further copies from	

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## Appendices

Appendix 1 - Recommendations on Ash Dieback for Private Landowners

## 1. Executive Summary

- 1.1 Ash dieback is a virulent fungal disease that has spread across the country since its introduction in 2012. It causes wilting and dieback of ash, often leading to death of the tree. It is possible that up to 90% of the ash trees in Peterborough will be killed by the disease (based on epidemiology from other countries). These dead trees will rapidly present a health and safety risk to the public and property as they decay and become susceptible to other wood decay fungi. This in turn creates a risk of claims against the Council, litigation costs and bad publicity if prompt action is not taken to deal with the problem.
- 1.2 This Ash Dieback Action Plan (ADAP) has been prepared to both assess the impact of the disease and estimate the likely financial implications based on two scenarios: 90% of the trees dying within 10 years and 50% of the trees dying within ten years. It is based on the Tree Council ADAP template that sets out a format for Local Authorities to follow when formulating plans to deal with the problem.
- 1.3 This ADAP includes a delivery plan that sets out how Peterborough City Council in partnership with Aragon Direct Services will deal with the impact of the disease.
- 1.4 Large numbers of dead trees have the potential to impact on the City's infrastructure in particular roads, footpaths, and overhead services.
- 1.5 Trees in the City provide a wide range of ecosystem services many of which help ameliorate some of the worst effects of climate change. The loss of ash will significantly affect the delivery of these services
- 1.6 There are an estimated 22,600 Council owned ash trees at risk. These fall into three main categories: trees in streets and public open space, trees in woodland belts planted by Peterborough Development Corporation (PDC) and trees in Bretton Woodlands.
- 1.7 It is estimated the cost of clearing and replanting diseased council owned trees over a ten-year period will be substantial. Two scenarios are considered within this plan: 90% of the ash dying within 10 years and the lesser impact of 50% dying within 10 years.
- 1.8 Estimates of cost in this plan do not include routine tree management work already budgeted for or anticipated within the period. Inevitably there will be additional administrative costs in dealing with trees in private ownership. No allowance is made for the effect of inflation. The 10-year timescale could be significantly reduced if the pace of infection within the City quickens.
- 1.9 The plan provides guidance for property and woodland owners on the procedures and rules that need to be considered when seeking to remove dead or dying ash particularly when the trees are the subject of a Tree Preservation Order (TPO) or within a Conservation Area. It also signposts sources of further help and advice.

## 2. Aims and Objectives

2.1 Ash Dieback is a serious fungal disease that threatens the survival of ash (*Fraxinus excelsior*) trees in Peterborough. The aim of this Ash Dieback Action Plan (ADAP) are as follows:

- To communicate the risk posed by the disease and the measures that may be needed to remediate the impact.
- To identify the likely risks to public safety and infrastructure such as roads, footpath, railways and overhead services
- To consider and address the impact on the environment, landscape and biodiversity within the City this applies particularly to the Ancient Semi Natural Woodland in Bretton which contains a large number of ash trees.
- To consider two likely scenarios: over 90% of ash dying within a 10-year period ( scenario 1) and a more mixed impact of less than 50% of the trees during in a 10-year period (scenario 2).
- To estimate the likely costs of dealing with ash trees killed and badly affected by the disease and their replacement.

## 3. Ash Dieback

3.1 Ash dieback (*Hymenoscyphus fraxineus*) is a fungal disease that interferes with the transport of water up the stem and the flow of nutrients from the crown to the roots often killing the tree . It was not found in the UK until 2012 and thought to have been introduced on trees imported from continental Europe. It is also possible that wind born spores were blown across the North Sea, The outbreak started in East Anglia but has since spread across almost the whole country.

3.2 The fungus infects the leaf stalk of ash and rapidly spreads to the twigs and branches causing dieback of the trees. The infection can be relatively slow acting, and the tree often produces new growth which, in turn, becomes infected with the fungus and dies back again. The trees typically enter a cycle of decline that leads to the death of the tree. However, the progression of the disease is variable in the UK - some trees die rapidly whilst others show considerable resistance to the disease. There is also marked regional variations. In badly affected areas a high proportion of the ash population are dead or dying while in others the disease only affects a proportion of the ash with some seeming to tolerate the disease. In comparison to other areas of the country the level of ash dieback in Peterborough is low but, based on visual assessments and recent surveys, is increasing particularly in the northern and western part of the City.

- 3.3 The symptoms of the disease include the presence of dead brown leaves in the summer. diamond shaped black lesions on the stem and branches as shown in Figure 1, also upright reactive shoots with a pink tinge and, perhaps the most notable, dieback and dead wood present in the crown with tufts of regrowth as shown in Figures 2 below.



Forestry Commission Picture Library

Fig 1: Dead leaves and diamond shape stem lesions are symptomatic of the disease.



Forestry Commission Picture Library

Fig 2: Typical crown dieback with tufts of regrowth.

- 3.4 The fructifications or fruit bodies of the fungus are formed on the leaf stalks and look like tiny mushrooms. They appear in autumn when the moist conditions are most favourable for the spread of the spores.
- 3.5 The infection rate is variable. Woodland trees or trees in groups appear to be more prone to the disease, as in woods trees are exposed to concentrated levels of spores. However, free standing ash of all sizes are also susceptible. Trees can become infected throughout the size range from young self-sown trees to large over mature specimens. The fungus also affects cultivated varieties of common ash, such as weeping ash (*Fraxinus excelsior* 'Pendula'), which is particularly susceptible. Other species of ash also succumb to the disease, for example Raywood Ash (*Fraxinus oxycarpa* 'Raywood'), notable for its wine-red autumn colour, which is common in the City particularly in roadside belts and parks.
- 3.6 The Tree Council have adopted a class-based system of categorising dieback in ash as follows:

**Class 1 100% to 76% of the Crown Remains**



Picture of class 1 from the Tree Council

**Class 2 75% to 51% of the Crown Remains**



**Class 3 50% to 26% of the Crown Remains**



**Class 4 25% to 0% of the Crown Remains**



**Pictures of class 2 to 4 from the Tree Council**

- 3.7 This system is not an exact measurement and is subjective, but it does provide a basis for deciding when it's necessary to take action.

#### **4. The Status of Ash in Peterborough**

- 4.1 Ash forms an important element of the tree cover in Peterborough. This ADAP considers the three types of tree cover in Council ownership including street trees and trees in parks and public open space, trees in the tree belts originally planted by PDC and trees in Bretton Woodlands.
- 4.2 The Council-owned trees in streets parks and other open spaces are carefully monitored and logged on the Council database which contains 2904 specimen ash trees. The table below gives the distribution of the trees by Ward and size. Based on a total tree population of 48,000, ash forms 6% of the of the City's tree stock.

## 4.3 Table 1 Showing the Distribution of Ash by Ward and Size Category

Location	Cat Sizes and Stem diameter at 1.5 m in cm							Totals
	A 0 to 20 cm	B 21 to 40 cm dia.	C 41 to 60 cm.	D 61 to 80 cm	E 81 to 100 cm	F >100 cm	Other	
Barnack Ward	21	34	15	5	2	4	0	<b>81</b>
Bretton Ward	46	299	85	4	0	0	2	<b>436</b>
Central Ward	2	33	12	3	1	1	0	<b>52</b>
Dogsthorpe Ward	4	28	12	4	1	1	0	<b>50</b>
East Ward	15	40	5	3	1	0	0	<b>64</b>
Eye, Thorney & Newborough Ward	109	69	34	13	3	8	1	<b>237</b>
Fletton & Stanground Ward	11	26	13	4	0	0	0	<b>54</b>
Fletton & Woodston Ward	18	44	20	2	0	0	0	<b>84</b>
Glington & Castor Ward	62	88	36	34	8	1	0	229
Gunthorpe Ward	24	18	7	1	2	1	1	54

Location	Cat Sizes and Stem diameter at 1.5 m in cm							
	A 0 to 20 cm	B 21 to 40 cm	C 41 to 60 cm	D 61 to 80 cm	E 81 to 100 cm	F >100 cm	Other	Totals
Hampton Vale Ward	32	1	0	0	0	0	0	33
Hargate & Hempsted Ward	26	45	10	0	0	0	0	81
North Ward	29	63	5	1	10	1	0	109
Orton Longueville Ward	24	175	41	3	1	0	0	244
Orton Waterville Ward	34	154	53	7	0	0	0	248
Park Ward	0	3	5	5	2	1	1	17
Paston & Walton Ward	14	111	54	8	4	2	0	193
Ravensthorpe Ward	8	131	80	3	0	1	1	224
Stanground South Ward	10	27	17	3	2	1	0	60
Werrington Ward	10	91	49	10	3	8	0	171
West Ward	8	34	26	4	1	0	0	73

Location	Cat Sizes and Stem diameter at 1.5 m in cm							Totals
	A	B	C	D	E	F	Other	
	0 to 20 cm	21 to 40 cm	41 to 60 cm	61 to 80 cm	81 to 100 cm	>100 cm		
Wittering Ward	12	46	28	8	10	3	3	110
<b>Total No. Ash</b>	<b>519</b>	<b>1560</b>	<b>607</b>	<b>125</b>	<b>51</b>	<b>33</b>	<b>9</b>	<b>2904</b>

4.4 A feature of Peterborough, dating back to era of the Peterborough Development Corporation (PDC) are the legacy tree belts running through the townships. Following the closure of the PDC in 1988 these woods passed to the ownership of the City Council. These largely mixed woods extend to 230.0 ha. Based on estimates made during the last whole belt survey in 2017 the woods contain around 18.5% ash. Figure 3 is a pie chart showing the proportion of ash in comparison to other species. This is an average figure some of the belts have no ash, others have more. In belts where ash is present the proportion of ash is nearer 25%. Based on an estimated total stocking of 400 trees per ha there are there are thought to be approximately 17,020 ash trees at risk in these legacy woodlands.

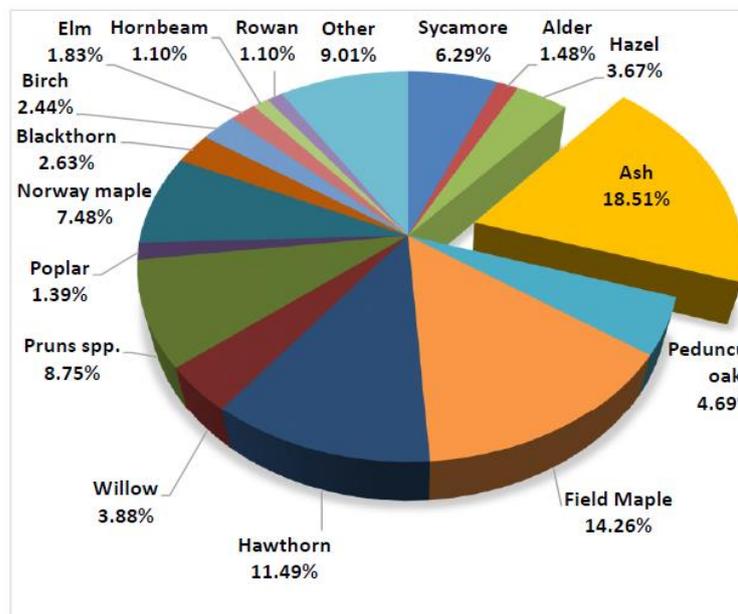


Figure 3: (above) a Pie Chart Showing the Proportion of Ash in the Legacy Tree Belts

4.5 The Bretton Woodlands extend to 23.3 ha and include Grimshaw Wood, Pocock’s Wood and Highlees Spinney. Grimshaw Wood and Pocock’s Wood are the only ancient and semi natural

woodlands owned by the Council and are extremely important for local wildlife and biodiversity. Ash forms a much higher proportion of the trees than in the younger legacy tree belts and is estimated at approximately 80%. A recent survey counted 2707 ash trees, many of which were showing signs of infection.

- 4.6 Beyond the Council's own tree stocks there are a large number of ash trees in private ownership in the wider area of Peterborough, particularly in the rural areas, these include field and hedgerow trees, roadside trees and trees in woodlands. In most cases ensuring these trees do not present a risk to the general public will be the responsibility of the owners. Some of the larger local landowners in the area have had to undertake substantial clearance of dead and diseased ash. However, when an owner fails to deal with trees considered to present a risk to the public highway the onus will fall on Peterborough City Council's Highway Authority to deal with the problem and seek to recover the costs from the owner concerned.
- 4.7 The Woodland Trust Register of Ancient and Veteran Trees lists one veteran (ref 211870) and three notable ashes in Peterborough. However, there are likely to be many more unrecorded trees in private ownership. The ash stools in the Bretton woodlands, which have been coppiced many times, are of considerable age and have a particularly high conservation value.

## 5. Benefits of Trees and Woodlands

- 5.1 The City's trees provide a wide range of ecosystem services. Ash trees account for a significant proportion of these benefits forming 6% of the street trees, approximately 18% of the trees in tree belts and 80% of the Bretton Ancient Woodlands.
- 5.2 Some of the benefits provided by trees are illustrated below. Many of these help to reduce the impact of climate change.

### Landscape and Aesthetic Values

- 5.3 The Landscape impact of trees and woodland in the City is considerable, particularly in City centre parks and the townships constructed by PDC in the late 20<sup>th</sup> Century. It is difficult to quantify the immense contribution to the visual amenity and wellbeing of the population. However, there are three main systems to estimate the monetary value of the amenity trees. These include Council for Landscape Appraisers (CTLA) method developed in the USA, The Helliwell System and Capital Asset Value for Amenity Trees (CAVAT). CAVAT is perhaps the most appropriate for Local Authority trees and makes an allowance for the public benefits they provide and if used to calculate the value of the potential ash trees that could be killed would yield a valuation in the millions of pounds.
- 5.4 Shading and Reducing Air Temperature
- 5.5 Higher summer temperatures attributed to climate change present health risks to vulnerable groups. Tree canopies reduce air temperatures and provide pools of shade which are particularly important in urban situations. The Council has target of achieving 25% canopy cover. However, the predicted loss of ash trees will make this much harder to achieve.

5.6 Carbon Sequestration

5.7 Trees help to reduce the impact of climate change by taking carbon out of the atmosphere and storing it in the timber which helps to absorb carbon emissions of the City, Fuel wood produced from sustainable woodland management is a source of carbon neutral fuel. Around 6% of the carbon emissions of the City are sequestered by trees each year.

5.8 Local Flooding

5.9 Trees reduce surface water runoff and help prevent flooding. All parts of the City are susceptible to flooding due to surface water runoff. Trees in catchment areas delay and reduce runoff into water courses. Trees are also important components of sustainable drainage schemes.

5.10 Human Health and Wellbeing

5.11 The City's trees and woodlands provide recreational opportunities and encourage a healthy lifestyle. The landscape of woodland and individual trees generates a feeling of wellbeing and relieves stress for residents making a contribution towards better health.

5.12 Providing Recreational Resources

5.13 In the UK it has been estimated only one third of the population does the recommended level of exercise. The estimated cost of ill health due to obesity is £1 billion per year. The City's green space and woodlands encourages outdoor recreation and a healthy lifestyle.

5.14 Reduction of Air Pollution

5.15 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 and woody shrubs along the tree lined roads in the City trap particulates on the leaves and take in gasses through the pores lowering the risk to health.

5.16 Provides a Link with Past Lives and Landscapes

5.17 The City's woodland and open space preserve archaeological remains and features that may have been lost in developed areas. Bretton Woodlands have preserved the same boundaries for centuries and were former monastic holdings. It is possible that ash has been a major component of the woods since Saxon times.

5.18 Noise Reduction and Screening

The road system within townships, designed by PDC, was inspired by the American Parkway Movement. Trees provide both noise reduction and screening to the major road arteries within the City.

### 5.19 Biodiversity and Wildlife Habitats

5.20 The trees and woodland throughout the City provide a wide range of habitats for wildlife. In Bretton woods it should be noted that the main tree component is a Local Nature Reserve and that part of the Council owned woodland in Hampton is designated a SSSI

### 5.21 Landscape

5.22 The landscape impact in the short term will be significant. This applies particularly to free-standing trees throughout the City and roadside trees in rural areas. In urban situations replacement planting will be essential to maintain tree cover. However, trees must be planted in appropriate positions with proper room for development using a range of species and genera. The losses caused by ash dieback will, to an extent, provide the opportunity to rationalise planting positions in line with the Council's Right Tree in the Right Place Framework.

5.23 There will be some areas of pure ash in the tree belts where there is potential to lose screening and landscape amenity and priority will be given to replanting in these areas.

5.24 In the rural areas ash undoubtedly forms a significant feature of the landscape as both field and hedgerow trees and components of small woodlands.

5.25 In the in the worst-case scenario of 90% loss of ash the landscape character in the Bretton Ancient Woodland would be changed creating more open woodland with fewer large standards and hazel replacing ash as the understory species.

### 5.26 Environmental

5.27 Ash is estimated to make up around 18% of roadside belts in the townships and main routes around the City and the death of clusters of ash could produce gaps reducing screening and potentially threatening the stability and resistance to storms. The belts are important both in terms of noise reduction and trapping particulates from vehicle exhausts.

### 5.28 Biodiversity

5.29 A report prepared by the Joint Nature Conservation Committee in 2017 identified 1,058 species associated with ash including 12 birds, 55 mammals, 78 vascular plants (these use the ash woodland habitat, not the trees themselves), 58 bryophytes, 68 fungi, 239 invertebrates, and 548 lichens. However, only forty-four species have been identified to be dependent on ash: 11 fungi, 29 invertebrates and four lichens; and 62 species were classed as highly associated. Therefore many of these species can adapt to other tree hosts and woodland conditions. If 90% of the City's ash are lost there will be an impact on many of these species, particularly those that are ash dependant. Conversely, an increase in dead wood may provide increased habitat for some species particularly invertebrates.

### 5.30 Ecosystem Services

- 5.31 The benefits provided by the City's trees in terms of regulating pollution, air quality and surface water runoff were assessed in 2018 by National Capital Solution's using i-Tree Eco (V6) software. The benefits totalled £ 38, 000,000 over 80 years with a further £ 11,000,000 for carbon storage.
- 5.32 However, these figures were far outweighed by the value of the amenity provided by the City's trees calculated to be more than two billion pounds. It can be seen that, as ash make up a significant proportion of the tree stocks, either the 90% or 50% loss scenarios have serious financial and practical implications.

## 6. Impacts on the Council's Tree Stock

- 6.1 The impact on the Council's tree stock needs to be considered in terms of the three categories of tree cover in the city.
- 6.2 **Ash Trees in Streets, Parks and Public Open Spaces**
- 6.3 It seems inevitable that a large proportion of the 2904 ash trees in the City will succumb to the disease and there will be a loss of amenity that will need a concentrated effort to remove and replace dead or badly infected specimens and replace them with trees of other species. Most of these trees are in high target areas and will present a health and safety risk if left unattended.
- 6.4 Currently, infection rates in the Council tree stocks are very low. However, the spread of the disease to the west and north of the City has had an impact on other landowners in the area such as Milton Estate that has undertaken substantial clearance of diseased trees recently. Given that Bretton Ward has by far the most ash trees in the City and is situated close to what appears to be the direction of travel of the disease it was therefore chosen for a trial survey to assess the current level of infection. It was completed in October 2022 and results are given in Table 2 below:
- 6.5 **Table 2 Results of a Survey of Ash in Bretton Ward Showing the Percentage of Trees Infected**

Dieback Class	No. of Ash trees	Percentage
1	234	59
2	149	37.5
3	8	2
4	0	0
Unrecorded	6	1.5
<b>Total</b>	<b>397</b>	

- 6.6 It can be seen that no severely infected trees (Class 4) were noted in the survey and only 2% of the trees in the Ward had crown dieback of 75% or more (Class 3). This contrasts with the Bretton

Woodland results where infection rates are considerably higher. This situation is expected to worsen in the next two to three years. The condition of the ash trees will be monitored regularly in line with the standard tree health and safety policy for tree Inspections. Given the potential high targets, all trees in Class 3 and 4 will be removed and replaced with a new tree of a different species (Replacements may not be planted in exactly the same position). This situation applies to all wards within the City and there should be contingency sums made available to cover additional tree work, replanting and maintenance costs resulting from the disease.

- 6.7 This strategy considers two possible scenarios: 90% of the ash requiring removal and 50% of the ash requiring removal within 10 years. Working on an average cost of £500 per tree to fell, remove and plant a replacement it can be seen that possible costs for the two options are significant. Based on a total stock of 2904 ash in streets and open spaces, estimated costs over a ten-year period are as follows:

Percentage lost from total of 2904	Failed Tree Numbers	Estimated cost per Tree (£)	Total Cost (£)
90%	2614	500	<b>1,307,000.00</b>
50%	1452	500	<b>726,000.00</b>

#### 6.8 Ash Trees in The Legacy Tree Belts Inherited from PDC

- 6.9 Many of the belts adjoin public roads, formal footpaths and cycleways and private gardens. As the trees reach a stage where they become dangerous it will be necessary to remove them promptly. As for street trees, ash with class 3 and 4 levels of dieback will be removed. However, replacement planting may not be necessary in a dense mixed woodland situation and any tree clearance from mixed groups and not exceeding 20% of the total number could be incorporated into the planned thinning programme that has an existing felling licence. For pure areas of diseased ash or where ash form a high percentage of the trees, further felling permission will be required unless the trees are immediately dangerous.
- 6.10 Where gaps appear in the tree belts it is expected that these will be rapidly filled with natural regeneration of both ash and other broadleaved species. Norway maple (*Acer platanoides*) is found in many of the belts and regenerates profusely. Sycamore and birch will also rapidly colonise gaps in the canopy. Although Norway maple and sycamore are not native species, they are already a component of the tree stock in the City, well adapted to the conditions and will be allowed to develop to maturity.
- 6.11 The tree belts were well planned by PDC in terms of future structure and are generally species rich with a range of conifer and broadleaved species in an intimate mixture. The loss of most of the ash trees will, in most areas, leave the belts relatively intact. The belts are very dense and the loss some or all of the ash will create gaps in the canopy, but these will allow other adjoining trees room to develop full crowns. Also by letting light reach the woodland floor, it should encourage natural regeneration of tree species and woodland flora. The gaps should improve the structure of the woods, and dense natural regrowth provides good habitat for woodland birds and other

wildlife. The increase in dead wood will provide improved habitat particularly for birds and invertebrates.

- 6.12 In those tree belts that have limited public access and clear of roads and footpaths dead trees will be retained and allowed to disintegrate naturally.
- 6.13 With regard to the cost of clearance, the average tree size in the woodland belts is generally smaller. However, trees edging roads and private properties will need careful removal and potentially traffic control during clearance operations. Normally trees will not be replanted, and the areas allowed to regenerate naturally hence the estimated cost over a ten-year period has been reduced accordingly.

Percentage lost from an estimated 17,020 trees	Tree Number	Estimated cost per Tree (£)	Total Cost (£)
90%	15318 (less retained dead 33%) = 9813	350	<b>3, 434,550.00</b>
50%	8510 (less 33% retained dead) = 5957	350	<b>2,084,950.00</b>

#### 6.14 Ash Trees in Bretton Woodlands Ancient Woodland

- 6.15 The Ancient Woodland in Bretton includes up to 80% ash and on western side of the City is close to, what appears to be, a wave of infection coming in from the northwest. Milton Estate have had to undertake extensive removal of diseased trees from their adjoining woodlands recently. A survey of the condition of ash in Bretton Woodlands was undertaken in October 2022 to gauge the spread of the disease. Table 3 (below) shows the distribution of the infection classes within the woodlands. It can be seen that 6% of the trees are within Class 4 and 11% in Class 3. Therefore 17% of the trees in the wood have less than 50% live crown.

**Table 3 Results of a Survey of all Ash in Bretton Woodlands Including The Infection Class**

Class of Damage	Tree Numbers			Bretton Woods Total
	Grimshaw Wood	Pocock's Wood	Highlees Spinney	
Class 1 – 100% to 76% of the Crown Remains	1009	332	163	1504

<b>Class of Damage</b>	<b>Tree Numbers</b>			
	<b>Grimshaw Wood</b>	<b>Pocock's Wood</b>	<b>Highlees Spinney</b>	<b>Bretton Woods Total</b>
Class 2- 75% to 51% of the Crown remains	538	117	71	726
Class 3 – 50% to 26% crown remains	234	53	17	304
Class 4- 25% to 0% of the crown remains	84	79	10	173
<b>Totals</b>	<b>1865</b>	<b>581</b>	<b>210</b>	<b>2707</b>

- 6.16 It can be seen that the woods contain a large number of infected trees which is consistent with the observed spread the disease more prevalent in the north and west of the City. The figures in Table 3 do not include infection in small naturally regenerated trees under 75 mm diameter at 1.5 m.
- 6.17 In the last Woodland Management Plan revision, prepared in 2019, the spread of ash dieback within the woodlands was anticipated and a process making small clearances and enrichment planting with other native broadleaved species was instigated. Ash dieback has worsened considerably with many of the mature trees showing crown dieback symptoms.
- 6.18 The twenty-year Woodland Management Plan for the area produced in 2013 was revised in 2018 in the light of the anticipated onset of ash dieback. A policy of creating small regeneration areas throughout the woodland centred on trees identified as in poor condition and in need of removal for health and safety purposes and carrying out enrichment planting with other native broadleaved was incorporated in the plan. These clearances were planned to cover 12% of the area during the 5-year period up to 2024. The method used was felling selected ash in poor condition and coppicing all ash and hazel stools in a 10m radius of the selected tree.
- 6.19 The work was implemented in 2019 completing 48 coupes through the woodlands. These were planted and are establishing well with low levels of deer damage and vandalism. The next round of clearances is due for 2024 when additional coupes are scheduled in the plan.
- 6.20 The aim of this work is to reduce the proportion of ash in the woodlands, by felling trees in poor condition, coppicing old stools and enrichment planting with other native broadleaved tree and woody shrub species, rather than remove as completely. This includes retaining some ash even if dead and dying for the conservation benefits, they provide. In particular, individual ash showing tolerance to ash dieback are to be monitored and preserved. Small areas of felling and coppicing

and replanting are spread evenly over all the woodlands producing a varied and habitat rich woodland structure. Hazel will largely replace ash as the coppice understory centred around maturing broadleaved standards.

- 6.21 Based on the recent (Oct 2022) survey where 17% of the ash were found to be in poor condition (173 trees in category 4 and a further 301 in Category 3), the rate of clearances will need to be increased during the current 5-year plan period. In these Ancient Woodlands no action is not a viable option if the conservation value is to be preserved.
- 6.22 The following cost estimate is based on a per tree basis with an allowance for retaining a proportion of the trees as standing dead wood.

<b>Percentage lost from an estimated 2707 trees</b>	<b>Tree Number</b>	<b>Estimated cost per Tree (£)</b>	<b>Total Cost (£)</b>
90%	2436 (less retained dead 33%) = 1633	350	<b>571,550 00</b>
50%	1353 (less 33% retained dead) = 907	350	<b>317,450.00</b>
Additional coupes needed beyond those in WMP	57	1000	<b>57,000.00</b>

- 6.23 All the cost estimates provided above are at current rates with no allowance for inflation. While the scenarios cover a 10-year period the progress of the disease in the city could be much quicker based on the speed of spread in other areas of the Country.
- 6.24 The impact of the disease will increase the cost of administration needed to deal with applications for tree work on ash trees covered by TPO's and situated within Conservation areas. Further monitoring and management costs will also be incurred. The situation will require maintaining adequate staffing levels to deal with the problem.

## **7. The Delivery Plan**

- 7.1 It will be necessary to ensure sufficient funds and resources are available to deal with the worst-case scenario. From the above surveys and estimates it seems the costs of dealing with the worst-case scenario (90% Loss) over 10 years would be in excess of five million pounds.

7.2 The approach to dealing with the problems created by ash dieback will be to, as far as possible, incorporate clearance of diseased trees into the standard Council work programmes for its own tree stock. In some cases it will be necessary to increase the frequency of monitoring to ensure that, as far as is reasonably practicable, diseased trees do not present a risk to the public.

7.3 **Delivery of the ADAP in Streets, Parks and Public Open Spaces**

7.4 In the case of Council owned street trees and trees in public open spaces, health and safety tree inspections are currently carried out every three years. However, particularly prominent trees or trees that are in need of more frequent inspection are checked annually. From 2023, in Wards where a significant incidence of Ash dieback is noted, all Council owned ash will be added to the high frequency inspection regime of annual inspections. There will be a presumption that trees in Classes 3 and 4 will be felled, the timing of which will be assessed in line with the Council's agreed risk evaluation protocols. In the case infected trees in other Classes the level of infection will be recorded on the Council's tree database software, along with a routine risk assessment using the Tree Hazard Risk Evaluation and Treatment System (THREATS). Where trees are felled a suitable replacement will be planted in the future planting seasons.

7.5 **Delivery of the ADAP in The Legacy Tree Belts Inherited from PDC**

7.6 With regard to ash in the tree belts the current inspection regime is based on periodic basic inspections on a three-year cycle with particular attention to trees adjacent to roads, private property and public footpaths. This procedure will continue but from 2023 all ash noted in Classes 3 and 4 will be tagged plotted and felled and removed, the timing of which will be assessed in line with the Council's agreed risk evaluation protocols. Ash trees in other classes close to roads and footpaths and private property will be assessed using THREATS and only tagged and plotted if presenting a significant risk. The trees will only be replaced if they were the main component of the woodland, or their loss will mean a significant loss of local amenity. Where possible necessary tree removals will be incorporated into the thinning programme for the woods.

7.7 Areas of natural regeneration will be managed by thinning to an initial spacing of 2500 per ha (2 m centres) favouring any resistant ash. Thinning to take place before the re-gen reaches 90 cm in height. If there is a threat of browsing by rabbits, hares or deer, thinned trees to be fitted with individual tree shelters. In some areas re-generation will be predominately Norway maple which will be acceptable. However, when thinning the aim should be to promote species diversity.

7.8 **Delivery of the ADAP in Bretton Woodlands Ancient Woodland**

7.9 In Bretton Woodlands all necessary work indicated in the 2022 tree health and safety survey will be completed in line with standard procedure. The current health and safety inspection regime is inspecting all trees on a three-year cycle, this will be changed to a two-year cycle. This is because of the poor condition of the ash woodlands as revealed by the 2022 survey. Therefore, the next survey will be in 2024. The planned programme of clearing small areas for woodland enrichment planting will be increased to 102 coupes in 2024. The re-scheduled 2024 survey will further advise the position of the coupes. The tree removals in the coupes will be in addition to any work on trees edging the roads or public footpaths recommended in the in the woodland health and safety survey.

- 7.10 As for the tree belts areas of natural regeneration will be managed by thinning to an initial spacing of 2500 per ha (2 m centres). However, in these ancient woodlands, favouring only resistant ash, other native broadleaved species, and yew. Non-native species such as Norway maple and sycamore will be removed in thinning. Thinning to take place before the re-gen reaches 90 cm in height. In areas of pure ash re-generation, it may be difficult to single out resistant trees these dense groups which will be left to develop naturally without thinning. If there is a threat of browsing by rabbits, hares or deer, thinned trees to be fitted with individual tree shelters.
- 7.11 **General Delivery Action Points**
- 7.12 All tree work and ash removals will be completed by Aragon Direct Services using in house staff and approved contractors working under their standard contract arrangements. Aragon Direct Services will, where appropriate, seek to use mechanised felling techniques such as a tractor mounted tree shear and forwarder to extract the timber. In the event that large numbers of trees dying the use of mechanisation is likely to be the most economical approach to the problem and reduce the number of skilled operations needed.
- 7.13 Where practicable timber and firewood will either be sold or arrangements for an agreed allowance for timber and firewood made against the cost of clearance. In woodland situations, where safe to do so, a proportion of stem and branch wood will be left in conservation piles.
- 7.14 The disease is now endemic throughout most parts of the UK. There are no specific regulations regarding removing ash timber or branches. However, it would be prudent to avoid walking or driving a vehicle from an infected area into a non-infected area without following good biosecurity practise such as cleaning tools that have been used to cut up infected trees and washing down tyres and shoes after walking in an infected area. In a household situation clearing leaves in the autumn may help reduce the number of fungal spores.
- 7.15 To defray the cost of the ash clearance, particularly in its woodlands, the Council will apply for any government aid for which it is eligible via Countryside Stewardship or Forestry Commission Schemes or any other additional government aid that may be available.
- 7.16 The management of roadside and highway trees is part of Aragon Direct Services brief and trees with the potential to fall on the roadside are included in the regular inspection cycles. Trunk roads within the Unitary area are the responsibility of Highways England. Some of the sections of trunk roads through the townships are lined with tree belts. Dealing with dead ash in these areas will inevitably require traffic control measures that could cause delay and disruption while in progress. Liaison with Highways England will be needed as road closures could facilitate work on nearby council owned trees or woodland.
- 7.17 Many roadside trees will be in private ownership and when completing routine inspections any privately owned ash trees noted that fall into Class 4 should be reported to the internal Highways department who will log the report and contact the owner to request, they monitor the trees condition and take appropriate action. If action is not taken by the tree owner, where the tree endangers the passage of vehicles or pedestrians, the Council will consider completing the work and recovering the costs from the owner as allowed under statutory provision.

- 7.18 Requests to remove diseased ash covered by TPO or those that fall within a Conservation area will be handled promptly. Any ash trees with Class 3 or 4 dieback (established by site inspection or by photographs), other than veteran or ancient specimens, will be processed within the normal timescales. However, this is subject to proper assessment of ecological aspects such as bat potential and nesting birds. In the case of TPOs, replanting will be required and in Conservation Areas owners will be encouraged to replant.
- 7.19 Veteran or ancient specimens should normally be retained as conservation features even if dead. The Council's Tree Officers will consider requests to undertake tree work to facilitate safe retention of these trees.
- 7.20 Applications for pre-emptive felling of ash will be rejected. Where planning applications have ash trees near a potential development, they must be given full consideration in terms of BS5837:2012. In the case of severely affected (Class 3 and 4) trees, it will be acceptable to grade them under the British Standard as "U category" trees that will not provide a contribution for more than ten years.

## 8. Recovery from Ash Dieback

- 8.1 Ash dieback is a natural phenomenon, and it remains difficult to predict the ultimate status of the ash population in the area. In Scandinavia, where the fungus arrived before it reached the UK, over 90% of ash were killed. The Woodland Trust have estimated up to 80% of UK ash may be killed.
- 8.2 Natural re-growth of resistant strains of ash and other species has the potential to make good some of the losses and it is important that natural regeneration is managed and persevered.
- 8.3 Replanting the lost trees with a range of other genera and species will be an important element in the restoration process. The work will be included within the Council's annual tree planting programme. Initiatives such as Forest for Peterborough, managed by Peterborough Environment City Trust (PECT) which aims to plant one tree for every person living in the City by 2030 has the potential to make a contribution to this regeneration process by planting up woodland areas where patches of pure ash have succumbed to the disease. In the worst-case scenario, around 20,000 Council owned ash trees may be lost it seems that future planting by the Council and other stakeholders has the potential to make good the losses. A key point is that all planted trees must be protected at the time of planting with individual tree shelters a minimum of 60 cm and maintained for five years after planting including controlling weed growth, replacing all failures and checking and repairing guards.
- 8.4 In the wider rural area, as far as possible, landowners will be encouraged to replant lost trees with other native broadleaved species. Where trees are the subject of a TPO landowners will be required to plant replacements. Any ash removals that need a felling licence from the Forestry Commission will be the subject of a replanting condition. In the case of trees that have no protection, there will be no legal obligation to replant.
- 8.5 There has been extensive research into breeding resistant strains of Ash for example the government backed Nornex project, led by the John Innes Centre near Norwich. Resistant ash are

not yet commercially available but offer hope re-establishing ash in the future. As soon as resistant plants become commercially available they will be incorporated into the replanting programme. However, this will be on a trial basis using no more than 10% of total replanting in the first instance.

- 8.6 If a proportion of ash trees survive there are other potential threats that could lead to further losses of ash. For example, in the USA, ash trees have been devastated by a species of wood boring beetle called the Emerald ash borer (*Agrilus planipennis*). Attack by this insect normally results in the death of the tree due to a maze of larval feeding tunnels under the bark. This pest has yet to reach the United Kingdom but there are breeding populations in Russia and eastern Europe as far west as Ukraine and the gradual spread of the insect across Europe seems likely. Wood boring beetles thrive when trees are in a weakened condition so ash trees infected with ash dieback would rapidly become a target
- 8.7 Council staff will be fully apprised of the risk presented by Emerald ash borer and other exotic pests and other pests and diseases that may pose a threat to Peterborough's trees. Prompt action will be taken to report and deal with any sightings and incidences of damage in line with current Government recommendations from DEFRA and the Forestry Commission.

## **9. Acknowledgements**

- 9.1 Some of the tree data and information included in this ADAP was provided Chris Jackson, Street Care Manager, Aragon Direct Services and members of his team including Neil Horsewell and Jo Farman.

## **10. Lead Delivery Partners**

- 10.1 The Council will aim to deal with its own tree stock using its existing resources but will liaise with other large local landowners, organisations and stakeholders on the problem of ash dieback particularly where co-operation would be advantageous to all parties.

## APPENDIX 1 - GENERAL MANAGEMENT ADVICE FOR LANDOWNERS ON ASH DIEBACK

- 1.1 This advice is aimed at the general public and land & property owners in the area that have ash trees on their land.
- 1.2 Having a planned approach to the problem may enable some of the ash population to be retained for longer which will help identify resistant individuals, slow the rate of landscape change, and reduce the impact on biodiversity. Assessing the extent of the problem will facilitate a cost-effective approach.
- 1.3 Trees are dynamic organisms, and the ultimate impact of the disease cannot be precisely predicted. It is important not to undertake unnecessary pre-emptive felling of ash. Some trees show considerable resistance to infection and these trees should be retained and recorded as they provide hope for the future of the species in the UK.
- 1.4 The key question is, at what point does a diseased ash tree become dangerous or present an unacceptable risk to the public or property? This depends on two main factors: the situation of the tree and the extent of dieback in the crown. A small degree of infection does not, normally, make the tree immediately dangerous. Ash infected with ash dieback can have other pre-existing fungal associations and structural defects which compound the risk posed by the tree. As the crown of an infected tree dies the tree becomes vulnerable to other wood decay fungi - for example honey fungus which can rapidly colonise and destabilise the tree. As a guide, using the Tree Council's classification system, trees in Class's 3 and 4 situated near areas open to public access and close to private property may need to be considered for removal on health and safety grounds.
- 1.5 If it becomes necessary to fell a badly infected tree the private owner should check with Peterborough City Council for Tree Constraints such as a TPO or Conservation Area. If trees are the subject of a TPO it will be necessary to make an application for the proposed tree removal. If the trees are in a Conservation Area, it will be necessary to give the Council six weeks advance notice of the proposed work. Only trees that are totally dead are exempt and even then, it is a obligation, if the tree has a TPO or in a Conservation Area, to notify the Council 5 days in advance of the intention to fell the tree or trees.
- 1.6 It is not recommended that, in most circumstances, remedial tree work is carried out on infected trees as there is a high probability the decline will not be halted, and money spent on remedial tree surgery may be wasted. However, for trees to be removed retaining the lower part of the stem of the tree as a conservation stump is good for wildlife conservation purposes.
- 1.7 For larger volumes of infected ash trees Felling Licence legislation, administered by the Forestry Commission (FC), may apply. Some exemptions from this legislation exist particularly for private gardens, churchyards, orchards and some public open space. Owners should contact the FC if in doubt as to whether a Licence is required. The FC will normally impose a replanting condition. Licences are valid for five years. Dead or dangerous trees are exempt from the Felling License Legislation and if a tree is considered immediately dangerous it should be felled without delay. However, the onus is on the owner to prove that that the tree or trees were an immediate problem and should take

## APPENDIX 1 - GENERAL MANAGEMENT ADVICE FOR LANDOWNERS ON ASH DIEBACK

photographs of the tree or trees and / or get a professional arboriculturist's written opinion prior to felling.

- 1.8 The FC have grants available to help larger rural landowners. Full details are available from the local Forestry Commission Office or online at <https://www.gov.uk/guidance/managing-ash-dieback-in-england>.
- 1.9 Unless resistant plants become available on the open market, replacement planting should avoid using European ash or any other ash species. Many native woody trees and shrubs will grow in the area and for woodland planting further guidance is available from the Forestry Commission FC Operation Notes. For ornamental planting there are a wide range of species that will grow well in the area. Two the key factors are suitability for growing in clay soils and tolerance of alkaline soil types. Native broadleaved species should be used in areas of high conservation value.
- 1.10 When planning the removal of diseased ash trees attention should be paid to ensuring that the Wildlife and Countryside Act (1994), Conservation of Habitats and Species Regulations (2010) and the Countryside Rights of Way Act (2000) are adhered to. It must be ensured that nesting birds and protected species such as bats and reptiles are considered and protected. Clearances must be completed outside the bird nesting season to avoid disturbance to nesting birds. The potential for bat roosting must be considered and advice of a professional ecologist obtained if bats are suspected. If it is necessary to fell dangerous trees in the bird nesting season, ecological advice will be required.
- 1.11 Much of the dead ash timber will find a ready market as firewood. Ash burns well, either wet or seasoned. However, Government legislation requires that, when selling wood under a volume of 2 m<sup>3</sup> it must be dried to a moisture content of 20%. Trees killed by ash dieback will already be partially dry making reaching the prescribed moisture content much quicker and the wood potentially more saleable. A high incidence of the disease could see reduced timber prices and possible shortages of skilled labour and equipment to deal with the problem.
- 1.12 The spread of ash dieback in timber and firewood is considered to be a low risk, so ash timber from infected trees can be moved without restriction within Great Britain (England, Scotland and Wales). Brushing leaf and shoot material from logs, firewood and vehicles before they leave the site will help reduce spread. This will prevent unintentionally spreading spores with logs and firewood.
- 1.13 It is recommended that several quotes for removing dead trees are obtained as prices for tree work can show significant variation. The Arboricultural Associations approved contractor scheme provides some surety of professionalism. Details of approved contractors are available from <https://www.trees.org.uk>. However, there are many highly competent non-registered contractors. Felling ash can be dangerous as, if the wood is under tension, it can split without warning. Also dead branches in trees can rapidly become brittle and unsafe to climb hence the need for professional assistance. When commissioning tree work It is important to see proof of public liability insurance cover (the

## APPENDIX 1 - GENERAL MANAGEMENT ADVICE FOR LANDOWNERS ON ASH DIEBACK

recommend minimum level of cover is £5,000,000.00). Also certificates proving competence for the tasks been completed need to be provided.

- 1.14 For woodland owners with commercial quantities of timber it should be saleable and could be sold standing leaving the buyer to fell and extract the produce.

## 2. Further Information

- 2.1 Sources of further information and help are detailed below:

The Arboricultural Association:	<a href="http://www.trees.org">www.trees.org</a>
The Wildlife Trust for Bedfordshire Cambridgeshire and Northamptonshire:	<a href="https://www.wildlifebcn.org">https://www.wildlifebcn.org</a>
The National Tree Safety Group	<a href="https://www.ntsgroup.org.uk">https://www.ntsgroup.org.uk</a>
Forestry England	<a href="https://www.forestryengland.uk">https://www.forestryengland.uk</a>
Forest Research	<a href="https://www.forestresearch.gov.uk">https://www.forestresearch.gov.uk</a>
The Tree Council	<a href="https://www.treecouncil.org.uk/">https://www.treecouncil.org.uk/</a>
Peterborough Environment City Trust	<a href="https://www.pect.org.uk/">https://www.pect.org.uk/</a>
Joint Nature Conservation Committee	<a href="http://www.ntsgroup.org.uk">http://www.ntsgroup.org.uk</a>
The Woodland Trust	<a href="https://www.woodlandtrust.org.uk/">https://www.woodlandtrust.org.uk/</a>
DEFRA: environment...	<a href="https://www.gov.uk/government/organisations/department-for-environment...">https://www.gov.uk/government/organisations/department-for-environment...</a>
Natural England	<a href="https://www.gov.uk/government/organisations/natural-england">https://www.gov.uk/government/organisations/natural-england</a>

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<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 7
<b>4 JANUARY 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Rochelle Tapping, Director of Law and Governance and Monitoring Officer		
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance		
Contact Officer(s):	Charlotte Cameron, Democratic Services Officer	Tel. 01733 384628	

<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE MEETING START TIME 2023-2024</b>
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<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Rochelle Tapping, Director of Law and Governance and Monitoring Officer	<b>Deadline date:</b> N/A
It is recommended that the Climate Change and Environment Scrutiny Committee agree the start time for all Climate Change and Environment Scrutiny Committee meetings for the Municipal Year 2023-2024.	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to the Climate Change and Environment Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for each new Municipal Year.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to allow the Climate Change and Environment Scrutiny Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2023-24. The draft schedule of meetings will be agreed at a meeting of Full Council.

2.2 This report is for the Climate Change and Environment Scrutiny Committee to consider under Council Standing Order section 4.4.1

*The timings of normal committee meetings will be agreed by the committee for the next municipal year in January of the preceding municipal year (or as near to this time as possible).*

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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**4. BACKGROUND AND KEY ISSUES**

4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times for each Municipal Year. This was again agreed by majority at the Full Council meeting on 24 July 2019.

- 4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.
- 4.3 In order for the start times to be incorporated into the draft meeting schedule it is important for the Committee to make a decision on this before the relevant Full Council meeting.
- 4.4 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable.
- 4.5 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.6 The Committee start time in recent years has been 7pm.

**5. CONSULTATION**

- 5.1 Consultation has already taken place with the Constitution and Ethics Committee and all Councillors at Full Council in July 2019.

**6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2023-24 and this will be proposed as part of the draft meeting schedule.

**7. REASON FOR THE RECOMMENDATION**

- 7.1 The recommendation allows the Climate Change and Environment Scrutiny Committee to debate the start time of the meeting and make recommendations following debate.

**8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A

**9. IMPLICATIONS**

**Financial Implications**

- 9.1 There are no financial implications.

**Legal Implications**

- 9.2 There are no legal implications

**Equalities Implications**

- 9.3 There are no equalities implications

**10. BACKGROUND DOCUMENTS**

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

- 10.1 Minutes of the Constitution and Ethics Committee 8 July 2019  
Report to Full Council 24 July 2019

**11. APPENDICES**

- 11.1 N/A

<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 8
<b>9 NOVEMBER 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Rochelle Tapping, Director of Law and Governance		
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance		
Contact Officer(s):	Charlotte Cameron, Democratic Services Officer	Tel. 01733 384628	

**FORWARD PLAN OF EXECUTIVE DECISIONS**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Democratic Services Officer	<b>Deadline date:</b> N/A
<p>It is recommended that the Climate Change and Environment Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This is a regular report to the Climate Change and Environment Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Climate change and Environment Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) *Hold the Executive to account for the discharge of functions in the following ways:*

ii) *By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions.*

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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**4. BACKGROUND AND KEY ISSUES**

4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 16 January 2023.

4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.

4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.

4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

## **5. CONSULTATION**

5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

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

6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

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

7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 N/A

## **9. IMPLICATIONS**

### **9.1 Financial Implications**

N/A

### **9.2 Legal Implications**

N/A

## **10. BACKGROUND DOCUMENTS**

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

None

## **11. APPENDICES**

11.1 Appendix 1 – Forward Plan of Executive Decisions

# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS**

PUBLISHED: 16 DECEMBER 2022

**PART 1 – FORWARD PLAN OF KEY DECISIONS**

**KEY DECISIONS FROM 16 JANUARY 2023**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>Phase 3 business case for the ARU Peterborough University – KEY/16JAN23/01</b> To consider and approve the full business case for phase 3 of the ARU Peterborough University development, as shareholder of the Peterborough HE Property Company Ltd.</p>	<b>Cabinet</b>	<b>16 January 2023</b>	Children and Education Scrutiny Committee	All Wards	Public consultation has taken place. A further consultation for Additional Licensing Scheme will take place following approval.	Adrian Chapman	<b>Place and Economy</b>	Full Business Case document
<p><b>Child Weight Management Procurement – KEY/16JAN23/03</b> To support the competitive procurement, through an Invitation to Tender (ITT) process, of a Child Weight Management service across Cambridgeshire and Peterborough. This includes delegating authority to Cambridgeshire County Council to act as the lead commissioner.</p>	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>January 2023</b>	Adults and Health Scrutiny Committee	All Wards	Co-production work ongoing, in collaboration with the Cambridgeshire and Peterborough Adopting Innovation Hub. Consultation work already undertaken with Pinpoint, a voluntary organisation supporting children with SEND. Pinpoint will continue to input in to the specification and will help to evaluate specific questions within the tender relating to complex needs.	Imogen Gray. Senior Public Health Manager. <a href="mailto:imogen.gray@cambridgeshire.gov.uk">imogen.gray@cambridgeshire.gov.uk</a>	<b>Public Health</b>	CMDN

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 –</b> To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts.</p>	<b>Cabinet</b>	<b>13 March 2023</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals	Sean Evans, Head of Service Housing Needs, Email: sean.evans@peterborough.gov.uk	<b>People Services</b>	To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement / Commissioning information.
<p><b>2. Article 4 Direction - KEY/28MAR2022/01 –</b> To agree to formulate an Article 4 Direction for public consultation that requires property owners in Bretton, Fletton &amp; Woodston, Hargate &amp; Hempstead, Hampton Vale, Park and Central wards, to obtain planning permission when converting single homes or residential properties into HMOs, alongside relevant planning policies to support this.</p>	<b>Cabinet</b>	<b>13 February 2023</b>	Growth, Resources, And Communities Scrutiny Committee	Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park, North and Central.	Formal public consultation within relevant wards	Jim Newton, Assistant Director Planning & Building Control (Interim) Email: jim.newton@peterborough.gov.uk	<b>Place and Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>3. Clare Lodge and agency resource - KEY/28MAR2022/02 -</b> Relating to the supply of temporary agency requirements at Clare Lodge</p>	<b>Cabinet</b>	<b>December 2022</b>	Children and Education Scrutiny Committee	All Wards	Legal, Procurement, Service area, Clare Lodge, agency providers	Steve McFaden, Business, Strategy & Infrastructure Manager Clare Lodge, 01733 253246	<b>People Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>4. Award of Insurance Contract - KEY/1AUG22/02 -</b> The existing contract for the Councils insurance arrangements runs from 1 April 2018 - 31 March 2023. (MAR18/CMDN/113). Discussions are now being held with insurance specialists and the Procurement Team to set out the specification requirements so that this contract can go out to tender with award expected in late January 2023 / early February 2023.</p>	<b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b>	<b>1 April 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation internal (Procurement), external (insurance broker advisors).	Steve Crabtree. Chief Internal Auditor. Tel: 01733 384557. Email: steve.crabtree@peterborough.gov.uk	<b>Corporate Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
<p><b>5. Towns Fund Business Case for The Vine Project – KEY/29AUG22/01</b> Assurance for Towns Fund Business Case Summaries for submission to DLUHC to apply for government funding for the Vine project. The total grant application for the project is over £12m from government.</p>	<b>Cabinet</b>	<b>16 January 2023</b>	Growth, Resources and Communities Scrutiny Committee	Central	Towns fund board consulted and approved the programme of submissions.	Karen Lockwood, programme manager, 07825 902794. Karen.Lockwood@peterborough.Gov.Uk	<b>Place and Economy</b>	Cabinet report to be submitted for consideration September 2022

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>6. Cambridgeshire County Council's Pseudo Dynamic Purchasing System (Dps) For Individual Service Fund (Isf) Services - KEY/12SEP22/03</b>            Authorise Peterborough City Council to utilise Cambridgeshire County Council's Pseudo Dynamic Purchasing Services (DPS) Agreement for the Provision of Individual Service Funds (ISF) Services to purchase ISF Services up to the value of £6,000,000 (six million pounds). Authorise the Executive Director, People &amp; Communities to enter into the required call off contracts following the competitive process, as required under the DPS, with the successful provider who has been selected to deliver the Services.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Shairbano Shaukat, Commissioning Officer, TEL 07739 320000, <a href="mailto:shairbano.shaukat@peterborough.gov.uk">shairbano.shaukat@peterborough.gov.uk</a></p>	<p><b>Public Health</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>7. Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge – KEY/24OCT22/01</b> - Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge. This is a Towns Fund project and the Bridge will provide a walking and cycling route between the Embankment and Fletton Quays and also support the ambition of opening up the waterfront for regeneration.</p>	<p><b>Cabinet</b></p>	<p><b>19 December 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Central, Fletton &amp; Standground</p>	<p>Engagement with ward councillors and a public consultation will take place</p>	<p>Karen Lockwood, Tel: 07825 902794, Email: karen.lockwood@peterborough.gov.uk</p>	<p><b>Place &amp; Economy</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>8. Extension of contract for care and support services in Extra Care schemes – KEY/7NOV22/01</b>            To authorize an extension for one year 10 months to the existing contract at a total cost of £3,480,253</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>Eye, Thorney &amp; Newborough, Paston and Walton and East</p>	<p>Preparations to tender the services had commenced and consultation questions had been completed by people living in the schemes and family members.</p>	<p>Lynne O'Brien Commissioning Manager 0777 667 9591 lynne.o'brien@cambridgeshire.gov.uk</p>	<p><b>People Services</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>9. Approval for contract to be awarded to Milestone to deliver full business case and detailed design for A16 Norwood improvement scheme. - KEY/7NOV22/04</b>            The Council has previously received funding of £630k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the outline business case and preliminary design for A16 Norwood improvement scheme. As that stage is now complete, a request is to be made to the CPCA to fund a further £1,567,190 so that the next stage (full business case and detailed design) can be undertaken. Approval is required for the contract to be awarded to Milestone to undertake the next phase of the scheme business case and design. The decision will only be progressed once funding is granted from the CPCA.</p>	<p><b>Cabinet</b></p>	<p><b>19 December 2022</b></p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>Gunthorpe and Eye, Thorney &amp; Newborough</p>	<p>Consultation was undertaken with members of the public and relevant stakeholders to inform the detailed design and business case.</p>	<p>Lewis Banks, Transport &amp; Environment Manager, Tel: 01733 317465, Email: <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a></p>	<p><b>Place and Economy</b></p>	<p>Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 19 October 2022 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>10. Direct Payment Support Services – KEY/7NOV22/06 -</b>            This 5-year contract is due to end in February 2023. Approval is sought to extend this contract for an additional two 12-month periods (1+1) at a total value of £250,984. This will increase the aggregated contract to £878,444. It is further requested that delegated authority to award be granted to the Executive Director, People &amp; Communities, Cambridgeshire and Peterborough.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Direct payment service users engaged through satisfaction survey, soft market test to evaluation interest in the provider market, marker engagement event to inform service providers about the service and Council's vision, operational head of service, Direct Payment Monitoring Officers, Finance Managers, adult and childrens' commissioners reviewed service specification and social care practitioners shared their views on the professional support from the service.</p>	<p>Leneva Nwachukwu, Commissioner, 01954 286002, leneva.nwachukwu@cambridgeshire.gov.uk</p>	<p><b>Public Health</b></p>	<p>Cabinet Member's Decision Notice, Joint Commissioning Board report v7 dated 26th July 2022 (meeting held 27th July). Appendix 4 should be exempt from public circulation as it includes specific characteristics of real-life service users which may make them identifiable to members of the public, if known, this may cause these individuals embarrassment and cause people in need of the support service to be reluctant to seek help, if they believe data about their circumstances are being publicised.</p>
<p><b>11. Charging residents and developers for replacement bins – KEY/21NOV22/01</b> Currently all replacement household bins are replaced for free, if implemented, if you lose your bin or damage it you will be required to pay for a replacement.</p>	<p><b>Councillor Nigel Simons, Cabinet Member For Waste Street Scene And The Environment</b></p>	<p><b>December 2022</b></p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>All Wards</p>	<p>Via the budget setting last financial year and FSWG</p>	<p>James Collingridge, Assistant Director of Operations, 01733 864736, james.collingridge@peterborough.gov.uk</p>	<p><b>Place and Economy</b></p>	<p>A CMDN.</p>
<p><b>12. Refugee Resettlement Befriender Contract Award – KEY/21NOV22/02</b> To award a contract to provide services and support to resettled refugee families under the United Kingdom Resettlement Scheme and the Afghan Relocation and Assistance Programme.</p>	<p><b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Communication, Culture and Communities</b></p>	<p><b>31 January 2023</b></p>	<p>Growth, Resources and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Soft market testing with potential suppliers has taken place</p>	<p>Ian Phillips Head of Communities and Partnerships Integration Email: ian.phillips@peterborough.gov.uk</p>	<p><b>People Services</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
13. <b>Disposal of Ground Rent at Hereward Cross – KEY/05DEC22/01</b> - Disposal of ground rent at Hereward Cross	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	December 2022	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Part of the approved disposal programme	Felicity Paddick, Manager - Estates and Valuation Email: felicity.paddick@nps.co.uk Tel: 07801 910971	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
14. <b>Allocation of Funding for PIRI – KEY/05DEC22/02</b> - To confirm the allocation of funding for the PIRI project	Councillor Marco Cereste, Climate Change, Planning, Housing and Transport	February 2023	Climate Change and Environment Scrutiny Committee	East & Central Wards	Relevant internal and external stakeholders	Elliot Smith, Commercial Manager - Email: elliot.smith@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
15. <b>Procurement of a DPS for The Construction of Large-scale Adaptations to Domestic Properties to Provide Disabled Living Facilities and The Provision of Repairs Assistance to Low Income and Vulnerable, Owner Occupiers of Domestic Properties from 1 Jan 2023 to 31 Dec 2027 with optional 4 yearly extensions to 31 Dec 2031 - KEY/05DEC22/03</b> - Procurement of a Dynamic Purchasing System for the Construction of Large-scale Adaptations to Domestic Properties to Provide Disabled Living Facilities and The Provision of Repairs Assistance to Low Income and Vulnerable, Owner Occupiers of Domestic Properties.	Councillor Marco Cereste, Climate Change, Planning, Housing and Transport	January 2023	Adults and Health Scrutiny Committee	All Wards	Soft Market Testing and Contractor Engagement Event	Sharon Malia - Housing Programmes Manager – Email: sharon.malia@peterborough.gov.uk Tel: 07920 160632	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16. <b>Re-tendering of the Care &amp; Repair Framework Agreement (4 LOTS) 1 Jan 2023 to 31 Dec 2025 with optional 2 yearly extensions to 31 Dec 2027 - KEY/05DEC22/04</b> - A re-tender of the existing Care & Repair Framework Agreement currently in Year 4 of a 3 year plus 1 plus 1 Agreement. The framework of Contractors deliver mandatory Disabled Facility Grants, Minor Aids & Adaptations and discretionary grants.	Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	1 January 2023	Adults and Health Scrutiny Committee	All Wards	Soft Market Testing, Engagement Events and contract published via Pro Contract	Sharon Malia - Housing Programmes Manager Email: sharon.malia@peterborough.gov.uk Tel: 07920 160632	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>17. <b>Adult Social Care IT system procurement 2023</b>  <b>KEY/05DEC22/05</b> - The description you have provided is too long to fit onto are document, so would the following amendment be ok instead:</p> <p>The contract for the current Adult Social Care system, Mosaic, ends in July 2023.</p> <p>Continuing with the incumbent will avoid disproportionate technical difficulties, diseconomies, and significant disruption to the delivery of service.</p> <p>In addition, there has also been over 2 years investment in developing the required processes and digital engagement within the solution to ensure the product meets the needs of the service and the service users.</p> <p>With the new contract, and in line with our IT Strategy, we are also proposing to move Mosaic out of our data centre to hosted by the supplier – i.e. run in the cloud.</p>	Cabinet	16 January 2022	Adults and Health Scrutiny Committee	N/A	N/A	Kirstin Clarke, Assistant Director P&C Email: kirstin.clarke@cambridgeshire.gov.uk & Chris Stromberg, Head of Business & Digital Systems Email: chris.stromberg@cambridgeshire.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>18. <b>Extension of the current Section 75 agreements for the Healthy Child Programme (HCP) in Peterborough (Health Visiting, Family Nurse Partnership and School Nursing) - KEY/05DEC22/06</b> - The Cabinet Members are recommended to authorise the extension of current Delegation and Partnering Agreement with Cambridgeshire County Council in order to extend the Section 75 agreements with Cambridgeshire Community Services (CCS) and Cambridgeshire and Peterborough (CPFT) Foundation Trust relating to:</p> <p>(i)The provision of Health Visiting and Family Nurse Partnership Services, whereby CCS and CPFT will exercise the health-related function to the Local Authorities for the duration of 12 months between 1 April 2024 and 31 March 2025; and</p> <p>(ii) The provision of School Nursing Services, whereby CCS and CPFT will exercise the health-related function to the Local Authorities for the duration of 12 months between 1 April 2024 and 31 March 2025.</p>	Cabinet	13 March 2023	Children and Education Scrutiny Committee	All Wards	Will be undertaken as part of the work on Family hubs and developing the new service specification	Jyoti Atri, Director of Public Health, Email Jyoti.Atri@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<b>19. Education Systems Contract Award – KEY/19DEC22/01</b> Procuring a cloud-based system for Education which will provide a single view of service user details to improve service delivery.	<b>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and the University</b>	<b>March 2023</b>	Children and Education Scrutiny Committee	All Wards	Procurement, Finance, Legal, Service area	Lucy Sweatman, Education Programme Manager, 07548342557	<b>People Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>20. Active Travel Funding Award for Thorpe Wood Cycleway and School Streets – KEY/19DEC22/02</b> The Council has received funding from the Cambridgeshire and Peterborough Combined Authority (CPCA) via the Department for Transport for projects it had submitted under its Tranche 3 submission. The Council was successful in obtaining further grant funding for two projects; Thorpe Wood cycleway and School Streets. This grant award consists of £625k for Thorpe Wood cycleway (detailed design and construction) and £10k for School Streets projects. Approval is required for contract to be awarded to Milestone to undertake delivery of Thorpe Wood cycleway project and to expand the School Streets project to additional schools that have shown an interest in the initiative.	<b>Cabinet</b>	<b>19 December 2022</b>	Climate Change and Environment Scrutiny Committee	West	Consultation will be undertaken with relevant stakeholders (councillors, residents, cycle forum, etc.) when design is ready or when schools have been selected.	Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a>	<b>Place and Economy</b>	Meeting minutes confirming award. <a href="https://cambridgeshirepeterborough.gov.uk/cmis/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2117/Committee/63/SelectedTab/Documents/Default.aspx">https://cambridgeshirepeterborough.gov.uk/cmis/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2117/Committee/63/SelectedTab/Documents/Default.aspx</a>
<b>21. Apply to the Secretary of State for Moving Traffic Enforcement Powers under Section 6 of the Traffic Management Act – KEY/19DEC22/03</b> - To approve the council application to the Secretary State for Moving Traffic Enforcement Powers under Section 6 of the Traffic Management Act and the enforcement via ANPR cameras.	<b>Cabinet</b>	<b>19 December 2022</b>	Growth, Resources and Communities Scrutiny Committee	Stanground South, Park and Central, for initial sites, however, will impact city wide.	Public Consultation	Clair George 07920 160 733 or Adam Payton 07983 467 368	<b>Place and Economy</b>	Summary of consultation, and details of sites
<b>22. Review of the Local Plan – KEY/19DEC22/04</b> 1. To authorise officers to commence a review of the Local Plan; and 2. To approve the Local Development Scheme (LDS), which set out a timetable for the production of a new Local Plan, and bring it into effect from 16 January 2023"	<b>Cabinet</b>	<b>16 January 2023</b>	Climate Change and Environment Scrutiny Committee	All Wards	Relevant internal and external stakeholders	<a href="mailto:gemma.wildman@peterborough.gov.uk">Gemma Wildman, Principal Planner, 01733 863824 gemma.wildman@peterborough.gov.uk</a>	<b>Place and Economy</b>	Local Development Scheme (LDS)

**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

DECISIONS TO BE TAKEN IN PRIVATE								
<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>Licensing Schemes – Raising Housing Standards – KEY/16JAN23/02</b> Approval of submission of an application for a Selective Licensing Scheme to Government. Exploration of Additional Licensing Schemes for the city, and the undertaking of a public consultation where analysis identifies such schemes would be beneficial.</p>	Cabinet	16 January 2023	Growth, Resources and Communities	All Wards	Public consultation has taken place. A further consultation for Additional Licensing Scheme will take place following approval.	Peter Gell, Assistant Director Regulatory Services, 01733 453419, peter.gell@peterborough.gov.uk	Place and Economy	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
<p><b>Debt write-offs in excess of £10,000 - KEY/1AUG22/03 -</b> Approval of debt write-offs in excess of £10,000 if applicable for Non-Domestic Rates, Council Tax, Housing Benefit overpayments and Sundry Debtor accounts.</p>	Cabinet	16 January 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	None	Chris Yates, Finance Manager - Business Operations, Tel:01733 384552, Email chris.yates@peterborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
1. <b>Disposal of Part of Peterborough Rural Estate – KEY/21NOV22/03</b> - Disposal of part of PCC rural estate in accordance with the disposal strategy approved in September Cabinet.	<b>Cabinet</b>	<b>19 December 2022</b>	Growth, Resources, And Communities Scrutiny Committee	Eye, Thorney & Newborough	Part of the disposal programme already approved at Cabinet	Felicity Paddick - felicity.paddick@nps.co.uk, 07801 910971	<b>Corporate Services</b>	Cabinet report & exempt annexes which include financial and personal details.
2. <b>Peterborough Limited Subsidiary Structure</b> - Approval is sort to create a subsidiary organisation to Peterborough Limited to aid the efficient and effective future delivery of services.	<b>Cabinet</b>	<b>February 2023</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	N/A	Kitran Eastman Managing Director - Peterborough Ltd Email: <a href="mailto:Kitran.Eastman@peterboroughlimited.co.uk">Kitran.Eastman@peterboroughlimited.co.uk</a>	<b>Place and Economy</b>	Commercial Sensitivity of Peterborough Limited  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
3. <b>Approval of transfer/sale of Regional Pool car park to facilitate phase 3 of the university project – KEY/2JAN2023/01</b> - Phase 3 of the university project is due to be constructed on the Regional Pool car park with the transfer to be completed by no later than 12th February 2023.	<b>Cabinet</b>	<b>16 January 2023</b>	Growth, Resources, and Communities Scrutiny Committee	Central	Relevant internal and external stakeholders	Felicity Paddick, Manager of Estates NPS. Tel: 07801 910971 Email: felicity.paddick@nps.co.uk	<b>Place and Economy</b>	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. <b>Confirmation of the arrangements to transfer the services provided by NPS Peterborough Ltd following termination of their agreement in relation to property and estates – KEY/2JAN2023/02</b> - Cabinet decision JUN22/CAB/07 approved the termination of the agreement with NPS Peterborough Ltd. This report sets out the proposed arrangements for the transfer of those services provided under that agreement.	<b>Cabinet</b>	<b>16 January 2023</b>	Growth, Resources, and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders  The staff of NPS Peterborough Ltd and the relevant trade unions	Cecilie Booth - Director Resources and S151 Officer Email: cecilie.booth@peterborough.gov.uk	<b>Corporate Services</b>	An exempt annex containing information in category 1, 2, 3,4 and 5 of paragraph 10.4 of the Constitution

**PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

<b>DECISIONS FROM 19 DECEMBER 2022</b>								
<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
None.								

## PREVIOUSLY ADVERTISED DECISIONS

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>1. Approval of the leasehold disposal of a brownfield site to a care provider –</b> A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p><b>Councillor Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b></p>	<p><b>December 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Park</p>	<p>Relevant internal and external stakeholders.  A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p><b>Corporate Services</b></p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p><b>2. Approval of the Peterborough Sufficiency Strategy</b> Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>December 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>There has been widespread consultation including with children and young people in care.</p>	<p>Nicola Curley: Director of Children's Service, Email: nicola.curley@peterborough.gov.uk</p>	<p><b>Peoples Services</b></p>	<p>Scrutiny Report</p>
<p><b>3. Werrington Fields and Ken Stimpson Secondary School -</b> Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>December 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.</p>	<p>Jonathan Lewis, Service Director, Education <a href="mailto:jonathan.lewis@peterborough.gov.uk">Email:jonathan.lewis@peterborough.gov.uk</a></p>	<p><b>Peoples Services</b></p>	<p>Cabinet Member Decision Notice, Background Information Document  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>4. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust</b> This agreement will ensure the provision of CPFT mental health specialist working with mental health practitioners who are part of multiagency Family Safeguarding teams working as part of children's social care safeguarding teams.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>December 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Andrews, Children's Commissioning Manager helen.andrews@cambridgeshire.gov.uk</p>	<p><b>People Services</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

5.	<b>Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025</b> – to discuss and agree the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025, for final approval by the Health and Wellbeing Board.	<b>Cabinet</b>	<b>19 December 2022</b>	Adults and Health Scrutiny Committee	Dogsthorpe	Chair and vice chair of adults and health committee, Director of Public Health, Mental health boards	Joe Davies Email:joseph.davies@cambridgeshire.gov.uk	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	<b>PCC/CCC Delegation Agreement for jointly procured Floating Support service</b> - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC	<b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b>	<b>December 2022</b>	Adults and Health Scrutiny Committee	All Wards	Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement	Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	<b>Approval and Endorsement of a new countywide Infant Feeding Strategy</b> - Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire & Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the the University</b>	<b>December 2022</b>	Children and Education Scrutiny Committee	All Wards	Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.	Amy Hall, Children's Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 07583040529	<b>Public Health</b>	Paper and Strategy to be submitted closer to the Cabinet meeting
8.	<b>Approval of Delegation Agreement for Floating Support Service</b> - Requesting approval to delegate authority to CCC to enable them to deliver a new jointly commissioned Floating Support service on behalf of PCC.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>December 2022</b>	Adults and Health Scrutiny Committee	All Wards	Feedback gathered from existing customers, service staff and external stakeholders/partners.	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	<b>Approval to award a grant for a Mental Health Supported Living service.</b> - Approval to award a grant for revenue funding to Eastlands Mental Health Supported Living Services, for a period of 1 year period, from April 2023.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>January 2023</b>	Adults and Health Scrutiny Committee	All Wards	Consultation not required as seeking no change to existing service	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

10.	<p><b>Extend Grant funded lunch clubs and award grant for AgeUK Day Centre</b> - To retrospectively approve the funding of various lunch clubs and an AgeUK Day Centre to include:          Bharat Hindu Samaj Lunch Club          Italian Community Centre Lunch Club          South Grove Community Centre (formally known as FILEF Lunch Club)          AgeUK Orton Day Service</p> <p>The provision commenced in April 2022 and will run until March 2024. The grant funding comes to a total of £73,508</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>North, Fletton and Woodston</p>		<p>Claire Cluer - Commissioning Manager (Day Opportunities Review) 01480 372314,          claire.cluer@cambridgeshire.gov.uk</p>	<p><b>People Services</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
11.	<p><b>Investment to fund the NHS pay award for staff who work in NHS services commissioned by Public Health</b> – Public Health commission services from NHS organisations. Their staff have had a 3% pay award. The Public Health Grant funding uplift for 2022/23 reflects this pay award. Local Authorities are expected to ensure that these NHS pay awards are fully met and included in any contractual arrangements or Section 75 agreements.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>NHS commissioned providers.</p>	<p>Val Thomas Deputy Director of Public Health, Email:          val.thomas@cambridgeshire.gov.uk</p>	<p><b>Public Health</b></p>	<p>Cover paper</p>
12.	<p><b>Uplift in payments for delivery of public health services in primary care</b> – Stop smoking, NHS Health Checks and Long-Acting reversible contraception services are delivered in primary care. This CMDN seeks approval for an uplift in the price paid for each unit delivered.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>December 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation has been undertaken with the local medical committee which represents gps.</p>	<p>Val Thomas Deputy Director of Public Health, 07884 183373          val.Thomas@cambridgeshire.gov.uk</p>	<p><b>Public Health</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>
13.	<p><b>Acquisition of 4 Royce Road, Peterborough</b> - Acquisition of industrial premises at 4 Royce Road adjacent to PCC owned land</p>	<p><b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b></p>	<p><b>December 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>East Ward</p>	<p>N/A</p>	<p>Felicity Paddick, Manager - Estates and Valuation          Email:          felicity.paddick@nps.co.uk          Tel: 07801 910971</p>	<p><b>Corporate Services</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b><i>DECISION TAKEN</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION TAKEN</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>WARD</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DIRECTORATE</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i></b>
<b><i>None.</i></b>								

# FORWARD PLAN

## **PART 1 – KEY DECISIONS**

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:

Cllr Fitzgerald (Leader of the Council), Cllr Steve Allen (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Howard; Cllr Coles and Cllr Simons.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk), Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

## **PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE**

Whilst the majority of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

## **PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk) or by telephone on 01733 452460.

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedecisions](http://www.peterborough.gov.uk/executivedecisions). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

## DIRECTORATE RESPONSIBILITIES

Please note that all Directorates have been colour coded. Each decision will be colour coded in accordance with the below.

### **CORPORATE SERVICES DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Financial and Resources

Internal Audit, Insurance and Investigations

Peterborough Serco Strategic Partnership (Business Support, Corporate Procurement, Business Transformation and Strategic Improvement, Customer Services, Shared Transactional Services)

Communications

Commercial & Property

Registration and Bereavement Services

Commercial & Property

Delivery and Transformation

Health & Safety

Human Resources & Workforce Development - (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Digital, Data Analytics, Risk & IT Services

Transformation and Programme Management Office, Business Intelligence, Commercial, Strategy and Policy, Shared Services

### **PEOPLE SERVICES DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Commissioning

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

Performance and Information (Performance Management, Systems Support Team)

### **LEGAL AND GOVERNANCE DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Corporate Lawyers

Constitutional Services, (Democratic Services, Electoral Services, Executive and Members Services) - (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Information Governance, (Freedom of Information and Data Protection)

### **PLACE AND ECONOMY DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Development and Construction (Development Management, Planning Compliance, Building Control)

Planning Growth and Environment (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Housing and Homelessness

Highways and Transport (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Employment and Skills

Community Safety

Regulatory Services

Emergency Resilience & Planning

(Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls)

### **PUBLIC HEALTH DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Health Protection, Health Improvements, Healthcare Public Health.



## Climate Change and Environment Scrutiny Committee Work Programme 2022/23

Updated: 22 DECEMBER 2022

Meeting Date	Item	Indicative Timings	Comments
Meeting date: 5 July 2022 Joint Scrutiny Meeting	Medium Term Financial Strategy Contact Officer: Cecilie Booth		
Meeting date: 6 July 2022  Draft report deadline: 17 June Final report deadline: 24 June	Appointment of Co-opted Members 2022/23		
	Review of 2021/2022 and Draft Work Programme for 2022/23		
	Local Flood Risk Management Strategy Contact Officer: Nick Greaves and Richard Whelan		
	Local Area Energy Plan Contact Officer: Hannah Swinburne		
	Closure of Climate Working Group Contact Officer: Hannah Swinburne		
	Closure of Cycling Working Group and creation of a Walking and Cycling Task and Finish Group Contact Officer: Lewis Banks		
	Forward Plan of Executive Decisions		

<b>Meeting date: 5 September 2022</b>  Draft report deadline: 18 August Final report deadline: 23 August	<b>Tree Management: Review of Existing Policy for Managing Tree Related Subsidence Claims Against The Council</b>  <b>Contact Officer: Darren Sharpe/ Jim Newton/ Sue Addison</b>		
	<b>Portfolio Progress Report of Cabinet Member for Climate Change, Planning, Housing and Transport Cllr Marco Cereste</b>  <b>Contact Officer: Charlotte Palmer/ Adrian Chapman</b>		
	<b>Climate Change Public Engagement Approach</b>  <b>Contact Officer: Hannah Swinburne</b>		
	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan</b>		
	<b>Work Programme 2022/2023</b>		
<b>Meeting date: 13 September 2022</b>  <b>POSTPONED</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecilie Booth</b>		
<b>Meeting date: 11 October 2022</b>  <b>CANCELLED</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecilie Booth</b>		

<b>Joint Scrutiny Meeting</b>			
<b>Meeting date: 9 November 2022</b> Draft report deadline: 21 October Final report deadline: 28 October	<b>Cabinet Member Report Waste, Street Scene and Environment (inc. Recycling Rates, Open Space Management)</b>  <b>Contact Officer: James Collingridge</b>		
	<b>Local Area Energy Plan, final draft for endorsement</b>  <b>Contact Officer: Hannah Swinburne</b>		
	<b>Monitoring Recommendation Report</b>  <b>Contact Officer – Charlotte Cameron</b>		
	<b>Forward Plan of Executive Decisions</b>  <b>Contact Officer – Charlotte Cameron</b>		
	<b>Work Programme 2022/2023</b>  <b>Contact Officer – Charlotte Cameron</b>		
<b>Meeting date: 29 November</b>  Draft report deadline: 10 November 2022 Final report deadline: 17 November	<b>Sustainable Future City Council Strategy and Priorities 2022 – 2025</b>  <b>Contact Officer: Jens Gemmel von Döllinger, Sustainable Future City Council Director</b>		

<b>Meeting date: 4 January 2023</b> Draft report deadline: 14 December Final report deadline: 21 December	<b>Peterborough School Climate Change Programme</b> <b>Contact Officer: Hannah Swinburne/ Ellie Cooper</b>		
	<b>Trees and Woodland: Ash Dieback Action Plan</b> <b>Contact Officer: Darren Sharpe</b>		
	<b>Committee Start Time Report</b> <b>Contact Officer – Charlotte Cameron</b>		
	<b>Forward Plan of Executive Decisions</b> <b>Contact Officer – Charlotte Cameron</b>		
	<b>Work Programme 2022/2023</b> <b>Contact Officer – Charlotte Cameron</b>		
<b>Meeting date: 23 January 2023</b> <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b> <b>Contact Officer: Cecilie Booth</b>		

<b>Meeting date: 28 February 2023</b> Draft report deadline: 9 February Final report deadline: 16 February	<b>Progress monitoring report on 2018 PCC Biodiversity Strategy. The report to include updates of other ongoing GI projects undertaken within Peterborough where PCC are partners e.g John Clare Countryside</b>  <b>Contact officer: Darren Sharpe</b>		
	<b>Council Climate Change Action Plan</b>  <b>Contact Officer: Hannah Swinburne</b>		
	<b>Cycling and Walking Task and Finish Group Final Report – Active travel funding and LCWIP</b>  <b>Contact Officer: Lewis Banks</b>		
	<b>Flood Risk Management Strategy</b>  <b>Contact Officer – Richard Whelan</b>		
	<b>Monitoring Recommendation Report</b>  <b>Contact Officer – Charlotte Cameron</b>		
	<b>Forward Plan of Executive Decisions</b>  <b>Contact Officer – Charlotte Cameron</b>		

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