

## CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE

WEDNESDAY 20 SEPTEMBER 2023  
7.00 PM

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

### AGENDA

Page No

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 12 July 2023** 3 - 8
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.
5. **Forward Plan of Executive Decisions** 9 - 28
6. **Eco Homes** 29 - 34
7. **Peterborough Climate Adaption Plan** 35 - 40
8. **Recycling and Waste Policy Guide** 41 - 70
9. **Monitoring Scrutiny Recommendations Report** 71 - 76

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11. **Date of Next Meeting**

Wednesday, 8 November 2023 – Climate Change and Environment Scrutiny Committee

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

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

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

**Committee Members:**

Councillors: Day (Chair), N Sandford (Vice Chair), Ahmed, Elsey, J A Fox, Jones, Khan, Perkins, Sainsbury, Sharp and Strangward

Substitutes: Councillors: Fenner, Mahmood and Wiggin

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

Parish Councillor Michael Samways, 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 12 JULY 2023  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors Day (Chair), N Sandford (Vice Chair), Ahmed, Elsey, J A Fox, Jones, Khan, Perkins, Sharp, Strangward and Warren and Co-opted Member Parish Councillor Micheal Samways and Independent Co-opted Members Matthew Barber and Dr Esther Norton

**Officers Present:** Jim Newton, Service Director Infrastructure and Environment  
Hannah Swinburne, Principal Climate Change Officer  
Charlotte Cameron, Senior Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Independent Co-opted Member Stuart Dawks.

**2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

No declarations of interest or whipping declarations were received.

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

No call ins were received.

**4. MINUTES OF CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE MEETING HELD ON 28 FEBRUARY 2023**

The minutes of the Climate Change and Environment Scrutiny Committee meeting held on 28 February 2023 were agreed as a true and accurate record.

**5. APPOINTMENT OF CO-OPTED MEMBERS 2023/24**

The Climate Change and Environment Scrutiny Committee received a report in relation to the appointment of Co-opted Members in accordance with the Council's Constitution Part 3, Section 4 – Overview and Scrutiny Functions.

The purpose of the report was to seek approval from the Committee to appoint Matthew Barber, Stuart Dawks, Esther Norton and Parish Councillor Micheal Samways as non-voting Co-opted Members for the municipal year 2023/24 and to approve the appointment of Parish Councillor Neil Boyce as the substitute for Parish Councillor Micheal Samways for the municipal year 2023/24 to the Climate Change and Environment Scrutiny Committee in accordance with Part 3, Section 4 – Overview and Scrutiny Functions.

The Senior Democratic Services Officer introduced the report and explained that the nominations for Parish Council Co-opted Members had been put forward by the Parish Council Liaison Working Group and that the appointments would be reviewed annually.

The Committee unanimously agreed to the appointments of Matthew Barber, Stuart Dawks, Esther Norton and Parish Councillor Micheal Samways as non-voting Co-opted Members for the municipal year 2023/24, and the appointment of Parish Councillor Neil Boyce as substitute.

The Chair welcomed the co-opted members who were in attendance and invited them to join the committee for the rest of the meeting.

### **AGREED ACTIONS**

1. Appoint Matthew Barber to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
2. Appoint Stuart Dawks to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
3. Appoint Dr Esther Norton to the Committee as an Independent Co-opted Member with no voting rights for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
4. Appoint Parish Councillor Michael Samways as an Independent Co-opted Member with no voting rights to represent the rural area for the municipal year 2023/2024. Appointment to be reviewed annually at the beginning of the next municipal year.
5. Appoint Parish Councillor Neil Boyce as the nominated substitute for Parish Councillor Michael Samways should he be appointed as the non-voting Co-opted Member representing.

## **6. INTRODUCTION TO CARBON LITERACY AND CARBON LITERACY TRAINING**

The Climate Change and Environment Scrutiny Committee received a report in relation to the Council's proposed approach to Carbon Literacy Training.

The purpose of the report was that this report is brought to the Scrutiny Committee to share a proposed approach to Carbon Literacy training. Councillors are requested to review the approach and provide comments.

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

This report discussed what carbon literature was and what it could offer to the council, staff, and communities to help deliver upon council net zero target for the organisation and city. The training would allow people to undertake carbon reduction action and would educate people. The Officer hoped this would help to have a tangible effect on carbon reduction.

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

- Members noted the percentage of trained Councillors and queried what the target was for this municipal year.
- The Officer clarified that there was no end defined target and there had been an increased capacity to deliver more training.
- Members noted that it appeared that the fee for training included £1950 for a license and queried if once that was paid the Council could train as many people as it liked.
- Members raised concerns regarding the nominated person for each team as if they left it would need to be tracked so someone else could take up that position.

- The Officer agreed with Members and outlined the plans for a mini service review with the Heads of Service to understand the highest areas of emissions for the Council and city.
- The team would like to deliver the training to as many people as possible and for it to be seen as a useful tool for development.
- Members noted in figure 4.2 the various training session and asked if it could be condensed and completed in one session.
- Members were advised that there was a balance to ensure that everyone felt confident with the learning and time commitment.
- Carbon literacy training session were all around 7-8 hours but the options for delivery would vary in single or two half day blocks.
- Officers were happy to run various models if it would support increased take-up.
- The Officer clarified that shorter condensed courses could be run but it would mean that the individual would not be considered carbon literate under the Carbon Literacy Trust.
- Members referred to the 5-15% benefit and sought clarification on how the benefits of the time taken to deliver the training were measured and how were the individual benefits measured if it was not directly related to the council.
- The Officer clarified that the figure had been taken from the Carbon Literacy Trust and they had concluded that figure from the scale of commitment made following the training.
- Members were advised that at the end of the training the participant would be asked to make two pledges to reduce carbon emissions. One would be related to yourself and the other related to an action that would involve your network.
- Members welcomed the fact that the training would be more flexible and queried if it could be part of the core training that the Council undertake with new Officers and Members.
- The Officer advised that conversations would need to be held with Human Resources (HR) and the Democratic Services team but that it was something the team could facilitate.
- Members welcomed the approach to carbon literacy training and highlighted the opportunity to be more ambitious and develop training for wider sectors than the council.
- Members were advised that through the climate change schools programme there were connections that helped produced termly newsletters which talked about the highlights of work around climate change.
- There would be training offered for education leaders and there was an education offer for schools.
- Officers engaged with various eco networks across the city, were liaising with Parish Councils and work had been undertaken with Opportunity Peterborough that had looked for ties within the community.
- Members were encouraged to engage with Officers around any network they know that would like to take up the course.

The following recommendation was made by Councillor Day and seconded by Councillor Eley, that the Committee recommended to encourage as many Councillors and Officers as possible to undertake the carbon literacy training, in particular those who serve on the Climate Change and Environment Scrutiny Committee. A vote was taken on the recommendation from Councillor Day and was **UNANIMOUSLY AGREED**.

### **AGREED ACTIONS**

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

1. Comment on the proposed approach to Carbon Literacy training.

## RECOMMENDATION

That the Climate Change and Environment Scrutiny Committee considered the report and **RESOLVED** to **RECOMMEND** encouraging as many Councillors and Officers as possible to undertake the carbon literacy training, in particular those who serve on the Climate Change and Environment Scrutiny Committee.

### 7. REVIEW OF 2022/2023 AND WORK PROGRAMME FOR 2023/2024

The Senior Democratic Services Officer presented the report which considered the 2022/2023 year in review and looked at the work programme for the new municipal year 2023/24 to determine the Committees priorities. Members also noted the Terms of Reference for the Committee.

Members were advised that Appendix 1 had been added at the request of the Committee so that an in-depth review of items presented in the previous municipal year could be done.

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

- Members noted that the Task and Finish Group's recommendations were approved in February but had not been presented to Cabinet.
- Members asked why there had been a hold up and were advised that various Officer meetings had been held and a timetable would follow after it had been presented to the Corporate Leadership Team (CLT)
- Members highlighted that this was not just any report as it supported the policy framework for future funding proposals and sought clarification on the implications the delayed report would have.
- Members were advised that if potential funding rounds were to come available the draft strategy would be the basis for a bidding document.
- The Officer added that without a formal document there may be a risk but that it would be low.
- Members queried what the collaboration of funding from Innovate UK were and how it related to the outcome of funding. Members were advised that this was the delivery of projects within the local area that contained 66,000 houses and the installation of heat pumps.
- Members were advised that the Net Zero Path Finder project was a feasibility study that explored barriers to carbon reduction and the Officers had made a strong bid for phase 2.
- The Officer added that the project supported the council in how to identify the solutions to non-technical barriers so that the Local Area Energy Plan (LAEP) could better support the end user adopting the technologies.
- Members questioned what Officers had done in the 4 months since the Task and Finish Group had been presented to the Committee. The Officer agreed to provide a briefing note that included this information.
- Members requested that Officers look into the arrangement of appointing a cycle champion to ensure that appropriate arrangements were in place for the Cycle Forum.
- Members raised concerns regarding the confusion of what the city-wide carbon reduction target was. The Officer advised that options would be put forward at the meeting in September to help consider and determine what the target should be.

## **AGREE ACTIONS**

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

1. Considers relevant items which were presented to the Climate Change and Environment Scrutiny Committee during 2022/2023 and makes recommendations on the future monitoring of these items where necessary.
2. Notes the information provided in Appendix 1 and considers if further information on the items presented in 2022/2023 is necessary.
3. Notes the Recommendations Monitoring Report attached at Appendix 2 and considers if further monitoring of the relevant recommendations made by the Climate Change and Environment Scrutiny Committee during 2022/2023 municipal year is required.
4. Determines its priorities and approves the draft work programme for 2023/2024 attached at Appendix 3
5. .Notes the Terms of Reference for this Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions attached at Appendix 4 and paragraph 2.1 item 4, Climate Change and Environment Scrutiny Committee.

The Committee also requested that:

- Section 1.3 of Appendix 1 be amended to reflect the actual recommendation that was made, to include the word not.
- The Transport and Environment Manager provide a briefing note on what progress has been made since the Cycling and Walking Task and Finish Group's recommendations were agreed in February 2023.
- Officers look into the arrangements for confirming a cycle champion so that the Council can be represented at the Cycle Forum.
- Discussions of the City/Council Carbon target take place at the next group representatives' meetings and that it is included in the scheduled climate debate report.

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

The Senior 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.

- Members note referred to item KEY/21NOV22/01 Charging residents and developers for replacement bins and sought clarification on the progress that had been made.
- Members noted that Peterborough Local Plan - Issues and Options Consultation Document – KEY/05JUN23/03 item and promoted the idea of a cross-party working group.

## **AGREED ACTIONS**

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

The Committee also requested that:

- Officers provide them with a briefing note on key decision 'Charging residents and developers for replacement bins – KEY/21NOV22/01'
- Officers provide a briefing note on the progress of a cross party working group for the development of the local plan, in relation to key decision 'Peterborough Local Plan - Issues and Options Consultation Document – KEY/05JUN23/03'

**11. DATE OF NEXT MEETING**

The date of the next meeting was noted as being 20 September 2023.

CHAIR

Meeting began at 7.00pm and ended at 7.46pm



<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 5
<b>19 SEPTEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Head of Legal and Deputy Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Legal, Finance and Corporate Services	
Contact Officer(s):	Charlotte Cameron, Senior Democratic Services Officer	Tel. 01733 384628

**FORWARD PLAN OF EXECUTIVE DECISIONS**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Senior 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 **9 October 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**

### **Financial Implications**

9.1 N/A

### **Legal Implications**

9.2 N/A

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

11.1 Appendix 1 – Forward Plan of Executive Decisions

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

PUBLISHED: 8 SEPTEMBER 2023

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

**KEY DECISIONS FROM 9 OCTOBER 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>Joining the National Parking Platform – KEY/9OCT2023/01</b> - Peterborough City Council currently offers parking payments via electronic means (phone call, text message or smart phone app) with a sole supplier agreement with PayByPhone.</p> <p>This means any customers wishing to pay in this way must use PayByPhone. This sole supplier agreement will expire 1st Dec 2023 and the intention of this decision is to join a national trial backed by the DfT called the National Parking Platform. This is an open market model where any supplier approved to be on the platform can be used by customers to pay for parking in Peterborough City Council controlled areas. This offers benefits to the end users who have a broader choice, but also cost savings and operational advantages to the council. Part of this decision will see the convenience fee for using these services passed to the end user, whereas it is currently absorbed by the council. End users will be able to choose which payment supplier they wish to use based on their individual convenience fees and/or app features and usability.</p>	<p><b>Councillor Nigel Simons, Cabinet Member for Infrastructure, Environment and Climate Change</b></p>	<p><b>31 October 2023</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Adam Payton, Operations Manager City Centre, adam.payton@peterborough.gov.uk</p>	<p><b>Place and Economy</b></p>	<p>National Parking Platform standard documents</p>
<p><b>Parking payment machine replacement project - KEY/9OCT2023/02</b> - The council operates 11 off street car parks and 21 on street chargeable locations - payment in these locations is via 53 pay and display parking machines, currently provided by 3 different suppliers. Some of these machines are over 20 years old and are becoming frequently out of service. Existing machines offer inconsistent means of payment, some are card only, some cash only, some both. Procurement work has been undertaken and the purpose of this decision is to award a contract to one supplier to replace or upgrade 40 pay and display machines with the latest technology and remove machines in locations they are no longer required.</p>	<p><b>Cabinet</b></p>	<p><b>16 October 2023</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Adam Payton, Operations Manager City Centre, adam.payton@peterborough.gov.uk</p>	<p><b>Place and Economy</b></p>	<p>Cabinet report with results of procurement process and outcomes.</p>

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. Charging residents and developers for replacement bins – KEY/21NOV22/01</b> - Currently all replacement household bins are replaced for free, if implemented, if you loose your bin or damage it you will be required to pay for a replacement.</p>	<p><b>Councillor Nigel Simons, Cabinet Member for Infrastructure, Environment and Climate</b></p>	<p><b>September 2023</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>Place and Economy</p>	<p>A CMDN.</p>
<p><b>2. PCC/CCC Delegation Agreement for jointly procured Floating Support service - KEY/27FEB23/08</b> - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC</p>	<p><b>Councillor Fitzgerald Leader and Cabinet Member for Adult Services and Public Health</b></p>	<p><b>September 2023</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement</p>	<p>Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk</p>	<p><b>Adults</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>3. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01</b>                      "The Public Health Directorate are seeking to continue provision of the Healthy Schools Support Service for a further 19-month period, from 1st September 2023 - 31st March 2025. The service has been successfully operating across Peterborough and Cambridgeshire since 2018 at an annual value of £148,520 to Cambridgeshire and £58,680 to Peterborough. This new contract period will be used to provide officers sufficient time to review effectiveness, understand the evidence base and better evaluate the impact of current provision to inform future commissioning intentions. The total cost to PCC for this period will be £92,276.66."</p>	<p><b>Councillor Fitzgerald Leader and Cabinet Member for Adult Services and Public Health</b></p>	<p><b>September 2023</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>A comprehensive consultation will be undertaken with service users, partners and key stakeholders as part of the required work needed to inform future commissioning intentions</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, <a href="mailto:amy.hall@peterborough.gov.uk">amy.hall@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>4. Delegated partnership agreement for procuring independent advocacy services for adults and children across Cambridgeshire and Peterborough – KEY/24APR23/02</b>                      To enter into a Delegation Agreement (DA) with Cambridgeshire County Council for the provision of Independent Advocacy Services for children and to enter into a Section 256 agreement with the Integrated Care Board (ICB) for the provision of Independent Advocacy Services for Adults, both relating to the period October 2023 – September 2027.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</b></p>	<p><b>November 2023</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Gavin Mullin, Senior Commissioning Officer (Children's), Email: <a href="mailto:gavin.mullin@cambridgeshire.gov.uk">gavin.mullin@cambridgeshire.gov.uk</a></p>	<p><b>Adults</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>5. Contract Award for Peterborough Adult Advocacy Service – KEY/8MAY23/01</b> To award the Contract for the Peterborough Adult Advocacy Service starting in October 2023 and running for 3 years with an option to extend for 1 year</p>	<p><b>Councillor Fitzgerald Leader and Cabinet Member for Adult Services and Public Health</b></p>	<p><b>November 2023</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Tara Mackey - Commissioner – VCS, Carers, Prevention &amp; Early Intervention <a href="mailto:Tara.Mackey@Cambridgeshire.gov.uk">Tara.Mackey@Cambridgeshire.gov.uk</a></p>	<p><b>Adults</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
6.	<b>PCC SEND and AP expenditure – KEY/3JUL23/01</b> Approval to authorise the future expected spend through Cambridgeshire County Council's Children's External Placements Dynamic Purchasing System (PDPS) until 31st March 2024 with providers for Alternative Education Provision – SEND and AP and Inclusion Team.	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills, and Children Services</b>	<b>September 2023</b>	Children and Education Scrutiny Committee	All Wards	N/A	Anna Wahlandt - <a href="mailto:anna.wahlandt@cambridgeshire.gov.uk">anna.wahlandt@cambridgeshire.gov.uk</a> 07881 426870	<b>Children and Young People's Service</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	<b>Draft Housing Strategy – KEY/3JUL23/04</b> Approval of draft Housing Strategy to commence public consultation	<b>Cabinet</b>	<b>December 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Internal consultation with key service stakeholders to inform development of the draft strategy. Public consultation with key external stakeholders and residents for 6 weeks once the draft is approved for consultation	Anne Keogh Housing Strategy and implementation Manager <a href="mailto:anne.keogh1@pe-terborough.gov.uk">anne.keogh1@pe-terborough.gov.uk</a> 07983343076	<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.
8.	<b>Post-16 Framework for Alternative Education and Training – KEY/17JUL23/01</b> - Agreement for the Post-16 Framework for Alternative Education and Training to be able to call off this Framework which is Cambridgeshire led.	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills, and Children's Services</b>	<b>September 2023</b>	Children and Education Scrutiny Committee	<b>All wards</b>	Family Voice, Young People representation groups (Access Champions), representatives of seldom heard groups	David Rhodes, Commissioning Manager, Email: <a href="mailto:david.rhodes@cambridgeshire.gov.uk">david.rhodes@cambridgeshire.gov.uk</a>	<b>Children and Young People's Service</b>	Paper from Children and Young People's Committee in Cambridgeshire
9.	<b>Medgen Nursing Services Limited - KEY/17JUL23/02</b> - Approval for spend on a young person's placement for nine months.	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills, and Children's Services</b>	<b>September 2023</b>	Children and Education Scrutiny Committee	<b>Central Ward</b>	No other consultation sought.	Ros Anderson, ART Support Officer, Email: <a href="mailto:ros.anderson@cambridgeshire.gov.uk">ros.anderson@cambridgeshire.gov.uk</a> Tel: 01733 863986	<b>Children and Young People's Service</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
10.	<b>Award for LD/Autism Respite Bed Based Service in PCC – KEY/31JUL23/01</b> Cabinet approval to award over £500k	<b>Cabinet</b>	<b>18 September 2023</b>	Adults and Health Scrutiny Committee	All Wards	N/A	Sarah Croxford, <a href="mailto:sarah.croxford@cambridgeshire.gov.uk">sarah.croxford@cambridgeshire.gov.uk</a>	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.



<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>11. To award a contract to Milestone Infrastructure to undertake construction of active travel improvements on Thorpe Wood – KEY/31JUL23/02</b> "The Cambridgeshire and Peterborough Combined Authority have successfully been awarded a total of £3,896,59 Active Travel England as part of Active Travel Funding 4. Peterborough has been allocated a total of £2,986,590 of which £2,000,000 is for the construction of Thorpe Wood Cycleway Phase 3"	<b>Cabinet</b>	<b>16 October 2023</b>	Climate Change and Environment Scrutiny Committee	West	Consultation on detailed designs will be undertaken in Autumn 2023	Lewis Banks, Transport and Environment Team Manager, <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a>	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>12. Request to re-implement Public Spaces Protection Orders for Gating – KEY/31JUL23/03</b> To request the Cabinet Member for Housing and Communities to approve the re-implementation of the existing Public Spaces Protection Orders for gating of alleyways at the following locations:  Goodacre, Orton Goldhay - Orton Longueville Ward Coneygree Rd/Scott Close, Stanground - Fletton & Stanground Ward Larch Grove, Dogsthorpe - Dogsthorpe Ward Furze Ride/Welland Rd, Dogsthorpe - Dogsthorpe Ward Welland Close/Crocus Grove, Dogsthorpe - North Ward	<b>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing and Communities</b>	<b>September 2023</b>	Growth, Resources, And Communities Scrutiny Committee	Orton Longueville Ward, Fletton & Stanground Ward, Dogsthorpe Ward and North Ward	The Police & Crime Commissioner for Cambridgeshire, Chief Constable for Cambridgeshire Constabulary, Ward Councillors, residents and key interested parties will be consulted prior to the decision request.	Laura Kelsey, Operations Manager Neighbourhoods, Safer Communities <a href="mailto:laura.kelsey@peterborough.gov.uk">laura.kelsey@peterborough.gov.uk</a> 01733 453563	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>13. Culture, Heritage, Libraries and Leisure services contract – KEY/28AUG23/01</b> - To award a contract to operate the Culture, Heritage, Libraries and Leisure services on behalf of Peterborough City Council.	<b>Cabinet</b>	<b>18 September 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Regulatory bodies are aware of options with for services	Rob Hill - Service Director for Housing and Communities Tel: 07815 558081 Email: <a href="mailto:rob.hill@peterborough.gov.uk">rob.hill@peterborough.gov.uk</a>	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>14. Housing Related Support Contract Awards – KEY/28AUG23/02</b> Peterborough City Council are seeking to move away from the annually awarded grant agreements to existing providers of accommodation-based housing related support in Peterborough and to adopt the proposed longer term procurement approach for Housing Related Support Services from 1st April 2024.	<b>Cabinet</b>	<b>18 December 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Specification outlining our requirements was written and a full procurement process undertaken.	Sarah Scase, Housing Needs Operations Manager, 07920 160502, <a href="mailto:sarah.scase@peterborough.gov.uk">sarah.scase@peterborough.gov.uk</a>	Place and Economy	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
15.	<p><b>Peterborough Community Short Breaks for Children with Disabilities – KEY/28AUG23/03</b></p> <p>Community Short Breaks Offer for children/young people with disabilities and/or complex needs in Peterborough from April 2024</p>	Cabinet	18 December 2023	Children and Education Scrutiny Committee	All Wards	Consultation with parent carers has been completed in the form of a questionnaire distributed on social media. A questionnaire was also shared with professionals within the 0-25 Disability Social Care Team. A soft market testing exercise was done as market engagement.	Issy Thomson - Senior Children's Commissioning Officer - <a href="mailto:isobel.thomson@peterborough.gov.uk">isobel.thomson@peterborough.gov.uk</a>	Children and Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16.	<p><b>Extra Care Housing Tender in Peterborough – KEY/28AUG23/04</b></p> <p>Approval to award the contract for three Extra Care Housing schemes in Peterborough; Friary Court, The Pavilions and The Spinney. The current contract is due to end 31 January 2024. Agreement is being sought to award all three services for a total of 5 years at a cost of £1,510,003 per annum, with a total contract value of £7,550,015.</p>	Cabinet	13 November 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	Limited due to timescales as existing provider gave notice to end contract, needing service in place by January 2024.	Ruth Miller, Senior Commissioner, <a href="mailto:ruth.miller@cambridgeshire.gov.uk">ruth.miller@cambridgeshire.gov.uk</a>	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
17.	<p><b>Agency staff provision commencing October 2023 – KEY/28AUG23/05</b></p> <p>The Council wish to enter into three separate contracts for agency staff. Social care to continue with Opus through ESPO framework, Clare Lodge using the Crown Commercial Services framework and other agency staff using ESPO framework.</p>	Cabinet	18 September 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	N/A	Mandy Pullen, <a href="mailto:mandy.pullen@peterborough.gov.uk">mandy.pullen@peterborough.gov.uk</a>	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18.	<p><b>Peterborough Integrated Renewable Infrastructure (PIRI) - commercialisation options – KEY/28AUG23/06</b></p> <p>To review the commercialisation routes for delivery of the PIRI project and determine the Council's preferred option to be developed further as part of the production of the Full Business Case.</p>	Cabinet	16 October 2023	Climate Change and Environment Scrutiny Committee	East	Engagement has taken place with key project stakeholders and further consultation will take place in due course.	Charlotte Palmer 07920160728	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
19.	<p><b>Children/Young People Home &amp; Community Support Pseudo Dynamic Purchasing System and Block Contracts – KEY/28AUG23/07</b></p> <p>Approval to award for a Children/Young People Home &amp; Community Support Pseudo Dynamic Purchasing System and 3x block contracts.</p>	Cabinet	13 November 2023	Children and Education Scrutiny Committee	All Wards	Consultation and engagement in form of questionnaires and focus groups with parent carers and 0-25 professionals. Soft Market Testing for market engagement. Full tender exercise.	<a href="mailto:Issy.Thomson@peterborough.gov.uk">Issy Thomson, Senior Commissioning Officer, isobel.thomson@peterborough.gov.uk</a>	Children and Young People's Service	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
20. <b>Local Cycling and Walking Infrastructure Plan (LCWIP) - KEY/11SEPT2023/01</b> - Consider the final report of the Cycling and Walking Task and Finish Group and whether to endorse the recommendations contained within it as well as the recommendations of the Climate Change and Environment Scrutiny Committee.	Cabinet	16 October 2023	Climate Change and Environment Scrutiny Committee	ALL	Public consultation will occur after Cabinet with usual stakeholders	Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	Place & Economy	<a href="https://democracy.peterborough.gov.uk/ieListDocuments.aspx?Cid=749&amp;MId=4743&amp;Ver=4">https://democracy.peterborough.gov.uk/ieListDocuments.aspx?Cid=749&amp;MId=4743&amp;Ver=4</a>
21. <b>Additional Grant funding for rough sleepers – KEY/25SEP23/01</b> Approval to allocate spend for delivery of Peterborough's Rough Sleepers Drug and Alcohol Grant to CGL.	Councillor Fitzgerald Leader and Cabinet Member for Adult Services and Public Health	September 2023	Adults and Health Scrutiny Committee	ALL	N/A	Joseph Keegan - Commissioning Team Manager for Substance Misuse joseph.keegan@cambridgeshire.gov.uk - 07795302390	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
22. <b>Approval to award Community Support for Older People – KEY/25SEP23/02</b> Approval to award the contract 'Lot 3 - Community Support for Older People', with a value of £125,365 per annum, for a total of four years (three years plus 12 months extension) and total contract value of £501,460.	Councillor Fitzgerald Leader and Cabinet Member for Adult Services and Public Health	September 2023	Adults and Health Scrutiny Committee	ALL	Survey, spoke to community groups	Micheil Wilson, Commissioning Manager, <a href="mailto:micheil.wilson@peterborough.gov.uk">micheil.wilson@peterborough.gov.uk</a> or <a href="mailto:Ruth.miller@peterborough.gov.uk">Ruth.miller@peterborough.gov.uk</a>	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
23. <b>SHAP (Single Homeless Accommodation Programme) - KEY/25SEP23/03</b> Purchase of 25 units of self-contained accommodation to increase the supply of high-quality accommodation with accompanying support to address gaps in homelessness pathway provision for rough sleepers and those at risk of rough sleeping.	Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing and Communities	September 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	N/A	<a href="mailto:sarah.scase@peterborough.gov.uk">Sarah Scase - Housing Operations Manager - sarah.scase@peterborough.gov.uk</a>	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
24. <b>Approval to extend day opportunities services for learning disabilities – KEY/25SEP23/04</b> Cabinet is being asked to approve an eight and a half month extension for day opportunity services for people with learning disabilities in Peterborough. The extension will be from 31st March 2024 to 15th December. The cost is £1,158,503.	Cabinet	16 October 2023	Adults and Health Scrutiny Committee	All Wards	Soft market testing and forums	<a href="mailto:ruth.miller@peterborough.gov.uk">Ruth Miller Senior Commissioning Manager 07484 520821 ruth.miller@peterborough.gov.uk</a> and <a href="mailto:harriet.rowe@peterborough.gov.uk">Harriet Rowe Commissioning Manager harriet.rowe@peterborough.gov.uk</a>	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

<b>DECISIONS TO BE TAKEN IN PRIVATE</b>								
<b><i>KEY DECISION REQUIRED</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION EXPECTED</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>None.</b>								

**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>Peterborough Limited Update</b> – an update on the in-year company finances	<b>Shareholder Cabinet</b>	<b>11 September 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).
2. <b>Locality Asset Review – KEY/3JUL23/02</b> Review of all Locality Assets	<b>Cabinet</b>	<b>16 October 2023</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	CLT and CPF	Felicity Paddick, Head of Estates, 07801 910971, <a href="mailto:felicity.paddick@peterborough.gov.uk">felicity.paddick@peterborough.gov.uk</a>	<b>Corporate Services</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).
3. <b>Wellington Street &amp; Dickens Street Car Parks Disposal – KEY/31JUL23/04</b> Car park disposals	<b>Cabinet</b>	<b>16 October 2023</b>	Growth, Resources, And Communities Scrutiny Committee	East	Any further consultation will be planned and proceed if decision is agreed by Cabinet.	Nick Carter, Service Director Growth & Regeneration, 07950 854161, <a href="mailto:nick.carter@peterborough.gov.uk">nick.carter@peterborough.gov.uk</a>	<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>Write-off of irrecoverable debts in excess of £10,000 (Biannual process) KEY/31JUL23/05</b> To authorise the write-off of irrecoverable debts in excess of £10,000 shown as outstanding in respect of Non-Domestic (Business) Rates, Council Tax, Accounts Receivable (sundry debt) accounts and Housing Benefit overpayments.	<b>Cabinet</b>	<b>18 December 2023</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	N/A	Chris Yates, Acting Head of Finance for Corporate Services, <a href="mailto:chris.yates@peterborough.gov.uk">chris.yates@peterborough.gov.uk</a>	<b>Corporate Services</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).

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

<b>DECISIONS FROM SEPTEMBER 2023</b>								
<b><i>DECISION REQUIRED</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION EXPECTED</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>None.</b>								

**PREVIOUSLY ADVERTISED DECISIONS**

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. 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 Education, Skills and Children Services</b></p>	<p><b>September 2023</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>John Gregg <a href="mailto:John.gregg@peterborough.gov.uk">John.gregg@peterborough.gov.uk</a></p>	<p><b>Children and Young People's Service</b></p>	<p>Scrutiny Report</p>
<p><b>2. 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 Education, Skills and Children Services</b></p>	<p><b>September 2023</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>Chris Baird <a href="mailto:Chris.baird@peterborough.gov.uk">Chris.baird@peterborough.gov.uk</a></p>	<p><b>Children and Young People's Service</b></p>	<p>Cabinet Member Decision Notice, Background Information Document</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>3. 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 Education, Skills and Children Services</b></p>	<p><b>September 2023</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 <a href="mailto:helen.andrews@cambridgeshire.gov.uk">helen.andrews@cambridgeshire.gov.uk</a></p>	<p><b>Children and Young People's Service</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>4. 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 &amp; Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</b></p>	<p><b>September 2023</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>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.</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, <a href="mailto:amy.hall@peterborough.gov.uk">amy.hall@peterborough.gov.uk</a> , 07583040529</p>	<p><b>Public Health</b></p>	<p>Paper and Strategy to be submitted closer to the Cabinet meeting</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p>5. <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.</p>	<p><b>Cllr Fitzgerald Leader and Cabinet Member for Adult Services and Public Health</b></p>	<p><b>September 2023</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation not required as seeking no change to existing service</p>	<p>Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590</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>

**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>
None.								

## 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 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, 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 most 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 Dan Kalley, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [daniel.kalley@peterborough.gov.uk](mailto:daniel.kalley@peterborough.gov.uk) or by telephone on 01733 296334.

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

Performance and Information (Performance Management, Systems Support Team)

### **CHILDREN AND YOUNG PEOPLE'S SERVICE** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Child Health, Clare Lodge (Operations), Access to Resources)

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

### **ADULTS** 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, Safeguarding Boards – Adults and Children's)

Business Management and Commercial Operations (Commissioning)

### **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.

## **PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU**

The Leader of Peterborough City Council is offering everyone a chance to comment or raise queries on the decisions highlighted on the Council's Forward Plan.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

Councillor Fitzgerald	Leader of the Council and Cabinet Member for Adults Services and Public Health
Councillor Steve Allen	Deputy Leader and Cabinet Member for Housing and Communities
Councillor Ayres	Cabinet Member for Education, Skills and Children's Services
Councillor Simons	Cabinet Member for Infrastructure, Environment and Climate Change
Councillor Coles	Cabinet Member for Legal, Finance and Corporate Governance
Councillor Cereste	Cabinet Member for Growth and Regeneration

## SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET

Your comment or query:

How can we contact you with a response?  
(please include a telephone number, postal and/or e-mail address)

Name .....

Address .....

.....

Tel: .....

Email: .....

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)

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<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>20 SEPTEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Executive Director of Place and Economy	
Cabinet Member(s) responsible:	Cllr Nigel Simons, Cabinet Member for Infrastructure, Environment and Climate Change	
Contact Officer(s):	Charlotte Palmer, Head of Environment and Climate Change	Tel. 07920160728

**ECO HOMES**

<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 the Climate Change and Environment Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>Review and comment on the proposed approach to the delivery of the Eco Homes project.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report has been requested by the Climate Change and Environment Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is brought to the Scrutiny Committee to share the proposed approach to the delivery of the Eco Homes project. Councillors are requested to review the approach and provide comments.

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

- Climate Change.
- Reducing Carbon Emissions and achieving Net Zero Carbon Emissions.

**3. TIMESCALES**

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

4.1 As part of the 2023/24 budget setting process the Council agreed to allocate a capital budget of £2m for the development of new Eco Homes within Peterborough. This paper details the process for defining Eco Homes for Peterborough, the draft objectives for this project, and outlines the next steps that will be taken to bring the project forward to delivery.

## **Definition of 'Eco Home' for Peterborough**

UN figures from 2021 show that 17% of global carbon production is related to existing homes, with a further 10% attributable to the construction of both homes and non-residential development. If we pro rata the latter that suggests about 23% of carbon is attributable to new and existing homes (i.e. nearly a quarter). Carbon arises during construction due to the emissions arising from the construction of building materials, transporting them and installing them on site – this is known as embodied carbon. The use of these components in a home for tasks such as ventilation, heating/cooling, lighting, boiling the kettle are known as operational carbon. The development of new homes therefore needs to consider both aspects alongside educational activity to ensure residents know how to use their home efficiently.

In order to drive forward a transition to lower carbon homes the Government announced the Future Home Standard which has set the objective of achieving a 75-80% reduction in carbon by 2025 compared with the 2015 Building Regulations. As some significant and technically complex changes would be needed to how new homes are built, the Government needed to consult with the industry on how best to achieve this. Therefore, it identified some interim changes in 2021 which were introduced from June 2022. A detailed technical consultation is now awaited with the Government due to publish its response in 2024. The interim 2022 changes seek to tackle the first 31% of carbon reduction with the balance of the original 75-80% goal to be achieved in 2025. Alongside the Future Homes Standard is a parallel Future Buildings Standard which includes some elements of relevance to all building types including homes (e.g. overheating). The changes to Building Regulations from 2022 include:

- Part L – this determines that new build homes must reduce their carbon emissions by 31%, adopting a 'fabric first' approach which requires improved insulation, undertake a pressure test to deliver air tightness, phase out gas boilers and replace them with low carbon air/ground source heat pumps and new heating systems should limit maximum flow temperature to 55°C or lower.
- Amended Part F & new Part O 2022 - the Building Regulations changes are not just about how we heat our homes to live comfortably in the winter, but how we also ensure we live comfortably in what will become warmer summers. Amendments introduce limits to the glazed surface area of a building and in certain high density urban areas also requires shading - the latter is not currently applicable to Peterborough. Trickle vents are required on windows to help deal with ventilation if no other form of ventilation is in place (e.g. mechanical ventilation and heat recovery (MVHR)).
- New Part S 2022 - the new Approved Document S requires new homes to have an EV charge point installed unless the costs exceed an average of £3,600 in which case the preparatory work (internal wiring) should be completed to aid cost-effective future installation of an Electric Vehicle charging point. The practical application on schemes of more than one home may be a mixture of chargers installed on some homes and preparatory work on others.

There is currently a wealth of different 'EcoHomes' standards in the UK that organisations choose to adopt because they want to go beyond the minimum national Building Regulations standards (or higher Planning requirements in some boroughs). The most well-known are:

- Passivhaus
- AECB (the Association of Environmentally Conscious Builders)
- RIBA (the Royal Institute of British Architects)
- LETI (previously the London Energy Transformation Initiative and now renamed the Low Energy Transformation Initiative)

The impact of these standards varies in terms of the volume of carbon that they reduce in comparison to the 2022 Building Regulations and there are a number of case studies that can be explored to understand more about the standards in practice. Officers intend to: evaluate the viability and pros and cons of each of these standards when considering the objectives set for this project; identify if there are areas where the Council could adopt a pioneering approach, for example, looking to further restrict the use of water and support urban drainage; and, explore

long term opportunities to support biodiversity. The extra costs of delivering this over Building Regulations will be added to the Local Plan evidence base to support the Council consider the pros and cons of whether the Local Plan could exceed Building Regulations.

### **Objectives:**

**Local Plan** - The allocation of funding to the delivery of this project is timely. In January this year the Council decided to embark on the process of drafting a New Local Plan in order to, amongst other things, ensure the Local Plan is aligned to the Council's Corporate Strategy and takes into account critical issues such as climate change and biodiversity net gain. As such, the Eco Homes project provides a unique opportunity to explore the evidence base for the construction of homes that exceed the minimum Building Regulations standards for sustainable homes. This process will ensure that the Council has first-hand experience in determining the viability of various Eco Homes standards, technologies and construction methods in order to determine the minimum standards it could require in the New Local Plan.

**Climate Emergency** - the Council declared a climate emergency in 2019 and committed to becoming a net zero carbon organisation by 2030. The Council also committed to supporting Peterborough to become a net zero carbon city. To achieve this, all our residents, businesses, organisations, and community groups will need to make changes to reduce emissions. In January 2023 the Council adopted its Local Area Energy Plan (LAEP) and agreed that the findings contained within it provides useful insight to inform the city's decarbonisation plans. Specifically in relation to new build the LAEP found that:

*New build dwellings are expected to be designed and constructed to a standard where they are not going to require insulation upgrades before the chosen net zero target; however, there is an opportunity to bring forward the use of low-carbon heating systems for new builds from the current 2025 date, to avoid more expensive retrofit at a later time. This will likely depend on developers selecting low carbon heating rather than achieving this through planning policy.*

As such the first proposed objective of this project is to:

1. Provide a practical viability assessment to determine the extent to which the new Local Plan could require developers to exceed national minimum Building Regulations standards, avoiding the need for costly retrofit at a later date.

**Housing Need** – the Council acknowledges that it has a range of housing needs. Data shows that as of the 1<sup>st</sup> August 2023 there were 2,622 households on the housing register. In terms of bedroom need this is broken down as follows: 1 bed: 1099, 2 bed: 762, 3 bed: 558, 4 bed: 166, 5 bed: 32, 6 bed: 2, 7 bed: 3.

As such the second proposed objective of this project is to:

2. Determine the most appropriate delivery mechanism (Council delivery, partnership with a Registered Provider etc.) to construct a range of apartments and family homes to ensure that the opportunities to construct Eco Homes for a range of tenure types is understood.

**Growth** - Peterborough is one of the fastest growing cities in the UK, delivering around 1,000 new homes each year, with a diverse and vibrant economy and one of the highest business start-up rates in the country. The Eco Homes project offers an opportunity to identify the type and scale of products that will be required to enable a transition to more sustainable homes. For example, an increased demand for heat pumps, windows and other equipment could enable Peterborough to become a local, regional and national centre for the manufacture and supply of this equipment and in doing so create a new area of growth in the economy with the associated training and employment opportunities. There is already at least one example of a nationally recognised company, Taylor Wimpey, establishing a timber frame factory in the city. Alongside this the local College and new University could be an integral part of developing similar opportunities.

As such the third proposed objective of this project is to:

3. Identify opportunities to develop and grow the local supply chain with the associated training, apprenticeship and employment opportunities.

**Health** – the Council acknowledges that sustainable homes must also be healthy homes. Eco homes can be fitted with improved heating, ventilation, and insulation and can therefore, contribute to reducing the risks and symptoms of respiratory diseases, asthma, some cancers, cardiovascular disease, depression, stress and some infectious diseases. The Council is also committed to ensure that these homes are designed to mitigate the impacts of a changing climate and do not overheat in the summer.

As such the fourth proposed objective of this project is to:

4. Demonstrate how sustainable construction can provide the right environment for improved health and wellbeing outcomes of residents.

**Affordable living** – the current cost of living crisis, the rising cost of utility bills and the proportion of residents in Peterborough that are considered to be living in fuel poverty demonstrates how essential it is that new homes are cost effective to live in and maintain, without the need for significant retrofit at a later date.

As such the fifth proposed objective of this project is to:

5. Demonstrate the viability of developing new homes that are comparatively cost effective to live in and maintain in comparison to a standard property compliant with Building Regulations standards.

**Next steps:**

In order to deliver this project, the following short term next steps are proposed:

1. Establish an officer working group, including representatives from Property, Planning, Public Health, Finance, Environment and Climate Change and Housing to support the delivery of this project.
2. Finalise the project brief, in line with the objectives outlined above and the local Eco Homes definition and determine a recommended pathway to delivery/construction.
3. Identify and secure a suitable site/s in liaison with colleagues undertaking the Locality Asset Review.
4. Identify opportunities to work with local partners to bring added value to the project. For example, it may be possible to work with the University of Peterborough to undertake short, medium and long term monitoring of the project impact.
5. Explore opportunities to support, develop and grow the number of Eco Home suppliers and manufacturers located in Peterborough.

## **5. CORPORATE PRIORITIES**

- 5.1 **The Economy & Inclusive Growth** - Delivery of the Eco Homes project will have a direct impact on carbon emissions and seek to support the sustainability requirements for homes as part of the Local Plan.

Carbon Impact Assessment - this report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions of the council or the city.

**Sustainable Future City Council** - delivery of this project provides an opportunity to influence 'how we work', 'how we serve' and 'how we enable' by making sure the requirements for new homes across the city are understood and are as sustainable as possible.



**Our Places and Communities** – delivery of this project provides an opportunity to influence the design of housing going forward contributing to future improved health outcomes of residents.

## 6. CONSULTATION

- 6.1 No consultation has been undertaken at this stage of the project. Construction of the Eco Homes will require planning consent and will be subject to the standard associated consultation processes.

## 7. ANTICIPATED OUTCOMES OR IMPACT

- 7.1 It is anticipated that Councillors provide comment on the approach to the delivery of the Eco Homes project.

## 8. REASON FOR THE RECOMMENDATION

- 8.1 The Council has committed, as part of the annual budget setting process, to deliver the Eco Homes project. As set out in this report it is intended that this project not only delivers new Eco Homes in the city but also contributes to the development of the new Local Plan.

## 9. ALTERNATIVE OPTIONS CONSIDERED

- 9.1 The option of not delivering the Eco Homes project has been ruled out. The project offers a timely opportunity, not only to construct new Eco Homes in the city, but to provide a valuable evidence base for the development of the Local Plan.

## 10. IMPLICATIONS

### Financial Implications

- 10.1 There are no new financial implications arising as a result of this project as the £2m is already allocated in the MTFs.

### Legal Implications

- 10.2 Given that this report has been prepared with a view to keeping Members fully informed and not for the purpose of seeking any decision which might bind the Council in any financial or other way the report does not have any legal implications.

### Equalities Implications

- 10.3 *Summarise here any equalities implications related to this.*

## 11. BACKGROUND DOCUMENTS

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

- 11.1 Peterborough Local Area Energy Plan (LAEP) -  
<https://democracy.peterborough.gov.uk/documents/s48237/6.%20Appendix%201%20Peterborough%20Local%20Area%20Energy%20Plan.pdf> and evidence base -  
<https://democracy.peterborough.gov.uk/documents/s48238/6.%20Appendix%202%20Peterborough%20LAEP%20Evidence%20Base.pdf>

## 12. APPENDICES

- 12.1 None

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<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 7
<b>20 SEPTEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Executive Director Place and Economy	
Cabinet Member(s) responsible:	Cllr Nigel Simons, Cabinet Member for Infrastructure, Environment and Climate Change	
Contact Officer(s):	Hannah Swinburne, Principal Climate Change Officer	Tel. 01733 453479

**PETERBOROUGH CLIMATE ADAPTATION PLAN**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Adrian Chapman, Executive Director of Place and Economy	<b>Deadline date:</b> N/A
It is recommended that the Climate Change and Environment Scrutiny Committee:	
1. Review and comment on the proposed approach to the development of the Peterborough Climate Adaptation Plan.	

**1. ORIGIN OF REPORT**

1.1 The report has been requested by the Climate Change and Environment Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is brought to the Scrutiny Committee to share a proposed approach to developing a Climate Change Adaptation Plan. Councillors requested to review the approach and provide comments.

2.2

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

4. Climate Change.

**3. TIMESCALES**

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

**4.1 Background**

In 2019 Peterborough City Council declared a climate emergency. Since this declaration, the council has committed to reduce organisational and city-wide emissions but has not yet produced a plan for how the council will adapt to the predicted changes to the climate. Climate change is

expected to cause increased periods of intense rainfall, flooding, heatwaves and droughts.

A preliminary report on climate risk in the Cambridgeshire & Peterborough region, 2020-2099 was written by researchers at the University of Cambridge and UKRI British Antarctic Survey. The report states that currently around 10% of buildings are at risk of flooding, by 2100, this is expected to rise to 13% without adaptation measures; an increase of 30%. One in ten homes and one in four agricultural and industrial facilities would risk flooding by 2100. The river Nene catchment is a productive agricultural area, and therefore flooding would also impact the UK's food production. In addition to this, there is the risk of flash and surface water flooding which is not quantified here. In urban areas which have been paved, this risk is particularly high. The river Nene is tidal and can experience storm surges. Sea level rise will increase the risk of tidal flooding in Peterborough. With a 2.6°C rise in average global temperatures, the average summer temperature across Peterborough would likely be above 36°C for one in every 20 years. In 2019, there were 892 excess deaths across England due to high temperatures. Should temperatures rise as expected, excess deaths would also likely rise. Temperature rises could also impact the risk of agricultural diseases and pests, impacting food security. Decreased summer rainfall and increased summer temperatures will impact water levels. This, coupled with expected growth in population, will put pressure on water availability, leading to droughts. The report identifies 42 of the 2017 Climate Change Risk Assessment risks being important to the Cambridgeshire and Peterborough region.

Since the above report was written, the UK has experienced record high temperatures, with 39.9°C recorded at the Met Office weather station closest to Peterborough in July 2022. The summer of 2022 also saw severe drought, with 8 areas across the UK declared to be in drought.

#### 4.2 **The Need**

Given the above evidence, there is a clear need for the development of a climate change adaptation plan, which will ensure that the council can deliver services to its residents, and Peterborough is protected from the most severe impacts of climate change.

The draft proposal for inclusion within the Peterborough Climate Adaptation Plan includes:

- An evidence base for how Peterborough may be impacted by climate change
- An evaluation of how council services will be impacted if no adaptation work is undertaken
- Proposed actions for how the council can reduce the impact to council service delivery
- Proposed actions for how the council can protect Peterborough from the most severe impacts
- Proposed actions for how the council can respond to climate change events

#### 4.3 **Funding**

The council was awarded a £100,000 grant through the Shared Prosperity Fund to develop a Climate Change Adaptation Plan; the funding must be spent by March 2025 (£40,000 in 2023/24; £60,000 in 2024/25).

#### 4.4 **Proposed approach**

It is proposed that delivery of the Adaptation Plan is split into two elements: Risk Assessment and Action Planning.

1. Risk assessment: Development of a local evidence base for what climate change impacts are likely to occur across the region.

##### Stakeholders

Officers from local authorities across Cambridgeshire and Peterborough, including those from Peterborough City Council, Cambridgeshire County Council and the Cambridgeshire and Peterborough Combined Authority have developed a proposal to co-fund and procure a supplier

to develop an evidence base to understand the predicted local impact of climate change.

Colleagues from public sector organisations have been invited to join the stakeholder group to develop a brief for the evidence base, a workshop has been held to understand priorities for these organisations.

The aims have not yet been finalised; however early discussions have focused on:

- The implications of the climate crisis on specific Cambridgeshire and Peterborough public sector services (e.g., highways, key supply chains) across a 2°C and 4°C temperature rise;
- The implications should be translated to understand the potential “do-nothing” costs to support business planning and business case development. “Do-nothing” costs may include those associated with repair work, interim service provision whilst existing service is disrupted, or additional service needs (such as additional health care);
- Wider potential risks related to public sector ambitions, for example on economic development.

#### Delivery Plan

The Cambridgeshire and Peterborough Combined Authority Climate Programme Board agreed to instruct a business case to be written for the development of this work. This will be used to determine if the CPCA will offer co-funding. Cambridgeshire County Council are also seeking funding to co-fund this work. Peterborough City Council can co-fund this work through allocating a proportion of its Shared Prosperity Fund. This will represent value for money for Peterborough as more can be achieved by joining resources and reducing redundancies, as there will be similarities between the evidence base for each area within the local region.

A procurement process will be undertaken once funding is secured, and the brief is finalised.

#### 1. Action planning: Development of a Peterborough Climate Adaptation Plan

##### Delivery plan

Whilst a shared approach is beneficial for the development of the evidence base, it is proposed that creating the action plan should be undertaken solely for Peterborough City Council so that the actions can align with council priorities and available resource.

This work will also be funded from the Shared Prosperity Fund awarded to this project. A consultant will be procured to produce the Peterborough Climate Adaptation Plan. A soft market test will be undertaken to understand what can be delivered for the funding available; the project scope will be adjusted accordingly.

It is proposed that the action plan will include:

- An evaluation of how council services will be impacted if no adaptation work is undertaken
- Proposed actions for how the council can reduce the impact to council service delivery
- Proposed actions for how the council can protect Peterborough from the most severe impacts
- Proposed actions for how the council can respond to climate change events

#### Key principles

The Peterborough Climate Adaptation Plan should be developed with the following key principles in mind:

#### 1. Conducted with input of stakeholders

The action plan must be developed with the aid of a wide range of council services and external partners to create a plan which identifies the true risk to the area and to plan effectively to minimise these.

It is proposed that all service areas input into the work so the council can understand how well prepared the city and council are to climate change impacts. There will also likely be a particular focus on the following service areas due to their potential role in alleviating the impacts of climate change:

- Highways – alternative construction materials and design may improve outcomes in climate events
- Sustainable drainage – the design and location of drainage projects can strategically alleviate flooding events
- Planning - well-designed homes can lessen the impact of climate change events to residents
- Housing – as above, consideration also needs to be given to existing homes.
- Environment – tree planting and nature recovery can impact drainage and provide shade
- Public Health – changes to healthcare may be required in an altered climate
- Emergency planning – climate change may alter requirements of emergency planning
- Audit – preparedness for climate change may need to be considered in audit reviews
- Finance – business case development for adaptation works will need to consider costs of action and in-action

This list is not final and will be updated following further consultation and project development.

Stakeholders from a small number of external organisations, key to climate adaptation, will be invited to input into the project. These may be from government departments, energy operators, water providers, transport operators or local environmental charities.

#### 1. Developed with protecting health as a central tenet

There are many elements of climate change adaptation which are relevant to health. These will be explored in much more detail in the project through close working with public health colleagues. Examples of how climate events can impact health include: emergence of new diseases due to increased average temperatures, raised temperatures exacerbating existing health conditions, pathogen growth within stagnant flood water, unhealthy eating through increased costs of food and many others. Consideration of health will be prioritised through development of the plan.

#### 2. Developed to ensure council services remain available

The council performs many statutory and necessary functions to aid its residents, communities and businesses. Should the council be prevented from delivering these, our city will be negatively impacted. Ensuring a satisfactory level of service is provided is critical for the council.

#### 3. Developed to protect essential frontline services

Through its policies, activities and the assets it is responsible for, the council has the power to impact the ability of other organisations to deliver services in climate events.

For instance, ensuring that key routes across the city are available and useable when flooding occurs will allow the delivery of not only council services, but also critically, all emergency services.

#### 4. Financially responsible

As a public sector organisation, the council must ensure it responsibly uses public funding to result in the best outcomes for the city. The costs of not acting, must be weighed against costs

of completing adaptation works. This should be considered when developing the plan.

## 5. Adopt a just transition approach

A just transition to net zero is a principle which aims to ensure that no groups or individuals are negatively impacted by policies and actions to tackle climate change, and that all are included in a move to sustainable and fairer communities and workplaces.

In July 2023, Council resolved to ensure that a just transition is a key theme within the development of climate change action plans. Therefore, the development of the Peterborough Climate Adaptation Plan will have a just transition as a core theme.

Different groups and communities will experience climate events in different ways. A variety of factors such as mobility, age and economic status may impact a person's experience of climate events, and these will be considered throughout the development of the Peterborough Climate Adaptation Plan.

### **Next Steps**

- 4.5 The Climate Change and Environment Scrutiny Committee is asked to review and comment on the approach to the delivery of the Peterborough Climate Adaptation Plan.

Officers will consider suggestions and adapt plans for the Adaptation Plan's development.

## **5. CORPORATE PRIORITIES**

- 5.1 **The Economy & Inclusive Growth** - Delivery of the Council Climate Change Adaptation project will support the Council to ensure it understands the activity required to adapt to the inevitable changes climate change will bring.

Carbon Impact Assessment - this report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions of the council or the city.

**Sustainable Future City Council** - delivery of this project provides an opportunity to influence 'how we work', 'how we serve' and 'how we enable', ensuring required adaptations are understood and meaningful action brought forward. Identification of actions required to adapt to and prepare for climate events may help to avoid costlier works to repair damage to buildings and/or infrastructure, and avoid closure of services.

## **6. CONSULTATION**

- 6.1 No consultation has been undertaken at this stage of the project. Discussion has taken place with regional authorities including Cambridgeshire County Council and the Cambridgeshire and Peterborough Combined Authority to ensure the project supports the delivery of shared objectives.

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

- 7.1 It is anticipated that Councillors provide comment on the approach to the delivery of the Peterborough Climate Adaptation Plan.

## **8. REASON FOR THE RECOMMENDATION**

- 8.1 The Council has been awarded funding, via the Shared Prosperity Fund, to deliver this project. This paper outlines how the Council intends to bring forward this project.

## **9. ALTERNATIVE OPTIONS CONSIDERED**

- 9.1 The option of not delivering this project has been ruled out. The project offers a timely opportunity, to ensure the Council understands the likely measures needed to adapt to a changing climate.

## **10. IMPLICATIONS**

### **Financial Implications**

- 10.1 The development of the Peterborough Climate Adaptation Plan is funded through Shared Prosperity Fund Grant.

### **Legal Implications**

- 10.2 The procurement of the services referred to in this report will be undertaken in compliance with the Council's Contract Rules.

### **Equalities Implications**

- 10.3 A just transition to net zero is a principle which aims to ensure that no groups or individuals are negatively impacted by policies and actions to tackle climate change, and that all are included in a move to sustainable and fairer communities and workplaces.

In July 2023, Council resolved to ensure that a just transition is a key theme within the development of climate change action plans. Therefore, the development of the climate change adaptation plan will have a just transition as a core theme.

Different groups and communities will experience climate events in different ways. A variety of factors such as mobility, age and economic status may impact a person's experience of climate events, and these will be considered throughout the development of a climate change adaptation plan.

## **11. BACKGROUND DOCUMENTS**

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

- 11.1 [Preliminary report on climate risk in the Cambs Peterborough region 2020-2099 final.pdf \(hubspotusercontent40.net\)](#)

## **12. APPENDICES**

- 12.1 N/A



<b>CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 8</b>
<b>20 SEPTEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adrian Chapman, Executive Director of Place and Economy	
Cabinet Member(s) responsible:	Cllr Nigel Simons - Cabinet Member for Infrastructure, Environment and Climate Change	
Contact Officer(s):	Amy Nebel, Senior Waste and Recycling Officer	07920160024

**RECYCLING AND WASTE POLICY GUIDE**

RECOMMENDATIONS	
<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:</p> <ol style="list-style-type: none"> <li>1. Endorse, support and make comments as it sees fit to the revised Recycling and Waste Policy Guide.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report has been requested by the Climate Change and Environment Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The Recycling and Waste Policy Guide aims to provide a clear overview of the waste policy and services provided by Peterborough City Council, ensuring residents understand what actions are required of them and what they can expect from the Council. The document will also support the activity of the new Recycling Education Officers, providing a clear foundation to support their efforts to drive behaviour change and increase recycling rates across the city.

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

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

**3. TIMESCALES**

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

4.1 The Council has a legal requirement under Section 45 of the Environmental Protection Act 1990 (EPA) to collect and treat household waste. The Council fulfils its collection duty by working with its partner Aragon (Peterborough Limited) to deliver: a fortnightly residual (black bin) collection

service; a fortnightly recycling (green bin) collection service; a weekly food waste (grey caddy) collection service; and, a subscription based (brown bin) garden waste service. The Council has contracts in place to treat the waste that is collected in the most sustainable and cost-effective way.

The Recycling and Waste Policy Guide has been updated to ensure that:

- Residents have a single guide detailing what they can expect of the Council and its partners to deliver their waste treatment service;
- The Council and its partners have a clear understanding of the services they provided and how they should be delivered;
- The Council's new Recycling Education Team have a clear guide that they can use to support residents across the city drive forward efforts to drive behaviour change and increase recycling rates.

The document does not contain any material changes to the way in which the Council currently operates this service, it simply seeks to formalise existing practices. The document has been drafted in such a way that residents will easily be able to access the council's website for more information should details change in the future e.g., the type of material that can be recycled. Examples of information included within the Recycling and Waste Policy Guide include:

- A residents' 'service charter' – this sets out in a few bullet points what we need residents to do to ensure they receive a smooth and reliable service. For example, containers must be left out by 6.45am on collection day, we will return containers to a safe and convenient location, and we will provide advice and education where needed.
- For each element of the service the Guide explains: the frequency of collection, whether or not additional waste can be collected, and the types of waste that we will accept.
- The approach for managing waste from houses of multiple occupancy, communal bins and the options when a resident cannot store a normal wheeled bin.

#### **Further information:**

The Council agreed as part of the 2021-2022 budget setting process to implement a mechanism to charge residents for replacement bins. The Recycling and Waste Policy Guide details the process that is required for residents to order a replacement bin and the charges that are applicable. Whilst the fee is currently nil for this service the Council will be undertaking separate governance in order to introduce a charge in due course.

In addition, the Government are also in the process of reviewing its Waste Strategy which includes the consideration of introducing schemes such as: Extended Producer Responsibility (EPR) whereby Local Authorities could receive the full net cost for managing separately collected in-scope recyclable packaging and in-scope materials in residual waste and street litter bins; a Deposit Return Scheme (DRS) whereby the government hopes to increase the recycling rate of drinks containers and reduce the incidence of littering of such containers; and, Consistency of Collection, this centres around five core materials: plastic, glass, paper/card, metal and food waste. There is currently no definitive date outlining the final publication of the Waste Strategy and as such an update on this item will follow in due course.

## **5. CORPORATE PRIORITIES**

- 5.1 **The Economy & Inclusive Growth** – Introduction of the revised Recycling and Waste Policy Guide will ensure that residents understand what is required of them and what they can expect of the Council in order to ensure their household waste is dealt with in a sustainable way.

The Carbon Impact Assessment - this report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions of the council or the city.

**Sustainable Future City Council** - Introduction of the revised Recycling and Waste Policy Guide will ensure that residents understand 'how we work', 'how we serve' and 'how we enable' by making sure expectations can be clearly managed.

## **6. CONSULTATION**

- 6.1 No consultation has taken place to produce the Recycling and Waste Policy Guide because the document does not change existing practices, it simply ensures that they are collated and easy to understand both internally and by the public.

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

- 7.1 It is anticipated that the Committee endorse and support the Householders Recycling and Waste Policy Guide.

## **8. REASON FOR THE RECOMMENDATION**

- 8.1 To improve understanding of the Councils' Recycling and Waste Policy Guide and therefore improve service provision to residents.

## **9. ALTERNATIVE OPTIONS CONSIDERED**

- 9.1 The alternative is not to revise the old policy guide which is out of date and does not reflect the current service provision with regards recycling and waste. Without a clear policy it would cause confusion amongst residents and officers.

## **10. IMPLICATIONS**

### **Financial Implications**

- 10.1 There are no direct financial implications arising from this report. Education of and compliance with Recycling and Waste Policy will help to ensure waste is managed appropriately and cost effectively.

### **Legal Implications**

- 10.2 Any legal implications are included within the report.

### **Equalities Implications**

- 10.3 The Recycling and Waste Policy document ensures all residents have access to the same waste collection service by ensuring residents with additional requirements receive an enhanced service to ensure their waste is collected in the same manner and frequency.

## **11. BACKGROUND DOCUMENTS**

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

- 11.1 None

## **12. APPENDICES**

- 12.1 Appendix A - Householders Recycling and Waste Policy Guide

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# Peterborough City Council

## Recycling & Waste Policy Guide

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# Background

## Introduction

The following document outlines policies which govern the collection of Recycling, Waste and associated services in the city.

The policies also apply to the management and services provided at the Householders' Recycling Centre in Fengate and the provision and operation of the services associated with such functions.

## Aims and Objectives

The aim of this document is to ensure that our policies are clear and fair and wherever possible, to reduce any ambiguity relating to the interpretation of policy.

The policy confirms what our residents and key stakeholders can expect from the Recycling and Waste service and outlines what residents and stakeholders can do to help us to deliver the service.

## Service Overview

Peterborough City Council (PCC) has approximately 84,000 households within its boundary with a population of around 215,000, all of whom create waste. The Council is committed to supporting residents reduce, reuse and recycle as much waste as possible and to treat the waste collected in the most sustainable and cost-effective way possible.

PCC operates an alternate weekly collection service for household waste, collecting standard residual waste in a black wheeled bin one week and commingled recycling in a green wheeled bin the next. Food waste is collected weekly. This service is offered to all residents. In addition, a chargeable garden waste collection service and a chargeable bulky waste collection service is also available.

The standard service is suitable for the majority of households in the City; however, it is acknowledged that some properties or householder circumstances mean that the standard service is unsuitable. Therefore, we do provide exemptions from the standard service in certain circumstances and the qualifying criteria are outlined in the following document.

The Council has an approved contractor in place to undertake these services. The operation of the contract is closely monitored by the Service Manager within the Council and team of operational Supervisors. To assist with the monitoring of the service we use electronic systems which provide real time information regarding the status of collections.

The collection vehicles are fitted with an in-cab logging system which allows the collection crews to record information regarding the collection, such as if a wheeled bin has not been presented for collection or if the wrong materials have been presented. This information is then used by the Council's Contact Centre (Peterborough Direct) and Waste and Recycling Team to monitor collections and respond to enquiries from residents.

The collection vehicles are also fitted with trackers and CCTV, which mean that we can monitor their location when they are carrying out collections. This information is also used by the Contact Centre (Peterborough Direct) to respond to enquiries from residents.

## Residents Service Charter

The Recycling and Waste Policy Guide aims to provide a clear overview of the waste policy and services provided by Peterborough City Council, ensuring residents understand what actions are required of them and what they can expect from the Council.

What you can expect from us:

- We will be courteous, helpful, and polite at all times.
- We will collect containers left out by 6.45am on your appointed collection day and if we fail to empty them, we will endeavour to return and correct this within two working days, except where the failure is as a result of weather conditions or in cases of householder error, e.g., bins containing the wrong materials, not presented in the correct location, or not presented at the correct time.
- Residents will receive a weekly collection of food waste.
- For those residents that subscribe to the service, we will collect garden waste fortnightly from February to November and will operate a monthly collection in January and December.
- We will provide a fortnightly collection of mixed dry recyclables.
- We will provide a fortnightly collection of general household waste.
- We will provide help, advice and education where required.
- We will return containers to a safe and convenient location.

Once we have received your waste, we will manage it in the most economical and environmentally responsible manner available, in accordance with statutory requirements.

What we ask of you:

- Use the recycling and food waste collection services for as much of your 'waste' as possible – the residual waste bin is only for items which cannot be collected through the recycling, garden or food waste collection services.
- Use the bins correctly and put the right items into the right bin.
- Ensure your garden waste, food waste, recycling and residual waste are made available for collection by 6.45am on your scheduled collection day.
- Place your containers at the agreed location. This is usually at the kerbside next to the public highway unless alternative arrangements have been agreed.
- Please be considerate when parking vehicles, vehicles blocking or obstructing access for our collection vehicles can make it difficult or prevent us from carrying out collections.
- Please return your containers to your property as soon as possible following your collection.
- Please ensure that the bin lids are fully closed when placed out for collection.
- Please do not overfill your container(s) or put heavy objects in your bins.
- Please do not put extra waste by your black bin, as this will not be collected.
- Please report non-collection or any other complaint regarding the service via the website, email, or phone. If a return visit is required, a missed collection must be reported by 4pm on the next working day following the scheduled collection day.



## **POLICY 1 – FREQUENCY OF COLLECTIONS**

Peterborough City Council operates an alternate weekly collection service for household waste, collecting residual waste in a black wheeled bin one week and commingled recycling in a green wheeled bin the next. Food waste is collected weekly. This service is offered to all residents. In addition, a chargeable garden waste collection service and a chargeable bulky waste collection service is also available.

## **POLICY 2 – PROVISION OF WASTE CONTAINER FOR NEW DWELLINGS**

### **Pre-development discussions**

Prior to starting a new development and during the planning stages, property developers are advised to refer to the council's website for guidance on the requirements for new developments regarding the collection of waste, recyclables, food and garden waste.

This includes information regarding the height and turning circles of vehicles and the space that needs to be allocated for the storage of wheeled and communal bins. In some developments it may be possible to include underground Recycling and Waste storage solutions.

Early consideration of these issues will assist in ensuring that we can carry out collections with minimal impact on the new residents.

### **Provision of containers**

The provision of wheeled bins for the collection of waste, garden waste and recyclables for new developments, including multi-occupancy properties and house to flat conversions, will be the responsibility and cost of the property developer.

The type and number of bins provided must be agreed by the council in advance and they must meet standards and specifications agreed by the council – further information is provided on the Council's website, [Peterborough Local Plan Appendix E](#).

The council will provide the bins to the property developer who will then need to reimburse the council for the cost of providing the bins and delivery costs.

### **Collection Arrangements**

As part of the discussion regarding the type and number of containers to be provided at the new development, Recycling and Waste Officers will also agree the collection arrangements with the developer. This will include any special arrangements for the development i.e., provision of access codes to gates and agreement of presentation points for containers.

## **POLICY 3 – REPLACEMENT OF WASTE CONTAINERS**

Replacing containers for the collection of waste and recycling presents a significant on-going cost to the council, and it is imperative that we only replace containers that are no longer serviceable.

Therefore, we have set guidelines regarding when we will or will not replace a container and whether a charge is made for the replacement of the container.

We will replace your container if:

- It was crushed by the collection vehicle. On occasion the wheeled bin can be damaged during collection or fall into the collection vehicle. If the wheeled bin falls into the collection vehicle or is damaged, the collection crew will post a card through the resident's door informing them of this. If a replacement bin or repair is required, this will automatically be arranged.

We will not replace your container if:

- It is dirty
- It is smelly
- It is still serviceable - this decision will be made by a council officer/contractor operative
- It is potentially repairable and does not need replacing

We will replace your container, with the relevant charges applied, if:

- It has been damaged or lost due to misuse
- It has been stolen
- It is no longer serviceable and poses a health and safety risk to the operatives and/or residents

### **Charges for replacement containers**

Details of charges for replacement bins can be found on the Councils website [www.peterborough.gov.uk/bins](http://www.peterborough.gov.uk/bins).

### **Maintenance of containers for Recycling and Waste**

The following section is applicable to wheeled bins provided to individual properties or residents who live in multi-occupancy properties who have been provided with their own wheeled bins.

All wheeled bins and other containers provided remain the property of the council. The householder is responsible for keeping all containers safe while they are on their property, and they must protect them from misuse and possible theft. The council reserves the right to charge for the replacement of any container that has been misused.

To assist collections residents are required to put their house number on their containers.

Only stickers provided by Peterborough City Council, stickers denoting the resident's house number or stickers that identify ownership of the wheeled bin will be allowed on bins.

No other advertising/promotional stickers should be put on the bins without the permission of the council.

### **Moving House – New Occupiers**

As most households will receive the standard collection service, householders are required to leave their wheeled bins at their property when they move to a new house. A full complement of wheeled bins will then be available for the new occupier. If wheeled bins are not present, the new occupier will have to order and pay for a new set of bins.

If a householder is in receipt of a non-standard service, such as a large wheeled bin they should [contact the council](#) to inform them that their circumstances are changing, and we will then advise on the management of their containers during the move.

### **Delivery of Replacement Bins**

All replacement containers will be delivered directly by the council or their approved contractor. We may on occasion supply refurbished wheeled bins.

**Deliveries – what we will do:**

- Following a request for a replacement container we aim to deliver within 10 working days.
- Prioritise the delivery of wheeled bins for waste and will endeavour to deliver these in time for the next scheduled collection day (subject to the request being made at least three working days before the next collection).
- Leave a card stating why we were unable to deliver if we encounter difficulties.

**Deliveries – what we will not do:**

- Collect a damaged wheeled bin if it is still full of waste.
- Leave the bin(s) if there is nowhere safe to leave it.

## **POLICY 4 – AUTHORISED SACK SCHEME**

Properties that are considered to be unsuitable to accommodate a wheeled bin will be provided with waste sacks for the collection of their waste. The same material exclusions as outlined in [Policy 8](#) apply to residents using waste sacks.

Unsuitable property types include properties with no frontages and properties that can only be accessed by steps.

If a householder has a wheeled bin for garden waste or recycling, it will be assumed that they can also accommodate a wheeled bin for their waste collection and will be moved from waste sacks onto a wheeled bin collection. They will be notified before this takes place.

Residents should use no more than two and a half waste sacks for their waste per week. This is equivalent to the capacity provided by a 240-litre wheeled bin.

If there are 6 or more permanent occupants in the household, then it is acceptable to put out the equivalent of 8 sacks for collection.

**Provision of waste sacks**

Householders will receive an annual supply of waste sacks in the summer and this supply is to last the whole year. Households are expected to keep sacks safe while they are on their property, and they must protect them from misuse and possible theft.

Residents who run out of waste sacks before the end of the year may not automatically be provided with another roll of sacks. Householders will be required to explain why they need additional sacks.

Additional waste sacks will not be issued to residents without this initial check and a potential visit from a Recycling and Waste Officer. This is to ensure that where provided, the resident is making full use of their recycling service.

The provision of additional waste sacks has the potential to create significant amounts of extra waste and result in additional disposal costs to the council.

## **POLICY 5 – COLLECTION OF WASTE CONTAINERS**

All of the containers provided for your kerbside service must be presented where the property meets the public footpath/road. If residents are unsure where the edge of their property is or it does not meet the public highway, they can contact the council and an Officer will be able to provide advice.

The only exception to this is for those residents who receive an assisted collection service (Policy 10) and those residents who receive a communal collection (Policy 11).

Unless otherwise informed, all containers will need to be out for collection by 06.45 am on the day of collection – this is irrespective of what time the collection crews typically arrive in the area, as collection times can vary.

All wheeled bin lids should be closed when the bins are presented for collection – this is to reduce the incidence of spillages and to reduce the potential for injury to operatives. If wheeled bins are presented with open lids or partially open/ajar, they will not be collected.

Residents should not put their containers out for collection any earlier than 6:00pm on the day before collection and should ensure that they retrieve them from their collection point as soon as possible following collection.

In a small number of cases, due to the access or location of a property (e.g private driveways), it may not be possible for residents to place containers near the public highway for collection. In these circumstances, each case will be considered on an individual basis and a suitable collection point agreed.

Where the collection vehicle must travel over a private road or driveway, we will require indemnity from the owner(s) that we will not be held liable for any damage due to wear and tear to the road surface. This is particularly relevant if the road/drive has not been built to highway standards. If such an indemnity is not feasible, residents will be required to present their wheeled bins at an agreed collection point which does not require the collection vehicle to access the drive/road.

### **Road closures**

When roads are closed, every effort will be made to carry out the scheduled collections, and repeated attempts at collection will be made where possible. In some rare instances it will not be possible to gain access to properties on their scheduled collection day. If this is known in advance, residents will be informed by letter of alternative arrangements, this may include earlier collections. This information will also be provided on the council's website and social media channels.

Where sufficient notice of a road closure has not been provided, such as emergency road closures and access cannot be granted on the day of collection, the collection crews will return the following day to carry out the collections.

In such instances, priority will be given to collecting waste.

### **Gated properties/estates**

#### *Access via electronic gates*

Where access to properties is controlled by electronic gates – and access to the collection crews is permitted, the gate should stay open long enough for a waste collection vehicle to gain access to the

estate. The council will not be held responsible for any damage that occurs as a result of premature closing of gates on a collection vehicle.

Where access is not permitted, residents will be required to present their wheeled bins outside the gates for collection.

#### *Access via buzzer entry system*

Where access to a gated estate/property is via buzzer entry system – residents will need to be prepared to accommodate the arrival of the collection crews and provide entry. Due to the structure of the collection rounds it is not feasible for collection crews to wait for excessive periods of time for gates to open. If access is not permitted within 5 minutes, the crews will be unable to carry out the collection and residents will need to wait for their next scheduled collection.

#### **Return of containers**

The collection operatives will replace emptied containers so that they do not obstruct the footpath or where practicably possible driveways. Our main objective is to replace containers so that they do not obstruct the footpath and do not pose an obstacle to users of the footpath. This means that we will not always replace containers where we find them – however we will return them in a tidy manner with minimal disruption to users of the footpath.

Residents should ensure that they remove their containers from the highways as soon as possible following collection and do not leave them on the footpath/highway for prolonged periods of time.

#### **Clearance of Spillages**

The collection crews will clear up any spillages that occur as a result of the collection process and in the case of use of waste sacks, if the bags have split open prior to collection, the collection crews will remove as much of this material as possible.

Conditions such as high winds can result in windblown light recyclables during collection. In these instances, the collection crews will pick up as much windblown material as they can, but they will not go onto private property to collect materials. Ensuring that all wheeled bin lids are closed will reduce the incidence of windblown litter during windy weather.

## **POLICY 6 – PRESENTATION OF WASTE CONTAINERS**

#### **Contamination of containers**

Contamination means that the bin has items in it that cannot be recycled or composted, or in the case of the black bin, items which are too heavy or hazardous for the bin to be emptied safely. It is important that the Council collects good quality materials for recycling, contamination of recycling with general waste reduces the quality of our recycling and there is a risk that it will be rejected by the re-processors for recycling. This means the Council loses potential income and must pay for the significantly more expensive disposal of these items.

Where residents have put the wrong materials in their containers or have put excluded items in their containers, we reserve the right not to empty them until the excluded items are removed. We will then collect the containers on the next scheduled collection day. This information will be logged using our in-cab monitoring system and a leaflet or sticker will be used to inform the resident.

The householder will be required to remove the items and present their waste/recycling or garden waste for their next scheduled collection. No additional waste or garden waste will be collected. It will be the responsibility of the resident to dispose of any additional waste as a result of contamination.

Before the next scheduled collection:

- Take out the wrong items from your bin and correctly dispose of it.
- Remove the contamination sticker from your bin.
- Re-present your bin on the next relevant collection day.

Our crews regularly check the green recycling bins to make sure they are free from non-recyclable items, known as contaminants before emptying it.

A “three strikes” policy will be implemented whereby recycling or garden waste bins are removed from households that contaminate bins on three occasions and fail to respond to advice.

Where a resident repeatedly contaminates a recycling or garden waste bin then the Council may remove the bin. Before removing the bin, the Council will contact the resident and provide details of the ongoing contamination and if required undertake a site visit to provide information on the waste collection service and allow the resident time to resolve the issues. This will be deemed to be the ‘first yellow card warning’ which will consist of a letter advising on what needs to be done to ensure your bin is emptied. If further ongoing contamination occurs, then a ‘second yellow card warning’ will be given. An officer will arrange a visit to undertake a waste audit and provide advice. If further contamination occurs, then a ‘red card’ will be given and a suspension from the service will be implemented. No additional capacity will be provided for waste collection if a bin is removed.

If a resident moves into a new property and all the bins are contaminated, they should contact their landlord or housing association to arrange for the waste to be removed. If it is a privately owned property, the bins can be emptied for a fixed charge or residents can remove the contaminating waste and present the bins for collection on the next collection day or take the waste to the Householders Recycling Centre.

#### **Overweight and compacted material in wheeled bins**

In some instances, a wheeled bin may be too heavy to lift and doing so may compromise the safety of the collection crews and could damage the lifting mechanism on the collection vehicle.

If a bin is considered overweight, it will not be emptied, and the householder will be required to reduce the weight of the bin for their next scheduled collection. No additional material will be collected, and it will be the responsibility of the resident to dispose of any additional material.

Where a crew member cannot safely manoeuvre and position a wheeled bin onto the vehicle, or where the vehicle cannot lift the bin due to the weight of the bin, then it will be left un-emptied and reported by the collection crew. The vehicle bin lifts have a safe working weight limit which crews cannot override.

## **POLICY 7 – SIDE WASTE**

We will only collect waste that is contained within the wheeled bins or waste sacks provided. The only exception is that householders may present additional recyclables next to the wheeled bin, within

clear see-through sacks. Side waste is defined as waste that is either left loose outside the wheeled bin or presented in bags next to the bin, or placed on top of a closed or open black or brown bin.

Side waste will not be collected, and it will be the responsibility of the householder who has produced the side waste to remove it and dispose of it by either taking it to the Householders' Recycling Centre at Fengate or by including it in the wheeled bin for the next scheduled collection.

If side waste is not removed following collection, it will be considered to be fly-tipped waste and the owner of the waste may be subject to a fine or prosecution if the waste is not removed and disposed of in the correct manner.

#### **Exceptional circumstances**

Only in exceptional circumstances will we collect side waste, this would be following a period of inclement weather when it has not been possible to carry out scheduled collections or over the Christmas bank holiday period when scheduled collections are missed due to fall of the bank holidays. In both instances we will notify residents of this via our webpages, social media or by a direct communication such as a leaflet or bin sticker.

## **POLICY 8 – COLLECTION OF NON-RECYCLABLE WASTE**

Non-recyclable household rubbish is collected fortnightly in either a black wheeled bin or a number of Council provided waste sacks (for those properties/individuals that cannot accommodate a wheeled bin in line with Policy 4). We provide this service to collect non-recyclable rubbish which can be defined as the waste left over when all recyclable items have been removed. For multi occupancy properties please see guidance later in this document, Policy 11.

We will only collect waste from wheeled bins or waste sacks that have been provided by the council. If a householder has purchased their own wheeled bin or sacks we will not collect these.

If a householder presents two or more wheeled bins and they are only entitled to one, we will only collect one wheeled bin. This will be logged by the collection crew and the householder will be notified of the situation in writing.

#### **What we will not collect as part of your waste collection**

There are some items that we will not collect as part of the household waste collection. This is either because we provide other means of disposing of these items; they are hazardous or difficult to collect, or they are not classified as household waste.

These items are:

- Garden waste
- Soil
- Rubble
- Bricks
- Wood
- Hazardous waste
- Liquid waste
- Paint
- Waste from commercial or business activities including when working from home.

- Asbestos

For a comprehensive list of materials – please refer to the [Council's website](#).

We provide other means of recycling or disposing of materials that will not fit in household wheeled bins at the Household Recycling Centre (HRC) in Fengate. If a householder is embarking on a large DIY project, we would encourage them to hire a skip as limits are in place at the HRC for these materials, further information can be found on the [Council's HRC webpage](#).

If the above materials are present in the wheeled bin, we reserve the right not to collect it and request that the excluded items are removed. We will then collect the wheeled bin on the next scheduled collection day.

### **'Difficult' household waste**

We collect the following items as part of the waste collection service but due to their potential 'difficult' nature we require these wastes be presented in a specific way.

#### **Pet wastes**

As part of the waste collection service, we will collect waste that is produced by domestic pets. This includes small amounts of cat litter, animal bedding (hay/straw) and faecal matter. To make collections easier for the crews this material needs to be put into bags and tied. This type of material should not be put loose into the wheeled bin. We will not collect waste that is left at the side of the wheeled bin for collection. No additional or larger wheeled bins will be provided to accommodate pet wastes.

#### **Paint**

We cannot accept paint as part of the general waste collection and encourage residents to take leftover paint to the Householders' Recycling Centre (HRC) at Fengate.

#### **Broken glass**

We do not accept broken sheet glass as part of the recycling collection service. We will accept broken glass in the waste (black) wheeled bin, but it needs to be wrapped in layers of paper or placed in a cardboard box to protect the crews during collection. This is particularly relevant if waste sacks are presented by the householder.

#### **Knives and sharp objects**

Knives and sharp objects should be wrapped in layers of paper and placed into the waste (black) wheeled bin to assist the collection crews while carrying out collections.

#### **Nappies**

Nappies can be included in the waste (black) wheeled bin, however these should be placed in bags and tied to assist the collection crews.

## **POLICY 9 – COLLECTION OF RECYCLABLES, GARDEN WASTE AND FOOD WASTE.**



For multi occupancy properties please see guidance later in this document, Policy 11.

### **Household Recycling**

Recycling is collected in a green bin. We will not collect recyclables that are placed in black bin bags or in bags where collection crews cannot easily see the contents.

We do not place a limit on the amount of recycling that we will collect, as long it is clear that it is recycling when presented (i.e., not placed in a black sack). For a comprehensive list of materials please refer to the [Councils website](#).

We provide other means of either recycling or disposing of many of these types of materials at the Householders' Recycling Centre (HRC) in Fengate.

If incorrect materials are present in the recycling containers, we reserve the right not to collect them and request that the non-acceptable items are removed. We will then empty the containers on the next scheduled collection day. This information will be logged by our waste collection team, using our in-cab monitoring system, and a leaflet or sticker will be used to inform the resident.

### **Garden Waste**

Garden waste is collected in a brown wheeled bin. This service is available to all residents who can accommodate a wheeled bin and who subscribe to the garden waste collection service. Information on subscription rates is available on the [Council's website](#).

We do provide the option to request an additional brown wheeled bin for garden waste collections. Information on cost / subscription rates is available on the Councils website. (See above link)

Garden waste is collected fortnightly from February until the end of November, monthly in December and January.

We will only collect garden waste from wheeled bins that have been provided by the council and where a resident has subscribed to the service. If a householder has purchased their own wheeled bin it will not be collected. This will be logged by the collection crew and the householder will be notified of the situation in writing.

There are some items that we will / will not collect as part of the green waste collection service. These items are available on the [Councils website](#).

If non-acceptable materials are present in the wheeled bin, we reserve the right not to collect it and request that the householder removes the non-acceptable items. We will then collect the bin on the next scheduled collection day. This information will be logged using our in-cab monitoring system and a leaflet or sticker will be used to inform the resident.

If residents do not subscribe to the chargeable garden waste collection service residents can dispose of garden waste materials either by taking them to Householders' Recycling Centre (Fengate) or by home composting. This waste should not be placed in the black bin.

In accordance with the waste hierarchy the council fully supports home composting. By composting at home residents can turn their waste into a useful compost for their garden. Composters are available on [www.getcomposting.com](http://www.getcomposting.com).

### **Food Waste**

A weekly food waste collection service in a silver/grey caddy is available to all residents. An internal mini silver kitchen caddy and a supply of liners are available upon request by ordering on the Councils website.

There are some items that we will / will not collect as part of the food waste collection service. These items are available on the [Councils website](#).

If the materials in your food caddy are contaminated, we reserve the right not to collect it and request that the householder removes the non-acceptable items. We will then collect the caddy on the next scheduled collection day. This information will be logged using our in-cab monitoring system and a leaflet or sticker will be used to inform the resident.

## **POLICY 10 – ASSISTED COLLECTIONS**

We will provide an assisted collection service to residents who due to ill health, infirmity or disability are unable to move their containers to where the property meets the road/path. Assistance is only provided where there is no other person living at the property who is able to move the wheeled bins on behalf of the householder.

Residents are required to make an application to the council, which outlines their need for an assisted collection. They are required to declare that all information provided is correct and that the provision of false information will result in the service being revoked.

We reserve the right to carry out checks to ensure that the service is being provided to residents who have a genuine need for it.

We will regularly write to residents on the assist list to check whether their circumstances are the same and that they still need the service. This is due to the service being provided at an additional cost to the authority, therefore it is essential that we ensure that the service is only provided to those who genuinely need it. If a resident's circumstances change, they should inform the council so records can be amended accordingly, and the assisted collection service will cease.

Assisted collections – What we will do:

- We will collect bins/sacks from an agreed collection point, which should be visible from the road.
- We will return the containers following collection to the agreed collection point.

Assisted Collections – What we will not do:

- We will not enter a property to remove the containers for collection
- We will not enter a back garden to remove containers for collection unless under exceptional circumstances which will be assessed by waste officers on a case-by-case basis.
- We will not remove any contamination from a bin and will sticker to advise why it has not been collected.

## **POLICY 11 – MULTI-OCCUPANCY PROPERTIES**

Collection of waste and recyclables from multi-occupancy properties sometimes presents challenges. However, we aim to provide a high-quality service to residents living in these properties and where necessary we will work with Developers, Managing Agents, Housing Associations and residents to

develop a service solution that meets the needs and requirements of the residents. To facilitate this, the cooperation of all the agencies/individuals involved is required.

The same material exclusions as outlined in [Policy 8](#) apply to the collection of all waste from communal containers.

We will collect waste from communal bins and communal bin stores and will collect and return the containers from their point of origin. This is applicable only to communal containers equal to or larger than 360 litres in size. If residents are provided with individual 140 litre or 240 litre wheeled bins, they will need to present these for collection at an agreed location and then retrieve them following collection.

We will also clear up any spillages that occur as a result of the collection process. However, we will not remove any loose waste/bulky items that are presented by the residents in the communal bin areas/bin stores. It will be the responsibility of the Managing Agent/Housing Association/Landlord/Residents to remove or clear such items.

The containers provided for multi-occupancy properties must not be used to dispose of commercial or business waste, anyone found doing so may be subject to enforcement under the Environmental Protection Act 1990 and the bins may be removed.

### **Collection of recycling**

The type of recycling facilities provided at multi-occupancy properties will vary depending on the property type. Some properties will be able to accommodate their own individual wheeled bins for recycling, whereas other properties will be provided with a communal container for recycling or several shared wheeled bins. When deciding what containers are the most appropriate, we will consider the space available and any operational issues that will influence the ability to service the property.

We are committed to increasing recycling and will work with the relevant agencies to develop a solution that is easy for residents and operationally viable.

### **Collection of garden waste from multi-occupancy properties**

We will provide wheeled bins for garden waste where residents living in multi-occupancy properties maintain their own gardens or carry out gardening activities. Residents will have to pay for these collections, further information is available from the Councils website.

We will not provide wheeled bins for garden waste where the communal gardens are maintained by a private gardener or contractor, as this is considered a commercial activity. The contractor should factor the cost of the responsible treatment/disposal of the waste resulting from the maintenance activity into his fees to the Managing Agent/Housing Association/Landlord/Residents. Therefore, we will not provide bins for garden waste generated as a result of this commercial activity.

We will assess each request on a case specific basis; however, we will not typically provide more than 5 wheeled bins.

If we provide wheeled bins to multi-occupancy properties and find that they are being used by a private contractor, we reserve the right to remove the wheeled bins and suspend the collection of garden waste.

### **Contaminated communal bins**

Where a communal waste bin is found to be contaminated with excluded items it will not be emptied. It will be the responsibility of the Managing Agent/Housing Association/Landlord/Residents to arrange for the offending materials to be removed before the bin will be emptied on the next scheduled collection day. If the Managing Agent/Housing Association/Landlord/Residents require the bins to be collected before the next scheduled collection day, they can contact the Council who will provide a quote for an additional waste collection.

On rare occasions the collection crews may clear communal bin areas, for example if clearance is required to gain access to service the bins, which would otherwise pose a health and safety risk, where this occurs, the council reserves the right to recoup any costs incurred as a result of the clearance process from the Managing Agent/Housing Association/Landlord/Residents.

### **Overflowing communal bin areas**

Where access to a bin is blocked by loose waste/bulky items/surplus sacks it will not be emptied until this has been removed. The bin will then be collected on the next scheduled collection day. The only exception to this is where the communal bin is serviced by a chute disposal system. We will then empty the bin, once the waste/bulky items/surplus sacks have been removed to prevent any potential fire risk from waste backing up within the chutes.

### **Clearing and cleaning of communal bin areas**

The collection crews are not responsible for clearing or cleaning any mess or spilt waste that has accumulated in the communal collection area as a result of residents' activities. The collection crews will only collect bagged waste or will clear up spills that have resulted due to the collection process. It is the responsibility of the Managing Agent/Housing Association/Landlord/Residents to ensure that the communal bin areas are maintained and kept in a clean and tidy manner. The collection crews will log any issues relating to collections on their in-cab reporting system.

On rare occasions the collection crews may clear communal bin areas, for example if clearance is required to gain access to service the bins, which would otherwise pose a health and safety risk or where previous requests have been made to the Managing Agent/ Housing Association/Landlord/Residents and this has not been actioned. Where this occurs, the council reserves the right to recoup any costs incurred as a result of the clearance process from the Managing Agent or Housing Association.

The Managing Agent/ Housing Association/Landlord/Residents can contact the Council if they are aware of an issue with the bin store area and a quote will be provided to clear additional waste and Bulky waste items.

### **Maintenance of Communal bins and damage due to wear and tear**

Where communal bins are used for the collection of waste and recyclable materials, the Managing Agent/Housing Association/Landlord/Residents will be responsible for maintaining the bins to ensure that they are able to be serviced by the collection crews.

The wheeled bin manufacturers' guidelines should be followed regarding the most appropriate maintenance regime for the units.

If during collections it becomes apparent that a bin is damaged or unusable due to wear and tear and would pose a risk to health and safety to empty, it will not be emptied. This will be logged by the

collection crew and the information passed onto the Managing Agent/Housing Association/Landlord where these details are known.

In these circumstances the Managing Agent/Housing Association/Landlord/ will be responsible for replacing the damaged bin.

#### **Provision of additional bins for collection**

In some instances, the Managing Agent/Housing Association/Landlords/ may put in place additional containers for the collection of waste.

Before any additional containers are put in place the Recycling and Waste Team should be contacted and the need for the container discussed and agreed. This is to ensure that the containers are necessary, fit for purpose and included on our collection schedule. Failure to do this may result in the containers not being emptied.

#### **Access to communal areas/bin sheds**

Where access to communal areas (including bin storage areas) requires the provision of code, fob or key. The Managing Agent/Housing Association/Landlord/Residents will be required to provide the fob, required key(s) and codes to the council and/or its collection partner in order to allow the collections to be carried out.

Where possible if a Managing Agent/Housing Association/Landlord/Residents is responsible for multiple properties, for ease of access the same code, fob or key should be used to minimise the number of keys that the crews must carry.

The collection crews will be responsible for locking and securing the communal areas/bin storage areas once the collection has been carried out.

If locks, fobs or codes are changed, the Managing Agent/Housing Association/Landlord/Residents are required to inform the Council and provide the required keys/codes, before the next scheduled collection. Failure to do so may mean that it will not be possible to carry out the collection and Residents will have to wait until their next scheduled collection day for a collection.

Under these circumstances, if a collection crew is required to carry out a special collection, the council reserves the right to recoup the costs of this collection from the Managing Agent/Housing Association/Landlord/Residents.

## **POLICY 12 – MISSED COLLECTIONS**

We do not routinely return to collect missed bins – we will only return to collect if a mistake has been made by the collection crews.

The collection crews use an electronic logging system which allows them to record details or issues regarding the presentation of containers for collection. The Peterborough Direct contact centre will refer to this system to identify whether there is a justifiable reason for the crew to return to collect a missed container.

We will not return to collect a missed container (waste, recycling, food waste or garden waste) if:

- Containers are not presented by 06.45 am
- Containers are presented in the incorrect place

- The wrong bin is presented – i.e., residual waste on recycling week
- Containers include non-acceptable materials
- The wheeled bin is compacted and cannot be fully emptied
- The wheeled bin is too heavy
- The missed collection request is made after 4pm on the next working day following the scheduled collection day
- Inclement weather
- Side residual waste has been presented
- Access to the road is not available

A missed collection must be reported by 4pm on the next working day following the scheduled collection day.

**Reporting and return for missed collections**

Missed collections will need to be reported by 4pm on the next working day following the scheduled day of collection. Any missed collections reported after this time will not be collected and residents will have to wait until their next scheduled collection. No additional material will be collected, and it will be the responsibility of the resident to dispose of any additional material as a result of a missed collection reported after the specified timeframe. If recycling materials are presented in a clear bag they will be collected on the next scheduled collection.

If the reason for the missed collection is within our approved criteria (exclusions listed above), we will aim to return to collect the missed items by the end of the next working day, i.e., if it is reported on a Tuesday, we will aim to collect it on a Wednesday.

**POLICY 13 – PROVISION OF ADDITIONAL CONTAINER CAPACITY**

Our standard issue wheeled bin is considered an adequate volume for most residents to accommodate their waste for the alternate weekly collection system.

In some circumstances it may be possible to be issued with a larger wheeled bin. However, in order to qualify for a larger wheeled bin or second wheeled bin, certain criteria must be met and evidenced.

**Household with 6 or more permanent occupants**

It is acknowledged that some households with 6 or more permanent occupants may require more capacity once they have recycled all that they can. Therefore, subject to certain criteria being met, we may provide residents with a larger or second wheeled bin.

Residents applying for extra capacity will be expected to make full use of the recycling and food waste collection service to minimise the amount of waste that they produce. Before being provided with extra black bin capacity, they will be offered additional recycling containers.

Residents requesting extra capacity will be asked to provide the names of the permanent occupants living in the property to qualify and this information may be checked against other records held by the council.

Residents will be required to complete a declaration confirming that they meet the qualification criteria – if a false declaration is made, the larger wheeled bin will be removed and replaced with a standard wheeled bin.

Following application for a larger bin, the council may make the following checks:

- A waste audit to ensure that the household is recycling as much as possible
- A check on the names listed permanently residing at the property
- Site visits to ensure that the information is still relevant

The additional capacity will be provided on the understanding that the household makes full use of the recycling service. We may carry out random spot checks to ensure that this is being complied with.

Larger bins are provided on a conditional basis, which will be reviewed periodically. If circumstances have changed, the larger bin may be exchanged for a standard wheeled bin. If the resident's circumstances change, they are required to inform the council so that we can reassess their need for a larger bin.

In exceptional circumstances we may provide additional bins for non-recyclable waste. These incidences will be assessed on a case-by-case basis and the conditions outlined above will apply.

#### **Long-term medical condition which generates additional waste**

In some circumstances we may issue a larger or second wheeled bin to residents who have a long-term/permanent medical condition which means that they generate a large amount of waste – typically large quantities of sanitary-care type wastes.

They will be required to complete a declaration confirming that they meet the qualification criteria – if a false declaration is made, the larger wheeled bin will be removed and replaced with a standard wheeled bin.

Larger bins are provided on a conditional basis, which will be reviewed periodically. If circumstances have changed, the larger bin may be exchanged for a standard wheeled bin.

If the resident's circumstances change, they are required to inform the council so that we can reassess their need for a larger bin.

#### **Households with children in nappies**

In households where there are children in nappies (this applies to disposable nappies) they may be eligible to apply for a larger wheeled bin on a temporary basis.

Each request will be assessed on a case-by-case basis and a visit may be carried out by a waste officer to make the decision as to whether a larger wheeled bin is granted.

The larger or second bin will be provided for a 24-month period and a review carried out once the 24 months has elapsed (this is based on the assumption that the child is less than 12 months old when the request is made, if the child is older, a shorter time period will be agreed).

The following criteria need to be met in order to be considered for a larger bin.

- Households where there are four or more permanent occupants and more than one child in nappies

- Households where there are five or more permanent occupants and a child in nappies

Residents applying for a larger wheeled bin will be expected to make full use of the recycling service to minimise the amount of waste that they produce. Before being provided with a larger wheeled bin, they will be offered additional recycling containers.

Following application for a larger bin, the council may make the following checks:

- A waste audit to ensure that the household is recycling as much as possible.
- A check on the names listed permanently residing at the property
- Site visits to ensure that the information is still relevant

Residents will be required to complete a declaration confirming that they meet the qualification criteria – if a false declaration is made, the larger wheeled bin will be removed and replaced with a standard 240 litre wheeled bin. If the resident's circumstances change, they are required to inform the council so that we can reassess their need for a larger bin.

## **POLICY 14: BULKY WASTE SERVICE**

The Council provides a chargeable collection for certain bulky household items (see list below). Where possible we would encourage residents to consider if the items they wish to dispose of would be suitable for re-use and to contact local reuse organisations to see if they can accept the item. Details of local reuse organisations are provided on the [Council's website](#).

- Bed bases, mattresses and headboards
- Carpets and carpet tiles
- Tables
- Chairs
- Sofas
- Armchairs
- Wardrobes
- Microwaves
- Fridges and Freezers
- Washing machines
- Small electrical items (e.g. kettles, toasters, hairdryers)
- Bookcases
- Prams or buggies
- Garden furniture

There are certain items that we cannot collect as part of the bulky waste collection service. A comprehensive list of these items is provided on the [PCC website](#).

Residents who require electrical items or furniture removed from their homes will be charged per collection of up to five (5) items (not per item), for latest prices visit the [Council's website](#).

Residents can book collections online at [www.peterborough.gov.uk/bins](http://www.peterborough.gov.uk/bins), over the phone on (01733) 747474. Payments can be made over the phone using a credit or debit card. All payments must be made in advance of collection.

Items not listed above may still be collected but a quote will be provided.



Bulky waste collection – What we will do:

- We will collect the items specified on the collection date booked by the householder.
- We will leave a card if we have had problems collecting the bulky waste with advice for the householder on what to do next.

Bulky waste collection – What we will not do:

- We will not enter resident's property to collect items – all items for collection need to be placed at the agreed collection point for the operatives to collect.
- We will not dismantle items for collection – all items that require dismantling must be dismantled prior to collection
- We will not go up steps or stairs to collect items
- We will not collect additional items that were not identified on the original request list.

### **Difficult to access properties**

If a householder lives in a property where potential access will be difficult, a Waste Supervisor will carry out an assessment before the bulky collection is booked to determine whether it will be feasible to carry out the collection and if so, where the most appropriate collection point will be.

### **Assisted bulky collections**

In some instances, it may be possible to provide an assisted bulky collection. For a householder to be eligible they must already be receiving an assisted collection and each request will be assessed on a case-by-case basis. However, operatives will only collect items from the lowest level of a property and will not go upstairs to collect items.

### **Landlord bulky collections**

We offer a collection service for bulky items that can be arranged for Landlords. These collections will be quoted separately as they will incur a charge for disposal as this is classed as Trade Waste.

## **POLICY 15 – MEDICAL WASTE AND CLINICAL SHARPS**

We provide a collection service to householders who produce offensive waste. This is for householders who are self-treating medical conditions at home. Collections of offensive waste will be arranged via a healthcare professional who will contact the council on behalf of the householder to arrange collections. Once the collection has been arranged householders will be provided with the appropriately colour coded waste sacks or an additional waste bin depending on circumstances.

Offensive waste collections may not take place on the same day as the other material collection days as this is a separately scheduled service.

Sharps, syringes and needles can be taken to a number of local pharmacies who will accept used sharps within a prescribed sharps container only. These can be dropped off at any of the pharmacies listed on the [Council's website](#).

We only collect syringes, needles or other sharps if residents are unable to visit one of the pharmacies listed, and if they are in a prescription sharps container.

What we will collect:

- Offensive waste – this includes any item used for the collection or disposal of human excreta or secreta, as well as sanitary waste, incontinence waste and nappies
- Health care waste – included within the collection of offensive waste are any item of waste arising from the medical treatment of uninfected humans or animals, such as gloves, aprons and dressings
- Sharps, syringes, and needles contained within a prescription sharps container only

What we will not collect:

- Infectious Waste (Health care risk waste) – this includes: any gloves, aprons, dressings etc. from the treatment of patients where there is risk of infection
- Any biological waste – e.g., human tissue or blood
- Any related swabs and dressings from hospitals, clinics, surgeries or laboratories

We will also not collect the following items:

- Cytotoxic waste – alternative arrangements will need to be made with a healthcare professional
- Radioactive waste
- Medical instruments
- Larvae
- Medical specimens/tissues
- Body parts
- Pharmaceuticals or drugs including vials – these should be returned to the Pharmacy
- Unused medicines and unused medicinal aerosols – these should be returned to the Pharmacy
- Highly Contagious/infectious materials
- Blood products
- Foetal tissue and placentas
- Offensive waste and personal hygiene products

We will collect limited quantities of the following items as part of ordinary waste collection service; however the material will need to be double bagged and securely tied to make the collection smoother for both the residents and collection crews:

- Incontinence waste
- Sanitary care waste

Householders will also need to be mindful of not overloading their waste bins with this type of material and as detailed above we can collect this on a separate collection if required.

## **POLICY 16 – COLLECTION FROM NON-DOMESTIC PROPERTIES**

The Controlled Waste Regulations 2012 (CWR 2012) came into force on 6 April 2012 and the below policy on collections is a reflection of this legislation. The CWR describes how certain types of household, commercial and industrial waste must be treated, this also defines when a collection and disposal charge can be made for household waste.

### **Charity Shops**

Waste from Charity Shops selling donated goods originating from a domestic property will be regarded as household waste for which only a collection charge can be made. Where waste originates from a

non-domestic property a collection and disposal charge will apply. Charity Shops may be provided with a permit to dispose of waste and bulky household items free of charge upon request.

### **Charitable organisations**

Waste from a community group, charity or other not for profit organisation which collects goods for re-use originating from a domestic property waste will be regarded as household waste for which only a collection charge can be made. Where waste originates from a non-domestic property a collection and disposal charge will apply. Waste from a premises occupied by a charity, e.g., headquarters and offices will be regarded as commercial waste.

### **Places of Worship**

Waste from Places of Worship are counted as household waste and neither a collection or disposal charge will be made, they will be provided with 2x 240 wheeled bins, one for waste and one for recycling and collected on an alternate week basis in line with collections from households. If more capacity is required as the bins provided are not sufficient this can be provided at a charge.

### **Village Halls and Community Centres**

Waste from a premises used wholly or mainly for public meetings is classified as household waste for which a collection charge will be made, For the purposes of assessing wholly or mainly, this will apply if 75% or more of the bookings are for public meetings (community-based meetings or events) where no charge for renting the premises is made. Where premises do not meet these criteria, the waste will be classed as commercial waste.

### **Residential, Nursing and Care Homes**

Waste from a Nursing/Care home is classified as household waste where a charge for both collection and disposal will be applied. Waste from a warden controlled residential scheme for the elderly e.g., Extra Care, Supported Living and Assisted living schemes will be treated as household waste where the residents are paying Council tax and will be entitled to the same service as a regular household.

### **Publicly Funded Schools and Further Education Colleges**

Publicly funded schools and Further Education Colleges or other educational establishments (publicly funded as defined in Schedule 1 subparagraph 4 (8)) will be charged for collection and disposal unless they were already receiving free disposal on collections prior to 6 April 2012.

### **Hospitals**

Waste from a hospital is classified as household waste where a charge for both collection and disposal will be applied. Premises within hospitals which are providing accommodation and are occupied by Council Taxpayers e.g., Nurses' accommodation will not be charged.

### **Prisons**

Waste from a prison is classified as household waste where a charge for both collection and disposal will be applied.

## **POLICY 17 – ADVERSE WEATHER CONDITIONS**

### **Suspension of the service**

The health and safety of the public and of our collection operatives are of paramount importance. Therefore, during periods of inclement weather we may take the difficult decision to suspend the service.

On these occasions the collection of waste/waste will be the last element of the service to be suspended.

We will inform residents of the suspension of the service by using our website and social media channels.

Where waste collections have been suspended, we will collect additional bagged waste on the next scheduled collection day. A maximum of 3 sacks will be collected.

Where recycling collections have been suspended, we will collect all recycling presented for collection on the next scheduled collection day.

### **High rise flats and flats with chute-based waste disposal systems**

Due to the potential fire risk posed by overflowing waste in properties with chute-based disposal systems, every effort will be made to service these properties during periods of inclement weather. If it is not feasible to wheel the bins out of the bin storage areas, the crews will manually remove bags from the bin storage areas to provide capacity in the bins.

### **Frozen bins**

In some instances, during periods of extremely cold weather the material in the wheeled bins may freeze. Garden waste is more likely to freeze than waste as it tends to be wetter. Where the contents of the bins have frozen, residents can help us by trying to loosen the content of their bins. Unfortunately, the collection crews are unable to do this, they are also unable to put the bin on the lift multiple times or shake it as this may damage the wheeled bin.

If it is not possible to empty the contents of the bin, they will be collected on the next scheduled collection day.

## **Contract Management and Monitoring**

The management of the overall contract is overseen by a Shareholder Board which consists of Peterborough City Council Elected Members, and Strategic Directors from both Peterborough City Council and its Environmental Services Partner.

<https://democracy.peterborough.gov.uk/mgCommitteeDetails.aspx?ID=721>

The main objective of the Board is to ensure that the contract is being delivered and managed effectively and that value for money and a high-quality service is being delivered to the residents of the City.

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<b>CLIMATE CHANGE AND ENVIRONMENT S CRUTINY COMMITTEE</b>	AGENDA ITEM No. 9
<b>20 SEPTEMBER 2023</b>	<b>PUBLIC REPORT</b>

Report of:	Adesuwa Omoregie, Interim Head of Legal and Deputy Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Legal, Finance and Corporate Services	
Contact Officer(s):	Charlotte Cameron, Senior Democratic Services Officer	Tel. 01733 684628

## MONITORING SCRUTINY RECOMMENDATIONS REPORT

RECOMMENDATIONS	
<b>FROM:</b> Interim Head of Legal and Deputy Monitoring Officer	<b>Deadline date:</b> N/A
It is recommended that the Climate Change and Environment Scrutiny Committee:	
1. Considers the responses from Cabinet Members and Officers to recommendations made at previous meetings as attached in Appendix 1 to the report and provides feedback including whether further monitoring of each recommendation is required.	

### 1. ORIGIN OF REPORT

1.1 In accordance with the constitution Scrutiny Committees may make reports and recommendations to the Cabinet and/or full Council and/or any Committee in connection with the discharge of any of the Council's functions. This report is therefore provided as part of this process to ensure the monitoring of any recommendations which have been made by this committee.

### 2. PURPOSE AND REASON FOR REPORT

2.1 The report enables the Scrutiny Committee to monitor and track progress of recommendations made to the Executive or Officers at previous meetings.

2.2 This report is for the 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:*

- a) *Review and scrutinise the Executive, Committee and officer decisions and performance in connection with the discharge of any of the Council's functions.*
- b) *Review and scrutinise the Council's performance in meeting the aims of its policies and performance targets and/or particular service areas;*
- c) *Question Members of the Executive, Committees and senior officers about their decisions and performance of the Council, both generally and in relation to particular decisions or projects;*
- d) *Make recommendations to the Executive and the Council as a result of the scrutiny process.*

### 3. **TIMESCALES**

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

4.1 Appendix 1 of the report sets out the recommendations made to Cabinet Members or Officers at previous meetings of the Scrutiny Committee. It also contains summaries of any action taken by Cabinet Members or Officers in response to the recommendations.

4.2 The progress status for each recommendation is indicated and if the Scrutiny Committee confirms acceptance of the items marked as completed, they will be removed from the list. In cases where action on the recommendation is outstanding or the Committee does not accept the matter has been adequately completed it will be kept on the list and reported back to the next meeting of the Committee. It will remain on the list until such time as the Committee accepts the recommendation as completed.

### 5. **ANTICIPATED OUTCOMES OR IMPACT**

5.1 Timelier monitoring of recommendations made will assist the Scrutiny Committee in assessing the impact and consequence of the recommendations.

### 6. **REASON FOR THE RECOMMENDATION**

6.1 To assist the Committee in assessing the impact and consequence of recommendations made at previous meetings.

### 7. **BACKGROUND DOCUMENTS**

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

7.1 Minutes of the Climate Change and Environment Scrutiny Committee meeting held on 11 July 2023.

### 8. **APPENDICES**

8.1 Appendix 1 – Monitoring Scrutiny Recommendations Report



**APPENDIX 1**

**RECOMMENDATION MONITORING REPORT 2023/24**

**CLIMATE CHANGE AND ENVIRONMENT SCRUTINY COMMITTEE**

Updated: 11/09/2023

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Recommendations outstanding from 2022/2023 Municipal Year					
Meeting date Recommendations Made	Portfolio Holder / Directorate Responsible	Agenda Item Title	Recommendation Made	Action Taken	Progress Status
28 February 2023	Cllr Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	<b>Final Report of Cycling and Walking Task and Finish Group</b>	It is recommended that Climate Change and Environment Scrutiny Committee consider the final report of the Task and Finish Group and endorse the recommendations contained within it:	These items will be taken to Cabinet in October 2023.	<b>Ongoing</b>
			1. Review and endorse to Cabinet the amendments to the routes and prioritisation measures in the Draft LCWIP prior to its finalisation.		<b>Ongoing</b>
			2. That the Council refers to the LCWIP alongside all developments and site allocations, including when seeking approval at the Planning and Environmental Protection Committee.		<b>Ongoing</b>
			3. That the Council enables a cross- departmental approach to focus on improving city centre transport through the development of proposals for a new cycling route along Bridge Street. Any future		<b>Ongoing</b>

			vision for the City Centre should be based on a cycling and walking first principle.		
			4. That the LCWIP and Active Travel Plans be reviewed annually.		<b>Ongoing</b>
			5. Removing obstacles to cyclists like staggered barriers and traffic signals which give priority to motor vehicles with consultation with Peterborough City Councillors before action is taken.		<b>Ongoing</b>
			6. Creation of a Rural Cycle Strategy, to be discussed with Scrutiny once drafted.		<b>Ongoing</b>
			7. Draft a vision for the LCWIP to be included at the start of the plan, which includes relevant targets from relevant PCC and CPCA strategies (e.g., net zero carbon and need for modal shift away from car travel) and references the Transport User Hierarchy.		<b>Ongoing</b>
			8. Group has a further purpose once public consultation has been completed.		<b>Ongoing</b>
			9. Major infrastructure schemes to include cycling and walking provisions.		<b>Ongoing</b>
			10. Engagement with key stakeholders, including PCC councillors, as part of the public consultation.		<b>Ongoing</b>
			11. To enhance the natural environment through the delivery of walking and cycling schemes; e.g., though tree planting along new and existing cycle routes. In particular, removal of trees, shrubbery		<b>Ongoing</b>

			and other vegetation should be minimised when constructing new cycle routes and any that must be removed should be replaced.		
			12. That the Task and Finish group's work is now concluded, and the group is formally closed. However, it should be noted that the Task and Finish group's work has concentrated on cycling routes in the LCWIP and has not specifically looked at walking routes or the Rural Cycling Strategy.		<b>Ongoing</b>
<b>Recommendations from 2023/2024 Municipal Year</b>					
<b>Meeting date Recommendations Made</b>	<b>Portfolio Holder / Directorate Responsible</b>	<b>Agenda Item Title</b>	<b>Recommendation Made</b>	<b>Action Taken</b>	<b>Progress Status</b>
<b>12/07/2023</b>	Cllr Simons, Cabinet Member for Infrastructure, Environment and Climate Change	<b>Introduction to Carbon Literacy and Carbon Literacy Training</b>	The Climate Change and Environment Scrutiny Committee recommended to encourage as many Councillors and Officers as possible to undertake the Carbon Literacy Training in particular those who serve on the Climate Change and Environment Scrutiny Committee.	Members were sent a response which detailed work that had been undertaken to promote the carbon literacy training and the number of officers who had signed up for the next round of training delivery.	<b>Completed.</b>

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## Climate Change and Environment Scrutiny Committee Work Programme 2023/24

Updated: 11/09/2023

Meeting Date	Item	Comments
<p><b>Meeting date: 12 July 2023</b></p> <p>Draft report deadline: 21 June 2023</p> <p>Final report deadline: 29 June 2023</p>	<p><b>Appointment of Co-opted Members 2023/24</b></p> <p>Contact Officer: Charlotte Cameron</p>	
	<p><b>Introduction to Carbon Literacy and Carbon Literacy Training</b></p> <p>Contact Officer: Hannah Swinburne</p>	
	<p><b>Review of 2022/2023 and Draft Work Programme for 2023/24</b></p> <p>Contact Officer: Charlotte Cameron/ Charlotte Palmer</p>	
	<p><b>Forward Plan of Executive Decisions</b></p> <p>Contact Officer: Charlotte Cameron</p>	

<b>Meeting date: 20 September</b>  Draft report deadline: 30 August 2023 Final report deadline: 7 September 2023	<b>Forward Plan of Executive Decisions</b> Contact Officer: Charlotte Cameron	
	<b>Eco Homes</b> Contact Officers: Charlotte Palmer and John Sawyer	
	<b>Peterborough Climate Adaption Plan</b> Contact Officer: Hannah Swinburne	
	<b>Recycling and Waste Policy Guide</b> Contact Officers: Charlotte Palmer and Amy Nebel	
	<b>Monitoring Scrutiny Recommendations Report</b>	
	<b>Work Programme 2023/2024</b>	

<b>Meeting date: 8 November 2023</b>  Draft report deadline: 18 October 2023 Final report deadline: 26 October 2023	<b>Forward Plan of Executive Decisions</b>	
	<b>Cabinet Member Update Report</b> <b>Cllr Simons, Cabinet Member for Infrastructure, Environment and Climate Change</b> Contact Officer: Charlotte Palmer	Include as an appendix - comparative data on other local authorities and their waste policies, specifically those with high recycle rates. - Amy Nebel
	<b>Local Cycling and Walking Infrastructure Plan (potentially including rural cycle strategy)</b> Contact Officers: James Collingridge and Lewis Banks	
	<b>To bring a report to the Climate Change and Environment Scrutiny Committee in 12 months' time to review the Council's investment strategy and the pension scheme's progress with its Responsible Investment Policy</b> Contact Officer: Charlotte Palmer	
	<b>Overview of feedback from climate debates</b> Contact Officer: Charlotte Palmer	
	<b>Monitoring Scrutiny Recommendations Report</b>	
	<b>Work Programme 2023/2024</b>	

<b>Meeting date: 17 January 2024</b>  Draft report deadline: 22 December 2023 Final report deadline: 4 January 2023	<b>Forward Plan of Executive Decisions</b>	
	<b>Peterborough Integrated Renewable Infrastructure (PIRI)</b> Contact Officer: Charlotte Palmer	
	<b>City Climate Change Action Plan</b> Contact Officer: Charlotte Palmer	
	<b>Request that the Climate Change and Environment Scrutiny Committee revisit this motion in 12 months as part of its work programme to look at targets on climate considerations in budget proposals as well as retrofitting of social housing for energy efficiency gains via a report from officers.</b> Contact Officer: Charlotte Palmer	
	<b>Committee Start Time Report</b>	
	<b>Monitoring Scrutiny Recommendations Report</b>	
	<b>Work Programme 2023/2024</b>	
<b>Meeting date: 22 January 2024</b>  <b>Joint Meeting of the Scrutiny Committees – Budget</b>		



<b>Meeting date: 13 March 2024</b>  Draft report deadline: 21 February 2024 Final report deadline: 29 February 2024	<b>Forward Plan of Executive Decisions</b>	
	<b>Council Climate Change Action Plan</b> Contact Officer: Charlotte Palmer	
	<b>Biodiversity Strategy Progress Report 22/23</b> Contact Officer: Darren Sharpe	
	<b>Draft Rural Cycling Strategy</b> Contact Officers: James Collingridge and Lewis Banks	
	<b>Monitoring Scrutiny Recommendations Report</b>	

**Pending Items:**

1. **Bretton Wood Management Plan and 2024 Ash Dieback Survey – potential site visit.**
2. **Waste – updates when the Government strategy is released, as soon as information is known. It will be added to the work programme.**
3. **Future Parks and Green Spaces – September would be realistic.**

**Briefing notes, with potential items to follow:**

**Tree Planting Strategy**

Contact Officer: Charlotte Palmer

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