



COMMUNITY SERVICES SCRUTINY COMMITTEE

To: **Scrutiny Committee Members:** Sinnott (Chair), Ratcliffe (Vice-Chair), Austin, Baigent, Bird, O'Connell, Reid and Sarris

Alternates: Councillors Benstead and Holt

Executive Councillor for City Centre and Public Places: Councillor O'Reilly

Executive Councillor for Communities: Councillor Johnson

Despatched: Monday, 28 September 2015

Date: Thursday, 8 October 2015

Time: 2.30 pm

Venue: Committee Room 1 & 2 - Guildhall

Contact: James Goddard

Direct Dial: 01223 457013

AGENDA

1 **Apologies**

To receive any apologies for absence.

2 **Declarations of Interest**

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Head of Legal Services **before** the meeting.

3 **Minutes** (*Pages 7 - 18*)

To approve the minutes of the meeting on 9 July 2015

4 **Public Questions**

Items for decision by the Executive Councillor, without debate

These Items will already have received approval in principle from the Executive Councillor. The Executive Councillor will be asked to approve the recommendations as set out in the officer's report.

There will be no debate on these items, but members of the Scrutiny Committee and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Items for debate by the Committee and then decision by the Executive Councillor

These items will require the Executive Councillor to make a decision *after* hearing the views of the Scrutiny Committee.

There will be a full debate on these items, and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Decisions for the Executive Councillor for Communities

Items for debate by the Committee and then decision by the Executive Councillor

- 5 Strategic Review of Community Provision, and Management Arrangements for New Community Centres at Clay Farm and Storey's Field (Pages 19 - 28)**
- 6 S106 Priority-Setting: Sports and Community Facilities Strategic Projects (Pages 29 - 48)**

Decisions for the Executive Councillor for City Centre and Public Places

Items for decision by the Executive Councillor, without debate

- 7 Environmental Improvement Programme (Pages 49 - 58)**
- 8 Cherry Hinton High Street Local Centres Improvements (Pages 59 - 82)**

Items for debate by the Committee and then decision by the Executive Councillor

9 Cambridge BID - Annual Update

Presentation by Cambridge BID representatives.

10 Outdoor Play Strategy *(Pages 83 - 164)*

11 S106 Priority-Setting: Open Spaces, Play Areas, Public Art and Public Realm Improvements

To follow

12 Council Appointments to the Conservators of the River Cam *(Pages 165 - 186)*

NOT FOR PUBLICATION: The confidential appendix (appendix B) to the report relates to an item during which the public is likely to be excluded from the meeting by virtue of paragraph 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

13 Review of the River Moorings Policy *(Pages 187 - 194)*

14 Tree Strategy *(Pages 195 - 294)*

15 Working With Friends Groups *(Pages 295 - 302)*

Information for the Public

Location

The meeting is in the Guildhall on the Market Square (CB2 3QJ).

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recording
and
photography**

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COMMUNITY SERVICES SCRUTINY COMMITTEE

9 July 2015
2.30 - 4.00 pm

Present: Councillors Sinnott (Chair), Ratcliffe (Vice-Chair), Austin, Baigent, Bird, O'Connell, Reid and Sarris

Executive Councillor for Communities: Richard Johnson

Executive Councillor for City Centre and Public Places: Carina O'Reilly

Officers:

Director of Customer and Community Services: Liz Bisset

Director of Environment: Simon Payne

Head of Community, Arts and Recreation: Debbie Kaye

Head of Streets and Open Spaces: Joel Carré

Head of Planning Services: Patsy Dell

Community, Sport & Recreation Manager: Ian Ross

Senior Accountant: John Harvey

Committee Manager: James Goddard

FOR THE INFORMATION OF THE COUNCIL

15/25/Comm Apologies

No apologies were received.

15/26/Comm Declarations of Interest

Name	Item	Interest
Councillor Austin	15/32/Comm	Personal: Governor at Buchan Street Nursery.
Councillors Ratcliffe and Reid	15/32/Comm	Personal: Director of Cambridge Live.

15/27/Comm Minutes

The minutes of the meeting held on 19 March and 28 May 2015 were approved as a correct record and signed by the Chair.

15/28/Comm Public Questions

A member of the public asked a question as set out below.

Mr Lucas-Smith raised the following points:

- i. **The Cambridge Cycling Campaign welcomed the Cambridge City Centre Accessibility Review Action Plan.**
- ii. **The Cambridge Cycling Campaign were happy to work with Rangers and Officers to aid city centre accessibility.**
- iii. **As noted in the Officer's report, certain areas of the city were affected by the following issues:**
 - **Blocked pavements.**
 - **The design of buildings led to pavements being obstructed.**
 - **Street furniture causing obstructions.**
- iv. **Asked for clarification on the progress of the third city centre cycle park and its location. Suggested that providing spaces where bikes could be parked would clear pavements (eg where bikes were locked to objects).**
- v. **Asked for Regent Terrace to be included in the Accessibility Review Action Plan to resolve issues associated with cars parking there.**

The Executive Councillor for City Centre and Public Places responded:

- i. Greater provision of cycleways and parking facilities would improve city centre access.
- ii. Offered to liaise with the Cambridge Cycling Campaign regarding cycle facilities.
- iii. Undertook to liaise with Councillor Blencowe as Executive Councillor for Planning Policy and Transport regarding the third city centre cycle park.

15/29/Comm Cambridge City Centre Accessibility Review Action Plan**Matter for Decision**

In 2014 a review was commissioned to gain a fuller understanding of the issues affecting ease of access in and around the city centre for a range of users but particularly pedestrians, disabled and wheelchair users. The review report was considered at the March 2015 Community Services Scrutiny Committee and the next step in this process was to develop a plan to support action on the conclusions of the review, to maximise the effectiveness of existing actions by partners and to inform future investment decisions that impact upon the accessibility of the city centre such as City Deal and other

initiatives. The Officer's report set out the action plan and suggested next steps.

Decision of Executive Councillor for City Centre and Public Places

- i. Agreed the action plan as set out in Appendix A of the Officer's report, the identified future stages and timetable for implementation.
- ii. Asked officers to provide a progress report for Community Services Scrutiny Committee in early 2016.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Head of Planning Services.

The Executive Councillor for City Centre and Public Places said January 2016 was the deadline for action in the City Centre Accessibility Review Action Plan such as removal of inappropriately located 'A' boards. She hoped owners would have voluntarily removed the 'A' boards before then, if not, Officers would take enforcement action.

Councillor Bird made the following comments in response to the Officer's report:

- i. Welcomed working with the Cambridge Cycling Campaign.
- ii. Asked that an appropriate typeface and format was used for the Accessibility Review Action Plan. As this was an access strategy, it should be readable/accessible for all.

The Executive Councillor approved the recommendations.

15/30/Comm 2014/15 Revenue and Capital Outturn, Carry Forwards and Significant Variances - City Centre and Public Places Portfolio

Matter for Decision

The Officer's report presented a summary of the 2014/15 outturn position (actual income and expenditure) for services within the City Centre & Public Places Portfolio, compared to the current budget for the year. The position for revenue and capital was reported and variances from budgets highlighted,

together with explanations. Requests to carry forward funding arising from certain budget underspends into 2015/16 were identified.

Decision of Executive Councillor for City Centre and Public Places

- i. Agreed the carry forward requests, totalling £78,300 as detailed in Appendix C of the Officer's report, be recommended to Council for approval.
- ii. Agreed to seek approval from Council to fund re-phased net capital spending of £973,000 in respect of capital schemes.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Senior Accountant.

In response to Members' questions the Director of Environment said the following:

- i. Some reasons for capital variance (ie the difference between outturn and final budgets) were set out in Appendix D of the Officer's report.
- ii. There had been some variance with environmental improvement projects due to the large number of small scale projects that needed to be delivered, this had caused a backlog. The situation had been exacerbated by staff turnover.
- iii. There had been on-going capital variance over a period of years. A report was being taken to Strategy and Resources Scrutiny Committee 13 July 2015 setting out mitigation suggestions.
- iv. Issues regarding s106 delivery (Appendix D) had been raised with the Executive Councillor for Planning Policy and Transport plus Opposition Spokesperson; they had now been resolved.

The Executive Councillor for City Centre and Public Places undertook to liaise with Councillors at a briefing with Officers if they had any specific queries regarding projects with capital budgets. The Committee welcomed this proposal. Councillor Baigent specifically asked for information regarding PR030e - 38258 Cavendish Rd (Mill Rd end) improvements to seating, paving and public art (S106), PR030h – 38255 Romsey 'town square' public realm

improvements (S106) and PR030f – 38259 Bath House Play Area improvements (S106).

In response to Members' questions the Senior Accountant said the following:

- i. The project variance fund filled the gap between original budgeted figures and the actual final cost.
- ii. The fund was set up to distribute capital so any unused monies were returned to the general fund. Officers had delegated authority to action this.

Councillor Reid asked for specific details in future Officer reports to explain budget variances between 'original' and 'final' budget figures. She also asked for a review of report figures/format in future so councillors could scrutinise non-technical reasons for variance. Councillor Sinnott suggested that the Strategy and Resources Scrutiny Committee would be a more appropriate forum to look at variances. The Executive Councillor for City Centre and Public Places said a number of variances had occurred due to rebasing issues (eg the Community, Arts and Recreation budget becoming the Communities budget), which were not expected to arise again in future. The Senior Accountant said the Head of Finance was looking at ways to amend the report to explain significant variances if they arose again in future. Should variances occur due to major savings/costs, these would be reported in the Mid-Year Financial Review or Budget Setting Report. There were none for the City Centre and Public Places Portfolio in 2014/15. Councillor Reid re-iterated her point that the variance process needed to be transparent in order for Opposition Councillors to scrutinise it. The Executive Councillor for City Centre and Public Places undertook to liaise with the Head of Finance regarding the format of reports.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

15/31/Comm Oral Report From the Executive Councillor for Communities

The Executive Councillor for Communities gave an oral report on his portfolio priorities:

- i. The portfolio had expanded to include health responsibilities.
- ii. There were no lead Councillors for this portfolio.

15/32/Comm 2014/15 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Community, Arts and Recreation Portfolio

Matter for Decision

The Officer's report presented a summary of the 2014/15 outturn position (actual income and expenditure) for services within the Communities Portfolio (formerly Community, Arts & Recreation), compared to the current budget for the year. The position for revenue and capital was reported and variances from budgets highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2015/16 were identified.

Decision of Executive Councillor for Communities

The Executive Councillor agreed:

Revenue and Capital Outturn, Carry Forwards and Significant Variances – Communities Portfolio (formerly Community, Arts & Recreation)

- i. The carry forward requests, totalling £162,000 as detailed in Appendix C of the Officer's report, be recommended to Council for approval.
- ii. To seek approval from Council to fund re-phased net capital spending of £3,911,000 (of which £3,539,000 relates to Clay Farm Community Centre) in respect of capital schemes.

Buchan Street Community Centre - New Roof Replacement

- iii. To approve the refurbishment of the tiled roof and thermal insulation replacement at Buchan Street Community Centre, as detailed in the attached appendices, which has been properly planned and is ready for implementation, subject to any feedback from the Capital Programme Board
- iv. To recommend that Council approve capital funding of £60,000 for the refurbishment of the tiled roof and replacement of thermal insulation project.

Ross Street Community Centre - New Boiler system

- v. To approve the replacement of the boiler system at Ross Street Community Centre, as detailed in the attached appendices, which has been properly planned and is ready for implementation, subject to any feedback from the Capital Programme Board.
- vi. To recommend that Council approve capital funding of £36,000 for the replacement boiler system project.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Senior Accountant. He referred to an addendum (as per paragraph 3.7 of the Officer's report) that incorporated the recommendations set out on pages 52 and 60 into those on P41 of the agenda 2014/15 Outturn Report:

2. Recommendations**Buchan Street Community Centre - New roof replacement**

- c) To approve the refurbishment of the tiled roof and thermal insulation replacement at Buchan Street Community Centre, as detailed in the attached appendices, which has been properly planned and is ready for implementation, subject to any feedback from the Capital Programme Board
- d) To recommend that Council approve capital funding of £60,000 for the refurbishment of the tiled roof and replacement of thermal insulation project.

Ross Street Community Centre - New Boiler system

- e) To approve the replacement of the boiler system at Ross Street Community Centre , as detailed in the attached appendices, which has been properly planned and is ready for implementation, subject to any feedback from the Capital Programme Board
- f) To recommend that Council approve capital funding of £36,000 for the replacement boiler system project.

In response to the Officer's report the Committee stated the launch of Cambridge Live had gone well. This had been a difficult project to manage.

Councillor Reid asked for specific details in future Officer reports to explain non-technical reasons for budget variances between 'original' and 'final' budget figures. She also stated that historically, if savings arose in one part of the portfolio, Officers used to ask the Committee's permission to move elsewhere. Councillor Reid asked if this practice would happen again in future.

In response to Members' questions the Director of Customer and Community Services said the following:

- i. She appreciated the need for budgetary transparency.
- ii. Unusual circumstances had arisen with the budget due to the launch of Cambridge Live and the reconfiguration of central support costs.
- iii. The budget had not been in the position Officers would like over the last year as there had been a lot of variances, this was due to historic financial issues and an agreement to clearly identify and track them as the services migrated to Cambridge Live.

In response to Members' questions the Head of Communities, Arts and Recreation; Senior Accountant plus Community, Sport & Recreation Manager said the following:

- i. The Equalities budget (P44 of the Officer's report) had £0 funding under the budget heading as a single member of staff had been incorporated into a team. The budget heading had not been removed for accounting reasons. The Head of Communities, Arts and Recreation undertook to clarify further details with Councillor O'Connell.
- ii. The Senior Accountant undertook to inform Councillor Reid about the capital value of The Junction.
- iii. The whole Buchan Street building, except for the new extension, would be re-roofed. This would address maintenance issues such as leaks.
- iv. Officers from across the council had liaised to take the opportunity to retrofit energy efficiency measures as part of Buchan Street building repair/maintenance work. The Climate Change Officer had advised that funding could be applied for when work required had been identified such as insulation and boiler replacement. The viability of photovoltaic panels was being reviewed.
- v. If a bid was made for energy efficiency measures funding, this would cover a few thousand pounds. The remaining cost of the £60,000 project would have to be funded by the capital budget.

- vi. The Community, Sport & Recreation Manager was liaising with the Neighbourhood Community Development Manager and contractors to minimise the impact of Buchan Street building work on the nursery. The Community, Sport & Recreation Manager was developing a business case to go to the project board to look at the impact of building work on operations and how to mitigate this if work was deemed appropriate to go ahead.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

15/33/Comm Appointments to Clay Farm Management Committee

Matter for Decision

The City Council appointed two Councillors to the Clay Farm (Joint Venture Company) as directors of the company. The third director is a County Councillor.

The decision to appoint Directors was deferred from 28 May 2015 so that officers could take advice on how to address the change in circumstances now that Andy Blackhurst was no longer a city councillor. Advice had now been received and the Executive Councillor decided to replace him as a director with another appointee. Former Councillor Blackhurst had been informed of this intention. The ruling group wished to have two Labour City Councillors as directors.

Decision of Executive Councillor for Communities

Approved that Councillor Johnson be the City Council representative on the Clay Farm Management Committee, together with Councillor Robertson in place of former Councillor Blackhurst.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received an oral report from the Executive Councillor for Communities.

In response to Members' questions the Executive Councillor for Communities said the following:

- i. Undertook to provide a copy of his introductory statement to committee members.
- ii. Councillor Johnson (as Executive Councillor with the relevant portfolio) and Councillor Robertson were proposed as City Council appointments to the Clay Farm Management Committee.
- iii. Councillor Robertson was proposed due to his project management and scrutiny committee experience.
- iv. The Clay Farm management structure would be decided in August 2015. It was important to choose the correct option to ensure the sustainability of the Centre and protect the interests of Trumpington residents. The Executive Councillor re-iterated the City Council was a significant budgetary contributor, therefore the ruling group wished to have two Labour City Councillors as directors to retain financial control.

The Director of Customer and Community Services added that it was a Council decision as to how funding was spent. Directors managed how the Clay Farm Centre operated.

Liberal Democrat Councillors made the following comments in response to the oral report from the Executive Councillor for Communities:

- i. The political affiliation of the County Council appointed director should not influence the City Council's appointees.
- ii. Appointees to the Clay Farm Management Committee should be multi-party representatives, preferably including a local Ward Councillor.

Councillors requested a change to the recommendations. Councillor Reid (seconded by Councillor Austin) formally proposed that Councillor O'Connell be the City Council representative on the Clay Farm Management Committee in place of former Councillor Blackhurst, together with Councillor Johnson.

This amendment was lost by 5 votes to 3.

The Committee resolved by 5 votes to 3 to endorse the recommendation that Councillor Robertson be the City Council representative on the Clay Farm Management Committee in place of former Councillor Blackhurst, together with Councillor Johnson.

The Executive Councillor approved the recommendation.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

The meeting ended at 4.00 pm

CHAIR

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To: Executive Councillor for Communities:
Councillor Richard Johnson
Report by: Head of Communities, Arts & Recreation
Relevant scrutiny: Community Services Scrutiny Committee 8/10/2015
Wards affected: ALL

Strategic review of community provision, and management arrangements for new community centres at Clay Farm and Storey's Field

Key Decision

1. Executive summary

This report outlines the proposed approach for a strategic review of community provision to ensure resources are targeted to meet existing and future needs. The review will consider facilities provided by the Council and others, also opportunity for collaboration and engagement with local people and other stakeholders. The report also considers requests by the outside bodies responsible for new community centres in growth sites for the City Council's involvement in management arrangements at Clay Farm and Storey's Field.

2. Recommendations

The Executive Councillor is recommended to:

2.1 Agree the approach to the review of community provision as outlined in sections 3.4 to 3.8 of the report.

2.2 Approve the proposed management arrangements for Storeys Field Community Centre insofar as they relate to Cambridge City Council and use of its resources.

2.3 Approve the proposed management arrangements for The Clay Farm Centre insofar as they relate to Cambridge City Council and use of its resources

2.4 Delegate any further decisions in respect of Council commitments to implementation of 2.2 and 2.3 to the Director of Customer and Community Services

3. Background

3.1 The Council owns eight community/neighbourhood centres.

- Five of these are managed directly (The Meadows, Buchan Street, Brown's Field, Ross Street, 82 Akeman Street)
- Three of the small neighbourhood centres are now directly managed by local groups (Trumpington Pavilion, 37 Lawrence Way and Nuns Way Pavilion).
- Four of the directly managed centres were built in areas of the city where social housing was expanded during the 70's and 80's. They are managed by staff who are skilled in community development The primary purpose is about supporting and helping local people and they provide and affordable space for groups to meet.

Costs of the Council-run centres are shown below (2014/15)

Centre	Discretionary Costs £	Income £	Net cost of centre £	Capital Depreciation £	Central Recharges £	Total cost to Council £
The Meadows	396,810	167,330	229,480	107,630	134,220	471,330
Browns Field	81,740	17,370	64,370	31,830	50,220	146,420
Buchan Street	72,200	25,080	47,120	17,810	95,650	160,580
Ross Street	31,730	24,030	7,700	1,140	18,560	27,400
82 Akeman Street	24,000	9,190	14,810	0	14,190	29,000
37 Lawrence Way*	5,690	0	5,690	0	13,390	19,080
Nuns Way Pavilion*	8,930	0	8,930	0	1,700	10,630
Trumpington Pavilion**	16,000	0	16,000	14,110	1,290	31,400
Totals	637,100	243,000	394,100	172,520	329,220	895,840

3.2 There are a range of other providers e.g. Arbury Community Centre, East Barnwell Centre in Abbey and church hall community facilities. There are new centres planned in areas of major growth, namely Clay Farm, Storey's Field and Darwin Green.

3.3 The Council is undertaking a review of Community Centres. This issue was last considered by members of Community Services Scrutiny Committee in March 2013, when the Executive Councillor for Community Wellbeing took a decision to retain an 'as is' approach between 2013-16, with savings taken of £100,000 over three years.

3.4 The review will involve an evidenced-based, strategic assessment of community provision. It will seek to achieve the following outcomes:

- Stronger communities (for example, inclusive, connected, resilient, vibrant, good places to live)
- Council resources are targeted to known need
- Savings – with a focus on reducing net cost by opportunity for further efficiency and generating increased revenue. This will involve discussion about the option of redirecting of resources.

3.5 The proposed scope of the work is as follows:

- City Council-run Centres.
- Community development resource/support for communities.
- Other Community facilities e.g. those run by churches, local groups and charities.
- Major growth sites.
- County Council libraries.
- The Council's Digital Transformation and Customer Access strategies.

3.6 A project team is being established with engagement from other stakeholders. The work programme will consider current provision, need, opportunity and future focus, and contain the following components:

- An audit of facility provision (to also support new s106¹ and Community Infrastructure Levy (CIL²) requirements).
- An analysis undertaken with partners of community and population requirements in respect of a range of issues and services
- Anti-poverty strategy³ (APS) priorities such as support for food banks and credit unions.
- Broader Council engagement with customers, particularly through the Digital Transformation Strategy.
- Consideration of opportunity for collaboration with Property Services and other stakeholders such as the County Library Service.

3.7 The work programme will have three phases:

Phase One 2015/16 Auditing

- Examination of the Council's centres i.e. profile of catchment, users, type of visits and financial analysis.
 - Aim: Feed into audit and inform decision making.
- Audit of all community facility provision in the city – where it is and capacity.
 - Aim: Establish areas of need.
 - Aim: Outline options for strategic investment.
- Further develop the 'Building Stronger Communities' approach with County Council and other agencies.
 - Aim: Establish opportunity for collaborative approaches.
- Establish management approaches for Clay Farm and Storeys Field, consider Darwin Green.

Phase Two 2016/17 Planning/implementing

- Consider options for future focus of The Meadows and opportunity for any redirection of resource from there; also any options for possible changes at other centres.

¹ <https://www.cambridge.gov.uk/developer-contributions>

² <https://www.cambridge.gov.uk/anti-poverty-strategy> <https://www.cambridge.gov.uk/community-infrastructure-levy>

³

- Develop options appraisal longer term arrangements for the management of the Council's centres.
- Construction at Storeys Field and Clay Farm Centres is completed. Management arrangements in place so that the facilities can open as scheduled in October 2016.

Phase Three 2017/18 *Final implementation*

- Implement decision arising from options appraisal.

3.8 Suggested decision making points:

October 2015	Scope of review.
	Management arrangements at Clay Farm & Storey's Field
January 2016	Strategic approach to investment.
July 2016	Options for future focus at The Meadows and redirection of resources/changes at other centres.
January 2017	Options Appraisal: future management arrangements of Council-run centres.

3.9 Management arrangements for Storeys Field Community Centre

3.9.1 As part of the North West Cambridge development, a new community centre is being constructed and will be opened in October 2015. The Storey's Field Community Centre to be managed by a joint venture between the University of Cambridge and Cambridge City Council known as Storey's Field Community Trust (SFCT). The University of Cambridge and the Council each have a 50% stake in the company. Councillors Kevin Blencowe, Sian Reid and John Hipkin have been nominated by the City Council as Trustees. The University has agreed to meet the full cost of the joint venture company operations for the first 12 years after which the City Council will meet half the costs. Details of the SFCT and its meetings are available at this link: <http://www.nwcambridge.co.uk/vision/community-and-amenities/community-centre>

3.9.2 The SFCT recently considered a paper prepared by University and Council staff which outlined options for management arrangements of the centre. The Trustees concluded the optimum arrangement would be a combined approach between the University's estate management company (EMC) and the Council. This would see the EMC undertaking responsibility for maintenance, building cleaning etc, with the Council being asked to provide community development and centre management expertise.

3.9.3 Officers have discussed the principles of how the arrangement could work with colleagues from HR, Legal and Finance and will report back to the Storeys Field trust on 29th September 2015. Some of these principles are outlined below for information:

- The Council should aim to achieve full cost recovery from the arrangement.
- There will be a contractual relationship between SFCT and the Council. The contract fee will be subject to VAT.
- The Council staff will be responsible for the delivery of the community centre business plan, but the Council will not be responsible for any deficit.
- The contract will clearly outline roles and responsibilities of the various parties in particular the EMC.
- The Council will employ the centre management staff on permanent contracts and have responsibility for all employment matters.
- The SFCT will have input to the recruitment and performance management arrangements.
- A performance framework will be agreed and jointly monitored on a regular basis.
- The arrangement is intended to be short-term for example three to five years, after which time if the centre was to remain open but the SFCT decided upon an alternative management arrangement, TUPE would apply and the staff would transfer.
- SFCT will supply all IT and telephony arrangements, with remote access to Council systems for the centre staff.
- There is a query whether the staff would be covered by the Council's fidelity insurance or that of the SFCT. This will be followed up.
- The Council will retain the right to vary composition of the staff team.

3.9.4 The Council has submitted an indicative quote for services to the SFCT and this has been agreed in principle. It includes

- Salary costs and on costs
- Overhead and management costs
- Training costs
- It is assumed that all equipment, administrative and office costs are covered directly by SFCT.

3.9.5 There are minimal risks to the City Council in agreeing to this request. Financial costs are covered and there are benefits to local people in that the centre will have a genuinely outward looking and traditional community development approach

3.9.6 Subject to the in principle arrangements highlighted above being agreed, it is recommended that the Council agrees to supply management services if requested to do so.

3.10 Management arrangements for The Clay Farm Centre

3.10.1 The Clay Farm Centre is being built in Hobson Square and will provide the focal hub for the Southern Fringe growth site. It will be the City's

largest multi-use centre and will include health provision, a library, cafe, police and social care touch down space, community hall, rooms and a youth facility. There will also be affordable housing above the centre managed by Bedfordshire Pilgrims Housing Association (BPHA).

3.10.2 The City and County Councils have entered into a Collaboration Agreement (CA) to create a company limited by guarantee to manage, maintain and provide services to the centre. The company is called the Trumpington Centre Management Company Ltd. The centre will remain in the ownership of the City Council but is leased to the management company for a period of 250 years on a peppercorn rent.

3.10.3 The management company currently comprises three directors, with two nominated by the City Council and one by the county council. The current directors are City Councillors Richard Johnson and Richard Robertson, and County Councillor Barbara Ashwood. Details of the arrangement are available at this link:

<http://democracy.cambridge.gov.uk/mgOutsideBodyDetails.aspx?ID=409>

3.10.4 The management company sub lease the housing element on the third and fourth floors to BPHA, the second floor to the health partner for use as a GP surgery, and some office space on the first floor to the police for touch down space. The rest of the first floor will be community meeting and activity rooms with a reading area. The ground floor will include the library, community hall, large meeting and activity room, and a cafe. The management company may lease the cafe to a not for profit organisation or run it themselves.

3.10.5 The business plan for the community centre identifies an annual net subsidy requirement of £200,000. It is intended to cover all aspects of operational costs including staffing. The CA identifies that this will be met by the County and the City on a 40:60% ratio. This is based upon the respective capital inputs by the County and the City to the community centre. The City Council's contribution is £120,000 and this is factored into the Medium Term Financial Strategy. The CA highlights that these respective subsidy levels are capped for both parties.

3.10.6 Delivery is being managed by a project board led by the City Council and comprising partners including BPHA, the NHS, the County Council, and representatives of local residents (Trumpington Residents Association). The management company directors also attend the project board. The management company held their first meeting on 13th August 2015. The agenda included an item on management options which had been prepared by Council officers and also highlighted a risk analysis of each. The options considered were:

- Direct management by the management company.

- Overall management by either the City Council or county council.
- Overall management by an external organisation following a procurement process.

3.10.7 The management company have now taken a decision to ask the City Council to manage the centre for an initial period. They are concerned about their capacity and the risk involved in taking on full operational responsibility themselves; they also recognise concern amongst stakeholders about entering into an arrangement with an external provider. They also believe that the City Council both has the necessary infrastructure in place and experience in managing community centres, and this would offer assurance and a good standard of service to both local people and stakeholders, certainly in the first years of the new development.

3.10.8 There are a number of risks to City Council if it agrees to this request:

- The cost to the authority may be greater than the subsidy available. The City and County Councils are currently under no obligation to contribute to this. The management company is unable to address any shortfall itself. Therefore the onus will be on all parties to manage the budget carefully to avoid any requirement for additional subsidy. Possible causes of this could be follows:
 - Income targets are not met (this is more likely in the first few years as the development surrounding the centre continues)
 - Greater levels of expenditure are incurred, for example on maintenance (this is less likely in year one due to retention clauses)
- Extraordinary and/or unanticipated events. In this scenario, the financial consequences would need to be addressed proportionally between the City and County Councils. Formal assurance is being sought from the County Council in this respect.
- There will be an impact on back-office, Communities, Arts and Recreation operations and management resources

3.10.9 There are a number of benefits to the City Council in agreeing to this request:

- It is the majority stakeholder and owns the building and land.
- It is in the City Council's interest for centre to open on time and be managed successfully for local people.
- The City Council has a great deal of experience in community centre management.
- Local people and stakeholders may be reassured that the council has the experience and expertise to make the centre a success.

3.10.10 As with SFCT, the arrangement is intended to be relatively short-term after which time if the centre was to remain open but the management

company decided upon an alternative management arrangement, TUPE would apply and the staff would transfer.

3.10.11 A full library function will be provided by the County via a service level agreement with the Centre. It will be important to agree an approach with the County Council so that library arrangements work in tandem with centre systems and ICT systems are designed to avoid a multiplicity of equipment. The City Council will directly manage all staff – including the library functions – to create an integrated and peripatetic workforce with a shared skill base to deliver all the centre functions. The County Council has agreed to provide support and advisory input to achieve this.

3.10.12 It is recommended that the Council agrees to any request from the management company to supply management services. The review of community provision will consider longer term options in dialogue with the management company, stakeholders and local people. In agreeing to this arrangement the City Council acknowledges the need to meet the requirements of the business plan and carefully manage income and expenditure. The County Council has been asked to provide an agreement in writing to this proposal.

4. Implications

(a) Financial Implications

- The review of community provision project will be carried out within existing resources.
- The proposal for management of Storey's Field community centre does not have any financial implications
- The proposal for the management of The Clay Farm Centre may result in additional financial implications but the budget will be carefully controlled to mitigate the risk.

(b) Staffing Implications

- The review of community provision project has no staffing implications
- The proposal for management of Storey's Field community centre will create additional demand upon management and back-office functions
- The proposal for management of The Clay Farm Centre will create additional demand upon management and back-office functions as well as staffing arrangements and operations at other centres

(c) Equality and Poverty Implications

- **Review of community provision.** An Equality Impact Assessment (EQIA) will be carried out as part of the project management process.

- **Management of Storey's Field Trust and Clay Farm Centres – EQIAs** will be carried out as management arrangements and operational plans are developed

(d) **Environmental Implications**

There are no implications at this stage

(e) **Procurement**

Legal Services advise that the proposed contracts with SFCT and TCMC do not clearly fit within the model of the 2015 Procurement Regulations. It is believed any risk of challenge is low.

(f) **Consultation and communication**

- **Review of community provision.** A detailed consultation and communication plan will be drawn up as part of the project plan. In addition to the contact with community facilities planned as part of the audit, in this first stage, consultation with area committees and residents people (both locally and city-wide) will be held to inform need. Information will be distributed via the local press and social media and through local centres and community groups.
- **Management of Storey' Field community centre.** A community engagement plan will be drawn up in discussion with SFTC and local residents
- **Management of The Clay Farm Centre.** A community engagement plan has been drawn up and will be implemented between now and the opening of the centre so that local people have an opportunity to shape how the centre is managed.
- Officers will keep the **Executive Councillor and Scrutiny Committee members** informed and offer opportunity for input at relevant stages.

(g) **Community Safety:** There are no implications at this stage.

5. Background papers

These background papers were used in the preparation of this report:

6. Appendices None

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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To: Executive Councillor for Communities:
Councillor Richard Johnson

Report by: Director of Environment

Relevant scrutiny Community Services Scrutiny 8/10/2015
committee: Committee

Wards affected: All

S106 PRIORITY-SETTING ROUND 2015/16: PROPOSALS FOR STRATEGIC/CITY-WIDE PROJECTS (COMMUNITIES PORTFOLIO)

Key Decision

1. EXECUTIVE SUMMARY

- 1.1 Between June – August 2015, the council ran its latest S106 bidding round. It invited proposals and grant applications for projects which could help to mitigate the impact of development in Cambridge through funding from generic, off-site developer contributions. This is the first of two S106 reports on this agenda (see also item 11).
- 1.2 Around 65 bids have been received in this latest bidding round. Of these, 11 relate to proposals that need to be considered by the Executive Councillor - that is, strategic/city-wide funding bids relating to the community facilities and indoor and outdoor sports facilities S106 contribution types. An information pack setting out the detailed application forms (A1-C5) can be found on the council's Developer Contributions web page (www.cambridge.gov.uk/s106).
- 1.3 All proposals received have been assessed against the council's criteria for the use of off-site S106 developer contributions. Of the 11 strategic/city-wide proposals featured in this report, three are eligible for S106 funding, feasible and ready to be considered in October. The reasoning behind the assessments is set out in section 4.
- 1.4 In addition to these three proposals, it is envisaged that between three and six others could be considered in a follow-up report to this Committee in early 2016 in the light of updated evidence base information (currently being compiled) about community and sports facilities in Cambridge.

2. RECOMMENDATIONS

It is recommended that the Executive Councillor for Communities:

- 2.1 prioritises the following proposals for strategic/city-wide S106 funding, subject to project appraisal and community use agreement:
 - a. a grant of up to £100,000 to the Greek Orthodox Community of St Athanasios for the refurbishment of the Memorial Hall and large church hall on Cherry Hinton Road as a community facility – this is also conditional on the further £50,000 requested being allocated from the South and East area committees
 - b. a grant of up to £75,000 to Cambridge Gymnastics Academy for a sunken trampoline & foam pit in the gym which is being developed on the North Cambridge Academy site
 - c. £40,000 grant to the Kelsey Kerridge Sports Hall Trust to improve and extend the Outlooks Gym changing rooms and to develop a new health suite at the Kelsey Kerridge Sports Centre;
- 2.2 receives a follow-up report to this Committee in early 2016, with recommendations for further S106 priority-setting within the current round in the light of updated audits of sports and community facilities in Cambridge;
- 2.3 receives a monitoring report to this Committee in June 2016 to review the progress of some key sports and community facilities projects allocated S106-funding in previous priority-setting rounds, which are currently still under development.

3. BACKGROUND

- 3.1 New development creates extra demands on local facilities. The council asks developers to pay Section 106 contributions to mitigate that impact. This has helped to fund new and improved facilities across Cambridge. Recent examples can be found on the council's Developer Contributions web page (www.cambridge.gov.uk/s106), which also includes an update on the progress of on-going schemes and details of S106-funded sports and community facilities with community use agreements.
- 3.2 Every year since 2012/13, the council has run a S106 priority-setting round, based on contributions received from off-site, generic developer contributions within broad infrastructure types. An overview of that process can be found in Appendix A. Alongside devolved decision-making to area committees over the use of devolved S106 contributions for local (area-based) projects¹, the Executive Councillor

1. Each area committee will receive, this autumn, a report on the local project proposals
Report Page No: 2

decides which projects with a wider benefit across Cambridge to prioritise using the strategic/city-wide S106 funds in his portfolio².

- 3.3 Before considering proposals from the most recent bidding round, Appendix B reminds Members of some key S106 projects relating to the community and sports facilities contribution types which were prioritised in earlier rounds and which are currently on the PUD (projects under development) list – the stage before going onto the council's Capital Plan. Paragraph 2.3 recommends that the progress of these projects is reviewed by this Committee in June 2016.
- 3.4 The off-site, generic developer contributions funding available for these S106 priority-setting rounds is, for most contribution types, set to taper off and run down over the next few years.
 - a. S106 pooling constraints, introduced last April, mean that new contributions need to be for specific projects to mitigate the impact of particular developments and be identified before the planning application is determined. The council has put in place interim arrangements for securing as much S106 as possible for specific off-site projects. The report returns to this issue in paragraph 5.3.
 - b. The only off-site, generic S106 contributions left to be paid are those for which S106 agreements were completed before 6 April 2015 but where the payments have not yet been triggered.³
- 3.5 This reinforces the need to make sure that effective use is made of the S106 funding available, wherever possible informed by a current needs analysis in order to understand how best to mitigate the impact of development. The Community, Arts and Recreation service is currently compiling up-to-date audits of sports pitches, indoor sports facilities and venues where community activities regularly take place: it is envisaged that these audits will be completed by early 2016. In this context, it would be sensible to defer making strategic/city-wide S106 priority-setting decisions for community and sports facility

put forward in the latest S106 bidding round in order to set its priorities. More details can be found in Appendix E of this report and Appendix D of the report for item 11.

2. The strategic S106 funds for community facilities and outdoor sports are based on 50% of the off-site generic contributions from major developments. The proposals considered for project allocations from these funds include facilities with catchment areas straddling more than one area. Meanwhile, (as agreed in October 2014) all indoor sports contributions received in Cambridge are held in a city-wide fund.
3. Placing a value on the amount of agreed-but-not-yet-received generic contributions which are expected to become payable in the coming years is not straightforward as:
 - i. for S106 agreements completed at outline approval stage, the scale of development depends on subsequent reserved matters applications; and
 - ii. not all developments for which S106 agreements are signed will come to fruition.

proposals, apart from those cases (set out in the recommendations) where it would be particularly helpful to allocate funding sooner.

- 3.6 The latest S106 funding analysis shows that the following levels of S106 contributions are available in the strategic/city-wide funds for the contribution types within the Executive Councillor's portfolio (figures rounded down to the nearest £25,000)⁴.

<i>As at mid-September 2015</i>		Comprising contributions from			
Contribution type	Strategic/ City-wide	North	East	South	West/ Central
Community facilities	£325k	7%	45%	33%	15%
Outdoor sports	£550k	16%	23%	56%	5%
Indoor sports	£500k	43%	39%	16%	2%

- 3.7 To help make sure that the use of S106 contributions can be directly-related to the particular developments from which they have arisen, officers aim to fund strategic projects from contributions from major developments in the same area first, before looking for contributions from nearby major sites in neighbouring areas. For this reason, the table above highlights the distribution (%) of strategic/city-wide funds across the four areas.
- 3.8 A summary of those unallocated S106 contributions relating to this portfolio, which need to be contractually committed before the end of 2020 can be found in Appendix C.
- The annual priority-setting rounds have helped to make sure that, currently, there are no unallocated S106 contributions with expiry dates before December 2016.
 - There are, however, four contributions relating to community facilities and outdoor sports (including some devolved to area committees) which have to be contractually committed between then and July 2017.
 - The aim is to allocate these contributions to projects within this current S106 round – either this autumn or, if necessary, through follow-up reports to this committee and/or area committees (as appropriate in early 2016) to make sure that contributions can be used on time. This is achievable.

4. CONSIDERATIONS: ANALYSIS OF S106 BIDS RECEIVED

4. This funding analysis focuses on S106 funding available in the strategic/city-wide funds. Further information about the availability of developer contributions devolved to the council's area committees will be reported to the area committees this autumn.

4.1 As part of the latest S106 bidding round, the council has published clear eligibility criteria (see Appendix D) that proposals should be:

- specific;
- within the city of Cambridge
- about providing additional benefit
- being accessible to all and
- affordable and financially viable.

Guidance for applicants has also emphasised the need for bids to be feasible and ready to be considered.

4.2 The latest S106 bidding round ran from 22 June – 10 August 2015. This was publicised via:

- the council's Developer Contributions web page
- news releases and social media
- emails to local community groups, organisations and residents who have enquired about S106 funding in recent years and
- emails to local councillors, asking them to spread the message within their wards.

4.3 A pack of all the detailed strategic/city-wide proposals for community and sports facilities can be found on the council's Developer Contributions web page (www.cambridge.gov.uk/s106). Officers have assessed the proposals received against the criteria mentioned above. A summary of the assessment of strategic/city-wide proposals can be found in the table on page 6 of this report. The right-hand column provides an overall assessment of whether each proposal meets the criteria: the reasoning behind these ratings is set out below.

4.4 Two proposals have been assessed as 'NO' (they do not meet the assessment criteria).

C1. Beach volleyball facility

The Cambridge & university volleyball clubs have asked the council to provide a beach volleyball facility at Jesus Green or Lammas Land.

- As the applicants acknowledge, the main issue is finding a suitable location – and no such site has been identified. Officers understand that the universities have not offered land for this purpose. Whilst recognising the enthusiasm of the volleyball clubs, the extent of wider public support for a beach volleyball court is also questioned. If such a facility was provided, it is not clear how the running costs would be resourced.

Table: Assessment of S106 proposals against criteria Key: ● = Yes. ◐ = Partly. ✖ = No. ? = Unclear.		Specific?	Additional benefit?	Access for all?	S106 available?	S106 needed?	Feasible?	Ready to consider?	Does it meet the criteria?
No.	Proposal								
COMMUNITY FACILITIES									
A1	Cherry Hinton Road Memorial Hall and church hall refurbishments	●	●	●	●	●	●	●	YES, now
INDOOR SPORTS FACILITIES									
B1	Cambridge Gymnastics Academy trampoline pit	●	●	●	●	●	●	●	YES, now
B2	Kelsey Kerridge changing rooms and health suite development	●	●	●	●	●	●	●	YES, now
B3	Kelsey Kerridge studio conversion	●	●	●	●	●	●	◐	YES
B4	Netherhall School inclusive fitness equipment	●	●	●	●	●	●	◐	YES
B5	Stephen Perse Foundation indoor sport complex	?	?	?	?	●	?	✖	NOT YET
OUTDOOR SPORTS FACILITIES									
C1	Beach volleyball facility	●	●	?	●	?	✖	✖	NO
C2	Good Gym Cambridge initiative	✖	✖	●	✖	●	✖	✖	NO
C3	Long Road Cambridge 3G pitch	●	●	●	●	●	?	?	NOT YET
C4	St Mary's floodlit courts and pavilion extension	●	●	?	●	●	?	?	NOT YET
C5	Wilberforce Rd hockey pitches/changing rooms	●	●	●	●	●	●	◐	YES

C2. Good Gym, Cambridge initiative

'Good Gym Cambridge' seeks a grant of £15,000 towards a £25,000 project to get people into regular physical activity, provide manual labour for community organisations and support the most lonely/isolated people.

- ▶ Whilst this new group may be a useful contact, this project is not eligible for S106 capital project funding for facilities, as envisaged by the council's Planning Obligations Strategy.

- 4.5 Three proposals have been assessed as 'NOT YET', with a view to the applicants providing further clarification to enable revised bids to meet the criteria more fully and to be reconsidered in future (either in early 2106 or in a future priority-setting round).

B5. Stephen Perse Foundation indoor sports complex

Stephen Perse Foundation seeks a grant of £350,000 towards the cost of building of an indoor sports complex at its senior school on Union Road, Cambridge. Community use would be available in the evenings, at weekends and during school holidays.

- ▶ Officers have commented that the application has not identified the costs for the sports component of a much wider build programme. Community use would be via school use, not for the general public.

C3. Long Road Cambridge 3G pitch

Long Road Sixth Form College seeks a grant of £200,000 towards a £600,000 project to provide a 3G football all-weather pitch, which would offer community use for 60% of the available time

- ▶ Officers have commented that this proposal would support the council's emerging Playing Pitches strategy (which will highlight the need for 3G pitches in the city). Before this proposal can be considered, there needs to be further clarity about how the rest of the funding needed will be secured. Planning permission will also be needed for this scheme to go ahead.

C4. St Mary's floodlit courts and pavilion extension

St Mary's School seeks a grant of £426,000 for floodlit tennis/netball/hockey courts and a pavilion extension with changing facilities, toilets and a kitchen. The facilities would be available for community use in the evenings, at weekends and during school holidays.

- ▶ Officers have commented that access off Long Road may be an issue and have advised that the (nearby) proposal C3 might be more sustainable and community accessible. Considerable funding still has to be raised and the proposal will require planning permission.

- 4.6 Three proposals have been assessed as 'YES', with a view to the bids being reported to this Committee for consideration in early 2016 in the light of updated facility audit information, which will have been compiled by then.

B3. Kelsey Kerridge studio conversion

Kelsey Kerridge Sports Centre seeks a grant of £180,000 to convert existing studio space in the Outlooks Gym into more space available for the use of gym resistance and cardio equipment and to convert the Fenners gallery (part of the sports centre) into several self-contained dance and class based fitness studios.

- ▶ Officers have confirmed that this scheme meets the criteria, but that the other Kelsey Kerridge bid (B2) needs to be carried out first. Consideration of proposal B3 could wait until early 2016.

B4. Netherhall School inclusive fitness equipment

Netherhall School and Sixth Form Centre seek a grant of around £22,000 for new inclusive fitness equipment for the new community fitness suite, making the gym widely accessible to residents.

- ▶ Officers note that the school is due to receive S106 funding for the new fitness suite from the Bell School development, plus a further £64,000 from the 3rd S106 priority-setting round earlier this year. The equipment would be useful, but this proposal could wait until early 2016 to be considered.

C5. Wilberforce Road hockey pitches and changing rooms

The University of Cambridge seeks £250,000 out of a £2 million project to provide two additional floodlit hockey pitches plus additional changing facilities at its Wilberforce Road sports ground.

- ▶ Officers have commented that this is to be a community facility, with all usage community-led. The University has sufficient capacity on the existing pitch. Funding is due to come from a donor to Cambridge City Hockey Club, but the project requires some top-up funding to enable delivery. Planning permission for an extra pitch has already been agreed, but the university will need to submit planning applications for the further pitch and the clubhouse facility.

- 4.7 Three proposals have been assessed as 'YES NOW', and are recommended for priority-setting in paragraph 2.1.

A1. Cherry Hinton Road Memorial Hall and church hall refurbishments

The Greek Orthodox Community seeks a grant of £150,000 to renovate its Memorial Hall and church hall. These will be used not only by the owners but by residents and community groups in the Coleridge and Queen Edith's wards as a community centre. The applicants wish to: extend the small hall and install toilets (with baby changing facilities), heating and flooring and kitchen facilities. The applicants have run out of capital funds, which they have spent carrying out repairs needed to the Memorial Hall.

- ▶ Officers have commented that, although the facility is not yet in a position to take community bookings, given its current condition, the organisers have already been approached by a number of residents who wish to book for various purposes. The applicants are keen to publicise the multi-purpose space, once the works have been carried out. They also intend to contact all nearby community facilities to make them aware of their space and to work together. They specifically want to do some targeted work to host activities for older people in isolation, and said longer term they could have CAB/Credit Union sessions at the venue. It is envisaged that the space could be used by the community for 40-50 hours per week (9am-8pm, weekends open until 11pm). The Community Funding and Engagement Officer has discussed with the applicants the need for a community use agreement, and this is understood.
- ▶ The facility is on the South and East Area border, and the refurbishment would benefit residents of both areas. Whilst there is not enough strategic S106 community facilities funding from the Coleridge and Queen Edith's wards to meet the full £150,000 requested, there would be enough for a £100,000 grant from strategic funds. This is being recommended to the Committee's October meeting so that the remaining £50,000 sought could be requested from the East and South Area Committees (say, half each) this autumn. It is recommended that the strategic allocation would be conditional upon the area committees providing their shares.

B1. Cambridge Gymnastics Academy trampoline pit

The Cambridge Gymnastics Academy seeks up to £75,000 for installing a sunken trampoline and foam pit in their new gym (warehouse conversion) on the North Cambridge Academy site. The overall project is expected to cost £190,000 and the Executive

Councillor has already agreed £65,000 towards this (in addition to this new request) last January. The facility would encourage greater participation from teenagers, adults, people with a disability and elite gymnasts. It would also be open for general hire for parties. The nearest similar facility, otherwise is in Huntingdon.

- ▶ Officers recommend that this proposal is considered now so that the gym can install the trampoline pit as part of the wider conversion works (due to start later this autumn), which would be more cost-efficient than adding it at a later date. The project would be accessible.

B3. Kelsey Kerridge changing rooms & health suite development

The Kelsey Kerridge Sports Centre seeks a £40,000 grant to improve and extend the Outlooks Gym changing rooms. It would include the development of new health suite to include a new sauna and hot tub and improve ventilation throughout. The project would see an extension onto the top floor of the Queen Anne Car Park to create more changing room space, which will utilise 3 car parking spaces: this has the approval of the City Council Parking Services and approved planning permissions.

- ▶ Officers recommend this project, which is ready to go. It simply awaits the completion of essential holding repair programmed works to be completed at Queen Anne Car park. These works need to be carried out first to enable the studio conversion (mentioned in B3 above) to be able to go ahead in due course.

5. NEXT STEPS

- 5.1 For those proposals which the Executive Councillor decides to prioritise, appropriate S106 contributions will be allocated and project appraisals and community use agreements will be developed.
- 5.2 The allocation of S106 funding to prioritised projects will reduce the amounts available in the strategic/city-wide funds for the relevant contribution types. Members are reminded that S106 funding is set to taper off and run down over the next few years. Whilst there is likely to be a further S106 priority-setting round in 2016, the future availability of off-site, generic S106 contributions will be limited.
- 5.3 Following the report to this Committee last March about the impact of S106 pooling constraints, an interim approach to securing (no more than five) new S106 contributions for specific projects was agreed in June 2015. This included a commitment to review progress after six months and to report back to this Committee in January 2016.

- 5.4 In the meantime, Members are asked to note the implications of a High Court ruling in July 2015: this found in favour of an appeal by West Berkshire and Reading councils, against a CLG⁵ announcement in November 2014 (that S106 contributions should not be secured for developments of less than 11 dwellings).
- a. Whilst the ruling means that S106 contributions can now be sought from a wider range of developments, in the context of the pooling constraints, it may also mean that the amount of S106 funding collectable from five directly-related (and possibly smaller) developments may now be lower.
 - b. Members are asked to note that, in view of the extra workload generated by having to identify specific projects within the standard timescales for processing planning application, it may be necessary to focus efforts on securing higher value contributions. This issue will be addressed in more detail in a report to this Committee in January 2016.

6. IMPLICATIONS

- 6.1 **Financial implications:** This report has emphasised the constraints on S106 funding. It needs to be used wisely in order to mitigate the impact of development. This is under-pinned by the S106 eligibility criteria, which have been applied to the assessment of proposals. S106 funding cannot be used for repairs or maintenance purposes, nor for like-for-like replacements or running costs. All the proposals recommended in this report can be afforded within the S106 funding available within the strategic/city-wide funds.
- 6.2 **Staffing implications:** All three proposals recommended in paragraph 2.1 of this report are based on grants: the grant recipients will be responsible for implementing the projects. The workload implications for council officers are focussed on negotiating/ liaising with those organisations in producing project appraisals and community use agreements and in monitoring project progress.
- 6.3 **Equalities and poverty implications:** An Equality Impact Assessment (EqIA) on the S106 priority-setting process was reported to this Committee in October 2014. Actions identified as part of the EqIA have been implemented, including engagement with organisations representing equalities 'strands'/groups during the latest S106 bidding process. Further EqIAs relating to specific prioritised S106 projects will be developed (as appropriate) as part of the business case/project appraisal process for those projects.

5. CLG stands for the government Department for Communities and Local Government.

- 6.4 **Other implications:** Environment implications, procurement matters, community safety issues and the need for further consultation will be considered as part of project appraisals for specific prioritised projects.

7. BACKGROUND PAPERS

- 7.1 These background papers on the S106 devolved decision-making process were used in the preparation of this report:
- “S106 priority-setting and devolved decision-making”, report to Community Services Scrutiny Committee, 13/10/14;
 - S106 bidding round 2015: strategic/city-wide proposals pack (Communities) comprising all 11 detailed proposals/grant applications;
 - “S106 funding and interim arrangements ahead of the local introduction of the Community Infrastructure Levy”, report to Community Services Scrutiny Committee, 19/03/15;
 - “Interim approach to S106 contributions”, briefing note for executive councillors, opposition spokes & scrutiny committee chairs, June 2015.
- 7.2 Further information can be found on the council’s Developer Contributions web page (www.cambridge.gov.uk/s106).

8. APPENDICES

- A. Overview of S106 priority-setting process (also available at www.cambridge.gov.uk/s106)
- B. Updates on key projects from previous S106 priority-setting rounds
- C. S106 contributions (within Communities portfolio) with expiry dates (to contractually commit by) before 2020;
- D. S106 eligibility criteria (also available at www.cambridge.gov.uk/s106)
- E. Community and outdoor sport facility proposals to be reported to area committees in Autumn 2015

9. INSPECTION OF PAPERS:

To inspect the background papers or if you have a query on the report please contact:

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Overview of S106 priority-setting process

Update: 10 August 2015. For more details, please email: s106@cambridge.gov.uk



1. Prior to 6 April 2015, most off-site S106 contributions collected by Cambridge City Council were for generic infrastructure types (that is, 'for the provision of, improvement of, or better access to' particular types of facilities/projects with the city of Cambridge). The contribution types were defined in the council's Planning Obligations Strategy 2010. It is these contributions that provide the funding for our S106 priority-setting process.
2. Since 2012, the council has run a number of S106 bidding and priority-setting rounds to give local communities more say about how these generic S106 contributions are used to mitigate the impact of development locally. Area committees make decisions on the use of their devolved S106 funding for particular categories, while the relevant Executive Councillors make decisions on strategic projects (benefitting more than one area).

	Area Committees	Executive Councillors	
Decide on :	Local projects for <ul style="list-style-type: none"> • community facilities • informal open space • play areas • outdoor sports 	Strategic projects for: <ul style="list-style-type: none"> • community facilities • informal open space • play areas • outdoor sports 	All projects for: <ul style="list-style-type: none"> • indoor sports • public art • public realm.
S106 funding available based on:	Of these types: 50% of contributions from major planning applications from the relevant area 100% of contributions from minor/other planning applications from the relevant area	Of these types: 50% of contributions from 'major' planning applications <i>Reports on strategic/city-wide project proposals will be considered by the Community Services Scrutiny Committee on 8 October 2015.</i>	Of these types: All contributions from across Cambridge

3. The four area committees and the wards they cover are as follows:

	North	East	South	West/Central
Comprising these wards:	Arbury East Chesterton West Chesterton King's Hedges	Abbey Coleridge Petersfield Romsey	Cherry Hinton Queen Edith's Trumpington	Castle Market Newnham
S106 report expected on:	19 November (date changed)	29 October	14 December	3 December

4. The key stages of the next S106 priority-round are:

	Timescales
Bidding process seeking project ideas & grant applications	22 June – 10 Aug 15
Initial officer assessment of eligibility for S106 funding & feasibility	August–September 15
Reports to relevant area/scrutiny committee, then priority-setting	October–mid Dec 15
Detailed project appraisal (as appropriate) of prioritised projects	As/when ready

5. Please note that S106 funding is running down and difficult priority-setting decisions will need to be made by councillors. The priority projects identified from autumn 2015 will be subject to subsequent project appraisal, as appropriate, once these details are ready.

Updates on key projects from previous S106 priority-setting rounds

1. **Cambridge Rugby Club:** The Executive Councillor made a provisional £200,000 allocation of outdoor sports S106 contributions last January for changing facility improvements, subject to a report back to this (October 2015) meeting on this Committee.

The Rugby Club has provided an update that it will be in a position to launch a fund-raising campaign amongst its membership in early 2016 and will also be putting forward funding bids to sports governing bodies. The club will take stock next spring whether the project will be able to go ahead, so that this can be reported back to this Committee next June.

If the project is able to move forward, it is expected that the building works would take place before the start of the 2017/18 season. This would be able to make use of strategic S106 contributions with expiry dates in October 2017 (for works to be contractually committed). If the Rugby Club's project cannot go ahead on time, however, the contributions will be reassigned to other projects that will fit the timescales.

2. **Rouse Ball Pavilion:** The use of the existing £250k funding allocation is being considered alongside plans for wider uses of Jesus Green, in particular the outdoor swimming pool. This is also set in the context of on-going discussion about proposals for future swimming pool provision in the city and how funding for those purposes should be allocated.
3. **Other grants for indoor and outdoor sports facilities** were also agreed last January, notably for visitor changing rooms at King's College School. Officers are awaiting confirmation from successful grant applicants that they are ready to move forward with their proposals (having developed their plans, applied for planning permission and secured other funding needed). Once this happens, community use agreements can then be taken forward (including a report back to this Committee on the King's College School agreement).
4. **Area Committee S106 allocations for county council-led community facilities projects:** The council is also monitoring the next steps in the development of proposals for improved community facilities at East Barnwell Community Centre in Abbey ward and at Milton Road library in West Chesterton. Whilst these projects have been provisionally allocated devolved S106 funding by the East and North Area Committees (£255,000 and £100,000) respectively, the scale of the S106 allocations warrants the Executive Councillor's attention.

In July 2015, the county council decided not to proceed with their existing plans for these schemes. The city council expressed its disappointment and has reiterated its keenness to work jointly with the county council in finding a way forward.

The city council has suggested that the S106 funding allocated to the projects is retained on hold until June 2016. This will provide the county council with time to bring forward revised schemes that both meet the needs of local people and are acceptable to the city council. If schemes are not brought forward in this time or are not acceptable to the city council, then reallocation of those allocated S106 funds may need to be reconsidered.

In terms of progress by June 2016, the city council would expect to see:

- a design brief, and details of how the S106 funding would be used;
- consultation has been undertaken with local people;
- indicative planning advice has been undertaken;
- evidence that the s106 funding contribution is still required in respect of the financial make-up of the schemes);
- evidence that the s106 contribution requested provides the expected additionality;
- evidence that the scheme meets the needs of local people; and
- a clear project plan and timeframe.

S106 contributions (within Communities portfolio) with expiry dates (to contractually commit by) before 2020

Contributions with expiry dates before the end of 2017 are shown in bold.

Ref.	Unallocated	Devolved or strategic	Expiry date
COMMUNITY FACILITIES			
03/0282/OP	£37.6k	£37.6k (strategic)	01/05/2017
06/0007/OP	£4.9k	£4.9k (strategic)	05/07/2017
OUTDOOR SPORTS (or formal open spaces)			
01/0502/OP	£76.9k	£76.9k (South)	17/12/2016
06/0007/OP	£55.4k	£26.3k (East) £29.1k (strategic)	05/07/2017
08/0111/FUL	£20.8k	£10.4k (North) £10.4k (strategic)	09/05/2019
07/1263/OUT	£1.0k	£1k (North)	13/06/2019

S106 eligibility criteria



For more information, email s106@cambridge.gov.uk or phone 01223 457313

To be eligible for S106 funding from the city council, project proposals need to

1. be **SPECIFIC** (eg, clear about what is proposed, where it would be, who would benefit, why it is needed and how it could be done) and relate to one or more S106 category.

The S106 categories here are: community facilities; play areas for children/teenagers; open spaces; indoor and outdoor sports; public art; and improving the public realm. These are set out in the [Planning Obligations Strategy 2010 SPD](#).

Public art is defined in our [Public Art SPD](#). In short, it needs to be original, of high quality, designed for the community and produced or facilitated by an artist or craftsman. It should engage local communities, be publicly accessible and have a legacy (there will need to be a permanent record of all temporary works). Public artwork within schools (which is visible to users of the school, parents and visitors) comes within the scope of the definition.

2. be **WITHIN THE CITY OF CAMBRIDGE** and of benefit to Cambridge residents.

These wards are within the city of Cambridge (presented here by area of the city).

North Area	East Area	South Area	West/Central Area
Arbury	Abbey	Cherry Hinton	Castle
East Chesterton	Coleridge	Queen Edith's	Market
West Chesterton	Petersfield	Trumpington	Newnham
King's Hedges	Romsey		

3. provide **ADDITIONAL BENEFIT** (please note: S106 funding cannot be used for replacing like-for-like facilities/equipment or repairing/maintaining existing facilities).

S106 grants are not available for buying land & property, but could be made available to refurbish/extend facilities once sites have been acquired by other means.

4. be **ACCESSIBLE**, in line with the council's grants and equalities policies. Successful grant applicants have to sign community use agreements, which are then monitored.

Community use agreements make clear that grant recipients shall not discriminate against any community group wishing to hire the space (eg, in relation to race, gender, religion, disability, sexual orientation, age). S106 grants cannot be used to support places of worship, but the council can provide grant-funding to faith groups who make their facilities open to all sections of the community as meeting spaces or venues for community activities.

5. be **AFFORDABLE AND FINANCIALLY VIABLE** – remembering that S106 funding is reducing and cannot be used for running costs.

There are limits on the amount of S106 funding available for particular categories across the city – councillors may not wish to invest all the S106 funding available into single projects.

Grant applicants must also give assurances that they need the S106 funding that they are seeking – ie, that they do not already have sufficient funding for the project.

Local groups seeking S106 grants should carry out other fund-raising too. Alternative sources of funding are suggested on our Developer Contributions web page

Any organisation or community groups seeking funding will need to have its own bank account.

Community & sports facility proposals to be reported to area committees in autumn 2015

These proposals are for the area committees to consider (as part of their decision-making powers over the use of devolved S106 funding). They are listed here simply to provide an overview of all proposals from the latest bidding round. The area committee reports will include an analysis of which proposals are eligible for S106 and meet the other assessment criteria

In view of those contributions with expiry dates (to be contractually committed) before the end of 2017 (see Appendix C), officers will also be asked to consider putting forward any other proposals for relevant projects which could help to mitigate the impact of development in those areas.

Proposal / request	Report to:
COMMUNITY FACILITIES	
Centre at St Paul's: £3k grant to repair floor of lower hall	South AC, 14/12/15
Cherry Hinton community hub: £250k grant for enhancements	South AC, 14/12/15
Chesterton Methodist Church: £250 grant for community meeting space (café, halls & rooms)	North AC, 19/11/15
Leper Chapel: £60k-£80k grant for improved access and community facilities	East AC, 29/10/15
Lutheran Church: £95k grant for disability access and community use of Shaftesbury House	South AC, 14/12/15
Rock Road library: £16.5k grant for improvements to community room facilities	South AC, 14/12/15
Rowan Humberstone: £75k grant for hireable community facility with kitchenette and disabled toilet	North AC, 19/11/15
St Mark's Church: £1.9k grant for induction loop and PA system in large hall of community centre	West/Central AC, 3/12/15
St Paul's CofE Primary School: £32k grant for multi-purpose arts space and secure storage area	South AC, 14/12/15

Proposal / request	Report to:
OUTDOOR SPORTS FACILITIES	
Cherry Hinton Rec Pavilion: phase 2 of refurbishment/extension of pavilion, with new changing rooms & kitchenette	South AC, 14/12/15
Lammas Land tennis court improvements (new surfacing and fencing)	West/Central AC, 3/12/15
Nightingale Avenue Rec Pavilion: £175k to demolish and redevelop/extend, with upgraded facilities	South AC, 14/12/15
North Cambridge Academy: £100k grant for four floodlit tennis courts	North AC, 19/11/15

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To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Alistair Wilson - Streets and Open Space Development Manager

Relevant scrutiny committee: Community Services Scrutiny 8/10/2015

Wards affected: All - Abbey, Arbury, Castle, Cherry Hinton, Coleridge, East Chesterton, King's Hedges, Market, Newnham, Petersfield, Queen Edith's, Romsey, Trumpington, West Chesterton

ENVIRONMENTAL IMPROVEMENT PROGRAMME

Non-Key Decision

1. Executive summary

- 1.1 This report considers changes and modifications to operating protocols for the Environmental Improvement Programme (EIP).
- 1.2 The programme creates direct, lasting and noticeable improvements to the appearance of the public realm and is accessible to all residents of Cambridge through local Ward Councillors and Area Committees.
- 1.3 The number of EIP projects being considered at any one time, and often with their complexity, has historically made the management and delivery of the programme challenging at times, with project delays frequent.
- 1.4 This report considers options and makes recommendations on changes to the frequency of allocations, the selection process, setting funding caps and the number of allocations per ward, with the aim to improve project delivery timescales.

2. Recommendations

The Executive Councillor is asked to agree that:-

- a) Area Committees may consider EIP allocations up to twice per year, should they wish;

- b) Area Committees are set a cap of £5,000 per project, which can be over-ruled by a majority vote of the area committee;
- c) A maximum of two projects is included per round (maximum three projects per year), per ward; and
- d) Projects are considered through a selection process before Area Committee approvals.

3. Background

3.1 The Environmental Improvement Programme (EIP) has historically been allocated to Area Committees and allows local people and organisations, through their local Ward Councillors, to put forward ideas to improve their neighbourhood. A report on progress with developing and implementing schemes, and for extending the current programme, was considered by Community Services Scrutiny Committee on 16th October 2014.

3.2 Since the commencement of this programme in its current form in 2004, ~150 Environmental Improvement projects have been delivered across the four area committees with a further ~40 currently in development, the majority of which will be complete by the end of this financial year.

3.3 During the budget setting round in early 2015, Council approved further Capital funding for EIPs of £170,000 per annum for the three years from 2016-17 to 2018-19. This is allocated across the four areas of the city as follows:

- North £50,320 per annum;
- South £35,530 per annum;
- West/Central £36,380 per annum; and
- East £47,770 per annum.

3.4 Council has further allocated an annual budget of £30,000 for the four years from 2015-19 for Minor Highways Improvements, to jointly fund Cambridgeshire County Council's Local Highways Improvements (LHI) programme within Cambridge. The County Council is allocating some £81,565 to this programme this year, providing a combined budget of some £111,565. This programme focuses on community lead improvements to core Highway Authority functions, and is being delivered entirely separately to EIPs.

4. Issues and Officer Comments

4.1 Local schemes have been at the heart of the EIP, creating direct, lasting and noticeable improvements to the appearance of the public

realm and have been accessible to all residents of Cambridge. Both small, and large, scale schemes have been considered if there is local support and if the proposal is likely to constitute a significant and long-term improvement to the street or place.

- 4.2 However, the EIP budget is not large and some Area Committees have received bids for projects valued at more than four times the available budget. The number of projects has made management of the programme challenging at times, particularly time consuming larger scale projects which have no staff time budget allocated.
- 4.3 Officers cannot currently include their time working on EIP projects in the same way that they can for S106, for example. This means that bigger, often more complicated projects or ones that need significant consultation should not be dealt with through EIP, if avoidable.
- 4.4 Many EIP bids and adopted projects have focused on improvements to core highways and transport infrastructure, which is dependent on agreement with the County Council as Highway Authority for local roads and, in certain cases (such as Traffic Orders), to statutory processes. This has further complicated development and delivery. In future, all such bids will be considered under the County Council's LHI programme. Whilst EIP can still be applicable to highways; the programme will focus on adding environmental value to the public realm, rather than core highways functions and responsibilities.
- 4.5 Officers have considered options to change and modify the next round of the Environmental Improvements Programme, due to start on 1 April 2016. Officers recommend that EIP projects in general should be small, easy to deliver, not require widespread consultation, and with the cost of ongoing maintenance either negligible or small enough to be incorporated within existing revenue budgets.
- 4.6 Officers consider there to be considerable merit in examining proposed projects before they come to area committees for consideration in order to flag up those that should not be shortlisted because they are expensive, complex, or will require major consultation.
- 4.7 An officer's outline of the recommended process for projects to follow to be considered for EIP funding is included at the end of this document.

5. Frequency of allocations

5.1 Currently the lead-in for inviting new bids for EIPs, to assessment, adoption by Area Committees, consultation and project development is such that it can take between one and two years from inception for projects to be realised on the ground. This has caused frustrations within communities, and alternative options have therefore been scoped.

5.2 The following options have been considered:

- a) All Area Committees to consider EIP bids once a year (unchanged). This approach has one notable disadvantage in that it could take a long time from the inception of an idea through to its ultimate delivery, although this will be improved with the focus on simple, non-controversial schemes.
- b) Area Committees consider EIP allocations twice per year. This has the advantage that small schemes could be delivered more quickly, but administration time, and associated costs (bid invitation, assessment, and consideration and adoption by Area Committees) would be higher. With a fixed annual budget, the total project value that Area Committees would have available to allocate each round would be lower.
- c) Area Committees have the choice of whether to allocate funds once, or twice, per year. This increases flexibility; however it does create some extra complexity for officers, though this is not considered insurmountable to overcome.

5.3 The recommended option is c); that Area Committees are given the choice of how frequently they would want to consider allocations.

6. Funding Caps

6.1 Setting a ceiling on individual EIP allocations would enable a reasonable programme and spread of projects to be developed and delivered in a more manageable way. A cap on City Council contributions towards schemes might also encourage other opportunities to 'top-up' budgets and permit more extensive projects to be taken forward.

6.2 The following options have been considered:

- a) Area Committees are set a rigid cap of, perhaps, £3,000, or £5,000, on each project. This maximises the number of projects that can be

considered within annual budget allocations, however it is rigid and inflexible and may restrict some projects whilst being suited to others.

- b) Area Committees have no cap on individual projects (unchanged). This approach allows the greatest flexibility. The risk that some areas might end up with just one or two large projects which may be better suited to other sources of funding, and/or that some wards might get nothing at all, remains. However this would be a decision for Area Committees to determine.
- c) Area Committees are set a cap of £5,000 per project, but this can be over-ruled at committee by a majority vote. This provides the greatest flexibility and potentially value for money, whilst guiding the committee towards small, easily deliverable projects.

6.3 The recommendation is for option c); that Area Committees are set a cap of £5,000 per project, but this can be over-ruled at committee by a majority vote.

7. Cap on Ward allocations

7.1 Introducing a cap on the number of projects possible to be included within any assessment round would be another means of speeding up development and delivery, but may reduce flexibility.

7.2 The following options have been considered:

- a) There is currently no maximum number of projects a ward can bring forward, or an Area Committee choose to allocate. This is very flexible, but can cause bottle necks in delivery timescales as officers have to initially assess, then prepare and consult, on a wide range and number of projects. Allocating funds more often than once per year would compound this pressure.
- b) Area Committees could set a maximum number of projects per ward, per round (perhaps two), and up to a maximum of 3 each year - ensuring that all Wards are given consideration. This would mean that a maximum of 42 new projects could be adopted city-wide in any one year. However, it does prevent flexibility should an Area Committee prefers to put its money in to lots of small projects (which may be something to be encouraged) although it puts significant pressure on delivery resources. In 2015-16 for example, West/Central Area Committee decided to support almost all bids put before it, adjusting the financial allocations to suit the overall budget available, with 15 new committed projects across 3 wards.

c) A maximum of £15,000 may be allocated per ward. This allows for flexibility within projects.

d) A maximum of £15,000 may be allocated per ward unless there is a majority vote to overturn it. However, the disadvantages are that this approach might not encourage smaller, and simpler, schemes.

7.3 The recommendation is for option b); that a maximum of two projects is included per round (maximum three projects per year), per ward.

8. EIP project selection process

8.1 It is recommended that the process for inviting and considering bids will be updated as follows:

- Officers invite Ward Councillors to submit projects for EIP funding (either once, or twice, per year) by specified deadline (likely 4-6 weeks) using a simple template (see **Appendices A and B**). This will include clear guidance on the relationship between EIP and the County Council's LHI programme.
- EIP guidance notes will be circulated with the project submission template, based on whichever of the above options are approved by The Executive Councillor. The guidance notes will include a list of typical or possible projects/ supporting evidence of need. It is suggested that a 1 month application window is sufficient, up to two times per annum.
- Officers then assess project submissions against agreed EIP criteria (based on the approved recommendations) including important considerations such as the scale of community need met (applicants would be requested to evidence this), anticipated ease of consultation, deliverability, estimated cost and value for money (against available budget), and any ongoing revenue implications.
- Officers will then use the assessment results to produce a ranked project shortlist with supporting explanation for each assessment outcome. Projects that are considered too expensive, complex or require major consultation would not be included on shortlist, and referred to the Capital Plan Programme.
- The assessment results will be presented in report format to Area Committees for consideration, including appendices

containing those projects not on the shortlist and the individual actual project submission proformas.

- Area Committees will consider the assessment report, including the recommended shortlist and approve allocation of project funding in accordance with approved funding caps and ward allocations (from options above).
- Changes will be considered to the Constitution in order to reflect the proposals and recommendations (if agreed). This would not have to be considered through Civic Affairs Committee since decisions regarding operational protocols for EIP rest with the Executive Councillor.

9. Implications

(a) Financial Implications

Capital budget of £170,000 per year for 3 years from 2016 to 2019 for environmental improvements to the public realm. Provision to be made within individual scheme allocations to mitigate increased ongoing operational costs.

(b) Staffing Implications

The changes to operating protocols recommended should ensure that the continued programme can be delivered within existing staffing resource.

(c) Equality and Poverty Implications

The impact of all programme schemes on Equality Act 'protected groups' is assessed at the design/ planning stage. All hard infrastructure schemes are designed to national standards to accommodate the needs of those with physical impairments, including mobility, sight and hearing. The overall impact of the programme is considered positive.

(d) Environmental Implications

The programme is delegated to Area Committees to approve schemes which deliver local environmental improvements. As a result, the overall impact of the programme on the environment for Cambridge is rated as +M.

(e) Procurement

The programme schemes are either delivered in-house utilising existing resources within the Streets & Open Spaces service, or via existing framework contract arrangements. To ensure value for

money, the larger programme schemes are often delivered through competitive tender processes.

(f) **Consultation and communication**

All the programme's schemes are consulted on at the planning/ design stage, with the level/ type of consultation determined by and proportionate to the nature, scale and scope of the proposed scheme. With the majority of the programme schemes being small- scale, it is imperative that the proportionate principle continues to be followed in any future extension of the programme.

(g) **Community Safety**

The programme is designed to deliver local public realm environmental improvements and foster increased pride of place and community cohesion. As a result, the programme is considered to have a positive impact on community safety.

10. Background papers

- Section 11 of the Constitution relating to Area Committees and EIPs
- Community Services Scrutiny Committee meeting 16/10/2014 – paper and meeting minutes

11. Appendices

Appendix A – EIP Project Proposal Template

Appendix B – Programme eligibility criteria

12. Inspection of papers

To inspect the background papers, or if you have a query on the report, then please contact:

Author's Name:	Alistair Wilson
Author's Phone Number:	01223 - 458514
Author's Email:	alistair.wilson@cambridge.gov.uk

Appendix A – EIP Project Proposal Template



environmental-improvement-programme-suggestion-form.pdf

Environmental Improvement Programme (EIP)



Print Form

Email to Cambridge City Council

Date:

First Name:

Surname:

Address:

Post Code:

Telephone:

Email address:

Location:

Ward Councillor Aware ☐

Suggested Improvement:

Benefits to the Local Area:

Appendix B: Programme eligibility criteria

The following criteria were agreed by the Executive Councillor (Environment) on the 18th March 2003 with amendments agreed 22 March 2005.

Essential Criteria:

- Schemes should have a direct, lasting and noticeable improvement to the appearance of a street or area.
- Schemes should be publicly visible and accessible.
- Should the scheme be on private land, the owners' permission must be granted – unless there are exceptional circumstances by which the Area Committee may wish to act unilaterally, with full knowledge and responsibility for the implication of such action.
- Schemes must account for future maintenance costs.

Desirable criteria:

- Active involvement of local people.
- The project will benefit a large number of people.
- 'Partnership' funding.
- The potential for inclusion of employment training opportunities.
- Ease and simplicity of implementation.
- Potential for meeting key policy objectives (e.g. improving community safety or contributing to equal opportunities).

Ineligible for funding:

- Where a readily available alternative source of funding is available.
- Revenue projects.
- Schemes that have already received Council funding (unless it can be clearly demonstrated that this would not be 'top up' funding).
- Works that the City or County Council are under an immediate obligation to carry out (e.g. repair of dangerous footways)
- Play areas (S106 funding should pay for this resource)

Other Information:

The following categories of work were agreed as being eligible for funding by the Area Committees:

- Works in areas of predominately council owned housing
- Works to construct lay-bys where a comprehensive scheme can be carried out which not only relieves parking problems but achieves environmental improvements.



To: Executive Councillor for City Centre and Public Places: Councillor Carina O'Reilly

Report by: Head of Planning Services

Relevant scrutiny committee: Customer and Community Services Committee 8/10/15

Wards affected: All

CHERRY HINTON HIGH STREET LOCAL CENTRE IMPROVEMENTS – REPORT AND OUTCOME OF PUBLIC CONSULTATION Not a Key Decision

1. Executive summary

- 1.1 This report details proposals to improve Cherry Hinton High Street. The scheme will be jointly developed and funded by Cambridge City Council and Cambridgeshire County Council. The scheme will involve upgraded cycleways, soft and hard landscaping, improvements to crossing points and improved public realm on Cherry Hinton High Street between the Robin Hood junction to the south and Teversham Drift to the north. The City Council part of the project has been developed in line with the Local Centres Improvement Programme, for which approval was granted by the Executive Councillor for City Centre and Public Places in October, 2014, to improve two local centres (Cherry Hinton High Street and Arbury Court) and a third still to be determined.

2. Recommendations

- 2.1 The Executive Councillor is recommended to:
- a) Note the results of public consultation on improvements to Cherry Hinton High Street as set out in **Appendix B**.
 - b) Note that the scheme is being proposed for funding through the Mid-Year Financial Review (MFR).
 - c) Agree the proposed improvements to Cherry Hinton High Street as set out in **Appendix C** which will be finalised for the purposes of procurement in partnership with Cambridgeshire County Council, and to agree that any final modifications to the detailed

improvements and design will be agreed with the Chair, spokes and city and county members of Cherry Hinton ward.

3. Background

- 3.1 Consultation on proposed improvements to Cherry Hinton High Street was undertaken in March 2015. The consultation was run by the county council with the city officers providing design advice and support and promoting changes jointly.
- 3.2 The consultation was very well attended and a series of open questions were posed about what physical improvements could be made to Cherry Hinton High Street. A questionnaire was provided and 431 respondents completed this questionnaire. County officers prepared a summary report to show the responses for 'All Respondents'. The following "headline" outcomes are relevant. The Phase 1 proposal consulted upon is shown attached in **Appendix A**.
- 3.3 The consultation noted the potential for a "Phase 2" to the improvements. This was done in order to gauge what level of support existed for more extensive improvements but at the same time being clear that funding would be subject to prioritised project funding managed by the county council. "Phase 1" improvements are being proposed however Phase 2 proposals are not being put forward at this time. Consultation results are outlined in **Appendix B**. These reveal a good level of support for changes to Rectory Terrace, removal of cycle bollard islands and unnecessary signs, railings etc., and introducing cycle lanes along each side of the High Street.
- 3.4 Results were more mixed with relation to the removal of the centre line on the street and with respect to removing mini-roundabouts at four junctions. Both City Council and Cambridgeshire County Council officers continue to recommend removal of the centre line. The mini-roundabouts are all retained, partly given very mixed consultation responses in respect of their removal but also given the cost for removal will likely exceed the overall project budget. The removal of the centre line has been done in many similar schemes and it is now common that there is no centre line in the new neighbourhoods around Cambridge, for example at Great Kneighton and Trumpington Meadows outside Trumpington. An even better known example is of Kensington High Street in London which represents and exemplar nationally in the "de-cluttering" of streets.
- 3.5 The proposals being put forward following consultation are intended to help re-enforce the original principles of the Local Centre Improvements Programme in creating "pride of place" and helping support the local economy through enhancements to the physical environment. The proposals represent "best practice" in urban design,

landscape and the design of streets as promoted via Manual for Streets¹ and other contemporary guidance in the improvements of city streets. The main features of the proposals attached at **Appendix C** therefore include:

- I. Proposals for the area of public realm outside the Post Office, on the corner of the High Street and Mill End Road:
 - a. New planting low level shrubs and tree, replacing function of unattractive guardrail
 - b. New bike stands
 - c. Benches
 - d. High quality surfacing
 - e. Potential to up-grade crossing to controlled/push button crossing
- II. Proposals for the public realm outside the local library and block of flats:
 - a. New options for a rainwater garden to replace amenity grass
 - b. New hedgerow planting
 - c. Resurfacing of the footpath to link with forecourt outside library (to coincide with intended extension to library)
 - d. Additional planting
 - e. Improved planting and surfacing outside small listed thatched cottage on high street, subject to owner approval
 - f. Proposed informal crossings with alternate materials, to be delivered by the county council.
- III. Proposals to the area of public realm on the corner of the High Street and Colville Road:
 - a. Wider footways to compensate for the removal of unattractive guardrail
 - b. Improved surfacing on footways
 - c. Amenity planting to small area of public grass

¹ Department for Transport (DfT) and the Department for Communities and Local Government (DCLG), WSP et al. *Manual for Streets*, Thomas Telford, 2007.

- d. Wider and more improved informal crossing point to link spaces
- e. improved planting on small sections of footway to replace functionality of bollards.

IV. Proposals for Rectory Terrace adjacent to Chelwood Road:

- a. Highly attractive and environmentally beneficial Rainwater Gardens
- b. New surfacing throughout
- c. Seating
- d. New tree planting to improve street scene.

V. Proposals for High Street:

- a. New cycle lanes on both sides including removal of cycle chicanes and various highway features
- b. Widened footway to allow for removal of unattractive guardrail
- c. Amenity planting replaced with low maintenance but attractive shrub planting
- d. New trees to replace existing, proving a longer useful life expectancy.
- e. Upgrading block paving surfaces at bus laybys
- f. Entrance Signage. Relocating (at south end) and possibly one new (at north end) village entrance signage together with (subject to agreement with County Council and funding) raised tables to create entrance “features”

3.6 Officers have had to carefully sift through what represent, in respect of some parts of the consultation, very mixed views from the public. At the same time officers are able to recommend those parts of the “Phase 1” proposals which received the highest level of support. Having to make recommendations from disparate views in respect of parts of the proposals was inevitable given the significant length of the High Street, the sheer number of users and different opinions put forward, and the need to provide improvements within a fixed budget. In addition, some proposals will need to be the subject of final pricing and agreement with the county (controlled push button crossing at post office, raised table parts of entrance features for example). It is hoped however that almost all of the items set out in the Phase 1

consultation drawings in March 2015 will now be progressed. A further public exhibition to report the final planned proposals will be held later in October/early November so residents can appreciate the results of the consultation and what is planned to be taken forward. As a final approval step, County Council officers will be preparing a report on the proposals for approval of their parts of the project to their Environment and Economy Committee meeting this coming December or January. Once that approval is received then final procurement, final detailed design, and construction can commence in 2016.

3.7 The total combined city and county budget represents £507,000 which is made up of the following:

- £200,000 City Council Local Centres Improvements funding to be secured through the Mid-Year Financial Review
- £72,000 City Council Environmental Projects funding earmarked for Rectory Terrace
- £20,000 private funding for Rectory Terrace landowner
- £215,000 capital cycle funding from County Council

3.8 Subject to the necessary approvals, the project will be procured under the County Council's highway services framework contract and overseen by both County and City Council officers working jointly on finalising the detailed design for construction. It should be noted that £20,000 of funding for Rectory Terrace improvements is being secured from the land owner with works taking place on their land. The completion of the works will be the subject of an agreement between the City Council and the landowners to guarantee the long-term maintenance of the works (as has been negotiated for environmental improvements in other parts of the city when works are undertaken on private lands). Similar agreements may be required for other areas of the scheme.

4. Implications

(a) Financial Implications

Total City Council funding of £200,000 (in addition to £92,000 already secured for the Rectory Terrace element of the project) has already been identified and included in the MFR by the City Council's Capital Programme Board. The County Council is providing £215,000 of funding primarily for the creation of improved cycling facilities. The

total overall budget is therefore expected to be £507,000 for the improvements to Cherry Hinton High Street.

(b) Staffing Implications

The Cycling Infrastructure Team at the County Council are leading the work with input from colleagues in the Environment Department at Cambridge City Council. Some client team staffing costs will need to be met from the overall project budget for Local Centres Improvements.

(c) Equality and Poverty Implications

An EQiA was completed for the project and determined that the impact of the scheme would be positive overall. The improvement of local centres is considered positive in terms of helping promote equal opportunity and economic prosperity through improved quality of environment in selected local centres for all, regardless of economic status, age, ability or orientation.

(d) Environmental Implications

The environmental implications of the programme are considered to be positive as they support the quality and continuity of the city's neighbourhoods through the improvement of selected local centres and will be positive for residents, the local economy, businesses and tourism alike.

(e) Procurement

Procurement will be undertaken by the County Council and arrangements put in place for cost sharing and payment at key milestones during and after delivery of the project. The arrangements will be in accordance with the County and City Council's procurement rules.

(f) Consultation and communication

Significant local public and stakeholder engagement has been undertaken to inform and determine the scope. More detailed consultation will be required as part of finalising the detailed design package. See **Appendix A** and **B** as well as comments included in the main body of this report.

(g) Community Safety

The programme is designed to deliver public realm improvements and foster increased pride of place and community cohesion. As such, it is expected to have a positive impact on community safety. A safety audit of the proposed design is being undertaken by the county council to ensure the final design is safe for all users.

5. Background papers

Report and minutes from the Community Services Scrutiny Committee meeting of October 16, 2014 regarding the Local Centres Improvement Programme

6. Appendices

Appendix A – Phase 1 Improvements Plan of consultation proposals (March 2015)

Appendix B – Consultation on the use of Cherry Hinton High Street - results (March 2015)

Appendix C (4x drawing = C1, C2, C3 and C4) – Cherry Hinton High Street and Local Centre proposals

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Glen Richardson

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PHASE 1 IMPROVEMENTS PLAN

2

Phase 1 proposals include the creation of new 1.5m wide cycle lanes and the removal of the road white centre line to encourage cars to reduce speeds. Under these plans, the cycle bollard islands would also be removed and the bus stop lay-bys taken out and replaced with on-road bus stops. Two new 'village gateways' would be created at the north and south ends of the High Street, with raised tables and textured road surface to indicate the entrances to the traffic calmed High Street.

Further traffic calming measures include two cycle-friendly speed humps which could be introduced along with vehicle activated speed signs. The pedestrian crossing outside the primary school would be improved and along the High Street unnecessary signage, railings, posts and street furniture would be removed. On-street parking would be unaffected.

Any works decided as a result of this consultation would take place in Summer 2016.



Illustrative view of Primary School crossing as proposed



Wider cycle lanes and reduced clutter as proposed



Southern Village Gateway as proposed

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Consultation on the use of Cherry Hinton High Street

Overall 431 respondents completed this questionnaire. The report has been filtered to show the responses for 'All Respondents'.

How did you hear about our consultation?

Leaflet (238) 57%
Event (10) 2%
Email (e.g. ParentMail) (52) 13%
Library (5) 1%
Local newspaper (23) 6%
Social media (e.g. Twitter, Facebook) (15) 4%
County Council/City Council website (16) 4%
Word of mouth (35) 8%
Other - please state: (23) 6%

Are you:

A resident of Cherry Hinton (350) 81%
A resident elsewhere in Cambridge (51) 12%
A resident of Teversham or Fulbourn (12) 3%
Resident elsewhere in Cambridgeshire (12) 3%
Resident outside Cambridgeshire (-)
Other - please state: (6) 1%

Please provide your age:

Under 24 (11) 3%
25-34 (62) 15%
35-44 (80) 19%
45-54 (95) 22%
55-64 (63) 15%
65-74 (64) 15%
75 or over (49) 12%

Do you primarily use Cherry Hinton High Street as:

A travel route to your destination (198) 46%
A place to shop and use local amenities (215) 50%
An employee of a business on the High Street (16) 4%
I don't use the High Street (2) 1%

How do you usually travel through the High Street?

As a pedestrian (140) 33%
As a cyclist (109) 25%
By car (144) 33%
By bus (16) 4%
Other - please state: (22) 5%

**How far do you support the following proposed improvements in Phase One:
(Creating visual and practical improvements to Rectory Terrace)**

Strongly support (217) 52%
Support (148) 35%
Oppose (5) 1%
Strongly oppose (14) 3%
Don't know / No opinion (37) 9%

**How far do you support the following proposed improvements in Phase One:
(Removing the cycle bollard islands)**

Strongly support (207) 49%
Support (122) 29%
Oppose (26) 6%
Strongly oppose (29) 7%
Don't know / No opinion (38) 9%

**How far do you support the following proposed improvements in Phase One:
(Removing the white centre line marking along the road)**

Strongly support (67) 16%
Support (87) 21%
Oppose (90) 22%
Strongly oppose (112) 22%
Don't know / No opinion (61) 15%

**How far do you support the following proposed improvements in Phase One:
(Removing unnecessary signs, railings, bollards and street furniture)**

Strongly support (226) 54%
Support (135) 32%
Oppose (16) 4%
Strongly oppose (14) 3%
Don't know / No opinion (30) 7%

**How far do you support the following proposed improvements in Phase One:
(Creating new 1.5m wide cycle lanes along each side of the High Street)**

Strongly support (167) 40%
Support (99) 24%
Oppose (66) 16%
Strongly oppose (68) 16%
Don't know / No opinion (22) 5%

**How far do you support the following proposed improvements in Phase One:
(Removing bus laybys and creating on road bus stops)**

Strongly support (91) 22%
Support (80) 19%
Oppose (90) 22%
Strongly oppose (117) 28%
Don't know / No opinion (41) 10%

**How far do you support the following proposed improvements in Phase One:
(Introducing cycle-friendly speed humps and vehicle activated speed signs)**

Strongly support (151) 36%

Support (151) 36%
Oppose (33) 8%
Strongly oppose (46) 11%
Don't know / No opinion (36) 9%

**How far do you support the following proposed improvements in Phase One:
(Altering the pedestrian crossing outside Cherry Hinton Primary School to
create a raised table pedestrian/cycle crossing area)**

Strongly support (118) 28%
Support (151) 36%
Oppose (39) 9%
Strongly oppose (41) 10%
Don't know / No opinion (73) 17%

**How far do you support the following proposed improvements in Phase One:
(Creating 'Village Gateways' raised table areas to indicate the beginning and
end of the High Street)**

Strongly support (112) 26%
Support (146) 34%
Oppose (51) 12%
Strongly oppose (58) 14%
Don't know / No opinion (57) 13%

**How far do you support the replacement of mini-roundabouts at the following
locations with raised table T-junctions. (Fishers Lane)**

Strongly support (105) 25%
Support (106) 25%
Oppose (57) 14%
Strongly oppose (118) 28%
Don't know / No opinion (32) 8%

**How far do you support the replacement of mini-roundabouts at the following
locations with raised table T-junctions. (Chelwood Road)**

Strongly support (100) 24%
Support (102) 24%
Oppose (53) 13%
Strongly oppose (127) 30%
Don't know / No opinion (36) 9%

**How far do you support the replacement of mini-roundabouts at the following
locations with raised table T-junctions. (Colville Road)**

Strongly support (103) 25%
Support (105) 25%
Oppose (58) 14%
Strongly oppose (123) 29%
Don't know / No opinion (32) 8%

**How far do you support the replacement of mini-roundabouts at the following
locations with raised table T-junctions. (Mill End Road)**

Strongly support (105) 25%
Support (99) 24%
Oppose (49) 12%

Strongly oppose (141) 34%
Don't know / No opinion (24) 6%

**How far do you support the following proposed improvements in Phase Two:
(Narrowing side road junctions to make it easier for pedestrians to cross)**

Strongly support (101) 24%
Support (114) 28%
Oppose (86) 21%
Strongly oppose (61) 15%
Don't know / No opinion (53) 13%

**How far do you support the following proposed improvements in Phase Two:
(Creating a single roundabout at Teversham Drift junction)**

Strongly support (208) 49%
Support (142) 34%
Oppose (18) 4%
Strongly oppose (17) 4%
Don't know / No opinion (36) 9%

**How far do you support the following proposed improvements in Phase Two:
(Introducing 'floating' bus stops by the Recreation Ground and between
Coldhams Lane and Fernlea Close)**

Strongly support (85) 28%
Support (93) 21%
Oppose (69) 17%
Strongly oppose (115) 23%
Don't know / No opinion (51) 12%

**How far do you support the following proposed improvements in Phase Two:
(Creating a shared surface through the central village shopping area of the
High Street)**

Strongly support (110) 27%
Support (123) 30%
Oppose (59) 14%
Strongly oppose (83) 20%
Don't know / No opinion (38) 9%

**How far do you support the following proposed improvements in Phase Two:
(Making visual and practical improvements at the Mill End Road shopping area
including closing the road to the rear of Rhode Island to create a
pedestrianised area)**

Strongly support (138) 33%
Support (106) 25%
Oppose (53) 13%
Strongly oppose (89) 21%
Don't know / No opinion (34) 8%

**How far do you support the following proposed improvements in Phase Two:
(Making off-road improvements e.g. landscaping along the length of the High
Street)**

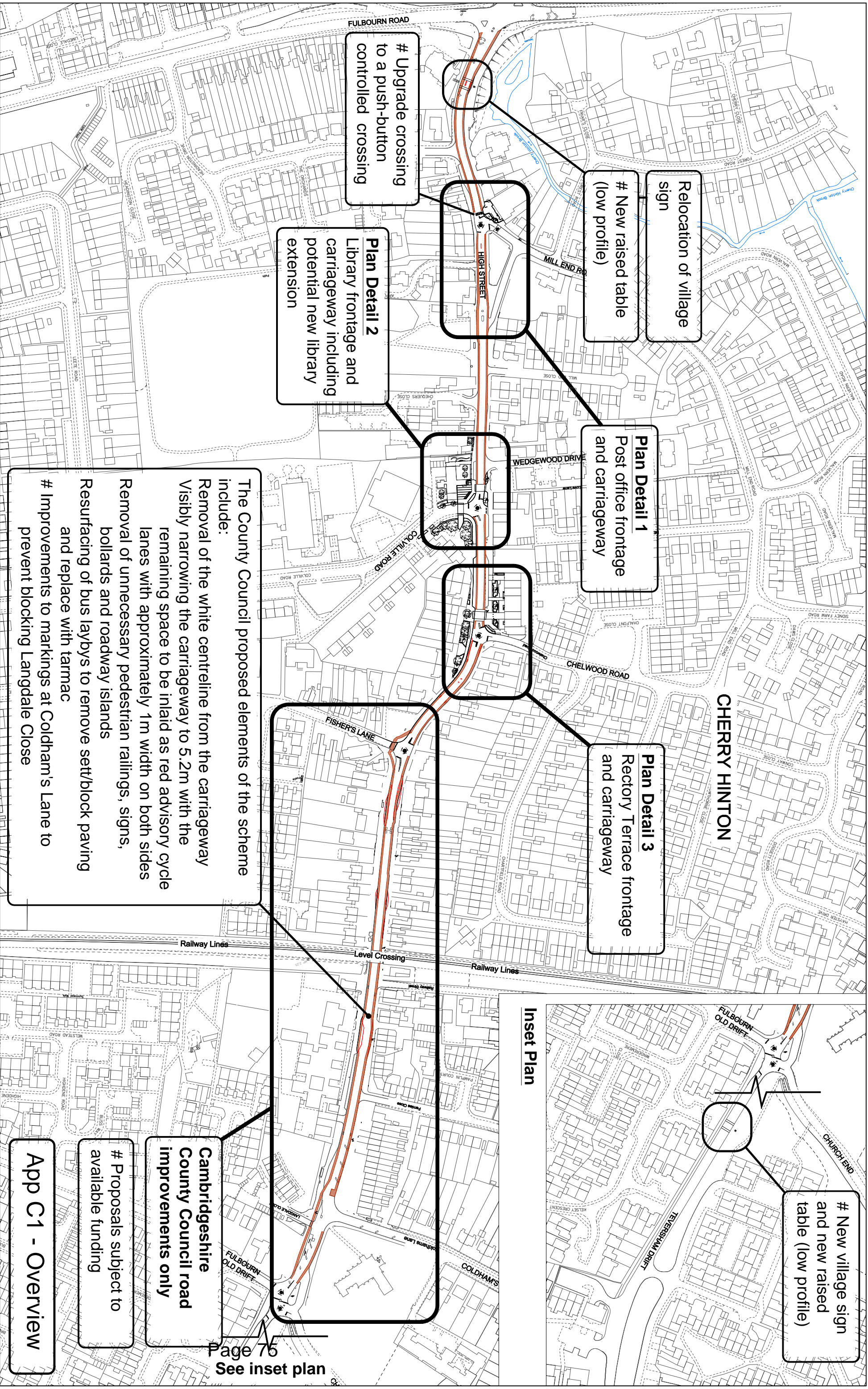
Strongly support (216) 51%

Support (140) 33%
Oppose (9) 2%
Strongly oppose (16) 4%
Don't know / No opinion (43) 10%

Do you believe that the improvements to Cherry Hinton High Street suggested in this survey are needed?

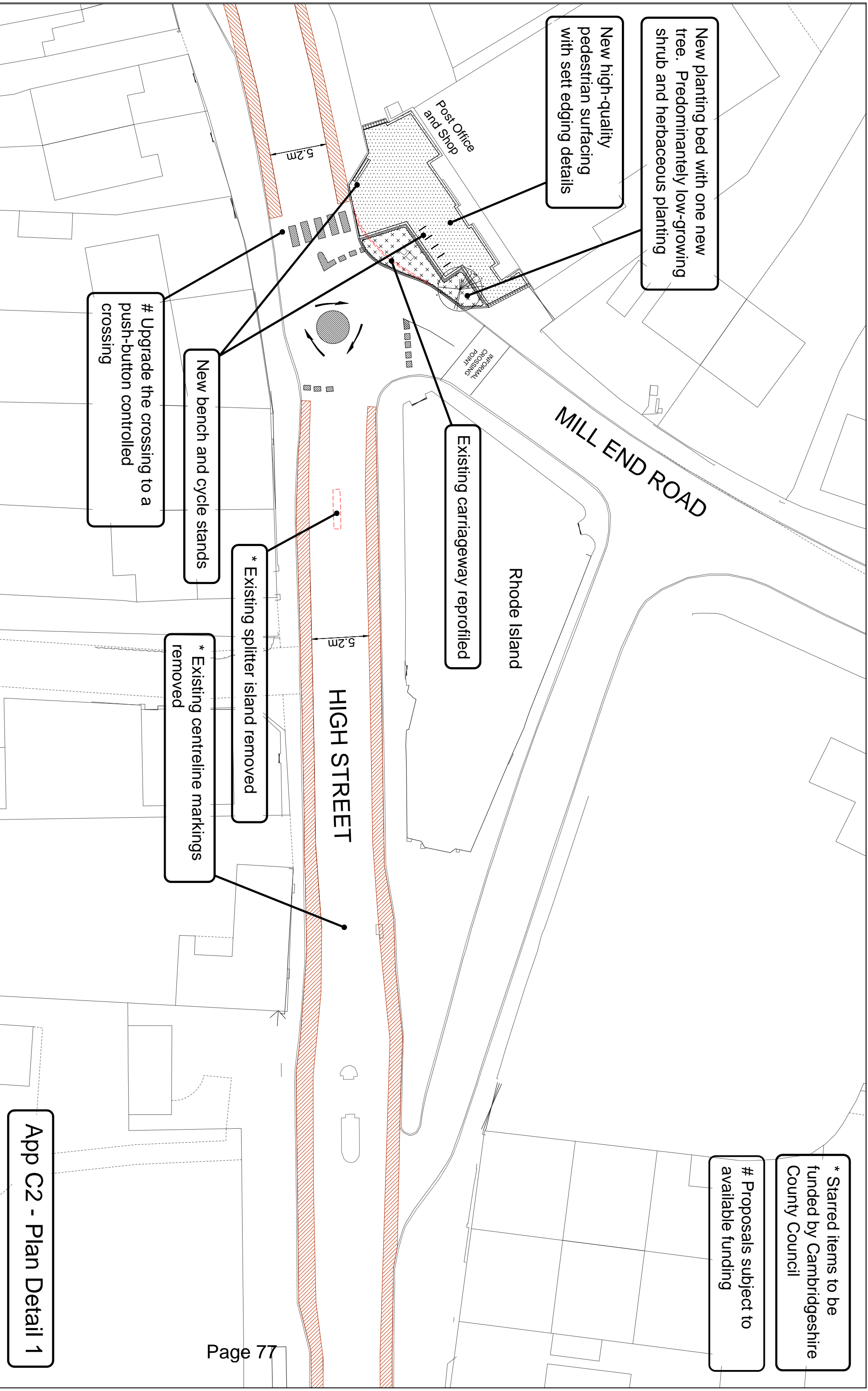
Yes (323) 75%
No (75) 17%
Don't know (33) 8%

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Cherry Hinton High Street and Local Centre Proposals

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* Starred items to be funded by Cambridgeshire County Council

Proposals subject to available funding

App C2 - Plan Detail 1

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Four rain garden planting beds. Edged with conservation kerbs, benches and paving. Each with one new cherry tree and low level shrub planting.

New cycle stands

* Existing footway resurfaced and widened

* Existing carriageway
reprofiled and kerbs adjusted
to suit new layout

New timber benches and cycle stands

New block paved crossing table.

**Proposed shrub planting
within verge areas behind
new timber knee-rail fencing**

Existing trees to remain

New knee-rail fencing

Two new trees to verge area

App C4 - Plan Detail 3

1 HIGH STREET

~~CHELWOOD ROAD~~

Rector's Terrace

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To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Alistair Wilson - Streets and Open Space Development Manager

Relevant scrutiny committee: Community Services Scrutiny 8/10/2015

Wards affected: All - Abbey Arbury Castle Cherry Hinton Coleridge East Chesterton King's Hedges Market Newnham Petersfield Queen Edith's Romsey Trumpington West Chesterton

OUTDOOR PLAY INVESTMENT STRATEGY

Key Decision

1. Executive summary

- 1.1 The proposed strategy detailed in appendix A of this report provides a strategic framework to steer future outdoor play provision and associated investment decisions.
- 1.2 The strategy has been informed by a detailed audit of outdoor play provision including an assessment of current quantity, quality and accessibility against current and future population growth. The results of this assessment have been used to identify deficiencies in provision in terms of quantity, quality and accessibility.
- 1.3 The strategy has been developed in consultation with both internal and external stakeholders including senior officers of the Council whose responsibilities relate to children's and young people's play provision.
- 1.4 The strategy makes recommendations which aim to maximise the use of available resources and associated future investment opportunities to deliver high quality, high value, well used outdoor play provision for children and young people over the period 2016 to 2021.

2. Recommendations

The Executive Councillor is recommended to:

- a) Approve the proposed outdoor play investment strategy at appendix A; and
- b) Instruct Officers to:
 - i. Prepare ward based profiles to inform the planning and decision making around the allocation of Section 106, CIL and other such investment opportunities on outdoor play provision;
 - ii. Use the ward profiles to inform reviews of specific outdoor play spaces considered to be low value/ low use involving key stakeholders, including children, young people and their families and local Ward councillors;
 - iii. Prepare an investment plan for both local and strategic play provision, informed by the strategy and ward profiles;
 - iv. Use the investment plan to make recommendations on the allocation of funds for both local and strategic outdoor play provision, such as S106, CIL, bids to the Council's capital plan, and external investment opportunities; and
 - v. Develop a design guide to aid future planning and delivery of good quality/ high value children's and young people's outdoor play provision.

3. Background

- 3.1 The strategic direction of the Council's outdoor play provision has been previously considered in the broader context and setting of the Parks Management Plan 2010-2014¹.
- 3.2 The ongoing period of public sector austerity and associated financial pressures have highlighted the need for a review of the Council's current outdoor play provision and associated investment needs and for the development of a new supporting long term strategy. One of the key aims of the proposed new strategy is to inform and guide current and future investment in the delivery of high quality, high value, and well used outdoor play opportunities for children and young people.

4 Audit and assessment

- 4.1 In January 2015, Streets and Open Spaces launched a period of audit

¹ Committee decision 10/CS/12 Cambridge Parks 2010 - 2014
Report Page No: 2

and assessment of outdoor play provision to inform the development of the proposed new strategy. This research included the following areas of work:

- A review and update of the quantitative and qualitative assessment results of fixed play provision previously carried out in 2010 for the Parks Management Plan;
- An examination of current levels of fixed play provision against the 2011 Census data at ward level;
- Consideration of whether current provision is still 'fit for purpose', 'well located' and 'well used';
- Consideration of whether current play provision should be redesigned to better meet the needs of catchment community.

4.2 The research undertaken has resulted in the following findings, which have been used to inform the new strategy:

- The identification of outdoor play spaces that are considered integral to city wide provision and should be protected.
- Deficiencies in the quantity, accessibility, quality and value of outdoor play provision that need to be addressed.
- Requirements in new provision to meet future needs or address existing deficiencies.
- Outdoor equipped play facilities that are poorly located and no longer fit for purpose
- Clear criteria for future investment decisions on outdoor play provision

4.3 In addition to the above, the following key strategic issues and options were identified:

- Current public sector financial pressures are likely to increase and continue for a number of years. Can the City Council sustain the provision and maintenance of the current 90+ equipped play spaces?
- Nearly two in five (39%) outdoor play spaces in Cambridge have a very limited number and range of equipment. Should there be a programme of redesign/ consolidation of current provision, targeting low use/ low quality equipped play spaces?
- A number of current outdoor play spaces serve overlapping catchment areas. Should some of these be considered for decommissioning and redesign as amenity open space or other community use?

- A number of local authorities have developed what are termed 'Destination Playgrounds', ie. large play spaces which serve a strategic catchment audience. Should the Council focus future investment on creating additional 'destination' play spaces?
- Child poverty and multiple deprivation is concentrated in the four wards of King's Hedges, Abbey, East Chesterton and Arbury. Should these four wards be given priority when decisions about play area consolidation and investment are to be determined.

4.4 These key strategic issues and options were considered at two stakeholder workshops, one involving Executive Councillors and the other, Council officers representing Children & Young People, Streets & Open Spaces and Planning Policy services; and at a Council organised focus group involving a representative sample of local residents.

5 Strategic direction

5.1 The proposed new strategy sets out the Council's vision and strategic aims for the provision of outdoor play for children and young people over the period 2016-21. The proposed vision and aims are as follows:

5.1.1 Vision

"Play is a fundamental right² and need for the health and well-being of children and young people, and is crucial in shaping their development and learning. Cambridge City Council will support and promote investment in the sustainable provision of good quality, high value outdoor play, which meets the needs of the city's children and young people through the implementation of this strategy over the period 2016-2021."

5.1.2 Aims

- a) To sustain the provision of good quality/ high value outdoor play across the city;
- b) To provide equitable access to good quality/ high value outdoor play provision for all sections of the community;
- c) To target investment in the provision of high quality/ high value/ low cost outdoor play provision to address current deficiencies, both in terms of quantity and/ or quality;

² UN Convention on the Rights of the Child
Report Page No: 4

- d) To fully engage local children, young people and their families in the review and decision making process surrounding the provision of outdoor play
- e) To ensure outdoor play provision, especially on new development sites, is good quality/ high value and meets the needs of the catchment community”

5.2 In support of the implementation of the vision and aims, the strategy recommends the following key actions:

- a) Prepare ward based profiles to inform the planning and decision making around the allocation of Section 106, CIL and other such investment opportunities on outdoor play provision;
- b) Use the ward profiles, to inform reviews of outdoor play spaces considered to be low value/ low use, involving key stakeholders, including children, young people and their families and local Ward councillors;
- c) Prepare an investment plan for both local and strategic play provision, informed by the strategy and ward profiles;
- d) Use the investment plan to determine allocation of S106 funds project bids to the Council’s capital plan and other external investment opportunities for both local and strategic outdoor play provision; and
- e) Develop a design guide to aid future planning and delivery of good quality/ high value children’s and young people’s outdoor play provision.

6. Implications

(a) **Financial Implications**

The City Council currently manages 88 outdoor play spaces across 14 wards with an annual revenue budget of approximately £84,000. This budget covers routine maintenance, equipment and surfacing repair and minor replacements, painting and topping up loose fill surfaces (bark & sand). In addition to the routine maintenance, £77,000 revenue expenditure is allocated to undertake major repairs of existing play areas which are reaching the end of its product lifecycle of typically 11 years.

The Council no longer makes budgetary provision for Repairs and Renewals. Instead, such items are considered on a case by case basis through the new Capital Plan Programme process. The Strategy will be used to direct capital investment in outdoor play provision.

Since the new S106 pooling constraints came into force on 6 April 2015, the Council has only been able to enter into just a few new S106 agreements. This has affected all public realm infrastructure contribution types significantly, including fixed play provision.

(b) Staffing Implications

The recently completed service review and the associated restructure of Streets and Open Spaces, has created capacity within the new service to support the Strategy's development and implementation.

(c) Equality and Poverty Implications

The completed EQIA has indicated positive impacts, namely equal access to good quality/ high value outdoor play across the city; the engagement of local children, young people and their families in the review and decision making process surrounding changes to and investment in specific outdoor play spaces.

To ensure outdoor play provision is good quality/ high value and meets the needs of the catchment community, EQIAs shall be completed on individual projects delivered as a consequence of this strategy, to ensure positive impacts are maximised and any negative impacts mitigated.

(d) Environmental Implications

The new strategy's aims and associated actions are likely to have a low positive environmental impact. For example, opportunities to replace low value equipped play provision with low cost (maintenance)/ high value 'natural play' or equivalent provision will reduce daily and monthly inspection rounds and associated vehicle emissions; and free up space to be redesigned/ landscaped, including planting and wildlife habitat.

(e) Procurement

Some of the recommended actions flowing from the Strategy will result in procurement decisions needing to be made by the Council. Separate reports on these actions will be provided at an appropriate future time.

(f) Consultation and communication

Key strategic issues and options were considered at two stakeholder workshops, one involving Executive Councillors and the other, Council officers representing Children & Young People, Streets & Open Spaces and Planning Policy services; and at a Council organised focus group involving a representative sample of local residents.

(g) Community Safety

There are no significant community safety issues associated with the strategy.

7. Background Papers

- 10/CS/12 Parks Management Plan 2010-2014.

8. Appendices

- 'Outdoor Play Investment Strategy'; September 2015, Ashley Godfrey Associates.

9. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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CAMBRIDGE CITY COUNCIL

OUTDOOR PLAY INVESTMENT STRATEGY 2016 – 2021

Prepared in September 2015 by

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Executive Summary

This strategy provides a framework to steer future outdoor play provision and associated investment decisions.

The strategy has been informed by a detailed audit of outdoor play provision including an assessment of quantity, quality and accessibility against current and future population growth. The results of this assessment have been used to identify deficiencies in provision in terms of quantity, quality and accessibility.

The strategy has been developed in consultation with both internal and external stakeholders including senior officers of the Council whose responsibilities relate to children's and young people's play provision.

The strategy makes recommendations which aim to maximise the use of available resources and associated future investment opportunities to deliver high quality, high value, well used outdoor play provision for children and young people over the period 2016 to 2021.

1 Strategic Vision and Aims

1.1 Vision

Play is a fundamental right¹ and need for the health and well-being of children and young people, and is crucial in shaping their development and learning. Cambridge City Council will support and promote investment in the sustainable provision of good quality, high value outdoor play, which meets the needs of the city's children and young people through the implementation of this strategy over the period 2016-2021.

1.2 Aims

In pursuit of this vision, the Council will focus on the following strategic aims:

- a) To sustain the provision of good quality/ high value outdoor play across the city;
- b) To provide equitable access to good quality/ high value outdoor play provision for all sections of the community;
- c) To target investment in the provision of high quality/ high value/ low cost outdoor play provision to address current deficiencies, both in terms of quantity and quality;
- d) To fully engage local children, young people and their families in the review and decision making process surrounding the provision of outdoor play; and
- e) To ensure outdoor play provision, especially on new development sites, is good quality/ high value and meets the needs of the catchment community.

1.3 Play Statements

Underpinning these aims, the Council will continue to pursue and promote the following seven 'Play Statements' from the Cambridge Play Strategy².

- a) We are committed to making sure that all children have access to rich, stimulating environments that offer challenge and provide opportunities to take 'acceptable' risks
- b) We understand that children and young people need opportunities to play on their own but, also very importantly with others
- c) We believe that children and young people enjoy a range of play opportunities but that the built environment is not always conducive to safe or accessible play. We will work alongside partner organisations to ensure that good quality play provision in new communities is prioritised
- d) We are committed to ensuring that environments, services and provision for play

¹ UN Convention on the Rights of the Child

² Cambridge City Neighbourhood Play Strategy For Children and Young People 2007 - 2012

are fun, child friendly, welcoming and accessible to all children and young people

- e) We will provide good quality play opportunities that support and promote children and young people's health and well being
- f) We will continue to actively involve children and young people when developing all of our play opportunities and play spaces and engage with them other issues of local interest and importance that relate to their lives
- g) Play facilities for children and young people will comply with all legislative requirements and be 'safe enough'

2. Background

2.1 Purpose and Scope

The purpose of this strategy is to review the Council's outdoor play provision and inform and guide its future investment and development over the period 2016-21. The aim is to reduce maintenance costs whilst sustaining and where possible improving the quality of the 'play offer'. In pursuing this strategy, the Council will ensure there is no loss of existing public open space.

Guidance provided by Play England has been followed in the preparation of this strategy³.

The strategy has been developed in accordance with the brief in **Appendix A**.

2.2 Framework of the Strategy

The strategy starts by defining play and demonstrating its value and significance for children and young people and the contribution it makes to wider agendas.

It then goes on to outline the local and strategic context for the strategy provides the direction for the development of the strategy. At the local level the strategy needs to address a number of cross cutting issues such as health and wellbeing and anti-poverty. In addition, there is a need for an understanding of the wider policy context within which the play investment strategy will need to be implemented.

An audit of outdoor play spaces in Cambridge includes assessments of quality. The audit informs an analysis of provision relative to needs and the population.

Consideration is given to the extent to which the existing stock of play areas meet the needs of the catchment community and to any deficiencies in provision in terms of quantity, quality and accessibility.

A review of the financial considerations looks at the annual revenue budget for maintaining the play spaces and the capital resources required to undertake major repairs and renewal of existing play areas which are reaching the end of their lifecycle. Management issues are covered including the need for regular inspection, routine maintenance, equipment and surfacing repair and minor replacements.

In addition the planning of new provision as part of new housing development is considered along with the requirement for financial contributions to upgrade existing play areas close to new development sites.

The strategy has been developed in consultation with both internal and external stakeholders including senior officers of the Council whose responsibilities relate to play provision, and children and young people.

³ Planning for Play: Guidance on the development and implementation of a local play strategy, 2006 and Embedding the Play Strategy 2010.

2.3 Defining, What is Play?

‘Play’ has been defined⁴ as, freely chosen, personally directed and intrinsically motivated behaviour that actively engages the child or young person (inc. age range covered). This definition is widely recognised and understood in the play sector; in lay terms children are playing when they are doing what they want to do, in the way they want to and for their own reasons.

The term ‘play provision’ is used to describe settings where the primary aim is for children to play. Play England’s objective⁵ for good play provision has been summarised as the delivery of play provision that is accessible, welcoming and engaging for all children and young people including those who are disabled or have specific needs and wishes; it is acknowledged that children and young people of different ages have different play interests and needs.

This strategy is concerned principally with dedicated outdoor playable spaces which are mostly equipped, although children often play in spaces with no specific play equipment. In general, play provision is considered to be open access where children can come and go as they please. A study carried out by the Joseph Rowntree Foundation in 1996⁶ found that just 12% of outdoor play by children occurs in equipped play areas; in contrast, nearly half of all play was at that time in the street or on the pavement and 18% in public open space including amenity space, showing that this type of provision offers significant potential for children’s play.

Outdoor play spaces are predominantly located in parks, recreation grounds, playing fields and other public open spaces or in housing estates, where they have been designed as part of the development plan, or included when the area has been re-developed or renovated.

⁴ Children’s Play Council (2002) Making the Case for Play

⁵ Tools for evaluating local play provision: A technical guide to Play England local play indicators. Ashley Godfrey Associates and INSPIRE. October 2009

⁶ Child’s Play: facilitating play on housing estates; Rob Wheway and Alison Millward, JRF 1997

3. The Case for Play

Good play experiences enrich children's lives in a number of ways and have wider benefits for health, well-being and learning and development. Play can also bring benefits to other agendas including education, the environment and the community.

3.1 Health and Well-Being

Play fosters both physical and psychological health and well-being in children. Play gives children opportunities for physical play exercise and supports psychological well-being through increasing confidence levels, satisfaction, pride and sense of self-worth and as a result self-esteem.⁷ The Chief Medical Officer noted⁸ that "active play involving carrying, climbing, rough and tumble will help develop and maintain muscular fitness and flexibility"

3.2 Child Development

Play also helps children's social development through learning to cooperate with other children, sharing and taking turns. Children can also learn how to resolve conflicts with other children and to develop team work and leadership skills such as the control of impulses and aggressive behavior. They also learn to express themselves through play both verbally and non-verbally.⁹

⁷ Play and health: making the links, Policy Briefing 3, Play England, 2008.

⁸ Chief Medical Officer (2004) At Least Five a Week: Evidence on the impact of physical activity and its relationship to health, Department of Health.

⁹ Casey, T. (2002) Play Inclusive Action Research Project, The Yard. Ludvigsen, A., Creegan, C. and Mills, H. (2005) Lets Play Together: Play and inclusion evaluation of better play round three, Barnardo's. Woolby, H., Armitage, M., Bishop, J., Curtis, M. and Ginsberg, J. (2006) Informing Change: Inclusion of disabled children in primary school playgrounds, Joseph Rowntree Foundation.

4. The Strategy in Context

This section examines relevant local and national policies and strategies.

4.1 Children's right to play

The right to play (and informal recreation), for all children and young people up to 18 years of age, is enshrined in Article 31 of the UN Convention on the Rights of the Child, ratified by the UK Government in 1991. The Government and the Council has a duty under this convention to protect and promote play opportunities for all children and young people.

4.2 Strategic Context

In response to the growing demand for better play opportunities, in 2008 the Government recognised the importance of play to child development and produced a national play strategy¹⁰ which set out plans to improve and develop play facilities for children throughout the country. The strategy identified the importance of free play, particularly outdoors, as being fundamental to children's learning, healthy growth and development.

More recently the All Party Parliamentary Group (APPG) on 'A Fit and Healthy Childhood' has produced a report, 'The Early Years'¹¹. The APPG contends that play is an integral component of child health and wellbeing and recommends that the government:

- revises the 2008 National Play Strategy¹²
- introduces statutory performance measures of children's play using EU indices of child health and wellbeing
- establishes a standard for the amount of time that children should play during their early years and at school
- fosters child-friendly communities through planning

Guidance produced by Play England, 'Better Places to Play Through Planning'¹³ aims to support local planning and transport authorities to develop and implement planning policy that ensures children and young people have access to high quality playable spaces close to where they live and spend their time.

4.3 Play England typology

Play England has developed a typology of play spaces.¹⁴ This defines play provision as spaces and facilities that are free of charge, where children are free to come and

¹⁰ The Play Strategy. DCFS and DCMS 2008.

¹¹ 'The Early Years', A report of the All Party Parliamentary Group on A Fit and Healthy Childhood, 2015.

¹² The APPG is currently preparing a report on a revised strategy, to be published in summer 2015

¹³ Better Places to Play Through Planning. Play England 2008.

¹⁴ Tools for evaluating local play provision: A technical guide to Play England local play indicators. Ashley Godfrey Associates 2009

go (other than where safety is an issue for children with particular needs), and where they are free to choose what they do – the so-called “three frees”. The typology of play spaces is shown in **Table 4.1**

Table 4.1: Play England Typology of Play Spaces

Type of Play Space	Description	Walking Distance (metres)
Type A: ‘Door-step’ spaces and facilities for play and informal recreation	<i>A small space, within sight of home, where children, especially young children can play within view of known adults.</i>	100
Type B: ‘Local’ spaces and facilities for play and informal recreation	<i>A larger space which can be reached safely by children beginning to travel independently and with friends, without accompanying adults and for adults with young children to walk to with ease.</i>	400
Type C: ‘Neighbourhood’ spaces and facilities for play and informal recreation.	<i>A larger space or facility for informal recreation which children and young people, used, can get to safely and spend time in play and informal recreation with their peers and have a wider range of play experiences.</i>	1,000

NB The Play England typology is the accepted national approach to the classification of play spaces and has been applied to outdoor play spaces in Cambridge and used in the development of this strategy.

4.4 Local Context

This strategy takes account of and is informed by key Council strategies and these have been used in formulating the recommendations. The relevant documents include:

- The Council’s Vision for Cambridge and the seven themes for the achievement of the Vision;
- Cambridge Local Plan 2014 – Draft Submission Plan;
- Sports & Physical Activity Action Plan 2015 – 2017;
- Cambridge City Neighbourhood Play Strategy For Children and Young People 2007 – 2012;
- Cambridge Anti-Poverty Strategy 2014-2017; and
- Cambridge Parks - Managing the City’s Asset 2010 to 2014.

A summary of these documents can be found in **Appendix B**.

5. Cambridge City Population Profile

5.1 Demographics

In the short term Cambridge is likely to experience significant population growth. The projections¹⁵ indicate that the population of 132,000 in 2014 will carry on rising for at least the next decade, adding about another 20,000 people in that time. However, in the longer term, the projections suggest that the city's population may start to fall slightly in about twelve years' time. It's also interesting to note that it's the younger age bands that are set to reduce the most. Details of the population projections broken down into age groups can be found in **Appendix C**.

It's clear from **Chart 5.1** below that the bulk of the population growth over the next few years is expected in Castle and Trumpington wards, which each contain major housing developments..

Chart 5.1: Population Growth in Cambridge Wards 2011 – 2031.

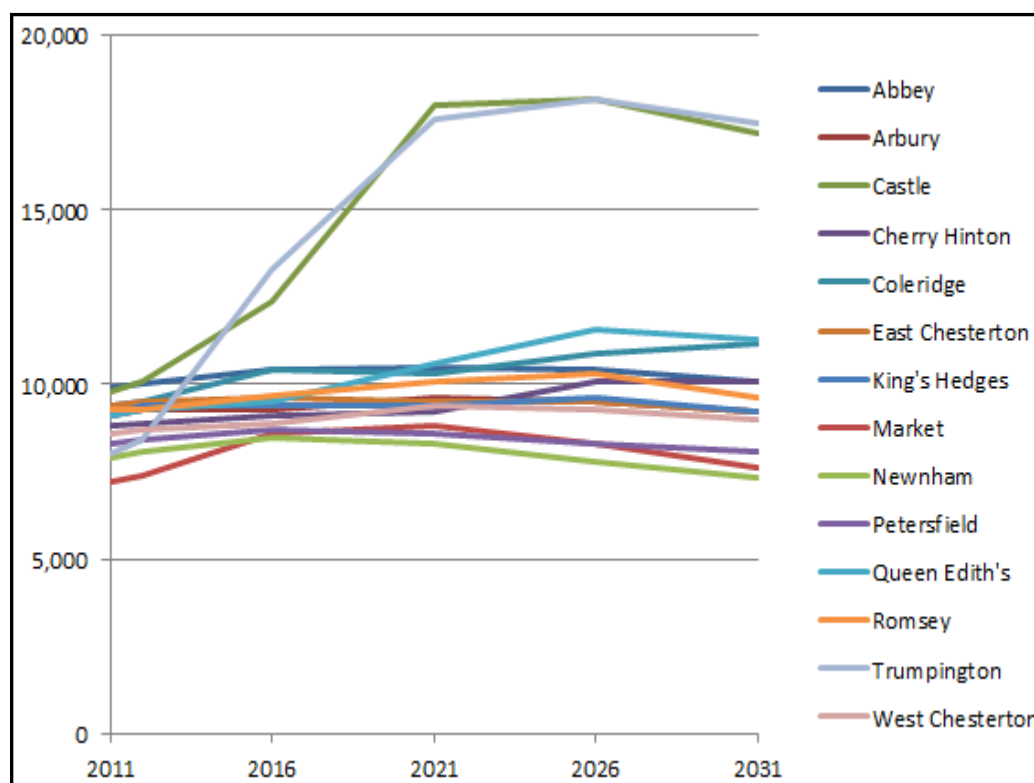


Chart 5.1 shows that the population is projected to increase steadily while the growth sites are being built out. Empirical evidence from other large housing development supports the view that during this phase the population will increase with the arrival of new households to take up the new housing. The age structure of those moving

¹⁵ Source: Population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council 2015.

into the development is likely to be relatively young and the average household size will initially be high.

Once the housing development is complete, there will be some in- and out-migration however the concentration of initial occupiers that had young families when they first arrived will move into middle age. As a greater proportion of the population falls into older age bands, the average household size will decline and so the size of the population also declines. The population of the Growth Sites will become more like the population of the mature surrounding settlements.

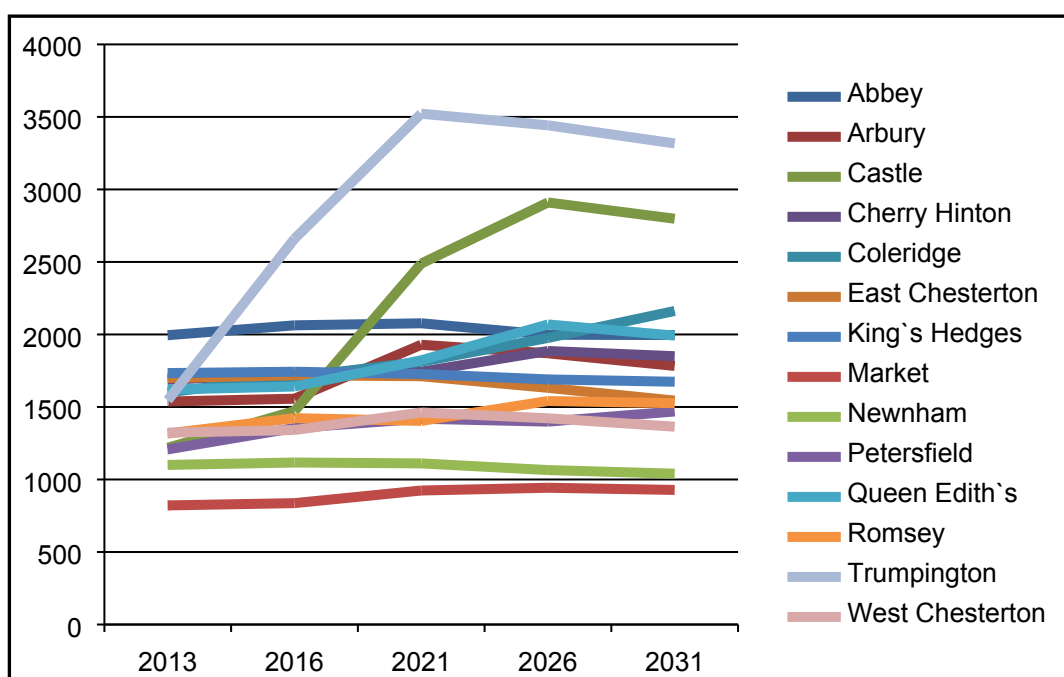
Because the population is initially young, the number of children is relatively high. The child yield i.e. the number of children aged 0 to 15 years per household is initially much higher in new developments compared to more mature settlements but drops back in the longer term. This is shown in **Chart 5.2** below.

The long-term context for the population projections is one in which the UK population is aging and the number of childless households will increase, and so the Cambridge child yield numbers is likely to decline in the longer term. Gradually, over time, the age profile of the new developments will be similar to that in surrounding areas of the City.

The child population figures used for **Chart 5.2** are based on the population forecasts by ward and age for Cambridge City produced by the Research Group at Cambridgeshire County Council¹⁶. It was not considered appropriate to use the Office of National Statistics (ONS) projections because these are trend-based, which means assumptions for future levels of births, deaths and migration are based on observed levels. ONS population projections are not forecasts and, as such, do not attempt to predict the impact that development might have on demographic change. The Cambridgeshire County Council forecasts take account of the increase in population resulting from known development proposals including the Northern Fringe West Development and the Southern Fringe development.

The ward level changes in child population mirror those in **Chart 5.2** for the total ward population. The detailed child population projections for wards, broken down into three age groups, can be found in **Appendix C**.

¹⁶ Population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council 2015.

Chart 5.2 Changes in Ward Child Population 2013-2031

Source: Based on population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council 2015.

Table 5.2: Child Population by Ward (Ranked)

2013	0-5	6-10	11-15	Total
Abbey	896	530	569	1995
King's Hedges	755	475	509	1739
East Chesterton	716	480	509	1705
Cherry Hinton	753	465	475	1693
Queen Edith's	576	480	570	1626
Coleridge	600	450	556	1606
Trumpington ¹⁷	573	465	514	1552
Arbury	662	410	470	1542
West Chesterton	516	380	431	1327
Romsey	599	295	426	1320
Castle ¹⁸	330	200	690	1220
Petersfield	433	315	463	1211
Newnham	273	265	565	1103
Market	196	130	496	822
TOTAL	7870	5350	7250	20470

Source: Based on population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council 2015.

¹⁷ Includes Southern Fringe Development

¹⁸ Includes Northern Fringe West Development

Table 5.2 shows the child population in all of Cambridge's wards in 2013, split into the three age bands. There are currently 20,470 children and young people under the age of 16 in Cambridge or 16% of the total population. In terms of absolute numbers of children and young people under the age of 16, **Table 5.3** shows that the ward with the largest number of children under 16 is Abbey with 1995 which represents 19.6% of the total population, the highest proportion of all wards. The second largest number of children is in King's Hedges with 1,739 children or 18.5% of the total ward population. The ward with the lowest number and proportion of children is Market with just 822 children or 11% of the total ward population.

The type of play provision provided will depend on the age and abilities of the children who are likely to use the play equipment provided. The Play England typology recommends that small spaces near housing (Type A spaces), specifically designed for play might have some small items of equipment for children up to five years old or alternatively the focus could be on the landscape setting, with an emphasis on natural features rather than on fixed equipment. A playground with a larger range of equipment, say, four to eight items possibly with space for ball games is likely to be aimed at 5–11s (Type B space). Finally, facilities for older children and teenagers (Type C spaces) are likely to have additional equipment which is challenging to older children and may have a Multi-Use Games Area (MUGA) and/or wheeled sports facilities. These sites will serve a considerably wider area than that for the younger age groups.

Table 5.3: Numbers and proportion of children and young people under the age of 16 in each ward.

Ward	Population under 16 (2013)	Proportion of total children under 16 in population
Abbey	1995	19.6%
King's Hedges	1739	18.5%
East Chesterton	1705	17.6%
Cherry Hinton	1693	18.8%
Queen Edith's	1626	17.5%
Coleridge	1606	16.6%
Trumpington	1552	17.2%
Arbury	1542	16.6%
West Chesterton	1327	15.1%
Romsey	1320	14.2%
Castle	1220	11.8%
Petersfield	1211	14.2%
Newnham	1103	13.6%
Market	822	11.0%
Total	20470	16.0%

Source: Local Authority Population Forecasts by Age, 2011 to 2036, Research Group, Cambridgeshire County Council, 2015

By 2031 it is projected that the City's child population will have increased to 26,890 or 18% of the total population. **Table 5.4** and **Chart 5.1** show how this group is projected to change over the next sixteen years. In the period 2016 to 2020, the child population is estimated to increase by 3,020 (12.8 %) to 26,320 by 2021 and then by 750 (2.8%) to 27,320 by 2026. The child population is then projected to decline by 430 (-1.6%) by 2031. Overall it is projected that the number of children aged 0-15 years will have increased by 5,350 (24.8%) in the period 2013 to 2031.

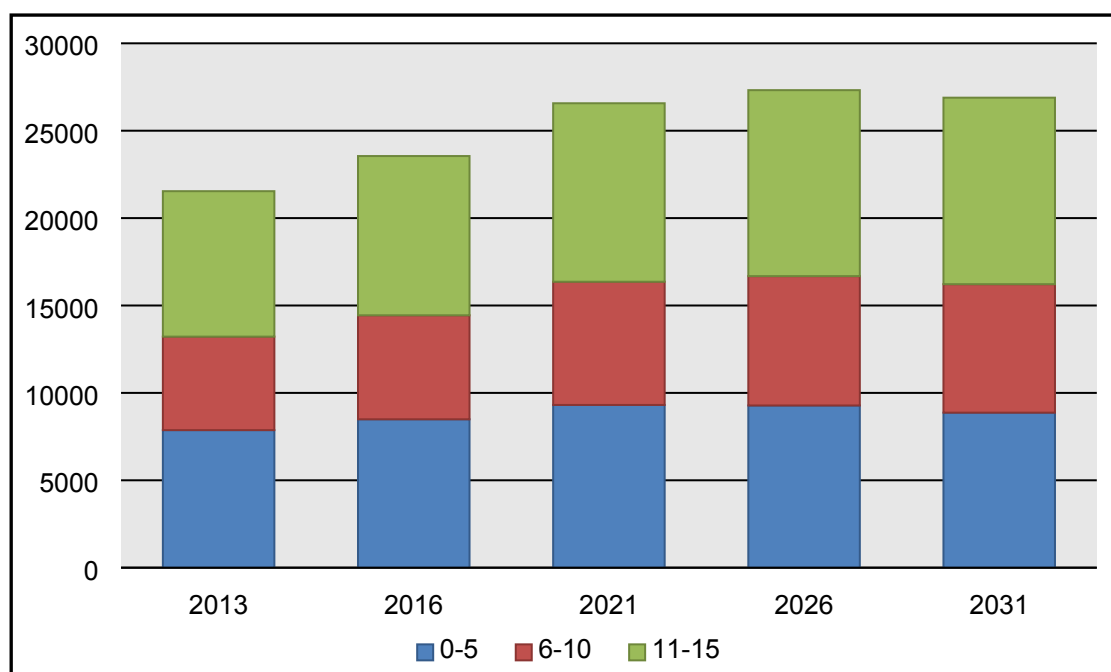
Table 5.4: Changes in Population of Children & Young People in Cambridge 2014-2031

Age Group	2013	2016	2021	2026	2031
Children 0-5	7,870	8,490	9,310	9,280	8,870
6-10 year olds	5,350	5,950	7,050	7,400	7,350
11-15 year olds	8,320	9,110	10,120	10,640	10,670
Total 0-15 Years	21,540	23,550	26,570	27,320	26,890

Source: Based on population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council.

The growth in the numbers of children and young people in the period 2015 to 2020 will require additional play and informal recreation provision to meet the needs of the existing and future population.

Chart 5.1: Change in Numbers of Children 0-15 years 2013 to 2031



5.2 Health & Deprivation

The health of children in Cambridge is generally higher than the England average. Deprivation is lower than average, however about 14.9% (2,475) children live in poverty compared to the England average of 19.2%. In Year 6, 16.1% (124) of Cambridge's children are classified as obese which is better than the average for England of 19.1%.

The Index of Multiple Deprivation 2010 (IMD) is a single measure of deprivation which brings together seven different individual indices relating to income; employment; education, skills and training; housing; crime; and living environment. As **Map 5.1** shows, the IMD identifies there are two areas within Kings Hedges which fall within the 20% most deprived areas in the country. There are a further 18 areas in the city which are amongst the 40% most deprived areas nationally.

As **Table 5.5** and **Map 5.1** show, seven of Cambridge's 14 wards contain the district's most deprived LSOAs (Local Super Output Areas). Most of those wards and LSOAs are located in the north and east of the city. King's Hedges ward contains the largest number of Cambridge's 20% most deprived LSOAs, with four. It is made up of six LSOAs in total.¹⁹

¹⁹ Deprivation in Cambridgeshire Index of Multiple Deprivation 2010 Brief report prepared by Cambridgeshire County Council Research Group, May 2011.

Table 5.5: 20% most deprived LSOAs in Cambridge

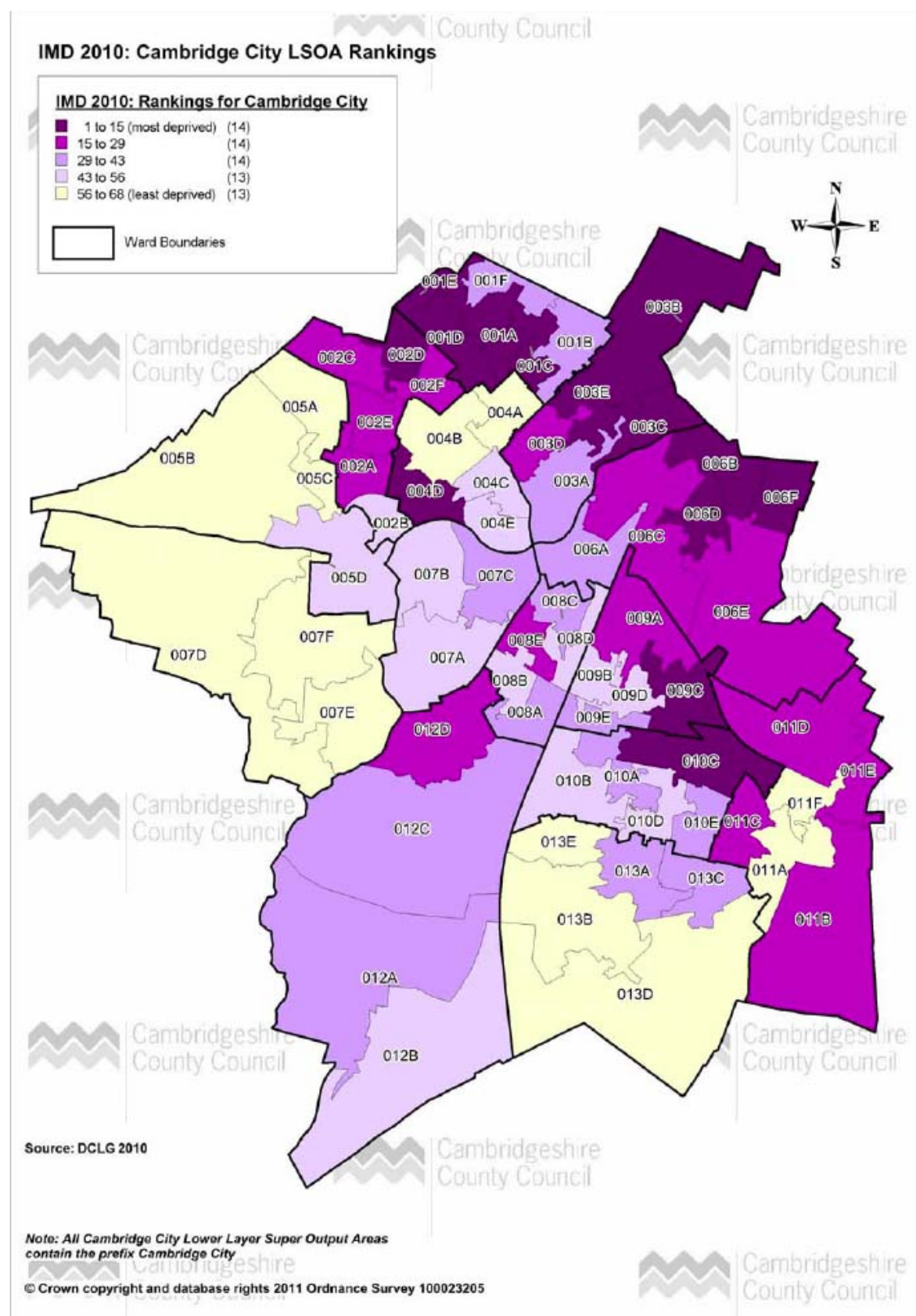
District Rank	LSOAName	Ward	IMD Score	National Rank 2010	% National Rank	National Rank 2007	Change
1	Cambridge 001E	King's Hedges	35.80	5942	18.3%	7353	-1411
2	Cambridge 001D	King's Hedges	35.19	6152	18.9%	7985	-1833
3	Cambridge 006F	Abbey	33.41	6769	20.8%	8223	-1454
4	Cambridge 006D	Abbey	33.03	6925	21.3%	9494	-2569
5	Cambridge 001A	King's Hedges	32.55	7111	21.9%	7377	-266
6	Cambridge 003B	East Chesterton	30.55	7949	24.5%	9242	-1293
7	Cambridge 002D	Arbury	30.50	7977	24.6%	10529	-2552
8	Cambridge 001C	King's Hedges	27.85	9208	28.3%	11166	-1958
9	Cambridge 003E	East Chesterton	27.26	9506	29.3%	13078	-3572
10	Cambridge 006B	Abbey	26.96	9636	29.7%	11265	-1629
11	Cambridge 010C	Coleridge	25.79	10246	31.5%	12997	-2751
12	Cambridge 004D	West Chesterton	25.31	10498	32.3%	10003	+495
13	Cambridge 003C	East Chesterton	24.48	10979	33.8%	12308	-1329
14	Cambridge 009C	Romsey	24.29	11108	34.2%	14154	-3046

Source: DCLG, IMD 2010

The most deprived 20% of Cambridge's LSOAs (14 in total) rank within the most deprived 40% nationally but outside of the most deprived 10%.

Map 5.1: Cambridge IMD

The LSOAs shaded darkest represent the most deprived 20% of LSOAs in Cambridge.



5.3 Child Poverty

The Cambridge Anti-Poverty Strategy points out that by focusing solely on income-based measures of poverty, there is the risk that some of the wider causes and effects of poverty on individuals and households in Cambridge is missed. The Joseph Rowntree Foundation (JRF) provides the following broader definition of poverty:

“income and resources are so inadequate as to preclude them from having a standard of living considered acceptable in the society in which they live. Because of their poverty they may experience multiple disadvantage through unemployment, low income, poor housing, inadequate health care and barriers to lifelong learning, culture, sport and recreation. They are often excluded and marginalised from participating in activities (economic, social and cultural) that are the norm for other people.”

Evidence suggests that people living in poverty in Cambridge experience the multiple disadvantages identified by the JRF.

A significant proportion of children in Cambridge live either in poverty, or in low income households²⁰. Improved play provision can help to improve the quality of life of children in Cambridge and support the objectives of the Anti-Poverty Strategy. (see **Appendix B**).

Table 5.6 shows two measures of poverty, where income is measured before housing costs and after housing costs. The average of three years of data is used for greater accuracy. The proportion of people in low income is always lower on a 'before deducting housing costs' measure than on an 'after deducting housing costs' measure, although the two have followed similar trends over time.

The proportion of people in low income in Cambridge is much higher on an 'after deducting housing costs' measure than on a 'before deducting housing costs' measure. This is a reflection of the high costs of housing in the City.

²⁰ The most commonly used threshold of low income is a household income that is 60% or less of the average (median) British household income in that year.

Table 5.6: Percentage of children in poverty, October-December 2013

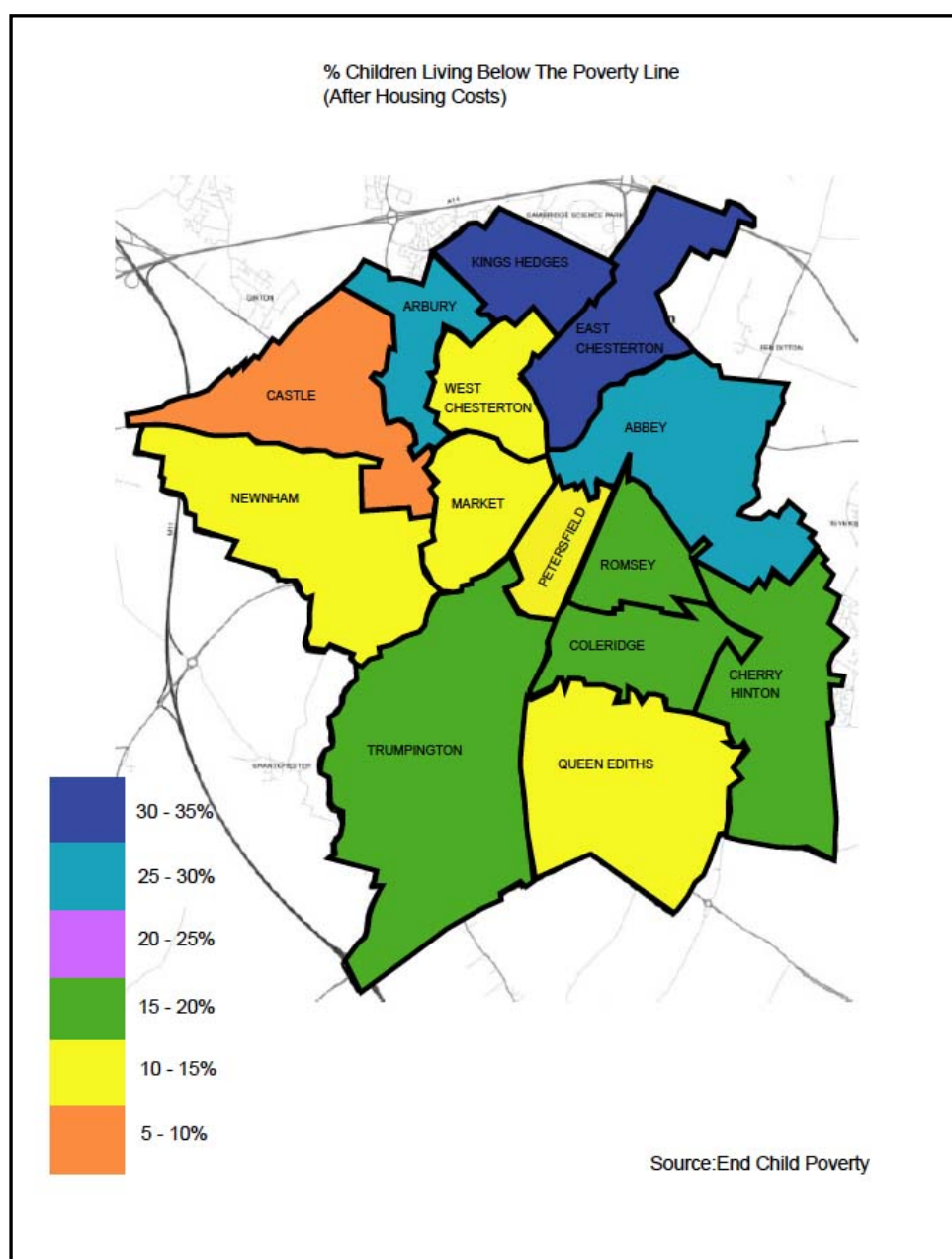
Local Authority & Wards	Before Housing Costs	After Housing Costs
King's Hedges	22.05%	33.82%
East Chesterton	20.24%	31.31%
Abbey	16.89%	27.03%
Arbury	17.06%	26.75%
Cambridge	13.04%	20.81%
Romsey	11.50%	18.43%
Trumpington	11.31%	18.09%
Coleridge	10.36%	16.65%
Cherry Hinton	9.75%	15.87%
Market	9.32%	14.97%
Petersfield	9.28%	14.90%
Newnham	9.07%	14.46%
West Chesterton	7.40%	11.97%
Queen Edith's	6.83%	11.16%
Castle	4.61%	7.54%

Source: The Campaign to End Child Poverty

In January 2014, the Institute for Fiscal Studies published projections showing that poverty is projected to rise from 2.3m (2011-12) to 3.2m by 2020 on the statutory Before Housing Costs measure. On the After Housing Costs measure, the IFS projected child poverty would increase from 3.5m (2011-12) to 4.6m by 2020.

As might be expected, child poverty rates are higher in the more disadvantaged areas of Cambridge. The wards in Cambridge with the highest rates of child poverty are King's Hedges (33.82%), East Chesterton (31.31%) and Abbey (27.03%). There are two wards in Cambridge which fall within the top ten wards in Cambridgeshire with the highest percentage of households with dependent children where there are no adults in employment. These are Abbey where the figure is 18.5% and in Kings Hedges the figure is 16.7%.

Map 5.2: Child Poverty in Cambridge



Evidence suggests that particular types of household, such as lone parents, are more likely to be on low incomes and therefore may be more likely to struggle with the costs of bringing up children. Almost four out of five lone parent households in the City claim housing benefit. 41% of the 798 lone parents in the city with dependent children are not in employment. In Abbey, Castle and East Chesterton wards this figure rises to 51.4%, 48.6% and 46.2% respectively.²¹

²¹ Cambridge Anti-Poverty Strategy 2014-2017

5.4 Access to Play Opportunities

Children have a right to play²² however; there is evidence that lower income families are likely to have difficulties of access to play provision. A two-year assessment of more than 200 communities found that those with higher poverty rates were significantly less likely to have access to parks and play areas.²³ In part this problem can be addressed by providing spaces that are 'close to home' where children can access safely and independently when they are able to. Consideration therefore needs to be given to where the larger Type C spaces are located in the wards with higher levels of child poverty.

²² UN Convention on the Rights of the Child Article 31 (Leisure, play and culture): Children have the right to relax and play, and to join in a wide range of cultural, artistic and other recreational activities.

²³ Powell L, Slater S, Chaloupka F. "The Relationship between Community Physical Activity Settings and Race, Ethnicity and Socioeconomic Status." *Evidence-Based Preventive Medicine*, 1(2): 135–144, 2004.

6. Financial Considerations

6.1 Government Spending Plans

As with all local authorities, the City Council is continuing to face significant budgetary pressures due to a reduction in Government funding associated with the global economic downturn and public sector austerity agenda. Over the period 2010-15, the Council has already delivered £11 million in annual revenue savings. In October 2014, the Council published its Mid-year Financial Review which identified a further budget requirement of ~£6 million in net revenue savings across the Council up to 2020. This equates to a total net budget reduction across the Council of around 30%. At the same time as the Council is experiencing financial pressures, Cambridge is experiencing significant growth, with 33,000 new homes and 22,000 new jobs to be provided in and around the city by 2031. As a consequence of this growth, the Council is adopting and taking on the management of additional public realm assets whilst continuing to ensure it maintains the quality of its existing infrastructure, including the city's historic streets, parks and open spaces.

6.2 Capital Funding

The estimated average capital cost of refurbishment/replacement of play space, by type, is shown in **Table 6.1** below.

Table 6.1: Renewals/Replacement of Existing Equipment

Type of Play Space ²⁴	Cost	Current Provision	Total (£)
Type A	£10,000	36	£360,000
Type B	£30,000	41	£75,000
Type C	£120,000	11	£1.3 million

The Council has a Capital Plan and manages bids to it, via an officer led capital programme board.

6.3 Revenue Funding

Cambridge City Council currently manages 88 public play areas across 14 wards with an annual revenue budget of approximately £84,000. This budget covers routine maintenance, equipment and surfacing repair and minor replacements, painting and topping up loose fill surfaces (bark & sand). In addition to the annual revenue budget referred to above, a further £77,000 is allocated to undertake major repairs of existing play equipment which is reaching the end of its product lifecycle (typically 11 years). There is also additional operational staff salary costs associated with daily

²⁴ See Para 3.1 for definitions

inspections, litter collection and cleaning. Based on these costs, it is estimated the average annual maintenance cost for a play area is ~ c £1,800 not including overheads at 26%.

6.4 S106 Agreements

The council has used planning obligations under Section 106 of the Town and Country Planning Act 1990 (as amended), commonly known as s106 agreements to mitigate the impact of development and make it acceptable in planning terms. Contributions are used in line with the purposes set out in S106 agreements and in line with the three statutory tests set out in CIL Regulations.

Off-site generic S106 contributions for play provision, which were secured via S106 agreements completed before 6 April 2015, have been used to provide or improve play areas within the city. The same applies to the S106 informal open space contributions (which can be used for play area landscaping, skateparks and BMX tracks) and S106 outdoor sports contributions (which can be used for multi-use games areas).

- This funding will continue to be used in this way for as long as it remains available, but it is important to note that these contributions (agreed before 6 April 2015) are running down and the receipt of new contributions (triggered by the commencement of development) is tapering off.
- The council has devolved to area committees decisions over the use of devolved S106 contributions for play areas, informal open space and outdoor sports (amongst other contribution types). The funding available to each area varies significantly, depending on the level of development in that area and how much S106 funding has previously been invested in the area's play areas.
- Meanwhile, executive councillors continue to set priorities over the use of such contributions assigned to a strategic fund (eg, for play areas which serve play areas with catchment areas that straddle area committee boundaries).

Since new S106 pooling constraints came into force on 6 April 2015, the council's focus is now on securing off-site S106 contributions for specific projects. The updated audit of play area provision will help to identify where existing play area provision is likely to be over-stretched by the impact of new development and, hence, where S106 contributions for specific play areas is needed.

The council will be introducing a Community Infrastructure Levy once the draft Local Plan and CIL charging schedule have been examined and adopted. However, play area provision is not included on the draft R123 list (which sets out the types of facilities for which CIL funding will be collected) so the need for S106 contributions for specific play area projects is set to continue beyond the local implementation of CIL.

6.5 External Funding

External resources of funding for outdoor play are limited. There may be opportunities to apply for capital funding from Landfill Tax or Sport England

programme sources, however these sources are unlikely to provide for any associated ongoing revenue funding.

The Council will work with Friends Groups or other interested community groups who will to become involved in the provision of outdoor play spaces. The Council already supports a number of established and active Friends Groups who undertake a range of different green space management support functions including conservation work, organising community events and activities.

6.6 New Provision as part of Housing Developments

Where the play space is to be adopted by the City Council, the annual costs of maintenance will be funded for the first twelve years. There after these costs, together with any associated equipment/ facilities refurbishment and replacement costs will fall in fill to the City Council.

The Council will work with developers and communities to review alternative play space management arrangements, including management companies, and community asset transfer.

7. Auditing the Play Provision of Cambridge

The audit focused on categorising existing outdoor play spaces using the Play England:

Type A: Doorstep Play Space,

Type B: Local Play Space,

Type C: Neighbourhood Play Space and assessed against the relevant criteria for that type of space.

Adopting this approach does not mean that play is restricted to dedicated 'reservations'; children and young people do not limit where they play or hang out to dedicated equipped spaces, and will use a wide range of spaces including the street, civic spaces, parks, playing fields and amenity greenspace. There are therefore many other types of open space that will provide informal play opportunities.

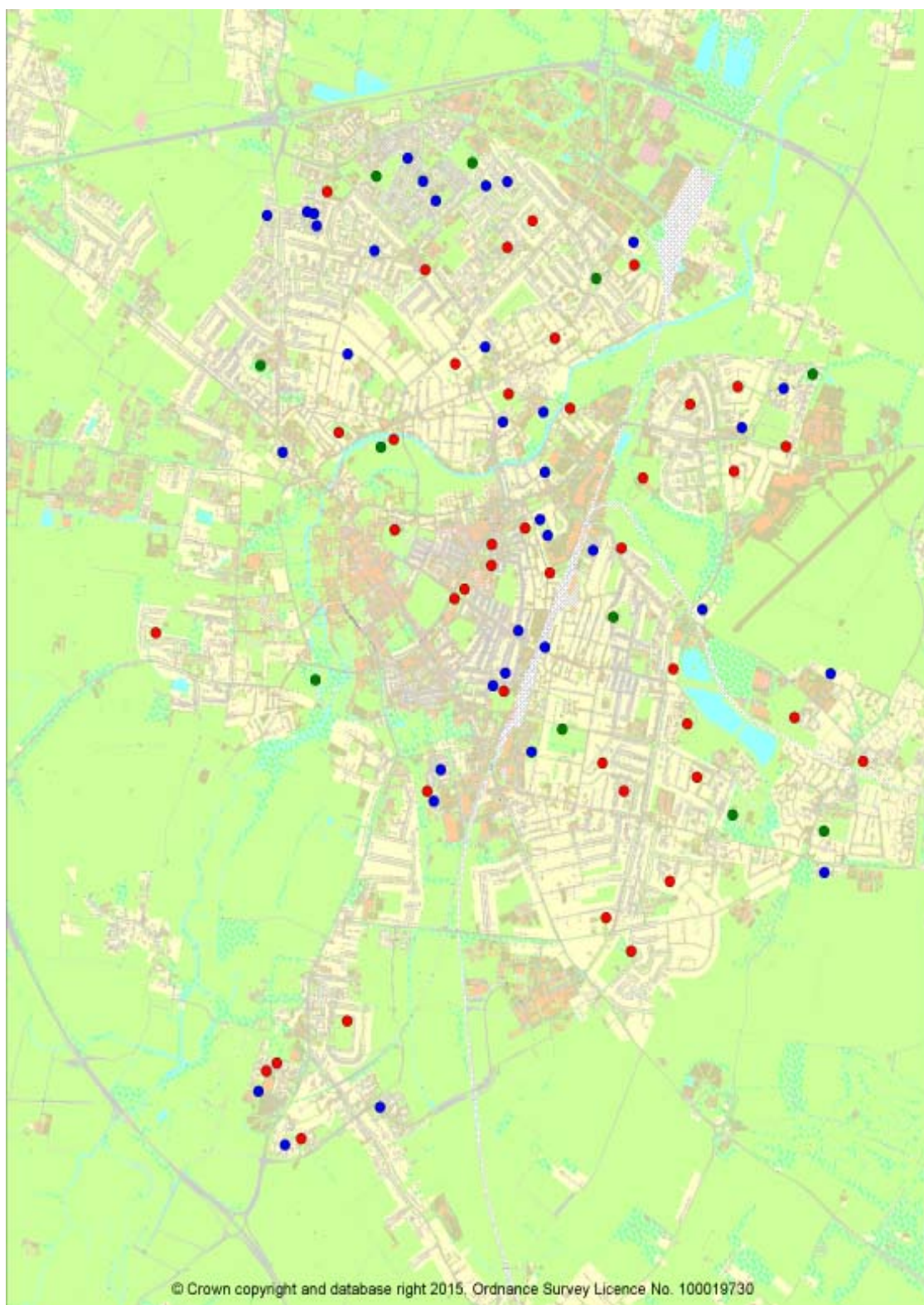
7.1 Quantity

The scope of the audit was confined to outdoor play spaces catering for the needs of children and young people.

Provision for older children (young people), included facilities such as skateboard parks, basketball courts and 'open access' Multi Use Games Areas (MUGAs). These facilities were included in the assessment of Type C spaces. Details of the play spaces audited can be found in **Appendix C**.

There are currently 88 outdoor play spaces in Cambridge. Some sites comprise an equipped play space and youth provision; others contain either an equipped playable space or youth provision only. These sites are identified on **Map 7.1**

Map 7.1: Location of Play Areas



- KEY**
- Type A
 - Type B
 - Type C

Table 7.1: Play space provision in each ward.

Ward	Type of play area	Number of play areas	Child Population 0-15 years	Children 0-15 years per play area.
Abbey	Type A	2	1,942	216
	Type B	6		
	Type C	1		
Arbury	Type A	5	1,527	218
	Type B	2		
	Type C	0		
Castle	Type A	1	711	356
	Type B	0		
	Type C	1		
Cherry Hinton	Type A	2	1,718	286
	Type B	2		
	Type C	2		
Coleridge	Type A	1	1,483	212
	Type B	5		
	Type C	1		
East Chesterton	Type A	4	1,677	186
	Type B	4		
	Type C	1		
King's Hedges	Type A	5	1,763	196
	Type B	2		
	Type C	2		
Market	Type A	0	450	150
	Type B	2		
	Type C	1		
Newnham	Type A	0	763	382
	Type B	1		
	Type C	1		
Petersfield	Type A	7	1,047	81
	Type B	6		
	Type C	0		
Queen Edith's	Type A	1	1,539	385
	Type B	3		
	Type C	0		
Romsey	Type A	3	1,278	213
	Type B	2		
	Type C	1		
Trumpington	Type A	4	1,435	159
	Type B	5		

Ward	Type of play area	Number of play areas	Child Population 0-15 years	Children 0-15 years per play area.
	Type C	0		
West Chesterton	Type A	1	1,275	638
	Type B	1		
	Type C	0		
Cambridge	Type A	36		
	Type B	41		
	Type C	11	20,470	233

The ward with the highest number of children aged 0-15 years (1,942) is the Abbey Ward. This ward has 9 play areas and the number of children aged 0-15 years per play area is 216. The wards with the lowest number of play areas are Castle, Newnham and West Chesterton all of which have just two play areas. The ward with the lowest number of children aged 0-15 years is Market Ward with 450 children aged 0-15 years which has 3 play areas.

Table 7.2 compares provision in Cambridge with the corresponding local authorities. The overall number of children per play area in Cambridge is 211 which is a better level of provision than Southampton, Oxford and Kingston-upon-Thames. Only Brighton & Hove has a better level of provision with 191 children per play area.

Table 7.2: Comparison of Play Provision with ONS Corresponding Local Authorities

Local Authority	No. of Play Areas	No of children 0-15 years	Children per play area
Brighton and Hove	45	16,650	191
Cambridge	88	18,581	211
Southampton	45	20940	241
Oxford	87	24,990	287
Kingston-upon-Thames	28	32276	371
Bristol	153	81,800	940

7.3 Provision for Young People

Multi-use games areas (MUGAs) are intended primarily for ball games. The most common dimension for a 'one court' facility for 5-a-side football, tennis, netball and outdoor basketball is 37 metres by 17.5 metres.

There are MUGAs at Coleridge Recreation Ground, Nightingale Recreation Ground, and Coldhams Common. In addition, there are skateboard/BMX facilities at Petersfield and at Jesus Green. Also, there is a 2 skate ramp facility and MUGA at Nuns Way.

Recent S106 Projects which have delivered teenage provision are:

- Panna Goal at Cherry Hinton Recreation Ground;
- Skate Ramp at Cherry Hinton Recreation Ground;
- Skateboard/BMX facility at Browns Fields;
- Scooter/Mini Wheels facility at Accordia;
- Skateboard/BMX facility at Nunns Way; and
- BMX Track in Browns Field

These spaces are all open access and available for play.

7.4 Provision for Children with Disabilities

Play equipment specifically designed to cater for the needs of children with disabilities has been provided at a number of play areas. One example where inclusive play facilities have been installed is at Jesus Green. All new and adapted play areas now have disabled equipment incorporated into the overall play offer.

8. Quality of Outdoor Play Spaces in Cambridge

Quality was assessed using the Playable Space Quality Assessment Tool advocated by Play England²⁵. The criteria used in this assessment can be found in **Appendix D**. The assessment focuses on three major aspects of children's outdoor play: the location of play areas, their play value, and the level of care and maintenance. Scores are obtained for the three aspects individually.

8.1 Location

Research²⁶ shows that location is the single most important factor in how well children use open spaces. In general, children like to play locally where they can be seen, see others and meet others. Young people are able to roam further and can therefore use neighbourhood play areas, although they too like to feel safe wherever they are “hanging out”.

The scoring is designed to identify the suitability of the location of play areas and spaces where children may play.

8.2 Play value

The assessment deliberately does not focus exclusively on the fixed equipment in outdoor play spaces, but considers the different ways in which children can experience sensations such as rocking, swinging and sliding – this is particularly true for some disabled children whose impairments may mean they cannot, for example, sit on traditional swings. It seeks to capture the variety of different opportunities available to a child and the ways in which he or she can access different types of play. Quiet, contemplative play is as important as boisterous, physical play and although children will play in their own way in any given area, their play can be enriched through creating appropriate and stimulating play environments.

Children need to take risks to learn about and understand their own capabilities. Risk does not mean creating hazardous environments, but it does mean ensuring opportunities for challenge are available through design.

8.3 Care and maintenance

All play areas should enable children to play free from hazards. This section aims to assess the quality of care and maintenance.

The ranking of each dedicated children's play area is determined by whether the score achieved is above or below the median.²⁷

²⁵ <http://www.playengland.org.uk/media/211694/quality-assessment-tool.pdf>

²⁶ Playable Space Quality Assessment Tool, Inspire for Play England, 2009; Child's Play: facilitating play on housing estates; Rob Wheway and Alison Millward, JRF 1997; Can Play Will Play, John A and Wheway R, Fields in Trust, 2004.

²⁷ The median of a population is the point that divides the distribution of scores in half. Numerically, half of the scores in a population will have values that are equal to or larger than the median and half will have values that

8.4 Quality Assessments

Table 8.1 below shows the rankings in terms of location, play value, care and maintenance and overall for each ward. Those spaces that scored above the median are ranked as high and those below are ranked as low.

Table 8.1: Ranking of quality scores in each sub-area

Committee Areas	Ranking to median	Location	Play Value	Care & Maintenance	Total Quality Score
North	Above	13	12	14	16
	Below	14	15	13	11
South	Above	12	11	11	10
	Below	7	8	8	9
East	Above	17	16	16	15
	Below	18	19	19	20
West/Central	Above	4	5	4	6
	Below	3	2	3	1
Cambridge Total	Above	46	44	45	47
	Below	42	44	43	41

Table 8.1 indicates that there are some geographic differences in the quality of play areas. The South ward has more spaces scoring on or above the median for all three criteria in the quality assessment. A similar pattern can be seen for the West/Central Area although the number of play spaces in this ward is much smaller. The East sub area shows the opposite in that there are more spaces scoring below the median than above for all three criteria although the differences are not great. The North sub area has more spaces scoring below the median for Location and Play Value.

The median score for location is 80%. Two examples of sites scoring at the median level are the play areas PL001 Ainsdale and PL049 Nightingale Avenue. One play area that achieved the best score (94%) for location is PL096 Rustat Road and the worst scoring site for location is PL033 Great Eastern St (34%). Overall, more spaces scored at the level of the median or above (46) than below (42).

The median score for play value is 48%. There are no play areas with this score although PL074 Whytford Close scored 49% and PL059 Scotland Rd Recreation Ground scored 47% as did PL062 Sleaford St and PL0104 Anstey Place, Trumpington Meadows. The best scoring site for Play Value is PL043 Jesus Green which scored 98% and the lowest scoring sites for Play Value are PL033 Great

are equal to or smaller than the median. To work out the median:

a) Put the numbers in order. 3 6 6 6 7 9 11 11 13

b) The number in the middle of the list is the median 7 is in the middle. So the median value is 7.

If there are two middle values, the median is halfway between them. For example, if the set of numbers were 3 6 6 6 7 8 9 11 11 13 There are two middle values, 7 and 8. The median is halfway between 7 and 8. The median is 7.5.

Eastern St, PL045 Molewood Close and PL038 Hazelwood Close 1 which all scored 20%.

The median score for care and maintenance is 73%. Several play areas scored 72% including PL009 Beales Way, PL013 Cameron Way, PL039 Hazelwood Close 2 and PL045 Molewood Close. The site with the highest score is PL070 Trumpington Recreation Ground with 97% and the site with the lowest score of 37% was given to PL005 Arbury Close.

The median for the total quality score is 66%. Four sites achieved this score and these were PL007 Bateson Road, PL076 Neptune Close, PL042 Humphries Road and PL053 Uphall Road/Nuttings Road. The play area with the highest overall quality score of 92% is PL058 Romsey Recreation Ground. The lowest score overall was 35% for PL033 Great Eastern Street.

No play area had scores that were close to all three median figures. The closest example is the Type A play space, PL074 Whytford Close, had scores of 80% for Location, 49% for Play Value, 88% for Care and Maintenance and 71% overall.

The full results of the audit and quality assessments can be found at **Appendix E**.

8.5 Accessibility

The distances and classifications of playable spaces are specified in 'Planning and Design for Outdoor Sport and Play'²⁸ which provides 'Accessibility Benchmark Standards for Children's Playing Space'. This guidance sets out the maximum actual walking and straight line distances²⁹ from home (taking into account barriers to movement) for different age groups. These are shown in **Table 8.4** below.

The guidance explains that age ranges stated in the hierarchy are indicative. They are inclusive and set out the broad age range of the main intended user group(s). It should not be interpreted that users of other ages should be excluded.

²⁸ Planning and Design for Outdoor Sport and Play, Fields in Trust 2008.

²⁹ The distances specified are identical to those in the Cambridge Local Plan 2014: Submission document p358 Table I.2: Playspace typology.

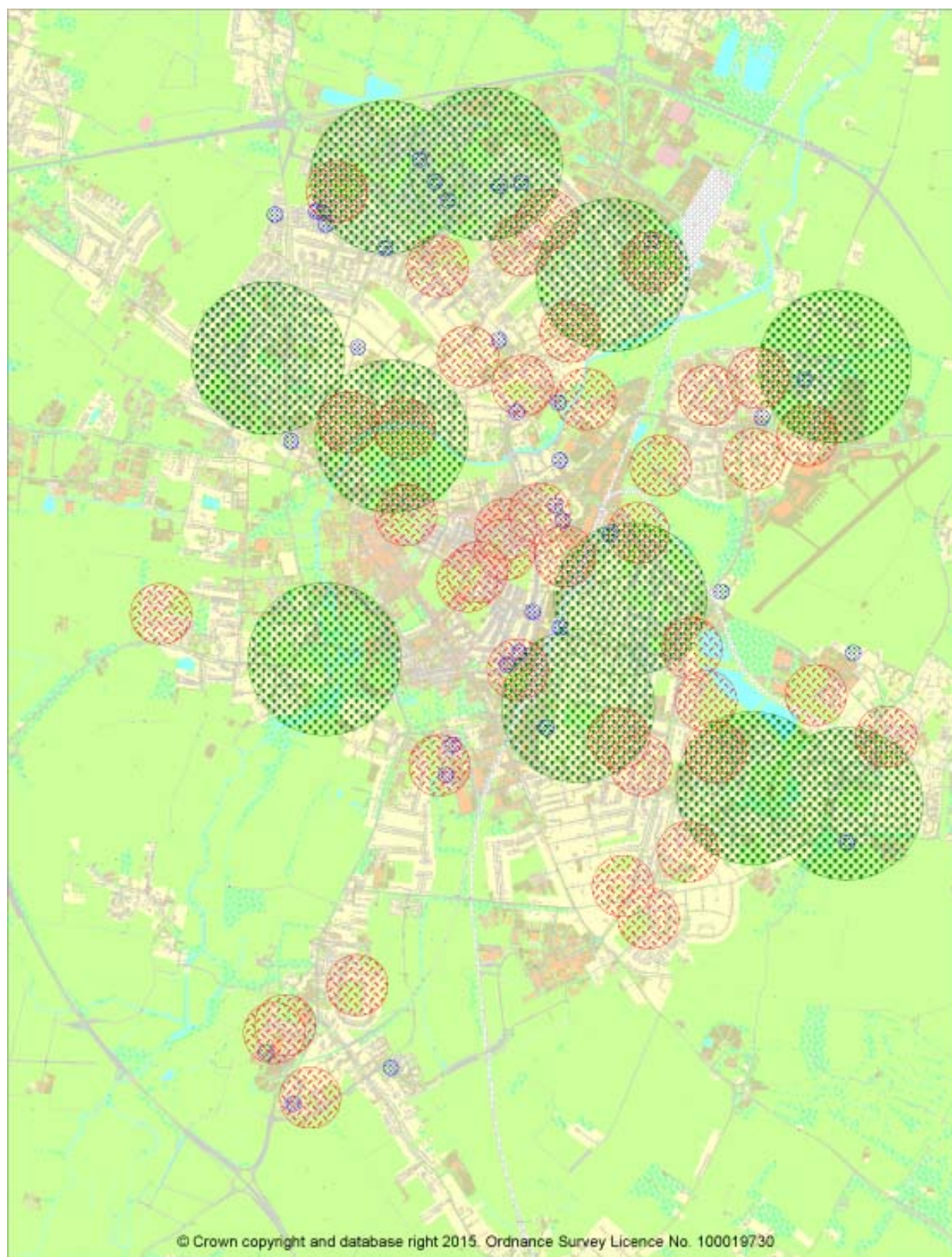
Table 8.4: Children's Playing Space Accessibility Benchmark Standard

Type	Distance Criteria (metres)	
	Walking Distance	Straight Line Distance
Local areas for play or 'door-step' spaces – for play and informal recreation (Type A)	100	60
Local equipped, or local landscaped, areas for play – for play and informal recreation (Type B)	400	240
Neighbourhood equipped areas for play – for play and informal recreation, and provision for young people; this also covers youth space (Type C)	1000	600

The distance criteria are applied to Cambridge playgrounds in **Map 8.1**. This shows that there is a good distribution of play spaces across the city with only a few areas of deficiency notably in parts of the Castle and Arbury wards in the north and Queen Ediths and Trumpington wards in the south.

The map identifies areas where there is overlapping provision. This has probably resulted mainly as a result of play space needs being considered purely in relation to individual development applications, without a strategic view being taken of other facilities within the catchment area.

Map 8.1: Distance Criteria applied to Cambridge Playgrounds.



9. Key Issues

Through the audit, the following key strategic issues were identified as priorities for attention through this strategy:

- Financial constraints and the requirement to maintain equipped play spaces;
- Type A play spaces with a very limited number and range of equipment;
- Poor location of some outdoor play spaces;
- Low play value of some outdoor play spaces;
- Overlapping catchment areas of existing play provision;
- Poor quality of some existing play provision in new housing developments; and
- Council standards focused on quantitative rather than qualitative provision.

10. Key Actions

The review has highlighted a number of key strategic issues that need to be addressed through this investment strategy.

In support of the implementation of the vision and aims and to address the key strategic issues identified from the audit, the strategy recommends the following key actions:

- a) Prepare ward based profiles to inform the planning and decision making around the allocation of Section 106 and other such investment opportunities on outdoor play provision;
- b) Use the ward profiles, to inform reviews of outdoor play spaces considered to be low value/ low use, involving key stakeholders, including children, young people and their families and local Ward councillors;
- c) Prepare an investment plan for both local and strategic play provision, informed by the strategy and ward profiles;
- d) Use the investment plan to determine allocation of S106 funds project bids to the Council's capital plan and other external investment opportunities for both local and strategic outdoor play provision; and
- e) Develop a design guide to aid future planning and delivery of good quality/ high value children's and young people's outdoor play provision.

APPENDICES

APPENDIX A: PROJECT BRIEF

APPENDIX B: LOCAL STRATEGIC CONTEXT

APPENDIX C: WARD LEVEL CHILD POPULATION PROJECTIONS

APPENDIX D: PLAYABLE SPACE QUALITY ASSESSMENT TOOL

APPENDIX E: QUALITY ASSESSMENT OF CAMBRIDGE OUTDOOR PLAY SPACES

APPENDIX A: PROJECT BRIEF

1. THE REQUIREMENT

Cambridge City Council is seeking a review of play space provision in the City. In part, the strategy should seek to progress the actions outlined in the Parks Strategy document 'Cambridge Parks - Managing the City's Asset 2010 to 2014'.

The objectives for the study are:

- to examine current levels of provision of outdoor play against the current and future population data;
- to review and update the quantity and quality assessment carried out in 2010 for the Parks Strategy³⁰;
- to review whether the 'play offer' should continue to develop and re-instate fixed outdoor play facilities or whether there are alternative approaches to outdoor play provision that can offer better value play opportunities;
- to examine whether priority should be given to enhancing the quality of existing children's play areas or to addressing issues of deficiencies in overall provision;
- to develop and apply a hierarchy of play provision in the City;
- to consider whether existing play spaces are 'well located' and 'well used'.
- to consider whether existing play provision is fit for purpose, in terms of design, accessibility and meeting community play needs
- to examine whether priority should be given to existing outdoor play areas that achieve a higher score for value;
- to provide guidelines on the use of new European Standards (EN 1176 and EN 1177) which indicate changes in the overall height of equipment, equipment separation and surfacing areas;
- to identify future savings and investment priorities in the context of significant ongoing budgetary pressures;
- to establish clear criteria for future investments in play assets, including s106 and Council capital programmes;
- to examine opportunities for external funding for existing and proposed play spaces;
- to identify the key strategic play infrastructure for inclusion in the Council's Infrastructure Delivery Plan.
- to use a systematic approach to preparing an investment strategy for children's play provision that will deliver high quality, high value, well used attractive play opportunities;
- to consider how children's play can contribute to the Council's wider environmental, economic and social objectives.

³⁰ Cambridge Parks - Managing the City's Asset 2010 to 2014.

APPENDIX B: LOCAL STRATEGIC CONTEXT

The Council's Vision for Cambridge and the seven themes for the achievement of the Vision.

The Council's Vision for Cambridge seeks to combine economic dynamism and prosperity with social justice and equality.

'One Cambridge – Fair for All'

- A city which believes that the clearest measure of progress is the dignity and well-being of its least well-off residents, which prioritises tackling poverty and social exclusion, recognising that greater social and economic equality are the most important pre-conditions for the city's success.
- An international city which celebrates its diversity and actively tackles discrimination on gender, race, nationality, ethnic background, religion, age, disability, gender identity, and sexual orientation.
- A city in which all citizens feel that they are listened to and have the opportunity to influence public decision making, and which values, supports and responds to individual and community initiatives.
- A city where all citizens and organisations appreciate their duties as well as their rights, where people are free to enjoy themselves but also show consideration for others, and where the community works together to reduce harm and nuisance including by education and, where needed, robust enforcement of the law.
- A city where 'town' and 'gown' combine, and where mutual understanding and partnerships are developed through joint working, community initiatives and volunteering.

Cambridge - a great place to live, learn and work

- A city which strives to ensure that all local households can secure a suitable, affordable local home, close to jobs and neighbourhood facilities.
- A city which draws inspiration from its unique qualities and environment and its iconic historic centre, and retains its sense of place across the city through positive planning, generous urban open spaces and well-designed buildings, and by providing quality council services.
- An entrepreneurial city with a thriving local economy, in which businesses are assisted to build on their global and national pre-eminence in learning, discovery and production, and develop a full range of local employment and skills development, while also recognising and delivering on their social responsibilities.
- A city where getting around is primarily by public transport, bike and on foot.

Cambridge - caring for the planet

A city that takes robust action to tackle the local and global threat of Climate Change, both internally and in partnership with local organisations and residents, and to minimise its environmental impact by cutting carbon, waste and pollution.

The Council's annual statement outlines seven themes for the achievement of this Vision.

- Delivering sustainable prosperity for Cambridge and fair shares for all.
- Tackling the city's housing crisis.
- Making Cambridge safer and more equal.
- Investing in improving transport.
- Protecting our city's unique quality of life.
- Tackling climate change, and making Cambridge cleaner and greener.
- Protecting essential services and transforming council.

This strategy contributes to the achievement of the Council's Vision by seeking to improve the quality of life for local communities and for children in particular.

Sports & Physical Activity Action Plan 2015 - 2017

The plan focuses on five key themes

- Adult & young people's obesity levels.
- Tackling low levels of activity.
- The growing demand for informal sport and recreation opportunities.
- Promotion of swimming lessons.
- Supporting the City's community groups and sports organisations in providing opportunity for local people to live more active lives.
- Other areas highlighted as key issues to be considered in all work action planning are;

Children's participation in outdoor play will increase their activity levels and help to address the issue of child obesity.

Cambridge City Neighbourhood Play Strategy For Children and Young People 2007 – 2012

The Cambridge Play Strategy³¹ is now out of date but still provides a useful indication of the Council's approach to play provision. The strategy is underpinned by a set of seven 'Play Statements' which recognise the importance and value of play for children and young people and the communities they live in, in Cambridge. The statements are:

- A. We are committed to making sure that all children have access to rich, stimulating environments that offer challenge and provide opportunities to take 'acceptable' risks
- B. We understand that children and young people need opportunities to play on their own but, also very importantly with others
- C. We believe that children and young people enjoy a range of play opportunities but that the built environment is not always conducive to safe or accessible play. We will

³¹ Cambridge City Neighbourhood Play Strategy For Children and Young People 2007 - 2012

work alongside partner organisations to ensure that good quality play provision in new communities is prioritised

- D. We are committed to ensuring that environments, services and provision for play are fun, child friendly, welcoming and accessible to all children and young people
- E. We will provide good quality play opportunities that support and promote children and young people's health and well being
- F. We will continue to actively involve children and young people when developing all of our play opportunities and play spaces and engage with them other issues of local interest and importance that relate to their lives
- G. Play facilities for children and young people will comply with all legislative requirements and be 'safe enough'

The set of seven 'Play Statements' underpin the aims and objectives of this Outdoor Play Investment Strategy.

3.7 Cambridge Local Plan 2014: Proposed Submission

The Cambridge Local Plan details the location and quantum of new development in the city up to 2031. While it is anticipated that there will be significant growth in the city, much of the new residential development will occur in major urban extensions which will provide on-site areas of public open space in order to mitigate the effect of additional people living in these areas. There will still be a need for residential developments in existing urban areas to provide and contribute towards public open space. The Cambridge Local Plan 2014: Proposed Submission (as amended) contains policies that will guide the provision of children's play facilities on new residential sites.

Policy 67 seeks to protect open space precluding development proposals which would harm the character of, or lead to the loss of, open space of environmental and/or recreational importance unless the open space use can be satisfactorily replaced or is located within a short walk of the original site.

Policy 68 sets out the requirements for children's play provision through new development. These are to be calculated using the Open Space and Recreations Standards set out in Appendix I: Open Space and Recreation Standards of the draft Proposed Submission Local Plan. Current residential developments should still have regard to the Council's adopted Open Space and Recreation Strategy (as amended).

The standards of provision in the Cambridge Local Plan 2014: Proposed Submission document sets out the Council's planning requirement for new housing development. The current Public Open Space standards can be found in the saved policies of the 2006 Local Plan.

The revised standards in the Open Space and Recreation Study (2011) evidence and support the related Open Space policies and standards in the Cambridge Local Plan 2014: Proposed Submission which includes changes to the Open Space standards.

It should be noted that Policy 68: Open space and recreation provision through new development was drafted with acute awareness of a number of central wards experiencing significant development growth without commensurate open space provision.

The policies should ensure that the delivery of public open space is considered at the outset of the planning process. This means that even small housing sites should attempt to deliver onsite provision. It is therefore important that the Outdoor Play Investment Strategy supports with the emerging Local Plan.

Appendix I: Open Space and Recreation Standards of the Proposed Submission document outlines and explains:

- The proposed new open space and recreation standards (Table I.1, p355). For children & teenagers – Equipped children's play areas and outdoor youth provision - this is 0.3Ha / 1,000 people;
- A playspace topology (Table I.2, p358-359)
- How the open space standards should be applied (paragraph I.11-I15, p360-361)
- How areas of deficiency can be assessed (paragraph I.16-I.17 & Table I.4, p361-362)
- Paragraph I.18 outlines how maintenance of these sites will be financed by the development. This is normally for 12 years but is worded to allow for a different period which would need to be justified.

Cambridge Parks - Managing the City's Asset 2010 to 2014

This Strategy demonstrates the value and role of green space, in contributing to the City Council's Vision and provides the approach to managing the Council's green space assets.

The strategy provides a detailed analysis of usage. This clarifies, how people use green space, the things that are important to ensure the assets are used, and it guides policy on how to set service delivery priority to improve satisfaction, and ensure services are most effective. The strategy clearly outlines how the Council will engage with and encourage people to be actively involved with their neighbourhood green space

Many of Cambridge's play spaces are located in the City's parks and it is important for the management and maintenance of these assets to be co-ordinated and complementary.

Cambridge Anti-Poverty Strategy 2014-2017

This strategy provides evidence that suggests that a significant proportion of people living in the City are living on low incomes.

The Index of Multiple Deprivation 2010 (IMD), which brings together a range of indices to provide a single measure of deprivation, identifies two areas within Kings Hedges which fall within the 20% most deprived areas in the country. There are also a further 18 areas in the city which are amongst the 40% most deprived areas nationally.

There is evidence of higher than average rates of child poverty in some areas of the city, including Abbey and King's Hedges wards where more than a quarter of children are living in poverty.

The aim of the strategy is to improve the standard of living and daily lives of those residents in Cambridge who are currently experiencing poverty, but also to alleviate issues that can lead households on low incomes to experience financial pressures.

The strategy identifies some key objectives for City Council activity to address poverty, which include:

- Helping people on low incomes to maximise their income and minimise their costs
- Reducing the impact of poverty on children and helping low income families with the cost of raising a child
- Supporting events which increase community pride, such as the Big Weekend, Chesterton Festival, Arbury Carnival and Cherry Hinton Festival

It is important for this strategy to contribute to the relevant aims and objectives of the Anti Poverty Strategy through providing good quality, welcoming and accessible play spaces for children who are subject to the problems of poverty and deprivation.

APPENDIX C: WARD LEVEL CHILD POPULATION PROJECTIONS**Cambridge City Child Population 2013**

Ward	0-5	6-10	11-15	Total
Abbey	851	503	641	1995
Arbury	627	388	523	1538
Castle	319	193	706	1219
Cherry Hinton	712	439	537	1688
Coleridge	566	425	610	1601
East Chesterton	676	453	571	1700
King`s Hedges	714	449	571	1734
Market	190	126	505	821
Newnham	260	252	588	1100
Petersfield	410	299	499	1208
Queen Edith`s	542	452	627	1620
Romsey	572	282	463	1317
Trumpington	539	437	571	1546
West Chesterton	486	358	478	1323
Total	7870	5350	8320	21540

Cambridge City Child Population 2016

Ward	0-5	6-10	11-15	Total
Abbey	864	527	672	2063
Arbury	629	394	534	1557
Castle	400	265	807	1472
Cherry Hinton	716	455	556	1727
Coleridge	602	454	649	1706
East Chesterton	679	459	581	1719
King`s Hedges	707	455	581	1743
Market	190	126	521	837
Newnham	261	253	603	1117
Petersfield	458	342	555	1355
Queen Edith`s	545	458	638	1641
Romsey	598	315	509	1423
Trumpington	936	768	956	2660
West Chesterton	489	364	488	1341
Total	8490	5950	9110	23550

Cambridge City Child Population 2021

Wards	0-5	6-10	11-15	Total
Abbey	848	545	684	2077
Arbury	738	520	671	1929
Castle	756	586	1147	2489
Cherry Hinton	700	473	570	1743
Coleridge	620	501	692	1812
East Chesterton	652	472	588	1712
King`s Hedges	679	464	584	1727
Market	216	164	544	924
Newnham	253	262	596	1111
Petersfield	463	374	582	1419
Queen Edith`s	586	528	708	1822
Romsey	579	320	505	1404
Trumpington	1207	1049	1267	3522
West Chesterton	516	411	535	1462
Total	9310	7050	10210	26570

Cambridge City Child Population 2026

Wards	0-5	6-10	11-15	Total
Abbey	788	535	675	1998
Arbury	698	511	662	1870
Castle	886	722	1302	2910
Cherry Hinton	728	524	634	1886
Coleridge	659	557	761	1976
East Chesterton	601	458	573	1632
King`s Hedges	641	463	586	1690
Market	218	173	552	943
Newnham	231	252	581	1065
Petersfield	444	374	581	1399
Queen Edith`s	658	607	804	2069
Romsey	607	371	563	1541
Trumpington	1138	1038	1266	3442
West Chesterton	487	405	530	1422
Total	9280	7400	10640	27320

Cambridge City Child Population 2031

Wards	0-5	6-10	11-15	Total
Abbey	761	544	691	1996
Arbury	646	491	645	1783
Castle	823	694	1281	2798
Cherry Hinton	690	524	637	1850
Coleridge	708	618	836	2162
East Chesterton	550	439	556	1544
King`s Hedges	622	463	589	1674
Market	207	169	552	928
Newnham	220	243	577	1040
Petersfield	458	397	614	1469
Queen Edith`s	616	588	788	1992
Romsey	579	376	571	1526
Trumpington	1066	1010	1242	3317
West Chesterton	455	391	518	1364
Total	8870	7350	10670	26890

Source: Based on population forecasts by ward and age, 2011 to 2036: Cambridge City, Research Group, Cambridgeshire County Council 2015.

APPENDIX D: PLAYABLE SPACE QUALITY ASSESSMENT TOOL

Score between one and five with one as the lowest score and five as the highest score 0 if absent.

TYPE A: Doorstep space or facility					
For Type A assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
INVOLVMENT OF CHILDREN					
Were children involved in the development of the site? (This score is for your own use only. It will not be counted in the final score).	Children were not consulted on any aspect of the development of the site.		Children were consulted about the development of the site once.		Children were consulted continuously and participated actively in the design and development process throughout.
LOCATION					
Well used by children	Site is used by few or no children at whom it is aimed. There is no evidence of wear and tear such as well-worn grass and marks left by children		Site has a reasonable level of use by those children at whom it is aimed		Site is well used by children. There is evidence of wear and tear such as well-worn grass and marks left by children
Informal oversight by passers by	Site has obstructed lines of sight, few passers by at any time		Site has some informal oversight by adults but passers by are few, or only at certain times		Site has a good level of informal oversight by adults, for example views are unobstructed, site is in an area with people frequently passing by or through it
Buildings oversight	Site is located in an isolated		Site is located reasonably		Site within close proximity to housing

TYPE A: Doorstep space or facility					
For Type A assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
	area, far from housing or community buildings		close to housing or community buildings		or community buildings
Getting there	Site is on opposite side of a major access barrier for the majority of children who would hope to use it		Children can get to the site from home or school but need to take a circuitous route or cross a busy road to get there and the site has limited access by footpath or cycle route		Children can get to the site easily, safely and independently from their homes or school for example: Footpaths or cycle routes pass the site. No need to cross major barriers (e.g. busy roads) to access site.
Personal safety, security and lighting	Site and access routes feel unsafe even in day light		Site and access routes feel safe in daylight but not after dark		Site and access routes feel safe at all times and have good exit routes. Both are well lit after dark if open.
Physical /mobility access to the site	One or more groups of children are excluded by poor access; site is not readily accessible to buggies. Poor pathways to the site, uneven ground, steps, sudden changes to surfacing are not highlighted.		Site can be accessed by some e.g. those pushing buggies and children with some mobility, but presents difficulties for others e.g. those with severe impairments, so that they cannot take full advantage of the facility.		Space is accessible for children with different abilities, behaviours, and sensory capabilities. Site is accessible to buggies. Good pathways to the site, even ground and no steps. Entrances and sudden changes in surfaces are highlighted.
Meeting other children	Site located where no other children likely to pass by e.g. away from homes, hidden away.		Site located where there may some opportunity for other children to pass by e.g. a quieter road.		Site located where there is a very high likelihood of other children passing by and joining in play e.g. on the way to and from school or local shops
PLAY VALUE					

TYPE A: Doorstep space or facility					
For Type A assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
Enticing to children to play	Signs prohibiting children from playing e.g. no ball games, no children; unappealing, tired, lacking in warmth		Children have restricted access, or are limited in what they can do by regulation or by-law. Site locked when children may wish to play.		Visible welcome to children, colourful, child-friendly and appealing. Children and adults feel relaxed (if observed) and at ease.
Play features (including equipment, natural features and landscaping) – quantity and range	Very few play features that allow for different sensations (including equipment, natural features and landscaping) offers none of the following possible experiences or sensations for children: Swinging Sliding Climbing Rotating Rocking		A limited number of features that allow for different sensations (including equipment, natural features and landscaping) offering at least one of the following possible experiences or sensations for children Swinging Sliding Climbing Rotating Rocking		A sufficient number of features that allow for different sensations (including equipment, natural features and landscaping) offering at least three of the following experiences or sensations for children Swinging Sliding Climbing Rotating Rocking
Movement (see definition of “site” above)	Site offers few features that enable running, tumbling, rolling or moving around		Site offers a limited opportunity for movement		Children can run, tumble, roll, and freely move around.
Ball games	No space for ball games or ball games prohibited		Small space or too close to equipment to allow free play with balls		Ball games area sufficient to kick a ball around, not too close to other play features
Seating for children	No places for children to sit		Limited places for children to		Children can sit and play together,

TYPE A: Doorstep space or facility					
For Type A assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
			sit, not suitable for playing together or for table games		places for children to sit are incorporated into the play space, and near to tables or other seated play surfaces
Play opportunities for disabled children.	Site offers little or nothing for children with sensory or physical impairments.		Limited play offer to children with physical or sensory impairments. Disabled children do not play with non-disabled children.		All features (including equipment, natural features and landscaping) for play are fully accessible to children with different abilities, behaviour, sensory or physical impairments. Disabled and non-disabled children are able to play together.
Added play value: Features (including equipment, natural features and landscaping) that offer more than just a basic experience of sensation. They offer possibilities for children to take risks without hazards, to intensify the experience or broaden it.	Features (including equipment, natural features and landscaping) are at basic level only and adds little to play value. E.g. basic swings, climbing frame springer, roundabout.		Features (including equipment, natural features and landscaping) are more than basic and adds to play value, but does not do so significantly e.g., tyre swings, some water features, some limited challenge.		Features (including equipment, natural features and landscaping) are advanced in nature and add significantly to play value e.g. loose parts, places to hide/for reverie, good integration and use of natural environment, a range of textures, planting, use of contours, challenging, risk, cooperation needed, and attention paid to all the senses.
CARE AND MAINTENANCE					

TYPE A: Doorstep space or facility					
For Type A assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
Well maintained	Extensive litter or hazardous debris, planting in poor condition, graffiti present		Partly meets criteria for excellence but fails on two or more items		No evidence of litter or hazardous items, well drained, planting is kept in good order and trimmed regularly, no graffiti
Health and safety (May require desk research)	No programme of regular maintenance and safety checks		Appropriate adherence to health and safety standards but maintenance and safety checks on an ad hoc basis		Regular inspection for unexpected hazards; regular cleaning and general maintenance programmes; dog-free areas; traffic calming; meet agreed safety standards, regular risk assessment, regular inspection regimes, regular maintenance programmes, as appropriate.
Seating for adults	No seating for adults		Limited seating or seating is not well sited for observing play		Adults can sit and observe children playing
Litter bins	No litter bins/ bins in poor condition, or bins are full		One bin, not full and in adequate condition.		One or more bins in good condition and not full
Dog free zones	Dogs have unrestricted access to the whole site/ evidence of dog fouling		Measures taken to exclude dogs but evidence that dogs are entering site.		Management of dog fouling in place through bins, area is protected preventing dog access, dogs excluded, signs discouraging dogs from the site, no evidence of fouling

Score between one and five with one as the lowest score and five as the highest score 0 if absent.

TYPE B: Neighbourhood space or facility					
For Type B assessment, <i>Site</i> is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
INVOLVMENT OF CHILDREN					
Were children involved in the development of the site? (This score is for your own use only. It will not be counted in the final score).	Children were not consulted on any aspect of the development of the site.		Children were consulted about the development of the site once.		Children were consulted continuously and participated actively in the design and development process throughout.
LOCATION					
Well used by children	Site is used by few or no children at whom it is aimed. There is no evidence of wear and tear such as well-worn grass and marks left by children		Site has a reasonable level of use by those children at whom it is aimed		Site is well used by children. There is evidence of wear and tear such as well-worn grass and marks left by children
Informal oversight	Site has obstructed lines of sight, few passers by at any time		Site has some informal oversight by adults but passers by are few, or only at certain times		Site has a good level of informal oversight by adults, for example views are unobstructed, site is in an area with people frequently passing by or through it
Buildings oversight	Site is located in an isolated area, far from housing or community buildings		Site is located reasonably close to housing or community buildings		Site within close proximity to housing or community buildings
Getting there	Site is on opposite side of a		Children can get to the site		Children can get to the site easily,

TYPE B: Neighbourhood space or facility					
For Type B assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
	major access barrier for the majority of children who would hope to use it		from home or school but need to take a circuitous route or cross a busy road to get there and the site has limited access by footpath or cycle route		safely and independently from their homes or school for example: Footpaths or cycle routes pass the site. No need to cross major barriers (e.g. busy roads) to access site.
Personal safety, security and lighting	Site and access routes feel unsafe even in day light		Site and access routes feel safe in daylight but not after dark		Site and access routes feel safe at all times and have good exit routes. Both are well lit after dark if open.
Physical /mobility access to the site	One or more groups of children are excluded by poor access; site is not readily accessible to buggies. Poor pathways to the site, uneven ground, steps, sudden changes to surfacing are not highlighted.		Site can be accessed by some e.g. those pushing buggies and children with some mobility, but presents difficulties for others e.g. those with severe impairments, so that they cannot take full advantage of the facility.		Space is accessible for children with different abilities, behaviours, and sensory capabilities. Site is accessible to buggies. Good pathways to the site, even ground and no steps. Entrances and sudden changes in surfaces are highlighted.
Meeting other children	Site located where no other children likely to <u>pass by</u> e.g. away from homes, hidden away.		Site located where there may some opportunity for other children to <u>pass by</u> e.g. a quieter road.		Site located where there is a very high likelihood of other children <u>passing by</u> and joining in play e.g. on the way to and from school or local shops
PLAY VALUE					
Enticing to children to play	Signs prohibiting children from playing e.g. no ball games, no children;		Children have restricted access, or are limited in what they can do by regulation or		Visible welcome to children, colourful, child-friendly and appealing. Children and adults feel relaxed (if observed)

TYPE B: Neighbourhood space or facility					
For Type B assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
	unappealing, tired, lacking in warmth		by-law. Site locked when children may wish to play.		and at ease.
Play features (including equipment, natural features and landscaping) – quantity and range	<p>Very few play features that allow for different sensations (including equipment, natural features and landscaping) offers four or less of the following possible experiences or sensations for children:</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>		<p>A limited number of features that allow for different sensations (including equipment, natural features and landscaping) offering at least six of the following possible experiences or sensations for children</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>		<p>A sufficient number of features that allow for different sensations (including equipment, natural features and landscaping) offering at least eight of the following possible experiences or sensations for children</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>
Movement (see definition of “site” above)	Site offers few features that enable running, tumbling, rolling or moving around		Site offers a limited opportunity for movement		Children can run, tumble, roll, and freely move around.
Ball games	No space for ball games or ball games prohibited		Ball games area but no markings, limited equipment, or too small a space for more		Ball games area marked out and equipped for a range of ball games, for more than one group of children at one

TYPE B: Neighbourhood space or facility					
For Type B assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
			than one group of children		time, not too close to other play equipment
Access to natural environment	Planting is minimal; features do not encourage encounters (e.g. rose bushes); no variety of environment, or level, few or no stimuli to senses		Limited provision for encounters with natural environment; space does not promote use of natural environment in play		Site provides encounters with trees, bushes, plants, shrubs, wild flowers and long grass; natural features such as sand, water or rocks, and a variety of levels; and a range of visual and sensory stimuli. There is opportunity to use the natural environment in play.
Seating for children	No places for children to sit		Limited places for children to sit, not suitable for playing together or for table games		Children can sit and play together, places for children to sit are incorporated into the play space, and near to tables or other seated play surfaces
Play opportunities for disabled children.	Site offers little or nothing for children with sensory or physical impairments.		Limited play offer to children with physical or sensory impairments. Disabled children do not play with non-disabled children.		All features (including equipment, natural features and landscaping) for play are fully accessible to children with different abilities, behaviour, sensory or physical impairments. Disabled and non-disabled children are able to play together.
Added play value: Features (including equipment, natural features and landscaping) that offer	Features (including equipment, natural features and landscaping) are at basic level only and adds little to play value. E.g. basic		Features (including equipment, natural features and landscaping) are more than basic and adds to play value, but does not do so		Features (including equipment, natural features and landscaping) are advanced in nature and add significantly to play value e.g. basket Dutch disc/cantilever, wooden

TYPE B: Neighbourhood space or facility					
For Type B assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
more than just a basic experience of sensation. They offer possibilities for children to take risks without hazards, to intensify the experience or broaden it.	swings, climbing frame springer, roundabout.		significantly e.g., tyre swings, some water features, some limited challenge.		sculptures, integration and use of the natural environment, risk, challenge and sometimes require cooperation, streams/or water play features, extensive sand play area, music and sound and loose parts, places to hide/for reverie, a range of textures, planting, use of contours, cooperation needed.
CARE AND MAINTENANCE					
Well maintained	Extensive litter or hazardous debris, planting in poor condition, graffiti present		Partly meets criteria for excellence but fails on two or more items		No evidence of litter or hazardous items, well drained, planting is kept in good order and trimmed regularly, no graffiti
Health and safety (May require desk research)	No programme of regular maintenance and safety checks		Appropriate adherence to health and safety standards but maintenance and safety checks on an ad hoc basis		Regular inspection for unexpected hazards; regular cleaning and general maintenance programmes; dog-free areas; traffic calming; meet agreed safety standards, regular risk assessment, regular inspection regimes, regular maintenance programmes, as appropriate.
Seating for adults	No seating for adults		Limited seating or seating is not well sited for observing play		Adults can sit and observe children playing

TYPE B: Neighbourhood space or facility					
For Type B assessment, Site is defined the area within and outside any fenced dedicated play areas.					
	Score				
	1	2	3	4	5
Litter bins	No litter bins/ bins in poor condition, or bins are full		One bin, not full and in adequate condition.		Two or more bins in good condition and not full
Dog free zones	Dogs have unrestricted access to the whole site/ evidence of dog fouling		Measures taken to exclude dogs but evidence that dogs are entering site.		Management of dog fouling in place through bins, area is protected preventing dog access, dogs excluded, signs discouraging dogs from the site, no evidence of fouling
Presence of trusted adults (e.g. park keepers, street wardens, play rangers, community support officers etc)	No supervisory or other trusted e.g. parents or carers adults in the vicinity when children likely to be playing		Supervisory or other trusted adults e.g. parents or carers in the vicinity at some times children might want to be playing		Supervisory or other trusted e.g. parents or carers adults always likely to be in the vicinity present at times children might want to be playing.
Toilets	Restricted use of toilets. Toilet poorly maintained. No accessible toilets.		Toilets available and adequately maintained, but not easily accessible, e.g. too far away or locked when children wish to use them		Fully accessible, well maintained toilets available for children and adults whilst at the site.

Score between one and five with one as the lowest score and five as the highest score 0 if absent.

TYPE C: Local space of facility					
For Type C assessment, <i>Site</i> is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
INVOLVMENT OF CHILDREN					
Were children involved in the development of the site? (This score is for your own use only. It will not be counted in the final score).	Children were not consulted on any aspect of the development of the site.		Children were consulted about the development of the site once.		Children were consulted continuously and participated actively in the design and development process throughout.
LOCATION					
Well used by children	Site is used by few or no children at whom it is aimed. There is no evidence of wear and tear such as well-worn grass and marks left by children		Site has a reasonable level of use by those children at whom it is aimed		Site is well used by children. There is evidence of wear and tear such as well-worn grass and marks left by children
Informal oversight	Site has obstructed lines of sight, few passers by at any time		Site has some informal oversight by adults but passers by are few, or only at certain times		Site has a good level of informal oversight by adults, for example views are unobstructed, site is in an area with people frequently passing by or through it
Buildings oversight	Site is located in an isolated area, far from housing or community buildings		Site is located reasonably close to housing or community buildings		Site within close proximity to housing or community buildings
Getting there	Site is on opposite side of a		Children can get to the site		Children can get to the site easily,

TYPE C: Local space of facility					
For Type C assessment, Site is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
	major access barrier for the majority of children who would hope to use it		from home or school but need to take a circuitous route or cross a busy road to get there and the site has limited access by footpath or cycle route		safely and independently from their homes or school for example: Footpaths or cycle routes pass the site. No need to cross major barriers (e.g. busy roads) to access site.
Personal safety, security and lighting	Site and access routes feel unsafe even in day light		Site and access routes feel safe in daylight but not after dark		Site and access routes feel safe at all times and have good exit routes. Both are well lit after dark if open.
Physical /mobility access to the site	One or more groups of children are excluded by poor access; site is not readily accessible to buggies. Poor pathways to the site, uneven ground, steps, sudden changes to surfacing are not highlighted.		Site can be accessed by some e.g. those pushing buggies and children with some mobility, but presents difficulties for others e.g. those with severe impairments, so that they cannot take full advantage of the facility.		Space is accessible for children with different abilities, behaviours, and sensory capabilities. Site is accessible to buggies. Good pathways to the site, even ground and no steps. Entrances and sudden changes in surfaces are highlighted.
Meeting other children	Site located where no other children likely to pass by e.g. away from homes, hidden away.		Site located where there may some opportunity for other children to pass by e.g. a quieter road.		Site located where there is a very high likelihood of other children passing by and joining in play e.g. on the way to and from school or local shops
PLAY VALUE					
Enticing to children to play	Signs prohibiting children from playing e.g. no ball games, no children;		Children have restricted access, or are limited in what they can do by regulation or		Visible welcome to children, colourful, child-friendly and appealing. Children and adults feel relaxed (if observed)

TYPE C: Local space of facility					
For Type C assessment, Site is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
	unappealing, tired, lacking in warmth		by-law. Site locked when children may wish to play.		and at ease.
Play features (including equipment, natural features and landscaping) – quantity and range	<p>Very few play features that allow for different sensations (including equipment, natural features and landscaping) offers four or less of the following possible experiences or sensations for children:</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>		<p>A limited number of features that allow for different sensations (including equipment, natural features and landscaping) offering at least seven of the following possible experiences or sensations for children</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>		<p>A sufficient number of features that allow for different sensations (including equipment, natural features and landscaping) offering at all of the following possible experiences or sensations for children</p> <p>Swinging Sliding Climbing Rotating Rocking Overhead Balance Imaginative Play Wheeled areas Ball games</p>
Movement (see definition of “site” above)	Site offers few features that enable running, tumbling, wheeled activity, rolling or moving around		Site offers a limited opportunity for movement		Children can run, tumble roll, and freely move around using their whole bodies or on wheels.
Ball games	No space for ball games or ball games prohibited		Ball games area but no markings, limited equipment,		Ball games area marked out and equipped for a range of ball games, for

TYPE C: Local space of facility					
For Type C assessment, Site is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
			or too small a space for more than one group of children		more than one group of children at one time, not too close to other play equipment
Access to natural environment	Planting is minimal; features do not encourage encounters (e.g. rose bushes); no variety of environment, or level, few or no stimuli to senses		Limited provision for encounters with natural environment; space does not promote use of natural environment in play		Site provides encounters with trees, bushes, plants, shrubs, wild flowers and long grass; natural features such as sand, water or rocks, and a variety of levels; and a range of visual and sensory stimuli. There is opportunity to use the natural environment in play.
Seating for children	No places for children to sit		Limited places for children to sit, not suitable for playing together or for table games		Children can sit and play together, places for children to sit are incorporated into the play space, and near to tables or other seated play surfaces
Play opportunities for disabled children.	Site offers little or nothing for children with sensory or physical impairments.		Limited play offer to children with physical or sensory impairments. Disabled children do not play with non-disabled children.		All features (including equipment, natural features and landscaping) for play are fully accessible to children with different abilities, behaviour, sensory or physical impairments. Disabled and non-disabled children are able to play together.
Added play value: Features (including equipment, natural features and	Features (including equipment, natural features and landscaping) are at basic level only and adds		Features (including equipment, natural features and landscaping) are more than basic and adds to play		Features (including equipment, natural features and landscaping) are advanced in nature and add significantly to play value e.g. basket

TYPE C: Local space of facility					
For Type C assessment, Site is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
landscaping) that offer more than just a basic experience of sensation. They offer possibilities for children to take risks without hazards, to intensify the experience or broaden it.	little to play value. E.g. basic swings, climbing frame springer, roundabout.		value, but does not do so significantly e.g., tyre swings, some water features, some limited challenge.		Dutch disc/cantilever, wooden sculptures, integration and use of the natural environment, risk, challenge and sometimes require cooperation, streams/or water play features, extensive sand play area, music and sound and loose parts, places to hide/for reverie, a range of textures, planting, use of contours, cooperation needed.
CARE AND MAINTENANCE					
Well maintained	Extensive litter or hazardous debris, planting in poor condition, graffiti present		Partly meets criteria for excellence but fails on two or more items		No evidence of litter or hazardous items, well drained, planting is kept in good order and trimmed regularly, no graffiti
Health and safety (May require desk research)	No programme of regular maintenance and safety checks		Appropriate adherence to health and safety standards but maintenance and safety checks on an ad hoc basis		Regular inspection for unexpected hazards; regular cleaning and general maintenance programmes; dog-free areas; traffic calming; meet agreed safety standards, regular risk assessment, regular inspection regimes, regular maintenance programmes, as appropriate.
Seating for adults	No seating for adults		Limited seating or seating is not well sited for observing		Adults can sit and observe children playing

TYPE C: Local space of facility					
For Type C assessment, Site is defined the area dedicated for play, inside and outside of any fenced area					
	Score				
	1	2	3	4	5
			play		
Litter bins	No litter bins/ bins in poor condition, or bins are full		One bin, not full and in adequate condition.		Two or more bins in good condition and not full
Dog free zones	Dogs have unrestricted access to the whole site/ evidence of dog fouling		Measures taken to exclude dogs but evidence that dogs are entering site.		Management of dog fouling in place through bins, area is protected preventing dog access, dogs excluded, signs discouraging dogs from the site, no evidence of fouling
Presence of trusted adults (e.g. park keepers, street wardens, play rangers, community support officers etc)	No supervisory or other trusted e.g. parents or carers adults in the vicinity when children likely to be playing		Supervisory or other trusted adults e.g. parents or carers in the vicinity at some times children might want to be playing		Supervisory or other trusted e.g. parents or carers adults always likely to be in the vicinity present at times children might want to be playing.
Toilets	Restricted use of toilets. Toilet poorly maintained. No accessible toilets.		Toilets available, but inaccessible and adequately maintained.		Fully accessible, well maintained toilets available for children and adults whilst at the site.

APPENDIX E: AUDIT OF CAMBRIDGE OUTDOOR PLAY SPACES

URN	Name	Address	Ward	Type
PL022	Abbey Pool	Rear of Abbey Swimming Pool-off Whitehill Rd	Abbey	Type B
PL026	Ditton Fields	Rear of No's 24/26 Ditton Fields-off Newmarket Rd	Abbey	Type B
PL027	Dudley Rd	Dudley Rd-off Wadloes Rd	Abbey	Type B
PL030	Ekin Road	Rear flats 25/301 Ekin Rd-off Keynes Rd-no access	Abbey	Type A
PL031	Fison Rd	Junction of Fison Rd & Dennis Rd	Abbey	Type C
PL094	Jack Warren Green	Off Newmarket Road	Abbey	Type B
PL055	Peverel Rd	Peverel Rd-off Barnwell Rd	Abbey	Type B
PL068	Stourbridge Common	End of Riverside-off Stanley Rd	Abbey	Type B
PL071	Velos Walk Play Area	Rear of No 27 Annes Rd-off Fison Rd	Abbey	Type A
PL002	Alexandra Gardens	Access from Carlyle Rd-off Chesterton Rd	Arbury	Type B
PL010	Blandford Walk	Rear of No 101 Blandford Walk-off Brownlow Rd	Arbury	Type A
PL038	Hazelwood Close 1	By No 60 Hazelwood Close-off Histon Rd	Arbury	Type A
PL039	Hazelwood Close 2	By No 70 Hazelwood Close-off Histon Rd	Arbury	Type A
PL042	Humphries Rd	Rear of No's 23 & 25 Humphries Rd-off Mere Way	Arbury	Type A
PL048	Molewood Close	Rear of No 26 Molewood Close-off Hazelwood Close	Arbury	Type A
PL064	St Albans Rec	Junction of Arbury Rd & Kings Hedges Rd	Arbury	Type B
PL040	Histon Rd Rec	End of Canterbury St-off Histon Rd	Castle	Type C
PL060	Shelley Row	By No 26 Shelley Row-off Castle Row	Castle	Type A
PL001	Ainsdale	By No 019 Ainsdale-off Fulbourn Rd	Cherry Hinton	Type A
PL015	Cherry Hinton Hall	Access Opp No 472 Cherry Hinton Rd	Cherry Hinton	Type C
PL016	Cherry Hinton Rec	Opp No 72 High St - Cherry Hinton	Cherry Hinton	Type C

PL083	Kathleen Elliot Way	Off Coldhams Lane	Cherry Hinton	Type B
PL088	Reilly Way	Off Church End, Cherry Hinton	Cherry Hinton	Type A
PL069	Tenby Close	By No 13 Tenby Close-off Fulbourn Old Drift	Cherry Hinton	Type B
PL005	Ashbury Close	By No 301 Ashbury Close-off Coleridge Rd	Coleridge	Type B
PL024	Coleridge Rec	Access from Davy Rd-off Coleridge Rd	Coleridge	Type C
PL065	Lichfield Rd	Entrance off Lichfield Road to green space at rear of houses.	Coleridge	Type B
PL/067	St Thomas's Square	Rear of No 8 St. Thomas's Square-off Birdwood Rd	Coleridge	PL/067
PL057	Robert May Close	Adj to No 22 Robert May Close-off Tiverton Way	Coleridge	Type B
PL096	Rustat Avenue	Off Rustat Road	Coleridge	Type A
PL066	St Matthews Piece	Opp side to No 38 Petworth St-off St. Matthews St	Coleridge	Type B
PL011	Bramblefields	By No 46 Laxton Way-off Cam Causeway	East Chesterton	Type B
PL017	Chesterton Rec	By No 0101a Church St-off Chesterton Rd	East Chesterton	Type B
PL073	Discovery Way	Discovery Way Off Nuffield Road	East Chesterton	Type A
PL034	Green End Rd Rec	Junction of Green End Rd & Cam Causeway	East Chesterton	Type C
PL077	Pearl Close	Old Chesterton Hospital off Union Lane	East Chesterton	Type A
PL059	Scotland Rd Rec	By No 132 Scotland Rd-off Union Lane	East Chesterton	Type B
PL087	The Vie, Fitzgerald Place	Off St Andrews Road	East Chesterton	Type A
PL072	Whytford Close	Off St Andrew's Road	East Chesterton	Type A
PL074	Woodhead Drive	By No 1 College Fields-Woodhead Drive-off Milton Rd	East Chesterton	Type B
PL004	Arbury Court	By No 54 Leys Avenue-off Arbury Rd	Kings Hedges	Type B
PL009	Beales Way	Rear of No's 7 & 9 Beales Way-off St. Kilda Ave	Kings Hedges	Type A
PL013	Cameron Way	Cameron Rd-off Northfields Avenue	Kings Hedges	Type A
PL029	Edgecombe Flats	Opp No 24 Crowland Way-off Northfields Ave	Kings Hedges	Type A

PL044	Kings Hedges Rec	End of Buchan St-Opp pool-off Kings Hedges Rd	Kings Hedges	Type C
PL046	Lawrence Rd	Opp No 37 Lawrence Way-off Campkin Rd	Kings Hedges	Type A
PL076	Neptune Close	End of Neptune Close, off Nothfields Ave	Kings Hedges	Type A
PL051	Nuns Way	Nuns Way Recreation Ground	Kings Hedges	Type C
PL056	Ramsden Square	Rear of No's 1 & 89 Ramsden Square-off Milton Rd	Kings Hedges	Type B
PL019	Christ's Pieces	Rear of No 70 Kings St	Market	Type B
PL043	Jesus Green	Off Victoria Avenue-parking on Chesterton Rd	Market	Type C
PL047	Jesus Green	Off Victoria Avenue-parking on Chesterton Rd	Market	Type B
PL045	Lammas Land	Off The Fen Causeway-parking Newnham Rd/Drift Way	Newnham	Type C
PL053	Penarth Place, Gough Way	Opp No 6 Penarth Place-off Gough Way	Newnham	Type B
PL008	Bath House Play Area	Behind Bath House-01001 Mill Rd	Petersfield	Type A
PL075	Donkey Common Skate Park	Outside Parkside Pools	Petersfield	Type B
PL032	Flower St	Rear of No 15 Blossom St-off Norfolk St	Petersfield	Type B
PL054	Petersfield	Junction of East Rd & Mill Rd	Petersfield	Type B
PL079	Ravensworth Rd	Ravensworth Gardens, off Tenison Road	Petersfield	Type A
PL078	Ravensworth Rd (Older Kids)	Ravensworth Gardens, off Tenison Road	Petersfield	Type B
PL080	River Lane	By No 50 River Lane-off Newmarket Rd	Petersfield	Type A
PL081	Saint Barnabas Court	Off Tenison Road	Petersfield	Type A
PL089	Shenstone	Off Ashley Court	Petersfield	Type B
PL062	Sleaford St	By No 2 Ainsworth St-off Sleaford St	Petersfield	Type B
PL098a	St Matthews Gardens (a)	South of New Street, East of York Street	Petersfield	Type A
PL098b	St Matthews Gardens (b)	South of New Street, East of York Street	Petersfield	Type A

PL067	St Thomas Rd	Rear of No 8 St. Thomas's Square-off Birdwood Rd	Queen Edith'	Type A
PL102	Austin Drive	Clay Farm	Queen Edith's	Type A
PL035	Gunhild Close	Rear of No 34 Gunhild Close-off Gunhild Way	Queen Ediths	Type B
PL041	Holbrook Rd	Rear of No's 20 & 22 Holbrook Rd-off Mowbray Rd	Queen Ediths	Type B
PL049	Nightingale Avenue	By No 8 Nightingale Avenue-off Queen Ediths Rd	Queen Ediths	Type B
PL012	Brooks Rd	By No 117 Brooks Rd	Romsey	Type B
PL023	Coldhams Lane	By No 115 Coldhams Lane-off Newmarket Rd	Romsey	Type B
PL033	Great Eastern St	By No 3 Great Eastern St-off Mill Rd	Romsey	Type A
PL092	Hampden Gardens	Off Cromwell Road	Romsey	Type A
PL058	Romsey Rec	By No 93 Vinery Rd-off Mill Rd	Romsey	Type C
PL052	Uphall Rd/Nuttings Rd	Nuttings Rd-off Coldhams Lane	Romsey	Type A
PL082	Aberdeen Avenue	Accordia development	Trumpington	Type A
PL104	Anstey Place	Trumpington Meadows	Trumpington	Type B
PL101	Beech Drive	Glebe Farm	Trumpington	Type A
PL105	Central Park	Glebe Farm	Trumpington	Type B
PL085	Gilpin Place	Accordia development	Trumpington	Type A
PL106	Huntsman Road	Trumpington Meadows	Trumpington	Type B
PL103	Kestrel Rise	Trumpington Meadows	Trumpington	Type A
PL084	Kingfisher Way	Accordia development	Trumpington	Type B
PL070	Trumpington Rec	Byrons Square-off Anstey Way	Trumpington	Type B
PL007	Bateson Rd	By No 17 Bateson Rd-off Stretton Avenue	West Chesterton	Type A
PL018	Chestnut Grove	Rear of No's 26/49 Chestnut Grove-off Hawthorn Way	West Chesterton	Type B

APPENDIX E: QUALITY ASSESSMENT OF CAMBRIDGE OUTDOOR PLAY SPACES

Site Reference	Site Name	Location % Quality Score	Play Value % Quality Score	Care & Maintenance % Quality Score	Total Quality Score	Type
PL001	Ainsdale	80%	37%	68%	61%	Type A
PL002	Alexandra Gardens	80%	62%	87%	75%	Type B
PL004	Arbury Court	89%	82%	90%	86%	Type B
PL005	Arbury Close	60%	31%	37%	42%	Type B
PL006	Neptune Close	86%	31%	88%	66%	Type A
PL007	Bateson Rd	89%	26%	92%	66%	Type A
PL009	Beales Way	71%	46%	72%	62%	Type A
PL010	Blandford Walk	43%	29%	40%	37%	Type A
PL0103	Kestrel Rise, Trumpington Meadows	80%	42%	53%	57%	Type B
PL0104	Anstey Place, Trumpington Meadows	71%	47%	70%	61%	Type B
PL011	Bramblefields	43%	44%	73%	42%	Type B
PL012	Brooks Rd	57%	51%	50%	53%	Type B
PL013	Cameron Way	94%	51%	72%	73%	Type A
PL015	Cherry Hinton Hall	77%	91%	91%	87%	Type C
PL016	Cherry Hinton Recreation Ground	89%	78%	94%	86%	Type C
PL017	Chesterton Recreation Ground	74%	69%	77%	73%	Type B
PL018	Chestnut Grove	51%	33%	57%	45%	Type B
PL019	Christ's Pieces	77%	60%	90%	74%	Type B
PL022	Abbey Pool	73%	83%	50%	56%	Type B
PL023	Coldhams Lane	46%	60%	57%	55%	Type B
PL024	Coleridge Recreation Ground	86%	93%	94%	91%	Type C

PL026	Ditton Fields	71%	73%	60%	69%	Type B
PL027	Dudley Rd	83%	44%	73%	65%	Type B
PL029	Edgecombe Flats	86%	60%	92%	78%	Type A
PL030	Ekin Rd	77%	46%	64%	62%	Type A
PL031	Fison Rd	89%	91%	83%	84%	Type C
PL032	Flower St	89%	56%	70%	70%	Type B
PL033	Great Eastern St	34%	20%	56%	35%	Type A
PL034	Green End Rd Recreation Ground	89%	73%	77%	79%	Type C
PL035	Gunhild Close	63%	36%	70%	54%	Type B
PL038	Hazelwood Close 1	63%	20%	52%	44%	Type A
PL039	Hazelwood Close 2	80%	29%	72%	59%	Type A
PL040	Histon Rd Recreation Ground	71%	91%	77%	81%	Type C
PL041	Holbrook Rd	71%	51%	77%	65%	Type B
PL042	Humphries Rd	69%	54%	80%	66%	Type A
PL043	Jesus Green	86%	96%	83%	89%	Type C
PL044	Kings Hedges Recreation Ground	60%	78%	51%	64%	Type C
PL045	Molewood Close	66%	20%	72%	51%	Type A
PL045	Jesus Green	89%	80%	83%	84%	Type B
PL045	Lammas Land	94%	89%	77%	87%	Type C
PL046	Lawrence Rd	94%	43%	56%	65%	Type A
PL049	Nightingale Avenue	80%	73%	70%	75%	Type B
PL051	Nuns Way	77%	84%	74%	79%	Type C
PL053	Uphall Rd/Nuttings Rd	91%	46%	60%	66%	Type A
PL053	Gough Way	89%	91%	77%	86%	Type B
PL054	Petersfield	89%	46%	77%	64%	Type B
PL056	Ramsden	63%	78%	73%	72%	Type B

	Square					
PL056	Peverel Rd	91%	60%	67%	72%	Type B
PL057	Robert May Close	51%	38%	50%	45%	Type B
PL058	Romsey Recreation Ground	91%	91%	94%	92%	Type C
PL059	Scotland Rd Recreation Ground	69%	47%	80%	63%	Type B
PL060	Shelley Row	74%	37%	72%	60%	Type A
PL062	Sleaford St	91%	47%	87%	72%	Type B
PL064	St Albans Recreation Ground	89%	73%	53%	73%	Type B
PL066	St Matthews Piece	74%	51%	73%	65%	Type B
PL067	St Thomas Rd	57%	43%	84%	59%	Type A
PL067	Lichfield Rd	71%	40%	43%	51%	Type B
PL068	Stourbridge Common	77%	71%	77%	75%	Type B
PL069	Tenby Close	91%	58%	60%	69%	Type B
PL070	Trumpington Recreation Ground	86%	76%	97%	85%	Type B
PL071	Velos Walk, St Ann's St	71%	27%	44%	44%	Type B
PL073	Discovery Way	94%	43%	72%	69%	Type A
PL072	WhytfoRoad Close	80%	49%	88%	71%	Type A
PL074	Woodhead Drive	83%	62%	83%	75%	Type B
PL075	Donkey Common Skate Park	83%	58%	80%	72%	Type B
PL076	Neptune Close	86%	31%	88%	66%	Type A
PL077	Pearl Close	63%	26%	80%	54%	Type A
PL078	Ravensworth Road (Older Kids)	46%	27%	57%	41%	Type B
PL079	Ravensworth	86%	34%	88%	67%	Type A

	Road					
PL080	River Lane	74%	26%	60%	53%	Type A
PL082	St Barnabas Court	80%	29%	80%	61%	Type A
PL083	Aberdeen Avenue	74%	34%	56%	55%	Type A
PL084	Kingfisher Way	91%	78%	77%	82%	Type B
PL085	Gilpin Place	71%	26%	48%	48%	Type A
PL086	Kathleen Elliot Way	63%	38%	87%	59%	Type B
PL087	The Vie, Fitzgerald Place	77%	23%	56%	52%	Type A
PL088	Reilly Way	69%	29%	56%	51%	Type A
PL089	Shenstone	91%	60%	73%	74%	Type B
PL092	Hampden Gardens	74%	29%	92%	62%	Type A
PL094	Jack Warren Gardens	69%	53%	53%	58%	Type B
PL096	Leica site, Rustat Road	94%	34%	92%	72%	Type A
PL098a	St Matthews Gardens (a)	80%	29%	92%	64%	Type A
PL098b	St Matthews Gardens (b)	80%	29%	92%	64%	Type A
PL101	Beech Drive, Glebe Farm	91%	71%	84%	82%	Type A
PL102	Austin Drive, Clay Farm	84%	31%	52%	47%	Type A
PL105	Central Park, Glebe Farm	89%	60%	80%	71%	Type B
PL106	Huntsman Rd, Trumpington Meadows	89%	60%	80%	71%	Type B

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To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Democratic Services Manager

Relevant scrutiny committee: Community 8/10/2015
Services
Scrutiny
Committee

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge
East Chesterton King's Hedges Market Newnham
Petersfield Queen Edith's Romsey Trumpington
West Chesterton

NON COUNCILLOR APPOINTMENTS TO THE CONSERVATORS OF THE RIVER CAM

Not a Key Decision

1. Executive summary

- i. The three year term of office for the seven Conservators of the River Cam appointed by the City Council (four non-councillor appointments and three City Councillors) ends on 31 December 2015.
- ii. The maximum term of office is 3 x three-year terms with thereafter a break period of three years before a re-application can be made.
- iii. New appointments are required for the three year term commencing 1 January 2016.
- iv. Appointments are made by the Council on the recommendation of the Executive Councillor.

2. Recommendations

The Executive Councillor is recommended:

- i. To agree the recommendation of the non-councillor appointments applicants 1,2,3,4 (see appendix A) to the Conservators of the River Cam commencing 1 January 2016 for Council's approval.

- ii. To note that Council considers and approves the nominations of three City Councillor appointments to the Conservators of the River Cam commencing 1 January 2016.
- iii. To write, on behalf of the Council to those Conservators whose term will end thanking them for their valuable contribution.

3. Background

- i. Applications were invited through an open recruitment process over a four week period running from Monday 10 August until 4 September to apply for the voluntary position as a Conservator of the River Cam.
- ii. The Executive Councillor for City Centre and Public Places agreed that some members of the Community Services Scrutiny Committee would form a selection panel to consider the applications received and recommend four for approval for the non-councillor City Council appointments.
- iii. The selection panel consisted of one Labour member and one Liberal Democratic Member, Councillors Sinnott and O'Connell.
- iv. Three of the four current conservators were eligible to reapply for a further three year term.
- v. In total twelve applications were received.
- vi. Selection was based purely on the written applications and considered alongside the following criteria which was advertised:
 - An interest in, and/or evidenced knowledge of, some aspect of river use.
 - Not a Councillor or officer of Cambridge City Council, Cambridgeshire County Council, other District or Parish Councils in Cambridgeshire. Not a relative or close friend of any current elected member or officer of the Council.
 - Live or work in the City of Cambridge.
 - Commitment to serve the community, attend meetings and a willingness to take required training and to offer requisite time to perform the duties to the satisfaction of the City Council.
 - Willingness to sign up to a Code of Conduct applicable to members of the public made Council appointees.
 - Must declare any party political membership on the application form.

- Will have disclosed to the Council during the application process any matter in his/her background, which, if it became public, might cause the council to reconsider the appointment.
 - Committed to a three-year term of office.
- vii. The Selection Panel met on the 17 September 2015 to consider the applications received. The 'skills, abilities, knowledge and experience' section of each of the four recommended applicants can be found at appendix A.
- viii. Personal information on applicants has not been published. If the Scrutiny Committee wishes to discuss the specifics about individual applications it should do so in closed session.

4. Implications

(a) **Financial Implications:**

None

(b) **Staffing Implications** (if not covered in Consultations Section):

None

(c) **Equality and Poverty Implications**

No Equality Impact Assessment has been undertaken. Recommendation of appointments had been made following an open and transparent process based on an agreed person specification criteria first set by the Council in 2012.

(d) **Environmental Implications**

There are no environmental implications from this process.

(e) **Procurement:**

None

(f) **Consultation and communication**

The advertisement of the vacancy of the Conservator to the River Cam had been publicised through the media using the Council's Twitter and / or Facebook as appropriate.

To ensure community engagement approximately thirty community groups were contacted to enquire if the vacancy could be displayed and distributed through their organisations.

(g) **Community Safety**

There were no adverse community safety implications during the recruitment process.

5. Background papers

These background papers were used in the preparation of this report:

Previous report to the Environment Scrutiny Committee – 26.06.12

<http://democracy.cambridge.gov.uk/documents/g712/Public%20reports%20pack%2026th-Jun-2012%2016.00%20Environment%20Scrutiny%20Committee.pdf?T=10>

Minutes of the Environment Scrutiny Committee – 26.06.12

<http://democracy.cambridge.gov.uk/documents/g712/Printed%20minutes%2026th-Jun-2012%2016.00%20Environment%20Scrutiny%20Committee.pdf?T=1>

6. Appendices

- i. Appendix A: Application forms received ('skills, abilities, knowledge and experience' section only)
- ii. Appendix B: (Confidential Application forms received).

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Claire Tunnicliffe

Author's Phone Number: 01223 - 457013

Author's Email: democratic.services@cambridge.gov.uk

Your skills, abilities, knowledge and experience

My first term of 3 years as a Conservator is near completion. There is much still to do as the Conservancy updates its competence in both finance and operations. I joined with concerns about the quality of the long term plan and soon focused upon finance as the area of immediate concern. Management accounting was nonexistent and financial accounting based upon idiosyncratic bookkeeping. Nevertheless there had been a fully functioning Board and an abundance of experience hovering around the activities discharged by the Conservancy. The opportunity to recruit and appoint a new General Manager together with the appointment of a new Chairman has enabled progress to be speedy and changes effective.

My ongoing assessment and concerns are summarized at

I do not miss meetings; critical in terms of the Finance Sub Committee in particular.

The next stage is to meld the activities of the City Council as a major riparian landlord, with those of the Conservancy. Priorities are clear and my expectations high. – Moorings and punt operations are the immediate priority.

I will continue to be the conscience of the upper river in terms of its condition and unique contribution to the City as something exceptional in terms of the quality of life for residents and visitors. That means regular trips by canoe to remove litter and check upon navigation issues and invasive water plant species. I row every week on the lower river and actively contribute to the River Users Group as a swimmer, rower, river side resident and canoeist.

I continue to be fit and healthy and cycle over 60 miles each week. The river represents just one aspect in monitoring Cambridge growth and sustainable development. The challenge of improving the city centre is a parallel present priority.

My wife Pam and I have recently joined the UK Labour Party, in part to support policies that will benefit Cambridge and its quality of life.

Your skills, abilities, knowledge and experience

Relevant Experience

Rowing

King's College Boat Club
 1st VIII 1988-1990,
 Boat Club President 1990
 Coach 1990-2000
 Boat Club Steering Committee 2000-2005
 KCBC Safety Adviser 2004-2009

1996-1997 Set up business to build new rowing VIII's, ultimately unsuccessful but the result was significant experience in composite boat construction, involving mould making, epoxy resins, carbon fibre and vacuum bagging techniques. These results were transferred to Scudamore's resulting in new, extremely strong, composite ferry punts.

Fitzwilliam College Boatman 1997-1999

My experience with rowing has given me a detailed knowledge of the river between Jesus Lock and Botisham.

Powered Craft

I had the steel Riverboat Georgina built to order and operated her for 3 years before selling the business. I had my master's ticket and was a regular skipper of the craft on her trips. Being involved with the contract for and the build of Georgina, I have experience that could be valuable to the Conservator's in terms of ordering new rivercraft. I also have additional experience related to ordering steel pontoons and other floating structures from my experience with Scudamore's that might also be relevant.

I also have my RYA powerboat level 2 licence.

My experience with Georgina has given me a detailed knowledge of the river between Jesus Lock and Bottisham and reasonable knowledge out to Ely and even King's Lynn.

Sailing

I am a keen sailor and have a strong interest in high speed sailing. I once spent 4 months living onboard a series of small yachts, so I have experience that would be relevant to live aboard craft. I am an RYA qualified 'Yachtmaster Offshore'.

I have been involved in a number of sailing projects including the design and testing of a new type of yacht keel. Again this gives me experience in boat design and build.

Punts

I am the majority shareholder and non-executive Chairman of Scudamore's Punting Company. I have been involved in all aspects of the business from boat building to boat hire. This company has a number of sites on the river and is the largest operator of craft on the Backs.

This role has given me the opportunity to pick up experience of a wide range of business issues that may have value to the Cam Conservators, such as Health and Safety, Personnel and Financial Management as well as some related legal experience.

My experience with this business has also given me a detailed knowledge of the river between Byron's Pool and Jesus Lock.

Isentropic

I am the CEO of a technology company called Isentropic that is developing large scale 'batteries' for the storage of electricity. These batteries are large, in the region of 500 to 5000 tons, and involved mechanical and civil engineering. The company currently has 30 employees and, as part of the development process, the company has a very strong focus on Health and Safety and Risk Management. We use heavy machinery, work at heights, work with electricity, and work with both cryogenic and hot materials and large steel pressure vessels.

This gives me experience that could be useful to the Conservators in both managing risks and Health and Safety.

Cam Conservator (2013-2015)

I have now been a Cam Conservator for 3 years and, as well as attending the main quarterly meetings, I take part in both the Finance sub-committee meetings and the Health and Safety sub-committee meetings. I am currently chairman of the H&S sub-committee. The remit of these committees is to reduce the workload of the main board and to carry out minor decision making in a more efficient manner.

Your skills, abilities, knowledge and experience

I have lived in Cambridge since 2004, and in 2008 I moved onto my boat, moored initially at Bottisham Lock, and since 2010 on the City Council moorings in Cambridge. I also row for Chesterton Rowing Club, so I have a very strong connection to the river Cam.

I have held the position of City Council-appointed Conservator of the River Cam for coming up to three years, and have thoroughly enjoyed contributing to the life of the river, using my connections to the residential boating and rowing communities to inform discussions both in Quarterly Conservancy meetings and in my position on the Licensing Sub-Committee.

I am secretary of the Camboaters residential boaters group, and as such I attend meetings with the City Council and the Conservancy about boating issues. I work hard to disseminate information and engage with the boating community through social media and newsletters, and then feed their concerns back to the City Council and the Cam Conservancy where necessary.

In 2012 I set up and chair the Cambridge River Users Group, to try and bring together representatives from all river user groups: rowers (both town and university), boaters, canoeists, wildlife activists, fishermen, riparian owners, and the Conservancy. This group has been a very useful forum for the discussion of issues in a neutral setting. Some of the outputs of the group have been the drawing up a set of guidelines for river users to protect wildlife, the setting up of an email address to report wildlife incidents, and the delivery of a talk to novice coxes at the beginning of the academic year. River events are another area where we have tried to promote better communications between event organisers and other river users. Recently we have discussed the new Cam Conservancy event policy. The overall aim is to improve relationships between the different river user groups, and whilst the sheer number of people using and enjoying the Cam means that some tensions do still occur, I feel that there is a general sense of improved understanding on the river.

Outside of the river Cam itself I am also involved with the Historic Narrow Boat Club, which is an active pressure group for the waterways, and has a strong working relationship with the Canal and River Trust. This means I have a good understanding of wider waterways issues which may impact upon the Cam, and connections nationally to help promote a better understanding of the complex licensing structure on the river Cam.

Additionally I have experience working for both the Ouse Washes Landscape Partnership and the Breaking New Ground Landscape Partnership (working in the Brecks). These are large Heritage Lottery funded schemes to promote the unique landscape character of an area through a number of heritage and conservation projects. As there is a bid in process to secure HLF funding for a similar project in the Cam catchment area, I feel that I could contribute my knowledge of two successful landscape partnerships to the development of a partnership for the River Cam.

In short I am passionate about the Cam and hopeful for the future of the river.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I am the director of Riverboat Georgina Cambridge Ltd.
A large passenger vessel (capacity max 110) which
provides both public cruises and private charter
along the river Cam.

I became director in October 2013 and before
this had worked on the river for 3 years.

I have a commitment to the smooth running
of the river for businesses, the university,
boat clubs, residents and all people of the city.



Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

Education:

Hampton Grammar School, Cambridge University (B.A. Engineering, 1977)

Work:

Have worked in Cambridge as a Software Engineer since 1981 for a range of high-technology companies and institutes. Prior to that worked for GEC as a mechanical engineer. Have been working within the University for the last 12 years at the Institute of Astronomy on Madingley Road.

Rowing:

Rowed for Hampton Grammar School (1st VIII), Cambridge University (Goldie 1975 and Lightweight VIII in 1976 and 1977).

Was a member of City of Cambridge Rowing Club in the 1980s and early 1990s. For the last 20 years have switched to traditional, fixed-seat rowing in skiffs.

Was instrumental in founding the Granta Skiff Club here in Cambridge and have been Captain of the Club and delegate representative to the Cambridgeshire Rowing Association since the Club was founded in 1994.

Organized regatta racing and several Bumping Races for skiffs on the Cam.

Have regularly coached rowing crews on the Cam for the best part of 40 years.

Residence:

Grew up in Sunbury-on-Thames close by the River Thames. Studied in Cambridge. Have lived in Fen Ditton since 1982.

Interest and knowledge of the River:

Living in Fen Ditton and cycling to work I have observed, almost on a daily basis, the River in all its moods and seasons; the walks, the wildlife. As a resident of Fen Ditton I really appreciate and value the open green spaces that the River affords.

And "mucking about in boats" has been a passion since growing up by the River Thames and taking up rowing at school. Through rowing and coaching over many years I have witnessed first-hand the many competing demands for its amenities (mooring, punting, fishing, rowing, etc).

The Cam Conservators are faced with a difficult task in meeting river users' expectations or concerns. However there have been occasions when they have been a bit aloof or slow to act on those concerns. I would like to see more engagement with the river community. This is something that I feel I could contribute towards and is what motivates me to apply for an appointment to the Cam Conservators.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I would like to apply for this opportunity to serve as a Conservator, offering myself as someone with a perspective gained through personal experience of different aspects of the environment of the River Cam and its usage, by a variety of stakeholders.

As a resident of Waterbeach, working in central Cambridge and commuting daily by bike, I have had a significant opportunity both to observe and benefit from the changes to the river/towpath environment for which the Conservators are, in part, responsible. I would be delighted to have a role in helping to maintain and improve on progress already made.

I am a Biology teacher with a degree in Botany so I have a real interest in (and some knowledge of) the ecology of the river. I consider conservation and maintenance of biodiversity as being an essential aspect of sustaining its environmental quality. Consequently, actions by the Conservators' work force like repair of the river banking going hand-in-hand with preservation of the bank flora, aeration of water at risk of eutrophication, etc., are things which I am always happy to see and would want to support, if I were to be involved.

The river is an important recreational environment. I am a member of the X-Press Boat Club and served for a limited time as a committee member. Though I am not currently rowing myself, I continue to assist with events such as the Town Bumps and CRA Winter League head Races – mainly by marshalling. Rowing myself and assisting with rowing events has given me an insight not only into the benefits to a significant number of local residents who row, but also (less happily) on the potential for conflict with other stakeholders such as anglers, river boat residents and commercial users. If appointed as a Conservator, I would hope to offer a balanced view on these matters.

I work with young people and part of my role involves the provision of opportunities for sport and outdoor education for them. Thus, opportunities provided on the river for activities like rowing and canoeing, whether through the junior sections of local clubs, or by schools, is something I see as particularly important

As a senior teacher and member of the management team at The Leys School, I am accustomed to working with colleagues in committee – and understand the importance of preparing appropriately for meetings, operating in a collegial manner within them and applying the appropriate professional standards to any matter associated with them. I would expect to apply the same principles to a role as a Conservator, were I to be involved.

I believe I have the time to devote to this role and the ability to make an effective contribution, if appointed; it would be both a privilege and a pleasure to be involved. I look forward to hearing the outcome of the appointment process, in due course.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I am a recently retired civil engineer, having worked on roads, bridges and pipelines.

I am a riparian owner.

I canoe the Cam regularly, swim in it less regularly and have rowed.

I am in daily contact with a wide range of river and Footpath users.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

1. I am a former Director level civil servant, with an unusually wide range of experience, much of it relevant to the work of the Conservators, with a particular focus on strategy-building and communications. I have played corporate and non-executive roles in the public, private and voluntary sectors, often in conditions of change and stress, and with big resource and people management responsibilities. Recent assignments have relied on advocacy and personal authority, not seniority or management leverage. Since ceasing full-time work in 2011, I have succeeded with a new role in the space research field, and have also undertaken change-focused consultancy work and widened my voluntary portfolio. For more detail see paragraph 5 below.

2. My current employment is part-time, so I will have no difficulty in finding time to contribute to the work of the conservators.

3. I am in no doubt about the importance of the river in the life of the City and more widely. The Conservators will need to work in partnership with other bodies to ensure that it is managed to reconcile the needs of its users and the wider community, and respond to wider environmental pressures. This is not about maintaining the status quo, but rather about developing an agile leadership role for the Conservators in rapidly-changing circumstances.

4. If appointed, I will offer

- a wide knowledge of and interest in, a range of aspects of river use;
 - I am familiar with the whole length of the river through frequent walking and cycling (several times each week) on its towpaths and nearby land;
 - I have long experience as an oarsman and rowing coach;
 - my professional background in Government gives me a deep understanding of the relevant national and EU regulatory framework;

- involvement with community groups has sensitised me to the varying pressures on the City which will impact on the management of the Cam (Development, tourism...);
- engagement in the broad Cambridge community, for example as founder secretary of the residents association on the Accordia estate, as a member of a Cambridge Education Trust, and having done consultancy work for Cambridge University;
- specific experience which will enable me to contribute to meeting the challenges facing the Conservators, detailed for example in the 2013-18 Business Plan. I would expect to make a contribution on such priority areas as;
 - financial management and reserve policy, building on my experience in managing very large budgets in Defra, or as a corporate board member of a University, a European NGO, and a subsidiary of a major PLC;
 - cost-effective service delivery and effective organisational structures, which was central for example to my management of arms-length bodies like the Environment Agency, and to my direct responsibility for a large and diverse Directorate in Defra;
 - regulation, having been responsible for the topic at senior level in Government, and having implemented Regulatory change in many areas;
 - governance issues, which were vital for example in working with the range of organisations in the environmental field. More recently, I have been asked to lead on examining the governance of the Education Trust of which I am a member.
- long experience as an effective committee operator (particularly important when the Conservators bring together representatives of a disparate groups affected by their decisions). It seems to me to be particularly important for a City Council nominee to play an effective independent role, and also to be able to help a committee to work in a purposeful way.

5. My career record is as follows;

May 2011 – present; Beta Technology Ltd. Created a new role advising the UK space sector on EU-funded research, 2011 - 14. Currently working on new business development for Beta.

Consultancy projects for **Cambridge University** (on transforming its relations with the EU), for **Telespazio SpA** on how to improve its under-performing UK subsidiary, **EUMETNET**, the **European Environment Agency (EEA)**, and the **Department for Environment, Food and Rural Affairs (Defra – my old Department)**

May 2007 - April 2011; Senior Advisor to the **EEA and the European Commission**, on their joint engagement with Earth Observation (Brussels - based, seconded from the UK Government), and providing the EEA's link with the UK Government.

November 2006 – May 2007; **Director of Regulation, Department for Environment Food and Rural affairs (Defra).**

October 2001 – November 2006; **Environment Strategy Director, Defra.**

A very large Director job - up to 180 staff, £300m budget, and with wide and varied strategic responsibilities. These included supervision of the Government's relationship with the Environment Agency (EA)) and British Waterways, EU and international negotiation, and better regulation.

At the corporate level, I chaired Defra's IT governance forum. I was senior user in the £500m outsource of Defra's IT provision to IBM.

June 1999 – October 2001; **Director of Communications, Ministry of Agriculture Fisheries and Food (MAFF), and then Defra** – this gave me a deep understanding of tactical and strategic communications and stakeholder relationship management. I was a member of the Department's Management Board, sharing corporate responsibility for the creation of a new Government Department as well as twice restructuring my own Directorate.

January 1995 – June 1999; **Minister, UK Permanent Representation to the EU, Brussels.**

Promoting the UK's position in the EU, advising Whitehall on EU negotiating approaches, and promoting an understanding of the EU to a wider UK community of interests.

Previously

In MAFF ; Under-Secretary, Agricultural Resources, 1994-5, Head of Division posts, 1984-94, Principal Private Secretary to the Minister 1982-4, Training and middle management posts, 1970-82

OTHER RELEVANT EXPERIENCE

- Trustee of the **City of Cambridge Education Foundation**. I am currently tasked with leading the development of the Charity's future role.
- founding secretary of the **residents association** on a large new (+/- 1000 people) Cambridge development. Successfully negotiated with the local authorities, and led a number of community initiatives.
- **Governor, Kingston University**, 2003-2006;
- **Mentoring** disabled civil servants on a Cabinet Office development scheme;
- **School governor**, Kingston, 1990's;
- **Non-executive director**, Manor Bakeries, 1990's, mostly facing continuing takeover pressures.
- Non-executive Council Member **EURISY** (European body promoting satellite use)

EDUCATION

- Gravesend Grammar School 1960 – 67;
- Brasenose College Oxford, 1967 – 70 (BA History 1970)
- Numerous courses and seminars, including Top Management Programme, US Visitors Programme, BT Vital Vision

Your skills, abilities, knowledge and experience

I have been employed on the river for the last 5 years in full time employment at Clare College, Cambridge as the Boathouse Manager, however I have been using the river recreationally for the last 15 years. In my role as Head coach for Clare College boathouse I understand the needs of the rowing community and also the issues that arise because of their use of the river.

I am also a live aboard house boater of 4 years based on midsummer common and therefore have the unique insight to the issues of both the live aboard community and the rowing community.

I also have experience in other areas of river use, these include professional qualifications in kayaking, canoeing, rowing as well as aquatic first aid, I have a wide range of experience in river use and have also been involved in conservation programs on other rivers focusing on environmental issues due to impact by humans and riverbank development.

I am not a Councillor or officer of Cambridge City Council, Cambridgeshire County Council, other District or Parish Councils in Cambridgeshire. Nor am I a relative or close friend of any current elected member or officer of the Council.

I have lived and worked in the City of Cambridge for the past 18 years originally arriving in the city as the General Manager of several hospitality units in and around the city before becoming a Lecturer at Cambridge Regional Collage and eventually joining Clare College.

I am already involved in a number of community projects that are aimed at motivating and inspiring Underprivileged children from local Cambridge schools by teaching them valuable life skills in conjunction with other groups in Cambridge including colleges, both Universities and several groups that use the river, one example can be seen at www.ThameRow.com

I fully commit to a three-year term of office and I am willing to attend all meeting that are required as well as undertake any training necessary

I am willing to sign a Code of Conduct applicable to members of the public made Council appointees.

I am not a member of any political party

I have not been declared bankrupt.

I know of no reason or information that needs to be disclosed to the Council during the application process.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I have lived in Cambridge and surrounding villages for the past twenty nine years.

For all of this time I have been an active member of Cambridge Canoe Club, having served in numerous committee posts, including two years as Chairman, and for the past two years as Treasurer.

I have an active interest in the river, particularly in the 'upper' stretch above Bishops Mill sluice where the Club is situated, but also of the 'middle' river through the city, and the 'lower' river down to Bates Bite Lock where we regularly paddle.

I have taken an active interest in the affairs of the Conservators, by reading the minutes and obtaining information from their website.

We ensure that any of our events which impact the middle or lower river users are put onto the events calendar I good time so as to ensure the maximum period of prior warning.

As ever the affairs of the Conservators are a very delicate balancing act between many varied and often conflicting interested parties of river users.

I would be keen to serve as a Council appointed Conservator particularly representing and championing the numerous minority groups with an interest in the river, but of also having a balanced overview of the management of the whole of the stretch of river managed by the Conservators.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I have lived in Cambridge for around 20 years 11 of them on a Narrow Boat and the last 4 on a wide beam boat my home mooring is browns Field Fen Ditten for most of that time.

Before that I was in Huntingdon so always been in this area.

As well as living on the river Cam I was a member of a town rowing club for many years and have won my blades.

I have been on the board of the Cam boaters for many years and take active role in the River users group.

I sit on this group as a river user and chairman of Animal Rights Cambridge with my main aim of improving the welfare of the wildlife on the river.

I did write the wildlife and rowing guidelines and actively worked with the River users group to have them passed and put into place.

I still work with Jed and rowing clubs on improving the understanding and protection of wildlife on the river Cam from other river users.

I am not a Councillor or officer of Cambridge City Council, Cambridgeshire County Council, other District or Parish Councils in Cambridgeshire, Or a relative or close friend of any current elected member or officer of the Council.

I am a floating support worker that works within homelessness in Cambridge I work with entrenched rough sleepers, family and single people.

My main role is to work with clients when they have tenancies but I also play a role in finding suitable accommodation. I have been working in this field for 18 years and also worked with boat owners with sorting out housing benefits and mooring fees to stop them becoming homeless.

I am committed to serve the community and wildlife attend meetings, I am always open to new training, I work flexi time so can accommodate time for my duties and I am committed to a three year term.

I have no problem with signing the code of conduct.

I am a union rep at work and a member of the green party.

I have never been declared bankrupt.

My background is of a very active peace activist (union, animal, earth anti-fascist that has crossed paths with the police and courts but have never been convicted of crime

of violence and I work with very vulnerable adults I been police checked for my work every 3 years. They will not be any problem is my back ground that would warrant the council to reconsider my appointment.

Your skills, abilities, knowledge and experience

(Please read the person specification before you complete this section. This is the most important part of your application. In particular please illustrate your interest in, and/or evidenced knowledge of, some aspect of river use. You do not have to cover employment history unless you wish to.)

I studied history at Pembroke college from 1961-64, graduating in the latter year. From 1964 to 2006 I worked in industry and as a lecturer in a Business School and during this time I completed a part-time Ph.D. on the engineer Sir Joseph Bazalgette (1819-91) who designed sewerage systems to protect rivers, notably the Thames and the Cam, from pollution. This became a book, "The Great Stink", which led to others books (17 to date).

In 2006 my wife Jane and I moved to Cambridge where Jane works as a midwife at the Rosie and I write books, care for my grandsons, sing in the Addenbrookes choir and work as a Cambridge City guide. Until 2013 I also served as a Cambridge magistrate.

As an undergraduate I rowed, coxed or coached throughout my 3 years and after returning to Cambridge in 2006 I resumed my association with the Pembroke College Boat Club as a coach, also coaching the Addenbrookes crew occasionally. As a citizen, a guide and a magistrate I have often been troubled by punting and tour touts in the city centre.

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To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Alistair Wilson - Streets and Open Space Development Manager

Relevant scrutiny committee: Community Services Scrutiny 8/10/2015

Wards affected: Abbey Arbury East Chesterton Market Newnham West Chesterton

PROGRESS ON THE REVIEW OF THE RIVER MOORINGS POLICY

Non - Key Decision

1. Executive summary

- 1.1 This report contains recommendations that the Council consults about amendments to, and the management of, the Council's River Moorings Policy.
- 1.2 The report details issues and options that have been raised by stakeholders, namely the management of the waiting list, overstays on the 48 hour visitor moorings and issues that arise from boats not on the regulated moorings scheme at Riverside.
- 1.3 An effective enforcement policy is crucial to the efficient management of River Moorings.
- 1.4 Officers have considered and detailed the options available to regulate moorings to overcome the current management issues; the civil possession claims for trespass to move on unauthorised boaters, and a contract law approach based on the Oxford Model¹, which sets out 'licence' terms that are a contract for the non-exclusive use of a space for a period of time.
- 1.5 The report highlights areas for further consideration and scrutiny relating to the need for consultation to include the option to use a civil

¹ The Oxford Model offers a gratuitous licence to anyone using the land and a 'contract to pay' only applies when set conditions are met

contract law approach for the regulation and management of the Council's moorings.

- 1.6 Further investigative work is required to establish how the civil contract law approach would be best implemented and managed should the results of the recommended consultation support the approach.

2. Recommendations

The Executive Councillor is recommended to instruct Officers to:-

- a) Consult on the following proposals:-
 - i) To introduce a management regime for the regulation and enforcement of the City Council moorings based on civil contract law;
 - ii) To retain the existing provision of a free 48 hour visitor mooring period, with no return for 7 days on designated moorings owned by Cambridge City Council;
 - iii) To introduce a free 6 hour mooring period, with no overnight stay or return for 7 days on all moorings owned by Cambridge City Council excepted the 48 hours visitor moorings; and
 - iv) Levy a charge for overstaying/ or for mooring without a licence.
- b) To report the outcomes of the consultation, and to make further recommendations with regard to the management and enforcement of the City Council moorings taking into account the consultation responses.

3. Background

- 3.1 The River Moorings policy came into effect on the 1st April 2006 and further adaptations to the policy have been made since that time following periodic reviews.
- 3.2 At present there is no single document that can be called the definitive River Moorings Policy. The policy is a collection of previous Executive Councillor Decisions.
- 3.3 In administering the River Moorings Policy, the City Council meets regularly with a range of stakeholders to discuss issues and concerns such as:-
- Mooring at Riverside;
 - Liaison between users;
 - Events;
 - and Waiting lists.

- 3.4 Stakeholders include the Cam Conservators, Camboaters, and river users and residents groups and people who enjoy the river for its amenity value.
- 3.5 This report summarises feedback, discussion points, actions and outcomes from these meetings and is intended to give background to recommendations set out in the report.
- 3.6 This report is intended to update Members on a range of issues currently frustrating the effective management of the River Moorings Policy.

4 Enforcing the use of moorings

- 4.1 Officers recognise that regulation and enforcement of the River Moorings Policy is essential, to reduce the number of complaints, to meet the expectations of boaters, to support the City's economy, and to meet our responsibilities as a landowner.
- 4.2 The Council does not have Byelaws it can use to regulate the use of its moorings; so the options available to it are limited. The Cam Conservators have a suite of Byelaws, however these relate to the effective management of navigation and are therefore not scoped to deal with management issues that the Council experiences with the operation of its River Moorings Policy.
- 4.3 The alternative to regulation through 'criminal' (Byelaws) approaches is for the Council to use 'civil' enforcement. Under this approach, the Council has two options:
 - (i) to bring civil possession claims for trespass to move on unauthorised boaters:
 - (ii) to bring civil action for breach of a contract terms.
- 4.4 The first option requires evidence gathering (monitoring) over a consistent period of time to establish that the boater has been trespassing, as the boater has not been mooring in compliance with the mooring periods and that the court action is proportionate.
- 4.5 This approach is at cost, and does not enable the Council to act swiftly enough to move boaters on, and ensure that as many moorings as possible are available to visiting boaters.
- 4.6 The second option uses a contractual approach, which sets out 'licence' terms that are a contract for the non-exclusive use of a space for a period of time. This approach has been successfully trialled by

the Environment Agency in Oxford and has now been adopted by Spelthorne District Council and East Cambridgeshire District Council, using a specialist mooring enforcement company to enforce the contract.

- 4.7 This approach requires the moorings to be monitored consistently and regularly to establish who is not complying with the terms specified for mooring, and enables pro-active, timely enforcement action to be taken.
- 4.8 If, following consultation, the Council agreed the introduction of a civil contract law approach, the Council would be required to publish its terms, both on its website and on signs along the stretch of its moorings. These signs would set out the contract or 'offer' which the boater accepts upon mooring. The terms would need to include for example; the duration of the visitor moorings; the charge payable if the boater chooses to moor in excess of the 48 hours of free mooring (or chooses to return sooner than 7 days); the fact that any debt recovery action will be added to the charge and are payable on an indemnity basis; and provide for a contracted right to remove a vessel and in the event of a non-payment of fees, the sale of the vessel.
- 4.9 The contract law approach is enforced through civil debt recovery proceedings if the boater does not pay charges when they have become due.
- 4.10 The Environment Agency's Oxford 'contract law' trial was initially for 6 months and saw a 191% increase in compliance of its terms of use at the moorings, compared to the same period the year before. One charge notice was issued, which was paid within the first two weeks of issue, at the discounted rate.
- 4.11 It is recommended that the Council consults on the proposed approach to managing the Council's moorings based on a contract law model.

5 Management of the Waiting List

- 5.1 There are currently 141 applicants waiting for a narrow beam position (with 24 month wait for offer) and 53 waiting for a wide beam position (with 8+ year wait).
- 5.2 A closed waiting list has the advantage of highlighting that the River moorings have reached capacity and that there are no more currently available. It also discourages some boats and their owners from

entering onto the River Cam, and using the visitor moorings and other third party moorings as permanent locations.

- 5.3 Closing the waiting list means that the list is closed to new applicants, but officers continue to issue available licences in chronological date order as spaces become available on the river.
- 5.4 There are currently 3 boats moored on Council property, not on the waiting list. Officers are currently progressing civil possession claims for trespass to move on these unauthorised boaters, who are taking up space that could be let to applicants from the waiting list. The Council is also losing income as a consequence of their unauthorised mooring.
- 5.5 A civil possession claim option requires evidence gathering (monitoring) over a consistent period of time to establish that the boater has been trespassing, as the boater has not been mooring in compliance with the mooring periods and that the court action is proportionate.
- 5.6 The amount of time spent managing unauthorised mooring is disproportionate to the time spent managing those holding a River Moorings Licence. The time spent managing unauthorised moorings could be used to support the River Moorings Policy more effectively.

6 Management of the 48 hour visitor moorings

- 6.1 There are currently approximately 8/9 visitor moorings at Jesus Green and Midsummer Common. Visitor moorings are free of charge, and are provided for the use by visiting boaters to the city.
- 6.2 Boats are allowed to stay at any given visitor mooring for up to 48 hours, and after that may not return to that visitor mooring within 7 days.
- 6.3 However, issues surrounding the use of the 48 hour visitor moorings remain with regular reports of the rules surrounding the use of these areas being flouted, both by local and visiting craft. Many boats stay longer than 48 hours on the visitor moorings, or shuttle between different visitor moorings in the city. There are regular reports of boats over staying 48 hours or returning to the same visitor mooring within 7 days.

7 Review of River Mooring Licence pricing, fees and charges

- 7.1 Research completed by Officers in 2009 showed that the City Council is one of the largest local authority providers of moorings for residential craft in the country. The City Council has 70 River Moorings Licences.
- 7.2 The Mooring Licence Fee (MLF) is the fee that boat owners pay to City Council on an annual basis.
- 7.3 City Council charges a flat fee of £969 per annum. It also applies a 25% discount for the following categories:
- Single occupancy;
 - Students;
 - Those on means tested benefits; and
 - Those receiving pension credits.
- 7.4 Cambridge Mooring Licence holders are also exempt from council tax.
- 7.5 It was recommended at Environment Scrutiny Committee in 2014 that Officers review the MLF pricing structure, fees and charges and to consider introducing a market place rent. The recommendation was to include a review of the discounts offered for sole occupancy and student status (but not the discounts offered for those receiving means tested benefits or pension credits).
- 7.6 Officers will revisit the review fees and charges, and report to the Executive Councillor at a future Scrutiny Committee. There is currently limited justification for changes to fees and charges when there are some Boaters that pay nothing.

8 Regulated Moorings at Riverside

- 8.1 The Executive Councillor in July 2014 approved that the regulation of moorings be introduced at Riverside by 1st October 2014, and that the current River Moorings Waiting List remains closed to allow incorporation in chronological order
- 8.2 Regulation of moorings at Riverside takes the form of a registration to enter the Waiting List, which sets out new terms and conditions to allow temporary mooring at Riverside.
- 8.3 The Council is currently following the process of enforcing at Riverside by civil possession claim for trespass to move on unauthorised boaters.

- 8.4 This option requires evidence gathering (monitoring) over a consistent period of time to establish that the boater has been trespassing, as the boater has not been mooring in compliance with the mooring periods and that the court action is proportionate.
- 8.5 The amount of time spent managing unauthorised mooring is disproportionate to the time spent managing those holding a River Moorings Licence. There is considerable cost to the Council in pursuing a civil action with no cost born by the trespassing boat until a Court decision has been determined.

9. Implications

(a) **Financial Implications**

There are no financial implications identified at this stage.

(b) **Staffing Implications**

There are no staffing implications identified at this stage.

(c) **Equality and Poverty Implications**

An equalities impact assessment has not been completed and will be available with the consultation results.

(d) **Environmental Implications**

This proposal has no direct climate change impact.

(e) **Procurement**

There are no procurement implications identified in this report.

(f) **Consultation and communication**

It is recommended that a stakeholder consultation is completed on the introduction of the recommended contractual approach (ref. section 4.6-4.11) to assist in managing moorings.

Responses and feedback will be used to consider, and, if supported formulate a contract law model.

Consultation will be carried out using a web survey with signposting by the use of, direct emailing, social media and news release.

Streets and Open Space have a database of contacts including Licence Holders, Waiting Lists, Stakeholders and other organisations that can be utilised, to ensure good coverage to raise awareness.

(g) **Community Safety**

The recommendations in this report have no foreseen direct impact on Community Safety.

10. Background papers

These background papers were used in the preparation of this report:

- An Update Report on Riverside Moorings – 11th July 2014
- Changes to the Moorings Policy – 16th January 2014.

11. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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To: Executive Councillor for City Centre and Public Places (and Deputy Leader): Councillor Carina O'Reilly

Report by: Alistair Wilson - Streets and Open Space Development Manager

Relevant scrutiny committee: Community Services Scrutiny 8/10/2015

Wards affected: All - Abbey Arbury Castle Cherry Hinton Coleridge East Chesterton King's Hedges Market Newnham Petersfield Queen Edith's Romsey Trumpington West Chesterton

CITYWIDE TREE STRATEGY 2016 -2026

Key Decision

1. Executive summary

- 1.1 This Strategy highlights the value and role of tree management and tree canopy cover within an urban forestry ¹context. It provides the Council with a strategic approach to the management of its tree assets for the period 2016 to 2026.
- 1.2 The strategy considers key national, regional as well as local influences and gives clarity on the complexities of managing trees as assets. By understanding these key requirements, the Council can prioritise service needs, improvements and investment.
- 1.3 The Strategy recommends the following vision:-

"To manage our City's trees so as to maximise the benefits they offer, whilst ensuring that the trees we leave for future generations, and the character they bring to our city, are better than those we have inherited."
- 1.4 The Strategy as identified three key methods for working to achieve this vision:

¹ An Urban Forestry is defined as the management of all the trees in an urban area regardless of ownership

- Tree protection included in Part 1 of the Strategy document.
- Canopy cover enhancement also in Part 1; and
- Sustainable and responsible management of the Council's own asset included in Part 2.

2. Recommendations

The Executive Councillor is recommended to:

- a) Approve the strategy; and
- b) Instruct the Head of Streets and Open Space to create an action plan (Part 3) on how to achieve the stated objectives, targets and outcomes.

3. Background

- 3.1 A formal strategic direction for the Council's tree service has been absent since 2007, when the former Arboricultural Strategy (2004 – 2007) expired. Since then several high profile tree related issues have highlighted the need for a new strategy to be produced. This new strategy provides a revitalised approach, which confirms the Council's commitment to tree management and tree canopy cover within an urban forestry context.
- 3.2 In 2011, the Council launched a period of research and consultation to inform this new Strategy, which included a major open consultation event for internal and external stakeholders on proposed priorities. The event was also open to Councillors and internal Council staff involved in the drafting process.
- 3.3 A further period of public consultation was completed in July 2015 which covered a range of issues and options for the Strategy to cover. These issues and options originated from the 2011 consultation work. The 2015 work not only provided a logical follow up to earlier feedback, but also allowed for a refresh and recheck of the issues and options previously expressed and to test whether they were still pertinent and current.
- 3.4 The consultations results are available as background documents to the Strategy and have given significant steer and direction on topics such as:
 - Creating a vision;
 - Defining service priorities and policies;
 - Managing tree works and our tree retention policies;
 - Managing trees on behalf of the County Council and others;
 - Replacement planting;

- Trees on private land; and
- Engaging communities and individuals.

- 3.5 The proposed new Strategy provides a vision for the Council's role in the management of trees and the City's canopy cover. The Strategy clarifies why the Council should support an urban forestry approach to tree management and how to deliver on objectives such as:
- To sustainably manage the Council's own trees and those it manages by agreement;
 - To foster a resilient tree population that responds to the impacts of climate change and urban expansion;
 - To raise awareness of trees being a vital community asset, through promoting continued research, through education via the provision of advice and through partnership working; and
 - To make efficient and strategic use of the Council's regulatory powers for the protection of trees of current and future value.
- 3.6 The Strategy outlines how the Council's influence extends beyond its own direct provision through its regulatory powers and how to involve other public and private land owners, stakeholders and residents, who, collectively, are responsible for tree management. The Strategy identifies three key methods for working to achieve the vision:
- Tree protection (Part 1);
 - Canopy cover enhancement (Part 1); and
 - Sustainable and responsible management of the Council's own assets (Part 2).
- 3.7 The Strategy outlines four priority operational management changes in accordance with its strategic objectives:
- To enhance partnership working across the Council and with strategic stakeholders (Part 1);
 - To make public consultation more effective, based on where there is a need to better understand local opinion and genuine opportunity to influence decision-making (Part 2);
 - To remove Section 211² notification consultations (Part 1); and
 - To introduce tree subsidence claim protocols (Part 2).
- 3.8 The Management Policies in Part 2 of the Strategy detail how the Council will sustainably and responsibly manage its own tree stock.
- 3.9 An Action Plan (Part 3) will be completed after scrutiny and Executive Councillor Approval as set out in this report's recommendation.

² A section 211 notice is a notice submitted to the local planning authority by landowners or their agents. It notifies the authority of proposed work on trees in a conservation area that are not subject to a Tree Preservation Order

4. Implications

(a) Financial Implications

There are no direct financial implications with this Strategy.

(b) Staffing Implications

The recently completed review and then restructure of Streets and Open Spaces, has created capacity within the Arboricultural team to support the Strategy with the provision for 1 Senior Arboricultural Officer and 2 Arboricultural Officers. The line management of these posts was also considered in the review and line management provision is supported by the Streets and Open Space – Development Manager.

The Strategy has been written reflecting the capacity created by the recent restructure. The policies in Part 2 of the Strategy are intended to assist with managing the daily contacts from members of the public, but also to aide with the explanations to commonly recurring issues and topics.

(c) Equality and Poverty Implications

The completed EQIA has indicated positive impacts, namely engaging communities and individuals; delivering sustainable and responsible management of trees, with clear policies.

To ensure the individual policies contain within the strategy are not having a negative impact on the community, EQIAs shall be completed on individual policies that prompt complaint, to allow the opportunity to review, amend and modify current policy.

(d) Environmental Implications

The policies and objectives set out in this strategy have an overall medium positive impact.

(e) Procurement

No further requirements identified as all tree works are procured through Tree Maintenance Framework Contract.

(f) Consultation and communication

In developing this strategy, the Council has consulted extensively with the public, and with key stakeholder and interest groups, including private tree owners, environmental groups, and people with direct experience of problems regarding trees in their localities.

One of the aims of this consultation has been to explore perceptions of the Council's role and performance in managing, protecting and enhancing the city's tree stock; and to identify the issues that the strategy would need to address, and the challenges facing the city's trees that demand a strategic response from the authority.

(g) Community Safety

There are no direct community safety implications with this Strategy.

5. Background papers

These background papers were used in the preparation of this report:

- Trees in Cambridge – Issues and Options, July 2015 by Phil Back Associates;
- Consultation on a Tree Strategy for Cambridge, Feedback from stakeholders and residents; April 2011 by Phil Back Associates.

6. Appendices

- Appendix A - Citywide Tree Strategy 2016 – 2026 – Part 1
- Appendix B - Citywide Tree Strategy 2016 – 2026 – Part 2

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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CAMBRIDGE CITY COUNCIL CITYWIDE TREE STRATEGY 2016 – 2026

PART 1 – Tree protection and enhancement policies



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Our Vision

"To manage our City's trees so as to maximise the benefits they offer, whilst ensuring that the trees we leave for future generations, and the character they bring to our city, are better than those we have inherited."

The City of Cambridge's tree population contributes greatly to the City's character and is integral to providing cleaner air, filtered storm water and lower city temperatures. Trees, shrubs and other plants create important habitat for birds and insects and make the City beautiful. Streets, parks and gardens filled with trees can also have psychological benefits in reducing stress and providing spaces for relaxation and contact with nature.

The Council will work to ensure a resilient tree population that respects Cambridge's unique character, responds to climate change and urban expansion and underpins the health, liveability and well-being of the City and its inhabitants by taking an integrated approach to the management of the City's trees, regardless of ownership.

This integrated management approach to achieving the Council's long term vision has the following aims:

- To sustainably manage the Council's own trees and those it manages by agreement.
- To foster a resilient tree population that responds to the impacts of climate change and urban expansion.
- To raise awareness of trees being a vital community asset, through promoting continued research, through education via the provision of advice and through partnership working.
- To make efficient and strategic use of the Council's regulatory powers for the protection of trees of current and future value.

Executive Summary

To be completed at final draft stage

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INTRODUCTION

1 How the strategy works

1.1 The strategy takes three approaches to the delivery of the Council's vision and aims, namely:

- a) **To Protect** – existing trees, where appropriate, through the Council's regulatory responsibilities and; through the provision of tree management advice.
- b) **To Enhance** – tree cover through the Council's regulatory responsibilities; through education; through public engagement; and through new tree planting.
- c) **To Manage** – sustainably the Council's tree stock and those we maintain by agreement, in accordance with current best practice and within the resource allocated.

1.2 The strategy is divided into three parts:

Part 1 – Tree protection and enhancement

This part sets out the Council's overall strategic vision and background to the strategy. It also set out policies that will inform how the Council will protect the City's tree population, as a whole, with specific reference to tree preservation orders, development control and tree canopy cover enhancement through public and partnership engagement.

Part 2 – Tree management policies.

This part sets out the background and policy as to how the Council's own trees are to be sustainably and responsibly managed. It also provides guidance to inform the public on tree-related matters and on their rights and responsibilities.

Part 3 – Action plan

This part sets out actions, timescales and responsibilities with regard to implementing the Council's tree policy.

1.3 This document is Part 1 of the strategy.

1.4 This strategy replaces:

- a) Cambridge City Council. Citywide Arboricultural Strategy. 1996;
- b) Cambridge City Council. (7/11/2000). The City Wide Arboricultural Strategy: 2000 – 2007;
- c) Cambridge City Council. (13/7/2004). Mid-period review of the City Wide Arboricultural Strategy: 2004-2007. Unpublished report to Environment Scrutiny Committee; and
- d) Protocol for the consultation and determination of tree work operations to trees on City Council owned land. June 2009.

1.5 This strategy builds and expands upon the above documents such that some of the background historical context is not revisited within this strategy.

- 1.6 It is intended that the strategy should be reviewed every five years and it is hoped that it will continue to develop with each review.
- 1.7 The strategy seeks to establish a point of reference for the public, councillors, officers and professionally interested people to enable informed discussion and to establish a clearer more structured approach to the issues affecting trees in Cambridge.

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BACKGROUND

2 Why do we need a strategy?

- 2.1 Trees play a vital role in the health, social framework and economic sustainability of a city. An abundance of research shows that trees improve our air, soil and water quality; they improve mental health and well-being, provide a sense of place and enhance property values. Increasing canopy cover over paved surfaces is a cost-effective means of mitigating urban heat islands, reducing emissions of hydrocarbons involved in ozone depletion, controlling storm water run-off, and increasing pavement longevity (see Appendix 1 The benefits of trees, for more details).
- 2.2 In view of the multi-benefits that we receive from trees, it is fitting for the Council to set out its approach to tree management and protection. By moving toward a more integrated or 'urban forestry' approach to tree management, the Council will extend the scope of its policies beyond that which relates to solely the management of its own asset and statutory responsibilities, so as to include policies that recognise and enhance the overall environmental benefits of all urban trees.

3 What is our management approach?

- 3.1 The Council will take an integrated, urban forestry approach to the management of the City's trees. It is practised more in Europe and the U.S rather than the U.K. It can be defined as the science and art of managing trees regardless of ownership, in and around urban areas so as to maximise the, social, environmental and economic benefits that trees provide.
- 3.2 Urban forestry is distinct from arboriculture in that it considers the cumulative benefits of an entire tree population across a town or city. Looking holistically at the urban forest and its associated benefits allows for consideration of the broader issues of climate change, and population growth that can be influenced by, and that can affect, an urban forest.

<u>Traditional Tree Management</u>	<u>Urban Forest Model</u>
Trees seen as ornament	Trees considered as infrastructure
Trees seen as individuals	Overall canopy cover is important
Trees have low priority	Trees have equal priority to other urban infrastructure such as roads and services
Trees have no monetary value	Urban Forest is seen as a valuable asset
Small and ornamental trees	Large canopy trees
Tree maintenance	Canopy cover management
Aesthetics-based design	Ecological-based design
Legal boundaries determine management	Urban Forest as a continuous resource regardless of ownership

Table 1 Traditional management vs urban forest model comparison

- 3.3 The guidance from Government is that integrated management of the urban forest is a local government function¹. It should fulfil this function by working in partnership with external organisations and groups, whilst developing the integrated approach within the authority itself. A major aspect of any integrated approach to management is the involvement of the local community. Local communities, schools, community groups, developers, business, industry and householders all have important roles to play. Every part of the city contributes in some way to the urban forest as a whole.
- 3.4 As with all local authorities, the City Council is continuing to face significant budgetary pressures due to a reduction in Government funding associated with the global economic downturn and public sector austerity agenda. Over the period 2010-15, the Council has already delivered £11 million in annual revenue savings. In October 2014, the Council published its Mid-year Financial Review which identified a further budget requirement of ~£6 million in net revenue savings across the Council up to 2020. This equates to a total net budget reduction across the Council of around 30%. At the same time as the Council is experiencing financial pressures, Cambridge is experiencing significant growth, with 33,000 new homes and 22,000 new jobs to be provided in and around the city by 2031. As a consequence of this growth, the Council is adopting and taking on the management of additional public realm assets whilst continuing to ensure it maintains the quality of its existing infrastructure, including the city's historic streets, parks and open spaces.
- 3.5 The challenge for this strategic approach is to raise the general awareness of trees as being a valuable community asset with multiple benefits and away from being either a problem, a drain on resources, or of limited value at a time when the Council is experiencing considerable pressure on its resources.

4 The City's trees – where are we now?

- 4.1 Cambridge's tree population consists of a mixture of deciduous native and exotic trees which include many cultivars. There are few evergreen species most notably in Newnham, Trumpington and Queen Edith's wards. The trees naturally have different sizes, ages and levels of significance in the landscape. The Council has developed a detailed knowledge of the public tree population located in the City's streets, parks and open spaces. These trees are assessed triennially and all necessary maintenance is then performed in an effort to maintain good health and condition. Details of all of the Council's trees are held on a database that is regularly updated, and records the tree location, species, and all maintenance works performed on the tree. See Appendix 2 Cambridge's urban forest.
- 4.2 The information the Council has on the private tree population, is on the other hand more limited, as the City is not responsible for their maintenance.
- 4.3 A recent tree audit², based on an analysis of 2008 aerial photographs was completed in 2013. The data was checked for accuracy by carrying out a tree survey on the ground in a representative number of sample plots across the City, in 2012. The audit

¹ Britt, C. & Johnston, M (eds). *Trees in Towns II. A new survey of urban trees in England and their condition and management*. February 2008. Department for Communities and Local Government: London.

² ADAS (2013) *Analysis and Interpretation of Tree Audit Data For Cambridge City Council*. Final Report

provides a useful baseline from which to measure change. A summary of the key findings is provided below.:

- a) The canopy cover in the City averaged 17%, ranging from 12% in Cherry Hinton ward to 22% in Newnham ward. Generally, canopy cover in each ward was proportional to the land area that the ward occupies. Those notable exceptions were Abbey ward, where canopy cover was lower than expected in relation to its land area; and Newnham, which had a higher canopy cover than expected.

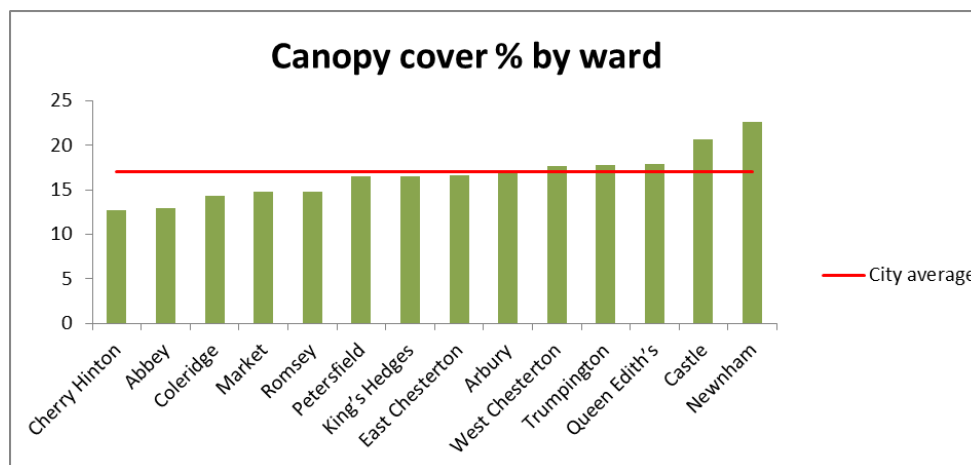


Figure 1 Relative canopy coverage by ward

- b) How land is used is probably the greatest determining factor in how many trees it can support. For the purpose for the audit land in the City was classified as one of seven different categories:
- i. Town Centre and Commercial (TC)
 - ii. Residential – Low Density (LDR)
 - iii. Residential – Medium Density (MDR)
 - iv. Residential – High Density (HDR)
 - v. Industrial (I)
 - vi. Open Space 1 (Formal and informal/amenity land) (OS1)
 - vii. Open Space 2 (Institutional) (OS2)
 - viii. Open Space 3 (Derelict/neglected/abandoned) (OS3)
 - ix. Open Space 4 (Remnant countryside) (OS4)

The proportion of the canopy cover in Medium Density Residential areas (~38%) was more similar to the proportion of the land area occupied by Medium Density Residential land (~31%). The results show that despite the areas covered by high and low density residential land being similar (~4%), the Low Density Residential areas have a greater proportion of canopy cover (~10% compared to ~4%). This is to be expected since low density residential areas consist of detached houses with large front and back gardens, which have space for large trees. Typically these houses tend to be older, with mature trees characterised by a large canopy area. high density residential areas typically consist of small terraced houses with, at most,

a small back garden or yard. The gardens have little potential for any significant canopy cover.

The Town Centre and Commercial and, in particular, Industrial land use classes have a disproportionately smaller canopy cover compared to the size of the areas they occupy. This is to be expected, especially for the industrial areas, in which the land area has a purely functional purpose with little planting.

Institutional Open Space covers a relatively large proportion of the Cambridge area and has the second greatest proportion of canopy cover after Medium Density Residential land. This land use class includes the University colleges with grounds which typically contain mature trees with large canopy areas.

Despite ~25% of the Cambridge area being classified as Remnant Countryside, it contains only ~14% of the canopy cover. This is because this land use class consists largely of big open arable fields, which often only have trees and shrubs at their boundaries.

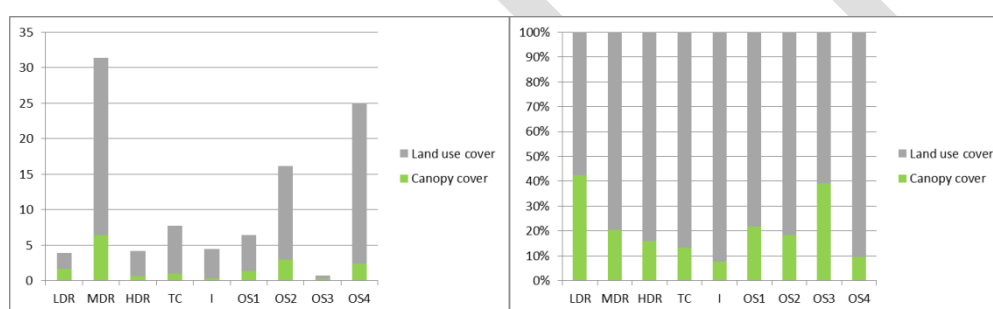


Figure 2a Absolute canopy cover to land use

Figure 2b Relative canopy cover to land use

- c) The majority (77%) of land area in Cambridge was found to be privately owned; City Council land comprised 13.5%, with Highways comprising the remainder. Canopy cover was split in similar proportions, both at a City and ward level. Exceptions included Abbey and Cherry Hinton wards, where canopy cover in the City Council and Highways categories was higher than expected based on land area.

Ownership	Canopy cover (%)	Land area (%)
City Council	16.3	13.5
Highway	9.6	9.5
Private/other	74.1	77

Table 2 Canopy cover and land area comparisons by ownership

- d) Almost three-quarters of the trees in Cambridge were between 2.5 and 10m high. Fewer than 2% were over 20m tall. Institutional open space had the greatest proportion of trees over 15m tall, which probably reflects the abundance of large mature specimens on college-owned land. Over three-quarters of trees had a canopy spread between 2 and 10m. Less than 2% had a canopy spread under

2m or over 20m. Open space categories had the greatest abundance of trees with canopies over 15m. Medium density residential land use had the greatest proportion of trees with canopies of under 5m. Castle, Newnham, Market and Trumpington wards had the highest proportions of taller trees.

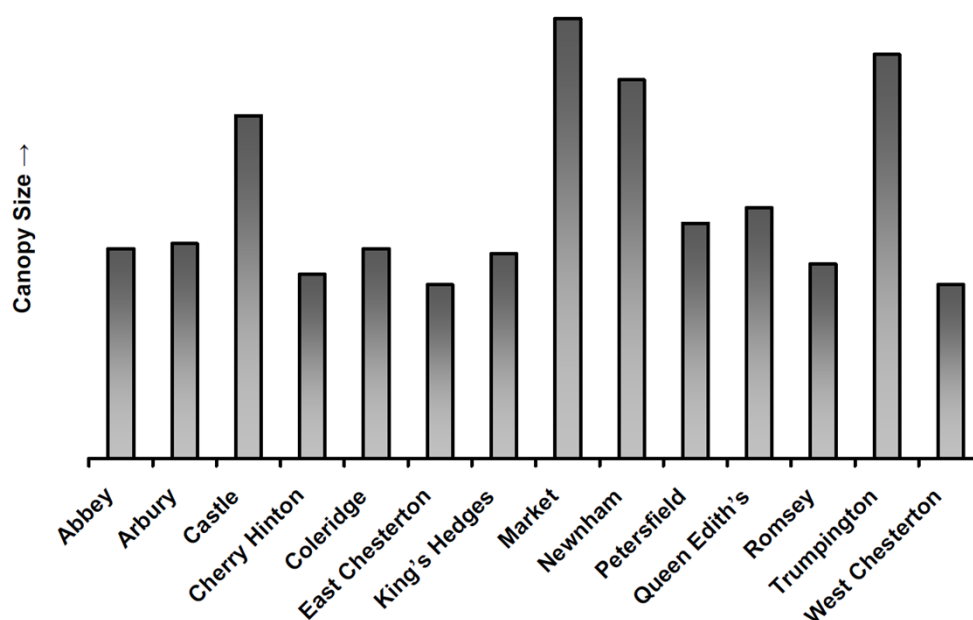


Figure 3 Representative tree canopy size by ward

- e) Overall, 25% of the canopy in the City was in private ownership in conservation areas. There was great variation between wards, with four having no private conservation areas. On average across the City, 4% of the canopy cover was within TPO areas and 9% was associated with trees with individual TPOs. There were a number of wards in which the majority of the canopy cover had a protection status. Within privately owned land in conservation areas, 75% of trees were over 5m high c.f. ~60% in the City as a whole. Of the City trees over 20m high, 56% were in privately owned land in conservation areas. Of the City trees with a canopy spread over 20m, 31% were in privately owned conservation areas.
- f) The most common tree family in the council-owned stock was Rose family (33%), followed by Birch family (14%) and Maple family (12%). The most common genus was Cherry (14%). The majority of the council-owned stock with a condition assessment was in good (56%) or fair (36%) condition. Condition varied with land ownership, for example county highway and City council other categories had a greater proportion of trees in good condition than City public open space.
- g) The most common tree family for trees regardless of ownership was Roseaceae (cherry, apple, pear, rowan) family (28%), followed by Olaceae (ash) family (21%) with these two families making up almost half of the surveyed tree stock. The most common genus was *Fraxinus* (Ash) (>20%) followed by *Prunus* (Cherry) (>15%). The next most common of the surveyed trees were lime species,

followed by apple/pear species and then Leyland cypress. Of the surveyed trees, 71% were found to be in good condition and only 2% in poor condition or dead. The majority (38%) of surveyed trees had a stem diameter of 10-20mm. Forty percent of surveyed trees were estimated to be 5-10 years old and 32% between 25 and 50.

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CONTEXT

5 What is the strategic context?

5.1 National Policy Background

- 5.1.1 Department for Communities and Local Government report Trees in Towns II in 2008 acknowledged the beneficial role that the urban forest plays and carried out a national survey with the aim of obtaining a robust estimate of the urban tree stock and its management by local authorities in towns and cities in England. The study concluded that whilst the integrated management of the urban forest is primarily a local government function, the local authorities should undertake the required work in partnership with other organisations. The study also identified a need for all tree-related activities to be incorporated in a coherent and coordinated management plan.
- 5.1.2 In 2009, an independent assessment (Read, 2009) was commissioned by the Forestry Commission to examine the potential role the UK's trees and woodlands can play in mitigating and adapting to a changing climate. In relation to urban trees, the assessment concluded that trees play an important role in helping society adapt to climate change in the urban context through the provision of shelter, cooling, shade and control of run-off. It recommended that tree planting should occur in places where people live and gather, particularly those that currently have low tree cover.
- 5.1.3 The Government published the Natural Environment White Paper in 2011. This paper recognises the importance of trees and woodlands in providing valuable ecosystem services. It identifies that the health of trees is essential for societal wellbeing and the highlights the ambition for a major increase in the area of woodland in England, as well as better management of existing woodland, was stated. As a step towards attaining this ambition, the authors highlighted a need to create more opportunities for planting trees in our towns, cities and villages, helping mitigate and adapt to future climate change and increase resilience. The Government welcomed the case that Read (2009) set out with respect to tree planting rates, and asked the Independent Panel on Forestry to provide advice on the appropriate level of ambition for woodland creation and management. The Panel's report was published in July 2012, and the creation of opportunities for woodland and tree planting within the urban environment was reported as particularly important in order to improve the quality of towns and cities.
- 5.1.4 In 2013, Department for Environment, Food and Rural Affairs published the Government's Forestry and Woodlands Policy Statement incorporating a response to the Independent Panel on Forestry's report. It particularly wanted to see more trees and woodlands in and around our towns and cities where they can safeguard clean water, help manage flood risk or improve biodiversity.
- 5.1.5 The National Planning Policy Framework was published by the Department for Communities and Local Government in March 2012. It sets out the Government's planning policies for England and how these should be applied. It identifies three dimensions to sustainable development: economic, social and environmental. One of the roles of the planning system in the social dimension is to create a high quality built environment that supports the health, social and cultural wellbeing of its inhabitants. In the environmental dimension, the planning system needs to help

improve biodiversity and mitigate and adapt to climate change. Green infrastructure is a key element of sustainable development and urban forest a key component of green infrastructure. A large body of research and policy supports the social, environmental and economic roles of trees, for example references to the economic benefits of trees are incorporated in the National Ecosystem Assessment and the Natural Environment White Paper.

5.2 Regional Policy Background

5.2.1 The Green Infrastructure Strategy for Cambridgeshire (2011)

The Green Infrastructure Strategy for Cambridgeshire was designed to help shape and coordinate the delivery of Green Infrastructure in the county to provide social, environmental and economic benefits. Cambridge City is one of the target areas in the strategy and the importance of taking opportunities to enhance the green infrastructure in development localities is stressed. The importance of green space as part of the City's historic character is also noted as well as the promotion of the health, education, recreation and biodiversity benefits of such areas.

5.3 Local Policy Background

5.3.1 Cambridge Local Plan 2014 – Draft Submission Plan

The Cambridge Local Plan sets out the way in which the development needs of Cambridge will be met up to 2031. In this time it is anticipated that the city will grow significantly. The Draft Submission Plan contains policies that will influence the management of trees in future years.

Strategic Objective 6. of this local plan require all new development in Cambridge to: protect and enhance the landscape setting of the city, which comprises the Cambridge Green Belt, the green corridors penetrating the urban area, the established network of multi-functional green spaces, and tree canopy cover in the city;

The Local Plan sets out policies and proposals for future development and spatial planning requirements to 2031. When approved a number of policies will relate to the management of trees including:

Policy 71: Development will be permitted; which avoids felling, significant surgery (either now or in the foreseeable future) and potential root damage to trees of amenity or other value, unless there are demonstrable public benefits accruing from the proposal which outweigh the current and future amenity value of the trees.

Development proposals should:

- a. preserve, protect and enhance existing trees and hedges that have amenity value as perceived from the public realm;
 - b. provide appropriate replacement planting, where felling is proved necessary;
- and

c. provide sufficient space for trees and other vegetation to mature.

Particular consideration should be given to veteran or ancient trees, as defined by Natural England, in order to preserve their historic, ecological and amenity value.

5.3.2 Climate Change Strategy 2016 -2021

This Strategy establishes objectives and actions by which the City Council can address the causes and consequences of climate change.

5.3.3 Cambridge Nature Conservation Strategy (2006)

The vision of this strategy is to see a "net gain" in biodiversity, both within the city and its immediate hinterland, including the extent and quality of priority habitats and populations of priority species. Wildlife habitats will be protected, enhanced and where possible expanded and linked. The very best wildlife habitats will form part of a much wider ecological network that will permeate the whole of the city and beyond.

The following objectives within the strategy relate to trees:

6.8.2. Increase the area of native woodland and scrub habitats within Cambridge

6.8.3. Increase the length of hedgerow within the City

6.8.4. Identify and protect all veteran trees, and potential future veteran trees.

5.3.4 Open Space and Recreation Strategy (2011)

The strategy covers many open spaces within the city, from major tracts of green space to small pockets of open space. It includes land which is available for use by the public, but also private land which contributes to the character, environmental quality or recreational resources of the city. The strategy seeks to ensure that open space supports the development of sustainable communities, and the enhancement of the health and well-being of residents and the biodiversity of the city.

5.3.5 Cambridge Landscape Character Assessment (2003)

The Landscape Assessment identified areas or features in the Cambridge area which should be conserved. It also categorises different landscape types and areas as either 'Supporting or dead Defining Character' to inform the process of choice of location for new development and ensure that new development takes existing character into account in the design and execution of proposals.

It found that Cambridge is essentially a well-treed City and the tree belts and avenues that are characteristic of many streets are an important part of the City's character but are not in themselves Defining Character, but their summed contribution to the City's environment is immeasurable. They are Supporting Character. Where they coincide with major green spaces, setting or views for instance they become by association Defining Character.

5.3.6 Conservation Area Appraisals

Part of the Council's remit is to identify areas of 'special architectural or historic interest' that makes them worth protecting and improving. What makes these areas special might be the buildings, open spaces, trees, or a mixture of these and other features. Cambridge has eleven conservation areas at present each with its own area appraisal document containing guidance to protect the best features of the area, and to improve the less attractive parts.

- | | |
|---|--|
| 1. Brooklands conservation area | 3. Chesterton conservation area |
| 2. Central conservation area | 4. Conduit Head Road conservation area |
| i. Castle and Victoria Road Area | 5. De Freville conservation area |
| ii. The Kite Conservation Area | 6. Ferry Lane conservation area |
| iii. Mill Road Conservation Area | 7. Newnham Croft conservation area |
| iv. New Town and Glisson Road Conservation Area | 8. Southacre conservation area |
| v. Riverside and Stourbridge Common Conservation Area | 9. Storey's Way conservation area |
| vi. Station Area | 10. Trumpington conservation area |
| | 11. West Cambridge conservation area |

KEY CHALLENGES

6 What are the key challenges for this strategy?

6.1 The key challenges are;

- the problems facing trees themselves from a changing climate, pest and disease, an ageing tree stock, population increase and urban intensification;
- the problems caused by trees; and

6.2 Climate change

Research suggests that trees within cities can help the city to adapt to some of the adverse effects of climate change. These adaptation benefits include direct and indirect cooling effects, for example reduction of the urban heat island effect; shelter from harmful radiation; improvement of urban air quality; reduction of energy consumption from urban buildings; increasing soil water storage and absorption of atmospheric carbon, through shading and storm water management for example.

The changing climate presents both benefits and risks to the trees themselves. Increases in carbon dioxide and warmer temperatures will lead to improved growth rates and longer growing seasons. Conversely, increased storm frequencies and summer drought will lead to tree losses.

Diversifying tree species and age structure will help to mitigate these adverse effects.

Cambridge's tree population consists of a mixture of deciduous and evergreen native and exotic trees which include many cultivars. The Roseaceae family (cherry, apple, rowan) followed by Olaceae family (ash) of trees make up almost half the trees in Cambridge. The most common genus is *Fraxinus* (Ash) (>20%) followed by *Prunus* (Cherry) (>15%). The next most common trees were lime species, followed by apple/pear species and then Leyland cypress. 94% of trees are under 50 years old with only 1% over 100 years.

Achieving an appropriate diversity of tree species is one important factor in achieving a sustainable urban forest. Trees in Cambridge do not generally occur as a monoculture to the extent found in agricultural crops or forest plantations; nor would a monoculture be suitable over the range of conditions encountered.

There are guidelines that aim to set target levels for tree diversity within a street tree population. It has been suggested that there should be no more than 30% of any one family, 20% of any one genus, or 10% of one species in an urban tree population³. Whilst Cambridge does not reach these criteria both the Ash and Cherry families come close and it can be seen the devastating effect on the character of Cambridge of serious pest and disease in these two taxa.

Good structural diversity is essential for future population stability. Inadequate replacement of the large tree species is a threat to future stability of the urban forest.

³ Santamour, Jr. F. S. (1990). Trees for Urban Planting: Diversity, Uniformity, and Common Sense. Proceedings of the Seventh Conference of the Metropolitan Tree Improvement Alliance

It has been suggested that a good age distribution for population stability would be about 40% trees under 20cm diameter, 30% 20 to 40cm trees in the early functional stage, 20% 40 to 60cm functionally mature trees, and 10% older trees with most of their functional life behind them⁴. The table below shows a comparison between this suggested distribution and that from a statistically valid sampling in Cambridge⁵ indicating that Cambridge is under represented in the larger older tree brackets.

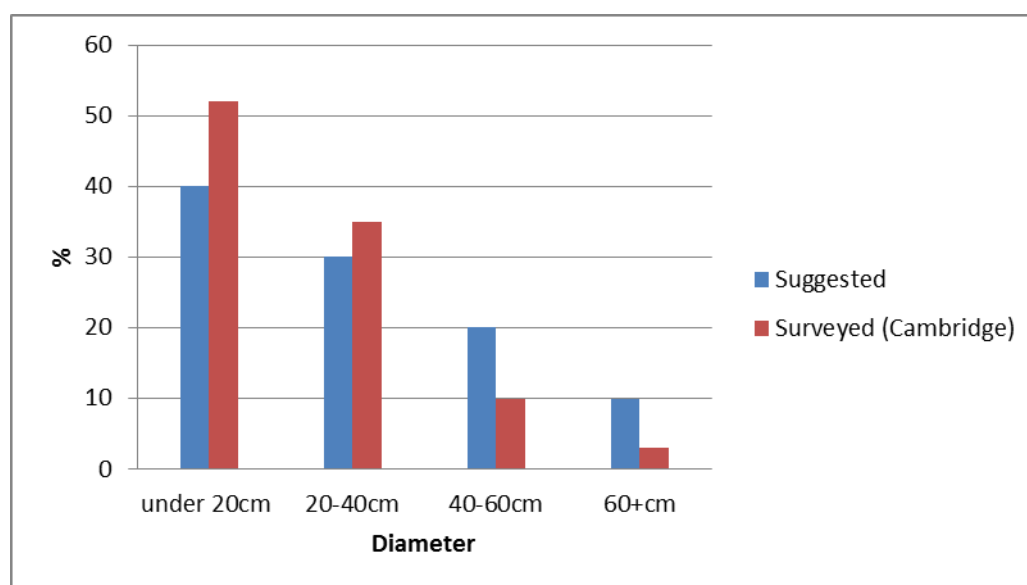


Figure 4 Suggested and surveyed age class comparisons

6.3 Pest and disease

It is likely that climate change will adversely affect the impact of existing pests and diseases on trees. Hotter drier summers for example may stress individual trees making them more susceptible to infection.

Some of the most damaging affects have come from abroad often causing little trouble in their native habitats. Some of these organisms can be virulent, fast-spreading and unstable when introduced to the UK., which has few of the environmental or biological controls which keep them in check in their native habitats.

Chalara dieback of ash for example was first found in the UK in 2012. Chalara has potential to cause significant damage to the UK's ash population. Since its initial identification in the U.K. it has been found widespread across the country. It has caused widespread damage to ash populations in continental Europe, where experience indicates that it can kill young ash trees quite quickly, while older trees can resist it for some time until prolonged exposure, or another pest or pathogen attacking them in their weakened state, eventually causes them to succumb. It has yet to be confirmed in Cambridge however a substantial proportion of Cambridge's trees are ash, should the impact of this disease be similar to continental Europe it will have a significant effect on the character of Cambridge possibly similar to that of Dutch Elm Disease in the 1970's.

⁴ Richards, N.A., (1983). Diversity and stability in a street tree population. *Urban Ecology*. 7: 159. 171.

⁵ ADAS (2013) *Analysis and Interpretation of Tree Audit Data For Cambridge City Council*. Final Report

Government strategy to control exotic pest and diseases is founded on three basic principles;

1. to keep it out if we can;
2. if we can't, eradicate it before it spreads and becomes endemic;
3. if eradication is impossible, control and manage it to keep it below epidemiologically significant levels.

The Council will follow Government advice about the control of current and future outbreaks. Past outbreaks suggest that control of a pest or disease is extremely difficult.

6.4 Population increase and urban intensification

In the short term, Cambridge is likely to experience significant population growth. The projections indicate that the population of ~132,000 in 2014 will carry on rising for at least the next decade, adding about another 20,000 people in that time to ~155,000 by 2036 with the projections suggesting that the city's population may start to fall slightly in about twelve years' time.

Population analysis by ward indicates that the bulk of the population growth over the next few years is expected in Castle and Trumpington wards, associated with major housing developments in these two areas⁶.

The number of dwellings was estimated at ~49,000 in 2013 with a forecast of ~63,000 by 2036. Dwelling analysis by ward show that the bulk of new housing will be in Trumpington and Castle with significant numbers in Coleridge and Queen Ediths⁷

In addition to the growth in Cambridge's population and associated dwelling houses, the numbers of jobs, hence commuters visiting the city, is forecast to increase; as is business' and industries' requirement for new floor space; as is tourism.

The increase in development densities often result in greater site coverage by buildings and pavements, resulting in reductions in the extent of vegetation on private land, especially large canopy trees.

Increased population, both permanent and non-permanent, will increase pressures on public spaces to accommodate more uses – whether for recreation in parks or for more parking in streets – which can result in direct competition with plantings for space as well as making more demanding growing conditions due to more extensive hard or compacted surfaces.

6.5 Ageing tree stock

⁶ <http://www.cambridgeshireinsight.org.uk/population-and-demographics/population-forecasts>

⁷ <http://www.cambridgeshireinsight.org.uk/population-and-demographics/dwelling-forecasts>
(last accessed 18/9/2015)

Larger older trees are underrepresented in Cambridge (ref. paragraph 6.2.8) with fewer than 2% of trees being in the over 20m height or canopy spread or 60cm+ diameter classes. These are Cambridge's largest trees, and many will be over 100 years old and approaching the end of their useful life. They add disproportionately to the character of Cambridge and have performed remarkably well in faring against droughts, urbanisation and changing cultural trends. However the older a tree becomes, the less tolerant it is to change.

The distribution of the larger older trees is disproportionately to the west side of Cambridge significantly contributing to the character of those areas. Both large deciduous and coniferous species are represented including beech, oak, ash, lime, horse chestnut, plane, pine and redwood.

The Council manages its own population of ageing trees through regular assessments to determine which trees need to be treated or removed, and by planning when, how and with what trees they will be replaced. Managing ageing trees requires careful consideration. Urban tree renewal is not simply a question of replacing dying trees like for like, but is also one of identifying the most resilient and appropriate replacement plan and engaging in a meaningful dialogue with a broad range of stakeholders and community members.

Map of showing the distribution of trees over 20m in height

To follow, not available at drafting

Figure 5 Map of showing the distribution of trees over 20m in height

Cambridge's key challenges in terms of ageing trees are:

- An ageing tree population requires increasing resources to manage and sustain. Over time, the environmental value of urban trees diminishes and they become hazardous to people using the city's public spaces. A proportion of over-mature trees carry an element of public risk and cost and must be managed accordingly.
- Uniform, symmetrical avenues and rows of trees create wonderful vistas in our parks and main streets. In Cambridge these are largely synonymous with the deciduous tree species of limes, horse chestnuts and planes. This raises an issue that needs to be carefully managed in consultation with the community. To achieve these aesthetics, it is desirable to plant identically aged trees that will maintain visual consistency. However, this can pose challenges for the community when confronted with large numbers of trees that require replacement at the same time. Community and stakeholder cooperation will be crucial in determining how we manage the loss of these trees and plan for their replacement.

6.6 Problems caused by trees

From semi-maturity onwards, trees may present a number of problems, varying in severity from nuisance, such as unwanted shading and blocking views, to danger to life, limb and property due to defective limbs, roots, the effects of disease, or extreme weather. In most cases these issues can be effectively managed. There are variations between species and varieties in the probability and severity of problems occurring, and it is of key importance to select the right tree for the right place.

One of the key problems from urban trees in the coming decades is likely to come in the form of building subsidence as a result of water abstraction by tree roots. Trees are heavy water users and soil moisture content is reduced as tree roots take up water, which can result in destabilization and ground movement in certain circumstances. Cambridge lies upon predominantly shrinkable, clay soils which are more likely to be prone to subsidence especially as rising summer and autumn temperatures are likely to contribute to a deficit in soil moisture content in the coming years under future climate scenarios. While modern buildings with sound foundations are expected to be less vulnerable to subsidence, structures constructed prior to 1970 are likely to be increasingly at risk, particularly where soils are prone to frequent occurrences of shrinking and swelling. As a result, consideration should be given to the location and species of trees prior to planting, with the aim of minimising future damage. Aesthetically suitable species can still be identified for planting prior to considering their potential for future damage as the benefits of planting urban trees greatly outweigh the potential negative consequences, and that a tree's suitability in the urban landscape can be reviewed on an ongoing basis with trees not necessarily being grown to maturity in order for communities to reap their benefits.

AIMS & OBJECTIVES

7 How are we going to achieve our vision?

- 7.1 Government policy acknowledges and research supports the vital role trees can play in the health, liveability and well-being of the urban environment and its inhabitants. The Council can only directly manage those trees growing in the public realm, a small but significant part of the Cambridge's tree stock. To maximise the benefits trees can bring to a city Government advocate an integrated or urban forestry approach be taken to their management and that this is essentially a local authority function.
- 7.2 Cambridge City Council's long term vision recognises the value of the City's trees as a vital community asset. It also recognises that the benefits they bring support and are supported by a number of its other key plans, strategies and policy.
- 7.3 This strategy sets out four aims that are the broad, long-term goals that define accomplishment of the vision. These aims address the key challenges and day-to-day management issues facing the Council. The tables 3a and 3b below sets out the Council's objectives or targets in relation to these issues and challenges. Specific policies as to how the Council intends to meet these objectives are set out in Part 1 and 2 of the strategy. Part 3 will set out actions, timescales and responsibilities with regard to implementing the Council's tree policies.
- 7.4 The strategy's policies come in two categories that can be broadly described as:
1. Operational – those activities that the Council will or won't do.
 2. Aspirational – those activities the Council will seek or endeavour should its resources allow.

	AIMS	ISSUES & CHALLENGES	OBJECTIVESL	PART 1 / 2
PROTECTION	To make efficient and strategic use of the Council's regulatory powers for the protection of trees of current and future value.	Tree Preservation Orders	To review old tree preservation orders.	PART 1
			To review TPO serving procedures.	
			To use TPOs strategically	
			To clarify the procedures for assessing amenity	
		Conservation areas	To reduce the numbers of unsolicited consultations.	
			To review the scrutiny procedures for notifications	
		Development control	To produce supplementary planning documentation with regard to trees and development.	

Table 3a Objectives - Protection

	AIMS	ISSUES & CHALLENGES	OBJECTIVESL	PART 1 / 2
MANAGEMENT	To sustainably manage the Council's own trees and those it manages by agreement.	Safety	To achieve the right balance between safety and amenity	PART 2
		Tree related problem vs tree benefits	To achieve an appropriate balance between the interests of the individual(s) affected the interests of the community and the legal obligations of the Council.	
		Biodiversity	To maintain and enhance biodiversity	
		Replacement planting	To replace trees where appropriate.	
		New planting	To find and plant up all appropriate new tree planting locations	
		Plant health care	To apply current good practice in all tree related issues	
		Asset management	To systematise the management of the Council's tree stock and those it manages by agreement.	
		Communication	To effectively and efficiently communicate tree works	
ENHANCEMENT	To foster a resilient tree population that responds to the impacts of climate change and urban expansion.	Species / age diversity	To enhance species and age diversity	PART 1
		Large trees	To prioritise large canopy species for planting in appropriate locations	
		Climate change	To increase in canopy cover across the City by 2% by 2030.	
	To raise awareness of trees being a vital community asset, through promoting continued research, through education via the provision of advice and through partnership working..	Valuation project	Valuation provides an ideal opportunity for training and motivation of volunteers from the community and for generating a real understanding of the importance of the urban forest .	PART 1
		Education	Education to raise awareness of trees as being a vital to the community's social, environmental and economic well-being.	
		Partnership	Effective engagement with private land owners on whose land the majority of City's trees grow and where the greatest opportunities for new planting exist.	

Table 3b Objectives – Management and Enhancement

POLICIES

In 2015 the Council sought the views of residents to help shape this strategy⁸. It found there was support for enforcement, promoting tree coverage and community engagement and involvement through creating partnerships voluntary tree schemes and information and guidance for homeowners.

8 Protection

The Council's statutory responsibilities regarding the protection of trees fall into the following broad categories:

- Dealing with applications to carry out works to trees protected by Tree Preservation Orders (TPOs);
- Dealing with notifications to carry out works to trees in Conservation Areas;
- Serving TPOs;
- Providing advice to Development Control on the implications of development on trees and opportunities for new planting; and
- Monitoring and taking action against unauthorised works to trees.

The City currently has 11 Conservation Areas and over 600 active TPOs.

There are a number of key issues facing this statutory service:

- The consultation process associated with tree work application;
- Maintaining the accuracy of TPOs; and
- Delegated powers

8.1 Serving TPOs

The Town and Country Planning Act 1991 and associated regulations give Councils powers to make TPOs where it appears to be expedient in the interests of amenity. The Act does not define amenity or prescribe when it may be in the interests of amenity to make a TPO. Government guidance emphasises the visual benefits but suggests that other factors, such as 'response to climate change' may be taken into account but not a sole reason for serving a TPO.

The 2013 audit of Cambridge City's trees found that percentage of protected canopy is at disproportionately lower levels in the north-west of the City, those areas of the City low levels of canopy cover.

⁸ Trees in Cambridge – Issues and Options, July 2015 by Phil Back Associates

Ward	% of canopy cover that is associated with individual TPOs	% of canopy cover that is associated with TPO group or area designations	Proportion of canopy cover by ward (%)
Abbey	5.4	0.3	7.3
Arbury	3.6	2.1	3.7
Castle	10.4	3.2	10.1
Cherry Hinton	3.1	1.9	6.8
Coleridge	2.1	0.9	4
East Chesterton	5.7	3.8	6.3
King's Hedges	2.4	1.8	3.8
Market	7	0.2	3.6
Newnham	11.4	3.1	14.4
Petersfield	30.4	4.6	2.5
Queen Edith's	21.2	9.8	11.6
Romsey	11.1	0.5	3.2
Trumpington	6.7	9.6	18.8
West Chesterton	6.2	0.3	3.9
Total area	9.3	4.4	17.2

Table 4 Percentage of tree canopy protected by TPO by ward

As part of a response to climate change the Council will look to proactive target these areas to protect where appropriate those trees that will develop into or have developed into the larger canopy categories (i.e circa 15m or more).

POLICY P1: The Council will consider a response to climate change as a contributing factor in serving TPOs and will seek, where appropriate, to increase statutory protection in areas of low canopy cover.

8.2 Amenity assessment

When considering whether trees should be protected by an Order, the Government advises that authorities develop ways of assessing the amenity value of trees in a structured and consistent way, taking into account the following criteria:

- 1) Visibility
- 2) Individual, collective and wider impact

Where a tree is being considered for protection the criteria of the tree being visible from a place accessible to the public should be met and may be the only reason for serving a TPO or refusing an application.

Where relevant to an assessment of the amenity value of trees or woodlands, the Government advises authorities may consider taking into account other factors, such as such as importance to nature conservation or response to climate change. These factors alone would not warrant making an Order.

POLICY P2: Where a TPO is challenged its provision will be considered against the following amenity criteria:

1) Visual

- Trees visible from a public place;
- Trees which provide significant screening between land uses;
- Trees on private land which may not be visible to the general public but significantly enhance the landscape internal to a site; and
- Trees which are significant to the defined landscape character of an area or are of defined value to the community.

2) Individual, collective and wider impact

- The trees size and form;
- The trees future potential as an amenity;
- The trees contribution to, and relationship with, the landscape; and
- The trees contribution to the character or appearance of a conservation area.

3) Atmospheric

- Trees which are in the immediate vicinity of congested roads, abutting railways or industrial premises with gaseous emissions;
- Trees in high density residential areas where opportunities to grow trees are very limited.

4) Climate change

- Large trees or those with the potential to grow into large trees which have the greater impact with regard to climate change adaptation; and
- Trees which cast a level of shade that can be reasonably be managed in relation to the use of the site.

5) Biodiversity

- Trees which are a known habitat of a protected species;
- Trees which could be managed as veterans;
- Trees which extend or are an integral part of a city or county wildlife site; and
- Trees or areas of trees which it would be appropriate to manage specifically to encourage colonisation by wildlife.

6) Historic or cultural

- Trees which commemorate and event or notable person; and
- Trees which are historically part of the setting of a listed building.

7) Botanical

- Trees which are in themselves botanically rare or part of a locally significant botanical collection.

8.3 TPO review

TPOs are only useful if they are accurate and reflect the current situation with the trees involved. For these reasons the management of TPOs and their files should be from an active rather than an archival approach.

A very brief look at some TPO's showed that resurveying subsequent to development has mostly not been achieved and the updating of orders as trees have been lost is

limited. The need to actively manage TPOs must now be given some priority, after all they do relate to what could be considered to be the best trees within the City.

The graph below shows the cumulative total of TPOs served by year. The oldest was served in 1955 and is still extant. Circa 230 TPOs are 25 years old or older. These should be given priority.

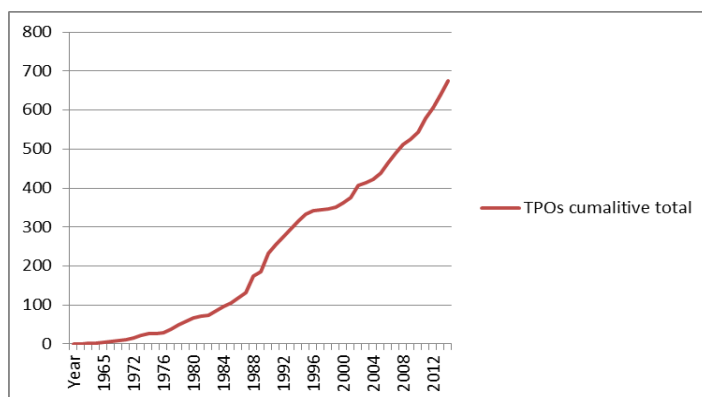


Figure 6 Cumulative number of TPO 1955 - 2013

The Government has discouraged the use of the 'area' designations within the TPO schedule for long term protection as they have proved to be unenforceable. Many of the Council's larger and older TPOs still contain area designations. TPOs containing these types of designation should also be reviewed.

Reviewing TPOs is extremely resource hungry. Whilst some of the smaller orders could be reviewed in-house without a significant drain on resource some of the larger more complex orders should be out-sourced.

POLICY P3: The Council will seek to review its TPOs using the following priorities:

- 1) By age, over 25 years.**
- 2) Where the order no longer accurately reflects what is on the ground.**
- 3) Containing area designations.**
- 4) By age over 10 years old.**

8.4 Consultation

The current procedure for consulting the general public and Ward Councillors is comprehensive and requires substantial officer time, consumes significant amounts of paper and incurs postage costs.

In 2014 the Council processed 613 tree works applications (TWAs) sending out 8193 consultation packs to the public. It received 105 responses.

Of these TWAs 461 (75%) were Conservation Area notifications (a.k.a Section 211 notices). The number of consultation sent out where 6224 (76%). The number of responses received were 74; or 1 response for every 84 consultations, a ~ 1% response rate. The remainder relate to works to TPO'd trees.

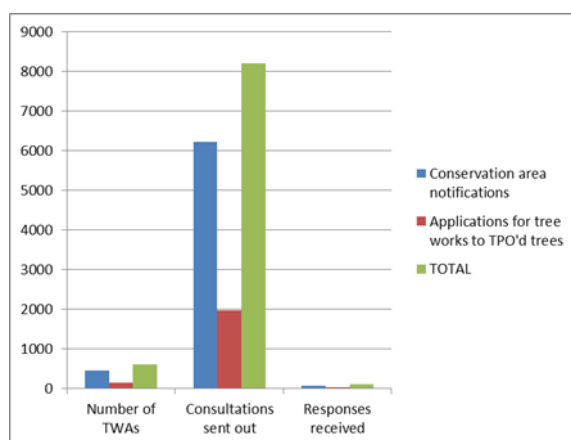


Figure 7 Number of TWAs, consultations sent out and responses received for 2014

The Council maintains a public register and asks applicants to display a site notice viewable from a position of public access. The site notice is erected by the applicant, and there is no statutory enforcement, to this extent the system is voluntary but appears to work. One hidden benefit which might be occurring with the current level of public consultation is that the public in the close vicinity are informed, therefore forewarned of the proposed works.

The Council does not propose to change its consultation procedures for applications to works to trees protected by TPO.

The Council does propose to streamline the consultative process for Conservation Area notifications, particularly as the Council has no statutory duty in this respect. Government advice on this matter is as follows:

*'A section 211 notice does not need to be publicised. However the authority can consider publicising a section 211 notice in order to seek the views of local residents, groups or authorities, particularly where there is likely to be public interest.'*⁹

Consideration has been given to reducing the extent and incidence of unsolicited written consultation with the public and planning it on a more selective level seems to be warranted. The guidance from the Government suggests that the need to publicise applications beyond an entry in the public register and displaying of a site notice should be selective to accord with the impact of the proposal.

Councillors will still be notified of any proposed activity in their Ward. The public will still be able to solicit information about tree works in their area by registering with the Council's on-line planning application system. Where it is considered that a notification of tree works may be of significant public interest or they are works to a neighbouring tree the Council will still consult.

⁹ <http://planningguidance.planningportal.gov.uk/blog/guidance/tree-preservation-orders/protecting-trees-in-conservation-areas/section-211-notices/> (last accessed 22/9/2015)

POLICY P4: The Council will no longer send out unsolicited consultation letters to notifications of tree works in Conservation Areas. Except in the following circumstances:

- **The owner of a tree will be informed where works are proposed to a neighbouring tree.**
- **Where the works proposed a likely to generate significant public interest.**

8.5 Review statutory processes

To broaden the level of protection for the City's trees, the Council will undertake a further review of its statutory processes. It will:

1. Review delegated powers relating to the serving of TPOs
2. Review delegated powers relating to the determination of Tree Works Applications.
3. Review consultation processes relating to TWAs for tree works to protected trees.
4. Draft enforcement protocols relating to protected trees.
5. Draft a Supplementary Planning Document relating to tree and development sites.

9.0 **Enhancement**

The urban forest would be very sparse indeed if Council managed streets and parks were the only places where trees grew. The Council's regulatory responsibilities affecting private property cannot cover the gap because they deal largely with preservation and planting and not long term maintenance. Ultimately an urban forest approach relies on the support of homeowners, business, volunteers and large land owners.

9.1 **Enhancement – resilience**

9.1.1 Large trees

Research¹⁰ has shown that the greatest benefits are provided by large trees. Large trees can be defined as those that grow to over 15m. They typically:

- Create more shade per tree due to a larger and wider canopy spread.
- Create better shade to buildings as they are taller and can cast shadow over roofs and walls of buildings.
- Intercept larger amounts of particulate pollutants and rainfall due to significantly larger leaf areas.

¹⁰ Armour, T., Job, M. and Canavan, R. (2012) *The benefits of large species trees in the urban landscape: a costing, design and management guide*. London: CIRIA.

- Absorb more gaseous pollutants.
- Can provide larger canopy cover with potentially less intrusion at the ground from stems, trunks and lower branches.
- Are often less susceptible to careless or malicious vandalism by passers-by once established.
- Can be pruned to provide higher canopy clearance over roadways, parking lots and pedestrian footpaths.
- Typically contribute more to calming and slowing traffic on local streets than small trees.

Large trees can cost more to maintain and remove towards the end of their life. However, when one considers the cost to install a tree and look after it in the first few years to establishment, the associated costs are essentially the same regardless of whether the tree is a large or small growing tree. Though large trees require larger soil volumes and more physical space above and below ground than small trees, the ultimate benefits to the community are exponentially increased over their life time.

The Council will seek to protect and encourage the planting of large species trees on both its own lands and private property.

POLICY E1: The Council will encourage and continue to seek new opportunities for the planting of large canopy trees in appropriate locations.

9.1.2 Species & age diversity

The Council recognises that all trees regardless of their place of origin, contribute to the environment. Whilst native species may be well suited to local environmental conditions, the growing conditions in an urban setting, particularly a street situation, are very different from natural conditions (e.g. soil compaction, altered drainage patterns, etc) and often native species cannot cope with these limitations. Many exotic species have been in cultivation for hundreds of years and over that time they have been carefully bred for superior performance. They have been selected for their vigour in difficult urban growing conditions and many of them are propagated from cutting or grafting, ensuring uniformity of size, shape and growing habit.

A certain level of species diversity will also evolve as a matter of course based on the continuing removal and replacement of trees based on natural attrition, as well as changing social, aesthetic, design, environmental and economic factors.

Good age diversity is essential to maximising the benefits of urban trees. Inadequate replacement of the large dominant tree species that are proven adapted in the older age classes is a more certain threat to maintaining the future landscape character of Cambridge than is species diversity. Diversity of age also provides a greater ability to normalise budgetary requirements. By maintaining a mixture of age classes, tree removal and replacement programmes become a more evenly paced process. Extremes, such as those associated with the loss of large number of even aged trees over a short period, are minimised, allowing for budgets to be more easily managed and regulated.

A healthy mixture of young, medium, and old trees provides a nearly constant turnover of generations over time as new trees replace the old. In addition, trees of different sizes provide more complex habitat for wildlife and can support a greater number of species.

POLICY E2: The Council will continue to ensure and encourage a diversity of tree species and ages.

9.1.3 Canopy cover

A recent independent study¹¹ of trees in Cambridge was completed in 2013. The aim of the project was to provide an evidence base that can be used to enhance the benefits that urban trees in Cambridge can bring in helping the City and its residents adapt to the worst effects of climate change.

It found that that the level of canopy cover in Cambridge was ~17% and concluded that *'research Gill et al. (2007) identified that increasing canopy cover by 10% in locations with limited vegetation could decrease urban temperatures by up to 2.5 degrees based on urban temperature predictions up to 2080. This research relates specifically to urban areas with limited canopy cover, yet as the study area (Cambridge City) comprises numerous non-urban land use classes, targets should be set accordingly to take this factor into account. A percentage increase of 2% could be achieved by increasing canopy cover within wards to the City average.'*

Cambridge City has a significant amount of land owned privately (~77%); land owners within this audience will be encouraged to plant trees if targets are to be met. (See Appendix 3 – Case Study)

POLICY E3: The City of Cambridge's canopy cover target will be 19% by 2030

10 **Enhancement – awareness**

10.1 Valuation project

Quantifying the benefits the urban forest delivers and estimating the value of those benefits to urban communities is a critical element of urban forest management and promotion. Valuation provides an ideal opportunity for training and motivation of volunteers from the community and for generating a real understanding of the importance of the urban forest. Tools such as i-Tree Eco¹², exist for this purpose.

Results from valuation could be used to support a wide range of activities, including:

- Strategic planning – to clarify the key services delivered by the trees and how these compare to local priorities and expectations.

¹¹ ADAS (2013) *Analysis and Interpretation of Tree Audit Data For Cambridge City Council*. Final Report

¹² <https://www.itreetools.org/> (last accessed 22/9/2015)

- Financial planning – asset management best practices recommend that the amount spent in management and maintenance is commensurate to the asset value.
- Risk management – to balance risks and benefits.
- Compensation issues for damage to public trees – for example when NJUG guidelines¹³ haven't been followed.
- Subsidence cases – to contribute to evidence levels as recommended by the Joint Mitigation Protocol¹⁴

POLICY E4: The Council will seek to quantify the benefits of Cambridge's urban forest, whilst creating real opportunities for community participation in the process of valuation.

The ultimate aim of any valuation project would be to raise awareness that trees are not merely an amenities but assets that pay dividends in terms of their social, environmental and economic benefits when well managed.

10.2 Education

Educating the wider community involves not only informing them about the importance and benefits of trees but also how and where they can make their own contribution by planting trees on their own land. As such the Council is committed to broadening the range of information and advice it will give via its web site.

The Council will also continue to fund its 'free tree scheme' for babies. It will explore extending the principle of a 'free tree scheme' into areas of low canopy cover and schools and use these schemes to raise awareness of the value of planting trees for the benefit of future generations.

Active participation is an important element of education therefore the Council will explore setting up a Tree Warden Scheme.

POLICY E5: The Council will educate and encourage the community to participate in promoting and maintaining Cambridge's urban forest

10.3 Partnership working

The vast majority of land in Cambridge is privately owned, which has implications for enhancing tree cover in Cambridge. Creating partnerships with institutions such as the University and other large land owners would be one way of effectively achieving canopy cover targets, another would be with local business to sponsor and support

¹³ National Joint Utilities Group's Guidelines for the planning, installation and maintenance of utility apparatus in proximity to trees.

¹⁴ The Joint Mitigation Protocol is an agreed method of subsidence claims management where trees are implicated as being the cause of building movement.

tree planting and raising awareness of the benefits of tree cover at a private residential level.

Business partners can be a very useful contributor to the enhancement of the urban forest through financial support, for planting and maintaining trees on commercial property. Some businesses have a direct stake in the urban forest such as nurseries, garden centres and tree surgery companies whilst others may be interested in offsetting their environmental impacts.

POLICY E6: The Council will seek to encourage joined up approaches to tree management through partnerships with managers of private trees and by working with local communities and businesses to provide opportunities for donations and sponsorship.

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Trees in Cambridge – Issues and Options, July 2015 by Phil Back Associates

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GLOSSARY

To be completed after approval of draft

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APPENDIX 1 Benefits of urban trees

Why urban trees are so important (Source: Trees and Design Action Group (2010) *No Trees No Future*)

There is a growing body of evidence that trees in urban areas bring a wide range of benefits.

Economic benefits of urban trees:

- Trees can increase property values by 7-15 per cent ^{1 2 3}.
- As trees grow larger, the lift they give to property values grows proportionately⁴.
- They can improve the environmental performance of buildings by reducing heating and cooling costs, thereby cutting bills⁵.
- Mature landscapes with trees can be worth more as development sites³.
- Trees create a positive perception of a place for potential property buyers.
- Urban trees improve the health of local populations, reducing healthcare costs⁶.
- Trees can enhance the prospect of securing planning permission.
- They can provide a potential long-term renewable energy resource ⁷.

Social benefits of urban trees:

- Trees help create a sense of place and local identity.
- They benefit communities by increasing pride in the local area^{8 9 10}.
- They create focal points and landmarks.
- They have a positive impact on people's physical and mental health^{8 9 10}.
- They have a positive impact on crime reduction^{11 12}.

Environmental benefits of urban trees:

- Urban trees reduce the 'urban heat island effect' of localised temperature extremes¹³.
- They provide shade, making streets and buildings cooler in summer^{3 5}.
- They help remove dust and particulates from the air^{14 15 16}.
- They help to reduce traffic noise by absorbing and deflecting sound.
- They help to reduce wind speeds.
- By providing food and shelter for wildlife they help increase biodiversity^{17 18 19 20 21 22 23 24}.
- They reduce the effects of flash flooding by slowing the rate at which rainfall reaches the ground²⁵.
- When planted on polluted ground they help improve its quality.

Trees and climate change

As the effects of climate change become better understood, it is becoming increasingly clear that one of the best ways in which we can make our towns and cities more hospitable over the next few decades is to increase the number, and size, of trees in urban areas. Trees have been identified as being a key element of any urban climate change adaptation strategy^{4 26}

In England, climate change is likely to bring higher average temperatures and increasing incidents of sudden, heavy rain. Already, our cities have higher temperatures than the rest of the country due to the urban heat island effect. As the effects of climate change increase, the temperatures in our cities are likely to become more difficult to live with. In addition, sudden heavy rainfall on built-up areas will be increasingly likely to overwhelm drainage systems resulting in flooding.

Trees, however, can help with both problems. By providing shade for buildings and streets, and allowing water to evaporate through their leaves, they reduce the local environmental temperature. When it rains, tree canopies slow the rate at which water reaches the ground.

This slows the rate at which the water enters the drains, giving them more time to carry away the water and so reducing the likelihood of flooding. This can be particularly effective as part of a sustainable urban drainage system (SUDS).

Consequently, it is becoming increasingly understood that trees will be an important ingredient in creating successful towns and cities of the future. This is now starting to influence urban development policy at both national and local levels.

1 *Influence of trees on residential property values in Athens, Georgia: a survey based on actual sales prices*, Anderson LM and Cordel HK, *Landscape and urban planning*, 1988

2 *The contribution of trees to residential property value*, Morales DJ, *Journal of Arboriculture* 6, 1980

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APPENDIX 2

Cambridge's urban forest

To be completed after approval of draft

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APPENDIX 3

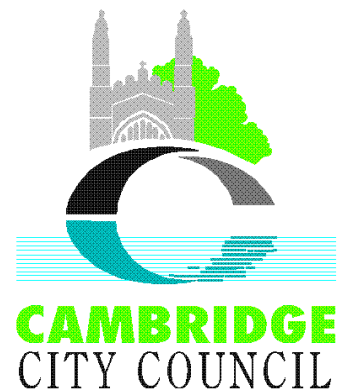
Case Study

To be completed after approval of draft

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CAMBRIDGE CITY COUNCIL CITYWIDE TREE STRATEGY 2016 – 2026

PART 2 – Tree Management Policies



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1 **How the strategy works**

1.1 The strategy takes three approaches to the delivery of the Council's vision and aims, namely:

- a) **To Protect** – existing trees, where appropriate, through the Council's regulatory responsibilities and; through the provision of tree management advice.
- b) **To Enhance** – tree cover through the Council's regulatory responsibilities; through education; through public engagement; and through new tree planting.
- c) **To Manage** – sustainably the Council's tree stock and those we maintain by agreement, in accordance with current best practice and within the resource allocated.

1.2 The strategy is divided into three parts:

Part 1 – Tree protection and enhancement

This part sets out the Council's overall strategic vision and background to the strategy. It also set out policies that will inform how the Council will protect the City's tree population, as a whole, with specific reference to tree preservation orders, development control and tree canopy cover enhancement through public and partnership engagement.

Part 2 – Tree management policies.

This part sets out the background and policy as to how the Council's own trees are to be sustainably and responsibly managed. It also provides guidance to inform the public on tree-related matters and on their rights and responsibilities.

Part 3 – Action plan

This part sets out actions, timescales and responsibilities with regard to implementing the Council's tree policy.

1.3 This document is Part 2 of the strategy.

Acknowledgement

The City of Edinburgh, *Trees in the City, Trees & Woodlands Action Plan*, January 2014 has been important resource in developing this document.

2 How trees are currently managed in the City

- 2.1 In 2015 the Council sought the views of residents to help shape this strategy. Half of all respondents to our tree strategy consultation ¹ on tree issues and options believe the present balance of the Council's workload is correct. Of those who want to change the present balance, the majority (22%) want to see more time and resource allocated to asset management of the Council's own trees.
- 2.2 Trees contribute greatly to the City's character and are integral to providing cleaner air, filtered storm water and lower city temperatures. Trees create important habitat for birds and insects and make the City beautiful. Streets, parks and communal open spaces in our housing estates filled with trees can also have psychological benefits for residents, reducing stress and providing spaces for relaxation and contact with nature. For these reasons, the Council will continue to manage its tree assets sustainably and in accordance with best practice. The Council also recognises that, in some situations, trees can cause residents significant problems and that the wrong type of tree may be growing in the wrong place. In these situations, the Council will act reasonably and responsibly and work to seek an appropriate balance is reached between the interests of the individual, the interests of the community and the legal obligations of the Council.
- 2.3 The Council has a Tree Team of three full time qualified arboriculturalists to administer and advise on tree related matters. The team has an inter-disciplinary skill set with all Officers able to undertake both regulatory and management functions.

The tree team directly manage trees on:

- Parks and open spaces.

These are commonly the most significant trees in an area. There are currently ~14,300 parks trees. They are in the process of being moved into proactive management (see Appendix A for further details).

- Streets or Highways.

These trees are the responsibility of Cambridgeshire County Council. These are the trees growing in pavements or road verges along the City's roads and streets. They are currently managed by the City on behalf of the Cambridgeshire County Council. There are ~10,400 street trees.

- Housing estate communal open spaces.

These are the trees found in the open space areas in and around housing estates. They are the responsibility of City Homes. There are ~5,200 housing trees on communal open spaces.

The tree team advises on tree related issues on:

- Car parks land - for Specialist Services;
- Development sites - for Development Control;
- Housing tenanted land – for City Homes; and
- Other Council owned land - for Property Services.

¹ Trees in Cambridge – Issues and Options, July 2015 by Phil Back Associates

The tree team also administers the Tree Preservation Order and Conservation Area statutory regulations as they relate to trees. There are currently ~650 applications per annum.

The tree team currently considers and gives advice on ~300 resident enquiries on tree related matters per annum.

- 2.4 Since 1996, street/ highway and housing estate trees have undergone cyclical inspection and maintenance every three years. The cycle is based on the City being split into three geographic ward-based areas. Each area is given priority, in turn, and brought up to a pre-defined standard once every three years, with only urgent or annual works being carried out in the two non-priority areas. This approach was approved in the last Citywide Tree Strategy and has enabled an efficient and sustainable use of resources ensuring all trees that need it; receive appropriate maintenance within a three year cycle. Appendix A sets out this approach in more detail.
- 2.5 The Council is in the process of moving Parks trees to a similar cyclical inspection and maintenance programme. It is anticipated that a large amount of tree work will be required during the first cycle. This will stabilise when the backlog of essential work has been cleared.
- 2.6 Since 2007, all tree locations, species details and works history have been recorded on proprietary tree management software.
- 2.7 Tree works are undertaken by external contractors. Since 2004, contractors have been vetted for their quality and value for money under a framework agreement procedure. There are currently seven contractors on the Council's Arboricultural Maintenance Services Framework. Under the framework most parcels of planned works are let via a series of mini-competitions to ensure value for money.
- 2.8 Longer term collaborative opportunities across the whole County are to be explored, with an aspiration for a County wide framework agreement, for the period 2017 onwards.

3 **Tree Management Policies**

- i. Responses to our consultation on tree issues and options, indicated that there is strong support for promoting tree coverage, particularly for stricter requirements in new housing areas and for more trees to be planted on Council land. There is also encouragement for the Council to look at potential partnerships with key voluntary bodies, and with community groups, to achieve more in this area.
- ii. There is strong support for a policy of 'the right tree in the right place', rather than looking specifically at mature replacement trees or like-for-like replacement.
- iii. There is also strong support for planting appropriate trees on streets, recognising the need for drought and pollution resistance and the need to ensure growth does not compromise other street users.
- iv. Although there are people who believe trees should always be given precedence when they conflict with people/buildings, they are a minority. Most respondents (79%) said that options for retention should be given full consideration before trees are removed.
- v. Trees have an important status in the city and are seen as an essential ingredient of the city's character; they are widely viewed as important, for a variety of reasons, and to be prioritised accordingly in resource allocation. It is therefore vitally important that the Council has tree management policies.

3.1 **Risk management and plant health care policies**

3.1.1 Work priorities

The Council tree management services include:

- Day to day management of the Council's own tree stock;
- Day to day management of the County Council's street trees;
- Regulatory responsibilities regarding trees established in conservation areas and/or trees subject to tree preservation orders;
- Regulatory responsibilities in relation to trees and planning applications;
- Tree planting;
- Enquiry handling (both internal and external); and
- Community engagement and education.

The demand on any particular service area can vary from year to year partly in response to localised environmental changes. For example storm damage; both good and poor growing conditions; pests and disease can affect maintenance costs and staff time. Other external factors, such as localised rises in tree work or planning related applications can affect staff time. Increases in demand in one area of the service may affect the ability to deliver in other areas of the service. The Council's legal obligations include a duty of care to maintain its trees in a safe condition and to

administer its statutory regulatory responsibilities. The Council will prioritise its legal obligations first over all other aspects of the service.

POLICY WP1: The Council will prioritise its legal obligations over all other aspects of the service.

3.1.2 Tree inspections

Good risk management practice is not set out in any one text, but the Council will be guided in its approach to achieving the right balance between public safety and amenity by the National Tree Safety Group's guidance (2012) entitled "Common sense risk management of trees" by endorsing its five principles for tree risk management:

- Trees provide a wide variety of benefits to society;
- Trees are living organisms and naturally lose branches or fall;
- The risk to human safety is extremely low;
- Tree owners have a legal duty of care; and
- Tree owners should take a balanced and proportionate approach to tree safety management.

POLICY WP2: In balancing tree risks and benefits the Council will:

- **manage the risk of significant injury or property damage to levels that are as low as reasonably practicable;**
- **operate a system of proactive and reactive tree inspections;**
- **maintain a record of trees and inspections;**
- **ensure individuals who carry out inspections are competent to do so;**
- **ensure work identified through the inspection programme is undertaken by suitably qualified staff or contractors.**

Tree inspections will be undertaken by a competent person trained to observe obvious potential hazards so as to inform, where appropriate, a risk control decision/action. A competent person shall be either suitably qualified staff or contractor who has the relevant training and experience to undertake the required level of inspection.

Four levels of inspection will be employed:

- Walkabout/ drive-by – A rapid visual assessment of a site looking for significant visually prominent tree related hazards;
- Basic - A visual assessment of individual trees which shall evaluate tree related hazards including the structural integrity of a tree, relying on primarily on observations from ground level (possibly using binoculars, mallet and probe);

- Detailed – A systematic and diagnostic process of visual inspection in order to gain sufficient understanding of a tree's structural condition, so as to inform, where appropriate, re-inspection interval and management recommendations; and
- Advanced - A specialised examination identified as being necessary during a basic or detailed inspection involving the use of specialised (e.g. decay mapping) equipment.

Inspection data will be recorded. Basic inspections and walkabout inspections will be recorded on the Council's proprietary tree management software (Ezytreev®²) and will not be as exhaustive as detailed and advanced inspections. Detailed and advanced inspections will be referenced on Ezytreev® with a full report saved on the shared network in an appropriate format for example word, pdf or excel. The detail recorded will vary with the level of inspection. Any observations giving rise to concern over tree safety will be recorded.

Basic inspections will be the default level of inspection. Occasionally there are trees of high amenity value with potentially serious defects that we may wish to retain because of their high value. Where a serious defect is suspected and failure may cause potentially serious risk of risk or damage, for example, its proximity to an area of high public use, a detailed and / or advanced inspection will be undertaken to more fully assess the extent the defect and risk so as to make a more informed and specific management recommendation. Those undertaking basic inspections will retain a record of:

- date of inspection;
- name of person undertaking the inspection;
- trees inspected / site inspected*;
- any significant hazards observed;
- any limitations preventing inspection to the required level;
- tree species; and
- action recommended (where relevant).

*Trees not found to have significant defects, and/or not directly threatening an identified target, need not be individually recorded during a site inspection providing that the date of inspection and the site inspected are recorded. It will be assumed by implication that all trees present within the site have been inspected. This method of recording may be employed during proactive inspections where large numbers of trees are involved and the practicalities of identifying each tree are unrealistic.

For a detailed and advanced inspections, the minimum data recorded should be:

- date of inspection;
- name of person undertaking the inspection;

² <http://www.ezytreev.com/> (web page last accessed 23/9/2015)

- tree inspected;
- species name;
- age class;
- significant defects present assessed as being potentially hazardous;
- any limitations preventing systematic inspection;
- recommended actions (if required).

Walkabout/ drive by inspections will only be undertaken in special circumstances, e.g. after a storm event, where there are resource issues or prior to some events. For walkabout/ drive by inspections, the minimum data recorded should be:

- date of inspection;
- name of person undertaking the inspection;
- site inspected;
- significant defects present assessed as being potentially hazardous; and
- recommended actions (if required).

Basic tree inspections will be employed both reactively and proactively. Detailed and advanced inspections will be employed in response to basic inspection findings.

Reactive inspections will not be systematic but in response to an enquiry or event.

Proactive basic inspections will be systematic and happen on a 3 year cyclical basis for City Council trees growing in;

- public parks,
- recreation grounds,
- play areas,
- closed churchyards,
- cemeteries,
- crematorium;
- nature reserves;
- communal housing spaces.

The tree inspection and maintenance cycles coincide, details of the cycles can be found in Appendix A.

Inspection regimes for City Council trees that fall outside of the above land uses, e.g. land managed by Property services, Car Parks, and tenanted Housing lands, will be considered in negotiation with these departments.

The City currently manages the County Council's street trees on their behalf. They have historically been inspected in conjunction with the City's trees on housing estate open spaces since 1996.

POLICY WP3: The Council will review the management of its trees that are not directly managed by the tree team.

3.1.3 Street (Highway) trees

There is a technical boundary described as 'back-of-footpath' where the Highway Authority has responsibility between the outer edge of the footpath across the footpath, verge, carriageway, verge and back to the outer edge of the footpath opposite. Trees growing in this area are street or Highway trees that are owned by the County Council. Trees growing on adjacent communal Housing land are not visually discernible from street trees and the two ownerships form an entity.

Previous arboricultural strategies set out the justifications both; to maintain County street trees in conjunction with City communal housing estate trees; and to maintain them on a three year maintenance cycle.

This partnership approach in 1996 and has which served the interests of both Authorities. When allocating resources to street tree management, the County Council gave priority to 'safety' and 'structure' while the City Council considered street trees an integral part of the urban landscape with benefits to residents and environment as a whole; and, as such, management costs and planting provision where shared.

This approach was, and still is, deemed effective. The arrangement was facilitated by a Reverse Agency Agreement which has now ended and was to be renegotiated from 2011/12. These negotiations have not been concluded. Thus, the future arrangement for street tree maintenance remains uncertain. The City continues to subsidise the management, maintenance and planting of street trees in recognition of the benefits street trees bring to the city, however it understands the necessity of re-establishing a formal agreement which clearly sets out levels of funding, determines responsibilities and clarifies liabilities.

POLICY WP4: The Council will work to negotiate a Reverse Agency Agreement with County Highways and associated levels of funding for street tree management, maintenance and planting.

3.1.4 Planned Tree maintenance cycles

On land we own, the Council has a legal duty to ensure that the public can go about their daily business with a reasonable expectation of safety in relation to trees. The Council has a limited amount of resources to carry out tree works, so these works have to be prioritised in a rational and defensible way. The Council manages risk from low hanging branches; sight line, traffic sign and signal obstructions; direct damage from branches touching structures/ vehicles on a three year maintenance cycle. The cycle also addresses risks from dead, dying and diseased trees; and future risk through formative pruning. These are considered safety works, but they

also have plant health care benefits, and are considered a reasonably practicable way of managing the many trees in the Council's ownership within our limited resources. (See Appendix A for details of the management cycles.)

POLICY WP5: Trees in Parks and communal Housing areas will be maintained on a three year cycle. This information will be recorded on the Council's tree maintenance data base.

3.1.5 Reactive maintenance

Trees are living organisms whose growth and failure rates cannot be predicted with the same accuracy as engineering structures. Suitably qualified and experienced staff will make judgements on the necessity and timescales for the completion of reactive works where we become aware of a risk to trees outside of their specific management cycle.

POLICY WP6: Taking into account available resources, safety works to Council owned trees that fall outside of their specific management cycle will normally be completed in safety priority order, unless it is deemed an emergency (see WP7 below).

3.1.6 Emergencies

The Council has emergency procedures for dealing with dangerous City Council owned trees. During office hours all emergency calls are directed to the Tree Team, who assess and prioritise work and instruct a contractor where appropriate. Out of hours calls go through to an Emergency Duty Officer and will be passed direct to the Council's emergency contractor and Arboricultural Officers if necessary.

POLICY WP7: If a Council owned tree is in such a condition that it poses a very high risk to people or property and is considered to be an emergency situation, instruction will be given to a tree contractor to make the tree safe within 90 minutes.

If a Council owned tree is identified as dangerous, but the risk to the public is not immediate then the tree will be made safe depending on the degree of risk identified at the time of inspection.

If a tree in private ownership is shown to be a danger to the highway the issue will be passed to County Highways to implement any actions necessary under their powers under the Highways Act 1980.

A danger posed by trees between private parties is principally a matter for such parties to resolve. The Council has powers to require a private individual to make safe a tree via Local Government Miscellaneous Provisions Act 1976. It is expected that private parties will take care of their own responsibilities and hence the Council should not be considered as the first point of contact in attempting to resolve concerns about the danger posed by trees in private ownership. However, the Council will intervene according to the powers given in the Act if an owner of such trees fails to act in a reasonable timescale.

POLICY WP8: The Council will only intervene to make a private tree safe where the danger of it causing damage to persons or property is imminent and in accordance with the provisions set out in via Local Government Miscellaneous Provisions Act 1976 Section 23.

Where a private tree poses a danger to an adopted Highway the issue will be passed to the County Council Highways Section to take any necessary action.

3.1.7 Commercial events

There are many events that take place in Council owned parks and open spaces throughout the year. The Council will at the request of the event organiser only, undertake a 'walkabout' inspection prior to the event. This type of inspection consists of a rapid visual assessment of a site looking for significant visually prominent tree related hazards. The Council will expect organisers of commercial events to arrange for their own specific tree risk assessments as they are best placed to understand the usage of the site specific to their needs and expected attendance numbers. This must be undertaken prior to the event. These assessments must be carried out by a competent arboriculturalist, to be agreed in writing beforehand by the Council. Works falling from these risk assessments will also need to be agreed and implemented by the Council. Any event facilitation works that the Council would not normally implement itself for the normal use of the space will be charged back to the event organisers. All work proposals should take in account the Councils consultation arrangements (See Section 3.2.3 'Communicating our work schedules and consultation procedures').

POLICY WP9: The Council will expect organisers of commercial events to undertake their own tree risk assessment. The Council will help the organiser of a commercial event find a suitable arboricultural consultant where requested. Any event facilitation works that the Council would not normally implement itself for the normal use of the space will be charged back to the event organisers.

3.2 General management policies

3.2.1 Enquiries

The Council's Customer Service Centre (CSC) is responsible for taking enquiries and complaints from the public, including those relating to trees. CSC staff are therefore likely to be the first experience that customers have of the Council's arboricultural service. Policies in this strategy will enable the CSC to directly advise and respond to enquiries in the first instance. Once a caller has contacted the CSC, the caller will be taken through the following procedure:

- The customer's name and contact details are taken;
- The exact location of the tree(s) they are calling about is confirmed. The nature of their request will be clarified, i.e. dangerous tree, fallen limb, overgrown, pruning required, trip hazard, tree related insurance claim, tree planting, nuisance etc.

The customer will be advised of the relevant Council's tree strategy and associated policies including details about the maintenance cycles where appropriate.

If the customer's query does not relate to a tree under the direct management of the Tree Team it will be sent to the appropriate Department (e.g. Car Parks, City Homes, Property Services). If the enquiry relates to a technical issue outside of the Tree Team's remit e.g. footpath deformation, dropped kerb installations, trees in tenants' gardens it will be sent to the appropriate Department (e.g. Estates and facilities, County Highways, City Homes). If the enquiry has still not been resolved it will be forwarded to the Tree Team.

Where the enquiry has been passed to the Tree Team the customer will be contacted within 7 working days.

Emergency enquiries will be transferred directly to the Tree Team or Emergency Contractor and managed in accordance with policies WP6 and WP7.

As soon as the enquiry is received by the Tree Team it will be allocated to the relevant Arboricultural Officer. The Officer will then investigate the enquiry and make an inspection if necessary to determine whether action is to be taken. The Tree Team will contact the customer within 7 working days with the outcome of the investigation.

POLICY GM1: For non-emergency tree-related safety issues, an Arboricultural Officer will aim to carry out a tree inspection and notify the customer notified within 7 working days of receipt of the enquiry. Where enquiries are considered more complex a holding response will be sent to the customer to confirm a response will be made within an extended timescale and why.

3.2.2 Tree removal

Tree felling takes place when a tree is dead, dying or dangerous and where public safety is at risk.

Tree removal is regrettable, but in a number of circumstances necessary. The decision to remove a tree is not taken lightly and, apart from when a dangerous tree needs urgent attention, we will endeavour to inform local residents through our notification and consultation procedures.

The Council will not normally fell a healthy tree, however occasionally healthy trees do need to be removed for the following reasons:

- To allow certain works to be carried out, such as Highway improvement works or construction projects. Often these latter types of work are subject to planning legislation or other Council consultation procedures, and there is an opportunity for public debate about proposals before they are approved.
- When the tree has caused damage to property, roads or buildings and remedial pruning is not a viable option e.g. cases of severe and prolonged subsidence.
- Where an approved planning application or essential development works requires tree removal.
- To follow best management practice and promote tree health e.g. to allow other trees nearby to develop. It may be necessary to remove trees that are suppressing or excessively shading other trees.
- Where the inconvenience and detrimental impacts of the tree outweigh its benefits.
- To protect or enhance biodiversity.

Where healthy trees are to be removed, and are not being included in a consultation as part of another scheme of works, the Council's notification and consultation policies for tree works will apply. (See Section 3.2.3 'Communicating our work schedules and consultation procedures' for details.)

All trees to be removed, outside of those undertaken on an urgent basis, will be identified on site, by a site notice or with informative barrier tape.

Where trees have been felled the Council will endeavour to provide a replacement tree as close to the location of the felled tree as practicable.

POLICY GM2 -: The Council will not remove trees without good reason. When felling work is carried out, the reasons for the work will be documented and recorded.

3.2.3 Communicating our work schedules and consultation procedures

There are three ways the Council will communicate its planned tree works, depending on the types of works involved:

1. Through a notification process;
2. Through a process of public scrutiny; and /or;
3. Through open consultation.

Reactive works which cannot wait for a planned response will be dealt with separately.

3.2.3.1 Notifications

The majority of the Council's work consists of minor pruning to address health and safety issues, or more significant remedial works to trees that are obviously dead, dying or diseased, or replacement planting for trees that have been removed. These types of works can generally be dealt with in a planned manner.

Planned tree work schedules can be viewed online on our 'Planned tree works' page at:

<https://www.cambridge.gov.uk/tree-works-schedules>

Where relevant to their area, notifications of pending tree works will be sent to the relevant Council departments (eg. Parks, City Homes, County Highway) to communicate to relevant stakeholder groups and Ward Councillors, in order to provide them with an understanding of works being undertaken in their area.

The decision for instructing these types of works is delegated to arboricultural officer level and the Council will not invite objections or representations to these types of planned works however explanations for tree works will be given on request.

POLICY GM3: All planned tree works will be published on the Council website and through site notices for the community to access at least 20 working days before implementation. The Council sees this as an important tool for communicating to the local community about tree work planned for their area and the reasons why the works are necessary.

3.2.3.2 Reactive works

Minor pruning to address health and safety issues, or more significant remedial works to trees that are obviously dangerous, dead, dying or diseased that cannot be undertaken with a planned response, but require more urgent attention, will not be the subject of either a notification or consultation procedure. The decision for instructing these types of works is delegated to arboricultural officer level and the Council will not invite objections or representations however explanations for these types of reactive tree works will be given on request.

POLICY GM4: Reactive tree works will not be published on the Council website however explanations for these types of reactive tree works will be given on request.

3.2.3.3 Public scrutiny

Public scrutiny procedures will apply to major tree works and where no alternative options are being proposed and the tree works are not being consulted upon as part of another separate process. Major works will be defined as:

- Removing healthy trees over 75mm in diameter as measured at 1.5m above ground level; and /or
- Any tree work or batch of works that will have a significant impact on the landscape character of an area as assessed by an Arboricultural Officer. This will include crown reductions of over 30% in branch length on trees that have not previously been reduced.

POLICY GM5: When considering tree works on City Council land, the Council will invite resident and stakeholder comment regarding the following kinds of work:

Any tree work which that will have a significant impact on the character of an area.

Felling healthy trees over 75 mm diameter.

Time scales for the public scrutiny process will vary according to the type and urgency of work, significance of the tree and local context.

- Ward councillors will be asked to comment first and given 10 days to respond;
- Public scrutiny will happen thereafter;
- The proposal will be posted on the Council's 'Planned tree works' web page and on site notices and clearly identified for public scrutiny, as opposed to a notification or consultation;
- The consultation will be sent to the appropriate Housing, Highway and Parks managers to communicate to relevant stakeholder groups;
- Stakeholders will be given at least 10 working days to make written representations or objections and must supply their names and address.

Where objections cannot be resolved by the Arboricultural Officer they will be taken to the relevant Executive Councillor for a final decision.

In reaching a final decision the following factors will be considered:

- The amenity value of the tree and the likely impact of the proposal on the amenity of the area;

- Whether or not the proposal is justified, having regard to the reasons put forward in support/ against of it.

POLICY GM6: All unresolved objections to tree work subject to public scrutiny will be determined by the relevant Executive Councillor.

3.2.3.4 Open consultation

Consultation procedures will apply to replacement plantings that will impact on the character of an area, new tree planting locations and the development of tree management plans, where there are genuine options to be considered. Examples of the types works open to the consultation process would include new plantings; avenue management plans; and tree management plans for defined open spaces.

POLICY GM7: The Council will consult residents and stakeholders regarding the following kinds of work on Council owned land:

Tree management plans

New tree planting locations.

Replacement plantings that will impact on the character of an area.

Time scales for consultations will vary according to the type and urgency of work, significance of the tree and local context.

- Ward councillors will be consulted upon first and given ten days to respond.
- Public consultation will happen thereafter:
- The consultation will be posted on the Council's 'Planned tree works' web page and clearly identified as a consultation as opposed to a notification.
- The consultation will be sent to the appropriate Housing, Highway and Parks managers to communicate to relevant stakeholder groups.
- Stakeholders will be given at least 10 working days to make written representations or objections and must supply their names and address.

Where objections cannot be resolved by the Arboricultural Officer or there are no clear preferences to options proposed the decision will be taken to the relevant Executive Councillor for a final decision.

In reaching a final decision the following factors will be considered:

- The likely impact of the proposal on the amenity of the area;
- Whether or not the proposal is justified, having regard to the reasons forward in support of it.

POLICY GM8: All unresolved tree work consultations will be determined by the relevant Executive Councillor

3.2.4 Tree related damage

The Council's Insurance Section supported by the Tree Team currently manages all claims relating to Council owned trees.

The County Council's Insurance Section supported by the Tree Team currently manage all claims relating to street trees and other trees growing in areas adopted as Highway.

Where a Council tree is implicated as having caused damage to a property, the onus is on the claimant to provide evidence that the tree is the cause.

A claimant must contact the Council to report the claim and to check the tree concerned is owned by the Council.

The claimant or their building insurers must then provide the relevant Council's Insurance Section with sufficient information to demonstrate that on balance of probability the tree is an effective cause of the damage.

**POLICY GM6:
The Council will manage all claims directed at Council owned trees.**

The Council will challenge unwarranted claims based on poorly investigated or inaccurate evidence.

Subsidence occurs on clay soils, which naturally shrink or swell with changes in soil moisture. Tree related subsidence is a specific, and sometimes controversial, type of tree related damage. The water demand from trees and other vegetation growing on clay soils can affect the shrink/swell effect and, where close to buildings, a tree's effect on clay shrinkage can cause damage. The Council is committed to the retention of important trees wherever possible and will set in place a process of critical analysis of the investigative evidence presented by the insurance sector in these types of cases. The Joint Mitigation Protocol³ is an agreed method of subsidence claims management where trees are implicated as being the cause of building movement. It seeks to establish best practice in the processing and investigation of tree root induced building damage, benchmarking time scales for responses and standards of evidence.

The Council will explore adopting the principles, guidelines and standards as laid out in the Joint Mitigation Protocol agreement and any subsequent amendments.

³ The Joint Mitigation Protocol is an agreed method of subsidence claims management where trees are implicated as being the cause of building movement.

In the interim, and where trees are not of low amenity value, the Council will require the level of information to be provided in support of a claim, to be in line with that required by applications for subsidence mitigation tree works to protected trees.

POLICY GM7: In cases of alleged tree related subsidence the claimant/property owner or their building insurers must provide the Council with the following:

- 1. A description of the property, including a description of the damage and the crack pattern, the date that the damage first occurred/was noted, details of any previous underpinning or building work, the geological strata for the site identified from the geological map**
- 2. Details of vegetation in the vicinity and its management since discovery of the damage. Include a plan showing the vegetation and affected building**
- 3. Measurement of the extent and distribution of vertical movement using level monitoring Where level monitoring is not possible, state why and provide crack-monitoring data**
- 4. A profile of a trial/bore hole dug to identify foundation type and depth and soil characteristics**
- 5. The sub-soil characteristics including soil type -liquid limit, plastic limit and plasticity index**
- 6. The location and identification of roots found.**
- 7. Proposals and estimated costs of options to repair the damage**

Tree related subsidence insurance claims are dealt with on a case-by-case basis treating each case on its own merits. A tree will not necessarily be felled as a result of a claim. Options include remedial action such as heavy and repeated crown reductions, which can reduce a tree's demand for water. This may in turn reduce the clay soil shrinkage and prevent further structural damage to the property. Where the decision is taken to fell a tree, the Council will assess whether it is appropriate to plant a replacement tree.

In exceptional circumstances, for example, where trees are of special or outstanding amenity value, the Council may consider tree retention. Similarly the tree use of root barriers or similar tree growth restriction methods may also be considered.

POLICY GM8: To manage risk and reduce liability with regarding to tree related subsidence, the Council may choose to remove trees. Where the amenity value of the tree is high the Council may choose to instigate repeated crown reductions or other such mitigation treatments.

3.2.5 Trees and biodiversity

In relation to biodiversity, trees in urban areas, whether on streets, in woodland or in parks, provide a wealth of benefits. They provide a green matrix that provides wildlife with shelter, food and movement corridors. They are unique in their ability to support a variety of wildlife in many of the most hostile environments within in an urban setting. Trees benefit wildlife by providing structural diversity and volume of living space. This generally equates to more insects, and the effect cascades up the food chain. For example, many garden bird species are able to utilise trees for nesting, within the canopy or within holes and cavities, and foraging opportunities, including insects, seed and fruit. Other features of trees such as bark supports specialist insects from foraging to shelter and breeding but also provides space for lower plants such as mosses and lichens. As such the Council recognises the value of all trees in the City as whole in their contribution to enhancing biodiversity.

Map showing the City's tree matrix with
Council / other ownership indicated, open
spaces, CWS and LNR

To follow, not available at drafting

More specifically, Cambridge has a network of natural green spaces and parks that supports a wealth of biodiversity. Some of these sites are designated for their ecological value including City Wildlife Sites, County Wildlife Sites and Local Nature Reserves. The management of the tree stock on these sites seeks to retain and enhance the habitat assemblages for which the sites were designated. Grassland and watercourse habitats can be significantly degraded if trees are not managed to reduce shading and silt input. In these situations tree regeneration may be managed through a variety of methods including coppicing, pollarding, removal, mechanical cutting or livestock grazing.

The Cambridge Nature Conservation Strategy (adopted in 2006) sets out in detail the Council's objectives in relation to biodiversity. The biodiversity policies in this strategy will be subservient to that document and any future revisions.

POLICY BD1: The Council:

- a) Will aim to preserve woodland trees that are native and endemic to the local area within tree belts, local nature reserves and woodland sites.**
- b) Will encourage natural regeneration of native and endemic tree species in our tree belts, local nature reserves and woodland sites.**
- c) Will maintain or establish appropriate coppicing and pollarding practices to conserve and enhance the associated woodland, grassland and riparian habitat value.**
- d) Where possible, and subject to public safety assessments, will retain standing dead trees in tree belts, local nature reserves and woodlands, preferring to prune rather than fell.**
- e) Where possible, and subject to public safety assessments, will retain exposed root balls in tree belts, local nature reserves and woodlands, recognising the significant habitat value they create.**
- f) Where possible, and subject to public safety assessments, leave dead timber and felled trees in situ to benefit habitat creation. These will either be left as whole trees or cut up into habitat piles, dependent upon individual circumstances.**
- g) Where possible, retain mature ivy on trees, recognising the significant habitat value it creates. Ivy will only be removed to aid tree safety inspections, reduce damage to the tree through wind throw or reduce shade to more valuable habitats beneath.**
- h) Will ensure that its woodlands are managed and maintained in accordance with the accepted and traditional methods of woodland management.**
- i) Will seek to expand and look for opportunities to create new woodlands in line with the landscape character of the area. Natural regeneration of new woodland will be favoured where practical.**
- j) Will adhere to the requirements of the Wildlife and Countryside Act 1981 in relation to the protection of Wildlife during all of its tree related activities.**

k) Will, adhere to best practice and government advice when sourcing tree stock to reduce the risk of introducing pests and diseases to the City and wider environment.

l) Will, where necessary, seek advice from Natural England when works are required on trees identified to be supporting European Protected Species.

m) Will seek, where possible and appropriate, to install habitat boxes in its own trees, and will endeavour to encourage the local community and community groups to become actively involved in that process.

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3.3 Tree maintenance standards

- i. These standards relate to City Council owned trees, also County Street trees managed by the City on their behalf, but not tenanted properties.
- ii. Policies in this section will enable the Arboricultural Officer to advise of the Council's tree pruning policies including details about the maintenance cycles where appropriate.
- iii. If the enquiry relates to a technical issue outside of the Tree Team remit e.g. footpath deformation, dropped kerb installations, trees in tenants' gardens it will be sent to the appropriate Department (e.g. Estates and facilities, County Highways, City Homes). If the enquiry has still not been resolved it will be forwarded to the Tree Team.
- iv. The Council also recognises that, in some situations, trees can cause residents significant problems and that the wrong type of tree may be growing in the wrong place. In these situations, the Council will act reasonably and responsibly and work to seek an appropriate balance is reached between the interests of the individual, the interests of the community and the legal obligations of the Council.

3.3.1 Roads – Sight-line obstruction

POLICY TM1: the Council will undertake work to a tree in its ownership to maintain clear sight lines where reasonably practicable at junctions and access points associated with a street, road or highway.

Standards for visibility vary according to the class of the road and the speed limit in force. Council trees are proactively managed on a three year cycle where sight line issues are resolved. If a Council becomes aware a tree is causing a significant obstruction to the visibility at a road junction (sight line) outside of the cycle, the obstruction will be removed.

The shoots that grow from the base of some street trees, such as limes, are removed annually where they affect sightlines or interfere with footpath, see Appendix A (Annual epicormic removal programme) for more details. There is no active programme to remove basal shoots from trees in parks and green spaces, unless these interfere with footpaths or the visibility at road junctions (sight lines). Otherwise, the removal of basal shoots for aesthetic reasons is done as and when funds allow or when it is necessary to inspect the base of a tree.

3.3.2 Traffic signal/street sign – obstruction by tree

POLICY TM2: The Council will undertake work to a tree in its ownership to ensure it does not unduly obstruct traffic signals or street signs.

Council trees are proactively managed on a three year cycle where streetlight obstructions by trees are resolved. If a Council becomes aware a tree is causing a

significant obstruction to a traffic signal or street sign outside of the cycle, the obstruction will be removed.

3.3.3 Trees obstructing an adopted road

POLICY TM3: The Council will undertake measures to make safe any unacceptable carriageway obstruction affecting streets, roads or the public highway caused by the growth of a Council owned tree.

Council trees are proactively managed on a three year cycle where low hanging branches are resolved. If a Council becomes aware a tree is causing a significant obstruction to an adopted road junction outside of the cycle, the obstruction will be removed.

3.3.4 Footpath and cycle path – obstruction by tree

POLICY TM4: The Council will undertake work to a Council owned tree where reasonably practicable to maintain a minimum 2.25 m height clearance over a footpath and 2.75m over a cycle path, associated with a street, road or highway.

Council trees are proactively managed on a three year cycle where low hanging branches are resolved. If a Council becomes aware a tree is causing a significant obstruction to a footpath or cycle path outside of the cycle, the obstruction will be removed.

3.3.5 Street light – obstruction by tree

POLICY TM5: The Council will undertake work to a tree in its ownership to ensure that it does not unduly obstruct a streetlight

Council trees are proactively managed on a three year cycle where streetlight obstructions by trees are resolved. If a Council becomes aware a tree is causing a significant obstruction to a street light outside of the cycle, the obstruction will be removed.

Where new trees are being planted, these will be placed so they do not cause problems to existing streetlights.

3.3.6 Tree touching building

POLICY TM6: In the event that a Council tree is touching a building, remedial works will be undertaken.

In many cases the solution will be for the Council to prune the tree and we will endeavour to undertake works to stop the problem re-occurring within three years.

3.4 Tree management issues

- i. These policies relate to City Council owned trees outside of tenanted gardens and also County street trees managed by the City on their behalf.
- ii. Policies in this section will enable the Arboricultural Officer to advise of the Council's tree pruning and management arrangements where appropriate.
- iii. The Council also recognises that, in some situations, trees can cause residents significant problems and that the wrong type of tree may be growing in the wrong place. In these situations, the Council will act reasonably and responsibly and work to seek an appropriate balance is reached between the interests of the individual, the interests of the community and the legal obligations of the Council.

3.4.1 Footpaths – Trip hazard

POLICY TM7: The Council will undertake measures to make safe an unacceptable trip hazard in streets, roads or the public highway caused by the growth of a Council owned tree.

In response to a reported tree related trip hazard on a public footpath, the issue will, in the first instance, be referred to relevant section responsible for the maintenance of the path namely:

- Cambridgeshire County Council Highways Department – for adopted footpaths or;
- Cambridge City Council's Estate and Facilities Department - for all City Council maintained footpaths

There are a number of ways the Council can repair a pavement damaged by tree roots. Simply, the pavement surface can be 'built-up' and the pavement surface repaired. An Arboricultural Officer will advise only where the repair of the pavement has implications for the tree. Isolated roots can be pruned if these do not affect the stability of the tree

Removal of the tree is usually the last resort accepting that in some circumstances where the tree is low value or can be replaced, removal may be the most appropriate solution.

3.4.2 Installation of a drop kerb

POLICY TM8: the Council is not legally required to agree the felling or pruning of the roots of a Council owned tree to allow the installation of a drop kerb.

Off road parking that requires the installation of a drop kerb off the highway will need the permission of the Highway Authority. If the installation of a drop kerb is likely to adversely affect a Council owned tree, this will be considered by an Arboricultural Officer before permission is granted or refused.

Removal of the tree will be accepted in some circumstances where the tree is low value or can be replaced. Removal of the tree and replacement elsewhere will be undertaken by the City Council with costs met by the applicant.

Applications for dropped kerb should be made to the Cambridge County Council Highways Department at:

http://www.cambridgeshire.gov.uk/info/20081/roads_and_pathways.

3.4.3 Trees next to a building site

POLICY TM9: The Council is not legally required to prune or fell a Council owned tree to allow your building works to proceed, whether planning consent was necessary or via permitted development.

Tree works to Council owned trees that are necessary to facilitate building works are best identified at the design stage of any proposed development.

3.4.4 Protection of trees during construction/ trenching on Council land

POLICY TM10: The Council will ensure that all construction and development on its own land, including temporary installations and placement of movable equipment, near to trees follows BS:5837 (2012) "Trees in relation to design, demolition and construction - Recommendations" and that the most recent National Joint Utilities Group "Guidelines for the planning, installation and maintenance of utility apparatus in proximity to trees" are followed where carrying out works in root protection areas cannot be avoided.

Trees in parks and streets and other areas may be in close proximity to sites for construction and development. Examples are the creation of footpaths, the installation of lighting in parks, or the erection of temporary structures. Trees may be affected by physical damage to branches and stems, the severing of structural or fine roots, or the compaction of soil, which reduces the amount of air and water available to the tree. It is of key importance that trees are protected. This guidance simply brings the protection afforded the Council's own trees into line with the expectation placed on private owners in relation to development.

3.4.5 Crime and anti-social behaviour

POLICY TM11: Where a Council owned tree is associated with criminal activity and/or anti-social behaviour, measures to alleviate the problem will be implemented in consultation with the Police and the community.

The Council may remove trees considered to be exacerbating crime and/or anti-social behaviour, but generally will remove only lower branches to allow sight lines through the trees so people cannot use them for cover. Where a tree is associated with criminal activity and/or anti-social behaviour, steps to reduce the problem will typically involve the police.

Pruning or felling a tree is not always the answer to the problem. Neglected spaces with overgrown trees and untidy areas can encourage criminal activity and/or anti-social behaviour

3.4.6 Vandalism

POLICY TM12: The Council will investigate reports of vandalism to a Council owned tree and try to correct any damage where appropriate and within available resources.

Incidences of vandalism to Council owned trees in Cambridge are rare. Young trees are especially vulnerable and the Council generally plants large trees that are more difficult to vandalise. Where incidences of vandalism have occurred the Council will try to correct any damage as soon as possible.

Allowing dogs to damage trees can lead to death of the tree and the Council priority will work to curb this behaviour. The Council aims to deter and prosecute people who vandalise trees (either directly or through poor control of their dogs) taking specific action when evidence is available.

3.4.7 Nuisance Third Parties - private tree

POLICY TM13: The Council has no authority to intervene and as such will not in a dispute between neighbours.

If natural light is being blocked by the growth of a hedge then action may be taken to reduce the problem under the High Hedges Act, Part 8 of the Antisocial Behaviour Act, 2003 - See Appendix B

The Council does provide a mediation service so you should try to resolve a dispute between yourself and your neighbour amicably or seek advice from a solicitor or Citizens Advice.

3.5 Specific tree related issues

- i. These standards relate to City Council owned trees, also County Street trees managed by the City on their behalf, but not tenanted properties.

3.5.1 Tree related problems

Trees provide many benefits to the general population and the environment as a whole, including, helping trap carbon-dioxide, filtering dust from the air, providing shade from harmful ultra-violet radiation, supporting wildlife, as well as being pleasing to look at and reflecting the changes in the seasons. Being living, growing organisms, they do have certain characteristics that are not always compatible with the expectations of some residents.

As a landowner, the Council has a duty of care to maintain trees on its land in a safe condition, and to reduce the nuisance that its trees may cause to others. Nuisance is generally defined as including dangerous trees (or parts of trees) and actual damage to property. Nuisance in Law does not generally include loss of light, disturbance to TV reception, obstruction of view or minor seasonal issues such as leaf fall, bird droppings or honeydew (dripping sap).

Minor issues are generally those that may cause inconvenience to people, but rarely cause significant discomfort or financial loss. Most trees in areas where people live have the capacity to cause problems, and it is common to hear that trees are generally appreciated, but not wanted in a particular position because of this.

Action in response to all minor issues would lead to the removal or unnecessary surgery (eg. pruning/ crown reduction) of many trees, to the detriment of both public amenity and wildlife. The recognition of the value of trees across Cambridge requires that trees be retained for the benefit of wider society, even where they cause minor inconvenience to immediate residents.

As well as having an environmental cost, action by the Council in response to all the minor issues it receives reports on would place an unsustainable burden on resources. Specific policies on how the Council will respond to such issues are listed below.

The Council will consider agreeing to pruning works to be carried out at the householder's expense, although each enquiry will have to be dealt with on its individual merits. If the works are agreed, an experienced arboricultural contractor will have to be appointed and a copy of their insurance certificate and qualifications provided to the Council before any work can be carried out. All tree works will have to be carried out to approved industry standards in accordance with BS 3998: 2010 'Tree work – Recommendations'. Advice regarding choosing an appropriate arborist can be found in Appendix D.

POLICY SP1: The Council will consider applications from householders to alleviate problems on the basis that they will fund the works, that the works will be agreed with the Council beforehand, that a suitable arboricultural contractor is appointed, and that each case will be considered on its individual merits.

The Council also recognises that in some exceptional circumstances the problems caused by a tree are so great that it will consider undertaking remedial works. Where these problems and likely future maintenance costs are excessive the tree may be removed and replaced with a more suitable species. Where multiple tree removals from an area are involved this may be done in a phased manner. Thoughtful planned removal of unsuitable trees and replanting with appropriate replacements will help produce a more sustainable tree population that is diverse in age and species. Exceptional circumstances will be assessed individually on their merits and tree works will only be undertaken if there are sufficient funds available after all safety works have been concluded.

POLICY SP2:

a) The Council recognises that in some exceptional circumstances the problems of a tree are so great that it will consider undertaking remedial works. Each situation will be assessed individually on its merits. Tree works will only be undertaken if there are sufficient funds available after all safety works have been concluded.

b) The Council will provide additional guidance on what it considers to be an exceptional circumstance.

Householders also have certain common law right to abate nuisances themselves, unless the tree is protected by a Tree Preservation Order or is within a Conservation Area. Rights include the right to prune overhanging branches back to their boundary. More detail of householder rights and responsibilities can be found in Appendix B. Advice regarding choosing an appropriate arborist can be found in Appendix D

3.5.2 Blossom / Leaves

POLICY SP3: The Council will not prune or fell a Council owned tree to remove or reduce leaf fall and/ or blossom or remove fallen leaves and/ or blossom from private property.

The loss of blossom or leaves from trees is part of the natural cycle and cannot be avoided by pruning. The maintenance of gardens and / or gutters is the responsibility of the landowner and the Council is not obliged to remove leaves that may have fallen from Council owned trees.

Where gutters are regularly blocked by fallen leaves gutter guards may be fitted to provide a low maintenance solution at the property owner's expense.

For roads, streets and parks the Council's Operations Service carries out a leaf collection in the autumn to clear fallen leaves from certain sites. Paths and/or areas of hard standing are regularly cleared of fallen leaves, but leaves on grass/shrub beds are generally left until the majority of leaves have fallen before they are removed (unless leaving them would damage the grass or present a public health and safety risk, in which case the accumulated leaves would be removed sooner).

3.5.3 Fruit / berries / nuts

POLICY SP4: The Council will not prune or fell a Council owned tree to remove or reduce the nuisance of fruit /berries or nuts, or remove such fallen fruit from private property. However, where fallen fruit is leading to significant anti-social behaviour problems it will consider measures to reduce the problem, including whether a phased removal and replacement with alternative species is reasonable.

Fruit trees such as apple, cherry and pear have the double benefit of spring blossom and autumn fruit. This makes fruit trees good for wildlife and a source of free food. But, there are some locations where fruit trees are less desirable, for example where soft fruit would make the pavement slippery or where anti-social behaviour could encourage fruit being thrown at houses or cars. When considering what tree to plant the Council takes account of the likelihood of such problems. Equally, where fruit trees are established but where there is a significant anti-social behaviour or public health and safety problem the Council will consider phased removal and replacement. To help manage any public health and safety risk associated with fallen fruit/ berries/ nuts, the Council's Operations Service carries out regular cleansing in the autumn to clear fallen leaves and associated fruits/ berries/ nuts. Paths and areas of hard standing are regularly cleared, but leaves on grass/shrub beds are generally left until the majority of leaves/ fruits have fallen before they are removed (unless leaving them would damage the grass or present public health and safety risk in which case the accumulated debris would be removed sooner)..

3.5.4 Tree too big / too tall

POLICY SP5: The Council will not prune or fell a Council owned tree simply because it is considered to be 'too big' or 'too tall'

A tree is not dangerous just because it may be considered too big for its surroundings. Other problems would need to be identified for the Council to consider it to be dangerous or to take remedial action with the tree.

3.5.5 Light

POLICY SP6: The Council will not prune or remove trees in cases where they cause a reduced amount of light to fall on a property, other than in exceptional circumstances.

In law there is no general right to light, and there is no right to light in connection with open land, such as a garden. Exceptional circumstances would be where the lack of lights can be evidence has having a negative health impact.

If natural light is being blocked by the growth of a hedge then action may be taken to reduce the problem under the High Hedges Act, Part 8 of the Antisocial Behaviour Act, 2003 – See Appendix B.

3.5.6 Bird droppings

POLICY SP7: The Council will not prune or fell a Council tree to remove or reduce bird droppings from trees, or remove bird droppings from private property.

Bird droppings may be a nuisance, but the problem is not considered a sufficient reason to prune or remove a tree. Nesting birds are protected under the Wildlife and Countryside Act 1981 (and other related wildlife law).

Warm soapy water will usually be sufficient to remove the bird droppings.

3.5.7 Sap/Honeydew

POLICY SP8: The Council will not prune or fell a Council owned tree to remove or reduce honeydew or other sticky residue from trees.

Honeydew is caused by greenfly (aphids) feeding on the tree, which excrete a sugary sap. Often the honeydew is colonised by a mould, which causes it to go black.

Unfortunately, there is little that can be done to remove the aphid which causes the problem and pruning the tree may only offer temporary relief.

Any re-growth is often more likely to be colonised by greenfly thereby potentially increasing the problem. Some trees, such as limes, are more prone to attack by greenfly and in some years greenfly are more common, especially following a mild winter. Honeydew is a natural and seasonal problem. Where new trees are planted we try to choose trees that are less likely to cause this problem. Where honeydew affects cars, warm soapy water will remove the substance, particularly if you wash the car as soon as possible.

3.5.8 Pollen

POLICY SP9: The Council will not prune or fell a Council owned tree to remove or reduce the release of pollen.

Whilst some kinds of tree pollen are known to bring on in sufferers the symptoms of hay fever this is not considered justification for either the pruning of Council trees, or their removal.

3.5.9 Telephone wires

POLICY SP10: The Council will generally not prune or fell a Council owned tree to remove or reduce interference with telephone wires.

It is the telephone service providers' responsibility to maintain your service. Several options are available to the utility company that do not require pruning of a tree to maintain the service. Often pruning is a temporary solution and the problem may reoccur when branches grow back.

For example the cable can be sheathed at points of high friction; the line can also be redirected through the tree canopy. It may be that the telephone service provider is able to suggest an alternative solution to the problem of trees affecting telephone wires.

3.5.10 TV/Satellite reception

POLICY SP11: The Council will not prune or fell a Council owned tree to prevent perceived interference with TV/satellite installation/ reception.

A television license allows the operation of any equipment to receive a transmission. It is not a guarantee of a television reception. There are no legal requirements for the Council to remove trees or even prune them for the benefit of a television reception. The responsibility for receiving a satellite television signal is with the company that erects the satellite dish or aerial. The company should erect their equipment in a location that receives a clear signal. It may be that a satellite or TV provider will be able to suggest an alternative solution to the problem, for example relocating the aerial/dish or means to boost the signal.

3.5.11 Tree and solar panel

POLICY: SP12 The Council will not prune or fell a council owned/managed tree to improve natural light to a solar panel.

Whilst the Council appreciates that there is a need to provide renewable energy resources. Trees have an important role in maintaining and improving local amenity, in addition to contributing to local and national targets in tackling climate change. The presence of trees must be fully appreciated when considering a suitable location for the placement of solar panels.

3.5.12 Wild animal/Insect pests

POLICY SP13: The Council will not prune or fell a Council owned tree to remove or reduce incidence of perceived pests such as bees, wasps, or wild animals.

Bees, some animals, and many birds are protected species and advice should be taken before considering their removal.

3.5.13 Drains and invasive roots

POLICY SP14: The Council will not prune, fell or cut the roots of a Council owned tree to prevent roots entering a drain that is already broken or damaged other than in exceptional circumstances.

Tree roots typically invade drains that are already broken or damaged. Trees themselves very rarely break or damage the drain in the first place. Tree roots found in a drain are usually symptomatic of an underlying problem requiring repair of the broken pipe.

Tree roots can cause damage to paving, lawns and the foundations of buildings or walls. Where a neighbour's tree is causing problems, an owner is within their rights to cut back roots to the boundary of their property, unless it is protected by a TPO or is within a Conservation Area. See Appendix B.

3.5.14 Tree overhanging property

POLICY SP15: The Council will not prune or fell a tree in Council ownership to alleviate the nuisance of overhanging branches other than in exceptional circumstances.

Householders have the right to prune overhanging branches back to their boundary unless it is protected by a Tree Preservation Order or is within a Conservation Area. See Appendix B.

Advice regarding choosing an appropriate arborist can be found in Appendix D.

3.5.15 Tree obstructing view

POLICY SP16: The Council will not prune or fell a Council owned tree to improve the view from a private property.

There is no legal right to a 'view'.

3.5.16 Personal medical complaint

Policy SP17: The Council will not prune or fell a council owned tree where a request has been made to do so because of a personal medical condition other than in exceptional circumstances.

The Council will normally not prune or fell a tree where a request has been made to do so because of a personal medical complaint unless it can be established that the presence of a tree is causing a detriment to the health of a resident. Further consideration will be given to the management approach of trees especially where elderly, infirm or disabled persons who spend a significant amount of time within their home are affected. This consideration will also take into account the quality and importance of the tree in question, as well as the benefits to the wider community.

3.6 Tree planting

- i. In order to maintain and, where possible, increase the number of trees in the city, it is necessary to plant trees in parks, streets, open spaces and cemeteries.

3.6.1 Right tree, Right place

The Council will endeavour to follow a Right Tree, Right Place approach set out in 'The Tree and Woodland Framework for London' (Appendix C). The principle of this approach is to consider the constraints and opportunities of any proposed planting site and the desired features of proposed trees.

It is generally recognised that large trees in a city bring considerably more benefits than smaller trees. Finding room for large trees is a problem in many locations, especially streets. The Right Tree, Right Place approach is intended to allow any trees planted to reach full height and maturity and remove the requirement for regular pruning programmes, which are very resource intensive, and also to minimise any later nuisance impact.

As climate change increasingly becomes a reality, planting and caring for trees in cities will become even more important. Having a mix of native and non-native tree varieties within Cambridge is an important measure in order to safeguard against the increased risk of a devastating loss of one or more tree species due to pest or disease or changes in the environment.

POLICY TP1: When planting trees, the Council will select species based on the principles of Right tree, Right place. Where space permits, there will be a presumption in favour of large shade-producing forest-scale trees with maximum opportunities for mitigating the effects of climate change.

3.6.2 Planting programmes

Tree planting will follow a programme of works that will begin in the management area, in the year following cyclical tree maintenance works and inspections (note, for management purpose the City has been divided into three management areas by ward, see Appendix A)

When the decision is taken to remove a Council owned tree, the Council will prioritise replacement planting after consideration whether it is appropriate or not to replant. Wherever possible the site will be considered as a whole, reflecting its history, character, available space, use and local interests. In some situations planting opportunities after a tree has been removed are significantly more expensive and difficult as a new tree pit may have to be engineered and also may have to contend with the underground pipes and cables, aerial competition from street lamps, traffic signs, and vehicle sightlines. Replacement plantings in these types of situations may take longer to happen and be the subject of specific funding bids.

Priorities for choosing planting locations in any single planting year will be in the following order:

- Replacement planting - within the current planting management area.
- Public and member replacement planting requests.
- New planting locations - within the current planting management area.
- Replacement planting - in other management areas.

POLICY TP2: The Council will endeavour to maintain its tree stock and increase current tree numbers by planting. The Council will look to increase and improve its tree cover and species diversity within available resources as part of an annual tree planting programme, paying particular attention to street tree and park planting.

Newly planted trees require monitoring and usually a maintenance input to ensure that they successfully establish. On occasion, additional maintenance may be required which could include weeding (either by herbicide or by the use of mulches), watering and adjustment or removal of tree ties or guards.

POLICY TP3: The Council will endeavour to maintain newly planted trees appropriately to ensure they have the best chance of establishing

3.6.3 Community sponsorship scheme.

The Council will explore setting up community sponsorship for planting trees in the public realm. One approach could be to develop an 'Adopt a tree' programme, another a commemorative tree planting service. Businesses, community groups or individuals could sponsor a new planting. Interested groups or individuals could identify locations for new tree planting, select an appropriate species in consultation with the Tree Team and sponsor the cost of the planting and maintenance works as it establishes.

POLICY TP4: The Council will explore setting up community planting schemes

3.7 Management plans

- i. When considering the need for long term tree management plans, the Council will be guided by 'The Cambridge Landscape Character assessment' adopted in January 2003 and prioritise those areas categorised as 'defining character'.
- ii. 'Areas of defining character' were assessed as key resources that contribute to the distinctive character of a place, such that their removal or development would completely change the character of Cambridge.
- iii. The assessment recognised that Cambridge is essentially a well-treed City with many tree belts and avenues that are important part of the City's character, but that trees, in themselves, only define character when combined with other social or cultural characteristics.
- iv. 'Areas of defining character' include:
 - Stourbridge Common
 - Midsummer Common
 - Jesus Green
 - Lammas Land and Sheep's Green
 - Paradise
 - College Backs (Queens Green and Queens Road)
 - Hobson's Brook/ Vicars Brook (Empty Common, Nine Wells)
 - Cherry Hinton Hall
 - Coldham's Common
 - Stourbridge Common
 - Historic core (Parker's Piece, Christ's Pieces, Donkey Common, New Square, Donkey Common and Petersfield)
 - Churchyards & cemeteries (St Andrew's, Round Church, Holy Trinity and St Mary the Great, St Bene't and Little St Mary's, Mill Road Cemetery, Cherry Hinton Churchyard, Histon Road Cemetery, St Clements, St Giles, St Peter's).
- vi. Tree features such as historic avenue or rows of trees within these areas may need specific management plans. Where it is felt there is insufficient expertise within the Council, specialist third party opinion will be sought.

POLICY MP1: The Council will prioritise long term tree management plans for those areas categorised as 'defining character' by 'The Cambridge Landscape Character assessment' adopted in January 2003

3.8 Tenanted lands

The Council consider trees growing in tenanted gardens as an important resource and that should be maintained and enhanced. New planting opportunities may also exist in the tenanted gardens.

Currently trees growing on tenanted land are the responsibility of the tenant to manage with tree removals only requiring the prior consent of City Homes.

The Council will work to provide more information regarding tree management and planting to its tenants to help protect and enhance this important resource.

POLICY TL1:

- a) The Council will work to provide more information regarding tree management and planting to its tenants.**
- b) Where tenanted properties are being refurbished the Council will look at planting suitable trees in the garden areas.**

The existing system for dealing with tenant enquiries is as follows. The tenant contacts the Housing Officer regarding a tree issue, the Housing Officer contacts the Arboricultural Officer for advice. The Arboricultural Officer makes a recommendation to the Housing Officer who then contacts the tenant regarding any action to be taken or advice given. City Homes, who holds the working budgets, may then agree to help the tenant in undertaking the works, depending on the merits of each individual circumstance.

The administrative system between tenant, City Homes and the Tree Team deals adequately with complaints. The Council still considers that Housing Officer should deal with tenants and Arboricultural Officers with trees as both are skilled tasks which require background and knowledge.

All tree works on tenanted lands are excluded from the Council's consultation protocols as set out in Section 3.2.3 Communicating our work schedules and consultation procedures.

POLICY TL2: The Council will continue to provide on request tree management advice to its tenants.

Under the current 'Right To Buy' legislation, a clause in the conveyance requires the Council to be notified of any tree removal. In principle the practice cannot be monitored or reasonably enforced. The Council will review this system of tree protection and consider moving to protection of significant trees by Tree Preservation Order as properties move to private ownership.

POLICY TL3: The Council will review the system of protection for significant trees when properties move from public to private ownership

GLOSSARY

To be completed after approval of draft

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BIBLIOGRAPHY

To be completed after approval of draft

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The City of Edinburgh (2014) *Trees in the City, Trees & Woodlands Action Plan*

The Joint Mitigation Protocol. <http://www.ltoa.org.uk/resources/joint-mitigation-protocol> (web page last accessed 23/9/2015).

Trees in Cambridge – Issues and Options, July 2015 by Phil Back Associates

Legislation referenced

High Hedges Act, Part 8 of the Antisocial Behaviour Act, 2003

Highways Act 1980

Local Government Miscellaneous Provisions Act 1976 Section 23

Town and Country Planning Act (1990)

Wildlife and Countryside Act 1981

APPENDIX A – Maintenance cycles

PARKS MAINTENANCE PROGRAMME

This procedural guidance sets out the cyclical 'tree inspection & maintenance' and 'planting' regime to be carried out in 'Parks' lands.

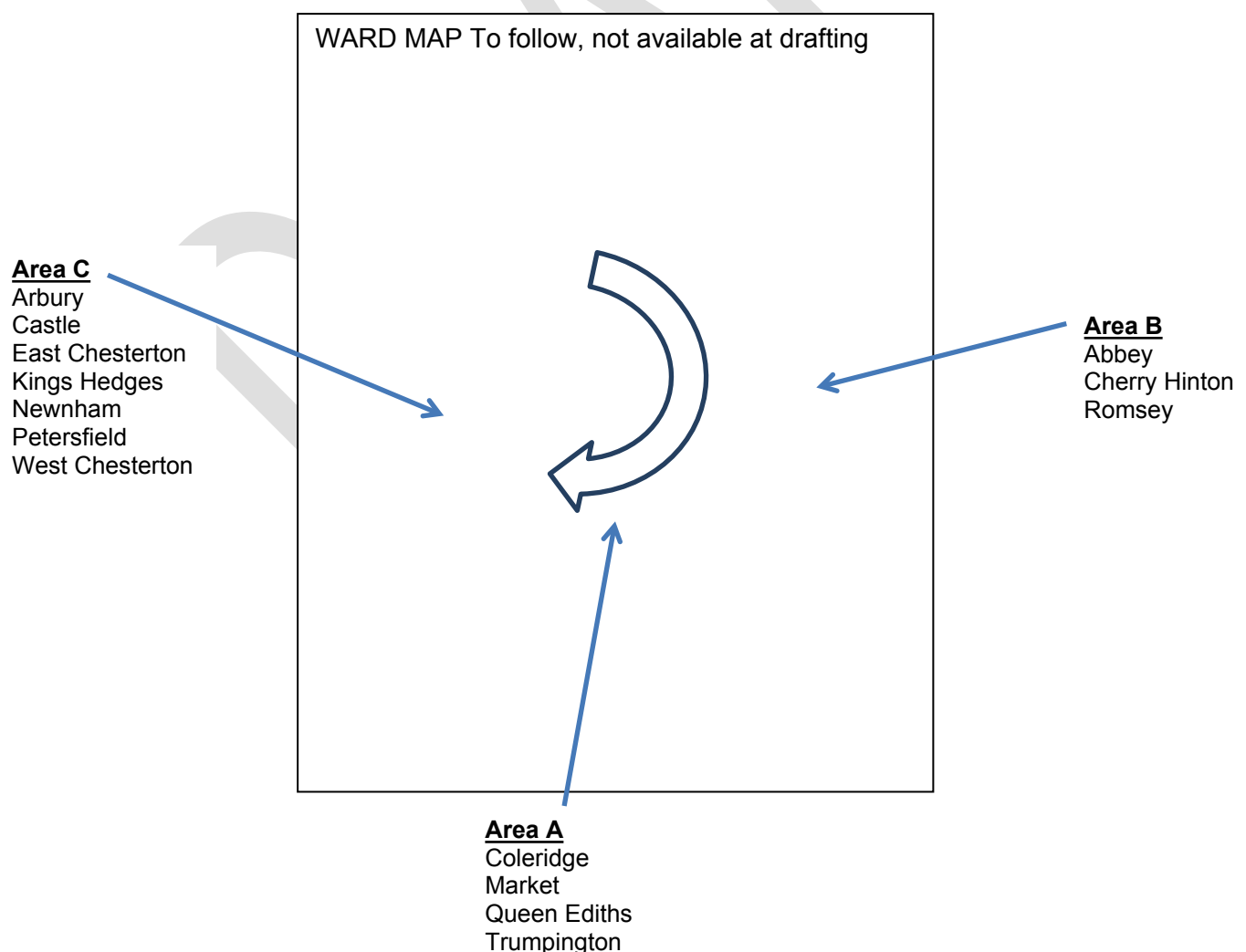
Parks lands shall include:

- public parks,
- recreation grounds,
- play areas,
- closed churchyards,
- cemeteries,
- the crematorium,
- nature reserves.

This guidance should be read in conjunction with the Council's 'Tree inspection' Policy WP2 which sets out type and level of inspection and details to be recorded; and the Council's 'Tree planting' Policies TP1,2 ,3 & 4.

Tree Inspection and maintenance regime

Proactive inspections and maintenance will be undertaken on a three year cycle. The City has been divided into three management areas by ward. This division has been designed to normalise officer time and maintenance costs across the three areas.



Management Area	Inspection & Maintenance Cycle Years			
A	2015/16	2018/19	2021/22	2025/26....
B	2016/17	2019/20	2022/23	2026/27....
C	2017/18	2020/21	2023/24	2027/28....

Areas managed by the City in South Cambridgeshire District

Trees in the Crematorium, Byrons Pool, Nine Wells, St Albans Recreation Ground fall outside the City boundary and will be managed in the following management areas.

Management Area	
A	Byrons Pool, Nine Wells
B	The Crematorium
C	St Albans Recreation Ground

Tree planting and establishment programme

The tree planting and establishment programme will include planting, watering and young tree maintenance. It will begin in the management area in the year following the tree maintenance and inspection.

Management Area	Inspection & Maintenance Cycle Years			
B	2015/16	2018/19	2021/22	2025/26....
C	2016/17	2019/20	2022/23	2026/27....
A	2017/18	2020/21	2023/24	2027/28....

Consideration of locations for planting for any single planting year will be prioritised in the following order:

- Replacement planting - within the current planting management area.
- Public and member replacement planting requests.
- New planting locations - within the current planting management area.
- Replacement planting - in other management areas.

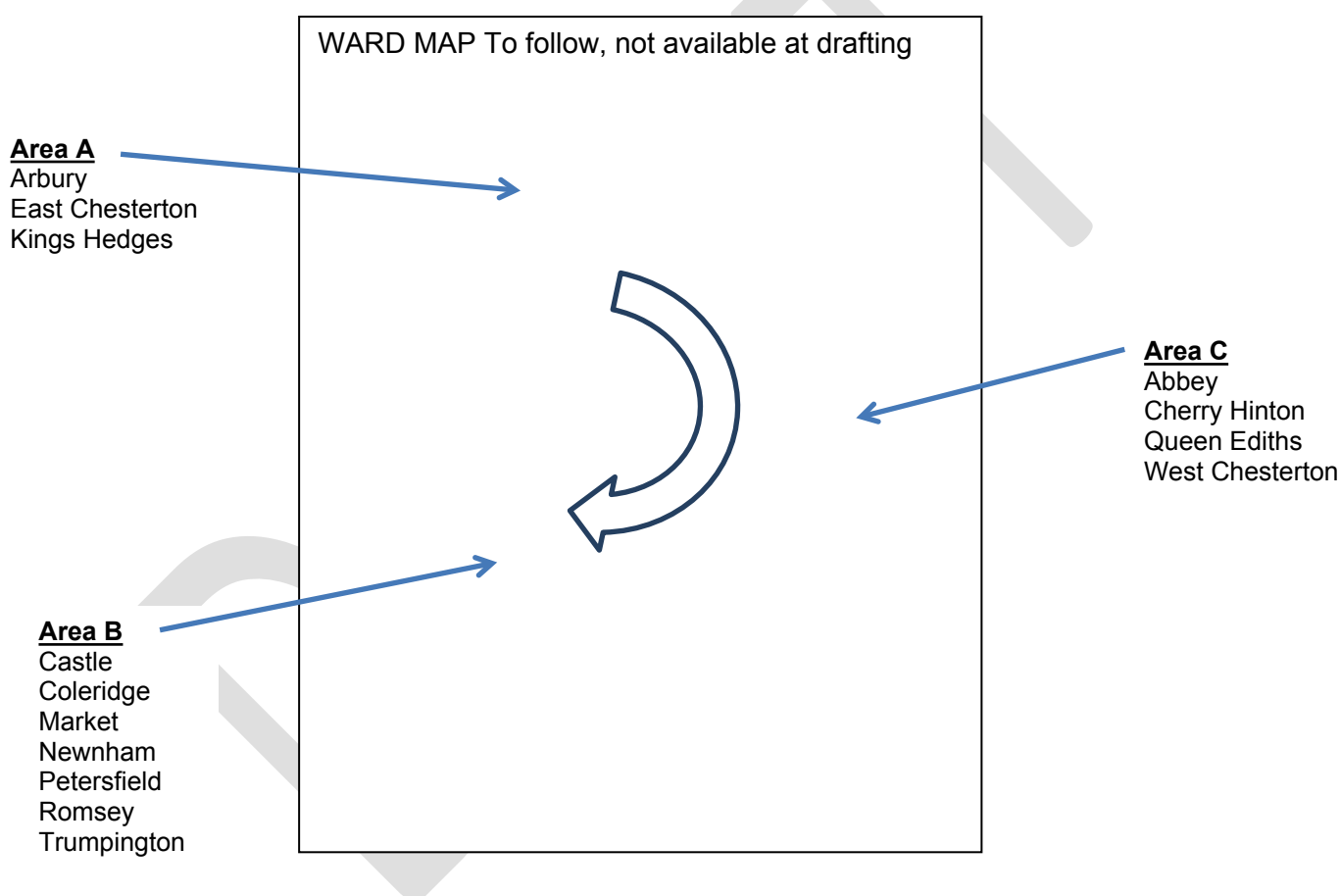
STREET TREE MAINTENANCE PROGRAMME (TMP)

This procedural guidance sets out the cyclical 'tree inspection & maintenance' and 'planting' regime to be carried out in 'Highway and communal Housings' lands.

This guidance should be read in conjunction with the Council's 'Tree inspection' Policy WP2 which sets out type and level of inspection and details to be recorded; and the Council's 'Tree planting' Policies TP1,2 ,3 & 4.

Tree Inspection and maintenance regime

Proactive inspections and maintenance will be undertaken on a three year cycle. The City has been divided into three management areas by ward. This division has been designed to normalise officer time and maintenance costs across the three areas.



Management Area	Inspection & Maintenance Cycle Years			
A	2015/16	2018/19	2021/22	2025/26....
B	2016/17	2019/20	2022/23	2026/27....
C	2017/18	2020/21	2023/24	2027/28....

Street tree planting and establishment programme

The tree planting and establishment programme will include planting, watering and young tree maintenance. It will begin in the management area in the year following the tree maintenance and inspection.

Management Area	Inspection & Maintenance Cycle Years			
B	2015/16	2018/19	2021/22	2025/26....
C	2016/17	2019/20	2022/23	2026/27....
A	2017/18	2020/21	2023/24	2027/28....

Consideration of locations for planting for any single planting year will be prioritised in the following order:

- Replacement planting - within the current planting management area.
- Public and member replacement planting requests.
- New planting locations - within the current planting management area.
- Replacement planting - in other management areas.

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ANNUAL EPICORMIC REMOVAL PROGRAMME

Epicormic growth from the base of mature lime trees will be removed on an annual basis in the following streets:

Bentley Road

Belvior Road

Blinco Grove

Chesterton Road

Hamilton Road

Humberstone Road

Kendal Way

Magrath Avenue

Mill Road

Mortimer Road

Queens Road

St Andrews Road

St Paul's Road

APPENDIX B – SUMMARY OF HOUSEHOLDERS RIGHTS AND RESPONSIBILITIES

1 COMMON LAW RIGHTS

You have a Common Law right to remove (abate) the nuisance associated with trees encroaching onto your property. The following advice is given if you wish to exercise your Common Law right with respect to encroaching trees:

- a) You can only consider removing those parts of the tree from the point where they cross the boundary of your property. You have no legal right to cut or remove any part of a tree that does not overhang your property;
- b) You are strongly advised to consult a professional tree surgeon for guidance on how best to prune back encroaching trees, unless the works are such that you could do the works with hand secateurs or similar;
- c) Before you consider doing any works to a tree / trees you should find out who owns them and if they are protected by a Tree Preservation Order or are within a Conservation Area. If the trees are protected, you will need to gain consent by making an application / give notice to the council. To find out if the trees are protected and guidance on how to apply for works if they are protected contact the following number for your area:

Telephone: 01223 457000

Web: www.cambridge.gov.uk/tree-works-and-preservation-orders

You are advised to discuss with your neighbour your intention to prune encroaching branches. Legally you do not own the encroaching branches and you should first offer them to your neighbour and if your neighbour does not want the cuttings you should make appropriate arrangements to dispose of them yourself. If the encroachment relates to a council owned tree, any cuttings must be disposed of appropriately; the council does not require nor expect to have these returned.

2 TREE PRESERVATION ORDERS AND CONSERVATION AREAS

Tree Preservation Orders and protection of trees in a Conservation Area are enforced by the Council's Tree Team. Before you consider undertaking any works to a Council owned or maintained tree / trees you should find out if they are protected by a Tree Preservation Order or are within a Conservation Area.

If the trees are protected, you will need to gain consent by making an application / give notice to the Council. To find out if the trees are protected and guidance on how to apply for works if they are protected:

Telephone: 01223 457000

A tree preservation order (TPO) is an order made by a local planning authority (LPA) in respect of trees or woodlands. The principal effect of a TPO is to prohibit the:

- (1) Cutting down,
- (2) Uprooting,
- (3) Topping,

- (4) Lopping,
- (5) Wilful damage, or
- (6) Wilful destruction of trees without the LPA's consent. The cutting of roots, although not expressly covered in (1)(4) above, is potentially damaging and so, in the Secretary of State's view, requires the LPA's consent.

2.1 Penalties for undertaking works to a Protected Tree without consent

Anyone who, in contravention of a TPO:

- 1) Cuts down, uproots or wilfully destroys a tree, or
- 2) Tops, lops or wilfully damages a tree in a way that is likely to destroy it is guilty of an offence. Anyone found guilty of this offence is liable, if convicted in the Magistrates' Court, to a fine of up to £20,000. In serious cases a person may be committed for trial in the Crown Court and, if convicted, be liable to an unlimited fine.

It is also an offence for anyone to contravene the provisions of a TPO otherwise than as mentioned above. For example, anyone who lops a tree in contravention of a TPO, but in a way that the tree is not likely to be destroyed would be guilty of this offence. In this case, the Magistrates' Court can impose a fine in the Magistrates' Court of up to £2,500.

2.2 Tree Protection - Trees in Conservation Areas

Under section 211 of the Town and Country Planning Act 1990, anyone proposing to cut down or carry out work on a tree in a conservation area is required to give the LPA six weeks' prior notice (a 'section 211 notice').

2.3 Penalties for undertaking works to a Tree within a Conservation Area without consent

Anyone who cuts down, uproots, tops, lops, wilfully destroys or wilfully damages a tree in a conservation area without giving a section 211 notice (or otherwise in contravention of section 211) is guilty of an offence. The same penalties as those for contravening a TPO apply.

3 HIGH HEDGES

A high hedge is defined in the Anti-social Behaviour Act 2003 as a barrier to light or access and is formed wholly or predominantly by a line of two or more evergreen or semi-evergreen trees growing to a height of more than 2 metres above ground level. Individual trees and shrubs are not covered by this legislation.

A complaint can be brought under the Act by the owner or occupier of the property affected by the hedge. The property must be residential and the hedge must detract from the reasonable enjoyment of your home and garden.

There is a fee of £450 for the Council to undertake an investigation. This fee is non-refundable and no investigation will take place without receipt of cleared funds.

Investigations are undertaken by the Tree Team, for more information refer to <http://www.planningportal.gov.uk/permission/commonprojects/highhedges/>

APPENDIX C – RIGHT TREE, RIGHT PLACE

Source: *Connecting Londoners with Trees and Woodlands A Tree and Woodland Framework for London*. Mayor of London 2005.

right place - right tree checklist	
appropriate locations	<ul style="list-style-type: none"> What is the existing value of the space, and would the impact of trees be positive?
	<ul style="list-style-type: none"> Existing habitat and landscape value: establish the habitat and landscape type of the site - shade cast by trees, and their demands on soil, water and nutrients, mean that they can kill or damage valuable wildlife habitats such as wetlands, heathlands, flower rich grasslands and brownfields so check for existing value before committing to planting.
	<ul style="list-style-type: none"> Tree cover history: check historical records to see if the site is in an area where there have been trees in the past, to establish whether the creation of new woodland or tree cover would be appropriate.
appropriate species and design	<ul style="list-style-type: none"> Development design: trees should not be located where they will experience inappropriate growing conditions e.g. in the shadow of tall buildings.
	<ul style="list-style-type: none"> Local character: check if there is a history in the area for the use of particular species that could be a reflected in the planned planting.
	<ul style="list-style-type: none"> Work with nature: in natural areas, employ stock of locally native origin. Best of all, work with natural colonisation.
	<ul style="list-style-type: none"> Great trees of the future: where the setting allows, take opportunities to plant large species of trees with a long lifespan.
	<ul style="list-style-type: none"> Accessibility: new trees and woodlands are most needed where they can provide people with access to nature and natural landscape in areas presently lacking in such access.
	<ul style="list-style-type: none"> Infrastructure: consider existing and future infrastructure requirements – do not plant too close to over/underground infrastructure. Replace removed trees in the same pit if appropriate.
	<ul style="list-style-type: none"> Highways: meet the statutory safety requirements to maintain a clear route along roads (consider heights of buses, HGVs, cars, cycles and horses).
	<ul style="list-style-type: none"> Space: check available space against the final height and spread of the proposed species with a view to minimising frequency and amount of pruning required.
	<ul style="list-style-type: none"> Soil condition: the soil in hard landscaped areas is often poor. Soil compaction needs to be limited in the tree pit and adequate nutrients supplied. Use species known to be robust to these limitations.

APPENDIX D Caring for your own trees

Picking a good tree surgeon can be a difficult task and getting it wrong can be disastrous. Cambridge City Council is not able to recommend tree surgeons, but the Arboricultural Association has produced a leaflet to provide some advice on how to find a suitable arborist entitled 'Choosing an arborist'.

The Arboricultural Association is the largest professional institution in the UK for the amenity tree care promoting the sustainable management of trees in areas where people live, work and play for the benefit of society.

The leaflet is aimed at those not familiar with tree work (e.g. an average homeowner) and guides them through some of the basic checks they should make before choosing an arborist or tree work contractor. It guides them through:

- What can happen if tree work goes wrong
- What questions customers should ask an arborist and
- How to choose the quote that best suits.

It is a simple and effective tool to help ask the right questions and choose between professional, competent and reliable arborists and those that are not.

The leaflet can be downloaded from the Arboricultural Association's webpage free of charge:

http://www.trees.org.uk/publications/General-tree-care-guides/Tree-Work-Choosing-your-Arborist_2



To: Executive Councillor for City Centre and Public Places: Councillor Carina O' Reilly

Report by: Alistair Wilson - Streets and Open Space Development Manager

Relevant scrutiny committee: Community Services 08/10/2015

Wards affected: All - Abbey Arbury Castle Cherry Hinton Coleridge East Chesterton King's Hedges Market Newnham Petersfield Queen Edith's Romsey Trumpington West Chesterton

WORKING WITH FRIENDS' GROUPS

Non Key Decision

1. Executive summary

- 1.1 Cambridge has a significant number of open spaces, and some of these now have established and active Friends Groups associated with them. These groups undertake a range of different site management support functions including 'hands on' days involving operational tasks such as litter picking, vegetation management and site surveying; and organising community events and activities. They also provide a valuable conduit between the Council and the local community in terms of shaping strategic documents, for example, site management plans and providing membership feedback on public consultations.
- 1.2 The Council values both the existence and work of these Friends Groups and provides officer support and assistance to groups as resources allow. The scale and scope of officer support varies from group to group, but often includes acting as first point of contact for incoming enquiries and complaints, liaising with and on behalf of the group, attending meetings and supporting initiatives being undertaken by groups.
- 1.3 The Council has undertaken a review of Friends Group expectations and aspirations and associated support needs. The review also included an assessment of good practice from other local authorities, who are seen as exemplars in their approach to engaging and

supporting Friends Groups. The review results have been supplemented by a recently convened city wide Friends Group Forum, where recent service changes at the Council were outlined, operating experiences shared between groups and future engagement and support options considered.

- 1.4 This report highlights the results of this work and makes recommendations to improve how the Council works with and supports Friends Groups to deliver mutually shared management aims and objectives for the city's open spaces.

2. Recommendations

The Executive Councillor is recommended to:-

- a) Approve the development of a joint protocol which guides how the Council works with Friends Groups; and
- b) Instruct officers to:-
 - i. Support Friends Group to develop and adopt written constitutions that are robust, democratic and accountable;
 - ii. Support Friends Groups to engage fully in the review, development and implementation of existing and new open space management plans and projects;
 - iii. Develop generic support documentation to aid the sustainable development and functioning of strong, active Friends Groups;
 - iv. Hold a bi-annual Friends forum with guest speakers and minutes circulated to aid communication; and
 - v. To establish a Friends Group website, including online forum and generic and individual group pages/news, to aid communication.

3. Background

- 3.1 The development of Friends Groups linked to specific open spaces is a common feature across the UK. Groups can arise for variety of reasons, including a perceived need to take action voluntarily to ensure a higher standard of care than the Council is able to provide, or because of a perceived threat against which people feel a need to organise opposition.
- 3.2 They can also come about because local people want to have a greater say in how a local open space is managed, or used, how improvement or maintenance is prioritised, or to assert community ownership of a site that has fallen into disrepair or dereliction.

- 3.3 Some groups retain these early motivations for a long time, whilst others evolve into groups with wider roles and responsibilities, which complement the work of the Council. They can develop to a point where they become partners with the Council in caring for an open space in a particular way; or they can remain a pressure group keeping the Council accountable for the work it does (or does not) do.
- 3.4 The Council currently works with and supports 13 Friends Groups, which vary considerably in membership size and in the scope and scale of work they do for open spaces. A list of current Friends Groups is included in appendix A.
- 3.5 In 2013, the Council undertook a review of its Friends Groups' expectations and aspirations and associated support needs. The review also included an assessment of good practice from other local authorities, who are seen as exemplars in their approach to engaging and supporting Friends Groups including Brighton and Hove, Bristol and Sheffield City Councils. The results of this research are included in a background paper 'What are Friends for?', A report for Cambridge City Council by Phil Back Associates, October 2013.
- 3.7 Using these research findings, a Friends Forum evening was held for all Friends Groups on 27th August 2015. The aim of the forum was to discuss recent structural changes at the Council, provoke thoughts on current methods of working and relationships between the Council and the groups; share collectively any difficulties and positive experiences; and consider future engagement and support options. The key recommendations arising from the evening are as follows:
- To hold a bi-annual Friends forum with guest speakers and minutes circulated.
 - To establish a Friends Group website, including online forum and generic and individual group pages/news.
 - To develop full management plans for open spaces, complimented by shorter user friendly summaries.
- 3.8 In addition to these recommendations (3.7), sections 4-7 below outline the key findings of this research, identifies and recommends changes to the way the Council currently works, which would form the basis of the Councils proposed strategy for engaging and supporting Friends Groups hereon.

4. Friends Groups Protocol

- 4.1 Sheffield City Council supports around 70 Friends Groups, a third of which are described as 'hands-on', a third want to be consulted and a

third are more adversarial. They have also created a specific post to promote Friends Groups, seeing this as a way of enhancing open spaces beyond the level the Council alone can provide, and as a means of enabling community engagement. In all, two staff supports this large portfolio of activity.

- 4.2 Sheffield City Council has an established protocol for supporting new Friends Groups. This includes more intensive support for the first six months or so of the group's life, with an understanding that after this period of time they will need to have become self-sustaining, with their own constitution, committee, and vision for the future. New groups are also given 'freebies' in the form of bags, gloves, litter pickers, and graffiti removal kits.
- 4.3 Cambridge City Council will develop a similar protocol for setting up and working with Friends groups, including the creation of information and fact sheets to facilitate those individuals that wish to create or develop a constituted Friends group (see 5. below). The protocol will include details of what Friends Groups can expect from the Council and what the Council expect of Friends Groups, based on the principles of mutual respect, trust and partnership working. The Council recognises and accepts that there may be occasions when the two parties may disagree over an issue, but will ensure that due weight is given to opposing views in any consultation and decision making process.

5. Constitution

- 5.1 A constitution is a set of rules that defines how the group is run, what they do and how they work and becomes necessary as soon as a group starts to deal with money and/ or working with other groups. The writing of a constitution gives groups the chance to decide what things are important to the group.
- 5.2 The Council fully recognises the independence of groups to pursue their own agendas, but is keen for all groups to have a formally adopted constitution. This is considered necessary to enable the group to operate effectively, with clear, transparent procedures for democratic decision making and accountability. Obviously the larger and more representative a group is of its local community and associated open space user interests, the greater its democratic weight when working with the Council and other agencies.

6. Managing Expectations

- 6.1 It is acknowledged in the research that the Council could strengthen its relationship with Friends Groups by being more responsive to issues raised; by taking action more speedily; and by doing what they have promised to do or communicating clearly reasons where action is not possible.
- 6.2 One strategy for supporting this is through joint site visits/working group meetings involve Council officers and Friends to review issues and plans and agree actions. Another is through the engagement of Friends Groups in the development and implementation of site management plans. Both approaches will be followed by the Council.
- 6.3 Friends Groups have also suggested that dedicated staff, such as rangers or wardens, who focus on a small number of sites would also help with communications and relationship development.
- 6.4 Under the new Streets and Open Spaces service structure, the Operations Co-ordinator (Community Engagement and Enforcement) will be the day to day point of contact for Friends Groups. They in turn will call on rangers, grounds maintenance and other technical staff to work with and support Friends as required.

7. Community and Inter-group Engagement

- 7.1 Engagement between Friends Groups and their wider local community is very mixed. Some circulate a newsletter to local residents, regardless of their involvement or otherwise; others do a more limited distribution to paid-up members, perhaps supported by the use of noticeboards on the site where anyone can acquaint themselves with what the Friends are up to. Use of social media is extremely limited, and this may be because the demographic of Friends Groups is less familiar with this method of communication; but those groups that use it find it is rarely used in return. Activities such as being represented at local events have been successful in some instances and less so in others.
- 7.2 Some Friends have some contact with their counterparts elsewhere, but others are isolated, either by lack of awareness or lack of time to pursue any other network-building activity.
- 7.3 The Council has instigated working groups for some spaces, bringing different statutory and voluntary partners together, and including Friends, and these are generally regarded as more constructive.

- 7.4 Two ideas which were explored with Friends was the possibility of groups being able to access a central store of ideas, such as through a website, and the idea of bringing groups together to meet with the Council and with each other, to share news, information and ideas.
- 7.5 Both these ideas were generally welcomed both during pre-report interviews but also during the friends Forum evening. The website would be more resource-intensive, though, and the capacity challenge in the groups as they stand would perhaps limit its value for the moment, both in terms of website maintenance and of take-up of ideas.
- 7.6 The idea of a Forum is more realistic to achieve, and there is wide agreement that an annual meeting would enable this exchange to take place without asking too much in terms of either the group members or of officers, hence the trial of this prior to this committee report.
- 7.7 Several Councils hosts an annual conference for Friends so as to coincide with the annual budget cycle and service planning process, which includes a themed workshop session and a Q and A session with Councillors and officers.
- 7.8 The Council proposes to set up and run an annual networking event for Friends, supported by periodic newsletters and updates. It also proposes to create a small tool bank to help Friends groups with their works parties.

8. Implications

(a) Financial Implications

There are no financial implications identified in this report.

(b) Staffing Implications

There is no staff implication identified in this report.

(c) Equality and Poverty Implications

There are no negative issues associated with this policy, identified in the EQIA.

(d) Environmental Implications

The use of Friends Groups to carry out management support tasks, including grounds maintenance, specialist conservation tasks and community event organisation will have a medium positive rating on the environment. The work of Friends will supplement the Council's own site management and routine grounds maintenance work.

(e) **Procurement**

There are no procurement issues identified

(f) **Consultation and communication**

A comprehensive study of Friends group activities was completed and a full report on the consultant's 2013¹ research findings is available as a background document.

(g) **Community Safety**

The presence of a Friends Group will have a positive effect on community safety through an onsite presence, the reporting of anti-social behaviour or needed repairs, which can lead to a sense of civic pride and ownership of places close to people's homes.

9. Background papers

The following papers were used in the preparation of this report:

- "What are Friends for"?, A report for Cambridge City Council by Phil Back Associates, October 2013.

10. Appendices

Appendix A – List of current Friends Groups

11. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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¹ What are Friends for, A report for Cambridge City Council by Phil Back Associates, October 2013

Appendix A – List of current Friends Groups

Friends of Bramblefields	Friends of Nightingale Rec
Friends of Cherry Hinton Hall	Friends of Stourbridge Common
Friends of Coldhams Common	Jesus Green Association
Friends of Histon Road Cemetery	Friends of Coleridge Rec
Friends of Histon Road Rec	Friends of Cherry Hinton Brook
Friends of Midsummer Common	Christs Pieces Residents Association
Friends of Mill Road Cemetery	