



---

## THE FOUR MONTH FORWARD PLAN

---

**July to October 2005**

---

Contact Officer:	Peter Tracey Democratic Services Manager
Email:	<a href="mailto:peter.tracey@plymouth.gov.uk">peter.tracey@plymouth.gov.uk</a>
Telephone:	01752 304489
Fax No:	01752 304819

**The Forward Plan is published monthly**

### **PLEASE NOTE**

Previous published versions of the Forward Plan have shown a number of items as “Deferred”, “To be re-scheduled”, “Refer for consideration of scrutiny” etc. All such items are currently under review and will be incorporated into future published versions of the Forward Plan should they be required.

## PLYMOUTH CITY COUNCIL FORWARD PLAN OF KEY DECISIONS

### What is the Forward Plan?

Section 14 of the Access to Information Procedure Rules requires the Cabinet to prepare a Forward Plan to cover a period of four months. The Forward Plan should contain **key decisions** that the Cabinet believe are to be taken within this period. It describes who is the decision maker, the period in which the decision will be taken, those whom the decision taker proposes to consult, the steps any individual may take who wishes to make representations to the decision maker and a list of background papers considered by the decision taker in respect of the key decision.

### What is a Key Decision?

A **key decision** means a decision that is likely to result in –

- the Council incurring expenditure or creating savings that are significant in terms of the Council's budget for the service or function related to the decision.  
Plymouth City Council defines significant in this case to be a contract award valued in excess of £500,000 and less than £2,000,000. Contract Standing Orders authorises Chief Officers to award contracts under £500,000. The Scheme of Delegation, when revised, will reflect this.

or

- be significant in terms of its affect on communities, residents and or businesses in two or more wards within the Council's boundaries.

The Cabinet cannot consider key decisions if they have not been included within the Forward Plan unless they fall within the two exceptions set out at paragraph 15 & 16 of the Access to Information Procedure Rules, namely:

#### PARAGRAPH 15. GENERAL EXCEPTION

If a matter which is likely to be a key decision has not been included in the forward plan, then subject to Rule 16 (special urgency), the decision may still be taken if:

- (a) the decision must be taken by such a date that it is impracticable to defer the decision until it has been included in the next forward plan and until the start of the first month to which the next forward plan relates;
- (b) the monitoring officer has informed the Chair of a relevant Scrutiny Panel, or if there is no such person, each member of that panel in writing, by notice, of the matter to which the decision is to be made;
- (c) the Monitoring Officer has made copies of that notice available to the public at the offices of the Council; and
- (d) at least 5 working days have elapsed since the Monitoring Officer complied with (a) and (b).

Where such a decision is taken by a committee, it must be taken in public.

## PARAGRAPH 16. SPECIAL URGENCY

If by virtue of the date by which a decision must be taken Rule 15 (general exception) cannot be followed, then the decision can only be taken if the decision taker (if an individual) or the Chair of the body making the decision, obtains the agreement of the Chair of the Overview and Scrutiny Commission that the taking of the decision cannot be reasonably deferred. If there is no Chair of the Overview and Scrutiny Commission, in his/her absence the Vice Chair will suffice, or in both their absences, any other Member of the Commission.

The Forward Plan does not need to refer to exempt information and confidential information cannot be included.

## What is the Budget and Policy Framework?

This is a reference to the Council's policy framework and is made up of a series of Statutory Plans and Strategies listed as below:

Best Value Performance Plan	Housing Strategy
City Strategy (Community Strategy)	Ideas for Change (10- year Strategy)
Corporate Plan	Local Agenda 21
Adult and Community Learning Plan	Local Cultural Strategy
Capital Strategy and Asset Management Plan	Local Development Framework (Documents)
Crime and Disorder Reduction Strategy	Library Futures 2005-2020 (Position Statement)
Early Years and Childcare Development Plan	Supporting People Strategy (5 Years)
Education Development Plan 2002-07	Youth Justice Plan
E-Government	Waste Management Strategy
Emergency Response Plan	

## What does the Forward Plan tell me?

The Plan gives information about:

- what key decisions are coming forward in the next four months
- when those key decisions are likely to be made
- who will make those decisions
- what consultation will be undertaken
- who you can make representations to, and how
- what documents can you ask for, and when
- who you can contact for further information

## Who takes Key Decisions?

Under the Council's Constitution, key decisions are taken by the City Council, the Cabinet, individual Executive Members or individual Officers acting under delegated powers.

Most key decisions are however taken at public meetings of either the City Council or the Cabinet and these bodies are presently scheduled to meet on the following dates:

	July	August	September	October
City Council Council House (2.30pm)	25/7/05	-	19/9/05	-
Cabinet Council House (2.30pm)	12/7/05	9/8/05	6/9/05	4/10/05

When key decisions are to be taken by individual Executive Members or Executive Directors, full details are included within the Plan.

### Who can I contact?

Each entry in the Plan indicates the names of all the relevant people to contact about that particular item. In addition, the last page of the Forward Plan gives a complete list of all Members of the City Council, the Leader/Executive Members and the Chief Executive/ Executive Directors.

### How do I make contact?

Wherever possible, full contact details are listed in the individual entries in the Forward Plan. If you are unsure how to make contact, please ring the City Council and staff will be able to assist you: Telephone 01752 668000

### How do I get copies of agenda papers?

The agenda papers for City Council and Cabinet meetings are usually available five working days before the meeting and can be accessed on the Council's website: [www.plymouth.gov.uk/modgov](http://www.plymouth.gov.uk/modgov)

On occasions, the papers you request may contain exempt or confidential information. If this is the case, it will be explained why it will not be possible to make copies available.

### How can I get copies of the Plan?

Copies of the Plan are available for inspection at reasonable hours, free of charge, at the Plymouth City Council offices. The Plan is updated monthly on:

2005	
15 July	14 October
19 August	18 November
16 September	16 December

Copies are also available on the City Council's website: [www.plymouth.gov.uk/modgov](http://www.plymouth.gov.uk/modgov).

## General

If you have any questions or comments about the Plan, we would positively welcome them and would ask that you send them direct to the contact officer named at the start of the Plan. Please also let us know if you have any difficulty in accessing a copy of the Plan or any of the documents referred to therein.

Carole Burgoyne  
Head of Performance and Policy



# THE FOUR MONTH FORWARD PLAN

July to October 2005

ITEM	Page No
<b>CABINET MEMBER – THE LEADER</b>	
CITY STRATEGY ACTION PLAN: RECOMMENDING THE ADOPTION OF THE ACTION PLAN BY PLYMOUTH CITY COUNCIL .....	8
CITY BRANDING & MARKETING COMPANY FORMATION AND BUSINESS PLAN .....	9
* MEDIUM TERM FINANCIAL PLAN 2006/07 - 2008/09 .....	10
* BUDGET MONITORING POSITION TO 30TH JUNE 2005 .....	11
<b>CABINET MEMBER – DEPUTY LEADER</b>	
WASTE REDUCTION STRATEGY.....	12
<b>CABINET MEMBER – COUNCILLOR PURNELL</b>	
ANNUAL COMPLAINTS REPORT FOR THE PERIOD 1 <sup>ST</sup> APRIL 2005 – 31 <sup>ST</sup> MARCH 2005.....	13
<b>CABINET MEMBER – COUNCILLOR MRS. NELDER</b>	
REGIONAL SPATIAL STRATEGY : DETAILED POLICY PROPOSALS FOR THE PLYMOUTH, SOUTH EAST CORNWALL AND SOUTH WEST DEVON JOINT STUDY AREA.....	14
EAST END COMMUNITY VILLAGE .....	15
* A CHARTER FOR THE COUNTRYSIDE AROUND PLYMOUTH.....	16

# ITEM

# Page No

## **CABINET MEMBER – COUNCILLOR DANN**

FINAL LOCAL TRANSPORT PLAN 2..... 17

## **CABINET MEMBER – COUNCILLOR KING**

HOMELESSNESS STRATEGY PROGRESS REPORT ..... 18

ADOPTION OF NEW BYLAWS REGULATING THE ACTIVITIES OF SKIN  
PIERCING AND SKIN COLOURING ACTIVITIES..... 19

STRATEGY FOR UPGRADING CREMATORS TO MEET PROPOSED  
EMISSION CONTROLS ON MERCURY ..... 20

EMERGENCY RESPONSE PLAN – REVIEW AND RE-WRITING OF  
EMERGENCY RESPONSE PLAN TO BRING IN LINE WITH CIVIL  
CONTINGENCIES ACT GUIDANCE ..... 21

## **CABINET MEMBER – COUNCILLOR CAMP**

There are no current items in this Plan period

## **CABINET MEMBER – COUNCILLOR MAVIN**

There are no current items in this Plan period

## **CABINET MEMBER – COUNCILLOR SMITH**

There are no current items in this Plan period

## **CABINET MEMBER – COUNCILLOR WEEKES**

There are no current items in this Plan period

\* = These items appear in the Forward Plan for the first time

**FORWARD PLAN REFERENCE: FP 01 05/06  
CITY STRATEGY ACTION PLAN: RECOMMENDING THE ADOPTION OF  
THE ACTION PLAN BY PLYMOUTH CITY COUNCIL**

**Nature of the decision:**

There will be an Annual Review for the duration of the Action Plan. Further scrutiny and Cabinet consideration is still to be timetabled.

**Who will make the decision?** Council.

**Timing of the decision?** This decision has been deferred, please see above details.

**Who will be consulted and how?**

Persons to be consulted with:

The Action Plan has been subject to consultation with city residents, with emphasis on engaging with people from Hard to Reach Groups, businesses, community and voluntary sector organisations, other public sector and statutory organisations and with other interested parties.

Process to be used:

A multi-functional approach using appropriate consultation methods on a sector-by-sector basis. Has included interaction with the media, PCC staff (by questionnaire and/or workshops), service users and the private sector. Targeted consultation supported by the P2020 lead partnerships.

**Information to be considered by the decision makers:**

1. Report on consultation responses and amendments made
2. Compliance with Government Guidelines on Community Strategy preparation
3. Evidence of linkage with LPSA and Corporate Strategy (PCC)

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. As above for decision makers

**Representations:** To be advised as part of the annual review process.

1. Local Strategic Partnership Manager
2. Councillor Evans
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Alison Hernandez, Local Strategic Partnership Manager, [alison.Hernandez@plymouth.gov.uk](mailto:alison.Hernandez@plymouth.gov.uk) Tel: 515484



**FORWARD PLAN REFERENCE: FP 02 05/06  
CITY BRANDING & MARKETING COMPANY FORMATION AND  
BUSINESS PLAN**

**Nature of the decision:**

To consider the City Branding & Marketing Company formation and business plan.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Evans).

**Timing of the decision?** To be advised.

**Who will be consulted and how?**

Persons to be consulted with:

Local Strategic Partnership stakeholder group, Cabinet, Cabinet Members.

Process to be used:

Direct discussion.

**Information to be considered by the decision makers:**

1. Consultants report on review of Tourism Services
2. Brand Development Work and draft Company business plan

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. As above for decision makers

**Representations:** To be advised.

1. Community Communications Manager
2. Councillor Evans
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Richard Longford, Corporate Communications Manager, [richard.longford@plymouth.gov.uk](mailto:richard.longford@plymouth.gov.uk) Tel: 305405

**Nature of the decision:**

Cabinet will be requested to note the Medium Term Financial Forecast and the associated plan, for both Revenue and Capital and note the progress to date to achieve a 2006/07 budget and approve any items arising.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Evans).

**Timing of the decision?** The decision will be made in November 2005.

**Who will be consulted and how?**

Persons to be consulted with:

Budget Holders, Directors and Members.

Process to be used:

Resources & Performance Overview & Scrutiny Panel

**Information to be considered by the decision makers:**

Forecast budgets 2006/07 - 2008/09.

Process for ensuring that spend is allocated to priorities.

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. Budget Report
2. Monitoring Report

**Representations:** In writing by 20th October 2005 to:

1. Adam Broome, Director of Corporate Resources
2. Councillor Evans
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact Helen Hocking - Head of Finance, Tel: 01752 304566, email: [helen.hocking@plymouth.gov.uk](mailto:helen.hocking@plymouth.gov.uk)

**Nature of the decision:**

Cabinet will be requested to note the current monitoring report and to approve any actions required.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Evans)

**Timing of the decision?** The decision will be made on 6th September 2005.

**Who will be consulted and how?**

Persons to be consulted with:

Budget Holders / Directors

Process to be used:

Resources & Performance Overview & Scrutiny Panel

**Information to be considered by the decision makers:**

Summary statements on council's estimated spend and any actions required.

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. Budget Report March 2005
2. Outturn Report June 2005

**Representations:** In writing by 30th August 2005 to:

1. Helen Hocking, Head of Finance
2. Councillor Evans
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact Helen Hocking, Head of Finance, Tel: 01752 304566, email: [helen.hocking@plymouth.gov.uk](mailto:helen.hocking@plymouth.gov.uk)

**FORWARD PLAN REFERENCE: FP 04 05/06  
WASTE REDUCTION STRATEGY**

**Nature of the decision:**

To seek approval for Waste Reduction Strategy

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Pattison).

**Timing of the decision?** The decision will be made on 6 September 2005

**Who will be consulted and how?**

Persons to be consulted with:

Other Services, partners and customers.

Process to be used:

Direct discussion and survey/forums

**Information to be considered by the decision makers:**

Reports to Cabinet: December 2004, February 2005, April 2005.

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. Reports as above for decision makers
- 2.
- 3.

**Representations:** In writing by 19 August 2005 to:

1. Head of Environmental Regulation
2. Councillor Pattison
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Mark Turner, Waste Projects Manager, Street Services.  
[Mark.turner@plymouth.gov.uk](mailto:Mark.turner@plymouth.gov.uk) Tel: 304639

**FORWARD PLAN REFERENCE: FP 07 05/06  
ANNUAL COMPLAINTS REPORT FOR THE PERIOD 1<sup>ST</sup> APRIL 2005 –  
31<sup>ST</sup> MARCH 2005**

**Nature of the decision:**

The Cabinet will be requested to accept the Annual Complaints report 2004/2005.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Camp & Councillor Purnell).

**Timing of the decision?** The decision will be made on August 9th 2005.

**Who will be consulted and how?**

Persons to be consulted with:

Users and Carers

Process to be used:

Reports and Meetings

**Information to be considered by the decision makers:**

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. Report to DMT (Annual Complaints) 1.4.04 – 31.3.05
- 2.
- 3.

**Representations:** In writing by 25 July 2005 to:

1. Carole Riggall – Officer designation
2. Councillor Camp & Councillor Purnell
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact Carole Riggall – Officer Designation, Tel: 01752 307304, email: carole.riggall@plymouth.gov.uk

**FORWARD PLAN REFERENCE: FP 09 01 05/06  
REGIONAL SPATIAL STRATEGY : DETAILED POLICY PROPOSALS FOR  
THE PLYMOUTH, SOUTH EAST CORNWALL AND SOUTH WEST DEVON  
JOINT STUDY AREA**

**Nature of the decision:**

To seek approval for Regional Spatial Strategy: Detailed Policy Proposals for the Plymouth, South East Cornwall and South West Devon Joint Study Area

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Mrs. Nelder

**Timing of the decision?** The decision will be made on 6 September 2005

**Who will be consulted and how?**

Persons to be consulted with: Plymouth Sub Regional Steering Group, local communities, voluntary sector, public and private sector agencies.

Process to be used:

Meetings

**Information to be considered by the decision makers:**

Sustainable Growth Distribution Study.  
Results of Consultation.

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. Sustainable Growth Distribution Study
2. Results of consultation

**Representations:** In writing by 19 August 2005

1. Head of Planning & Regeneration
2. Councillor Mrs. Nelder
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact Nigel Twin – Officer Designation, Tel: 01752 30307736 email: Nigel.twinn@plymouth.gov.uk

**FORWARD PLAN REFERENCE: FP 10 05/06  
EAST END COMMUNITY VILLAGE**

**Nature of the decision:** The Cabinet will be requested to give approval to proposals for the East End Community Village, particularly in relation to 1) public realm and highway improvements; 2) a new Community Resource Centre for the East End Development Trust; and, 3) a new 'Enterprise Centre' in partnership with Enterprise Plymouth Ltd.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Mrs. Nelder).

**Timing of the decision?** The decision will be made on 6 September 2005. (This is subject to completion of feasibility / business planning work.)

**Who will be consulted and how?**

Persons to be consulted with:

The Community Village has been the subject of extensive community consultation and is the result of partnership working with key stakeholders, including the East End Partnership / East End Development Trust (re. the new community resource centre); the PCT, LIFT company, local GP's (re. a new GP's surgery); Signpost HA (re. extra care and affordable housing) ; Enterprise Plymouth Ltd. (re. a new enterprise centre). Additionally, the SWRDA and GOSW have been involved in relation to funding for the project.

Process to be used:

Continued community consultation through the East End Partnership meetings, the 'Eastender' newsletter and exhibitions; planning applications.

**Information to be considered by the decision makers:**

The East End Community Village is in the approved East End Regeneration Strategy and the Local Plan First Alteration / emerging Local Development Framework.

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. Report to Cabinet dated February 2004 which established support for the Community Village project as a Council priority, including reference to future capital allocations, and to the submission of funding applications.
2. Planning permissions / applications for the project.
3. Feasibility / business planning reports.

**Representations:** In writing by 19 August 2005 to:

1. Clive Turner, Director of Housing
2. Councillor Mrs. Nelder
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact Philip Mitchell, East End Renewal Area Coordinator, Tel: 01752 306520, email: [phil.mitchell@plymouth.gov.uk](mailto:phil.mitchell@plymouth.gov.uk).

**Nature of the decision:**

To seek approval for a Charter for the Countryside Around Plymouth

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Mrs. Nelder

**Timing of the decision?** The decision will be made on 6 September 2005.

**Who will be consulted and how?**

Persons to be consulted with:

Adjoining local authorities; statutory and voluntary agencies

Process to be used:

Meetings and consultation events.

**Information to be considered by the decision makers:**

Local Development Framework; Interim proposals on Plymouth Sub Region for Plymouth JSA

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. As above for decision makers
- 2.
- 3.

**Representations:** In writing by 19 August 2005 to:

1. Head of Planning & Regeneration
2. Councillor Mrs. Nelder
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Alistair MacPherson, Nature Conservation Officer.

[Alistair.macpherson@plymouth.gov.uk](mailto:Alistair.macpherson@plymouth.gov.uk). Tel: 304229



**FORWARD PLAN REFERENCE: FP 12 05/06  
FINAL LOCAL TRANSPORT PLAN 2**

**Nature of the decision:**

To seek approval for Final Local Transport Plan 2

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor Dann)

**Timing of the decision?** The decision will be made on 24 January 2006

**Who will be consulted and how?**

Persons to be consulted with:

CMT and Members, internal discussions and meetings, and the community

Process to be used:

Direct discussions and presentations to staff, members and external consultation.

**Information to be considered by the decision makers:**

Guidance on LTP2; provisional LTP2 and supporting documentation

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. As above for decision makers
- 2.
- 3.

**Representations:** In writing by 30 December 2005 to:

1. Transport, Infrastructure & Engineering Manager
2. Councillor Dann, Transport and Human Resources
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Sheila Henley, Team Manager, Transportation, Infrastructure & Engineering. [Sheila.Henley@plymouth.gov.uk](mailto:Sheila.Henley@plymouth.gov.uk). Tel: 307715

**FORWARD PLAN REFERENCE: FP 17 05/06  
HOMELESSNESS STRATEGY PROGRESS REPORT**

**Nature of the decision:**

To seek to approve the Homelessness Strategy Progress Report.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor King

**Timing of the decision?** The decision will be made on 6 September 2005

**Who will be consulted and how?**

Persons to be consulted with:

Voluntary Agencies e.g. SHELTER, PATH

Process to be used:

Discussions via Homeless Strategy Implementation Group

**Information to be considered by the decision makers:**

Homeless Strategy 2003

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. As above for decision makers

**Representations:** In writing by 19 August 2005 to:

1. Director of Housing Services / Housing Strategy and Development Manager
2. Councillor King
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Clive Turner, Director for Housing Services, [clive.turner@plymouth.gov.uk](mailto:clive.turner@plymouth.gov.uk) Tel: 304353

**FORWARD PLAN REFERENCE: FP 18 05/06  
ADOPTION OF NEW BYLAWS REGULATING THE ACTIVITIES OF SKIN  
PIERCING AND SKIN COLOURING ACTIVITIES**

**Nature of the decision:**

To seek approval for the adoption of new bylaws regulating the activities of skin piercing and skin colouring activities.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor King

**Timing of the decision?** The decision will be made on 6 September 2005

**Who will be consulted and how?**

Persons to be consulted with:

Internal Services – Director of Public Health

Process to be used:

Written consultation

**Information to be considered by the decision makers:**

Model National Bylaws

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. As above for decision makers
- 2.
- 3.

**Representations:** In writing by 19 August 2005 to:

1. Head of Environmental Regulation Service
2. Councillor King
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Robin Carton, Assistant Head of ERS(Commercial).

[Robin.carton@plymouth.gov.uk](mailto:Robin.carton@plymouth.gov.uk) Tel 304530

**FORWARD PLAN REFERENCE: FP 19 05/06  
STRATEGY FOR UPGRADING CREMATORS TO MEET PROPOSED  
EMISSION CONTROLS ON MERCURY**

**Nature of the decision:**

To seek approval of Strategy for upgrading Cremators to meet proposed emission controls on Mercury.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor King

**Timing of the decision?** The decision will be made on 6 September 2005

**Who will be consulted and how?**

Persons to be consulted with:

Internal departments

Process to be used:

In writing

**Information to be considered by the decision makers:**

Government guidance on Integrated Pollution Prevention Certificate standards for cremators

**Is this a part of the Budget and Policy Framework?** No

**Documents to be considered when the decision is taken**

1. As above for decision makers
- 2.
- 3.

**Representations:** In writing by 19 August 2005 to:

1. Head of Environment Regulation Service
2. Councillor King
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: Nigel West, Assistant Head of ERS (Protection).  
[Nigel.west@plymouth.gov.uk](mailto:Nigel.west@plymouth.gov.uk) Tel: 304150

**FORWARD PLAN REFERENCE: FP 21 05/06  
EMERGENCY RESPONSE PLAN – REVIEW AND RE-WRITING OF  
EMERGENCY RESPONSE PLAN TO BRING IN LINE WITH CIVIL  
CONTINGENCIES ACT GUIDANCE**

**Nature of the decision:**

To seek approval for Emergency Response Plan – Review and re-writing of Emergency Response Plan to bring in line with Civil Contingencies Act guidance.

**Who will make the decision?** The decision will be made by Cabinet (on the recommendation of Councillor King) and referred to Full Council for agreement.

**Timing of the decision?** The decision will be made on 1 November 2005

**Who will be consulted and how?**

Persons to be consulted with:

Departments and External Partners such as Devon & Cornwall Police, Devon Fire and Rescue Services, Regional Resilience and other partners. Safer, Stronger Communities OSP.

Process to be used:

Consultation during drafting of Plan

**Information to be considered by the decision makers:**

National guidance on Emergency Response Plan, guidance under Civil Contingencies Act.

**Is this a part of the Budget and Policy Framework?** Yes

**Documents to be considered when the decision is taken**

1. As above for decision makers
- 2.
- 3.

**Representations:** In writing by 7 October 2005 to:

1. Head of Environmental Regulation Service
2. Councillor King
3. Members of the Council

Contact details available from Plymouth City Council Tel: 01752 668000

**Further Information – Availability of Documents:** For further information contact: David Fletcher, Emergency Planning Manager.

[David.fletcher@plymouth.gov.uk](mailto:David.fletcher@plymouth.gov.uk) Tel: 304847

**Municipal Year 2005/06**  
**Cabinet / Cabinet Members:**

Councillor Tudor Evans, Leader of the Council  
Councillor Chris Pattison, Deputy Leader of the Council  
Councillor Dennis Camp, Healthy Communities  
Councillor Sue Dann, Transport and Human Resources  
Councillor Mark King, Housing and Neighbourhood Services  
Councillor Chris Mavin, Economic Development  
Councillor Jean Nelder, Strategic Planning Policy  
Councillor Pauline Purnell, Children's Services  
Councillor Peter Smith, Creative Plymouth  
Councillor Alan Weekes, Safer and Stronger Communities

**Chief Executive and Executive Directors**

Barry Keel, Chief Executive  
John Baker, Director for Social Services  
Bronwen Lacey, Director for Lifelong Learning  
Nigel Pitt, Director for Development  
Adam Broome, Director for Corporate Resources  
Clive Turner, Director for Housing Services  
Deb Laphorne, Director for Public Health

***Other Members of the City Council***

The Lord Mayor (Councillor Patrick Nicholson)  
The Deputy Lord Mayor (Councillor David James) and  
Councillors Mrs Aspinall, Mrs. Blackburn, Bray, Brookshaw,  
Brotherton, Camp, Carter, Coleman, Dann, Evans, Finn, Fletcher,  
Mrs. Ford, K. Foster, Mrs. Foster, J. Fox, M. Fox, Fry, Miss Gillard,  
Gordon, Haydon, Hiromeris, Hutchings, Jordan, Kerswell, King, Kirk,  
Martin Leaves, Michael Leaves, Lock, Dr. Mahony, Mavin, Miller,  
Mrs. Nelder, Mrs. Nicholson, Pattison, Mrs. Pengelly, Purnell,  
Rennie, Dr. Salter, Santillo, Savery, Shears, Simmonds, Smith,  
Stevens, Stark, Vincent, Weekes, Viney, Wheeler, Wiggins, Nicky  
Wildy, Tom Wildy and Williams.