

# Environment Select Committee

## Review of Tree Preservation Orders

### Outline Scope

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|--|---|
| <b>Scrutiny Chair:</b><br>Councillor Cooke   | <b>Contact details:</b><br>01642 589442 |
| <b>Scrutiny Officer:</b><br>Graham Birtle  | <b>Contact details:</b><br>01642 526187 |
| <b>Departmental Link Officer:</b><br>Craig Willows   | <b>Contact details:</b><br>01642 527179 |
| <b>Finance Link Officer:</b>   | <b>Contact details:</b>                 |
| <b>Which of our strategic corporate objectives does this topic address?</b>  |   |
| Provide clean streets, attractive parks and green spaces   |   |
| <b>What are the main issues and overall aim of this review?</b>  |   |
| <p>In April 2012, the Town and Country Planning (Tree Preservation)(England) Regulations 2012 provided a consolidated and streamlined tree preservation order (TPO) system putting all TPOs onto the same footing and consolidating existing legislation into one new set of regulations. By replacing three sets of regulations its intention was to make the system simpler for local authorities to administer and easier and fairer for tree owners.</p> <p>This review will determine how the legislation is applied in the borough and what effect it has had.</p> |   |
| <b>The Committee will undertake the following key lines of enquiry:</b>  |   |
| Examination of the Council's functions and role in protecting trees within the borough and the application of tree preservation orders.  |   |
| <b>Who will the Committee be trying to influence as part of its work?</b>  |   |
| Development and Neighbourhood Services<br>Care for your Area   |   |
| <b>Expected duration of review and key milestones:</b>   |   |
| 4 Months – Report to Cabinet in September 2014   |   |
| <b>What information do we need?</b>  |   |
| <p>Existing information (background information, existing reports, legislation, central government documents, etc.):</p> <p>Town and Country Planning (Tree Preservation)(England) Regulations 2012.<br/>Priority 1 Service Requests will be dealt with within 1-10 working days and the customer advised what action (if any) is to be taken.<br/>Priority 2 Service Requests will normally be inspected as part of the next scheduled tree survey for that area (1-3 year cycle)</p>   |   |

New information:

Who can provide us with further relevant evidence? (Cabinet Member, officer, service user, general public, expert witness, etc.)

What specific areas do we want them to cover when they give evidence?

Service Development Manager, CFYA  
Development Services Manager, Development and Neighbourhood Services

**How will this information be gathered? (eg. Financial baselining and analysis, benchmarking, site visits, face-to-face questioning, telephone survey, survey)**

Meetings

**How will key partners and the public be involved in the review?**

N/A

**How will the review help the Council meet the Public Sector Equality Duty?**

N/A

**How will the review contribute towards the Joint Strategic Needs Assessment, or the implementation of the Health and Wellbeing Strategy?**

JSNA Summary of Commissioning Intentions

- Improve accessible, safe, high quality green spaces for leisure and recreational use

**Provide an initial view as to how this review could lead to efficiencies, improvements and/or transformation:**

- Suggestions for Improved Service/Performance
- Greater Understanding of public concern about trees
- A more co-ordinated/cohesive tree management service

## Review of Tree Preservation Orders

## Project Plan

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|--|--|
| <b>Chair</b><br>Councillor Cooke                   | <b>Scrutiny Officer</b><br>Graham Birtle |
| <b>Departmental Link Officers</b><br>Craig Willows | <b>Finance Link Officer</b>              |

| KEY TASK                   | DETAILS/ACTIVITIES   | DATE           | RESPONSIBILITY  |
|----------------------------|--|----------------|---|
| <b>Scoping of Review</b>   | Information gathering  | March-May 2014 | Scrutiny Officer<br>Link Officer  |
| <b>Tri-Partite Meeting</b> | Meeting to discuss aims and objectives of review   | 8 May 2014     | Select Committee Chair and Vice Chair, Cabinet Member(s), Corporate Director(s), Scrutiny Officer, Link Officer |
| <b>Agree Project Plan</b>  | Scope and Project Plan agreed by Committee   | 12 May 2014    | Select Committee  |
| <b>Publicity of Review</b> | Press Briefing at start of review  | N/A            | Chair, Link Officer, Press Officer<br>Scrutiny Officer  |
| <b>Obtaining Evidence</b>  | <ul style="list-style-type: none"> <li>To consider the legislation and the division of responsibilities with regard to tree management within the Council.</li> <li>To identify any issues arising from legislation or Council process.</li> </ul> | 12 May 2014    | Select Committee  |

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| <b>Members decide recommendations and findings</b>             | Review summary of findings and formulate draft recommendations            | 23 June 2014      | Select Committee  |
| <b>Circulate Draft Report to Stakeholders</b>                  | Circulation of Report   | 30 June 2014      | Scrutiny Officer  |
| <b>Tri-Partite Meeting</b>                                     | Meeting to discuss finding of review and draft recommendations            | w/c 14 July 2014  | Select Committee Chair and Vice Chair, Cabinet Member(s), Corporate Director(s), Scrutiny Officer, Link Officer |
| <b>Final Agreement of Report</b>                               | Approval of final report by Committee                                     | 28 July 2014 TBC  | Select Committee, Cabinet Member, Corporate Director  |
| <b>Consideration of Report by Executive Scrutiny Committee</b> | Consideration of report   | 5 August 2014     | Executive Scrutiny Committee  |
| <b>Report to Cabinet/Approving Body</b>                        | Presentation of final report with recommendations for approval to Cabinet | 11 September 2014 | Cabinet/ Approving Body   |