

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

PUBLISHED: 10 JANUARY 2014

## FORWARD PLAN OF KEY DECISIONS

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

If the decision is to be taken by an individual cabinet member, the name of the cabinet member is shown against the decision, in addition to details of the councillor's portfolio. If the decision is to be taken by the Cabinet, its members are as listed below:

Cllr Cereste (Leader); Cllr Elsey; Cllr Fitzgerald; Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Scott; and Cllr Walsh.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month and it will be updated on a fortnightly basis. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk) or by telephone on 01733 452268.

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

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

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039), e-mail to [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk) or by telephone on 01733 452268. For each decision a public report will be available from the Governance Team one week before the decision is taken.

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

## KEY DECISIONS FROM 7 FEBRUARY 2014

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	MEETING OPEN TO PUBLIC	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER (IF ANY OTHER THAN PUBLIC REPORT)
<b>Community Based Supported Living Service (KEY/07FEB14/01)</b> Award of a one year contract to Turning Point Services for the period 1 April 2014 – 31 March 2015. The contract is for the provision of home care services to adults with a learning disability living in supported living services. The one year contract is an extension of a current contract.	<b>Councillor Wayne Fitzgerald</b> Cabinet Member for Adult Social Care	<b>February 2014</b>	N/A	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 mubarak.darbar@peterborough.gov.uk	It is not anticipated that there will be any further documents.
<b>PREVIOUSLY ADVERTISED DECISIONS</b>							
<b>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b> To authorise the Chief Executive, in consultation	<b>Councillor David Seaton</b> Cabinet Member for Resources	<b>January 2014</b>	N/A	Sustainable Growth and Environment Capital	Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &	Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any further documents.

with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park.					external stakeholders as appropriate.		
<p><b>Care and Repair Framework Agreement - KEY/18DEC12/01</b></p> <p>To approve a framework agreement and schedule of rates to deliver disabled facility grant work, specifically providing disabled access to toilet and washing facilities and associated work in domestic properties.</p>	<p><b>Councillor Nigel North Cabinet Member for Environment Capital and Neighbourhoods</b></p>	<p><b>Between 2 Nov 2013 and 30 May 2014</b></p>	<p><b>N/A</b></p>	<p>Strong and Supportive Communities</p>	<p>Relevant Internal Departments.</p>	<p>Russ Carr Care &amp; Repair Manager Tel: 01733 863864 russ.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Sale of Craig Street Car Park - KEY/25MAR13/01</b></p> <p>To approve the sale of land known as Craig Street Car Park.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>January 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant Internal and External Stakeholders and ward councillors.</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 david.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Clare Lodge - EY/22AUG13/01</b> To award a contract for the provision of services.</p>	<p><b>Councillor Sheila Scott OBE</b> <b>Cabinet Member for Children's Services</b></p>	<p><b>September 2014</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal and external stakeholders as appropriate.</p>	<p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>City College Extension Project - KEY/20SEP13/03</b> Using Education Funding Agency grant to create a dedicated, customised space for students aged 16-19 with learning difficulties and disabilities.</p>	<p><b>Councillor John Holdich OBE</b> <b>Cabinet Member for Education, Skills and University</b></p>	<p><b>January 2014</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Amendments to the Affordable Housing Capital Funding Policy - KEY/04OCT13/02</b> To agree the amendments to the Affordable Housing Capital Funding Policy.</p>	<p><b>Cabinet</b></p>	<p><b>24 Mar 2014</b></p>	<p><b>Yes</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Kay Policy and Strategy Manager Tel: 01733 863795 richard.kay@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Strategy for People with Dementia and their Carers - KEY/04OCT13/05</b> To approve the Dementia Strategy.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p><b>January 2014</b></p>	<p><b>N/A</b></p>	<p>Health Issues</p>	<p>Service users, relevant departments and Scrutiny Commission for Health Issues.</p>	<p>Rob Henchy Commissioning Manager Tel: 01733 452429 rob.henchy@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Long Causeway Public Realm Improvements - KEY/15NOV13/01</b> To award the contract to undertake engineering works as part of the Long Causeway Public Realm Improvement works.</p>	<p><b>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>January 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Mullins Project Engineer/Development Engineer Tel: 01733 453548 simon.mullins@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>The Future Direction of Children's Centres Delivery - KEY/15NOV13/02</b> To confirm the direction of the delivery of children's centres in the city.</p>	<b>Cabinet</b>	<b>3 Feb 2014</b>	<b>Yes</b>	Creating Opportunities and Tackling Inequalities	Legal Services, Human Resources and other internal and external stakeholders.	Pam Setterfield Assistant Head of Children & Families Services (0-13) Tel: 01733 863897 pam.setterfield@peterborough.gov.uk	Consultation Document
<p><b>S256 Agreement between the Council and Cambridgeshire and Peterborough CCG - KEY/15NOV13/03</b> To agree the transfer of funding for social care.</p>	<b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b>	<b>January 2014</b>	<b>N/A</b>	Health Issues	Relevant stakeholders.	Paul Stevenson Interim Head of Finance Tel: 01733 452306 paul.stevenson@peterborough.gov.uk	It is not anticipated that there will be any further documents.
<p><b>District Heating Scheme For PCC Properties - KEY/29NOV13/02</b> To award a contract for the installation of a district heating system for the Town Hall, Regional Pool and Lido.</p>	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>Between 1 Feb 2014 and 31 Mar 2014</b>	<b>N/A</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk	It is not anticipated that there will be any further documents.
<p><b>Legal Advisory Services for the City Council on Behalf of the Energy Services Company (ESCO) "Blue Sky Peterborough" and Related Projects and</b></p>	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>January 2014</b>	<b>N/A</b>	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Andrew Cox Senior Category Manager Tel: 01733 452465 andy.cox@peterborough.gov.uk	It is not anticipated that there will be any further documents

<p><b>other City Council Major Development / Investment Projects - KEY/29NOV13/03</b></p> <p>To award a contract for the provision of legal advisory services.</p>							
<p><b>Integrated Community Sexual Health Service - KEY/27DEC13/01</b></p> <p>To award a contract for the Integrated Community Sexual Health Service.</p>	<p><b>Councillor Irene Walsh</b>  <b>Cabinet Member for Community Cohesion, Safety and Public Health</b></p>	<p><b>Between 1 Feb 2014 and 31 Mar 2014</b></p>	<p><b>N/A</b></p>	<p>Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jo Melvin  Children's Services  Strategy and Planning Officer  Tel: 01733 863954  joanne.melvin@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>
<p><b>Council Tax Base and NNDR - KEY/10JAN14/01</b></p> <p>To agree the calculation of the council tax base for 2014/15.</p>	<p><b>Cabinet Member for Resources Cabinet</b></p>	<p><b>20 Jan 2014</b></p>	<p><b>Yes</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth  Head of Strategic Finance  Tel: 01733 384564  Steven.Pilsworth@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Council Tax Support Scheme - KEY/10JAN14/02</b></p> <p>To approve the final proposed Council Tax Support Scheme for submission to full Council.</p>	<p><b>Cabinet Member for Resources Cabinet</b></p>	<p><b>20 Jan 2014</b></p>	<p><b>Yes</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth  Head of Strategic Finance  Tel: 01733 384564  Steven.Pilsworth@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>



<p><b>Budget and Medium Term Financial Strategy - KEY/10JAN14/03</b> Draft budget for 2014/15 and Medium Term Financial Strategy to 2023/24 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Treasury Management Strategy and Asset Management Plan.</p>	<p><b>Cabinet Member for Resources Cabinet</b></p>	<p><b>3 Feb 2014</b></p>	<p><b>Yes</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@pete rborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Budget 2014/15 and Medium Term Financial Strategy 2023/24 KEY/10JAN14/04</b> To approve the final proposed budget including Council Tax for submission to full Council.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources Cabinet</b></p>	<p><b>24 Feb 2014</b></p>	<p><b>Yes</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@pete rborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Older People's Day Service Review - KEY/10JAN14/05</b> To consult users and carers/ family members on proposals to develop a dementia specific day service.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care Cabinet</b></p>	<p><b>24 Mar 2014</b></p>	<p><b>Yes</b></p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>John Giffney Commissioning Manager Tel: 01733 452462 john.giffney@peterboro ugh.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Local Transport Plan Programme of Works 2014/15 - KEY/24JAN14/01</b> To approve the Local Transport Plan Programme of Works 2014/15.</p>	<p><b>Councillor Gr. Uff. Marco Cereste</b> <b>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Integrated Community Equipment Service Contract Award - KEY/24JAN14/02</b> To seek approval for the award of contract to provide an Integrated Community Equipment Service.</p>	<p><b>Councillor Wayne Fitzgerald</b> <b>Cabinet Member for Adult Social Care</b></p>	<p><b>January 2014</b></p>	<p><b>N/A</b></p>	<p>Scrutiny Commission for Health Issues.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Improvement &amp; Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Approval of Community Asset Transfer of Gladstone Park Community Centre - KEY/24JAN14/03</b> Approval for the Council to enter into a full repairing lease with the recommended provider under the terms of the Community Asset</p>	<p><b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b></p>	<p><b>February 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Project Support Officer Tel: 01733 863660 emma.everitt@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

Transfer Strategy.							
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**RESOURCES DEPARTMENT Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Corporate Property

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

**CHILDREN'S SERVICES DEPARTMENT Executive Director's Office at Bayard Place, Broadway, PE1 1FB**

Safeguarding Family and Communities

Education

School Improvement

Special Educational Needs / Inclusion and the Pupil Referral Service

**ADULT SOCIAL CARE Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Care Services Delivery (Assessment and Care Management and Integrated Learning Disability Services)

Mental Health

Public Health (including Health Performance Management)

**COMMUNITIES DEPARTMENT Director's Office at Bayard Place, Broadway, PE1 1FB**

Strategic Commissioning

Safer Peterborough, Cohesion, Social Inclusion and Neighbourhood Management

**GOVERNANCE DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Communications

Legal and Governance Services

HR Business Relations (Training and Development, Occupational Health and Reward and Policy)

Strategic Regulatory Services

Performance Management

**GROWTH AND REGENERATION DEPARTMENT Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD**

Strategic Growth and Development Services

Strategic Housing

Planning Transport and Engineering (Development Management, Construction and Compliance, Infrastructure Planning and Delivery, Network Management and Passenger Transport)

Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets and Commercial Trading and Tourism)