

# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN**

**1 JULY 2009 TO 31 OCTOBER 2009**

## **FORWARD PLAN OF KEY DECISIONS – 1 JULY 2009 TO 31 OCTOBER 2009**

During the period from 1 July 2009 to 31 October 2009 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.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. 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 Lindsay Tomlinson, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk) or by telephone on 01733 452238.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: [www.peterborough.gov.uk](http://www.peterborough.gov.uk). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Senior Governance Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

### **NEW ITEMS THIS MONTH:**

- Review of Council Subsidised Bus Services
- Leisure and Culture Trust
- Cash Collection and Key Holding Services
- Stationery Contract
- Furniture Contract

## JULY - KEY DECISIONS

| KEY DECISION REQUIRED  | DATE OF DECISION | DECISION MAKER | CONSULTATION   | CONTACT DETAILS / REPORT AUTHORS   | REPORTS   |
|--|------------------|----------------|--|--|---|
| <p><b>Review of Council Subsidised Bus Services</b></p> <p>To approve:</p> <ul style="list-style-type: none"> <li>• Cessation of operation of some services</li> <li>• Retender of some services</li> </ul> <p>To undertake a further review to identify further savings and give delegated authority to the Executive Director, Operations to authorise the cessation of subsidy and operation of any services following the review</p> | July 2009        | <b>Cabinet</b> | Monitoring of passenger numbers and bus services has been undertaken. All ward councillors will be consulted along with employees and trade unions as appropriate. | Teresa Wood<br>Group Manager – Accessibility and Travel<br>Tel: 01733 317451<br><a href="mailto:teresa.wood@peterborough.gov.uk">teresa.wood@peterborough.gov.uk</a> | Public report will be available from the Governance team one week before the decision is made |

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| <p><b>Leisure and Culture Trust</b><br/>To give authority to commence the process of establishing a not-for-profit distributing organisation (a 'trust') to deliver a range of cultural services, and subject to the successful creation of the trust, to authorise the Chief Executive, in consultation with the Cabinet Member for Environment Capital and Culture and other officers as appropriate, to enter into a legal agreement with the trust to deliver the services</p> | July 2009 | <b>Cabinet</b>                                   | Consultation will be undertaken with relevant stakeholders as appropriate       | Kevin Tighe<br>Head of Culture<br>Tel: 01733 863784<br><a href="mailto:kevin.tighe@peterborough.gov.uk">kevin.tighe@peterborough.gov.uk</a>                     | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Growth Area Bids</b><br/>To delegate to the Chief Executive the authority to bid for sites which become available, within the area covered by the City Centre Area Action Plan, or sites which are otherwise considered necessary for the Council to achieve its Growth agenda.</p>  | July 2009 | <b>Leader of the Council, Councillor Cereste</b> | Internal departments and relevant stakeholders as appropriate plus ward members | Gillian Beasley<br>Chief Executive<br>Tel: 01733 452390<br><a href="mailto:gillian.beasley@peterborough.gov.uk">gillian.beasley@peterborough.gov.uk</a>         | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Arthur Mellows Village College Gym and Innovation Centre</b><br/>Authority to award the contract for the construction of the gym and innovation centre at AMVC</p>   | July 2009 | <b>Leader of the Council, Councillor Cereste</b> | Ward councillors and relevant stakeholders                                      | Isabel Clark<br>Planning and Development Manager<br>Tel: 01733 863914<br><a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a> | Public report will be available from the Governance team one week before the decision is made |

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| <p><b>Midland Highway Alliance - Junction 8 Roundabout Improvements and Welland Road Traffic Mitigation Projects</b> To appoint a contractor for the works</p>   | July 2009 | <p><b>Cabinet Member for Neighbourhood, Housing and Community Development, Councillor Hiller</b></p> | Internal stakeholders as appropriate  | <p>Stuart Mounfield<br/>Senior Engineer<br/>Tel: 01733 453598<br/><a href="mailto:stuart.mounfield@peterborough.gov.uk">stuart.mounfield@peterborough.gov.uk</a></p>               | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Proposed Bushfield Academy – Procurement Processes</b><br/>To approve processes and delegations for the procurement of the new Bushfield Academy in accordance with Partnerships for Schools guidance</p>  | July 2009 | <p><b>Cabinet Member for Education, Skills and University, Councillor Holdich</b></p>                | Consultation will be undertaken with the Cabinet Member for Resources, local ward councillors and internal departments as appropriate                                       | <p>Brian Howard<br/>Secondary Schools Phase 2 Project Manager<br/>Tel: 01733 863976<br/><a href="mailto:brian.howard@peterborough.gov.uk">brian.howard@peterborough.gov.uk</a></p> | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Joint Service Centre at Hampton</b><br/>To commence the procurement process for a design and build contract for the provision of new leisure and library facilities at Hampton as part of the joint service centre in partnership with NHS Peterborough.</p> | July 2009 | <p><b>Cabinet Member for Environment Capital and Culture, Councillor Lee</b></p>                     | Consultation will take place with the Cabinet Member for Community Services, ward councillors, affected internal divisions within PCC and potential user groups in Hampton. | <p>Fiona O'Mahony<br/>Project Director JSC Hampton<br/>Tel: 01733 863856<br/><a href="mailto:fiona.o'mahony@peterborough.gov.uk">fiona.o'mahony@peterborough.gov.uk</a></p>        | Public report will be available from the Governance team one week before the decision is made |

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| <p><b>Thorney and Eye Children's Centre</b><br/>To give authority to award the contract for the construction of Eye and Thorney Children's Centre</p> | July 2009 | <p><b>Cabinet Member for Children's Services, Councillor Scott</b></p> | <p>Consultation will be undertaken with local stakeholders including local schools and governing bodies, voluntary sector childcare providers and private childcare providers in Eye and with ward councillors.</p> | <p>Pam Setterfield<br/>Assistant Head of Children and Families Services<br/>Tel: 01733 863897<br/><a href="mailto:pam.setterfield@peterborough.gov.uk">pam.setterfield@peterborough.gov.uk</a></p> | <p>Public report will be available from the Governance team one week before the decision is made</p> |
| <p><b>Lady Lodge Arts Centre</b><br/>Options for the future use of the Lady Lodge Arts Centre site</p>  | July 2009 | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p>          | <p>Consultation will be carried out with relevant ward councillors</p>  | <p>Andrew Edwards<br/>Head of Strategic Property<br/>Tel: 01733 384530<br/><a href="mailto:andrew.edwards@peterborough.gov.uk">andrew.edwards@peterborough.gov.uk</a></p>                          | <p>Public report will be available from the Governance team one week before the decision is made</p> |
| <p><b>Legal Chambers Service</b><br/>To approve the re-tendering for the provision of external legal services</p>                                     | July 2009 | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p>          | <p>Consultation will take place with all internal stakeholders as appropriate</p>   | <p>Lisa Osborne<br/>Project Manager<br/>Tel: 01733 452276<br/><a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a></p>   | <p>Public report will be available from the Governance team one week before the decision is made</p> |
| <p><b>Debt Collection</b><br/>To give authority to award the contract for the authority's debt collection</p>   | July 2009 | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p>          | <p>Consultation will be undertaken with relevant departments.</p>   | <p>Helen Edwards<br/>Solicitor to the Council<br/>Tel: 01733 452539<br/><a href="mailto:helen.edwards@peterborough.gov.uk">helen.edwards@peterborough.gov.uk</a></p>                               | <p>Public report will be available from the Governance team one week before the decision is made</p> |

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| <p><b>Sale of Surplus Former Allotment Land at Westwood Grange (South of Atherstone Avenue and Portman Close, West of Grange Road and North of Mayors Walk, Peterborough)</b></p> <p>To authorise the Chief Executive, Executive Director of Resources and Cabinet Member for Efficiency and Business Improvement to negotiate and conclude the sale of this surplus Council asset based on best consideration principles.</p> | July 2009 | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p> | <p>Consultation will take place with relevant stakeholders including ward councillors</p>   | <p>Andrew Edwards<br/>Head of Strategic Property<br/>Tel: 01733 384530<br/><a href="mailto:andrew.edwards@peterborough.gov.uk">andrew.edwards@peterborough.gov.uk</a></p> | <p>Public report will be available from the Governance team one week before the decision is made</p> |
| <p><b>Sale of Surplus Former Allotment Land off Itter Crescent</b></p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director Resources, Head of Strategic Property and the Cabinet Member for Efficiency and Business Improvement, to negotiate and conclude the sale of surplus land at Itter Crescent</p>   | July 2009 | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p> | <p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate</p> | <p>Andrew Edwards<br/>Head of Strategic Property<br/>Tel: 01733 384530<br/><a href="mailto:andrew.edwards@peterborough.gov.uk">andrew.edwards@peterborough.gov.uk</a></p> | <p>Public report will be available from the Governance team one week before the decision is made</p> |

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| <p><b>Sale of Surplus Land at Matley Road, Orton Brimbles</b><br/>To negotiate and conclude terms for the disposal of this asset by private treaty.</p>   | July 2009 | <b>Cabinet Member for Resources, Councillor Seaton</b> | Consultation will take place with relevant ward councillors  | Richard Hodgson<br>Head of Strategic Projects<br>Tel: 01733 742230<br><a href="mailto:richard.hodgson@peterborough.gov.uk">richard.hodgson@peterborough.gov.uk</a>                     | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Sale of Surplus Land and Buildings at Peterborough Professional Development Centre (PPDC), Cottesmore Close, Netherton, Peterborough</b><br/>To negotiate and conclude terms for the disposal of this asset by private treaty</p> | July 2009 | <b>Cabinet Member for Resources, Councillor Seaton</b> | Consultation will take place with relevant ward councillors  | Richard Hodgson<br>Head of Strategic Projects<br>Tel: 01733 742230<br><a href="mailto:richard.hodgson@peterborough.gov.uk">richard.hodgson@peterborough.gov.uk</a>                     | Public report will be available from the Governance team one week before the decision is made |
| <p><b>ICT Managed Service</b><br/>To select a partner to deliver ICT services to the Council</p>  | July 2009 | <b>Cabinet Member for Resources, Councillor Seaton</b> | Internal stakeholders as appropriate: ICT staff; HR; Finance; Legal Services; Departmental Representatives | Elaine Alexander<br>Programme Manager – Business Transformation<br>Tel: 01733 317984<br><a href="mailto:elaine.alexander@peterborough.gov.uk">elaine.alexander@peterborough.gov.uk</a> | Public report will be available from the Governance team one week before the decision is made |
| <p><b>Cash Collection and Key Holding Services</b><br/>Authorisation of extension to the current contract for cash collection and key holding services until March 2010</p>   | July 2009 | <b>Cabinet Member for Resources, Councillor Seaton</b> | Consultation is being undertaken with all stakeholders as appropriate                                      | Lisa Osborne<br>Category Manager<br>Tel: 01733 452276<br><a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a>  | Public report will be available from the Governance team one week before the decision is made |



## AUGUST - KEY DECISIONS

| KEY DECISION REQUIRED  | DATE OF DECISION   | DECISION MAKER   | CONSULTATION  | CONTACT DETAILS / REPORT AUTHORS  | REPORTS  |
|--|--------------------|--|---|---|--|
| <p><b>Real Time Passenger Information Partnership Agreement</b><br/>                     Authority to enter into a partnership agreement with Central Bedfordshire Council, Bedford Borough Council and Luton Borough Council to implement real time passenger information</p> | <p>August 2009</p> | <p><b>Cabinet Member for Neighbourhood, Housing and Community Development, Councillor Hiller</b></p> | <p>Consultation will be carried out with relevant internal departments as appropriate</p> | <p>Amy Wardell<br/>                     Team Manager, Passenger Transport Projects<br/>                     Tel: 01733 317481<br/> <a href="mailto:amy.wardell@peterborough.gov.uk">amy.wardell@peterborough.gov.uk</a></p> | <p>Public report will be available from the Governance team one week before the decision is made</p> |

## SEPTEMBER - KEY DECISIONS

| KEY DECISION REQUIRED  | DATE OF DECISION | DECISION MAKER   | CONSULTATION  | CONTACT DETAILS / REPORT AUTHORS  | REPORTS   |
|--|------------------|--|---|---|---|
| <b>Older People's Accommodation Strategy</b><br>To agree the next phase of implementation of the Older People's Accommodation Strategy               | September 2009   | <b>Cabinet</b>   | Consultation will be undertaken with relevant stakeholders as appropriate   | Denise Radley<br>Director of Adult Social Services and Performance<br>Tel: 01733 758444<br><a href="mailto:denise.radley@peterborough.gov.uk">denise.radley@peterborough.gov.uk</a> | Public report will be available from the Governance team one week before the decision is made |
| <b>Extension to Woodston Primary School</b><br>Authority to award the contract for the construction of an extension to Woodston Primary School       | September 2009   | <b>Cabinet Member for Education, Skills and University, Councillor Holdich</b> | Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate | Isabel Clark<br>Planning and Development Manager<br>Tel: 01733 863914<br><a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a>                     | Public report will be available from the Governance team one week before the decision is made |
| <b>Extension to Hampton Hargate School</b><br>Authority to award the contract for the construction of an extension to Hampton Hargate Primary School | September 2009   | <b>Cabinet Member for Education, Skills and University, Councillor Holdich</b> | Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate | Isabel Clark<br>Planning and Development Manager<br>Tel: 01733 863914<br><a href="mailto:isabel.clark@peterborough.gov.uk">isabel.clark@peterborough.gov.uk</a>                     | Public report will be available from the Governance team one week before the decision is made |
| <b>Stationery Contract</b><br>Authorisation to award the contract for stationery to the successful supplier following the procurement exercise       | September 2009   | <b>Cabinet Member for Resources, Councillor Seaton</b>                         | Consultation will be undertaken with Heads of Service and other users of the contract                             | Lisa Osborne<br>Category Manager<br>Tel: 01733 452276<br><a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a>                                     | Public report will be available from the Governance team one week before the decision is made |

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| <p><b>Furniture Contract</b><br/>         Authorisation to award the contract for furniture to the successful supplier following the procurement exercise</p> | <p>September 2009</p> | <p><b>Cabinet Member for Resources, Councillor Seaton</b></p> | <p>Consultation will be undertaken with Heads of Service and other users of the contract</p> | <p>Lisa Osborne<br/>         Category Manager<br/>         Tel: 01733 452276<br/> <a href="mailto:lisa.osborne@peterborough.gov.uk">lisa.osborne@peterborough.gov.uk</a></p> | <p>Public report will be available from the Governance team one week before the decision is made</p> |
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## **OCTOBER - KEY DECISIONS**

**THERE ARE CURRENTLY NO DECISIONS SCHEDULED FOR OCTOBER**

**CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG**

Communications  
Strategic Growth and Development Services  
Legal and Democratic Services  
Human Resources  
Policy and Research  
Performance and Programme Management  
Economic and Community Regeneration  
Housing Strategy  
Drug Intervention Programme and Drug and Alcohol Team

**CITY SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG**

Property Services  
Building & Maintenance  
Streetscene and Facilities  
Finance and Support Services

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

Finance  
Internal Audit  
Information Communications Technology (ICT)  
Business Transformation  
Strategic Property  
Customer Services

**CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB**

Family and Communities  
Commissioning and Performance  
Learning and Skills  
Resources

**OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB**

Planning Services

Building Control Services

Environmental and Public Protection

Cultural Services

Transport and Engineering Services

Emergency Planning

Occupational Health

City Centre Services