



# PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 17 FEBRUARY 2017

## **PART 1 – KEY DECISIONS**

In the period commencing 28 clear 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 in **Part 1**. 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, this too is shown against the decision and its members are as listed below:

Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Elsey; Cllr Goodwin; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton 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 to reflect new key-decisions. 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 philippa.turvey@peterborough.gov.uk, Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

#### PART 2 - NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

Whilst the majority of the Executive's business at the Cabinet 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, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also 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 that been given).

## PART 3 - NOTIFICATION OF NON-KEY DECISIONS

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

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 Philippa Turvey, Democratic and Constitutional Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to philippa.turvey@peterborough.gov.uk or by telephone on 01733 452460.

All decisions will be posted on the Council's website: <a href="www.peterborough.gov.uk/executivedeisions">www.peterborough.gov.uk/executivedeisions</a>. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

# PART 1 – FORWARD PLAN OF KEY DECISIONS

	KEY DECISIONS FROM 20 MARCH 2017								
•	EY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION	
	PREVIOUSLY ADVERTISED DECISIONS								
1	Bretton North – KEY/24JUL15/05 To authorise the Chief Executive, in consultation	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	Bretton Councillo Ellis, Martin, Sylvester	stakeholders.	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Jane.mcdaid@peterborough.gov		

KE	Y DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>2</b> . 114	Intelligent Transport Systems Infrastructure – KEY/11DEC15/01 To introduce the use of Variable Message Signs (VMS) on the road network to provide real- time driver information.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development	February 2017	Growth, Environment and Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Tebb Network and Traffic Manager Tel: 01733 453519 Peter.tebb@peter borough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>3</b> . 115	Direct Payment Support Service – KEY/11DEC15/02 To approve the direct payment support service.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	April 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Gary Jones Lead commissioner for Older people Tel: 452450 gary.jones@peterb orough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
4.	Review of Emergency Stopping Places – KEY/25JAN16/02 For Cabinet to review existing and proposed emergency stopping places.	Cabinet	20 March 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
146	Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01 To approve the awarding of a contract to an external provider following a competitive tender exercise.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	May 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders	Gary Jones Lead commissioner for Older people Tel: 452450 gary.jones@peterb orough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
6. 117	Business Advice Charging Policy – KEY/25JUL16/01 To approve the charging policy.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	February 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@peterb orough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	Market Position Statement – KEY/08AUG16/01 To approve the market position statement.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Social Care and Health	February 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Oliver Hayward Assistant Director of People Commissioning and Commercial Operations Oliver.hayward@p eterborough.gov.uk Tel: 01733 863708	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KE	KEY DECISION REQUIRED DECISION MAKER		DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>8</b> . 118	Award of Contract for Construction and Operation of Fengate Household Recycling Centre – KEY/05SEPT16/02 To approve the award of contract for construction and operation of Fengate Household Recycling Centre.	Councillor Gavin Elsey Cabinet Member for Waste and Street Scene	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>9</b> . 119	Community Supported Living Services – KEY/19SEPT16/02 To approve the award of the contract for Community Supported Living Services for adults with complex learning disabilities.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	February 2017	Adults and Communities Scrutiny Committee	All	Engagement with service users, family members, carers and current provider.	Peter Brennan Interim Head of Mental Health and Learning Disabilities Tel: 452474 peter.brennan@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
10.	Uncollectable debts in excess of £10,000 – KEY/28NOV16/01 Council Tax, Housing Benefits, Sundry and Business Rates	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth @peterborough.g ov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
1 <sub>2</sub> 0 11.	Peterborough Serco Strategic Partnership Contract Amendments – KEY/28NOV16/02 To agree amendments to the Serco Partnership Contract	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant stakeholders and Serco.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth @peterborough.g ov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
12.	Serco ICT Contract Amendments – KEY/28NOV16/03 To agree amendments to the Serco ICT Contract.	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant stakeholders and Serco.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsworth @peterborough.g ov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KE	Y DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
121	Amendment of Existing Loan Arrangements to Empower – KEY/28NOV16/05 To agree the further amendment to existing arrangements to Empower.	Cabinet	27 February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	John Harrison Corporate Director Resources John.harrison@p eterborough.gov. uk Tel: 01733 452520	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED DECISION MAKER			DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>14</b> . 122	Section 256 Agreement Care at Home KEY/12DEC16/01 To seek permission to enter into a S256 Agreement with the NHS to allow Peterborough City Council to commission Care at Home Services on their behalf realising economies of scale and higher degree of market management.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	April 2017	Health Scrutiny Committee	All	Relevant internal and external stakeholders.	Helene Carr, Head of Commissioning Social Care Tel: 01733 863901, Email: Helene.carr@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
15.	Section 256 Agreement CCG - KEY/26DEC16/01 Approval to enter into a Section 256 with the CCG, to deliver health support to children and young people.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	February 2017	Health Scrutiny Committee	All	Consultation held with the CCG and Cambridgeshire County Council, relevant internal departments & external stakeholders as appropriate.	Pam Setterfield, Commissioner for Child Health and Wellbeing Tel: 01733 863897 pam.setterfield@ peterborough.gov .uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>16</b> . 123	Enter into a Section 75 agreement with Cambridgeshire and Peterborough Foundation Trust KEY/26DEC16/02 Approval to continue to deliver the health visiting service and the Family Nurse Partnership.	Councillor Diane Lamb Cabinet Member for Public Health	February 2017	Health Scrutiny Committee	All	Consultation with CPFT, as current provider, relevant internal departments & external stakeholders as appropriate.	Pam Setterfield, Commissioner for Child Health and Wellbeing Tel: 01733 863897 pam.setterfield@ peterborough.gov .uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
17.	Passenger Transport Services	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University and Communication	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant Internal & external stakeholders	Bryony Wolstenholme Bryony.wolstenho Ime.peterborough .gov.uk 01733 317452	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

KEY DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
18.	Implementation of Public Space Protection Orders – KEY/9JAN17/01 For the Cabinet Member to approve the implementation of Public Space Protection Orders following public consultation.	Councillor Walsh, Cabinet Member for Communities and Environment Capital	February 2017	Adult and Communities Scrutiny Committee	All	A full public consultation on the proposed public space protection orders	Laura Kelsey, Anti-Social Behaviour Co- ordinator Tel: 01733 453563 laura.kelsey@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>19</b> . 125	Empty Homes Strategy – KEY/9JAN17/03 To approve the Empty Homes Strategy.	Councillor Walsh, Cabinet Member for Communities and Environment Capital	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Belinda Child Head of Housing and Health Improvement Tel: 01733 863769 Belinda.child@pe terborough.gov.u k  Sharon Malia Housing Programmes Manager Tel: 01733 863764 sharon.malia@pe terborough.gov.u k	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>20</b> . 126	DNA Programme – KEY/23JAN17/02 Approve continuation of the 'Peterborough DNA' programme up to September 2017 following receipt of a grant to the value of £3m from Innovate UK (formally the Technology Strategy Board) in March 2013; and Delegated authority to the Governance Board to authorise the award of an additional grant to Opportunity Peterborough Limited to the value of £286k for accumulated and prospective projects under the Peterborough DNA programme.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Charlotte Palmer, Environment, Transport and Future City Manager Tel: 01733 453538 Email:charlotte.p almer@peterboro ugh.gov.uk Tel: 01733 453538	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY	DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>21</b> . 127	Local Transport Plan Programme of Capital Works for 2017/18 - KEY/23JAN17/03. To approve the 2017/18 programme which includes the integrated transport programme, highway maintenance programme and the bridge maintenance programme.	Councillor Peter Hiller Cabinet Member for Growth, Planning, Housing and Economic Development	March 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Lewis Banks Principal Transport Planning Officer Tel: 01733 317465 lewis.banks@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information)

DEC	DECISION REQUIRED  DECISION MAKER		DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>22</b> . 128	Oakdale Primary School Expansion – KEY/6FEB17/01 Award of Contract for the expansion of Oakdale Primary School from 1FE to 2FE, including the approval of property, legal and financial arrangements for various enabling agreements with third parties	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills University, and Communications	July 2017	Children and Education Scrutiny Committee	Stanground South, Councillors Ray Bisby, Chris Harper and Brian Rush	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@p eterborough.gov. uk Sharon Bishop Tel: 01733 863997 sharon.bishop@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>23</b> . 129	Award of Capital Build Contract for Clare Lodge - KEY/10FEB17/01 To approve the award of the capital build contract for extensions to Clare Lodge.	Cabinet Member for Children's Services	February 2017	Children and Education Scrutiny Committee	Glinton Councillors: Holdich and Hiller	Relevant internal and external stakeholders	Steve McFaden, Business Manager – Clare Lodge Tel: 01733 253246 Steve.McFaden @clarelodge.co.u k	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>24</b> .	Assessed Needs Contracts with Care Homes KEY/20FEB17/01 Approval to enter into contractual arrangements with Care Homes [residential and nursing] in order meet eligible service users' assessed needs until such time as a Pseudo Dynamic Purchasing System has been established.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	February 2017	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Helene Carr, Head of Commissioning Social Care Tel: 01733 863901, Email: Helene.carr@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>25</b> .	Discretionary rate relief - KEY/20FEB17/02 From business rates for charities, similar organisations not established or conducted for profit and rural businesses	Councillor David Seaton Cabinet Member for Resources	March 2017	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Vicki Palazon Head of Finance (Business Operations & Development) Email: vicki.palazon@pe terborough.gov.u k Tel:01733 864104	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
26.	Ormiston Bushfield Academy Expansion - KEY/20FEB17/03 To agree to the award of a contract to expand Ormiston Bushfield Academy.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills, University, and Communication	April 2017	Children and Education Scrutiny Committee	Orton Waterville Councillors: Aitken, Elsey, Stokes.	Relevant internal and external stakeholders.	Kim Robertson, NPS Property Services Tel: 01733 863976 kim.robertson@n ps.co.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

DEC	DECISION REQUIRED  MAKER  DECISION  MAKER		DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
27.	Nene Park Academy Expansion - KEY/20FEB17/04 To agree to the award of a contract to expand Nene Park Academy.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills, University, and Communication	April 2017	Children and Education Scrutiny Committee	Orton Waterville Councillors: Aitken, Elsey, Stokes.	Relevant internal and external stakeholders.	Kim Robertson, NPS Property Services Tel: 01733 863976 kim.robertson@n ps.co.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
132								
28.	Academy Conversion  – KEY/20FEB17/05  Conversion of maintained school to academy status	Councillor Holdich Leader of the Council and Cabinet Member for Education, Skills, University and Communication	May 2017	Children and Education Scrutiny Committee		Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@p eterborough.gov. uk Sharon Bishop Tel: 01733 863997 sharon.bishop@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

DEC	DECISION REQUIRED  DECISION MAKER		DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>29</b> . 133	Shared Lives - KEY/06MAR17/01 To seek permission to consult with relevant parties on the Commissioning Board decision to deregister the service, support service users and carers into alternative care arrangements	Councillor Wayne Fitzgerald Deputy Cabinet Member for Integrated Adult Social Care and Health	March 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Janet Warren Assistant Commissioner Tel:01733 863865 janet.warren@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
30.	Academy Conversion - KEY/06MAR17/02 - Conversion of a maintained school to academy status	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University and Communication	May 2017	Children and Education Scrutiny Committee	TBC	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@p eterborough.gov. uk Sharon Bishop Tel: 01733 863997 sharon.bishop@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>31</b> . 134	Academy Conversion - KEY/06MAR17/03 - Conversion of a maintained school to academy status	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University and Communication	May 2017	Children and Education Scrutiny Committee	TBC	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure Tel: 01733 863976 Brian.howard@p eterborough.gov. uk Sharon Bishop Tel: 01733 863997 sharon.bishop@p eterborough.gov. uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>32</b> .	Decision Request for Implementation of Millfield, New England and parts of Park Ward (Eastfield) and East Ward (Embankment) Public Space Protection Order - KEY/06MAR17/04 For the Cabinet Member to approve the implementation of the aforementioned Public Space Protection Order following public consultation.	Councillor Walsh, Cabinet Member for Communities and Environment Capital	March 2017	Adult & Communities Scrutiny Committee	North, Park, Central and East Ward Councillors	All relevant ward councillors and interested parties have been consulted via the proposed PSPO consultation process. Ward Clirs will also receive notification of the decision prior to being published.	Report Author: Laura Kelsey, Senior Prevention & Enforcement Service Officer and Anti-social Behaviour thematic lead Tel: 01733 453563 laura.kelsey@pet erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
33.	Agile Working Devices - KEY/06MAR17/05 Purchase and implementation of Chromebooks and / or suitable devices to support agile working	Cabinet Member for Resources	March 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Vicki Palazon, Head of Finance (Business Operations and Development), Tel:01733 864104 Email: vicki.palazon@pe terborough.gov.u k	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>34</b> .	Children's Centre Services - KEY/06MAR17/06 To award the contracts for the delivery of the children's centres in Peterborough to Spurgeons and Barnardos	Cabinet Member for Children's Services	March 2017	Children and Education Scrutiny Committees	All	Relevant internal and external stakeholders.	Pam Setterfield Team Manager for Sufficiency & Child Health & Well Being Tel:01733 863897 Email: Pam.setterfield@ peterborough.gov .uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
35.	Transfer of Commissioning responsibility for Healthwatch – KEY/06MAR17/07 Approve the local authority transfer of commissioning responsibility for Healthwatch services from Peterborough City Council to Cambridgeshire County Council	Cabinet Member for Public Health	March 2017	Health Scrutiny Committee	All	Relevant internal and external stakeholders	Jo Melvin Commissioner – Public Health Tel:01733 863980 Email: Joanne.melvin@ peterborough.gov .uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

# PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

#### **KEY DECISIONS TO BE TAKEN IN PRIVATE** CONSULTATION **KEY DECISION REQUIRED DECISION** DATE WARD CONTACT **DOCUMENTS** RELEVANT MAKER **DECISION SCRUTINY** DETAILS / **RELEVANT TO** THE DECISION **EXPECTED COMMITTEE** REPORT **AUTHORS** SUBMITTED TO THE DECISION **MAKER** ΑII Richard Pearn **Potential Energy Joint** Cabinet 20 March Growth, Relevant internal It is not anticipated Venture -2017 Environment and external Waste Partnership that there will be any KEY/07MAR16/04 & Resources documents other stakeholders. Manager For Cabinet to consider Scrutiny Tel: 01733 864739 than the report and and approve a potential Richard.pearn@pe relevant appendices Committee energy joint venture. terborough.gov.uk to be published. 137 The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

# PART 3 – NOTIFICATION OF NON-KEY DECISIONS

# **NON-KEY DECISIONS**

DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Section 113 Agreement for the Role of Acting 151 Officer at East Cambridgeshire District Council - To approve a section 113 agreement with East Cambridgeshire Council, to Germit the Corporate Director: Resources to fulfil the role of Section 151 officer on a temporary basis.	Councillor David Seaton Cabinet Member Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Philippa Turvey, Democratic and Constitutiona I Services Manager Tel: 01733 452460 Philippa.turv ey@peterbor ough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DE	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
			PREVI	OUSLY ADVER	RTISED DECISIONS			
1.	Food Safety Service Plan – To approve the service plan.	Councillor Irene Walsh Cabinet Member for Communities and Environment Capital	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Peter Gell Head of Regulatory Services Tel: 01733 453419 Peter.gell@p eterborough. gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2.	Vivacity Funding – To fund Vivacity £1278 until March 2017 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library.	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 Ian.phillips@ peterborough .gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DE	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>3</b> . 140	Vivacity Premier Fitness Invest to Save Scheme - To authorise investment in developing Vivacity Premier Fitness on an invest to save basis	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	John Harrison Corporate Director Resources Tel: 01733 452520 John.harriso n@peterboro uh.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
4.	Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe - To authorise the sale of Welland House, Dogsthorpe	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	Dogsthorpe Councillors: Ash, Saltmarsh, Sharp	Relevant internal and external stakeholders.	David Gray Capital Projects Officer Tel: 01733 384531 david.gray@ peterborough .gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5.	Budget Proposals Second Tranche Recommendation – To recommend the second tranche of budget proposals to Council.	Cabinet	27 February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsw orth@peterb orough.gov.u k	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DECISION REQUIRED		DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
6.	Procurement Strategy – To update Cabinet on the procurement strategy.	Cabinet	20 March 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.pilsw orth@peterb orough.gov.u k	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
1427.	Proposal for Loan of Senior Management Staff Under Joint Arrangements – To approve a sharing agreement for senior management staff.	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	Kim Sawyer Director of Governance Tel: 01733 452361 Kim.sawyer @peterborou gh.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	Safer Peterborough Partnership Plan 2017 - 2020 To recommend the Safer Peterborough Partnership 2017 – 2020 for approval by full Council.	Cabinet	20 March 2017	Adult and Communities Scrutiny Committee	All	Relevant internal and external stakeholders	Hayley Thornhill Senior Policy Manager Tel: 01733 864112 hayley.thorn hill@peterbo rough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

DEC	CISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
9.	Funding of Information, Advice and Guidance services within the voluntary sector - To authorise award of grants.	Councillor David Seaton Cabinet Member for Resources	February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 ian.phillips@ peterborough .gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>3</b> 0.	Annual Audit Letter – Approve the Annual Audit Letter 2015/2016	Cabinet	27 February 2017	Growth, Environment & Resources Scrutiny Committee	All	Relevant internal and external stakeholders.	lan Pantling, Financial Accounting & Control Manager. Tel:01733 863936 Email: ian.pantling @peterborou gh.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	Modern Slavery Act 2015 To approve the draft Modern Slavery Act Transparency Statement.	Cabinet	February 2017	Adults and Communities Scrutiny Committee	All	Relevant internal and external stakeholders.	Kim Sawyer Director – Governance Tel: 01733 452361 Email: Kim.sawyer @peterborou gh.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

# PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

	KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES										
DEC	CISION TAKEN	REASON FOR URGENCY	DECISION MAKER	DATE DECISION TAKEN	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION		
1. 144	Variation of Lease on Council Owned Land and Creation of New Investment Fund - JAN17/CMDN/07  The Cabinet Member:  1. Approved a variation to a lease held on land the Council owns and the variation of the covenants on the Council's freehold to enable the lease variation, as set out in the exempt annex;  2. Gave approval to the principle of the Council reinvesting any proceeds the Council receives as a consequence of the variation referred to in (1) above into a new investment fund to be jointly administered by the Council and its tenant. These proceeds have the potential to be over £500,000; and  3. Delegated authority to the Corporate Director of Growth and Regeneration to approve the terms of the new investment fund, in consultation with the Cabinet Member for Resources.	Urgency procedures had been invoked due to the deadlines provided to the Council by its tenants. A delay in the implementation of the decision would significantly prejudice the Council's interest the prospective investment fund.	Councillor David Seaton, Cabinet Member for Resources	25 January 2017	Growth, Environment and Resources Scrutiny Committee	Glinton Councillor s: Holdich and Hiller	Relevant Internal and External Stakeholders	Richard Hodgson Head of Asset Management and Development, NPS Tel: 01733 384585 Richard.hodgson@n ps.co.uk	There were not any documents other than the report and relevant appendices published.  The decision included an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).		

DEC	ISION TAKEN	REASON FOR URGENCY	DECISION MAKER	DATE DECISION TAKEN	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<b>2</b> . 145	Acquisition of Freehold Investment Property In Peterborough JAN17/CMDN/10  The Cabinet Member is recommended to:  1. Approved the purchase of the freehold of the property which is subject to a lease to a third party who are in occupation, as set out in the exempt annex; and  2. Delegated authority to the Corporate Director of Growth and Regeneration to approve the terms of the purchase and proceed to contract in consultation with the Cabinet Member for Resources.	The decision is urgent due to the deadlines agreed with the purchaser in this open market situation of the 31 January 2017. The suspension of call-in has been granted as a delay in the implementation of the decision would significantly prejudice the Council's interest in contracting within the agreed timescales.	Councillor David Seaton, Cabinet Member for Resources	1 February 2017	Growth, Environment and Resources Scrutiny Committee		Relevant Internal and External Stakeholders	Jane McDaid Head of Peterborough Property services Tel: 01733 384540 Jane.mcdaid@peter borough.gov.uk	There were not any documents other than the report and relevant appendices published.  The decision included an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

## **DIRECTORATE RESPONSIBILITIES**

## RESOURCES DEPARTMENT Corporate Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

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

## PEOPLE AND COMMUNITIES DEPARTMENT Corporate Director's Office at Bayard Place, Broadway, PE1 1FB

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

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

Legal and Democratic Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

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

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

<u>PUBLIC HEALTH DEPARTMENT</u> Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG Health Protection, Health Improvements, Healthcare Public Health.

THIS PAGE IS LEFT INTENTIONALLY BLANK

This page is intentionally left blank