

**PETERBOROUGH CITY  
COUNCIL'S FORWARD PLAN  
1 JANUARY 2011 TO 30 APRIL 2011**

## FORWARD PLAN OF KEY DECISIONS - 1 JANUARY 2011 TO 30 APRIL 2011

During the period from 1 January 2011 To 30 April 2011 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 Alex Daynes, 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 [alexander.daynes@peterborough.gov.uk](mailto:alexander.daynes@peterborough.gov.uk) or by telephone on 01733 452447.

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 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.

### NEW ITEMS THIS MONTH:

**Interpretation & Translation Services - KEY/03JAN/11**

**Peterborough Local Investment Plan - KEY/01FEB/11**

**Affordable Housing: Revised Council Policy for Awarding Grants - KEY/02FEB/11**

**Supply of Utility in respect of Electricity, Gas and Oil to Council Owned properties managed by Strategic Property Unit - KEY03/FEB/11**

**Local Transport Plan Capital Programme of Works 2011/12 - KEY/01MAR/11**

**Supply of Temporary Agency Workers - KEY02/MAR/11**

**Bayard Place - replacement of air-conditioning system (legislative works) - KEY/03MAR/11**

## JANUARY

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Coneygree Lodge, Coneygree Road - KEY/01NOV/10</b></p> <p>To authorise the Chief Executive, in consultation 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 Coneygree Lodge at Coneygree Road.</p>	<p>January 2010</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth Scrutiny Committee</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate</p>	<p>Alastair Smith Temp Capital Projects Officer Tel: 01733 384532 alastair.smith@peterborough.gov.uk</p>	<p>Public report will be available from the Governance team one week before the decision is made</p>

<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of land adjacent to Pupil Referral Unit (former Honeyhill School) Paston Ridings - KEY/02NOV/10</b></p> <p>To authorise the Chief Executive, in consultation 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 land adjacent to the former Honeyhill School.</p>	<p>January 2010</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth Scrutiny Committee</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate.</p>	<p>Sandra Neely Temp Capital Projects Officer Tel: 01733 384541 sandra.neely@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made.</p>
<p><b>Review of Charges for Allotments - KEY/08NOV/10</b></p> <p>To agree the charges for the use of Allotments for the forthcoming year.</p>	<p>January 2011</p>	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	<p>Sustainable Growth Scrutiny Committee</p>	<p>Relevant ward members, internal Departments and external stakeholders as appropriate.</p>	<p>Commercial Services Director</p>	<p>Public report to be available from the Governance team one week before the decision is made</p>

<p><b>Contract Award - Adult Drug Treatment Services - KEY/11NOV/10</b> To award the contracts for the delivery of Adult Drug Treatment Services</p>	<p>January 2011</p>	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	<p>Strong and Supportive Communities</p>	<p>Internal departments as appropriate Safer Peterborough Partnership</p>	<p>Gary Goose Community Safety Strategic Manager Tel: 01733 863780 gary.goose@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>
<p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Land and Buildings - Vawser Lodge Thorpe Road - KEY/04DEC/10</b> To authorise the Chief Executive, in consultation 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 Vawser Lodge</p>	<p>January 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate</p>	<p>Sandra Neely Temp Capital Projects Officer Tel: 01733 384541 sandra.neely@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>

<p><b>Award of Contract - Paston Ridings Primary School - KEY/08DEC/10</b> Award of Contract for Extension to increase pupil numbers at the Paston Ridings Primary School following competitive tendering process.</p>	<p>January 2011</p>	<p><b>Cabinet Member for Education, Skills and University</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal departments and external stakeholders</p>	<p>Alison Chambers Asset Development Officer  alison.chambers@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>
<p><b>Security Framework Contract - lot 2 - KEY/09DEC/10</b> Award lot 2 of framework contract; cash collection and cash in transit services, delivering services for the council such as collecting cash from parking meters and banking it securely.</p>	<p>January 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Internal and external stakeholders as appropriate</p>	<p>Matthew Rains P2P Manager Tel: 01733 317996 matthew.rains@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is made</p>
<p><b>Extension of contract for Emergency Duty Team Service with Cambridgeshire County Council - KEY/10DEC/10</b> To extend the current contract with Cambridgeshire County Council</p>	<p>January 2010</p>	<p><b>Cabinet Member for Children's Services, Cabinet Member for Health and Adult Social Care</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Neighbouring authorities and internal departments</p>	<p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>

<p><b>Grant Support to Anglia Ruskin University - KEY/11DEC/10</b> The approval of a capital grant to support Anglia Ruskin University's purchase and refurbishment of the Guild House.</p>	<p>January 2011</p>	<p><b>Cabinet Member for Education, Skills and University, Cabinet Member for Resources</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>		<p>Andrew Edwards Head of Peterborough Delivery Partnership Tel: 01733 452303 andrew.edwards@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made.</p>
<p><b>Lot 3: Operational Services - KEY/01JAN/11</b> To identify the preferred bidder, commence the formal TUPE consultation and award the contract for the Lot 3 strategic partnership for operational services</p>	<p>January 2011</p>	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	<p>Sustainable Growth</p>		<p>Margaret Welton Principal Lawyer - Waste 2020 Tel: 01733 452226 margaret.welton@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>
<p><b>Manor Drive Managed Service – Procurement through the Services Competitive Dialogue Process - KEY/02JAN/11</b> To (1) recommend outsource of services, (2) approve initial shortlist of suppliers and (3) authorise further shortlisting decisions through the competitive dialogue process by the Executive Director of Strategic Resources in consultation with the Cabinet Member for Resources</p>	<p>January 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Internal departments, Unions, Staff</p>	<p>Andrew Cox Senior Category Manager  andy.cox@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken</p>

<p><b>Interpretation &amp; Translation Services - KEY/03JAN/11</b> Award of contract for interpretation and translation services for the Council</p>	<p>January 2011</p>	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	<p>Strong and Supportive Communities</p>	<p>Internal and external stakeholders as appropriate</p>	<p>Matthew Rains P2P Manager Tel: 01733 317996 matthew.rains@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>
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## FEBRUARY

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Peterborough Local Investment Plan - KEY/01FEB/11</b> Document for submission to the Homes and Communities Agency, drawn largely from the Integrated Development Programme (Adopted December 2009). The LIP is the first stage towards applying for funding from the HCA for primarily housing-related project aspirations in the City.</p>	February 2011	<b>Cabinet</b>	Sustainable Growth	Internal and External stakeholders as appropriate.	Andrew Edwards Head of Peterborough Delivery Partnership Tel: 01733 452303 andrew.edwards@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.
<p><b>Affordable Housing: Revised Council Policy for Awarding Grants - KEY/02FEB/11</b> To agree revised policy and process for awarding affordable housing grants</p>	February 2011	<b>Cabinet</b>	Sustainable Growth	Internal as appropriate	Richard Kay Strategic Planning Manager  richard.kay@peterborough.gov.uk	A public report will be available from the governance team one week before the decision is taken.

<p><b>Supply of Utility in respect of Electricity, Gas and Oil to Council Owned properties managed by Strategic Property Unit - KEY/03FEB/11</b></p> <p>To award the contract for supply of Electricity and Gas to the single source supplier under the nationally awarded EU compliant ESPO framework agreement.</p>	<p>February 2011</p>	<p><b>Cabinet Member for Resources</b></p>	<p>Sustainable Growth</p>	<p>Internal consultation where appropriate</p>	<p>Mandy Sterling Strategic Sourcing Manager Tel: 01733 384607 mandy.sterling@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>
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## MARCH

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Museum Redevelopment Project - KEY/03DEC/10</b></p> <p>To authorise the award of the contract for the Museum Redevelopment project.</p>	<p>March 2011</p>	<p><b>Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</b></p>	<p>Strong and Supportive Communities</p>	<p>Consultation will take place with relevant internal stakeholders as appropriate</p>	<p>Steven Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@peterborough.gov.uk</p>	<p>A public report will be available from the governance team one week before the decision is taken.</p>

<p><b>Local Transport Plan Capital Programme of Works 2011/12 - KEY/01MAR/11</b> To approve the proposed LTP Capital Programme of Works for 2011/12</p>	March 2011	<p><b>Cabinet Member for Housing, Neighbourhoods and Planning</b></p>	Environment Capital	Relevant internal stakeholders and the Environment Capital Scrutiny Committee	<p>Michael Stevenson Project Engineer Tel: 01733 317473 michael.stevenson@peterborough.gov.uk</p>	A public report will be available from the Governance team one week before the decision is taken.
<p><b>Supply of Temporary Agency Workers - KEY/02MAR/11</b> To approve a framework agreement to supply temporary agency following a competitive tendering exercise.</p>	March 2011	<p><b>Cabinet Member for Community Cohesion, Safety and Women's Enterprise</b></p>	Sustainable Growth	Internal consultation as appropriate	<p>Mandy Sterling Strategic Sourcing Manager Tel: 01733 384607 mandy.sterling@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken.
<p><b>Bayard Place - replacement of air-conditioning system (legislative works) - KEY/03MAR/11</b> To authorise the award of the contract for the replacement of the air-conditioning system at Bayard Place</p>	March 2011	<p><b>Cabinet Member for Resources</b></p>	Sustainable Growth	Consultation will take place with relevant internal stakeholders as appropriate	<p>Julie Robinson-Judd Head of Strategic Property Tel: 01733 384544 julie.robinson.judd@peterborough.gov.uk</p>	A public report will be available from the governance team one week before the decision is taken

## APRIL

There are currently no Key Decisions scheduled for April.

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

Communications  
Strategic Growth and Development Services  
Legal and Democratic Services  
Policy and Research  
Economic and Community Regeneration  
Housing Strategy  
Drug Intervention Programme and Drug and Alcohol Team  
HR Business Relations, Training & Development, Occupational Health & Reward & Policy

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

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

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

Finance  
Internal Audit  
Information Communications Technology (ICT)  
Business Transformation  
Strategic Improvement  
Strategic Property  
Waste  
Customer Services  
Business Support  
Shared Transactional Services  
Cultural Trust Client

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

Families and Communities  
Commissioning and Performance  
Learning

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

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

Commercial Operations (Resilience, Commercial CCTV, Strategic Parking, City Centre, Markets & Commercial Trading, Passenger Transport)

Neighbourhoods (Regulatory Services, Safer Peterborough, Strategic Housing, Cohesion, Social Inclusion)

Operations Business Support ( Finance, Economic Participation)

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