

# **PETERBOROUGH CITY COUNCIL'S NOTICE OF INTENTION TO TAKE KEY DECISIONS**

PUBLISHED: 20 NOVEMBER 2012

## NOTICE OF INTENTION TO TAKE KEY DECISIONS

In the period commencing 28 days after the date of publication of this notice, 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 Lee (Deputy leader); Cllr Scott; Cllr Holdich; Cllr Hiller; Cllr Seaton; Cllr Fitzgerald; Cllr Dalton; Cllr Walsh.

This Notice 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 notice supersedes the previous notice and items may be carried over into forthcoming notices. Any questions on specific issues included on the Notice should be included on the form which appears at the back of the Notice 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.

Whilst the majority of the Executive's business at the meetings listed in this Notice 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 notice, 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 01733 452483), e-mail to [alexander.daynes@peterborough.gov.uk](mailto:alexander.daynes@peterborough.gov.uk) or by telephone on 01733 452447. 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 Notice, 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 notice.

NEW ITEMS THIS MONTH:

**Care and Repair Framework Agreement - KEY/18DEC12/01**

**Capital Programme of Works - KEY/18DEC12/02**

**Extension of Homecare Contracts - KEY/18DEC12/03**

## KEY DECISIONS FROM 18 DECEMBER 2012

| KEY DECISION REQUIRED   | DECISION MAKER   | 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) |
|---|--|------------------------|---|--|--|--|
| <p><b>Moy's End Stand Demolition and Reconstruction - KEY/03APR/12</b><br/>Award of Contract for the Demolition of the Moy's End Stand and Reconstruction</p>   | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>               | <p>N/A</p>             | <p>Sustainable Growth and Environment Capital</p>       | <p>Internal and External Stakeholders as appropriate.</p>  | <p>Richard Hodgson<br/>Head of Strategic Projects<br/>Tel: 01733 384535<br/>richard.hodgson@peterborough.gov.uk</p>        | <p>It is not anticipated that there will be any further documents.</p>                               |
| <p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b><br/>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 Dickens Street Car Park.</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>               | <p>N/A</p>             | <p>Sustainable Growth and Environment Capital</p>       | <p>Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments &amp; external stakeholders as appropriate.</p> | <p>Richard Hodgson<br/>Head of Strategic Projects<br/>Tel: 01733 384535<br/>richard.hodgson@peterborough.gov.uk</p>        | <p>It is not anticipated that there will be any further documents.</p>                               |
| <p><b>Rolling Select List - Independent Fostering Agencies - KEY/01JUL/12</b><br/>To approve the list for independent fostering agencies.</p>   | <p><b>Councillor Sheila Scott OBE<br/>Cabinet Member for Children's Services</b></p> | <p>N/A</p>             | <p>Creating Opportunities and Tackling Inequalities</p> | <p>Internal and external stakeholders as appropriate.</p>  | <p>Oliver Hayward<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p>                               |

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| <p><b>Write off approval for debts over £10,000 in relation to Non Domestic Rates - KEY/31OCT12/01</b><br/> Authorise the write off of debt shown as outstanding in respect of non domestic rate accounts.</p> | <p><b>Councillor David Seaton<br/> Cabinet Member for Resources</b></p>                            | N/A | Sustainable Growth and Environment Capital       | Internal and External Stakeholders as appropriate.                            | <p>Richard Godfrey<br/> ICT and Transactional Services Partnership Manager<br/> Tel: 01733 317989<br/> richard.godfrey@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |
| <p><b>Expansion and Refurbishment of Queens Drive Infants School - KEY/31OCT12/02</b><br/> To award the contract for the expansion and refurbishment of Queens Drive Infants School.</p>                       | <p><b>Councillor John Holdich OBE<br/> Cabinet Member for Education, Skills and University</b></p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and external stakeholders including ward councillors as appropriate. | <p>Brian Howard<br/> Programme Manager - Secondary Schools Development<br/> Tel: 01733 863976<br/> brian.howard@peterborough.gov.uk</p>        | It is not anticipated that there will be any further documents. |
| <p><b>Expansion and Refurbishment of Old Fletton Primary School - KEY/31OCT12/03</b><br/> Award of contract for the expansion and refurbishment of Old Fletton Primary School.</p>                             | <p><b>Councillor John Holdich OBE<br/> Cabinet Member for Education, Skills and University</b></p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and external stakeholders including ward councillors as appropriate. | <p>Brian Howard<br/> Programme Manager - Secondary Schools Development<br/> Tel: 01733 863976<br/> brian.howard@peterborough.gov.uk</p>        | It is not anticipated that there will be any further documents. |
| <p><b>Expansion and Refurbishment of Hampton Vale Primary School - KEY/31OCT12/04</b><br/> Award of Contract for the expansion and refurbishment of Hampton Vale Primary School.</p>                           | <p><b>Councillor John Holdich OBE<br/> Cabinet Member for Education, Skills and University</b></p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and external stakeholders including ward councillors as appropriate. | <p>Brian Howard<br/> Programme Manager - Secondary Schools Development<br/> Tel: 01733 863976<br/> brian.howard@peterborough.gov.uk</p>        | It is not anticipated that there will be any further documents. |

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| <p><b>New Build of the Thomas Deacon Junior Academy - KEY/31OCT12/05</b><br/>Award of Contract for the new build of the Thomas Deacon Junior Academy</p>   | <p><b>Councillor John Holdich OBE<br/>Cabinet Member for Education, Skills and University</b></p> | <p><b>N/A</b></p> | <p>Creating Opportunities and Tackling Inequalities</p> | <p>Internal and external stakeholders including ward councillors as appropriate.</p> | <p>Brian Howard<br/>Programme Manager - Secondary Schools Development<br/>Tel: 01733 863976<br/>brian.howard@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Flood and Water Management Supplementary Planning Document - KEY/13NOV12/01</b><br/>To adopt the supplementary planning document guiding developers on water related legislation and planning.</p>   | <p><b>Councillor Peter Hiller<br/>Cabinet</b></p>   | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Internal and external stakeholders as appropriate.</p>                            | <p>Julia Chatterton<br/>Sustainable Infrastructure Officer<br/>Tel: 01733 452620<br/>julia.chatterton@peterborough.gov.uk</p>        | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Council Tax Base 2013/14 - KEY/13NOV12/02</b><br/>To agree the calculation of the council tax base for 2013/14.</p>  | <p><b>Councillor David Seaton<br/>Cabinet</b></p>   | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Internal and external stakeholders as appropriate.</p>                            | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>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/13NOV12/03</b><br/>Draft budget for 2013/14 and Medium Term Financial Strategy to 2023/24 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Asset Management Plan and Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust.</p> | <p><b>Councillor David Seaton<br/>Cabinet</b></p>   | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Internal and external stakeholders as appropriate.</p>                            | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>Steven.Pilsworth@peterborough.gov.uk</p>                 | <p>It is not anticipated that there will be any further documents.</p> |

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| <p><b>Peterborough City Centre Development Plan Document - Consultation Draft - KEY/13NOV12/04</b><br/>To approve the Consultation Draft version of the Peterborough City Centre DPD for public consultation.</p> | <p><b>Councillor Gr. Uff. Marco Cereste Cabinet</b></p>                          | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Internal and external stakeholders as appropriate.</p> | <p>Richard Kay<br/>Policy and Strategy Manager<br/><br/>richard.kay@peterborough.gov.uk</p>                                | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Mental Health Services at Clare Lodge - KEY/13NOV12/05</b><br/>Undertake a tender to secure Mental Health Services for Clare Lodge Secure Unit.</p>   | <p><b>Councillor Sheila Scott OBE Cabinet Member for Children's Services</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<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Clare Lodge Service Review Outcome - KEY/13NOV12/06</b><br/>To approve the outcome of the service review of Clare Lodge Secure Unit.</p>  | <p><b>Councillor Sheila Scott OBE Cabinet Member for Children's Services</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<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Family Support Framework - KEY/13NOV12/07</b><br/>Create a framework for Family Support services.</p>   | <p><b>Councillor Sheila Scott OBE Cabinet Member for Children's Services</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<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Residential Approved Provider List - KEY/13NOV12/08</b><br/>Create a compliant Approved Provider List for Residential units for children and young people.</p>  | <p><b>Councillor Sheila Scott OBE Cabinet Member for Children's Services</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<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |

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| <p><b>Children's Play Services Review - KEY/13NOV12/09</b><br/>To undertake a review of the Play Services in the city</p>   | <p><b>Councillor Sheila Scott OBE<br/>Cabinet Member for Children's Services</b></p> | N/A | Creating Opportunities and Tackling Inequalities. | To be undertaken with key stakeholders.            | <p>Oliver Hayward<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p>                  | It is not anticipated that there will be any further documents. |
| <p><b>Superfast Broadband - KEY/13NOV12/10</b><br/>To authorise the award of the contract for the provision of Superfast Broadband in Peterborough and Cambridgeshire</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>               | N/A | Sustainable Growth and Environment Capital        | Relevant internal departments.                     | <p>Richard Godfrey<br/>ICT and Transactional Services Partnership Manager<br/>Tel: 01733 317989<br/>richard.godfrey@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |
| <p><b>Change in Partnership Arrangements for the Children's Trust - KEY/30NOV12/01</b><br/>To change the partnership arrangements of the Children's Trust.</p>            | <p><b>Councillor Sheila Scott OBE<br/>Cabinet Member for Children's Services</b></p> | N/A | Creating Opportunities and Tackling Inequalities  | Key internal and external stakeholders.            | <p>Oliver Hayward<br/>Commissioning Officer - Aiming High<br/>Tel: 01733 863910<br/>oliver.hayward@peterborough.gov.uk</p>                  | It is not anticipated that there will be any further documents. |
| <p><b>Healthwatch Commissioning - KEY/30NOV12/02</b><br/>Approval of the proposed approach to commission Healthwatch Peterborough.</p>                                    | <p><b>Councillor Wayne Fitzgerald<br/>Cabinet Member for Adult Social Care</b></p>   | N/A | Health Issues                                     | Internal and external stakeholders as appropriate. | <p>Nick Blake<br/>Improvement &amp; Development Manager<br/>Tel: 01733 452406<br/>nick.blake@peterborough.gov.uk</p>                        | It is not anticipated that there will be any further documents. |



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| <p><b>Care and Repair Framework Agreement - KEY/18DEC12/01</b><br/>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 Peter Hiller<br/>Cabinet Member for Housing, Neighbourhoods and Planning</b></p> | <p>N/A</p> | <p>Strong and Supportive Communities</p>          | <p>Relevant Internal Departments.</p>                                     | <p>Russ Carr<br/>Care &amp; Repair Manager<br/>Tel: 01733 863864<br/>russ.carr@peterborough.gov.uk</p>                                     | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Capital Programme of Works - KEY/18DEC12/02</b><br/>To agree the Capital Programme of Works for 2013-14.</p>   | <p><b>Councillor Peter Hiller<br/>Cabinet Member for Housing, Neighbourhoods and Planning</b></p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Members of public, external stakeholders and internal departments.</p> | <p>Mark Speed<br/>Transport Planning Team Manager<br/>Tel: 317471<br/>mark.speed@peterborough.gov.uk</p>                                   | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Extension of Homecare Contracts - KEY/18DEC12/03</b><br/>To extend the current contracts for a further period of 9 months.</p>   | <p><b>Councillor Wayne Fitzgerald<br/>Cabinet Member for Adult Social Care</b></p>                | <p>N/A</p> | <p>Health Issues</p>                              | <p>Internal and external stakeholders.</p>                                | <p>John Cremins<br/>Head of Service, Contracts Procurement &amp; Compliance<br/>Tel: 01733 384608<br/>john.cremins@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |

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

Communications  
Strategic Growth and Development Services  
Legal and Governance Services  
Policy and Research  
Economic and Community Regeneration  
HR Business Relations, Training & Development, Occupational Health & Reward & Policy

**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**

Safeguarding, Family & Communities  
Education & Resources  
Strategic Commissioning & Prevention

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

Planning Transport & Engineering (Development Management, Construction & Compliance, Infrastructure Planning & Delivery, Network Management, Passenger Transport)  
Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets & Commercial Trading, Tourism)  
Neighbourhoods (Strategic Regulatory Services, Safer Peterborough, Strategic Housing, Cohesion, Social Inclusion, Neighbourhood Management)  
Operations Business Support (Finance)

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

Care Services Delivery (Assessment & Care Management; Integrated Learning Disability Services and HIV/AIDS; Regulated Services)  
Strategic Commissioning (Mental Health & Integrated Learning Disability; Older People, Physical Disability & Sensory Impairment; Contracts, Procurement & Compliance)  
Quality, Information and Performance (Performance & Information; Strategic Safeguarding; Business Support & Governance; Business Systems Improvement; Quality and Workforce Development)

## PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU

The Leader of Peterborough City Council is offering everyone a chance to comment, or raise queries on the decisions highlighted on the Council's Notice of Intention to take Key Decisions.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

|                       |  |
|-----------------------|--|
| Councillor Cereste    | Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital |
| Councillor Lee        | Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning   |
| Councillor M Dalton   | Cabinet Member for Communications  |
| Councillor Hiller     | Cabinet Member for Housing, Neighbourhoods and Planning  |
| Councillor Holdich    | Cabinet Member for Education, Skills and University  |
| Councillor Fitzgerald | Cabinet Member for Adult Social Care   |
| Councillor Scott      | Cabinet Member for Children's Services   |
| Councillor Seaton     | Cabinet Member for Resources   |
| Councillor Walsh      | Cabinet Member for Community Cohesion and Safety   |

# SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET

Your comment or query:

How can we contact you with a response?  
(please include a telephone number, postal and/or e-mail address)

Name .....

Address .....

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Tel: .....

Email: .....

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)