

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

PUBLISHED: 20 SEPTEMBER 2013

## 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 Elsey; Cllr Fitzgerald; Cllr Holdich; Cllr North; Cllr Seaton; Cllr Scott; and 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.

## PREVIOUSLY ADVERTISED DECISIONS

KEY DECISION REQUIRED	DECISION MAKER AND EXPECTED DATE	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>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b>                      To authorise the Chief Executive, in consultation 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                      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                      Head of Strategic Projects                      Tel: 01733 384535                      richard.hodgson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Care and Repair Framework Agreement - KEY/18DEC12/01</b>                      To approve a framework agreement and schedule of rates to deliver disabled facility grant work. specifically providing disabled access to toilet and washing facilities and associated work in domestic properties.</p>	<p><b>Councillor Nigel North                      Cabinet Member for Environment Capital and Neighbourhoods</b></p>	<p>N/A</p>	<p>Strong and Supportive Communities</p>	<p>Relevant Internal Departments.</p>	<p>Russ Carr                      Care &amp; Repair Manager                      Tel: 01733 863864                      russ.carr@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Environment Capital Action Plan - KEY/24JAN13/02</b> Approve the Plan for public consultation.</p>	<p><b>Cabinet</b></p>	<p><b>YES</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Four week public consultation.</p>	<p>Charlotte Palmer Climate Change Team Manager  charlotte.palmer@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Fletton Parkway Junction 17 to 2 improvement scheme - KEY/24JAN13/07</b> To agree funding is brought forward between 2012 and 2015 in Medium Term Financial Strategy and the contract awarded for the works.</p>	<p><b>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Sale of Craig Street Car Park - KEY/25MAR13/01</b> To approve the sale of land known as Craig Street Car Park.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant Internal and External Stakeholders and ward councillors.</p>	<p>David Gray Capital Projects Officer Tel: 01733 384531 david.gray@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>The Expansion of Fulbridge Academy to four forms of entry - KEY/25JUL13/02</b> Award of Contract for the Expansion of Fulbridge Academy, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p><b>Councillor John Holdich OBE Cabinet Member for Education, Skills and University, Cabinet Member for Resources</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Fletton Parkway Widening Jn17-2 - KEY/25JUL13/03</b> To award the contract for Site Supervision and Contract Administration.</p>	<p><b>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Simon Machen Head of Planning, Transport and Engineering Services Tel: 01733 453475 simon.machen@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>
<p><b>The Expansion of Woodston Primary School to two forms of entry - KEY/08AUG13/01</b> Award of Contract for the Expansion of Woodston Primary School, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p><b>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal departments and external stakeholders including ward councillors.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>The Expansion of Ravensthorpe Primary School to two forms of entry - KEY/08AUG13/02</b> Award of Contract for the Expansion of Ravensthorpe Primary School, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p><b>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including ward councillors.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents</p>

<p><b>The Expansion of Orton Wistow Primary School to two forms of entry - KEY/08AUG13/03</b> Award of Contract for the Expansion of Orton Wistow Primary School, including the approval of property, legal and financial arrangements for various enabling agreements with third parties.</p>	<p><b>Councillor John Holdich OBE Cabinet Member for Children's Services</b></p>	<p>N/A</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Internal and external stakeholders and ward councillors.</p>	<p>Brian Howard Programme Manager - Secondary Schools Development Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Clare Lodge - KEY/22AUG13/01</b> To award a contract for the provision of services.</p>	<p><b>Councillor Sheila Scott OBE 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 Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Dementia Resource Centre - KEY/06SEP13/01</b> Award of contract to a provider to run the Dementia Resource Centre.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p>N/A</p>	<p>Health Issues</p>	<p>Consulted with older people's partnership board followed by mental health steering group.</p>	<p>Nick Blake Improvement &amp; Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Personal Care and Support for Adults (Homecare) - KEY/06SEP13/03</b> Award of contract for the provision of Personal Care and Support services.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p>N/A</p>	<p>Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Nick Blake Improvement &amp; Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Transformation of Person Centred Activities for Younger Adults in Peterborough - KEY/20SEP13/01</b>  Agree the consultation plan for the Transformation of Person Centred Activities for Younger Adults in Peterborough (Day and Employment services for people with learning and physical disabilities).</p>	<p><b>Cabinet</b></p>	<p><b>Yes</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders including service users and staff.</p>	<p>Mubarak Darbar  Head of Commissioning Learning Disabilities  Tel: 01733 452509  mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Materials Recycling Facility contract - KEY/20SEP13/02</b>  Agree to joint procurement of MRF for bulking, sorting and onward processing and sale of recyclable materials, in collaboration with RECAP Partner Councils.</p>	<p><b>Councillor Gavin Elsey  Cabinet Member for Culture, Recreation and Waste Management</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn  Programme Manager - Waste Infrastructure   richard.pearn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>City College Extension Project - KEY/20SEP13/03</b>  Using Education Funding Agency grant to create a dedicated, customised space for students aged 16-19 with learning difficulties and disabilities.</p>	<p><b>Councillor John Holdich OBE  Cabinet Member for Education, Skills and University</b></p>	<p><b>N/A</b></p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Brian Howard  Programme Manager - Secondary Schools Development  Tel: 01733 863976  brian.howard@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Contract Award for the Provision of Domestic Abuse and Sexual Violence Services - KEY/04OCT13/01</b>  To award the contract for the provision of Domestic Abuse and Sexual Violence Services.</p>	<p><b>Councillor Irene Walsh  Cabinet Member for Community Cohesion, Safety and Public Health</b></p>	<p><b>N/A</b></p>	<p>Strong and Supportive Communities</p>	<p>Safer Peterborough Partnership.</p>	<p>Karen Kibblewhite  Safer Peterborough Manager - Cutting Crime  Tel: 01733 864122  karen.kibblewhite@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Amendments to the Affordable Housing Capital Funding Policy - KEY/04OCT13/02</b> To agree the amendments to the Affordable Housing Capital Funding Policy.</p>	<p><b>Cabinet</b></p>	<p><b>Yes</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Kay Policy and Strategy Manager  richard.kay@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Technical Financial Advisory Services for the Energy Services Company (ESCO) "Blue Sky Peterborough" and Related Projects - KEY/04OCT13/03</b> To award a contract for the provision of technical financial advisory services.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>John Harrison Executive Director-Strategic Resources Tel: 01733 452398 john.harrison@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Bourges Boulevard Improvement Scheme: Bright Street to Crescent Bridge - KEY/04OCT13/04</b> To award a contract for the urban realm improvement works to Bourges Boulevard, including implementation of two pedestrian crossings.</p>	<p><b>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Speed Transport Planning Team Manager Tel: 317471 mark.speed@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>



<b>Strategy for People with Dementia and their Carers - KEY/04OCT13/05</b> To approve the Dementia Strategy.	<b>Councillor Wayne Fitzgerald</b> <b>Cabinet Member for Adult Social Care</b>	<b>N/A</b>	Health Issues	Service users, relevant departments and Scrutiny Commission for Health Issues.	Rob Henchy Commissioning Manager Tel: 01733 452429 rob.henchy@peterborough.gov.uk	It is not anticipated that there will be any further documents.
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**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)  
Public Health

**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, Housing, Economic Development and Business Engagement.
Councillor Elsey	Cabinet Member for Culture, Recreation and Waste Management
Councillor Fitzgerald	Cabinet Member for Adult Social Care
Councillor Holdich	Deputy Leader and Cabinet Member for Education, Skills and University
Councillor North	Cabinet Member for Environment Capital and Neighbourhoods
Councillor Scott	Cabinet Member for Children's Services
Councillor Seaton	Cabinet Member for Resources
Councillor Walsh	Cabinet Member for Community Cohesion, Safety and Public Health

# 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 .....

.....

Tel: .....

Email: .....

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