

# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF KEY DECISIONS**

PUBLISHED: 13 DECEMBER 2013

## FORWARD PLAN OF KEY DECISIONS

In the period commencing 28 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. 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 (Deputy Leader); Cllr North; Cllr Seaton; Cllr Scott; 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. 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 Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk) or by telephone on 01733 452268.

Whilst the majority of the Executive's business at the 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 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 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 Gemma George, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039), e-mail to [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk) or by telephone on 01733 452268. 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 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.

## KEY DECISIONS FROM 10 JANUARY 2014

| KEY DECISION REQUIRED  | DECISION MAKER        | DATE DECISION EXPECTED    | 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>Council Tax Base and NDR - KEY/10JAN14/01</b><br/>To agree the calculation of the council tax base for 2014/15.</p>                              | <p><b>Cabinet</b></p> | <p><b>20 Jan 2014</b></p> | <p><b>Yes</b></p>      | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>Steven.Pilsworth@pete rborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p>                               |
| <p><b>Council Tax Support Scheme - KEY/10JAN14/02</b><br/>To approve the final proposed Council Tax Support Scheme for submission to full Council.</p> | <p><b>Cabinet</b></p> | <p><b>20 Jan 2014</b></p> | <p><b>Yes</b></p>      | <p>Strong and Supportive Scrutiny Committee</p>   | <p>Relevant internal and external stakeholders.</p> | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>Steven.Pilsworth@pete rborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p>                               |

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| <p><b>Budget and Medium Term Financial Strategy - KEY/10JAN14/03</b><br/>Draft budget for 2014/15 and Medium Term Financial Strategy to 2023/24 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Treasury Management Strategy and Asset Management Plan.</p> | <p><b>Cabinet</b></p>                                      | <p><b>3 Feb 2014</b></p>  | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>Steven.Pilsworth@pete<br/>rborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Budget 2014/15 and Medium Term Financial Strategy 2023/24 KEY/10JAN14/04</b><br/>To approve the final proposed budget including Council Tax for submission to full Council.</p>   | <p><b>Cabinet Member for Resources Cabinet</b></p>         | <p><b>24 Feb 2014</b></p> | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Steven Pilsworth<br/>Head of Strategic Finance<br/>Tel: 01733 384564<br/>Steven.Pilsworth@pete<br/>rborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Older People's Day Service Review - KEY/10JAN14/05</b><br/>To consult users and carers/ family members on proposals to develop a dementia specific day service.</p>   | <p><b>Cabinet Member for Adult Social Care Cabinet</b></p> | <p><b>24 Mar 2014</b></p> | <p><b>Yes</b></p> | <p>Scrutiny Commission for Health Issues</p>      | <p>Relevant internal and external stakeholders.</p> | <p>John Giffney<br/>Commissioning Manager<br/>Tel: 01733 452462<br/>john.giffney@peterboro<br/>ugh.gov.uk</p>             | <p>It is not anticipated that there will be any further documents.</p> |

**PREVIOUSLY ADVERTISED DECISIONS**

|   |  |  |                   |   |  |   |  |
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| <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><b>January 2014</b></p>                       | <p><b>N/A</b></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>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 Nigel North<br/>Cabinet Member for Environment Capital and Neighbourhoods</b></p> | <p><b>Between 2 Nov 2013 and 31 Dec 2013</b></p> | <p><b>N/A</b></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> |

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| <p><b>Sale of Craig Street Car Park - KEY/25MAR13/01</b><br/>To approve the sale of land known as Craig Street Car Park.</p>                                  | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>                   | <p><b>January 2014</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<br/>Capital Projects Officer<br/>Tel: 01733 384531<br/>david.gray@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><br/>To award a contract for the provision of services.</p>   | <p><b>Councillor Sheila Scott<br/>OBE<br/>Cabinet Member for Children's Services</b></p> | <p><b>May 2014</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>Personal Care and Support for Adults (Homecare) - KEY/06SEP13/03</b><br/>Award of contract for the provision of Personal Care and Support services.</p> | <p><b>Councillor Wayne Fitzgerald<br/>Cabinet Member for Adult Social Care</b></p>       | <p><b>Between 14 Oct 2013 and 31 Dec 2013</b></p> | <p><b>N/A</b></p> | <p>Health Issues</p>                                    | <p>Relevant internal and external stakeholders.</p>                      | <p>Nick Blake<br/>Improvement &amp; Development Manager<br/>Tel: 01733 452406<br/>nick.blake@peterborough.gov.uk</p>       | <p>It is not anticipated that there will be any further documents.</p> |

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| <p><b>Transformation of Person Centred Activities for Younger Adults in Peterborough - KEY/20SEP13/01</b><br/> 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>16 Dec 2013</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<br/> Head of Commissioning Learning Disabilities<br/> Tel: 01733 452509<br/> mubarak.darbar@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><br/> 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<br/> Cabinet Member for Education, Skills and University</b></p> | <p><b>January 2014</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<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>Amendments to the Affordable Housing Capital Funding Policy - KEY/04OCT13/02</b><br/> To agree the amendments to the Affordable Housing Capital Funding Policy.</p>   | <p><b>Cabinet</b></p>  | <p><b>February 2014</b></p> | <p><b>Yes</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Relevant internal and external stakeholders.</p>                                   | <p>Richard Kay<br/> Policy and Strategy Manager<br/> Tel: 01733 863795<br/> richard.kay@peterborough.gov.uk</p>                         | <p>It is not anticipated that there will be any further documents.</p> |

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| <p><b>Strategy for People with Dementia and their Carers - KEY/04OCT13/05</b><br/>To approve the Dementia Strategy.</p>  | <p><b>Councillor Wayne Fitzgerald<br/>Cabinet Member for Adult Social Care</b></p>   | <p><b>January 2014</b></p> | <p><b>N/A</b></p> | <p>Health Issues</p>                                    | <p>Service users, relevant departments and Scrutiny Commission for Health Issues.</p> | <p>Rob Henchy<br/>Commissioning Manager<br/>Tel: 01733 452429<br/>rob.henchy@peterborough.gov.uk</p>   | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Long Causeway Public Realm Improvements - KEY/15NOV13/01</b><br/>To award the contract to undertake engineering works as part of the Long Causeway Public Realm Improvement works.</p> | <p><b>Councillor Gr. Uff. Marco Cereste<br/>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p> | <p><b>January 2014</b></p> | <p><b>N/A</b></p> | <p>Sustainable Growth and Environment Capital</p>       | <p>Relevant internal and external stakeholders.</p>                                   | <p>Simon Mullins<br/>Project Engineer/Development Engineer<br/>Tel: 01733 453548<br/>simon.mullins@peterborough.gov.uk</p>                         | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>The Future Direction of Children's Centres Delivery - KEY/15NOV13/02</b><br/>To confirm the direction of the delivery of children's centres in the city.</p>                           | <p><b>Cabinet</b></p>  | <p><b>20 Jan 2014</b></p>  | <p><b>Yes</b></p> | <p>Creating Opportunities and Tackling Inequalities</p> | <p>Legal Services, Human Resources and other internal and external stakeholders.</p>  | <p>Pam Setterfield<br/>Assistant Head of Children &amp; Families Services (0-13)<br/>Tel: 01733 863897<br/>pam.setterfield@peterborough.gov.uk</p> | <p>Consultation Document</p>   |



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| <p><b>S256 Agreement between the Council and Cambridgeshire and Peterborough CCG - KEY/15NOV13/03</b><br/>To agree the transfer of funding for social care.</p>   | <p><b>Councillor Wayne Fitzgerald<br/>Cabinet Member for Adult Social Care</b></p> | <p><b>December 2013</b></p> | <p><b>N/A</b></p> | <p>Health Issues</p>                              | <p>Relevant stakeholders.</p>                       | <p>Paul Stevenson<br/>Interim Head of Finance<br/>Tel: 01733 452306<br/>paul.stevenson@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>District Heating Scheme For PCC Properties - KEY/29NOV13/02</b><br/>To award a contract for the installation of a district heating system for the Town Hall, Regional Pool and Lido.</p>  | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>             | <p><b>January 2014</b></p>  | <p><b>N/A</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Steven Morris<br/>Client Property Manager<br/>Tel: 01733 384657<br/>steven.morris@peterborough.gov.uk</p>   | <p>It is not anticipated that there will be any further documents.</p> |
| <p><b>Legal Advisory Services for the City Council on Behalf of the Energy Services Company (ESCO) "Blue Sky Peterborough" and Related Projects and other City Council Major Development / Investment Projects - KEY/29NOV13/03</b><br/>To award a contract for the provision of legal advisory services.</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>             | <p><b>January 2014</b></p>  | <p><b>N/A</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Andrew Cox<br/>Senior Category Manager<br/>Tel: 01733 452465<br/>andy.cox@peterborough.gov.uk</p>           | <p>It is not anticipated that there will be any further documents</p>  |

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| <p><b>Integrated Community Sexual Health Service - KEY/27DEC13/01</b><br/>To award a contract for the Integrated Community Sexual Health Service.</p> | <p><b>Councillor Irene Walsh<br/>Cabinet Member for Community Cohesion, Safety and Public Health</b></p> | <p><b>Between 1 Feb 2014 and 31 Mar 2014</b></p> | <p><b>N/A</b></p> | <p>Health Issues</p> | <p>Relevant internal and external stakeholders.</p> | <p>Jo Melvin<br/>Children's Services<br/>Strategy and Planning<br/>Officer<br/>Tel: 01733 863954<br/>joanne.melvin@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents</p> |
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**RESOURCES DEPARTMENT Executive Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG**

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Corporate Property

Waste and Energy

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

**CHILDREN'S SERVICES DEPARTMENT Executive Director's Office at Bayard Place, Broadway, PE1 1FB**

Safeguarding Family and Communities

Education

School Improvement

Special Educational Needs / Inclusion and the Pupil Referral Service

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

Care Services Delivery (Assessment and Care Management and Integrated Learning Disability Services)

Mental Health

Public Health (including Health Performance Management)

**COMMUNITIES DEPARTMENT Director's Office at Bayard Place, Broadway, PE1 1FB**

Strategic Commissioning

Safer Peterborough, Cohesion, Social Inclusion and Neighbourhood Management

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

Communications

Legal and Governance Services

HR Business Relations (Training and Development, Occupational Health and Reward and Policy)

Strategic Regulatory Services

Performance Management

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

Strategic Growth and Development Services

Strategic Housing

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

Commercial Operations (Strategic Parking and Commercial CCTV, City Centre, Markets and Commercial Trading and Tourism)

## **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 Forward Plan.

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 Eley       | 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)