

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

PUBLISHED: 21 MARCH 2014

## 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 18 APRIL 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>S75 Agreement Between the Council and Cambridgeshire and Peterborough CCG - KEY/18APR/01</b> To formalise integrated community equipment service joint funding arrangements.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Scrutiny Commission for Health</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>Award of Contract for Build of a Waste Transfer Station - KEY/18APR/02</b> To award a contract for the build of a waste transfer station.</p>	<p><b>Cabinet Advisor to the Cabinet Member for Culture, Recreation and Waste Management (Culture and Recreation) Cabinet Member for Culture, Recreation and Waste Management</b></p>	<p><b>May 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Award of Contract for Build of a Household Recycling Centre - KEY/18APR/03</b> To award a contract for the build of a household recycling centre.</p>	<p><b>Councillor Gavin Elsey Cabinet Member for Culture, Recreation and Waste Management</b></p>	<p><b>May 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>PREVIOUSLY ADVERTISED DECISIONS</b></p>							
<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><b>March 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 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><b>Between 2 Nov 2013 and 30 May 2014</b></p>	<p><b>N/A</b></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>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>March 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 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>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>28 Apr 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 Policy and Strategy Manager Tel: 01733 863795 richard.kay@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Strategy for People with Dementia and their Carers - KEY/04OCT13/05</b> To approve the Dementia Strategy.</p>	Cabinet	30 Jun 2014	N/A	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.
<p><b>S256 Agreement between the Council and Cambridgeshire and Peterborough CCG - KEY/15NOV13/03</b> To agree the transfer of funding for social care.</p>	Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care	March 2014	N/A	Health Issues	Relevant stakeholders.	Paul Stevenson Interim Head of Finance Tel: 01733 452306 paul.stevenson@peterborough.gov.uk	It is not anticipated that there will be any further documents.
<p><b>To Award a Contract for the Installation of a District Heating Scheme System - KEY/29NOV13/02</b> To award a contract for the installation of a district heating system.</p>	Councillor David Seaton Cabinet Member for Resources	June 2014	N/A	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Steven Morris Client Property Manager Tel: 01733 384657 steven.morris@peterborough.gov.uk	It is not anticipated that there will be any further documents.
<p><b>Older People's Day Service Review - KEY/10JAN14/05</b> To consult users and carers/ family members on proposals to develop a dementia specific day service.</p>	Cabinet	30 Jun 2014	Yes	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Nick Blake Improvement & Development Manager Tel: 01733 452406 nick.blake@peterborough.gov.uk	It is not anticipated that there will be any further documents.

<p><b>Local Transport Plan Programme of Works 2014/15 - KEY/24JAN14/01</b> To approve the Local Transport Plan Programme of Works 2014/15.</p>	<p><b>Councillor Gr. Uff. Marco Cereste</b> <b>Leader of the Council and Cabinet Member for Growth, Strategic Planning, Housing, Economic Development and Business Engagement</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital Scrutiny Committee</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>Integrated Community Equipment Service Contract Award - KEY/24JAN14/02</b> To seek approval for the award of contract to provide an Integrated Community Equipment Service.</p>	<p><b>Councillor Wayne Fitzgerald</b> <b>Cabinet Member for Adult Social Care</b></p>	<p><b>March 2014</b></p>	<p><b>N/A</b></p>	<p>Scrutiny Commission for 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>Approval of Community Asset Transfer of Gladstone Park Community Centre - KEY/24JAN14/03</b> Approval for the Council to enter into a full repairing lease with the recommended provider under the terms of the Community Asset Transfer Strategy.</p>	<p><b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b></p>	<p><b>March 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Project Support Officer Tel: 01733 863660 emma.everitt@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Section 75 Agreement with the Clinical Commissioning Group (CCG) for the Provision of a Joint Child Health and Wellbeing Commissioning Unit - KEY/21FEB14/01</b></p> <p>Authorisation for the entry into a statutory Section 75 Agreement, for an initial two year period, with the CCG for the provision of a borderline and Peterborough joint child health and wellbeing commissioning unit.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p><b>March 2014</b></p>	<p><b>N/A</b></p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</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>Award of Contract for the Extension of Discovery Primary School - KEY/21MAR/01</b></p> <p>Award of contract for the extension of the Discovery Primary School to accommodate increased pupil numbers.</p>	<p><b>Cabinet Member for Education, Skills and University Cabinet Member for Education, Skills and University</b></p>	<p><b>June 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 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>Sale of Greenwood House - KEY/21MAR/02</b> Delivery of the Council's Capital Receipt Programme through the sale of Greenwood House, South Parade.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>March 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 Webber Capital Receipts Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Sale of the Herlington Centre - KEY/21MAR/03</b> Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>March 2014</b></p>	<p><b>N/A</b></p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Howard Bright Growth Delivery Manager Tel: 452619 howard.bright@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Financial System Services - KEY/21MAR/04</b> To award the contract for the provision of a financial system.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>March 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 Pilsworth Head of Strategic Finance Tel: 01733 384564 Steven.Pilsworth@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Transforming Day Opportunities for Adults Under 65 - KEY/21MAR/05</b> To provide an update on consultation and to seek approval to implement the recommendations contained within the report.</p>	<p><b>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>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>Peterborough City Council Customer Strategy 2014 - KEY/21MAR/06</b> To approve the Customer Strategy. The vision is to provide a range of high-quality services whilst maximising customer satisfaction and delivering these services through different channels at the lowest reasonable cost, whilst also reducing or diverting demand.</p>	<p><b>Cabinet</b></p>	<p><b>28 Apr 2014</b></p>	<p><b>Yes</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Ricky Fuller Head of Strategic Commissioning / Transformation Tel: 01733 452482 ricky.fuller@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Assistive Technology Charging Policy - KEY/04APR14/01</b> To amend the Council's charging policy.</p>	<p><b>Councillor Wayne Fitzgerald Cabinet Member for Adult Social Care</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mark Gedney Adult Social Care Tel: 01733 452335 mark.gedney@peterboroughpct.nhs.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

<p><b>Housing Related Support Agreements 2014/15 - KEY/04APR14/02</b> To authorise the award of specific grant agreements for the provision of housing related support funded through the Housing Related Support (formerly Supporting People) Programme.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sharon Malia Housing Programmes Manager Tel: 01733 863764 sharon.malia@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>
<p><b>Housing Related Support Agreements 2014/15 - KEY/04APR14/02</b> To authorise the award of specific grant agreements for the provision of housing related support funded through the Housing Related Support (formerly Supporting People) Programme.</p>	<p><b>Councillor David Seaton Cabinet Member for Resources</b></p>	<p><b>April 2014</b></p>	<p><b>N/A</b></p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sharon Malia Housing Programmes Manager Tel: 01733 863764 sharon.malia@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any further documents.</p>

**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)