

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

PUBLISHED: 25 FEBRUARY 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 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 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 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. 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.

KEY DECISIONS FROM 25 MARCH 2013

| 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) |
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| <p>Sale of Craig Street Car Park - KEY/25MAR13/01 To approve the sale of land known as Craig Street Car Park.</p> | <p>Councillor David Seaton Cabinet Member for Resources</p> | <p>N/A</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>Restructure of Neighbourhood Services - KEY/25MAR13/02 To approve the details of the restructure in order for it to contribute to the financial savings required and to further enhance service delivery arrangements.</p> | <p>Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning</p> | <p>N/A</p> | <p>Strong and Supportive Communities</p> | <p>Relevant Staff and internal departments.</p> | <p>Adrian Chapman Head of Neighbourhood Services Tel: 01733 863887 adrian.chapman@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p>Local Welfare Provision - KEY/25MAR13/03 To approve the establishment of the new Local Welfare Provision offer which replaces the Department for Work and Pensions Social Fund.</p> | <p>Councillor David Seaton Cabinet Member for Resources</p> | <p>N/A</p> | <p>Strong and Supportive Communities</p> | <p>Relevant Internal Departments and External Stakeholders.</p> | <p>Adrian Chapman Head of Neighbourhood Services Tel: 01733 863887 adrian.chapman@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |

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| Supporting People Programme - KEY/25MAR13/04 To approve service reductions. | Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning | N/A | Strong and Supportive Communities | Relevant internal departments and external stakeholders. | Adrian Chapman Head of Neighbourhood Services Tel: 01733 863887 adrian.chapman@peterborough.gov.uk | It is not anticipated that there will be any further documents. |
| Library Services - KEY/25MAR13/05 To agree the outcome of the consultation on proposals to revise the library opening hours at Bretton, Orton, Werrington and Central Libraries and proposals to revise the frequencies and stopping times for the mobile library service. | Cabinet | Yes | Strong and Supportive Communities | Will be undertaken with members of public and relevant stakeholders. | Dominic Hudson Strategic Partnerships Manager Tel: 01733 452384 dominic.hudson@peterborough.gov.uk | It is not anticipated that there will be any further documents. |
| Redesign of the Direct Intervention Service - KEY/25MAR13/06 To approve the re-design of the Direct Intervention Service to enable the realisation of the savings as detailed in the Medium Term Financial Plan. | Councillor Sheila Scott OBE Cabinet Member for Children's Services | N/A | Creating Opportunities and Tackling Inequalities | Direct Intervention Service staff, Legal Services, Human Resources and Finance. | Lou Williams Head of Commissioning, Specialist Services Tel: 01733 864139 lou.williams@peterborough.gov.uk | It is not anticipated that any further documents will be used. |

PREVIOUSLY ADVERTISED DECISIONS

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| Moy's End Stand Demolition and Reconstruction - KEY/03APR/12 Award of Contract for the Demolition of the Moy's End Stand and Reconstruction | Councillor David Seaton Cabinet Member for Resources | N/A | Sustainable Growth and Environment Capital | Internal and External Stakeholders as appropriate. | Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk | It is not anticipated that there will be any further documents. |
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| <p>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11 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>Councillor David Seaton Cabinet Member for Resources</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 & 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>Rolling Select List - Independent Fostering Agencies - KEY/01JUL/12 To approve the list for independent fostering agencies.</p> | <p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</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>Write off approval for debts over £10,000 in relation to Non Domestic Rates - KEY/31OCT12/01 Authorise the write off of debt shown as outstanding in respect of non domestic rate accounts.</p> | <p>Councillor David Seaton Cabinet Member for Resources</p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Internal and External Stakeholders as appropriate.</p> | <p>Richard Godfrey ICT and Transactional Services Partnership Manager Tel: 01733 317989 richard.godfrey@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p>Expansion and Refurbishment of Hampton Vale Primary School - KEY/31OCT12/04 Award of Contract for the expansion and refurbishment of Hampton Vale Primary School.</p> | <p>Councillor John Holdich OBE Cabinet Member for Education, Skills and University</p> | <p>N/A</p> | <p>Creating Opportunities and Tackling Inequalities</p> | <p>Internal and external stakeholders including ward councillors as appropriate.</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> |

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| <p>Mental Health Services at Clare Lodge - KEY/13NOV12/05 Undertake a tender to secure Mental Health Services for Clare Lodge Secure Unit.</p> | <p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and External Stakeholders as appropriate. | <p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |
| <p>Clare Lodge Service Review Outcome - KEY/13NOV12/06 To approve the outcome of the service review of Clare Lodge Secure Unit.</p> | <p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and External Stakeholders as appropriate. | <p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |
| <p>Residential Approved Provider List - KEY/13NOV12/08 Create a compliant Approved Provider List for Residential units for children and young people.</p> | <p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p> | N/A | Creating Opportunities and Tackling Inequalities | Internal and external stakeholders as appropriate. | <p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |
| <p>Future of Children's Play Services - KEY/13NOV12/09 To determine the future of Play Services in the city</p> | <p>Councillor Sheila Scott OBE Cabinet Member for Children's Services</p> | N/A | Creating Opportunities and Tackling Inequalities. | To be undertaken with key stakeholders. | <p>Oliver Hayward Commissioning Officer - Aiming High Tel: 01733 863910 oliver.hayward@peterborough.gov.uk</p> | It is not anticipated that there will be any further documents. |

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| <p>Care and Repair Framework Agreement - KEY/18DEC12/01 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>Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning</p> | <p>N/A</p> | <p>Strong and Supportive Communities</p> | <p>Relevant Internal Departments.</p> | <p>Russ Carr Care & 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>Capital Programme of Works - KEY/18DEC12/02 To agree the Capital Programme of Works for 2013-14.</p> | <p>Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning</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 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>Award of Contract for the 413 Bus Service - KEY/27DEC12/01 Award of Contract for Route 413 (Maxey to City Centre) from 1 April 2013.</p> | <p>Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning</p> | <p>N/A</p> | <p>Sustainable Growth</p> | <p>Relevant internal departments 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>Award of Insurance Contract - KEY/10JAN13/01 To authorise the awarding of the contract for provision of the Council's insurances for the next five years.</p> | <p>Councillor David Seaton Cabinet Member for Resources</p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant Internal Departments.</p> | <p>Sue Addison Insurance Manager Tel: 01733 348560 sue.addison@peterborough.gov.uk</p> | <p>It is not anticipated that any further documents will be required.</p> |

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| <p>Extension to various Highways Related Contracts to July 2013 - KEY/24JAN13/01 To extend the existing Highways Maintenance, Professional Services, Street Lighting and Gully Cleansing Contracts until July 2013 pending the review of alternative procurement options.</p> | <p>Councillor David Seaton Cabinet Member for Resources</p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Consultation with senior officers has been undertaken including the Director of Operations and Head of Business Transformation.</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>Environment Capital Action Plan - KEY/24JAN13/02 Approve the Plan for public consultation.</p> | <p>Cabinet</p> | <p>Yes</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>Risk Based Verification Policy - KEY/24JAN13/03 To approve the policy for online Housing/Council Tax Benefit claim forms.</p> | <p>Cabinet</p> | <p>No</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant Internal and External Stakeholders.</p> | <p>Amanda Stevens Head of Shared Transactional Services Tel: 01733 317941 amanda.stevens@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p>Fletton Parkway Junction 17 to 2 improvement scheme - KEY/24JAN13/07 To agree funding is brought forward between 2012 and 2015 in Medium Term Financial Strategy and the contract awarded for the works.</p> | <p>Councillor Peter Hiller Cabinet Member for Housing, Neighbourhoods and Planning, Cabinet Member for Resources</p> | <p>N/A</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> |

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| <p>Eco Funding and Community Energy Program - KEY/07MAR13/01 Authority to enter into Heads of Terms with a utility company to develop local funding arrangements.</p> | <p>Councillor Gr. Uff. Marco Cereste Leader of the Council and Cabinet Member for Growth, Strategic Planning, Economic Development, Business Engagement and Environment Capital</p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal 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>Hampton Leisure Facilities - KEY/07MAR13/02 To approve the financial model and lease option for the Hampton Leisure Centre.</p> | <p>Councillor Matthew Lee Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning</p> | <p>N/A</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant Internal and External stakeholders.</p> | <p>Dominic Hudson Strategic Partnerships Manager Tel: 01733 452384 dominic.hudson@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any further documents.</p> |
| <p>Affordable Housing Capital Funding Policy - KEY/07MAR13/03 Revision to the Affordable Housing Capital Funding Policy</p> | <p>Cabinet</p> | <p>Yes</p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant Internal Departments.</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> |

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)

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