

<b>COUNCIL</b>	<b>AGENDA ITEM No. 12</b>
<b>29 JANUARY 2014</b>	<b>PUBLIC REPORT</b>

**EXECUTIVE REPORT – FOR INFORMATION  
RECORD OF EXECUTIVE DECISIONS**

**1. DECISIONS FROM CABINET MEETING ON 16 DECEMBER 2013**

**ENVIRONMENT CAPITAL ACTION PLAN**

Cabinet received a report which sought its approval of the Environment Capital Action Plan (ECAP) for the purpose of public consultation. Officers proposed to consult with the public and stakeholders on the draft ECAP in early 2014.

The ECAP had been prepared to outline how the city intended to deliver against the 'Creating the UK's Environment Capital' strategic priority.

Cabinet considered the report and **RESOLVED** to:

Approve the Environment Capital Action Plan for public consultation.

**COUNCIL TAX SUPPORT SCHEME 2014/15**

Cabinet received a report which sought its approval to keep the draft Council Tax Support Scheme for 2014/15 the same as for the current year, and to use this as a basis for consultation. The report:

- updated Cabinet on the implementation of the new local Council Tax Support scheme in 2013/14;
- proposed that the draft scheme for 2014/15, to be used as the basis for undertaking public consultation, was the same as the current year;
- outlined the approach to consultation; and
- outlined the timescales for implementation.

Cabinet considered the report and **RESOLVED** to:

Approve that the draft Council Tax Support Scheme for 2014/15 should be the same as for the current year, and to use this as a basis for consultation.

**ADULT SOCIAL CARE TRANSFORMATION AND PERSONALISATION**

Cabinet received a report which informed it of the scope and progress made on the Transformation Programme for Adult Social Care. The report:

- a) Enabled review of progress against the Cabinet Decision to:
  - i. Revise the Eligibility Criteria for Adult Social Care from high/moderate to critical/substantial in line with Department of Health categories with effect from April 2013 for new service users and for existing service users from the date of their annual review or sooner if there was a change in circumstance which merits earlier review;
  - ii. Provide Reablement to all existing and new service users who would benefit;

- iii. Offer longer term transitional support to younger adults with long term conditions including those who fall below critical/substantial needs as part of the Council's preventative offer; and
  - iv. Re-commission and further invest in 'a preventative offer' available to the wider community.
- b) Provided Cabinet with an overview of the internal background, and external drivers for the transformation of Adult Social Care Services in Peterborough; and
  - c) Informed Cabinet on the scope and progress made on the Adult Social Care, Transformation Programme; and the expected delivery date of the Detailed Business Case upon which the Council would decide on the future operating model to be implemented from April 2014.

Cabinet considered the report and **RESOLVED** to:

1. Note the report about the ongoing Transformation to a Personalisation model in Adult Social Care;
2. Note the next stages in the Transformation to a Personalisation model in Adult Social Care; and
3. Discuss and feedback comments to the Adult Social Care Transformation Team.

#### **TRANSFORMATION OF PERSON CENTRED ACTIVITIES FOR YOUNGER ADULTS IN PETERBOROUGH**

Cabinet received a report which followed a nine month review of day services for adults under 65 with physical and learning disabilities. The report:

- a) Informed Cabinet of the review of day opportunities for people under 65 with physical and learning disabilities including employment services and day centres;
- b) Informed Cabinet of a set of proposals that had been put together following extensive engagement, from May 2013 to November 2013, with the people who used the services and their families and carers, as well as staff, other day service providers and other local authorities that had modernised their services; and
- c) Sought Cabinet's approval to go out to public consultation on the proposals on how day activities and lifestyle opportunities for adults under 65 were to be provided in the future.

Once the consultation was complete, and all the responses had been considered, a further report would be presented to Cabinet to seek approval for a final set of proposals on how day opportunities for adults under 65 with learning and physical disabilities could be offered in the future.

The report was the first of two such reports. Consideration of similar transformation of day services for adults over 65 and people with mental health needs would follow and be subject to a further Cabinet report early in 2014.

Cabinet considered the report and **RESOLVED** to:

1. Consider the proposals outlined in the report and in the accompanying consultation document for modernising day services for adults under 65 with physical and learning disabilities; and
2. Agree for these proposals to go out to public consultation for a period of eight weeks to all the Executive Director for Adult Social Care, Health and Wellbeing to formally

consider the views of users of the services, other organisations, residents and other interested parties.

## **OUTCOME OF PETITIONS**

Cabinet received a report updating it on the progress being made in response to petitions in accordance with Standing Order 13 of the Council's Rules of Procedure.

Cabinet considered the report and **RESOLVED** to:

Note the action taken in respect of petitions presented to full Council.

## **2. DECISIONS FROM CABINET MEETING ON 20 JANUARY 2014**

### **COUNCIL TAX BASE, COLLECTION FUND SURPLUS AND BUSINESS RATES 2014/15**

Cabinet received a report which formed part of the preparation for setting the Council's budget. It needed to be considered so that figures for the tax base, the Collection Fund and the amount of business rates to be collected could be used in setting the Council Tax and business rate Income and could be notified to other affected authorities.

Cabinet considered the report and **RESOLVED** to:

1. Endorse the calculation of the Council Tax Base for 2014/15 at a level of 51,054.03 Band D equivalent properties;
2. Note the estimated position on the Collection Fund balances as at 31 March 2014 of:
  - Council Tax £0
  - Business Rates £2,204,026 Surplus
3. Delegate to the Executive Director Resources responsibility for approving and returning the final NNDR1 return to the Secretary of State by 31 January 2014 to include any further revision to the business rates surplus 2013/14 and Business Rate income 2014/15.

### **COUNCIL TAX SUPPORT SCHEME 2014/15**

Cabinet received a report, following the consultation on the proposals made at the Cabinet meeting held on 16 December 2013.

The report made a recommendation to Full Council on the Council Tax Support Scheme to be implemented in Peterborough (*this is detailed within the Executive Recommendations report at agenda item 13*).

The report further sought approval for the adoption of the Citizen's Advice Bureau (CAB) good practice protocol for council tax collection.

Cabinet considered the report and **RESOLVED** to:

Approve the adoption of the Citizen's Advice Bureau (CAB) good practice protocol for council tax collection.

## **OUTCOME OF PETITIONS**

Cabinet received a report updating it on the progress being made in response to petitions in accordance with Standing Order 13 of the Council's Rules of Procedure.

Cabinet considered the report and **RESOLVED** to:

Note the action taken in respect of petitions presented to full Council.

**3. CALL-IN BY SCRUTINY COMMITTEE OR COMMISSION**

Since the publication of the previous report to Council, the call-in mechanism has been invoked once. This was in respect of the decision taken by Cabinet on 18 November 2013 relating to ‘Early Years Services Including Children’s Centres’. The call-in request was considered by the Creating Opportunities and Tackling Inequalities Scrutiny Committee on 3 December 2013, and following discussion and questions raised on the reasons stated for the call-in, the Committee did not agree to the call-in of the decision.

It was therefore recommended that under the Overview and Scrutiny Procedure Rules in the Council's Constitution (Part 4, Section 8, and paragraph 13), implementation of the decision would take immediate effect.

**4. SPECIAL URGENCY AND WAIVE OF CALL-IN PROVISIONS**

Scrutiny Procedure Rule 14 and Executive Procedure Rule 7 require any instances where the Council’s special urgency provisions have been invoked, and/or the call-in mechanism was not applied, to be reported to the next available meeting of the Council, together with reasons for urgency.

Since the previous report to Council, the urgency provisions have not been invoked.

**5. CABINET MEMBER DECISIONS**

<b>CABINET MEMBER AND DATE OF DECISION</b>	<b>REFERENCE</b>	<b>DECISION TAKEN</b>
<p>Councillor Holdich</p> <p>27 November 2013</p>	<p>NOV13/CMDN/096</p>	<p><b>Award of Contract for the Construction of an Extension, Refurbishment and Remodelling to Accommodate the Expansion of Ravensthorpe Primary School</b></p> <p>The Cabinet Member, in consultation with the Cabinet Member for Resources and the Executive Director - Children’s Services; Executive Director – Strategic Resources and the Head of Legal Services:</p> <ol style="list-style-type: none"> <li>1. Authorised the construction of an extension and remodelling of existing buildings including provision of a temporary mobile classroom and associated works to accommodate the expansion of Ravensthorpe Primary School up to the value of the budget sum of £3.35m, subject to the school governors obtaining consent pursuant to section 77 of the School Standards and Framework Act 1988. This sum shall also include funding for Information and Communications Technology (ICT), all site surveys and project management and technical advisors fees; and</li> <li>2. Authorised the Executive Director of Children</li> </ol>

		Services to vary the design and build lump sum option contract with Carillion Construction Ltd to include the construction of an extension and the refurbishment and remodelling of existing buildings to accommodate the expansion of Ravensthorpe Primary School.
Councillor Elsey  28 November 2013	NOV13/CMDN/095	<p><b>Joint Materials Recycling Facility (MRF) Procurement for the Recycling in Cambridgeshire and Peterborough (RECAP) Partnership</b></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Agreed that the Council is committed to the procurement and appointment of a Contractor to deliver Joint MRF services for bulking, sorting and onward processing/sale of recyclable materials for all participating RECAP partners, unless all partners agree not to appoint.</li> <li>2. Approved on behalf of the Council the 'RECAP Partnership Charter', as attached at Appendix 1, including approval of the additional Schedule 2 Governance Agreement relating to the operation of the Joint MRF contract, commitment to participation in and commitment of recyclate materials into the joint contract.</li> <li>3. Authorised John Harrison, Executive Director Resources in consultation with the Cabinet Member for Culture, Recreation and Waste management (as appropriate) to approve the procurement process to secure a suitable Contractor and on its conclusion to make the decision to award the Contract.</li> <li>4. Agreed that Peterborough City Council will nominate a preferred supplier in collaboration with the participating partners, for the provision of the services of bulking, sorting and onward processing/sale of recyclable materials contract, on behalf on both Peterborough City Council and the RECAP participating partners.</li> <li>5. Noted and agreed the approach to the Waste Framework Directive compliance regarding source separation of recyclate, as agreed by the RECAP Board on 4<sup>th</sup> September 2013 and as attached at Appendix 2.</li> </ol>
Councillor Cereste  28 November 2013	NOV13/CMDN/097	<p><b>Terms of Reference for Greater Cambridge Greater Peterborough Local Transport Body</b></p> <p>The Cabinet Member:</p> <ol style="list-style-type: none"> <li>1. Approved the Terms of Reference for the Greater Cambridge Greater Peterborough Local Transport Body.</li> <li>2. Delegated to Cambridgeshire County Council the responsibility for issuing press releases and dealing with press enquiries on behalf of the board in line with the agreement procedure stated in the Terms of</li> </ol>

		Reference; and 3. Delegated to the Greater Cambridge Greater Peterborough Local Transport Body board the power to vary its constitution in line with the procedure stated in the Terms of Reference (and within the limits of responsibility stated in the approved Assurance framework).
Councillor Holdich  2 December 2013	DEC13/CMDN/098	<b>Closure of Matley Primary School, Academy Transfer Agreement and Lease of Premises</b>  The Cabinet Member approved the closure of Matley Primary School and the execution of a commercial transfer agreement and to grant a 125 year lease of the premises known as Matley Primary School at a peppercorn rent to Ormiston Meadows Academy from 1 January 2014.
Councillor Seaton  12 December 2013	DEC13/CMDN/100	<b>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations not Established or Conducted for Profit and Rural Businesses</b>  The Cabinet Member approved the award of Discretionary Rate Relief for charities and similar organisations shown on the schedule (as attached to the CMDN) to 31 March 2015.
Councillor Seaton  12 December 2013	DEC13/CMDN/101	<b>Discretionary Rate Relief from Business Rates for Charities, Similar Organisations not Established or Conducted for Profit and Rural Businesses</b>  The Cabinet Member approved:  1. The award of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix A to 31 March 2015; and 2. The refusal of Discretionary Rate Relief for charities and similar organisations shown on the attached schedule at Appendix B to 31 March 2015.
Councillor Cereste  13 December 2013	DEC13/CMDN/099	<b>A1139 Fletton Parkway Junction 17 A1(M) – Junction 2 Widening Scheme – Appointment of Construction Contractor</b>  The Cabinet Member:  1. Approved the appointment of Birse Civils Limited to construct the A1139 Fletton Parkway Junction 17 A1(M) – Junction 2 Widening Scheme and the award of a contract through the Midlands Highway Alliance (MHA) Medium Schemes Framework 1 Contract (MSF 1), for the Target Cost sum of up to £11,000,000; and 2. Authorised that the Director of Growth and Regeneration can vary this contract when required, subject to; (i) available budget being in place; (ii) the total sum of each variation not exceeding £500,000; and (iii) the variations do not cause the total sum to

		exceed that permitted under the framework contract (£12,000,000).
Councillor Elsey 16 December 2013	DEC13/CMDN/107	<p><b>Locate a New Household Recycling Centre at the Former Ray Smith Group (RSG) Building, Fengate and Locate a New Waste Transfer Station at the Nursery Lane Depot</b></p> <p>The Cabinet Member for Culture, Recreation and Waste Management, in consultation with the Cabinet Member for Resources:</p> <ol style="list-style-type: none"> <li>1. Approved the proposal to locate a new Household Recycling Centre (HRC) at the former Ray Smith Group (RSG) building in Fengate, with effect from 1<sup>st</sup> November 2014, subject to obtaining planning permission; and</li> <li>2. Approved the proposal to locate a new waste transfer station (WTS) for dry recyclables at the Nursery Lane depot in Fengate, subject to obtaining planning permission.</li> </ol>
Councillor Holdich 17 December 2013	DEC13/CMDN/108	<p><b>Appointment of Authority Governor – Ken Stimpson Community School</b></p> <p>The Cabinet Member appointed Mr Asif Shaheed as authority governor nominated by the school.</p>
Councillor Holdich 17 December 2013	DEC13/CMDN/109	<p><b>Appointment of Authority Governor – Ravensthorpe Primary School</b></p> <p>The Cabinet Member appointed Ms Christine Cunningham as authority governor nominated by the Local Authority.</p>
Councillor Holdich 19 December 2013	DEC13/CMDN/110	<p><b>Appointment of Authority Governor – Ormiston Meadows Academy</b></p> <p>The Cabinet Member appointed Mrs Elaine Kiernan as authority governor nominated by the school.</p>
Councillor Holdich 19 December 2013	DEC13/CMDN/111	<p><b>Appointment of Authority Governor – NeneGate Primary School</b></p> <p>The Cabinet Member appointed Mr Elton Manyanhaire as nominated by the Local Authority.</p>
Councillor Walsh 23 December 2013	DEC13/CMDN/112	<p><b>Contract Award for the Provision of Domestic Abuse and Sexual Violence Services</b></p> <p>The Cabinet Member approved the award of the contract for the delivery of domestic abuse and sexual violence support services within Peterborough to Peterborough Women's Aid (PWA) for a total of £1,126,670. The contract included the following services, tendered in two Lots:</p>

		<ul style="list-style-type: none"> <li>• Integrated Support Service for very high, high and medium risk victims of domestic abuse and/or sexual violence; and</li> <li>• Specialist therapeutic interventions for children and young people who have experienced domestic abuse and/or sexual violence.</li> </ul> <p>The contract will operate for the period 1<sup>st</sup> April 2014 to 31<sup>st</sup> March 2017, subject to funding being available for each year, with the option for the Council to extend for a further twelve months to 31<sup>st</sup> March 2018.</p>
<p>Councillor Fitzgerald</p> <p>2 January 2014</p>	JAN14/CMDN/01	<p><b>Award of Personal Care and Support Services Contracts</b></p> <p>The Cabinet Member authorised the award of the Personal Care &amp; Support Framework Contract to the organisations listed in Annex 1 of the report.</p>
<p>Councillor Seaton</p> <p>10 January 2014</p>	JAN14/CMDN/02	<p><b>Write off Approval for Debts over £10,000 in Relation to Council Tax</b></p> <p>The Cabinet Member authorised the write off of the debt shown as outstanding in respect of the council tax accounts included in the schedule shown at Appendix A.</p>