

# PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

## **PART 1 – KEY DECISIONS**

In the period commencing 28 clear 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 in **Part 1**. 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, this too is shown against the decision and its members are as listed below:

Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Elsey; Cllr Goodwin; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton 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 to reflect new key-decisions. 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, Democratic Services Manager, Governance 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. For each decision a public report will be available from the Governance Team one week before the decision is taken.

## **PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE**

Whilst the majority of the Executive's business at the Cabinet 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, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also 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).

## **PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

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, Democratic Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [gemma.george@peterborough.gov.uk](mailto:gemma.george@peterborough.gov.uk) or by telephone on 01733 452268.

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedeisions](http://www.peterborough.gov.uk/executivedeisions). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

## **PART 1 – FORWARD PLAN OF KEY DECISIONS**

## KEY DECISIONS FROM 19 SEPTEMBER 2016

| <i>KEY DECISION REQUIRED</i>   | <i>DECISION MAKER</i>   | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i>         | <i>CONSULTATION</i>   | <i>CONTACT DETAILS / REPORT AUTHORS</i>   | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i> |
|--|---|-------------------------------|--|---|---|---|
| <p>1. <b>Governance Arrangements for the Community Infrastructure Levy - KEY/19SEPT16/01</b><br/>To approve the governance arrangements for the Community Infrastructure Levy (CIL) – IDS 2016.</p>    | <b>Cabinet</b>  | <b>7 November 2016</b>        | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders.                                | Anne Keogh<br>Housing and Strategic Planning Manager<br>Tel: 01733 863815<br>Anne.keogh@peterborough.gov.uk   | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <p>2. <b>Community Supported Living Services – KEY/19SEPT16/02</b><br/>To approve the award of the contract for Community Supported Living Services for adults with complex learning disabilities.</p> | <b>Councillor Wayne Fitzgerald<br/>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>January 2017</b>           | Scrutiny Commission for Health Issues      | Engagement with service users, family members, carers and current provider. | Nigel Harvey-Whitten<br>Head of Commissioning (Mental Health and Integrated Learning Disabilities)<br>Tel: 01733 452509<br>Nigel.harvey-whitten@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

| <b>KEY DECISION REQUIRED</b> | <b>DECISION MAKER</b> | <b>DATE DECISION EXPECTED</b> | <b>RELEVANT SCRUTINY COMMITTEE</b> | <b>CONSULTATION</b> | <b>CONTACT DETAILS / REPORT AUTHORS</b> | <b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b> |
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**PREVIOUSLY ADVERTISED DECISIONS**

|                     |  |   |                              |   |  |  |  |
|---------------------|--|---|------------------------------|---|--|--|--|
| <p>22</p> <p>3.</p> | <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, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park.<br/>           For Cabinet to consider future options for service delivery.</p> | <p><b>Councillor David Seaton<br/>           Cabinet Member for Resources</b></p> | <p><b>September 2016</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 documents other than the report and relevant appendices to be published.</p> |
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| 4. <b>Print Managed Services - KEY/13JUN14/01</b><br>To enable Council officers to be able to print, copy and scan.  | <b>Councillor David Seaton<br/>Cabinet Member for Resources</b>  | <b>September 2016</b>         | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Vicki Palazon<br>Financial Services Manager – Planning and Reporting<br>Tel: 01733 864104<br>Vicki.palazon@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| 5. <b>Real Time Passenger Information – KEY/10JUL15/02</b><br>To approve the expansion and maintenance contract.   | <b>Councillor Peter Hiller<br/>Cabinet Member for Growth, Planning, Housing &amp; Economic Development</b> | <b>September 2016</b>         | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Amy Pickstone<br>Senior ITS Officer<br>Tel: 01733 317481<br>Amy.pickstone@peterborough.gov.uk                                  | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| 6. <b>Delivery of the Council's Capital Receipt Programme through the sale of Welland House, Dogsthorpe – KEY/24JUL15/01</b><br>To authorise the sale of Welland House, Dogsthorpe – (non-key) | <b>Councillor David Seaton<br/>Cabinet Member for Resources</b>  | <b>September 2016</b>         | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | David Gray<br>Capital Projects Officer<br>Tel: 01733 384531<br>david.gray@peterborough.gov.uk                                  | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

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|---|--|-------------------------------|---|---|---|---|
| <p>7. <b>Sale of the Lindens, Lincoln Road – KEY/24JUL15/04</b><br/>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p> | <p><b>September 2016</b></p>  | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Brian Davies<br/>Sales and Acquisitions<br/>Tel: 01733 384547<br/>Brian.davies@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>    |

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|--|--|-------------------------------|---|---|--|---|
| <p>8. <b>Sale of Bretton Court, Bretton North – KEY/24JUL15/05</b><br/>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Corporate Director Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale.</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p> | <p><b>September 2016</b></p>  | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Brian Davies<br/>Sales and Acquisitions<br/>Tel: 01733 384547<br/>Brian.davies@peterborough.gov.uk</p>              | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>    |
| <p>9. <b>Draft Housing Strategy – KEY/21SEPT15/03</b><br/>For Cabinet to approve the Strategy for public consultation.</p>   | <p><b>Cabinet</b></p>  | <p><b>7 November 2016</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Anne Keogh<br/>Housing and Strategic Planning Manager<br/>Anne.keogh1@peterborough.gov.uk<br/>Tel: 01733 863815</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>    |

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|---|--|-------------------------------|---|---|---|--|
| <p><b>10. Passenger Transport Services AMEY – KEY/27NOV15/01</b><br/>To approve the award of six routes to Amey under the existing contract arrangements.</p>   | <p><b>Councillor John Holdich</b><br/><b>Leader of the Council and Cabinet Member for Education, Skills and University</b></p> | <p><b>September 2016</b></p>  | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Sara Thompson<br/>Team Manager,<br/>Passenger Transport Operations<br/>Tel: 01733 317452<br/>Sara.thompson@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p> |
| <p><b>11. Intelligent Transport Systems Infrastructure – KEY/11DEC15/01</b><br/>To introduce the use of Variable Message Signs (VMS) on the road network to provide real-time driver information.</p> | <p><b>Councillor Peter Hiller</b><br/><b>Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>         | <p><b>September 2016</b></p>  | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Peter Tebb<br/>Network and Traffic Manager<br/>Tel: 01733 453519<br/>Peter.tebb@peterborough.gov.uk</p>                            | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p> |



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|---|--|-------------------------------|---|---|--|--|
| <p><b>12. Direct Payment Support Service – KEY/11DEC15/02</b><br/>To approve the direct payment support service.</p>  | <p><b>Councillor Wayne Fitzgerald<br/>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p> | <p><b>October 2016</b></p>    | <p>Scrutiny Commission for Health Issues</p>      | <p>Relevant internal and external stakeholders.</p> | <p>Richard Redmond<br/>Head of Commissioning – Older People, Physical Disability, Sensory Impairment, HIV and Carers<br/>Richard.redmond@petborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p> |
| <p><b>13. Offtake Arrangements for Power from the Energy Recovery Facility – KEY/25DEC15/01</b><br/>To approve putting into place arrangements for the sale of heat and/or electricity from the Energy Recovery Facility.</p> | <p><b>Councillor Gavin Eley<br/>Cabinet Member for Waste and Street Scene</b></p>  | <p><b>September 2016</b></p>  | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Richard Pearn<br/>Waste Partnership Manager<br/>Tel: 01733 864739<br/>Richard.pearn@peterborough.gov.uk</p>   | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p> |

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| <b>14. Review of Emergency Stopping Places – KEY/25JAN16/02</b><br>For Cabinet to review existing and proposed emergency stopping places.  | <b>Cabinet</b>  | <b>7 November 2016</b>        | Strong and Supportive Communities                | Relevant internal and external stakeholders. | Belinda Child<br>Head of Housing and Health Improvement<br>Tel: 01733 863769<br>Belinda.child@peterborough.gov.uk                 | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>15. Provision of Non Social Care Temporary Agency Workers – KEY/25JAN16/04</b><br>To approve the provision of temporary agency workers. | <b>Councillor David Seaton<br/>Cabinet Member for Resources</b> | <b>September 2016</b>         | Strong and Supportive Communities                | Relevant internal and external stakeholders. | James Fordham<br>Recruitment and Retention Officer<br>Tel: 01733 864581<br>James.fordham@peterborough.gov.uk                      | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>16. Provision of Permanency Services – KEY/21MAR16/01</b><br>To approve the award of the Provision of Permanency Services contract.     | <b>Cabinet</b>  | <b>26 September 2016</b>      | Creating Opportunities and Tackling Inequalities | Relevant internal and external stakeholders. | Lou Williams<br>Service Director<br>Children's Services and Safeguarding<br>Tel: 01733 864139<br>Lou.williams@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

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| 17. | <b>Personal Care and Support (Homecare) in Peterborough – KEY/02MAY16/01</b><br>To approve the awarding of a contract to an external provider following a competitive tender exercise.             | <b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>May 2017</b>               | Scrutiny Commission for Health Issues | Relevant internal and external stakeholders  | Karen Hodsdon Senior Category Manager<br>Karen.hodsdon@peterborough.gov.uk   | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| 18. | <b>Independent Advocacy Services in Cambridgeshire and Peterborough – KEY/02MAY16/02</b><br>To approve the awarding of a contract to an external provider following a competitive tender exercise. | <b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>September 2016</b>         | Scrutiny Commission for Health Issues | Relevant internal and external stakeholders. | Richard Redmond Head of Commissioning – Older People, Physical Disability, Sensory Impairment, HIV and Carers<br>Richard.redmond@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

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|------------------------------|--|---|-------------------------------|--|--|--|--|
| 19.                          | <b>Peterborough City Council Construction Framework – KEY/30MAY16/01</b><br>Approval of Peterborough City Council Construction Framework | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b> | <b>September 2016</b>         | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Brian Howard<br>Head of Schools Infrastructure<br>Tel: 01733 863976<br>Brian.howard@peterborough.gov.uk              | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.<br><br><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i> |
| 20.                          | <b>Procurement Services – KEY/27JUN16/01</b><br>To approve updates to the Procurement Services provided by Serco.                        | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b> | <b>September 2016</b>         | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Steven Pilsworth<br>Service Director Financial Services<br>Tel: 01733 384564<br>Steven.pilsworth@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  |

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|---|--|---------------------------------|---|---|---|---|
| <p><b>21. A1139 Junction 17-2 Widening Scheme – KEY/27JUN16/02</b><br/>To approve the final accounts for the A1139 Jct 17-2 widening scheme.</p>      | <p><b>Councillor Peter Hiller</b><br/><b>Cabinet Member for Growth, Planning, Housing and Economic Development</b></p> | <p><b>September 2016</b></p>    | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Andy Tatt<br/>Head of Peterborough Highway Services<br/>Tel: 01733 453469<br/>Andy.tatt@peterborough.gov.uk<br/>Peter Garnham<br/>Highway Service Delivery Manager<br/>Tel: 01733 453458<br/>Peter.garnham@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p> |
| <p><b>22. Amendment of Existing Loan Arrangements to Empower – KEY/05JUL16/01</b><br/>To agree the amendment to existing arrangements to Empower.</p> | <p><b>Cabinet</b></p>  | <p><b>26 September 2016</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>John Harrison<br/>Corporate Director Resources<br/>John.harrison@peterborough.gov.uk<br/>Tel: 01733 452520</p>   | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>  |
| <p><b>23. Business Advice Charging Policy – KEY/25JUL16/01</b><br/>To approve the charging policy.</p>  | <p><b>Councillor Irene Walsh</b><br/><b>Cabinet Member for Communities and Environment Capital</b></p>                 | <p><b>September 2016</b></p>    | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Peter Gell<br/>Head of Regulatory Services<br/>Tel: 01733 453419<br/>Peter.gell@peterborough.gov.uk</p>  | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>  |

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|--|---|---------------------------------------|---|--|---|---|
| <b>24. Market Position Statement – KEY/08AUG16/01</b><br>To approve the market position statement.   | <b>Councillor Wayne Fitzgerald<br/>           Deputy Leader and<br/>           Cabinet Member for<br/>           Integrated Social<br/>           Care and Health</b> | <b>September<br/>           2016</b>  | Scrutiny<br>Commission<br>for Health<br>Issues      | Relevant internal<br>and external<br>stakeholders. | Oliver Hayward<br>Assistant Director of<br>People Commissioning<br>and Commercial<br>Operations<br>Oliver.hayward@peter<br>borough.gov.uk<br>Tel: 01733 863708  | It is not anticipated that there<br>will be any documents other<br>than the report and relevant<br>appendices to be published.  |
| <b>25. Local Plan - KEY/22AUG16/01</b><br>To approve the Plan<br>for public<br>consultation in<br>December 2016.   | <b>Cabinet</b>  | <b>7 November<br/>           2016</b> | Sustainable<br>Growth and<br>Environment<br>Capital | Relevant internal<br>and external<br>stakeholders. | Gemma Wildman<br>Principal Planner<br>Tel: 01733 863824<br>Gemma.wildman@pet<br>erborough.gov.uk  | It is not anticipated that there<br>will be any documents other<br>than the report and relevant<br>appendices to be published.  |
| <b>26. Integrated Healthy<br/>           Lifestyles Service -<br/>           KEY/05SEPT/01</b><br>To award a contract<br>for the Integrated<br>Healthy Lifestyles<br>Service in<br>Peterborough. | <b>Councillor Diane<br/>           Lamb<br/>           Cabinet Member for<br/>           Public Health</b>  | <b>November<br/>           2016</b>   | Scrutiny<br>Commission<br>for Health<br>Issues      | Relevant internal<br>and external<br>stakeholders. | Julian Base<br>Head of Health<br>Strategy<br>Tel: 01733 207180<br>Julian.base@peterboro<br>ugh.gov.uk<br><br>Oliver Hayward<br>Assistant Director:<br>People Commissioning<br>and Commercial<br>Operations<br>Tel: 01733 863910<br>Oliver.hayward@peter<br>borough.gov.uk | It is not anticipated that there<br>will be any documents other<br>than the report and relevant<br>appendices to be published.  |

| <b>KEY DECISION REQUIRED</b>  | <b>DECISION MAKER</b>  | <b>DATE DECISION EXPECTED</b> | <b>RELEVANT SCRUTINY COMMITTEE</b>                | <b>CONSULTATION</b>                                 | <b>CONTACT DETAILS / REPORT AUTHORS</b>  | <b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>   |
|---|--|-------------------------------|---|---|--|---|
| <p>28. <b>Award of Contract for Construction and Operation of Fengate Household Recycling Centre – KEY/05SEPT16/02</b><br/>To approve the award of contract for construction and operation of Fengate Household Recycling Centre.</p> | <p><b>Councillor Gavin Eley</b><br/><b>Cabinet Member for Waste and Street Scene</b></p> | <p><b>February 2017</b></p>   | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Richard Pearn<br/>Waste Partnership Manager<br/>Tel: 01733 864739<br/>Richard.pearn@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p> |

**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

**KEY DECISIONS TO BE TAKEN IN PRIVATE**

| <i>KEY DECISION REQUIRED</i>   | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i>   | <i>RELEVANT SCRUTINY COMMITTEE</i>                | <i>CONSULTATION</i>                                 | <i>CONTACT DETAILS / REPORT AUTHORS</i>  | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>   |
|--|-----------------------|---------------------------------|---|---|--|---|
| <p>1. <b>Potential Energy Joint Venture – KEY/07MAR16/04</b><br/>For Cabinet to consider and approve a potential energy joint venture.</p> | <p><b>Cabinet</b></p> | <p><b>26 September 2016</b></p> | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Richard Pearn<br/>Waste Partnership Manager<br/>Tel: 01733 864739<br/>Richard.pearn@peterborough.gov.uk</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p> |



**PART 3 – NOTIFICATION OF NON-KEY DECISIONS**

**NON-KEY DECISIONS**

| <i>DECISION REQUIRED</i>   | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i>         | <i>CONSULTATION</i>                          | <i>CONTACT DETAILS / REPORT AUTHORS</i>  | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i> |
|--|-----------------------|-------------------------------|--|--|--|---|
| 35<br><b>1. Opportunity Peterborough Business Plan 2016/17 –</b><br>For Cabinet to endorse the Opportunity Peterborough 2016/17 business plan. | <b>Cabinet</b>        | <b>26 September 2016</b>      | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Steve Bowyer<br>Chief Executive<br>Opportunity Peterborough<br>Tel: 01733 317489<br>Steve.bowyer@opportunitypeterborough.co.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

**PREVIOUSLY ADVERTISED DECISIONS**

|           |   |  |                    |                                   |   |   |   |
|-----------|---|--|--------------------|-----------------------------------|---|---|---|
| <b>2.</b> | <b>Request for Public Consultation for Public Space Protection Orders –</b><br>To authorise the commencement of public consultation for public space protection orders. | <b>Councillor Irene Walsh<br/>Cabinet Member for Communities and Environment Capital</b> | <b>August 2016</b> | Strong and Supportive Communities | Police, Fire Service, internal PCC departments. | Laura Kelsey<br>Anti-Social Behaviour Co-ordinator<br>Tel: 01733 453563<br>Larua.kelsey@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
|-----------|---|--|--------------------|-----------------------------------|---|---|---|

| <i><b>DECISION REQUIRED</b></i>   | <i><b>DECISION MAKER</b></i>  | <i><b>DATE DECISION EXPECTED</b></i> | <i><b>RELEVANT SCRUTINY COMMITTEE</b></i>  | <i><b>CONSULTATION</b></i>                   | <i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>  | <i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b></i> |
|---|---|--------------------------------------|--|--|---|--|
| <b>3. Section 113 Agreement for the role of Monitoring Officer at Rutland County Council</b> – To approve a Section 113 agreement with Rutland County Council, to allow for the Director of Governance to fulfil the role of Acting Monitoring Officer at Rutland County Council. | <b>Councillor David Seaton, Cabinet Members for Resources</b>                                       | <b>August 2016</b>                   | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Philippa Turvey<br>Senior Democratic Services Officer<br>Tel: 01733 452560<br>Philippa.turvey@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.                  |
| <b>4. Food Safety Service Plan</b> – To approve the service plan.   | <b>Councillor Irene Walsh<br/>           Cabinet Member for Communities and Environment Capital</b> | <b>August 2016</b>                   | Strong and Supportive Communities          | Relevant internal and external stakeholders. | Peter Gell<br>Head of Regulatory Services<br>Tel: 01733 453419<br>Peter.gell@peterborough.gov.uk                  | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.                  |

| <i>DECISION REQUIRED</i>   | <i>DECISION MAKER</i>   | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i>               | <i>CONSULTATION</i>   | <i>CONTACT DETAILS / REPORT AUTHORS</i>  | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i> |
|--|---|-------------------------------|--|---|--|---|
| <b>5. Transforming Care Plan</b> – To approve the Plan which has been produced by the Transforming Care Partnership and as required by DOH by July 2016. | <b>Councillor Wayne Fitzgerald</b><br><b>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>August 2016</b>            | Scrutiny Commission for Health Issues            | Relevant internal and external stakeholders.  | Nigel Harvey-Whitten<br>Interim Head of Mental Health and Learning Disability Commissioning<br>Tel: 01733 452474<br>Nigel.harvey-whitten@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>6. Child Poverty Strategy</b><br>To approve the Child Poverty Strategy.   | <b>Cabinet</b>  | <b>26 September 2016</b>      | Creating Opportunities and Tackling Inequalities | Consultation to take place in June 2016 with voluntary and community sector partners. | Ian Phillips<br>Social Inclusion Manager<br>Tel: 01733 863849<br>ian.phillips@peterborough.gov.uk  | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>7. To Adopt the Highway Asset Management Policy and Strategy</b><br>To approve the adoption of the Highway Asset Management Policy and Strategy.      | <b>Councillor Peter Hiller</b><br><b>Cabinet Member for Growth, Planning, Housing and Economic Development</b>            | <b>August 2016</b>            | Sustainable Growth and Environment Capital       | Relevant internal and external stakeholders.  | Lewis Banks, Principal Transport Planning Officer<br>Tel: 01733 317465<br>Lewis.banks@peterborough.gov.uk  | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

| <i>DECISION REQUIRED</i>   | <i>DECISION MAKER</i>  | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i> | <i>CONSULTATION</i>                          | <i>CONTACT DETAILS / REPORT AUTHORS</i>   | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i> |
|--|--|-------------------------------|------------------------------------|--|---|---|
| 8. <b>Empty Homes Strategy</b> – To approve the Empty Homes Strategy.  | <b>Councillor Irene Walsh<br/>Cabinet Member for Communities and Environment Capital</b> | <b>September 2016</b>         | Strong and Supportive Communities  | Relevant internal and external stakeholders. | Belinda Child<br>Head of Housing and Health Improvement<br>Tel: 01733 863769<br>Belinda.child@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| 9. <b>Vivacity Funding</b> – To fund Vivacity £1278 until March 2016 (via DWP grant funding) to provide digital support for UC claimants to make benefit claims online at Central Library. | <b>Councillor David Seaton<br/>Cabinet Member for Resources</b>                          | <b>August 2016</b>            | Strong and Supportive Communities  | Relevant internal and external stakeholders. | Ian Phillips<br>Social Inclusion Manager<br>Tel: 01733 863849<br>ian.phillips@peterborough.gov.uk                 | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |

| <b>DECISION REQUIRED</b> | <b>DECISION MAKER</b>  | <b>DATE DECISION EXPECTED</b>   | <b>RELEVANT SCRUTINY COMMITTEE</b> | <b>CONSULTATION</b>               | <b>CONTACT DETAILS / REPORT AUTHORS</b>      | <b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b> |  |
|--------------------------|--|---|------------------------------------|-----------------------------------|--|---|--|
| 10.                      | <b>Vivacity Premier Fitness Invest to Save Scheme -</b><br>To authorise investment in developing Vivacity Premier Fitness on an invest to save basis | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b> | <b>August 2016</b>                 | Strong and Supportive Communities | Relevant internal and external stakeholders. | John Harrison<br>Corporate Director Resources<br>Tel: 01733 452520<br>John.harrison@peterborough.gov.uk                         | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.<br><br><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i> |

## **DIRECTORATE RESPONSIBILITIES**

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

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

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

### **PEOPLE AND COMMUNITIES DEPARTMENT Corporate Director's Office at Bayard Place, Broadway, PE1 1FB**

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services)

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

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

Legal and Democratic Services

Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

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

Development and Construction (Development Management, Planning Compliance, Building Control)

Sustainable Growth Strategy (Strategic Planning, Housing Strategy and Affordable Housing, Climate Change and Environment Capital, Natural and Built Environment)

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

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

Health Protection, Health Improvements, Healthcare Public Health.

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