

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

PUBLISHED: 17 NOVEMBER 2023

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

**KEY DECISIONS FROM 18 DECEMBER 2023**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>CCTV Surveillance System Service - maintenance contract award – KEY/18DEC23/01</b> - Maintenance contract award by Peterborough City Council following a joint procurement of Peterborough City Council and Fenland District Council's CCTV Surveillance System whereby Fenland District Council delegate the function of this contract to Peterborough City Council to act as lead local authority.	<b>Councillor Peter Hiller - Cabinet Member for Housing, Growth and Regeneration</b>	<b>May 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All wards	Not required	Aarron Locks, CCTV Shared Service Manager, Tel: 07894 913503, Email: aarron.locks@peterborough.gov.uk	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Healthy Child Programme recommissioning - KEY/18DEC23/02</b> - To agree the approach for the recommissioning of the Healthy Child Programme and the associated service specification.	<b>Cabinet</b>	<b>April 2024</b>	Children and Education Scrutiny Committee	All wards	Local user voice will be picked up in the CYP JSNA that Public Health will be completing in a timeline parallel to this	Raj Lakshman, consultant in Public Health, raj.lakshman@cambridgeshire.gov.uk	<b>Public Health</b>	As well as the main paper and appendices, we will also provide relevant links to needs assessments on Cambridgeshire and Peterborough insight.
<b>Approval to Award. Peterborough Lifeline and Alarm Receiving Centre Contract – KEY/18DEC23/03</b> - Approval to award a contract after a successful full tender process for a commissioned provider for PCC to deliver Lifeline, connected telecare and Alarm Receiving Centre in Peterborough	<b>Cabinet</b>	<b>18 December 2024</b>	Adults and Health Scrutiny Committee	All wards	None	Micheil Wilson - Commissioning Manager Email: micheil.wilson@peterborough.gov.uk	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Approval on PCC's Home Care Spend through CCC's DPS 2024-27 - KEY/18DEC23/04</b> - The report seeks Cabinet approval on anticipated spend via Cambridgeshire County Council's Dynamic Purchasing System (DPS) for Home and Community Support Services until 31st October 2027, as an alternative way to meet the assessed needs of people living in Peterborough.	<b>Cabinet</b>	<b>December 2023</b>	Adults and Health Scrutiny Committee	All wards	Engagement and informal consultation undertaken to inform overall home care review, but not in relation to this specific decision.	Ayesha, McKechnie, Commissioning Manager, Tel: 07500 024742, Email: Ayesha.mckechnie@peterborough.gov.uk	<b>Adults</b>	Previous CMDNs, Homecare contract  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. PCC/CCC Delegation Agreement for jointly procured Floating Support service - KEY/27FEB23/08</b> - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC.</p>	<b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b>	<b>November 2023</b>	Adults and Health Scrutiny Committee	All Wards	Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement	Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, <a href="mailto:lisa.sparks@cambridgeshire.gov.uk">lisa.sparks@cambridgeshire.gov.uk</a>	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>2. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01</b></p> <p>"The Public Health Directorate are seeking to continue provision of the Healthy Schools Support Service for a further 19-month period, from 1st September 2023 - 31st March 2025. The service has been successfully operating across Peterborough and Cambridgeshire since 2018 at an annual value of £148,520 to Cambridgeshire and £58,680 to Peterborough. This new contract period will be used to provide officers sufficient time to review effectiveness, understand the evidence base and better evaluate the impact of current provision to inform future commissioning intentions. The total cost to PCC for this period will be £92,276.66."</p>	<b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b>	<b>November 2023</b>	Adults and Health Scrutiny Committee	All Wards	A comprehensive consultation will be undertaken with service users, partners and key stakeholders as part of the required work needed to inform future commissioning intentions	Amy Hall, Children's Public Health Commissioning Manager, <a href="mailto:amy.hall@peterborough.gov.uk">amy.hall@peterborough.gov.uk</a>	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>3. Delegated partnership agreement for procuring independent advocacy services for children/young people across Cambridgeshire and Peterborough – KEY/24APR23/02</b></p> <p>To enter into a Delegation Agreement (DA) with Cambridgeshire County Council for the provision of Independent Advocacy Services for children.</p>	<b>Councillor Ray Bisby, Cabinet Member for Children's Services</b>	<b>November 2023</b>	Children and Education Scrutiny Committee	All Wards	N/A	Zoe Redfern-Nichols, Senior Commissioning Manager, <a href="mailto:Zoe.Redfern-Nichols@peterborough.gov.uk">Zoe.Redfern-Nichols@peterborough.gov.uk</a>	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>4. PCC SEND and AP expenditure – KEY/3JUL23/01</b></p> <p>Approval to authorise the future expected spend through Cambridgeshire County Council's Children's External Placements Dynamic Purchasing System (PDPS) until 31st March 2024 with providers for Alternative Education Provision – SEND and AP and Inclusion Team.</p>	<b>Councillor Ray Bisby, Cabinet Member for Children's Services</b>	<b>November 2023</b>	Children and Education Scrutiny Committee	All Wards	N/A	Anna Wahlandt - <a href="mailto:anna.wahlandt@cambridgeshire.gov.uk">anna.wahlandt@cambridgeshire.gov.uk</a> 07881 426870	<b>Children and Young People's Service</b>	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>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>5.</b>	<b>Draft Housing Strategy – KEY/3JUL23/04</b> Approval of draft Housing Strategy to commence public consultation	<b>Cabinet</b>	<b>December 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Internal consultation with key service stakeholders to inform development of the draft strategy. Public consultation with key external stakeholders and residents for 6 weeks once the draft is approved for consultation	Anne Keogh Housing Strategy and implementation Manager <a href="mailto:anne.keogh1@peterborough.gov.uk">anne.keogh1@peterborough.gov.uk</a> 07983343076	<b>Place and Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>6.</b>	<b>Post-16 Framework for Alternative Education and Training – KEY/17JUL23/01</b> - Agreement for the Post-16 Framework for Alternative Education and Training to be able to call off this Framework which is Cambridgeshire led.	<b>Councillor Ray Bisby, Cabinet Member for Children's Services</b>	<b>November 2023</b>	Children and Education Scrutiny Committee	<b>All wards</b>	Family Voice, Young People representation groups (Access Champions), representatives of seldom heard groups	David Rhodes, Commissioning Manager, Email: david.rhodes@peterborough.gov.uk	<b>Children and Young People's Service</b>	Paper from Children and Young People's Committee in Cambridgeshire
<b>7.</b>	<b>Medgen Nursing Services Limited - KEY/17JUL23/02</b> - Approval for spend on a young person's placement for nine months.	<b>Councillor Ray Bisby, Cabinet Member for Children's Services</b>	<b>November 2023</b>	Children and Education Scrutiny Committee	<b>CENTRAL WARD</b>	No other consultation sought.	Ros Anderson, ART Support Officer, Email: ros.anderson@cambridgeshire.gov.uk Tel: 01733 863986	<b>Children and Young People's Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>8.</b>	<b>Peterborough Community Short Breaks for Children with Disabilities – KEY/28AUG23/03</b> Community Short Breaks Offer for children/young people with disabilities and/or complex needs in Peterborough from April 2024	<b>Cabinet</b>	<b>18 December 2023</b>	Children and Education Scrutiny Committee	All Wards	Consultation with parent carers has been completed in the form of a questionnaire distributed on social media. A questionnaire was also shared with professionals within the 0-25 Disability Social Care Team. A soft market testing exercise was done as market engagement.	Issy Thomson - Senior Children's Commissioning Officer - <a href="mailto:isobel.thomson@peterborough.gov.uk">isobel.thomson@peterborough.gov.uk</a>	<b>Adults</b>	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>9. Extra Care Housing Tender in Peterborough – KEY/28AUG23/04</b> Approval to award the contract for three Extra Care Housing schemes in Peterborough; Friary Court, The Pavilions and The Spinney. The current contract is due to end 31 January 2024. Agreement is being sought to award all three services for a total of 5 years at a cost of £1,510,003 per annum, with a total contract value of £7,550,015.</p>	Cabinet	4 December 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	Limited due to timescales as existing provider gave notice to end contract, needing service in place by January 2024.	Ruth Miller, Senior Commissioner, <a href="mailto:ruth.miller@cambridgeshire.gov.uk">ruth.miller@cambridgeshire.gov.uk</a>	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>10. Joining the National Parking Platform – KEY/9OCT2023/01</b> - Peterborough City Council currently offers parking payments via electronic means (phone call, text message or smart phone app) with a sole supplier agreement with PayByPhone.  This means any customers wishing to pay in this way must use PayByPhone. This sole supplier agreement will expire 1st Dec 2023 and the intention of this decision is to join a national trial backed by the DfT called the National Parking Platform. This is an open market model where any supplier approved to be on the platform can be used by customers to pay for parking in Peterborough City Council controlled areas. This offers benefits to the end users who have a broader choice, but also cost savings and operational advantages to the council. Part of this decision will see the convenience fee for using these services passed to the end user, whereas it is currently absorbed by the council. End users will be able to choose which payment supplier they wish to use based on their individual convenience fees and/or app features and usability.</p>	Councillor Gavin Elsey, Cabinet Member for Infrastructure, Environment and Climate Change	30 November 2023	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Adam Payton, Operations Manager City Centre, <a href="mailto:adam.payton@peterborough.gov.uk">adam.payton@peterborough.gov.uk</a>	Place and Economy	National Parking Platform standard documents
<p><b>11. Education IT System Award – KEY/20NOV23/01</b> To approve the award of the new IT system for Education Services.</p>	Councillor Ray Bisby, Cabinet Member for Children's Services	November 2023	Children and Education Scrutiny Committee	N/A	N/A	Chris Stromberg <a href="mailto:Chris.Stromberg@cambridgeshire.gov.uk">Chris.Stromberg@cambridgeshire.gov.uk</a>	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>12. Peterborough Station Quarter LUF2 Funding - KEY/04DEC23/01</b> Authority to enter into grant funding agreements for the LUF2 funds with the CPCA and to delegate authority to award and enter into contracts.</p>	Cabinet	04 December 2023	Growth, Resources and Scrutiny Committee	Central	CPCA	Karen Lockwood, Head of Regeneration <a href="mailto:Karen.lockwood@peterborough.gov.uk">Karen.lockwood@peterborough.gov.uk</a> , 07825902794	Place and Economy	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>13. Approval to extend day opportunities services for learning disabilities – KEY/04DEC23/02</b>  Cabinet is being asked to approve a twelve-month extension for day opportunity services for people with learning disabilities in Peterborough. The extension will be from 1st April 2024 to 31st March 2025. The cost is £1,720,563.</p>	<b>Cabinet</b>	<b>04 December 2023</b>	Adults and Health Scrutiny Committee	All wards	Soft marking testing and forums	Ruth Miller Senior Commissioning Manager, 07484 520821, <a href="mailto:ruth.miller@peterborough.gov.uk">ruth.miller@peterborough.gov.uk</a> and Harriet Rowe Commissioning Manager, <a href="mailto:harriet.rowe@peterborough.gov.uk">harriet.rowe@peterborough.gov.uk</a>	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>14. Award of Bikeability Contract for 2024/25 – KEY/04DEC23/04</b>  Peterborough City Council has received funding from Active Travel England to deliver Bikeability cycle training for the year 2024/25. The existing contract with the current provider will end on 31<sup>st</sup> March 2024. Therefore, we seek approval to award contract (after completion of procurement exercise) to new provider to begin on 1<sup>st</sup> April 2024.</p>	<b>Cabinet</b>	<b>15 January 2024</b>	Climate Change and Environment Scrutiny Committee	All wards	Will go to tender for the new contract and offer providers an opportunity to submit a bid which will be assessed.	Lewis Banks, Transport and Environment Manager, 01733 317465, <a href="mailto:Lewis.banks@peterborough.gov.uk">Lewis.banks@peterborough.gov.uk</a>	<b>Place and Economy</b>	A Cabinet report will be submitted confirming the decision to be taken, background to the decision, scoring and outcome of the tender process, financial and legal implications.



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

DECISIONS TO BE TAKEN IN PRIVATE								
KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
None								

PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE								
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1. <b>Write-off of irrecoverable debts in excess of £10,000 (Biannual process) KEY/31JUL23/05</b> To authorise the write-off of irrecoverable debts in excess of £10,000 shown as outstanding in respect of Non-Domestic (Business) Rates, Council Tax, Accounts Receivable (sundry debt) accounts and Housing Benefit overpayments.	Cabinet	18 December 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	N/A	Chris Yates, Acting Head of Finance for Corporate Services, <a href="mailto:chris.yates@peterborough.gov.uk">chris.yates@peterborough.gov.uk</a>	Corporate Services	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).
2. <b>Sale of Property at Lincoln Road – KEY/04DEC23/03</b> Sale of surplus property, individual sales exceeding £500,000.	Cabinet	15 January 2024	Growth, Resources and Communities Scrutiny Committee	North Ward	N/A.	Felicity Paddick <a href="mailto:Felicity.paddick@peterborough.gov.uk">Felicity.paddick@peterborough.gov.uk</a> , 07801910971	Corporate Services	Exempt appendix 1, financial and personal details of a third party.





**PREVIOUSLY ADVERTISED DECISIONS**

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. Approval of the Peterborough Sufficiency Strategy</b> Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.</p>	<p><b>Councillor Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>November 2023</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>There has been widespread consultation including with children and young people in care.</p>	<p>John Gregg <a href="mailto:John.gregg@peterborough.gov.uk">John.gregg@peterborough.gov.uk</a></p>	<p><b>Children and Young People's Service</b></p>	<p>Scrutiny Report</p>
<p><b>2. Werrington Fields and Ken Stimpson Secondary School -</b> Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.</p>	<p><b>Councillor Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>December 2023</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.</p>	<p>Chris Baird <a href="mailto:Chris.baird@peterborough.gov.uk">Chris.baird@peterborough.gov.uk</a></p>	<p><b>Children and Young People's Service</b></p>	<p>Cabinet Member Decision Notice, Background Information Document</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>3. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust</b> This agreement will ensure the provision of CPFT mental health specialist working with mental health practitioners who are part of multiagency Family Safeguarding teams working as part of children's social care safeguarding teams.</p>	<p><b>Councillor Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>November 2023</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Andrews, Children's Commissioning Manager <a href="mailto:helen.andrews@cambridgeshire.gov.uk">helen.andrews@cambridgeshire.gov.uk</a></p>	<p><b>Children and Young People's Service</b></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>4. Approval and Endorsement of a new countywide Infant Feeding Strategy -</b> Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire &amp; Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.</p>	<p><b>Councillor Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>November 2023</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, <a href="mailto:amy.hall@peterborough.gov.uk">amy.hall@peterborough.gov.uk</a> , 07583040529</p>	<p><b>Public Health</b></p>	<p>Paper and Strategy to be submitted closer to the Cabinet meeting</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
5. <b>Approval to award a grant for a Mental Health Supported Living service.</b> - Approval to award a grant for revenue funding to Eastlands Mental Health Supported Living Services, for a period of 1 year period, from April 2023.	<b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b>	<b>November 2023</b>	Adults and Health Scrutiny Committee	All Wards	Consultation not required as seeking no change to existing service	Lisa Sparks - Senior Commissioner - <a href="mailto:lisa.sparks@cambridgeshire.gov.uk">lisa.sparks@cambridgeshire.gov.uk</a> - 07900163590	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b><i>DECISION TAKEN</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION TAKEN</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>WARD</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DIRECTORATE</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i></b>
Medgen Care – OCT23/CMDN/50 To provide direct care to a vulnerable young person.	<b>Councillor Jackie Allen, Cabinet Member for Children and Young People</b>	<b>24 October 2023</b>	Children and Education Scrutiny Committee	N/A	N/A	N/A	<b>Children and Young People's Service</b>	It is not anticipated that there will be any documents other than the exempt appendix.

## FORWARD PLAN

### **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 Mohammed Farooq (Leader of the Council), Cllr Howard (Deputy Leader); Cllr Bisby; Cllr Elsey; Cllr Saqib Farooq and Cllr Hiller.

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 philippa.turvey@peterborough.gov.uk, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

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

Whilst most 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 Democratic Services at email: [democratic.services@peterborough.gov.uk](mailto:democratic.services@peterborough.gov.uk).

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 Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

## **DIRECTORATE RESPONSIBILITIES**

**Please note that all Directorates have been colour coded. Each decision will be colour coded in accordance with the below.**

### **CORPORATE SERVICES DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Financial and Resources

Internal Audit, Insurance and Investigations

Peterborough Serco Strategic Partnership (Business Support, Corporate Procurement, Business Transformation and Strategic Improvement, Customer Services, Shared Transactional Services)

Communications

Commercial & Property

Registration and Bereavement Services

Commercial & Property

Delivery and Transformation

Health & Safety

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

Digital, Data Analytics, Risk & IT Services

Transformation and Programme Management Office, Business Intelligence, Commercial, Strategy and Policy, Shared Services

Performance and Information (Performance Management, Systems Support Team)

### **CHILDREN AND YOUNG PEOPLE'S SERVICE** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Child Health, Clare Lodge (Operations), Access to Resources)

Education, (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure, Early Years and Quality Improvement)

### **ADULTS** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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, Safeguarding Boards – Adults and Children's)

Business Management and Commercial Operations (Commissioning)

### **LEGAL AND GOVERNANCE DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Corporate Lawyers

Constitutional Services, (Democratic Services, Electoral Services, Executive and Members Services) - (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Information Governance, (Freedom of Information and Data Protection)

### **PLACE AND ECONOMY DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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

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

Housing and Homelessness

Highways and Transport (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)

Employment and Skills

Community Safety

Regulatory Services

Emergency Resilience & Planning

(Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls)

### **PUBLIC HEALTH DEPARTMENT** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Health Protection, Health Improvements, Healthcare Public Health.

# 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 Mohammed Farooq	Leader of the Council.
Councillor John Howard	Deputy Leader and Cabinet Member for Corporate Governance and Finance.
Councillor Saqib Farooq	Cabinet Member for Adults and Health.
Councillor Ray Bisby	Cabinet Member for Children's Services.
Councillor Gavin Elsey	Cabinet Member for Infrastructure, Environment and Climate Change.
Councillor Peter Hiller	Cabinet Member for Housing, Growth and Regeneration.

# 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)