

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

PUBLISHED: 05 APRIL 2024



**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. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01</b>                      "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>	<p><b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b></p>	<p><b>May 2024</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>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</p>	<p>Raj Lakshman, consultant in Public Health, <a href="mailto:raj.lakshman@cambridgeshire.gov.uk">raj.lakshman@cambridgeshire.gov.uk</a></p>	<p><b>Public Health</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>2. PCC SEND and AP expenditure – KEY/3JUL23/01</b>                      Approvement 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>	<p><b>Cllr Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>May 2024</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Jason Wing, <a href="mailto:jason.wing@peterborough.gov.uk">jason.wing@peterborough.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>3. 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.</p>	<p><b>Cllr Peter Hiller - Cabinet Member for Housing, Growth and Regeneration</b></p>	<p><b>May 2024</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All wards.</p>	<p>Not required.</p>	<p>Aarron Locks, CCTV Shared Service Manager, Tel: 07894 913503, Email: <a href="mailto:aarron.locks@peterborough.gov.uk">aarron.locks@peterborough.gov.uk</a></p>	<p><b>Place and Economy</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. Treatment of Dry Mixed Recycling - Services Contract - KEY/01JAN24/02</b> - Award of contract for haulage, processing, and onward sale of dry mixed recycling.</p>	<p><b>Cllr Gavin Elsey, Cabinet Member for Infrastructure, Environment and Climate Change</b></p>	<p><b>1 May 2024</b></p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>All wards</p>	<p>None</p>	<p>Amy Nebel, Senior Waste and Recycling Officer, Email: <a href="mailto:Amy.nebel@peterborough.gov.uk">Amy.nebel@peterborough.gov.uk</a></p>	<p><b>Place and Economy</b></p>	<p>Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p><b>5. To procure a contract for Electric Vehicle Charging Infrastructure - KEY/15JAN24/03</b> - The Council is working in partnership with the Combined Authority and Cambridgeshire County Council to procure a supplier who will roll out Electric Vehicle Charging Infrastructure from late 2024/25 onwards. Successful procurement and submission of a business case will also ensure that the Council receives grant funding to support the roll-out of chargers across Peterborough.</p>	<p>Councillor Elsey, Cabinet Member for Infrastructure, Environment and Climate Change</p>	<p><b>May 2024</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Future public consultation will be undertaken</p>	<p>Lewis banks, Transport &amp; Environment Manager Tel: 01733 317465 Email: <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a></p>	<p><b>Place &amp; Economy</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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
6. <b>Approval of 5-year review of Highway Asset Management Policy documents - KEY/15JAN24/07</b> - Approval of 5-year review of Highway Asset Management Policy documents including Highway Asset Management Policy and Strategy, Highway Infrastructure Asset Management Plan, and Highway Maintenance Plan.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	May 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Kevin Ekins, Asset and Performance Manager, PHS, Tel: 01733 453448, Email: kevin.ekins@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7. <b>Re-commissioning of Community Sexual and Reproductive Health Services – KEY/11MARCH24/01</b> - Approval for the re-commission and procurement approach for Community Sexual and Reproductive Health Services.	Councillor Saqib Farooq, Cabinet Member for Adults and Health	May 2024	Adults and Health Scrutiny Committee	All	A sexual and reproductive health needs assessment has been undertaken that included consultation with current providers, partner organisations, service users and community members.	<a href="mailto:val.thomas@cambridgeshire.gov.uk">Val Thomas, val.thomas@cambridgeshire.gov.uk</a>	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8. <b>The re-commissioning of the Prevention of Sexual Ill-health Services - KEY/11MARCH24/02</b> - Approval for the re-commission and for the approach for the Prevention of Sexual Ill health Services.	Councillor Saqib Farooq, Cabinet Member for Adults and Health	May 2024	Adults and Health Scrutiny Committee	All	A sexual health needs assessment has been undertaken which included consultation with service users, current provider, partner organisations and community members.	<a href="mailto:val.thomas@cambridgeshire.gov.uk">Val Thomas, val.thomas@cambridgeshire.gov.uk</a>	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9. <b>Treatment of Street Sweeping Recycling Services – KEY/11MARCH24/03</b> - Peterborough City Council requires a competent contractor to deliver the Treatment of street sweeping materials. These materials include litter such as cigarette butts, food packaging, leaf litter, weeds and grit, from the pavements and roads within the city of Peterborough.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	3 May 2024	Climate Change and Environment Scrutiny Committee	N/A	N/A	Amy Nebel Senior Waste and Recycling Officer, amy.nebel@peterborough.gov.uk	Place and Economy	Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
10. <b>Visitor Economy Strategy - KEY/11MARCH24/05</b> - Approval sought for the new Peterborough Visitor Economy Strategy.	Cabinet	17 June 2024	Growth, Resources and Communities Scrutiny Committee	All	N/A	Tom Hennessy, 07950960108, tom.hennessy@opportunitypeterborough.co.uk	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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11.	<b>Award of contract for Electronic Document Management Solution – KEY/11MARCH24/08</b> - Approve the contract award of the IT solution supporting most services via the I@W framework to NEC with commencement date 29th April 2024 for a five-year contract period and two optional one-year extensions.	<b>Councillor John Howard - Deputy Leader and Cabinet Member for Corporate Governance and Finance</b>	<b>April 2024</b>	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Chris Stromberg, Head of Business & Digital Systems, 01223 715654, <a href="mailto:chris.stromberg@cambridgeshire.gov.uk">chris.stromberg@cambridgeshire.gov.uk</a>	<b>Corporate Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
12.	<b>Award of Contract for Traffic Signals 2024 - 2032 – KEY/25MAR24/01</b> 1. Authorise the award of a 'Call Off' contract for the Traffic Signals Supply, Installation and Maintenance from 2024 for an initial period of 5 years; and  2. Authorise the award of an extension to the 'Call Off' contract period by a further 3 years.	<b>Cabinet Member for Infrastructure, Environment and Climate Change - Councillor Gavin Elsey</b>	<b>May 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Martin Brooker, Highway Maintenance and Schemes Commissioning Manager, <a href="mailto:martin.brooker@peterborough.gov.uk">martin.brooker@peterborough.gov.uk</a>  Report Author - Amy Pickstone.	<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.
13.	<b>Peterborough Housing Strategy 2024-2029 - KEY/25MAR24/02</b> - Recommendation of the Housing Strategy for adoption to Council for adoption	<b>Cabinet</b>	<b>17 June 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Six-week period of public consultation from 22nd January until 4th March 2024	Anne Keogh, Housing Strategy and Implementation Manager Email: <a href="mailto:anne.keogh1@peterborough.gov.uk">anne.keogh1@peterborough.gov.uk</a>	<b>Place and Economy</b>	Final version of the Housing Strategy 2024-2029  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14.	<b>Contract for City Centre Advertising Boards - KEY/08APRIL24/01</b> - To authorise the awarding of the contract for city centre advertising boards.	<b>Deputy Leader and Cabinet Member for Corporate Governance and Finance - Councillor John Howard</b>	<b>May 2024</b>	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Amanda Rose, Head of Communications, <a href="mailto:Amanda.Rose@peterborough.gov.uk">Amanda.Rose@peterborough.gov.uk</a> , Tel: 07572 463889	<b>Corporate Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
15.	<b>Local Cycling and Walking Infrastructure Plan - KEY/08APRIL24/02</b> - To approve the Local Cycling and Walking Infrastructure Plan that was reviewed by Cabinet on 13 November 2023.	<b>Cllr Gavin Elsey, Cabinet Member for Infrastructure, Environment and Climate Change</b>	<b>May 2024</b>	Climate Change and Environment Scrutiny Committee	All Urban Wards	Consultation has been undertaken with the Cycling and Walking Task & Finish Group. Further consultation will take place as the plan is further developed.	Lewis Banks, Transport and Environment Manager, Tel: 01733 317465, <a href="mailto:lewis.banks@peterborough.gov.uk">lewis.banks@peterborough.gov.uk</a>	<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.

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16. <b>Approval of draft Local Nature Recovery Strategy (LNRS) before public consultation - KEY/08APRIL24/03</b> - Approval of draft LNRS to allow it to go out for wider public consultation.	Cabinet	15 July 2024	Climate Change and Environment Scrutiny Committee	All Wards	The draft LNRS will be formed by broad stakeholder consultation across Peterborough and Cambridgeshire.	Darren Sharpe, Natural & Historic Environment Manager  Email: darren.sharpe@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

DECISIONS TO BE TAKEN IN PRIVATE								
<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>Academy Conversion</b> - The Council have received an Academy order for Primary school A.	<b>Cabinet</b>	<b>17 June 2024</b>	Children and Education Scrutiny Committee	Glington and Castor Ward	There is no consultation required other than through TUPE negotiations.	<u>Isabel Clark, Interim Head of School Place Planning,</u> <u>07711804965,</u> <u>isabel.clark@pete</u> <u>rborough.gov.uk</u>	<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.  Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).
<b>Academy Conversion</b> - The Council has received an academy order for the conversion of Primary School B.	<b>Cabinet</b>	<b>17 June 2024</b>	Children and Education Scrutiny Committee	Eye, Thorney and Newborough Ward	No consultation is required other than TUPE consultations.	<u>Isabel Clark, Interim Head of School Place Planning,</u> <u>07711804965,</u> <u>isabel.clark@pete</u> <u>rborough.gov.uk</u>	<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.  Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).

**PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE**

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1. <b>School Conversion.</b>	Cabinet	May 2024	Children and Education Scrutiny Committee	Stanground South Ward	To be confirmed.	<a href="mailto:isabel.clark@pete.rborough.gov.uk">Isabel Clark, Interim Head of Place Planning, isabel.clark@pete.rborough.gov.uk</a>	Children and Young People's Service	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).</p>
2. <b>Write-off of irrecoverable debts in excess of £10,000 (biannual process) - KEY/22APRIL24/01</b> - To authorize the write-off of irrecoverable debts.	Cabinet	Summer 2024	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Chris Yates, Head of Finance, <a href="mailto:chris.yates@pete.rborough.gov.uk">chris.yates@pete.rborough.gov.uk</a>	Corporate Services	<p>Exempt Appendices - the specific detail relating to these debts is NOT FOR PUBLICATION in accordance with paragraph (s) 3 of Schedule 12A of Part 1 of the Local Government Act 1972 in that it contains information relating to the financial and business affairs of individuals. The public interest test has been applied to the information contained within the exempt annex and it is considered that the need to retain the information as exempt outweighs the public interest in disclosing it as to do so would disclose personal and private information without the written consent of the individuals.</p>



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

**DECISIONS FROM MAY 2024**

<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>Peterborough Skills and Employment Strategy</b> - Bringing forward the draft Peterborough skills and employment strategy for members to approve and delegate authority to proceed with the 5-year implementation plan.</p>	Cabinet	July 2024	Growth, Resources, And Communities Scrutiny Committee	All	The process to create the skills strategy will have engaged with the Peterborough Skills and Employment Partnership Board, employers, skills providers and the public	Tanya Meadows, Head of Skills and Employment (secondment) - Email: tanya.meadows@peterborough.gov.uk - Tel: 07912763078	Place & Economy	<p>Draft Skills and Employment Strategy.</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

**PREVIOUSLY ADVERTISED DECISIONS**

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<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.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>December 2024</b>	Children and Education Scrutiny Committee	All Wards	There has been widespread consultation including with children and young people in care.	Helene Carr, Head of Service - Children's Services - P&C Children's Commissioning, helene.carr@peterborough.gov.uk	<b>Adults</b>	Scrutiny Report.
<b>2. Citizen Advice Peterborough Grant 2024/2025</b> - To award a grant of £130,000 to Citizens Advice Peterborough to deliver services to support clients to manage debt, income, employment, housing and other advice issues.	<b>Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance</b>	<b>April 2024</b>	Growth, Resources and Communities Scrutiny Committee	All	This is a renewal of annual grant funding rather than a new service and features within the budget consultation.	Ian Phillips, Acting Head of Communities, ian.phillips@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>3. Direct award of Public Health Primary Care Contracts (GP's and Pharmacies)</b> - To directly award primary care contracts in line with the regulations found in the new Provider Selection Regime from 2024/25.	<b>Councillor Saqib Farooq, Cabinet Member for Adults Services</b>	<b>April 2024</b>	Adults and Health Scrutiny Committee	All	N/A	Val Thomas, Deputy Director of Public Health, 07884 183374, Val.Thomas@cambridgeshire.gov.uk	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>4. Disposal of Surplus Land</b> - Approval to dispose of property for best consideration.	<b>Councillor Howard, Deputy Leader and Cabinet Member for Corporate Governance and Finance</b>	<b>April 2024</b>	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	None.	Sarah Cracknell, Principal Estates Manager, 07512 193207 sarah.cracknell@peterborough.gov.uk	<b>Corporate Services</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>DECISION TAKEN</b>	<b>DECISION MAKER</b>	<b>DATE DECISION TAKEN</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>Medgen Nursing Services Limited - KEY/17JUL23/02</b> - Approval for spend on a young person's placement for nine months.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services -</b>	<b>26 March 2024</b>	Children and Education Scrutiny Committee	Central Ward	No other consultation sought.	Ros Anderson, ART Support Officer, Email: ros.anderson@cambridgeshire.gov.uk Tel: 01733 863986	<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>Household Support Fund 5 Approval - KEY/22APRIL24/02</b> - To approve the extension of funding to the Household Support Fund from 1 April 2024 - 30 September 2024.	<b>Councillor Mohammed Farooq, Leader of the Council</b>	<b>26 March 2024</b>	Growth, Resources, And Communities Scrutiny Committee	Peterborough h Wide	Extension of existing service delivery model. No further consultation has taken place due to extremely short timescales following the Government funding announcement.	Ian Phillips, Acting Head of Communities, 07415881802.	<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>Approval of a Section 76 notice for the allocation of funding to establish obesity and cardiovascular disease prevention interventions in GP practices – KEY/12FEB24/01</b> To approve a section 76 for the allocation of funding to the integrated care board to enable it to establish obesity and cardiovascular disease prevention interventions in GP practices and the delegation of authority to Cambridgeshire County Council for it to establish a joint agreement for the two local authorities with the integrated care board.	<b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b>	<b>18 March 2024</b>	Adults and Health Scrutiny Committee	All wards	Consultation was undertaken with frontline clinicians and integrated care board staff who have a remit or opportunity to support and develop prevention in primary care.	Val Thomas, deputy director of public health (Cambridgeshire) Tel: 07884 183374 Email: val.Thomas@cambridgeshire.gov.uk	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

## 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](mailto: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)