

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

PUBLISHED: 29 MAY 2015

## FORWARD PLAN

### **PART 1 – KEY DECISIONS**

In the period commencing 28 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 Elsey; Cllr Fitzgerald; Cllr Hiller, Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Serluca and Cllr Scott.

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.

### **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. For each decision a public report will be available from the Governance Team one week before the decision is taken.

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedecisions](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 Governance Support Officer 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**

| <b>KEY DECISIONS FROM 26 JUNE 2015</b>   |   |                                      |  |  |  |  |
|--|---|--------------------------------------|--|--|--|--|
| <b><i>KEY DECISION REQUIRED</i></b>  | <b><i>DECISION MAKER</i></b>                                      | <b><i>DATE DECISION EXPECTED</i></b> | <b><i>RELEVANT SCRUTINY COMMITTEE</i></b>  | <b><i>CONSULTATION</i></b>                   | <b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>   | <b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i></b> |
| <p><b>Review of the Local Plan – KEY/26JUN15/01</b><br/>For Cabinet to consider whether to undertake a review of the Local Plan.</p>   | <b>Cabinet</b>  | <b>July 2015</b>                     | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Richard Kay, Head of Sustainable Growth Strategy Email: <a href="mailto:richard.key@peterborough.gov.uk">richard.key@peterborough.gov.uk</a> Tel: 01733 863795 | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.                  |
| <p><b>Extension and Variation to the Integrated Sexual Health Service Contract – KEY/26JUNE15/02</b><br/>To extend the current contract for the two additional years specified in the original contract. In addition, this decision will reduce to current contract value.</p> | <b>Councillor Diane Lamb<br/>Cabinet Member for Public Health</b> | <b>July 2015</b>                     | Scrutiny Commission for Health Issues      | Relevant internal and external stakeholders. | Wendi Ogle-Welbourn, Director of People and Communities<br>Tel: 01733 863749<br>Wendi.Ogle-welbourn@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> |
|---|--|-------------------------------|---|--|---|---|
| <p><b>Changes to the Parks, Trees and Open Spaces service within the Amey contract following the 2015/16 budget – KEY/26JUN15/03</b></p> <p>To approve the changes to the way services relating to grass cutting are provided.</p>  | <p><b>Councillor Gavin Elsey</b><br/><b>Cabinet Member for Digital, Waste and Street Scene</b></p> | <p><b>July 2015</b></p>       | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p>  | <p>James Collingridge<br/>Amey Partnership Manager<br/>james.collingridge@peterborough.gov.uk<br/>01733 864736</p>  | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>    |
| <b>PREVIOUSLY ADVERTISED DECISIONS</b>  |  |                               |   |  |   |   |
| <p><b>Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11</b></p> <p>To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park.<br/>For Cabinet to consider future options for service delivery.</p> | <p><b>Councillor David Seaton</b><br/><b>Cabinet Member for Resources</b></p>                      | <p><b>June 2015</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>    |

| <b><i>KEY DECISION REQUIRED</i></b>  | <b><i>DECISION MAKER</i></b>   | <b><i>DATE DECISION EXPECTED</i></b> | <b><i>RELEVANT SCRUTINY COMMITTEE</i></b>         | <b><i>CONSULTATION</i></b>                          | <b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>   | <b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i></b> |
|--|--|--------------------------------------|---|---|--|--|
| <p><b>Sale of the Herlington Centre - KEY/21MAR14/03</b><br/>           Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.</p>  | <p><b>Councillor David Seaton</b><br/> <b>Cabinet Member for Resources</b></p> | <p><b>June 2015</b></p>              | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Simon Webber<br/>           Capital Projects Officer<br/>           Tel: 01733 384545<br/>           simon.webber@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>Peterborough City Council Customer Strategy 2014 - KEY/21MAR14/06</b><br/>           To approve the Customer Strategy. The vision is to provide a range of high-quality services whilst maximising customer satisfaction and delivering these services through different channels at the lowest reasonable cost, whilst also reducing or diverting demand.</p> | <p><b>Cabinet</b></p>  | <p><b>June 2015</b></p>              | <p>Strong and Supportive Scrutiny Committee</p>   | <p>Relevant internal and external stakeholders.</p> | <p>Adrian Chapman<br/>           Assistant Director for Communities and Targeted Services<br/>           Tel: 01733 863887<br/>           Adrian.chapman@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><b>Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01</b><br/>To formalise integrated community equipment service joint funding arrangements.</p> | <p><b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p> | <p><b>June 2015</b></p>       | <p>Scrutiny Commission for Health Issues</p>      | <p>Relevant internal and external stakeholders.</p> | <p>Nick Blake<br/>Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment<br/>Tel: 01733 452406<br/>nick.blake@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>Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02</b><br/>To award a contract for the build of a waste transfer station.</p>  | <p><b>Councillor Gavin Eley Cabinet Member for Digital, Waste and Street Scene</b></p>                                 | <p><b>June 2015</b></p>       | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Paul Robertson<br/>Waste Project Officer<br/>Tel: 01733 864740<br/>paul.robertson@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>Print Managed Services - KEY/13JUN14/01</b><br/>To enable Council officers to be able to print, copy and scan.</p>   | <p><b>Councillor David Seaton Cabinet Member for Resources</b></p>   | <p><b>June 2015</b></p>       | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p> | <p>Dominic Hudson<br/>Strategic Partnerships Manager<br/>Tel: 01733 452384<br/>Dominic.hudson@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>    |

| <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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| <b>Fit to Rent Scheme – KEY/17OCT14/01</b><br>To improve standards and management of properties in the private rented sector.                    | <b>Cabinet</b>  | <b>September 2015</b>         | Strong and Supportive Scrutiny Committee | Relevant internal and external stakeholders  | Belinda Child<br>Housing Strategic Manager<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>Extra Care Housing – KEY/12DEC14/02</b><br>To approve the award of contracts to provide personal care and support at five extra care schemes. | <b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>June 2015</b>              | Scrutiny Commission for Health Issues    | Residents and carers, housing providers, care providers and relevant internal departments. | Nick Blake<br>Head of Commissioning<br>Tel: 01733 452486<br>Nickolas.blake@peterborough.gov.uk       | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>Advocacy Services – KEY/12DEC14/03</b><br>To approve the award of contract for the adult social care advocacy services.                       | <b>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b> | <b>June 2015</b>              | Scrutiny Commission for Health Issues    | People utilising the services, partnership boards and relevant internal departments.       | Nick Blake<br>Head of Commissioning<br>Tel: 01733 452486<br>Nickolas.blake@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>Hampton Gardens Secondary School – KEY/12DEC14/04</b><br/>To approve the award of the contract for the design and build of the school.</p>   | <p><b>Councillor John Holdich<br/>Leader of the Council and Cabinet Member for Education, Skills and University</b></p>    | <p><b>June 2015</b></p>       | <p>Creating Opportunities and Tackling Inequalities</p> | <p>Relevant internal and external stakeholders.</p> | <p>Emma Everitt<br/>Project Officer (Schools Infrastructure)<br/>Tel: 01733 863660<br/>Emma.everitt@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>Day Opportunities Under 65 Tender (Independent) – KEY/06JAN15/06</b><br/>To approve the tender for the services.</p>   | <p><b>Councillor Wayne Fitzgerald<br/>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p> | <p><b>August 2015</b></p>     | <p>Scrutiny Commission for Health Issues</p>            | <p>Relevant internal and external stakeholders.</p> | <p>Mubarak Darbar<br/>Head of Commissioning Learning Disabilities<br/>Tel: 01733 452509<br/>Mubarak.darbar@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>West Town Primary School - KEY/06JAN15/07</b><br/>To authorise payment of the Council's contribution to the rebuild of West Town Primary School under the Priority Schools Building Programme.</p> | <p><b>Councillor John Holdich<br/>Leader of the Council and Cabinet Member for Education, Skills and University</b></p>    | <p><b>June 2015</b></p>       | <p>Strong and Supportive Scrutiny Committee</p>         | <p>Relevant internal and external stakeholders.</p> | <p>Alison Chambers<br/>Principal Assets Officer (Schools)<br/>Tel: 01733 863975<br/>Alison.chambers@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><b>Peterborough Visitor Economy Strategy 2015-2020 (Draft) – KEY/06JAN15/13</b><br/>To approve the strategy and recommend that Council adopt as a major policy document.</p>   | <b>Cabinet</b>   | <b>July 2015</b>              | Strong and Supportive Scrutiny Committee                      | Relevant internal and external stakeholders. | Douglas Gyte<br>Strategic Tourism Manager<br>Tel: 01733 453490<br>Douglas.gyte@peterborough.gov.uk                      | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <p><b>Classroom Extension and Associated Works Heltwater School - KEY/06MAR15/01</b><br/>To authorise the construction of an extension at Heltwater School and give authority to the Executive Director of Resources to award the construction contract within the approved budget.</p> | <b>Councillor John Holdich<br/>Leader of the Council and<br/>Cabinet Member for Education, Skills and University</b> | <b>June 2015</b>              | Creating Opportunities and Tackling Inequalities              | Relevant internal and external stakeholders. | Alison Chambers<br>Assets and School Place Planning Officer<br>Tel: 01733 863975<br>Alison.chambers@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <p><b>Amey Phase 2 Budget Savings – KEY/06MAR15/04</b><br/>To confirm the Phase 2 budget savings.</p>   | <b>Councillor Gavin Elsey<br/>Cabinet Member for Digital, Waste and Street Scene</b>                                 | <b>June 2015</b>              | Sustainable Growth and Environment Capital Scrutiny Committee | Relevant internal and external stakeholders. | Dominic Hudson<br>Strategic Partnerships Manager<br>01733 452384<br>Dominic.hudson@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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| <b>Vivacity Phase 2 Budget Savings – KEY/06MAR15/06</b><br>To confirm the Phase 2 budget savings.   | <b>Councillor Lucia Serluca</b><br><b>Cabinet Member for City Centre Management, Culture and Tourism</b> | <b>June 2015</b>              | Strong and Supportive Scrutiny Committee                      | Relevant internal and external stakeholders. | Dominic Hudson<br>Strategic Partnerships Manager<br>01733 452384<br>Dominic.hudson@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>St Michaels Expansion – KEY/06MAR15/07</b><br>Award of contract for the expansion of St Michaels Church School to a 2FE, including the approval of property, legal and financial arrangements for various enabling agreements and third parties. | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b>                                    | <b>June 2015</b>              | Creating Opportunities and Tackling Inequalities              | Relevant internal and external stakeholders. | Brian Howard<br>Head of Schools Infrastructure<br>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.           |
| <b>Fletton Quays – KEY/06MAR15/08</b><br>Disposal of Fletton Quays land and property assets to Peterborough Investment Partnership.   | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b>                                    | <b>June 2015</b>              | Sustainable Growth and Environment Capital Scrutiny Committee | Relevant internal and external stakeholders. | Richard Hodgson,<br>Head of Strategic Projects<br>01733 384535<br>Richard.hodgson@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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| <b>Pleasure Fair Meadow – KEY/06MAR15/09</b><br>Disposal of Pleasure Fair Meadow Car Park to Peterborough Investment Partnership.  | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b>   | <b>June 2015</b>              | Sustainable Growth and Environment Capital Scrutiny Committee | Relevant internal and external stakeholders. | Richard Hodgson,<br>Head of Strategic Projects<br>01733 384535<br>Richard.hodgson@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>Wirrina Car Park – KEY/06MAR15/10</b><br>Disposal of Wirrina Car Park to Peterborough Investment Partnership.   | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b>   | <b>June 2015</b>              | Sustainable Growth and Environment Capital Scrutiny Committee | Relevant internal and external stakeholders. | Richard Hodgson,<br>Head of Strategic Projects<br>01733 384535<br>Richard.hodgson@peterborough.gov.uk | It is not anticipated that there will be any documents other than the report and relevant appendices to be published.           |
| <b>S256 Agreement Hospital Liaison Project - KEY/01MAY15/01</b><br>To enter into a S256 agreement with NHS Cambridgeshire and then Clinical Commissioning Group for the Hospital Liaison Project and Agreement with Police Commissioner relating to the Innovation Fund. | <b>Councillor Diane Lamb</b><br><b>Cabinet Member for Public Health</b> | <b>June 2015</b>              | Scrutiny Commission for Health Issues                         | Relevant internal and external stakeholders. | Jo Melvin<br>Commissioner<br>Tel: 01733 863980<br>Jo.melvin@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>Customer Experience Programme Adult's Services – KEY/01MAY15/02</b><br/>To approve the business case for the delivery of the customer experience programme in Adults.</p>                      | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>   | <p><b>June 2015</b></p>       | <p>Strong and Supportive Scrutiny Committee</p> | <p>Relevant internal and external stakeholders.</p>                                | <p>Adrian Chapman<br/>Service Director Adult Services and Communities<br/>Tel: 01733 863887<br/>Adrian.chapman@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>Mobile Homes Charging Schedule – KEY/01MAY15/04</b><br/>To approve the mobile homes charging schedule.</p>   | <p><b>Cabinet</b></p>  | <p><b>July 2015</b></p>       | <p>Strong and Supportive Scrutiny Committee</p> | <p>Relevant internal and external stakeholders during eight week consultation.</p> | <p>Belinda Child<br/>Head of Housing and Health Improvement<br/>Tel: 01733 873769<br/>Belinda.child@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>Contract Award for Mental Health Employment, Wellbeing and Recovery Service – KEY/01MAY15/05</b><br/>To award a contract for the Mental Health Employment, Wellbeing and Recovery Service.</p> | <p><b>Councillor Wayne Fitzgerald<br/>Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p> | <p><b>June 2015</b></p>       | <p>Scrutiny Commission for Health Issues</p>    | <p>Relevant internal and external stakeholders.</p>                                | <p>Mirsada Hodges<br/>Project Manager,<br/>DOLS/Mental Health<br/>Tel: 01733 452513<br/>Mirsada.hodges@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>Novation of Contract Regarding Temporary Staff – KEY/15MAY15/01</b><br>To approve the novation of the temporary staff contract.   | <b>Councillor David Seaton</b><br><b>Cabinet Member for Resources</b>                      | <b>June 2015</b>                     | Sustainable Growth and Environment Capital | 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>Novation of Organic Waste Treatment Contract – KEY/12JUN15/01</b><br>To agree to the novation of the contract for the treatment of organic waste from Organic Recycling Limited to Material Change Limited. | <b>Councillor Gavin Elsey</b><br><b>Cabinet Member for Digital, Waste and Street Scene</b> | <b>June 2015</b>                     | Sustainable Growth and Environment Capital | Relevant internal and external stakeholders. | Richard Pearn<br>Waste Partnership Manager<br>Tel: 01733 864739<br>Richard.pearn@peterborough.gov.uk         | 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**

**KEY DECISIONS TO BE TAKEN IN PRIVATE**

| <i>KEY DECISION<br/>REQUIRED</i> | <i>DECISION<br/>MAKER</i> | <i>DATE<br/>DECISION<br/>EXPECTED</i> | <i>RELEVANT<br/>SCRUTINY<br/>COMMITTEE</i> | <i>CONSULTATION</i> | <i>CONTACT DETAILS /<br/>REPORT AUTHORS</i> | <i>DOCUMENTS RELEVANT<br/>TO THE DECISION<br/>SUBMITTED TO THE<br/>DECISION MAKER</i> |
|----------------------------------|---------------------------|---------------------------------------|--|---------------------|---|---|
| <b>NONE AT THE CURRENT TIME</b>  |                           |                                       |  |                     |   |   |

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

| <b>NON-KEY DECISIONS</b>  |   |                                      |   |  |   |  |
|---|---|--------------------------------------|---|--|---|--|
| <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> |
| <p><b>School Term Dates 2015/2016</b><br/>To approve the school term dates for 2015/16.</p>                           | <p><b>Councillor John Holdich<br/>Leader of the Council and Cabinet Member for Education, Skills and University</b></p> | <p><b>June 2015</b></p>              | <p>Strong and Supportive Scrutiny Committee</p>   | <p>Relevant internal and external stakeholders.</p>    | <p>Isabel Clark<br/>Head of Admissions<br/>Tel: 01733 863914<br/>Isabel.clark@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>Peterborough Investment Partnership Plans</b><br/>To approve the Peterborough Investment Partnership Plans.</p> | <p><b>Councillor David Seaton<br/>Cabinet Member for Resources</b></p>  | <p><b>June 2015</b></p>              | <p>Sustainable Growth and Environment Capital</p> | <p>Leader of Council and relevant senior officers.</p> | <p>Simon Machen<br/>Corporate Director Growth and Regeneration<br/>Tel: 01733 453475<br/>Simon.machen@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>Flood Risk Management Strategy</b><br/>To approve the Strategy and recommend its adoption to Council.</p>       | <p><b>Cabinet</b></p>   | <p><b>July 2015</b></p>              | <p>Sustainable Growth and Environment Capital</p> | <p>Relevant internal and external stakeholders.</p>    | <p>Julia Chatterton<br/>Flood and Water Management Officer<br/>Tel: 01733 452620<br/>Julia.chatterton@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>           |

| <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> |
|---|---|--------------------------------------|---|--|---|--|
| <p><b>Personal Budgets in Peterborough</b><br/>To agree to adopt Peterborough's Personal Budget Policy Statement as part of the revised statutory duties that apply to the Council as part of the SEND reforms, under the Children and Families Act 2014.</p> | <p><b>Councillor John Holdich<br/>Leader of the Council and<br/>Cabinet Member for<br/>Education,<br/>Skills and<br/>University</b></p> | <p><b>June 2015</b></p>              | <p>Strong and Supportive Scrutiny Committee</p> | <p>Relevant internal and external stakeholders</p> | <p>Carrie Gamble<br/>Commissioner<br/>Tel: 01733 863931<br/>Carrie.gamble@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>           |



## **DIRECTORATE RESPONSIBILITIES**

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

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Corporate Property

Waste and Energy

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

### **PEOPLE AND COMMUNITIES DEPARTMENT 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)

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)

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

### **GROWTH AND REGENERATION DEPARTMENT 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)

Peterborough Investment Partnership

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

## 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 Holdich    | Leader of the Council and Cabinet Member for Education, Skills and University |
| Councillor Fitzgerald | Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health  |
| Councillor Elsey      | Cabinet Member for Digital, Waste and Street Scene                            |
| Councillor Hiller     | Cabinet Member for Growth, Planning, Housing and Economic Development         |
| Councillor Lamb       | Cabinet Member for Public Health  |
| Councillor North      | Cabinet Member for Communities and Environment Capital                        |
| Councillor Serluca    | Cabinet Member for City Centre Management, Culture and Tourism                |
| Councillor Scott      | Cabinet Member for Children's Services  |
| Councillor Seaton     | Cabinet Member for Resources  |

# 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)

