

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 8 APRIL 2022

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 9 MAY 2022

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
<p>Recommendation to deliver parkway resurfacing utilising the Peterborough Highway Services Term Service, awarding works directly to Milestone Infrastructure Services – KEY/9MAY2022/01 - Parkway resurfacing has an approved budget of £500,000 for the next two financial years; 2022/2023 and 2023/2024. A recommendation is being made to award the works directly to Milestone Infrastructure Services utilising the existing Peterborough Highways Services contract. Using this delivery mechanism saves time and money as a full procurement exercise is not required, increases the value of work put through to the contract to contribute to the major schemes rebate and offers confidence in the quality of work being delivered.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Amy Petrie, Principal Programme and Project Officer, Tel: 01733 452272</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Towns Fund Business Cases - KEY/9MAY2022/02 - Assurance for Towns Fund Business Case Summaries for submission to DLUHC to apply for government funding.</p>	<p>Cabinet</p>	<p>July 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, Fletton & Stanground and East</p>	<p>Relevant internal and external stakeholders. Towns Fund Board consulted and approved the programme at Board Meeting 20 January 2022.</p>	<p>Karen Lockwood, Programme Manager, Tel: 07825 902794, Email: karen.lockwood@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>Cabinet Report to be submitted for consideration June 2022.</p>
<p>Charging residents and developers for new or replacement household waste bins - KEY/9MAY2022/03 - For the Cabinet Member to approve the fees and charges for the charging for new / replacement household waste bins</p>	<p>Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Full Council budget</p>	<p>James Collingridge, Head of Environmental Partnerships, 01733864736, james.collingridge@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Award of APV Baker Ramp Work Package Through the Peterborough Highway Services Contract - KEY/9MAY2022/04 - To authorise the issue of a work package to Milestone Infrastructure Limited (“Milestone”) under the Council’s existing Peterborough Highway Services Contract to undertake a programme of works to the ramp leading to APV Baker Footbridge</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Tebb, Network and Traffic Manager, Tel: 01733 453519, Email: peter.tebb@peterborough.gov.uk</p>	<p>Place and Economy</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 KEY DECISIONS

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<p>1. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01 Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>There will be an exempt annex with details of the commercial transaction.</p>
<p>2. The disposal of former playing fields at Angus Court, Westown, Peterborough - KEY/06JAN20/02 Approval to dispose of former playing fields and Angus Court</p>	<p>Councillor Fitzgerald, Leader of the Council</p>	<p>June 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West</p>	<p>A number of consultation events for residents have been held for the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Consultation and information events were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>3. Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS - KEY/7DEC20/01 - Joint Cambridgeshire County Council and Peterborough City Council Transport Services DPS for all Education and social care transport procurement.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</p>	<p>April 2022</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Agreed at RIT Board and Joint Commissioning Board</p>	<p>Bryony Wolstenholme - Passenger Transport Operations Tel: 01733 317453 Email: bryony.wolstenholme@peterborough.gov.uk</p>	<p>People and Communities</p>	<p>Joint Commissioning Board decisions 25.08.2020/ RIT Board 19.02.2020</p>
<p>4. Bretton Court Redevelopment Scheme – KEY/15MAR21/04 1. Approve the surrender of the Council's lease for the ground floor retail units of Bretton Court dated 28th June 2019, subject to the conditions to set out below and to be formalised within the Deed of Surrender 2. Approve the Council entering in to an Agreement for Lease for the ground floor retail units of the new development scheme at Bretton Court, subject to the terms set out below 3. Subject to the terms of the above Agreement for Lease being satisfied, to approve the Council entering in to a New Lease or the ground floor retail units of the new development scheme at Bretton Court</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Bretton</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Harris, Senior Estates Surveyor, NPS Peterborough Email: helen.harris@nps.co.uk Mobile: 07920 160181</p>	<p>Place and Economy</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>5. Approval for application of Government funding for a heat network - KEY/29MAR21/02 The Peterborough Integrated Renewables Infrastructure (PIRI) is designing a low carbon heat network for Peterborough. In order to develop the designs an application for Government Grant funding will be required and this decision is to provide approval for that application.</p>	<p>Councillor Simons, Cabinet Member for Waste, Street Scene and Environment</p>	<p>July 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</p>	<p>Consultation have been undertaken with the engaged advisors</p>	<p>Elliot Smith - Commercial Manager; Energy, Infrastructure and Regeneration. Tel: 07506536565 Email; elliot.smith@peterborough.gov.uk</p>	<p>Law and Governance</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).</p>
<p>6. PCC Homecare Framework – KEY/12APR21/02 To launch a new pseudo framework in March 2023 for the provision of care and support in the community, including homecare, supported living services and extra care.</p>	<p>Councillor Walsh, Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>July 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>West</p>	<p>Relevant internal and external stakeholders</p>	<p>Ruth Miller, 07795046754, ruth.miller@cambridgeshire.gov.uk</p>	<p>People and Communities</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p>
<p>7. 64-68 Bridge Street, dilapidation works – KEY/26APR2021/02 – Approval to carry out dilapidations works at 64-68 Bridge Street, Peterborough.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>April 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. 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).</p>
<p>8. Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 – To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts.</p>	<p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p>	<p>April 2022</p>	<p>Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals.</p>	<p>Sharon Malia, Housing Programmes Manager Sharon Malia - Housing Programmes Manager, 01733 237771, Email: sharon.malia@peterborough.gov.uk</p>	<p>People and Communities</p>	<p>To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement / Commissioning information.</p>

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<p>9. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust – KEY/11OCT21/03 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>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</p>	<p>April 2022</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 helen.andrews@cambridgeshire.gov.uk</p>	<p>People and Communities</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>10. Novation of Amey LG Materials Recycling Facility contract – KEY/03JAN22/02 Agreement by the relevant cabinet member to permit a novation of Amey MRF contract and associated legal agreements necessary to complete this process.</p>	<p>Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment</p>	<p>June 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Richard Pearn, Head of Waste, Resources and Energy, Email: richard.pearne@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>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).</p>
<p>11. Continuation of shared Trading Standards Service – KEY/28FEB22/03 Peterborough City Council entered into a Memorandum of Understanding with Cambridgeshire County Council for the provision of a shared Trading Standards Service across Peterborough and Cambridgeshire from 1 April 2017. Approval is requested to continue the shared service arrangements as per the Service Level Agreement.</p>	<p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities</p>	<p>April 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Catherine Pawson. Head of Operations Trading Standards, 01954 284651, catherine.pawson@peterborough.gov.uk</p>	<p>Resources</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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12.	<p>Dynamic Purchasing System - Temporary Accommodation & Private Rented Sector Scheme – KEY/18FEB22/05</p> <p>To implement a Dynamic Purchasing System in order to procure accommodation for homelessness households who approach Peterborough City Council for assistance. We look to be more responsive and flexible with the accommodation we provide, and to ensure we provide value for money through a more competitive system.</p>	Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities	April 2022	Communities Scrutiny Committee	All Wards	Housing Needs are currently undertaking a soft market test and engagement with providers.	Caroline Rowan, Housing Manager, 01733 864095, caroline.rowan@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
13.	<p>Procurement of a Design Team for The Vine, 64-68 Bridge Street, Peterborough - KEY/14MAR2022/01 –</p> <p>A decision is requested following a procurement exercise under the Homes England Framework, for the appointment of a design team. The design team will then need to undertake concept designs to inform an Outline Business Case.</p>	Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	April 2022	Growth, Environment and Resources Scrutiny Committee	Central Ward	Relevant internal and external stakeholders and through the Homes England Framework.	Karen Lockwood, Programme Manager Place & Economy, Tel:07825 902794, Email: karen.lockwood@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14.	<p>Article 4 Direction - KEY/28MAR2022/01 –</p> <p>To agree to formulate an Article 4 Direction for public consultation that requires property owners in Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park and Central wards, to obtain planning permission when converting single homes or residential properties into HMOs, alongside relevant planning policies to support this.</p>	Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing, Culture and Communities	May 2022	Communities Scrutiny Committee	Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park and Central.	Formal public consultation within relevant wards	Michael Kelleher, Assistant Director Housing michael.kelleher@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
15.	<p>Clare Lodge and agency resource - KEY/28MAR2022/02 -</p> <p>Relating to the supply of temporary agency requirements at Clare Lodge</p>	Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation	April 2022	Growth, Environment and Resources Scrutiny Committee	All Wards	Legal, Procurement, Service area, Clare Lodge, agency providers	Steve McFaden, Business, Strategy & Infrastructure Manager Clare Lodge, 01733 253246	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16.	<p>Contract value reconciliation to accommodate transaction charges - Pay360 Capita call-off contract via KCS Framework Agreement – KEY/11APR2022/01 - Seek authorisation for increased contract value award. The cumulative contract value now exceeds the value originally awarded within a Director's Contract Award Report.</p>	Councillor Marco Cereste, Cabinet Member for Digital Services and Transformation	April 2022	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Jason Dalby IT Projects and Programmes ICT Project Manager, t: 01733 452562 m: 07931 176848, jason.dalby@peterborough.gov.uk	Customer and Digital Services	Director's Contract Award Report dated 25 August 2021

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17.	Home to School Mini Buses - KEY/11APR2022/02 - To award a contract for the supply of new Mini Buses to deliver the Home to School Transport service for Aragon Direct Services	Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University	April 2022	Children and Education Scrutiny Committee	All Wards	Relevant internal and external stakeholders and competitive tender.	James Collingridge, Head of Environmental Partnerships, 01733864736, james.collingridge@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18.	New Street Cleansing Vehicles - KEY/11APR2022/03 - Award a contract for new vehicles to be used to deliver Street Cleansing Services.	Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment	August 2022	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders and competitive tender.	James Collingridge, Head of Environmental Partnerships, 01733864736, james.collingridge@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
19.	Extension of the Learning Disability Day Opportunities Contracts in Peterborough – KEY/25APR2022/01 - To approve the extensions of the LD Day Opportunities Contracts in Peterborough to 31 March 2024 for Thera, Sense, Helping Hands	Councillor Irene Walsh, Cabinet Member for Adult Social Care, Health and Public Health	April 2022	Adults and Health Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Toni Bawden, Commissioner LD/Autism Email: toni.bawden@cambridgeshire.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
20.	Extension of Lyons Gardens LD residential respite contract - KEY/25APR2022/02 - This report seeks the Cabinet Member for integrated Adult Social Care & Health's approval to extend the Lyons Gardens contract by 18 months from 1 May 2022 to 31 October 2023, thus ensuring the continuation of the respite provision for people with Learning Disabilities in Peterborough, whilst a wider respite review is undertaken	Councillor Irene Walsh, Cabinet Member for Adult Social Care, Health and Public Health	April 2022	Adults and Health Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Toni Bawden, Commissioner LD/Autism Email: toni.bawden@cambridgeshire.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
21.	Variations to the Integrated Drug and Alcohol Treatment System Contract - KEY/25APR2022/03 - Modifications to the Integrated Drug and Alcohol Treatment System contract for Peterborough between the Council and Change Grow Live Services Limited for the contract years 2022/23 and 2023/24.	Councillor Irene Walsh, Cabinet Member for Adult Social Care, Health and Public Health	April 2022	Adults and Health Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Joe Keegan, Commissioning Team Manager Substance Misuse, Tel 07795302390, joseph.keegan@cambridgeshire.gov.uk	People and Communities	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>1. Disposal of former Barnack Primary School caretaker house - Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p>Councillor Coles, Cabinet Member for Finance</p>	<p>May 2022</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p>	<p>Bill Tilah, Estates Surveyor Email: Bill.Tilah@nps.co.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>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).</p>
<p>2. Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>May 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Place and Economy</p>	<p>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).</p>
<p>3. Variation to the delegation agreement between Peterborough City Council (PCC) and Cambridgeshire County Council (CCC) regarding the delivery of the Healthy Child Programme (HCP) across Peterborough and Cambridgeshire This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p>	<p>Councillor Walsh, Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>April 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, Tel:07583040529</p>	<p>People and Communities</p>	<p>CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - https://democracy.peterborough.gov.uk/mgIssueHistoryHome.aspx?IId=22331&PlanId=395&RPID=0</p>
<p>4. Joint PCC and CCC IT Service Management System To approve the procurement of a new joint Peterborough City Council [PCC] and Cambridgeshire County Council [CCC] IT Service Management [ITSM] system.</p>	<p>Councillor Cereste, Cabinet Member for Digital Services and Transformation</p>	<p>April 2022</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders.</p> <p>G-Cloud Procurement Process</p>	<p>Damian Roberts, Project Manager. T: 07485 594522 E: damian.roberts@peterborough.gov.uk</p>	<p>Customer and Digital Services</p>	<p>CMDN and PID</p>

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 Fitzgerald (Leader of the Council), Cllr Steve Allen (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Hiller; Cllr Walsh; Cllr Coles and Cllr Simons.

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 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 Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to philippa.turvey@peterborough.gov.uk or by telephone on 01733 452460.

All decisions will be posted on the Council's website: 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

RESOURCES DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)
Strategic Finance
Internal Audit
Schools Infrastructure (Assets and School Place Planning)
Waste and Energy
Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)
Corporate Property

BUSINESS IMPROVEMENT AND DEVELOPMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

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

CUSTOMER AND DIGITAL SERVICES Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

IT, Customer Services – contact centres, walk-in customer service sites, reception services and web & digital services;
Communications;
Emergency Planning, Business Continuity and Health and Safety.

PEOPLE AND COMMUNITIES DEPARTMENT 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)
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)
Performance and Information (Performance Management, Systems Support Team)

LAW AND GOVERNANCE DEPARTMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Democratic Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)
Electoral Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)
Human Resources (Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)
Information Governance, (Coroner's Office, 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)
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)

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 Fitzgerald	Leader of the Council
Councillor Steve Allen	Deputy Leader and Cabinet Member for Housing, Culture and Communities
Councillor Ayres	Cabinet Member for Children's Services and Education, Skills and the University
Councillor Simons	Cabinet Member for Waste, Street Scene and Environment
Councillor Hiller	Cabinet Member for Strategic Planning and Commercial Strategy and Investments
Councillor Andy Coles	Cabinet Member for Finance
Councillor Walsh	Cabinet Member for Adult Social Care, Health and Public Health
Councillor Cereste	Cabinet Member for Digital Services and Transformation

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)