

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 7 OCTOBER 2022

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 7 NOVEMBER 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>Extension of contract for care and support services in Extra Care schemes – KEY/7NOV22/01 To authorize an extension for one year 10 months to the existing contract at a total cost of £3,480,253</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>November 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>Eye, Thorney & Newborough, Paston and Walton and East</p> | <p>Preparations to tender the services had commenced and consultation questions had been completed by people living in the schemes and family members.</p> | <p>Lynne O'Brien Commissioning Manager 0777 667 9591 lynne.o'brien@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>Approval for contract to be awarded to Milestone to deliver construction of two active travel schemes which will form part of A1260 Junction 3 improvement project. - KEY/7NOV22/02 The Council is currently in the process of completing the business case and design of the A1260 Junction 3 improvement scheme, however it is recognised that to further enhance the main highway works and improve active travel options in the scheme area additional improvements are required for walking and cycling. Therefore, it is being proposed to deliver improvements along Malborne Way and Shrewsbury Avenue prior to the main highway construction works beginning later in 2023. The work is estimated to cost £519k and will be funded by the Cambridgeshire and Peterborough Combined Authority.</p> | <p>Cabinet</p> | <p>14 November 2022</p> | <p>Climate Change and Environment Scrutiny Committee</p> | <p>Orton Longueville and Hargate & Hempsted</p> | <p>Consultation was undertaken with members of the public and relevant stakeholders to inform the detailed design and business case.</p> | <p>Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@pete.rborough.gov.uk</p> | <p>Place and Economy</p> | <p>Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 19 October 2022 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available.</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 |
|---|--|-------------------------------|---|---|---|--|--------------------|---|
| <p>Approval for contract to be awarded to Milestone to deliver construction of active travel schemes and for payment of C4 utility costs for Fengate Eastern Industries Access improvement scheme. - KEY/7NOV22/03</p> <p>The Council is currently in the process of completing the business case for Fengate Eastern Industries Access improvement scheme, however it is recognised that to accelerate progress funding has been requested to deliver active travel improvements on Newark Road and Oxney Road for an estimated cost of £550,424 and also for making advance payment for C4 utility costs up to value of £315k (which is a requirement) to enable construction works to commence without delay for the main highway works later this and next financial year. All of the costs stated will be funded by the Cambridgeshire and Peterborough Combined Authority.</p> | Cabinet | 14 November 2022 | Climate Change and Environment Scrutiny Committee | East | Consultation was undertaken with members of the public and relevant stakeholders to inform the detailed design and business case. | Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@pete.rborough.gov.uk | Place and Economy | Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 19 October 2022 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available. |
| <p>Approval for contract to be awarded to Milestone to deliver full business case and detailed design for A16 Norwood improvement scheme. - KEY/7NOV22/04</p> <p>The Council has previously received funding of £630k from the Cambridgeshire and Peterborough Combined Authority (CPCA) to deliver the outline business case and preliminary design for A16 Norwood improvement scheme. As that stage is now complete, a request is to be made to the CPCA to fund a further £1,567,190 so that the next stage (full business case and detailed design) can be undertaken. Approval is required for the contract to be awarded to Milestone to undertake the next phase of the scheme business case and design. The decision will only be progressed once funding is granted from the CPCA.</p> | Cabinet | 14 November 2022 | Climate Change and Environment Scrutiny Committee | Gunthorpe and Eye, Thorney & Newborough | Consultation was undertaken with members of the public and relevant stakeholders to inform the detailed design and business case. | Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@pete.rborough.gov.uk | Place and Economy | Currently the relevant documents for this decision are not available. The minutes of the CPCA Board meeting scheduled for 19 October 2022 will serve as confirmation of the additional grant funding award. The minutes and any supporting documents will be provided once they are made available |
| <p>Modification to the PSSP Contract – KEY/7NOV22/05</p> <p>Procurement Function</p> | Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance | November 2022 | Growth, Resources and Communities | N/A | Consulted with internal and external stakeholders. No other consultation. | Chris Yates, Finance, chris.yates@peterborough.gov.uk | Resources | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |

| 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>Direct Payment Support Services – KEY/7NOV22/06 - This 5-year contract is due to end in February 2023. Approval is sought to extend this contract for an additional two 12-month periods (1+1) at a total value of £250,984. This will increase the aggregated contract to £878,444. It is further requested that delegated authority to award be granted to the Executive Director, People & Communities, Cambridgeshire and Peterborough.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>November 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Direct payment service users engaged through satisfaction survey, soft market test to evaluation interest in the provider market, marker engagement event to inform service providers about the service and Council's vision, operational head of service, Direct Payment Monitoring Officers, Finance Managers, adult and childrens' commissioners reviewed service specification and social care practitioners shared their views on the professional support from the service.</p> | <p>Leneva Nwachukwu, Commissioner, 01954 286002, leneva.nwachukwu@cambridgeshire.gov.uk</p> | <p>Public Health</p> | <p>Cabinet Member's Decision Notice, Joint Commissioning Board report v7 dated 26th July 2022 (meeting held 27th July). Appendix 4 should be exempt from public circulation as it includes specific characteristics of real-life service users which may make them identifiable to members of the public, if known, this may cause these individuals embarrassment and cause people in need of the support service to be reluctant to seek help, if they believe data about their circumstances are being publicised.</p> |

PREVIOUSLY ADVERTISED KEY DECISIONS

| 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>1. The disposal of former playing fields at Angus Court, West Town, Peterborough - KEY/06JAN20/02 Approval to dispose of former playing fields and Angus Court</p> | <p>Cabinet</p> | <p>October 2022</p> | <p>Growth, Resources, And Communities 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>Resources</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |
| <p>2. 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>Cabinet</p> | <p>14 November 2022</p> | <p>Growth, Resources and 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> |
| <p>3. Procurement of a Design Team for The Vine, 64-68 Bridge Street, Peterborough - KEY/14MAR2022/01 – 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> | <p>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</p> | <p>October 2022</p> | <p>Growth, Resources, And Communities Scrutiny Committee</p> | <p>Central</p> | <p>Relevant internal and external stakeholders and through the Homes England Framework.</p> | <p>Karen Lockwood, Programme Manager Place & Economy, Tel:07825 902794, Email: karen.lockwood@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> |

| 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>4. Article 4 Direction - KEY/28MAR2022/01 – 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> | Cabinet | October 2022 | Growth, Resources, And Communities Scrutiny Committee | Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park, North and Central. | Formal public consultation within relevant wards | Jim Newton, Assistant Director Planning & Building Control (Interim) Email: jim.newton@pete.rborough.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. |
| <p>5. Clare Lodge and agency resource - KEY/28MAR2022/02 - Relating to the supply of temporary agency requirements at Clare Lodge</p> | Cabinet | October 2022 | Children and Education 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. |
| <p>6. 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 Wayne Fitzgerald, Leader of the Council | October 2022 | Growth, Resources, And Communities Scrutiny Committee | N/A | Relevant internal and external stakeholders | Katherine Hlalat, Head of IT Projects and Programmes, Katherine.Hlalat@cambridgeshire.gov.uk | Customer and Digital Services | Director's Contract Award Report dated 25 August 2021 |

| 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>7. Investment in NHS Health Checks to address the backlog created by the impact of COVID-19 pandemic – KEY/23MAY22/02 - The NHS Health Checks Programme is a mandatory Local Authority function. Peterborough has very rates of cardiovascular disease and the Programme is a key prevention intervention for identifying and addressing cardiovascular disease risks. The COVID-19 pandemic had a huge impact on the number of NHS Checks completed and there is an urgent need to address the backlog of NHS Health Checks and ensure that risks in the population are reduced. The additional investment is to provide support to GP Practices to deliver the NHS Health Checks. GPs are an integral part of the Programme as their patient data is used to identify those eligible and they play a key role in addressing any identified clinical issues. The proposal is to commission the GP Federation in Peterborough to support the GPs to deliver the Programme. A GP Federation is a group of practices that come together to deliver services. The commission will be in line with the recommendations from procurement and legal services.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>October 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>GP Federations, Clinical Commissioning Group, Local Medical Committee</p> | <p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p> | <p>Public Health</p> | <p>Cover paper</p> |
| <p>8. Investment to fund the NHS pay award for staff who work in NHS services commissioned by Public Health – KEY/23MAY22/03 - Public Health commission services from NHS organisations. Their staff have had a 3% pay award. The Public Health Grant funding uplift for 2022/23 reflects this pay award. Local Authorities are expected to ensure that these NHS pay awards are fully met and included in any contractual arrangements or Section 75 agreements.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>October 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>NHS commissioned providers.</p> | <p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p> | <p>Public Health</p> | <p>Cover paper</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 |
|---|--|-------------------------------|---|-------------|--|--|------------------------|---|
| <p>9. To award a contract for the construction of a new temporary surface car park supporting regional pool and the University of Peterborough project - KEY6JUN22/02 The existing Regional Pool car park will become the site of the new University Phase 3 Living Lab (and second teaching building for ARU Peterborough). A new Regional Pool Car Park is therefore proposed and the planning application has already been submitted. This new project will see construction of a new 128-space temporary surface car park, linked footpaths, lighting improvements, service installations and associated landscaping works. Funding has been secured for the project, however a decision is required to approve the award of contract due to the anticipated contract value being higher than £500k</p> | Cabinet | October 2022 | Growth, Resources, And Communities Scrutiny Committee | Central | Regional pool staff engaged throughout the provisional design process Statutory consultees engaged as part of the planning process | Kim Davies Project Manager, NPS. Kim.Davies@nps.co.uk. | Resources | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| <p>10. Contract Award for Translation and Interpretation Services - KEY/20JUN22/02 - Capita Translation and Interpretation services provides Peterborough City Council with translation and interpretation services. This Framework agreement contract with Capita expires 7th November 2022 and needs to be renewed.</p> | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University | October 2022 | Children and Education Scrutiny Committee | All Wards | Relevant internal stakeholders | Helen Andrews Commissioning Manager Tel: 07557155633 Email: helen.andrews@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. |
| <p>11. Tenancy Sustainment and Employment Support Grant – KEY/18JUL22/02 - The Council is going through procurement for a Tenancy Sustainment and Employment Support service until 31 March 2025. This is Rough Sleeper Initiative Funding that we have been successful for.</p> | Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport | December 2022 | Adults and Health Scrutiny Committee | All wards | There will be a full procurement exercise | Sarah Scase, Housing Needs Operations Manager, 07920 160502, sarah.scase@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. |

| 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>12. Award of Insurance Contract - KEY/1AUG22/02 - The existing contract for the Councils insurance arrangements runs from 1 April 2018 - 31 March 2023. (MAR18/CMDN/113). Discussions are now being held with insurance specialists and the Procurement Team to set out the specification requirements so that this contract can go out to tender with award expected in late January 2023 / early February 2023.</p> | <p>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</p> | <p>1 April 2023</p> | <p>Growth, Resources, And Communities Scrutiny Committee</p> | <p>All Wards</p> | <p>Consultation internal (Procurement), external (insurance broker advisors).</p> | <p>Steve Crabtree. Chief Internal Auditor. Tel: 01733 384557. Email: steve.crabtree@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> <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>13. Debt write-offs in excess of £10,000 - KEY/1AUG22/03 - Approval of debt write-offs in excess of £10,000 if applicable for Non-Domestic Rates, Council Tax, Housing Benefit overpayments and Sundry Debtor accounts.</p> | <p>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</p> | <p>October 2022</p> | <p>Growth, Resources, And Communities Scrutiny Committee</p> | <p>N/A</p> | <p>None</p> | <p>Chris Yates, Finance Manager - Business Operations, Tel:01733 384552, Email chris.yates@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> |
| <p>14. Academy Conversion of a maintained school – KEY/15AUG22/01 - Delegation of Authority to negotiate and agree details of the Academy Conversion</p> | <p>Cabinet</p> | <p>17 October 2022</p> | <p>Children and Education Scrutiny Committee</p> | <p>East</p> | <p>The target conversion date has been tentatively set by the DfE and school as 1 Sep 22. However, a DfE Kick off meeting has yet to take place.</p> | <p>Clare Buckingham, Strategic Education Place Planning Manager Add: (Cambridgeshire County Council and Peterborough City Council), ALC2607 New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon PE28 4YE Tel: 01223 699779</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>The decision will include an exempt annexe. By virtue of paragraph 4, Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority</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 |
|---|-----------------------|-------------------------------|--|-------------|---|--|--------------------|--|
| 15. Towns Fund Business Case for The Vine Project – KEY/29AUG22/01 Assurance for Towns Fund Business Case Summaries for submission to DLUHC to apply for government funding for the Vine project. The total grant application for the project is over £12m from government. | Cabinet | 9 January 2023 | Growth, Resources and Communities Scrutiny Committee | Central | Towns fund board consulted and approved the programme of submissions. | Karen lockwood, programme manager, 07825 902794. Karen.Lockwood@peterborough.Gov.Uk | Resources | Cabinet report to be submitted for consideration September 2022 |
| 16. Adult Social Care Reform – KEY/12SEP22/02 - Decision to move forward with Adult Social Care Reform Requirements | Cabinet | 17 October 2022 | Adults and Health Scrutiny Committee | All Wards | N/A | Oliver Hayward | Public Health | Adult Social Care Report |

| 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>17. Cambridgeshire County Council's Pseudo Dynamic Purchasing System (Dps) For Individual Service Fund (Isf) Services - KEY/12SEP22/03</p> <p>Authorise Peterborough City Council to utilise Cambridgeshire County Council's Pseudo Dynamic Purchasing Services (DPS) Agreement for the Provision of Individual Service Funds (ISF) Services to purchase ISF Services up to the value of £6,000,000 (six million pounds). Authorise the Executive Director, People & Communities to enter into the required call off contracts following the competitive process, as required under the DPS, with the successful provider who has been selected to deliver the Services.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>October 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>N/A</p> | <p>Shairbano Shaukat, Commissioning Officer, TEL 07739 320000, shairbano.shaukat@peterborough.gov.uk</p> | <p>Public Health</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> |
| <p>18. Renewal of ongoing Microsoft Software agreements – KEY/12SEP22/04</p> <p>Award of contract for the ongoing supply of Microsoft software due by 15/10/2022 to allow for all relevant standstill periods and checking to be done before a PO is required for the renewal</p> | <p>Councillor Wayne Fitzgerald, Leader of the Council</p> | <p>October 2022</p> | <p>Growth, Resources and Communities Scrutiny Committee</p> | <p>All Wards</p> | <p>N/A</p> | <p>Kevin Halls, IT Finance and Contracts Manager – kevin.halls@cambridgeshire.gov.uk</p> | <p>Customer and Digital</p> | <p>Previous CMDN's</p> |
| <p>19. Re-tendering of the Care & Repair Framework Agreement (4 LOTS) Jan 2023 to Dec 2025 with optional 2 yearly extensions to Dec 2027. Procurement of Dynamic Purchasing System for Large Scale Adaptations and Repairs Assistance for the same period – KEY/26SEPT22/01 - A re-tender of the existing Care & Repair Framework Agreement currently in Year 4 of a 3 year plus 1 plus 1 Agreement. The framework of Contractors deliver mandatory Disabled Facility Grants and Repairs Grants. Procurement of a separate DPS for large scale adaptations funded through mandatory Disable Facility Grants.</p> | <p>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</p> | <p>1 January 2023</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Soft Market Testing, Engagement Events and contract published via Pro Contract</p> | <p>Sharon Malia - Housing Programmes Manager 07920 160632 sharon.malia@peterborough.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>20. Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge – KEY/24OCT22/01 - Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge. This is a Towns Fund project and the Bridge will provide a walking and cycling route between the Embankment and Fletton Quays and also support the ambition of opening up the waterfront for regeneration.</p> | <p>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</p> | <p>24 October 2022</p> | <p>Growth, Resources, And Communities Scrutiny Committee</p> | <p>Central, Fletton & Standground</p> | <p>Engagement with ward councillors and a public consultation will take place</p> | <p>Karen Lockwood, Tel: 07825 902794, Email: karen.lockwood@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> |

| 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>21. Fees and Charges – KEY/24OCT22/02 - Comprehensive review of fees and charges and proposes inflationary increases wherever possible for the 2022/23 and 2023/24 financial years.</p> | <p>Cabinet</p> | <p>14 November 2022</p> | <p>Growth, Resources, And Communities Scrutiny Committee</p> | <p>All Wards</p> | <p>Finance and from respective service - report will go to CLT, CPF, Joint Scrutiny and then Cabinet</p> | <p>Cecilie Booth, Director of Resources and S151 Officer, Tel: 07970325557, Email: Cecilie.Booth@pe-terborough.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> |
| <p>22. Uplift in payments for delivery of public health services in primary care – KEY/25OCT22/01 - Stop smoking, NHS Health Checks and Long-Acting reversible contraception services are delivered in primary care. This CMDN seeks approval for an uplift in the price paid for each unit delivered.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>October 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Consultation has been undertaken with the local medical committee which represents GPs.</p> | <p>Val Thomas Deputy Director of Public Health, 07884 183373 val.Thomas@cambridgeshire.gov.uk</p> | <p>Public Health</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published</p> |

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

DECISIONS TO BE TAKEN IN PRIVATE

| <i>KEY DECISION REQUIRED</i> | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i> | <i>WARD</i> | <i>CONSULTATION</i> | <i>CONTACT DETAILS / REPORT AUTHORS</i> | <i>DIRECTORATE</i> | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i> |
|------------------------------|-----------------------|-------------------------------|------------------------------------|-------------|---------------------|---|--------------------|--|
| None. | | | | | | | | |

PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE

| <i>KEY DECISION REQUIRED</i> | <i>DECISION MAKER</i> | <i>DATE DECISION EXPECTED</i> | <i>RELEVANT SCRUTINY COMMITTEE</i> | <i>WARD</i> | <i>CONSULTATION</i> | <i>CONTACT DETAILS / REPORT AUTHORS</i> | <i>DIRECTORATE</i> | <i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i> |
|---|-----------------------|-------------------------------|---|------------------|---|--|--------------------|--|
| <p>1. Disposal of land at A1/A605 – KEY/1AUG22/01 - Newlands development have proposed a development within HDC. However, to enable a larger development, the developer requires an area of CRA land, within PCC ownership, to be enhanced and enable planning permission. The land is therefore a ransom strip and a figure has been negotiated with the developer.</p> | Cabinet | November 2022 | Growth, Resources, And Communities Scrutiny Committee | Orton Waterville | Consultation has been carried out with the Interim Head of Property, external valuers | Christine Addison Interim Head of Property | Resources | <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> |

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

| DECISION REQUIRED | DECISION MAKER | DATE DECISION EXPECTED | RELEVANT SCRUTINY COMMITTEE | WARD | CONSULTATION | CONTACT DETAILS / REPORT AUTHORS | DIRECTORATE | DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES |
|--------------------------|-----------------------|-------------------------------|------------------------------------|-------------|---------------------|---|--------------------|--|
| None. | | | | | | | | |

| PREVIOUSLY ADVERTISED KEY DECISIONS | | | | | | | | |
|--|---|-------------------------------|---|-------------|---|--|--------------------|---|
| 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>1. 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> | Councillor Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport | October 2022 | Growth, Resources, And Communities Scrutiny Committee | Park | <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> | Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk | Resources | 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>2. 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> | Councillor Howard, Cabinet Member for Adult Social Care, Health & Public Health | October 2022 | Children and Education Scrutiny Committee | All Wards | Relevant internal and external stakeholders | Amy Hall, Children's Public Health Commissioning Manager, Tel:07583040529 | Public Health | CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - https://democracy.peterborough.gov.uk/mgIssueHistoryHome.aspx?lId=22331&PlanId=395&RPID=0 |

| 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 |
|-------------------|--|---|------------------------|---|------------|--|---|------------------------|--|
| 3. | <p>Approval of the Peterborough Sufficiency Strategy Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.</p> | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University | October 2022 | Children and Education Scrutiny Committee | All Wards | There has been widespread consultation including with children and young people in care. | Nicola Curley: Director of Children's Service, Email: nicola.curley@peterborough.gov.uk | People and Communities | Scrutiny Report |
| 4. | <p>Werrington Fields and Ken Stimpson Secondary School - Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.</p> | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University | October 2022 | Children and Education Scrutiny Committee | Werrington | Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties. | Jonathan Lewis, Service Director, Education Email:jonathan.lewis@peterborough.gov.uk | Education | Cabinet Member Decision Notice, Background Information Document It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 5. | <p>Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust 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> | Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University | October 2022 | Children and Education Scrutiny Committee | All Wards | Relevant internal and external stakeholders | Helen Andrews, Children's Commissioning Manager helen.andrews@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. |
| 6. | <p>Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025 – to discuss and agree the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025, for final approval by the Health and Wellbeing Board.</p> | Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health | October 2022 | Adults and Health Scrutiny Committee | Dogsthorpe | Chair and vice chair of adults and health committee, Director of Public Health, Mental health boards | Joe Davies Email: joseph.davies@cambridgeshire.gov.uk | Public Health | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |
| 7. | <p>PCC/CCC Delegation Agreement for jointly procured Floating Support service - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC</p> | Councillor Howard, Cabinet Member for Adult Social Care, Health & Public Health | October 2022 | Adults and Health Scrutiny Committee | All Wards | Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement | Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk | Public Health | It is not anticipated that there will be any documents other than the report and relevant appendices to be published. |

| 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>8. Approval and Endorsement of a new countywide Infant Feeding Strategy- Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire & Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.</p> | <p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</p> | <p>October 2022</p> | <p>Children and Education Scrutiny Committee</p> | <p>All Wards</p> | <p>Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.</p> | <p>Amy Hall, Children's Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 07583040529</p> | <p>Public Health</p> | <p>Paper and Strategy to be submitted closer to the Cabinet meeting</p> |
| <p>9. Approval of Delegation Agreement for Floating Support Service - Requesting approval to delegate authority to CCC to enable them to deliver a new jointly commissioned Floating Support service on behalf of PCC.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>November 2022</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Feedback gathered from existing customers, service staff and external stakeholders/partners.</p> | <p>Lisa Sparks - Senior Commissioning Manager - lisa.sparks@cambridgeshire.gov.uk - 07900163590</p> | <p>Public Health</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. Approval to award a grant for a Mental Health Supported Living service. - Approval to award a grant for revenue funding to Eastlands Mental Health Supported Living Services, for a period of 1 year period, from April 2023.</p> | <p>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</p> | <p>January 2023</p> | <p>Adults and Health Scrutiny Committee</p> | <p>All Wards</p> | <p>Consultation not required as seeking no change to existing service</p> | <p>Lisa Sparks - Senior Commissioning Manager - lisa.sparks@cambridgeshire.gov.uk - 07900163590</p> | <p>Public Health</p> | <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</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 Howard; 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

Financial Services

Internal Audit, Insurance and Investigations

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

Corporate Property

Registration and Bereavement Services

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, Ho 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

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)

Information Governance, (Freedom of Information and Data Protection)

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

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

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 I Public Transport)

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

