

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 2 JUNE 2023

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 3 JULY 2023

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>PCC SEND and AP expenditure – KEY/3JUL23/01 Approvement to authorise the future expected spend through Cambridgeshire County Council's Children's External Placements Dynamic Purchasing System (PDPS) until 31st March 2024 with providers for Alternative Education Provision – SEND and AP and Inclusion Team.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</p>	<p>July 2023</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Anna Wahlandt - anna.wahlandt@cambridgeshire.gov.uk 07881 426870</p>	<p>People Services</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Draft Housing Strategy – KEY/3JUL23/04 Approval of draft Housing Strategy to commence public consultation</p>	<p>Cabinet</p>	<p>December 2023</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Internal consultation with key service stakeholders to inform development of the draft strategy. Public consultation with key external stakeholders and residents for 6 weeks once the draft is approved for consultation</p>	<p>Anne Keogh Housing Strategy and implementation Manager anne.keogh1@petborough.gov.uk 07983343076</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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1. Clare Lodge and agency resource - KEY/28MAR2022/02 - Relating to the supply of temporary agency requirements at Clare Lodge	Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services	June 2023	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 Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2. Charging residents and developers for replacement bins – KEY/21NOV22/01 - Currently all replacement household bins are replaced for free, if implemented, if you loose your bin or damage it you will be required to pay for a replacement.	Councillor Nigel Simons, Cabinet Member for Infrastructure, Environment and Climate	June 2023	Climate Change and Environment Scrutiny Committee	All Wards	Via the budget setting last financial year and FSWG	James Collingridge, Assistant Director of Operations, 01733 864736, james.collingridge@peterborough.gov.uk	Place and Economy	A CMDN.
3. Refugee Resettlement Befriender Contract Award – KEY/21NOV22/02 To award a contract to provide services and support to resettled refugee families under the United Kingdom Resettlement Scheme and the Afghan Relocation and Assistance Programme.	Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing and Communities	June 2023	Growth, Resources and Communities Scrutiny Committee	All Wards	Soft market testing with potential suppliers has taken place	Ian Phillips Head of Communities and Partnerships Integration Email: ian.phillips@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.
4. Disposal of Ground Rent at Hereward Cross – KEY/05DEC22/01 - Disposal of ground rent at Hereward Cross	Councillor Andy Coles, Cabinet Member for Legal, Finance and Corporate Governance	June 2023	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Part of the approved disposal programme	Felicity Paddick, Manager - Estates and Valuation Email: felicity.paddick@nps.co.uk Tel: 07801 910971	Corporate Services	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
5. Education Systems Contract Award – KEY/19DEC22/01 Procuring a cloud-based system for Education which will provide a single view of service user details to improve service delivery.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services	June 2023	Children and Education Scrutiny Committee	All Wards	Procurement, Finance, Legal, Service area	Lucy Sweatman, Education Programme Manager, 07548342557	People Services	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>6. Termination of the Council's Agency Worker Contract – KEY/31JAN2023/01 - Termination of the Council's agency worker contract with OPUS</p>	<p>Councillor Andy Coles, Cabinet Member for Legal, Finance and Corporate Governance</p>	<p>June 2023</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders</p>	<p>Mandy Pullen Assistant Director HR and Development Email: mandy.pullen@peterborough.gov.uk Tel: 01733 863628 Mobile: 07920 160379</p>	<p>Corporate Services</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. PCC/CCC Delegation Agreement for jointly procured Floating Support service - KEY/27FEB23/08 - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC</p>	<p>Councillor Howard, Cabinet Member for Adult Social and Public Health</p>	<p>June 2023</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement</p>	<p>Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@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>
<p>8. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01 "The Public Health Directorate are seeking to continue provision of the Healthy Schools Support Service for a further 19-month period, from 1st September 2023 - 31st March 2025. The service has been successfully operating across Peterborough and Cambridgeshire since 2018 at an annual value of £148,520 to Cambridgeshire and £58,680 to Peterborough. This new contract period will be used to provide officers sufficient time to review effectiveness, understand the evidence base and better evaluate the impact of current provision to inform future commissioning intentions. The total cost to PCC for this period will be £92,276.66."</p>	<p>Councillor John Howard, Cabinet Member for Adult Social Care and Public Health</p>	<p>June 2023</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>A comprehensive consultation will be undertaken with service users, partners and key stakeholders as part of the required work needed to inform future commissioning intentions</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, amy.hall@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>9. CCTV Surveillance System Service - contract award – KEY/24APR23/01 - Contract award by Peterborough City Council following a joint procurement of Peterborough City Council and Fenland District Council's CCTV Surveillance System whereby Fenland District Council delegate the function of this contract to Peterborough City Council to act as lead local authority.</p>	<p>Councillor Steve Allen, Deputy Leader and Cabinet Member for Housing and Communities</p>	<p>June 2023</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>None.</p>	<p>Aarron Lock, Shared Service CCTV Manager, Email: Aarron.Locks@peterborough.gov.uk, Tel: 07894 913503</p>	<p>Place & 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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10.	<p>Delegated partnership agreement for procuring independent advocacy services for adults and children across Cambridgeshire and Peterborough – KEY/24APR23/02</p> <p>To enter into a Delegation Agreement (DA) with Cambridgeshire County Council for the provision of Independent Advocacy Services for children and to enter into a Section 256 agreement with the Integrated Care Board (ICB) for the provision of Independent Advocacy Services for Adults, both relating to the period October 2023 – September 2027.</p>	Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services	June 2023	Children and Education Scrutiny Committee	All Wards	N/A	Gavin Mullin, Senior Commissioning Officer (Children's), Email: gavin.mullin@cambridgeshire.gov.uk	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11.	<p>Contract Award for Peterborough Adult Advocacy Service – KEY/8MAY23/01</p> <p>To award the Contract for the Peterborough Adult Advocacy Service starting in October 2023 and running for 3 years with an option to extend for 1 year</p>	Councillor John Howard, Cabinet Member for Adult Social Care and Public Health	June 2023	Adults and Health Scrutiny Committee	All Wards	N/A	Tara Mackey - Commissioner – VCS, Carers, Prevention & Early Intervention - Tara.Mackey@cambridgeshire.gov.uk	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
12.	<p>Cambridgeshire & Peterborough All Age Carers Strategy – KEY/8MAY23/02</p> <p>Approve the new Cambridgeshire & Peterborough All Age Carers Strategy</p>	Cabinet	10 July 2023	Adults and Health Scrutiny Committee	All Wards	A draft will be shared in April and then a refined version circulated for further comment in May.	Lisa Hall, Commissioner lisa.hall@cambridgeshire.gov.uk 07818 576514	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
13	<p>Council Climate Change Action Plan – KEY/22MAY23/01 - Adoption of the Council Climate Change Action Plan. This details the actions to reduce the council's own emissions in the following year. A draft version has been discussed at the Climate Change and Environment Scrutiny Committee.</p>	Cabinet	19 June 2023	Climate Change and Environment Scrutiny Committee	All Wards	Relevant internal and external stakeholders Change and Environment Scrutiny Committee	Hannah Swinburne, Principal Climate Change Officer, Tel: 01733 453479 Email: hannah.swinburne@peterborough.gov.uk	Place and Economy	Adoption of the Council Climate Change Action Plan. This details the actions to reduce the council's own emissions in the following year. A draft version has been discussed at the Climate Change and Environment Scrutiny Committee.
14.	<p>Financial system procurement – KEY/22MAY23/02 - To approve the procurement of the authorities Financial management system</p>	Cabinet	19 June 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Chris Stromberg, Head of Business & Digital Systems, Email: chris.stromberg@cambridgeshire.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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15.	Disposal of Office Building – KEY/22MAY/03 - Disposal of Office Building	Cabinet	10 July 2023	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Relevant internal and external stakeholders	Felicity Paddick Email: felicity.paddick@peterborough.gov.uk 07801 910971	Corporate Services	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).
16.	Award of contract for delivery of Housing Licensing Schemes – KEY/05JUN23/01 On 16th January Cabinet approved the submission to the Secretary of State for a new Selective Licensing Scheme for the next 5 years. It was proposed that the Scheme, and an Additional Licensing Scheme (following public consultation) would be delivered by a third party. Following a full procurement exercise, the contract can be awarded.	Cabinet	19 June 2023	Growth, Resources and Communities Scrutiny Committee	Central, North, East, Park, Bretton, Fletton and Stanground , Fletton and Woodston, Paston and Walton, Stanground South, Orton Waterville	Consultation for scheme has taken place. Procurement exercise complete before contract will be awarded.	Peter Gell, Assistant Director Regulatory Services - 07920160701 - peter.gell@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.
17.	Peterborough Station Quarter Multi-Disciplinary Procurement – KEY/05JUN23/02 Peterborough Station Quarter Multi-Disciplinary team appointment.	Cabinet	19 June 2023	Growth, Resources and Communities Scrutiny Committee	Central	There are no further consultations for this procurement outside the relevant internal and external stakeholders to date. It is a procurement within a wider project, Peterborough Station Quarter, that has an overall engagement plan.	Karen Lockwood, Programme Manager, 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.

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18.	Peterborough Local Plan - Issues and Options Consultation Document – KEY/05JUN23/03 Cabinet to approve Issues and Options document for public consultation	Cabinet	10 July 2023	Growth, Resources and Communities	All Wards	Cabinet to approve Issues and Options document for public consultation	Gemma Wildman, Planning Policy Manager, 01733 863824, gemma.wildman@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.	Digital Strategy for PCC – KEY/19JUN23/02 - Approval of the Digital Strategy (and supporting Data, Technology & Cyber Strategies)	Councillor Wayne Fitzgerald, Leader of the Council	July 2023	Growth, Resources, and Communities Scrutiny Committee	N/A	N/A	Samantha Smith Email: sam.smith@cambridgeshire.gov.uk	Corporate Services	Digital Strategy, Cyber Strategy, Data Strategy & Technology Strategy
20.	University Phase 3 – KEY/19JUN23/03 Investment in additional share capital in the Peterborough HE Property Company to enable phase 3 of the new university to progress.	Cabinet	19 June 2023	Growth, Resources, and Communities Scrutiny Committee	All Wards	N/A	Adrian Chapman, adrian.chapman@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.
21.	Termination of contract with Eco-Modular Buildings Ltd for the design and build of St John Henry Newman Catholic Primary School – KEY/19JUN23/05 Eco-Modular Buildings Ltd have appointed Administrators. The Administrators have confirmed that Eco-Modular's contracts have not been sold along with their asset to the new owner. The contract will need to be terminated. The school is built and operational but there are a number of snags and defects which need to be rectified. Upon termination of the contract, the Council can make use of contract retention funds in order to rectify all remaining snags and defects.	Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services	June 2023	Children and Education Scrutiny Committee	Hampton Vale and Hargate and Hempsted	Consultation with Education Capital Programme Board members and Legal and Governance.	Emma Everitt, Education Capital Projects Officer emma.everitt@peterborough.gov.uk	People Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

DECISIONS TO BE TAKEN IN PRIVATE								
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
Locality Asset Review – KEY/3JUL23/02 Review of all Locality Assets	Cabinet	September 2023	Growth, Resources and Communities Scrutiny Committee	All Wards	CLT and CPF	Felicity Paddick, Head of Estates, 07801 910971, felicity.paddick@peterborough.gov.uk	Corporate Services	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
Acquisition of Homes – KEY/3JUL23/03 Acquisition of Homes	Cabinet	10 July 2023	Growth, Resources and Communities Scrutiny Committee	All Wards	CLT and CPF	Felicity Paddick, Head of Estates, 07801 910971, felicity.paddick@peterborough.gov.uk	Corporate Services	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE

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1. Peterborough Limited Update – an update on the in-year company finances	Shareholder Cabinet	June 2023	Growth, Resources and Communities Scrutiny Committee	N/A	N/A	Kitran Eastman Managing Director - Peterborough Ltd Email: Kitran.Eastman@peterboroughlimited.co.uk	Place and Economy	Commercial Sensitivity of Peterborough Limited The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
2. Write-off of irrecoverable debts in excess of £10,000 (Biannual process) - KEY/24APR23/03 - To authorise the write-off of irrecoverable debts in excess of £10,000 shown as outstanding in respect of Non-Domestic (Business) Rates, Council Tax, Accounts Receivable (sundry debt) accounts and Housing Benefit overpayments.	Cabinet	19 June 2023	Growth, Resources, And Communities Scrutiny Committee	N/A	None.	Chris Yates, Acting Head of Finance (Corporate Services), Email: chris.yates@peterborough.gov.uk	Corporate Services	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
3. Amendment of the term of the Loan Facility with Peterborough Limited – KEY/19JUN23/01 - Extension of the current loan facility provided to Peterborough Limited	Cabinet	19 June 2023	Growth, Resources and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Carole Coe, Commercial Finance Manager Tel: 07966 570604 Email: carole.coe@peterborough.gov.uk	Corporate Services	The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Disposal of City Centre Building – KEY/19JUN/04 Disposal of City Centre Building, Bridge Street, Peterborough	Cabinet	10 July 2023	Growth, Resources and Communities	Central	The decision is a PCC decision, therefore, there is only consultation with the Towns Fund Board, as the property was purchased with Towns Deal funds as part of the grant funded programme for the city.	Karen Lockwood, Programme Manager, karen.lockwood@peterborough.gov.uk, 07825 902794	Place and Economy	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).

PREVIOUSLY ADVERTISED DECISIONS

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<p>1. 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>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</p>	<p>June 2023</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>There has been widespread consultation including with children and young people in care.</p>	<p>Elaine Redding, Email: elaine.redding@peterborough.gov.uk</p>	<p>Peoples Services</p>	<p>Scrutiny Report</p>
<p>2. 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>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</p>	<p>June 2023</p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.</p>	<p>Jonathan Lewis, Service Director, Education Email: jonathan.lewis@peterborough.gov.uk</p>	<p>Peoples Services</p>	<p>Cabinet Member Decision Notice, Background Information Document</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>3. 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>	<p>Councillor Lynne Ayres, Cabinet Member for Education, Skills and Children Services</p>	<p>June 2023</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 Services</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>4. 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 Education, Skills and Children Services</p>	<p>June 2023</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>

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5.	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.	Councillor John Howard, Cabinet Member for Adult Social Care and Public Health	June 2023	Adults and Health Scrutiny Committee	All Wards	Feedback gathered from existing customers, service staff and external stakeholders/partners.	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	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.	Councillor John Howard, Cabinet Member for Adult Social Care and Public Health	June 2023	Adults and Health Scrutiny Committee	All Wards	Consultation not required as seeking no change to existing service	Lisa Sparks - Senior Commissioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

FORWARD PLAN

PART 1 – KEY DECISIONS

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below in **Part 1**. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:

Cllr 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

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

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

Financial and Resources

Internal Audit, Insurance and Investigations

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

Communications

Commercial & Property

Registration and Bereavement Services

Commercial & Property

Delivery and Transformation

Health & Safety

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

Digital, Data Analytics, Risk & IT Services

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

PEOPLE SERVICES 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 (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, (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Commissioning

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)

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

Corporate Lawyers

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

Information Governance, (Freedom of Information and Data Protection)

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

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

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

Housing and Homelessness

Highways and Transport (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads, Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Employment and Skills

Community Safety

Regulatory Services

Emergency Resilience & Planning

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

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

Health Protection, Health Improvements, Healthcare Public Health.

