

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

PUBLISHED: 12 JANUARY 2024

**PART 1 – FORWARD PLAN OF KEY DECISIONS**

**KEY DECISIONS FROM 12 FEBRUARY 2024**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>Approval of a Section 76 notice for the allocation of funding to establish obesity and cardiovascular disease prevention interventions in GP practices – KEY/12FEB24/01</b>                      To approve a section 76 for the allocation of funding to the integrated care board to enable it to establish obesity and cardiovascular disease prevention interventions in GP practices and the delegation of authority to Cambridgeshire county council for it to establish a joint agreement for the two local authorities with the integrated care board.</p>	<p><b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b></p>	<p><b>February 2024</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All wards</p>	<p>Consultation was undertaken with frontline clinicians and integrated care board staff who have a remit or opportunity to support and develop prevention in primary care.</p>	<p>Val thomas, deputy director of public health (cambridgeshire)                      Tel: 07884 183374                      Email: val.Thomas@cambridgeshire.gov.uk</p>	<p><b>Adults</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>Translation and Interpretation Services - KEY/12FEB24/03 -</b>                      Translation and Interpretation Services is a corporate service available to all PCC Directorates and Officers. Translation services are part of the Council's Public Sector Equality Duty. The service meets this obligation by ensuring accessibility for the customers and communities we serve.</p>	<p><b>Cabinet</b></p>	<p><b>11 March 2024</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All wards</p>	<p>None required</p>	<p>Jo Leggett; Commissioning Manager for Children in Care                      Email: joanne.leggett@peterborough.gov.uk</p>	<p><b>Corporate Services</b></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**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. PCC/CCC Delegation Agreement for jointly procured Floating Support service - KEY/27FEB23/08</b> - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC.</p>	<p><b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b></p>	<p><b>January 2024</b></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>Sarah Croxford, Senior Commissioner (Accommodation), sarah.croxford@peterborough.gov.uk</p>	<p><b>Adults</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>2. Delegation to Cambridgeshire County Council re. recommission of the Healthy Schools Support Service – KEY/13MAR23/01</b> "The Public Health Directorate are seeking to continue provision of the Healthy Schools Support Service for a further 19-month period, from 1st September 2023 - 31st March 2025. The service has been successfully operating across Peterborough and Cambridgeshire since 2018 at an annual value of £148,520 to Cambridgeshire and £58,680 to Peterborough. This new contract period will be used to provide officers sufficient time to review effectiveness, understand the evidence base and better evaluate the impact of current provision to inform future commissioning intentions. The total cost to PCC for this period will be £92,276.66."</p>	<p><b>Cllr Saqib Farooq, Cabinet Member for Adults and Health</b></p>	<p><b>January 2024</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>A comprehensive consultation will be undertaken with service users, partners and key stakeholders as part of the required work needed to inform future commissioning intentions</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, <a href="mailto:amy.hall@peterborough.gov.uk">amy.hall@peterborough.gov.uk</a></p>	<p><b>Public Health</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>3. PCC SEND and AP expenditure – KEY/3JUL23/01</b> Approval to authorise the future expected spend through Cambridgeshire County Council's Children's External Placements Dynamic Purchasing System (PDPS) until 31st March 2024 with providers for Alternative Education Provision – SEND and AP and Inclusion Team.</p>	<p><b>Cllr Ray Bisby, Cabinet Member for Children's Services</b></p>	<p><b>January 2024</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Anna Wahlandt - <a href="mailto:anna.wahlandt@cambridgeshire.gov.uk">anna.wahlandt@cambridgeshire.gov.uk</a> 07881 426870</p>	<p><b>Children and Young People's Service</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>4. Draft Housing Strategy – KEY/3JUL23/04</b> Approval of draft Housing Strategy to commence public consultation</p>	<p><b>Cabinet</b></p>	<p><b>15 January 2024</b></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 <a href="mailto:anne.keogh1@peterborough.gov.uk">anne.keogh1@peterborough.gov.uk</a> 07983343076</p>	<p><b>Place and Economy</b></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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5.	<b>Post-16 Framework for Alternative Education and Training – KEY/17JUL23/01</b> - Agreement for the Post-16 Framework for Alternative Education and Training to be able to call off this Framework which is Cambridgeshire led.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>January 2024</b>	Children and Education Scrutiny Committee	All wards	Family Voice, Young People representation groups (Access Champions), representatives of seldom heard groups	David Rhodes, Commissioning Manager, Email: david.rhodes@peterborough.gov.uk	<b>Children and Young People's Service</b>	Paper from Children and Young People's Committee in Cambridgeshire
6.	<b>Medgen Nursing Services Limited - KEY/17JUL23/02</b> - Approval for spend on a young person's placement for nine months.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>January 2024</b>	Children and Education Scrutiny Committee	Central Ward	No other consultation sought.	Ros Anderson, ART Support Officer, Email: ros.anderson@cambridgeshire.gov.uk Tel: 01733 863986	<b>Children and Young People's Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	<b>Education IT System Award – KEY/20NOV23/01</b> To approve the award of the new IT system for Education Services.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>January 2024</b>	Children and Education Scrutiny Committee	N/A	N/A	Chris Stromberg <a href="mailto:Chris.Stromberg@cambridgeshire.gov.uk">Chris.Stromberg@cambridgeshire.gov.uk</a>	<b>Corporate Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	<b>Peterborough Station Quarter LUF2 Funding - KEY/04DEC23/01</b> Authority to enter into grant funding agreements for the LUF2 funds with the CPCA and to delegate authority to award and enter into contracts.	<b>Cabinet</b>	<b>11 March 2024</b>	Growth, Resources and Scrutiny Committee	Central Ward	CPCA	Karen Lockwood, Head of Regeneration <a href="mailto:Karen.lockwood@peterborough.gov.uk">Karen.lockwood@peterborough.gov.uk</a> , 07825902794	<b>Place and Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9.	<b>Award of Bikeability Contract for 2024/25 – KEY/04DEC23/04</b> Peterborough City Council has received funding from Active Travel England to deliver Bikeability cycle training for the year 2024/25. The existing contract with the current provider will end on 31 <sup>st</sup> March 2024. Therefore, we seek approval to award contract (after completion of procurement exercise) to new provider to begin on 1 <sup>st</sup> April 2024.	<b>Cllr Gavin Eley, Cabinet Member for Infrastructure, Environment and Climate Change</b>	<b>15 January 2024</b>	Climate Change and Environment Scrutiny Committee	All wards	Will go to tender for the new contract and offer providers an opportunity to submit a bid which will be assessed.	Lewis Banks, Transport and Environment Manager, 01733 317465, <a href="mailto:Lewis.banks@peterborough.gov.uk">Lewis.banks@peterborough.gov.uk</a>	<b>Place and Economy</b>	A Cabinet report will be submitted confirming the decision to be taken, background to the decision, scoring and outcome of the tender process, financial and legal implications.  Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).

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<b>10.</b>	<b>CCTV Surveillance System Service - maintenance contract award – KEY/18DEC23/01</b> - Maintenance contract award by Peterborough City Council following a joint procurement of Peterborough City Council and Fenland District Council's CCTV Surveillance System whereby Fenland District Council delegate the function of this contract to Peterborough City Council to act as lead local authority.	<b>Cllr Peter Hiller - Cabinet Member for Housing, Growth and Regeneration</b>	<b>May 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All wards.	Not required.	Aarron Locks, CCTV Shared Service Manager, Tel: 07894 913503, Email: aarron.locks@peterborough.gov.uk	<b>Place and Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>11.</b>	<b>Healthy Child Programme recommissioning - KEY/18DEC23/02</b> - To agree the approach for the recommissioning of the Healthy Child Programme and the associated service specification.	<b>Cabinet</b>	<b>11 March 2024</b>	Children and Education Scrutiny Committee	All wards.	Local user voice will be picked up in the CYP JSNA that Public Health will be completing in a timeline parallel to this.	Raj Lakshman, consultant in Public Health, raj.lakshman@cambridgeshire.gov.uk	<b>Public Health</b>	As well as the main paper and appendices, we will also provide relevant links to needs assessments on Cambridgeshire and Peterborough insight.
<b>12.</b>	<b>Approval on PCC's Home Care Spend through CCC's DPS 2024-27 - KEY/18DEC23/04</b> - The report seeks Cabinet approval on anticipated spend via Cambridgeshire County Council's Dynamic Purchasing System (DPS) for Home and Community Support Services until 31st October 2027, as an alternative way to meet the assessed needs of people living in Peterborough.	<b>Cabinet</b>	<b>12 February 2024</b>	Adults and Health Scrutiny Committee	All wards.	Engagement and informal consultation undertaken to inform overall home care review, but not in relation to this specific decision.	Ayesha, McKechnie, Commissioning Manager, Tel: 07500 024742, Email: Ayesha.mckechnie@peterborough.gov.uk	<b>Adults</b>	Previous CMDNs, Homecare contract.  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>13.</b>	<b>Contract Award of Supported Accommodation Services for Young People in Care aged 16-18 Dynamic Purchasing System – KEY/01JAN24/01</b> - To award the Pseudo dynamic purchasing system for supported accommodation services for young people in care aged 16-18 years, for whom the authority has a statutory responsibility for, in line with the new Ofsted requirements and regulations for the sector.	<b>Cabinet</b>	<b>12 February 2024</b>	Children and Education Scrutiny Committee	All wards	None	Joanne Leggett, Commissioning Manager for Children in Care, Email: Joanne.leggett@peterborough.gov.uk	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.



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14.	<b>Treatment of Dry Mixed Recycling - Services Contract - KEY/01JAN24/02</b> - Award of contract for haulage, processing, and onward sale of dry mixed recycling.	<b>Cllr Gavin Eley, Cabinet Member for Infrastructure, Environment and Climate Change</b>	<b>01 May 2024</b>	Climate Change and Environment Scrutiny Committee	All wards	None	Amy Nebel, Senior Waste and Recycling Officer, Email: Amy.nebel@peterborough.gov.uk	<b>Place and Economy</b>	Exempt appendices will be submitted for the financial submissions on the contract award prices. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
15.	<b>Procurement of Multi Disciplinary Design Team for Vine Project – KEY/15JAN24/02</b> - Procurement of Multi Disciplinary Design Team for Vine Project	<b>Cabinet</b>	<b>11 March 2024</b>	Growth, Resources, And Communities Scrutiny Committee	Fletton & Stanground Ward and Central Ward	No additional consultation other than relevant internal and external stakeholder processes	Karen Lockwood, Head of Regeneration, Email: karen.lockwood@peterborough.gov.uk Tel: 07825 902794	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
16.	<b>To procure a contract for Electric Vehicle Charging Infrastructure - KEY/15JAN24/03</b> - The Council is working in partnership with the Combined Authority and Cambridgeshire County Council to procure a supplier who will roll out Electric Vehicle Charging Infrastructure from late 2024/25 onwards. Successful procurement and submission of a business case will also ensure that the Council receives grant funding to support the roll-out of chargers across Peterborough.	<b>Cabinet</b>	<b>12 February 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Future public consultation will be undertaken	Lewis banks, Transport & Environment Manager Tel: 01733 317465 Email: lewis.banks@peterborough.gov.uk	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
17.	<b>Delivery of Regulatory Services on behalf of Rutland County Council - KEY/15JAN24/04</b> - Delivery of Food Safety, Health and Safety, Housing Standards, Licensing and Pollution Control services on behalf of Rutland County Council. This is a continuation of the current agreement that commenced in April 2016.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	<b>31 March 2024</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	No additional consultation other than relevant internal and external stakeholder processes	Peter Gell Head of Regulatory Services Tel: 07920160701 Email: peter.gell@peterborough.gov.uk	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18.	<b>Peterborough Highway Services annual capital programme of works – KEY/15JAN24/05</b> - Decision requesting approval to deliver the works using the existing Peterborough Highways Term Service Contract and the allocation of funding across the 4 programmes of work.	<b>Cabinet</b>	<b>11 March 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation will be undertaken for the individual packages of works identified in the works programme.	Amy Petrie, Principal programme and projects officer, amy.petrie@peterborough.gov.uk, 452272	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<b>19. Delivery of Highways Major Schemes 2024/2025 through the existing Peterborough Highways Term Service Contract – KEY/15JAN24/06</b> - Recommendation to approve the delivery of the Highways Major schemes 2024/2025 programme of works through the existing Peterborough Highway Services Term Service Contract.	Cabinet	<b>11 March 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation will be undertaken prior to construction	Amy Petrie, Principal programme and projects officer, amy.petrie@peterborough.gov.uk, 452272	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>20. Approval of 5-year review of Highway Asset Management Policy documents - KEY/15JAN24/07</b> - Approval of 5-year review of Highway Asset Management Policy documents including Highway Asset Management Policy and Strategy, Highway Infrastructure Asset Management Plan, and Highway Maintenance Plan.	Councillor Eley, Cabinet Member for Infrastructure, Environment and Climate Change	<b>January 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Kevin Ekins, Asset and Performance Manager, PHS, Tel: 01733 453448, Email: kevin.ekins@peterborough.gov.uk	<b>Place &amp; Economy</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

**DECISIONS TO BE TAKEN IN PRIVATE**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>Regional Fitness and Swimming Centre Building - KEY/12FEB24/02</b> - Decision on the future use of the building following the identification of RAAC in the structure (Reinforced Autoclaved Aerated Concrete), and presentation of options / plans for city leisure provision	<b>Cabinet</b>	<b>11 March 2024</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	Specialist property advisors	Rob Hill - Service Director Housing and Communities Tel: 07815 558081 Email: Rob.hill@peterborough.gov.uk	<b>Place &amp; Economy</b>	'Structural report and Commercial / Finance Reports  Exempt appendices will be submitted for the financial and commercially sensitive submissions. 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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<b>1. Sale of Property at Lincoln Road – KEY/04DEC23/03</b> Sale of surplus property, individual sales exceeding £500,000.	<b>Cabinet</b>	<b>11 March 2024</b>	Growth, Resources and Communities Scrutiny Committee	North Ward	N/A.	Felicity Paddick <a href="mailto:Felicity.paddick@peterborough.gov.uk">Felicity.paddick@peterborough.gov.uk</a> , 07801910971	<b>Corporate Services</b>	Exempt appendix 1, financial and personal details of a third party.
<b>2. Locality Review Phase 1 Progress Update- KEY/15JAN24/01</b> - Outline the updates and progress of Phase 1 of the Locality Review following stakeholder engagement.	<b>Cabinet</b>	<b>12 February 2024</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders Scrutiny in October 2023 & Cabinet in November 2023 plus various consultation platforms	Felicity Paddick 07801 910971 felicity.paddick@peterborough.gov.uk	<b>Corporate Services</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Exempt appendix with financial data.





**PREVIOUSLY ADVERTISED DECISIONS**

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<b>1. Approval of the Peterborough Sufficiency Strategy</b> Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>January 2024</b>	Children and Education Scrutiny Committee	All Wards	There has been widespread consultation including with children and young people in care.	John Gregg <a href="mailto:John.gregg@peterborough.gov.uk">John.gregg@peterborough.gov.uk</a>	<b>Children and Young People's Service</b>	Scrutiny Report
<b>2. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust</b> 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.	<b>Cllr Ray Bisby, Cabinet Member for Children's Services</b>	<b>January 2024</b>	Children and Education Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Helen Andrews, Children's Commissioning Manager <a href="mailto:helen.andrews@cambridgeshire.gov.uk">helen.andrews@cambridgeshire.gov.uk</a>	<b>Adults</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>3. Falls Prevention Strategy - Falls Prevention Strategy Formal Approval</b>	<b>Cabinet</b>	<b>12 February 2024</b>	Adults and Health Scrutiny Committee	<b>All</b>	Survey with service users of the fall's prevention service at CPFT	Helen Tunster, Senior Partnership Manager, Email: <a href="mailto:helen.tunster@cambridgeshire.gov.uk">helen.tunster@cambridgeshire.gov.uk</a>	<b>Public Health</b>	Paper and Falls Prevention Strategy document as an appendix

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<i><b>DECISION TAKEN</b></i>	<i><b>DECISION MAKER</b></i>	<i><b>DATE DECISION TAKEN</b></i>	<i><b>RELEVANT SCRUTINY COMMITTEE</b></i>	<i><b>WARD</b></i>	<i><b>CONSULTATION</b></i>	<i><b>CONTACT DETAILS / REPORT AUTHORS</b></i>	<i><b>DIRECTORATE</b></i>	<i><b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b></i>
Termination of Contract - DEC23/CMDN/67 - The Cabinet Member approved the termination of a contract.	<b>Deputy Leader and Cabinet Member for Corporate Governance and Finance</b>	<b>14 December 2023</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	Monitoring Officer and Chair of Growth, Resources and Communities Scrutiny Committee	Executive Director Corporate Services	<b>Corporate Services</b>	None.

## FORWARD PLAN

### **PART 1 – KEY DECISIONS**

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

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

Cllr Mohammed Farooq (Leader of the Council), Cllr Howard (Deputy Leader); Cllr Bisby; Cllr Elsey; Cllr Saqib Farooq and Cllr Hiller.

This Plan should be seen as an outline of the proposed decisions for the forthcoming month, and it will be updated on a fortnightly basis to reflect new key-decisions. Each new Plan supersedes the previous Plan and items may be carried over into forthcoming Plans. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk), Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

### **PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE**

Whilst most of the Executive's business at the Cabinet meetings listed in this Plan will be open to the public and media organisations to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances the meeting may be held in private, and on the rare occasion this applies, notice will be given within **Part 2** of this document, 'notice of intention to hold meeting in private'. A further formal notice of the intention to hold the meeting, or part of it, in private, will also be given 28 clear days in advance of any private meeting in accordance with The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed (unless a notice of intention to hold the meeting in private has been given).

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

For complete transparency relating to the work of the Executive, this Plan also includes an overview of non-key decisions to be taken by the Cabinet or individual Cabinet Members, these decisions are listed at **Part 3** and will be updated on a weekly basis.

You are entitled to view any documents listed on the Plan or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Democratic Services at email: [democratic.services@peterborough.gov.uk](mailto:democratic.services@peterborough.gov.uk).

All decisions will be posted on the Council's website: [www.peterborough.gov.uk/executivedecisions](http://www.peterborough.gov.uk/executivedecisions). If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Democratic and Constitutional Services Manager using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this Plan.

## **DIRECTORATE RESPONSIBILITIES**

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

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

Financial and Resources

Internal Audit, Insurance and Investigations

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

Communications

Commercial & Property

Registration and Bereavement Services

Commercial & Property

Delivery and Transformation

Health & Safety

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

Digital, Data Analytics, Risk & IT Services

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

Performance and Information (Performance Management, Systems Support Team)

### **CHILDREN AND YOUNG PEOPLE'S SERVICE** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Children's Services (Children's Social Care Operations, Children's Social Care Quality Assurance, Child Health, Clare Lodge (Operations), Access to Resources)

Education, (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure, Early Years and Quality Improvement)

### **ADULTS** Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY

Adult Services and Communities (Adult Social Care Operations, Adult Social Care and Quality Assurance, Adult Social Care Commissioning, Early Help – Adults, Children and Families, Housing and Health Improvement, Community and Safety Services, Offender Services, Safeguarding Boards – Adults and Children's)

Business Management and Commercial Operations (Commissioning)

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

Corporate Lawyers

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

Information Governance, (Freedom of Information and Data Protection)

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

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

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

Housing and Homelessness

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

Employment and Skills

Community Safety

Regulatory Services

Emergency Resilience & Planning

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

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

Health Protection, Health Improvements, Healthcare Public Health.

## **PETERBOROUGH CITY COUNCIL'S CABINET MEMBERS WOULD LIKE TO HEAR FROM YOU**

The Leader of Peterborough City Council is offering everyone a chance to comment or raise queries on the decisions highlighted on the Council's Forward Plan.

Your comments and queries can be submitted to the Council's Governance Team using the form overleaf, or alternatively by telephone or email. The Governance team will then liaise with the appropriate Cabinet Member and ensure that you receive a response. Members of the Cabinet, together with their areas of responsibility, are listed below:

Councillor Mohammed Farooq	Leader of the Council.
Councillor John Howard	Deputy Leader and Cabinet Member for Corporate Governance and Finance.
Councillor Saqib Farooq	Cabinet Member for Adults and Health.
Councillor Ray Bisby	Cabinet Member for Children's Services.
Councillor Gavin Elsey	Cabinet Member for Infrastructure, Environment and Climate Change.
Councillor Peter Hiller	Cabinet Member for Housing, Growth and Regeneration.



# **SUBMIT YOUR COMMENTS OR QUERIES TO PETERBOROUGH CITY COUNCIL'S CABINET**

Your comment or query:

How can we contact you with a response?  
(please include a telephone number, postal and/or e-mail address)

Name .....

Address .....

.....

Tel: .....

Email: .....

Who would you like to respond? (if left blank your comments will be referred to the relevant Cabinet Member)