

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 6 SEPTEMBER 2024

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 7 OCTOBER 2024								
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
Delivery of Hydro Pool Conversion to SEN classrooms at Heltwate St Georges – KEY/07OCT24/01 - Allow officer decision to award a contract for the delivery of works for the conversion of the hydropool to SEN classrooms for use of the Heltwate St Georges SEN school following a competitive tender process through the Pagabo Medium Works Framework	Cllr Cole, Cabinet Member for Children’s Services	October 2024	Children and Education Scrutiny Committee	Dogsthorpe	None required this is delivery of works. Approval already provided for the decision to convert.	Rachael Hunns - rachael.hunns@peterborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Visitor Economy Strategy – KEY/07OCT24/02 Requesting approval of a new Peterborough Visitor Economy Strategy.	Cabinet	15 October 2024	Growth, Resources and Communities Scrutiny Committee	All Wards	The strategy was developed in collaboration with members of the Peterborough Tourism Collective	Tom Hennessy, Head of Economic Growth and Development, 07950960108, tom.hennessy@opportunitypeterborough.co.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PREVIOUSLY ADVERTISED KEY DECISIONS

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<p>1. CCTV Surveillance System Service - maintenance contract award – KEY/18DEC23/01 - 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.</p>	<p>Cllr Thulbourn - Cabinet Member for Growth and Regeneration</p>	<p>September 2024</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All wards.</p>	<p>Not required.</p>	<p>Aarron Locks, CCTV Shared Service Manager, Tel: 07894 913503, Email: aarron.locks@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>2. To procure a contract for Electric Vehicle Charging Infrastructure - KEY/15JAN24/03 - 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.</p>	<p>Councillor Jamil, Cabinet Member for Environment and Transport</p>	<p>September 2024</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Future public consultation will be undertaken</p>	<p>Lewis banks, Transport & Environment Manager Tel: 01733 317465 Email: lewis.banks@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>3. Approval of draft Local Nature Recovery Strategy (LNRS) before public consultation - KEY/08APRIL24/03 - Approval of draft LNRS to allow it to go out for wider public consultation.</p>	<p>Cabinet</p>	<p>1 November 2024</p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>All Wards</p>	<p>The draft LNRS will be formed by broad stakeholder consultation across Peterborough and Cambridgeshire.</p>	<p>Darren Sharpe, Natural & Historic Environment Manager, darren.sharpe@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>4. Delay and Deferral Policy – KEY/20MAY2024/01 - A new policy for delaying or deferring a school place application.</p>	<p>Cllr Cole, Cabinet Member for Children's Services</p>	<p>September 2024</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>This policy will comply with the requirements of the School Admissions Code and all the relevant legislation. External consultation is not required.</p>	<p>Isabel Clark, Interim Head of School Place Planning. Email: isabel.clark@peterborough.gov.uk Tel : 07711804965</p>	<p>Children and Young People's Service</p>	<p>The Delay and Deferment policy It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>5. Peterborough Domestic Abuse Safe Accommodation Strategy 2024-2027 - KEY/20MAY2024/02 - There is requirements for Tier 1 Local Authorities to have a Safe Accommodation Strategy for victims of domestic abuse. The Strategy for 2021-2024 requires a refresh and publication. The new Strategy will be 2024/2027</p>	<p>Cllr Alison Jones - Cabinet Member for Housing and Communities</p>	<p>September 2024</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Domestic Abuse & Sexual Violence Partnership Board - January 2024</p>	<p>Danae Evans, Safe Accommodation Programme Manager, Email: danae.evans@cambridgeshire.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>

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6. Recommissioning of Integrated Drug and Alcohol Treatment Contract – KEY/03JUNE24/04 - To seek approval for the procurement of a new Integrated Drug and Alcohol Treatment Contract for Peterborough for Adults and Children.	Cabinet	15 October 2024	Adults and Health Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Commissioning Team Manager for Substance Misuse.	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7. Culture and Leisure Contract - Indexation - KEY/17JUNE24/01 -Increase in value due to annual indexation.	Cllr Thulbourn, Cabinet Member for Growth and Regeneration	September 2024	Growth, Resources and Communities Scrutiny Committee	City Wide	N/A	Rob Hill; Service Director Housing and Communities; rob.hill@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.
8. Peterborough Economic Strategy - KEY/17JUNE24/02 - To review and approve the Peterborough Economic Strategy.	Cabinet	17 September 2024	Growth, Resources and Communities Scrutiny Committee	All	N/A	Tom Hennessy, Head of Economic Growth and Development, tom.hennessy@opportunitypeterborough.co.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
9. Draft Local Plan - KEY/17JUNE24/03 -To approve the draft version of the Peterborough Local Plan for public consultation.	Cabinet	17 September 2024	Growth, Resources and Communities Scrutiny Committee	All	Six weeks public consultation on the Draft Local Plan to take place in August/September 2024	Gemma Wildman, Principal Strategic Planning Officer Email: gemma.wildman@peterborough.gov.uk, Tel: 01733 863824.	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
10. Contract Award to Milestone for construction of Lincoln Road Improvement KEY/29JUL24/01 Award of contract to Milestone for the construction of the Lincoln Road regeneration project.	Cabinet	17 September 2024	Climate Change and Environment Scrutiny Committee	Central	Consultation has been undertaken to inform the scheme design. Any construction specific consultation will take place shortly prior to works being completed.	Amy Petrie, Principal Programme and Project Officer, 452272, amy.petrie@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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11. Education IT System Award - KEY/12AUGUST24/01 - Award of a contract for the provision of an Education IT System.	Cllr Jamil, Deputy Leader and Cabinet Member for Finance and Corporate Governance	September 2024 OUT FOR CONSIDERATION	Children and Education Scrutiny Committee	N/A	N/A	Tony Drath, Senior Project Manager ITDS, Tony.Drath@cambridgeshire.gov.uk, 07785 778417	Children and Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
12. Millfield, New England, Eastfield and Embankment Public Spaces Protection Order - KEY/12AUGUST24/02 - Proposal to extend the Millfield, New England, Eastfield and Embankment Public Spaces Protection Order for 3 more years.	Cllr Alison Jones - Cabinet Member for Housing and Communities	13 September 2024 OUT FOR CONSIDERATION	Growth, Resources and Communities Scrutiny Committee	Central, Park, North and East Wards	Public consultation online and in paper form by request from 8th July 2024 to 4th August 2024. Direct consultation with statutory consultees, ward councillors and key interested parties during the public consultation period.	Laura Kelsey, 07920 160642, laura.kelsey@petterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
13. St Georges Hydro Pool Conversion - KEY/12AUGUST24/04 - To approve the contractor (following a competitive tender process) to deliver the conversion of the St Georges Hydro Pool to classrooms for St Georges SEN school.	Cllr Thulbourn - Cabinet Member for Growth and Regeneration	8 September 2024	Growth, Resources and Communities Scrutiny Committee	Dogsthorpe	N/A.	rachael.hunns@petterborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
14. City Centre Advertising Boards Contract - KEY/12AUGUST24/05 - This is to award a contract for the provision of digital advertising boards in the city centre.	Cllr Thulbourn - Cabinet Member for Growth and Regeneration	September 2024	Growth, Resources and Communities Scrutiny Committee	Central	N/A.	Amanda Rose - 07572 463889	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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<p>15. Approval to Award the Care and Support Contract to the Extra Care Housing Schemes St Edmunds Court and Bishopsfield Court – KEY/26AUG24/01 - Approval to award the care and support contract for two extra care schemes in Peterborough; St Edmunds Court and Bishopsfield Court. The existing contractual arrangements are due to end on 28th February 2025.</p> <p>Agreement is being sought to award for both of the above services for an initial 2 years and 1 month period until 31st March 2027, with the inclusion for a possible extension of the provision for a further 2 years.</p> <p>The initial contract period of 2 years and 1 month ensures that all extra care housing schemes in Peterborough expire on the same date in the same year. This will enable commissioners to retender all five schemes simultaneously, resulting in less resource for commissioning, legal and procurement and the opportunity for providers to achieve economies of scale thus creating efficiencies.</p> <p>The total yearly cost of this contract is £988,856 per annum based on current service utilisation. Considering possible annual uplifts and increases in care, the total estimated contract value across five years is £5,250,000.</p>	Cabinet	15 October 2024	Adults and Health Scrutiny Committee	Paston and Walton and Hampton Vale	A survey of the residents of the extra care housing schemes will be used to inform the specifications for the tender. In addition, soft market testing was undertaken in August 2023 to understand the market appetite for extra care, and this will still be concurrent enough to inform the method questions for this procurement.	Ruth Miller, Senior Commissioner, ruth.miller@peterborough.gov.uk	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>16. Award of the Care in the Community Contract – KEY/26AUG24/02 - Approval to award the Care in the Community contract. Total contract value for the whole framework over ten years is £570,899,013.</p> <p>Values over ten years per lot below: Lot 1 – Standard Homecare - £227,082,507 Lot 2 – Complex Homecare - £25,231,390 Lot 3 – Standard Supported Living - £244,924,736 Lot 4 – Complex Supported Living - £27,213,860 Lot 5 – Extra Care Housing - £36,446,520 Lot 6 – floating Support and Community Outreach - £10,000,000</p>	Cabinet	April 2025	Adults and Health Scrutiny Committee	All	Provider engagement: forums, events, workshops, surveys, groups. Service users: partnership boards, extensive surveys both online and paper, workshops, 121 sessions, feedback from SWs. Internal operational teams etc.	Ruth Miller, Senior Commissioner, ruth.miller@peterborough.gov.uk	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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17. Interpretation and Translation Services - Contract Award – KEY/26AUG24/03 - Translation services are part of the Council's Public Sector Equality Duty. The service meets this obligation by ensuring accessibility for people and communities that we serve. For those people who have difficulties communicating in English, whether due to Language barriers or disability, access is enabled through the use of interpretation and translation services.	Cabinet	12 November 2024	Growth, Resources, And Communities Scrutiny Committee	All Wards	Feedback from some of the services who use the Interpretation and Translation service was gained and taken into consideration when writing this report.	Jo Leggett, Commissioning Manager for Children in Care, Email: joanne.leggett@petborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
18. Cuckoos Hollow Bridges KEY/09SEP24/01 - Approval to award contract up to £600k to Milestone Infrastructure Services for the delivery of Cuckoos Hollow Bridges.	Cllr Thulbourn - Cabinet Member for Growth and Regeneration	30 September 24	Growth, Resources, And Communities Scrutiny Committee	Werrington and Gunthorpe	There has been ongoing communication with Councillors from both wards and information placed in the public domain when appropriate.	Amy Petrie, Principal Programme and Project Officer, amy.petrie@petborough.gov.uk 01733 452272	Place and Economy	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								
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None.								

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1. Academy Conversion - The Council has received an academy order for the conversion of Primary School B.	Cabinet	17 September 2024	Children and Education Scrutiny Committee	Eye, Thorney and Newborough Ward	No consultation is required other than TUPE consultations.	Isabel Clark, Interim Head of School Place Planning, 07711804965, isabel.clark@peterborough.gov.uk	Children and Young People's Service	Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).
2. Review of Service Delivery KEY/15JUL24/02 To seek authority from Cabinet to review Service Delivery across specific council functions.	Cabinet	15 October 2024	Growth, Resources and Communities Scrutiny Committee	All Wards	N/A	Adrian Chapman, Executive Director Place and Economy	Place and Economy	This item will be fully exempt. Paragraph 3 of Part 1 Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed. (Relating to the financial or business affairs of any particular person).
3. Proposals for Replacement Regional Pool - KEY/12AUGUST24/03 - Approve direction for replacement of Regional Pool.	Cabinet	15 October 2024	Growth, Resources and Communities Scrutiny Committee	Central	Detailed consultation will take with a wide range of internal/external stakeholders once direction for replacement agreed.	Rob Hill - rob.hill@peterborough.gov.uk	Place and Economy	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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<p>4. Healthy Child Programme Recommissioning Approach - KEY/09SEP24/02 - a. To commission a Universal 0-19 Healthy Child Programme including Health Visiting and School Nursing that follows national commissioning guidance, has a focus on improving outcomes and reducing inequalities and allows flexibility to adapt to local needs by working in place-based integrated teams with other Local Authority (Education, Social Care and Community), Public Health and NHS services.</p> <p>b. For Peterborough City Council to enter into a Section 75 Partnering Agreement with Cambridgeshire Community Services for delivery of this service starting on 1st April 2025 for a duration of 2 years with the option to extend for 2+2 years (Total 6 years).</p> <p>c. To agree the annual budget of £4,092,144.00 p.a.</p> <p>d. To delegate authority to the Director of Public Health to exercise the option to extend the Section 75 Partnering Agreement after each 2-year period.</p>	Cabinet	17 September 2024	Adults and Health Scrutiny Committee	All Wards	Relevant internal and external stakeholder processes	Saurabh Gupta, Public Health Consultant, saurabh.gupta@pe-terborough.gov.uk, 07950143524	Public Health	<p>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).</p> <p>PCC Cabinet HCP recommissioning options 02082024 Supporting paper - Detailed options appraisal for recommissioning approach - Healthy Child Programme Legal Advice Healthy Child Programme (exempt appendices - sensitive information) 0-19 services letter to CPFT CEO (23072024) - (exempt appendices - sensitive information) 0-19 services letter to DPHs (12072024) - (exempt appendices - sensitive information) Joint Venture Review - Health Child Programme - November 2023 - (exempt appendices - sensitive information)</p>
<p>5. Fletton Quays Hotel Business Case - KEY/09SEP24/03 - To inform Cabinet of the outcome of the soft market testing of the hotel, and update on the work to inform the costs and process if the council decides to develop the hotel itself.</p>	Cabinet	17 September 2024	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	Soft market testing has taken place	Jill Evans, Service Director- Corporate Finance, jill.evans@peterborough.gov.uk, 01733 453569	Corporate Services	<p>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).</p>
<p>6. Disposal of Rural Estate: KEY/23SEPT24/01 Proposed disposal of rural estate as individual holdings and larger scale sale</p>	Cabinet	15 October 2024	Growth, Resources, And Communities Scrutiny Committee	Newborough and Thorney	Previously taken to Cabinet as in principle agreement to dispose of the estate but individual sales to be brought back to Cabinet. Continued consultation with CLT etc	Felicity Paddick - Head of Estates, felicity.paddick@peterborough.gov.uk, 07801 910971	Corporate Services	<p>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).</p>

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

DECISIONS FROM SEPTEMBER 2024								
<i>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

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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.	Councillor Qayyum, Cabinet Member for Adults and Health	December 2024	Children and Education Scrutiny Committee	All Wards	There has been widespread consultation including with children and young people in care.	Helene Carr, Head of Service - Children's Services - P&C Children's Commissioning, helene.carr@peterborough.gov.uk	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
2. Direct award of Public Health Primary Care Contracts (GP's and Pharmacies) - To directly award primary care contracts in line with the regulations found in the new Provider Selection Regime from 2024/25.	Councillor Qayyum, Cabinet Member for Adults and Health	September 2024	Adults and Health Scrutiny Committee	All	N/A	Val Thomas, Deputy Director of Public Health, 07884 183374, Val.Thomas@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.
3. Disposal of Surplus Land - Approval to dispose of property for best consideration.	Councillor Jamil, Deputy Leader and Cabinet Member for Finance Corporate Governance	September 2024	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	None.	Sarah Cracknell, Principal Estates Manager, 07512 193207 sarah.cracknell@peterborough.gov.uk	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4. Peterborough Skills and Employment Strategy - Bringing forward the draft Peterborough skills and employment strategy for members to approve and delegate authority to proceed with the 5-year implementation plan.	Cabinet	17 September 2024	Growth, Resources, And Communities Scrutiny Committee	All	The process to create the skills strategy will have engaged with the Peterborough Skills and Employment Partnership Board, employers, skills providers and the public	Tanya Meadows, Head of Skills and Employment (secondment) - Email: tanya.meadows@peterborough.gov.uk - Tel: 07912763078	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
5. New Classroom at Academy New classroom at Academy to support additional intake in pupils.	Cllr Katy Cole, Cabinet Member for Children's Services	September 2024	Children And Education Scrutiny Committee	East	N/A	Chris Pike, Principal Development Surveyor	Children And Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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6.	Draft Renewals Policy 2025 to 2027 - Draft of the refreshed Renewals Policy governing the award of Disabled Facility Grants from 1st April 2025 to 31st March 2027	Cabinet Member for Adults and Health - Councillor Shabina Qayyum	November 24	Adults and Health Scrutiny Committee	None	Council Website	Sharon Malia - Housing Programmes Manager	Adults	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	Update on Ken Stimpson	Cabinet	Called in and being reconsidered	Children and Education Scrutiny Committee	Werrington	Called in and being reconsidered	Simon Lewis Service Director Commercial, Property and Asset Management Email: simon.lewis@peterborough.gov.uk	Children And Young People's Service	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	Operationalisation post separation of the Public Health Directorate between Peterborough City Council and Cambridgeshire County Council	Cabinet Member for Adults and Health - Councillor Shabina Qayyum	September 2024	Adults and Health Scrutiny Committee	N/A	CLT, Public Health Directorate etc.	Emily Smith, Consultant in Public Health, emilyr.smith@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.

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<i>DECISION TAKEN</i>	<i>DECISION MAKER</i>	<i>DATE DECISION TAKEN</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.								

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 D Jones (Leader of the Council); Cllr Qayyum; Cllr Cole; Cllr Jamil, Cllr A Jones, Cllr Ellis and Cllr Thulbourn.

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 democratic.services@peterborough.gov.uk, Democratic Services. 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.

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

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 Dennis Jones	Leader of the Council
Councillor Mohammed Jamil	Deputy Leader and Cabinet Member for Finance and Corporate Governance
Councillor Nick Thulbourn	Cabinet Member for Growth and Regeneration
Councillor Shabina Qayyum	Cabinet Member for Adults and Health
Councillor Katy Cole	Cabinet Member for Children's Services
Councillor Alison Jones	Cabinet Member for Housing and Communities
Councillor Angus Ellis	Cabinet Member for Environment & Transport

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)