

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

PUBLISHED: 1 NOVEMBER 2024

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

<b>KEY DECISIONS FROM 2 DECEMBER 2024</b>								
<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>School aged Health Improvement &amp; Prevention Service (SHIPS) Contract Award - KEY/02DEC24/03</b> – To award the SHIPS contract to the successful bidder following the result of a competitive tender exercise, to replace the existing contract held by Cambridgeshire County Council which ends on 31 March 2025.	<b>Cabinet Member for Adults and Health</b>	<b>31 January 2025</b>	Adults and Health Scrutiny Committee	All wards	Consultation with key stakeholders formed part of the recommissioning process.	Janet Warren, Public Health Team Lead – Commissioning and Partnerships, Children and Young People and Mental Health, Email: janet.warren@peterborough.gov.uk Tel: 07950 477499	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Award of Day Opportunities Pseudo Dynamic Purchasing System – KEY/02DEC24/04</b> – To approve the award of a pseudo dynamic purchasing system for the commissioning of adults' day opportunities. The estimated maximum value over 7 years is £37,577,826.88.	<b>Cabinet</b>	<b>17 December 2024</b>	Adults and Health Scrutiny Committee	All wards	Co-production with service users, engagement with current and interested parties, benchmarking with other councils.	Harriet Rowe Commissioning Manager 07484 051456 harriet.rowe@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.
<b>Recommissioning of Domestic Abuse Mobile Advocacy Service – KEY/02DEC24/05</b> – To recommission the Domestic Abuse Mobile Advocacy Service for Peterborough from 1 October 2025 to replace the current contract across Cambridgeshire and Peterborough which ends on 30 September 2025	<b>Cabinet</b>	<b>14 January 2025</b>	Growth, Resources and Communities Scrutiny Committee	All wards	The needs of Peterborough residents with regards to domestic abuse were considered in both the Domestic Abuse and Sexual Violence Needs Assessment and in the development of the Domestic Abuse & Sexual Violence Strategy 2024-27 and the Safe Accommodation Strategy	Vickie Crompton, DASV Partnership Manager, Email: vickie.crompton@cambridgeshire.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>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>Adults' and Children's Social Care Placements - KEY/02DEC24/06</b> - Authorise the commissioning of social care placements for adults and children by directly awarding contracts to the relevant providers, without competition, and delegate authority to the Executive Director for Adult Services or their delegate AND to the Executive Director for Children's Services or their delegate (in the case of placements for children).	<b>Councillor Jamil Deputy Leader and Cabinet Member for Finance and Corporate Governance</b>	<b>December 2024</b>	Growth, Resources, And Communities Scrutiny Committee	All	None	Oliver Hayward, Assistant Director for Commissioning and Commercial Ops. Email: oliver.hayward@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.

**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>
1. <b>Approval of draft Local Nature Recovery Strategy (LNRS) before public consultation - KEY/08APRIL24/03</b> - Approval of draft LNRS to allow it to go out for wider public consultation.	Cabinet	14 January 2025	Climate Change and Environment Scrutiny Committee	All Wards	The draft LNRS will be formed by broad stakeholder consultation across Peterborough and Cambridgeshire.	Darren Sharpe, Natural & Historic Environment Manager, darren.sharpe@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.
2. <b>Delay and Deferral Policy – KEY/20MAY2024/01</b> - A new policy for delaying or deferring a school place application.	Cllr Cole, Cabinet Member for Children's Services	October 2024	Children and Education Scrutiny Committee	All Wards	This policy will comply with the requirements of the School Admissions Code and all the relevant legislation. External consultation is not required.	Isabel Clark, Interim Head of School Place Planning. Email: isabel.clark@peterborough.gov.uk Tel : 07711804965	Children and Young People's Service	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.
3. <b>Recommissioning of Integrated Drug and Alcohol Treatment Contract – KEY/03JUNE24/04</b> - To seek approval for the procurement of a new Integrated Drug and Alcohol Treatment Contract for Peterborough for Adults and Children.	Cabinet	11 February 2025	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.
4. <b>Culture and Leisure Contract - Indexation - KEY/17JUNE24/01</b> -Increase in value due to annual indexation.	Cllr A Jones, Cabinet Member for Housing and Communities	October 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.
5. <b>Draft Local Plan - KEY/17JUNE24/03</b> -To approve the draft version of the Peterborough Local Plan for public consultation.	Cabinet	11 February 2025	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.

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>6. <b>Contract Award to Milestone for construction of Lincoln Road Improvement KEY/29JUL24/01</b> Award of contract to Milestone for the construction of the Lincoln Road regeneration project.</p>	Cabinet	17 December 2024	Growth, Resources and Communities 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.	<a href="mailto:amy.petrie@peterborough.gov.uk">Amy Petrie, Principal Programme and Project Officer, 452272, amy.petrie@peterborough.gov.uk</a>	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>7. <b>St Georges Hydro Pool Conversion - KEY/12AUGUST24/04</b> - 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.</p>	Cllr Thulbourn - Cabinet Member for Growth and Regeneration	October 2024	Growth, Resources and Communities Scrutiny Committee	Dogsthorpe	N/A.	<a href="mailto:rachael.hunns@peterborough.gov.uk">rachael.hunns@peterborough.gov.uk</a>	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>8. <b>City Centre Advertising Boards Contract - KEY/12AUGUST24/05</b> - This is to award a contract for the provision of digital advertising boards in the city centre.</p>	Cllr Thulbourn - Cabinet Member for Growth and Regeneration	October 2024	Growth, Resources and Communities Scrutiny Committee	Central	N/A.	<a href="tel:07572463889">Amanda Rose - 07572 463889</a>	Corporate Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>9. <b>Approval to Award the Care and Support Contract to the Extra Care Housing Schemes St Edmunds Court and Bishopsfield Court – KEY/26AUG24/01</b> - 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	12 November 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, <a href="mailto:ruth.miller@peterborough.gov.uk">ruth.miller@peterborough.gov.uk</a>	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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<p><b>10. Award of the Care in the Community Contract – KEY/26AUG24/02</b> - Approval to award the Care in the Community contract. Total contract value for the whole framework over ten years is £570,899,013. 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.
<p><b>11. Delivery of Hydro Pool Conversion to SEN classrooms at Heltwate St Georges – KEY/07OCT24/01</b> - Allow officer decision to award a contract for the delivery of works for the conversion of the hydro pool to SEN classrooms for use of the Heltwate St Georges SEN school following a competitive tender process through the Pagabo Medium Works Framework</p>	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.
<p><b>12. Procurement for Infrastructure Services – KEY/21OCT24/01</b> Authorise the award of contract to Strategic Blue Limited January 2025 to December 2028 for a sum not exceeding £4,000,000. relating to cloud-based infrastructure services.</p>	Deputy Leader and Cabinet Member for Finance and Corporate Governance	January 2025	Growth, Resources and Communities Scrutiny Committee	All Wards	N/A	<a href="mailto:ataf.mahmood@peterborough.gov.uk">Ataf Mahmood, Technical Service Manager, 07920 160164, ataf.mahmood@peterborough.gov.uk</a>	Corporate Services	Same as previous decision (MAY23/CMDN/119) that will be cancelled and re-procured to receive the maximum discount available.
<p><b>13. NeneGate SEMH School Expansion – KEY/04NOV24/01</b> - To approve the expansion of NeneGate SEMH School to accommodate 40 more pupils.</p>	Cabinet	17 December 2024	Children and Education Scrutiny Committee	East	Relevant internal and external stakeholders.	Rachel Floyd – Email: rachel.floyd@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.

**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>Peterborough Integrated Renewables Infrastructure Project (PIRI) - KEY/02DEC24/01</b> - To update Cabinet on the commercialisation of PIRI	Cabinet	<b>02 November 2025</b>	Climate Change and Environment Scrutiny Committee	East	PIRI Cross Party Working Group	Charlotte Palmer - Service Director for Environment and Climate Change. Email: charlotte.palmer@peterborough.gov.uk	Place and Economy	Exempt appendix will be included in this report. The exempt appendix will include commercially confidential information. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).
<b>Disposal of Former Goods Shed for development into a communal food hall – KEY/02DEC24/02</b> - Disposal of building with grant gap funding to regenerate the Goods Shed building on Fletton Quays.	Cabinet	<b>17 December 2024</b>	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	N/A	Chris Pike, Principal Development Surveyor, 07973929285, Email: chris.pike@peterborough.gov.uk	Place and Economy	Exempt appendix will be included in this report. The exempt appendix will include commercially confidential information. 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**

<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>1. Review of Service Delivery KEY/15JUL24/02</b> To seek authority from Cabinet to review Service Delivery across specific council functions.	<b>Cabinet</b>	<b>14 January 2025</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	N/A	Adrian Chapman, Executive Director Place and Economy	<b>Place and Economy</b>	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).
<b>2. Proposals for Replacement Regional Pool - KEY/12AUGUST24/03</b> - Approve direction for replacement of Regional Pool.	<b>Cabinet</b>	<b>11 March 2025</b>	Growth, Resources and Communities Scrutiny Committee	Central	Detailed consultation will take with a wide range of internal/external stakeholders once direction for replacement agreed.	<a href="mailto:rob.hill@peterborough.gov.uk">Rob Hill - rob.hill@peterborough.gov.uk</a>	<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).
<b>3. Disposal of Rural Estate: KEY/23SEPT24/01</b> Proposed disposal of rural estate as individual holdings and larger scale sale	<b>Cabinet</b>	<b>12 November 2024</b>	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	<a href="mailto:felicity.paddick@peterborough.gov.uk">Felicity Paddick - Head of Estates felicity.paddick@peterborough.gov.uk</a> 07801 910971	<b>Corporate Services</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).



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

<b>DECISIONS FROM DECEMBER 2024</b>								
<b>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>Adoption of the Organisational Roadmap to Net Zero</b>                      The Organisational Roadmap to Net Zero was endorsed by the Climate Change and Environment Scrutiny Committee. It is now proposed to be endorsed by Cabinet, and adopted by Council. The paper sets out the proposed pathway to reduce emissions across the organisation, and will help direct future funding applications.</p>	<b>Cabinet</b>	<b>17 December 2024</b>	Climate Change and Environment Scrutiny Committee	All Wards	Climate Change and Environment Scrutiny Committee	Hannah Swinburne, Climate Change Manager, Tel: 01733 453479, Email: hannah.swinburne@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.

**PREVIOUSLY ADVERTISED DECISIONS**

<b>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>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>Councillor Qayyum, Cabinet Member for Adults and Health</b>	<b>December 2024</b>	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, <a href="mailto:helene.carr@peterborough.gov.uk">helene.carr@peterborough.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>2. Direct award of Public Health Primary Care Contracts (GP's and Pharmacies)</b> - To directly award primary care contracts in line with the regulations found in the new Provider Selection Regime from 2024/25.	<b>Councillor Qayyum, Cabinet Member for Adults and Health</b>	<b>October 2024</b>	Adults and Health Scrutiny Committee	All	N/A	Emily Smith, <a href="mailto:emily.smith3@peterborough.gov.uk">emily.smith3@peterborough.gov.uk</a> Public Health Consultant - Health and Behaviours, Sexual and Reproductive Health	<b>Public Health</b>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>3. Disposal of Surplus Land</b> - Approval to dispose of property for best consideration.	<b>Councillor Jamil, Deputy Leader and Cabinet Member for Finance Corporate Governance</b>	<b>October 2024</b>	Growth, Resources and Communities Scrutiny Committee	Fletton and Stanground	None.	Sarah Cracknell, Principal Estates Manager, 07512 193207 <a href="mailto:sarah.cracknell@peterborough.gov.uk">sarah.cracknell@peterborough.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.
<b>4. Peterborough Skills and Employment Strategy</b> - Bringing forward the draft Peterborough skills and employment strategy for members to approve and delegate authority to proceed with the 5-year implementation plan.	<b>Cabinet</b>	<b>October 2024</b>	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: <a href="mailto:tanya.meadows@peterborough.gov.uk">tanya.meadows@peterborough.gov.uk</a> - Tel: 07912763078	<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.

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
5.	<b>New Classroom at Academy</b> New classroom at Academy to support additional intake in pupils.	<b>Cllr Katy Cole, Cabinet Member for Children's Services</b>	<b>October 2024</b>	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.
6.	<b>Draft Renewals Policy 2025 to 2027</b> - Draft of the refreshed Renewals Policy governing the award of Disabled Facility Grants from 1st April 2025 to 31st March 2027	<b>Cabinet Member for Adults and Health - Councillor Shabina Qayyum</b>	<b>November 24</b>	Adults and Health Scrutiny Committee	None	Council Website	Sharon Malia - Housing Programmes Manager	Adults Services	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
7.	<b>Operationalisation post separation of the Public Health Directorate between Peterborough City Council and Cambridgeshire County Council</b>	<b>Cabinet Member for Adults and Health - Councillor Shabina Qayyum</b>	<b>October 2024</b>	Adults and Health Scrutiny Committee	N/A	CLT, Public Health Directorate etc.	Emily Smith, Consultant in Public Health, <a href="mailto:emilyr.smith@cambridgeshire.gov.uk">emilyr.smith@cambridgeshire.gov.uk</a>	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
8.	<b>Approval of the Parish Charter:</b> To approve a new Parish Charter between the City Council and Parish Councils across Peterborough. The charter sets out joint working relationships, key principles and opportunities for all organisations to deliver better outcomes for local residents.	<b>Cabinet</b>	<b>17 December 2024</b>	Growth, Resources and Communities	All Wards	Draft charter has been developed in consultation with Parish Councils and the Good Neighbours Scheme	Ian Phillips, Acting Head of Communities <a href="mailto:ian.phillips@peterborough.gov.uk">ian.phillips@peterborough.gov.uk</a>	Place and Economy	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](mailto: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](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 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)