

**CREATING OPPORTUNITIES AND TACKLING INEQUALITIES
SCRUTINY COMMITTEE**

**MONDAY 21 JUNE 2010
7.00 PM**

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Apologies for absence

2. Declarations of Interest and Whipping Declarations

At this point Members must declare whether they have an interest, whether personal or prejudicial, in any of the items on the agenda. Members must also declare if they are subject to their party group whip in relation to any items under consideration.

3. Minutes of the meeting held on 16 March 2010

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4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of a Scrutiny Committee or Scrutiny Commission. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee or Commission.

5. Excellence in Partnership (EIP)

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6. Personal Relationships Policy

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7. Children's Services Development Plan

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8. Cessation of the Comprehensive Area Assessment

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9. Review of Work Undertaken in 2009/2010 and 2010/2011 Work Programme

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10. Forward Plan of Key Decisions

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11. Date of Next Meeting

26 July 2010



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Paulina Ford on 01733 452508 as soon as possible.

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Committee Members:

Councillors: P Thacker (Chairman), J Wilkinson (Vice-Chairman), S Day, Y Lowndes, B Saltmarsh, Jamil and Kingsley

Substitutes: Councillors: C Burton, J R Fox and N Khan

Education Co-optees: Jane Austen (Roman Catholic Church Representative), Mr Frank Smith (Church of England Representative), Alistair Kingsley (Parent Governor Representative), The Revd Canon Tim Elbourne, (Director of Education & Training), Diocese of Ely

Further information about this meeting can be obtained from Paulina Ford on telephone 01733 452508 or by email – paulina.ford@peterborough.gov.uk

**MINUTES OF A MEETING OF THE
CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES & VIERSEN ROOMS, TOWN HALL, PETERBOROUGH
ON**

16 MARCH 2010

Present: Councillors Thacker MBE (Chairman), Wilkinson, Allen, Saltmarsh and Khan

Also present Maggie Kirkbride Parent Governor Representative
Cllr John Fox Representing the Leader of the Peterborough
Independent Forum
Cllr Holdich Cabinet Member for Education, Skills and University
Cllr Scott Cabinet Member for Children's Services

Officers in Attendance: John Richards Executive Director, Children's Services
Denise Radley Executive Director of Adult Social Services
Brian Roberts Head of Learning & Opportunities for Children in Care
Jansy Kelly Interim Service Manager for Children with Disabilities
Katy Blessett Personal Adviser – Additional Needs
Neil Maxwell Complaints Manager Children's Social Care
Paulina Ford Performance Scrutiny and Research Officer
Elaine Lewis Lawyer

1. Apologies

Apologies had been received from Councillor Lowndes.

2. Declarations

There were no declarations of interest.

3. Minutes of the meeting held on 15 January and 19 January 2010

The minutes of the meetings held on 15 January and 19 January 2010 were approved as an accurate record.

4. Call In of any Cabinet, Cabinet Member or Key Officer Decisions

There were no requests for Call-in to consider.

Introduction from John Richards, Executive Director of Children's Services

John Richards advised the Committee that Peterborough Children's Trust was undergoing an Ofsted Inspection which had started on 8 March and would be completed on 19 March the results of which would be brought to the Committee at a future meeting for scrutiny. John welcomed the lead inspector Paul D'Iverno who remained present throughout the meeting.

5. The Corporate Parenting Pledge to Children in Care

The Executive Director of Children's Services introduced Brian Roberts the virtual Head for Children in Care and Chloé a young person in care who had helped to develop the Corporate Parenting Pledge for Children in Care. Chloe was one of seven children on the Children in Care Council which was a group of young people who discussed issues that affected children in care and organised events. The purpose of bringing the Pledge to Scrutiny was to ensure the Pledge was fit for purpose. Brian and Chloe spoke to the Committee about how the Pledge had been developed with young people, staff within Children's Services and Members. All seven children on the Children in Care Council had put their views forward as to what should be in the Pledge. The Pledge would be made simple so that children under the age of twelve would also be able to understand it.

Observations and questions were raised and discussed including:

- Members wanted to know what the promises within the Pledge meant in real terms. For example how many children above the age of 16 in care were offered work experience at Peterborough City Council?
- Officers responded that in reality not many children in care had been offered work experience at the Council. The Council had just signed up to a programme where children in care would be invited to take part in work experience and hopefully be offered apprenticeships starting in April 2010. Children in care and care leavers had special personal advisers who worked with them on their personal plans and 100% of care leavers had plans in place. The aim of the programme was to ensure that work experience places were made available to vulnerable young people.
- The Executive Director advised the Committee that future reports to Scrutiny would cover how the promises in the Pledge were being met including feedback from children and young people. The Children in Care Council would be strengthened and they would be able to engage with other children and young people about the Pledge and help them to understand what the Pledge was about. If children and young people in care did not believe that they were receiving the promises that had been made in the Pledge then they could either take up advocacy or make a complaint.
- Members wanted to know how they could be assured that the promises would be kept on a day to day basis and that the carers would sign up to the Pledge and follow the promises. The Officer advised that many of the promises were in Care Matters which was the guiding principles that were expected to be provided by the Local Authority. It would be monitored through the child care reviews and any advocacy that took place. The Executive Director advised the Committee that prior to the Ofsted inspection Ofsted had completed a survey of children in care and that this was something that should be done on an annual basis to ensure that the promises were being met.
- The Chair of the Committee requested that an update on the progress of the implementation of the Pledge be brought to the Committee in six months time.

ACTION AGREED

- I. That the Executive Director for Children's Services puts in place an annual survey of young people and children in care in Peterborough to check that the promises that were made in the Pledge were being met. The results of the survey to be brought to Committee for scrutiny when completed.
- II. That the Executive Director for Children's Services brings to the Committee a progress report on the implementation of the Pledge in six months time.

6. Progress on the Relevant Portfolios for the Creating Opportunities and Tackling Inequalities Scrutiny Committee

The Cabinet Member for Education, Skills and University and the Cabinet Member for Children's Services gave a progress report to the Committee on their respective portfolios.

The Cabinet Member for Children's Services advised the Committee that a great deal of progress had been made on raising awareness of Corporate Parenting. The Pledge was almost complete and ready to be signed off and that the budget for the current fiscal year remained on target.

Observations and questions were raised and discussed including:

- Members asked which of the safeguarding targets were the most challenging. Members were advised that ones that were directly related to safeguarding issues were the most challenging.
- Members asked what had been the main challenges over the past year and achievements. Members were advised that Youth Offending and Youth services had been challenging. Children in care, which was a key responsibility, had a number of achievements, including the Pledge and progress with the Children's Trust and Safeguarding Board. The Cabinet Member also felt pride that she herself had taken part in a large number of events that involved children and young people.
- Members asked what plans were in place for the next financial year and was there anything that the Committee should be concerned about. Members were advised that due to the current financial environment all services would be looked at very carefully and if services were not being delivered it would be taken very seriously.
- The Executive Director for Children's Services advised the Committee that there had been a commitment not to reduce any spending in Children's Social Care. There would be less money spent on out of city placements and this would reduce the budget accordingly. The management structure was also being closely looked at with a view to streamlining it. Integrated services would also provide some savings. Preventative services were critical and would be the key to the future.
- The Cabinet Member for Children's Services assured the Committee that no decision about a child would be made on the basis of cost.

The Cabinet Member for Education, Skills and University advised the Committee that figures had improved for NEET's (16 to 18 year olds who were not in education, training or employment) and they were on target with comparative authorities. An executive panel had been set up to look at what skills were needed in Peterborough so that relevant training could be developed. The University had been officially opened. No schools were in special measures or causing concern and The Voyager School would be going into a Trust. External funding of £100K had been provided to help raise standards in schools. There would be a report on the 14 – 19 Agenda, diplomas next year.

Observations and questions were raised and discussed including:

- Members wanted to know what had contributed to the reduction in the NEET numbers. Members were advised that the Future Jobs Fund had helped to reduce numbers.
- Members asked what opportunities were being offered to young offenders. Members were advised that the Council was looking at offering work to young offenders. Officers from the Youth Offending team continued to directly market the young offenders to employers and 80% of them were now in education, employment or training.
- Members asked if the leaflet on raising aspirations had been completed. Members were advised that this had not been completed. The person assigned to do this work had been concentrating on taking exams but this had now finished and it would now be produced as a priority.
- In what areas is the Council going to be offering apprenticeships? Members were advised that it was anticipated that all service areas across the council would be included but with the impending cuts in government funding this might prove difficult in some services due to the possibility of job losses.

- Members asked the Cabinet member if he had achieved everything he had wanted to in his portfolio. He responded that it would be impossible to say that everything had been achieved but that incredible progress had been made over the year.

ACTION AGREED

The Committee noted the progress that had been made by the Cabinet Member for Education, Skills and University and the Cabinet Member for Children's Services on their respective portfolios.

7. Development of Integrated Services including Transitions for Children with Disabilities

The Executive Director for Children's Services introduced the report and explained that the report covered three areas which would be dealt with separately. He then introduced the officers and young people who had joined him to present the report - Katy Blesset from the Connexions Integrated Service Additional Needs Team who worked with young people with a statement of special educational needs between the ages of 13 to 25; two young people from Marshfield's School and Jansy Kelly, Interim Service Manager for Children with Disabilities.

The Executive Director advised the Committee that integration was still planned to take place later this year but had been put on hold because of the inspection. A critical path of the integration agenda was the integration of services for children with disabilities and a new Assistant Director, Nick Tzamarias, would be taking this agenda forward. Part of integration was about transitions and both the Director of Adult Social Services and Executive Director for Children's Services had agreed that there would be a transitions team within the integrated service so that children who were coming up to transition age were catered for. There had already been some really good work around transitions in Peterborough and a video was shown about a young girl with a disability who had gone through the transition from birth to adulthood and which showed how she had been supported through this transition to become a film animator. Children and young people in transition needed a personalised, person centred approach and this was what was being promoted with the integrated children with disabilities service.

Services for Young People with Disabilities and English not as their first Language

The Executive Director advised the Committee that appropriate language support to children and young people was secured through commissioned interpreting services. Professionals such as Teaching Assistants in the special and enhanced resource schools also offered expert help. There were challenges with children in residential provision who were disabled, could not speak and English would not be their first language. In these instances help came to them from elsewhere. Some families of children whose first language was not English had formed groups to support each other and other families. Whilst these groups were not exclusively for disabled children the groups provided an inclusive service. The provision of services for young people with disabilities and English not as their first Language was monitored carefully to ensure services were available to everyone.

Support and Activities for Children and Young Adults with Disabilities during Holiday Periods

The report highlighted a range of activities that were being provided to children and young people during holiday periods some of which were specifically targeted at children and young people with disabilities. The types of activities available for children and young people with disabilities were play schemes through special schools, extended day care and activities delivered through the short break and residential units and Link scheme. The disability sports programme delivered a full range of sporting opportunities and short breaks through the Aiming High for Disabled Children programme which provided holiday activities and groups.

Katy Blessett, Personal Advisor for Special Needs, advised the Committee about the 'Forever Summer' activity transition programme. The programme was designed to support young people transferring from other schools into the post 16 provision at Marshfields School and to ease their transition by gaining confidence and meeting other students also transferring to the post 16 provision. The programme was offered to everyone but there were only fifteen places available. Two post 16 students from Marshfields School spoke to the Committee about their experience on the 'Forever Summer' project. Katy asked the students questions:

- Q. What were you expecting when you attended the Forever Summer project?
A. To be able to meet new people and make friends.
Q. Was the week what you expected?
A. It was much better than we expected and the activities were held in lots of different places.
Q. What activities happened in your year?
A. We went to a theme park, the beach, kite flying and had a barbeque on the last day. We also went swimming, bowling and did some drama. There was a visit to Wickstead Park and we did sports at Ferry meadows. The favourite activity was visiting the theme park.
Q. Do you think it was a worthwhile project?
A. It was a worthwhile project because we got to meet lots of new people who we were going to be in class with and that took the pressure of us when we started at the school. It was also good to do things that we had not done before.

The two students said that they would like to be young leaders on this year's project.

Observations and questions were raised and discussed including:

- Members asked the students if they would like to see any improvements at Marshfields School. Both students responded that there were no improvements required and that they were happy with the school's provision.
- Members asked officers what impact the IT issues between the PCT and the Council would have on the integration of the services. The Executive Director advised the Committee that the IT issues had not yet been resolved but it was being worked on and that it would be approximately 18 months before an IT platform would be in place. This would not affect the delivery of an integrated service.
- Members asked what would happen when the interim service manager left. The Committee were advised that this would become a permanent post and that the grade and responsibilities of the role were being reviewed through the Hay's panel. It would be a joint post between the Council and the Health Authority. The role would be advertised soon and someone recruited in June or July.
- Members asked what the implications would be as far as the management of the finances between the Council and the PCT. The Executive Director advised Members that the importance of the integration of services was about outcomes for children with disabilities. The overspend in the PCT was a concern but Children's Services already had resources in place. The Executive Director explained that he was in complex discussions with the PCT to ensure that children did not suffer because of the shortfall in finances.
- Members requested that a report be brought to the Committee on the financial implications for Children's Services of the integration of Services in particular those services for Children with Disabilities.

ACTION AGREED

Members requested that a report be brought to the Committee in July 2010 on the financial implications on Children's Services of the integration of Services in particular those services for Children with Disabilities.

8. Children's (Social Care) Services Complaints Report

The Executive Director for Children's Services introduced the report and the Complaints Manager for Children's Social Care. The report covered complaints presented by or on behalf of children in need or children in care. In 2009 52 complaints had been received which was more than 2008 but similar to 2007. Parents and carers were the principle complainants representing 60% of the complainants and children only 4%. 16 complaints had been upheld and 4 were ongoing. Timeliness of resolving the complaints had not been impressive but would be improved significantly in 2010 and the majority of complaints had been resolved at stage one. Broken promises, missed appointments, conduct and attitude, lack of or misleading information and ineffective staff made up nearly half of the complaints and this demonstrated that children and young people were not being put at the centre of everything that was being done. A quarter of the complaints had been due to service standards or non provision of service. Learning from the complaints process was important and regular reports were provided from the Complaints Manager to other service managers to enable them to improve service delivery. Impact and outcomes were critical for the individuals concerned.

Observations and questions were raised and discussed including:

- Members asked how the Council's complaints process compared with other authorities. Members were advised that it was a standard process and governed by the statutory complaints process under the Children's Act 1989.
- Members asked what the difference was between the figure of 78 complaints listed in the nature of complaints table and the figure of 52 complaints which was listed as the number of total complaints. Members were advised that one complaint may be made up of a number of different elements and these were then logged separately but the initial complaint would still be logged as one complaint. The number of complaints had risen but the number of elements that people had complained about had gone down. There was no way of knowing if the correct level of complaints was being received. Numbers of children complaining without the help of adults was fairly low however the number of children accessing the advocacy service (75) had increased. 8 of these children had followed on to make a complaint. This might indicate that children's complaints were being resolved through the advocacy service.
- Ofsted had done a survey of children in care to see to what extent they knew that there was a complaints process. Some of the questions included in the survey were:
 - Do you know how to make a complaint to the Council? 64% of respondents said yes and 15% said no.
 - Have you ever made a complaint? 9% said yes and when asked if their complaint had been sorted out fairly 67% said yes.
 - Do you know how to get an advocate if you need one? 60% said yes.

This information from young people provided a platform to understand why children were or were not making complaints. The Executive Director felt that it should become an annual survey to help establish if a difference had been made in young people's understanding of how to make a complaint and if the complaints were being resolved satisfactorily.

ACTION AGREED

The Executive Director for Children's Services to put in place an annual survey of Children in Care to measure the impact of the complaints process for Children in Care. The outcomes of the survey to be reported to the Creating Opportunities and Tackling Inequalities Scrutiny Committee when available.

9. Progress Report on Delivery of the Local Area Agreement Priority

The Executive Director of Adult Social Services presented the report stating that the Local Area Agreement (LAA) priority Creating Opportunities, Tackling Inequalities for which the Committee was responsible for had the largest number of targets in the LAA which were very diverse. The overall rating at the time of the report was amber and of the four outcomes within the priority, three had been rated as amber. The indicators within the regenerating neighbourhood's outcome had been heavily affected by the economic situation and were rated as amber. The aim was to get the outcome to green by the end of the year. Improving skills was rated as amber and had a number of very challenging areas. Supporting vulnerable people was currently rated amber but there was confidence that it would be green by the end of the LAA three year programme. The outcome for improving health was rated as red and the risk areas included under 18 conceptions, alcohol related hospital admissions, sport participation, obesity and morality rates. Action plans had been put in place to address these areas but there was a high risk that the LAA targets may not be met. There was confidence that the smoking cessation target would be met this year. The reporting format for the LAA would be changing significantly to a one page format and would be much easier to read and understand.

Observations and questions were raised and discussed including:

- Members welcomed the new reporting format.
- Members asked why the under 18 conception rate was unachievable. Members were advised that the original target which had been determined by the Government had been minus 50% but this had been recognised as not being an achievable target. The target had now been removed and Peterborough was now allowed to set its own target. Across the statistical neighbours Peterborough was performing in the lower to middle quartile in terms of the number of teenage conceptions.
- Members asked what the SARC at Rivergate was. Members were advised that the SARC was a new Sexual Assault Referral Centre. Its services included contraception and sexual health advice. The Centre involved the police and other agencies and was the first of its kind in the region and provided a quality service for some very sensitive cases. It also offered the services of the CaSH (Contraceptive and Sexual Health) clinic.
- Members asked what involvement the Health Service had in the opening of licensed premises as they did not appear to play a part in highlighting the issues that arose from the opening of licensed premises. Members were advised that the alcohol agenda was joined up across the Council and the PCT. The agenda was led through the Safer Peterborough Partnership (SPP) and the Health and Wellbeing Partnership Board had a clear relationship with the SPP. There was a clear role for health in relation to licensing and this role was taken very seriously. There were models elsewhere where licensing policy was working better.
- A member of public advised that he was not happy with the level of under 18 teenage conception rates in Peterborough and asked why Cambridgeshire was performing better in this area. He was advised by the Executive Director that there was now a very clear understanding of why performance was not on track and Peterborough had also been directed to other authorities around the country to examine best practice and action plans were now in place. Cambridgeshire had not been one of the areas that they had been directed to.

ACTION AGREED

The Executive Director of Adult Social Services to report back to the Committee in June with the end of year performance report on the Creating Opportunities, Tackling Inequalities priority.

10. Forward Plan of Key Decisions

The Committee received the latest version of the Council's Forward Plan, containing key decisions that the Leader of the Council anticipated the Cabinet or individual Cabinet Members would make during the course of the following four months. Members were invited to comment on the Plan and, where appropriate, identify any relevant areas for inclusion in the Committee's work programme.

ACTION AGREED

The Committee noted the Forward Plan and agreed that there were no items to bring to the Committee.

The meeting began at 7.00 and ended at 9.05pm

CHAIRMAN

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 5
21 JUNE 2010	Public Report

Report of Children’s Services – Learning and Skills division

Lead Officer – Mel Collins (01733 863730) mel.collins@peterborough.gov.uk

PROGRESS ON DEVELOPING A STRONG EXCELLENCE IN PARTNERSHIP (EIP) NETWORK ACROSS OUR SCHOOLS

1. PURPOSE

- 1.1 The purpose of this report is to inform the Committee of a thriving Peterborough partnership that currently includes fifty primary, secondary and special schools. The purpose of the EiP network is to improve educational and inclusion outcomes for children and young people in our city. This partnership adds value to the day-to-day work of Children’s Services, especially the Learning and Skills division. The partnership is led by schools but sponsored and supported by the Local Authority.

2. RECOMMENDATIONS

- 2.1 That the Committee considers the content of the presentation on EiP and makes any appropriate recommendations.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 3.1 One of the priorities contained within the Sustainable Community Strategy is Creating Opportunities and Tackling Inequalities. Improving skills and education is a key ambition within this priority.

4. BACKGROUND

- 4.1 Excellence in Partnership is a strong network of Peterborough schools, working together to drive up education outcomes across the city. EiP is led by a Peterborough Primary Headteacher (2 days a week), supported by an EiP Executive Board and sponsored by the LA. Membership currently consists of 42 primaries, 3 secondaries, 1 Nursery and the LA School Improvement Team. This figure is set to increase further in the oncoming months. The number of partners has grown significantly from 26 primaries in September 2009.

Any school however can attend any partnership event and ‘buy in’ EIP expertise; this is now cross-phase and cross-city.

DEVELOPMENT PLANS 2009-2011

There are 3 strands of work led by EiP, community cohesion and partnership working is a common driver through each of the 3 strands. This partnership extends to outside agencies and indeed local and national organisations and representatives. A critical element of provision is the sharing of effective practice. Partnership schools have a ‘menu of opportunities’ from which they can select.

Strand 1 - Leadership for Learning:

- Community Cohesion is part of the Best Practice Leadership programme. An event took place in March 2010, using the key facilitator model, industrial/education models and the sharing of good practice.
- Increasing the number of adult learners, using EiP lead officer for Able, Gifted and Talented learners (A, G&T). Parents are to be included in A, G&T events from Spring 2010.
- Focussing on Pupils As Leaders (PALs): enabling pupils to **make a positive contribution** to their own school community. Following a Continuing Professional Development (CPD) programme in Autumn 2009, 7 Pupil Leadership Forums now exist in EIP primaries. A further 20 schools attended the PALs CPD in Spring 2010.
- Pupils as Facilitators of Learning (PAFLs): Pupils have accessed quality CPD as FACILITATORS for their school .i.e. with a responsibility to cascade this knowledge to the rest of the pupils in their school. The Lane Clark conference in November 2009 used this model. Pupils then presented to their schools, via assemblies, reports and also via the school council system. Children re-grouped and began to challenge learning in their schools, questioning their learning opportunities as a direct result of this programme.

Strand 2 - Optimal Inclusion:

- Focuses on the use of Learning Mentors (LMs) to remove Barriers to Learning. Barriers are identified that are pertinent to each individual context and thus refined, but within an existing Learning Mentor (LM) framework. Identified barriers to learning include:
 1. Attendance
 2. Social skills
 3. Academic achievement
 4. Friendship skills
 5. Behavioural issues
 6. Language difficulties (MENA)
 7. Gifted and Talented (Am I Normal?)
 8. Domestic Abuse
 9. Children in Need
 10. Child Protection issues
 11. Bereavement and Loss

This list is by no means exhaustive. Children are brought together within a school to work alongside other children experiencing similar problems. LMs work actively with parents and key members of communities to help bring down these barriers to learning.

- LMs have had the opportunity to complete **Basic Counselling** courses (levels 1 and 2) to support quickly when intervention is needed, rather than wait for a lengthy referral to CAMHS.
- LMs have also had training for Webster Stratton **Parenting Support Programmes**.
- EIP works in partnership with Toby Wood (**lead for Social and Emotional Aspects of Learning - SEAL**) who is a member of the EIP executive.
- EIP schools have a **Lead Behaviour Professional**. These LBPs complete audits of behaviour 'hot spots' and ensure all stakeholders are aware of behavioural issues within a school.
- EIP schools have regular CPD regarding **Emotional Intelligence** with a view that this creates healthy students and staff, parents and carers. Part of the 'Are you in the right mind for learning' philosophy?
- **Attendance**: EIP has an attendance protocol. Attendance within the original 14 Excellence in Clusters Schools (a forerunner to EiP) improved rapidly until 2008 when it became EIP. Documentation, support and advice is shared and distributed across the partnership regarding outstanding attendance strategies and practice.

- **Seclusion:** seclusion is used effectively by all EIP schools. The threshold has been reduced due to the success of previous years' work. Hence now approximately 33% of seclusion capacity being utilised, a comprehensive respite programme is used, assisting children most at risk of permanent exclusion. **Seclusion facilities may be used by ANY Peterborough school.**

Strand 3 - Learning and Innovation:

- **A, G&T learners:** are identified as a potentially vulnerable group of children. Specific work is done for teachers, teaching assistants and for the children themselves to ensure that pupils are challenged and do not become disaffected or disruptive.
- **Booster provision:** sharing of good practice is undertaken regularly by partners. For example at the recent Festival of Learning in March 2010 all schools brought 'quick fix' materials to help support Year 2 and Year 6 children prior to SATS. Professional dialogue is an important and regular part of EIP strand meetings.
- **Innovation:** high quality CPD and research and development opportunities are provided for all membership schools as well as other schools in Peterborough and beyond. CPD is provided for **children and all adults** in EIP schools. This provides a much deeper understanding of how individuals learn, thus supporting an inclusive, yet challenging, curriculum for all young learners.
- **Menu of Opportunities:** Support from the Learning & Innovation Consultant is offered in the form of 1-1 sessions in schools for Lead Teachers of A, G & T; networked group meetings; 'surgeries' in schools with provision for specific individualised context and EIP-wide/Peterborough-wide development sessions.

5. BACKGROUND DOCUMENTS

None. Please note children will be present for this item and there will be a series of background photographs shown to support this item.

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CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 6
21 JUNE 2010	Public Report

Report of the Executive Director of Adult Social Services

Contact Officer(s) – Caroline Thomas
Contact Details - 07948374706

DRAFT PERSONAL RELATIONSHIPS POLICY

1. PURPOSE

- 1.1 The report is being presented to Scrutiny Committee so that members of the Committee can consider and comment on the draft policy.

2. RECOMMENDATIONS

- 2.1 Members are asked to scrutinise and comment on, this report and the attached draft policy.
- 2.2 Members may also wish to ask for feedback on the impact of the policy and its delivery at a future date.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 3.1 The policy relates to the overarching theme of the LAA 'Creating Opportunities, Tackling Inequalities' and in particular to SSC03: empowering local communities, OI02: improving health and OI03: supporting vulnerable people. Although the policy in itself does not impact on a particular PI, it contributes to the outcomes implicit in:

- Increased personalisation, choice and control through the introduction of Individual Budgets and self-directed support (LAA PI 130)

4. BACKGROUND

- 4.1 The need to update and revise policy has been informed by a number of changes in national social care policy and new legislation. The rights of service users, including adults with learning disabilities to have personal and sexual relationships has been implicit for many years, but more recent legislation makes this explicit. The legislation includes:

- The right to private and family life enshrined in the Human Rights Act (Article 8);
- Person centred and self directed planning, highlighted in Valuing People Now 2009, the White Paper 'Our Health, Our Care, Our Say' and Putting People First;
- The right of the individual to have capacity to make decisions unless deemed otherwise, recognised in the Mental Capacity Act 2005
- Expanded protection from the Sexual Offences Act 2003
- Protection from discrimination on grounds of sexual orientation set out in the Equality Act Sexual Orientation Regulations 2007

4.2 The draft policy is written within the context of this new legislation and the World Health Organisation's definition of sexual health, which is stated at 2.2 in the appendix, with a clear understanding that the service user is the prime recipient of support and advice, even if the expression of their sexuality may be difficult for others. Both individual service users and their carers will under this policy be offered sensitive support. However, the policy acknowledges that some of our interactions regarding personal and sexual relationships, have in the past been influenced so strongly by others, that the views of users of our services haven't always been adequately heard, or given due regard.

4.3 The Care Quality Commission (CQC) require councils providing Adult Social Care services to have a personal relationships policy along the lines of the attached, in place in order to evidence compliance with Valuing People Now paragraphs 3.52 –3.54.

This draft policy has drawn on Department of Health Guidance and other policies currently in use in the East of England, see background papers below. Some councils have a policy that only applies to council employees, however it is the intention that this policy will apply across independent social care providers and partners.

5. KEY ISSUES

5.1 The Joint Committee on Human Rights (JCHR) Report 2008 '*A life like any other*' recommended in its response to the Government (in the light of evidence received from adults with learning disabilities) 'that the Department of Health revisit this issue [of how the Government can support adults with learning disabilities to form relationships] in the redrafted *Valuing People Now* strategy. *Valuing People Now* (March 2009) paragraphs 3.52 – 3.54 captures this commitment and the whole strategy emphasises the importance of enabling people with learning disabilities to meet new people, build and sustain social networks and relationships – including sexual relationships – and to lead a fulfilling life with access to a diverse range of social and leisure activities. It recognizes the importance of person-centred plans which address the whole range of people's interests, likes and dislikes; and the ongoing support that people will often need to establish and maintain relationships and social networks.

5.2 Adult Social Care and other NHS staff are responsible for assessing and reviewing people's social care needs; supporting them to develop a plan for meeting their eligible, assessed needs; providing people with information, advice and guidance; supporting people to develop independent living skills and commissioning, organising or managing support services. In the course of many of these activities, staff may be asked for information, advice or support including information relating to sexual health or well-being matters. Additionally, they may identify situations where a person appears to require such support, or there appear to be risks to that person or to others.

5.3 Many people are apprehensive about asking for help or support in relation to their sexual health and well-being or about accessing services for fear of embarrassment or of being judged or discriminated against. It is therefore important to have a policy that sets out 'rights' and 'responsibilities' in this sensitive area and to develop staff skills, knowledge and attitudes in order to promote a supportive environment and also to develop the knowledge and understanding of users, carers and partners.

5.4 It is also important that staff recognise the limits of their responsibility and know how to respond appropriately to requests for advice, information or support. Staff must also know what action to take if they identify risks to the individual or to others. If staff get this wrong, the sexual health and well-being of the service user could be compromised and there could be legal or professional consequences for the practitioner and their employer.

6. IMPLICATIONS

6.1 The policy will apply across the whole of Peterborough. The main implications are for:

- Partnership Boards, especially Learning Disability Partnership Board in ensuring delivery of this policy and monitoring the effectiveness of action taken, also Safeguarding Adults Partnership Board in ensuring that vulnerable adults are protected from abuse. Members of the Learning Disability Partnership Board in commenting on the draft policy have requested training around 'consent' for service users.
- Human Resources because of the implications for staff. To aid this procedural guidance will be drawn up drawing on procedures already in use in other councils. Most of the issues and responsibilities are already covered in staff training, however if necessary further training will be provided.

7. CONSULTATION

7.1 Consultation is currently in progress and this is promoting helpful discussion as well as raising awareness and understanding of the issues. The draft policy is being presented to all NHS Peterborough's (NHSP) relevant Partnership Boards. So far it has been to Mental Health Partnership Board and Learning Disability Partnership Board, the Long Term Conditions and Carers Partnership Board in June and Older People's Partnership Board in July. Additionally it is being presented to the Aiming High Partnership Board the Safeguarding Adults Forum in June (this is a provider forum) and also NHSP's Independent Provider Quality Group. It is also being consulted on with staff.

8. NEXT STEPS

8.1 Once comments have been gathered and the draft policy amended the policy will be taken to NHS Peterborough's Policy and Procedures Group for approval. At this point the Equality Impact statement will be checked and approved. All NHS Peterborough's Policies include a review date. The final policy will also be reported to the Peterborough's Safeguarding Adult's Board.

8.2 Following approval the policy will be circulated to staff and a procedure document produced for staff employed by NHS Peterborough.

9. BACKGROUND DOCUMENTS

9.1 In addition to the Acts and statutory guidance listed above, NHS Guidance for health and social care staff (2007) on Reducing health inequalities for lesbian, gay, bisexual and trans people.

9.2 Similar policies and procedures in use in Hertfordshire, Norfolk, Bedford, Suffolk and Essex.

10. APPENDICES

10.1 The draft policy is attached as an appendix. This is also available in easy read format.

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**DRAFT PERSONAL
RELATIONSHIPS POLICY
PRINCIPLES AND OUTCOMES**

1. Introduction

- 1.1 The need to update and revise policy has been informed by a number of changes in national social care policy and new legislation. The rights of service users, including adults with learning disabilities to have personal and sexual relationships has been implicit for many years, but more recent legislation makes this explicit. The legislation includes:
- the right to private and family life enshrined in the Human Rights Act (Article 8);
 - person centred and self directed planning, highlighted in Valuing People Now, the White Paper 'Our Health, Our Care, Our Say' and Putting People First;
 - the right of the individual to have capacity to make decisions unless deemed otherwise, recognised in the Mental Capacity Act 2005
 - expanded protection from the Sexual Offences Act 2003
 - protection from discrimination on grounds of sexual orientation set out in the Equality Act Sexual Orientation Regulations 2007
- 1.2 This policy is written within the context of this new legislation and with a clear understanding that the service user is the prime recipient of support and advice, even if the expression of their sexuality may be difficult for others. Both individual service users and their carers will under this policy be offered sensitive support. However, the policy acknowledges that some of our interactions regarding personal and sexual relationships, have in the past been influenced so strongly by others, that the views of users of our services haven't always been adequately heard, or given due regard.
- 1.3 There are several aspects to promoting sexual health and well-being, including:
- Supporting people to develop positive sexual relationships, free of coercion, discrimination or violence
 - Supporting people to overcome obstacles to their sexual well-being
 - Promoting respect for sexual diversity
 - Dealing with sexual abuse, violence or coercion
 - Preventing sexually transmitted infections (STIs) and HIV infection
 - Avoiding unintended pregnancy and supporting people to deal with unwanted pregnancy.
- 1.4 Adult Social Care and other NHS staff are responsible for assessing and reviewing people's social care needs; supporting them to develop a plan for meeting their eligible, assessed needs; providing people with information, advice and guidance; supporting people to develop independent living skills

and commissioning, organising or managing support services. In the course of many of these activities, staff may be asked for information, advice or support in relation to sexual health or well-being matters. Additionally, they may identify situations where a person appears to require such support, or there appear to be risks to that person or to others.

- 1.5 Many people are apprehensive about asking for help or support in relation to their sexual health and well-being or about accessing services for fear of embarrassment or of being judged or discriminated against. It is therefore important to develop staff skills, knowledge and attitudes in order to promote a supportive environment and also to develop the knowledge and understanding of users, carers and partners.
- 1.6 It is also important that staff recognise the limits of their responsibility and know how to respond appropriately to requests for advice, information or support. Staff must also know what action to take if they identify risks to the individual or to others. If staff get this wrong, the sexual health and well-being of the service user could be compromised and there could be legal or professional consequences for the practitioner and their employer.

2. Policy

- 2.1 NHS Peterborough is committed to working practices that encourage service users to lead normal and healthy life and lifestyles that are meaningful to the individual. This includes the development of the whole spectrum of relationships including their personal and sexual development.
- 2.2 We accept and follow the World Health Organisation's definition of sexual health which is:
- “Sexual health is a state of physical, emotional, mental and social well-being related to sexuality; it is not merely the absence of disease, dysfunction or infirmity. Sexual health requires a positive and respectful approach to sexuality and sexual relationships, as well as the possibility of having pleasurable and safe sexual experiences, free of coercion, discrimination and violence. For sexual health to be attained and maintained, the sexual rights of all persons must be respected, protected and fulfilled.”*
- 2.3 We recognize that people who use services have the same personal and sexual needs and rights as other people. Sexuality is a natural and expected part of an individual's life experiences, and staff should support service users to explore and understand their sexuality and should support gay and lesbian or bisexual relationships in the same way as they would heterosexual relationships. This also applies to service users who have changed or wish to change their sex (transsexual) and those who dress as members of the opposite sex (transvestites).
- 2.4 We will exercise our legal responsibilities to ensure that personal sexual expression is within the law and does not devalue, stigmatise or exploit individuals.
- 2.5 We will ensure that our staff are appropriately selected, supported, trained and supervised to enable them to work with individuals to express their personal choices and preferences in respect of personal relationships and sexuality.
- 2.6 We will work in collaboration with the service user, their families, carers and advocates, service providers and other relevant professionals to ensure maximum support and protection of the service user at all times.
- 2.7 Service users and carers will be provided with appropriate and adequate access to information to promote understanding, choice and independence.
- 2.8 Staff will work to support service users in maintaining a wide range of relationships with partners, family, friends and acquaintances.

- 2.9 It is the responsibility of all staff to ensure that their relationships with service users remain of a professional nature only, whether within or outside of their work place. Intimate or sexual relationships between staff and service users are **NOT** permissible and will result in disciplinary action. In some circumstances such relationships are a criminal offence and may also result in prosecution.
- 2.10 A development plan for staff, service user and carers will be developed and regularly reviewed together with guidance for staff to ensure that this policy is implemented in the light of current legislation and best practice.

3. Principles

The following principles are implicit within the work of NHS Peterborough and must be followed by all staff and also by contracted organisations. Partnership Boards that have been consulted on this draft policy are also expected to uphold the policy and its principles.

3.1 People who use services have a right:

- To be treated with respect, sensitivity and dignity. This includes a right to privacy.
- To freedom from sexual abuse and as far as it is possible to be protected from exploitation and degrading treatment.
- To hold their own moral, cultural and religious beliefs.
- To marry or establish a civil partnership or live with a partner outside of marriage or civil partnership
- To information concerning the choices they make and access to information held about them.
- To confidentiality regarding information about sexuality and personal relationships. However this does not mean keeping quiet when abuse or exploitation is suspected.
- To be assisted in pursuing the type of social, personal and sexual relationships they want and to have accessible information/ explanations in order to make an informed choice. This to include information about promotion of sexual health, contraception, safe sex, parenthood, genetic counselling and advice/counselling about physical/emotional needs and personal and sexual relationships.
- To buy and use sexually stimulating material e.g. pornography within the legal framework, sexual aids and to seek education about their use.
- To take risks and make mistakes.
- To be given support and assistance if they feel that their rights have not been upheld.
- To have an advocate and/or someone of their choice to speak up on their behalf if required.

3.2 People who use services have the following responsibilities:

- To stay within the law as for any other citizen.
- To respect the rights of others.
- To treat others with respect, consideration and sensitivity
- To recognise that no one has the right to impose his or her beliefs or wishes on others.
- To ensure that any Personal Assistants they employ have had recent clear CRB checks and are given access to training on personal relationships and safeguarding as well as other aspects of care and support.

3.3 Carers have a right to be treated with respect at all times and:

- To have their views listened to and taken into account.
- To have help and support to express their views and have them heard.
- To have their contribution to someone's care recognised and taken into account.
- To raise concerns either formally or informally about any aspect of someone's care, including concerns about abuse.
- To have their concerns taken seriously and if necessary investigated.

3.4 Personal Assistants should expect

- To have support and training about personal relationships
- To be aware of abuse and the multi-agency policy and procedures for Safeguarding Vulnerable Adults and to report any concerns they may have.
- To be protected, as far as is possible, from discrimination, harassment and abuse and to be assisted and supported if this does occur.
- To have the opportunity to discuss matters that concern them with *designated NHSP staff (likely to be Safeguarding Coordinator and Contraception and Sexual Health Services)*

3.5 Staff and managers should expect:

- To have support and training about personal relationships
- To be aware of abuse and the multi-agency policy and procedures for Safeguarding Vulnerable Adults and to report any concerns they may have.
- To be protected, as far as is possible, from discrimination, harassment and abuse and to be assisted and supported if this does occur.

- To have adequate supervision, guidance and support from their managers.
- To have the opportunity to discuss matters that concern them with their line manager.

3.6 To meet these principles:

- It is recognised that staff are entitled to hold their own values; however staff are not be expected to impose their values on people who use services, or others with whom they work, but to promote the values of the organisation and this policy.
- The issues surrounding sexuality are seen in the context of the values that underpin the whole of Adult Health and Social Care Services. This translates to our commitment to service users being treated in a person centred way, with dignity and respect in order to maximise and promote rights, choice, control, independence and social inclusion.
- In this context the issues surrounding sexuality and development of personal relationships are seen as a right and as one of many positive aspects that enhance people's lives.

4. Outcomes

4.1 Our aim is that service users should:

- Feel safe – and receive support to be safe if they need it.
- Recognise their rights and responsibilities and feel able to make their own decisions with regard to their sexuality, sexual health and wellbeing.
- Be treated fairly, respectfully and with dignity, regardless of age, gender, sexual orientation, race, ethnicity, citizenship, education, physical and / or mental ability.
- Have their privacy respected and be confident that their personal information will be protected and not shared with others without their permission.
- Be enabled to identify and access information, advice or services that will support their sexual health and wellbeing.

Glossary

Personal Assistant (PA) means:

- A care worker or assistant who is employed by the service user and or their family directly, usually using a direct payment or personal budget. The concept of a PA as someone employed by a service user to enable and empower them to make choices and be independent was borne out of independent living movement.

Sexuality means:

- The condition of being characterized and distinguished by sex
- Sexual character
- Concern with or interest in sexual activity

Sexual orientation means an individual's sexual preference towards

- People of the same sex as him or her (gay or lesbian)
- People of the opposite sex (heterosexual)
- People of both sexes (bisexual).

Transsexual means

- A person whose sexual identification is entirely with the opposite sex
- A person who has undergone a sex change operation

Trans and Transgender are similar terms meaning

- A person appearing or attempting to be a member of the opposite sex, as a transsexual or habitual cross-dresser
- Trans is primarily a UK term, developed in a political context to refer to a diverse and inclusive community of people ranging from part-time cross-dressers to transsexual people who undergo gender reassignment surgeries.

Transvestite means

- A person who dresses and acts in a style or manner traditionally associated with the opposite sex

Draft Personal Relationships Policy

Introduction



Everyone has a right to have personal and sexual relationships. This policy will:

- help staff to support you and help you understand what your rights and responsibilities are.
- make sure that service users and carers are offered sensitive support

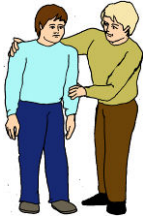
People who use services have rights:



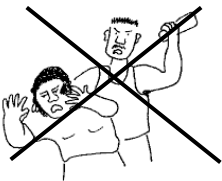
You have the right to personal relationships with any other consenting adult you choose, this can be a man or a woman.



You have the right to be treated with respect, sensitivity and dignity.



You have the right to support and protection from abuse, exploitation and degrading treatment,



You have the right to have your religious and cultural beliefs respected.





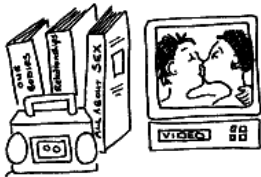
You have the right to marry, have a civil partnership or live with a partner.



You have the right that information about you is kept confidential, unless there are worries about your safety.



You have the right to have someone speak on your behalf. This may be an advocate or someone who supports you.



You have the right to clear information to help you make choices.

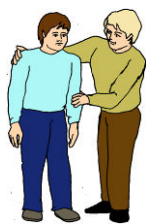
Responsibilities of people who use services



Not to break the law



To respect the rights of others



To treat other people with respect, consideration and sensitivity



To make sure that anyone you pay to look after you has:

- a recent clear Criminal Records Bureau check,
- have training of personal relationships and safeguarding
- have training on care and support



To understand that no one has the right to force what they believe or want on others.

Rights of carers

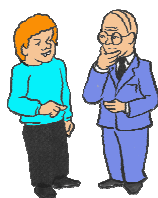


Carers have a right to be treated with respect at all times



Carers have the right to tell someone if they have concerns about someone's care, or if they think someone is being abused.

Carers have a right to express their views and have them listened to.



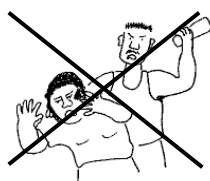
Carers have a right to have their concerns taken seriously.

Carers have a right to have their contribution recognised and taken into account.

Personal Assistants should expect



Personal assistants should have support and training about personal relationships



Personal assistants should be aware of abuse and the Safeguarding Vulnerable Adults policy and procedures.



Personal assistants should be protected from discrimination, harassment and abuse and get support if this does happen.

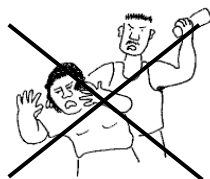


Personal assistants should be able to talk to a NHS Peterborough member of staff if they have any concerns.

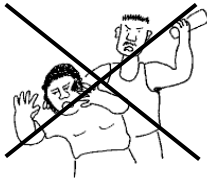
Staff and managers should expect



Staff should have support and training about personal relationships



Staff should be aware of abuse and the Safeguarding Vulnerable Adults policy and procedures.



Staff should be protected from discrimination, harassment and abuse and get support if this does happen.



Staff should have supervision, guidance and support from their line managers

Staff should be able to talk to their line managers if they have any concerns.

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CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 7
21 JUNE 2010	Public Report

Report of the Executive Director of Children's Services

Contact Officer(s) – John Richards

Contact Details – john.richards@peterborough.gov.uk / 01733 863601

CHILDREN'S SERVICES DEVELOPMENT PLAN

1. PURPOSE

- 1.1 To provide scrutiny committee members with an opportunity to comment on the development plan to respond to the recent CQC/Ofsted inspection and to scrutinise progress.

2. RECOMMENDATIONS

- 2.1 Scrutiny committee members are recommended to request an update of the actions taken at each of their meetings in this municipal year so that scrutiny can continue.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

- 3.1 Safeguarding children and how children's services look after some of the most vulnerable children in our society is fundamental to the success of the sustainable community strategy. There are many NI's which are the subject of this report. They are clearly identified in the development plan (Appendix 1).

4. BACKGROUND

- 4.1 The development plan has been adjusted to respond to the recommendations made in the recent CQC/Ofsted inspection report. The plan takes each of the recommendations and identifies the actions completed and those still representing work in progress.

The plan is updated on a monthly basis and submitted to a project board consisting of the Chief Executive (chair), representatives from DfE, representatives from Government Office, NHS Peterborough, Peterborough Safeguarding Children's Board and PCC Children's Services.

5. KEY ISSUES

- 5.1 Scrutiny committee members need to assure themselves that the action outlined is sufficiently robust and rigorous to ensure that the desired outcomes are achieved. The challenge is to make sure that all aspects of children's services are providing a good service.

6. IMPLICATIONS

- 6.1 Within the development plan there are implications for HR, ICT and finance. Where this is the case, the action plans clearly outline what these are. The implications of achieving the plan are city wide and touch the whole children's services partnership.

7. CONSULTATION

- 7.1 Consultation has taken place with DfE and GO (East) who have approved the plan.

8. NEXT STEPS

- 8.1 Progress on the development plan needs to be monitored by scrutiny committee members to make sure targets are met and any vulnerabilities are made secure.

9. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

- 9.1
- CQC/Ofsted inspection of safeguarding and looked after children's services: Peterborough 2010
 - Peterborough Children's Trust Safeguarding and Children in Care Development Plan (Appendix 1)

10. APPENDICES

- 10.1 Appendix 1: Peterborough Children's Trust Safeguarding and Children in Care Development Plan



Peterborough Children's Trust

Children's Trust Safeguarding and Children in Care Development Plan

Incorporating the Ofsted Inspection Recommendations

Overview Plan - Version 4.2

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Introduction

The purpose of this document is to improve outcomes for children and young people in Peterborough, with a particular focus on safeguarding children and young people, and ensuring children in care achieve the best possible outcomes.

Peterborough's shared Children and Young People Plan sets out a clear vision for children and young people in the city:

*Our vision is simple: to create an environment where children and young people are safe and healthy
can enjoy what life has to offer them and have ambition and aspirations
where they achieve their goals and make a positive contribution for themselves, their family and their community.*

Through joint working, Peterborough's Children's Trust has made significant progress in improving outcomes for all children and young people, and this plan is a key element in driving local services forward on this journey.

This document builds upon Peterborough City Council's Social Care Development Plan, and has been updated to fully incorporate the Children's Trust's response to the Ofsted Inspection of Safeguarding and Children in Care.

The Children's Trust is currently in the process of reviewing the 2009/10 Children and Young People Plan and preparing for the new-style shared Children and Young People to be launched before March 2011. As part of this process, it is anticipated that there will be a 2010 CYPP Action Plan

outlining the key areas of focus for the Children's Trust until the new-style CYPP comes into force. This document should be read alongside the 2010 CYPP Action Plan, which contains areas of development

Delivering and Monitoring the Plan

Project Management Approach

Peterborough Children's Trust is taking a project management approach to ensuring that the Post Inspection Action Plan is effectively delivered. A Project Management Board has been established to oversee the delivery of the Action Plan. The board will be chaired by the Chief Executive of Peterborough City Council. Represented will be Cabinet Members, senior leaders from partners, the chair of the Local Safeguarding Children Board and the Government Office. The Board will meet monthly in the first instance, utilising project highlight reporting to ensure effective monitoring and escalation. Terms of Reference for the Board can be found in Appendix 1.

Leadership and Accountability

It is essential that there is a clear leadership and accountability framework in place to ensure the successful delivery of the Post Inspection Action Plan. To this end, the following has been put in place:

- Every Objective will have an **Accountable Children's Trust Partnership Board Member**. They will be the individual held to account for the delivery of the objective back to the Children's Trust.
- Every Objective will have a **Strategic Lead**. Within the Local Authority, these are members of the Extended Departmental Leadership Team (Assistant Director / Head of Service) and it is expected that partnership strategic leads will be of an equivalent level. The Strategic Lead is responsible for managing the delivery against each objective. They are also responsible for reporting progress through the highlight reporting process and escalating issues or concerns where required.
- Individual actions within the action plan will have **Operational / Delivery Leads**. These will be the individuals best placed to deliver the actions identified within the action plans. These individuals will be accountable for the delivery of their individual actions. They will also be responsible for escalating issues or concerns to the Strategic Lead.

This approach reflects the Children's Services Leadership Framework, ensuring continuity of accountability.

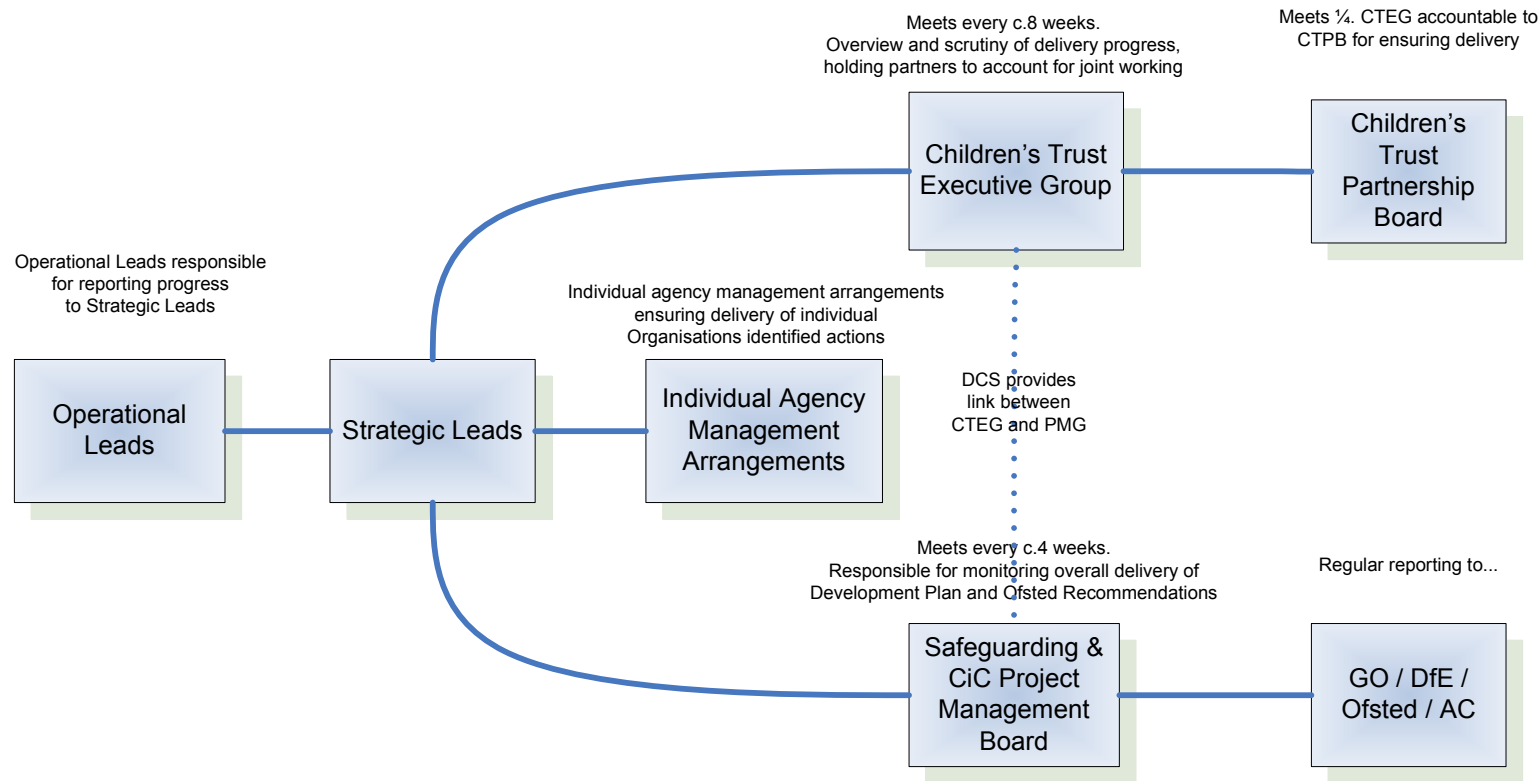
Reporting and Monitoring Progress

The Project Management Board will have responsibility for overseeing the delivery of this plan. This group will be chaired by the Chief Executive of the Local Authority. The Director of Children's Services will serve as deputy chair to the Project Management Board, ensuring effective continuity between

that group and the Children's Trust Executive Group. The Children's Trust is responsible for monitoring the implementation of the plan, and for holding the Project Management Board to account for its delivery.

Each individual agency is responsible for the delivery of their contributions within this plan, and these organisations will be held to account at the Children's Trust Partnership Board through their representative. The Children's Trust Executive Group, chaired by the Director of Children's Services, will have the primary responsibility for monitoring this plan on behalf of the Children's Trust, with a particular focus placed upon those actions requiring a strong partnership focus.

This approach is represented diagrammatically below:



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The Development Plan

Safeguarding Objectives

Objective 1.1 – Ensure effective capacity and quality practice within referral and assessment to deliver effective safeguarding				
Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Peter Hayward	Current Overall RAG	Green

Ofsted Recommendation: Improve the quality and timeliness of assessments ensuring they robustly and accurately identify risk and protective factors and identify the individual needs of children and young people						
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Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.1.1	Increase capacity within the Referral and Assessment Team.	MW	Replace interim R&A management team with substantive experienced service and team managers	February 2010	Action Completed	Green
		MW	Increase compliment of senior practitioners in order to enhance practitioner capacity	February 2010	Action Completed	Green
		MW	Increase number of social workers within R&A by introduction of agency and locum arrangements	February 2010	Action Completed	Green
		LH	Introduce increased business support capacity in transition to paperless working (ref. Objective1.3)	Jan 2010	Action Completed – additional capacity in place	Green
1.1.2	Review and consolidate staffing arrangements by reduced reliance upon agency and locum workers.	PH	Rolling programme of recruitment including: - Social Worker and team manager appointments	Early April 2010.	Action Completed	Green
			- Further Social Worker Interviews	22.4.10	2 Social Workers appointed	Green
			- Further Team Manager Interviews	23.4.10	Complete	Green
			- Additional adverts placed	End May 2010		
1.1.3	Review case load capacity, workforce etc (ref.	JS	See Objective 1.6	End June		

Ofsted Recommendation: Improve the quality and timeliness of assessments ensuring they robustly and accurately identify risk and protective factors and identify the individual needs of children and young people

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
	Objective 1.6) in R&A			2010		
1.1.4	Develop a rolling programme of actions to raise the standards of assessments	PH	Develop action plan for 2010/11	End May 2010		
		GM	Audit of Initial Assessments	End May 2010	Audit started.	
		PH	Develop team training	Tbc in action plan – July?		
			Start programme of refresher training	Tbc in action plan- Sept?		
1.1.5	Improve the quality of referral taking	PH	Undertake training of referral takers	End June 2010		
1.1.6	Ensure processes are adhered to within timescales	PH	Monitoring of key performance indicators by team managers at weekly metrics meeting	Weekly	Ongoing	Green
		GM	Audit of Initial Assessments	End May 2010	Audit started	
			Audit to SC Management Team	16 June 2010		
			Audit to PSCB QA Group	27 July 2010		

Ofsted Recommendation: Ensure that Section 47 investigations and enquiries are timely and include evidence of historical concerns and a clear record of the strategy discussions

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.1.7	Develop a rolling programme of actions to raise the standards of assessments (see 1.1.5)		See 1.1.5			
1.1.8	Undertake programme of audits to ensure quality of S47 investigations	GM	Audit Section 47 discussions and strategy enquiry	May 2010	Audit Started	
			Audit to SC Management Team	16 June 2010		
			Audit to PSCB QA Group	27 July 2010		

Additional Actions						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.1.9	Undertake programme of audits to ensure quality and timeliness	GM	Audit of Initial CP Conference Audit to SCMT Audit to PSCB QA Group	June 2010 15 July 2010 27 July 2010		
		GM	Audit of first review CP Conference Audit to SCMT Audit to PSCB QA Group	June 2010 15 July 2010 27 July 2010		
		GM	Audit of second and subsequent CP Conferences Audit to SCMT Audit to PSCB QA Group	July/August 2010 18 August 2010 28 September 2010		
		GM	Audit of Core Groups and CPP Audit to SCMT Audit to PSCB QA Group	July/August 18 August 28 September		

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
NI 59 – Initial Assessments Completed in Timescales	65%	90%	52.5% - May 10*	Red
NI 60- Core Assessments Completed in Timescales	63.9%	80%	71.1% - May 10	Red
NI 65 – Children subject to a CP Plan for 2 nd or subsequent time	13.9%	12%	3.1% - May 10	Green
NI 64 – CP Plans lasting two years or more	5.4%	3%	0% - May 10	Green
Core Assessments as % of Initial Assessments completed	31.1%		22.1%	
Other Monitoring Information / Evidence				

* This reflects the backlog being out of time and showing up within the current statistics.

Objective 1.2 – Ensure partnership arrangements are effective in safeguarding children and young people

Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards / Flick Schofield	Strategic Lead Officer Judy Jones / Lynn Chesterton	Current Overall RAG	Amber
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Ofsted Recommendation: Ensure that all partners use effectively the escalation policy where referrals are not responded to appropriately.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.2.1	Implementation of dedicated schools line to Social Care	PH	School line set up and communicated	November 2009	Completed and in place	Green
			Schools line evaluated and lessons learnt	June 2010		
1.2.2	PSCB reminded of necessity of case escalation (Jan 2010). Escalation policy re-drafted and presented to PSCB (March 2010). Final version for sign off at next PSCB meeting.	LC	Draft taken to PSCB for sign off Policy implemented and published, copies distributed to partners. Annual review of policy to ensure effectiveness	March 2010 June 2010 March 2011	Draft presented to PSCB but not accepted as needed strengthening. Work has been done .To return to PSCB 27 May	Amber
1.2.3	Letter to key stakeholders (schools, health and other CT Partners) re. escalation process	MW		February 2010	Completed	Green
1.2.4	Implement programme of communications re. escalation processes for all partners	LC/ JJ	Communication plan to be developed and implemented following PSCB sign off	June 2010		

Ofsted Recommendation: Ensure that the PSCB effectively and rigorously monitors safeguarding and child protection and holds agencies to account to ensure actions are followed through, including actions from serious case reviews.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.2.5	Raise prominence of SCR action plans at Strategic Board level, enabling greater scrutiny – ensure a standing agenda item	JJ	Ownership of action plans at Board level rather than at the lower level General Issues Group	Completed – March 2010	This was raised at March meeting and it is agreed it will be a standing agenda item.	Green
1.2.6	Review and identify all SCR action plans for any outstanding actions and send to all relevant Partners.	JJ PP	Actions completed within timescales Agencies automatically submit evidence when actions completed	Completed. PP to approve by end of May 2010	Action Plans scrutinised and outstanding actions highlighted and sent to the relevant agencies requesting updates and evidence of actions completed	Green
1.2.7	Partners to consider and appraise the Strategic Board of current identified outstanding SCR actions and how and within what timescales these will be completed by the agency.	All	Clear explanation of why actions outstanding Statement of management action planned to complete Clarity of timescales for completion	20 May 2010 Information to be considered at Board Meeting 27 May 2010.	Relevant members are aware of the need to prepare for 27 May meeting	Amber
1.2.8	PSCB will keep a portfolio of actual evidence of completed actions by agencies before final sign off by the Board	JJ	Clarity of actions Confidence of PSCB and agency inspectorates	Completed – ongoing practice	Evidence of Completed actions being gathered some electronic some hard copies	Green
1.2.9	Partners to provide the PSCB with details of infrastructures/ processes currently in place within own agencies to monitor SCR actions	JJ	Strategic ownership of agency responsibilities/raising the profile Effective monitoring of agency responsibilities at PSCB meetings	Details requested on 25 March 2010. Details to be provided- by 17 May 2010	Two responses only received. Neither complete Reminder e mail sent 18 May Will be raised at meeting 27 May	Red
1.2.10	PSCB will receive data (Dashboard) re: Stay Safe NI's (and all relevant NI's) for each Board meeting, enabling scrutiny of performance against them. Initially the data will relate to CSC only. The PSCB is aware that Safeguarding data from all agencies where relevant also needs to be considered, however, the feasibility of this needs to be explored first.	QA	QA group able to monitor and bring any concerns to PSCB followed by audit if necessary Effective on going monitoring of activity to reveal peaks and troughs Agenda item for each PSCB meeting	Presentation to the Board of Dashboard on 27 May 2010	Presentation prepared for 27 May. QA group meeting 18 May to begin to explore what partners can provide and to access what mechanisms are in place to incorporate other agency information into dashboard	Amber

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
NI 68 Percentage of Referrals that go on to Initial Assessments	53.3%	60%	43.3% - May 10	Red
Other Monitoring Information / Evidence				
<ul style="list-style-type: none"> - Partners within PSCB to review effectiveness of escalation policy. - Review of PSCB escalation policy after 12 months of implementation. - PSCB dashboard - PSCB Annual Report 				

Objective 1.3 – Ensure there are effective systems in place to support safeguarding practice

Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Elaine Alexander / Peter Haywood	Current Overall RAG	Green
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Ofsted Recommendation: Ensure that sound managerial decision making and oversight in all cases are clearly recorded on all case files on the electronic system.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.3.1	Sign off by DLT of business case for new ICMS	EA	Complete initial scoping exercise	December 2009	Completed and signed off by DLT	Green
1.3.2	Stabilise the RAISE application to ensure a reliable and robust platform is available through the ICMS procurement process.	MR / EA	Purchase of new server infrastructure to improve stability and availability of system.	15 May 2010	Complete	Green
		MR / EA	Delivery and Install	31 May 2010		
1.3.3	Complete the information gathering phase of the ICMS procurement.	SB	Stakeholder Engagement and Interviews	June 2010	Ongoing – many completed.	Green
		NB	Development of procurement strategy and selection of route to market	30 March 2010	Complete	Green
		NB	Consultation and creation of specification	June 2010		
		NB	Develop evaluation criteria, pricing matrix, establish evaluation panel etc.	June 2010		
		NB	Issue of Tender to Bidders	July 2010		
1.3.4	Continue through procurement process and implement	EA	Receipt of Tenders	Sept 2010		
		JL	Contract Award	Nov 2010		
		EA	Implementation and roll out	From Dec 2010		

Ofsted Recommendation: Ensure that there is a single record for each child which contains a complete chronology						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.3.5	Issue management instructions and reminders re. requirements relating to recording	PH	Issue highlighted at 3Ms Meeting	Feb 2010	Complete	Green
		LH	Re-issue guidance about completion of chronologies to social workers	June 2010	Complete	Green
1.3.6	Ensure completion of chronologies	PH	Team Managers to audit file at point of transfer / closure.	From Feb 2010	Complete	Green
			IA Audit to include investigation of chronology (see 1.15)	May 2010		

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Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Core Assessments as a percentage of Initial Assessments Completed	31.1%		22.1% - May 10	
NI 67 Reviews of Child Protection Cases within Timescales	100%	100%	100% - May 10	Green
NI 68 Percentage of Referrals that go on to Initial Assessments	53.3%	60%	43.3% - May 10	Red
Other Monitoring Information / Evidence				
Outcome of IA Audit Team managers auditing				

Objective 1.4 – Ensure effective supervision and management of social workers

Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Ann Garratt	Current Overall RAG	Green
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Ofsted Recommendation: Ensure that staff receive regular reflective and outcome focused supervision in line with policy requirements and that supervision on individual cases is recorded on the electronic recording system.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.4.1	Review and update the supervision policy	AG	Sign off by DLT Implementation and communication of new policy to team managers and social workers	21 April 2010 June 2010	Signed off by DLT Presented to SCMT May 2010	Green
1.4.2	Undertake supervision audit – develop post audit action plan	GM	Undertake supervision audit (to include checking of electronic recording system) Audit to SCMT Audit to PSCB QA Group	June 2010 14 July 2010 27 July 2010		
1.4.3	Management development programme to build on existing training delivery.	AG/ GM	Management development programme completed Roll out across Tier 4 Evaluation of management development programme to feed into 2011 programme	July 2010 July – December 2010 January 2010		
1.4.4	Roll out of new PDR (Personal Development Review) process across Children's Social Care (and Children's Services)	Colin Wilson	Tier 2,3, 4 training PDRs to be completed – signed off by higher tier manager.	May 2010 September 2010	Completed	Green

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Other Monitoring Information / Evidence				
Review and evaluation of management development programme Audit of Supervision				

Objective 1.5 – Ensure the delivery of effective performance management and quality assurance across the Children's Trust

Partnership / Single Agency Children's Trust	Accountable CT Member John Richards	Strategic Lead Officer Anne Garratt / Elaine Alexander	Current Overall RAG	Green
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Ofsted Recommendation: Ensure the quality of social work responsiveness, assessment and case planning through effective and systematic audit, performance monitoring and evaluation

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.5.1	Revise audit programme using newly available systems			Complete - March 2010	Complete	Green
1.5.2	Deliver rolling programme of audits to ensure quality of social work outcomes: Including:		IA Audit Section 47 Audit CP Conference Audit Supervision Audit Care Planning Audit	May 2010 May 2010 June 2010 June 2010 September 2010		
1.5.3	Ensuring effective divisional performance management arrangements		Metrics meetings monitoring performance on a weekly basis.	Ongoing		
			Monthly overview of performance across social care using Green Book	First for 2010 in May 2010	Complete	Green
1.5.4	Ensuring effective departmental performance management arrangements	MR	New Performance Dashboard launched at DLT	May 2010	Completed	Green
		MR	Dashboard launched at EDLT	21 May 2010		
		JR	DSIB to provide close focus on social care performance	Monthly DSIB meetings		

Ofsted Recommendation: Ensure that action plans are put in place to address practice deficits identified in audits and that progress on these action plans is monitored robustly						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.5.5	Ensure Audits are reported, monitored and scrutinised in the correct arenas.		Agree process for monitoring, scrutinising and reviewing audit arrangements (i.e. PSCB QA group, SCMT and 3Ms Meetings for implementation) See 1.1.11 for example dates.	March 2010	Complete	Green

Ofsted Recommendation: Ensure systematic evaluation of projects and initiatives, including the CAF, and that this informs service development.						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.5.6	Develop framework for the evaluation of projects, linked to strengthened 'PRINCE 2' project management arrangements within CS	EF	BSL to conduct scoping exercise relating to the development of a project office to more effectively manage and monitor projects.	April 2010	Completed	Green
			Recruit experienced project managers to push forward key deliverables	May 2010	Underway.	
			Implement a new approach to project management across Children's Services including more robust implementation and training plans for each project.	September 2010		
			Implement PRINCE II methodology for benefits realisation (including measuring outcomes)	September 2010		
			Develop a Training Plan to support staff to identify, initiate and manage projects, including benefits realisation.	April 2010 (complete)		

Ofsted Recommendation: Ensure systematic evaluation of projects and initiatives, including the CAF, and that this informs service development.						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
			Implementation of training	September 2010		
1.5.7	Develop systematic and consistent process of self evaluation of services across the Children's Trust	SS	Linking to the development of the new style CYPP develop a process of ongoing self-assessment of initiatives, action and partnership working linked to the revised CYPP priorities.	April 2011		
1.5.8	Continue to develop and strengthen commissioning monitoring arrangements (including those for Joint Commissioning through the Children's Trust)	ST	Contracts workbook to be rolled out across CS	September 2010	Draft workbooks developed.	
			New suite of contracts developed, including new monitoring clauses – providers contractually obliged to return monitoring information	April 2010	Complete	Green
			Development of CS Departmental Contracts Register to ensure commissioned services deliver required impact on outcomes.	September 2010		
			Incorporation of CAF monitoring within commissioning contract monitoring	June 2010	Information received from CAF co-ordinators to feed into monitoring.	
1.5.9	Ensure effective evaluation of the CAF	RR	Provide permanent citywide quality assurance and support for the CAF (CAF Co-ordinators) through Transforming Children's Services	September 2010		
		CAF Co-ordinators	Undertake evaluation of referrals Embed Quality Assurance Framework	May 2010 June 2010		

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Other Monitoring Information / Evidence				
Monitoring of audits and action plans as outlined above.				

Objective 1.6 – Ensure sufficient staffing capacity across social care

Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Jenny Sergeant	Current Overall RAG	Green
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Ofsted Recommendation: Ensure that there are sufficient social workers and team managers within children's social care to enable manageable caseloads.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
1.6.1	Re-enforce effective mechanisms for recruitment of social workers and managers building upon the success of the existing recruitment and retention strategy	JB		Complete	Rolling programme of activity including open recruitment, PQ training, creative advertising and NQSW support. Anticipating 19 NQSWs in post by November 2010.	Green
1.6.2	Undertake capacity analysis of Social Workers to plan recruitment and retention of sufficient numbers of Social Workers for 2010 – 2013	JS	<p>Scope resource requirements and identify budget to implement action</p> <p>Undertake capacity analysis</p> <p>Undertake impact analysis of current Social Work retention strategy</p> <p>Undertake annual review of capacity of Social Workers to ensure that three year plans of projections for staffing account and is flexible to respond to requirements resulting from national or local policy developments</p>	<p>End June 2010</p> <p>August 2010</p> <p>August 2010</p> <p>Annually from April 2011</p>		
1.6.3	Introduce succession planning for management posts within Children's Social Care at team and service manager levels	JB	<p>Acting Service Managers appointed</p> <p>Seven Managers appointed, including five internal appointments</p> <p>Develop programme of support for new appointees</p>	<p>Feb 2010</p> <p>15 May 2010</p> <p>June 2010</p>	<p>Complete</p> <p>Complete</p>	

			<p>Develop long term succession strategy:</p> <ul style="list-style-type: none"> • Undertake research and analysis of existing team and service managers and from exit interviews from those roles over past 24 months • Develop plans for succession planning • Cost and secure budget to fund implementation of plan • DLT sign off • Implementation of long term succession planning to key roles in Social Care 	<p>Mid July 2010</p> <p>Mid July 2010 End July 2010 28 July 2010 August 2010</p>			
51	1.6.4	Ensure social care workforce development needs embedded within Children's Trust Workforce Development Strategy	JS	<ul style="list-style-type: none"> • Embed Social Care Social Worker recruitment targets in local Workforce Strategy • Bi-monthly reporting to Social Care Senior Management team on vacancy rates and recruitment activity 	<p>Aug 2010</p> <p>Started– first reported on 12th May</p>	Agreed bi-monthly reporting to Social Care management team	

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Vacancy rate of social care staff	12.2%		11.5% - May 10	
% CIN allocated to a worker	89.2%		87.7% - May 10	
% CIN allocated to a Qualified Social Worker	54.9%		65.3% - May 10	
% CiC allocated to a QSW	99.3%		98% - May 10	
Care Leavers with a personal adviser	99.3%		95.5% - April 10 (This equates to 7 care leavers not allocated)	
% CwD allocated to a worker	95.1%		91.3% - May 10	

Objective 1.7: Ensure that arrangements to identify, and support children affected by domestic violence are robust (including MAPPA arrangements)

Partnership / Single Agency Children's Trust		Accountable CT Members Andy Hebb / Mark Wheeler / Andy Brunt (through Stay Safe Partnership)		Strategic Lead Officer Peter Hayward		Current Overall RAG	Green
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG	
1.7.1	Ensure all DV referrals are recorded on RAISE	PH	Staff instruction issued	March 2010	Complete	Green	
		PH	Reviewed in weekly metrics meetings (re. referrals that go on to IAs)	April 2010	Complete	Green	
		MR	Raise database developed to ensure differentiation between contact and referral	May 2010	Complete	Green	
1.7.2	Ensure MARAC effectively addresses the outcomes for children affected by DV	PH	Establish working group from the current MARAC membership to make recommendations re. improving effectiveness of MARAC	July 2010			
		PH	Work with Safer Peterborough Partnership to implement recommendations	September 2010			
		PH	Reviewed and identified nominated team manager with responsibility for attending MARAC	March 2010	Completed	Green	
1.7.3	Contact to be made by R&A service manager with police colleagues to discuss and agree which DV cases should be referred and written guidance to be produced	PH		June 2010			

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Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Other Monitoring Information / Evidence				
Monitored through Safer Peterborough Partnership's ongoing monitoring of DV				

Objective 1.8: Ensure there is a robust and co-ordinated approach to identifying and supporting children missing from education

Partnership / Single Agency Children's Trust		Accountable CT Members Andy Hebb / Mark Wheeler / Andrew Brunt (Stay Safe Partnership)		Strategic Lead Officer Tricia Keogh		Current Overall RAG	Green
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG	
1.8.1	Produce new updated procedures and liaise with Young Runaways project	TK JS	<ul style="list-style-type: none"> - Research latest DfE guidance - Produce and embed new procedures - Monthly uploads and downloads to Lost Pupil Database - Accurate, verifiable and current figures of CME to be available - Monthly monitoring of CME figure by Strategic Lead - Termly reporting of CME figure to Learning and Skills AD and Children's Trust 	June 2010 Monthly Monthly Termly	Meeting has taken place with Young runaways lead Latest guidance has been researched Revised Draft procedures almost complete Existing CME office procedures being followed and the s2s being administered	Green	
1.8.2	Nominate person who will also be young Runaways link	TK JS JH	<p>Agree with Young Runaways lead, in which team the contact person should be located</p> <p>Meet with identified team lead, identify person and agree protocol between teams</p>	May 2010	Team has been agreed and meeting has taken place with team leader. Person has been identified in Young People's Service. Protocol due to be agreed end May 2010.	Green	
1.8.3	Arrange for any CME backlog to be addressed		All outstanding visits to last known addresses to be completed Substantive post holder will carry out checking visits from September 2010	May 2010 to July 2010 thereafter as necessary	Funding agreed with AD Learning and Skills and person identified to make visits to try and ascertain whereabouts of young people	Green	
1.8.4	Information exchange between health and LA Learning and Skills Service	Designated health staff	Information sharing between health and education when children who have no school place become known to health e.g. through attendance at A and E department, clinics, or other health professionals	As necessary throughout the year	This information sharing exists with contact being made by health professionals	Green	

	System in place to check if children have not taken up places allocated at primary school entry and secondary school transfer	BC	The Choice Adviser carries out this monitoring at key times during the year	June – October yearly	Choice Adviser is currently advising parents who have not been allocated the school of their choice to ensure child begins at a school at beginning of new school year	
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Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Other Monitoring Information / Evidence				
Monthly monitoring through CME Monitoring Sheet which records: status of all CME (e.g. changed schools within P'boro, Moved Abroad; Elective Home Educated; CME etc), outcomes of referrals etc.				

Objective 1.9 Deliver systematic reporting to PCT Board to ensure sufficient assurance is provided and scrutiny given in respect of the safeguarding children agenda.

Partnership / Single Agency Children's Trust		Accountable CT Member Andy Liggins		Strategic Lead Officer		Current Overall RAG	Green
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG	
1.9.1	Ensure safeguarding children reports are presented to Board quarterly.			7 July 2010	'Safeguarding Children' agreed as an agenda item for the 7 July 2010 Board meeting and quarterly thereafter.	Green	
1.9.2	Improve the content of the report to include standing items such as training data, national developments and learning from serious case reviews locally and nationally.		First submission date for the new quarterly report to Board.	7 July 2010 25 June 2010	The content and structure of this Board report is currently being developed. Deadline for its first submission is 25 June.		
1.9.3	Ensure all Board members and have received safeguarding children awareness training.		Board report to refer to the need for this audit and request Board commitment to this. Formal request to be submitted to each Board member for details on their training status, along with instructions on how to access training if currently insufficiently trained. Reminder of the 30/9 deadline to be sent to those Board members still needing to be trained.	30 September 2010 7 July 2010 8 July 2010 31 August 2010	Action to commence in June.		

Monitoring

Key Target	Baseline	Target	Latest	RAG
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	(March 2010)		Performance	
Other Monitoring Information / Evidence				
PCT board agendas / minutes				

Objective 1.10 Ensure all commissioned and provided services meet appropriate national and PSCB standards for safeguarding children training.

Partnership / Single Agency Children's Trust		Accountable CT Member Andy Liggins		Strategic Lead Officer		Current Overall RAG	Amber
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG	
1.10.1	Ensure all managers within NHSP and PCS have submitted their outstanding safeguarding children training audit.		<p>Submit a formal requirement to PCS for assurance that all staff have received an appropriate level of safeguarding training and a commitment from PCS that any insufficiently trained staff will have been booked on appropriate training by 30 June 2010</p> <p>Request to be sent to all NHSP managers for information on the number of staff identified as requiring safeguarding children training, at which level, and that any insufficiently trained staff will have been booked on appropriate training by 30 June 2010</p> <p>Submission deadline for PCS and NHSP.</p>	<p>30 June 2010</p> <p>24 May 2010</p> <p>30 June 2010</p> <p>24 May 2010</p> <p>30 June 2010</p> <p>7 June 2010</p>	Capacity issues have prevented this action being progressed since the inspection. In light of this and a poor return rate for the original audit, NHSP will resume collection of this information within its own organisation and submit a direct requirement to PCS to conduct this audit themselves, with a two week turnaround time for reporting back to NHSP.	Amber	
1.10.2	Conduct an audit to capture the safeguarding children training status of staff within GP practices.		<p>Submit a formal request to all GP practices, dental surgeries, pharmacies and optometrists for assurance that all staff have received an appropriate level of safeguarding training and a commitment from each provider to</p>	<p>31 July 2010</p> <p>11 June 2010</p>	<p>To commence in June.</p> <p>Note that this action has been expanded to cover all four groups of primary care independent contractors.</p>		

			ensure that all insufficiently trained staff have booked appropriate training by 31 July will also be required.	31 July 2010		
			Submission deadline for all primary care contractors.	16 July 2010		
1.10.3	Provide assurance to the NHSP Board and PSCB on staff training across health services		Assurance to be provided in the second quarterly safeguarding children update to the NSP Board.	31 October 2010		
			Subsequent assurance to be given to the PSCB.	6 October 2010		
1.10.4	Assess the feasibility of centralising staff training data within NHSP to allow easier reporting to Board.		Completion of scoping work needs to be considered as part of the PCT turnaround and Transforming Community Services project.	31 May 2010	Alternative options require further exploration before a final proposal can be submitted to senior management. We are therefore unable to meet the original timescale of 31/5 and will now working to a target date of 30/6 for the scoping work.	Amber
				30 June 2010		
1.10.5	Review standard contract and SLA templates to ensure they reflect safeguarding children training requirements within commissioned and provided services.		Meeting date with Contracts Manager to review current templates and agree any necessary changes.	31 May 2010	Meeting booked with NHSP Contracts Manager to look at the contract/SLA documents currently in use.	
				21 May 2010		
1.10.6	Ensure safeguarding children training is reviewed as part of regular contract monitoring.		Book meeting with NHSP Contracts Team to review existing contract and performance monitoring processes.	30 September 2010	Action to commence in August	
				1 August 2010		

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
Other Monitoring Information / Evidence				

Children in Care Objectives

Objective 2.1 Ensure Planning and Reviews for Children in Care and Care Leavers is Effective				
Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Michelle O'Connor / Brian Roberts	Current Overall RAG	Green

Ofsted Recommendation: Ensure life story work is completed in a timely manner.						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
2.1.1	Commission Faith in Families and St Francis to undertake life story work	AG	Commission services	February 2010	Complete	Green
			Service delivery completed	June 2010		
2.1.2	Offer social workers training in the completion story work	AG	Liaise with workforce development team to ensure training to social workers is available	October 2010		
			Training delivered	January 2011		
			Evaluation and Review of Training	March 2011		
2.1.3	Conduct audit to ensure life story work is completed to high quality and in a timely manner.	GM	Case Tracking Audits – rolling programme of 10 cases every month	April 2010	Complete	Green
			Children in Care and Care Planning Audit	Sept 2010		

Ofsted Recommendation: Ensure pathway plans are specific in how young people will achieve their objectives						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
2.1.4	Implement process to ensure pathway plans are approved and signed by team manager to assure quality.	MO C	Management instruction to ensure pathway plans are regularly discussed and evaluated as part of monthly supervision. Communicated to staff. Health and education professionals are involved in the relevant sections of the pathway plan	April 2010	Complete – Implemented and Ongoing	Green

		MO C	Hold Away Day training focussing upon quality of pathway plans	10 June 2010		
2.1.5	Regular auditing of pathway plans by service manager.		Service manager to audit four pathway plans per month Service manager to provide feedback through supervision process.	April 2010	Complete – Implemented and Ongoing Pathway plan auditing has begun and feedback will given in supervision	Green
2.1.6	Independent audit of pathway plans as part of ongoing audit programme		IRO's and QA co ordinator to feed back any issues with pathway plans to team manager Care Planning Audits Monthly case tracking by QA Co-ordinator Service manager to attend meeting with IRO's to review quality of pathway plans	As required September 2010 April 2010 8 June 2010	In place and ongoing.	

Additional Actions – Ensure children in care's Personal Education Plans are relevant and effective, with clear and appropriate objectives.						
Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
2.1.7	Develop new PEP policy, documents and process.	BR	New PEP documents and policy document prepared and offered to partners for consultation before final documents agreed	January 2010	Completed	Green
		BR	New PEP process initiated for all new CiC and as PEP reviews are scheduled	April 2010	Completed	Green
2.1.8	Deliver a range of training to support the implementation of new PEP process	BR	Deliver 4 sessions of training to DTCiC in Peterborough Schools	February / March	Completed	Green
	Training to DTCiC in Peterborough Schools	BR	7 Schools visited by advisory teachers March as catch up	March	Completed	Green

		BR	Training for Foster Carers	Feb/March	Completed	Green
		BR	Hold catch up sessions for foster carers – embedded within induction standards	As required – through induction process		
		BR	Social Workers Training	June 2010		
2.1.9	Continuous PEP Quality Assessment of process by ETCIC and Independent Reviewing Officers (IRO's)	BR	- IROs examining quality of PEP - Advisory teachers looking at quality.	From April 2010	Underway	Green
2.1.10	Formal review of PEP's and PEP process	BR	BR to review, including examining reviews from IROs, sample review of PEPs, consultation with key stakeholders etc	Oct 2010 (interim) April 2011		
2.1.11	Work with new case management system specification to ensure it supports the recording of PEPs, production of templates etc.	BR		Dec 2010		

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Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
NI 66 Timeliness of Reviews of CiC	96.6%	95%	97.1% - May 10	Green
% Eligible, relevant and former care leavers with a Pathway Plan	96.2%		96.2% - April 10	Green
% Pathway Plans reviewed within timescales	94.7%		94.7% - April 10	Green
Other Monitoring Information / Evidence				
Review of PEP process. Monthly Case Tracking Audits				

Objective 2.2 Ensure that there is comprehensive Child and Adolescent Mental Health Service provision for looked after children and young people and that this provision and thresholds are known to professionals.

Partnership / Single Agency Children's Trust	Accountable CT Member John Richards	Strategic Lead Officer Sherry Touray – through CAMHS Partnership / Be Healthy	Current Overall RAG	Green
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Ofsted Recommendation - Ensure that there is comprehensive Child and Adolescent Mental Health Service provision for looked after children and young people and that this provision and thresholds are known to professionals.

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
2.2.1	Commission comprehensive CAMHS provision for children in care	ST	Identification of budget and outcomes for service to be commissioned	06/04/10	Action Completed	
		ST	Service specification developed and signed off by Head of Social Care	23/04/10	Action Completed	
		ST	Tender advertised and assessment panel of Michelle O'Connor, TJ Trambadia and Sian Peer pulled together	30/04/10	Action Completed	
		ST	Service commissioned	07/05/10	Action Completed	
		ST	Service commence delivery including disseminating information about service, thresholds etc to relevant professionals	28/05/10	Action on course to be completed as contract mobilised	
		ST	Quarterly monitoring reviewed to ensure outcomes delivered as commissioned	Quarterly throughout life of contract		
2.2.2	Commission early intervention and prevention service for CiC	ST	Early Intervention and prevention service for children in care commissioned	1/6/10	Action on course to be completed	
		ST	Quarterly monitoring reviewed to ensure outcomes delivered as commissioned	Quarterly throughout life of contract		

Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
NI 58 Emotional Health of CiC	20	15		
Other Monitoring Information / Evidence				
Regular monitoring through established quarterly contract monitoring arrangements. Elements monitored include: <ul style="list-style-type: none"> - Budget / Best Value - Outcomes (Service Impact) - Outputs (e.g. Volumes) 				

Objective 2.3 Ensure looked after children and young people are fully aware of the complaints procedure, how to access it and the availability of advocates should they require support

Partnership / Single Agency PCC (CSC)	Accountable CT Member John Richards	Strategic Lead Officer Michelle O'Connor	Current Overall RAG	Green
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Ofsted Recommendation - Ensure looked after children and young people are fully aware of the complaints procedure, how to access it and the availability of advocates should they require support

Ref:	Key Action	Lead	Milestones	Completion Date	Update Commentary – May 2010	RAG
2.3.1	Ensure social workers have an increased awareness of advocacy services and are able to empower young people to access services,		NYAS to run a training session for social workers re advocacy services	26 April	Training completed	Green
2.3.2	Ensure all workers develop links with NYAS		NYAS invited to team meetings	May 2010	Ongoing programme of Nyas attending meetings	Green
2.3.3	Ensure IRO's continue to discuss complaints and advocacy with young people at all child care reviews		Undertake periodic review of CCR minutes to ensure complaints and advocacy discussed.	Ongoing		
2.3.4	Ensure foster carers and residential establishments have information to assist young people in making complaints		Liaise with residential establishments to ensure regularly advocacy visits.	May 2010	Completed	Green
			Management instruction to ensure support workers are supplied with advocacy information – monitored through QA audits of fostering case files.	June 2010		
2.3.5	Ensure that foster carers receive training in how to assist young people to make complaints		Through review of foster care training programme, ensure complaints training made available	July 2010		
			New training commences	January 2011		
			Conduct evaluation/review of training to ensure meets needs.	March 2011		
2.3.6	Children in care council to be consulted to		Produce new age appropriate	February 2011		

	ensure that information is young person friendly.		information leaflets produced. Information leaflets given to all young people in care.	April 2011		
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Monitoring				
Key Target	Baseline (March 2010)	Target	Latest Performance	RAG
% foster carers who have received training in how to assist young people to make complaints		20% foster carers trained by April 11. Rolling programme to eventually ensure all carers are trained		
Other Monitoring Information / Evidence				
<ul style="list-style-type: none"> - Completion of NYAS Training Sessions. - IRO's discussions re. complaints and advocacy to be monitored at all CCR's. - Survey – to ensure foster carers are aware of advocacy services and complaints procedures 				

APPENDIX 1

Safeguarding and Children in Care Project Management Board

Terms of Reference

(i) Purpose

To oversee the development and delivery of Peterborough's Safeguarding and Children in Care (CiC) Post-Inspection Action Plan.

To provide challenge and scrutiny to ensure full compliance with the Ofsted Recommendations outlined within their Safeguarding and CiC Inspection Report.

(ii) Terms of Reference

The Project Management Board will:

- To jointly agree and sign-off the detail of the Action Plan developed in response to the Ofsted Inspection of Safeguarding and Children in Care.
- Undertake monitoring and challenge of the Action Plan through the receipt of monthly highlight reports, analysis of the inspection data set and the receipt of verbal reports as required.
- To monitor and manage all key risks and issues related to the implementation of the Action Plan.
- To identify and address any financial implications resulting from the Action Plan
- To report progress on the Action Plan to Cabinet, Scrutiny and the Children's Trust as appropriate
- To escalate issues of concern in the appropriate way (including with partner agencies)
- To oversee key communications in relation to the post inspection Action Plan

(iii) Membership

The Project Management Board will operate via the membership listed below while sustaining communication with wider stakeholders as required.

Membership will include:

- Chief Executive, Peterborough City Council (Chair)
- Director Children's Services (Deputy Chair)
- Lead Member for Children's Services
- Lead Member for Education, University and Skills
- Director, Public Health, NHS Peterborough
- Children and Learners Strategic Adviser, GO-East

- Chair, Safeguarding Children Board
- Assistant Director, Children's Social Care

(v) Accountability

The Project Management Board will report on progress to the Children's Trust and Inequalities and Overview Scrutiny Panel (through the Deputy Chair) and, where appropriate, to Cabinet (through the Chair).

(vi) Frequency of Meetings

The Project Management Board will meet monthly starting in May 2010, for a period of not less than six months. Thereafter, meetings will be held as required by determination of the Chair and Deputy Chair.

Agendas and supporting documents will be produced and circulated within five working days of the meeting.

Discussions taking place at Project Management Board meetings will be recorded and copies circulated to all parties and submitted to the next meeting for approval as a true and accurate record.

Administration support will be provided by the Personal Manager to the Director of Children's Services.

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CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 8
21 JUNE 2010	Public Report

Report of the Executive Director – Strategic Resources

Report Author – Paul Tonks, Interim Head of Business Transformation

Contact Details – 01733 452471 or email paul.tonks@peterborough.gov.uk

CESSATION OF COMPREHENSIVE AREA ASSESSMENT

1. PURPOSE

- 1.1 The purpose of this report is to bring to Members' attention to the advice that the Council has received from the Coalition in relation to the end of Comprehensive Area Assessment, as attached in the letter dated 28 May 2010 from the Audit Commission (Appendix 1).

2. RECOMMENDATIONS

- 2.1 That the Committee notes the report.

3. KEY ISSUES

- 3.1 In its document published in May 2010, 'The Coalition: Our Programme For Government', the Coalition states that it 'will cut local government inspection and abolish the Comprehensive Area Assessment'. As a result, the Audit Commission has advised that all work on updating the area assessment and organisational assessment will cease with immediate effect.
- 3.2 In accordance with this advice, the Corporate Management Team is considering the most appropriate method of continuing to manage performance reporting and will update Scrutiny in due course.
- 3.3 Further information on the future of local government audit, inspection and assessment will be circulated to Members as it becomes available.

4. BACKGROUND DOCUMENTS

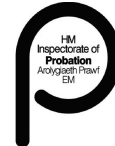
Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None.

5. APPENDICES

Appendix 1 - Letter to Chief Executives from Audit Commission regarding CAA – 28 May 2010

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28 May 2010

Chief Executives
All English Single Tier and County Councils

Direct line 0844 798 2467
Email g-davies@audit-commission.gov.uk

Dear Colleague,

I am writing on behalf of the CAA inspectorates to let you know how we propose to bring work on CAA to a conclusion in the light of the new government's recent announcement.

All work on updating the area assessment and organisational assessment will cease with immediate effect. These assessments on the Oneplace website will not now be updated. We will not be reporting new red or green flags in the area assessment nor updating the text around existing flags.

We will not be issuing new scores for the use of resources assessments, the managing performance assessments or the overall organisational assessments.

Ofsted has a statutory obligation to carry out an annual assessment of children's services. Pending any further decisions Ofsted will continue with the children's services assessment for 2010.

The Care Quality Commission is currently considering the implications of the ending of CAA for its assessment of adult social care with the Department of Health. They will also discuss the matter with the Association of Directors of Adult Social Services and communicate with councils as soon as this is finalised.

Your appointed auditor will continue to deliver the audit in line with the statutory Code of Audit Practice under which they are required to give a value for money conclusion alongside their opinion on the financial statements. Auditors will need to complete such work as they consider necessary to enable them to give this conclusion, but in practice we envisage they will be able to discharge this responsibility using work completed to date for the use of resources assessment. Your auditor will report any significant findings in the annual audit letter but will not be reporting a score for the use of resources.

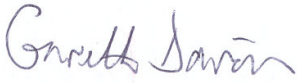
We have already announced that we are reviewing the approach that auditors will take in future to the value for money conclusion from 2010/11.

Audit Commission, 1st Floor, Millbank Tower, Millbank, London, SW1P 4HQ
T 0844 798 1212 F 0844 798 6187 www.audit-commission.gov.uk

We are in discussions with the government, the LGA and other representative bodies about the future approach to inspection. In the meantime, the Audit Commission will continue with the limited programme of risk-based inspections currently underway. Other inspectorates will continue with their standalone inspection programmes. We will inform you of any developments in our approach as soon as they have been agreed.

Your CAA Lead and appointed auditor will of course be available to discuss the practical implications of these changes. You can also phone our helpline on 08450 522616. I would like to thank you for your cooperation with our staff over the short life of CAA. We will of course consult you about the future approach to audit and inspection.

Yours sincerely,


Gareth Davies

Gareth Davies
*Managing Director, Local Government, Housing & Community Safety
Audit Commission*

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 9
21 JUNE 2010	Public Report

Report of the Solicitor to the Council

Contact Officer – Paulina Ford, Performance Scrutiny and Research Officer
Contact Details – (01733) 452508 or email paulina.ford@peterborough.gov.uk

REVIEW OF 2009/2010 AND WORK PROGRAMME FOR 2010/11

1. PURPOSE

- 1.1 To provide the Committee with a review of the work undertaken during 2009/10 and to develop a work programme for 2010/11.

2. RECOMMENDATIONS

- 2.1 That the Committee considers the 2009/2010 year in review and makes recommendations on the future monitoring of these items where necessary.
- 2.2 That the Committee determines its priorities, and develops a work programme for the forthcoming year.

3. REVIEW OF 2009/10

- 3.1 The Creating Opportunities and Tackling Inequalities Scrutiny Committee was established by Council at its annual meeting on 18 May 2009. During the year, the Committee considered the following issues:

- Performance of the Local Area Agreement
- Portfolio Progress from Cabinet Members relevant to the Committee
- 16 to 18 year olds not in Education, Training or Employment (NEET)
- Services for Adults and Children with disabilities
- Ofsted Unannounced Inspection of Contact, Referral and Assessment Services
- The results on delivering through localities consultation
- Presentation of 2009 examination results EYFS – Key Stage 4
- Supporting carers in Peterborough
- Update on action plan to address Ofsted unannounced Inspection outcomes
- Peterborough Safeguarding Children Board
- Children's Trust developments
- Validated KS 2 and KS 4 Examination Data
- The Corporate Parenting Pledge to children in care
- Development of integrated services including transitions for children with disabilities.
- How the economic downturn has affected the way vulnerable adults and children are being supported
- Children's (Social Care) Services Statutory Complaints Process Annual Report 2009

- 3.2 For the information of the Committee, copies of the recommendations made during the year are attached at Appendix 1.

4. WORK PROGRAMME 2010/11

4.1 In accordance with the Constitution, the Committee is responsible for setting its own programme in line with the Council's key priorities and the Committee's remit.

4.2 The Committee's remit is:

To review and scrutinise the delivery of the Sustainable Community Strategy priority of creating opportunities, tackling inequalities. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of Local Area Agreement targets.

Hold the Executive to account for the discharge of functions in the following ways:

- by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer.
- by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan
- by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.

To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas:

- Adult Learning and Skills
- Children's Services
- Education
- Safeguarding Children

To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.

Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.

Establish ad-hoc Task and Finish Groups to investigate specific topics on a time-limited basis.

4.3 A draft work programme which shows the items which are currently scheduled along with items carried over from last year is attached at Appendix 2.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

5.1 Minutes of the Creating Opportunities and Tackling Inequalities Scrutiny Committee held on 21 July, 15 September, 17 November and 19 January, 4 February, and 16 March 2010.

6. Appendices

6.1 Appendix 1 - Responses to recommendations made during 2009/2010
Appendix 2 – Draft Work Programme 2010/11

RESPONSE TO RECOMMENDATIONS

21 July 2009

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Item	Recommendations	Referred to	Response
<p>16 to 18 year olds not in Education, Training or Employment (NEET) (NI 117)</p>	<p>That it be recommended to the Cabinet Member for Education, Skills and University and the Lead Officer:</p> <p>I. That a policy is developed which actively encourages the City Council to consider any job or training opportunities to young people who fall into the category of 16 to 18 year olds not in Education, Training or Employment (NEET). In particular the policy should look to support the groups of young people most at risk of becoming NEET:</p> <ul style="list-style-type: none"> a. Young people with learning difficulties and disabilities b. Young people who are looked after/care leavers c. Young people who attended alternative provision pre 16 d. Young people who have been involved with the Youth Offending Service e. Teenage mothers <p>II. That as one of the main employers in Peterborough; Peterborough City Council should work to be recognised as leading the way in setting an example to other employers in employing young people who fall into the category of NEET.</p> <p>That an engagement strategy is developed to actively work with other employers across Peterborough to encourage them to employ or train young people who fall into the category of NEET. This strategy is to include publicising those employers who already help young people who fall in to this category.</p> <p>(Linked to NI 117, NI 91)</p>	<p>Councillor Holdich / Executive Director of Children's Services</p>	<p>Jenni Hepworth lead officer identified for this piece of work as advised by J Richards.</p> <p>Response: Apprenticeship strategy agreed in Feb 10, with action plan to implement 10 apprentice placements by March 11. Strategy takes account of needs of young people most at risk of becoming NEET.</p> <p>PCC is the lead agency for Future Jobs Fund – funding now confirmed for further 200 places for 18-25 year olds, including placements within PCC as well as with wide range of employers across the city.</p> <p>Implementation of local Vacancy Service for young people well under way, with interviews for Young People's Employment Adviser scheduled for 17/6/10.</p>
<p>Services to Adults and Children with Disabilities</p>	<p>That it be recommended that the following areas of work are to be scrutinised in depth and incorporated into the work programme of this committee:</p> <p>1. Carers including young carers – what services are provided and how are the council supporting them.</p>	<p>Executive Director of Children's Services</p>	<p>The Executive Director of Children's Services and Scrutiny Officer scheduled the items into the 2009/2010 work programme.</p>

Item	Recommendations	Referred to	Response
	<p>2. Development of the integrated service - to ensure that children move seamlessly through the services.</p> <p>3. Supporting the transition of children with disabilities into adulthood.</p> <p>That the Executive Director of Children's Services working with the Scrutiny Officer identifies how this work can be taken forward.</p>		

17 November 2009

Item	Recommendations	Referred to	Response
Supporting Carers in Peterborough	<p>It is recommended that the Cabinet Members for Health & Adult Social Care and Children's Services and the Executive Directors for Children's Services and Adult Social Services acknowledge the issues raised by the Young Carers and Adult Carers by:</p> <ol style="list-style-type: none"> 1. Requesting that officers investigate the feasibility of implementing the following wishes submitted by the Young Carers and report back to the Committee at a future date. <ol style="list-style-type: none"> a. Provide transport to enable Young Carers to get to activities. b. 24 hour access to someone who they can talk to when in difficult situations. c. Raise awareness of the Young Carers Group. d. More support at school. e. The opportunity to go on trips abroad. 	Cllr Scott, Cllr Lamb, Executive Director of Adult Social Care, Executive Director of Children's Services	Peterborough is one of 6 local authorities working with the INCLUDE Project in developing a more integrated approach to Young Carers. This is a Project run by the Children's Society and the Princess Royal Trust for Carers and is funded by Department of Education. This has resulted in a draft strategy and action plan which will be going shortly to the Children's Trust for Approval. We are presenting recommissioning services for Young Carers and includes three key work streams; the development of range of positive activities for Young Carers, a case worker to support individual Young Carers, and a development worker to increase awareness and develop an integrated approach to Young Carers across the city.

Item	Recommendations	Referred to	Response
	<p>2. Requesting that officers investigate the improvement of services around the issues raised by the Adult Carers and report back to the Committee at a future date.</p> <p>a. Improved ways of getting information out to carers.</p> <p>b. Improved services for carers when using the Council's 747474 switchboard number. This to include further training for switchboard operators to increase their knowledge on services available for carers.</p> <p>c. Improved appointments system with Social Workers.</p> <p>d. Access to out of hour's service for carers.</p> <p>e. Reviewing the Adult Social Care complaints procedures by considering the views of carers.</p> <p>f. Out reach support required for carers of people with dementia.</p>		<p>Denise Radley advised on 12 January 2010 that these issues would be taken forward via the Carers' Partnership Board and that the senior managers from the council's call centre will be attending the next meeting to discuss issues connected with the 747474 number. Scrutiny Officer has asked for copies of minutes of these meetings to track progress.</p> <p>Updated response from Denise Radley 10/6/10.</p> <p>The Carers Partnership Board oversees the implementation of the Peterborough Carers Strategy. The Board meets every other month. In relation to the specific issues highlighted by the Scrutiny Committee:</p> <p>a) Information is a priority area of the Carers Strategy and further improvements are anticipated for example through the work to develop hospital discharge pack for carers.</p> <p>b) Managers from the Councils Call Centre have met with the Partnership Board and have taken away feedback from carers. The new system for directing callers when lines are busy has 'adult social care' as option 1 in response to feedback. Mystery shopping has been</p>

Item	Recommendations	Referred to	Response
			<p>carried out to raise awareness and improve standards.</p> <p>c) Partnership Board co-chairs will be meeting with the social work senior manager.</p> <p>d) In place and kept under review.</p> <p>e) Carer's views to be sought when next reviewed.</p> <p>f) This matter will be explored further during 2010/11.</p>

**CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE
WORK PROGRAMME 2010/11**

Meeting Date	Item	Progress
<p>21 June 2010</p> <p><i>Draft report 3 June</i> <i>Final report 10 June</i></p>	<p>Excellence in Partnership</p> <p>To scrutinise the Excellence in Partnership network of Peterborough schools, which works together to drive up education outcomes across the city.</p> <p>Contact Officer: Assistant Director, Learning and Skills</p>	
	<p>Relationships Policy</p> <p>To scrutinise the Relationships Policy and make comments to feed in to the consultation process</p> <p>Contact Officer: Director of Adult Social Services</p>	
	<p>Safeguarding and Children in Care Services Action Plan</p> <p>To scrutinise the actions being taken in the Safeguarding and Children in Care Services Action Plan.</p> <p>Contact Officer: Executive Director of Children's Services</p>	
	<p>Cessation of the Comprehensive Area Assessment</p> <p>To receive a report from the Executive Director of Strategic Resources regarding the coalition Governments plans to abolish the Comprehensive Area Assessment.</p> <p>Contact Officer: Executive Director of Strategic Resources</p>	
	<p>Review of 2009/10 and Future Work Programme</p> <p>To review the work undertaken during 2009/10 and to consider the future work programme of the Committee</p> <p>Contact Officer: Paulina Ford</p>	

Meeting Date	Item	Progress
26 July 2010 <i>Draft report 8 July</i> <i>Final report 15 July</i>	Children's Trust item	
	The Big Debate – Issues Paper To consider the issues which were identified at the Big Debate meeting held in February 2010. Contact Officer: Paulina Ford	
	Transforming Children's Services To receive and scrutinise a report from the Executive Director of Children's Services on the Transforming of Children's Services Contact Officer: Executive Director of Children's Services	
September 2010 <i>Draft report 2 Sept</i> <i>Final report 9 Sept</i>	Progress Report on Action Plan to Improve Educational Results To scrutinise the progress that has been made with regard to the action plans that had been put in place to improve educational results and report on 2010 EYFS – Key Stage 4 Examination Results. Contact Officer: Mel Collins	
	Consultation on New Executive Arrangements & Possible Changes To Electoral Cycles Under The Local Government & Public Involvement In Health Act 2007 To be consulted on the proposed New Executive Arrangements and possible changes to electoral cycles Contact Officer: Helen Edwards, Solicitor to the Council	
	Children's Trust item	

Meeting Date	Item	Progress
	<p>Peterborough Safeguarding Children's Board Annual report</p> <p>To scrutinise the Peterborough Safeguarding Children's Board Annual report.</p> <p>Executive Director of Children's Services</p>	
<p>November 2010</p> <p><i>Draft report 28 Oct</i> <i>Final report 4 Nov</i></p>	<p>Portfolio Progress report from Cabinet Members relevant to the committee:</p> <ul style="list-style-type: none"> ➤ Cabinet Member for Education, Skills and University ➤ Cabinet Member for Children's Services <p>Peterborough PCT Carers Strategy and Action Plan</p> <p>To scrutinise and comment on the impact of the Carers Strategy and Action Plan</p> <p>Contact Officer: Executive Director of Adult Social Services</p> <p>Progress Report on Delivery of Local Area Agreement Priority</p> <p>To scrutinise the Qtr 2 performance of the LAA priority Creating Opportunities, Tackling Inequalities.</p> <p>Contact Officer: Executive Director of Adult Social Services</p>	

Meeting Date	Item	Progress
19 January 2011 <i>Draft report 6 Jan</i> <i>Final report 13 Jan</i>	Children's Trust Item	
16 March 2011 <i>Draft report 3 March</i> <i>Final report 10 March</i>	Portfolio Progress report from Cabinet Members relevant to the committee: <ul style="list-style-type: none"> ➤ Cabinet Member for Education, Skills and University ➤ Cabinet Member for Children's Services 	
	Children's Trust Item	
	Children's (Social Care) Services Statutory Complaints Process (Children act 1989) Annual Report 2010 To scrutinise the annual Children's (Social Care) Services Complaints Report Contact Officer: Complaints Manager Children's Social Care	
	Progress Report on Delivery of the Local Area Agreement Priority To scrutinise the Qtr 3 performance of the LAA priority Creating Opportunities, Tackling Inequalities. Contact Officer: Executive Director of Adult Social Services	

Items for consideration on the work programme:

- Financial implications on Children's Services of the integration of Services
- Quarterly report on the key National Indicators for Safeguarding. – Mark Wheeler

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 10
21 JUNE 2010	Public Report

Report of the Solicitor to the Council

Report Author – Paulina Ford, Performance Scrutiny and Research Officer

Contact Details – 01733 452508 or email paulina.ford@peterborough.gov.uk

FORWARD PLAN – 1 JUNE TO 30 SEPTEMBER 2010

1. PURPOSE

- 1.1 This is a regular report to the Creating Opportunities and Tackling Inequalities Scrutiny Committee outlining the content of the Council's Forward Plan.

2. RECOMMENDATIONS

- 2.1 That the Committee identifies any relevant items for inclusion within their work programme.

3. BACKGROUND

- 3.1 The latest version of the Forward Plan is attached at Appendix 1. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The information in the Forward Plan provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these key decisions, or to request further information.
- 3.3 If the Committee wished to examine any of the key decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 3.4 A new version of the Forward Plan will be issued on 17 June and copies will be tabled at the meeting.

4. CONSULTATION

- 4.1 Details of any consultation on individual decisions are contained within the Forward Plan.

5. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

None

6. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

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**PETERBOROUGH CITY
COUNCIL'S FORWARD PLAN
1 JUNE 2010 TO 30 SEPTEMBER 2010**

FORWARD PLAN OF KEY DECISIONS - 1 JUNE 2010 TO 30 SEPTEMBER 2010

During the period from 1 June 2010 To 30 September 2010 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. 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.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. 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 Alex Daynes, Senior Governance Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to alexander.daynes@peterborough.gov.uk or by telephone on 01733 452447.

The Council invites members of the public to attend any of the meetings at which these decisions will be discussed and the papers listed on the Plan can be viewed free of charge although there will be a postage and photocopying charge for any copies made. All decisions will be posted on the Council's website: www.peterborough.gov.uk. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the Governance Support Officer using the form attached. For your information, the contact details for the Council's various service departments are incorporated within this plan.

NEW ITEMS THIS MONTH:

Transport and Engineering Professional Services Contract
Ormiston Bushfield Academy
Rural Housing Strategy

JUNE

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Supporting People Programme: Independent Living Support Service To approve a contract between Peterborough City Council and NHS Peterborough to jointly commission existing housing related support services where social care is also provided or the services meet local or national priorities and strategy through the NHS Peterborough commissioned Independent Living Support Service, for an initial term of 3 years from 1 April 2010 with the discretion to extend this on an annual basis to a maximum of 5 years.</p>	<p>June 2010</p>	<p>Cabinet Member for Health and Adult Social Care</p>	<p>Strong and Supportive Communities and Scrutiny Commission for Health Issues</p>		<p>Belinda Child Housing Strategic Manager belinda.child@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made.</p>

<p>Hampton Children's Centre The development of a children's centre facility in the grounds of Hampton Hargate Primary School. The facility will comprise rooms for a larger pre-school as well as multi function rooms to develop a range of services predominantly for children under 5 and their families</p>	June 2010	Cabinet Member for Children's Services	Creating Opportunities and Tackling Inequalities	A range of people and organisations have been consulted through the process. Ongoing consultation will take place in working with parents to ensure the service delivered from the facility meet local needs	Pam Setterfield Assistant Head of Children & Families Services (0-13) Tel: 01733 863897 pam.setterfield@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.
<p>Highway Maintenance Term Contract - Extension of Contract Extension of Contract to 31 July 2012 (extendable further to 31 July 2015)</p>	June 2010	Cabinet Member for Housing, Neighbourhoods and Planning	Environment Capital Scrutiny Committee	Internal departments and relevant stakeholders as appropriate	Andy Tatt Asset Management Group Manager Tel: 01733 453469 andy.tatt@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.

<p>Section 75 Pooled funding arrangements for substance misuse services Variation to the existing partnership agreement under the National Health Act 2006 to pool funding from NHS Peterborough and PCC to commission drugs services. The variation takes into account the slight changes to governance and structure of the former Drug and Alcohol Action Team, now part of the Safer Peterborough Partnership, and additional funding made available to NHS Peterborough for integrated drug treatment within HMP Peterborough.</p>	June 2010	Cabinet Member for Resources	Scrutiny Commission for Health Issues	Internal stakeholders as appropriate	Paul Phillipson Executive Director Operations Tel: 01733 453455 paul.phillipson@peterborough.gov.uk	Public report will be available from the Governance team one week before the decision is made
<p>Sale of Land at Dickens Street Car Park To authorise the Cabinet Member and the Chief Executive to negotiate and conclude the sale of the surplus land</p>	June 2010	Cabinet Member for Resources	Sustainable Growth	Consultations will be undertaken with relevant stakeholders and ward councillors	Andrew Edwards Head of Peterborough Delivery Partnership Tel: 01733 384530 andrew.edwards@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.

<p>Real Time Passenger Information - Award of Purchasing and Maintenance Contract To award the contract in partnership with Cambridgeshire County Council, Bedford Borough Council, Central Bedfordshire Council, and Luton Borough Council.</p>	June 2010	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	Environment Capital	Relevant stakeholders as appropriate.	Amy Wardell Team Manager - Passenger Transport Projects Tel: 01733 317481 amy.wardell@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.
<p>Peterborough Bridges Refurbishment Programme 2010/11 Nomination of contractor through the HA Midlands Works Framework Contract 4</p>	June 2010	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	Environment Capital	Relevant stakeholders and ward councillors as appropriate.	Richard Cranwell Bridges and Drainage Team Manager richard.cranwell@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.
<p>Extension to Hampton Hargate School Authority to award a contract for the construction of an extension to Hampton Hargate Primary School</p>	June 2010	<p>Cabinet Member for Education, Skills and University</p>	Creating Opportunities and Tackling Inequalities	Consultation will take place with relevant stakeholders, internal departments and ward councillors as appropriate.	Isabel Clark Planning & Development Manager Tel: 01733 863914 isabel.clark@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made

<p>Peterborough Local Development Framework - Peterborough District Hospital Site Supplementary Planning Document</p>	June 2010	Cabinet	Sustainable Growth	Cabinet, 4 week public consultation	<p>Richard Kay Strategic Planning Manager</p> <p>richard.kay@peterborough.gov.uk</p>	Public report will be available from the Governance Team one week before the decision is made.
<p>Rural Housing Strategy 2010-2013 City-wide strategy that sets out plans to explore new ways of delivering affordable housing in rural areas.</p>	June 2010	Cabinet	Sustainable Growth, Scrutiny Commission for Rural Communities	Scrutiny for Rural Communities, Parish Council Liaison, Rural Working Group	<p>Simon Machen Head of Planning Services Tel: 01733 453475 simon.machen@peterborough.gov.uk</p>	Public report will be available from the Governance Team one week before the decision is made.
<p>Ormiston Bushfield Academy To award a contract to design & build the new Ormiston Bushfield Academy school buildings from the Partnerships for Schools National Framework of Contractors.</p>	June 2010	Chief Executive	Creating Opportunities and Tackling Inequalities	Internal and external Stakeholders	<p>Brian Howard PFI Project Manager Tel: 01733 863976 brian.howard@peterborough.gov.uk</p>	Public report will be available from the Governance Team one week before the decision is made.

<p>Transport and Engineering Professional Services Contract As a result of negotiations with the current supplier to deliver further savings for the Council over the remainder of the current contract there is a need to put in a place a contract variation that requires a Cabinet Member decision.</p>	<p>June 2010</p>	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	<p>Environment Capital</p>	<p>Relevant internal stakeholders as appropriate</p>	<p>Matthew Barber Sustainable Travel Officer Tel: 01733 317485 matthew.barber@peterborough.gov.uk</p>	<p>Public report will be available from the Governance Team one week before the decision is made.</p>
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JULY

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Joint Service Centre at Hampton To commence the procurement process for a design and build contract for the provision of new leisure and library facilities at Hampton as part of the joint service centre in partnership with NHS Peterborough</p>	July 2010	Deputy Leader and Cabinet Member for Culture, Recreation and Strategic Commissioning	Strong and Supportive Communities	Consultation will take place with the Cabinet Member of Community Services, ward councillors, affected divisions within PCC and potential user groups in Hampton.	Fiona O'Mahony Hampton Joint Service Centre Project Director Tel: 01733 863856 fiona.o'mahony@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made
<p>Passenger Transport Framework Tender Requirements for special educational needs and mainstream school contract.</p>	July 2010	Cabinet Member for Education, Skills and University	Creating Opportunities and Tackling Inequalities	Internal stakeholders.	Cathy Summers Team Manager - Passenger Transport Contracts and Planning cathy.summers@peterborough.gov.uk	Public report will be available from the Governance Team one week before the decision is made.

<p>Floating Support Contract: Cross Keys Homes Extension of Contract Extension of contract to provide a generic floating support service for clients with housing support needs.</p>	July 2010	<p>Cabinet Member for Housing, Neighbourhoods and Planning</p>	Strong and Supportive Communities		<p>Belinda Child Housing Strategic Manager belinda.child@peterborough.gov.uk</p>	Public report will be available from the Governance Team one week before the decision is made.
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AUGUST

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p>Award of Contract - Heltwate School To award the contract for refurbishment of the school</p>	August 2010	<p>Cabinet Member for Education, Skills and University</p>	Creating Opportunities and Tackling Inequalities	Internal departments as appropriate	<p>Alison Chambers Asset Development Officer alison.chambers@peterborough.gov.uk</p>	Public report will be available from the Governance Team one week before the decision is made.

SEPTEMBER

There are currently no key decisions scheduled for September.

CHIEF EXECUTIVE'S DEPARTMENT Town Hall, Bridge Street, Peterborough, PE1 1HG

Communications
Strategic Growth and Development Services
Legal and Democratic Services
Policy and Research
Economic and Community Regeneration
Housing Strategy
Drug Intervention Programme and Drug and Alcohol Team
HR Business Relations, Training & Development, Occupational Health & Reward & Policy

COMMERCIAL SERVICES DEPARTMENT Nursery Lane, Fengate, Peterborough PE1 5BG

Property Services
Building & Maintenance
Streetscene and Facilities
Finance and Support Services

STRATEGIC RESOURCES DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

Finance
Internal Audit
Information Communications Technology (ICT)
Business Transformation
Performance and Programme Management
Strategic Property
Human Resources (HR Support)
Customer Services

CHILDRENS' SERVICES DEPARTMENT Bayard Place, Broadway, PE1 1FB

Families and Communities
Commissioning and Performance
Learning

OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB

Planning Services (Planning Delivery, Building Control)

Environment Transport and Engineering Services (Infrastructure Planning & Delivery, Network Management, Transport & Sustainable Environment)

City Operations (Resilience, CCTV, Car Parking, Markets, Health & Safety)

Neighbourhood Services (Community Engagement, Community Safety, Business Regulation, Housing)

Operations Business Support (Finance, Economic Participation, Business Support)