

## CHILDREN AND EDUCATION SCRUTINY COMMITTEE

**THURSDAY 14 JULY 2022**  
**7.00 PM**

**Bourges/Viersen Room - Town Hall**  
**Contact:: Paulina Ford, Senior Democratic Services Officer at**  
**paulina.ford@peterborough.gov.uk, or 01733 452508**

### AGENDA

Page No

1. **Apologies for Absence**
2. **Declarations of Interest and Whipping Declarations**  

At this point Members must declare whether they have a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
3. **Minutes of the Children and Education Scrutiny Meeting Held on 20 January 2022** **3 - 14**
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 three Members of a Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.
5. **Appointment of Co-opted Members 2022-2023** **15 - 18**
6. **Update On LASEND Accelerated Progress Plan Submission** **19 - 50**
7. **Peterborough SEND Update: Hub Provision And Service Performance** **51 - 70**



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| 8.  | <b>Review of 2021/2022 And Work Programme For 2022/2023</b> | 71 - 86  |
| 9.  | <b>Forward Plan of Executive Decisions</b>                  | 87 - 110 |
| 10. | <b>Date of Next Meeting</b>                                 |          |

8 September 2022 – Children and Education Scrutiny Committee

#### **Emergency Evacuation Procedure – Outside Normal Office Hours**

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#### **Committee Members:**

Councillors: L Robinson (Chair), A Dowson (Vice Chair), M Farooq, S Farooq, C Fenner, S Lane, D Over, R Ray, B Rush, A Shaheed and H Skibsted

Substitutes: Councillors: A Bond, M Sabir and L Sharp

**Co-opted Members:** Note: The following Education Co-opted members are Members of the Scrutiny Committee and can vote when education matters are discussed.

Peter Cantley, Peterborough Diocesan Board of Education  
Flavio Vettese, (Deputy Director of Schools), Roman Catholic Church, Diocese of East Anglia  
Julie O'Connor, Roman Catholic Diocese of East Anglia (sub for Flavio Vettese)  
Peter French, Peterborough Diocesan Board of Education (sub for Peter Cantley)

Further information about this meeting can be obtained from Paulina Ford on telephone 01733 452508 or by email – [Paulina.ford@peterborough.gov.uk](mailto:Paulina.ford@peterborough.gov.uk)

**MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING  
HELD AT 7.00PM ON  
THURSDAY 20 JANUARY 2022  
VENUE: SAND MARTIN HOUSE, PETERBOROUGH**

**Committee Members Present:** Councillors G Casey (Chair), I Ali, C Fenner (Vice Chair)  
T Haynes, I Hussain, S Lane, N Moyo, L Robinson, B Rush, H Skibsted

**Co-opted Members:** Sameena Aziz, Peter Cantley, Al Kingsley, Mohammed Younis and Parish  
Councillor June Bull

**Officers Present:** Lou Williams, Director, Children's Services  
Nicola Curley Assistant Director Children's Services  
Anna Jack, Head of Youth Support  
Ricky Cooper, Assistant Director, Regional Adoption and Fostering  
Joanne Procter, Head of Service Cambridgeshire & Peterborough  
Safeguarding Partnership Boards  
Paulina Ford, Senior Democratic Services Officer

**Also Present:** Councillor Lynn Ayres, Cabinet Member for Children's Services and  
Education, Skills and University  
Councillor Ray Bisby, Cabinet Advisor to Cabinet Member for  
Children's Services and Education, Skills and University  
John T Hill, Chief Officer, Business Board Director of Business &  
Skills, CPCA

**28. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dowson.

Apologies for absence were also received from Co-opted Member, Flavio Vettese.

**29. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

Declarations of interest were received from the following:

Item 5: New University Of Peterborough

Co-opted Member Alistair Kingsley declared that he had a role on the Combined  
Authority Business Board which was involved with the University project.

Co-opted Member Sameena Aziz declared that she was a Council Member for  
University Centre Peterborough.

**30. MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING  
HELD ON 18 NOVEMBER 2021**

The minutes of the Children and Education Scrutiny Committee meeting held on 18 November 2021 were agreed as a true and accurate record.

**31. CALL IN OF ANY CABINET, CABINET MEMBER OR KEY OFFICER DECISIONS**

There were no call-ins received at this meeting.

**32. NEW UNIVERSITY OF PETERBOROUGH**

The Cabinet Member for Children's Services and Education, Skills and University introduced the report accompanied by the Chief Officer, Business Board Director of Business & Skills, at the Cambridgeshire and Peterborough Combined Authority.

The purpose of the report was to provide the Committee with an overview on the progress of phases 1 to 3 and plans for phases 4 & 5 of the university.

The Children and Education Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members commented that Government were investing 2.4% GDP by 2027 and increasing public funding for research and development to £22bn a year by 2024/25 and wanted to know how much of this was coming to the new University over that period. Members were informed that without intervention very little of the funding would come to Peterborough. Peterborough was not a hotbed of innovation. Taking into account the whole area of Cambridgeshire and Peterborough, over the last four years Cambridge had received £225m of Innovate UK grants for research and development, South Cambs received £181m and Peterborough received £28m. Fenland had received £1.3m. The north of the county was not classed as highly innovative, however there were some quite innovative firms. The idea behind the Phase 4 Innovation-Ecosystem was to support an increase in innovation-based business growth in the north of the county by attracting big innovative companies to Peterborough.
- Members were concerned that the examples provided within the report to show how the Innovation Ecosystem had worked in other cities were of cities with well-established universities and were concerned that this would not be the case with a new university. Members were informed that not all of the cities quoted had old established universities and some were relatively new which had provided the evidence that it could work with a new university. Anglian Ruskin University was not a brand-new university and was of the same level of research and excellence as Sunderland University.
- Members noted in the report that through this model the intention was to transplant a key player in the national AI, digital and/or advanced manufacturing innovation ecosystem, from an established UK innovation centre into Peterborough. How would this be achieved under the current challenges that the city faced. Members were informed that it would always be a challenge to attract the big research companies from the more established cities. The intention was to induce them to come by winning £20m through the Shared Prosperity Fund Bid, big organisations could then be approached with an offer to match their input of £20m with Peterborough's £20m if they relocated their Research and Development to Peterborough. The other inducement would be that they would receive a capital receipt if they relocated from Cambridge to Peterborough. Many of the research institutes were quite old and were sitting on lots of expensive property which could be sold and then relocate to Peterborough for a lower amount of money.

- Members referred to the progress on the establishment of the phase 2 research building and noted that the council would contribute up to £500k of borrowings to part fund increased car parking capacity. Clarification was sought as to where the money would come from. Members were informed that money from rental income of another car park would cover the borrowing.
- Members sought clarification on student accommodation and whether Peterborough had the capacity to house them. Members were informed that there were two considerations; the provision of student accommodation and how much accommodation would be needed for 4500 students. There was no intention to replicated standard university accommodation where it was usual for most students to attend the university from outside the city, and once their degree had finished would leave the city. The vast majority of students in the first two buildings of the university would be targeted towards the local community so the amount of student accommodation required would be for around 1500 to 1700 students. The university would not be financing accommodation. It was usual for the private sector to create the student accommodation and a number of developers had already made contact.
- Members commented and were concerned that until the student accommodation had been built private landlords may decide to rent any current rental properties to students rather than families causing more homelessness in Peterborough. Members were informed that in all large student university towns this did happen, but the officer could not comment on whether it would increase homelessness.
- Members sought clarification on whether the courses being offered at the university were limited to the eight thematic areas listed in the report, or if there would be scope to offer more of a variety of courses in the future. Members felt that there was merit in offering as wide a range of courses as possible to not only upskill people in the city but to enable more students from Peterborough to be able to stay in their hometown whilst studying. Members were informed that the courses that would be run at any one time would be a balance of the following things; market demand and popularist take up to ensure that the university was sustainable; making sure that the university blended the courses to ensure that they provided courses that the local businesses required to upskill the local workforce and drive the local economy; and thirdly how diverse and broad the offering could be from a fledgling university. The third building would offer a diverse portfolio of courses including law.
- Members sought clarification on what the vision was for the extracurricular life of the university and if it included sport, chaplaincy provision, pastoral support and how the university envisaged it would benefit the quality of secondary education in the city. What would the role of the incoming Vice Chancellor be in shaping all of these things and the design of the curriculum? Members were informed that creative and the arts would be embedded from the early stages and the second building had a whole floor devoted to the arts and culture and was part of the living lab. There would also be a performing arts area in the first building. There had already been talks with the Cathedral about an open-air theatre and the museum to see how they could link into the university, and it was anticipated linking with the Key Theatre. Professor Ross Renton who would run the university had advised that pastoral care would be a top priority.
- The Cambridgeshire and Peterborough Combined Authority had business ambassadors who went into schools to do talks and they would also be encouraging more children to think about going to university. The plan was to encourage local students to go to the local university to learn skills that were needed for local businesses and therefore bridge the skills gap locally. Secondary education was a massive opportunity and challenge for the university.
- The university provided a real opportunity to grow the city.

The Chair thanked the Chief Officer, Business Board Director of Business & Skills, at the Cambridgeshire and Peterborough Combined Authority for an informative report and for attending to answer the many questions.

### **ACTIONS AGREED**

The Children and Education Scrutiny Committee **RESOLVED** to note and comment on the progress of the establishment of the Phase 1 Teaching Building, Phase 2 Research Building, Phase 3 Teaching Building and the outline plans for Phases 4 & 5.

The Committee requested that the Chief Officer, Business Board Director of Business & Skills provide the committee with a briefing note containing further details of the curriculum and what courses would be running from September 2022 and information on the take up of those courses so far, and details of additional courses that would be introduced in the future and when.

### **33. YOUTH OFFENDING SERVICE**

The Head of Youth Support introduced the report accompanied by the Director of Children's Services. The report provided the committee with an annual overview of the activity and achievements of the Youth Offending Service (YOS) and the wider Targeted Youth Support Service (TYSS) including the Safer Relationships Team during 2020/21.

The Head of Youth Support gave the committee a general overview of the services highlighted in the report and advised that there had been a very positive report from the recent November 2020 HMIP Youth Offending Team Inspection where the service was rated overall as Good.

The committee were informed that one off funding had been received in 2019 for a period of 12 months to set up a Safer Relationships Team to work with young people at risk of exploitation and in particular criminal exploitation. Following a robust monitoring process the service had proven to have had some very positive outcomes as a result of the work that the team had delivered. Criminal incidents for young people had reduced in respect of them being victims, perpetrators and also witnesses of crime. Missing episodes of young people had also declined and there had been a positive impact in respect of their engagement with professionals and a reduction in social care thresholds. It had therefore been confirmed that permanent funding has been put in place from the council for this service to continue.

The Children and Education Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members congratulated the Head of Youth Support on the positive feedback from the HMIP Youth Offending Team Inspection.
- Members noted that the inspection had identified some inconsistent practice in the assessment of cases to support decision making and in delivering youth cautions and other community resolutions, and too few of these cases had a good written plan. Members wanted to know what action had been taken to address this. Members were informed that timeliness was important and was monitored on a weekly basis. Quality was essential and in addition to monitoring timeliness there was a very robust audit process in place and a deep dive audit was conducted on a monthly basis to ensure cases were of a good quality as well as being timely. Any areas identified for improvement would be responded to with training.

- Out of court disposals were when young people had received a warning from the police. They would then have to appear before a Youth Offending Panel and a proposed course of action would be put in place and intervention as part of the warning. This ensured that the young person is engaged and helped to prevent them from entering into the justice system at an early age for minor offences.
- Members referred to the Inspection Improvement plan and wanted to know if the six areas of improvement identified could be sustained long term. Members were particularly concerned about the court waiting time and delays for youth offending and the impact of the delays in causing an escalation of risk and harm. Members were informed that whilst there was a court delay in Cambridgeshire and Peterborough that for the youth justice system it was much less than the adult population. The delays had been worked through and were now working to timescale in respect of processing young people through the youth justice system. There were very few young people that commit serious offences that have to go to trial and this is where the real challenge was in respect of court delays.
- The youth offending support team were working closely with the courts to address the delays so that there was no significant waiting time. There were some young people who were being bailed and waiting to go to Crown court, but it was not a significant wait and bail packages were in place. If there was a young person where the risk appeared to be significant then a very robust risk management plan would be put in place with the partnership. If the risk to the young person was considered not safe to manage within the community, then a bail package would not be recommended.
- Members referred to the Youth Offending Indicator Performance table on page 25 of the report. Members noted that there had been a shift in the percentage of Young people above school age who were Not in Education, Training and Employment (NEET) (60.9% in 2020/21 to 28.6% in 2021/22) and Young people of school age who were Not in Appropriate Education Provision (NIAP) (24.2% in 2020/21 to 65% in 2021/22) and sought clarification as to why this had happened. Members were informed that the reason the percentage had fluctuated so significantly was because the cohort was very small and therefore one young person would hold a high percentage causing any fluctuation to be high. A new dashboard was being produced to amend the way the cohort would be monitored which would include month by month monitoring.
- Members noted that one of the recommendations in the action plan was that the YOS needed to re-engage fully with the voluntary sector in Peterborough following reduced financial support for Volunteer Programmes within the service. Members sought further detail on what the voluntary sector options were. The Officer advised that she was working with the Head of Service for Think Communities to progress this which involved becoming much more engaged with the community sector and such organisations such as Youth Inspired. It would involve working much more closely with them to access the support and interventions that they already had in place for young people and to work in partnership.
- Assurance was given to Members that despite any leadership changes there was a clear commitment to continuing the work that was already in place.
- Members requested that they have an opportunity to review the new performance dashboard to provide feedback and input. The Director of Children's Services advised that he would have to speak to the Business Intelligence team to see if this was feasible.
- Members wanted to know if there was any data available on age, gender and ethnicity for first time entrants into the Youth Offending Service and the same for reoffenders and if this was analysed and used to set the programmes for them. Members were informed that monitoring and analysis of age, ethnicity, gender and the area they lived in would be recorded for first time entrants who received a police warning or court appearance. This information was logged on a Live Tracker Reoffending Tool Kit that

enabled the partnership to drill down and understand the cohort and put in place appropriate interventions based on the information.

The Chair thanked the Head of Youth Support for a detailed presentation and informative report.

### **ACTIONS AGREED**

1. The Children and Education Scrutiny Committee **RESOLVED to:**
  - Note the work of the Youth Offending Service (YOS), the wider Targeted Youth Support Service (TYSS) and Safer Relationships (SAFE) Team
  - Comment on the positive November 2020 HMIP Youth Offending Team Inspection Report (attached at appendix 1) findings and progress made against improvements
  - Note the ways in which vulnerable young people had continued to be supported by the TYSS throughout the pandemic
2. The Committee requested that the Head of Youth Support provide them with further information on the Reoffending Live Tracker.
3. Councillor I Ali to contact the Director of Children's Services to discuss the design of the new performance Dashboard.

### **34. REPORT ON WORK OF THE CORPORATE PARENTING COMMITTEE 2020-21**

The Chair of the Corporate Parenting Committee Cllr Ray Bisby introduced the report accompanied by the Assistant Director Children's Services. The report provided the committee with an overview of activity carried out by the Corporate Parenting Committee during the municipal year 2020-2021.

The Children and Education Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members commented that the website for Children's and Families support groups did not provide any contact details on what support groups were available, it would be helpful if this was clearly signposted on the website. The Assistant Director apologised that the information had not been clear on the website and advised that it did need to be monitored closely to ensure it was constantly kept up to date. Members were invited to contact the Assistant Director directly for further information.
- Members were interested in the Corporate Parenting Champions and sought clarification on how they were helping officers support the relevant activities. Members were given an example with regard to the Effective Care Planning, Corporate Parent Champion. This position had not previously existed and a Councillor had made enquiries around the placement data and for more detail. This conversation led to the officer setting up a working group with the councillor to look more at sustainability of placements and sufficiency. The children also liked to hold Members to account which provided a valuable way of connecting with young people.
- Members wanted to know how placements for older children and young people was being managed locally and how many were having to be placed outside of the local area. Members were informed that it was a national challenge and there was a real difficulty in obtaining placements for good quality care, especially for older children and those with additional needs. For older young people who were 16years plus there was a strong placement sufficiency strategy in place and very good links with semi-independent providers. However, some of these young people did not necessarily



live in the area but when transitioning into adulthood consideration was given to whether those young people wished to stay in the area that they had been placed. They often wanted to stay as they may be nearer to extended family or may have built up friendship groups. Some young people were placed out of area due to complex and significant needs and therefore have to be placed with a specialist provider.

- Members requested information on the dental care provision for children in care. The officer did not have the information available at the meeting and would provide a briefing note.
- Members were pleased to note that Ofsted had described Peterborough City Council as “*a conscientious corporate parent*” and wanted to ask if there were any foreseeable ways that the service could be improved in the future given the resource limitations. Additionally, could the authority benefit from learning from other Corporate Parenting committees in other local authorities. The Officer responded that there was always room for improvement, however there were resource limitations and also placement availability was an issue. A big element of where we could continue to improve would be if the authority could grow more of our own foster carers as a much wider offer, especially for children with additional needs. There is a current fostering recruitment campaign underway, but it is difficult to attract carers at the moment. There had been a lot of success in care planning and stability in placement but equally, reunification could perhaps be looked at a bit earlier and there was a piece of work starting to look at this. As a Corporate Parenting Committee Peterborough was classed as a leader and a very good model. The Corporate Parenting Champions allowed the young people to talk to one person about a specific subject an example of which would be housing.
- All councillors were Corporate Parents and had a responsibility to do as much as possible to support Children in Care. The young people rigorously challenged the Corporate Parents in attendance at the Corporate Parenting Committee meetings.
- Members commented that there had been an Independent Review of Children’s Social Care and wanted to know if there would be any changes as a result of the review. Members were informed that it was a National Review which was classed as a once in a generation review of social care. The original idea was to look specifically at children in care placements, but it had now broadened out to all of children’s social care. Peterborough was asked as part of ten local authorities to feedback on how social work works on a day to day basis. The report could be brought back to the committee when available.

The Committee noted that Lou Williams, Director of Children’s Services would be retiring in February and that this would be his last scrutiny meeting. The Committee wished to thank him for his commitment, dedication and support to the children in care in Peterborough.

## **AGREED ACTIONS**

1. The Children and Education Scrutiny Committee **RESOLVED** to note the work of the Corporate Parenting Committee during the 2020/21 municipal year, and
  - a. Comment on the very positive contribution made by the Children in Care Council and care leavers through the care leaver drop-in, and;
  - b. Note the ways in which children and young people in care and care leavers had continued to be supported by our services throughout the pandemic
2. The Committee also requested that the Assistant Director, Children’s Services provide the committee with the following information:

- a. The number of out of area placements, and
  - b. A briefing note on dental care provision for children in care in Peterborough
3. The Committee requested that a copy of the Independent Review of Children's Social Care report be provided when published, highlighting any changes that may have been brought about by the review.

**35. CAMBRIDGESHIRE & PETERBOROUGH SAFEGUARDING CHILDREN PARTNERSHIP BOARD ANNUAL REPORT 2020-21**

The Head of Service Cambridgeshire & Peterborough Safeguarding Partnership Boards introduced the report.

The report provided the committee with the Cambridgeshire and Peterborough Safeguarding Children Partnership Board Annual Report 2020-2021. There was a statutory requirement under the Children & Social Work Act 2017 that safeguarding partners publish an annual report detailing the work of the Board.

The Children and Education Scrutiny Committee debated the report and in summary, key points raised and responses to questions included:

- Members commented on the recent Safeguarding adult review published by the Cambridgeshire & Peterborough Safeguarding Partnership Board on the tragic death of a 'Miss Y' who had suffered from a range of mental health issues. Members wanted to know what specific partnerships had been forged to take forward the learning that had risen from safeguarding this individual child to adulthood. Members were advised that it was important to understand that some of the recent case reviews were historic and often went back to deaths that happened several years ago, and that things had often moved on quite significantly since they happened. Assurances were given to Members that the Cambridgeshire and Peterborough NHS Foundation Trust (CPFT) who provided the mental health services were working very closely with the partnership and were being held to account with regard to the learning and actions that had arisen from the cases. It was also important to recognise that there was a mental health crisis across the country and that nationally agencies were struggling to meet the demand. The mental health teams were now realigned and CPFT were now working in a 'Think Family' response whereas previously it had been children's and adults' services.
- Members referred to page 55 of the report and noted that "*The section 11 self-assessment audit that took place in 2019-2020 found that although the strategic leads of agencies felt that Child Criminal Exploitation was firmly embedded within practice, professionals surveyed reported that they were not aware of the CCE risk assessment tool*". Members sought assurance that further discrepancies were not appearing elsewhere in safeguarding. Members were informed that the Section 11 was a self-assessment which was sent out to all statutory agencies to self-assess themselves, but this was also accompanied by a practitioner's survey to ensure that what managers were reporting as embedded was actually embedded by the front-line staff. In terms of tools generally across the partnership it was noted that they were inconsistently embedded across the partnership. There were a range of reasons for this including, the ease of use, resources and some practitioners not finding the tools helpful. A lot of work had therefore gone into working with the partners to try and understand why they were not using the tools and then from the feedback received the tools had been amended and further training provided.
- Members sought further information on how the Partnership was addressing peer on peer abuse as identified as being prevalent by Ofsted across the education sector.

Members were informed that when the Government report was first published the education safeguarding team quickly produced self-assessment audits and worked with schools to identify any issues. The partnership worked with the young people to make sure they were aware of the processes and how they could make a referral, safe spaces and healthy relationships. The multi-agency sexual abuse training was also revised to ensure it included peer on peer abuse. The partnership was assured that every action was being taken to address the peer on peer abuse.

- Members sought clarification on how prevalent Female Genital Mutilation (FGM) was in Peterborough and what action was being taken to reduce it. Members were advised that the Head of Service Cambridgeshire & Peterborough Safeguarding Partnership Boards sat on the National FGM Health Group. The partnership was a lot further forward than some other partnerships in what had been done locally. The FGM information was collated and held through Public Health and was considered at the Quality and Effectiveness Group on a regular basis and scrutinised. There was a clear FGM pathway and policies in place and agencies ensured professionals were asking the appropriate questions to identify if FGM was taking place. Early Years staff had also been upskilled to check for FGM in nursery settings, however, there was still further work that could be done to encourage local communities to feel comfortable in reporting FGM.
- Members wanted to know if any lessons had been learnt should there ever be another pandemic on how to deal with domestic abuse. Members were informed that domestic abuse did not sit underneath the Safeguarding Partnership and was governed through a Domestic Abuse Violence Partnership, however the Head of Service sat on the Domestic Abuse Partnership as did other members of the Safeguarding Partnership. Unfortunately, it was known that when people were locked down in positions of tension that there would be more risk of domestic abuse. Local communities had played an important part in these situations in that they were the ears and eyes when officers were unable to get into see people. The domestic abuse training had been strengthened to include older and elderly abuse, teenage peer on peer domestic abuse and male domestic abuse. No assurance could be given to say it could be prevented should another pandemic occur.
- Members noted on page 47 of the report that the county of Cambridgeshire's ethnic composition was primarily White (90.3%) and next largest ethnicity group being Asian (5.9%) and Black (1.3%). It was also noted that the prison population in Peterborough consisted of 51% of the prisoners coming from BAME backgrounds. Members wanted to know how much of that was related to early safeguarding issues. The officer present did not have the information available and would try and provide it after the meeting. She explained it was well recognised and researched that nationally a number of prisoners from all ethnic backgrounds had suffered adverse childhood experiences.

### **AGREED ACTIONS**

The Children and Education Scrutiny Committee **RESOLVED** to note the content of the Cambridgeshire and Peterborough Safeguarding Children Partnership Board Annual Report 2020-2021

The Committee requested that the Head of Service Cambridgeshire & Peterborough Safeguarding Partnership Boards provide information on how many of the 51% of the BAME prison population had resulted due to safeguarding issues.

36.

**CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING START TIME 2022-2023**

The Chair introduced the report and sought the committees' views on what start time they would like going forward for the new municipal year 2022/2023.

Councillor Fenner, seconded by Councillor Hussain proposed that the committee start time remain at 7.00pm. The committee unanimously agreed that the start time should remain at 7.00pm for the municipal year 2022/2023.

#### **AGREED ACTIONS**

The Children and Education Scrutiny Committee **RESOLVED** to keep the start time for all Children and Education Scrutiny Committee meetings for the Municipal Year 2022-23 at 7.00pm.

#### **37. FORWARD PLAN OF EXECUTIVE DECISIONS**

The Committee received the latest version of the Council's Forward Plan of Executive Decisions, containing decisions which the Leader of the Council anticipated Cabinet or Cabinet Members would take over the following four months. Members were invited to comment on the Forward Plan and where appropriate identify any relevant areas for inclusion in the Committee's work programme.

Members requested an update with regard to the Werrington Fields and Ken Stimpson Secondary School decision. Councillor Ayres, Cabinet Member for Children's Services, and Education, Skills and University was in attendance and advised that currently no date had been agreed for the decision to be made.

#### **AGREED ACTIONS**

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note the current Forward Plan of Executive Decisions which identified any relevant items for inclusion within their work programme.

#### **38. WORK PROGRAMME 2021/2022**

The Senior Democratic Services Officer introduced the report which considered the work programme for the municipal year 2021/22 and asked the committee if they had any further items that they would wish to be considered for the work programme. No items were suggested at the meeting. The officer therefore suggested that if items were forthcoming in between meetings that they could be directed to the Senior Democratic Services Officer who would add them to a list for discussion at the next Group Representatives / Agenda Setting meeting.

#### **AGREED ACTIONS**

The Children and Education Scrutiny Committee **RESOLVED** to note the work programme for 2021/2022.

#### **39. The date of next meetings were noted as being:**

- 9 February 2022 – Joint Scrutiny Meeting – Budget Phase Two
- 10 March 2022 – Children and Education Scrutiny Committee

The Chair thanked Lou Williams, Service Director for Children's Services for all of his support and expert knowledge of which he had provided to the committee whilst in his role as Service Director for Children's Services.

Chair

7.00pm to 8. 55pm

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 5</b>
<b>14 JULY 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer Charlotte Cameron, Democratic Services Officer	Tel. 01733452508 07870153052

**APPOINTMENT OF CO-OPTED MEMBERS 2022-2023**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Director of Law and Governance	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Appoint Sameena Aziz as a Co-opted Member with no voting rights to represent the Muslim Community for the municipal year 2022/2023. Appointment to be reviewed annually at the beginning of the next municipal year.</li> <li>2. Appoint Parish Councillor Michael Samways as a Co-opted Member with no voting rights to represent the rural area for the municipal year 2022/2023. Appointment to be reviewed annually at the beginning of the next municipal year.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Committee on behalf of the Director of Law and Governance

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to request that the Committee appoint Sameena Aziz and Parish Councillor Michael Samways as Non-Voting Co-opted Members for the municipal year 2022/23 to the Children and Education Scrutiny Committee in accordance with Part 3, Section 4 – Overview and Scrutiny Functions:

*Paragraph 4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.*

And Part 4, Section 8 – Overview and Scrutiny Procedure Rules: Paragraph 3 - CO-OPTED MEMBERS

*3.1 As well as any statutory co-opted members, Scrutiny Committees can co-opt up to four non-voting members on to the Committee.*

*3.2 There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will decide these.*

*3.3 A Scrutiny Committee can co-opt a further three members at its discretion. One of these can be a second parish council member identified by the Parish Council Liaison Committee.*

2.2 This report is for Children and Education Scrutiny Committee to consider under its Terms of Reference No. 4.3 of Part 3, Section 4 – Overview and Scrutiny Functions – Co-optees.

### 3. **TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	<b>N/A</b>
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### 4. **BACKGROUND AND KEY ISSUES**

#### 4.1 **Independent Co-opted Members**

#### 4.2 **Sameena Aziz - Muslim Community Representative**

4.2.1 Sameena has been an Independent Co-opted Member of the Committee since July 2021.

Sameena has expressed an interest in continuing as a Co-opted Member and committee members have also expressed an interest in retaining Sameena as a Co-opted Member.

Sameena has over 20 years of experience in education across different key stages and disciplines, having retired four years ago as a Principal of a secondary school and having successfully managed several Ofsted inspections. Sameena is currently the Principal of the Educaxion Learning Hub, supporting learners in Mathematics, English, exam preparation skills, developing reasoning, problem solving and study skills. Sameena has worked with many community groups over the past fifteen years in Peterborough and is a founding member of the Muslim Council of Peterborough. Sameena is also an independent researcher.

It is therefore proposed that the Committee approve the appointment of Sameena Aziz as a Co-opted Member of the Committee to represent the Muslim Community of Peterborough for this municipal year.

#### 4.2.2 **Parish Councillor Co-opted Members**

Each Scrutiny committee has the ability to co-opt up to four non-voting co-opted members one of which will be a Parish Councillor representing the rural area to ensure the voice of the rural communities are reflected.

Parish Councillor co-opted members are nominated through a process which is handled by the Parish Council Liaison Committee working group. Any expressions of interest received are assessed by the working group and final nominations are then put forward to the relevant committee for approval. The Parish Council Liaison Working Group has therefore proposed that Parish Councillor Michael Samways be nominated as the substantive co-opted member to represent the rural area on the Children and Education Scrutiny Committee.

It is therefore proposed that the Committee approve the appointment of Michael Samways as a Parish Councillor Co-opted Member of this committee to represent the rural area for the municipal year 2022/2023.

### 5. **NEXT STEPS**

5.1 If the Committee agree to appoint the above nominations as co-opted members of the Children and Education Scrutiny Committee from 14 July 2022, they will be able to attend and take part in all meetings of the Committee and any Task and Finish Groups that the Committee agree that they may be assigned to with no voting rights.



## **6. CONSULTATION**

6.1 None

## **7. ANTICIPATED OUTCOMES OR IMPACT**

7.1 The inclusion of Co-opted Members will allow the Committee a wider, more diverse input to discussion, drawing on the relevant expertise of the additional members.

## **8. REASON FOR THE RECOMMENDATION**

8.1 The recommendations are made to assist the Scrutiny Committee in fulfilling the terms of reference as set out in the constitution Part 3, Section 4 – Overview and Scrutiny Functions:

*4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work*

## **9. ALTERNATIVE OPTIONS CONSIDERED**

9.1 N/A

## **10. IMPLICATIONS**

### **10.1 Financial Implications**

Co-opted Members will receive a special responsibility allowance of £250 per annum as stated in the Members' Allowances Scheme.

### **10.2 Legal Implications**

Due process has been followed with regards to the appointment of the Co-opted Members.

### **10.3 Equalities Implications**

Members were keen to ensure that the Committee membership is as inclusive as possible.

### **10.4 Rural Implications**

The appointment of a Parish Councillor as a co-opted member representing the rural area will ensure that the voice of the rural communities is reflected.

### **10.5 Other Implications**

10.5.1 The appointment of a Co-opted Member representing the Muslim Community will ensure that the voice of the Muslim Communities is reflected.

## **11. BACKGROUND DOCUMENTS**

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

11.1 None

## **12. APPENDICES**

12.1 None

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 6</b>
<b>14 JULY 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Jonathan Lewis, Service Director Education	
Cabinet Member(s) responsible:	Cllr Lynne Ayres - Cabinet Member for Children's Services, Education, Skills and the University	
Contact Officer(s):	Jonathan Lewis – Service Director (Education)	Tel. 01223 507165

**UPDATE ON LASEND ACCELERATED PROGRESS PLAN SUBMISSION**

RECOMMENDATIONS	
<b>FROM:</b> Jonathan Lewis – Service Director (Education)	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>Note the report, comment on the elements of the report and request any further information on the areas outlined for future committee reports.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report has been written by the Service Director (Education) at the request of the committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides an update on activity associated to the Ofsted LASEND inspection in June 2019 and revisit in January 2022.

2.2 This report is for the Children and Education Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council :

Education, including

- a) University and higher education;
- b) Youth service;
- c) Careers; and
- d) Special needs and inclusion.

2.3 This report links to –

- Corporate priority:
  - Improve educational attainment and skills
  - To drive growth, regeneration and economic development
- Children in Care Pledge: Support children in care to have a good education.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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### 4. BACKGROUND AND KEY ISSUES

4.1 Between 10th June 2019 and 14th June 2019 Ofsted and the Care Quality Commission (CQC), conducted a SEND inspection of Peterborough local area to judge the effectiveness of the implementation of the Special Educational Needs and Disability (SEND) reforms in the Children and Families Act 2014 and to review the area's provision for children and young people with SEND.

Following the Joint Area SEND Inspection of Peterborough, inspectors identified five areas of significant weakness:

1. *“Joint planning, including commissioning, and intervention are not sufficiently well established to make sure that all agencies and services play an active role in meeting the requirements of 2014 disability and special educational needs reforms.”*
2. *“There is no quality assurance framework for the local area's work for children and young people with SEND. Intended outcomes for children and young adults are not targeted, measured or evaluated well enough to inform leaders about the impact of the work to implement the reforms effectively.”*
3. *“The current arrangements for the DCO in relation to the implementation of the reforms do not allow the postholder to fulfil the obligations of the role sufficiently.”*
4. *“Early support is well embedded for children in early years but does not follow through in all areas of the lives of children and young people as they get older. It takes too long for children, young people and families to get the support they need”.*
5. *“The effectiveness of the local area in improving outcomes for children and young people with special educational needs and/or disabilities in particular the provision for young people aged 18 to 25 was not sufficiently developed to make sure that young adults had the full range of opportunities and support that they needed as they moved through into adulthood.”*

4.2 As a result of the inspection, Ofsted determined that a written statement of action (WSoA) was required to address these five significant areas of weakness. They determined that the Local Authority and the area's Clinical Commissioning Group (CCG) were jointly responsible for submitting the written statement to Ofsted. This was declared fit for purpose on 28 November 2019.

4.3 A period of monitoring visits was undertaken with the Department of Education (DfE) and NHS England (NHSE) to monitor the progress of the actions highlighted in the WSoA and provided appropriate challenge and support to bring about the necessary improvements identified by the inspection.

4.4 Feedback from the DfE and NHSE on the monitoring visits was positive with the recurring theme being the system needed to gather evidence of the impact of actions on positive outcomes for children, young people and families. The system also undertook a number of 'deep dives' with the DfE/NHSE for each of the significant weakness areas to help us identify how we could capture the impact effectively and in a robust fashion, so that during the revisit we could effectively communicate how the situation has changed in respect to the areas of development.

4.5 Ofsted and the Care Quality Commission returned to conduct a revisit 24-26 January 2022. The purpose of the re-visit was to determine whether the local area had made sufficient progress in

addressing the areas of significant weakness detailed in the Written Statement of Action (WSOA).

Inspectors explored:

- Leaders understanding of the impact of the pandemic on CYP with SEND and on the local SEND system more widely.
- How leaders have used their understanding to adapt their plans to address the areas of significant weakness detailed in the WSoA.
- The experience and needs of CYP with SEND, and their families, during the pandemic.
- How the local area has involved CYP with SEND and their families in co-producing decisions about how best to support them.
- How the local area has worked collaboratively to prioritise, adapt and provide the services and support that CYP with SEND and their families need.

4.6 The full report can be found in Appendix 1. Inspectors determined the area has made sufficient progress in addressing four of the five significant weaknesses identified at the initial inspection.

4.7 The Inspectors identified several achievements/strengths during the revisit:

- Leaders in both PCC and the CCG have shown great commitment to ensure joint working and planning. Structures and systems have been established that provide stronger governance and oversight of most aspects of the local area's work.
- The joint SEND strategy and SEND pledge have established common priorities and expectations for all partners in how they work together
- The recently launched all age autism strategy is an example of carefully considered joint planning involving parents and carers, children and young people with SEND, a wide range of stakeholders and partners
- There has been significant improvement in the local area's arrangements for joint commissioning.
- Leaders have established a joint quality assurance framework for SEND and have created more robust quality assurance processes to review new education, health and care plans (EHC plans).
- There has been a significant improvement in completing annual reviews of EHC plans for those children and young people who are in Year 2, Year 6 and Year 11 and about to move to the next stage of their education
- The SENCo network, SEND hubs and peer reviews are viewed positively by education leaders for the support and training they provide to leaders in schools
- Leaders seek the views of children and young people and parents and carers to evaluate the quality of services and provision
- The CCG's focus on the role of the Designated Clinical Officer and new structures to support the role are ensuring that the local area team has the capacity to be responsive in developing services for children and young people with SEND at pace
- The DCO has created more opportunities for health services and professionals to be involved in SEND partnerships and has ensured that health services have maintained a focus on outcomes and services for children and young people with SEND
- Area leaders have acted to increase access to a range of support services to ensure that children and young people with SEND and their families can access support when they need it.
- Leaders have expanded the range of parenting programmes available for the parents and carers of children and young people with SEND.
- The YOUnited service provides emotional well-being and mental health support for children and young people up to the age of 25

- Mental health support teams are being rolled out across schools in Peterborough. An increasing number of children and young people are benefiting from the support that these teams provide.
- The early support offer, which was recognised as a strength in the area SEND inspection in 2019, has been extended so that children and families can access this until the end of the Reception Year.
- Area leaders have done much work to promote the opportunities to prepare young people with SEND for adulthood through the local offer website.
- A five-day education offer for young people with SEND aged 16 and over has been established providing access to an increasing variety and range of educational courses and activities that support preparation for adulthood.
- A learning disability and autism key worker network has been established to support young people with learning disabilities and/or autism spectrum disorder aged up to 25.
- A paediatric transitions coordinator supports children and young people with long-term health conditions and/or complex disabilities with their transition to adult health services and to navigate through the adult services system

#### 4.8 **Areas for further development:**

- Some children and young people aged 16 to 18 years old with autistic spectrum disorder who also have other conditions do not receive equal care when they transition to adult health services.
- Though the number of annual reviews completed within statutory timescales is much improved, too many still do not take place when they should.
- Develop a one-stop shop performance document to review overarching impact on the outcomes for children and young people, in particular, the work of the local area in reviewing the outcomes for young people aged 18 to 25.
- Leaders cannot demonstrate the wider positive impact of what has been done through an improvement in outcomes for young people with SEND aged 18 and over.
- Frontline health professionals and some parents still believe a cliff edge exists for some provision for 18- to 25-year-olds.

4.9 As a result of this feedback and areas for development, the following significant weakness was deemed to not have made sufficient progress:

*The provision for young people aged 18 to 25 is not sufficiently developed to make sure that young people have the full range of opportunities and support that they need as they move through into adulthood.*

4.11 In accordance with the LASEND inspection framework, the Local Area are required to submit an Accelerated Progress Plan (APP) to the Department of Education (DFE), NHS England and Department of Health and Social Care demonstrating how they will drive improvement and monitor progress and impact of the remaining area of significant weakness. This must be co-produced with partners and state how partners, including families, will be kept fully aware and informed of progress.

4.11 Officers and partners developed a draft APP and presented to the Department for Education and NHSE England on 24 May 2022 for feedback on the content. It was determined during this meeting further detail was required to the milestones and key performance indicators / quantifiable impact measures to assist the DfE to judge our progress, success and impact. The Local Area was required to submit the final APP by 17 June 2022. A copy of the final plan is included as Appendix 2.

The timescale for approval is not known at this point. Once the APP has been approved, the

Local Area are required to publish the plan so that children, young people and families can understand the actions we are taking.

- 4.12 The key actions from the APP can be summarised as follows –
- Develop a Post-16 strategic plan with comprehensive provision for academic and non-academic activities (non-college based)
  - Enhance awareness/promotion on how to access the autism diagnostic pathway with parent, carers and young people
  - Extend the Post 16 Review, carried out in 2021, to provide an increased focus on parent / carer and young people engagement in person centred planning and appropriate placement decision making
  - Develop a programme of work to widen the reach of co-production and engagement, including the voice of seldom heard groups, and ensuring improved opportunities for young people to share their views on existing and future provision
  - Develop a shared resource for the Disability Social Care 0 – 25 service workforce to ensure they have the practical resources, templates, training and technology they need to communicate and engage effectively with children and young people
  - Work with the Local Parent Carer Forum and Networks to broaden the reach / membership and create a targeted survey for parents, carers and young people to share their views on how to further develop opportunities for education, employment and alternative community provision including improving health outcomes to better meet the needs of young people as they transition into adult services (18 to 25).
  - Provision of a local forum for young people that includes all SEND including young people who are electively home educated.
  - Review and update information on the Disability Social Care 0-25 Service and range of support, living, social and leisure options available in Peterborough on the Local Offer
  - Develop and implement a Local Offer awareness raising / sharing plan to include a range of activities and resources to suit different purposes and audiences and which is circulated to all post-16 provision.
  - The Preparation for Adulthood Health steering group will co-produce a PfA Health Shared Purpose, act as the driver of decisions and actions towards the goal that young people will experience better transitions between children's and adult healthcare services, co-create a dynamic action plan (DAP) which prioritises improving earlier engagement with primary care for children, implement and evaluate the transition pathway improvements using measurement for improvement prepare, collect, analyse and review cycles and adapt systemwide transitions principles based on learning from the 2 areas of focus followed by identification of other areas of transitions need
  - Develop and mobilise a sustainable learning and development schedule to facilitate spread and adoption of improvements in healthcare transitions
  - Increase the number of young people attending their learning disability annual health checks and the quality of that experience
- 4.13 The actions will be jointly owned by PCC (Education and Social Care) and the CCG as outlined in the full APP (Appendix 2).

### **Next Steps**

- 4.13 Once the APP has been approved, there will be a period of monitoring. The first monitoring meeting will take place 6 months after the APP has been approved. There is no standard timescale for the length of time an APP will be monitored although we are aiming for all actions to be completed within a 12-month period.
- 4.14 In order for monitoring of an APP to cease, DfE officials will need to make a recommendation to the Minister that the area has made sufficient progress and provided evidence of sustainable progress. It is our intention to bring updates to future committee meetings.

## **5. CONSULTATION**

5.1 The APP was developed in consultation with the Chief Executive's Corporate Leadership Team, the Peterborough SEND Partnership Group and a small group of parents and carers.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

6.1 The Local Area anticipates the DfE and NHSE will approve the final version of the APP by the end of July 2022.

## **7. REASON FOR THE RECOMMENDATION**

7.1 There is a requirement for the APP to be shared publicly and the Scrutiny Committee allows a debate of the actions proposed. We value the scrutiny committee's ongoing monitoring and oversight of this report and the APP to continue to ensure we deliver good outcomes for children and young people with SEND.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 Not applicable as the Local Area is required to submit an Accelerated Progress Plan. If the action plan is rejected by the DfE, we will be required to re-submit.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 The actions outlined will be found within existing budgets. SEND is funded via a number of different sources including the Dedicated Schools Grant and the council's general fund budgets.

### **Legal Implications**

9.2 None

### **Equalities Implications**

9.3 None

### **Rural Implications**

9.4 None

### **Carbon Impact Assessment**

9.5 There has been no direct impact as a result of this report. Individual projects which may have an environmental impact will be considered through their normal governance arrangements.

## **10. BACKGROUND DOCUMENTS**

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

10.1 The full LASEND Inspection report from June 2019 can be [found here](#).

## **11. APPENDICES**

11.1 Appendix 1 – Peterborough LASEND Revisit Report – January 2022  
Appendix 2 – Accelerated Progress Plan – June 2022



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10 February 2022

Lou Williams  
Director of Children's Services  
Peterborough City Council  
Sand Martin House  
Bittern Way  
Fletton  
Peterborough  
PE2 8TY

Jan Thomas, Accountable Officer, Cambridgeshire and Peterborough Clinical  
Commissioning Group

Dear Mr Williams and Ms Thomas

### **Joint area SEND revisit in Peterborough**

Between 24 and 26 January 2022, Ofsted and the Care Quality Commission (CQC) revisited the area of Peterborough to decide whether sufficient progress has been made in addressing each of the areas of significant weakness detailed in the inspection report letter published on 8 August 2019.

As a result of the findings of the initial inspection and in accordance with the Children Act 2004 (Joint Area Reviews) Regulations 2015, Her Majesty's Chief Inspector (HMCI) determined that a written statement of action was required because of significant areas of weakness in the area's practice. HMCI determined that the local authority and the area's clinical commissioning group (CCG) were jointly responsible for submitting the written statement to Ofsted. This was declared fit for purpose on 28 November 2019.

The area has made sufficient progress in addressing four of the significant weaknesses identified at the initial inspection. The area has not made sufficient progress in addressing one significant weakness. This letter outlines our findings from the revisit.

The inspection was led by one of Her Majesty's Inspectors from Ofsted and a Children's Services Inspector from the CQC.

Inspectors spoke with children and young people with special educational needs and/or disabilities (SEND), parents and carers, and local authority and National Health Service (NHS) officers. Inspectors looked at a range of information about the performance of the area in addressing the five significant weaknesses identified at the initial inspection, including the area's improvement plans. Inspectors considered 154 responses to the online survey for parents and carers. Inspectors also considered 15 emails sent to the inspection team.

In reaching their judgements, inspectors took account of the impact of the COVID-19 pandemic on SEND arrangements in the area. Inspectors considered a range of information about the impact of the pandemic and explored how the area's plans and actions had been adapted as a result.

## Main findings

- At the initial inspection, inspectors found the following:

**Joint planning, including commissioning, and intervention are not sufficiently well established to make sure that all agencies and services play an active role in meeting the requirements of 2014 disability and special educational needs reforms.**

Since the inspection of 2019, leaders in both Peterborough City Council and the Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) have shown great commitment to ensure joint working and planning. Structures and systems have been established that provide stronger governance and oversight of most aspects of the local area's work.

The joint SEND strategy and SEND pledge have established common priorities and expectations for all partners in how they work together to achieve better outcomes for children and young people with SEND. The recently launched all-age autism strategy, though in its infancy, is an example of carefully considered joint planning involving parents and carers, children and young people with SEND, a wide range of stakeholders and partners. There is a clear strategic plan and financial commitment for how this will develop over the coming years.

There has been significant improvement in the local area's arrangements for joint commissioning. Both the local authority and CCG have invested in creating additional commissioning roles. Leaders have involved parents and carers, and children and young people with SEND, in making decisions about what is needed. For example, the jointly commissioned integrated community equipment store has had a positive impact on the lives of children and young people with SEND who require specialist equipment. Significantly more children and young people are accessing specialist equipment at home and in education settings in a timely way. Further positive examples of joint commissioning include the recommissioned short breaks programme as well as the 'YOUUnited' service that enables children and young people with SEND to access emotional well-being and

mental health support. These joint commissioning arrangements are increasing the availability and accessibility of services. It is starting to better meet the holistic needs of children and young people with SEND.

Area leaders are aware that there is work still to do to further develop joint commissioning arrangements to address the gaps and inconsistencies that remain. For example, some children and young people aged 16 to 18 years old with autistic spectrum disorder who also have other conditions do not receive equal care when they transition to adult health services. Health professionals told us that these young people may not fit the criteria of the equivalent adult service as their behaviour may be inaccurately apportioned to the accompanying condition. Area leaders know that, although the families of some children and young people with SEND are starting to feel the benefits of joint planning, this is not the case for other parents and carers.

**The area has made sufficient progress in addressing this weakness.**

- At the initial inspection, inspectors found the following:

**There is no quality assurance framework for the local area's work for children and young people with SEND. Intended outcomes for children and young people are not targeted, measured or evaluated well enough to inform leaders about the impact of the work to implement the reforms effectively.**

Leaders have established a joint quality assurance framework for SEND that is linked to the priorities and outcomes in the joint SEND strategy. Leaders have created more robust quality assurance processes to review new education, health and care plans (EHC plans). There is a new leader overseeing this work, a joint quality assurance officer who works across Cambridgeshire and Peterborough. As a result, EHC plans are of a higher quality. The most recent plans are aspirational and focused on achieving appropriate outcomes for the child or young person.

Training sessions for professionals in care, health and education have resulted in a better understanding of their responsibilities for EHC plans, particularly annual reviews and statutory timescales. This has helped to reduce the backlog in conducting annual reviews and has improved the quality and timeliness of contributions from health and social care. There has been a significant improvement in completing annual reviews of EHC plans for those children and young people who are in Year 2, Year 6 and Year 11 and about to move to the next stage of their education.

The special educational needs coordinator (SENCo) network, SEND hubs and peer reviews are viewed positively by education leaders for the support and training they provide to leaders in schools about how to best meet the needs of children and young people with SEND. This helps ensure that leaders have an accurate view of the quality of provision and how well it meets pupils' needs.

Leaders have established better oversight of how well educational provision meets the needs of children and young people. Leaders use a well-considered

framework to quality assure the provision for those who attend independent special schools in other local authorities. The local area has also worked closely with educational settings to review the use and appropriateness of part-time provision, where it exists. This is ensuring that more children and young people with SEND are engaged in full-time education.

Leaders seek the views of children and young people and parents and carers to evaluate the quality of services and provision. Family Voice Peterborough (FVP) is heavily involved in this process. However, both FVP and area leaders recognise that FVP do not speak for all parents and carers. Area leaders continue to endeavour to gather views from the wider community of parents and carers of children and young people with SEND.

Area leaders are aware of what remains to be done to further improve the quality of EHC plans and the annual review process. For example, health professionals' views are not always sought when they should be. Though the number of annual reviews completed within statutory timescales is much improved, too many still do not take place when they should. There are still delays or failures to issue amended EHC plans following annual reviews. These are causes of frustration to the children and young people, their families and professionals concerned.

Area leaders have clear mechanisms for measuring outcomes and evaluating the impact of most of their work. In the main, this is through key performance indicators for each service and area of their work. However, they have yet to bring these performance indicators into one collective outcomes document. As a result, leaders do not yet have a one-stop shop to review their overarching impact on the outcomes for children and young people. In particular, the work of the local area in reviewing the outcomes for young people aged 18 to 25 is less well developed.

**The area has made sufficient progress in addressing this weakness.**

- At the initial inspection, inspectors found the following:

**The current arrangements for the designated clinical officer (DCO) in relation to the implementation of the reforms do not allow the postholder to fulfil the obligations of the role sufficiently.**

Following the area SEND inspection in June 2019, there was a significant shift in leaders' understanding of the importance of the DCO role. The CCG has been restructured. Leaders are prioritising improving services and outcomes for children and young people with SEND. The CCG children's commissioning team includes staff who support the DCO in her role and ensure that commissioning decisions always consider how they will contribute to improving services for children and young people with SEND.

This focus on the role of the DCO and new structures to support the role are ensuring that the local area team has the capacity to be responsive in developing services for children and young people with SEND at pace. For example, the work of the DCO and the team ensured that children and young people requiring

aerosol generating procedures, such as airway suction returned to school as quickly as possible to minimise time lost due the COVID-19 pandemic. Similarly, a 4-bed hub was established to provide short breaks for some children and young people with the most complex medical needs. This provided a facility for those who could not access their normal short breaks care and family support during the first national COVID-19 lockdown.

The DCO is heavily involved in supporting the area's work to address all other weaknesses identified during the area SEND inspection in 2019. The DCO has created more opportunities for health services and professionals to be involved in SEND partnerships, for example ensuring that health partners are joint partners in the quality assurance processes with the local authority officers. While some targeted areas for improvement, such as increasing the proportion of eligible children and young people with a learning disability taking up annual health checks, have been negatively impacted by the pandemic, the DCO has ensured that health services have maintained a focus on outcomes and services for children and young people with SEND. The DCO has also worked to coach and develop professionals and teams within these services. The role of DCO is now a high-profile, well-respected and well-regarded role among health and local authority colleagues alike.

**The area has made sufficient progress in addressing this weakness.**

- At the initial inspection, inspectors found the following:

**Early support is well embedded for children in early years, but does not follow through in all areas of the lives of children and young people as they get older. It takes too long for children, young people and families to get the support they need.**

Area leaders have acted to increase access to a range of support services to ensure that children and young people with SEND and their families can access support when they need it. Area leaders have been proactive in making more families aware of personal budgets and how these can be used. As a result, the number of hours of support funded by direct payments has doubled. The number of personal health budgets, though small, has increased.

Leaders have expanded the range of parenting programmes available for the parents and carers of children and young people with SEND. Parents and carers with children and young people up to the age of 18 are eligible for these programmes. An additional 70 practitioners have been trained to deliver these courses, enabling more staff to deliver some programmes. In addition to providing wider access to parenting courses, this has reduced waiting times and created a sustainable delivery model. This has increased the capacity to support children and young people with SEND and their families.

The YOUnited service provides emotional well-being and mental health support for children and young people up to the age of 25. The integrated referral hub this service provides means families do not need to repeat their story. The skills

mix of the service's practitioners means there are less delays in identification and assessment of need. There is also less confusion about how to navigate the system, services and processes for parents and carers and their children. Mental health support teams are being rolled out across schools in Peterborough. An increasing number of children and young people are benefiting from the support that these teams provide.

To provide better access to continence support, health professionals work closely with specialist nurses. There has also been recruitment of additional specialist staff to work with those with the most complex needs. However, leaders do not know whether this is meeting the full level of need in this area.

The early support offer, which was recognised as a strength in the area SEND inspection in 2019, has been extended so that children and families can access this until the end of the Reception Year. It is viewed positively by parents and professionals alike. This programme is ensuring the early identification of children's needs and continuous support as children enter primary school. The introduction of an early years SENCo award is ensuring that increasing numbers of professionals have the training and expertise to support them in being effective in their roles.

**The area has made sufficient progress in addressing this weakness.**

- At the initial inspection, inspectors found the following:

**The provision for young people aged 18 to 25 is not sufficiently developed to make sure that young adults have the full range of opportunities and support that they need as they move through into adulthood.**

Area leaders have established a preparing-for-adulthood steering group. Through this group and its action plan, area leaders have tried to adopt a systematic approach to tackling this area of weakness. However, the strategic overview of this area of work is lacking. Leaders cannot demonstrate the wider positive impact of what has been done through an improvement in outcomes for young people with SEND aged 18 and over, although some individual activities are having a positive impact. Unlike in other areas, some professionals who work with children and young people with SEND and parents and carers are not experiencing a coherent approach to addressing this weakness.

Area leaders have done much work to promote the opportunities to prepare young people with SEND for adulthood through the local offer website. However, many young people with SEND are unaware of the local offer. The parents and carers of young people with SEND aged 18 and over are either unaware of what is available or do not feel it meets the needs of their young person.

A five-day education offer for young people with SEND aged 16 and over has been established. This provides access to an increasing variety and range of educational courses and activities that support preparation for adulthood. There was 100% uptake of places for those young people who wanted to follow this

programme. The number of young people with EHC plans accessing courses in further education colleges has increased. This programme is viewed positively by education leaders. However, some young people do not want to engage with this offer as they feel it is not what they need.

A learning disability and autism key worker network has been established to support young people with learning disabilities and/or autism spectrum disorder aged up to 25. This network assigns a key worker to any young person in this group who is currently an inpatient in a mental health unit or at risk of admission to a unit. This is preventing unnecessary hospital admission and avoiding delayed discharge back into the community.

A paediatric transitions coordinator supports children and young people with long-term health conditions and/or complex disabilities with their transition to adult health services and to navigate through the adult services system. However, frontline health professionals and some parents still believe a cliff edge exists for some provision for 18- to 25-year-olds. There are no like-for-like physical health services. A young person could be involved with several adult services to gain the equivalent support that they have previously had. This results in disruption to the young person's engagement with healthcare and a risk their engagement may cease.

The parents of children and young people with SEND aged 18 to 25 who engaged with the revisit were almost unanimous in feeling that their young person is not supported to engage successfully in education, employment or training or prepare for adulthood. FVP's parental surveys, which are shared with area leaders, also show that negative views about how well the area supports young people with SEND to prepare for adulthood persist.

**The area has not made sufficient progress to improve this area of weakness.**

The area has made sufficient progress in addressing four of the five significant weaknesses identified at the initial inspection. As not all the significant weaknesses have improved, it is for DfE and NHS England to determine the next steps. Ofsted and CQC will not carry out any further revisit unless directed to do so by the Secretary of State.

Yours sincerely

Paul Wilson  
**Her Majesty's Inspector**

<b>Ofsted</b>	<b>Care Quality Commission</b>
Lorna Fitzjohn Regional Director	Manir Hussain Deputy Chief Inspector, Primary Medical Services, Children Health and Justice
Paul Wilson HMI Lead Inspector	Andrea Crosby-Josephs CQC Inspector

cc: Department for Education  
Clinical commissioning group(s)  
Director of Public Health for the area  
Department of Health  
NHS England



**Peterborough City Council / Cambridgeshire & Peterborough Clinical Commissioning Group  
 LASEND Accelerated Progress Plan (APP)  
 May 2022**

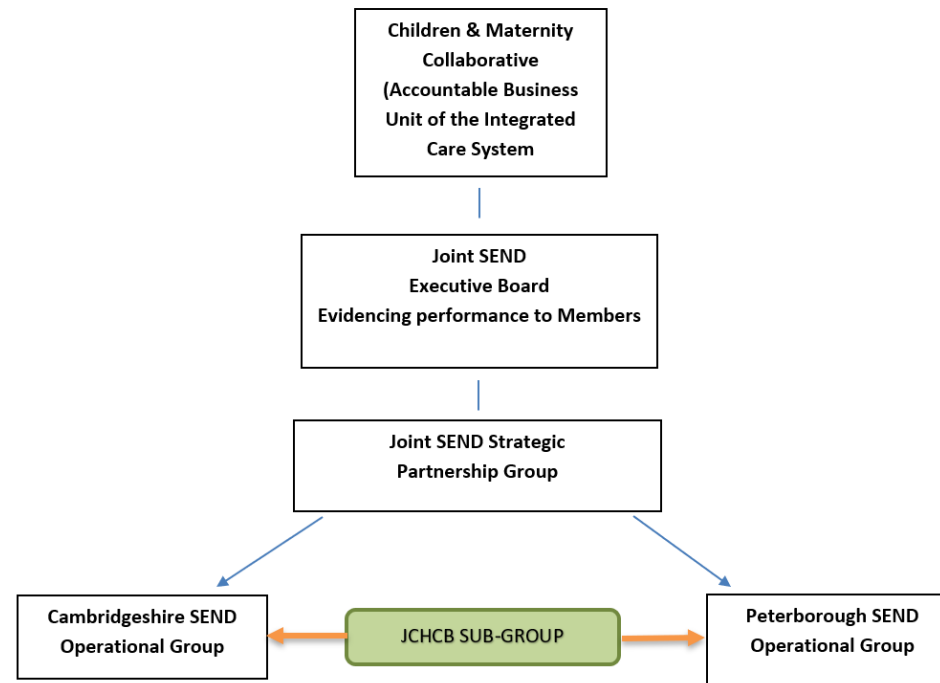
<b>Name of the Local Area</b>	Peterborough
<b>Date of Inspection</b>	Inspection – 10-14 June 2019 Revisit – 24-26 January 2022
<b>Date of Publication of the revisit report</b>	10 February 2022
<b>Accountable Officers from the LA and CCG</b>	Nicola Curley, Director Childrens Services, Peterborough and Cambridgeshire CC Jonathan Lewis, Service Director, Peterborough and Cambridgeshire CC Toni Bailey, Assistant Director SEND and Inclusion, Peterborough and Cambridgeshire CC Carol Anderson, Chief Nurse, CCG Karlene Allen, Deputy Director of Maternity and Childrens Commissioning / Deputy Chief Nurse, CCG
<b>SEND and NHS England Advisers</b>	Brian Gale (DfE Advisor) Anneliese Hillyer-Thake (NHS England Advisor)

**Governance and Accountability**

<b>Governance and accountability structures and processes</b>
<p>The Joint SEND Strategic Partnership Group provides strategic leadership to the local area provision of SEND</p> <p>The main legislative partners included are:</p> <ul style="list-style-type: none"> <li>• Peterborough City Council, including Education and Early Years, and Social Care</li> <li>• Cambridgeshire &amp; Peterborough Clinical Commissioning Group (CCG)</li> <li>• Local Parent Carer Forum, Family Voice Peterborough</li> </ul> <p>The Peterborough SEND Partnership Group reports into the Joint SEND Strategic Partnership Group and is responsible for supporting and delivering the infrastructure that helps partners work together to effectively plan, monitor, develop and maintain effective SEND provision in the local area.</p>

The Joint Childrens Health Wellbeing Commissioning Group reports into the Joint SEND Strategic Partnership Group and is responsible for identification, development and implementation of commissioned services (internally or externally), including SEND services.

The Joint SEND Strategic Partnership Group will monitor and take appropriate action where required to ensure the necessary delivery of the Accelerated Progress Plan (APP). The group will escalate issues to the Joint SEND Executive Group or other suitable decision-making body as appropriate, however the Group will hold ultimate accountability.



Additional scrutiny and oversight will be implemented through the Peterborough Corporate Leadership Team and the Peterborough City Council Children and Education Scrutiny Committee, a public meeting.

As part of the Integrated Care System implementation, the Children & Maternity Collaborative is being established as an accountable business unit and will be the driving governance board for SEND from July 2022.

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**Area of significant weakness:**

***The provision for young people aged 18-25 is not sufficiently developed to make sure that young adults have the full range of opportunities and support that they need as they move through into adulthood.***

<b>Area of weakness identified in the original inspection</b>				
Develop a post-16 strategic plan that will support a more coherent approach to improving outcomes for young people aged 18-25 years to ensure they have access to a full range of opportunities as they move into adulthood.				
Actions designed to lead to improvement				
Action	By when	Responsible officer	Action RAG	KPI used to measure
Develop a Post-16 strategic plan with comprehensive provision for academic and non-academic activities (non-college based)	December 2022	Lucy Loia, Strategic Lead for Integrated Commissioning 0-25	<b>Green</b>	Robust post-16 strategic plan approved by Joint SEND Strategic Partnership Board which has been consulted on and developed in partnership with children, young people, parents/carers and partners to ensure a system wide voice and engagement.  <b>The impact will be children and young people will have a</b>

				<b>broader range of opportunities post-16. Reduction in the number of 18+ waits</b>
Enhance awareness/promotion on how to access the autism diagnostic pathway with parent, carers and young people	December 2022	Karen Chopping, Childrens Commissioner, CCG	Green	

**Area of weakness identified in the original inspection**

Strengthen the support, co-production and participation opportunities for young people through education, employment and training by:

- Ensuring the voice of the young person is heard and responded to, with opportunities for them to influence the planning process around their ongoing support and education, employment and training opportunities.
- Ensuring parents are kept aware of these decisions, and how the voice of the young person leads the process.
- Ensuring the EET offer is engaging to encourage young people to participate in the full offer.

**Actions designed to lead to improvement**

Action	By when	Responsible officer	Action RAG	KPI used to measure
Extend Post 16 Review carried out in 2021 to provide an increased focus on parent / carer and young people engagement in person centred planning and appropriate placement decision making	September 2022 and the mobilisation of the framework will take us to April 2023	Emma Harkin, Head of SEND and Inclusion	Green	Through evidence from surveys and focus groups young people, parents and carers report that the service offer is reflective of their views and that they were involved in the design of the provision  <b>The Impact will be young people are able to articulate flexibility of choice and parents</b>

				<b>are spoken to during annual reviews</b>
Develop a programme of work to widen the reach of co-production and engagement, including the voice of seldom heard groups, and ensuring improved opportunities for young people to share their views on existing and future provision	December 2022	Helen Andrews, Childrens Commissioner (Lead for Local Parent Carer Forum and Advocacy contracts)	Green	Programme of work is signed off by Joint SEND Strategic Partnership Group by December 2022  <b>The impact will be strategic direction will be more informed by the voices of seldom heard groups</b>
Develop a shared resource for the Disability Social Care 0 – 25 service workforce to ensure they have the practical resources, templates, training and technology they need to communicate and engage effectively with children and young people	September 2022 (ongoing phased work)	Siobhan MacBean, Development Manager, 0-25 Service	Green	<b>Feedback from 0-25 service shows increased confidence in ability to communicate with a wider range of children and young people</b>
Work with the Local Parent Carer Forum and Networks to broaden the reach / membership and create a targeted survey for parents, carers and young people to share their views on how to further develop opportunities for education, employment and alternative community provision including improving health outcomes to better meet the needs of young people as they transition into adult services (18 to 25).	December 2022	Sasha Long, Head of 0-25 Service	Green	Parent carer forums will have increased the opportunities for a wider range of families to share their views.  <b>The impact will be co-production opportunities will be</b>

				<b>extended to a wider community</b>
Provision of a local forum for young people that includes all SEND including young people who are electively home educated.	March 2023	Toni Bailey, Assistant Director SEND and Inclusion	Green	Creation of forum with regular dates scheduled and communicated  <b>The impact is young peoples voices will directly feed into strategic direction of the Joint SEND Strategy programme of work</b>

<b>Area of weakness identified in the original inspection</b>				
Promoting the information on the local offer and ensuring it meets the needs of young people and their families				
Actions designed to lead to improvement				
Action	By when	Responsible officer	Action RAG	KPI used to measure
Review and update the following information on the Local Offer for young people, parents and carers in partnership with the Peterborough Youth Council, the Network Team, Family Voice and relevant teams/organisations: <ul style="list-style-type: none"> <li>Disability Social Care 0-25 Service, including moving from children to adults social care / or accessing adult social care</li> <li>Range of support, living, social and leisure options available in Peterborough</li> </ul>	September 2022	Elizabeth Sullivan, SEN Lead Post 16/Preparation for Adulthood	Green	Local Offer updated and feedback from analytics show increased volume of hits on new pages  <b>Parents, carers and young people will have an increased knowledge of SEND support pathways</b>

Develop and implement a Local Offer awareness raising / sharing plan to include a range of activities and resources to suit different purposes and audiences and which is circulated to all post-16 provision.	January 2023	Jacky Cozens, Information Hub Manager	Green	Plan results in higher volume of usage measured through analytics.  <b>Parent carers and children and young people report access to information useful through Local Offer feedback mechanism</b>
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<b>Area of weakness identified in the original inspection</b>				
Improving the transition of young people for children's health services to adult health service (to 'make transitions easy')				
Actions designed to lead to improvement				
Action	By when	Responsible officer	Action RAG	KPI used to measure
<p>The Preparation for Adulthood Health steering group will:</p> <ol style="list-style-type: none"> <li>co-produce a PfA Health Shared Purpose. This will act as the driver of decisions and actions towards the goal that young people will experience better transitions between children's and adult healthcare services.</li> <li>co-create a dynamic action plan (DAP) which prioritises improving earlier engagement with primary care for children with (i) mental health and (ii) complex health conditions leaving specialist paediatric services.</li> <li>Implement and evaluate the transition pathway improvements using measurement for improvement prepare, collect, analyse and review cycles.</li> </ol>	<p>October 2022</p> <p>December 2022</p> <p>June 2023</p>	Siobhan Weaver, Designated Clinical Officer	Green	<p>Shared Purpose vision statement developed and agreed by the Maternity and Children's Collaborative.</p> <p>Co-designed Dynamic Action Plan with set of agreed smart measures to measure outcomes</p> <p>Qualitative experience measures from young people, their families</p>

4. Adaptation of the systemwide transitions principles based on learning from the 2 areas of focus followed by identification of other identified areas of transitions need.	December 2023			<p>and people who are paid to support.</p> <p><b>Young people aged 18-25 are able to access improved PFA Health Information to support transitions</b></p>
Develop and mobilise a sustainable learning and development schedule to facilitate spread and adoption of improvements in healthcare transitions	June 2023	Siobhan Weaver, Designated Clinical Officer	Green	<p>Training needs analysis completed to identify the baseline of training take up</p> <p>Agree percentage increase of uptake from baseline of staff completing training</p> <p><b>The impact will be more staff will be appropriately trained and have an improved knowledge of healthcare transitions</b></p>
Increase the number of young people attending their learning disability annual health checks and the quality of that experience	April 2023	Ali Mayern, SEND Health Lead	Green	<p>Increase in uptake numbers for 14-25 year olds</p> <p><b>The impact will be more children and young people will access their health</b></p>



checks, particularly in the 18-25 age range.

*If you have a council wide risk register format you can insert that here, otherwise please use this one. At this stage it is critical both for yourself, DfE and DHSC that you identify early any risks and can demonstrate appropriate and decisive action. The progress of your Plan will be evaluated with you initially at 6 months to determine any further action which may be required.*

### Risk Register

Date	Risk	Severity/Impact	Mitigation	Severity / Impact Post-mitigation	Progress following action
May 2022	Transition to ICS in July 2022	High	ICS governance and assurance structure developing to ensure Interdependencies across Provider Collaboratives and Place	Medium	A programme plan has been developed to monitor progress
May 2022	Continued capacity for Local Offer content creation	Medium	Development of SEND Communications Strategy which will include shared budget and responsibilities to progress key pieces of work	Low	To be monitored by the PCC SEND Communications Group
May 2022	No reduction in NEET figures following increased promotion, awareness and engagement with parents, carers and young people	Medium	Continual monitoring of NEET figures by the NEET Strategy Group to identify any patterns and regular consultation with family and young people forums	Low	To be monitored by the Peterborough SEND Partnership Group

May 2022	Demand and cost pressures of providing an increased post-16 provision	Medium	Effective budget planning and research additional funding opportunities	Low	Joint SEND Executive Board and Schools Forum to lead on decision making in terms of new provision
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### Impact score card

*This is the summary of all the ways you are going to measure the overall effectiveness of your plan.*

KPI reference	KPI	Baseline	3 months (Sept 22)	6 months (Dec 22)	12 months (June 23)
Improvement in outcomes for young people with SEND aged 18 and over	Robust post-16 strategic plan approved by Joint SEND Strategic Partnership Board which has been consulted on and developed in partnership with children, young people, parents/carers and partners to ensure a system wide voice and engagement.	In development	Series of consultation sessions set up to develop the key focus and priorities for the plan	Draft plan is developed and final consultation is undertaken	Final version of the plan has been approved by key stakeholders including the SEND Strategic Partnership Board
Accessibility of the autism diagnostic pathway	Reduction in the number of 18+ waits	In development	Establish baseline  Updated Local Offer information with clear signposting to pathway	Reduction by 5%	Reduction by 7.5%  Service user feedback shows accessibility and awareness of the pathway has improved

Increased participation in placement decision making	Through evidence from surveys and focus groups young people, parents and carers report that the service offer is reflective of their views and that they were involved in the design of the provision		Refresh survey and feedback process to capture required data	Collate data and feed into survey feedback reports including case studies from young people	Regular reports are tabled at the SEND Partnership Group and PFA Steering Group
Widen the reach of co-production and engagement	Programme of work is signed off by Joint SEND Strategic Partnership Group by December 2022		Senior Leaders and Officers understand the programme scope of work via regular highlight reports to the Joint SEND Strategic Partnership Group	Processes in place to ensure a full range of opportunities for all groups or children and young people are available, appropriate to their needs	A broader group of children and young people provide positive feedback on opportunities via annual surveys.
Widen the reach of co-production and engagement	Feedback from 0-25 Disability Social Care Service front line workforce shows increased confidence in ability to communicate with children and young people with a wide range of communication needs		Virtual and physical resources will be in place for the Disability Social Care Teams.  A Training & Practice Development Programme will be set up and shared with workers so they can book on sessions.	Each team within the Disability Social Care Service front line workforce will have accessed and familiarised themselves with virtual resource.  Communication and Engagement Resources will be used during SW visits and assessments.	Increased number of frontline Disability Social Care staff report improved confidence, knowledge and use of resources.

				Disability Social Care Service front line workforce will attend development and practice sessions, and feedback evidences increased knowledge and confidence.	
Widen the reach of co-production and engagement	Parent carer forums have increased the opportunities for a wider range of families to share their views. A targeted survey demonstrates an increase in return rates for 2022/23 as compared to 2021/22		Gaps in the reach of the existing programme have been identified.  Method and approach in reaching 'seldom heard' families have been agreed, with a multi-agency plan in place.	Evidence of wider reach presented at SEND Partnership Board.  Survey content co-produced and distribution/participation plan agreed.	Targeted survey response rates demonstrate an increased range in demographics and numbers.
Widen the reach of co-production and engagement – CYP SEND forum	Creation of forum with regular dates scheduled and communicated	In development	Working group set up to agree terms of reference and scope for forum	Scoping sessions undertaken with key stakeholders to agree focus areas and forum membership	Scheduled diary of meetings and regular routine reporting to Peterborough SEND Partnership Group to feed into strategic actions
Promoting the information on the local offer to children,	Local Offer updated and feedback from analytics show	125	First draft of the resource pack to be consulted on	Final sign off of resource plan	Resource plan has been launched and the Local Offer is seeing an increase in web page 'hits'

young people, parents and carers	increased volume of hits on new pages				
Develop awareness raising / sharing plan	Plan results in higher volume of usage measured through analytics. Parent carers and children and young people report access to information useful through Local Offer feedback mechanism	N/A		The LA will write to all parents/carers promoting the Local Offer's function and benefits, as part of the annual review	Local Offer awareness raising / sharing plan is widely promoted and accessible
Improving the transition of young people from children's to adult health service	Shared Purpose vision statement  Co-designed Dynamic Action Plan (DAP)	In development	Scope out health pathways identified by stakeholders that require improved transition processes  DAP drafted in consultation with key stakeholders	Dynamic Action Plan co-created with outcomes and expected impact for the 2 focus areas agreed and published on the Local Offer.  Co-produced Communication and engagement plan to widely promote transition pathways to key stakeholders	DAP implemented with baseline evaluation qualitative and quantitative data analysis collected and initial evaluation of impact recorded.  Robust monitoring of DAP in place via the CCG Commissioning Contracts Teams with highlight reporting to the Children & Maternity Collaborative
	Training needs analysis completed to identify the baseline of training take up	In development	Training needs analysis completed	Training plan implemented.  Baseline data on selected workforce training and confidence collected.	Increase of selected workforce completing training.

	Agree percentage increase of uptake from baseline of staff completing training				Increase against baseline of workforce report they are confident about transitions in healthcare.
	Increase in uptake numbers of LD Annual Health Checks	17% (Jan 2022 14-17 years)	Refreshed baseline % for 14–25-year-olds to July 2022	Increase on baseline of at least 20%	Increase on baseline of at least 25%

## Annex B: Supporting Statement for the Accelerated Progress Plan

Factors accounting for insufficient progress	How are we addressing these
<p>During the inspection and following the revisit it was identified that leaders were not able to fully demonstrate the wider positive impact of what has been done through an improvement in outcomes for young people with SEND aged 18 and over, although it was agreed that some individual activities such as the delivery of a blended 5 day offer, are having a positive impact.</p> <p>It was recognised that this area was not as focussed and awareness of the weaknesses in this area amongst professional and partners was not effective enough to lead to coherent strategies to address this weakness fully.</p> <p>While this was a key focus area during the inspection, the impact of the Covid pandemic required Local Authority and CCG specialist resource to be diverted to ensure there was an appropriate level of response to support the specific needs of children and young people with SEND and keep them safe. This resulted in a shift of focus to utilise capacity to meet the needs of the crisis management environment created by the pandemic</p>	<p>Since the inspection and revisit we are continuing to develop and implement the SEND Sufficiency Strategy and SEND outcomes framework with a particular focus on 18-25 provision, led by the Joint Commissioning Operations Group.</p>
<p>The Inspection and subsequent revisit outlined that the local offer was still not reaching young people aged 18 or over. Despite increased focus on developing a communications programme and strategy to ensure that the Local Offer was more accessible the focus has been too directed at parents carers and young people aged under 18, meaning that there was a lack of focus on ensuring that the 18-25 cohort could</p>	<p>Despite the ongoing communications plan, the system acknowledges further improvements are needed to ensure the Local Offer is more accessible to parents, carers and young people over the age of 18. This has been built in as a key focus in the improvement plan.</p>

<p>access the information on the Local offer effectively, irrespective of the fact that improvements were made for other cohorts and groups.</p>	
<p>Health services have been established to support young people as they transition from childrens to adults' health care services but parents and health professionals believe there remains a cliff edge to provision.</p>	<p>Increased frequency of Preparation for Adulthood (PfA) Health Working Group from termly to monthly (i.e. from 6 to 12 per year) to build and sustain the energy to motivate and mobilise the quality improvement programme.</p> <p>Increased proportion of adult healthcare services and commissioner representation on the PfA Health Working group to ensure both children's and adult services are working in a consistent and systematic way to improve the experience of young people and their families.</p> <p>PfA Health Working Group will focus on developing the system approach to measuring improvement, improving communication and workforce knowledge and skills around supporting successful transitions.</p>
<p>During the inspection and subsequent revisit inspectors were informed by a focussed group of parents that there was a lack of effective support for young people with regard to their Preparation for Adulthood (PfA) needs.</p> <p>There had been staged improvements in the development of a 5-day blended offer for education, but the choice available for parents was not always seen as adequate, perhaps due to the difference in offer of post-16 provision.</p> <p>There is a greater need to support access to employment opportunities and the development of apprenticeships, although</p>	<p>A 'Preparing for Adulthood – Parents Guide' has been developed and will be actively promoted throughout the system, particularly by the Parent Carer forum.</p> <p>The LA, CCG and Parent Carer Forum will work together to collate a broader evidence base and support a wider reach utilising creative approaches to increase the impact for young people and their parents/carers across the PfA landscape.</p> <p>Commitment to establishing a wider parent / carer group network to ensure all voices have an opportunity to be heard.</p>



<p>on track, is not yet having the impact needed to improve outcomes in this area.</p> <p>While the LA and CCG agree more work needs to be done to improve the impact of this area.</p>	
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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 7</b>
<b>14 JULY 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Jonathan Lewis, Service Director Education People and Communities	
Cabinet Member(s) responsible:	Cllr Lynne Ayres - Cabinet Member for Children's Services, Education, Skills and the University	
Contact Officer(s):	Jonathan Lewis – Service Director (Education)	Tel. 01223 507165

**PETERBOROUGH SEND UPDATE: HUB PROVISION AND SERVICE PERFORMANCE**

RECOMMENDATIONS	
<b>FROM:</b> Jonathan Lewis – Service Director (Education)	<b>Deadline date:</b>
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <p>1. Note the report, comment on the elements of the report and request any further information on the areas outlined</p>	

**1. ORIGIN OF REPORT**

1.1 This report has been written by the Service Director (Education) at the request of the committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides an update on activity associated with the Peterborough SEND Hub.

2.2 This report is for the Children and Education Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph No. 2.1 Functions determined by Council:

Education, including

- a) University and higher education;
- b) Youth service;
- c) Careers; and
- d) Special needs and inclusion.

2.3 This report links to –

- Corporate priority:
  - Improve educational attainment and skills
  - To drive growth, regeneration and economic development
- Children in Care Pledge: Support children in care to have a good education.

### 3. TIMESCALES

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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### 4. BACKGROUND AND KEY ISSUES

4.1 The present network of Specialist Hubs was established in September 2016 following a detailed review of existing specialist provision, including the previous “Enhanced Resource Provisions” (ERPs). A EPR was a specialist base, on a school site, that was to support children with additional education needs. Whilst the outcomes from these provisions were positive, their offered had not been reviewed from the early 2000’s. The existing budget was maintained and reconfigured, with savings reinvested to open new hubs.

4.2 A service level agreement (SLA) was developed and agreed with the Hub settings, before it was signed by all participants for the 2016-17 academic year. The main body of the SLA was the same for all settings, with the specific arrangements for each specified in a separate schedule. The SLAs and a guaranteed level of funding were put in place for 3 years, i.e. until August 2019. The total budget for all hubs in 2018/19 was £1,909,000.

4.3 The original ERPs were hosted by four primary and four secondary schools. While there were changes at individual schools in the number of funded places and the level of top up funding, all eight schools remained involved. A further three schools (one nursery, one special and two secondary) were also added to the network of Hubs to produce the following configuration:-

#### Early Years and Primary Phase

	Ages	Type of need
Caverstede Nursery	EYFS	EY SEND
Middleton Primary	4-11	HI (hearing impaired)
Ormiston Meadows Academy	4-11	PD (Physical Disability)
Southfields Primary	4-11	SLCN (Speech Language and Communication Needs)
Welbourne Primary	7-11	Autism
Nene Gate Special School	8-11	SEMH (Social Emotional and Mental Health)

#### Secondary Phase

	Ages	Type of need
Arthur Meadows Village College	11-16	VI (Visual Impaired)
Jack Hunt	11-16	PD
Jack Hunt	11-16	HI
Nene Park Academy	11-16	Autism
Ormiston Bushfield Academy	11-16	SEMH
Queen Katharine Academy	11-16	SpLD (Specific Learning Difficulties)
St John Fisher	11-16	HI

4.4 The key difference between the new hubs and the previous ERPs was the development of a dual function:

- A Centre of Expertise role to support all mainstream schools to develop greater expertise and confidence (resilience) in meeting the SEND of their pupils locally. This was in the context of Peterborough having a higher proportion of its pupils with an Education Health and Care Plan (EHCP) in special schools, and a correspondingly lower proportion in its mainstream schools, than regional and national averages.

- A specialist provision role for a smaller number of pupils placed on the roll of the Hub School following an EHCP assessment.

- 4.5 The balance between Centre of Expertise work and specialist provision for children placed on the Hub roll through EHCPs has varied from school to school and has changed over time as the expertise of local mainstream schools has developed. A major change of emphasis has been Hub schools' centre of expertise role to support inclusive and whole-school approaches to SEN as well as on the specific type of need in the designation.
- 4.6 DfE national funding requirements meant that it was necessary for Peterborough to finance all Hub schools solely through an agreed number of notional places. This was not helpful because it resulted in some arbitrary allocations and a lack of clarity about the funding for its dual role. Fortunately, the DfE funding methodology has now changed, and from September 2019 it is possible to improve clarity by separately identifying for each school a lump sum for Centre of Expertise work and then funding a specific number of Hub places.
- 4.7 Each Hub has been supported by an identified LA Link Officer to:
- provide support, information and advice
  - facilitate effective two-way communication
  - ensure common approaches between Hubs and consistency of message to schools across the city
- 4.8 Progress over the 3-year span of the project has been evaluated with recommendations about the continuing development of the hub network. The SLA included a requirement for brief standardised termly and annual progress reports. and these have formed the basis of independent yearly evaluations in September 2017 and November 201 shared with Schools Forum.
- 4.9 On-going monitoring and annual reviews of the SLAs have shown a pattern of steady progress in developing expertise both in the Hub schools themselves and the mainstream schools that they support, so that there is increased confidence and willingness to meet the needs of pupils locally. Equally importantly, pupils placed in the Hubs have also made encouraging progress against their individual targets.
- 4.10 A new SLA has been agreed to cover the period from 2019-2024 with an initial 3-year guarantee of funding. This has also provided an opportunity to review the level and range of provision in response to changing patterns of demand. This has resulted in one Hub facility beginning a phasing out process (Jack Hunt's HI Hub) and in two additions to the Hub Network (Ken Stimpson for Autism and Marshfields for Complex Learning Difficulties), plus extension of the age ranges at Welbourne and Nene Gate.
- 4.11 This produces the following configuration (where the age range for commissioned places is different from the hub centre of expertise role, it is indicated in the final column): -

	Age range	Type of need	2019-2022 commissioned places
Caverstede Nursery	EYFS	EY SEND	0
Middleton Primary	4-11	HI	4
Ormiston Meadows Primary	4-11	PD	6
Southfields Primary	4-11	SLCN	6
Welbourne Primary	5-11	Autism	8
Nene Gate Special School	5-14	SEMH	10 (8-11 years)
Marshfields	7-11	LD	6 (9-11 years)
Arthur Meadows Village College	11-16	VI	0
Jack Hunt	11-16	PD	6

Jack Hunt	11-16	HI	3 (0 2020)
Ken Stimpson	11-16	Autism	<b>4 (6 from 2020)</b>
Nene Park Academy	11-16	Autism	10 (8 from 2020)
Ormiston Bushfield Academy	11-16	SEMH	0
Thomas Deacon Academy	11-16	SpLD	2
St John Fisher	11-16	HI	4
Totals	-	-	69 (66)

Table 2: 2019 to 2022 configuration

- 4.12 The SLA now includes a requirement that each school produces an annual Hub Action Plan, which would be developed during the first term of the 2019-20 academic year and could include suggestions from the local area. The school is also required to work in liaison with an LA Link Officer to provide regular data to monitor its impact on mainstream practice and outcomes for individual pupils.
- 4.13 When the Hub Network started operating in September 2016, the schools began their journeys from a variety of different starting points. The Jack Hunt School, for instance, had a long history of knowledge and experience with physical impairments whereas Arthur Mellows Village College Hub became a new hub from September 2017. Consequently, a priority in the first year of operation was to consolidate internal knowledge and practice and develop a coherent network of support across all schools in the city through the “Centre of Excellence” role.
- 4.14 As part of the SLA all Hubs complete an end of year report (“Schedule 2”) to identify: -
- How resources have been used over the previous year.
  - Areas of success to be celebrated
  - Attainments of pupils on roll (where applicable)
  - Achievements in the centre of expertise role
  - Proposed changes and priorities for development during the following academic year
- 4.15 This data, together with ongoing feedback from schools and other service users, has formed the basis for an independent annual evaluation report. This has been consistently positive, highlighting many examples of good practice and innovation.
- 4.16 Achievements in the first year included: -
- Establishing consistent admissions guidance for the LA Provision Panel.
  - Developing an effective working partnership between Link Officers and Hub staff.
  - Delivering a range of targeted training opportunities for specialist teaching and support staff both within the Hubs and their host schools.
  - Offering a wide range of advice and support activities to mainstream schools from both specialist and general SEN perspectives.
  - Creating a sense of belonging and learning from each other within the hub network alongside the already established SENCO network.
  - Ensuring that the children on hub rolls were able to make progress.
  - Using hub resources to develop and extend work with parents/carers and collaboration with Family Voice Peterborough.
- 4.17 The outcomes for pupils placed on the role of Hub schools typically included: -
- higher than average attendance rates
  - at least expected levels of progress in curriculum and achievement
  - high levels of positive behaviour
  - increased confidence and levels of inclusion and independence
  - increased parental involvement and levels of satisfaction.

- 4.18 A growing sense of coherence and collaboration between Hubs was developed through termly hub network half-day events to share expertise and develop common approaches.
- 4.19 As part of this consolidation process, a termly questionnaire was developed and agreed with all Hubs to collect more consistent information on the impact of their work with mainstream schools, children on roll, parents and other stakeholders. This data has been used in subsequent evaluations.
- 4.20 The service continued to develop well during Year 2, building on its initial success and responding to recommendations made in the initial evaluation report. Notable achievements included: -
- Further development of expertise within Hubs
  - Good progress by pupils on roll and positive engagement of parents/carers
  - Increased levels of training and support work in early years settings, mainstream and special schools across the city. These sessions involved both specialist expertise and more general SEND issues (e.g., audits of SEND provision). Some training events were co-produced with national/regional organisations such as the Autism Education Trust and Guide Dogs Association, whilst others involved local specialist services e.g. for hearing impairments and for speech and language.
  - Increased collaboration with SENCO networks and Family Voice Peterborough which independently represents the views of parents and young people.
  - Quality audits within individual Hubs and whole school SEND audits and initiatives across host schools. Hub schools generally have the highest “secure” ratings for whole school SEND provision in City-wide audits.
  - Improved communication through school websites, leaflets, the Local Offer and SENCO networks.
  - Effective support and monitoring of transfers from and into mainstream schools and the FE Sector.

### **Evaluation of 2018-19 Outcomes**

- 4.21 The centre of expertise role has continued to develop well over the final year of the initial Service Level Agreement, and the number of training events and contacts with schools, parents and other educational settings significantly exceeded those recorded in the previous year. Comparison of 2017/18 and 2018/19 impact measures data from each hub is summarised by phase in Appendix B, where the final column shows the overall percentage increase between those two academic years.
- 4.22 It should be noted that this data is likely to underestimate the full extent of Hub activity over the year as it was not always possible to capture this consistently through the termly Impact Questionnaires returned for analysis, given the numbers of staff and settings involved. It is clear from analysis of Schedule 2 Questionnaires that Hubs:
- can justify their use of resources
  - have a range of staff and pupil achievements to celebrate
  - have plans in place to continue and further develop their expertise and influence within the learning community.
- 4.23 All Hubs have conducted internal quality assurance reviews and all host schools have been through at least one whole school SEND audit. Several (e.g., Welbourne, Middleton, Queen Katharine and Jack Hunt) are involved in continuing programmes of peer review. Throughout the Hub network there is clear evidence of high levels of support for both staff and pupils in host-schools from their specialist Hub staff. Importantly this includes induction programmes for newly appointed staff.

4.24 Where recorded, the level of satisfaction expressed by those attending training courses has been consistently high and recent feedback from Ofsted CQC local area inspection on the role and function of Hubs has been very positive. A questionnaire was distributed to all schools and educational settings in September 2019 to gather more detailed information about the impact and perceived value of Hubs.

4.25 50% of questionnaires sent to school settings in September 2019 have been returned: analysis of feedback demonstrates that the Hub Network is valued and is having a positive effect upon inclusion and good practice in the City. Headline messages are that: -

- The majority of responses (70%) were made on behalf of schools by SENCOs. Other contributions included Headteachers (5%), Assistant or Deputy Heads (9%) or Assistant SENCOs (5%).
- 79% of respondents felt that Hubs are helpful or very helpful in meeting children's needs.
- 82% of respondents felt that Hubs are helpful or very helpful in promoting the knowledge and skills of staff.
- The most frequent forms of contact were visits to Hubs (26%), phone calls and emails (26%), training sessions (22%), visits from Hub staff (15%) and provision of resources (12%).
- 27% of respondents had attended one training event and 49% had attended two or more events.
- The number of children judged to have benefitted from Hub services in individual schools was as follows:
  - between 1 and 5: 53% of responses
  - 6 - 10: 18% of responses
  - 10 - 20: 7% of responses
  - 20+: 4% of responses

*No casework data is available to back-up these figures.*

- The most positive impact of Hubs was reported as sharing information and resources (20%), providing advice (19%), direct pupil support (15%) and training events (15%). Other key functions mentioned included supporting practitioners (11%), supporting assessments (7%), observation/modelling good practice (7%) and networking (6%).
- A number of suggestions for improvement were made. These included training and open events outside school hours (20%), forums and conferences to promote good practice (15%), better awareness and more targeted e-mail information about training events and follow-up (15%), more time and availability of staff to attend training (10%), greater coordination of training across Hubs and SENI Services (10%) and continuing recognition of the work of Hubs (10%).

4.26 An initial aim of the Hub development programme has been to build a robust and self-sustaining professional network that provides a coherent and readily accessible SEND service to school staff, pupils, and parents. This aim has been met in large degree and there have been numerous examples of sharing knowledge, expertise, resources and research across specialisms and the network as a whole. Good links have also been maintained with established SENCO networks who also have a key role to play in promoting inclusion and good practice. A successful one-day conference was held in February 2019, providing an important stimulus for further collaboration and development by Hub staff and SEND practitioners across the city.

4.27 Effective communication is critical for the successful delivery of any service and all Hubs have a presence in some form or another on their school website. However, there is still a great deal of variability in the form that this takes, and no common standards have yet been agreed. Consequently, each Hub has been offered a meeting with an experienced Local Authority Officer to review their website's strengths and areas for improvement.



- 4.28 At the heart of all the work of all Hubs, is the achievement of learners with SEN and/or a disability. Whilst the centre of expertise role has a widespread influence upon this throughout the city, for some pupils the answer lies in a specialist placement within a Hub or in a Hub school with very high levels of support from specialist staff. Whilst the numbers of pupils requiring such placements has reduced in recent years, the progress of those attending Hubs with an EHCP has been carefully monitored. This monitoring has included not only pupil achievement, but also the quality of their learning and social experiences. A regular feature of professional life in Hub schools is the “Learning Walk” where the Hub staff observe and work alongside mainstream colleagues to support and monitor practice. The result of this is that many Hubs report 100% of lessons attended by Hub pupils are good or better.
- 4.29 As in previous years the majority of pupils on Hub rolls are reported to have made progress against EHCP targets and in some cases to have met or exceeded expected progress against national targets. Attendance levels are high in all Hubs, with unavoidable physical difficulties being the main reason for absence. There are very few reports of behaviour difficulty and all pupils have as much inclusive experience as possible - either independently or with support according to individual needs.
- 4.30 The self-confidence and social achievement of pupils benefit from their Hub attendance and a number of significant personal achievements are reported. For instance, individual students have contributed to the Hub Network Conference and a review of the Local Offer, whilst others have acted as school ambassadors, contributed to school-student councils and in one case become Deputy Head boy. Planning and support for successful transition into the FE sector has also improved as the Hubs have become more established. Many examples are also given of participation in fieldtrips and after-school activities.
- 4.31 Numerous examples are given of efforts to engage parents and carers beyond their participation in annual reviews e.g. through coffee mornings, open-evenings, drop-in sessions, transition visits and family days. In at least three instances these have been organised jointly with voluntary organisations such as “Families First” (1) and “Family Voice Peterborough” (2) as was recommended in the September 2017 evaluation.
- 4.32 A Hub Action Plan was compiled following last year’s review. This is attached as Appendix 1 along with a summary of progress. All of the items raised have been addressed to some degree and those that need to be carried forward to next year are included below.

### **Evaluation Conclusion and Recommendations**

- 4.33 The Peterborough Hub Network was launched in September 2016 with the intention to help ensure that the needs of children and young people with complex SEN and disabilities should be effectively met in their local communities.
- 4.34 The available evidence of the last three years indicates that the Hub Network has made a significant contribution by enhancing confidence and expertise in settings across the City, and by providing high-quality targeted support for pupils placed in Hubs. The results of the recent questionnaire indicate that the network is engaged and appreciated across a broad range of school settings. Very specific data from Caverstede also demonstrates an extensive and highly regarded impact across 55 pre-school and early years settings in addition to its work with Infant, Primary and Special Schools
- 4.35 The Hub approach is innovative and continues to evolve, there is still work to do. Now they are consolidated, Hubs should play a key role in the implementation of the Joint Peterborough and Cambridgeshire SEND Strategy.
- 4.36 On the basis of the evidence available to date, the recommendations are that:
- (i) The Local Authority should continue to provide a clear leadership role in the promotion and continuing development of the Hub Network and should continue to monitor demography and demand for future places.

- (ii) Annual evaluations and termly returns of basic operational data should continue. As well as ensuring transparency, these provide an important means of identifying, celebrating and sharing good practice and innovation. They should also provide important information for future development needs.
- (iii) The Link Officer role should continue but with more coordination and moderation of data to ensure greater consistency and accuracy. This will be of particular importance following recent changes to the termly Impact Questionnaire from September 2019.
- (iv) A mechanism should also be agreed to ensure that there are appropriate links between SAMS officers and the work of Hubs with pupils both on and off their rolls.
- (v) Regular meetings of Hub and SENCO networks should continue to be facilitated, with some hubs being represented on the SENCO Network Steering group.
- (vi) Extending the Hub model to more schools should be investigated in relation to emerging demand and available funding.
- (vii) The review of website content should be completed, and a communication strategy (including common minimum standards) should be agreed.
- (viii) An updated Action Plan should be agreed to respond to key messages from schools' responses to the questionnaires and take forward lessons learned from the first three years of operation. This should include issues of communication and coordination across the Hub Network, SEND Support Services and other agencies (including the voluntary sector).
- (ix) There should be close scrutiny of transition in and out of Hub schools to develop and build on good-practice case studies. This should include transition into the FE sector.
- (x) There should be further investigation of the outcomes of Hub interventions in mainstream settings, so that there is better tracking of the impact of those interventions on individual pupils/whole school practice.
- (xi) Engagement with parents and voluntary organisations should be further developed to ensure effective coproduction and partnership working.

### **Hub review – April 2020- August 2021**

4.37 COVID 19 had a significant impact on the development of the SEN Specialist hub approach and for this reason an addition to the earlier paper has been produced below rather than a new report.

- 'Hubs' were able to maintain the delivery of training during this period on a virtual basis. Feedback around training continues to be very positive.
- The hubs organised and delivered a very successful virtual hub conference week in June 2021, with all hubs delivering at least one raining sessions on a board range of subjects to mixed audiences, to include, parents, education staff, governors, health professionals and others.
- The ability to provide support through 'on site visits' or allowing observations to model good practice was, and continues to be, curtailed but there have also been innovations that hubs have been able to share with the support of colleagues from central SENI services.
- The restriction of some usual hub practices allowed for the further development of the hubs own areas of interest and expertise through a variety of virtual training courses.
- Appendix D provides details of training and feedback during this period.
- The number of specialist placements during this period remained steady although the re-designation and extension of the of the age range at Marshfields Special School allowed

for hub placements to be incorporated into school place numbers. Marshfields however remains 'a centre of expertise'.

- New hubs established in 2019 have been successful and the ASD provision at Ken Stimpson was able to expand numbers to 6 as planned. There is the potential to increase this to 8 places but this will only be with the agreement of the school and as circumstances allow.
- An additional hub at St Michael's Church school was introduced in 2020 with an area of interest in SEMH and nurture, the hub has started with a centre of expertise only role, with a view to possible pupil placements at a later stage. St Michaels has had a keen interest in nurture approaches within education and has gained accreditation and developed experience in this field.
- By mutual agreement the specialist hub at OBA will close in March 2022. The hub has enabled the school to promote a model for providing a bespoke curriculum and support for young people with SEMH so that they can be maintained in school as well as delivering training to schools. Our thanks to OBA for all of their support in promoting inclusive practice for children and young people in challenging situations.
- The change to a dual designation at St John Fisher (HI/VI) has proved successful and the growth in the number of CYP with significant needs in these areas now being educated in mainstream schools with the support of the hubs and central LA services is testament to the success of the approach.
- The number of CYP in Peterborough accessing special schools has been traditionally high but the current numbers are more in line with national averages.
- The hubs continue to at the centre of Peterborough's approach to inclusion. The support and training offered through the hub approach enables the message to be heard more widely and provides a valuable addition to the small specialist SEN core team in the LA. Investing in schools and their expertise, has proved a cost effective and powerful way of promoting an inclusive approach to SEND in Peterborough settings.

### **Forward planning – 2022/23**

- 4.38
- The main presenting need in Peterborough continues to be ASD. Whilst the city has a specialist ASD school, the LA believes that the majority of CYP with an ASD diagnosis can be taught in mainstream school with appropriate support. A further secondary and primary ASD hub is proposed to support understanding and delivery of best practice and provide placements for CYP who experience difficulties in accessing their mainstream classroom despite the appropriate support on offer. These placements may be short term in some cases and CYP placed in hubs will ultimately spend the majority of their time in mainstream classes. As with previous expansions, expressions of interest will be sought from Peterborough schools to take this forward.
  - The LA will appoint a new 'hub coordinator' (funding will be from current staffing budgets) to ensure the development and completion of reports tracking outcomes of the hub approach to inform future developments. The coordinator will also be responsible for maintaining the SLA with schools.
  - The number of core specialist staff providing link support to hubs will be extended and their remit will be to support the development of skills and knowledge around the hubs area of specialism. They will work in partnership with schools and ideally provide a number of days 'on site' each term to support hub development. They will have less involvement in the administrative requirements of the SLA which will be covered by the new 'hub coordinator' post.
  - A recent review of 2019-2024 SLA agreement, in accordance with the initial 3<sup>rd</sup> years of guaranteed funding, is near completion, this has provided an opportunity for the LA to identify hubs which are well placed to further support the hub development approach. 4

of the hubs have adopted a hub plus role and as such will work in greater depth with the new Hub co-ordinator to enable all hubs to develop greater practical support to schools through their centre of expertise roles

## Service Updates 2022

- 4.39 A new SEND Hub Coordinator and School Support role has been created to support the development of the SEND Hub Network. This is a qualified teacher post and the appointment was made in May 2022, in line with our 'Forward Planning 2022-2023'.
- 4.40 The initial focus of this role will be working with our SEND Hubs and supporting the strategic development of our new SEND Hubs across Peterborough to support children and young people access education within their local community.
- 4.41 The SEND Hub Co-ordinator role will also contribute towards the development of SEND knowledge and resilience within our Peterborough communities and settings so that children and young people with SEND have access to a learning environment that enables them to achieve and prepare for adulthood. This post will also allow for greater depth of tracking impact of our SEND Hubs to inform future developments.

## 4.42 SEND Hub Numbers

Setting	Type of Need	Number of commissioned places 2021/22	C/YP With a SEND Hub place via SEND Panel 2021/22	Number of commissioned places 2022/23	Notes All Hubs receive £45k for Centre of expertise. £15k for Hub+
Caverstede Nursery School	Early Years	0	0	0	Centre of expertise (CE) only
Marshfield's School (Hub+)	Learning Disability	0	0	0	CE
Jack Hunt School	Physical Disability	6	5	6	CE and offers places
Ken Stimpson Community School	Autism	6	6	8 in September 2022 / (possibly 10 Jan 23)	CE and offers places
Middleton Primary School (Hub+)	Hearing Impairment	4	4	7	CE and offers places
Nenegate Special School KS2 places	Social, Emotional and Mental Health	12	12	10 in September 2022/23	CE and offers places
Nene Park Academy	Autism	8	6	8	CE and offers places
Ormiston Meadows Academy (Hub+)	Physical Disability	6	1	6	CE and offers places
St John Fisher Secondary School (Hub+)	Hearing Impairment	4	3	6	CE and offers places
St Michael's Church School	SEMH/Nurture	0	0	0	CE only but will offer places from Sept 2023

<b>Southfields Primary School (Hub+)</b>	Speech and Language Communication Needs	6	2	6	CE and offers places (reduce places from 2023 to 5)
<b>Thomas Deacon Academy</b>	Specific Learning Difficulties /Dyslexia	2	1	2	CE and offers places
<b>Welbourne Primary School</b>	Autism	8	7	8	CE and offers places
<b>Total Commissioned/ filled places</b>		<b>62 2021/22</b>	<b>47 Filled Places 2021/22</b>	<b>67 2022/23</b>	
<b>Allocated Funding for a Primary ASC SEND Hub from September 2022</b>				6	Still in discussion with settings, to be confirmed
<b>Allocated Funding for a Primary ASC SEND Hub from September 2022</b>				6	No current secondary settings expressed an interest

## SEND SERVICE PERFORMANCE

### 4.43 New Head of SEND & Inclusion Services

Emma Harkin has been recruited into the role of Head of SEND & Inclusion for Peterborough. The interview process included panels from parent carers, young people, head teachers and SENCo's and Emma came through as the strongest candidate from within a very strong field. Emma is an experienced Head of SEND services and started with PCC on 13<sup>th</sup> June 2022.

### 4.44 Local Context

<b>Total estimated population in Peterborough</b>
204,500 (mid 2019)
<b>Estimated number of 0-25 year olds</b>
68,645 (2020)
<b>Children &amp; young people requiring SEN Support</b>
6933 10.1%
<b>Children &amp; young people with an Education, Health &amp; Care Plan</b>
2260 3.3% - compared to 3.4% in 2020/21 with the national average being 3.7%

4.45 There are currently 2,260 EHC plans maintained by PCC, all of which are reviewed annually. Between January and May 2022, we communicated an average of 93% review outcomes to parent/carers within two weeks of receiving the review documentation from education providers.

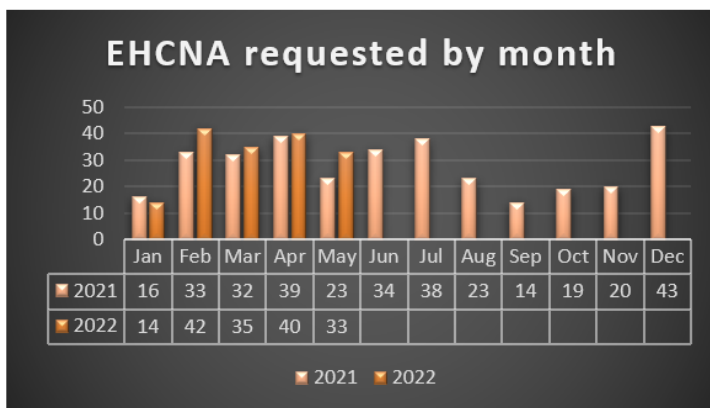
4.46 The 15<sup>th</sup> February is the national statutory deadline for year 2 leavers & year 6 children to have had their EHC Plans reviewed, updated and finalised naming the September 2022 placement. 31 March is the national statutory deadline for school leavers.

4.47 Phase transfer performance:

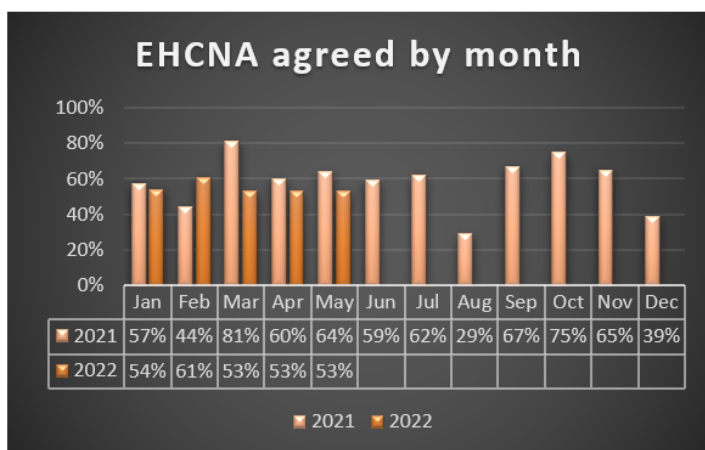
- Year 2 leavers finalised naming primary transfer by deadline = 100%
- Year 6 finalised naming secondary transfer by deadline = 88%
- School leavers finalised naming post 16 provision by deadline = 87%

4.48 Peterborough is experiencing an increase in applications for Education Health and Care Needs Assessments (EHCNA) which is in line with regional and national trends. The following graphics provide a summary of current activity levels:

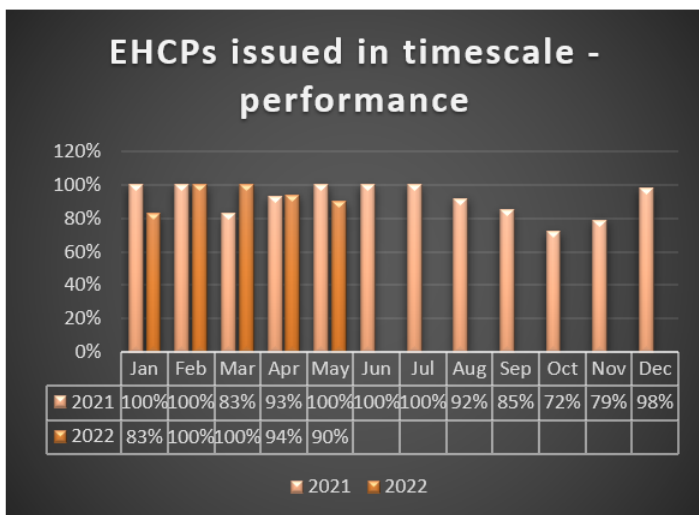
4.49



A total of **164** requests for assessment have been received between January and May 2022, compared to 143 for the same period last year, with a total of 334 for the whole of 2021. This continues to reflect the national long-term trend of increases.



During 2021, PCC agreed to assess an average of 62% following requests for needs assessments.



PCC average during 2022 = 94%

PCC average during 2021 = 92%

National average during 2021 = 60%

**Risk:** shortage of EPs will affect the timeliness of reports being received which will further impact on timescale performance.

4.50 The SEND Service teams continue to provide a good rate of compliance, which is above the national average and has stayed over 90%. This may be challenging to maintain as we have some vacancies in our Education Psychology Service due to maternity and absence. Recruitment is underway, but as demand rises the pressures on this service increases. Close monitoring of this situation will continue.

## Joint SEND Strategy – SEND is Everybody’s Business

- 4.51 Phase One of our Joint SEND strategy is near completion, so the following is a detailed outline of outcomes and progress measures demonstrating how much we have been able to achieve since the introduction of the strategy.
- 4.52 Phase Two focus areas will be agreed following a conference on 12 July 2022 (face to face) and several online events to ensure that we maintain the level of stakeholder co-production and engagement, that has led to such positive outcomes.
- 4.53 Phase Two will change in approach towards strategic action planning. The SEND partnership groups that monitor and support the progress of the strategy agreed that there needs to be an ongoing joint focus for the themes of the SEND strategy, and with this joint focus opportunities for joint working will continue, however, the focus areas and context for Peterborough and Cambridgeshire are different and therefore need individualised strategic action plans. The focus of the conference and virtual forums will be to agree the focus areas and links to the Accelerated Progress Plan will form a key part of Peterborough’s Phase Two approach.
- 4.54 Phase One Overview:  
In 2019, Peterborough’s parent carers, young people, and professionals from across health, the local authority, schools and settings, social care, and the voluntary and community sector worked together to agree a shared vision for Cambridgeshire’s children and young people 0-25 years with special educational needs and disability.

Peterborough and Cambridgeshire developed a Joint Cambridgeshire and Peterborough Special Educational Needs and Disability Strategy (2019-2023)

'SEND (Special Educational Needs and Disability) is everybody's business'

We listened to what people said they wanted for children and young people with SEND 0-25 years and identified three main themes.

### 1. SEND is everybody’s business

- We want the vision of the special educational needs and disability strategy embedded into the practice of everyone who works with children and families in ways that strengthen families.

### 2. Identify and respond to needs early

- From the earliest point, we want all of a child’s or young person’s needs considered. We want everybody to work together in a joined-up way.

### 3. Deliver in the right place at the right time

- We want to improve outcomes for children and young people by making best use of resources and a graduated response.
- We want high quality local support and provision

- 4.54 A five-year plan was developed to set out how we will work together to achieve our vision. For Peterborough, the five-year plan also takes account of the Written Statement of Action that followed the Local Area Special Education Needs Inspection by Ofsted and the Care Quality Commission in 2019.

### 4.55 Phase One plan

Our original intention was to address the agreed priorities over a five-year period. Due to the pandemic, in 2020 we were forced to react quickly to support our communities and keep them safe from the risks of COVID 19. During this period, the rate of change within special educational needs and disability was incredible. It became apparent that a five-year plan was no longer appropriate to meet the speed of change, so we agreed to shift our focus to a phased approach.

The phased approach enables us to maintain our view on all the elements of the co-produced strategy, and on an annual basis select the most relevant areas on which to focus. This ensures we are flexible and meet needs in a fast-changing landscape.

We agreed the Phase One priorities with parent carers and young people reps through our multi-disciplinary special educational needs and disability partnership groups. Phase Two will be launched in Summer 2022.

#### 4.56 **Theme One: SEND is Everybody's Business**

##### **Priority one: The Local Offer (Information about provision)**

###### **So far, we have:**

- Changed the name of the online Local Offer to the Special Educational Needs and Disability (SEND) Information Hub and people tell us this is clearer
- Clarified the SEND Information Hub landing page and agreed a new icon for 'Getting Help'.
- Moved school facing information to the education LearnTogether pages. It is still accessible to parent carers and young people.
- In co-production with Family Voice, Peterborough's parent carer forum, we reviewed and updated the information on health and the preparing for adulthood good health page
- Ensured that a new 'support, advice and information for carers and parent carers' page was co-produced
- Created a new easy read page about technology and gadgets
- Undertook a full accessibility audit to ensure that the website accessibility legislation is complied with.

###### **So, what measurable difference has it made to children and young people?**

- The Local Offer website was renamed the SEND Information Hub on 3 December 2021. There was an increase of 19% website page views when comparing views since inception to 14 March and for the same period last year when the website was still named Local Offer.
- The new landing page icon of 'Getting Help' makes it clearer where to start the journey. There have been 48 views from 23 August 2021 to 14 March 2022. The average time spent looking at the page is 3 minutes.
- Moving information for professionals to a different site means that there is less information to work through and what remains is more targeted.
- The pages on health are now much more comprehensive, and easier to find information on services.
- It is easier for parent and carers to find support for themselves on the new page
- Information on assistive technology is now more accessible for young people.
- The information on the Special Educational Needs and Disability Information Hub is now much more accessible for people with disabilities.

#### 4.57 **Priority two: Communication**

###### **So far, we have:**

- Established a SEND communications group to bring people together to influence communication decisions from the start
- Co-produced an all-age autism strategy
- Regularly produce a SEND newsletter
- Regularly publish 'You Said, We Did' on the SEND Information Hub (Local Offer)
- Distributed postcards and posters about the SEND Information Hub to primary and secondary schools, pre-schools, libraries, doctors, dentists, opticians, family centres, youth centres, soft play centres, theatres, and leisure centres
- Developed a suite of SEND Fact Sheets
- The new Education, Health, and Care Plan (EHCP) forms were uploaded including an easy read version of the form to request at education, health, and care plan



- The Local Offer feedback option has been moved to the top of the page to make it more visible and accessible

**So, what measurable difference has it made to children and young people**

- Children and young people are now more aware of the existence of the SEND Information Hub (Local Offer) through the newsletter, postcards, and posters
- The SEND fact sheets can be easily printed off for parent, carers and young people to use
- The easy read form to request an education health and care plan makes the process more accessible to parent and carers with learning disabilities

4.58 **Theme Two: Identify and respond to needs**

**Priority one: Identify and respond to needs early**

**So far, we have:**

- Monitored referrals to Early Support and found no significant reduction during Covid.
- Set up a working group for an employment pathway (under special educational needs and disability preparation for adulthood group)
- Ensured that SEND managers are represented in Best Start in Life Board and that SEND specific targets are included in the outcomes framework. These align with the 5-25 outcomes framework underpinning Strong Families, Strong Communities.
- Ensured that the autism strategy clearly sets out the Local Authority and Health statutory duty and that it has a five-year plan on how it will be achieved
- Delivered 'Steps Train the Trainer' to Education Improvement Officers and Early Help colleagues

**So, what measurable difference has it made to children and young people?**

- Despite Covid there was no significant reduction in referrals to Early Support at 0-5 years old

4.59 **Priority two: Legal compliance**

**So far, we have:**

- Ensured that Peterborough is on track with the Education, Health, and Care Plans (EHCP) improvement plan for 2021 -22 which is monitored via fortnightly meetings
- Ensured that 100% of psychological advice captures the child's voice in a developmentally appropriate way
- Put in place audit processes as per the quality assurance framework.
- Level 1 quality assurance of Education, Health and Care advice indicates that the quality assurance process is driving service improvement.
- EHCP audit report July 2021 shows improvements in EHCPs compared with a similar audit in September 2020.
- Recruited a new officer to lead on development of new data systems to improve efficiency and accuracy
- Coproduced forms to request an assessment of need for an ECHP. We have also completed an easy read version.

**So, what difference has it made to children and young people?**

- Timescales for decision making around statutory reviews are now compliant but the processing of amended plans whilst much improved, is not yet at 75% or above. The review backlog, however, has been removed. The service is likely to have up to 350 reviews 'in process' at any given period and has not exceeded this in the 2021-22 academic year so far.
- Analysis of a termly audit shows improving grades for education, health, and care audits at levels 1 and 2 of the audit frameworks

4.60 **Priority three: Role of the Designated Clinical Officer**

**So far, we have:**

- Significantly invested in the children’s commissioning team. It now comprises of a special educational needs and disability health lead, commissioning support managers, administrative support, a children’s continuing care nurse assessor, a transforming care engagement support worker and a children’s commissioner.
- Started to improve pathways into the acute hospital to support people with learning difficulties /autism and to support the use of health passports.
- Carried out a successful promotion campaign of annual health check for young people 14- 17 years old with learning difficulties to increase uptake. This included posting accessible information on the local offer website and updating the Education Health and Care Plan (EHCP) annual review template for professionals to include a question on whether the child has had their annual health check

**So, what measurable difference has it made to children and young people?**

- From April 2021 to December 2021 there was an increase in the uptake of annual health checks for 14–17-year-olds across Cambridgeshire and Peterborough.

Table 1: Uptake of annual health checks for 14-17 years old

Uptake %	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
No. GP Practices	82	82	82	82	82	82	82	82	82
0%	55	60	56	53	50	45	41	40	34
<25%	4	7	7	9	10	9	9	9	8
25-50%	1	2	6	7	9	14	14	13	15
50-75%	1	1	1	1	1	2	6	6	10
>=75%	0	0	0	0	0	1	1	3	4

4.61 **Priority four: Provision and opportunities for young adults 18-25 years**

**So far, we have:**

- Put in place a multi-agency transitions panel to support at key transition points. There is attendance from health, education, social care, commissioning, special educational needs and disability and finance services.
- Established a Preparation for Adulthood Steering Group to coordinate activities.
- Appointed a senior project manager to support ‘Changing the Conversation’ with families by skilling up social work staff, undertaking monthly Preparation for Adulthood huddle groups. This provides information to share with families about community-based support networks and ensuring all plans include Preparation for Adulthood outcomes.
- Included planning for the future and outcomes related to preparing for adulthood in the Education, Health, and Care Plan (EHCP) audits
- Worked with Family Voice, Caring Together and SEND professionals to pull together in one place useful information, and resources about community facilities that support parents and carers.
- Established a working group with Children’s Social Care, a representative from the Children’s Continuing Care Team and the Adult Continuing Care Team with the remit to improve social workers understanding about the different health processes between children’s and adults, so they in turn can support families with these processes.
- Designed a part time timetable process to improve monitoring and quality assurance of reduced timetables, which are communicated to parents, so they fully understand both the arrangements and the implications. We have reviewed these regularly with a clear aim to returning to a full timetable within the shortest timeframe possible.
- Used the Behaviour Team as gatekeepers to ensure that reduced timetables are seen as a short-term tool and that there is a clear rationale for instigating them.
- Through discussions with senior leaders in schools we have ensured all reduced timetables are appropriate and individualised. All students/pupils on a reduced timetable appear on the alternative provision register for the school and have a detailed Individual

Alternative Education Plan (IAEP) that has clear review dates and targets for each student to resume full time educational provision in the shortest timeframe possible.

- Invested in an adult diagnostic pathway for autism especially for pre and post diagnosis support and transitions.
- Northwest Anglia Foundation Trust have recruited a paediatric transitions co-ordinator to support children and young people aged 11-25 years to access acute children's health services at Peterborough City Hospital with their transition to adult health services.
- Children's' Community Services have recruited to a new post children's community nurse discharge liaison and transitions lead (Sept 21).

#### **So, what measurable difference has it made to children and young people?**

- Peterborough fixed-term exclusion rate was 6.01 – over national rate. The permanent exclusions data was 0.19 which was double the national rate. The Department of Education's latest data suggests we have seen a reduction in Peterborough, but action is still required to further improve rates.
- From November 2021 till February 2022, we have heard 403 cases at Behaviour and Inclusion Panel, 90% of these cases have been successful in not being turned to permanent exclusions.
- Due to Covid-19 and work placements not going ahead at our colleges 2020-2021, learners did not gain employment. Subsequently, some returned to the programme and a third of young people have now gained paid employment.

### **4.62 Theme Three: Deliver at the right time in the right place**

#### **Priority one: Joint planning and commissioning**

##### **So far, we have**

- Developed a range of datasets including sufficiency data and forecasts
- Completed an autism needs assessment for people with autism
- Developed a commissioning sufficiency strategy
- Kept the SEND partnership boards and executives up to date on the extent to which services are meeting needs and commissioning gaps are being closed
- Created a joint commissioning autism toolkit as part of the joint Commissioning workstream of the autism strategy development. The autism toolkit is used when commissioning or recommissioning services.

#### **So, what measurable difference has it made to children and young people?**

- Studied what the data tells us about the provision we have across Peterborough and identified any gaps. We have identified what provision we are likely to need in the future as the population of the county grows and changes and developed a SEND Transformation Placement and Sufficiency Strategy plan to address these changes
- Completed an assessment of what we need for children and young people with Autism. In partnership with Cambridgeshire, we have produced an Autism Toolkit which is used to commission or recommission new children's and adult's provision.
- Set up a Complex Needs Board to enable multi-agency discussions on solutions to meet the needs of those with the most significant need and at risk, particularly those in hospital settings.
- Identified flexible packages and jointly commissioned solutions for vulnerable groups.

### **4.63 Priority two: Quality assurance of special educational needs and disability provision**

##### **So far, we have**

2. Ensured that the Joint Commission Health and Care Board (JCHCB) brings together commissioners from all agencies, including the Local Authority, Children's Commissioning Group (CCG) and Public Health to ensure that SEND is considered in all joint commissioning arrangements, monitoring, and review. We will include an outcomes framework that demonstrates the performance of all jointly commissioned services.
3. Developed a toolkit for ensuring joint commissioning is seamless and understood by all agencies, including funding, governance, service agreements and principles.

4. Ensured that the SEND pledge encourages and enables the Joint Commissioning Health and Care Board and operational groups to sign up to the principles of the special educational needs and disability strategy and aid inclusion.
5. Ensured that the autism toolkit enables non-special educational needs and disability contracts to self-evaluate their performance for children and young people with autism.
6. Set an expectation that all service plans and reports to show evidence of their monitoring of impact and outcomes for children and young people with special educational needs and disability and their families.

**So, what measurable difference has it made to children and young people?**

- By November 2021, 375 schools across Cambridgeshire and Peterborough have signed up to the SEND Pledge.
- Children's Commissioning are working with both Peterborough Special Schools and Peterborough Mainstream Schools to facilitate access to the Integrated Community Equipment Service (ICES), ensuring consistent access to specialist equipment following assessments of needs in relation to Occupational Therapy and Physiotherapy in Education Settings. So far, 1 Peterborough Special School has signed up and they have utilised the ICES to ensure several pupils, previously waiting for equipment, now have access and are able to engage with Education. Children's Commissioning are continuing to work with other settings to ensure this arrangement can be extended.

**5. CONSULTATION**

- 5.1 Reports for the activity of SEND performance and the activity and outcomes from the HUBs are scrutinised by the SEND Partnership Group. This is an operations group that is attended by a multi-disciplinary team of stakeholders from across education, social care, health and parent and young people forums. The Partnership Group feeds into the Joint SEND Strategic Board and the Joint SEND Executive.

**6. ANTICIPATED OUTCOMES OR IMPACT**

- 6.1 SEND HUBs will increase provision for ASD children and young people and the introduction of a dedicated HUB co-ordinator role will enable the provision to be fully supported and outcomes to be monitored regularly to ensure that provision continues to provide value for money and promote the best outcomes.
- 6.2 SEND Performance is stable and continues to be higher than regional and national performance, however, further improvements still need to be the focus for the service as we support ambitious and continued effectiveness
- 6.3 The Joint SEND Strategy has achieved a great deal during Phase One. Phase Two will provide greater impact for a more targeted framework of support for PCC and will directly support the work being undertaken as part of the Accelerated Progress Plan, while maintaining a key aspect of co-production with children and young people, families and all stakeholder partners.

**7. REASON FOR THE RECOMMENDATION**

- 7.1 We value the scrutiny committee's feedback on this report to continue to ensure we deliver good outcomes for children and young people with SEND.

**8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 Not applicable as the Local Area is required to submit an Accelerated Progress Plan.

**9. IMPLICATIONS**

**Financial Implications**

- 9.1 None

### **Legal Implications**

9.2 None

### **Equalities Implications**

9.3 None

### **Rural Implications**

9.4 None

### **Carbon Impact Assessment**

9.5 There has been no direct impact as a result of this report. Individual projects which may have an environmental impact will be considered through their normal governance arrangements.

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

11.1 Appendix 1

[Joint SEND Action Plan Phase 1.pdf](#)

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 8</b>
<b>14 JULY 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer Charlotte Cameron, Democratic Services Officer	Tel. 01733452508 07870153052

**REVIEW OF 2021/2022 AND WORK PROGRAMME FOR 2022/2023**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Director of Law and Governance	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Considers items presented to the Children and Education Scrutiny Committee during 2021/2022 and makes recommendations on the future monitoring of these items where necessary.</li> <li>2. Determines its priorities and approves the draft work programme for 2022/2023 attached at Appendix 1.</li> <li>3. Notes the Terms of Reference for this Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions and in particular paragraph 2.1 item 1 Children and Education Scrutiny Committee as attached at Appendix 2.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Committee on behalf of the Director of Law and Governance.

**2. PURPOSE AND REASON FOR REPORT**

2.1 To provide the committee with a review of the work undertaken during 2021/2022 by the Children and Education Scrutiny Committee and to consider if further monitoring of these items is required.

2.2 To determine the committee's priorities and approve the draft work programme for 2022/2023 attached at Appendix 1.

2.3 To note the Terms of Reference for this Committee attached at Appendix 2.

2.4 This report is for the Children and Education Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4, Overview and Scrutiny Functions, paragraphs 2.1, and 3, Specific Role of Overview and Scrutiny, sub paragraphs 3.1, 3.2 and 3.3.

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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#### **4. BACKGROUND AND KEY ISSUES**

4.1 The Children and Education Scrutiny Committee was established by Council at its meeting on 12 October 2016.

4.2 During 2021/2022 the Children and Education Scrutiny Committee scrutinised the following items:

##### **Information / Update**

- Co-opted member Report
- Review of 2020/2021 and Work Programme for 2021/2022

##### **Monitoring/Calling to Account**

- Service Director and Portfolio Report: Children and Safeguarding
- Design for Fire Safety in Schools
- Peterborough Sufficiency Statement
- Annual Children's Social Care Statutory Complaints Report 2020/2021
- Annual Report of Peterborough Virtual School for Children in Care 2019-2020
- Children's Mental Health Services
- Service Director Report, Education incorporating the Portfolio Progress Report for the Cabinet Member for Children's Services, Education, Skills and the University
- Youth Offending Service
- Report on the Work of the Corporate Parenting Committee 2020/21
- Cambridgeshire and Peterborough Safeguarding Children Partnership Board Annual Report 2020-2021
- New University of Peterborough

##### **Policy / Plans / Consultation**

- 4.3
- Update on Written Statement of Action and Joint SEND Strategy

##### **Call in.**

4.4 None.

##### **Joint Committees**

- 4.5
- Joint Scrutiny of the Medium-Term Financial Strategy 2022/23 to 2024/25 - 17 November 2021
  - Joint Scrutiny of the Medium-Term Financial Strategy 2022/23 to 2024/25 - 9 February 2022

##### **Task & Finish Groups**

4.6 None.

#### **5. WORK PROGRAMME 2022/2023**

5.1 The Committee is asked to consider the work undertaken during 2021/2022 and make recommendations on the future monitoring of any of these items where necessary.

5.2 In preparing a work programme for 2022/2023, the Committee is requested to consider its functions as set out in the terms of reference attached at Appendix 2 - Part 3, Section 4, Overview and Scrutiny Functions and Terms of Reference.

5.3 A draft work programme which shows the items identified for scrutiny at the Annual Work Programming Session held on 23 June 2022 is attached at Appendix 1 for consideration.



## **6. CONSULTATION**

6.1 N/A

## **7. REASON FOR THE RECOMMENDATION**

7.1 To ensure the Scrutiny Committee fulfil the requirements as set out in the terms of reference attached at appendix 2.

## **8. IMPLICATIONS**

### **Financial Implications**

8.1 None

### **Legal Implications**

8.2 A review of last year's priorities, acting upon lessons learnt and continuous improvement and approval of the coming year's Scrutiny priorities providing a planned and focussed approach to the work of Scrutiny, is in keeping with good governance.

### **Equalities Implications**

8.3 None

### **Rural Implications**

8.4 N/A

## **9. BACKGROUND DOCUMENTS**

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

9.1 Minutes of the meetings of the Children and Education Scrutiny Committee held on: 15 July 2021, 6 September 2021, 18 November 2021, 20 January 2022,

9.2 Minutes of the Joint Scrutiny of the Budget meetings held on: 17 November 2021 and 9 February 2022.

## **10. APPENDICES**

10.1 Appendix 1 – Draft Work Programme 2022/2023  
Appendix 2 – Part 3, Section 4 – Overview and Scrutiny Functions

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## Children and Education Scrutiny Committee Work Programme 2022/23

Updated: 30 June 2022

Meeting Date	Item	Indicative Timings	Comments
<b>Meeting date: 5 July 2022</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecile Booth</b>		
<b>Meeting date: 14 July 2022</b>  Draft report deadline: 27 June Final report deadline: 4 July	<b>Appointment of Co-opted Members 2022-2023</b>  <b>Contact Officer: Paulina Ford</b>		
	<b>Update On Lasend Accelerated Progress Plan Submission</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>Peterborough SEND Update: Hub Provision and Service Performance</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>Review of 2021/22 and Work Programme 2022/23</b>  <b>Contact Officer: Paulina Ford</b>		
	<b>Forward Plan of Executive Decisions</b>  <b>Contact Officer: Paulina Ford</b>		

<b>Meeting date: 8 September 2022</b>  Draft report deadline: 19 August Final report deadline: 26 August	<b>Service Director Report, Children's and Safeguarding</b>  <b>Contact Officer: Nicola Curley</b>		
	<b>Best Start in Life Strategy Update Report</b>  <b>Contact Officer: Raj Lakshman</b>		
	<b>Household Support Fund</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan of Executive Decisions</b>		
	<b>Work Programme 2022/2023</b>		
<b>Meeting date: 13 September 2022</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecile Booth</b>		
<b>Meeting date: 2 November 2022</b>	<b>Service Director Report, Education and Cabinet Member for Childrens Services and Education, Skills and University Portfolio Progress Report</b> <b>Contact Officer: Jonathan Lewis</b>		

Draft report deadline: 14 October Final report deadline: 21 October	<b>Children Services Complaints Annual Report</b>		
	<b>Contact Officer: Belinda Evans</b>		
	<b>Annual Report of Peterborough Virtual School for Children In Care 2021-2022</b>		
	<b>Contact Officer: Dee Glover</b>		
	<b>Home-school Transport Policy</b>		
	<b>Contact Officer: Fran Cox</b>		
	<b>Monitoring Recommendation Report</b>		
<b>Forward Plan of Executive Decisions</b>			
<b>Work Programme 2022/2023</b>			
<b>Meeting date: 12 January 2023</b>  Draft report deadline: 16 December Final report deadline: 23 December	<b>Service Director Report, Children's and Safeguarding and Cabinet Member for Children's Services and Education, Skills and University Portfolio Progress Report</b>		
	<b>Contact Officer: Nicola Curley</b>		
	<b>Corporate Parenting Annual Report</b>		
	<b>Contact Officer: Ricky Cooper/Jenny Goodes</b>		
<b>Cambridgeshire and Peterborough Safeguarding Children Board Annual Report</b>			
<b>Contact Officer: Joanne Proctor</b>			

	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan of Executive Decisions</b>		
	<b>Work Programme 2022/2023</b>		
<b>Meeting date: 23 January 2023</b> <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b> <b>Contact Officer: Cecilie Booth</b>		
<b>Meeting date: 8 March 2023</b> Draft report deadline: 17 February Final report deadline: 24 February	<b>Service Director Report, Education</b> <b>Contact Officer: Jonathan Lewis</b>		
	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan of Executive Decisions</b>		
	<b>Work Programme 2022/2023</b>		

## Section 4 – Overview and Scrutiny Functions & Terms of Reference

### 1. OVERVIEW AND SCRUTINY COMMITTEES

1.1 The Council has appointed the following Overview and Scrutiny Committees to carry out those functions under Sections 9F to 9FI of the Local Government Act 2000, as amended by:

- (a) Section 19 of the Police and Justice Act 2006 in relation to the scrutiny of crime and disorder matters;
- (b) Section 244 of the Health & Social Care Act 2012 in relation to health matters; and
- (c) Section 22 of the Flood Risk Management Act 2010 in relation to flood risk management.

### 2. TERMS OF REFERENCE

2.1 Council has established the following Scrutiny Committees and they shall have responsibility for overview and scrutiny in relation to the matters set out below:

<b>1.</b>	<b>Children and Education Scrutiny Committee</b>	
	<b>No of Elected Members appointed by Council:</b>	<b>Chairman and Vice-Chairman</b>
	Eleven, none of whom may be a Cabinet Member.	Appointed by Council.
	<b>Quorum:</b>	<b>Co-opted Members to be appointed by the Committee/Council</b>
	At least half the Members of the Committee (including voting co-opted members).	<u>Four representatives as follows with full voting and call-in rights on education matters only:</u> (a) 1 Church of England Diocese representative; (b) 1 Roman Catholic Diocese representative; and (c) 2 parent governor representatives.
		No more than four non-voting members.
	<b>Functions determined by Council</b>	
	1. Children's Services including <ul style="list-style-type: none"> <li>a) Social Care of Children;</li> <li>b) Safeguarding; and</li> <li>c) Children's Health.</li> <li>d) Targeted Youth Support (including youth offending).</li> </ul> 2. Education, including <ul style="list-style-type: none"> <li>a) University and Higher Education;</li> <li>b) Careers; and</li> <li>c) Special Needs and Inclusion;</li> </ul>	
	<b>Functions determined by Statute</b>	

	All powers of an Overview and Scrutiny Committee as set out in Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations.
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<b>2.</b>	<b>Growth, Resources and Communities Scrutiny Committee</b>	
	<b>No of Elected Members appointed by Council:</b>	<b>Chairman and Vice-Chairman</b>
	Eleven, none of whom may be a Cabinet Member.	Appointed by Council.
	<b>Quorum:</b>	<b>Co-opted Members to be appointed by the Committee/Council</b>
	At least half the Members of the Committee.	No more than four non-voting members.
	<b>Functions determined by the Council</b>	
	<ol style="list-style-type: none"> <li>1. Housing need (including homelessness, housing options and selective licensing);</li> <li>2. Neighbourhood and Community Support (including cohesion and community safety);</li> <li>3. Equalities;</li> <li>4. Libraries, Arts and Museums;</li> <li>5. Tourism, Culture &amp; Recreation;</li> <li>6. Adult Learning and Skills;</li> <li>7. City Centre Management;</li> <li>8. Economic Development and Regeneration including Strategic Housing and Strategic Planning;</li> <li>9. Transport, Highways and Road Traffic;</li> <li>10. Strategic Financial Planning;</li> <li>11. Partnerships and Shared Services; and</li> <li>12. Digital Services and Information Management.</li> </ol>	
	<b>Functions determined by Statute</b>	
	To review and scrutinise crime and disorder matters, including acting as the Council's crime and disorder committee in accordance with Sections 19 of the Police and Justice Act 2006;.	



<b>3.</b>	<b>Adults and Health Scrutiny Committee</b>	
	<b>No of Elected Members appointed by Council:</b> Eleven, none of whom may be a Cabinet Member or the Health and Wellbeing Board.	<b>Chairman and Vice-Chairman</b>  Appointed by Council.
	<b>Quorum:</b>  At least half the Members of the Committee.	<b>Co-opted Members to be appointed by the Committee/Council</b>  No more than four non-voting members.
	<b>Functions determined by the Council</b>  1. Public Health; 2. The Health and Wellbeing including the Health and Wellbeing Board; and 3. Scrutiny of the NHS and NHS providers; 4. Adult Social Care; and 5. Safeguarding Adults.	
	<b>Functions determined by Statute</b>  To review and scrutinise local authority services under Sections 9F to 9FI Local Government Act 2000, Local Government and Public Involvement in Health Act 2007, and any subsequent regulations  To review and scrutinise matters relating to the Health Service and to make reports and recommendations to local NHS bodies in accordance with section 244 of the National Health Service Act 2006. This will include establishing joint health committees in relation to health issues that cross local authority boundaries and appointing members from within the membership of the Committee to any joint health overview and scrutiny committees with other local authorities. (Also see The Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013)	

<b>4. Climate Change and Environment Scrutiny Committee</b>		
	<b>No of Elected Members appointed by Council:</b> Eleven, none of whom may be a Cabinet Member.	<b>Chairman and Vice-Chairman</b>  Appointed by Council.
	<b>Quorum:</b>  At least half the Members of the committee.	<b>Co-opted Members to be appointed by the Committee/Council</b>  No more than four non-voting members.
	<b>Functions determined by the Council</b>  1. Environmental Capital; 2. Flood Risk Management;	

3. Waste Strategy & Management;
4. Climate Change;
5. Reducing Carbon Emissions and achieving Net Zero Carbon Emissions;
6. Biodiversity;
7. Green Space;
8. Trees and Woodland
9. Active Travel; and
10. Energy Generation and Consumption.

**Functions determined by Statute**

To review and scrutinise flood risk management in accordance with Section 21F of the Local Government Act 2000 (as amended by the Flood and Water Management Act 2010 and under the Flood Management Overview & Scrutiny (England) Regulations 2011 No. 697).

### **3. SPECIFIC ROLE OF OVERVIEW AND SCRUTINY**

- 3.1 To review and scrutinise the planning, decisions, policy development, service provision and performance within their terms of reference as follows:

#### **POLICY DEVELOPMENT AND REVIEW**

- 3.2 Within their terms of reference the scrutiny functions will:

- (a) Help the Council and the Executive to develop its budget and policy framework and service Budgets;
- (b) Carry out research into and consultation about policy issues and possible options;
- (c) Consider and promote ways of encouraging the public to take part in developing the Council's policies;
- (d) Question Members of the Cabinet, Committees and senior officers about their views on policy proposals;
- (e) Work with outside organisations in the area to make sure the interests of local people are taken into account;
- (f) Question, and gather evidence from, any person who gives their permission; and
- (g) Monitor and scrutinise the implementation of Council policy.

#### **SCRUTINY**

- 3.3 The Scrutiny Committees will:

- (a) Review and scrutinise the Executive, Committee and officer decisions and performance in connection with the discharge of any of the Council's functions;
- (b) Review and scrutinise the Council's performance in meeting the aims of its policies and performance targets and/or particular service areas;
- (c) Question Members of the Executive, Committees and senior officers about their decisions and performance of the Council, both generally and in relation to particular decisions or projects;
- (d) Make recommendations to the Executive and the Council as a result of the scrutiny process;
- (e) Question, and gather evidence from any person with their consent;
- (f) Hold the Executive to account for the discharge of functions in the following ways:
  - i. By exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or decisions which have been delegated to an officer;
  - ii. By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of executive decisions;
  - iii. By scrutinising decisions the Executive are planning to make; and

- iv. By scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
- (g) To consider petitions submitted to it;
- (h) Establish ad-hoc Task and Finish Groups to investigate specific topics on a time-limited basis in accordance with the Scrutiny Committee Procedure Rules; and

## **CRIME AND DISORDER**

- 3.4 The Scrutiny Committee responsible for crime and disorder shall, and any sub committees may:
- (a) Act as the crime and disorder committee within the meaning of Section 19 of the Police and Justice Act 2006;
  - (b) Review or scrutinise decisions made, or other actions taken by bodies or persons responsible for crime and disorder strategies in the Peterborough area;
  - (c) Make reports or recommendations to the local authority on any local crime and disorder matter in relation to a member of the authority; and
  - (d) Consider any crime and disorder matters referred by any Member of the Council.

## **HEALTH ISSUES**

- 3.5 The Scrutiny Committee responsible for health and any sub committees shall undertake their responsibilities under section 244 of the National Health Service Act 2006 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the health service in the Peterborough area (including NHS Bodies and other NHS providers);
  - (b) Must invite interested parties to comment on the matter and provide reasonable notice;
  - (c) Take account of relevant information available to it and, in particular, from a Local Healthwatch organisation or representative;
  - (d) Acknowledge any referral within 20 working days and keep the referrer informed of any action taken;
  - (e) Request information about the planning, provision and operation of health services in the area to enable it to carry out its functions;
  - (f) Make reports or recommendations on a matter it has reviewed or scrutinised including;
    - i) An explanation of the matter reviewed or scrutinised;
    - ii) A summary of the evidence considered;
    - iii) A list of the participants involved in the reviews; and
    - iv) An explanation of any recommendations made.
  - (g) Where the Committee asks for a response, the person must respond in writing within 28 days of the request.
- 3.6 The Committee will consider any proposals received from a National Health Service body, Clinical Commissioning Groups or other provider about;

- (a) Any substantial development of the health service in Peterborough; or
  - (b) Any substantial variation to the provision of NHS Services as set out the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- 3.7 In considering the proposals, the Committee must take account of the effect or potential effect of the proposals on the sustainability of the Health Service in its areas and may refer proposals to the Secretary of State in certain circumstances.

## **FLOOD RISK MANAGEMENT**

- 3.8 The Scrutiny Committee responsible for flood risk management, and any sub committees shall undertake their responsibilities under the Flood and Water Management Act 2010 as follows:
- (a) May review and scrutinise any matter relating to the planning, provision and operation of the flood risk management in the Peterborough area;
  - (b) May invite those authorities responsible for flood risk management to comment on the matter;
  - (c) Request information from them to enable it to carry out its responsibilities; and
  - (d) Make reports or recommendations and request a response from flood risk management authorities.

## **4. MEMBERSHIP**

- 4.1 All Members, except Members of the Executive, may be a member of a Scrutiny Committee. However, no Member may be involved in scrutinising a decision with which he or she has been directly involved. Members of the Health and Wellbeing Board should not be a member of the Health Scrutiny Committee.
- 4.2 It is advised that Members undertake relevant training within the past three years in order to hold a seat on a Scrutiny Committee.

## **CO-OPTees**

- 4.3 The Scrutiny Committees shall be entitled to co-opt, as non-voting members, up to four external representatives or otherwise invite participation from non-members where this is relevant to their work.
- 4.4 There must be at least one non-voting position reserved for a Parish Councillor from a rural area with one substitute member. The Parish Council Liaison Committee will decide these.
- 4.5 A Scrutiny Committee can co-opt a further three members at its discretion. One of these can be a second parish council member identified by the Parish Council Liaison Committee.
- 4.6 The Children and Education Scrutiny Committee shall include in its membership the following representatives. These representatives will have full voting and call-in rights on education matters only, and when other matters are dealt with they may stay in the meeting and speak:
- (a) 1 Church of England Diocese representative;
  - (b) 1 Roman Catholic Diocese representative; and
  - (c) 2 parent governor representatives.

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 9</b>
<b>14 JULY 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Fiona McMillan, Director of Law and Governance	
Cabinet Member(s) responsible:	Councillor Coles, Cabinet Member for Finance and Corporate Governance	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer Charlotte Cameron, Democratic Services Officer	Tel. 01733 452508 07870 153052

**FORWARD PLAN OF EXECUTIVE DECISIONS**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Senior Democratic Services Officer	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 The report is presented to the Committee in accordance with the Terms of Reference as set out in section 2.2 of the report.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This is a regular report to the Children and Education Scrutiny Committee outlining the content of the Forward Plan of Executive Decisions.

2.2 This report is for the Children and Education Scrutiny Committee to consider under its Terms of Reference No. Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3:

The Scrutiny Committees will:

(f) *Hold the Executive to account for the discharge of functions in the following ways:*

ii) *By scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions.*

**3. TIMESCALES**

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>	If yes, date for Cabinet meeting	N/A
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**4. BACKGROUND AND KEY ISSUES**

4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that

the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 1 August 2022.

4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.

4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.

4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

## **5. CONSULTATION**

5.1 Details of any consultation on individual decisions are contained within the Forward Plan of Executive Decisions.

## **6. ANTICIPATED OUTCOMES OR IMPACT**

6.1 After consideration of the Forward Plan of Executive Decisions the Committee may request further information on any Executive Decision that falls within the remit of the Committee.

## **7. REASON FOR THE RECOMMENDATION**

7.1 The report presented allows the Committee to fulfil the requirement to scrutinise Key Decisions which the Executive is planning to take, as set out in the Forward Plan of Executive Decisions in accordance with their terms of reference as set out in Part 3, Section 4 - Overview and Scrutiny Functions, paragraph 3.3.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 N/A

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 N/A

### **Legal Implications**

9.2 N/A

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

11.1 Appendix 1 – Forward Plan of Executive Decisions



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

PUBLISHED: 1 JULY 2022

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

**KEY DECISIONS FROM 1 AUGUST 2022**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>Award of Insurance Contract - KEY/1AUG22/02</b> - The existing contract for the Councils insurance arrangements runs from 1 April 2018 - 31 March 2023. (MAR18/CMDN/113). Discussions are now being held with insurance specialists and the Procurement Team to set out the specification requirements so that this contract can go out to tender with award expected in late January 2023 / early February 2023.	<b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b>	<b>1 April 2022</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation internal (Procurement), external (insurance broker advisors).	Steve Crabtree. Chief Internal Auditor. Tel: 01733 384557. Email: steve.crabtree@peterborough.gov.uk	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b>
<b>Debt write-offs in excess of £10,000 - KEY/1AUG22/03</b> - Approval of debt write-offs in excess of £10,000 if applicable for Non-Domestic Rates, Council Tax, Housing Benefit overpayments and Sundry Debtor accounts.	<b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b>	<b>12 September 2022</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	None	Chris Yates, Finance Manager - Business Operations, Tel:01733 384552, Email chris.yates@peterborough.gov.uk	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. The disposal of former playing fields at Angus Court, West Town, Peterborough - KEY/06JAN20/02</b> Approval to dispose of former playing fields and Angus Court</p>	<p><b>Cabinet</b></p>	<p><b>TBA</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>West</p>	<p>A number of consultation events for residents have been held for the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Consultation and information events were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Resources</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>2. Bretton Court Redevelopment Scheme – KEY/15MAR21/04</b>  1. Approve the surrender of the Council’s lease for the ground floor retail units of Bretton Court dated 28th June 2019, subject to the conditions to set out below and to be formalised within the Deed of Surrender  2. Approve the Council entering in to an Agreement for Lease for the ground floor retail units of the new development scheme at Bretton Court, subject to the terms set out below  3. Subject to the terms of the above Agreement for Lease being satisfied, to approve the Council entering in to a New Lease or the ground floor retail units of the new development scheme at Bretton Court</p>	<b>Cabinet</b>	<b>19 September 2022</b>	Growth, Resources, And Communities Scrutiny Committee	Bretton	Relevant internal and external stakeholders	Helen Harris, Senior Estates Surveyor, NPS Peterborough Email: helen.harris@nps.co.uk Mobile: 07920 160181	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>3. PCC Homecare Framework – KEY/12APR21/02</b>  To launch a new pseudo framework in March 2023 for the provision of care and support in the community, including homecare, supported living services and extra care.</p>	<b>Cabinet</b>	<b>17 October 2022</b>	Adults and Health Scrutiny Committee	West	Relevant internal and external stakeholders	Ruth Miller, 07795046754, ruth.miller@cambridgeshire.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>4. Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 –</b> To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts.</p>	Cabinet	14 November 2022	Growth, Resources, And Communities Scrutiny Committee	All Wards	Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals.	Sharon Malia, Housing Programmes Manager Sharon Malia - Housing Programmes Manager, 01733 237771, Email: sharon.malia@peterborough.gov.uk	People and Communities	To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement / Commissioning information.
<p><b>5. Dynamic Purchasing System - Temporary Accommodation &amp; Private Rented Sector Scheme – KEY/18FEB22/05</b> To implement a Dynamic Purchasing System in order to procure accommodation for homelessness households who approach Peterborough City Council for assistance. We look to be more responsive and flexible with the accommodation we provide, and to ensure we provide value for money through a more competitive system.</p>	Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport	July 2022	Growth, Resources, And Communities Scrutiny Committee	All Wards	Housing Needs are currently undertaking a soft market test and engagement with providers.	Caroline Rowan, Housing Manager, 01733 864095, caroline.rowan@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published
<p><b>6. Procurement of a Design Team for The Vine, 64-68 Bridge Street, Peterborough - KEY/14MAR2022/01 –</b> A decision is requested following a procurement exercise under the Homes England Framework, for the appointment of a design team. The design team will then need to undertake concept designs to inform an Outline Business Case.</p>	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	TBA	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Relevant internal and external stakeholders and through the Homes England Framework.	Karen Lockwood, Programme Manager Place & Economy, Tel:07825 902794, Email: karen.lockwood@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>7. Article 4 Direction - KEY/28MAR2022/01 –</b> To agree to formulate an Article 4 Direction for public consultation that requires property owners in Bretton, Fletton &amp; Woodston, Hargate &amp; Hempstead, Hampton Vale, Park and Central wards, to obtain planning permission when converting single homes or residential properties into HMOs, alongside relevant planning policies to support this.</p>	Cabinet	TBA	Growth, Resources, And Communities Scrutiny Committee	Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park and Central.	Formal public consultation within relevant wards	Jim Newton, Assistant Director Planning & Building Control (Interim) Email: jim.newton@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>8. Clare Lodge and agency resource - KEY/28MAR2022/02 -</b> Relating to the supply of temporary agency requirements at Clare Lodge</p>	Cabinet	TBA	Children and Education Scrutiny Committee	All Wards	Legal, Procurement, Service area, Clare Lodge, agency providers	Steve McFaden, Business, Strategy & Infrastructure Manager Clare Lodge, 01733 253246	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

9.	<b>Contract value reconciliation to accommodate transaction charges - Pay360 Capita call-off contract via KCS Framework Agreement – KEY/11APR2022/01</b> - Seek authorisation for increased contract value award. The cumulative contract value now exceeds the value originally awarded within a Director's Contract Award Report.	Cabinet	TBA	Growth, Resources, And Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Jason Dalby IT Projects and Programmes ICT Project Manager, t: 01733 452562 m: 07931 176848, jason.dalby@pet-erborough.gov.uk	Customer and Digital Services	Director's Contract Award Report dated 25 August 2021
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<p><b>10. Variations to the Integrated Drug and Alcohol Treatment System Contract - KEY/25APR2022/03</b> - Modifications to the Integrated Drug and Alcohol Treatment System contract for Peterborough between the Council and Change Grow Live Services Limited for the contract years 2022/23 and 2023/24.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>TBA</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Joe Keegan, Commissioning Team Manager Substance Misuse, Tel 07795302390, joseph.keegan@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>11. Approval for contract to be awarded to CIPFA to provide expertise and delivery capacity to support implementation of the Council's Improvement Plan - KEY/25APR2022/04</b> - In the budget approved by Full Council in March '22 the establishment of a Budget Risk Reserve was agreed to fund the cost of transformational investment and the implementation of the Improvement Plan. This decision relates to the award of contract against this agreed reserve.</p>	<p><b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b></p>	<p><b>11 July 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Amanda Askham, Director of Business Improvement and Development Tel: 07919 166328 Email: amanda.askham@peterborough.gov.uk</p>	<p>Business Improvement and Development</p>	<p>PCC's Improvement Plan is published here. Report and relevant appendices to be published.</p>
<p><b>12. Recommendation to deliver parkway resurfacing utilising the Peterborough Highway Services Term Service, awarding works directly to Milestone Infrastructure Services – KEY/9MAY2022/01</b> - Parkway resurfacing has an approved budget of £500,000 for the next two financial years; 2022/2023 and 2023/2024. A recommendation is being made to award the works directly to Milestone Infrastructure Services utilising the existing Peterborough Highways Services contract. Using this delivery mechanism saves time and money as a full procurement exercise is not required, increases the value of work put through to the contract to contribute to the major schemes rebate and offers confidence in the quality of work being delivered.</p>	<p><b>Cabinet</b></p>	<p><b>TBA</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Amy Petrie, Principal Programme and Project Officer, Tel: 01733 452272</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>13. Charging residents and developers for new or replacement household waste bins - KEY/9MAY2022/03</b> - For the Cabinet Member to approve the fees and charges for the charging for new / replacement household waste bins</p>	<p><b>Councillor Nigel Simons, Cabinet Member for Waste, Street Scene and the Environment</b></p>	<p><b>11 July 2022</b></p>	<p>Climate Change and Environment Scrutiny Committee</p>	<p>All Wards</p>	<p>Full Council budget</p>	<p>James Collingridge, Head of Environmental Partnerships, 01733864736, james.collingridge@peterborough.gov.uk</p>	<p>Place and Economy</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>14. Investment of additional funding from the Office of Health Improvement and Disparities (OHID) to improve Drug and Alcohol Treatment Services – KEY/23MAY22/01</b> - There is a national focus upon lack of capacity in Adult Drug and Alcohol Services which is reflected in our local services OHID consequently has allocated additional funding for three years to Local Authorities for Service improvements. This funding will be allocated to the current provider in line with the appropriate procurement and legal advice</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>11 July 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All</p>	<p>Service providers and multi-agency stakeholders that sit on the Peterborough and Cambridgeshire Alcohol Delivery Board</p>	<p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cover paper, submission to OHI</p>



KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>15. <b>Investment in NHS Health Checks to address the backlog created by the impact of COVID-19 pandemic – KEY/23MAY22/02</b> - The NHS Health Checks Programme is a mandatory Local Authority function. Peterborough has very rates of cardiovascular disease and the Programme is a key prevention intervention for identifying and addressing cardiovascular disease risks. The COVID-19 pandemic had a huge impact on the number of NHS Checks completed and there is an urgent need to address the backlog of NHS Health Checks and ensure that risks in the population are reduced. The additional investment is to provide support to GP Practices to deliver the NHS Health Checks. GPs are an integral part of the Programme as their patient data is used to identify those eligible and they play a key role in addressing any identified clinical issues. The proposal is to commission the GP Federation in Peterborough to support the GPs to deliver the Programme. A GP Federation is a group of practices that come together to deliver services. The commission will be in line with the recommendations from procurement and legal services.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p>11 July 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All</p>	<p>GP Federations, Clinical Commissioning Group, Local Medical Committee</p>	<p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cover paper</p>
<p>16. <b>Investment to fund the NHS pay award for staff who work in NHS services commissioned by Public Health – KEY/23MAY22/03</b> - Public Health commission services from NHS organisations. Their staff have had a 3% pay award. The Public Health Grant funding uplift for 2022/23 reflects this pay award. Local Authorities are expected to ensure that these NHS pay awards are fully met and included in any contractual arrangements or Section 75 agreements.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p>11 July 2022</p>	<p>Adults and Health Scrutiny Committee</p>	<p>All</p>	<p>NHS commissioned providers.</p>	<p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cover paper</p>
<p>17. <b>Award of the Council's gas supply contract from 1st April 2023 – KEY/6JUN22/01</b> - Approval of contractual arrangements for the Council's supply of gas from the 1st April 2023, following the end of the existing contract on the 31st March 2023. This will run from April 2023 to March 2027 and will be supplied by Total Energies Gas &amp; Power as part of the ESPO framework.</p>	<p><b>Cabinet</b></p>	<p>19 September 2022</p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>N/a</p>	<p>N/a</p>	<p>Chris Yates, Finance Manager (Business Operations), Tel: 01733 384552, Email: chris.yates@peterborough.gov.uk.</p>	<p>Resources</p>	<p>Contract information/ pricing schedules</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>18. To award a contract for the construction of a new temporary surface car park supporting regional pool and the University of Peterborough project - KEY6JUN22/02</b>  The existing Regional Pool car park will become the site of the new University Phase 3 Living Lab (and second teaching building for ARU Peterborough). A new Regional Pool Car Park is therefore proposed and the planning application has already been submitted. This new project will see construction of a new 128-space temporary surface car park, linked footpaths, lighting improvements, service installations and associated landscaping works. Funding has been secured for the project, however a decision is required to approve the award of contract due to the anticipated contract value being higher than £500k</p>	<p><b>Cabinet</b></p>	<p><b>TBA</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Central</p>	<p>Regional pool staff engaged throughout the provisional design process Statutory consultees engaged as part of the planning process</p>	<p>Kim Davies  Project Manager, NPS.  Kim.Davies@nps.co.uk.</p>	<p>Resources</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>19. Contract Award for Translation and Interpretation Services - KEY/20JUN22/02</b> - Capita Translation and Interpretation services provides Peterborough City Council with translation and interpretation services. This Framework agreement contract with Capita expires 7th November 2022 and needs to be renewed.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>19 September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders</p>	<p>Helen Andrews  Commissioning Manager  Tel:  07557155633  Email:  helen.andrews@cambridgeshire.gov.uk</p>	<p>People and Communities</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER including exempt annexes
20. <b>Approval for contract to be awarded to Milestone to deliver improvements to the Green Wheel cycleway – KEY/29JUN22/01</b> - The Cambridgeshire and Peterborough Combined Authority (CPCA) has allocated £750k towards improvement works to the Green Wheel, this is funding that the CPCA has committed for active travel between 2022/23 to 2024/25.	<b>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b>	<b>11 July 2022</b>	Climate Change and Environment Scrutiny Committee	All Wards	Consultation will take place with the Peterborough Cycle Forum.	Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
21. <b>Implement recommendations from the Peterborough Parking Strategy – KEY/29JUN22/02</b> - A Parking Strategy has recently been produced for the city. This decision will present recommendations to members for consideration ahead of implementation including: revising parking charges, implementing new charges and consolidating assets.	<b>Cabinet</b>	<b>11 July 2022</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Lewis Banks, Transport & Environment Manager, Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
22. <b>Key Decision to approve an extension of the current Section 75 agreement for two years with Cambridgeshire Community Services for the provision of Sexual and Reproductive Health Services – KEY/29JUN22/03</b> - To approve an extension for two years of the Section 75 agreement with Cambridgeshire Community Services for the provision of Sexual and Reproductive Health Services. This agreement is held by Cambridgeshire County Council though a Delegated Authority agreement with Peterborough City Council, the extension will mean an end date for the Section 75 of 31 March 2025.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>11 July 2022</b>	Adults and Health Scrutiny Committee	All Wards	A consultation was undertaken with service users prior to establishing the current Section 75 agreement which commenced April 1 2021	Val Thomas, Deputy Director of Public Health Tel: 07884 183374 Email: val.thomas@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
23. <b>St Georges Hydrotherapy Pool – KEY/29JUN22/04</b> - Decision regarding the future of the St George's Hydrotherapy Pool, taking into account the following Motion: “Council calls upon the leader and the cabinet to urgently examine all possible options for re-opening the St George's Hydrotherapy pool either permanently or temporarily pending alternatives becoming available and to report back on progress to the next available meeting of Full Council.”	<b>Cabinet</b>	<b>11 July 2022</b>	Growth, Resources, And Communities Scrutiny Committee	Dogsthorpe	Paper was discussed at Full Council and a motion put forward	Rob Hill - Assistant Director: Community Safety Tel:07815558081 Email: rob.hill@peterborough.gov.uk	Place & Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
24. <b>Extension of Household Support Grant – KEY/18JUL22/01</b> - To approve proposed spend of next round of Household Support Grant funding	<b>Cabinet</b>	<b>30 September 2022</b>	Adults and Health Scrutiny Committee	All Wards	CMDN	Helen Gregg, Strategic Programmes & Partnership Manager, Tel: 07961 240462, Email: helen.gregg@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

25.	<b>Tenancy Sustainment and Employment Support Grant – KEY/18JUL22/02</b> - The Council is going through procurement for a Tenancy Sustainment and Employment Support service until 31 March 2025. This is Rough Sleeper Initiative Funding that we have been successful for.	<b>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b>	<b>November 2022</b>	Adults and Health Scrutiny Committee	All wards	There will be a full procurement exercise	Sarah Scase, Housing Needs Operations Manager, 07920 160502, sarah.scase@pet-erborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
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**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

DECISIONS TO BE TAKEN IN PRIVATE								
KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>Disposal of land at A1/A605 – KEY/1AUG22/01</b> - Newlands development have proposed a development within HDC. However, to enable a larger development, the developer requires an area of CRA land, within PCC ownership, to be enhanced and enable planning permission. The land is therefore a ransom strip and a figure has been negotiated with the developer.</p>	Cabinet	19 September 2022	Growth, Resources, And Communities Scrutiny Committee	Orton Waterville	Consultation has been carried out with the Interim Head of Property, external valuers	Christine Addison Interim Head of Property	Resources	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>

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PREVIOUSLY ADVERTISED DECISIONS TO BE TAKEN IN PRIVATE								
KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>1. Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01</b> Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p>	Cabinet	19 September 2022	Growth, Resources, And Communities Scrutiny Committee	Central	Relevant internal and external stakeholders.	Christine Addison Interim Head of Property	Resources	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>There will be an exempt annex with details of the commercial transaction.</p>
<p><b>2. 64-68 Bridge Street, dilapidation works – KEY/26APR2021/02 –</b> Approval to carry out dilapidations works at 64-68 Bridge Street, Peterborough.</p>	Cabinet	TBA 2022	Growth, Resources, And Communities Scrutiny Committee	Central	Relevant internal and external stakeholders	Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk	Resources	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p><b>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</b></p>



**PREVIOUSLY ADVERTISED NON-KEY DECISIONS**

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. Approval of the leasehold disposal of a brownfield site to a care provider –</b>                      A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p><b>Councillor Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b></p>	<p><b>July 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.                       A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Resources</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p><b>2. Variation to the delegation agreement between Peterborough City Council (PCC) and Cambridgeshire County Council (CCC) regarding the delivery of the Healthy Child Programme (HCP) across Peterborough and Cambridgeshire</b>                      This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p>	<p><b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>July 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, Tel:07583040529</p>	<p>Public Health</p>	<p>CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - <a href="https://democracy.peterborough.gov.uk/mglIssueHistoryHome.aspx?lId=22331&amp;PlanId=395&amp;RPID=0">https://democracy.peterborough.gov.uk/mglIssueHistoryHome.aspx?lId=22331&amp;PlanId=395&amp;RPID=0</a></p>

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DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<b>3. Approval of the Peterborough Sufficiency Strategy</b> Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b>	<b>July 2022</b>	Children and Education Scrutiny Committee	All Wards	There has been widespread consultation including with children and young people in care.	Nicola Curley: Director of Children's Service, Email: nicola.curley@peterborough.gov.uk	People and Communities	Scrutiny Report
<b>4. Werrington Fields and Ken Stimpson Secondary School -</b> Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b>	<b>July 2022</b>	Children and Education Scrutiny Committee	Werrington	Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.	Jonathan Lewis, Service Director, Education <a href="mailto:jonathan.lewis@peterborough.gov.uk">Email:jonathan.lewis@peterborough.gov.uk</a>	Education	Cabinet Member Decision Notice, Background Information Document  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>5. Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust</b> This agreement will ensure the provision of CPFT mental health specialist working with mental health practitioners who are part of multiagency Family Safeguarding teams working as part of children's social care safeguarding teams.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b>	<b>11 July 2022</b>	Children and Education Scrutiny Committee	All Wards	Relevant internal and external stakeholders	Helen Andrews, Children's Commissioning Manager helen.andrews@cambridgeshire.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>6. Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025 –</b> to discuss and agree the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025, for final approval by the Health and Wellbeing Board.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>September 2022</b>	Adults and Health Scrutiny Committee	Dogsthorpe	Chair and vice chair of adults and health committee, Director of Public Health, Mental health boards	Joe Davies Email:joseph.davies@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>7. PCC/CCC Delegation Agreement for jointly procured Floating Support service -</b> Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC	<b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b>	<b>July 2022</b>	Adults and Health Scrutiny Committee	All Wards	Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement	Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>8. Enhanced falls prevention service section 75 -</b> Delegation to Cambridgeshire County Council to enter into a section 75 agreement with Cambridgeshire and Peterborough NHS Foundation Trust for an enhanced falls prevention service	<b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b>	<b>July 2022</b>	Adults and Health Scrutiny Committee	All wards	N/A	Emily Smith, Consultant in Public Health, emilyr.smith@cambridgeshire.gov.uk	Public Health	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.



9.	<b>Approval and Endorsement of a new countywide Infant Feeding Strategy</b> - Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire & Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.	<b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b>	<b>September 2022</b>	Children and Education Scrutiny Committee	All Wards	Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.	Amy Hall, Children's Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 07583040529	Public Health	Paper and Strategy to be submitted closer to the Cabinet meeting
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**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b>DECISION TAKEN</b>	<b>DECISION MAKER</b>	<b>DATE DECISION TAKEN</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>Contract for cloud-based services hosting the Council's server estate - JUN22/CMDN/11 -</b></p> <p>The Leader:</p> <ol style="list-style-type: none"> <li>1. Extended the 2021 contract for cloud-based services from Amazon Web Services UK Limited (AWS) by up to the two years agreed within the contract to a further value no greater than £1,000,000</li> <li>2. Authorised the Corporate Director: Resources to vary this Contract if the Council has to amend its detailed business requirements, but subject to a maximum aggregate value (i.e. including the 2021 contract) of 150% of the approved value of the 2021 contract, being £1,460,000 (BPS).</li> </ol>	<p><b>Councillor Wayne Fitzgerald, Leader of the Council</b></p>	<p><b>30 June 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>N/A</p>	<p>None.</p>	<p>Kevin Halls, IT Finance Contract Manager Tel Email</p>	<p>Customer and Digital Services</p>	

# FORWARD PLAN

## **PART 1 – KEY DECISIONS**

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

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

Cllr Fitzgerald (Leader of the Council), Cllr Steve Allen (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Howard; Cllr Coles and Cllr Simons.

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

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

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

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

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

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

You are entitled to view any documents listed on the Plan, or obtain extracts from any documents listed or subsequently submitted to the decision maker prior to the decision being made, subject to any restrictions on disclosure. There is no charge for viewing the documents, although charges may be made for photocopying or postage. Documents listed on the notice and relevant documents subsequently being submitted can be requested from Philippa Turvey, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to [philippa.turvey@peterborough.gov.uk](mailto:philippa.turvey@peterborough.gov.uk) or by telephone on 01733 452460.

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

## **DIRECTORATE RESPONSIBILITIES**

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

Financial Services

Internal Audit, Insurance and Investigations

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

Corporate Property

Registration and Bereavement Services

### **BUSINESS IMPROVEMENT AND DEVELOPMENT Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY**

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

### **CUSTOMER AND DIGITAL SERVICES Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY**

IT, Customer Services – contact centres, walk-in customer service sites, reception services and web & digital services; Communications;

Emergency Planning, Business Continuity and Health and Safety.

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

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

Children's Services and Safeguarding (Children's Social Care Operations, Children's Social Care Quality Assurance, Safeguarding Boards – Adults and Children's, Child Health, Clare Lodge (Operations), Access to Resources)

Education, People Resources and Corporate Property (Special Educational Needs and Inclusion, School Improvement, City College Peterborough, Pupil Referral Units, Schools Infrastructure)

Business Management and Commercial Operations (Commissioning, Recruitment and Retention, Clare Lodge (Commercial), Early Years and Quality Improvement)

Performance and Information (Performance Management, Systems Support Team)

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

Democratic Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Electoral Services (Town Hall, Bridge Street, Peterborough, PE1 1HG)

Information Governance, (Freedom of Information and Data Protection)

### **HUMAN RESOURCES - Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY**

(Business Relations, HR Policy and Rewards, Training and Development, Occupational Health and Workforce Development)

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

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

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

Opportunity Peterborough

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

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

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

Health Protection, Health Improvements, Healthcare Public Health.

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