

## **CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL**

**WEDNESDAY 3 DECEMBER 2008**

**7.00 PM**

**Bourges/Viersen Room - Town Hall**

### **AGENDA**

**Page No**

**1. Apologies for Absence**

**2. Declarations of Interest and Whipping Declarations**

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

**3. Minutes of the Meeting held on 22 October 2008**

**1**

**4. Werrington Primary School Council**

**7**

*To consider and comment on a presentation from the School Council on its achievements and to take questions from the School Council*

**5. National Healthy Schools Programme**

**9**

*To consider and comment on a report on the PSHE programme for Primary Schools*

**6. The Annual Review of Peterborough's Children and Young People Plan**

**15**

*To appraise the Scrutiny Panel of the review process for the Plan*

**7. Children's Trust - Overview of Performance**

**19**

*To consider and comment on a report on the overview of the performance of the Children's Trust*

**8. Feedback and Update Report**

**23**

*Standard report providing feedback on issues raised at previous meetings of the Panel*

**9. Executive Decisions**

**25**

*To note and consider any Executive Decisions taken since the last meeting that are relevant to the remit of this Panel*

**10. Forward Plan of Key Decisions** **29**

*To consider the latest version of the Forward Plan*

**11. Work Programme** **43**

*To agree the current work programme*

**12. Date of next meeting**

*Wednesday 14 January 2009 in the Bourges & Viersen Rooms*



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact on 01733 452238 as soon as possible.

Committee Members:

Councillors: I Walsh (Chairman), S Day (Vice-Chairman), S Allen, F Benton, N Khan, B Saltmarsh, J Wilkinson, D Fower, Elbourne, Kirkbride, O'Connor and Smith

Substitutes: Councillors: C Burton, J R Fox and Z Hussain

Further information about this meeting can be obtained from Lindsay Tomlinson, Governance Support Officer on telephone 01733 452238 or by email – [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk)

**MINUTES OF A MEETING OF THE CHILDREN & LIFELONG LEARNING SCRUTINY  
PANEL HELD IN THE BOURGES & VIERSEN COMMITTEE ROOM, TOWN HALL,  
PETERBOROUGH**

**22 OCTOBER 2008**

**Present:** Councillors Walsh (Chairman), Allen, C Burton, Benton, Khan, Saltmarsh and Wilkinson

**Co-opted Members** Maggie Kirkbride Parent Governor Representative  
Frank Smith

**Officers in Attendance:** John Richards Executive Director of Children's Services  
Mel Collins Assistant Director, Learning & Skills  
Elaine Fulton Assistant Director, Commissioning and Performance  
Jonathan Lewis Assistant Director, Resources  
Maureen Phillips Assistant Director, Families and Communities  
Stephen Sutherland Principal Lawyer  
Jenny Spratt Head of Early Years and Childcare Services  
Gary Perkins Head of Schools (Primary)  
Carol Archer Head of Schools (Secondary)  
Brian Howard Secondary Schools Phase Project Manager  
Prity Patel Principal Lawyer  
Paulina Ford Performance Scrutiny and Research Officer  
Lindsay Tomlinson Governance Support Officer

**1. Apologies**

Apologies were received from Councillor S Day. Councillor C Burton attended as substitute.

**2. Declarations**

Councillor Walsh declared a non-prejudicial interest in agenda item 7, Secondary Schools Review Phase 2 – South of the City by virtue of her role as a governor of Stanground College.

**3. Minutes of the meeting held on 10 September 2008**

The minutes of the meeting held on 10 September 2008 were approved.

**4. Children's Trust Arrangements**

Peterborough's Children and Young People's Strategic Partnership (CYPSP) had been established in January 2005 as the local vehicle delivering the Children Act 'duty to cooperate'. The members of the Partnership had worked together to develop the framework for children's trust arrangements in Peterborough and its implementation in line with the statutory requirement to have the Children's Trust in place by 2008.

Peterborough's Children's Trust had been established in April 2008, governed by a Memorandum of Agreement which set out partnership and collaborative working arrangements. The Children's Trust Partnership Board would be supported by a number of sub-groups to maximise the impact on outcomes for children, young people and families in the city. The Memorandum of Agreement stated that the partners would bring together their staff,

funding and other assets in order to improve children and young people's wellbeing. It established scope for the pooling of funds in the future to accelerate the delivery of the Trust's priorities and better outcomes for children and young people.

Central to the duties of the Children's Trust Partnership were the joint assessment of needs across the city, identification of key priorities, joint decisions on the use of funds, staff and other assets and shared ownership and interrogation of performance against key priorities and targets – the elements of 'joint commissioning'. The Children's Trust Partnership was supported in its key strategic functions by the Commissioning and Performance Division within the city council's Children's Services department. A performance management framework and supporting partnership structure was required that would enable the Children's Trust Partnership to demonstrate a real impact on the priority outcomes articulated in the Children and Young People Plan and Local Area Agreement.

A key part of the work was to develop the role of the Children and Lifelong Learning Scrutiny Panel in supporting and scrutinising the work of the Children's Trust Partnership. It was proposed that a series of reports be presented to future Scrutiny Panel meetings, focusing on key priority areas and interrogating the strategy and actions in place or proposed for each area of priority or poor performance.

Observations and questions were raised and discussed including:

- There is no mention of how inequalities will be tackled.
- This is fundamental to our work – in each of the 5 outcomes we can establish where there are inequalities and show plans to tackle them.
- Delivery is key – how do we know we are narrowing the gap?
- A later report on the agenda will show statistical data for educational achievement. We are committed to showing through the performance management framework how the gap is being narrowed.
- It is the role of the Scrutiny Panel to monitor and scrutinise this issue.
- Has the Trust met yet? If so, what decisions have been made?
- There have been 4 meetings so far this year. The minutes of the meetings can be shared with the Scrutiny Panel.
- The Trust has been invaluable in helping keep momentum for the integrated service for disabled children. It has helped agree a way forward and formed a shadow management board.
- What is being done to encourage GPs to become engaged with the Trust?
- We have met with GPs involved in practice based commissioning to talk to them about the Trust.
- Is there any possibility of changing the name?
- It can be called whatever the Trust decides, so long as it is clear that whatever it is called, it is our statutory children's trust. Any suggestions from Panel members of alternative names can be considered by the Trust.

## **ACTION AGREED**

The Panel noted the report and agreed that the Scrutiny Panel members will receive for information purposes the minutes of the meetings of the Children's Trust.

## **5. The Engagement of Children and Young People in Peterborough**

Engagement was about providing children and young people with the means to have an input into decisions that affected their lives, giving them an opportunity and outlet for their view and to ensure that they were used in a meaningful way to shape the provision offered to them. In order to promote sustainable engagement, it was important that the results of engagement

and consultation activities were reported back to those children and young people who were involved.

Children and young people in Peterborough had the opportunity to be involved in a range of engagement initiatives including:

- School Councils
- The Youth Council
- The Children in Care Council
- Local Democracy Week
- UK Youth Parliament
- Young People's Interview Panels
- Youth Bank
- Children and Young People Plan consultation

Children's Services was currently assessed through the Annual Performance Assessment (APA) which provided scores against each of the 'Every Child Matters' outcome areas, one of which was 'Make a Positive Contribution'. The engagement of children and young people was a key element that was assessed under 'Make a Positive Contribution', and the many innovative engagement opportunities offered were central in contributing to the 3-star (good) rating received for this area in the 2007 assessment.

Recently, Ofsted had published their TELLUS3 survey, a major national survey of children currently in school years 6, 8 and 10. The results concerning engagement were very positive. 33% of young people had said that they thought young people's views were listened to in decisions in the local area, compared to only 26% nationally. Similarly, 63% of young people responding had said that they thought their views were listened to in the running of their school, compared to 59% nationally.

In order to maintain and develop the delivery of engagement activity there needed to be a stronger strategic framework for engagement. To address this, a revised Engagement Strategy was being developed in collaboration with a range of partner organisations who worked with children and young people.

The strategy aimed to increase and widen genuine participation of children and young people in the design, delivery and evaluation of services, through a co-ordinated approach with clear objectives:

- To promote a coordinated approach to all engagement children and young people's services within the city.
- To ensure that the engagement of children and young people is of a high quality and has a clear and measurable impact.
- To ensure vulnerable and hard to reach children and young people have an opportunity to engage in decisions that affect their lives.
- To support practitioners and everyone who works with children and young people to develop the right skills and knowledge to support positive engagement.
- To implement engagement opportunities that meet the needs of children and young people and provide positive activities that allow children and young people to shape the services they receive.

It was intended that the delivery of this strategy be monitored by the Children's Trust Partnership Board and its supporting partnerships.

The Scrutiny Panel welcomed to its meeting three young people who were involved in various initiatives around the engagement of children and young people including work on anti-bullying awareness, Total Respect training and the Children in Care Council. The Panel

members asked the young people about the work they were involved in, and expressed their thanks and congratulations to them for their presentation.

### **ACTION AGREED**

The Panel noted the report.

## **6. Report on 2008 Examination Data from the Early Years Foundation Stage (EYFS) to Key Stage 4 (KS4)**

The Scrutiny Panel received unvalidated examination data for Key Stages 1 to 4.

Key highlights were as follows:

- For the first time in four years there had been some improvements in KS1 results overall.
- Early un-validated KS2 data for English showed a 1% increase on the previous year
- In 2008 there had been major problems nationally regarding the marking of KS3 tests and data was still incomplete and un-validated. No KS3 data had been released nationally to date.
- Un-validated and incomplete KS3 data revealed increases in Level 5 English and maths on the previous year.
- There had been a 4% increase in writing outcomes.
- In KS 4 there had been an increase in 2008 in 5+A\*-C GCSEs (60%) and 5+A\*-C GCSEs including English and maths (40%) by 4% and 3% respectively.

Three schools, Bushfield, Voyager and St John Fisher, had been identified as National Challenge Schools and would receive additional support and funding.

The report highlighted a number of interventions and strategies to improve outcomes further in all Key Stages.

Observations and questions were raised and discussed including:

- It seems that we are good at making improvements where we have targets, but it appears that this can lead us to miss out elsewhere. For example improvement for girls in Key Stage 1 has dipped.
- We have looked at this issue and we are comparing the 2008 cohort of girls with the 2007 cohort which was very high achieving. The 2008 cohort compare favourably with 2006 and made as much progress from Reception to Year 6.
- There used to be some concern about the transition from primary school to secondary school with boys from certain areas being put in lower classes because of where they come from – is that still happening?
- So far as we are aware this does not happen – primary and secondary schools work very closely on each individual student, looking at their needs and strengths. Work is done to ensure that each student is put into the correct place and schools will review placements very early in the year to ensure no mistakes have been made.
- Where will the money come from for the Graduate Learner in day care initiative?
- The scheme is fully funded – training is paid for along with a bursary to the day care setting to pay for the individual's release.
- What is being done to retain good secondary school teachers and how are poor performing teachers dealt with?
- We are working closely with the Head of Human Resources looking at recruitment and retention of secondary school teachers. We work closely with school leaders in monitoring the quality of staff and teaching and we are robust in our management of this.

### **ACTION AGREED**

The Panel noted the report.

## 7. Secondary Schools Review Phase 2 – South of the City

Bushfield Community College had been categorised in June 2008 as a National Challenge school by the DCSF. This meant that it had failed to meet the 5 A\*-C GCSE floor target of 30% including English and Maths. The Chair of Governors and Principal of Bushfield Community College had written to the Executive Director of Children's Services expressing the governors' desire to convert the school to Academy status with effect from 1 September 2009, working with the Ormiston Education Trust as sponsor.

Peterborough City Council was presently consulting with the DCSF and Partnerships for Schools about the detailed requirements and implications of applying to convert Bushfield School to an Academy with effect from 1 September 2009 in its existing buildings.

Partnerships for Schools, who managed the Building Schools for the Future (BSF) programme had completed a consultation during summer 2008 to review the management of BSF waves 7 -15 (this included Stanground College and Orton Longueville School). The consultation had resulted in all authorities in waves 7 - 15 being invited to submit a revised Expression of Interest by 29 November 2008.

Observations and questions were raised and discussed including:

- What are the timescales for the delivery of the Orton Longueville and Stanground College proposals?
- We are looking at September 2012 to September 2013 for those schools.
- What did we do wrong last time to not catch the earlier wave, and can we be sure we will catch this wave?
- We were always in wave 7 when BSF was announced. We were assessed against a set of criteria driven by attainment. We applied in April 2008 to get into wave 6A. Those authorities who succeeded in getting into 6A succeeded on the basis of deprivation. Based on the feedback we have now had we believe we are now in a position to progress faster.
- Will Stanground College be rebuilt or refurbished?
- It will be rebuilt.
- It is disappointing to note that three of the schools in the south of the city are not doing well. We need to do something very quickly to improve attainment.
- Orton Longueville School was subject to a Notice to Improve but came out of that in the shortest possible time and we have seen a noticeable improvement in their outcomes. Stanground College recently had a very good OFSTED visit and is expected to come out of its Notice to Improve. Both schools are to be commended for the improvements they have made. Bushfield College faced a challenging Year 11 cohort in 2008 – we are working with the head teacher looking at the details of the schools' results. There is no fundamental failure of the school – until this year there had been real improvement in all areas. We are working hard with governors, staff and the community to improve the situation.

### **ACTION AGREED**

The Panel noted the report.

## 8. Executive Decisions

The Panel considered the following Executive Decision made since the last meeting:

- Appointment of LEA Governor to Welbourne Primary School
- Appointment of LEA Governor to St Botolph's Primary School
- Appointment of LEA Governor to Paston Ridings Primary School

- Petition – Charteris Play Centre
- Changes to Arrangements for 16-19 Education and Training
- Appointment of LEA Governor to Norwood Primary School

#### **ACTION AGREED**

The Panel noted the report.

#### **9. Forward Plan of Key Decisions**

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

#### **ACTION AGREED**

The Panel noted the Forward Plan.

#### **10. Work Programme**

Members considered the Panel's Work Programme for 2008/2009.

#### **ACTION AGREED**

The Panel approved the current work programme subject to the inclusion at the December meeting of a report on the performance review of the Children's Trust.

#### **13. Date of Next Meeting**

Wednesday 3 December 2008 at 7pm in the Bourges and Viersen Room.

*The meeting began at 7pm and ended at 8.53pm*

CHAIRMAN



<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 4</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## **Report of the Executive Director of Strategic Resources**

**Report Author – Paulina Ford, Performance Scrutiny and Research Officer**  
**Contact Details - 01733 452508**

### **WERRINGTON PRIMARY SCHOOL COUNCIL**

#### **1. PURPOSE**

- 1.1 To raise awareness of the activities and achievements of Werrington Primary School Council

#### **2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 2.1 Links to the Corporate Plan priorities of make Peterborough a better place in which to live and work and provide high quality opportunities for learning and ensuring children are healthy and safe.
- 2.2 Links into the Engaging Children and Young People Strategy.

#### **3. BACKGROUND**

- 3.1 At the Panel's group representatives meeting held on 4 November 2008 it was suggested that Werrington Primary School Council should be invited to attend a meeting of the panel. This would allow members of the Panel to hear directly from the young people about the activities and achievements of their School Council. It would also give the young people an opportunity to speak directly to Councillors and ask them about their roles and how the Council works.

#### **4. EXPECTED OUTCOMES**

- 5.1 The Panel is asked to consider and comment on the information presented to them by Werrington Primary School Council and take questions from the School Council.

#### **6 BACKGROUND DOCUMENTS**

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

None

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<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 5</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## Report of the Director of Children's Services

**Report Author – Gaynor Mansell**

**Contact Details – 01733 863896**

### NATIONAL HEALTHY SCHOOLS PROGRAMME

#### 1. PURPOSE

- To inform members of the proposed statutory nature of PSHE
- To describe the programme for SRE already within Peterborough Primary schools' curriculum

#### 2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

It is expected that statutory Personal, Social, Health and Emotional (PSHE) programmes will help to tackle important public health concerns, such as high teenage pregnancy rates and increasing Sexually Transmitted Infection (STI) rates. Embedding Sex and Relationships Education (SRE) from an early age is seen as crucial to the success of the Teenage Pregnancy strategy.

#### 3. BACKGROUND

PSHE is currently positioned within the non-statutory education framework. It is described by the Qualifications and Curriculum Authority (QCA) as helping to give children and young people the knowledge, skills and understanding they need to lead confident, healthy and independent lives. It is one of the four themes of the National Healthy Schools programme.

#### 4. KEY ISSUES

- There is a need, both nationally and locally, for PSHE, and particularly school-based SRE, to be given priority within the school curriculum.
- SRE should be delivered by adequately trained staff.
- There are concerns nationally about the possible content of SRE for **young** children.
- Peterborough schools are well placed to work confidently, within a statutory framework, as a robust PSHE programme is already in place.
- Peterborough is currently embarking on training the sixth cohort of teachers and nurses within the national PSHE Continual Professional Development (CPD) programme.

#### 5. IMPLICATIONS

The report has implication city wide as it is relevant to all schools and the Pupil Referral Service.

#### 6. CONSULTATION

Consultation with parents and pupils will take place via schools and the Primary Pupil Referral Unit when final QCA guidance is released.

**7. EXPECTED OUTCOMES**

Council Members will be fully informed of the PSHE programme for Primary Schools when guidance is released and consultation has taken place. It is hoped that Members will give support and approval to the SRE programme for Peterborough's Primary Schools.

**8. NEXT STEPS**

This report aims to introduce the SRE curriculum to Members. The next step is to present the new SRE curriculum to Members once the QCA documents are released and discuss with members how SRE will be delivered in Peterborough's schools and the Primary PRU. The PHSE team will support schools and the Primary PRU to monitor effectiveness of the programme in terms of outcomes. It is hoped that selected schools and the Primary PRU will be invited to Scrutiny to discuss the effectiveness of the SRE curriculum.

**9. BACKGROUND DOCUMENTS**

*Peterborough SRE Guidance and Framework*

**10. APPENDICES**

*SRE Entitlement Curriculum.*

## Appendix A - The Entitlement Curriculum for Sex and Relationships Education Foundation Stage and Key Stage 1 (Year1/2)

Science Curriculum		Attitudes (PSHE)	
Knowledge (PSHE)		Skills (PSHE)	
Age 3-5	<ul style="list-style-type: none"> <li>find out about and identify some features of living things, objects and events they observe</li> </ul>	<ul style="list-style-type: none"> <li>value their body, physical achievements and capabilities</li> </ul>	
	<ul style="list-style-type: none"> <li>the ways adults care for children</li> <li>basic hygiene routines, including toileting and washing</li> <li>have a developing awareness of their own needs, views and feelings and be sensitive to the needs and feelings of others</li> <li>some ways of being a good friend</li> </ul>	<ul style="list-style-type: none"> <li>dress and undress independently and manage their own personal hygiene</li> <li>describe their own appearance, including body parts</li> <li>recognise the importance of keeping healthy and those things which contribute to this</li> <li>respond to a range of experiences, showing a range of feelings when appropriate</li> <li>be able to identify when and how to say 'no' and 'stop'</li> </ul>	
Age 5-7	<ul style="list-style-type: none"> <li>that animals, including humans, grow and reproduce</li> <li>that humans and animals can produce offspring and these grow into adults</li> </ul>	<ul style="list-style-type: none"> <li>recognize and compare the main external parts of the bodies of humans</li> <li>recognize similarities and differences between themselves and others and treat others with sensitivity</li> </ul>	
Knowledge (PSHE)		Skills (PSHE)	
Attitudes (PSHE)		Attitudes (PSHE)	
	<ul style="list-style-type: none"> <li>how some diseases are spread and how to control them</li> <li>about the process of growing from young to old and how people's needs change</li> <li>the names of the main external parts of the body including agreed names for sexual parts</li> <li>understand they have rights over their own body</li> <li>ways in which they are like and different from others</li> <li>that they have some control over their actions and bodies</li> </ul>	<ul style="list-style-type: none"> <li>recognize their responsibilities and how these have changed</li> <li>follow basic rules for keeping themselves safe and healthy</li> <li>identify and be able to talk with someone they trust</li> <li>be aware that their feelings and actions have an impact on others</li> <li>recognize similarities between themselves and their peers</li> </ul>	<ul style="list-style-type: none"> <li>value their own body and recognise its capabilities and uniqueness.</li> <li>how families are special for caring and sharing.</li> <li>why families are special and how they care for each other</li> </ul>

## Key Stage 2 (Year 3/4/5/6)

Science Curriculum		Attitudes (PSHE)	
Age 7-9	<ul style="list-style-type: none"> <li>that the life processes common to humans and other animals include growth and reproduction</li> <li>about the main stages of the human life cycle</li> </ul>	<ul style="list-style-type: none"> <li>who has responsibility for their personal hygiene and who will have responsibility in the future</li> <li>the responsibilities parents have for babies</li> <li>perceptions of being 'grown up'</li> <li>be aware of other people's lifestyles and beliefs</li> <li>personal responsibility for personal safety and behaviour</li> </ul>	
	<ul style="list-style-type: none"> <li>name the main external parts of the human body, including scientific names for sexual parts</li> <li>understand the physical differences between males and females</li> <li>understand how their responsibilities will change in the future</li> <li>consider ways they affect and are affected by their special people</li> </ul>	<ul style="list-style-type: none"> <li>carry out regular personal hygiene routines</li> <li>be able to listen to and support their friends and manage friendship problems</li> <li>be able to recognize unwanted physical contact and ways of stopping it and getting help</li> </ul>	
Age 9-11	<ul style="list-style-type: none"> <li>that the life processes common to humans and other animals include growth and reproduction</li> <li>about the main stages of the human life cycle</li> </ul>	<ul style="list-style-type: none"> <li>the diversity of lifestyles</li> <li>others' points of view, including their parents' or carers</li> <li>the need for trust and love in established relationships.</li> <li>about, and accept, a wide range of different family arrangements, for example second marriages, fostering, extended families and three or more generations living together.</li> <li>why being different can provoke bullying and why this is unacceptable</li> <li>when it is appropriate to take a risk and when to say no and seek help</li> <li>the diversity of values and customs in the school and in the community</li> <li>value themselves and identify positive things about themselves</li> </ul>	
	<ul style="list-style-type: none"> <li>that bacteria and viruses (including HIV) can affect health and that following simple safe routines can reduce their spread</li> <li>about the physical changes that take place at puberty, why they happen and how to manage them</li> <li>understand that physical changes take place at different rates for different people</li> <li>Know the facts of the human lifecycle, including sexual intercourse</li> <li>the many relationships in which they are involved</li> <li>where individual families and groups can find help</li> <li>about keeping themselves safe when involved with risky activities</li> <li>understand how self-confidence and assertiveness can help them keep themselves safe</li> <li>what makes a healthy lifestyle, what affects mental health and how to make informed choices</li> </ul>	<ul style="list-style-type: none"> <li>recognize their changing emotions with friends and family and be able to express their feelings positively</li> <li>recognize and challenge stereotypes, for example in relation to gender</li> <li>recognize the pressure of unwanted physical contact, and know ways of resisting it.</li> <li>respect other people's viewpoints and beliefs</li> <li>identify adults they can trust and who they can ask for help</li> <li>be self-confident in a wide range of new situations, such as seeking new friends</li> <li>see things from other people's viewpoints, for example their parents and their carers</li> <li>listen to, support their friends and manage friendship problems</li> </ul>	



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<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 6</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## Report of the Director of Children’s Services

Report Author – Stephen Sutherland, Head of Strategy and Planning

Contact Details – [stephen.sutherland@peterborough.gov.uk](mailto:stephen.sutherland@peterborough.gov.uk)

### THE ANNUAL REVIEW OF PETERBOROUGH’S CHILDREN AND YOUNG PEOPLE PLAN

#### 1. PURPOSE

1.1 To appraise Scrutiny Panel of the review process for Peterborough’s Children and Young People Plan (CYPP).

#### 2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT

2.1 The Department for Children, Schools and Families (DCSF) state that: *“Children’s Trusts must have a central and visible role in implementing, monitoring and refreshing the Local Area Agreements, in a way that is consistent with reviewing and implementing the CYPP. The Children’s Trust will agree, monitor and drive the children and young people elements of the Local Area Agreement, which should, in turn, be wholly consistent with priorities in the CYPP. Both will feed into and deliver the overarching local authority Sustainable Community Strategy.”* (Children’s Trust: statutory guidance on inter-agency co-operation to improve well-being of children, young people and their families (2008)).

2.2 Peterborough’s 2008-2011 CYPP makes explicit reference to Peterborough’s Local Area Agreement (LAA), shares its targets, and makes direct reference to the activity that is being undertaken to deliver the LAA.

#### 3. BACKGROUND

3.1 The Children and Young People Plan is a statutory plan which was required by the Children Act 2004. There is a statutory requirement to review the plan annually. Many elements of the plan, including the partners who need to be involved, the way the plan is published, and key areas which need to be directly addressed, are mandated through either the Children Act 2004, or subsequent statutory guidance. However, there is still the opportunity for significant local discretion in shaping the plan.

3.2 The DCSF’s statutory guidance on inter-agency co-operation highlights the role of the CYPP: *“The Children and Young People’s Plan continues to be the key document which covers, in one place, all services for families, children and young people within a single strategic and overarching vision of the local area. Children’s Trust partners should be closely involved in its development and ensure their own plans are fully aligned with it. The Children’s Trust should sign off the CYPP, ensure that it is published, refreshed, evaluated and reviewed as necessary, and drive the operating plans which underpin it.”*

3.3 Peterborough’s first statutory Children and Young People Plan (CYPP) was published in April 2006 by Peterborough City Council Children’s Services department and its partners in the Children and Young People’s Strategic Partnership. The three-year rolling plan has undergone two subsequent reviews and has been approved by the Children’s Trust, Full Council and PCT Board in April of each year.

3.4 In 2008, the CYPP served a dual purpose, setting out both the direction and vision for children's services within the city, but additionally acting as the self-assessment for the purposes of Ofsted's Annual Performance Assessment of Children's Services. To meet this dual role, a variety of annexes were produced to the plan containing a significant amount of detail regarding the delivery and planning of services within the city. In total, the CYPP consisted of 8 documents:

- Children and Young People Plan – 30 page overview document
- Children and Young People Plan Needs Assessment
- Be Healthy Annex
- Stay Safe Annex
- Enjoy and Achieve Annex
- Make a Positive Contribution Annex
- Achieve Economic Wellbeing Annex
- Service Management Annex

3.5 The 2008 – 2011 Children and Young People Plan outlined ten broad, outcome-focused strategic priority objectives, drawn together following extensive engagement of children and young people and other stakeholders, the outcome of the Annual Performance Assessment (APA) and analysis of data relating to local need, as follows:

- Children and young people are supported to make healthy choices
- Children and young people have the best possible emotional health
- Vulnerable children and young people are supported to achieve the best possible outcomes
- Children and young people have a safe environment to grow up in
- Children and young people are safeguarded from harm
- Children and young people have enjoyable learning opportunities
- Children and young people achieve their potential and succeed emotionally
- Children and young people are engaged and supported within their communities
- Children and young people resist engaging in crime and anti-social behaviour
- All young people have access to appropriate housing

3.6 Beneath each of these priorities, a number of key areas of focus were identified where specific action was required to improve outcomes. For example, key areas of focus under the first priority 'healthy choices' are; Teenage Conceptions and Sexual Health, Obesity, Alcohol Misuse, and Drug Misuse.

3.7 The CYPP is not a delivery plan. Rather, it identifies key city-wide priorities and sets direction for all partners. The CYPP provides clear links to detailed action plans and strategies for each key area of focus. This may include, for example, detailed LAA action plans, local strategies or business and service plans. This ensures that the CYPP is embedded into service delivery.

3.8 The CYPP is monitored by the Children's Trust Partnership Board. Within the CYPP, a total of 85 national indicators have been identified which are monitored by both the city council's Children's Services and Children's Trust Partnership Board using the Performance Dashboard.

#### **4. KEY ISSUES**

4.1 There is a statutory requirement to conduct an annual review of the CYPP in order to assess progress and consider whether needs have changed. It is expected that the review will be based upon "*the best possible data about outcomes and outputs*" and involved "*consultation with service users, children, young people, and families and carers...*" (Guidance on the CYPP 2006)

4.2 The objectives for the 2009 annual review of the CYPP are as follows:

- To develop and review the needs assessment, ensuring that priorities identified within the CYPP are appropriate and reflect the vision for children and young people in Peterborough
- To ensure that the CYPP is delivered effectively, with links to clear action plans
- To evaluate the impact of the delivery against the 2008 CYPP

- To support planning at a locality level by providing clear locality-based information
- To identify and detail the developments necessary in delivering truly integrated working within Peterborough
- To improve the communication of the CYPP to all stakeholders and, in particular, to children, young people and families.

4.3 The review will need to consider and have regard to the developing national policy agenda. Further statutory guidance on the CYPP and the development of Children's Trusts is expected in early 2009, although preparation work to undertake the review will need to commence in the third quarter of 2008/09.

4.4 The DCSF have sought consultation on legislative options for strengthening children's trusts. These include proposals to extend the ownership of the CYPP to all statutory partners who have a duty to co-operate under the Children Act 2004 (it is currently owned by local authorities). All partners would be legally required to 'have regard' to the CYPP. Proposals are also being put forward to strengthen the statutory framework for CYPPs through secondary legislation. This could include requiring CYPPs to explicitly set out arrangements for early intervention and joint commissioning and specify the spend of each partner on areas such as child health and youth offending, and in particular those areas covered by local joint commissioning arrangements.

4.5 Ofsted have released a consultation on the development of the new inspection framework for Children's Services under the Comprehensive Area Assessment (CAA), which will begin from April 2009. Initial indications are that the CYPP will no longer be required to have the additional purpose of acting as a self-assessment for Children's Services. This, in turn, provides a greater flexibility in the format and level of detail contained within the plan.

4.6 Plans for the review process are currently in development. As part of this process, a 'lessons learnt' document is being produced and feedback is being sought on the existing plan. As a result of the developing national policy framework and feedback received to date, a number of developments to the CYPP are being considered:

- Developing a young people's version of the CYPP in order to improve the communication and awareness of the plan amongst young people.
- Re-viewing the way priorities are highlighted within the CYPP to ensure that there is a clearer focus upon the outcomes that need improving and the integrated working that is necessary to deliver those improved outcomes
- Developing clearer links and ownership between the CYPP and the Youth Council
- Removing six of the Annexes and replacing them with a single, simpler, Annual Report (this is possible due to the potentially reduced burden caused by the change from the APA to CAA)
- Developing the Needs Assessment to include specific profiling of localities and clusters in order to strengthen locality-based planning.
- Strengthening the accountability for outcomes and priorities within the CYPP by detailing explicitly which partnership under the Children's Trust will be responsible for ensuring the delivery of improved outcomes against each priority.

## **5. IMPLICATIONS**

The CYPP is a statutory plan and as such there is a legal requirement to review the plan annually.

## **6. CONSULTATION**

A range of consultation activities will be undertaken with key stakeholders including children and young people, parents and carers, practitioners and partners.

## **7. EXPECTED OUTCOMES**

7.1 This report is presented for information and comment to the panel.

7.2 The views of the panel are sought on the process for the review of the CYPP; proposals for developments within plan; and how the panel wishes to be involved in the review of the plan.

7.3 The panel may wish to discuss potential priorities and areas of focus following their review of performance across Children's Services.

## **8. NEXT STEPS**

A full plan is being developed for the review of the CYPP. It is anticipated that an initial draft of the plan will be prepared by February 2009, in order to progress through the council and partnership decision making processes.

## **9. BACKGROUND DOCUMENTS**

9.1 Peterborough's Children and Young People Plan 2008-2011

## **10. APPENDICES**

10.1 None.

<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 7</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## **Report of the Director of Children’s Services**

**Report Author – Marcus Richardson, Head of Performance Management and Information**

**Contact Details – [marcus.richardson@peterborough.gov.uk](mailto:marcus.richardson@peterborough.gov.uk)**

### **CHILDREN’S TRUST – OVERVIEW OF PERFORMANCE**

#### **1. PURPOSE**

- 1.1 To appraise Scrutiny Panel of the review process for Performance Management and reporting within Children’s Services
- 1.2 To appraise Scrutiny Panel of the critical issues identified by this process.

#### **2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 2.1 The Department for Children, Schools and Families (DCSF) states that two of the essential features of a Children’s Trust are an outcome-led vision, with a focus on improved outcomes, and inter-agency governance, setting a clear framework for strategic planning, resource allocation, and accountabilities.
- 2.2 These two features in particular are underpinned by the robust performance management framework which is set out in this document.

#### **3. BACKGROUND**

- 3.1 The development of an integrated Performance Management Framework is a key activity to support the role of the Children’s Trust in monitoring and delivering against key National Indicators of performance across the five Every Child Matters outcomes for children and aspects of organisational working.
  - Be Healthy
  - Stay Safe
  - Enjoy and Achieve
  - Make a Positive Contribution
  - Achieve Economic Wellbeing
  - Service Management
- 3.2 The framework is developing as a layered approach which meets several needs, including the day to day business requirements of Children’s Services, the department’s corporate reporting responsibilities and Children’s Trust Partnership (and Greater Peterborough Partnership) requirements.
- 3.3 Performance is determined by a range of national indicators which are monitored by both the city council’s Children’s Services department and Children’s Trust Partnership Board using a Performance Dashboard (“the Dashboard”).
- 3.4 Outputs from a monthly data collection process are used to populate the Dashboard across all indicators, including, where appropriate, the use of proxy indicators in circumstances where data is not available.

- 3.5 The performance of each indicator is reported in terms of the latest monthly out-turn alongside details of any baseline or target formally set for that indicator. Each indicator is also assigned a “RAG rating” (Red / Amber / Green) reflecting the performance of that indicator against target.
- 3.6 The Dashboard provides a mechanism to inform and shape a regular performance management review and provides
- a single repository of performance information which is accessible at all times
  - a tool to assist in the early identification of risks and issues
  - a vehicle to assist in providing challenge and to aid decision making
  - a framework to drive forward continuous improvement
- 3.7 Outputs from the monthly data collection process are also used to inform the Greater Peterborough Partnership’s (GPP) Performance Hub. This is a multi-agency group that has been established since April 2008 to review performance information. It is additionally charged with :
- carrying out risk analyses and informing the GPP Executive as appropriate
  - mitigating risk by local action or referral to the GPP Solutions Centre for wider peer review

#### 4. CURRENT PERFORMANCE AND KEY ISSUES

- 4.1 It is intended that the Dashboard be presented to the Panel at it’s meeting on 3 December 2008 with opportunity for the Panel to discuss and question specific areas of focus and performance.
- 4.2 In advance of this date, the Panel are advised of a number of critical issues identified through the regular performance management review.
- 4.3 Critical issues are those key themes and indicators deemed to be crucial for the achievement of a 3 star rating (or equivalent) for Children’s Services.
- 4.4 Those issues currently deemed to be critical are presented below :

<b>Issue</b>	<b>Owner</b>
Children with Disabilities	Maureen Phillips
Social Care / Safeguarding	Maureen Phillips
Teenage Conceptions	Maureen Phillips
Diversity	Elaine Fulton
Workforce Development	Elaine Fulton
Joint Commissioning	Elaine Fulton
Obesity	Elaine Fulton
Standards, especially KS1 and KS3	Mel Collins
CAMHS / Emotional Health	Elaine Fulton
Value for Money	Jon Lewis
Leadership	John Richards
Health Visiting Service	Brenda Town
Integration / Locality Working	Maureen Phillips
Participation of Children in Care	Maureen Phillips
Children’s Trust Arrangements	Elaine Fulton
Business Intelligence (i.e. Performance Management)	Elaine Fulton
Participation rates of vulnerable young people (EET)	Maureen Phillips
Achievement of Level 2 and 3 qualifications at age 19	Mel Collins
Facilities for young people	Maureen Phillips

## **5. IMPLICATIONS**

None.

## **6. CONSULTATION**

- 6.1 Support materials for the review of Performance Management and reporting within Children's Services are principally aimed at an audience of key stakeholders within organisations charged with service delivery and monitoring.
- 6.2 The Panel can be assured, however, that the outputs from this process have a significant role in shaping services for children and young people and in supporting the measurement of the impact of those services on children and young people, parents and carers, practitioners and partners.

## **7. EXPECTED OUTCOMES**

- 7.1 This report is presented for information and comment to the Panel.
- 7.2 The Panel may wish to discuss specific aspects of performance and potential linkages to the review of Peterborough's Children and Young People Plan (CYPP).

## **8. NEXT STEPS**

- 8.1 A formal Performance Management review is undertaken by the Children's Services Department Management Team (DMT) on a monthly basis. It is anticipated that a quarterly presentation is made to the panel, commenting on explicitly on critical issues identified by this process.

## **9. BACKGROUND DOCUMENTS**

- 9.1 Peterborough's Children and Young People Plan 2008-2011

## **10. APPENDICES**

- 10.1 None.

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<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 8</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## **Report of the Executive Director of Strategic Resources**

**Report Author – Paulina Ford, Performance Scrutiny and Research Officer**

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

### **FEEDBACK AND UPDATE REPORT**

#### **1. PURPOSE**

- 1.1 This report provides feedback on items considered or questions asked at previous meetings of the Children and Lifelong Learning Scrutiny Panel. It also provides an update on matters which are of interest to the Panel or where the Panel have asked to be kept informed of progress.

#### **2. BACKGROUND**

##### **2.1 Recruitment and Retention in Schools**

During the Panel's consideration of the Unvalidated Exam Data at its meeting on 22 October 2008, Members requested further information on what action was being taken with regard to recruitment and retention in schools.

A project group has been established and is working with partners and schools in the city and an informal briefing paper giving an update on this project will be sent to members of this panel shortly.

##### **2.2 Total Respect Training**

At a meeting of the Panel on 22 October a group of young people attended to talk about different ways of engaging with young people and were able to tell the panel of their own experiences of being engaged. The panel were informed of training which is offered to all Children's Services Staff called Total Respect which helps people working with young people understand how they can engage with them.

The outcomes of this training are that participants will understand:

- Why listening to young people is essential
- How to communicate with young people
- Why young people should be treated with respect
- Why young people should be consulted about decisions that affect them

The training is facilitated by young people and an invitation will be extended to Members of this panel to attend a training session on 16 February 2009. The training lasts for 3 hours and can be either a morning or afternoon session.

The panel is asked to consider which session would be most appropriate to arrange.

##### **2.3 Children's Trust Board Minutes**

During the Panel's consideration of the Children's Trust Arrangements at its meeting on 22 October 2008, Members requested to receive copies of minutes from the meetings of the Children's Trust Board. Arrangements have now been made for Members of the Panel to receive

the minutes from each meeting thus keeping them informed of the Trust's activities. These will be emailed directly to the Members when available.

**3. EXPECTED OUTCOMES**

3.1 That the Panel notes the feedback from previous meetings.

**4. BACKGROUND DOCUMENTS**

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

**5. APPENDICES**

None

<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 9</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## **Report of the Executive Director of Strategic Resources**

**Report Author – Paulina Ford, Performance Scrutiny and Research Officer**  
**Contact Details - 01733 452508**

### **EXECUTIVE DECISIONS**

#### **1. PURPOSE**

- 1.1 The purpose of this report is to notify the Panel of the Executive Decisions which have been taken and which relate to the Panel's remit.

#### **2. LINKS TO CORPORATE PLAN, SUSTAINABLE COMMUNITY STRATEGY AND LOCAL AREA AGREEMENT**

- 2.1 Links to the Corporate Plan, Sustainable Community Strategy and Local Area Agreement are contained within the individual decisions notices.

#### **3. BACKGROUND**

##### **3.1 Appointment of LEA Governor to Woodston Primary School**

###### **Decision**

To appoint Mr Jonathan Symon nominated by the governing body.

###### **Reasons**

The resignation of Mr David Tyler on 1 September 2008.

##### **3.2 Appointment of LEA Governor to West Town Primary School**

###### **Decision**

To appoint Catherine Honeyford nominated by the School.

###### **Reasons**

The resignation of Mr Graham Flew on 23 July 2008.

##### **3.3 Appointment of LEA Governor to Discovery Primary School**

###### **Decision**

To appoint Mrs Betty Fowler nominated by the governing body.

###### **Reasons**

Vacancy due to the formation of a permanent governing body.

##### **3.4 Promotion of Play**

###### **Decision**

The Cabinet members are asked;

- to approve the allocation of Pathfinder funding across the Authority in line with appendix A (available on request).

- to approve the application for Pathfinder status and Bretton Park as the site for the Adventure Playground.
- to agree to proceed with the consultation on the staffed play centres based on the objectives agreed with the Children and Life Long Learning and Community Development Scrutiny Panels in September 2008 and to remodel the service based on the objectives below and the consultation process.

These objectives are;

- To ensure access to play for all children across the city.
- To target resources on those areas in the city where outcomes are the poorest.
- To support parents and communities in developing play resources.

### **Reasons**

Playbuilders is a Department of Children, Schools and Families (DCSF) initiative to promote improved play opportunities. The City Council was one of 43 authorities which were awarded funding for this purpose. Peterborough will receive £1.1 m for 22 play sites across the authority at £50,000 per site. The allocation of sites will reflect a needs analysis. The implementation of the playbuilders scheme will be managed through the Children and Families Service, which is linked to clusters of schools.

The recommended allocation of playbuilder sites reflect a fair and equitable distribution of sites across the city, backed up by a management infra-structure which can ensure implementation of the initiative within the tight timescale.

There is a further opportunity for the City Council to apply for play pathfinder status. This is also a DCSF initiative to support play but seeking innovative approaches towards promoting play. This will include £1.2m revenue and funding of £800,000 for an adventure playground or play park. The preference is for Bretton Park to be the site for the Pathfinder adventure playground, based on reasons of sustainability, accessibility and links to wider regeneration initiatives.

There is a need to review the management of the play centres, recognising that the present system does not respond to the objectives agreed with the scrutiny panel.

## **3.5 Schools Broadband Contract**

### **Decision**

**This decision includes an exempt annex which is NOT FOR PUBLICATION in accordance with paragraph 3 of Schedule 12A to Part 1 of the Local Government Act 1972 in that it contains information relating to financial/business affairs, namely, details of the bids received, bidders names and the funding details. The public interest test has been applied to the information that is contained in the Exempt Annex to this Decision Notice and it is considered that the need to retain this information as exempt outweighs the public interest in it because to disclose it could compromise the Council's position in any future procurement for these services.**

Authority to award Schools Broadband Contract to Udata Infrastructure UK Limited for a term of seven years commencing on 1<sup>st</sup> April 2009 and ending on March 31<sup>st</sup> 2016 for the provision of a Managed Service Broadband Network to Peterborough City Council schools.

The services offered will include all communications and networking links and equipment, maintenance, support and management of the network and the provision of management information

### **Reasons**

Following a number of clarification sessions and revised proposals, Udata Infrastructure UK Limited was identified as the preferred supplier, as it demonstrated that it was most responsive to requests and provided the most clarity in its responses to questions.

Udata Infrastructure UK Limited not only performed better when presenting its proposal, its proposal was also deemed to present a lesser risk in terms of hidden costs, such as BT open

reach excess charges, and it had very strong recommendations from existing schools clients relating to its flexibility, quality of service provision and its working relationship with schools.

Updata Infrastructure UK Limited also compared favourably to the other shortlisted supplier in terms of costs.

To summarise Updata Infrastructure UK Limited was selected because it:

- a) Offered best value for money
- b) Showed and demonstrated significant experience with schools
- c) Offered greater clarity around costs
- d) Excellent recommendations from its existing suppliers

#### **4. IMPLICATIONS**

- 4.1 Any specific implications are contained within the individual decision notices.

#### **5. EXPECTED OUTCOMES**

- 5.1 The Panel is asked to consider the Executive Decisions which are relevant to the remit of the Panel and which have been made since the last meeting and if felt appropriate, to identify any decisions they may wish to examine in more detail.

#### **6 BACKGROUND DOCUMENTS**

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

Executive Decision notices from 22 September 2008.

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<b>CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL</b>	<b>Agenda Item No. 10</b>
<b>3 DECEMBER 2008</b>	<b>Public Report</b>

## **Report of the Executive Director of Strategic Resources**

**Report Author – Paulina Ford, Performance Scrutiny and Research Officer**

**Contact Details – 01733 452508**

### **FORWARD PLAN – 1 DECEMBER 2008 TO 31 MARCH 2009**

#### **1. PURPOSE**

For the Panel to note the latest version of the Forward Plan; agree any areas for inclusion within the Panel's work programme and submit any observations concerning the Plan to the Executive.

#### **2. BACKGROUND**

This is a regular report to the Children's and Lifelong Learning Scrutiny Panel, outlining the content of the Council's Forward Plan.

#### **3. KEY ISSUES**

- 3.1 The latest version of the Forward Plan is attached at Appendix A. The Plan contains those key decisions, which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) will be making over the next four months.
- 3.2 The Panel may wish to include some of the items highlighted on the Plan onto their future work programme or to request additional information from the Executive before a decision is made. Any comments about the format of the Plan would also be welcomed.
- 3.3 In accordance with the Council's Executive procedure rules, the Cabinet or Cabinet Member will not make any key decision until at least five clear days after the receipt of the report relating to that decision. The Group representatives of the Scrutiny Committee are sent a copy of these reports at the same time as the Cabinet Member and any comments can be passed onto the Member before a decision is made.

#### **4. EXPECTED OUTCOMES**

- 4.1 That the Panel notes the latest version of the Forward Plan; agrees any areas for inclusion within the Panel's work programme and submits any observations concerning the Plan to the Executive.

#### **5. NEXT STEPS**

- 5.1 Areas agreed by the Panel to be included in the work programme and observations submitted to the Executive.

#### **6. BACKGROUND DOCUMENTS**

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

Peterborough City Council's Forward Plan for 1 December 2008 to 31 March 2009

#### **7. APPENDICES**

Appendix A Forward Plan 1 December 2008 to 31 March 2009

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# **PETERBOROUGH CITY COUNCIL'S FORWARD PLAN**

**1 DECEMBER 2008 TO 31 MARCH 2009**

**APPENDIX A**



## FORWARD PLAN OF KEY DECISIONS – 1 DECEMBER 2008 TO 31 MARCH 2009

During the period from 1 December 2008 to 31 March 2009 Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below. Key decisions relate to those executive decisions which are likely to result in the Council spending or saving money in excess of £500,000 and/or have a significant impact on two or more wards in Peterborough.

This Forward Plan should be seen as an outline of the proposed decisions and it will be updated on a monthly basis. The dates detailed within the Plan are subject to change and those items amended or identified for decision more than one month in advance will be carried over to forthcoming plans. Each new plan supersedes the previous plan. Any questions on specific issues included on the Plan should be included on the form which appears at the back of the Plan and submitted to Lindsay Tomlinson, Governance Support Officer, Chief Executive's Department, Town Hall, Bridge Street, PE1 1HG (fax 01733 452483). Alternatively, you can submit your views via e-mail to [lindsay.tomlinson@peterborough.gov.uk](mailto:lindsay.tomlinson@peterborough.gov.uk) or by telephone on 01733 452238.

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

### NEW ITEMS THIS MONTH:

- Cultural Strategy
- Peterborough Housing Register and Allocations Policy
- Ecohut Project
- Vendor Neutral Solution for Provision of Agency Staff

## DECEMBER - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Section 106 Planning Obligations Implementation Scheme</b> To approve the approach to negotiating Planning Obligations</p>	December 2008	<p><b>Cabinet</b> This decision will be an Executive recommendation to full Council for endorsement</p>	Extensive consultation will be undertaken involving relevant stakeholders and appropriate member forums.	<p>Graeme Law Strategic Planning Executive Strategic Growth &amp; Development Tel: 01733 863825 <a href="mailto:graeme.law@peterborough.gov.uk">graeme.law@peterborough.gov.uk</a></p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p><b>Moving Forward</b> Agreement for adult social care to be part of the future provider model of the PCT</p>	December 2008	<b>Cabinet</b>	Public consultation took place in 2007; HASC to be consulted September 2008 and October 2008	<p>Denise Radley Director of Adult Social Services and Performance 01733 758444 <a href="mailto:denise.radley@peterborough.gov.uk">denise.radley@peterborough.gov.uk</a></p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p><b>Budget 2009/10 and Medium Term Financial Plan to 2011/12</b> Draft budget for 2009/10 and Medium Term Financial Strategy to 2011/12 to be agreed as a basis for consultation. This will include the Council's Capital Strategy, Asset Management Plan and Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust.</p>	December 2008	<b>Cabinet</b>	Report forms the basis of consultation with stakeholders, prior to further consideration by Cabinet in February 2009 and subsequent endorsement at full Council.	<p>John Blair Head of Strategic Finance Tel: 01733 384564 <a href="mailto:john.blair@peterborough.gov.uk">john.blair@peterborough.gov.uk</a></p>	Public report will be available from the Governance Support Officer one week before the decision is made

<p><b>Council Tax Base</b> To agree the calculation of the council tax base for 2009/10</p>	<p>December 2008</p>	<p><b>Cabinet</b></p>	<p>Internal advice has been received from Finance and Legal Services. No formal consultation will take place regarding proposals</p>	<p>John Blair Head of Strategic Finance Tel: 01733 384564 <a href="mailto:john.blair@peterborough.gov.uk">john.blair@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Cultural Strategy</b> To agree a Cultural strategy incorporating a Cultural Vision, Sports Strategy, Library Strategy and Heritage Strategy and recommend approval by Council</p>	<p>December 2008</p>	<p><b>Cabinet</b> This decision will be an Executive recommendation to full Council</p>	<p>Relevant stakeholders including Community Development Scrutiny Panel</p>	<p>Kevin Tighe Head of Cultural and Neighbourhood Services Tel: 01733 863784 <a href="mailto:kevin.tighe@peterborough.gov.uk">kevin.tighe@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Peterborough Housing Register and Allocations Policy</b> To agree additions to the Peterborough Housing Register and Allocations Policy: Unacceptable behaviour – clarification on rent arrears; Transfer applications; Refusal of offers</p>	<p>December 2008</p>	<p><b>Cabinet</b> This decision will be an Executive recommendation to full Council</p>	<p>Peterborough Choice Based Lettings Operations Group; Peterborough Choice Based Lettings Board; Community Development Scrutiny Panel</p>	<p>Adrian Chapman Head of Neighbourhood Services Tel: 01733 863887 <a href="mailto:adrian.chapman@peterborough.gov.uk">adrian.chapman@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Section 44 Input to Regional Spatial Strategy (RSS) Review</b> To give advice to East of England Regional Assembly on proposed review of the Regional Spatial Strategy to 2031</p>	<p>December 2008</p>	<p><b>Cabinet Member for Strategic and Regional Partnerships, Councillor Collins and Cabinet Member for Housing, Regeneration and Economic Development, Councillor Murphy</b></p>	<p>External and key stakeholders including neighbouring local authorities, land agents and chamber of commerce</p>	<p>Rob Brown Area Strategic Planning Manager Tel: 01733 863795 <a href="mailto:robert.brown@peterborough.gov.uk">robert.brown@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

<p><b>Ecohut Project</b> To give authority to the lead partner (the Forestry Commission) to deliver the project to create a family woodland development for recreation and learning purposes</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>Ufford Parish Council; Cambridgeshire Constabulary; Peterborough City Council; Natural Networks Partnership, Greater Peterborough Partnership; John Clare Country Partnership</p>	<p>Darren Sharpe Natural Environment Team Leader Tel: 01733 453596 <a href="mailto:darren.sharpe@peterborough.gov.uk">darren.sharpe@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Riverside Community Sports Pavilion</b> To appoint a contractor to build the Riverside Community Sports Pavilion.</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>Riverside Residents' Association, ward councillors and potential user groups.</p>	<p>Paul Stevenette Programme Consultant Tel. 01733 452475 <a href="mailto:paul.stevenette@peterborough.gov.uk">paul.stevenette@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Schedule of Rates for Capital Civil Engineering Works 2008 – 2010</b> To award a two year framework contract for the delivery of small and medium highway improvement works funded through the Local Transport programme</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>Internal stakeholders as appropriate.</p>	<p>Stuart Mounfield Senior Engineer Transport and Engineering Services Tel. 01733 453598 <a href="mailto:stuart.mounfield@peterborough.gov.uk">stuart.mounfield@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Nene Bridge Refurbishment</b> To award contract for refurbishment</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>All utility companies, Network Rail, Environment Agency, internal stakeholders, emergency services and transport groups.</p>	<p>Richard Cranwell Environmental Engineering Team Manager Environment and Community Services Tel. 01733 453504 <a href="mailto:richard.cranwell@peterborough.gov.uk">richard.cranwell@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

<p><b>Future of Peterborough Professional Development Centre (PPDC)</b> To consider options for the future utilisation of the site by the council</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>Consultation with take place with relevant stakeholders including Ward Councillors</p>	<p>Richard Hodgson Head of Strategic Projects Tel: 01733 384535 <a href="mailto:richard.hodgson@peterborough.gov.uk">richard.hodgson@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>
<p><b>Vendor Neutral Solution for Provision of Agency Staff</b> To agree a process for engaging with a managed service provider for agency staff</p>	<p>December 2008</p>	<p><b>Cabinet Member for Efficiency and Business Improvement, Councillor Scott</b></p>	<p>Details awaited</p>	<p>Chris Berry Business Transformation Consultant Tel: 07976 619906 <a href="mailto:christopher.berry@peterborough.gov.uk">christopher.berry@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

## JANUARY - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Tourist Information Service</b> To determine delivery mechanisms for tourist information services</p>	<p>January 2009</p>	<p><b>Cabinet Member for Community Services, Councillor Lee</b></p>	<p>Consultation will take place with relevant stakeholders as appropriate, including staff, trades unions and the Community Development Scrutiny Panel</p>	<p>Linda Wills Tourism Services Manager Tel: 01733 863835 <a href="mailto:linda.wills@peterborough.gov.uk">linda.wills@peterborough.gov.uk</a></p>	<p>Public report will be available from the Governance Support Officer one week before the decision is made</p>

## FEBRUARY - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
<p><b>Budget 2009/10 and Medium Term Financial Plan to 2011/12</b></p> <p>To agree proposals for the Council's budget and corporate strategy in accordance with the Council's procedure rules. This will include approval of the Council's Capital Strategy, the Asset Management Plan, the Adult Social Care Charging Policy and the Draft Annual Accountability Agreement between Peterborough City Council and Peterborough Primary Care Trust</p>	February 2009	<p><b>Cabinet</b></p> <p>This decision will be an Executive recommendation to full Council</p>	This decision follows consultation with stakeholders about the draft MTFs, presented to Cabinet in December.	<p>John Blair Head of Strategic Finance Tel: 01733 384564 <a href="mailto:john.blair@peterborough.gov.uk">john.blair@peterborough.gov.uk</a></p>	Public report will be available from the Governance Support Officer one week before the decision is made
<p><b>Refreshed Local Area Agreement (LAA)</b></p> <p>To sign off the refreshed LAA prior to its submission to the Government Office</p>	February 2009	<p><b>Leader of the Council and Cabinet Member for Finance and Human Resources, Councillor Peach</b></p>	Relevant stakeholders and fora including Scrutiny Committee	<p>Richard Astle Director, Greater Peterborough Partnership Tel: 01733 865042 <a href="mailto:richard@gpb-peterborough.org.uk">richard@gpb-peterborough.org.uk</a></p>	Public report will be available from the Governance Support Officer one week before the decision is made



## MARCH - KEY DECISIONS

KEY DECISION REQUIRED	DATE OF DECISION	DECISION MAKER	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	REPORTS
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There are currently no key decisions scheduled for March.

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

Communications  
Strategic Growth and Development Services  
Legal and Democratic Services  
Human Resources  
Policy and Research  
Economic and Community Regeneration  
Housing Strategy  
Drug Intervention Programme and Drug and Alcohol Team

**CITY SERVICES DEPARTMENT** Nursery Lane, Fengate, Peterborough PE1 5BG

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

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

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

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

Families and Communities  
Commissioning and Performance  
Learning  
Resources

**OPERATIONS DEPARTMENT Bridge House, Town Bridge, PE1 1HB**

Planning Services  
Building Control Services  
Environmental and Public Protection  
Cultural Services  
Transport and Engineering Services  
Emergency Planning  
Occupational Health  
City Centre Services

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CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
3 December 2008 Draft report 17 November Final Report 24 November	<p><b>Werrington School Council</b> To consider and comment on a presentation from the School Council on its achievements and to take questions from the School Council. <b>Contact Officer: Mel Collins</b></p> <p><b>National Healthy Schools Programme</b> To consider and comment on a report on the PSHE programme for Primary Schools. <b>Contact Officer: Gaynor Mansell</b></p> <p><b>Children's Trust – Overview of Performance</b> To consider and comment on a report on the overview of the performance of the Children's Trust. <b>Contact Officer: Elaine Fulton / Marcus Richardson</b></p> <p><b>EARLY CONSIDERATION Peterborough Children and Young People Plan</b> To give early consideration to the draft Plan. <b>Contact Officer: Elaine Fulton</b></p>	Officer	Community Engagement	To review any issue that the Panel considers appropriate	Comments to Officers and School Council
		Chair	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework	To be fully appraised of the PSHE programme for Primary Schools.  To give support and approval of the PSHE programme for Primary Schools.
		Officer	Performance Management	To monitor progress on the Council's priority of providing high quality opportunities for learning and ensure children are healthy and safe.	To be fully appraised of the Children's Trust Targets and performance.  To scrutinise how the Children's Trust is effective in how it meets governments targets
		Constitution	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework	Recommendations and comments of officers

CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
<p>14 January 2009 Draft report 29 December Final Report 5 January</p>	<p><b>Budget 2009/10</b> To consider the draft Budget and Corporate Strategy for 2009/10. <b>Contact Officer: John Harrison</b></p>	<p>Cabinet</p>	<p>Policy Development</p>	<p>To comment on the relevant sections of the annual budget proposals and Corporate Strategy.</p>	<p>Recommendations to the Executive</p>
	<p><b>Adult Learning &amp; Skills Strategy for Peterborough</b> To consider and comment on the draft Adult Learning &amp; Skills Strategy for Peterborough prior to its consideration by the Executive. <b>Contact Officer: Mel Collins</b></p>	<p>Officer</p>	<p>Policy Development</p>	<p>To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework</p>	<p>Comments to officers</p>
	<p><b>Schools Financial Health</b> To provide the panel with a further update of the financial position of schools and the work that is ongoing to manage surplus balances in schools <b>Contact Officer: Jonathan Lewis</b></p>	<p>Officer</p>	<p>Performance Management</p>	<p>To monitor progress on the Council's priority of providing high quality opportunities for learning and ensure children are health and safe</p>	<p>Comments to Officers</p>

CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
	<p><b>Alternative Provision for Young People</b></p> <p>To consider and comment on a report on Alternative Provision for Young People who are excluded from school or otherwise without a school place.</p> <p><b>Contact Officer: Paul Copping / Tricia Keogh</b></p>	<p>Chair</p>	<p>General Scrutiny Issue</p>	<p>To monitor progress on the Council's priority of providing high quality opportunities for learning and ensure children are healthy and safe</p>	<p>To be fully appraised of Children's Services Alternative Provision for Young people.</p> <p>To scrutinise how Children's Services is effective in how it meets this provision in line with the Government White Paper – Back on Track.</p>
<p><b>4 March 2009</b></p> <p><i>Draft report 16 February</i></p> <p><i>Final Report 23 February</i></p>	<p><b>Peterborough Children and Young People Plan</b></p> <p>To consider and comment on the draft Plan prior to its consideration by the Executive.</p> <p><b>Contact Officer: Elaine Fulton</b></p>	<p>Constitution</p>	<p>Policy Development</p>	<p>To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework</p>	<p>Recommendations to the Executive</p>
	<p><b>Youth Justice Plan</b></p> <p>To consider and comment on the draft Youth Justice Plan prior to its consideration by the Executive.</p> <p><b>Contact Officer: Bob Footer</b></p>	<p>Constitution</p>	<p>Policy Development</p>	<p>To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework</p>	<p>Recommendations to the Executive</p>

CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Date of Meeting	Item (including what the Panel is requested to do)	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
	<p><b>Education Standards – Validated Results</b></p> <p>To consider the 2008 examination results from the Foundation Stage through to Key Stage 5</p> <p><b>Contact Officer: Mel Collins</b></p>	Panel	Performance Management	To monitor progress on the Council's priority of providing high quality opportunities for learning and ensure children are healthy and safe	Comments to officers
	<p><b>Integrated Children with Disabilities project</b></p> <p>To consider and comment on a report to the panel on the Integrated Children with Disabilities project</p> <p><b>Contact Officer: Maureen Phillips</b></p>	Officer	General Scrutiny Issue	To monitor progress on the Council's priority of providing high quality opportunities for learning and ensure children are healthy and safe	Comments to Officers
	<p><b>Changes to Arrangements for 16-19 Education and Training</b></p> <p>To provide the panel with a further update on proposed national changes to the commissioning and education and training provision for 16 – 19 year olds.</p> <p><b>Contact Officer: Mel Collins</b></p>	Officer	Policy Development	To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework	Comments to Officers



## CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Information items to be sent out directly to members of Panel. Not for presentation at the Panel meetings. Any questions on the information should be sent directly to the contact officer responsible.

Item	Contact Officer	Date / Regularity	Method of Delivery
<b>Children's Social Care Services – Management Information</b>	<b>Maureen Phillips</b> Assistant Director Family and Communities Tel: 01733 863702 Email: <a href="mailto:maureen.phillips@peterborough.gov.uk">maureen.phillips@peterborough.gov.uk</a>	<b>Bi Monthly</b> November / January / March / May / July / September	
<b>Attendance/Exclusion Figures</b>	<b>Melanie Collins / Tricia Keogh</b> Assistant Director, Learning & Skills Tel: 01733 863730 Email: <a href="mailto:melanie.collins@peterborough.gov.uk">melanie.collins@peterborough.gov.uk</a>	<b>Biannual</b> November / May	
<b>Schools Forum report on activities</b>	<b>Jonathan Lewis</b> Assistant Director, Resources Tel: 01733 863912 Email: <a href="mailto:jonathan.lewis@peterborough.gov.uk">jonathan.lewis@peterborough.gov.uk</a>	<b>Bi Monthly</b> November / January / March / May / July / September	

### Type of Scrutiny Activity Categories:

Holding to Account  
Performance Management  
Policy Development  
Scrutiny of External Organisations  
Scrutiny Review  
General Scrutiny Issue  
Member Training

**RELEVANT ITEMS FROM MAJOR POLICY FRAMEWORK AND LOCAL CHOICE TO BE CONSIDERED UNDER THE REMIT OF CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL**

CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL

AGENDA PLAN 2008 – 2009

Last Updated – 24 November 2008

Plans included under statutory guidance

- (a) Children and Young People’s Plan
- (e) Youth Justice Plan

**POSSIBLE ITEMS FOR INCLUSION WITHIN THE WORK PROGRAMME FOR 2008/09**

Item (including what the Panel is requested to do)	Approximate Scheduling date	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
<b>Schools Appeals Process and Overview of the Admission Process Update Report</b> J. Lewis	June 2009	Chair	. Policy development	To monitor progress on the Council’s statutory duty to implement integrated processes	Comments to Officers
<b>Integrated Processes (including ContactPoint)</b> To consider and comments on progress to deliver integrated processes in Peterborough including Contactpoint, information sharing and common assessment framework (CAF) <b>Contact Officer: Elaine Fulton</b>	June 2009	Officer	. Policy development	To monitor progress on the Council’s statutory duty to implement integrated processes	Comments to officers
<b>Proposed Bushfield Academy</b> To present an overview of how the academy will work <b>Contact Officer: Eric Winstone / Mel Collins</b>	June 09	Chair	General Scrutiny Issue	To monitor progress on the Council’s priority of providing high quality opportunities for learning and ensure	Comments to Officers

**CHILDREN AND LIFELONG LEARNING SCRUTINY PANEL**

**AGENDA PLAN 2008 – 2009**

**Last Updated – 24 November 2008**

Item (including what the Panel is requested to do)	Approximate Scheduling date	Item referred by	Type of Scrutiny Activity	Relevant Terms of Reference	Expected Outcome
<p><b>New University</b> To receive an update on the progress of the University. <b>Contact Officer: Linda Jones</b></p>	<p>T.B.A Last report received 23/7/08</p>	<p>Chair</p>	<p>Policy Development</p>	<p>children are healthy and safe.</p>	
<p><b>Vulnerable Groups and Young Carers</b>  <b>Maureen Phillips</b></p>	<p>T.B.A.</p>			<p>To initiate, develop and review relevant policies and advise the Executive about the proposed Policy Framework</p>	<p>Identification of any areas of concern</p>

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