

**CREATING OPPORTUNITIES AND TACKLING INEQUALITIES
SCRUTINY COMMITTEE**

**MONDAY 15 JUNE 2015
7.00 PM**

Bourges/Viersen Room - Town Hall

AGENDA

Page No

1. Election of Chair

2. Election of Vice Chair

3. Apologies for absence

4. 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.

5. Minutes of Meeting Held on 9 March 2015

5 - 12

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

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

7. Appointment of Co-Opted Member

13 - 14



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|------------|---|----------------|
| 8. | Creating Opportunities and Tackling Inequalities : Introduction, Overview and Work Programme | 15 - 16 |
| 9. | Review of 2014/2015 and Future Work Programme | 17 - 34 |
| 10. | Forward Plan of Executive Decisions | 35 - 54 |
| 11. | Date of Next Meeting | |

Monday 20 July 2015

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<http://democracy.peterborough.gov.uk/documents/s21850/Protocol%20on%20the%20use%20of%20Recording.pdf>

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Committee Members:

Councillors: J Peach, B Rush, Coles, J Shearman, Yonga, B Saltmarsh and D Fower

Substitutes: Councillors: G Nawaz, M Jamil, A Miners and DavidsonThulbourn

Education Co-optees: Paul Rossi, (Roman Catholic Church Representative),
Miranda Robinson,(Church of England Representative),
Tricia Pritchard, (Director of Education & Training), Diocese of Ely
Stuart Francis, Parent Governor Representative

Alistair Kingsley – Independent Co-opted Member

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

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**MINUTES OF A MEETING OF THE
CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE
HELD IN THE
BOURGES/VIERSEN ROOM, TOWN HALL, PETERBOROUGH
ON MONDAY 9 MARCH 2015**

Present: Councillors S Day (Chairman), C Harper, G Nawaz, B Saltmarsh, J Shearman, R Ferris, D Fower

Also present Alistair Kingsley Independent Co-optee
Miranda Robinson Education Co-optee
Louise Ravenscroft Representing Family Voice

Officers in Attendance: Sue Westcott Executive Director for Children's Services
Jonathan Lewis Service Director for Education, Resources and Corporate Property
Nick Beech Senior School Improvement Advisor
Lesley Kelly Senior School Improvement Advisor
Belinda Evans Complaints Manager

1. Apologies

Apologies for absence were received from Councillor Rush and Councillor Jamil. Councillor Ferris and Councillor Harper were in attendance as substitutes. Apologies for absence were also received from Education Co-opted Member Stewart Francis.

2. Declarations of Interest and Whipping Declarations

There were no declarations of interest or whipping declarations.

3. Minutes of meetings held on 5 January 2015

The minutes of the meetings held on 5 January 2015 were agreed as an accurate record.

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

There were no requests for Call-in to consider.

5. Childrens Social Care Complaints Supplementary Report

The report was introduced by the Complaints Manager and provided the Committee with supplementary information in response to questions on the Annual Complaints Report which had been presented to the Committee at its meeting on 8 September 2014.

Observations and questions were raised and discussed including:

- Members were concerned that a high number of complaints were for Staff Attitude/Conduct. *The Director of Childrens Services advised that a list of staff members who were under the category of Staff Attitude/Conduct complaints had been provided to the Director. The matter of the complaint had then been addressed with the staff during their supervision session. A number of the complaints had been about the churn in social workers. There was a mix of complaints against both agency staff and permanent staff.*

- Members sought clarification regarding complaints upheld due to lack of communication. *Members were informed that this referred to one particular complaint which had related to lack of follow up on phone calls, not having the process explained to them and not receiving a quick enough response.*
- Is the delayed and failed service due to the Social Workers having to undertake more back office administrative duties? *Members were informed that the delays were not about lack of adequate business support for Social Workers but ongoing pressures of the job. Any delays or failed service was however unacceptable.*
- Members referred to page 12, and sought clarification on the following statement “Where the problem is not isolated to certain individuals the service need to consider how they can engage more effectively with their client group to minimise distrust and uncertainty”. *Members were informed that one of the issues with delivering social care was that the service being delivered was usually a service that families may not want. The key to effective social work was the establishment of good relationships which can sometimes be difficult.*
- Did the service have a target standard to aim for in responding to complaints? *Members were informed that regulations stated 10 working days but in some circumstances it would be 20 working days.*

The Chair thanked the Complaints Manager for the informative report.

ACTIONS AGREED

1. The Committee noted the report and requested that future reports should contain historical data for comparison.
2. A further annual report to be provided in September 2015.

6. Report on the Work of the Corporate Parenting Panel

The report was introduced by Councillor Saltmarsh, Vice Chairman of the Corporate Parenting Panel which provided the Committee with an update on the work undertaken by the Corporate Parenting Panel between January 2014 and December 2014. Councillor Saltmarsh paid tribute to the Director of Childrens Services, Sue Westcott for raising the profile of the Corporate Parenting Panel.

Observations and questions were raised and discussed including:

- Members felt that the Corporate Parenting Panel should find some way of measuring the impact that the Corporate Parenting Panel had made on the outcomes of Looked After Children.
- Members referred to page 16, paragraph 5.3 and the mention of the “*challenges presented by an ever increasingly diverse demographic*”. *The Director informed Members that it was an ever increasing complex area of work. There was an interpreting service but they were not always available. The service was therefore trying to bring interpreters to work within the service to provide a diverse social worker workforce to reflect the community. Recruitment adverts clearly stated that the council welcomed applicants from diverse communities.*
- Are you employing social workers from Eastern Europe? *Members were informed that this was not being pursued as there were issues with their registration.*
- Members referred to the Terms of Reference, Functions of the Panel and asked if the function “*To appoint elected members as Champions for Children in Care in respect of the following strands*” was working. *Cllr Saltmarsh advised that this was being reviewed with the idea that Cabinet Members might become the Champions of the relevant area that fell within their portfolio e.g. the Cabinet Member for Education, Skills and University would be the Champion for Education Attainment and access to Higher Education strand.*

- Members were advised that there was a core group of 14 to 15 Members that attended each Corporate Parenting Panel meeting. The meeting was not a public meeting and therefore attendance could not be recorded.
- The Director stated that there had been a great improvement in the Corporate Parenting Panel since a core membership had been in place and suggested that after the elections a training day is held to raise the profile of the Corporate Parenting Panel and responsibilities of councillors as corporate parents.
- The Director also stated that it was important for the Corporate Parenting Panel to provide evidence of what difference the Panel was making to the lives of Looked After Children.

The Chair thanked Councillor Saltmarsh for all the work she had done in regard to the development of the Corporate Parenting Panel and the Director of Childrens Services for raising the profile of the Corporate Parenting Panel.

ACTION AGREED

The Committee noted the report and requested a further report at a future meeting in the next municipal year. The report to include evidence of what difference the Corporate Parenting Panel had made to the lives of Looked After Children in the city and if possible to include some targets by which this could be measured.

7. Special Educational Needs and Disabilities Reforms Update

The Service Director for Education, Resources and Corporate Property introduced the report which provided the Committee with an update on progress made towards implementing the Special Educational Needs and Disabilities (SEND) reforms in Peterborough. Louise Ravenscroft was also in attendance representing Family Voice.

Observations and questions were raised and discussed including:

- Members wanted to know what was being done with regard to improving accessibility. *Members were informed that there was still work being done to improve accessibility and it was hoped that a pilot would take place with a group of parents to trial access to the local offer. The aim was to go live in March.*
- Are people going to be supported and monitored with regard to using their personal budget? *Members were advised that there were safeguarding's and support around the use of personal budgets and they would be reviewed annually to check that the personal budget was being spent as it should be. The personal budget had to be used to meet the outcomes in the Personal Plan.*
- How ridged is the allocated amount of the personal budget. If a person required additional money could they apply for it? *Members were informed that the budget was a personalised amount to meet the individual's needs. There was flexibility to accommodate an individual's needs which would be identified when reviewed.*
- Was there a cap on the budget allocated? *Members were informed that there was three chunks of money. There was £4000 in each school for a child for their needs, an additional amount of £6000 if a child had additional needs and a top up budget which was held by the Local Authority and this was allocated in respect of each child's needs. There was no top limit and the money was there to meet the child's needs.*
- Members asked for further information on the SEND-specific engagement strategy. *Members were advised that this was still being developed and the Brighton and Hove Charter was being used as a starting point. The strategy could be brought back to the Committee at a future meeting.*
- What is the biggest change that schools will have to address? *Members were informed that the biggest change would be that schools would have to investment more time in the process as it was more detailed.*

The Chair thanked the Corporate Director for an informative report and thanked Louise Ravenscroft for all her work done in representing Family Voice.

ACTION AGREED

The Committee noted the report and requested that the Corporate Director bring a further update report back to the Committee in the next municipal year and include the SEND-specific engagement strategy.

8. Presentation of 2014 Unvalidated Examination Results

The Service Director for Education, Resources and Corporate Property introduced the report which provided the Committee with a summary of the 2014 unvalidated assessment and examination results for the Early Years Foundation Stage (EYFS – Reception Year – YR), Year 1 Phonics Check, Key Stage 1, Key Stage 2, Key Stage 4 and Key Stage 5. It was noted that the results were provisional and were liable to change when the validated results were published.

Observations and questions were raised and discussed including:

- Members referred to Year 1 Phonics and noted that whilst the results had improved by 6% from 2013 there was still a gap to national average of -8% and was 11% below the statistical neighbour average. Why was this? *Members were advised that the proportion of pupils with EAL was very different to other statistical neighbours. Peterborough did not compare like with like at national or statistical neighbours. There were also some elements of poor teaching in particular year groups and particular schools. No other authority was like Peterborough however a great deal of work was being done in Early Years and the gap was closing. A lot of work was being done around phonics including engaging with parents and teaching them phonics.*
- The Service Director explained the change in recording schools exam results and that only a student's first attempt at a GCSE examination would count towards their schools standing in the performance tables. There had been a great improvement in the English results but there had been challenges around the maths results which had been lower than expected. There had been a particular issue across the different Exam Boards used for maths with regards to grade boundaries. Maths was now a focus in Key Stage 4.
- Members noted that there had been good results at Key Stage 1 but disappointing results at Key Stage 2. *Members were informed that some of the predictions from a few of the schools had not been achieved as expected which affected the overall results. The good results being produced at Key Stage 1 would take a while to filter through to Key Stage 2.*
- What percentage of schools were accurate in their predictions. *Members were informed that approximately 90% of schools were accurate. Sometimes predictions changed because of cohort changes.*
- Members referred to Early Years Foundation Stage. Do you work closely with the Private Voluntary Independent Providers (PVI) to ensure uniformity across the city? *Members were informed that PVI settings were subject to Ofsted. Peterborough was above the national average for the quality of PVI settings that are good or better.*
- If a PVI wants to expand would the Local Authority give their views to the Planning Committee? *Members were informed that the Local Authority role was to make sure there was sufficient provision and would therefore support settings in planning applications where provision was needed.*
- How can you ensure consistency with internal assessment at Key Stage 1? *Members were advised that reading and maths were externally assessed. Writing was subject to internal assessment so more likely to vary in assessment however the school improvement team had a rolling programme of moderation in place to ensure a level of consistency. Schools were also encouraged to share best practice and moderate with each other.*

- Members commented that there was still a big disconnect with progress levels of primary schools compared to secondary schools. *Members were advised that the School Improvement Board was looking at the lack of consistency of progress from primary to secondary schools and also the transition from primary school to secondary school.*
- Members were pleased to note that 80.7 % of children were now attending schools judged good or better. Would this be difficult to improve on next year? *Members were informed that the aim was to reach 85% this year.*

ACTION

The Committee noted the report.

9. Impact of Universal Free School Meals on Pupil Premium

The Service Director for Education, Resources and Corporate Property introduced the report which provided the Committee with an early view of the potential impact that the introduction of the universal free school meals for infant school children is having on the identification and funding of pupils for pupil premium. The Service Director tabled an updated chart under section 5.3 of the report providing information on Universal Infant FSM Numbers in Maintained Schools. Key issues highlighted:

- The number of children in infant schools signing up for Free School Meals had dropped.
- New Children coming into reception were not claiming Free School Meals due to the fact that they were already receiving a free school meal and therefore did not need to sign up to Free School Meals which would entitle them to Pupil Premium. This meant that a significant amount of money had been lost. Schools had been notified of this and various initiatives had been put in place to try and encourage people to sign up for Free School Meals.
- It was a national problem.
- Two authorities were using their council tax data to claim free school meals. This would be looked into further to see if this could be done in Peterborough.

Observations and questions were raised and discussed including:

- Is the issue that people do not wish to give their national insurance number to the school? *Members were informed that this was difficult to know but it could be one of the issues.*
- Members were concerned at the lack of sign up to Free School Meals and wanted to know how it had been advertised. *Members were informed that it had been advertised through television adverts, radio, newspapers, Facebook, twitter. Schools were promoting it at parents meetings and offering incentives.*
- Members suggested putting the information on the Council Tax Form.
- Members suggested emailing every councillor with the information and putting a video on YouTube.

ACTION

The Committee noted the report and requested that the Service Director email all councillors with information on how to claim Free School Meals.

10. Directors Report for Social Care Practice and Performance

The Executive Director of Children's Services introduced the report which provided the Committee with an update on the progress of performance and practice in Children's Social Care as of 31 January 2015.

Observations and questions were raised and discussed including:

- Members were concerned that there was no analysis between permanent and agency staff in the report and that Agency Social Workers made up 24.6% of the staff. *Members were informed that since the report was written Agency Social Workers had risen to 27%. A number of permanent staff had left and at the exit interviews it was identified that people were leaving for personal reasons or because they could earn more through being an agency social worker.*
- The Executive Director informed Members that a lot of work was being done around recruitment and another major campaign was being planned. Peterborough had also just been awarded the DfE Step Up To Social Work Programme. Step Up to Social Work was a programme which enabled trainees to work towards a qualification to practice as a social worker at the same time as gaining intensive hands-on experience. This should attract high-achieving graduates or career changers.
- There were currently 22 applications received for newly qualified social workers of which approximately 4 or 5 would eventually be employed.
- Is Liquid Logic embedded and working well? *Members were informed that it was working well but there was still further development on the system to be done.*
- Members noted the agreement which had been reached regionally in regard to the capping of Agency Worker pay rates. It was also noted that it was an agreement in principle and requested a report back to the Committee in six months' time to see what effect it had had.

Councillor Shearman had to leave the meeting and wished to note his thanks to the following people:

- Councillor Day for all the work she had done as the Chair of the Committee.
- Sue Westcott, Executive Director for Childrens Services and Councillor Scott, Cabinet Member for Childrens Services (not present at the meeting) for the improvements that had been made since the Ofsted report.
- Paulina Ford, Senior Democratic Services Officer for supporting the Committee over the past year.

The Chair noted that the person taking over the responsibility of Childrens Services when Sue Westcott left would be Wendi Ogle-Welbourn and requested that the Directors Report for Social Care Practice and Performance continue to be reported at each meeting.

The Executive Director suggested that the Members of the Committee continue with the scheduled visits to the Childrens Services Department as this was an important part of understanding and monitoring the work of the service area.

The Chair informed Members that she would not be standing for election next year and wished to noted her thanks to the following people:

- The Executive Director of Childrens Services, Sue Westcott for all the work she had done in supporting the Committee and all the work done in developing the Improvement Plan in response to the findings and recommendations of the Ofsted safeguarding inspection carried out in August 2011.
- Alistair Kingsley, Independent Co-Opted Member for his valuable input at each meeting.
- Paulina Ford, Senior Democratic Services Officer for all her work in supporting the Committee.
- The Chair also wished to thank Paulina Ford, the Democratic Services Team and Adrian Chapman's Team for all the work done by them in organising the successful Scrutiny in a Day Event in January 2014 and the follow up event in February 2015 which focused on the Impact of Welfare Reform.

ACTION

1. The Committee noted the report.
2. The Committee also requested that:
 - a) The Directors Report for Social Care Practice and Performance continue to be reported at each meeting.
 - b) That Members of the Committee re-establish regular visits to the Childrens Services department to monitor safeguarding. This to be set up by the Service Director Children's Services and Safeguarding.
 - c) A report on recruitment and retention of Social Workers to be brought back to the Committee in six months' time.

11. Forward Plan of Executive Decisions

The Committee received the latest version of the Council's Forward Plan of Executive Decisions, 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 Forward Plan and where appropriate, identify any relevant areas for inclusion in the Committee's work programme.

ACTION AGREED

The Committee noted the Forward Plan of Executive Decisions.

The meeting began at 7.00pm and ended at 9.15pm

CHAIRMAN

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CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 7
15 JUNE 2015	Public Report

Report of the Director of Governance

Contact Officer(s) – Paulina Ford, Senior Democratic Services Officer
Contact Details - Tel: 01733 452508 email: paulina.ford@peterborough.gov.uk

APPOINTMENT OF A CO-OPTED MEMBER

1. PURPOSE

1.1 The purpose of this report is to request that the Committee consider retaining Alistair Kingsley as a co-opted Member to the Committee. As per the constitution Part 4, Section 8 – Scrutiny Committee and Scrutiny Commission Procedure Rules, paragraph 3:

3.1 The Scrutiny Committee or Scrutiny Commissions shall be entitled to co-opt, as non-voting members, external representatives or otherwise invite participation from non-members where this is relevant to their work.

2. RECOMMENDATIONS

2.1 It is recommended that the Committee retain the membership of Alistair Kingsley to the Committee as an Independent Co-optee with no voting rights for the municipal year 2015/2016. This to be reviewed on an annual basis.

4. BACKGROUND

4.1 Alistair Kingsley became a co-opted member of this Committee as a Parent Governor Representative in May 2010, his term of office was for three years and this ended in May 2013. Alistair was unable to continue for another three years as his role as Parent Governor had changed and he was therefore no longer eligible to be co-opted to the Committee as a Parent Governor Representative. On 22 April 2013 this Committee considered and agreed that Alistair could remain on the Committee as an Independent Co-opted Member with no voting rights. Alistair has been an active and valuable member of the Committee providing effective and challenging scrutiny at all meetings. He has also been a member of two Task and Finish Groups during his appointment to the Committee and also a Member of the working group which planned the Scrutiny in a Day event. Alistair has expressed a keen interest in continuing as a co-opted member and Committee Members have also expressed an interest in retaining Alistair as a Member.

6. IMPLICATIONS

6.1 None

7. CONSULTATION

7.1 None

8. NEXT STEPS

8.1 If the Committee agree to appoint Alistair Kingsley as a Co-opted Member of the Committee from May 2015 Alistair can continue to attend all meetings of the Committee and any Task and Finish Groups that the Committee agree that he may be assigned to. Alistair will however have

no voting rights.

9. BACKGROUND DOCUMENTS

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

9.1 None

10. APPENDICES

10.1 None

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 8
15 JUNE 2015	Public Report

Report of the Corporate Director for People and Communities

**Contact Officer(s) – Lou Williams: Service Director for Children and Safeguarding
Contact Details – 864139, and
Jonathon Lewis: Service Director for Education and Adult Skills, Resources and Corporate Property - 863912**

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES: INTRODUCTION, OVERVIEW AND WORK PROGRAMME

1. PURPOSE

- 1.1 This report sets out the approach to be taken at the first Scrutiny Committee of the municipal year, during which Members will be presented with an overview of the issues, opportunities, priorities and challenges in connection with the creating opportunities and tackling inequalities theme, with the aim of establishing a scrutiny work programme for the year.

2. RECOMMENDATIONS

- 2.1 To discuss the detail contained in the presentation that will be given during the meeting, and to agree a scrutiny work programme for the year.

3. LINKS TO THE SUSTAINABLE COMMUNITY STRATEGY

- 3.1 Adopting this approach for the first Scrutiny meeting of the year will ensure that a scrutiny work programme is developed and agreed which directly contributes to the objectives and outcomes contained in the Sustainable Community Strategy.

This committee in particular most directly contributes to the 'Creating Opportunities and Tackling Inequalities' priority in the Sustainable Community Strategy.

4. BACKGROUND

- 4.1 The presentation that will be given at the committee meeting will serve to consolidate progress made in the previous year, current and forthcoming issues, and national and local policy changes to create an overall framework against which members will be able to identify and agree those aspects of the theme that they wish to scrutinise during the year.

5. KEY ISSUES

- 5.1 The presentation that will be given at the committee meeting will:
- Provide an overview of the creating opportunities and tackling inequalities theme, including what it entails and what progress has been made
 - Provide a summary of the legislative framework within which aspects of this theme operate
 - Provide information to help identify priorities
 - Suggest aspects of the theme that members may wish to scrutinise throughout the year.

6. IMPLICATIONS

- 6.1 Members will be provided with sufficient information and evidence to enable them to be confident about their role on this scrutiny committee, and to identify a work programme for the year.

7. CONSULTATION

- 7.1 Information provided during the meeting will be drawn from a range of sources, including from across the Council and our partners.

8. NEXT STEPS

- 8.1 Following the committee meeting, a work programme will be produced, lead officers identified and timescales set to ensure maximum effectiveness of the scrutiny process.

9. BACKGROUND DOCUMENTS

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

- 9.1 Various sources have been used to prepare the presentation.

10. APPENDICES

- 10.1 N/A

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 9
15 JUNE 2015	Public Report

Report of the Director of Governance

Contact Officer – Paulina Ford, Senior Democratic Services Officer

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

REVIEW OF 2014/2015 AND WORK PROGRAMME FOR 2015/16

1. PURPOSE

- 1.1 To provide the Committee with a review of the work undertaken during 2014/15 and to develop a work programme for 2015/16.

2. RECOMMENDATIONS

- 2.1 That the Committee considers the 2014/2015 year in review and makes recommendations on the future monitoring of these items where necessary.
- 2.2 That the Committee determines its priorities, and develops a work programme for the forthcoming year.

3. REVIEW OF 2014/15

- 3.1 The Creating Opportunities and Tackling Inequalities Scrutiny Committee was established by Council at its annual meeting on 18 May 2009. During the year 2014/2015, the Committee considered the following issues:

Information / Update

- Review of 2013/14 and Future Work Programme
- Scrutiny in a Day – One Year On – Event Proposal
- Special Educational Needs and Disabilities Reforms Update

Monitoring / Calling to Account

- Directors Report for Social Care practice and Performance
- New Vision for Early Years Services Including Children's Centres in Peterborough
- Improving Educational Outcomes Task and Finish Group Report
- Peterborough Safeguarding Children Board Annual Report
- Children's (Social Care) Services Statutory Complaints Process (Children act 1989) Annual Report 2013/2014
- Special Educational Needs and Disability Reforms
- Portfolio Progress Report from Cabinet Member for Education, Skills and University
- Performance Report on NEET / Raising the Participation Age
- Corporate Parenting Panel Annual Report
- Portfolio Progress Report from Cabinet Member for Children's Services
- Children's Centres and Early Years Update
- Pupil Referral Service
- The Connecting Families Programme
- Pupil Premium
- Recruitment and Retention of Social Workers
- City College Peterborough
- Children's Social Care Complaints Supplementary Report

- Impact of Universal Free School Meals on Pupil Premium

Policy / Plans / Consultation

- Implementations of Ofsted School Improvement Inspection Action Plan
- Draft School Organisation Plan 2014/2015 - Delivering Local Places for Local Children
- 16 - 19 Ofsted Inspection Action Plan
- Placement Strategy
- Budget 2015/16 and Medium Term Financial Plan – Phase One
- Budget 2015/16 and Medium Term Financial Plan – Phase Two

There were no Call-ins of Executive Decisions for the Committee to consider.

The Committee took part in the following Joint Scrutiny:

- Joint Scrutiny of the Budget – 3 December 2014 and 9 February 2015
- Joint Scrutiny in a Day – Focus on the Impact of Welfare Reform – One Year On – 24 February 2014

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

4. WORK PROGRAMME 2015/16

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

4.2 The Committee’s remit is:

To review and scrutinise the delivery of the Sustainable Community Strategy priority of creating opportunities, tackling inequalities. This will include reviewing and scrutinising the performance of other public bodies in their activities and performance in the delivery of the Single Delivery Plan.
Hold the Executive to account for the discharge of functions in the following ways: <ul style="list-style-type: none"> • by exercising the right to call-in, for reconsideration, decisions made but not yet implemented by the Executive or key decisions which have been delegated to an officer. • by scrutinising Key Decisions which the Executive is planning to take, as set out in the Forward Plan • by scrutinising Executive decisions after they have been implemented, as part of a wider policy review.
To review and scrutinise the planning, decisions, policy development, service provision and performance relating to the following service areas: <ul style="list-style-type: none"> • Adult Learning and Skills • Children’s Services • Education • Safeguarding Children
To assist and advise the Council and the Executive in the development of its budget and policy framework by in-depth analysis of policy issues in relation to the terms of reference of the committee.
Make recommendations to the Executive and/or Council arising from overview and scrutiny activity.

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

To consider any appeals from petition organisers who are not satisfied with the outcome of the Council's consideration of their petition.

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

5. BACKGROUND DOCUMENTS

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

5.1 Minutes of the Creating Opportunities and Tackling Inequalities Scrutiny Committee held on 14 July, 8 September, 13 October, 10 November, 3 December 2014 and 5 January, 9 February, 9 March 2015.

6. Appendices

6.1 Appendix 1 - Recommendations made during 2014/2015
Appendix 2 – Draft Work Programme 2015/16

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Meeting Date	Item	Recommendations	Referred to	Response
14 July 2014	Improving Education Outcomes Task and Finish Group Final Report	<p>The Committee endorsed the following recommendations made by the Task and Finish Group and recommended that they be implemented by the Assistant Director Education and Resources and that implementation be monitored by the Committee.</p> <p>Recommendation 1</p> <ul style="list-style-type: none"> • An ‘All Party Policy’ meeting on education outcomes is held ensuring that members understand the role and duties of the local authority and the difference between maintained schools and academies (Autumn Term) • Ofsted reports on individual schools are distributed to ward members when published with the opportunity to ask questions of officers where appropriate (ongoing). • Ensure that the school improvement strategy and other key documents (e.g. school organisation plan) are shared with all members and that they have the opportunity to discuss and question them (following agreement at the Scrutiny Committee) <p>Recommendation 2</p> <ul style="list-style-type: none"> • Agreement is being sought with the School Improvement Board that the governor representative for the board is the independent co-opted member of the scrutiny committee (Al Kingsley - who is a 	J Lewis	<p>A session has been planned for this municipal year</p> <p>The publishing of Ofsted reports to ward members has not been undertaken yet but this will be instigated.</p> <p>Mr Kingsley has attended the School Improvement Board</p>

Meeting Date	Item	Recommendations	Referred to	Response
		<p>governor). This will help a key link to be formed between the Board and the Scrutiny Committee (July)</p> <ul style="list-style-type: none"> • The terms of reference for the School Improvement Board include a requirement for a termly report to the Director of Children’s Services with an annual report to the Scrutiny Committee. (ongoing) <p>Recommendation 3</p> <ul style="list-style-type: none"> • Through reviewing the data available to the authority, the link between ethnicity and achievement will become a standard data set for the committee. In addition, a greater focus on the outcomes for pupils eligible for the pupil premium grant will be considered in the future. These will be included in future reports to the committee (November and March annually) <p>Recommendation 4</p> <ul style="list-style-type: none"> • Data on the latest position on Ofsted outcomes in Peterborough schools will continue to form part of the regular data set including the proportion of schools judged good or better at their latest inspection. (standard reporting cycle) • The proposed working party (see later note) will consider in further detail outcomes from the Ofsted inspections of schools in Peterborough. (September onwards) 		<p>A report will come the committee in the autumn.</p> <p>Our review of the implementation and success of the EAL strategy is being prepared and will be shared in the autumn. We are also in the process of writing a ‘closing the gap’ strategy to ensure all groups outcomes improve.</p> <p>An update report will be prepared for the next appropriate meeting.</p>

Meeting Date	Item	Recommendations	Referred to	Response
		<p>Recommendation 5</p> <ul style="list-style-type: none"> The school organisation plan covers sufficient information and is part of the annual cycle of reports to the Scrutiny Committee. Where appropriate, the working party may wish to receive updates on the school place planning situation including proposed building schemes. (annual cycle) <p>Recommendation 6</p> <ul style="list-style-type: none"> When data is produced for future committees it will be appropriate to do this at ward level to help members to understand how schools in their area are performing. This will not be easy to undertake at Secondary level but at a primary level this could be undertaken. Data on socio-economic, demographic, attendance and educational needs would also help members understand their ward profiles compared to wider Peterborough. (November and March) It is proposed that the working party review on a rotation basis the support services provided by the local authority either through visit or report. Examples include attendance, SEN services, finance, school place planning. (September onwards) <p>Recommendation 7</p> <ul style="list-style-type: none"> It is proposed that a paper to be brought in this municipal year to the Scrutiny Committee outlining the council's 		<p>We are currently awaiting health data (GP registrations) and once received we will complete the annual refresh of the School Organisation Plan.</p> <p>This will be undertaken at the next meeting. We would have hoped to reconstitute the working group before now but it is intended to commence this in September when we have the latest set of data for schools.</p> <p>This will be undertaken.</p>

CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE
RECOMMENDATIONS MADE DURING 2014-2015

Meeting Date	Item	Recommendations	Referred to	Response
		statutory responsibility for Education (including legislation), its role and approach to academies.		
8 Sept 2014	Portfolio Progress for Cabinet Member for Education Skills and University	The Committee recommend that the Cabinet Member for Education Skills and University discuss with secondary school Headteachers/Principals how best they can include "Skills for Life", including managing money, within their curriculum.	Cabinet Member for Skills, Education and	This has been shared with Primary and Secondary teachers – the PSHE (personal, social, health education) curriculum covers these areas.
8 Sept 2014	Peterborough Safeguarding Children board Annual Report (PSCB) 2013/2014	The Committee recommends to the Peterborough Safeguarding Children Board that more work is done within Secondary Schools to raise awareness regarding child exploitation and in particular that all young people from years 7 to 13 are within the cohort targeted.	Peterborough Safeguarding Children Board	<p>Peterborough Safeguarding children Board have undertaken a lot of work with secondary school students in relation to raising awareness of child sexual exploitation.</p> <p>The PSCB commissioned the drama piece "Chelsea's Choice" which was delivered to all secondary schools in Peterborough. In excess of 3,000 Year 8/9 students saw the drama piece and this work has been followed up by the Police Safer Schools officers who have continued to roll out the "exploited" programme across the secondary schools. The PSCB has sought evidence of the impact of Chelsea's Choice and a follow up questionnaire was sent to all secondary schools in Spring/ Summer 2014. 515 responses were received from schools across the City. The consultation clearly evidenced that Chelsea's Choice had a positive impact on the young people who saw it. The impact of this piece of work is that the safeguarding board captures an accurate reflection of young people's views cross the city and ensures that a programme of CSE awareness raising is in place.</p> <p>The consultation evidenced that the majority of young</p>

Meeting Date	Item	Recommendations	Referred to	Response
				<p>people (72%) said that they would go to a teacher if they had a safeguarding concern. Accordingly, it was imperative that the PSCB assured itself that teachers are fully equipped to deal with CSE disclosures and know who to go to. As a result of this piece of work, since January 2015 all Secondary Schools in Peterborough have appointed a CSE Lead. To support the CSE leads the PSCB holds termly focus meetings (facilitated by the PSCB CSE co-ordinator) which provide the CSE leads with additional training and updates on CSE. It also provides an opportunity for leads to discuss CSE and share good practice. The first of these meetings took place on 17th March 2015 and representatives from 16 secondary schools and further education establishments attended.</p> <p>The PSCB Business Manager has facilitated a group of secondary school students who developed CSE leaflets and posters for young people and parents and carers. The leaflets are currently available in English, Polish, Russian, Latvian, Lithuanian, Portuguese, Slovak and Urdu. Young people requested that the posters/ leaflets had QR codes which when scanned by a mobile phone would take the person straight to the PSCB CSE website page for young people. This page includes further information, resources and media clips aimed at young people. The leaflets and posters have been distributed to all secondary schools and have been displayed around the school sites.</p> <p>The PSCB has recruited to a part time CSE Co-ordinator post to ensure that there is a centralised person to gather and analyse data and intelligence surrounding CSE cases. The Co-ordinator</p>

Meeting Date	Item	Recommendations	Referred to	Response
				<p>commenced employment on 1st October 2014, her role is to develop and co-ordinate Peterborough’s multi agency response to CSE and ensure agencies are challenged and held to account for their safeguarding responsibilities. To date she has held a number of focus groups with young people in several schools and colleges across the City, and delivered additional CSE awareness training to in excess of 400 young people. She is currently working with a local secondary school who are filming a short play on CSE, once completed the play will be filmed and the DVD shared with all other secondary schools for use with young people. The CSE co –ordinator has also extended the CSE consultation that was carried out with Secondary schools to include further education colleges, Pupil Referral Unit and specialist schools. She is currently working with the Education safeguarding lead to look at how to introduce Barnardo’s “real love rocks” CSE awareness raising into Primary schools across the City (aimed at year 6)</p> <p>In addition to the CSE work the PSCB is currently running a pilot with a local primary school to train a group of pupils as “Safeguarding Internet safety ambassadors”. The pupils will be trained on inter net safety and then be champions within the school setting by assisting and skilling up other pupils on how to stay safe on line, including running assemblies and contributing to lessons on internet safety. The PSCB Business Manager has had initial meetings with the school and they have identified a group of “potential champions” that they would like to use. The training sessions with these children will commenced in April 2015. It is anticipated that if the scheme is successful</p>

Meeting Date	Item	Recommendations	Referred to	Response
				it will be rolled out across all primary schools in the City.
13 Oct 2014	Report on the Work of the Corporate Parenting Panel	<p>The Committee recommended to the Corporate Parenting Panel that the following subjects listed within the Panel's Terms of Reference were delivered as agenda items, presenting one of the following strands per meeting:</p> <p>Housing Employment and training opportunities within Council departments and with partner agencies Health Educational Attainment and access to Higher Education Recreation and Leisure activities Finance and benefits</p>	Corporate Parenting Panel	<p>At a Corporate parenting meeting held in 2012 it was agreed that children and young people in care would benefit from Councillors championing the corporate parenting role across the different areas of Peterborough City Council. i.e: It was felt that members in strategic positions could help to ensure the needs of children and young people in care were always high on the agenda of all council activity.</p> <p>Housing - Cllr Saltmarsh Employment - Cllr Day Health - Cllr Lamb Education - Cllr Holdich Leisure - Cllr Lee Finance - Cllr Seaton</p> <p>Action / Update</p> <p>At a more recent meeting, members were keen to re-launch the important role of champions to further improve the statutory role of the CCP and to provide reassurance that a systemic approach to corporate parenting was being applied</p> <p>The following recommendations were agreed by the CPP</p> <ol style="list-style-type: none"> 1. The allocated champions list should be refreshed. 2. A letter invitation sent to all members as corporate parents requesting volunteers to become CPC

Meeting Date	Item	Recommendations	Referred to	Response
				<p>(corporate parenting champions)</p> <p>3. From voluntary submission, at the following CCP, champions will be allocated. In addition lead officers will also be assigned who will support members to complete the necessary reporting.</p> <p>4. A letter sent to newly appointed champions confirming their appointment and clearly listing the expectations of the role.</p> <p>5. Report from corporate Parenting Champions to be a standard item of the work programme going forward.</p> <p>6. CCP will receive annual reports for each of the areas listed above.</p> <p>7. Outcomes of this reporting style will lead to developments in improvements to access of services for children in Care. These improved outcomes can then be reported to statutory committees as requested.</p>

**CREATING OPPORTUNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE
DRAFT WORK PROGRAMME 2015/16**

Meeting Date	Item	Progress
15 June 2015 <i>Draft Report 27 May</i> <i>Final Report 3 June</i>	Appointment of a Co-Opted Member Contact Officer: Paulina Ford	
	Creating Opportunities and Tackling Inequalities: Introduction, Overview and Work Programme Contact Officer: Lou Williams	
	Review of 2014/15 and Future Work Programme To review the work undertaken during 2014/15 and to consider the future work programme of the Committee for 2015/16 Contact Officer: Paulina Ford	
20 July 2015 <i>Draft Report 1 July</i> <i>Final Report 8 July</i>	Service Directors Report for Social Care Practice and Performance Contact Officer: Lou Williams	
	Outcome of OfSted Inspection Contact Officer:	

Appendix 2

UPDATED: 5 JUNE 2015

Meeting Date	Item	Progress
<p>14 September 2015 <i>Draft Report 26 Aug</i> <i>Final Report 2 Sept</i></p>	<p>Peterborough Safeguarding Children Board Annual Report (PSCB) 2014/15</p> <p>Contact Officer: Russell Waite / Jo Bramwell</p> <hr/> <p>Children’s (Social Care) Services Statutory Complaints Process (Children act 1989) Annual Report 2013/2014</p> <p>Contact Officer: Belinda Evans</p> <hr/> <p>Recruitment and Retention of Social Workers (report to include assessment of the impact of capping agency fees)</p> <p>Contact Officer: Lou Williams</p> <hr/> <p>Presentation of 2015 KS 4 & KS2 Unvalidated Examination Results</p> <p>Contact Officer: J Lewis</p> <hr/> <p>Service Directors Report for Social Care Practice and Performance</p> <p>Contact Officer: Lou Williams</p>	
<p>16 November 2015 <i>Draft Report 28 Oct</i> <i>Final Report 4 Nov</i></p>	<p>Service Directors Report for Social Care Practice and Performance</p> <p>Contact Officer: Lou Williams</p>	

Meeting Date	Item	Progress
<p>18 January 2016 <i>Draft Report 30 Dec</i> <i>Final Report 6 Jan</i></p>	<p>City College Peterborough To scrutinise the role the City College has to play in delivering improved educational and other outcomes for the city. Contact Officer: Pat Carrington, Principal/Head of Service</p>	
	<p>Placement Strategy for Children Looked After and the Implementation of the Fostering Action Plan Contact Officer: Lou Williams</p>	
	<p>Service Directors Report for Social Care Practice and Performance Contact Officer: Lou Williams</p>	

Meeting Date	Item	Progress
<p>10 February 2016 (Joint Meeting of the Scrutiny Committees and Commissions)</p>	<p>Budget 2016/17 and Medium Term Financial Plan – Phase Two To scrutinise the Executive’s proposals for the Budget 2016/17 and Medium Term Financial Plan. Contact Officer: John Harrison/Steven Pilsworth</p>	
<p>14 March 2016 <i>Draft Report 24 Feb</i> <i>Final Report 2 Mar</i></p>	<p>Presentation of 2015 KS 4 & KS2 Validated Examination Results Contact Officer: J Lewis</p>	

Appendix 2
To be programmed in for 2015/2016

UPDATED: 5 JUNE 2015

Subject	Presenting Officer	Frequency
Report on Implementation of recommendations made from Improving Educational Outcomes Task and Finish Group Report from 14 July 2014 Meeting	J Lewis	One off
Portfolio Progress Report from Cabinet Member for Children's Services		Annually
Report on the Work of the Corporate Parenting Panel (to include examples of impact on LAC)	Chair of Corporate Parenting Panel / Jenny Goodes	6 monthly
Portfolio Progress Report from Cabinet Member for Education, Skills and University		Annually
Special Educational Needs and Disabilities Reforms Update including SEND-specific engagement strategy	J Lewis	Monitoring as and when required
The Connecting Families Programme (include a more detailed analysis of costs and savings of the programme and a detailed example of a family going through the programme)	Wendi Ogle-Welbourn	Monitoring as required – July 2015
Update on the Placement Strategy for Children Looked After and the Implementation of the Fostering Action Plan (also include work being done with young people aged 10 to 15 years old).	Lou Williams	One off
Effectiveness of education and training provision for 16 to 19 year olds in Peterborough – Action Plan.	Jonathan Lewis	When action plan is completed.

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CREATING OPPORUTNITIES AND TACKLING INEQUALITIES SCRUTINY COMMITTEE	Agenda Item No. 10
15 JUNE 2015	Public Report

Report of the Director of Governance

Report Author – Paulina Ford, Senior Democratic Services Officer

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

FORWARD PLAN OF EXECUTIVE DECISIONS

1. PURPOSE

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

2. RECOMMENDATIONS

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

3. BACKGROUND

- 3.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The 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 Executive decisions to be taken after 26 June 2015.
- 3.2 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.
- 3.3 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.
- 3.4 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.

4. CONSULTATION

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

5. BACKGROUND DOCUMENTS

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

None

6. APPENDICES

Appendix 1 – Forward Plan of Executive Decisions

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PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 29 MAY 2015

FORWARD PLAN

PART 1 – KEY DECISIONS

In the period commencing 28 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 Elsey; Cllr Fitzgerald; Cllr Hiller, Cllr Holdich (Deputy Leader); Cllr North; Cllr Seaton; Cllr Serluca and Cllr Scott.

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 Gemma George, Democratic Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268.

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.

³
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 Gemma George, Democratic Services Manager, Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388038), e-mail to gemma.george@peterborough.gov.uk or by telephone on 01733 452268. For each decision a public report will be available from the Governance Team one week before the decision is taken.

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the 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.

PART 1 – FORWARD PLAN OF KEY DECISIONS

KEY DECISIONS FROM 26 JUNE 2015

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Review of the Local Plan – KEY/26JUN15/01 For Cabinet to consider whether to undertake a review of the Local Plan.</p>	Cabinet	July 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Richard Kay, Head of Sustainable Growth Strategy Email: richard.key@peterborough.gov.uk Tel: 01733 863795	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Extension and Variation to the Integrated Sexual Health Service Contract – KEY/26JUNE15/02 To extend the current contract for the two additional years specified in the original contract. In addition, this decision will reduce to current contract value.</p>	Councillor Diane Lamb Cabinet Member for Public Health	July 2015	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Wendi Ogle-Welbourn, Director of People and Communities Tel: 01733 863749 Wendi.Ogle-welbourn@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Changes to the Parks, Trees and Open Spaces service within the Amey contract following the 2015/16 budget – KEY/26JUN15/03 To approve the changes to the way services relating to grass cutting are provided.</p>	Councillor Gavin Elsey Cabinet Member for Digital, Waste and Street Scene	July 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	James Collingridge Amey Partnership Manager james.collingridge@peterborough.gov.uk 01733 864736	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	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
PREVIOUSLY ADVERTISED DECISIONS						
Delivery of the Council's Capital Receipt Programme through the Sale of Dickens Street Car Park - KEY/03JUL/11 To authorise the Chief Executive, in consultation with the Solicitor to the Council, Executive Director – Strategic Resources, the Corporate Property Officer and the Cabinet Member Resources, to negotiate and conclude the sale of Dickens Street Car Park. For Cabinet to consider future options for service delivery.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital	Consultation will take place with the Cabinet Member, Ward councillors, relevant internal departments & external stakeholders as appropriate.	Richard Hodgson Head of Strategic Projects Tel: 01733 384535 richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Sale of the Herlington Centre - KEY/21MAR14/03 Delivery of the Council's capital receipts programme through the sale of the Herlington Centre, Orton Malborne.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Simon Webber Capital Projects Officer Tel: 01733 384545 simon.webber@peterborough.gov.uk	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	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Peterborough City Council Customer Strategy 2014 - KEY/21MAR14/06 To approve the Customer Strategy. The vision is to provide a range of high-quality services whilst maximising customer satisfaction and delivering these services through different channels at the lowest reasonable cost, whilst also reducing or diverting demand.</p>	Cabinet	June 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders.	Adrian Chapman Assistant Director for Communities and Targeted Services Tel: 01733 863887 Adrian.chapman@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Formalise Integrated Community Equipment Service Funding and Commissioning Arrangements - KEY/18APR14/01 To formalise integrated community equipment service joint funding arrangements.</p>	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	June 2015	Scrutiny Commission for Health Issues	Relevant internal and external stakeholders.	Nick Blake Head of Commissioning for Older People, Physical Disabilities and Sensory Impairment Tel: 01733 452406 nick.blake@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p>Award of Contract for Build of a Waste Transfer Station - KEY/18APR14/02 To award a contract for the build of a waste transfer station.</p>	Councillor Gavin Eley Cabinet Member for Digital, Waste and Street Scene	June 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Paul Robertson Waste Project Officer Tel: 01733 864740 paul.robertson@peterborough.gov.uk	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	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Print Managed Services - KEY/13JUN14/01 To enable Council officers to be able to print, copy and scan.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Dominic Hudson Strategic Partnerships Manager Tel: 01733 452384 Dominic.hudson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Fit to Rent Scheme – KEY/17OCT14/01 To improve standards and management of properties in the private rented sector.	Cabinet	September 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders	Belinda Child Housing Strategic Manager Tel: 01733 863769 Belinda.child@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Extra Care Housing – KEY/12DEC14/02 To approve the award of contracts to provide personal care and support at five extra care schemes.	Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health	June 2015	Scrutiny Commission for Health Issues	Residents and carers, housing providers, care providers and relevant internal departments.	Nick Blake Head of Commissioning Tel: 01733 452486 Nickolas.blake@peterborough.gov.uk	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	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Advocacy Services – KEY/12DEC14/03 To approve the award of contract for the adult social care advocacy services.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>June 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>People utilising the services, partnership boards and relevant internal departments.</p>	<p>Nick Blake Head of Commissioning Tel: 01733 452486 Nickolas.blake@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Hampton Gardens Secondary School – KEY/12DEC14/04 To approve the award of the contract for the design and build of the school.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>June 2015</p>	<p>Creating Opportunities and Tackling Inequalities</p>	<p>Relevant internal and external stakeholders.</p>	<p>Emma Everitt Project Officer (Schools Infrastructure) Tel: 01733 863660 Emma.everitt@peterborough.gov.uk</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	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
<p>Day Opportunities Under 65 Tender (Independent) – KEY/06JAN15/06 To approve the tender for the services.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>August 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mubarak Darbar Head of Commissioning Learning Disabilities Tel: 01733 452509 Mubarak.darbar@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>West Town Primary School - KEY/06JAN15/07 To authorise payment of the Council's contribution to the rebuild of West Town Primary School under the Priority Schools Building Programme.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>June 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Alison Chambers Principal Assets Officer (Schools) Tel: 01733 863975 Alison.chambers@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Peterborough Visitor Economy Strategy 2015-2020 (Draft) – KEY/06JAN15/13 To approve the strategy and recommend that Council adopt as a major policy document.</p>	<p>Cabinet</p>	<p>July 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Douglas Gyte Strategic Tourism Manager Tel: 01733 453490 Douglas.gyte@peterborough.gov.uk</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	CONSULTATION	CONTACT DETAILS / REPORT AUTHOR	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
Classroom Extension and Associated Works Heltwate School - KEY/06MAR15/01 To authorise the construction of an extension at Heltwate School and give authority to the Executive Director of Resources to award the construction contract within the approved budget.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	June 2015	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Alison Chambers Assets and School Place Planning Officer Tel: 01733 863975 Alison.chambers@pete.rborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Amey Phase 2 Budget Savings – KEY/06MAR15/04 To confirm the Phase 2 budget savings.	Councillor Gavin Elsey Cabinet Member for Digital, Waste and Street Scene	June 2015	Sustainable Growth and Environment Capital Scrutiny Committee	Relevant internal and external stakeholders.	Dominic Hudson Strategic Partnerships Manager 01733 452384 Dominic.hudson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Vivacity Phase 2 Budget Savings – KEY/06MAR15/06 To confirm the Phase 2 budget savings.	Councillor Lucia Serluca Cabinet Member for City Centre Management, Culture and Tourism	June 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders.	Dominic Hudson Strategic Partnerships Manager 01733 452384 Dominic.hudson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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St Michaels Expansion – KEY/06MAR15/07 Award of contract for the expansion of St Michaels Church School to a 2FE, including the approval of property, legal and financial arrangements for various enabling agreements and third parties.	Councillor David Seaton Cabinet Member for Resources	June 2015	Creating Opportunities and Tackling Inequalities	Relevant internal and external stakeholders.	Brian Howard Head of Schools Infrastructure 01733 863976 Brian.howard@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Fletton Quays – KEY/06MAR15/08 Disposal of Fletton Quays land and property assets to Peterborough Investment Partnership.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital Scrutiny Committee	Relevant internal and external stakeholders.	Richard Hodgson, Head of Strategic Projects 01733 384535 Richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Pleasure Fair Meadow – KEY/06MAR15/09 Disposal of Pleasure Fair Meadow Car Park to Peterborough Investment Partnership.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital Scrutiny Committee	Relevant internal and external stakeholders.	Richard Hodgson, Head of Strategic Projects 01733 384535 Richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Wirrina Car Park – KEY/06MAR15/10 Disposal of Wirrina Car Park to Peterborough Investment Partnership.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital Scrutiny Committee	Relevant internal and external stakeholders.	Richard Hodgson, Head of Strategic Projects 01733 384535 Richard.hodgson@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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<p>S256 Agreement Hospital Liaison Project - KEY/01MAY15/01 To enter into a S256 agreement with NHS Cambridgeshire and then Clinical Commissioning Group for the Hospital Liaison Project and Agreement with Police Commissioner relating to the Innovation Fund.</p>	<p>Councillor Diane Lamb Cabinet Member for Public Health</p>	<p>June 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jo Melvin Commissioner Tel: 01733 863980 Jo.melvin@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Customer Experience Programme Adult's Services – KEY/01MAY15/02 To approve the business case for the delivery of the customer experience programme in Adults.</p>	<p>Councillor David Seaton Cabinet Member for Resources</p>	<p>June 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders.</p>	<p>Adrian Chapman Service Director Adult Services and Communities Tel: 01733 863887 Adrian.chapman@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Mobile Homes Charging Schedule – KEY/01MAY15/04 To approve the mobile homes charging schedule.</p>	<p>Cabinet</p>	<p>July 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders during eight week consultation.</p>	<p>Belinda Child Head of Housing and Health Improvement Tel: 01733 873769 Belinda.child@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

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<p>Contract Award for Mental Health Employment, Wellbeing and Recovery Service – KEY/01MAY15/05 To award a contract for the Mental Health Employment, Wellbeing and Recovery Service.</p>	<p>Councillor Wayne Fitzgerald Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</p>	<p>June 2015</p>	<p>Scrutiny Commission for Health Issues</p>	<p>Relevant internal and external stakeholders.</p>	<p>Mirsada Hodges Project Manager, DOLS/Mental Health Tel: 01733 452513 Mirsada.hodges@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Novation of Contract Regarding Temporary Staff – KEY/15MAY15/01 To approve the novation of the temporary staff contract.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>June 2015</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>James Fordham Recruitment and Retention Officer Tel: 01733 864581 James.fordham@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>Novation of Organic Waste Treatment Contract – KEY/12JUN15/01 To agree to the novation of the contract for the treatment of organic waste from Organic Recycling Limited to Material Change Limited.</p>	<p>Councillor Gavin Elsey Cabinet Member for Digital, Waste and Street Scene</p>	<p>June 2015</p>	<p>Sustainable Growth and Environment Capital</p>	<p>Relevant internal and external stakeholders.</p>	<p>Richard Pearn Waste Partnership Manager Tel: 01733 864739 Richard.pearn@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
NONE AT THE CURRENT TIME						

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS						
<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
School Term Dates 2015/2016 To approve the school term dates for 2015/16.	Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University	June 2015	Strong and Supportive Scrutiny Committee	Relevant internal and external stakeholders.	Isabel Clark Head of Admissions Tel: 01733 863914 Isabel.clark@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Peterborough Investment Partnership Plans To approve the Peterborough Investment Partnership Plans.	Councillor David Seaton Cabinet Member for Resources	June 2015	Sustainable Growth and Environment Capital	Leader of Council and relevant senior officers.	Simon Machen Corporate Director Growth and Regeneration Tel: 01733 453475 Simon.machen@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
Flood Risk Management Strategy To approve the Strategy and recommend its adoption to Council.	Cabinet	July 2015	Sustainable Growth and Environment Capital	Relevant internal and external stakeholders.	Julia Chatterton Flood and Water Management Officer Tel: 01733 452620 Julia.chatterton@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i>
<p>Personal Budgets in Peterborough To agree to adopt Peterborough's Personal Budget Policy Statement as part of the revised statutory duties that apply to the Council as part of the SEND reforms, under the Children and Families Act 2014.</p>	<p>Councillor John Holdich Leader of the Council and Cabinet Member for Education, Skills and University</p>	<p>June 2015</p>	<p>Strong and Supportive Scrutiny Committee</p>	<p>Relevant internal and external stakeholders</p>	<p>Carrie Gamble Commissioner Tel: 01733 863931 Carrie.gamble@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

DIRECTORATE RESPONSIBILITIES

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

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Corporate Property

Waste and Energy

Strategic Client Services (Enterprise Peterborough / Vivacity / SERCO including Customer Services, ICT and Business Support)

PEOPLE AND COMMUNITIES DEPARTMENT Director's Office at Bayard Place, Broadway, PE1 1FB

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)

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

Legal and Democratic Services

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

City Services and Communications (Markets and Street Trading, City Centre Management including Events, Regulatory Services, Parking Services, Vivacity Contract, CCTV and Out of Hours Calls, Marketing and Communications, Tourism and Bus Station, Resilience)

Performance and Information (Performance Management, Information Governance, Systems Support Team, Coroner's Office, Freedom of Information)

GROWTH AND REGENERATION DEPARTMENT Director's Office Stuart House, St Johns Street, Peterborough, PE1 5DD

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)

Peterborough Investment Partnership

PUBLIC HEALTH DEPARTMENT Director's Office at Town Hall, Bridge Street, Peterborough, PE1 1HG

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