

## CHILDREN AND EDUCATION SCRUTINY COMMITTEE

THURSDAY 1 NOVEMBER 2018  
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 a disclosable pecuniary interest, or other interest, in any of the items on the agenda, unless it is already entered in the register of members' interests or is a "pending notification " that has been disclosed to the Solicitor to the Council. Members must also declare if they are subject to their party group whip in relation to any items under consideration.
3. **Minutes of the Children and Education Scrutiny Committee Meeting Held on 20 September 2018** 3 - 14
4. **Call In of any Cabinet, Cabinet Member or Key Officer Decisions**

The decision notice for each decision will bear the date on which it is published and will specify that the decision may then be implemented on the expiry of 3 working days after the publication of the decision (not including the date of publication), unless a request for call-in of the decision is received from any two Members of the relevant Scrutiny Committee. If a request for call-in of a decision is received, implementation of the decision remains suspended for consideration by the relevant Scrutiny Committee.
5. **Update On Implementation Of The Permanency Service** 15 - 20
6. **Send Reforms Update** 21 - 28
7. **Development of Shared Approaches and Resources In Children's Services To Date And Consideration of Possible Further Developments** 29 - 34
8. **Education Review Monitoring Report** 35 - 56



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9. **Forward Plan of Executive Decisions** 57 - 104
10. **Work Programme 2018/2019** 105 - 112
11. **Date of Next Meeting**
- 28 November 2018 - Joint Scrutiny of the Budget Meeting
  - 3 January 2019 – Children and Education Scrutiny Committee

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

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#### **Committee Members:**

Councillors: J Goodwin (Chair), S Bashir, G Casey, A Dowson, A Ellis, M Farooq, S Lane, M Mahabadi, D Over (Vice Chairman), B Rush and B Saltmarsh

Substitutes: Councillors: J R Fox, A Iqbal, D Jones, A Shaheed and J Stokes

#### **Co-opted Members**

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

Peter Cantley, Peterborough Diocesan Board of Education

Flavio Vettese, (Deputy Director of Schools), Roman Catholic Church, Diocese of East Anglia  
Vacancy, Parent Governor Representative

Vacancy, Parent Governor Representative

Julie O'Connor, Roman Catholic Diocese of East Anglia (sub for Flavio Vettese)

Liz Youngman, Peterborough Diocesan Board of Education (sub for Peter Cantley)

#### **Non Statutory Co-optees**

Alistair Kingsley, Independent Co-opted Member (Non-voting)

Rizwan Rahemtulla, Independent Co-opted Member (Non-voting)

Parish Councillor Susie Lucas, Independent Co-opted Member (Non-voting)

Parish Councillor Junaid Bhatti, Independent Co-opted Member (Non-voting)

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

**MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE  
MEETING  
HELD AT 7PM ON THURSDAY 20 SEPTEMBER 2018  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors J Goodwin (Chair), S Bashir, G Casey, A Dowson, A Ellis, M Farooq, S Lane, M Mahabadi, D Over (Vice-Chairman) B Rush, B Saltmarsh  
Co-opted Members: P Cantley, A Kingsley, Parish Councillors J Bhatti and S Lucas

**Also Present:** Councillor Sam Smith, Cabinet Member for Children's Services  
Cllr Lynne Ayres, Cabinet Member for Skills, Education and University  
Ben Chapman, Peterborough Youth Council & Deputy Youth MP  
Erika Nareikaite, I.T. Officer - Peterborough Youth Council

**Officers Present:** Russell Wate QPM - Chair of Cambridgeshire and Peterborough Safeguarding Children Board  
Belinda Evans, Customer Services Manager  
Gary Perkins - Assistant Director, Education  
Lou Williams, Service Director, Children and Safeguarding  
Karen Dunleavy – Democratic Services Officer  
David Beauchamp – Democratic Services Officer

**12. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Flavio Vetesse (East Anglia Roman Catholic Diocese Education Co-opted Member) and Rizwan Rahemtulla (Independent Co-opted Member representing the Muslim Communities).

**13. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

Agenda item 8, Outcome of Ofsted Inspection of Peterborough's Children's Services, Service Director report and Portfolio Holder.

Councillor Saltmarsh declared that she had a non-statutory disclosable interest as a Member of The Adolescent and Children's Trust (TACT). Following advice from the Democratic Services Officer, Councillor Saltmarsh declared that her non-statutory disclosable interest was not of a significant nature and was not likely to prejudice her judgement of the public interest and therefore remained in the meeting for the item.

**14. MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING  
HELD ON 12 JULY 2018.**

The minutes of the Children and Education Scrutiny Committee meeting held on 12 July 2018 were agreed as a true and accurate record.

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

There were no requests for call-in to consider.

## **16. CAMBRIDGE & PETERBOROUGH SAFEGUARDING CHILDREN ANNUAL REPORT 2017-18**

The Chair of the Cambridgeshire and Peterborough Safeguarding Board accompanied by the Cabinet Member for Children's Services introduced the annual report which highlighted the significant events during the last year and summarised the work of the Safeguarding Children Board. It highlighted areas of good practice and included statistical information regarding performance.

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

- Members referred specifically to the figure of 18.7% of Peterborough children living in poverty mentioned on page 27 and to the page 28 which discussed the high levels of deprivation in Peterborough and requested further detail. Officers responded that deprivation and poverty were dealt with by a different sub-group that reported in to the safeguarding board. Deprivation was tackled through the work on neglect and stated that deprivation was an issue for the whole city, not just specific areas. The information was intended to put Peterborough into context rather than referring to the activity of the Cambridgeshire and Peterborough safeguarding board who aim to tackle neglect among all children and young people.
- The Cabinet Member for Children's Services highlighted the Council's Troubled Families Agenda which included helping parents back into employment or training and helping to ensure children go to school. This agenda did specifically address the demographic concerns raised by members about neglect in specific areas.
- The success of the Local Authority was better measured by the amount of time that a child spent on a child protection plan rather than the number of times. A child who had been on a plan for more than twelve months would be concerning as it would suggest that the safety plan was not working or they were other actions that needed to be taken.
- There was 'flow' of children coming on and off child protection plans so the numbers do not always correlate.
- It was more important to measure what actions were being taken to help children on child protection plans rather than the fact they went on them in the first place. The Local authority should continually assess if children were being taken off before they were safe or being kept on too long in which case the local authority should monitor what the plan was doing to keep them safe.
- Members expressed concern about the amount of time that children were on plans and suggested that they were not receiving the level of care needed. Officers responded that they do scrutinise and challenge this area on a continuous basis. The number of children on child protection plans had dropped in Peterborough over four years to be among the statistical norm.
- The Service Director for Children and Safeguarding added that good performance was indicated by not having many child on child protection plans for longer than 12 months. There were currently 35 subject to child protection plans for 12-15 months, none for 12-18 months and none for longer than this.
- Ofsted were complimentary about the child protection plans, processes and interventions and that performance was good.

- Members stated that the joint nature of the report was beneficial as it gave an opportunity to compare figures between Peterborough and Cambridgeshire.
- Members queried why there were significantly more type 1 disposals in Peterborough than Cambridgeshire. Officers responded that there was no consistency between Cambridgeshire and Peterborough to enable adequate comparisons.
- Members stated that it would have been beneficial to see a comparison of priorities between Peterborough and other councils as well as a regional comparison.
- Members referred to the figure of 47.6% of school children who came from minority ethnic backgrounds as mentioned on page 28 of the agenda pack and that these were considerably higher than the National Average and asked if there were any special plans or resources in place to integrate these children. Officers responded that a programme of training the trainers was in place to cover faith groups as well as ethnic groups. Government funding had been bought in approximately two years ago to bring in resource packs and deliver training across the partnership. Examples of the impact of this work includes the high praise given to the safeguarding procedures implemented by the Muslim Council. Also, safeguarding concerns were starting to be reported by ethnic groups that had not been previously done so. The funding for this work was a one-off but it had nonetheless been integrated into mainstream practice. The work also covered Fenland.
- Members stated that the report has become more complete and detailed over the years.
- Members commented on the lack of data from prior years to enable the identification of particular areas of concern that were growing as hot-spots.
- The Committee asked the Chair of Cambridgeshire & Peterborough Safeguarding Children Board to provide the Committee with a briefing note containing safeguarding data from previous years for comparative purposes and identify any 'hotspot' areas where there was a particular concern.
- There was a considerable amount of work that went into Children's Social Care in Peterborough as evidenced by the 10,000 contacts made in a relatively small area and this volume of work had increased.
- After noting that 2 out of 10 children in Peterborough were living in poverty, Members requested that the Public Health team provide the Committee with a briefing note containing data on child poverty from previous years and in comparable urban areas.
- The poverty figures in the report came from Public Health. Children living in poverty were not always likely to be abused or neglected. The Safeguarding Board were focused on the neglect aspect of poverty and queries regarding poverty more generally should be referred to the Public Health and the Poverty Strategy.
- Members asked for information on private fostering arrangements and how this differed from council-led arrangements and sought assurance that checks were in place to keep standards high. Officers responded that private fostering was often done by a relative or someone known to the child and was not referring to those for whom the council had a corporate parenting responsibility. Private fostering in the city was poorly recorded. Work was being done with doctor's surgeries, schools etc. to try to establish who was being privately fostered as fostering legislation must still be adhered to in these cases. There was more work to do in this area.
- Members asked why rates of domestic abuse appeared to be much higher in Peterborough than Cambridgeshire and commented that these figures were not clearly highlighted in the report. Officers agreed that domestic abuse was an issue in Peterborough and throughout the country and mentioned that the 2,000 children who witnessed abuse was a very high number.
- Although the figures were high, comparisons must be made with comparable urban areas and not a rural county such as Cambridgeshire. Tackling domestic abuse and protecting children who witness it was a core piece of work. Domestic Abuse was highlighted on the child protection plans because of the emotional abuse caused by a child witnessing these incidents. Officers suggested that numbers were high because the reporting of domestic abuse had improved in Peterborough.

- The Cabinet Member for Children’s Services stated that Peterborough had moved towards a family safeguarding model in which specialist domestic abuse workers went into homes with social workers to help the parents with their issues while the social worker focussed on safeguarding the children.
- Officers referred to a ‘toxic trio’ of issues of which domestic abuse was one and highlighted that substance misuse and mental health issues are also significant problems. Innovative work was underway in Peterborough to tackle the causes of domestic abuse through looking at parental risks. The Chair of the Board commented that the Cabinet Member was correct to refer to domestic abuse as one of the key causes of child abuse.
- It was confirmed that references to March 2017 on page 27 of the agenda pack should in fact refer to March 2018.
- Members suggested to officers that the glossary of key terms should be at the front of reports in future and that hyperlinks should be used to take full advantage of the paperless agenda packs. The Chair of the Cambridgeshire and Peterborough Safeguarding Children Board acknowledged and agreed with these points.

### **AGREED ACTIONS:**

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to receive and note the content of the Cambridgeshire & Peterborough Safeguarding Children Board Annual Report 2017-18 and requested that:

1. The Chair of Cambridgeshire & Peterborough Safeguarding Children Board provide the Committee with a briefing note containing safeguarding data from previous years for comparative purposes and identify any ‘hotspot’ areas where there was a particular concern.
2. The Public Health team provide the Committee with a briefing note containing data on child poverty from previous years and in comparable urban areas.

### **17. ANNUAL CHILDREN’S SOCIAL CARE STATUTORY COMPLAINTS REPORT 2017 - 2018**

The Customer Services Manager, accompanied by the Cabinet Member for Children’s Services, introduced the report which was an annual report which allowed the Committee to scrutinise complaints received under the Children’s (Social Care) Services statutory complaints process.

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

- Members were pleased that complaints had reduced.
- The average response time had increased from 15 working days in 2016/17 to 21 days in 2017/18. Monthly data was provided to senior management to make them aware of outstanding complaints. Performance had been impacted by staff changes and the Service Director for Children and Safeguarding stated the people tasked with responding to complaints were under considerable pressure.
- The Cabinet Member for Children’s Services received a weekly report containing outstanding complaints and these were dealt with quickly and there were generally not too many.
- Members referred to section 4.29 of the report and restated their wish for comparative data with other authorities. Officers responded that it had been difficult to find a comparable unitary authority with similar demographics. However, a peer-reviewed comparative study with Milton Keynes had been completed but the report had yet to be written at the time of this meeting. A supplementary report could be provided to committee on this in 2019 if needed. Data of this nature was not made publically available except through committee reports such as this which made comparisons difficult.

- It was agreed that the Customer Services Manager would provide the Committee with a briefing note summarising the findings of the peer-reviewed comparative study undertaken with Milton Keynes.
- Members referred to complaint CS17/041 on page 88 of the reports pack and asked if taking a mattress and bedding away from a child was a typical disciplinary method. Officers responded that this was not a typical punishment and this was the first complaint of this nature they had ever received. The complaint was upheld, the punishment recognised as unacceptable and guidance given to staff. It was suggested that this particular incident was likely to have been caused by the risk of a child with severe behavioural difficulties damaging or destroying the bedding and a possible fire risk.
- Officers stated that many of the children in the secure Children's home in Peterborough were not from Peterborough but still had the right to use Peterborough's complaints procedure if the complaint was regarding the home itself and not their care plan for example.
- Members stated that the summary of specific complaints and the information on which complaints were upheld was useful.
- There had been many changes to teams and structures. At one point, looked after children and those leaving care had been managed by one team. They were therefore reported as one team and data had to be extracted from the system in the way which it was recorded. This was to change back to recording information from two separate teams in the following year.
- Members requested more detailed information on the reasons for the increased response time for complaints. Officers responded that when a complaint was received and accepted, the team manager should make contact with customers over the telephone to understand the complaints better as most had been received via email. If this did not take place, complaint escalation could result. Officers were seeking to achieve better initial contact with complainants but it could be difficult to control.
  - As a follow up question to the above answer, members asked what steps were being taken to improve this situation. Officers responded that a monthly report on outstanding complaints was sent to the Children's Services department and a performance meeting with managers took place regularly. It was emphasised that complaints staff were extremely busy. Appropriate processes were in place and the Customer Services Manager was involved in these.

## **AGREED ACTIONS**

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note the report and make recommendations for further scrutiny if deemed appropriate. The committee also requested that the Customer Services Manager provide the Committee with a briefing note summarising the findings of the peer-reviewed comparative study undertaken with Milton Keynes.

## **18. A VISION FOR READING IN PETERBOROUGH 2017 – 2021 – UPDATE REPORT**

The report was introduced by the Assistant Director for Education accompanied by the Cabinet Member for Education, Skills and University, the purpose of which was to provide Committee Members with an update on progress made since November 2017 in developing and implementing the Vision for Reading.

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

- Members congratulated officers on the Vision for Reading and stated the importance of reading as a tool of learning.

- Members stated the importance of promoting reading at a very young age to encompass parents reading to their infants for example and getting parents engaged in the importance of reading. Members suggested that there needed to be more engagement with partner organisations such as the NHS to help with this. Members thought that parents should be engaged in the importance of reading even before a child was born.
- Officers responded that members' question underlined the linkage between the School Readiness work and the Vision for Reading. The School Readiness Board engaged with partner organisations. Even prenatal impacts on children were going to be factored into school readiness work. 4,000 free books were distributed in the last 18 months, with many going to children who would not ordinarily have access to these books.
- Officers referred to research from Cambridge University that spoke of 'Learning Poverty' which related to limited learning activity taking place in the home. This mentioned things that parents could do with children to help with learning that would not traditionally have been considered as such. These were discussed at school readiness events and with parents of pre-school children and those about to start pre-school.
- It was agreed that the Learning and Teaching Adviser (EYFS) would provide the Committee with an update on the proposal for councillors to help children with their reading.
- Members congratulated officers on the quality of the report.
- Members referred to the fourth bullet point in section 4.26 on page 95 of the reports pack which referenced an increase in active library use by children and asked for more information on this. Members asked if this was due to extra funding going to particular places and if it accounted for the £28,000 from Barnack Primary School from a section 106 agreement being moved and spent in Eye and Thorney. In response, officers stated that a target had been set by Vivacity and they were investing schemes such as a book bus to tour the city's schools and promote the enjoyment of reading. When the book bus visited a school, all children who used it became library members.
- Officers were in discussions with Vivacity to agree what constitutes active usage of a library.
- Members welcomed the reading buses but expressed concern about library provision in Barnack.
- Members expressed concern that the report was unjustifiably positive and was not justified by the city's results and asked what was being done to improve this. Officers acknowledged that that situation needed to be improved but stated that steady progress was being shown and the list of actions taken in the report shows a determination on the part of the City Council and partners to improve the quality of children's reading.
- Families make an important contribution to improving children's reading.
- Members stated that families in poverty were often those who did not take reading seriously and had limited reading material in the home although some Members wished to emphasise that there were families in poverty who still supported their children with reading.
- Officers responded that it was important to recognise that there were families in poverty who supported children with their reading and that reading online was also relevant, not just physical books.
- Members felt that Peterborough had an excellent library service compared with many other areas and it was sad that counties such as Northamptonshire had suffered cut backs in this area.
- It was suggested that libraries should be used to provide other services such as children's groups and NHS services to make better use of underutilised libraries. Officers agreed and emphasised that the fact that Vivacity were a leading partner gave the Council a perfect opportunity to make this point.
- Officers felt that it was important that libraries were a place where children could relax and feel safe and secure so that they could learn without even realising that they were learning. It was very difficult to navigate through life without good reading skills and it was this that many children were struggling with.



- It was suggested by members that the local press should be involved in promoting reading. Officers responded that the Peterborough Telegraph were present at a previous meeting of the Committee where this was discussed with reading pledges left on the table so the opportunity was there. All businesses had the opportunity to sign up and promote the pledge and it was their responsibility to do so.
- Members felt that getting the press and businesses involved was a key part of improving reading among children in Peterborough.
- The gap between Peterborough and national reading attainment had narrowed by 3%. Officers emphasised that reading in Peterborough was not yet where it needed to be.
- Members stated that it was often difficult for parents to find time to read to their child when they work long hours and suggested that the Council should be helping in this area
- Whilst acknowledging the quality of Peterborough's library service Members stated that difficult decisions must still be made due to funding constraints.
- Members felt that while libraries were good places to host other services, the link between reading and libraries must be maintained.
- Members expressed concern that there might not be proper library provision in Barnack as it developed and stated the importance of improving provision for residents, including those in other rural areas as well as those in the inner city and townships.
- Members felt that while this report was good, further progress was needed and there should be an emphasis on promoting reading as a pleasure.
- Members felt that the upper floor of Peterborough Central Library could be better utilised to help promote the library as a hub of everyone in the city with a particular emphasis on the ethnic minority population, many of whom spoke English as second language. Officers stated that there were existing opportunities for community engagement at the already in place at the City College but they would take members' suggestions forward.
- The Assistant Director of Education or the Learning and Teaching and Advisor (EYFS) should be contacted for requests for the reading bus to come to a particular school and they would direct the request to the appropriate people.
- Officers were looking outside Peterborough and researching schools with similar demographics that were achieving more to help facilitate best practice.
- The Cabinet Member for Education, Skills and University emphasised the enthusiasm of the education team, mentioned joint working with Cambridgeshire County Council and thanked the Children and Education Scrutiny Committee for their involvement.
- The Chairman thanked officers and the Cabinet Member and stated that she looked forward to the next report being even more positive.

## **AGREED ACTIONS**

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to

1. Note and comment upon the content of this report;
2. Offer their support to relevant officers in pursuing actions to promote continued improvement in the quality and enjoyment of reading of children, young people and their families in Peterborough;
3. Continue to do all that they can to promote the enjoyment and benefits of reading well through their role as Elected Members; and requested that:
4. The Learning and Teaching Adviser (EYFS) provide the Committee with an update on the proposal for councillors to help children with their reading.

## **19. OUTCOME OF OFSTED INSPECTION OF PETERBOROUGH CHILDREN'S SERVICES, SERVICE DIRECTOR REPORT AND PORTFOLIO HOLDER REPORT**

The Chairman offered her congratulations on the outcome of the OFSTED inspection. This was the first time Peterborough has been given a 'Good' rating in all areas of inspection.

The report was presented by the Service Director, Children and safeguarding, accompanied by the Cabinet Member for Children's Services. It provided Members with an overview of the outcome of the inspection of children's services in Peterborough, undertaken between 25th June and 6th July and provided a brief additional summary of key performance measures within children's services. The report also updated the Committee on relevant activities and responsibilities of the Cabinet Member for Children's Services.

The Cabinet Member for Children's Services stated that she was proud of the children's service team, especially as the outcome of the Ofsted Inspection had been achieved without any additional funding. The feedback from Ofsted stating that Peterborough was an excellent place to work was notable and it was hoped that this would be nationally recognised to attract people to work for the city council. Listening to young people was important, and Youth Council members were thanked for their attendance and stated that she would see how they could be consulted in the future.

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

- The service provided by The Adolescent and Children's Trust (TACT) received a positive report from OFSTED. This was the first time that fostering and adoption services had been provided by another provider on Peterborough City Council's behalf. The quality was improving although there had been a learning curve for both TACT and the City Council. At the time of the meeting, they were at 18 months into a 10 year contract. Certain tweaks were needed and a report on these would be produced for the next meeting of the Children and Education Scrutiny Committee. In relation to the above, foster carers feel that the support they received had improved and more carers were now being recruited. Overall the quality of the service provided by TACT was positive.
- Members offered their congratulations to officers on the result of the Ofsted inspection and it was agreed that The Service Director for Children's Services and Safeguarding would pass on the Committee's congratulations to all members of his team of social workers and education staff, especially considering the financial challenges faced.
- Members emphasised the importance of continuing the hard work and not becoming complacent as Peterborough had a long history of problems within child social care.
- OFSTED were impressed with the enthusiasm and commitment of staff and how well they knew the children and the families they worked in including the assessment teams where they were only starting to get to know the children.
- Officers explained the areas of improvement from section 4.29 on pages 105 and 106 of the agenda pack:
  - *"Assessments of children who are missing or who are at risk from child sexual exploitation"* – There had been a group manager in place for the last six months who was focussing on this area so officers were that the issues around the use of specialist risk assessment tools would be addressed.
  - *"The use of chronologies in underpinning children's assessments"* – This was an area that most local authorities and social workers struggled with. Although it sounded straightforward, it could be difficult to assess whether an event in a child's life was significant until later on. Ofsted felt that chronologies were being used and they were much improved but they were not feeding through to assessments. A 'chronology champion' would be appointed and further peer-learning around the use of chronologies informing assessments
  - *"The number of return interviews that are successfully completed with children who have been missing from care"* – Peterborough City Council perform well in this area for children who went missing from home but less so for those who went missing from care. If a child goes missing from care regularly, it can be difficult to catch up and ensure a return interview takes place every time as the guidance recommends.

- Cambridgeshire had good practice in this area and Peterborough would aim to learn from them.
- *“The quality of information provided to care leavers about their rights and entitlements, including how to access their health histories”* – Although information was good, there was a need to make sure that care leavers and those around them know where to access it. This was also true of Health Records as children in care might not have somebody they could go back to ask about childhood illnesses that might be relevant in future years. Work had been done with health colleagues and the team had made sure that GPs held this information. However, young people may not always have known this as much as they should have done.
  - *“Consistency of management oversight, including recording of casework supervision across all social work teams”* – Team managers were some of the busiest people in children’s services. While regular supervisions took place, these were not always recorded as well as they should have been. Work would continue to see how managers could be supported to record supervisions better.
- Members referred to Chart 5 – Single Assessment Timescales (within 45 working days) in Appendix 2 (page 129 of the agenda) and asked what was being done to increase the %YTD figure. Members felt that the revised target of 90% was almost as unobtainable as the previous target of 95%.
  - Officers responded that it was difficult to set a target that showed that they were satisfied with anything less than 90/95%. Changes still needed to happen to the Integrated Front Door. This was being done jointly with Cambridgeshire and was part of a wider set of changes. There were too many single assessments being done. 60-70% of assessments concluded with no further action or a step down to Early Help services. Performance in this area would only improve when the Integrated Front Door became better at filtering which children required an assessment as reducing the number of assessments would make the goal of 90% much more achievable.
  - The consultation around the changes in Cambridgeshire had now closed. The changes to the Front Door service should be in place between the beginning of December and Christmas and this should result in significant changes to the KPI figures mentioned.
  - Members suggested there had been changes to the Front Door thresholds in the last two to three years and asked what would be different this time. Officers stated that thresholds had not changed but they had previously moved Peterborough’s Front Door service to be co-located with Cambridgeshire’s. A peer review of the Front Door was done and this was not the best designed model. Although it helped to build resilience among Peterborough’s small team the processes and screening methods used by the Cambridgeshire Multi Agency Safeguarding Hub (MASH) were not as good. The Peterborough team have therefore based their approach on what is common practice in larger local authorities where it does work and officers were confident that the changes would work this time.
  - Very few authorities gain ‘Outstanding’ ratings and this would be a very challenging target for Peterborough to achieve. Caseloads tended to be lower than Peterborough’s in areas where this was achieved. It was important for resources to be matched with local priorities. It would be a mistake to seek a higher rating by temporarily spending more money as this would not be sustainable..
  - Achieving an outstanding rating might be possible for the specific area of ‘experience of early help’.
  - The Cabinet Member for Children’s Services met regularly with the Chairman of Cambridgeshire County Council’s Children and Young People’s Committee and joint peer reviews had been undertaken. However, the Chairman’s level of responsibility was lower than Peterborough’s cabinet member as Cambridgeshire use a committee system.
  - Joint working across two authorities enabled the sharing of best practice.
  - The Combined Authority was not currently involved in Children’s Services.
  - Children’s Services’ use of self-assessment had been beneficial and OFSTED recognised this. Peterborough’s self-assessment aligned with the results of the report and this gave the Council credibility. If inspectors felt that officers did not know where the weaknesses

were in their own service then they would not feel that they would be capable of making the changes needed to improve outcomes for children.

- The member of the Peterborough Youth Council and Deputy Youth MP thanked the Cabinet Member for Children's Services for wanting to engage with the Youth Council.

#### **AGREED ACTIONS:**

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to:

1. Note the positive outcome of the Ofsted inspection of Children's Services under the new inspection framework: The Inspection of Local Authority Children's Services [ILACS]; Acknowledge the commitment and dedication of staff within Peterborough in children's and allied services and the support provided by partner agencies in improving outcomes for vulnerable children and young people in Peterborough
2. Note the areas for development noted in the inspection report and agree to receive an update on progress against these areas within the next Service Director and Portfolio Holder report.
3. Note the further detailed performance information contained within the report
4. Continue to offer support and challenge to the Cabinet Member and senior officers in Children's Services in order to improve outcomes for all children and young people in Peterborough, and vulnerable children and young people in particular: and requested that:
5. The Service Director for Children's Services and Safeguarding pass on the Committee's congratulations to all members of his team of social workers and education staff.

#### **20. 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.

Members referred to the forward plan item - KEY/14MAY18/02 (Construction of new school building - Heltwate School) and suggested that there needed to be more consultation with ward councillors regarding this and it was agreed that Democratic Services Officers would pass this on to the relevant officers and Cabinet Member for Education as well as pass on the Committee's suggestion that 'Relevant Wards' should be changed to 'All'.

Councillor Lane left the meeting at 9.00pm

#### **AGREED ACTIONS:**

The Committee noted the Forward Plan of Executive Decisions and referred to the forward plan item - KEY/14MAY18/02 (Construction of new school building - Heltwate School). It was agreed that the Democratic Services would pass on the suggestion that 'Relevant Wards' should be changed to 'All' as well as their feedback that consultation with ward councillors should be referred to the Cabinet Member for Education.

#### **21. WORK PROGRAMME 2018 -2019**

Members considered the Committee's Work Programme for 2018 - 2019 and discussed possible items for inclusion.

## **AGREED ACTIONS**

The Children and Education Scrutiny Committee **RESOLVED** to note the work programme for 2018 – 2019.

## **22. DATE OF NEXT MEETING**

1 November 2018

CHAIRMAN  
7.00pm to 9.03pm

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 5</b>
<b>1 NOVEMBER 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Wendi Ogle-Welbourn: Corporate Director People & Communities	
Cabinet Member(s) responsible:	Councillor Sam Smith, Cabinet Member for Children's Services	
Contact Officer(s):	Lou Williams, Service Director, Children & Safeguarding	Tel. 01733 864139

**UPDATE ON IMPLEMENTATION OF THE PERMANENCY SERVICE**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Cabinet Member for Children's Services	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Committee:</p> <ol style="list-style-type: none"> <li>1. Note the positive comments by OFSTED and others on the quality of the provision offered by the Permanency Service, delivered in partnership with the leading charity, TACT;</li> <li>2. Note the progress now being made in recruitment of fostering households;</li> <li>3. Note the proposals to vary the contract in relation to externally purchased placements for children in care and as a result of the requirement to develop Regional Adoption Agencies.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is presented at the request of the Children and Education Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides a summary of the progress of the Permanency Service since implementation in April 2017. This is the first time that any local authority has worked in partnership with a charitable organisation to deliver services of this nature. As would be expected, there has been a range of learning on both sides, but the approach is now delivering where it matters, has been praised by Ofsted, and is in a strong position to deliver real results over the remaining eight years of the contract.

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

- Children's Services including
- a) Social Care of Children
  - b) Safeguarding
  - c) Children's Health

2.3 This report is relevant to the corporate priority relating to supporting and safeguarding vulnerable people.

2.4 This report is directly relevant to the Children in Care pledge in that TACT is now responsible for sourcing, training, assessing and supporting sufficient high quality fostering and adoption

placements for children and young people in care. TACT is also responsible for supporting carers who have Child Arrangement, Special Guardianship and Adoption Orders for children and young people in their care.

### 3. **TIMESCALES**

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

- 4.1. The TACT/Peterborough Permanency Service is the first partnership of its kind in the country. Under the arrangement, TACT [The Adolescent and Children’s Trust] operate fostering and adoption services on behalf of the local authority, as well as providing a range of additional support including through the facilitation of family group conferences and the provision of support to carers of children for whom they have Child Arrangement or Special Guardianship Orders.
- 4.2. The new service ‘went live’ on 1<sup>st</sup> April 2017, and is provided under a 10 year contract, with the option of an extension of up to a further 10 years.
- 4.3. The principles behind seeking an external partner to operate these services on our behalf were largely based around the likely benefits that an experienced Independent Fostering Agency would bring to improving the recruitment and support for our foster carers, thereby helping to reduce the unit costs of providing placements for children and young people in care.
- 4.4. It was also our view that an independent provider would have more success in offering support to carers who have Special Guardianship Orders, and in facilitating Family Group Conferences. This is in part because of their independence from the local authority. Family Group Conferences, for example, are used where children are subject to child protection plans, and seek to bring extended family members together to develop a support plan that is able to reduce risks facing the child to the extent that they no longer need a child protection plan. In the event that this is not successful, these meetings also help to identify other family members who may be prepared to provide a permanent home for the child or children through Special Guardianship Orders, avoiding children coming into care and maintaining them within their extended families.
- 4.5. While we always undertake to work in partnership with families where children are subject to child protection plans, relations between parents and family members and children’s social care can become strained in these circumstances. Family Group Conferences that are facilitated independently of the Council can therefore have a greater chance of success.
- 4.6. There has been a significant increase in the use of Special Guardianship Orders over recent years, with an accompanied reduction in the use of adoption. Special Guardianship Order carers are also likely to need support in the same way that adoptive carers may require. Again, making this support available through an organisation that is independent of children’s social care and is based around supporting a wide range of carers is likely to deliver better long term outcomes.
- 4.7. The transfer of the service to the new partnership required staff to transfer under TUPE to TACT, a process that was completed prior to the launch. During the first year of operation, Peterborough foster carers also needed to transfer their registration to TACT, a process that requires confirmation through the fostering panel process. It is fair to say that a good deal of time during the 2017/18 financial year was spent on completing this process, and taking the opportunity to cease registration of a number of fostering households who had for various reasons stopped fostering.
- 4.8. While recruitment activity took place in 2017/18, the impact on numbers of approved fostering households was largely cancelled out by the impact of this process of ending registrations for in-house carers.
- 4.9. In the current financial year, however, recruitment is really starting to make an impact, with the expectation that we will achieve an additional 25-30 mainstream foster carers in the current



financial year. Recruitment activity has also focused on increasing the number of LINK foster carers, who provide family based short breaks for children with disabilities, including overnight care. Family based short breaks provide children with more personalised and consistent care than is the case where such care is provided in residential provision, which is the usual alternative. Increasingly, residential overnight short breaks are seen as appropriate only where children and young people have some of the most complex disabilities.

- 4.10. Ofsted carried out an inspection of Fostering Services as provided by TACT in February 2018, and while the overall finding was that the service required improvement to be good, inspectors noted that the quality of the service had made very good progress since transferring to TACT in April 2017. It should be noted that this inspection was under the Ofsted Independent fostering agency inspection framework that is more in depth and challenging than the inspections of LA fostering and adoption services that take place as part of LA whole service inspections
- 4.11. Following this inspection, TACT put an action plan in place to address areas identified for improvement; progress against this was assessed as part of the inspection of children's services in Peterborough that took place in June/July 2018, and published in August 2018. Inspectors were very complimentary about the further progress made by TACT since the fostering inspection earlier in the year. In verbal feedback during the inspection, inspectors said that foster carers had told them that they had experienced much better support and access to much improved training since TACT took over the operation of the service. This inspection rated the service as Good.
- 4.12. Adoption services have always been an area of strength in Peterborough, a position that has continued since TACT began delivering them on behalf of the local authority. Recruitment of adopters has continued, as has the provision of post adoption support, and Peterborough has continued to perform very well in relation to securing early permanency through schemes including fostering for adoption.
- 4.13. Under fostering for adoption, very young children [often newborn babies] are placed with carers who are approved as both foster carers and adopters. The initial placement is made under fostering regulations, and remains a foster placement until the case has progressed through court proceedings, and final orders made. At the appropriate point in the legal process, the child becomes formally placed for adoption, becoming adopted once the court makes the final adoption order.
- 4.14. The benefit for the child in these circumstances is that they experience no change of carers, and are able to develop a secure attachment to their future legally permanent carer from the first day of placement.
- 4.15. While fostering for adoption carers are always prepared for the possibility that final orders may not be made, it is obviously important that these arrangements are only used where we are very confident of the likely outcome. Most often, these arrangements are put in place where previous children have been removed from a parent or parents, and there has been no significant change in circumstances.
- 4.16. Adoption services were also inspected by Ofsted earlier this year [the week before the fostering inspection as noted above] and their findings confirmed that adoption services in the City continue to be good overall. In verbal feedback, inspectors suggested that there are a number of potentially outstanding features, and TACT is working towards the aim of this being confirmed in future inspections.
- 4.17. As can be seen from the above, there are many reasons to be proud of the success of the approach in delivering real improvements in quality, and it is clear that there is a firm basis for continued success in future years.
- 4.18. That said, we are in the process of reviewing certain elements of the contract. Of most significance is the decision to bring back budgets associated with the purchase of external placements for

children in care. These include budgets associated with the purchase of specialist residential care, independent fostering agency placements and supported lodgings placements.

- 4.19. As initially envisaged, the whole budget associated with providing placements for children and young people in care transferred to the Permanency Service. The idea behind this was that as the new partner recruited more foster placements, total costs would reduce. The savings accrued would then be subject to a savings share, whereby 66% of savings against budget would be used by the Council to support early help and prevention services and contribute to required overall savings, and 33% would be retained by TACT to re-invest in development of services. As a charity, TACT has no interest in making profits.
- 4.20. In the event, between the service specification and contract being prepared and the launch of the new service, there were very significant changes in the children's placement market. During 2016 and 2017, numbers in care nationally increased at their fastest rate for many years. Locally, numbers in care across eastern region authorities also increased significantly, as they did in Peterborough.
- 4.21. This dramatic increase in numbers nationally resulted in the independent fostering agency market becoming saturated, with fostering agencies effectively able to pick and choose which children referred to them to place with carers. In turn, locally, this has resulted in small but significant increases in Peterborough children and young people being placed within residential placements. During 2016/17, for example, numbers in sole funded residential placements increased from 7 to 13. Given that these placements cost on average £180,000 per annum, this seemingly small change resulted in full year impact of over £1M.
- 4.22. During 2016/17 and since, overall numbers in care in Peterborough have also increased and are significantly above the numbers on which budgets were calculated, which was based on the 2015/16 financial year. In that year, overall numbers in care varied between 335 and 345. In 2017/18 and the current financial year, numbers have consistently been around 370 and have peaked as high as 390.
- 4.23. The combined effect is that budgets transferred to meet placement costs are not adequate. This resulted in TACT making a significant contribution to overall costs in 2017/18. It is clearly not appropriate for a charity to use their funds to contribute to the cost of placements for children in care in circumstances where they have no control over the position.
- 4.24. In July 2018, Cabinet agreed to make additional funding available to meet additional pressures in the current financial year, and agreed in principle to bringing budgets for external placements back to within the Council.
- 4.25. This change means that we have had to look at how we can continue to incentivise TACT to achieve the best possible results. Under the proposals agreed in principle by Cabinet a revised savings share will operate once TACT has increased numbers of children placed in 'in-house' mainstream foster care above a certain level. The savings share will apply to the difference in cost of an Independent Fostering Agency placement compared with an in-house foster placement for each additional child placed in an in-house placement over and above this baseline. For reference, the average external foster placement costs around £900 per week, with the average in-house placements costing less than half this amount.
- 4.26. There are other reasons to promote in-house foster placements over and above cost, however. Placement disruption rates are significantly lower among in-house placements than external ones, for example. This is partly because we know our own carers well, meaning we can match children more effectively. We are also responsible for supporting carers, and can act more decisively where there are emerging signs of difficulty than is sometimes the case with external fostering agency placements. Finally, our carers live in or close to Peterborough, meaning that children are placed closer to their home communities, friendship groups, school and of course, family. External Independent Fostering Agency placements can be anywhere in the country, although we of course seek local placements whenever we can.

- 4.27. Part of the reasoning for passing the whole budget to TACT was to provide motivation to minimise use of residential placements and to encourage recruitment of carers able to provide care for older children and young people with more challenging care needs. In order to maintain such momentum, we are also proposing to enact a savings share for a period of up to twelve months when a child or young person is supported to move from residential to an 'in house' foster placement. As noted above, the costs of residential placements are very high and, particularly for younger children, do not generally deliver the best long term outcomes when compared to a stable family placement.
- 4.28. The maximum amount of savings share achievable by TACT in any one financial year is proposed to be £200,000. The Council will have avoided costs of at least a further £400,000 in that year for TACT to achieve that maximum. TACT will also forego savings share where performance in relation to fostering recruitment is less good than the target, up to a maximum of £100,000 in any one financial year, thus maintaining an element of risk share.
- 4.29. By making these changes, we retain the advantages of the original model – i.e. engaging an expert partner to add value to our fostering, adoption and allied services – while continuing to provide some risk and savings share, while avoiding exposing TACT to the high risk of significant variations in external placement budgets.
- 4.30. At the time of preparing this report, the necessary contract variations were in the process of being drafted, with the aim for all changes to be in place by the end of the calendar year.
- 4.31. A further area where we need to make changes is in respect of the Government's requirement that local authorities become part of regional approaches to adoption through the development of Regional Adoption Agencies.
- 4.32. While Regional Adoption Agencies were being discussed when the Permanency Service was being developed, it was not then expected that these would become a firm requirement.
- 4.33. We have successfully negotiated with the Department for Education that Cambridgeshire and Peterborough are of sufficient combined size to together constitute a Regional Adoption Agency. Adoption arrangements in Cambridgeshire are operated on behalf of the local authority by Coram Cambridgeshire Adoption under a contract that expires in July 2019 and contains no provision for extension.
- 4.34. We are therefore proposing to seek invitations to tender from Voluntary Adoption Agencies to operate a Regional Adoption Agency on behalf of the two local authorities in due course.

## **5. CONSULTATION**

- 5.1 Consultation has taken place with TACT in preparation of this report.

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

- 6.1 We anticipate that the partnership with TACT will continue to go from strength to strength, improving outcomes for children and young people while contributing to demand management.

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

- 7.1 TACT are less than two years into a ten year contract, which is the first of its kind anywhere. This has inevitably resulted in a need to learn lessons and review arrangements, particularly in the light of increasing numbers in care locally and nationally, and the impact this has had on the independent fostering market.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 There are no realistic alternatives available at this time.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 The revised gain shared arrangements will be funded from savings made by using the increased in-house fostering capacity.

### **Legal Implications**

- 9.2 There are no specific legal implications associated with the content of this report.

### **Equalities Implications**

- 9.3 There are no specific equalities implications associated with the content of this report.

### **Rural Implications**

- 9.4 There are no specific rural implications associated with the content of this report.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

## **11. APPENDICES**

- 11.1 None

<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 6
<b>1 NOVEMBER 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Corporate Director, People and Communities Wendi Ogle-Welbourn	
Cabinet Member responsible:	Cabinet Member for Education, Skills and University Councillor Ayres	
Contact Officer(s):	Sheelagh Sullivan Head of SEN and Inclusion Services	Tel.01733 863702

**SEND REFORMS UPDATE**

R E C O M M E N D A T I O N S	
<b>FROM:</b> Corporate Director, People and Communities Wendi Ogle- Welbourn	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Acknowledge the success of relevant officers in meeting the deadline for transfer of statements to Education, Health and Care Plans (EHC plans) in advance of the statutory date set.</li> <li>2. Offer their support to relevant officers involved in taking forward a multi-agency and inclusive approach to provision for children and young people with SEND in Peterborough</li> <li>3. Endorse the actions taken so far to produce a joint Peterborough and Cambridgeshire SEND strategy and implementation plan by September 2019</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is presented at the request of the Children and Education Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides:

- An update on the progress towards the implementation of SEND reforms since November 2017.
- Early feedback from the LGA SEND peer review
- Information about the actions taken so far related to the joint Peterborough and Cambridgeshire SEND strategy.

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

Education, including

- a) University and Higher Education;
- b) Youth Service;
- c) Careers;
- d) Special Needs and Inclusion.

2.3 This report links to the Corporate Priority - To improve educational attainment and skills.

2.4 This report link to the Children in Care Promises:

- support you to have a good education
- make sure you are treated at school like any other pupil
- support you to learn and achieve your full potential
- help you to get skills so that you can care for yourself when you are older

### 3. **TIMESCALES**

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

4.1 Scrutiny members have received annual reports since the implementation of SEND reforms in April 2014. The implementation period for the reforms finished at the end of March 2018. This included the successful completion of the transfer of statements to Education, Health and Care Plans which was anticipated in the 2017 report. This transfer was completed in advance of the statutory deadline. The performance of the team was acknowledged by the DfE and recognised by a team excellence award in Peterborough

4.2 Previous reports to the committee have noted a gradual increase in the timeliness of new Education, Health and Care plans produced within the statutory 20 weeks. In the past year, performance has continued to rise and since January 2018 the number issued within 20 weeks is 97% as compared to 64% in 2017 and 35% in 2016.

4.3 Whilst performance related to new EHC plans has greatly improved, there is still a challenge to issue amended EHC plans in a timely way following annual reviews. Additional staff have been employed and this alleviated much of the backlog that was impacting upon performance. However the demands of the reforms to ensure meaningful reviews will continue to create challenge. The Statutory Assessment and Monitoring Team who are responsible for this area of work have the highest regional caseloads (500 as compared to a regional average of 350). Recent changes have been made to increase capacity and replace additional support lost as the SEND implementation grant funding ceased. It is the likely that improvements to the technology available to review EHC plans with settings are the most realistic way forward. The team will trial various ideas with special schools in early 2019.

4.4 The committee noted the continuing shortage of Educational Psychologists (EPs) in the last report but endorsed the move to traded EP services and the employment of Assistant Psychologists. The national shortage of EPs continues but our traded services are in consistent demand (over 40 schools purchased the service again this year) and the employment of Assistant Psychologists had proved so successful that it is intended to have 3 in place in the new year.

4.5 The numbers of children and young people with EHC plans remains consistent (since 2016) at 3.3% of population. This is higher than statistical neighbours (3.1%) but a reduction since the reforms were introduced in 2014 (3.8%). However the number of EHC plans maintained post 16 has grown substantially (just under one third of the total 1800 average). This reflects a national trend.

4.6 The numbers of children looked after with SEN in Peterborough (37.6%) remains higher than the national average, including the number of children with EHC plans (34.4% against a national average of 26.7%).

4.7 At the beginning of October 2018 a team of peer reviewers was invited to Peterborough through the Local Government Association (LGA) to help assess our performance in relation to SEND reforms and support preparation for the anticipated SEND Local Area Ofsted/CQC inspection. This is new inspection regime operating on a 5 year cycle which is more than half way through.

Over 50% of inspections to-date have resulted in formal letters requesting improvement.

4.8 Whilst the written report from the LGA has yet to be received, some pertinent headlines from the verbal feedback were....

That we have:

- strong leadership and people who are passionate and dedicated
- a parent carer forum that is creative in engaging with families
- innovative practice
- a number of strong referral processes and pathways

They suggested also that we needed to think about:

- ensuring that we involve schools and settings as we roll out new strategy and plans
- sorting out any confusion in understanding or communication (e.g. what 'early ' means)
- ensure that everyone is signed up - the reforms are a multi-agency initiative
- identify our priorities as we move forward - the 'killer initiatives'
- consider how we will manage a complex agenda in an era of increasing budget restraint
- consider how we can use our data to help us move on
- continue to involve all stakeholders and engage in open and honest conversations

4.9 The formal feedback will enable plans to take forward SEND reforms in Peterborough post 2018 and into the future through a new SEND strategy and implementation plan.

4.10 The LGA review coincided with the release of the draft Cambridge and Peterborough SEN strategy. There is an ongoing public engagement until 12 November during which feedback is invited from all parties. The theme of the strategy is 'SEND is everyone's business'.

4.11 Responses to the strategy have already been received through online platforms and various groups (including health, education, social care professionals and school governors) have also responded. The majority of respondents through the online platform are parents. Presentations to gather more feedback and raise the profile of the strategy have already been planned for other cross agency professional groups, families and young people.

4.13 Whilst it is too early to know the outcome of the engagement period, there appears so far to be broad agreement for the strategy but also a desire to see the practical actions and changes that will then emerge via the implementation plan. There is also concern that, whilst the strategy is well intentioned, the reality of delivering the SEND agenda beyond the initial reform period is vast and potentially challenging to resource.

4.14 It is intended to involve all stakeholders in the development of the implementation plan for Peterborough and Cambridge that arises from the strategy. There are like to be a number of areas for action that will be reflected in the plan. It is anticipated that both the strategy and the subsequent planning will be in place by September 2019.

## **5. CONSULTATION**

5.1 SEND strategy public engagement activity across Peterborough and Cambridgeshire - currently underway until 12 November.

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

6.1 The intended outcome is to provide a way forward for SEND development in both Peterborough and Cambridgeshire in the short, medium and long term that is robust and able to respond to the needs of both populations.

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

7.1 To provide support and endorsement for officers and others engaged in the development of the new strategy and subsequent implementation/action plans.

**8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 N/A

**9. IMPLICATIONS**

**Financial Implications**

9.1 None

**Legal Implications**

9.2 None

**Equalities Implications**

9.3 None

**Rural Implications**

9.4 None

**10. BACKGROUND DOCUMENTS**

10.1 Peterborough and Cambridgeshire SEND strategy - draft

**11. APPENDICES**

11.1 Appendix 1 - SEND Strategy - draft



**3.1. The three priority areas for action were identified as:**

1. SEND is everybody's business - embedding the SEND agenda into the practice of everyone who works with children and families in ways that strengthen families
2. Identify and respond to needs early - a holistic and joined up early identification of and graduated response to needs
3. Deliver in the right place at the right time - improving outcomes for children and young people through making best use of resources, ensuring a graduated response and high quality local support and provision

**4. HOW ARE WE GOING TO DELIVER THE STRATEGY?**

- 4.1. This is a 5 year strategy. It will be reviewed and progress monitored on a regular basis. The strategy will be updated as appropriate in response to changes in local needs and issues and as a minimum on an annual basis.
- 4.2. Examples of the issues that we will aim to address under the three priority areas of the strategy include:

**SEND is everybody's business**

- Promoting a shared vision and expectation of responsibility across all service providers that "SEND is everybody's business" and not the concern of the few
- Ensuring that every service is signed up to the principles of the SEND strategy - a multi service integrated approach that ensures families feel they only need to tell their story once
- Sharing and aligning our practice to present a stronger joint service response in key areas like early identification, assessment, personal budget arrangements; transitions and person centred /outcomes oriented approaches

**Identify and respond to needs early**

- Promoting an inclusive, timely and graduated response to improve confidence, capacity and trust in local support
- Ensuring that everyone is able to identify and respond to needs early, from pre birth to 25 years, from the earliest point of contact e.g including health visitors, midwifery, hospital staff, GP. early years
- Ensuring that we can improve outcomes for children and young people

**Deliver in the right place at the right time**

- Embedding a strategic approach to seeking the views of children, young people and their families in order to improve their personal experience of service delivery and also to inform the wider development and/or commissioning of services
- Promoting alignment, collaboration and creative solutions across all services in both Local Areas to make best use of available resources and so that children and young people can be supported locally
- Ensuring families feel confident that there is a good and appropriate local choice for children and young people in all but the most exceptional cases
- Addressing the issues arising from the growth in demand and population, particularly the 16 years plus age group
- Ensuring a broad range of opportunities is available for young people over the age of 16 years
- Focus all local resources (health, education and social care) to enhance the total provision so that children and young people can be supported locally
- Reviewing and remodelling our resources so that they are sufficient to meet current and future need

- 4.3. A strategic action plan will be developed from the issues identified. The actions will be driven by key lead champions who will coordinate work programmes and/or task and finish group working as required. Work will to a large extent involve Cambridgeshire and Peterborough colleagues working together with other partners but there will be some discrete areas that require a more local response. These will be noted in the plan and cross refer to the individual SEND action plans for each Council.

## **5. HOW WILL WE RECOGNISE SUCCESS? (Measuring success)**

- 5.1. We have agreed a number of success criteria to enable us to gauge our progress. These refer to our local action and also draw on the national framework described in section 2.

### **5.2 SEND is everybody's business**

- parents/carers report increased confidence at transition points between services and when there are changes in provision (e.g primary to secondary school)
- annual monitoring of joint commissioning contracts shows that arrangements take a person centred approach
- data from all agencies (e.g referrals data, SEN audit) shows timely identification of need
- the majority of children and young people with an education, health and care plan (EHCP) are educated in their local mainstream school - nationally published data shows that the balance of those with an EHCP in mainstream is in line with national, regional and statistical neighbours
- all professionals know the local offer and what their contribution of their service, and other services, should be
- there is a reduction year on year in the number of fixed term and permanent exclusions of children and young people with SEND
- key data shows proportionate representation of children and young people with SEND ((e.g. elective home education, attendance data, youth offending, emergency health admissions, social care services)
- annual survey carried out by parent/carer forums shows evidence that year on year parents/carers have increasing confidence in the system and, where issues persist, there is clear evidence of follow-up action to address
- service development/provision and commissioning of services clearly reflects user feedback

### **5.2. Identify and respond to needs early**

- feedback from parents/carers shows satisfaction with early identification of need, by all agencies
- data shows less conflict in the system e.g. number of Tribunals registered, number of appeals
- numbers of children and young people identified will be in line with population expectations
- healthy child programme quarterly report shows all checks carried out note SEND issues
- quality of all assessments will reflect a child centred approach and demonstrate joined up working
- annual local authority and parent/carer survey data shows that there is a continuing increase in the number of parents/carers, children and young people who report a positive experience of, and confidence in, the SEND support system
- practitioners report they are confident and have the tools, resources and access to CPD they need to be effective
- the progress and attainment of children and young people receiving SEN support is as good as or better than their peers in comparable authorities at all key stages
- the progress and attainment for children and young people with an EHCP is as good as, or better than, their peers in comparable authorities at all key stages

### 5.3. **Deliver in the right place at the right time**

- a termly audit of EHC plans and other plans related to SEN shows that they reflect a holistic package that enables families to flourish locally
- children and young people have their needs met locally, reducing reliance on out of county places with a reduction in travel time and number of reported incidents during travel
- Data systems are in place that enable appropriate measurement of the timeliness and quality of input to EHCP processes and other plans from all statutory agencies
- quarterly reports/audits show an increase in the number of creative, collaborative and flexible packages of support with a clear link between the identified needs/outcomes in plans and decision making processes
- there is a year on year increase in the take up of personal budgets particularly by young people post 16
- there is evidence that the increases in take up of personal budgets is stimulating the market range within the local offer
- improved outcomes for vulnerable groups (looked after children, children in need, children in the youth justice system) are demonstrated as a result of an increase in collaborative commissioning
- there is good planning for adult life with young people and their families reporting increased choice and control with regard to living independently, having good health and opportunities to take part in a range of activities including employment
- all children and young people leave school with an option of further education, employment or training - there is a drop in numbers of those with EHCP who are NEET
- the commissioning of SEND services and provision is based upon data and considers the needs of both Local Authorities
- the number of children and young children with a diagnosable mental health condition receiving treatment increases in line with NHS targets

## 6. **WHO WILL OVERSEE THE STRATEGY? (Governance)**

- 6.1. The Joint Commissioning Unit (JCU) has commissioned some services across Cambridgeshire and Peterborough over the last 3 years. It is currently leading on change programmes in relation to universal services for Children, Young People and families, the healthy child programme and emotional health and well being. The recent development of the JCU SEND subgroup will streamline the commissioning of services to support children and young people with SEND and will be key to the delivery of this strategy. Membership of the subgroup includes the parent forums, Cambridgeshire County Council, Peterborough City Council and the joint Clinical Commissioning Group (CCG).

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 7
<b>1 NOVEMBER 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Wendi Ogle-Welbourn: Corporate Director People & Communities	
Cabinet Member(s) responsible:	Councillor Sam Smith, Cabinet Member for Children's Services	
Contact Officer(s):	Lou Williams, Service Director, Children & Safeguarding	Tel.01733 864139

**DEVELOPMENT OF SHARED APPROACHES AND RESOURCES IN CHILDREN'S SERVICES TO DATE AND CONSIDERATION OF POSSIBLE FURTHER DEVELOPMENTS**

RECOMMENDATIONS	
<b>FROM:</b> Wendi Ogle-Welbourn: Corporate Director People & Communities	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Note the progress in developing shared services in a range of areas relevant to children's services in Peterborough and Cambridgeshire;</li> <li>2. Note the opportunities for increasing resilience of services, improving outcomes for service users or both that follow from the development of shared services to date;</li> <li>3. Provide support to officers to continue to develop shared approaches to service delivery where this makes sense in terms of improving outcomes, increasing resilience or value for money or any combination thereof, subject to further scrutiny as appropriate.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is presented at the request of the Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report summarises areas where shared approaches to delivering children's services have been developed between Peterborough and Cambridgeshire.

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

- Children's Services including
- a) Social Care of Children;
  - b) Safeguarding; and
  - c) Children's Health.

2.3 This report is relevant to the corporate priority relating to supporting and safeguarding vulnerable people.

- 2.5 This report is directly relevant to the Children in Care pledge in that it includes information about Independent Chairs or Reviewing Officers. This officers have a key role to play in ensuring that care plans for children progress without delay. They are independent of line management for service delivery in order that they can raise concerns about the circumstances of individual children and young people in care with line managers up to and including the Director of Children’s Services.

**3. TIMESCALES**

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

- 4.1. Members will be aware that a number of shared senior roles across the two local authorities have been in place for more than one year now. The Service Directors in the People and Communities Directorate have, for example, for service delivery held responsibility across both councils since July 2017.
- 4.2. The two Councils have agreed to the exploration of shared approaches to service delivery where doing so makes sense in terms of improving outcomes, building resilience or delivering better value for money.
- 4.3. Within children’s services, there is now an integrated team of three assistant directors who form the management team for children’s social care, early help and quality assurance across Peterborough and Cambridgeshire.
- 4.4. Within this structure, two areas of joint delivery are now taking shape. The two local authorities are also increasingly entering into joint commissioning arrangements with providers and are currently developing proposals to jointly commission for a voluntary adoption agency to operate a Regional Adoption Agency covering Peterborough and Cambridgeshire, in line with Government requirements.
- 4.5. The most established shared approach to service delivery is the Integrated Front Door, which is the focal point for managing referrals about potentially vulnerable children to either Peterborough or Cambridgeshire’s children’s social care or early help services. The Integrated Front Door includes a number of specific teams and functions: The Early Help Hub, Multi-Agency Safeguarding Hub, The Missing, Exploited and Trafficked Hub, and arrangements for managing Multi-Agency Risk Assessment Conferences, which consider high risk domestic abuse concerns.
- 4.6. Peterborough joined this shared service in June 2017, and since then all referrals into both authorities have been managed through the Integrated Front Door. The Early Help and Multi-Agency Safeguarding Hubs work together to screen all referrals and agree on the most appropriate response.
- 4.7. The shared approach has been helpful for partners, who have one point of contact for both authorities. A number of key partners already provide service across the two authorities – most notably the police and many health services. The single Multi-Agency Safeguarding Hub has also provided the framework for better and more efficient partner involvement in decision making about children, since partners only have to service a single location.
- 4.8. It is fair to say that the two respective children’s services are only now beginning to take full advantage of the benefits that this shared model can bring, however. In large part this has been because the structures of the two authorities and in particular within children’s social care, have until now been very different. This has meant that the Integrated Front Door has essentially had to operate two different systems for the two authorities.

- 4.9. This is now changing as Cambridgeshire has restructured children's social care services to move away from the Unit model and instead to develop a team structure that is similar to that in Peterborough [and, in reality, to most other local authorities].
- 4.10. This change has also provided us with the opportunity to revisit the operation of the Integrated Front Door, with the result that are moving the majority of screening activity for both authorities to the Cambridgeshire Customer Service Centre at St Ives as from December 17<sup>th</sup> 2018. The centre will screen all referrals, sending clear children's safeguarding referrals to the children's social care assessment teams in each authority and clear early help referrals to the Early Help Hub for further advice and support. The Multi-Agency Safeguarding Hub will now only consider the needs of children for whom it is unclear from the referral information what the most appropriate response is. This will mean that multi-agency discussion and decision making will be concentrated on the management of children where it can add most value.
- 4.11. The expected impact of this change is better decision making, less likelihood of children and young people for whom children's social care support is appropriate being missed in the sheer volume of referrals that have until now passed through the Multi-Agency Safeguarding Hub, and better signposting for children for who social care assessment is not required.
- 4.12. These changes are in line with the findings of the Peer Review of the operation of the Integrated Front Door that took place in March 2018. As explained above, implementation has had to take place in line with broader extensive changes across Cambridgeshire's children's services.
- 4.13. The new model will be supported by a single guidance on accessing support for children and families, published by the Safeguarding Children Board at the beginning of October 2018. For partners, including schools who may have children attending from both local authorities and who currently have to navigate different guidance and different responses, this new approach will present far greater consistency.
- 4.14. Children and young people will benefit from better decision making and a quicker response, while it will be possible to devote more time to decision making for those who will benefit from multi-agency input discussions in order to determine the most appropriate response. Arrangements will be further improved once Cambridgeshire moves to the same children's information system as used in Peterborough – Liquid Logic.
- 4.15. At the same time, the function of the Missing, Exploited and Trafficked Hub is being expanded to include Peterborough. This previously Cambridgeshire-only service has been very effective in engaging young people at risk as a result of going missing, sharing important intelligence with police and other partners and helping to safeguard vulnerable young people.
- 4.16. The response to referrals about children and young people is a very important aspect of ensuring that children at risk from harm are properly safeguarded. This new and truly integrated approach will benefit the children of both local authorities.
- 4.17. At a less advanced stage, but as important in terms of significance, are plans to develop a shared approach to quality assurance across the two local authorities. The two services are now reporting to a shared senior officer, who is an equal member of the joint children's services leadership team described above.
- 4.18. Quality assurance functions are of great significance in ensuring that children's safeguarding and early help services are operating effectively. The recent Peterborough Ofsted inspection praised the quality assurance service for providing effective support to front line practitioners through regular audits of quality of service, followed by practice workshops to build practice quality in areas where development is identified as being needed. The service was also praised for offering practitioners opportunities to reflect on practice at an individual level, supporting the overall approach to supervision.

- 4.19. Bringing these audit and practice development functions together across the two authorities offers the opportunity for practitioners and managers from both services to share best practice, helping to secure improved outcomes for children and young people in the process.
- 4.20. This part of the service in both authorities also includes a number of other important functions that together help to ensure that our most vulnerable children and young people benefit from independent oversight and challenge. The first of these are our independent chairs and reviewing officers, who provide independent chairing for child protection conferences and reviews for children and young people in care.
- 4.21. These officers have roles that go far beyond chairing of meetings; they play a very important role in ensuring that plans for children and young people are progressing effectively. Where they have concerns, they provide independent challenge to practitioners and managers who have case accountability. They develop key relationships with children and young people in the care system in particular, and provide important checks and balances within the system, ensuring that placements and plans are meeting the long term needs of children and young people.
- 4.22. Bringing the two respective teams together again offers opportunities to share best practice, while also helping to build resilience. While it is important that independent reviewing officers, for example, are consistent figures in the lives of children and young people in care, there will be opportunities for the two teams to support one another in managing spikes in demand.
- 4.23. The Designated Officer function [formerly known as the Local Authority Designated Officer or LADO] is also part of the quality assurance in each authority. These are highly specialist roles that help to oversee the management of allegations against professionals working with children and young people. The new arrangements will offer opportunities for the officers concerned to share experiences and best practice. The nature of these roles is that they are vulnerable to spikes in demand, which can result in them becoming overwhelmed at times – for example where allegations are made in relation to an individual who may have had contact with children and young people in a variety of settings. As with other areas, developing a shared service offers real benefits in building resilience and helping the two services better manage such spikes in demand.
- 4.24. A further function located in both service areas relates to securing participation by children and young people, and children and young people in care in particular. Again there are clear benefits in bringing the two functions together; similar advantages as outlined above in relation to other functions apply – sharing best practice and building resilience – but there are also possibilities of developing participation in new and exciting areas.
- 4.25. One example is to bring children and young people in care and who have left care together in order that they can share experiences. A number of Cambridgeshire children live in Peterborough and vice-versa and may therefore benefit from attending events and groups in the area where their placements are located.
- 4.26. Links such as these have the potential to expand so that, for example, children and young people in care are able to comment on the good and less good aspects of being in care in each authority, further enabling our services to develop and share best practice.
- 4.27. What is clear from developing shared services to date is that most of our staff instinctively recognise the potential benefits and are generally welcoming of working more closely together.
- 4.28. As noted above, both local authorities continue to explore joint commissioning arrangements in areas ranging from supporting young carers through to commissioning of supported living for young people leaving care aged 16 and 17. This approach means that both councils [and by extension] children and young people, benefit from greater purchasing power and economies of scale. Bringing these benefits to additional areas of direct delivery does now probably require further explicit in-principal agreement from the two Councils.

## **5. CONSULTATION**

- 5.1 The development of shared services described has been or will be the subject of formal



consultation with staff in both authorities, including unions and other representatives.

- 5.2 The possibilities of bringing together consultation functions for children and young people will be the subject of further consultation with the children and young people concerned.

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

- 6.1 The move to establishing shared services as outlined in this report will deliver improved outcomes, improved value for money, enhanced resilience, or a combination.

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

- 7.1 As noted above, the experience of developing shared services and approaches across the two local authorities is delivering a number of tangible benefits. It is reasonable to consider where and how these positive outcomes can be developed further.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 Services delivered by the two local authorities could remain entirely separate. Such an approach is unlikely to deliver benefits of sharing best practice, increased resilience or value for money.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 There are no specific financial implications: The main aim of these proposals is to improve quality, learning and resilience; there may be an opportunity for efficiencies at a later date, but these are not envisaged at present.

### **Legal Implications**

- 9.2 There are no specific legal implications associated with the content of this report and the proposals will be implemented in compliance with the Council's agreed HR Policies and Procedures

### **Equalities Implications**

- 9.3 There are no specific equalities implications associated with the content of this report.

### **Rural Implications**

- 9.4 There are no specific rural implications associated with the content of this report.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 None

## **11. APPENDICES**

- 11.1 None

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 8
<b>1 NOVEMBER 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Wendi Ogle Welbourn, Executive Director, People and Communities	
Cabinet Member(s) responsible:	Cabinet Member for Education, Skills and University Councillor Ayres	
Contact Officer(s):	Jonathan Lewis – Service Director (Education)	Tel. 01223 507165

**EDUCATION REVIEW MONITORING REPORT**

<b>R E C O M M E N D A T I O N S</b>	
<b>FROM:</b> Jonathan Lewis – Service Director (Education)	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Note the contents of the report and the actions being taken</li> <li>2. Support both Elected Members and Officers in their efforts to support and challenge schools to improve outcomes for children and young people in Peterborough.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report has been written by the Service Director (Education) at the request of the Committee and the Lead Member for Education.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report is offered to the Committee to inform Committee Members of the progress made on implementing the recommendations contained within the Education Review report previously presented.

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

Education, including

- a) University and Higher Education;
- b) Youth Service;
- c) Careers; and
- d) Special Needs and Inclusion.

2.3 This report links to –

- Corporate Priority: Improve educational attainment and skills
- Children in Care Pledge: Support children in care to have a good education.

### 3. **TIMESCALES**

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

- 4.1 Following the publication and release of outcomes for 11 year olds in Peterborough schools in the 2016 National Curriculum tests and teacher assessments, the Leader of the Council commissioned a report to be undertaken to review the reasons for such poor outcomes and make recommendations as to how outcomes in schools might be improved.
- 4.2 The report was concluded in August 2017 and was reported to the Committee in September 2017.
- 4.3 The recommendations contained within the report were accepted by the Committee in full and they were endorsed by the Cabinet.
- 4.4 The Committee requested that there be periodic updates regarding the progress being made in implementing the Review recommendations. This report seeks to provide Committee Members with the third update following a report in January 2018 and a presentation made to the Committee in July 2018.
- 4.5 2018 provisional outcomes have been published and the challenges remain in both the primary and secondary sector. A full report on outcomes will be presented to the January Committee meeting once provisional data is finalised and the overall final position is known. Ofsted outcomes continue to perform well at a national level and are shown in the table below –

	% of Pupils in Schools Judged Good or better by Ofsted		% of Schools Judged Good or better by Ofsted	
	Peterborough	National	Peterborough	National
Primary	88.60%	88.90%	90%	89.30%
Secondary	100%	83.10%	100%	80.30%

Ofsted published position as at 20<sup>th</sup> October 2018

- 4.6 The report will cover the key strands of the report, outlining progress and suggested next steps in order to address the educational challenges that Peterborough faces. The action plan is a constantly changing programme that needs to develop in line with challenges and opportunities when they arrive.

#### **Vision for Education in Peterborough**

- 4.7 The emerging vision for education in Peterborough has been developed in the context of the changing landscape of Education and the role of the Local Authority. It can be outlined as being:
- We need to set the highest expectation for both the education leaders but also for local authority services. National averages are not what we need to aim for – we need to be better than our peers.
  - Every child has access to a great school place in their communities – they are all our children.
  - We must be able to look outside of the area and support best practice coming to the area.
  - The education system in Peterborough needs to be built upon true partnerships, working together for improvement. This means we know our strengths and weaknesses and everyone agrees on how we move forward together.
  - Every vulnerable and disadvantaged pupil receiving the support they need.

- Peterborough needs an education vision that will attract education professionals to the City ensuring a sustainable supply of good quality teachers, leaders and multi-academy trusts.
- We should be proud of what we do and the success we have together.

4.8 Having the highest aspiration is critical in ensuring rapid progress. The Education Review supports this vision well along with the requirement for change in the Local Authority.

### **Leadership of Education Services within the Local Authority**

4.9 In February 2018, a joint Service Director was appointed to lead on Education for both Cambridgeshire and Peterborough. Both authorities have significant challenges and the role was brought in to be outward facing and support the develop of the school led system to reflect the changing role of the Local Authority as responsibilities for educational outcomes are shared across a wider range of stakeholders. Much of the updates in this report reflect the progress made since this appointment.

4.10 In order to understand the performance of education services provided by the LA in Peterborough, the Service Director undertook a survey of schools based on the former Audit Commission survey of the Local Authority which ran until 2008. The school survey was a collaborative tool that was designed to act as a source of evidence about schools' perceptions of the support they receive from their council and the statutory services provided locally for children and young people. The questions from the last survey in 2008 were updated to reflect legislative changes and to include a number of specific questions relevant to the local area.

4.11 The rationale for undertaking a survey was -

- There has been a significant change in relationship between the LA and schools in recent years including Academisation. There is a need to ensure schools and academy trusts understand our statutory role.
- We need an appropriate methodology to directly assess our performance rather than through the proxy of assessment outcomes.
- Local Authorities nationally have been through some challenging national reform including funding, SEND and accountability changes. It's a good opportunity to take the temperature of perception from schools of what we do, and think how we might address them.
- The survey results will give a baseline for considering the strategic direction for the council. It can also be rerun to see how perceptions change over a period.
- Opportunity to share with Councillors the challenges / successes the Education department has had.

4.12 The survey was undertaken in May 2018 and focused on schools only. The survey asked more than 60 questions, gathering both quantitative and qualitative feedback about the services delivered by CCC and PCC. It is intended to re-run this review annually. A similar survey has taken place with Early Years providers and this is currently being analysed.

4.13 The survey had 62 complete responses from PCC schools. Respondents were predominantly Headteacher/Principals (around 75%), however responses were also received from Executive Principals, CEOs, Governors/Board Members, School Business Managers and others. These included a range of Nursery, Primary, Infant, Junior, Secondary, Special, All Through and the Pupil Referral Service, as well as responses intending to represent wider Academy Trust.

4.14 Overall services provided by the Local Authority were judged to be adequate. The key areas of strength emerging from the feedback (using the questions asked in the survey) were identified as -

- The effectiveness of LA support for Education Safeguarding
- The effectiveness of LA support for looked-after children i.e. the Virtual School
- The LA's support for early years education
- Your LA's knowledge and understanding of your school
- The quality of payroll services provided by the LA

- The effectiveness of LA support for combating racism and the wider 'Prevent' agenda
  - The effectiveness of your LA's support for promoting pupil attendance
  - The effectiveness of the leadership provided by senior officers
  - The quality of your LA's financial information, including comparative data
  - The quality of financial support and advice provided by the LA
- 4.15 This feedback shows there are strong building blocks for supporting the key statutory function of the local authority. It is also pleasing to see recognition on vulnerable groups and areas of recent focus including attendance.
- 4.16 The weaker areas of services were identified as being –
- The effectiveness of LA support to schools in bidding for external grants
  - Your LA's support for the recruitment and retention of teachers
  - The efficiency with which statutory assessments of pupils with SEN are made
  - The quality of your LA's SEN strategy
  - Your LA's planning of SEN provision to meet identified needs
  - The clarity of your LA's rationale for the deployment of SEN funding
  - The effectiveness of your LA's co-ordination of the admissions process
  - Your LA's support to make you an effective purchaser of traded services, whether from the LA or from external providers
  - The effectiveness of LA support for meeting the needs of pupils with English as an additional language
- 4.17 These areas for concern will be fully considered as part of the wider review of education services. A full 'you said, we did' document is being prepared to address the detailed concerns raised in the survey. Following analysis of these results and the significant level of qualitative feedback that was given, the specific themes that emerge from the report as follows -
- **Leadership** – Schools still want PCC to provide leadership of Education system in Peterborough but some responses perceived a lack of PCC facilitating schools to work together. It was identified that PCC could do more to help build the local education community as this had slowed in recent years. Respondents noted the importance of PCC as leading and facilitating, rather than necessarily always providing services directly – an example quoted was the oversight of what is offered in terms of CPD in the entire system is necessary, and PCC might provide leadership in this area.
  - **Visibility in supporting schools and clarity on what PCC can deliver:** Responses accept the limited capacity of PCC but sought clarity on what it can offer (particularly with respect to secondary issues) and a focus on delivering those things well. Respondents perceived that PCC's support was becoming less visible in many areas, and that PCC could better support them in purchasing services, from PCC or elsewhere.
  - **School Improvement** - There was a focus on school improvement and respondents cited a lack of clarity about how far PCC's responsibilities for school improvement stretch, compared to that of schools/trusts etc. Clarity on this might help to drive the whole system forwards. It was identified that school improvement priorities set by PCC are too short-term focused, and not appropriate for all schools individually as one size did not fit all.
  - **Communication:** a common theme emerging was the request for better, more regular and consistent communication from PCC especially around key strategic developments and school improvement focus. Finding information from the LA was often problematic.
  - **Review the relationship with Academies:** Respondents noted this was an ideal opportunity to redefine the relationships between academies and the LA with a common purpose at the core. Questions are raised as to why joint working may have been more effective pre-academisation.
  - **Supporting Headteacher wellbeing:** PCC offer for Headteacher wellbeing was seen as being weak, particularly for secondary heads.
  - **Transparency of mainstream and SEND Admissions:** whilst respondents appreciated pressures on the service, they discussed the need for more transparency and communication around admissions policy and arrangements – both for schools and SEND parents getting the right advice they need in the admissions process.
  - **Alternative Provision options could be enhanced** – including support for dealing with low level behaviour in schools and avoiding the need for fixed term exclusions.

- **Lack of coherent vision for vulnerable pupils:** respondents generally claimed to be unaware of any overarching vision or strategy for the delivery of services to support vulnerable learners.
- 4.18 Despite these challenges, schools were positive about the role of the Local Authority and were keen that we play a key role in leading and shaping the education landscape but we acknowledge further work is needed. The emerging strategy objectives identified later in this report reflect much of this feedback.
- 4.19 The feedback from the survey gives a good basis to consider how we review the services provided for Education. The appointment of a joint Director of Education between Peterborough and Cambridgeshire gives an opportunity to review services and potentially deliver more services on a shared basis. It was agreed in early 2018 by Members of both councils that a programme would be undertaken to explore opportunities for improving services and ensuring financial sustainability through greater sharing and integration of services (in various forms). The purpose of the project intended that any review of services should -
- Be outcomes focused, not organisation focused.
  - Reduce costs/increase income.
  - Meet future needs and manage demand.
  - Put people at the heart of a system that makes sense to them.
  - Lead change and innovation.
  - Use evidence and best practice to ensure what we deliver has the best chance of success.
- 4.20 The programme will look more closely at the opportunities for better outcomes from shared/integrated service delivery across the two Councils, with all areas of delivery considered. Any redesign has improving educational standards explicitly at its core and any change in service design should consider –
- Quality – any change should improve the quality of the services we provide.
  - Capacity – the new service should have sufficient capacity to support improved outcomes through reducing duplication or standardising processes.
  - Innovation – services should be evidence based and reflect best practice. Any design should allow for appropriate changes to become innovative.
  - Value for money – services should be cost effective but also add value in the services they deliver. This includes meeting any statutory obligation or legislation.
- 4.21 The programme has been split into four work streams to enable complimentary services to be considered alongside each other. These work streams are -
- School & Settings Improvement
    - including schools intervention and advice, early years, education safeguarding, recruitment and retention, governor services.
  - Vulnerable Pupils/SEND
    - including specialist services, statutory assessment team, SEND provision, Post 16 provision, virtual school, behaviour support, vulnerable children’s outcomes, SEND commissioning.
  - 0-25 Place Planning
    - including admissions and appeals, capital projects, school place planning, attendance and our strategic responsibilities for transport.
  - Service Infrastructure
    - including traded services, communication, data systems, effective use of schools data, senior management structures and administration support.
- 4.22 A Programme Board has been established to oversee the shared services programme comprising of the Service Director; Lead Elected Members from both PCC and CCC; representatives of HR and Finance. The key responsibilities of the group are to provide strategic direction, monitor delivery of objectives through work streams, provide challenge to ensure the best possible outcomes and act as sign off at key stages.

- 4.23 Significant gains in sharing services have already been made including collaboration around Early Years, a shared approach to governor services and proposals for shared posts between the two Virtual Schools.
- 4.24 A key component of the shared services programme is the reviewing leadership. A senior management review was undertaken in October to ensure service leadership is fit for purpose for the challenges of both authorities and there is appropriate skills and capacity to deliver the very challenging agenda. The proposal focused on the leadership of School improvement, capacity to deliver further reforms in SEND and ensuring both LA's work together to meet changes of school place planning which provides value for money and capacity. The outcome of this review will be shared in future meetings.
- 4.25 The focus for the LA must be on developing the school led system and working with academy trusts and teaching schools to enhance the capacity in the Education system. Only 46% of the schools in Peterborough remain maintained by the Local Authority so this need for partnership is essential. The LA needs to act as 'glue' to ensure educational outcomes are collectively improved.

**Create a Strategic Board for Education, Further Education and Skills to drive forward improvements and develop further the school led system across the two authorities**

- 4.26 Education partnerships are school led, area based organisations, working in new ways to raise standards and to minimise the current dangers of fragmentation and isolation with the education system. They represent the voices of their local schools through membership and consultation and seek to create a contemporary sense of the middle layer. They have differing ways of working with local authorities but all are committed to a local model that works 'beyond multi academy trusts' and beyond a narrow view of attainment and all are ambitious advocates of a school led, self-improving system.
- 4.27 Estelle Morris, a former Secretary of State for Education commented that "If you don't have a partnership in your area the system will be dominated by market forces. Some schools will lose out. There's got to be something in the area another set of rules that measures collective endeavour". It is important to recognise that the Local Authority alone is not responsible for the challenges and a strong partnership approach for Peterborough is needed. We have been reviewing the work of the Association of Educational Partnership (AEP) who represent 20 educational partnerships across England. They see the benefits of such arrangements as being:
1. *Collaboration is everywhere, but it is often inward looking* - there is a huge amount of collaborative working currently in the system, through Mats, teaching schools, clusters and federations. Often though there is no obvious structure to link them beyond their own groups. Education partnerships seek to share good practice between and beyond Mats and other local clusters and to provide the local glue in a fragmented landscape.
  2. *Place still matters* - our member organisations define themselves by where they are located. They recognise the continuing importance of local identity and a strong sense of place. Their commitment is to all local children and young people and all local schools.
  3. *Need new ways of working with local authorities* - strategic partnerships between local authorities and delivery partners are emerging across the system. We welcome these and understand that local authorities have system wisdom and understanding as well as structures for democratic accountability and links beyond education that still make them a vitally important part of the education landscape.
  4. *Unintended consequences leave too many behind* - it is in the interest of all local schools that we all have high standards, but an unintended consequence of the current, fragmented system is that some schools may prosper at the expense of others. Education partnerships believe strongly that all schools need to recognise their responsibilities to support high standards so that no schools in our localities are isolated or left behind.
  5. *Social, emotional and cultural capital is also our responsibility* - the broader aspects of children and young people's social, emotional and cultural development can be hard to maintain amidst pressures of curriculum reform and tightening budgets. Who ensures, for example, the quality of practical links with health and social services or the arts?



Education partnerships can provide a central 'go to' point , develop models of good practice and offer economies of scale to help all local schools in commissioning and providing the services and experiences that impact on young peoples' lives.

6. *Partnerships need a national presence and voice-* although emerging widely across the country, and despite often being the commissioned provider for school improvement, there is not yet enough understanding within central government of the work we all do. Having an association therefore provides an opportunity to share ideas, challenge emerging practice and act as champions for the necessary changes in national policy that will support our work.

- 4.28 Previously, Peterborough had a school improvement board but the arrangements lapsed in 2016 with the end of funding. It is proposed to review this board and develop a new strategic leadership arrangement to be in place for January which will own the challenge of Peterborough. Officers continue to work with education leaders to define these arrangements. It had hoped that the DfE support Sub-regional School Improvement Boards would be a vehicle but these have been removed with the end of the Strategic School Improvement Fund. Primary and Secondary schools each need their own forums to drive improvement but there must be oversight at a higher level where performance from early years into higher education is owned by all the key stakeholders. Cambridgeshire is currently exploring a similar model but given the challenges in Peterborough, it is not proposed this is joined together at this stage.
- 4.29 It is proposed the Area based partnership for Peterborough consists of the LA (including political leads), Ofsted, Diocesan bodies, early years, teaching schools and key leaders from schools, MATs and the community. It is proposed there is an independent chair to challenge schools and the LA on their performance. There are some excellent models which are being explored in the AEPA including one in Tower Hamlets 'THE Partnership' which has focused on improving schools through CPD and a centrally commissioned approach. The partnership delivers on behalf of the LA the following educational improvement areas
- Data protocols
  - Peer support for Heads
  - Peer to Peer Reviews
  - Professional Partners
  - Targeted intervention grants
  - Subject Networks
  - Future Heads programme
- 4.30 We have also been looking at the arrangements in Lincolnshire where the Local Authority works solely on a commissioning basis for its school improvement.
- 4.31 Internally, we have re-establishing the Education Performance Clinic to provide greater insight in performance and challenge to officers on progress. Officers are held to account for the challenge and support they are providing to improve schools. The meeting will be attended by the Leader of the Council, Lead Member for Education, Chief Executive, Executive Directors – People and Communities and the Chair of the Children and Education Scrutiny Panel. The first meeting is due to take place in November.

**Review structures and support arrangements for governance in Cambridgeshire and Peterborough to ensure effective challenge and support arrangements are in place to drive school improvement**

- 4.32 Schools succeed or fail on the quality of their leadership. Whilst the focus of this is often on the Headteacher, the role of the governing body, trust board or local governing body are critical in ensuring effective leadership. The focus of governance is to provide effective challenge and support arrangements to leaders in schools including their role in supporting Headteacher wellbeing. Peterborough has had real challenges in filling governor vacancies and ensuring we have the right skills to support highly effective schools. Governors need to have a range of skills including HR, finance, property, education and legal, as well as links to the community of the

school.

4.33 Actions which have been undertaken in this area include -

- Linking Peterborough's governor services with Cambridgeshire has allowed a wider offer and joint opportunities. This includes an enhanced shared training programme and the development of annual governor conference. The first conference led to 6 new governors being appointed into schools. We are also beginning to share governors between the authorities for issues such as investigation and to provide additional capacity / challenges to governors.
- Reinvigorated our governor reference group. This a group of experienced governors who support the LA in improve governance in schools and help schools where governance is not strong. Membership of this group has expanded significantly and are being used to help develop this part of the action plan. They also provide challenge to the LA on their strategic proposals for improvement.
- A survey of governing bodies has been launched to identify where gaps exist in skills and where schools currently have vacancies. Once this information is collated, we intend launching a targeted recruitment campaign based upon skills and we have asked schools to identify where they have gaps in skills e.g. finance, HR, education etc.
- A series of excellent short videos have been developed to encourage people to become a governor by comparing the role to one of a superhero. These will be circulated via social media and wider in coming weeks. We will also be doing some talking heads outlining the role and its importance.
- We have worked with our recruitment partner to expand [www.teachpeterborough.gov.uk](http://www.teachpeterborough.gov.uk) to allow schools to advertise governance vacancies. The site holds information on the school and also links to social media.
- In the late autumn, we intend working with businesses across Peterborough to support the challenges in our schools and it is hoped that they can contributed skilled individuals to support the development of strong governance in every school in Peterborough. We are also going to have an internal marketing campaign to encourage PCC staff to become governors.

4.34 Future activities include -

- A Chair of Governance network event is being established to encourage mutual support and sharing best practice.
- We are looking to set up a governor observation process to allow governors to observe other governing bodies to widen their understanding and experience of governance and reflect on their own practice.
- Following the merging of our governor team with CCC we hope to provide additional capacity to enhance our knowledge of and challenge to governing bodies. This will include reviewing governing meetings and minutes and having focused intervention where we believe governance is not strong.
- Encouraging more governors to become National Leaders in Governance (experienced governors to provide support to governing bodies that need additional support) and create a wider pool of high quality governors who can provide short term support where weaknesses are identified i.e. a wider range of governors to become members of interim executive boards when they are required.

**Create robust and effective system to collect and analyse data that is easily accessible and interpreted across the education system**

4.35 Ensuring schools have access to high quality data and management information is absolutely key in ensuring schools know their performance promptly and make appropriate changes. Actions in this area include -

- Two working group meetings have been held with primary heads from Cambridgeshire and Peterborough to develop a new approach to managing data. This generated lots of new ideas which are included in this section of the report. We are planning to meet in the new year to review assessment systems and standardising assessment for key year groups across both local authorities.

- All primary schools in Peterborough were given access the Nexus Perspective Lite system. This enabled them to get a robust national comparison for their 2018 KS2 outcomes in July and also a calculated progress figure ahead of the DfE publication. This meant that immediate action could be taken to identify gaps in teaching instead of waiting for published data in the autumn.
- Secondary schools shared their early results data with Cambridgeshire and Norfolk. This has enabled them to compare and seek best practice. We have recently negotiated to open this data sharing up to include Suffolk and Essex.
- A school on a page approach to data has been re-instigated to ensure that data is shared effectively with governors in a common and consistent format. The original version of this tool ended in 2015. Essentially, all the schools data and its context is shared with comparator information both to Peterborough and National. This is currently being prepared and will be shared after half term. We hope this will save leaders time in preparing information and also ensure discussion focuses on challenge and increases governor understanding of data.
- There is a significant capacity gap within our performance team to provide the information the Education directorate needs to effectively undertake their role. A meeting was held with performance teams in both CCC and PCC and a proposal for moving forward has been agreed. Challenge has been made around the capacity to deliver timely and effective data support for schools and officers.
- A new workforce analysis tool has been created to enable schools to compare their workforce data against all other schools in Peterborough and Cambridgeshire. This includes information such as average salaries, pupil:teacher ratios, sickness levels and vacancies.
- Primary schools in Peterborough have all shared their 2019 predictions via an electronic portal to the LA. The current outcomes were shared at an LA level back to heads in a meeting on the 5<sup>th</sup> October. There is now an agreement to share data three times a year for all key year groups. The projected outcomes will be used to target support and offer collective support from the group.

4.36 Future activities in this area include –

- A full review of the 2018 Key Stage 2 Question Level Analysis outcome from the governor Analyse School Performance (ASP) system. This looks at where children didn't perform well on particular questions within the assessments and we hope by identifying trends, we can help schools identify changes needed around teaching practice and commission effective CPD to address any shortcomings.
- We are developing a families of schools methodology to encourage schools of like type to work together based upon their performance and socio-economic circumstances. This will include identifying best practice and potentially linking schools that need additional support which aren't necessarily local schools.
- Ensuring that for the 2019 results are promptly analysed and ready for governors at the start of September.
- Developing a business case to invest in infrastructure and additional capacity to provide higher level data support. We will also be looking at other local authorities approach to ensure our practice around data is strong.

**Schedule in regular meetings with Ofsted Senior HMI / Develop joint training programme with Ofsted**

4.37 Ofsted have a key role to play in judging the improvement in the city. Most schools are inspected on a three to five year cycle and Ofsted look holistically at a school – its data, what they see in the classroom, the quality of leadership and governance.

Actions to date include –

- Paul Brooker, Regional HMI (Her Majesty Inspector) for the East of England for Ofsted, attended our governor conference on the 16<sup>th</sup> June.
- A meeting was held in September with Peterborough's Senior Ofsted HMI to review provisional outcome data for Peterborough schools (both academies and maintained). A series of actions were agreed and the Education Action plan was shared. In this academic

year, two Ofsted inspections have taken place in Peterborough and both schools inspected retained their 'good' Ofsted grade.

- In order to address the concerns around attainment, we have agreed two joint conferences with Ofsted in the Autumn term:
  1. The Importance of the Curriculum - Ofsted have announced that there will be a shift of emphasis within their inspection framework from September 2019, with greater focus placed on wider aspects of education, including the curriculum, and the outcomes judgement being replaced by a "Quality of Education" judgement. The conference will explore and examine this change, enabling our schools to be well prepared for it and to gain a thorough understanding of its implications, especially in relation to the curriculum and its importance in preparing children and young people for the next stage of their education. The conference has been made available to all schools in Peterborough. It is important we are responsive to changes in the school system and this conference will help facilitate this.
  2. Good Schools Delivering Good Attainment – this will be a focused workshop targeted at good schools where standards at the end of Year 6 have remained below average even where rates of progress are good. 4 HMI will be joining 16 schools to share their knowledge and experience with us: Discussion will focus on successful strategies employed to date, aimed at raising standards of attainment.

We will continue to work with Ofsted to support our improvement journey.

### **Improve recruitment and retention of teachers across the county**

4.38 The TeachPeterborough website was introduced in 2015 in response to the recruitment challenges in the city, especially in competing with other authorities for attracting teachers to roles. Since the site was created, there have been nearly half a million page views on the site. 872 jobs have been advertised and we have had 4,287 job applications initiated since the site went live. The ratio of applications to jobs since the start of the site has been around 5:1 which is competitive compared to other recruitment sites but this number has been declining in recent years as the content has not been updated and currently application ratio sits around 2.5:1. As a result, we have formed a working group with Headteachers and Teaching Schools to refresh the information and restructure the site to try and increase the number of applications. Each school has a profile page and these are being reviewed and updated. The website was a pioneer in the schools recruitment process but now needs to develop to keep pace with the very challenging recruitment market.

4.39 Future actions in this area are:

- Development of a marketing programme to support teacher recruitment including the use of social media during the key recruitment timeframes i.e. April / May via Facebook to target key demographic individuals.
- Our teaching schools are both running 'Get in to Teaching' events in November on the 12<sup>th</sup> November (Teach East) and the 15<sup>th</sup> November (Paragon). Both events seek to attract graduates to become teachers and find other routes into teaching for suitably qualified individuals. We need to create a sustainable supply of teachers to deal with our increasing pupil numbers and the need to improve the quality of teaching in the school. Our pupil:teacher ratios are higher than national and similar local authorities. We have particular challenges around teacher numbers in primary and shortages in certain subjects in secondary (physics, computer science being two examples)
- The TeachPeterborough website will be further developed to allow the rich continuing professional development (CPD) offer in Peterborough to be found in one place including the ability to book courses online. This development is to create a focal point for teachers to show career routes and make sure we retain and develop the very best teachers.
- Teaching schools are a key strand of the Department for Education strategy for school to school support. We have two effective teaching schools in the city and we need to ensure the teaching schools understand the challenges of the city and are effectively

commissioned to help improvement. They are a key partner for improvement. We also need them to help develop their capacity and access to schools.

- Develop a workforce charter which reflects the DfE review of teacher workload and provides a stimulus to attract teachers to come and work in Peterborough and helps retain teachers thinking of leaving the profession.
- We are currently reviewing the options around extending the success internship programme from Cambridgeshire into Peterborough. The teacher internship is a two year programme that is an alternative route to Qualified Teacher Status.
- Developing Leadership programmes including additional support for Headship needs to be considered. We are working with Ambition School Leadership (ASL) to support the development of some pilot programmes in senior leadership development and the Service Director for Education has been invited to join the national executive leader development group for ASL.

### **Emotional health and wellbeing of children and young people in and out of education and to develop a strategic approach to improving the attainment of vulnerable learners**

4.40 Both areas are the focus on the 'Vulnerable Pupils Group' which is developing an action plan to look at how to best support these groups and accelerate outcomes. However, other key actions in this area include -

- Drive on improving vulnerable pupils take up on the pupil premium. Currently each pupil signed up to the free school meal process receives £1,320 in primary and £935 in secondary. Our analysis comparing our level of deprivation to other local authorities shows that overall we are around the 42<sup>nd</sup> most deprived LA in the UK but our free school meal take up suggests we are only recording numbers that correlate to around 62<sup>nd</sup> most deprived. This gap means that we are losing a significant amount of take up of the grant and schools are losing resources. We intend sharing the Education Welfare Benefits team excellent work in Cambridgeshire into the Peterborough area and have a targeted campaign with parents on getting sign up to their entitlement. Parents only need to provide some basic details including their national insurance number to claim and they don't have to take up the free school meal entitlement.
- Supporting with behaviour in schools – there is ongoing challenges in the city around behaviour which can escalate and has an impact on wider learning in classrooms. We are looking to share the 'Cambridgeshire Steps' behaviour management with schools. It is a therapeutic approach to behaviour managements, with an emphasis on consistency, on teaching internal discipline and on care and control, not punishment. It uses techniques to de-escalate a situation before a crisis occurs and, where a crisis does occur, it adopts techniques to reduce the risk of harm. A taster session is being planned in the autumn to allow schools to review the approach.
- An open forum was held on 26<sup>th</sup> September with leaders from education, social care and early help to review the challenges faced in terms of supporting children with challenging contexts. A wide ranging discussion took place and it was agreed to review the interaction between all services and how we can work more effectively together to help de-escalate challenges cases and ensure that schools are supported. A further forum will be held to see where changes can be made.

### **Examine pupil mobility in schools against the wider national and local context**

4.41 The context of Peterborough in terms of its pupil mobility is significant. It is a key challenge we face and

- Further analysis of 2018 outcome data will focus on challenge and how to address the changes in mobility especially with the impact of leaving Europe. The Peterborough EAL strategy was launched in 2013 and ran until 2017. Its impact needs reviewing and the need to support EAL learners revisited. A new strategy will also need to be developed which has a key focus on transient groups.

- As a result of low outcomes for Peterborough in phonics and reading outcomes in Peterborough for 2018, we are offering a targeted Improving Phonics Programme for schools in Peterborough, Wisbech and Fenland. Phonics outcomes for 2017/18 show that whilst some Peterborough schools have seen good improvement at end of Y1 and end of KS1, 29% of schools have outcomes which are more than 10 percentage points below national average. For end of KS1, 25% of schools continue to have outcomes which are more than 5 percentage points below national average. In order to address this, we have looked at good practice in Peterborough schools and also looked at the good practice in the London Borough of Newham. Advisers and headteachers from both Peterborough and Cambridgeshire have visited schools in Newham (high EAL, high mobility and high social deprivation) to discuss leadership and observe teaching. The key strands identified as making the greatest difference in low-achieving schools relate directly to leadership of phonics: monitoring of teaching and learning, robust assessment and tracking, and parental engagement and support. As a result we have organised a programme designed to provide both challenge and support to identified schools in Peterborough, Wisbech and the Fenland areas of Cambridgeshire. The programme is split into three elements –
  - Autumn Term Meeting for Phonics Leaders: analysis of phonics data for groups; action planning for 18/19; target setting for 2018/19; current assessment and tracking of phonics learning; identifying support needed for leadership and/or teaching.
  - A conference (provisional date 8<sup>th</sup> February) for Headteachers, Phonics Leaders and Early Years Leaders where good practice will be shared by schools from the London Borough of Newham and from Peterborough/Cambridgeshire schools.
  - Early Summer Term Meeting for Phonics Leaders and Early Years Leaders: following up on actions from the conference; reviewing action planning; reviewing teaching and learning; preparing for phonics screening checks; transition planning
- Academic Review – An approach has been made to the University Of Cambridge Faculty Of Education to commission PHD level research into understanding the complexity of mobility on pupil outcomes and make suggestions for how these could be improved through teaching practice. It is hoped the research can commence in the late autumn term.
- Supporting first language teaching for Children with English as an Additional Language (EAL) – In the summer term a meeting was held with supplementary schools in Peterborough (including schools from the Latvian, Lithuanian, Polish and Portuguese communities). Supplementary schools offer this range of educational support (language, core curriculum, faith and culture) outside the school day and within the context of a specific ethnic, national, faith or physical community. They are established and managed by community members, generally on a voluntary basis. As community-based organisations they act as crucial information and advocacy points for adults as well as children. There are 3,000-5,000 such schools in England. Given the challenges of Peterborough and the rapidly changing context of the city, we are keen to support these schools as they our aim to enhance the 'life chances' of children by increasing their confidence and self-esteem. The meeting covered how the LA might support the group of schools including with areas such as safeguarding and accessing training the council offered. Having a strong education focused supplementary offer outside of school supports our schools through creating access points with parents but also the opportunity to sit first language GCSE exams which support the overall outcomes of the city e.g. Polish GCSE outcomes are some of the strongest in region. In order to provide strength in this area, we have encouraged the group to look at models of sustaining supplementary schools such as the one operating in Northamptonshire (Association of Northamptonshire Supplementary Schools) which gives each schools a legal and social framework to work in and ensure that member are DBS checked, offer training courses in Safeguarding, First-Aid and Effective Teaching. They also broker affiliated to the National Resource Centre of Supplementary Education (NRCSE). We hope to look at the Integrated

Communities Innovation Fund to help establish a partnership of which the LA hopes to be a partner.

### **Monitor progress of the SEND action plan following inspection in March 2017 in Cambridgeshire and prospective inspection in Peterborough.**

- 4.42 At the start of October, we undertook a 4 day SEND Peer review through the Local Government Association to support our understanding of progress since the SEND reforms were introduced. In developing the scope we asked the team to review our self-assessment of progress, gather feedback on how well the new arrangements and strategies have been delivered, identify areas for further attention and any innovative process we are undertaking. We are awaiting the final report from the reviewers but the headline responses are –
- It is clear that the reviewers observed us to be an open and honest system where leadership and relationships are good. The team felt we were compliant but need to work on the quality and consistency of work and ensure robust governance that reflects SEND being everyone's business.
  - They were impressed with our parent carer forum (Family Voice) and the creative methods they have employed to involve parents and carers.
  - They were impressed with some of the innovations we have delivered e.g. Hubs.
  - They observed that we had worked at pace to ensure compliance with reforms, we now needed to embed what we have done using the strategy as a springboard and focus on the key priorities.
  - They noted that our data systems do not lend themselves to ensuring we have regular real time data that informs our priorities now and in the future.
  - They want us to involve our schools more in the design and delivery of services.
  - We need to develop a good communication plan that ensures regular communications with all stakeholders and a robust workforce strategy.
- 4.43 The final report will be circulated to the committee and an action plan will be developed to address the areas of concern.
- 4.44 In October, we launched our joint consultation (with Cambridgeshire) seeking views on our draft strategy for supporting children and young people with special educational needs and disabilities (SEND). The strategy has been co-produced by professionals, parents, carers and young people from Cambridgeshire and Peterborough. It sets out how both local areas will work to support children, young people and their families with SEND in future. It is built upon a shared belief that considering and providing for the needs of children and young people with SEND should be 'everyone's business', with the aim of providing high quality multi-agency services which will enable children and young people to thrive. Our shared vision is for young people to:
- Lead happy, healthy and fulfilled lives, having choice and control over decisions about their health, education, employment, friendships and relationships.
  - Achieve in line with, or better than, expectation in their early years, school, further education and training.
  - Successfully participate in the community and access meaningful occupation employment and life-long learning opportunities.
- 4.45 We also have a key piece of work under way to look at the sufficiency of our offer for SEND pupils and how this might need to change in the future. Significant amounts of data has been collected and a model has been developed to show future demand. There are severe financial pressures in this area, particularly around our support for young people post 19, and we have to ensure we have the right provision locally to meet the needs of children and young people in their community.

### **Further areas supporting improvement in Peterborough**

- 4.46 Following the 2018 KS2 results, two meetings have been held with Primary Heads to look at how the system can work differently together to ensure improved outcomes moving forward. There has been good attendance from all schools (regardless of status) and a number of actions already outlined in this report have taken place. However at this early stage, the following actions / lines

of review will be developed further during the rest of this academic year to hopefully impact sustainably on outcomes in Peterborough:

- Review of the allocation of admissions places to reduce mobility of pupils including discouraging parents to move schools in year.
- The LA support for bids for Nursery Capacity Funding – a fund set up to allow nursery provision linked to schools in challenging communities to be developed. This will allow early engagement in schools of parents targeted at the most vulnerable
- Transparent sharing with schools for planning and decision making. Updated demographic forecasts have been developed and will be shared with schools.
- A focus on the 'key' marginal schools and their cohorts with targeted interventions for those identified including involving social care and early help to support.
- Reviewing schools who over the past 3 years have had a lower conversion rate of attaining reading, writing and maths into the combined measure in the KS2 league table. Support and interventions will then be targeted at supporting these schools.
- Review how schools set their pupil targets including a consideration of the tools available which provide aspirational but realistic target for the children of the city.
- Review our approach to supporting the moderation of writing outcomes with the use of outside advisors from other authorities to lead seminars or surgeries looking at specific borderline children.
- A citywide Y6 teacher workshop to help provide support and challenge on outcomes and set the highest expectations for improvement.
- A focus on supporting Maths in Year 4 /5 including a CPD programme in the areas identified in this year's KS2 papers where Peterborough performed below national expectations.
- Ensuring the Primary Headteachers in Peterborough have up to date training on what good practice / pedagogy is in order for them to give effective feedback / take action.
- Use of teaching schools to target (not offer) support to head teachers and governors. Have to actively refuse.
- LA to work with teaching school to agree best practice list in agreement with schools and monitor use.
- The development of a curriculum peer review process to ensure children in Peterborough are getting the right teaching and knowledge to ensure they can succeed in the national assessments.

4.47 Further meetings are planned for the autumn to take forward these actions.

4.48 In addition to the actions outlined previously, the Local Authority is taking the following actions to support improved attainment:

- A Senior Adviser from PCC has joined the board of The Cambridge Maths HUB and is ensuring that schools are increasingly aware of the training opportunities available via the HUB. Securing further engagement from Peterborough schools is a key priority for the HUB in 2018-19. The aims of the maths hub is to improve maths achievement at all levels, increase maths participation, improve students problem solving ability, developing student fluency alongside conceptual understanding and supporting the recruitment and retention of maths teachers.
- Maths subject teams from Cambridgeshire and Peterborough are working together and recently held a schools subject leader forum to support this practice.
- Letters of Concern are being sent to LA-maintained primary schools (Headteachers and Chairs of Governors) where levels of attainment and rates of progress are not good enough – they will be expected to produce actions to bring about rapid improvement, and these actions will be monitored and reported upon. Where appropriate the Assistant Director will chair termly or half termly monitoring/accountability meetings where schools causing concern are Maintained schools
- Letters of Concern are being prepared for CEOs of Academy Trusts where the LA believes that outcomes are not as good as they should be. These will also be shared with the RSC and OfSTED



- Working with a group of schools from Kings Lynn to share their practice. They are in a similar context and have exceptional outcomes. We are also seeking to organise a visit to schools in Bradford in similar context.
- Publicising the good practice and support that is happening in Peterborough Schools. A proforma has been shared with schools to enable this to be easily reported and shared. There is outstanding practice and this is often lost when national comparisons are made.

## **Next Steps**

4.49 Overall, there has been much progress to take forward the challenge of education in Peterborough but further work is required. The review has focused on areas for development and the actions have been taken forward. The next step is to put these formally into a strategy for improvement which the board outlined in 4.28 of this report suggests. This will include key milestones and measurable outcomes. Improving educational outcomes in Peterborough need to be owned by everyone and getting strong leadership essential.

## **5. CONSULTATION**

5.1 All schools, Elected Members and relevant Officers have been consulted, and details of the Review outcomes have been published.

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

6.1 That the Committee continues to support Officers and others to continue the work which has begun, noting that this is long term and will not necessarily have immediate impact upon outcomes.

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

7.1 To raise awareness amongst Committee Members and ask for their support for future actions to be taken as appropriate.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 None

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 The financial implications of the proposals are currently being considered. Existing resources will be used for the majority action but there may be further costs resulting from the need to seek additional support. Separate approval will be sought if this is the case.

### **Legal Implications**

9.2 None

### **Equalities Implications**

9.3 None

### **Rural Implications**

9.4 The challenges in rural schools are included as part of the overall consideration of the actions in the report. A report on rural schools outcomes will be shared in January.

**10. BACKGROUND DOCUMENTS**

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

10.1 “Peterborough City Council Education Review” by Cllr Lynne Ayres, August 2017.

**11. APPENDICES**

11.1 Appendix 1 - Education Review Action Plan (January 2018)

## CAMBRIDGESHIRE AND PETERBOROUGH EDUCATION ACTION PLAN

### January 2018

Outcome to be Achieved	Action	Responsible Officer	Target Completion Date	Evidence of impact and outcomes	RAG / Progress	
<b>Local Authority Joint Actions</b>						
51	Create a Strategic Board for Education.	Executive Director and Service Director to agree membership, to reflect both Cambs and Pboro, schedule dates and draft terms of reference (align approach with RSC sub-regional arrangements).	Service Director	April 2018	<p><b>Greater understanding by officers, members and schools of issues, concerns, strengths</b></p> <p><b>Service resilience improved and clear structures in place</b></p> <p><b>Clarity of current quality of performance of Education Services</b></p>	
		<p>Focus areas to include succession planning and capacity building within Education Services to ensure sustainability and resilience of functions.</p> <p>Produce and confirm structure for Education Services and share across the education system / network</p> <p>Produce self-assessment using any available national criteria as appropriate</p>				
	Create strategy for education across the county to include vision and priorities	Strategic Board to set up a working group to prepare strategy. To include a range of representatives from across the education system (to include local authority, MATs, early years / primary / secondary school reps, young people. Create CEO Forum for MAT representation	Service Director	June 2018	<p><b>Working groups established, implemented and report regularly to provide updates to schools, officers and elected members</b></p> <p><b>Gaps to national average (attainment) close.</b></p>	
		Focus on key areas of concern in the first instance including reviewing best practice elsewhere–				

Outcome to be Achieved	Action	Responsible Officer	Target Completion Date	Evidence of impact and outcomes	RAG / Progress
	<ul style="list-style-type: none"> <li>• KS1 Phonics</li> <li>• KS2 reading and Maths</li> <li>• Outcomes for disadvantaged/vulnerable learners</li> </ul>				
<p>Create communications strategy</p> <p>Run a high profile media campaign to raise public awareness of education successes and challenges</p>	<p>Strategic Board to set up small working group to include communications staff from both authorities and termly reference group to prepare strategy.</p> <p>Strategy should include regular communication from the service director eg newsletter/blog</p> <p>Meet with communications staff to create a programme of key messages to be used across social media platforms, council website, schools network and a mechanism to monitor activity / impact</p>	Service Director	May 2018	Regular media updates and an increasing number of positive messages in local media.	
Create robust and effective system to collect and analyse data that is easily accessible and interpreted across the education system	<p>Set up working group with performance / business intelligence staff from PCC and CCC together with data representatives from schools, health etc</p> <p>Main objective is to produce a fully integrated and accessible data sharing portal, that would improve the process for educational leaders and impact the quality of education and services they provide</p>	Service Director	March 2018	Improved clarity of understanding of outcomes for vulnerable groups and general localities	
Develop joint training programme with Ofsted	Meet with Tim Bristow HMI to produce training programme for 2018/19 (skilling up and self evaluation of staff)	Service Director /Assistant Director	April 2018	CPD programme agreed and in place	
Continue schedule of regular meetings with Tim Bristow HMI	Contact Tim to confirm dates and then create schedule for 2018/19 outlining key topics to be discussed	Service Director	Feb 2018	Continuing positive relationship / information sharing with OfSTED	

<b>Outcome to be Achieved</b>	<b>Action</b>	<b>Responsible Officer</b>	<b>Target Completion Date</b>	<b>Evidence of impact and outcomes</b>	<b>RAG / Progress</b>
Arrange a follow up 'Big Conversation Conference' in 2018/19	Start preparations for a conference in 2018/19 to include sourcing a venue, agreeing a date, identifying keynote speakers to include a school who has similar demographics / issues to Cambridgeshire and Peterborough. Conference content to include activity / action / impact since the previous conference	<b>Service Director/Helen Gregg</b>	<b>June 2018</b>	<b>Conference organised and planned</b>	
Improve recruitment and retention of teachers across the county	Request the RSC sub-regional group to make this a focus area for the group and monitor progress	<b>Service Director</b>	<b>Feb 2018</b>	<b>Raised awareness of recruitment/retention issues; Increased involvement of Teaching Schools / Teach East Retention rates improve Recruitment improves</b>	
Emotional health and wellbeing of children and young people in and out of education	Joint Strategic Needs Assessment (JSNA) to be commissioned	<b>Executive Director</b>	<b>Jan 2018</b>	<b>Greater awareness of mental/emotional needs of young people and plans in place to address these needs</b>	
Prepare service information / delivery document which outlines LA's statutory responsibility for monitoring, challenge and support in relation to schools causing concern – maintained and MAT etc	Service Director to identify a lead person to prepare document to include information on responsibilities for Education Services and include in the communications strategy / plan	<b>Service Director</b>	<b>April 2018</b>	<b>Clarity of understanding of statutory/voluntary duties and traded services.</b>	
Develop further the school led system across the two authorities	Service Director to identify potential schools and meet with heads to discuss opportunities / packages available (consider bid writer / facilitator role) Teaching Schools / NLE / LLE / SLES including support from external areas	<b>Service Director</b>	<b>March 2018</b>	<b>Clarity and resilience of the school-led system, leading to improved leadership and outcomes in schools.</b>	

Outcome to be Achieved	Action	Responsible Officer	Target Completion Date	Evidence of impact and outcomes	RAG / Progress
Remodel aspects of the PSISN/School to school support across cambs and p'boro	Set up a working group of lead headteachers and LA officers to remodel aspects of the PSISN/school to school support. (including responding to the challenges identified by John Harris and the findings in the Nullam Report)	Service Director	April 2018	As above.	
Review the composition of the School Improvement Board	Meet with Assistant Director and lead Hts to review Board purpose and discuss Board membership	Service Director	April 2018	Clarity of understanding of role and responsibilities of SIB.	
Develop a strategic approach to improving the attainment of vulnerable learners	Establish a research group involving key LA officers and school leaders to investigate and identify schools with the most vulnerable learners. Work with these schools to put appropriate interventions in place  Research group to produce an assessment of local and national trends which focuses on narrowing the gap and to monitor carefully the impact of the pupil premium grant	Service Director	May 2018	Improved outcomes for vulnerable learners  Closing of the gap to national average	
Examine pupil mobility in schools against the wider national and local context	Co-ordinate a survey to gather the views of all school heads / leads  Conduct an analysis of available statistical and documentary information relating to the scale, pattern and dynamics of mobility in the school system  Identify best practice elsewhere and engage schools / MATs in addressing the concerns	Service Director	May 2018	Clear understanding of issues causing pupil mobility  Plans in place to begin to address and mitigate issues of pupil mobility	
Set up Vulnerable Children Board	Monitor performance of SEN/CWD/LAC, children with emotional and behavioural problems; address challenges Ensure appropriate actions to ensure children are school ready	Executive Director	February 2018	Improved outcomes for vulnerable groups, including SEND Closing of the gap to national average.	

Outcome to be Achieved	Action	Responsible Officer	Target Completion Date	Evidence of impact and outcomes	RAG / Progress
Monitor progress of the SEND action plan following inspection in March 2017 in Cambs and prospective inspection in Pboro	Impact / outcomes of improvements made				

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 9
<b>1 NOVEMBER 2018</b>	<b>PUBLIC REPORT</b>

Report of:	Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Resources		
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer	Tel. 01733 452508	

**FORWARD PLAN OF EXECUTIVE DECISIONS**

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

**1. ORIGIN OF REPORT**

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

**2. PURPOSE AND REASON FOR REPORT**

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

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

The Scrutiny Committees will:

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

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

**3. TIMESCALES**

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

4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The

Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 12 November 2018.

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

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

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

## **5. CONSULTATION**

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

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

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

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

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

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 N/A

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 N/A

### **Legal Implications**

9.2 N/A

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

11.1 Appendix 1 – Forward Plan of Executive Decisions

## **FORWARD PLAN**

### **PART 1 – KEY DECISIONS**

In the period commencing 28 clear days after the date of publication of this Plan, Peterborough City Council's Executive intends to take 'key decisions' on the issues set out below

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

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 Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Hiller, Cllr Lamb; Cllr Smith; Cllr Seaton and Cllr Walsh.

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

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

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

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

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

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

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

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

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

**KEY DECISIONS FROM 12 NOVEMBER 2018**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Future of the WEEE Reuse Facility – KEY/12NOV18/01</b>                      The MTFs for 2018 - 19 looked at removing the subsidy for the WEEE reuse facility and ask us to look at if any charities could take on this service if this is not possible the centre will shut.</p>	<p><b>Councillor Cereste, Cabinet Member for Waste and Street Scene</b></p>	<p><b>November 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Consulted through the budget setting for 2018 -19</p>	<p>James Collingridge, Head of Environmental Partnerships, Tel: 01733864736, Email: james.collingridge@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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Approval to award six contracts that make up the Community Short Breaks portfolio – KEY/12NOV18/02</b> Approval to award six contracts that make up the Community Short Breaks portfolio.</p>	<p><b>Councillor Smith, Cabinet Member for Children’s Services</b></p>	<p><b>December 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation took place with parents and carers of children and young people with disabilities and complex needs to develop the portfolio of services. The service specifications were coproduced with parent carer representation and social care colleagues.</p>	<p>Carrie Gamble, Commissioner, 01733 863931, 07507 889388, <a href="mailto:carrie.gamble@pet-erborough.gov.uk">carrie.gamble@pet-erborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>To approve a CMDN to exercise the provision to extend the Peterborough Serco Strategic Partnership Agreement for a period of 10 years – KEY/12NOV18/03</b></p> <p>In reference to original key decision MAY15/CMDN/47, the purpose of this CMDN is to extend the Peterborough Serco Strategic Partnership Agreement for a period of 10 years. This CMDN will reconcile the original decision MAY15/CMDN/47 with our constitutional requirements.</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>30 November 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director of Resources, peter.carpenter@peterborough.gov.uk</p> <p>chris.yates@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>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Award of Dynamic Purchasing System for external placements for looked after children and/or those with an Education, Health and Care Plan [EHCP] – KEY/12NOV18/04</b></p> <p>As per above, for:            Independent Fostering Agencies, Residential Children's Homes, Residential [non-maintained] Special Schools and Out of School Tuition. This is a joint commissioning activity with CCC pan CCC and PCC.</p>	<p><b>Councillor Smith, Cabinet Member for Children's Services</b></p>	<p><b>February 2019</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>None planned</p>	<p>Helene Carr - Head of Children's Commissioning, helene.carr@peterborough.gov.uk. 07904909039</p>	<p>TBC</p>



<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>Amendment to Loan Facility – KEY/12NOV18/05</b> A loan facility previously approved by Cabinet requires approval of an amendment to that facility	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>November 2018</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	Detail consultation was undertaken in the original decision to offer the loan facility.	Peter Carpenter, Acting Corporate Director Resources 01733 384564 email peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>Award of Contract – Environmental Enforcement – KEY/12NOV18/06</b> Award of contract after completion of procurement process to successful provider for environmental enforcement	<b>Councillor Walsh – Cabinet Member for Communities</b>	<b>November 2018</b>	Growth, Environment and Resources Scrutiny Committee		Internal and external stakeholders.	Rob Hill- Assistant Director, Communities and Safety, rob.hill@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Award of contracts for children's centres in Peterborough – KEY/12NOV18/07</b>  Peterborough City Council, Cambridgeshire County Council and Peterborough and Cambridgeshire Clinical Commissioning Group are working together on transforming the Children, Young People and Families services, delivering the healthy child programme. The children's centre contracts, which support the healthy child programme delivery, end on 31 March 2019. In order to maintain service delivery, whilst work is completed on the transformation programme, approval is to be sought to place contracts with existing providers for a 12 month period, until 31 March 2020.</p>	<p><b>Councillor Smith – Cabinet Member for Children's Services</b></p>	<p><b>December 2018</b></p>	<p>Children and Education</p>	<p>All Wards</p>	<p>The Joint Commissioning Board has been consulted on this item, which includes legal, procurement and finance. The providers delivering the services have also been engaged.</p>	<p>Pam Setterfield, Children's Commissioner, Tel 01733 863897, <a href="mailto:pam.setterfield@peterborough.gov.uk">pam.setterfield@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>Award of Contract to HW Martin Waste Ltd. for the Management and Operation of Dogsthorpe Household Recycling Centre - KEY/12NOV18/08</b></p> <p>The opening date for the new Fengate HRC facility has only recently been confirmed following construction progress timings hence we are only now aware of the period of time required to extend the operation of the Dogsthorpe facility to align with the opening of the replacement Fengate facility.</p>	<p><b>Councillor Cereste, Cabinet Member for Waste and Street Scene</b></p>	<p><b>November 2018</b></p>	<p><b>Growth, Environment and Resources Scrutiny Committee</b></p>	<p>All Wards</p>	<p>N/A</p>	<p>Richard Pearn - Head of Waste, Resources and Energy 07920 160796</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

**PREVIOUSLY ADVERTISED KEY DECISIONS**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
<p>66</p> <p>1.</p>	<p><b>Affordable Warmth Strategy 2019 – 2021</b>  <b>KEY/17APR17/03</b>                      Recommendation to approve the Affordable Warmth Strategy 2019 – 2021</p>	<p><b>Councillor Walsh, Cabinet Member for Communities</b></p>	<p><b>2019</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The draft strategy will be placed on PCC Consultation pages for 3 week consultation period</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764                      sharon.malia@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>BRE Integrated Dwelling Level Housing Stock Modelling Report July 2016 Housing Renewals Policy 2017 – 2019</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p><b>2. Approval to award places on the Pseudo DPS for Residential Care Providers - KEY/29MAY17/04</b> Provide permission for the Council to enter into contractual arrangements with Residential Care Providers following the publication of a PIN notice inviting providers to submit prices and sign up to the Council's Residential Care Terms and Conditions. This ensures compliance with the Public Procurement Regulations 2015 and the Care Act 2014</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>November 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Gary Jones, Interim Head of Adults Commissioning Social Care Tel: 01733 452450, Email: gary.jones@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	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION
3.	<b>Award of Contract - Social Care Platform - KEY/24JULY17/01</b> To approve the award of a contract to develop and implement a technology platform that would sit across the current adult and children's social care IT systems	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b> Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>
4.	<b>Award of Contract - Social Care e-marketplace – KEY/24JULY17/02</b> To approve the awarding of a contract to provide a social care e-marketplace IT system	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b> Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
5.	<b>Award of Contract - Social Care Operating Model – KEY/24JULY17/05</b> To approve the awarding of a contract to develop a social care operating model	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b>  Growth, Environment & Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.  N/A	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>



<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
6.	<b>Acquisition of Regeneration Site – KEY/24JULY17/06</b> To approve the acquisition of a local regeneration site.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b>  Growth, Environment & Resources Scrutiny Committee	Central	Relevant Internal and External Stakeholders.	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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<p>7. <b>Continuation of Housing Renewal Policy grants through the Care &amp; Repair Agency – KEY/18SEP17/02</b>            Permission is sought to continue to use the current tendering processes for non framework works funded through Repairs Assistance Grants and Disabled Facility Grants. A full procurement process is being undertaken to introduce frameworks for all of this work which is aimed to be in place by the 1st May 2018. This interim arrangement will allow the capital programme to be continued</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>October 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All</p>	<p>Relevant internal and external stakeholders.             CMDN published on website</p>	<p>Sharon Malia, Housing Programmes Manager, Tel: 01733 863764 Email: <a href="mailto:sharon.malia@peterborough.gov.uk">sharon.malia@peterborough.gov.uk</a></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>75</p> <p>8.</p>	<p><b>Award of contract for the expansion and partial remodelling of Ken Stimpson Community School – KEY/18SEP17/03</b>  The intention is to expand the school by 2 forms of entry (300 additional pupils plus 150 sixth form) to meet the growing need for secondary school places. A new building block is planned on the site with an extension to the dining hall and minor remodelling to an adjacent building. As part of the remodelling the on site library will be demolished - following its relocation to a suitable site close by.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</b></p>	<p><b>October 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will include: Senior School Management team, Sport England, local residents and the Department For Education</p>	<p>Stuart Macdonald. Strategic Development Consultant (Property)</p> <p>Tel: 07715 802 489.  Email: <a href="mailto:stuart.macdonald@petborough.gov.uk">stuart.macdonald@petborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>School Organisation Plan 2015 -2022</p>

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<p>9. <b>Approval of contract for the delivery of Lot 1 - General Information, Advice and Guidance Services and Lot 2 - Specialist Information, Advice and Guidance Services – KEY/16OCT17/04</b>            Following competitive procurement of these services, to approve the contract to deliver Lot 1 Generalist Information, Advice and Guidance Services - Homelessness Prevention; and Lot 2 Specialist Information, Advice and Guidance Services - supporting protected characteristic groups.</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Adults and Communities</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Voluntary sector advice agencies consulted in service design. Market testing of providers has also taken place.</p>	<p>Ian Phillips, Senior Policy Manager            Tel: 01733 863849            Email: <a href="mailto:ian.phillips@peterborough.gov.uk">ian.phillips@peterborough.gov.uk</a></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>10.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">77</p>	<p><b>ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02</b> To agree to the procurement of ICT infrastructure works for Fletton Quays</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment &amp; Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Relevant internal and external stakeholders</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a></p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published. The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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11.	<b>Expansion and Remodelling of Marshfields School – KEY/11DEC17/03</b> To approve the proposed expansion and remodelling of Marshfields school	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</b>	<b>October 2018</b> Children and Education Scrutiny Committee	Dogsthorpe Ward	Relevant internal and external stakeholders.  Public Consultation Meeting	Sharon Bishop, Capital Projects & Assets Officer Tel: 01733 863997 Email: <a href="mailto:Sharon.bishop@peterborough.gov.uk">Sharon.bishop@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  School Organisational Plan
12.	<b>Purchase of land and building in the centre of Peterborough – KEY/11DEC17/06</b> To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property	<b>Councillor David Seaton Cabinet Member for Resources</b>	<b>October 2018</b> Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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13.	<b>Purchase of building in the centre of Peterborough – KEY/11DEC17/08</b> To delegate authority to the Corporate Director of Growth and Regeneration to purchase the property	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b> Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>
14.	<b>Purchase of land to the east of the city - KEY/25DEC17/02</b> Delegate authority to the Corporate Director of Growth and Regeneration to purchase the property.	<b>Cabinet Member for Resources, Councillor Seaton</b>	<b>October 2018</b> Growth, Environment and Resources Scrutiny Committee	East	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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15.	<b>A605 Whittlesey Access Phase 2 - Stanground Access - KEY/25DEC17/03</b> To approve the design and construction of the A605 Stanground East Junction Improvements for the financial year of 2017/18 - 2018-19 and authorise the associated package of work to be issued to Skanska Construction UK Limited under the Council's existing agreement with SKANSKA dated 18th September 2013 (the Highways Services Agreement).	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	Stanground South	Relevant internal and external stakeholders.  The scheme is included in the fourth Local Transport Plan. Further consultation will be undertaken during the design process, including ward Councillors.	Lewis Banks, Principal Sustainable Transport Planning Officer.  Tel: 01733 317465, Email: lewis.banks@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Fourth Local Transport Plan: <a href="http://www.peterborough.gov.uk">www.peterborough.gov.uk</a> /ltp National Productivity Investment Fund for the Local Road Network Application Form: <a href="https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true">https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true</a>



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<p>16. <b>Approval of funding allocation for the improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/04</b> Improvement to open spaces in the CAN Do area of the city as part of the capital regeneration programme for the area</p>	<p><b>Councillor Cereste, Cabinet Member for Waste and Street Scene</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North &amp; Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with local residents, businesses &amp; partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: Cate.harding@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>Budget allocation in MTFP 2017/18</p>
<p>17. <b>Approval of funding allocation for community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area - KEY/25DEC17/05</b> community facility improvements in the CAN Do area of the city as part of the capital Regeneration Programme for the area</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central, North &amp; Park wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Community engagement with residents, groups, businesses and partner organisations</p>	<p>Cate Harding, Community Capacity Manager.</p> <p>Tel: 01733 317497. Email: cate.harding@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>Budget allocation of £4m in MTFP 2017/8</p>

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<b>18.</b> <b>Approval of funding allocation for the public realm improvements within the CAN Do area of the city as part of the capital regeneration programme for the area - KEY/25DEC17/06</b> public realm improvements within the CAN Do area	<b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	Central, North & Park wards	Relevant internal and external stakeholders.  Community engagement with local residents, groups, businesses and partner agencies	Cate Harding, Community Capacity Manager. Tel: 01733 317497. Email: cate.harding@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Budget allocation £3m in MTFP 2017/18
<b>19</b> <b>Extension to the Section 75 Agreement for Learning Disabilities Services KEY/30APRIL18/01</b> Extension of the existing staff and commissioned arrangements for a period of 12 months	<b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b>	<b>October 2018</b>	Health Scrutiny Committee	All wards	Consultation with key stakeholders to agree this interim approach	Cris Green Tel: 01733 207164 Email: <a href="mailto:cris.green@peterborough.gov.uk">cris.green@peterborough.gov.uk</a>	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>20. <b>Authority to enter into contracts with suppliers following termination of the Amey Contract – KEY/14MAY18/01</b>            To authorise the Corporate Director for Growth &amp; Regeneration to enter into contracts for a limited period with suppliers originally subcontracted by Amey whose arrangements will cease in September 2018. The services supplied are managed by NPS Ltd and will be included in an upcoming tender as follows:            (i) Building Management Services (Plumbing and Water, Gas Maintenance, Fire Equipment, Lifts etc.            (ii) External Maintenance            (iii) General Repairs</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Extensive consultation with colleagues within the Council and the subcontracted suppliers. The consultation with suppliers has focused on the immediate arrangements post Amey and alerting them to the fact that this business will be subject to full procurement within the next 3 months.</p>	<p>Andy Cox, Senior Contracts &amp; Partnerships Manager, Tel: 452465, Email: andy.cox@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>21. <b>Approval for contract to be awarded to Skanska to deliver widening of the A605 Oundle Road between Alwalton and Lynch Wood Business Park - KEY/11JUN18/03</b> Approval for contract to be awarded to Skanska to deliver widening of the A605 Oundle Road between Alwalton and Lynch Wood Business Park. The council has received funding (£720k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme. In addition the council has also allocated internal funding (£773k) towards the scheme.</p>	<p><b>Councillor Hiller, Cabinet Member for Growth, Planning, Housing and Economic Development</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Orton Waterville</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place once the scheme design is completed. This is expected to be later this summer.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer.</p> <p>Tel: 01733 317465, Email: lewis.banks@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>Cambridgeshire and Peterborough Combined Authority meeting notes confirming grant funding allocation. Also CMDN for award of contract to Skanska for provision of Professional Services under Peterborough Highway Services partnership.</p>

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22.	<b>Disposal of freehold in Centre of the City - KEY/12JUN18/01</b> To delegate authority to the Corporate Director of Growth and Regeneration to sell the property	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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23.	<b>Disposal of part of freehold in West of the City - KEY/12JUN18/02</b> Disposal of part of freehold in West of the City	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	Bretton	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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<p><b>24. To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council. - KEY/25JUNE18/02</b>            Cambridgeshire County has recently conducted a tendering exercise to establish a Dynamic Purchasing System for the provision Supported Living Services for Adults with a Learning Disability (Reference number: DN311905). Peterborough City Council is the named authority under this arrangement and would want to commission care and support packages (call-off).</p>	<p><b>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health</b></p>	<p><b>October 2018</b></p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p> <p>Relevant consultations has been carried out with the service users, family carers, Health colleagues and care and support providers across Cambridgeshire and Peterborough.</p>	<p>Mubarak Darbar, Head of Integrated Commissioning, Tel: 07718654207, Email: 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>

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<p><b>25. Provision of accommodation to reduce homelessness</b>  <b>KEY/23JULY18/01-</b>            This is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman, Service Director for Communities and Safety.            Tel 01733 863887            Email 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><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p>



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26.	<p><b>Approval of funding for the provision of accommodation to reduce homelessness</b>  <b>KEY/23JULY18/02 -</b>            Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p><b>Councillor Seaton,</b>  <b>Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman,            Service Director for Communities and Safety.            Tel 01733 863887            Email: 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><b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b></p>
27.	<p><b>Budget Approval</b>  <b>KEY/20AUG18/01 -</b>            Approve the refurbishment and lease of the Town Hall North within an agreed budget and authorise the Corporate Director Growth and Communities to enter into a design and build contract with the procured contractor and to let the property</p>	<p><b>Councillor David Seaton</b>  <b>Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>Not applicable</p>	<p>Stuart Macdonald.            Strategic Development Consultant (Property)            07715 802 489.            stuart.macdonald@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>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
28.	<b>IT Strategy – KEY/3SEP18/01</b> Approval of an IT Strategy and associated investment for the 2019 to 2022 time period	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>  Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	IT Improvement Plan 23/07/18. There will be the possibility of an exempt annex if the report contains commercial information.  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
29.	<b>University Delivery Vehicle – KEY/3SEP18/02</b> Approval and setting up of an appropriate delivery vehicle with University project partners to move council assets to enable the deliver of the university.	<b>Councillor Lynne Ayres, Cabinet Member for Education, Skills and University</b>	<b>October 2018</b>  Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<p>30.</p> <p><b>Approval of funding for the provision of accommodation to reduce homelessness – KEY/17SEP18/02</b></p> <p>Following Cabinet Decision JAN18/CAB/18 this is a new project to increase the supply of housing and address the demand for accommodation resulting from the increase in homelessness</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>October 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>The issues associated with homelessness in Peterborough have been subject to significant discussion in various forums, including the Council's Adults and Communities Scrutiny, Cabinet and Full Council</p>	<p>Adrian Chapman, Service Director for Communities and Safety. adrian.chapman@peterborough.gov.uk</p> <p>carole.coe@peterborough.gov.uk</p>	<p><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p>31.</p> <p><b>Regional Adoption Services Contract – KEY/01OCT18/01</b></p> <p>To agree a variation to the Permanency Services Contract</p>	<p><b>Councillor Smith, Cabinet Member for Children's Services</b></p>	<p><b>October 2018</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant Internal and External Stakeholders</p>	<p>Helene Carr, Head of Children's Social Care Commissioning - Peterborough &amp; Cambridgeshire, 07904 909039, helene.carr@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>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
32.	<b>Amendment to Loan Facility- KEY/01OCT18/02</b> To agree an award of contract relating to the regional adoption services.	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	All Wards	This decision will be taken after consultation with the Council's legal and financial advisors	Peter Carpenter, Acting Corporate Director Resources, 01733 384564, peter.carpenter@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

**PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE**

**KEY DECISIONS TO BE TAKEN IN PRIVATE**

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</b>
<p><b>Approval of Company Business Plan – KEY/17SEP18/03</b>                      New Council Company needs to be set up and ready to trade from 2 February 2019.</p>	<b>Cabinet</b>	<b>3 December 2018</b>	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.  Affected Amey employees and union representatives.	Annette Joyce Service Director – Environment and Economy, 01733 452280  alexandra.maxey@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  <b><i>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</i></b>

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

**NON-KEY DECISIONS**

<b><i>DECISION REQUIRED</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION EXPECTED</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>WARD</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i></b>
<p><b>To approve consultation on amendments to the Council Tax Reduction Scheme (CTRS)</b>                      To approve public consultation to enable comments to be considered prior to amendments being introduced to the 2019-20 scheme</p>	<p><b>Councillor Seaton, Cabinet Member for Resources</b></p>	<p><b>December 2018</b></p>	<p>Growth, Environment and Resources Scrutiny</p>	<p>All Wards</p>	<p>Public Consultation</p>	<p>Peter Carpenter, Acting Corporate Director of Resources, 01733 452520, peter.carpenter@peterborough.gov.uk</p> <p>chris.yates@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><b>To progress a City Centre Business Improvement District</b>                      To endorse the recommendation that Cabinet will support the introduction of a Business Improvement District (BID).</p>	<p><b>Cabinet</b></p>	<p><b>19 November 2018</b></p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>City Centre Businesses</p>	<p>Annette Joyce Service Director – Environment and Economy, 01733 452280</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

## NON-KEY DECISIONS

### PREVIOUSLY ADVERTISED DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</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>
56 <b>1. Proposal for Loan of Senior Management Staff Under Joint Arrangements –</b> To approve a sharing agreement for senior management staff.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b>	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Fiona McMillan Interim Director of Law and Governance Tel: 01733 452361 Email: Fiona.McMillan@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>2. Funding of Information, Advice and Guidance services within the voluntary sector -</b> To authorise award of grants.	<b>Councillor David Seaton</b> <b>Cabinet Member for Resources</b>	<b>October 2018</b>	Growth, Environment & Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders	Ian Phillips Senior Policy Manager Tel: 01733 863849 Email: ian.phillips@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
3.	<b>Daily cleanse around Gladstone Street and nearby streets -</b> Daily mechanical cleanse in the area focused around Gladstone Street and other nearby streets. This will encompass a mechanical sweeper and operative.	<b>Councillor Cereste, Cabinet Member for Waste and Street Scene</b>	<b>October 2018</b>  Growth, Environment & Resources Scrutiny Committee	Central Ward	Relevant internal and external stakeholders. Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee	James Collingridge, Head of Environmental Partnerships, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
4.	<b>A Lengthmans to be deployed on Lincoln Road Millfield -</b> There will be a daily presence along Lincoln Road, the operative will litter pick, empty bins as well as report fly-tips and other environmental issues.	<b>Councillor Cereste, Cabinet Member for Waste and Street Scene</b>	<b>October 2018</b>  Growth, Environment & Resources Scrutiny Committee	Central Ward	Relevant internal and external stakeholders.  Cross party task and finish group report which went to the Growth, Environment and Resources Scrutiny Committee and it was also approved at Full Council as part of the 2017-18 Budget.	James Collingridge, Head of Environmental Partnerships, Tel: 01733 864736 Email: james.collingridge@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.



<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
5.	<b>2017/18 VCS grant funding -</b> Award of grant to VCS organisations to provide Information, Advice and Guidance services	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>	Adults and Communities Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Ian Phillips Senior Policy Manager Tel: 863849 Email: <a href="mailto:ian.phillips@peterborough.gov.uk">ian.phillips@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6.	<b>Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS) -</b> To recommend to Council that the Investment Acquisition Strategy be included in the Medium Term Financial Strategy to enable the Council to acquire investment properties	<b>Cabinet</b>	<b>3 December 2018</b>	Growth, Environment and Resources	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
<b>7.</b>	<b>Grant funding for voluntary organisations –</b> To provide funding for voluntary organisations in Peterborough to carry out essential support for vulnerable people, particularly in relation to welfare benefits assistance and other crisis support.	<b>Councillor Seaton, Cabinet Member for Resources</b>	<b>October 2018</b>	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Ian Phillips Social Inclusion Manager Tel: 01733 863849 Email: <a href="mailto:ian.Phillips@peterborough.gov.uk">ian.Phillips@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
8.	<b>Approval of Additional Powers to the Combined Authority (Transfer of Powers)</b> - Approve additional powers for the Combined Authority via a Statutory Instrument for Adult Skills Commissioning.	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	All	All Councils in Peterborough and Cambridgeshire have to agree to the transfer	Peter Carpenter, Acting Corporate Director, Resources Tel: 01733 384564 Email: <a href="mailto:Peter.carpenter@peterborough.gov.uk">Peter.carpenter@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.  Combined Authority Statutory Instrument Request

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>	
9.	<b>Food and Feed Service Plan</b> - This plan sets out how the council will meet its statutory food safety, food standards, and animal feed duties across its shared services.	<b>Councillor Walsh, Cabinet Member For Communities</b>	<b>October 2018</b>	Growth, Environment and Resources Scrutiny Committee	All Ward	<p>All relevant internal and external stakeholders.</p> <p>This plan has been consulted on with our shared service partners Cambridgeshire County Council, and Rutland County Council, in addition the plan has been shared with the Food Standards Agency.</p>	Liz Adamson, Principal Environmental Health Officer - Food and Safety Tel: 01733 453542 Email: <a href="mailto:liz.adamson@peterborough.gov.uk">liz.adamson@peterborough.gov.uk</a>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</b>
10.	<p><b>Cabinet to recommend adoption of PCC Biodiversity Strategy to Council –</b> Cabinet to recommend adoption of PCC Biodiversity Strategy to Council. This follows a period of public consultation to update the 2010 Biodiversity Strategy.</p>	<b>Cabinet</b>	<b>19 November 2018</b>	Growth, Environment and Resources Scrutiny Committee	N/A	<p>Relevant internal and external stakeholders.</p> <p>Public Consultation was carried out between 2nd and 29th March 2018</p>	<p>James Fisher Wildlife Officer Tel: 01733 453543 Email: james.fisher@peterborough.gov.uk</p>	<p>PCC Biodiversity Strategy</p> <p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

**PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES**

<b><i>DECISION TAKEN:</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION TAKEN</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>WARD</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT APPENDICES AND REASONS FOR EXEMPTION</i></b>
No new items							

## **DIRECTORATE RESPONSIBILITIES**

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

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)

Strategic Finance

Internal Audit

Schools Infrastructure (Assets and School Place Planning)

Waste and Energy

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Opportunity Peterborough

Peterborough Highway Services (Network Management, Highways Maintenance, Street Naming and Numbering, Street Lighting, Design and Adoption of Roads,

Drainage and Flood Risk Management, Transport Policy and Sustainable Transport, Public Transport)

Corporate Property

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

Health Protection, Health Improvements, Healthcare Public Health.

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## Children and Education Scrutiny Committee Work Programme 2018/2019

Updated: 24 October 2018

Meeting Date	Item	Indicative Timings	Comments
<p><b>18 JUNE 2018</b> Joint Scrutiny of the Budget Meeting</p>	<p><b>Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche One</b> To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20 to 2021/22 Tranche One Proposals.  <b>Contact Officer: Peter Carpenter</b></p>		
<p><b>12 JULY 2018</b> <i>Draft Report 22 June</i> <i>Final Report 2 July</i></p>	<p><b>Co-opted Member Report</b> To agree to the appointment of co-opted members to the committee for the municipal year 2018.2018.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Report on work of the Corporate Parenting Committee</b> To scrutinise the work undertaken over the last six months by the Corporate Parenting Committee.  <b>Contact Officer: Nicola Curley</b></p>		
	<p><b>School Attendance 2017</b> To scrutinise and comment on the rates of absence at Peterborough schools in 2016/17.  <b>Contact Officer: Gary Perkins / Jonathan Lewis</b></p>		

	<p><b>National Offer Day – Primary and Secondary School Allocations for September 2018</b></p> <p>To note the status of allocations of schools places for September 2018 into Primary Reception Year and Secondary School Year 7.</p> <p><b>Contact Officer: Brian Howard</b></p>		
	<p><b>Education Strategy Update - Presentation</b></p> <p>To note and comment on current progress being made on the delivery of the Education Strategy.</p> <p><b>Contact Officer: Jonathan Lewis</b></p>		
	<p><b>Review Of 2016/2017 And Work Programme For 2018/2019</b></p> <p>To review the work undertaken during 2017/18 and to consider the work programme of the Committee for 2018/2019</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Forward Plan of Executive Decisions</b></p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		

<p><b>20 SEPTEMBER 2018</b>  <i>Draft Report 31 August</i>  <i>Final Report 10 September</i></p>	<p><b>Cambridgeshire &amp; Peterborough Safeguarding Children Board Annual Report 2017-18</b>          To comment on and scrutinise the Cambridgeshire &amp; Peterborough Safeguarding Children Board Annual Report 2017-18.</p> <p><b>Contact Officer: Dr Russell Wate</b></p>		
	<p><b>Annual Children's Social Care Statutory Complaints Report 2017-18</b>          To comment on and scrutinise the Annual Children's Social Care Statutory Complaints Report 2017-18 and make any recommendations.</p> <p><b>Contact Officer: Belinda Evans</b></p>		
	<p><b>A Vision For Reading In Peterborough 2017 - 2021 - Update Report</b>          To comment on and scrutinise the Peterborough Vision for Reading update.</p> <p><b>Contact Officer: Gary Perkins</b></p>		
	<p><b>Outcome Of Ofsted Inspection Of Peterborough Children's Services, Service Director Report And Portfolio Holder Report</b>          To scrutinise the key activities and performance of children's social care and note and comment on the outcomes of the recent Ofsted Inspection.</p> <p><b>Contact Officer: Lou Williams</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b>          To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		If required

	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2018/2019</b> To consider the Work Programme for 2018/2019</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>1 NOVEMBER 2018</b> <i>Draft Report 12 October 2018</i> <i>Final Report 22 October 2018</i></p>	<p><b>SEND Reforms - Progress Update</b> To scrutinise and comment on the recent implementation of the Special Education Needs and Disability Reforms and make any recommendations.</p> <p><b>Contact Officer: Sheelagh Sullivan</b></p>		
	<p><b>Update On Implementation of The Permanency Service</b> To scrutinise and comment on the progress of the Permanency Service since implementation in April 2017.</p> <p><b>Contact Officer: Lou Williams</b></p>		
	<p><b>Development Of Shared Approaches And Resources In Children's Services To Date And Consideration Of Possible Further Developments</b> To scrutinise and comment on the review of the development of shared services in Children's Services between Peterborough City Council and Cambridgeshire County Council.</p> <p><b>Contact Officer: Lou Williams</b></p>		

	<p><b>Education Review Monitoring Report</b> To scrutinise and comment on the progress made on implementing the recommendations contained within the Education Review.</p> <p><b>Contact Officer: Jonathan Lewis</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		If required
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2018/2019</b> To consider the Work Programme for 2018/2019</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>28 NOVEMBER 2019</b> Joint Scrutiny of the Budget Meeting</p>	<p><b>Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche Two</b> To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20 to 2021/22 Tranche Two Proposals.</p> <p><b>Contact Officer: Peter Carpenter</b></p>		

<b>3 JANUARY 2019</b> <i>Draft Report 4 December</i> <i>Final Report 13 December</i>	<b>Educational Attainment: Validated Results for Children aged 5, 7 and 11 Including Schools Causing Concern and Performance of Rural Schools</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>Children and Young People in Care Update - Peterborough Virtual School</b>  <b>Contact Officer: Dee Glover</b>		
	<b>Service Director Report: Children &amp; Safeguarding</b>  <b>Contact Officer: Lou Williams</b>		
	<b>The Impact of the investment in Child Mental Health</b>  <b>Contact Officer: Lee Miller</b>		
	<b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.  <b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b>		If required

	<p><b>Forward Plan of Executive Decisions</b></p> <p>That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
	<p><b>Work Programme 2018/2019</b></p> <p>To consider the Work Programme for 2018/2019</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		
<p><b>12 FEBRUARY 2019</b> Joint Scrutiny of the Budget Meeting</p>	<p><b>Medium Term Financial Strategy 2019/20 to 2021/22 - Tranche Three</b></p> <p>To scrutinise the Executives proposals for the Medium Term Financial Strategy 2019//20 to 2021/22 Tranche Three Proposals.</p> <p><b>Contact Officer: Peter Carpenter</b></p>		
<p><b>21 MARCH 2019</b> <i>Draft Report 1 February 2019</i> <i>Final Report 11 March 2019</i></p>	<p><b>Educational Attainment: Validated Results Key Stage 4 / Key Stage 5 /Destination Data/ University update</b></p> <p><b>Contact Officer: Jonathan Lewis</b></p>		

	<p><b>Children and young people at risk as a result of being missing, including CSE and County Lines</b></p> <p><b>Contact Officer: Lou Williams</b></p>		
	<p><b>Education Review Monitoring Report</b></p> <p><b>Contact Officer: Jonathan Lewis</b></p>		
	<p><b>Monitoring Scrutiny Recommendations</b> To monitor progress made on recommendations made at the previous meeting.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		If required
	<p><b>Forward Plan of Executive Decisions</b> That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p><b>Contact Officer: Paulina Ford, Senior Democratic Services Officer</b></p>		