

CHILDREN AND EDUCATION SCRUTINY COMMITTEE

TUESDAY 17 DECEMBER 2019
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 Children and Education Meeting Held on 11 September 2019** 3 - 10

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

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

5. **Proposal To Establish A New Voluntary Aided Roman Catholic Primary School In the Hamptons East Development** 11 - 62

6. **Update Report On SEND Local Area Inspection and SEND Joint Strategy** 63 - 98



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| 7. | Children and Education Scrutiny Committee Meeting Start Time 2020-2021 | 99 - 100 |
| 8. | Forward Plan of Executive Decisions | 101 - 150 |
| 9. | Work Programme 2019/2020 | 151 - 156 |
| 10. | Date of Next Meeting | |

Monday 13 January 2020

Emergency Evacuation Procedure – Outside Normal Office Hours

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Committee Members:

Councillors: J Goodwin (Chairman), G Casey, L Coles, N Day, A Dowson, T Haynes, D Jones, S Lane, D Over (Vice Chairman), L Robinson and B Rush

Substitutes: Councillors: A Ellis, S Hemraj, J Howell, J Lillis, M Nadeem

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

Clare Watchorn, Parent Governor Representative

Vacancy, Parent Governor Representative

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

Peter French, 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

**MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE
MEETING
HELD AT 7PM ON WEDNESDAY 11 SEPTEMBER 2019
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

Committee Members Present:	Councillors J Goodwin (Chairman), G Casey, L Coles, N Day, A Dowson, T Haynes, S Lane, L Robinson, B Rush, S Warren Co-opted Members: A Kingsley, P Cantley, and Parish Councillor S Lucas
Also Present:	Councillor Ayres, Cabinet Member for Children's Services and Education, Skills and University
Officers Present:	Wendi Ogle-Welbourn, Executive Director, People and Communities Nicola Curley, Assistant Director, Children's Services Jonathan Lewis, Service Director, Education

12. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Jones, Councillor Over and Co-opted Members Parish Councillor Junaid Bhatti, Rizwan Rahemtulla and Flavio Vettese. Councillor Scott Warren was in attendance as substitute for Councillor Over.

13. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS

There were no declarations of interest or whipping declarations.

14. MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING HELD ON 18 JULY 2019.

The minutes of the Children and Education Scrutiny Committee meeting held on 18 July 2019 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. BEST START IN LIFE (BSiL) STRATEGY

The Executive Director for People and Communities introduced the report accompanied by the Cabinet Member for Children's Services and Education Skills and University. The purpose of the report was to seek the Committee's endorsement of the draft Joint Best Start in Life Strategy 2019 – 2024 as attached at Appendix 1 of the report prior to going to Cabinet for approval. The key purpose of the strategy was to ensure that there was a co-ordinated and

integrated multi-agency agreement on the delivery of pre-birth to 5 services that was tailored appropriately to meet local need. Best Start in Life was a 5 year strategy which aimed to improve life chances of children (pre-birth to 5 years) in Cambridgeshire and Peterborough by addressing inequalities, narrowing the gap in attainment and improving outcomes for all children, including disadvantaged children and families.

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

- The “placed based approach” would operate within the existing six Children’s Centres as these were generally situated where they were most needed, with the addition of pop up places in other community buildings.
- The consultation revealed that consideration needed to be given on how best to serve people and which care professional was best placed to provide help for a given family at a given time.
- Midwives and health visitors could be used to assist in the early identification of the most vulnerable families and those needing additional support and potentially identify those who would not always seek support for themselves.
- Not all families required the same approach and a variety of settings could be more appropriate. Some families felt comfortable in childcare and nursey settings and staff there could be upskilled to avoid these families being referred to another professional.
- Members recognised that the report had been very comprehensive with contributions from many stakeholders and contained a robust list of measureable outcomes which could have a great impact on local families.
- Members were informed that throughout the summer the stakeholder group had been working with the agencies Dartington and Collaborate to build and propose clear ideas on the models of delivery. On 30 September 2019 the stakeholder group would present their findings to the Executive Board of the Children’s Joint Health and Wellbeing Commissioning Board. Early findings suggested that it would be helpful to have one lead agency who would oversee the day to day management and delivery of the strategy and deliver key performance indicators (KPIs) and that specific BSIL Teams were needed. Focus was needed on the various professions and to ascertain if people needed to be upskilled and this would include the voluntary sector. An update could be provided to the Committee in March 2020 when the model should have been agreed and it would be closer to the implementation phase.
- Members commented that within the new Ofsted Framework there was an emphasis on the curriculum and quality of education and an expectation that Head Teachers would reflect the local issues in curriculum design. Members asked what recommendations would be passed on to secondary schools to enable pupils to be more conversant with the needs of children in the 0 – 5 age group and if there had been any engagement with secondary schools. Members were informed that work on the strategy had not involved secondary schools to date but mainly primary schools. The feedback from primary schools included issues such as children starting school wearing nappies, unable to read or socialise and it would be the responsibility of the BSIL team to prepare children to be ready to start school with these skills. Engagement with secondary schools could be arranged if this was deemed to be useful to help prepare key stage 4 and 5 pupils for the challenges parenthood.
- Secondary schools currently faced challenges with the reading ability of pupils moving up from junior school and improvements in this area would give pupils access to a wider curriculum.
- The focus at this stage was not on where buildings were located but where the need was greater and consideration would follow on what buildings locally were best suited to that need.

- The statutory requirement for children to have regular health checks would continue and children would have access to health professionals in both the city and rural areas and it was hoped that these professionals would feedback on any early issues. As all expectant mothers were allocated a midwife, it was anticipated that they would play a more proactive role in signposting and identifying key areas where resources were required.
- Information needed to be available to families in several different places and in different formats and libraries were well placed to deliver this. Research had identified that the library was a place people felt safe and comfortable visiting. The use of Family Connectors was also being considered however library staff could possibly fulfil this role, which would free up more staff on the frontline. Library staff could assist in signposting and helping people access Internet Technology (IT). Consideration was also being given to a digital offer with a directory such as the one being used by Community Children's Services (CCS) in Norfolk. The local offer was being continually developed to suit the needs of the local people.
- Members asked if Vivacity would be included as a stakeholder as they represented a key role in family fitness and engaged with families in a variety of venues. Members were advised that community support would enhance the programme and that Vivacity had already been approached regarding their involvement.

AGREED ACTIONS

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

1. Endorse the draft Joint Best Start in Life Strategy 2019 – 2024 attached at Appendix 1 of the report for approval by Cabinet, and
2. Requested that a further report on the implementation of the Best Start in Life Strategy be brought back to the Committee in March 2020.

17. ANNUAL CORPORATE PARENTING COMMITTEE

The Assistant Director, Children's Services introduced the report accompanied by the Cabinet Member for Children's Services and Education Skills and University. The purpose of this report was to advise the committee of activity carried out by the Corporate Parenting Committee during the municipal year 2018-19.

The Chairman on behalf of the Committee congratulated The Assistant Director, Children's Services and the Cabinet Member for Children's Services and Education Skills and University on the outcome of the Ofsted Inspection of Peterborough's Children's Services which was found to be Good in all categories.

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

- Unaccompanied asylum seekers who were in care were still eligible for support under the Care Leavers Act when they reached the age of 18. They were supported by a personal advisor who provided help with housing and education taking into account their status and the reasons they were in this country. Some young people could wait a long time for a decision on their status to be agreed which would impact their ability to make decisions for their future.
- Members received an explanation of the permanency service; the combination of the adopting and fostering provision which also included special guardian assessments, post adoption support services, kinship – connective persons work around families where children were not in care but in need of support or children who have come out of care and were being looked after by families.

- Significant investment was required in fostering services and TACT appeared to have the necessary experience in developing foster carers and was thought to be the most suitable agency. Positive outcomes of the TACT partnership included training and the level of support provided to foster carers. There had however been an increase in children in care numbers and a decrease in placement availability which resulted in a very challenging market. TACT experienced difficulties trying to develop the service within this environment and the mutual decision was taken to terminate the contract.
- Placing children outside the local area had a negative impact and was particularly relevant to children with an Education and Healthcare Plan (EHCPs) who could take some months to be placed. Further delays occurred as a different school then had to be nominated by the Local Authority which took time to process. The Corporate Parenting Committee had written to the Secretary of State requesting a change in the procedures for moving children between areas. There were added complications for the two or three young people placed in Scotland where procedures were different. The virtual school would never leave a child in care without some form of education plan in place which could be in an education facility within a unit or by home tutoring.
- The number of children in care had increased by about 40 children over the past four years and the age of young people supported had increased from age 21 to 25 following changes in legislation. The case load for social workers was being managed quite successfully as additional funds had been received from Central Government to ensure the correct number of social workers and personal advisors were employed. Each social worker had a caseload of 17-19 young people and personal advisors had caseloads of about 22 and these levels were considered manageable.
- 100 young people aged over 21 were identified as being entitled to support when the age limit was increased and personal advisors had been successful in re-connecting with them all. Each person was then able to decide what level of support they required going forward.
- The Ofsted Inspectors felt that a child's Personal Education Plan (PEP) needed more input from children themselves. The Assistant Director, Children's Services explained that young people were encouraged to be involved with their PEP and the configuration of the meeting was aimed to suit the individual needs of the child and included the school, the virtual school, carer and sometimes parents with someone taking notes. Younger children were usually happy to sit in the head teacher's office and talk about school, which had often been a safe haven away from home, whilst others, particularly older children were less likely to relax in this environment. Files audited indicated that the children's voice was always heard very clearly however details were not always being recorded effectively in the written report. As a result, the Head of the Virtual School now quality assured all PEPs against specific new criteria. Emotional and mental health questionnaires were also now included in the PEP.

AGREED ACTIONS

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note that the report is an accurate reflection of the work of the Corporate Parenting Committee over the last year.

18. REPORT OF THE SERVICE DIRECTOR FOR EDUCATION INCORPORATING PORTFOLIO PROGRESS REPORT FOR THE CABINET MEMBER FOR CHILDREN'S SERVICES, EDUCATION, SKILLS AND THE UNIVERSITY

The Cabinet Member for Children's Services and Education Skills and University introduced the report accompanied by the Service Director for Education. The report provided the Committee with an update of the progress made on implementing the recommendations contained within the education review report which had been previously presented to the Committee.

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

- Local schools had felt the impact of funding cuts in education and had needed to make adjustments and the focus had remained on teaching and learning rather than pastoral and family care. It was unknown how the additional £2.5million funding promised by Central Government would be allocated and which schools would receive it. The impact of the additional funding could only be assessed once funding had been received.
- The School Improvement Strategy had focused on key areas and issues. The impact of pupil mobility had improved whilst reading still remained an issue in the city and had prompted the introduction of the Year of Reading. Maths was the biggest challenge going forward in secondary school. Improvements had been made on recruitment and quality of leadership.
- The 2014 School Improvement Strategy was replicated in the action plan and the model could now be refined using data and information now available.
- The inspection had highlighted areas requiring attention across the SEND process however these had already been identified in the self-assessment conducted earlier and were included in the action plan presented at a previous meeting in the SEND Strategy. Discussions had taken place with parents and Family Voice as part of the ongoing quality assurance and the quality of the provision was felt to be strong although there were areas which could be improved.
- The Executive Director, People and Communities advised the committee that whilst she agreed with the content of the Statement of Action contained within the Ofsted Report, she felt that its inclusion was unnecessary as the self-assessment statement had identified the same findings as the Statement of Action which were already being addressed.. The Ofsted Inspectorate had included the Statement of Action as they felt improvements had not been made quickly enough.
- The Ofsted Inspector had commented that leadership and management were strong but they wanted to see an increase in pace. An action plan would be submitted to Ofsted in November addressing the areas highlighted in the report.
- The Pupil Referral Unit, now under local authority control, had made improvements and the service had worked closely with head teachers to ensure schools were better able to deal with challenging pupils.
- The Safeguarding issues within the Pupil Referral Unit had been resolved as a priority and an external review would be carried out at the end of September to confirm all areas of concern had been addressed.
- STEPS training which a therapeutic approach to behavioural management would be introduced in October to assist schools in supporting pupils with challenging behaviour. A different approach was needed in managing pupils with behavioural issues and the Fair Access Protocol had been updated in conjunction with head teachers to reflect this and assist with the allocation of school places.
- Discussions had taken place with the Regional School Commissioner representative to implement a local solution based in the city.
- The number of pupil referrals since the beginning of the current term were lower than last year.
- The challenges in recruiting the appropriate teachers had been targeted and positive results had been achieved with several additional science teachers being recruited against a background of national shortages of Mathematics and Physics teachers. By training and gaining experience in local schools more teachers remained in the area.
- Planning ahead for future teacher requirements had led to a four year view to address any foreseeable shortages although more work was required on the primary element.

- SEND sat independently of education and would be part of the Quality Assurance area. Whilst quality assurance had been carried out in the past, this new approach would bring together all partners and could be used to hold different partners to account.
- The membership for the new SEND Governance Board, were very similar to those of the Best Start in Life Board with a wide variety of stakeholders from across Peterborough and Cambridge with backgrounds in education, health, teaching and included parents and partnership groups. A list of members would be sent round. The first Executive Board meeting had been very positive and the minutes would be made public. The Board would drive delivery of the wider SEND Strategy Plan whilst the responsibility for the Statement of Action remained in house.
- There were clear government expectations about funding additional mental health support workers in schools although funding and details on how this could be achieved had not yet been received. In the SEND strategy there is reference to mental health support. Mental health was recognised as a key barrier to child development and therefore more support would be provided to support mental health provision.
- The Executive Director, People and Communities explained that she was also Chair of the Child Health & Wellbeing Commissioning Board, comprising of members from the local authority, the Clinical Commissioning Group (CCG) together with public health representatives. Mental health was a key focus of the NHS long term plan and the CCG were expecting to receive additional resources for children's mental health.
- At their meeting held 11 September 2019, the Child Health & Wellbeing Commissioning Board agreed that there would be a separate mental health strategy for children rather than children being included in the adult strategy and the CCG would be taking the lead on this. Part of the strategy was the sharing of "good practice" and this would include the progress made in this area at the Ken Stimpson School.
- Member referred to SATs testing and their use in preparing children for secondary school, and were interested to know if there had been a survey to assess what difficulties children were presenting at this stage. Members were informed that a survey had been carried out and the biggest challenges were detailed in Appendix 2 of the report. A Year 6 Convention which included both local authority schools and academies has been organised to share ideas and best practices.
- Ofsted was expected to return to the Pupil Referral Service this autumn to review improvements on their earlier findings and a full external review had been commissioned to ensure existing issues were being resolved. The issues over attendance figures was a result of the way attendance was recorded differently across the three sites and this had now been corrected.
- Development of Teaching Apprenticeships in Peterborough was being looking into and particularly in primary schools where there had been significant gaps in teacher training.
- The recent announcement that starting salaries for teachers would increase to £30,000 would provide a good basis for recruitment although salaries could absorb a large part of the additional funding. A proper approach would be implemented around the recruitment and retention of teachers.
- Following a restructure, a new Head of Governance had recently been appointed who would be able to focus on leadership and the preparation of a robust plan going forward. There was a shortage of school governors and it remained difficult to retain governors with a wide range of skills. The Local Authority would be taking the lead on governance within the academies at their request.
- The proposed Peterborough University will focus on subjects relevant to the needs of this area and local employers. Consultants MACE have been appointed and once their findings were received plans could proceed on buildings and the appointment of appropriate partners.
- Destination data on pupils moving forward from secondary schools would be circulated when available and would include the previous year's results.

- There could be up to 5% difference in raw and validated data due to adjustments made for children new to the country, medical reasons and illness who were then removed from the data. The adjusted figures were used in the final league tables and data was not formally validated until March. The Director for Education would provide a briefing note on the validated results in November and the Committee were asked to email the Senior Governance Officer with any information they would like to be included.
- Provisional results for rural schools were at the same level as the previous year and would be reported separately.
- Members requested that all reports include a section on implications to Children in Care.

AGREED ACTIONS:

1. The Children and Education Scrutiny Committee considered the report and **RESOLVED** to:
 - a) Note the contents of the report and the actions being taken.
 - b) Support both elected members and officers in their efforts to support and challenge schools to improve outcomes for children and young people in Peterborough.
2. The Children and Education Committee requested that the Service Director for Education:
 - a) Provide a briefing note in November on the validated data and to include last year's results
 - b) Provide destination data for students leaving school and to include last year's data.
 - c) Provide a formal report on results for rural schools.
 - d) Include any implications for children in care in future reports.
3. The Children and Education Scrutiny Committee requested that the Executive Director, People and Communities
 - a) Provide a list of members who were on the SEND Governance Board.
 - b) Provide details and information on the projects and pilot schemes being undertaken by the CCG for the Child Health & Wellbeing Board relating to children's mental health.
4. The Senior Democratic Service Officer agreed to ensure all report templates were updated to include a further section under Implications to cover the impact on children in care.

19. MONITORING SCRUTINY RECOMMENDATIONS

The Senior Democratic Services Officer introduced the report which enabled the Children and Education Scrutiny Committee to monitor and track the progress of recommendations made to the Executive or Officers at previous meetings.

AGREED ACTIONS:

The Children and Education Scrutiny Committee **RESOLVED** to note the progress made on recommendations made to the Executive or Officers at previous meetings and agreed to mark the outstanding recommendations as listed at Appendix One as completed.

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.

The Cabinet Member for Children's Services and Education, Skills and University who was in attendance requested that item 13 - University Delivery Vehicle KEY/3SEP18/02 be checked to see if the correct Cabinet Member had been assigned. The Cabinet Member for Children's Services and Education, Skills and University had been listed for this item but felt that it should have been listed under the Cabinet Member for Resources.

AGREED ACTIONS:

The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note the latest version of the Forward Plan of Executive Decisions and requested that the Senior Democratic Services Officer check which Cabinet Member should be assigned to the Key Decision University Delivery Vehicle KEY/3SEP18/02.

21. WORK PROGRAMME FOR 2019/2020

The Senior Democratic Services Officer presented the report which considered the 2018/19 year in review and looked at the work programme for the new municipal year 2019/20 to determine priorities and agree the proposed way forward for monitoring future recommendations.

AGREED ACTIONS:

The Children and Education Scrutiny Committee **RESOLVED** to note the work programme for 2019 – 2020 and requested that the Regional Schools Advisor be invited to attend the January 2020 meeting of the Committee.

22. DATE OF NEXT MEETING

Thursday 14 November 2019.

CHAIRMAN
7.00pm to 9.10pm

CHILDREN AND EDUCATION SCRUTINY COMMITTEE	AGENDA ITEM No. 5
17 DECEMBER 2019	PUBLIC REPORT

Report of:	Jonathan Lewis, Director: Education	
Cabinet Member(s) responsible:	Cllr Lynn Ayres, Cabinet Member for Children’s Services and Education, Skills and University	
Contact Officer(s):	Clare Buckingham, Strategic Education Place Planning Manager (Cambridgeshire and Peterborough)	Tel. 01223 573623

PROPOSAL TO ESTABLISH A NEW VOLUNTARY AIDED ROMAN CATHOLIC PRIMARY SCHOOL IN THE HAMPTONS EAST DEVELOPMENT

R E C O M M E N D A T I O N S	
FROM: Service Director: Education	Deadline date: 19 December 2019
<p>It is recommended that the Children and Education Scrutiny Committee note</p> <ol style="list-style-type: none"> The latest position regarding the proposal by the Roman Catholic Diocese of East Anglia (RCDEA) to establish a new Voluntary Aided (VA) primary school in Peterborough 	

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

2.1 This report is being presented to:

- advise the Committee of the outcome of the initial consultation carried out by the RCDEA regarding its proposal to establish a new voluntary aided primary school in the Hamptons East development of the City
- advise the Committee on the next steps and decision-making process with regard to the RCDEA’s proposal

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) Careers; and
- c) Special needs and inclusion.

2.3 This report links to the Corporate Priority: Improve education attainment and skills and in particular the Priority Outcome *First rate futures for our children and young people*, specifically with regard to the priority to *build new schools to ensure sufficient places are always available*.

2.4 This report links to the Children in Care pledge: *Support Children in Care to have a good education*.

3. TIMESCALES

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

4.1 Statutory duties

The Council has a statutory duty to provide a school place for every child living in its area of responsibility who is of school age and whose parents want their child educated in the state funded sector. To achieve this, the Council has to keep the number of school places under review and to take appropriate steps to manage the position where necessary. Under the Education and Inspections Act 2006, it also has to adopt a strategic role, with a duty to promote choice, diversity and fair access to school provision.

4.2 Establishing new voluntary aided schools

Voluntary schools are those where the land and buildings are typically owned by a charitable foundation or trust, usually a religious organisation, which has a substantial influence in the running of the school. There are two types, aided and controlled.

In voluntary controlled (VC) schools the foundation appoints about 25% of the governors. The Authority employs the school's staff and is the admission authority for the school.

By contrast, Voluntary Aided (VA) schools have more autonomy. For example, the foundation appoints a majority of the school's governors, the governing body runs the school, employs the staff and decides the school's admission arrangements subject to the statutory Schools Admissions Code. In addition, specific exemptions from Section 85 of the Equality Act 2010 enable voluntary faith schools to use faith criteria in prioritising pupils for admission to those schools. VA schools with a religious character can admit up to 100% of pupils on basis of faith. (whereas free schools with a faith designation, can admit no more than 50% of pupils on the basis of faith). The Diocese's over-subscription criteria for this new voluntary aided school allows for the admission of 20% of children based on distance, regardless of faith.

Anyone, including a Diocese or Local Authority, may publish a proposal for a new VA school in response to clear demand for places that the new school would provide.

If the school is established, the Council's powers of intervention remain the same as for any maintained school including with regard to school improvement.

Appendix 1 sets out the current denominational school provision across Peterborough

4.3 Proposed new voluntary aided Roman Catholic primary school in The Hamptons East

In December 2018 the Department for Education (DfE) launched a fund to support the establishment of new VA schools, providing 90% of the capital costs of the new school. Three applications were submitted by the Roman Catholic Diocese of East Anglia (RCDEA) to secure capital funding to open new Roman Catholic (RC) VA primary schools: 2 in Peterborough and 1 in Cambridgeshire.

The DfE's decision, announced on 14 June 2019, was to approve in principle, capital funding to establish a new 3 form entry (FE)/630 place VA Roman Catholic (RC) primary school at Hampton Water, part of the Hamptons East development.

If approved, the new VA school would be likely to open in September 2022. It would be the second primary school serving the Hamptons East development, the first being Hampton Lakes Primary School which opened in September 2019.

4.5 Decision making process

The final decision whether or not to establish this new VA school rests with the Council. The

decision will be made by the Cabinet Member for Children's Services, Education, Skills & University. She will make the decision in the context of the Council's policy position, adopted by Cabinet at its meeting on 27 June 2019, which sets out the framework for considering proposals for the establishment of any new VA faith school or academy with religious designation (see **Appendix 2**) and with regard to the factors outlined in the DfE's statutory guidance for decision makers on opening maintained schools (published November 2018).

The statutory representation period closes on 19 December 2019. It is anticipated that the final decision, via Cabinet Member Decision Notice (CMDN), will be taken during January 2020.

If the Cabinet Member does not decide within 2 months of the end of the 4 week statutory representation period (19 February 2020), the proposal must be referred to the Office of the Schools Adjudicator for decision.

5. CONSULTATION

5.1 There is a detailed statutory process which must be followed to establish the new VA school.

Firstly, in its role as proposer of the new school, the RCDEA ran a 6 week consultation between 9 September and 20 October. It published a consultation document a copy of which is at **Appendix 3**.

At the back of the consultation document a comment sheet invited people to provide feedback. The document was available at three public meetings and also posted on the RCDEA's website. There was also the option to respond via an on-line survey.

Three consultation events were held as follows:

- Wednesday, 18 September at 7pm at St Thomas More Primary School, Peterborough (12 attended)
- Tuesday, 1 October at 3.30pm at Sacred Heart Primary School, Peterborough (7 attended)
- Monday, 7 October at 7pm at Hampton Vale Community Centre (42 attended)

These meetings provided those present with an opportunity to hear more about the proposal and to ask questions.

A link to the RCDEA consultation was also posted on the Consultation pages of the Council's website. Full details of the consultation events are contained in **Appendix 4**.

5.2 A total of 1146 responses were received, with 82% of respondents strongly in favour and 8% strongly against, the proposal. In addition, a petition with almost 300 signatures was received in support of the proposal.

5.3 Following the closure of the consultation the RCDEA Trustees decided, given the strong level of support demonstrated for the proposal, to proceed to the next stage i.e. to formally propose to the Council the establishment of a VA RC primary school at Hampton Water. Consequently, on 21 November the RCDEA published a statutory notice in the Peterborough Telegraph. This marked the start of a statutory 4 week representation period during which any person or organisation can submit comments on the proposal to the Council, as the decision maker. The decision maker must consider all the views submitted during the representation period, including support for, objections to, and comments on the proposal. The full proposal is at **Appendix 5**.

6. ANTICIPATED OUTCOMES OR IMPACT

6.1 The anticipated outcome of this report and attached appendices is that Children & Education Scrutiny Committee will have a clear understanding of :

- (1) the latest position regarding the proposal by the RCDEA to establish a new VA primary school in Peterborough, and next steps in the process; and
- (2) how the final decision regarding the RCDEA's proposal will be made

7. REASON FOR THE RECOMMENDATION

7.1 It is many years since a VA faith school was opened in Peterborough so it is important that Committee has a clear understanding of the processes involved and the Council's role as final decision maker.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 There is a basic need for a second primary school on the Hamptons East development. An application was also made by the Hampton Academies Trust to establish this school under Wave 13 of the DfE's central free school programme. This was not approved.

The Council does not currently have an alternative to securing the primary school places required for the academic year 2022/23. If the proposal is not approved the Council will need either to encourage another sponsor or sponsors to bid to the DfE to open a free school or to run a competition to identify a new sponsor to recommend to the Secretary of State for approval.

9. IMPLICATIONS

9.1 Financial Implications

Where school proposers are successful in applying to the DfE's capital fund for the establishment of new VA schools, the DfE will provide 90% of the capital cost. The Council will be required to fund the 10% balance.

9.2 Legal Implications

Recent case law arising from judicial review (*British Humanist Association v London Borough of Richmond upon Thames 2012*) makes it clear that a Council has to consider all sponsor proposals received for new schools.

9.3 Procurement

The DfE has confirmed to the RCDEA that, if the Council approves the establishment of this school, it wishes the Council to self-deliver the capital build project using the DfE's contractors framework. The Council would be required to complete a business case for this.

9.4 Equalities Implications

Local Authorities have a number of statutory duties including securing diversity in the provision of schools, increasing opportunities for parental choice and ensuring fair access to educational opportunity.

The Public Sector Equality Duty (s149 Equality Act 2010) requires a public authority to have 'due regard' to the need to advance equality of opportunity and to take steps to meet the needs of persons who, for example, are from different faith backgrounds as well as those from no faith.

The bodies making proposals for new schools with religious designation need to evidence that there is local demand for the relevant faith places sufficient to justify the creation of a new school.

9.5 Rural Implications

None

9.6 Children in Care

In circumstances where this type of school is oversubscribed, the RCDEA's standard oversubscription criteria are as follows:

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority:

- 1. Baptised Catholic looked after and previously looked after children*
- 2. Baptised Catholic children*
- 3. Other looked after and previously looked after children*

10. BACKGROUND DOCUMENTS

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

- 10.1 ***Establishing a voluntary aided school: guidance & criteria*** (DfE December 2018)
<https://www.gov.uk/government/publications/voluntary-aided-schools-capital-scheme>

Opening and closing maintained schools. Statutory guidance for proposers and decision makers (DfE November 2018)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/756328/Opening_and_Closing_maintained_schools_Guidance.pdf

11. APPENDICES

- 11.1 Appendix 1- Overview of denominational school provision across PCC
Appendix 2- PCC's policy position on considering proposals to establish a new voluntary aided faith school or academy with religious designation
Appendix 3- Copy of the RCDEA's consultation document
Appendix 4- Summary of Consultation meeting
Appendix 5- The RCDEA's full proposal

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Overview of denominational school provision across PCC

The table below is based on information currently available on EduBase. It shows which schools the DfE have registered as having any sort of religious character.

School Name	Phase	Governance	Denom	Capacity	Ofsted	Faith-based oversubscription criteria
Sacred Heart RC Primary School	Primary	Academy convertor (formerly VA)	RC	210	Good	Yes
St Botolph's Church of England Primary School	Primary	Academy convertor (formerly VA*)	CoE	420	Good (pre conversion)	No
St Thomas More Catholic Primary School	Primary	Academy convertor (formerly VA)	RC	420	Good	Yes
Stanground St Johns CofE Primary School	Primary	Academy sponsor led	CoE	210	Good	No
William Law CofE Primary School	Primary	Academy convertor (formerly VA)	CoE	630	Good	Yes
All Saints' CofE (Aided) Primary School	Primary	VA	CoE	420	Good	Yes
Peakirk-Cum-Glinton CofE Primary School	Primary	VA	CoE	210	Good	Yes
Saint Michael CofE Primary School (Voluntary Aided)	Primary	VA	CoE	420	RI	Yes
St John's Church School	Primary	VA	CoE	480	Good	Yes
Barnack CofE (Controlled) Primary School	Primary	VC*	CoE	210	RI	No
Castor CofE Primary School	Primary	VC	CoE	160	Good	No
Eye CofE Primary School	Primary	VC	CoE	420	Good	No
Newborough CofE Primary School	Primary	VC	CoE	210	Good	No
St Augustine's CofE (Voluntary Aided) Junior School	Jr	VA	CoE	240	Good	Yes
St John Fisher Catholic High School	Sec	VA	RC	750	Good	Yes
The King's (The Cathedral) School	Sec	Academy convertor	CoE	1150	Outstanding	Yes

*VA=Voluntary Aided

VC = Voluntary Controlled

This second table shows the number of faith schools, by status, currently open in Peterborough. It also shows the percentage of Peterborough schools these schools make up.

Status	Primary Phase		Secondary Phase	
	Number	%	Number	%
Academy (faith)	5	9	1	8
Academy (total)	34	60	9	75
Voluntary Aided (faith)	5	9	1	8
Voluntary Aided (total)	5	9	1	8
Voluntary Controlled (faith)	4	7	0	-
Voluntary Controlled (total)	4	7	0	-
Total:	57		12	

Percentages rounded to nearest whole number.

As of the May 2019 census, there were in Peterborough:

- 20,856 children attending primary schools,

- 9,389 attending secondary schools, and
- 4,200 attending all-through schools¹.

The table below shows numbers on roll at each type of school, and the percentages of children attending each status of school for each phase of education.

Status	Primary		Secondary		All-through	
	Number	%	Number	%	Number	%
Community	4,973	24	893	10	0	-
Academy / Free school	13,272	64	7,702	82	3,360	80
Voluntary Aided	1,622	8	624	7	840	20
Voluntary Controlled	989	5	0	-	0	-
UTC	0	-	170	2	0	-
Total	20,856	-	9,389	-	4,200	-

Percentages rounded to nearest whole number.

¹ King's School and Thomas Deacon Academy are counted as all-through, as they offer places to key stage 2 and secondary school age children.

**Peterborough City Council's policy position regarding the establishment of
new denominational schools**

Approved by Cabinet 17 June 2019

The following questions form the basis on which the Council will consider and respond whenever a denominational group/trust submits a proposal to sponsor or establish a new voluntary aided school or an Academy with a faith designation/religious character.

Is there:

- unmet local demand for additional relevant faith provision?
- an established trend where parental preference for places in existing denominational schools exceeds the number of places available and this is forecast to continue into the foreseeable future?
- the potential for new denominational provision to alleviate the demand on places in other schools in areas of high basic need?

Where there is evidence of the above, the following will be among a number of issues which the Council will also need to be consider:

- the availability of suitable sites
- the availability of capital funding, and
- the potential impact on other schools in the area

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Proposed Catholic Primary School for Hampton East, Peterborough

Please give us your views

Background

■ The Catholic Diocese of East Anglia covers the counties of Norfolk, Cambridgeshire and Suffolk. It supports 27 schools, of which three are in Peterborough. We want to increase the number of Catholic schools in areas of the Diocese where pupil numbers are growing. This will ease general pupil number pressures and strengthen the diversity of school provision so that families can consider a wider range of schools for their children.

We are asking for your views on the possibility of a new Catholic primary school to open on the Hampton East development in Peterborough in September 2022. Once open, this school would be the fifth primary-phase school on the wider Hampton Urban Extension and the first faith school.

The Diocese has secured funding from the Government to build the new school on a site already identified in the Hampton East development. The school will be voluntary aided, which means it is state-funded and locally managed by governors, with the Diocese acting as overall Trustee of its faith character. To open a new voluntary aided school, we need to follow processes set out in law which include getting the approval of Peterborough City Council. Before we can make a formal proposal to the City Council to open the new school, we need to understand how local people feel about the proposal generally. That is why we are asking for your views now.

This document sets out the basic elements of our proposal and why we think the school will provide an excellent education for all its learners. This information can also be found on the Diocese's website at www.rcdea.org.uk/vaschools, where you will also find answers to some frequently asked questions.

We would very much like to hear your thoughts on this proposal and there are several ways of doing this, which are set out at the end of this document. You can also join us at some consultation drop-in sessions which are being held on:



- Wednesday, 18th September at 7pm at St Thomas More Primary School, Peterborough
- Tuesday, 1st October at 3.30pm at Sacred Heart Primary School, Peterborough
- Monday, 7th October at 7pm at Hampton Vale Community Centre, Peterborough

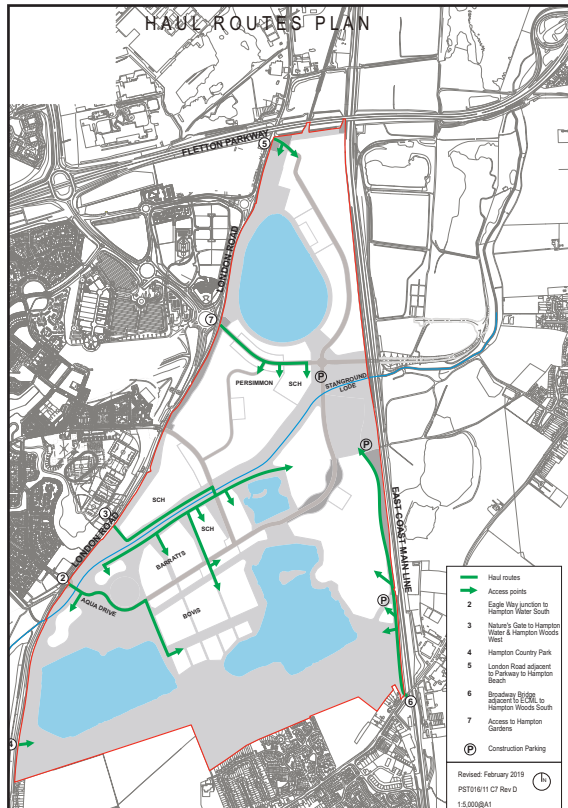
We look forward to hearing your views, which must be received by Sunday, 20th October 2019.

Why is another new school needed?

■ Peterborough City Council's Local Plan to 2036 (July 2019) identifies both Peterborough itself and Hampton East in particular, as areas of continuing housing growth. In the City Council's most recent housing report in 2019, there were 18,060 outstanding housing allocations or approved planning permissions across Peterborough, just under half of which are within 2½ miles from the new school site. This report also states that there have been 1,379 completed new dwellings from 2009 to 2018 in the Hampton area and 3,179 with planning permission but are yet to be built. When built, these dwellings alone could generate around 1,113 new primary pupils.

The City Council's School Organisation Plan 2018/19 identifies the need for another new primary school in Hampton East (referred to as Hampton Waters). It is this need which we are seeking to fulfil.

In addition, the Diocese of East Anglia has also identified a need for more Catholic school places in Peterborough. It has records of 347 baptisms of children due to start school between 2021-23 in the south of Peterborough. There is a notable need within the parish of St Luke's, of which the Hampton development is part.



We believe a new Catholic primary school will enhance choice and diversity of education provision within this area of Peterborough, especially for families within the Hampton development itself. The nearest Catholic school, Sacred Heart Primary, is 5 miles away from the proposed school's site and is full in all year groups.

How will the new school be run?

■ The new Catholic primary school in Hampton East would have 90 places in

each year group when full. This provides 630 places overall for primary age pupils (Reception Year to Year 6). The school would also have the equivalent of 30 full-time places in a nursery class that will be open during the school day. It is intended that breakfast, after-school and holiday clubs will also be run at the school. It is unlikely that all these places will be needed straightaway so places will first be offered in the nursery and younger year groups and the school will then grow by one further year group at a time. However, final decisions will be made closer to the time of opening and will depend on the number of children needing a school place at that time.

Like all voluntary aided schools, the new school will be locally managed by the Governing Body, composed of parent and staff governors, as well as foundation governors appointed by the Diocese. The Governing Body will have experience of strategic planning, a clear focus on school improvement and a strong vision for Catholic education for children of all faiths and none.

Voluntary aided schools are state-funded through the local authority's school financing arrangements. The Governing Body would be the employer of staff and would also decide on the school's admissions policy.

The school's Catholic ethos will be articulated first and foremost in everyday practice but will also be underpinned by faith-based admissions criteria. Whenever there are more applications than places available, priority would be given to Catholic children. However, if there are places available once Catholic applicants have been offered a place, a child would not be refused a place because they are not Catholic. Places cannot be reserved in anticipation of future Catholic children. In fact, most schools in our Diocese have a wide mix of pupils from different backgrounds and faiths and we expect this school to be very similar.

We believe that most of the children within the school will live locally and be able to walk to school. The City Council's Home to School transport policy would apply to children admitted from further afield.

Offering the best to every pupil

■ The new school will build on the best of the long tradition of excellent education across all Diocesan Catholic schools, focussing on the needs of the individual child and service to the local and wider community. The new school will offer the full range of learning opportunities and challenge in accordance with the National Curriculum and Ofsted requirements. It will be a clear ambition that the new school achieves a Good or Outstanding OFSTED rating at its first inspection. Nationally, and in Cambridgeshire, Catholic schools perform well.

The school will be supported by the extensive and proven experience of current senior leaders in Catholic schools. The strengths of the new school would be used in support of other schools and we would hope to work collaboratively with other schools in the Hampton community to achieve excellent outcomes for every child who lives there.

Pupils' spiritual, moral, social, and cultural development will be at the heart of the school's work, ensuring that pupils are well-prepared for their future lives in modern Britain.

The school will meet the needs of children with special educational needs and disabilities through a range of strategies which put the needs of the child first. There will be a clear line of communication between parents/carers and staff, enabling issues about a child's development to be identified promptly and actions to meet these needs put in place.

There will be strong liaison between nursery leaders and school staff, and engagement with local high schools to ensure smooth transition to secondary education. Parents of year 6 children will be able to express a preference for secondary education at either of the two secondary schools within the Hampton Urban Extension, at St John Fisher Catholic High School or indeed at any other secondary school.



Safeguarding of children will be an absolute priority, with local policies and strategies backed up with wider support where required.

A school engaging with its community

■ The Catholic Church and Catholic schools have strong track records of engagement with their communities - locally, nationally and internationally. We know that this engagement helps pupils develop good social and learning skills and helps them develop a sense of social responsibility as they grow into adulthood.

The school will work hard to support the developing community it will be serving in Hampton East. It will tailor its community engagement and support to the opportunities and needs within the community. There are many possible examples – including environmental engagement, the arts, healthy living and charitable work. It will seek to work with other local schools so that its community engagement is fully complementary with and supportive of their own work. We hope this will be part of strong overall liaison between all the schools across the wider Hampton development.

Through this community engagement as well as through the strong Catholic commitment to ethnic, racial and cultural diversity, the school will seek to be an active player in fostering good community cohesion locally. The school's facilities will be made available to the local community outside of school hours and during school holidays. We hope that members of the local community will play an active role in supporting the new school, including becoming school governors.

All this is underpinned by our vision for all our schools to be centres of educational excellence rooted in Catholic values. The Catholic ethos will permeate all areas of the curriculum in the new school and underpin the school's work and objectives. The new school will work with the wider Catholic school family in Peterborough and across the Diocese to provide mutual support, challenge and opportunity.

What Happens Next

You can attend the consultation drop-in sessions which are being held on:

- Wednesday, 18th September at 7pm at St Thomas More Primary School, Peterborough
- Tuesday, 1st October at 3.30pm at Sacred Heart Primary School, Peterborough
- Monday, 7th October at 7pm at Hampton Vale Community Centre, Peterborough

The sessions at St Thomas More and Sacred Heart will also provide an opportunity for you to have a look around and talk to school staff at our current primary schools in Peterborough.

Please complete our online survey at www.rcdea.org.uk/vaschools.

Alternatively, you can complete the attached form and either:

- Hand it in at the consultation sessions
- Email it to: ssc@rcdea.org.uk
- Post it to: Diocesan Schools' Office, 21 Uppgate, Poringland, Norwich, NR14 7SH

We need all responses by Sunday, 20th October 2019

Here is our timetable

- Consultation opens: Monday, 9th September 2019
- Consultation closes: Sunday, 20th October 2019
- Publication of formal statutory notice: Thursday, 21st November 2019
- Closure of notice period: Thursday, 19th December 2019
- Decision on the proposal: expected by end of February 2020
- Opening of new school, if approved: expected 1st September 2022

Response Form

New Catholic Primary School for Hampton East, Peterborough

Please let us know what you think of our proposal by answering the following:

1. How far do you agree or disagree with our proposal to open a new Catholic Primary School in Hampton East, Peterborough?

Please tick one box

- Strongly Agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly Disagree
- Don't know

2. Why do you say this? Please write in the box below.

PTO...

Response Form continued

3. Are there any other comments or suggestions you would like to make to help us with this decision and our proposal? Please write in the box below.

We will use the information below to understand how different groups of people feel about our proposal. Please tell us who you are (tick all that apply)?

- Pupil parent/guardian
- Resident of Hampton community
- Resident of the wider Peterborough community
- Representative of community (eg local councillor)
- Other - please state

4. Would you like to be kept up-to-date with our proposal?

- Yes No

If yes, please provide an email or postal address here:

.....
.....

Data Protection: The information collected on this form will be subject to the General Data Protection Regulations and the Data Protection Act 2018. Personal information will be used to inform respondents of progress with the proposal and to invite parents to formally apply for school places if the proposal is accepted. All information given will be held in strictest confidence and maintained in accordance with data protection legislation.



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Appendix 4

Proposed Catholic Primary School Hampton East, Peterborough Consultation events

Three sessions were arranged:

- Wednesday 18 September, St. Thomas More Primary School, Peterborough at 7:00pm
- Tuesday 1 October, Sacred Heart Primary School, Peterborough at 3:30pm
- Monday 7 October, Hampton Vale Community Centre at 7:00pm

At the first session at St. Thomas More Primary no parents/public attended but RCDEA officers discussed the proposal with staff, governors and church representatives.

At the second session two members of the public attended together with staff, governors and Friends of Sacred Heart Primary.

The third session at Hampton Vale was well attended with 42 attendees recording their attendance.

RCDEA officers presented a short PowerPoint presentation which can be viewed [here](#). Attendees were then invited to ask questions and/or make comments regarding the proposed new school. After the formal meeting officers spoke with individuals where requested. All attendees were encouraged to respond to the consultation. Attendees were reminded that the consultation is available online and hard copies of the consultation document were available in both English and Polish for attendees to take away.

The following points were discussed at the meeting:

- What happens if a place is refused at the new school, particularly for a family who may live near to the proposed new school?
The admission appeals process was briefly described, and reference was made to limitations imposed by infant class legislation on infant classes of 30.
- How will the number of places be determined?
This will be determined in conjunction with Peterborough City Council



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to ensure sufficient places at the appropriate time. When full, the school is expected to take 90 Reception pupils each year.

- Several questions were asked regarding the admissions policy for the new school.

The Catholic Education Service model admission policy is on the consultation website. The over-subscription rules were described and displayed at the event. Attendees were advised that the governing body will finally determine the policy. The model policy and the finally determined policy will fully comply with the statutory School Admissions Code. There will be no catchment areas for the proposed school – within each oversubscription rule proximity will be used to prioritise each applicant.

- Would the school be filled with Catholic children leaving local non-Catholic children without a place at a local school?

Attendees were advised that nationally, less than 1% of Catholic schools are full with Catholic children with on average two-thirds of places being taken up by Catholics across the country. Historically in Peterborough around two-thirds of pupils are Catholic in the two RC primary schools with around half at St. John Fisher High School.

- How would the new school affect the Hampton Academy Trust (HAT) that runs most schools in Hampton.?

All current Catholic schools work closely with neighbouring and feeder schools and this would be the expectation for the proposed new school.

- Shouldn't all Hampton schools be run by HAT who have a track record of delivering good education to the community?

A counter view from an attendee expressed concerns that HAT has a monopoly on education provision in Hampton and that this does not offer choice to parents.

The government supports diversity in state education and the "funding in principle" for the proposed new school is an example of this.

- Doesn't some of the current parish precept from Hampton residents go to HAT and if so the new school should be run by them too.

Funds for all state funded schools are allocated by the relevant local authority funding scheme – so all local authority schools in Peterborough will be funded by Peterborough City Council's scheme. Precepts may be used to support infrastructure development, including education, but would not be applied to specific schools or academies.

- It was confirmed that the proposed school will be state funded.



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- A view was expressed that there were not many Catholic families living in Hampton.

An RC church representative advised that the local RC churches have very large attendances with many living in Hampton.

- If the school is intended for local children, why prioritise Catholic children?

The government has confirmed “funding in principle” for a new RC school. All state-funded RC schools in England prioritise Catholic children and this fully complies with admissions legislation. It is anticipated that the vast majority of Catholic children at this school will be local children.

- Why don't all schools have the same admission arrangements and prioritise local children?

Admission law ensures admission rules are objective but gives a range of acceptable rules for admission authorities to adopt. This includes faith schools prioritising pupils of that faith. Peterborough City Council has the duty to ensure all school admission rules comply with legislation, but it cannot require common rules for all schools.

Peterborough City Council does have a duty to ensure sufficient places to meet current and expected demand and the identified need for a further primary school in Hampton is part of that process.

- Why do the model admission rules prioritise children of other faiths before children of no faith?

The model rules provide a clear and consistent framework for admission policies for all state funded Catholic schools in England. It was confirmed that Sacred Heart and St. Thomas More Primary schools have not needed to prioritise pupils of other faiths ahead of those of no faith. The prioritisation of other faiths will be considered by the Governing Body when it determines the final admissions policy.

At the conclusion of the meeting attendees were encouraged to submit responses either online or via hard copy and were reminded that the closing date for responses is 20 October.

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**Diocese of East Anglia – proposed new Catholic VA primary school
at Hampton East, Peterborough**

PRESCRIBED INFORMATION

**PROPOSAL FOR A NEW ROMAN CATHOLIC PRIMARY SCHOOL IN HAMPTON
EAST, PETERBOROUGH**

FULL PROPOSAL

This full published proposal for the new Catholic school (for which the eventual name is yet to be decided) has three elements:

- The **Public Notice** as published in the Peterborough Telegraph on Thursday 21st November 2019 (Annex 1)
- **Section 1** - A summary of the key points of the proposal (pages 1 -3))
- **Section 2** - The Prescribed Information - detailed responses the Diocese is required to submit to the Decision-maker, in this case Peterborough City Council. (Pages 4 onwards, plus annexes)

Any person or persons responding to the proposal may comment on any or all of these three elements by responding in any of the ways set out in the Public Notice.

Section 1 - Summary of key points

What are the basic facts of the proposal?

- The Roman Catholic Diocese of East Anglia is proposing to open a new primary school in new-build premises within the Hampton East housing development area of Peterborough which, when fully open, will cater for 630 children aged 5-11
- The new school will initially open in September 2022 for Reception and Years 1 and 2 and grow year by year until September 2026 when all year groups will be open.
- The school will incorporate a nursery class for 30 children aged 2-4 from the school's expected opening date in September 2022
- The new school building costs have been given provisional approval by the Department for Education (DfE).

What sort of a school are we proposing?

- It will be a maintained (state-funded) Roman Catholic Voluntary Aided primary school.
- It will be open to boys and girls
- The school will follow the National Curriculum, follow the National Curriculum assessment scheme ('SATs') and be inspected by OFSTED
- The new school will make a positive contribution to education and community life in Hampton East, in partnership with other schools and local bodies.

How will the school be run?

- It will have an autonomous Governing Body, drawn from a wide range of interests. Some governors, known as foundation governors, will be appointed



**Diocese of East Anglia – proposed new Catholic VA primary school
at Hampton East, Peterborough**

PRESCRIBED INFORMATION

by the Diocese with the responsibility to maintain the Catholic ethos of the school.

- The Governing Body will develop a strong partnership with the three existing Catholic schools in Peterborough. It will also have the support of other schools in the Catholic schools’ family across the Diocese as required.
- The Governing Body will seek to build strong educational and community partnerships with other local schools within the Hampton area

How have we consulted on the proposal?

- We held a six-week consultation period between 9th September and 20th October 2019, including three meetings open to all.
- The background to the proposal was set out in widely-distributed leaflets in English and Polish
- All the consultation material can be found at <https://www.rcdea.org.uk/vaschools/>

What did the consultation tell us?

- We had 1,146 responses to the consultation questionnaire. Respondents gave their views on the proposal as follows:

Views on proposal	Online	Paper	Total	Percent
Strongly disagree	95	1	96	8.4%
Disagree	14	2	16	1.4%
Don't know	1	2	3	0.3%
Neither agree or disagree	1	8	9	0.8%
Agree	9	72	81	7.1%
Strongly Agree	114	827	941	82.0%
Total	234	912	1,146	

A fuller analysis of the consultation results is at Annex 2

What did those who disagreed say?

Three main themes emerged from those respondents who disagreed with the proposal:

- opposition in principle to a Catholic school, and/or faith-based schools generally;
- concern that the school would take children from beyond the Hampton East area, and thus not be a school for local children meeting the local demand for places from new housing; and/or have an adverse impact on the existing schools in the Hampton development
- opposition to a Catholic and/or faith-based school in Hampton East; some respondents said that they would prefer another type of school (such as an academy under Hampton Academy Trust or a community school).



**Diocese of East Anglia – proposed new Catholic VA primary school
at Hampton East, Peterborough**

PRESCRIBED INFORMATION

In addition, there was reference, including at the open meetings, to the proposed location of the school and possible traffic issues. A response to these is included in the section on Sustainability in the Prescribed Information below.

What did we change as a result of the consultation?

The recommended admissions policy now being published as part of the statutory notice has been amended from that originally published in the consultation.

In response to concerns about places for local children, one fifth of the available places stated in the Published Admission Number will be offered based on proximity to the school and without reference to faith. These places will be known as 'Open Places'. The revised policy is at Annex 3.

Our conclusion

In view of the significant support for the proposal, but also mindful of the sensitivities which have emerged in the consultation process, the Diocesan Trustees have decided to go forward to the next stage in the statutory process, known as the Representation stage, by publishing this statutory Public Notice.

We wish to thank all those who took the time to respond and/or come to our meetings.



Diocese of East Anglia – proposed new Catholic VA primary school
at Hampton East, Peterborough

PRESCRIBED INFORMATION

SECTION 2 – THE PRESCRIBED INFORMATION

PRESCRIBED INFORMATION REQUIRED TO BE SUBMITTED TO THE
DECISION-MAKER

Required information	Proposer's submitted information
Proposer's contact details	The Roman Catholic Diocese of East Anglia, The White House, 21 Ugate, Poringland, Norwich, Norfolk, NR14 7SH office@rcdea.org.uk Correspondence fao Helen Bates
Implementation date	1 st September 2022
Who will implement the proposal?	The Roman Catholic Diocese of East Anglia will implement the proposal, although it will be the statutory duty of Peterborough City Council to provide the playing field for the school. The ability to implement the proposal will be dependent on the DfE's current provisional funding approval for the capital building costs being confirmed in full.



**Diocese of East Anglia – proposed new Catholic VA primary school
at Hampton East, Peterborough**

PRESCRIBED INFORMATION

<p>Reason for the new school</p>	<ol style="list-style-type: none">1. The new school will provide additional school places in the housing development area of Hampton East, Peterborough. This will support the City Council in meeting its statutory duty of providing sufficient school places for its growing population.2. The new school will provide new faith school places for the Hampton area, which is not currently served by a faith school.3. A new Catholic primary school will enhance choice and diversity of education provision for parents within the Hampton area. <p>Further evidence on meeting need from housing growth</p> <p>Peterborough City Council's Local Plan to 2036 (published July 2019) identifies both Peterborough itself and Hampton East in particular, as areas of continuing housing growth. According to the City Council's most recent housing report in 2018, there were 19,212 outstanding housing allocations or approved planning permissions across Peterborough, just under half of which are within 2½ miles of the new school site. This report also states that there were 1,149 completed new dwellings from 2009 to 2017 in the Hampton area and a further 3,458 with planning permission yet to be built. When built, these dwellings alone could generate around 1,210 new primary pupils.</p> <p>Hampton Lakes, a new primary school which will ultimately serve Hampton Gardens and Hampton Beach, opened with 30 Reception places in September 2019 on the site of Hampton College. It will move to its permanent accommodation from September 2020.</p> <p>The City Council's School Organisation Plan 2018/19 identifies the need for a new primary school in the Hampton East area known as Hampton Waters, and it is this need which we are seeking to fulfil, as noted in the recently published 2019/20 version of the Plan.</p> <p>Thus, the proposed Catholic VA primary school will be the next in the planned sequence of primary schools opening in the Hampton area.</p>
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	<p>Further evidence on the need for new faith places</p> <p>The Diocese of East Anglia has identified a need for more Catholic school places in Peterborough. It has records of 347 baptisms of children due to start school between 2021-23 in the south of Peterborough. There is a notable need within the parish of St Luke’s, of which the Hampton area is part. The nearest Catholic school, Sacred Heart Primary, is 5 miles away from the proposed new school’s site and is full in all year groups.</p> <p>Further evidence on diversity of school provision in the Hampton area:</p> <p>None of the existing schools is a faith school. All but one of the local schools are academies, four of which are run by the locally-based Hampton Academies Trust.</p> <p>Diversity of educational provision that enables parents to express preferences for a wide range of schools for their children, has been part of national education policy for some years, with faith schools recognised in law and historical practice as playing a full part in a diverse range of provision.</p> <p>There is a need for greater diversity of provision in the Hampton area as its next phase of new school development begins.</p> <p>As Peterborough is one of the fastest growing cities in the country, the number of faith places needs expanding to maintain a reasonably proportionate level of places, so that as many parents as wish to can opt for a faith school.</p>
Category	Voluntary Aided
Ethos and religious character	<p>The school’s religious designation will be Roman Catholic.</p> <p>The vision for the school is based on the vision of the wider Roman Catholic Diocese of East Anglia Schools’ Service, as expressed by the existing VA schools across the Diocese and within the autonomous multi-academy trusts of the Diocese. This vision is rooted in the Catholic ethos, and is underpinned by a commitment to providing excellent outcomes for all pupils, to providing an inclusive and</p>



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	<p>nurturing environment to students of all faiths and none, and to being drivers of excellent standards in our schools and the wider communities in which the schools are located.</p> <p>The Catholic ethos will permeate all areas of the curriculum and underpin the school’s work and objectives. Pupils’ spiritual, moral, social, cultural and academic development will be at the heart of the school’s work, ensuring that pupils are well prepared for life in modern Britain. In order to prepare the pupils for secondary school and an ever increasingly fluid and dynamic workplace, the curriculum will also ensure that the children develop skills in communication, effective learning, creative thinking, team-work, problem solving and self-management.</p> <p>Ethnic, racial and cultural diversity is and always has been part of the identity of Catholic schools. Data for the two existing Catholic primary schools in Peterborough show that 72% of pupils across the two schools are Catholic, with children from Muslim families the second largest stated faith group.</p> <p>The new school will welcome children of all faiths and none, who respect the values of a Catholic education. There will be a strong sense of community that welcomes co-operation with geographically local schools as well as other Catholic schools within the Diocese.</p>
<p>Pupil numbers and admissions</p>	<p>In its first year of operation the new school will provide for three statutory-aged year groups as follows:</p> <p>Year R - a Published Admission Number of 30 Year 1 – a Published Admission Number of 15 Year 2 – a Published Admission Number of 15</p> <p>Thereafter, the Governing Body will consult on its proposed first admissions year (Year R) PAN when changes are proposed.</p> <p>The Nursery class will open with 30 full-time equivalent places.</p>
<p>Admission arrangements</p>	<p>The Governing Body will be the admissions authority and will have responsibility for admissions to the school. The local authority undertakes the co-ordination of admission arrangements during the normal admission round.</p> <p>The full admissions policy being recommended to Governors, is at Annex 3.</p>



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<p>Early years provision:</p> <p>Where the proposals are to include provision for pupils aged two to five—</p> <p>(a) details of how the early years provision will be organised, including the number of full-time and part-time pupils, the number of places, the number and length of sessions in each week, and the services for disabled children that will be offered;</p> <p>(b) how the school will integrate the early years provision with childcare services, and how the proposals for the establishment of the school are consistent with the integration of early years provision with childcare;</p> <p>(c) evidence of parental demand for additional provision of early years provision;</p> <p>(d) assessment of capacity, quality</p>	<p>(a) We are proposing a nursery class for children who have reached their second birthday.</p> <p>The number of pupils and the sessional breakdown for individual pupils will vary term by term, but the number of full time equivalent places will be 30, subject to the floorspace required being made available through the Government’s capital funding provision for the school building.</p> <p>The Governing Body will determine the specification of the service provided, depending on financial viability at any one time, but the Diocese anticipates that there will be 10 half-day sessions, Monday to Friday term-time only.</p> <p>Services for disabled children will be determined on the basis of individual need, based on the school’s SEN-D policies.</p> <p>The school will offer both 15 and 30 hour funding entitlement places.</p> <p>(b) Subject to financial viability, the school will also provide wraparound care through breakfast, after-school and holiday clubs. This will not only alleviate the current pressure on existing childcare providers, but also provide flexibility for parents, particularly for those families with children in more than one age group at the school. Information available from the City Council (shown in Annex 4) indicates that there is very limited holiday care for school-aged children in the immediate surrounding area. There is an existing network of providers with which the provision can link, and across which parents can identify the setting most appropriate to their needs.</p> <p>(c) The housing trajectory within the Peterborough Local Plan shows that demand will rise over the next 10 years as further houses are built, and that there will be a need for additional early years provision to meet parental demand. Details are in Annex 4.</p> <p>(d) Childcare sufficiency information from Peterborough City Council shows that average occupancy rates of EYFS</p>
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and sustainability of provision in schools, and in settings outside of the maintained school sector which deliver the Early Years Foundation Stage (EYFS) within three miles of the school;

(e) the reasons why schools and settings outside the maintained school sector which deliver the Early Years Foundation Stage within three miles of the school and which have spare capacity, cannot make provision for any forecast increase in the numbers of such children.

provision within the Hargate, Hempsted and Hampton Vale wards are higher (83.4%) than for all settings within 3 miles (80.7%) and the City average (73.8%)

In summer 2019, 11 Peterborough providers within three miles of the proposed new nursery class had reached the occupancy rate which is regarded as significantly restricting parents being able to access a full time place at the setting. (This level is 89% for day nurseries and 91% for pre-schools.) The detail is shown in a table at Annex 4.

There are six day-care providers within 3 miles in the Cambridgeshire area but occupancy data is not available for these, other than for funded places. In July 2019 three of the six had more funded place claimants than number of places.

Overall, whilst there is some capacity within the three-mile radius, expected levels of growth mean that demand will outweigh supply and available provision will not provide the desirable flexibility for parents, without the addition of further provision, such as we are proposing.

Annex 4 provides a table showing the quality of provision within the three-mile radius.

(e) There are no settings within three miles of the new school which will be able to meet the demand from the continuing housing growth.

The new early years provision at the new Hampton Lakes Primary School (due to open September 2020) will not alleviate all the demand for early years provision in this area with the level of growth anticipated, particularly considering the additional demand from the extended entitlement for eligible three and four-year-olds (30 hours free childcare for working families), which is still increasing term on term.

Peterborough's existing early years providers have successfully expanded (both in terms of creating additional floorspace/increasing numbers and expansion of operational hours) in previous years to accommodate changes to the two-year-old free early education entitlement and more recently the extended entitlement for three and four-year-olds.

It is extremely unlikely that existing providers within this area will be able to accommodate any further expansions due to site restrictions.



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	<p>The Diocese believes that its proposed nursery class and its proposed wrap-around care, will help mitigate the pressures in the local area.</p>
<p>Special educational needs provision</p>	<p>The school will not have provision that is recognised by the local authority as reserved solely for children with special educational needs.</p> <p>Although it will not have such designated places, the school will ensure that all pupils on roll with special needs are fully included in the opportunities the school offers. Like all Catholic schools in the Diocese of East Anglia, it will meet the needs of children with Special Educational Needs and Disabilities (SEN-D) through a range of strategies that are rooted in the rights and dignity of every child. These include</p> <ul style="list-style-type: none"> • a clearly understood line of communication between parents/carers and staff that enables issues about a child's development, in all senses, to be identified promptly; • involvement of the SEN-D Coordinator at an early stage to develop strategies that meet identified needs. These might include working with the class teacher to plan provision for an individual child and providing advice and support to that child's parents/carers; • supporting an application for an Education, Health and Care Plan where this is appropriate; • referral to a range of external professionals, including educational psychologists, speech and language therapists and behavioural support services.
<p>Curriculum</p>	<p>The proposer confirms that the school will meet the general requirements in relation to the curriculum contained in section 78 (National Curriculum) and section 80 (Basic Curriculum) of the Education Act 2002</p>
<p>Relevant experience of proposers</p>	<p>The Diocese sets high standards and expectations for all its schools and has an uncompromising commitment to maintaining excellent outcomes and assuring excellent progress for all pupils. The new school, as are all existing Diocesan schools, will be strongly focused on pupils receiving the very best education and having a solid foundation to begin a lifelong learning experience. We nurture happy, confident pupils with enquiring minds who learn to succeed and contribute to the wider community. The Schools' Service can demonstrate a Diocese-wide strong track record.</p>



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Currently 93% of Diocesan schools have an inspection rating of 'Good' or better. Eight out of the 28 schools have shown improvement between their last two inspections, confirming the Diocese's commitment to school improvement.

There are rigorous, comprehensive procedures for monitoring all schools within the Diocese. For example, where a school is placed in an Ofsted "category", the Diocese will work with schools and trusts to identify those areas of provision where there is a need for improvement. The Diocese also identify those individuals from across its schools who will be able to provide the requisite support and challenge to the school and individuals within the school. Similarly, for those schools where pupil performance data indicates that pupils in the school are underperforming, the Diocese will ensure that this becomes a focus within the School Improvement Plan and will provide the requisite support and challenge. For example, where pupil performance in English/literacy indicate a cause for concern, the Diocese will deploy colleagues who will be able to work with teachers and other staff to provide direct support to individual pupils and groups of pupils as well as support/professional development to the relevant staff.

Targets will be linked to the School Improvement Plan, pupil progress and the Catholic ethos of the school. Senior Leaders will have an additional leadership target linked to their role. Designated governors alongside an Independent Advisor will lead the Performance Management of the headteacher. Termly reviews will support teachers to stay on track to achieve their targets, offer challenge and advice.

The Diocese of East Anglia Schools' Service currently oversees 28 schools. The Diocesan Schools' Service is highly experienced and has a well-established infrastructure to provide strong and effective governance.

The Diocesan Schools' Service will keep strategic oversight of the school, ensuring the strong vision for Catholic education is adhered to. The Diocese expects a commitment within its schools to providing outstanding services in the school, value for money and a culture of collaboration in order to drive continuous school improvement.

The Diocese understands the importance of excellent governance in running an outstanding school. The governance structure for all our schools has been devised to not only comply to DfE regulations, but also to ensure



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	<p>transparency and maintain clear lines of communication between all parties, ensuring that the Diocese can intervene swiftly and effectively if required.</p> <p>All involved in the governance of the school will adhere to the Seven Principles of Public Life, ensuring that we are not only in line with DfE requirements, but are also held to the highest ethical standards, in keeping with the overall vision of the Diocese.</p>
<p>Effects on standards and contributions to school improvement</p> <p>Information and supporting evidence on— (a) how the school will contribute to enhancing the diversity and quality of education in the area; and (b) how the school will contribute to school improvement.</p>	<p>Overall strategy to improvement of standards within the school and in the area</p> <p>The new school can only confidently contribute to school improvement in the wider locality once its own policies and practices demonstrate high in-school achievement, so this aspect will be addressed first, based on the strategy and evidence below.</p> <p>The school’s strategy for improving standards will:</p> <ol style="list-style-type: none"> I. be strategically led by experienced practitioners on the Governing Body and operationally by a headteacher recruited on the basis of demonstrable leadership in school improvement II. draw on significant support and challenge from other schools in the Diocese. <p>STRATEGIC GOVERNANCE CAPACITY FOR SCHOOL IMPROVEMENT</p> <ol style="list-style-type: none"> i. The Diocesan Trustees have authorised the appointment of a Shadow Governing Body. Governor appointments will have a focus on ensuring high levels of experience in school strategic management and leadership. ii. Governors will base their policies on those of high-performing schools within the Catholic family of schools, developed in detail in the light of local need. iii. As a maintained school, the new school will receive delegated funding from the local authority for school improvement as part of its budget share. Governors will use this element of the budget to formulate costed plans as part of their overall school development plan.



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- iv. As the new school roll grows, additional staff appointments will be made carefully to expand the range of experience and expertise in the school.

CONTRIBUTION TO DIVERSITY AND QUALITY IN THE WIDER AREA

Through the period of housing growth in Peterborough, Catholic education opportunities have not grown as quickly as other types of places locally and in the wider City area. The new school will therefore be a source of choice and diversity as parents in the locality will have a choice of sending their children to a Catholic primary school, as will non-Catholic families who want a faith-based education for their children.

The Roman Catholic Diocese of East Anglia is committed to further enhancing local education through:

- Its wide range of networks and sources of professional development.
- Its extensive support services to primary schools, governors, staff and parishes on all matters relating to Catholic education in schools.
- Drawing upon the resources of St Thomas More Catholic Primary School and Sacred Heart Catholic Primary School. It can then reciprocate to other schools in the Peterborough locality.
- Its RE curriculum, which incorporates a focus on human values, the importance of respect for each other and the significance of and philosophies of other religions
- A rich extra-curricular programme which includes events which bring pupils and students in to contact with other cultures
- Opportunities to become involved with the East Anglia Diocese Youth Mission Team
- Working closely with other members of the local education community in the locality.

A SCHOOL FOR ITS COMMUNITY

The Governing Body will ensure that the school is connected to the local community by:

- Organising events for the local community on school premises outside school hours
- Offering the use of school spaces such as the hall for community groups outside school hours



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	<ul style="list-style-type: none"> • Supporting the development of an active Parent/Teacher association with strong community links. <p>A SCHOOL WITH A CONCERN FOR SUSTAINABILITY The school will seek to be exemplary in its care for the immediate and wider world environment:</p> <ul style="list-style-type: none"> • It will be designed and built to high environmental standards within a modern, purpose-designed highway and footway networks, all of which will be subject to the sustainability standards of the local planning authority. It will be fully accessible to all pupils and their families and to all staff and visitors. • As with the other two Catholic primary schools in the City we expect by far the majority of pupils to live within walking distance of the school. • We will work with the City Council’s school place planners to ensure that the optimum number of places to meet need are available in each year group as the school grows – this will mitigate the risk of children needing to be transported out of the Hampton area to other schools in Peterborough with spare places. • The Governing Body will take all steps locally to ensure the management of car journeys by parents bringing their children to school, thus minimising local parking issues at the beginning and end of the school day. • Care for the immediate and wider world environment will be integral to the school’s ethos and activities within and beyond the formal curriculum.
<p>Location and costs A statement about:</p> <p>(a) the area or particular community or communities which the new school is expected to serve;</p>	<p>(a) The new school will serve the Hampton East/Hampton Water areas of the Peterborough Strategic Urban Extension, identified in the City Council’s Local Plan</p>



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<p>(b) the location of the site or sites including, where appropriate, the postal address or addresses;</p> <p>(c) the current ownership and tenure (freehold or leasehold) on which the site will be held, and if the site is to be held on a lease, details of the proposed lease;</p> <p>(d) whether the site is currently used for the purposes of another school and if so why the site will no longer be required by the other school;</p> <p>(e) the estimated capital costs of providing the site and how those costs will be met (including the extent to which the costs are to be met by the proposers and the local authority) and how the proposers intend to fund their share of the costs of implementing the proposals (if any);</p> <p>(f) whether planning permission is</p>	<p>(b) There is no specific address for the identified school site currently. The nearest postcode is PE7 8HR within the Hampton East development.</p> <p>(c) On completion of the construction, the buildings and hard play areas will be vested in the Trustees of the Diocese for the sole purpose of a Roman Catholic VA primary school. The ownership of the playing fields will remain with the City Council and they will be leased to the Diocese.</p> <p>(d) Not applicable</p> <p>(e) The estimated capital costs are £8.4 million, (based on DfE floor area rates). 90% of the capital cost will be provided by the DfE. The other 10% will be found by Peterborough City Council utilising an existing Section 106 agreement. Construction of the school will, subject to the DfE's funding and delivery agreement, be delivered by the City Council.</p> <p>(f) Planning permission will be required prior to construction. The current draft project plan for the</p>
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<p>needed under the Town and Country Planning Act 1990, and when it is anticipated that it will be obtained;</p> <p>(g) confirmation from the Secretary of State or local authority (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).</p>	<p>school’s construction indicates that permission will need to be in place by June 2021.</p> <p>(g) An ‘in principle’ confirmation has been received by the proposer. Full confirmation is dependent on the determination of this proposal by the City Council</p>
<p>Travel</p>	<p>Travel of pupils to the school will be in accordance with Peterborough City Council’s Home to School Transport Policy currently in force. The provision of an additional school within the Hampton area will provide a sustainable solution to the provision of the necessary local school places. The proposal is not expected to increase journey times, increase transport costs or result in children being prevented from travelling sustainably due to unsuitable walking or cycling routes.</p>
<p>Where a school is an independent school entering the maintained sector—</p> <p>(a) a statement that the requirements of section 11(3) are met;</p> <p>(b) a statement as to whether the premises will meet the requirements of the School Premises (England) Regulations 2012(4) and, if not,</p>	<p>Not applicable</p>



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<p>(i) details of how the premises are deficient; and (ii) details of how it is intended to remedy the deficiency.</p>	
<p>Voluntary aided schools</p> <p>Where the school is to be a voluntary aided school— (a) details of the trusts on which the site is to be held; and (b) confirmation that the governing body will be able and willing to carry out their obligations under Schedule 3 to SSFA 1998.</p>	<p>(a) the site will be held on Trust by the Diocese and made available on licence to the Governing Body for the performance of its duties.</p> <p>(b) the Governing Body will meet their obligations under this schedule (which predominantly relates to responsibility for capital expenditure on the site and buildings).</p>

List of annexes

Annex 1 – Public Notice

Annex 2 – Results of the consultation

Annex 3 – Proposed Admissions Policy

Annex 4– Early Years data – existing early years provision in the area.



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**PROPOSAL FOR A NEW ROMAN CATHOLIC PRIMARY SCHOOL IN
HAMPTON EAST, PETERBOROUGH**

Notice is given that the Roman Catholic Diocese of East Anglia, of The White House, 21 Ugate, Poringland, Norwich, Norfolk, NR14 7SH intends to establish a new Maintained* Voluntary Aided School and Nursery for children aged 2 – 11 under section 11(2) of the Education and Inspections Act 2006 as amended, and the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013.

It is intended that the proposal will be implemented by 1st September 2022

The new school will operate on an identified site within the Hampton East development (PE7 8HR)

The new school will take boys and girls from age 2 to 11.

In its first year of opening it will have a Published Admission Number of 30 for Reception Year (Year R), 15 for Year 1 and 15 for Year 2. The school's final Published Admission Number will be 90 and its final size will be 630 places across Years R to 6. It will also have 30 places in a nursery class for children who have reached their second birthday.

The school will be conducted in accordance with the tenets of the Roman Catholic Church.

The Governing Body will be the admissions authority for the school. Places at the school will be allocated in accordance with the school's published admissions policy. One-fifth of places will be allocated on the basis of distance regardless of faith.

This Notice is an extract from the complete proposal. You can download a copy of the complete proposal at <https://www.rcdea.org.uk/vaschools>. Copies of the complete proposal can be inspected by prior appointment at the offices of the Diocese (at the address given above). If you would like to receive a printed copy of the full proposal, please write to the Diocesan Office or telephone the Office at 01508 495509. You can email for a copy to ssc@rcdea.org.uk.

The Education and Inspections Act 2006 provides for Peterborough City Council, as education authority for the area, to be the decision-maker on this proposal. Within four weeks from the date of publication of this proposal, that is by 19th December 2019, any person or persons may object to or make comments on the proposal by sending their written responses to Schools Admissions Team, People & Communities, Peterborough City Council, Sand Martin House, Bittern Way, Fletton Quays, Peterborough, PE2 8TY or by emailing consultations@peterborough.gov.uk. Correspondence should be marked "*Response to Proposed New Catholic Primary School*".

Published 21st November 2019. Signed: Rt Revd Alan Hopes, Bishop of East Anglia

* Maintained means state-funded

ANNEX 2 – Results of the consultation



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Proposed New Catholic VA Primary School in Hampton East

Pre-publication Consultation from 9 September 2019 to 20 October 2019

Analysis of responses

Views on proposal	Online	Paper	Total	Percent
Strongly disagree	95	1	96	8.4%
Disagree	14	2	16	1.4%
Don't know	1	2	3	0.3%
Neither agree or disagree	1	8	9	0.8%
Agree	9	72	81	7.1%
Strongly Agree	114	827	941	82.0%
Total	234	912	1,146	

Respondent	Online	Paper	Total	Percent
Wider Peterborough community	87	463	550	48.0%
Pupil parent/guardian	82	232	314	27.4%
Other	14	143	157	13.7%
Hampton community	46	64	110	9.6%
Representative of community	5	10	15	1.3%
Total	234	912	1,146	

In addition a petition in favour of opening a new Catholic primary school in Hampton East was signed by 321 respondents. As paper and online responses did not include the name of the respondent it has not been possible to identify whether there has been any duplication between consultation responses and petition signatures.

Comments summary

Strongly disagree and Disagree	
Secular school required	37
Prioritise local children	26
Faith based school divisive	9
Not just for Catholics	7
Should not prioritise faith	6



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Catholic teachings forced on non-Catholics	4
No evidence of need for faith based school	3
Inclusive community ethos required	2
Concerns about current RC schools	1
Concerns about traffic/parking around proposed school	1
Consider proportion of places for local children	1
Finding Catholic headteachers difficult	1
Local authority should determine	1
Lack of local authority transport likely to adversely impact	1
Location of school not appropriate	1
Missed opportunity for continuum Early Years to KS5	1
Need to teach about all faiths	1
Prefer local authority or co-operative school	1
RC schools not inclusive	1
S106 agreement should mean school for local children	1
School not multi-cultural	1
Selecting staff on basis of religion is against equal opportunities	1
Should be multi-faith	1
Should be run by HAT	1
Support for a Catholic school but not in Hampton	1
Support values taught in RC schools	1
Total	112

Strongly agree and Agree	
Catholic demand	458
Local Catholic demand	103
Needed in area	71
Support values taught in RC schools	48
Diversity	45
Promotes community	32
RC schools offer high standards	32
Choice	30
Faith school demand	23
Christian demand	21
RC schools inclusive	8
Build strong morals	3
Alternative to HAT	2
Need to teach about all faiths	1
Not just for Catholics	1
Prioritise local children	1
RC high required	1



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RC schools promote cultural diversity	1
Should be run by HAT	1
Total	882

Neither Agree or Disagree/Don't Know	
Not just for Catholics	1
Total	1



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Annex 3

ROMAN CATHOLIC VA PRIMARY SCHOOL – HAMPTON EAST

Proposed Admission Policy 2022/23

[Name to be determined] Roman Catholic Primary School is being founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below **except** when considering applicants under the “Open place” category (1/5th of available places) which will be awarded without reference to faith. The “Open place” category will apply in the first year(s) that the school is opened. Admission arrangements including the provision of “Open places” will be reviewed annually by the school Governing Body. Where any change to the admission arrangements is proposed, the Governing Body will consult in accordance with statutory requirements.

The school is conducted by its Governing Body as part of the Catholic Church in accordance with its trust deed and instrument of government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school’s activity. It is essential that the Catholic character of the school’s education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

The Governing Body is the admissions authority and has responsibility for admissions to this school. The local authority undertakes the co-ordination of admission arrangements during the normal admission round[1]. The Governing Body has set its published admission number at 30 pupils for Reception (Year R), 15 for Year 1 and 15 for Year 2 to be admitted in the school year which begins in September, 2022.

The Governing Body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school’s Published Admissions Number (“PAN”).

Pupils with an Education, Health and Care Plan (see note 1)

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the



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allocation of places under these arrangements this will reduce the number of places available to other children.

Oversubscription Criteria

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

Foundation places (4/5th of available places)

1. Baptised Catholic looked after and previously looked after children. (see notes 2&3)
2. Baptised Catholic children (see note 3)
3. Other looked after and previously looked after children. (see note 2)
4. Catechumens and members of an Eastern Christian Church. (see notes 4&5)
5. Children of other Christian denominations whose membership is evidenced by a minister of religion. (see note 6)
6. Children of other faiths whose membership is evidenced by a religious leader. (see note 7)
7. Any other children.

Open places (1/5th of available places)

1. Looked after and previously looked after children. (see note 2)
2. Children living closest to the school (as detailed at ii below)

Within each of the categories listed above, the following provisions will be applied in the following order.

- i. The attendance of a sibling at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made (see note 8).
- ii. After children in (i) above, priority will be given within each category to children living closest to the school. Distances are measured on a straight line “crow fly” basis, using Ordnance Survey data. In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a



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person independent of the school. Under random allocation, all the names will be entered into a 'hat' and the required number of names will be drawn out.

Application Procedures and Timetable

To apply for a place at this school in the normal admission round[2], you **must** complete a Common Application Form (*excluding admission to the nursery – see below*) available from the local authority in which you live. Applications can also be submitted online [INSERT local authority web address]. You are also requested to complete the Supplementary Information Form which is available from the school website [INSERT address] or the school office if you wish to apply under foundation place oversubscription criteria 1 and 2 or 4 to 6. The Supplementary Information Form should be returned to [person, address] by [closing date].

You will be advised of the outcome of your application on 16th April or the next working day, by the local authority on our behalf. If you are unsuccessful (unless your child gained a place at a school you ranked higher) you will be informed of the reasons, related to the oversubscription criteria listed above, and you have the right of appeal to an independent appeal panel.

If you do not provide the information required in the SIF and return it by the closing date, together with all supporting documentation, your child will not be placed in foundation place criteria 1 or 2 or 4 to 6, and this is likely to affect your child's chance of being offered a place.

All applications which are submitted on time will be considered at the same time and after the closing date for admissions of 15th January

Late Applications

Late applications, except those deemed by the local authority as exceptional and to be processed on time, will be considered after the first round of offers issued on 16th April. This is because all applications received by the closing date must be considered before any late applications. If there are exceptional circumstances why your application is late please include them when you send in your application.

Admission of Children Below Compulsory School Age and Deferred Entry

A child is entitled to a full-time place in the September following their fourth birthday. A child's parents may defer the date at which their child is admitted to the school, until later in the school year but not beyond the point at which they reach compulsory school age, or beyond the beginning of the final term of the school year for which an offer was made. A child may take up a part-time place until later in the school year, but not beyond the point at which the child reaches compulsory school age. Upon receipt of the offer of a place a parent should notify the school, as soon as possible,



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that they wish to either defer their child's entry to the school or take up a part-time place.

Admission of Children outside their Normal Age Group

A request may be made for a child to be admitted outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child, i.e. a child born between 1st April and 31st August, may request that the child be admitted out of their normal age group, to Reception rather than Year 1.

Any such request should be made in writing to **[insert name of person and address to which the request should be made]** at the same time as the admission application is made. The Governing Body will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to taking into account the views of the headteacher, including the headteacher's statutory responsibility for the internal organisation, management and control of the school, the Governing Body will take into account the views of the parents and of appropriate medical and education professionals, as appropriate.

Waiting Lists

In addition to their right of appeal, unsuccessful children will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out above and **not** in the order in which applications are received or added to the list. Waiting lists for admission will operate throughout the school year. The waiting list will be held open until the last day of the summer term.

Inclusion on the school's waiting list does not mean that a place will eventually become available.

In-Year Applications

An application can be made for a place for a child at any time outside the admission round and the child will be admitted where there are available places. Application should be made to the school by contacting [insert name and address].

Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied.

If there are no places available, the child will be added to the waiting list (see above).

You will be advised of the outcome of your application in writing, and you have the right of appeal to an independent appeal panel.



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Fair Access Protocol

The school is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in the locally agreed protocol. Accordingly, outside the normal admission round the Governing Body is empowered to give absolute priority to a child where admission is requested under any locally agreed protocol. The Governing Body has this power, even when admitting the child would mean exceeding the published admission number (subject to the infant class size exceptions).

Nursery

Applications to the Nursery will be open to children who will have attained the age of three when they are admitted. Applications to the Nursery must be made directly to the school by contacting [insert name and address] by [insert date]. The oversubscription criteria, as detailed above, will be also applied to applications to the Nursery in the event of oversubscription.

Attendance at the school's nursery does not guarantee a place, nor give a higher priority for a place in Reception at the school. Applications for places in Reception must be made in the normal way, to the home local authority and all applications will be prioritised in accordance with the published oversubscription criteria.

The Governing Body reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

Notes (these notes form part of the oversubscription criteria)

1. An Education, Health and Care Plan is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. A 'looked after child' has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the school.

A 'previously looked after child' is a child who was looked after but ceased to be so because he or she was adopted, or became subject to a child arrangements order or special guardianship order immediately following having been looked after.



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3. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child who is part of a Catholic family where a letter from a priest demonstrates that the child would have been baptised or received if it were not for their status as a looked after child (e.g. a looked after child in the process of adoption by a Catholic family).

For a child to be treated as Catholic, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

4. 'Catechumen' means a member of the catechumenate of a Catholic Church. This will normally be evidenced by a certificate of reception into the order of catechumens.
5. 'Eastern Christian Church' includes Orthodox Churches and is normally evidenced by a certificate of baptism or reception from the authorities of that Church.
6. "Children of other Christian denominations" means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

7. "Children of other faiths" means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at 6 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:



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- A religion which involves belief in more than one God, and
- A religion which does not involve belief in a God.

Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

8. 'Sibling' includes:

- all natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters and
- the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same address as the applicant.

In all these cases, the child and their sibling will both be living at the same address in a single family unit. This means that children from different family units, where those are living together at the same address, are not considered siblings under this criterion.

9. A 'parent' means all natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.

[1] This is for admission to the school at the start of the school year in September and not for applications made in-year

[2] This is for admission to the school at the start of the school year in September and not for applications made in-year.



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Annex 4 – Early Years and Foundation Stage data

Capacity for before/after school and holiday clubs (section (b) of main text on EYFS)

	Before school		After school		Holiday care	
	Providers	Places	Providers	Places	Providers	Places
Local wards*	3	198	3	198	2	114
Within 3 miles (in Peterborough)	17	877	14	697	7	420
Within 3 miles (in Cambridgeshire)	1	70	1	70	1	70

* Hargate, Hempstead, Hampton Vale

Housing trajectory showing rise in demand for places in Early Years and Foundation settings (section (c) of main text on EYFS)

Housing trajectory for Hampton East (based on Peterborough Five Year Land Supply, 2018)					
Year	Age				
	0	1	2	3	4
2018	7	5	5	4	3
2019	20	19	17	13	10
2020	36	33	32	27	20
2021	54	51	48	43	35
2022	72	68	65	58	51
2023	89	86	82	75	66
2024	90	97	94	88	79
2025	93	92	99	96	89
2026	93	93	92	99	96
2027	85	93	93	92	99

Average occupancy rates of EYFS provision within the Hargate, Hempsted and Hampton Vale wards (section (d) of main text on EYFS)

	Autumn 2018	Spring 2019	Summer 2019
Settings within 3 miles	65.6%	73.0%	80.7%
City average	57.5%	66.0%	73.8%
Combined local wards (Hargate & Hempsted and Hampton Vale)	63.8%	69.7%	83.4%



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The quality grading of provision within the 3 mile radius¹ (see section (d) of main text on EYFS)

Peterborough:

	Outstanding	Good	Requires Improvement	Inadequate	“Good or above”
Childminder	8	34	1	0	42
PVI*	7	19	1	0	26
Total (number)	15	53	2	0	68

*PVI denotes private, voluntary and independent pre-schools and day nurseries.

Cambridgeshire:

	Outstanding	Good	Requires Improvement	Inadequate	“Good or above”
Childminder	1	3	0	0	4
PVI*	1	6	0	0	7
Total (number)	2	9	0	0	11

¹excludes newly registered providers who have not yet received an inspection, childminders who have been inspected but had no children on roll at the time, so no grading was given and providers operating under the school’s registration

*

End of prescribed information

CHILDREN AND EDUCATION SCRUTINY COMMITTEE	AGENDA ITEM No. 6
17 DECEMBER 2019	PUBLIC REPORT

Report of:	Wendi Ogle-Welbourn, Executive Director, People and Communities	
Cabinet Member(s) responsible:	Councillor Lynn Ayres. Cabinet Member for Education, Skills and University	
Contact Officer(s):	Toni Bailey, Assistant Director: SEND / Inclusion Sheelagh Sullivan – Head of SEN and Inclusion Services	Tel. 07592612380

UPDATE REPORT ON SEND LOCAL AREA INSPECTION & SEND JOINT STRATEGY

R E C O M M E N D A T I O N S	
FROM: Toni Bailey, Assistant Director: SEND / Inclusion	Deadline date: N/A
<p>It is recommended that the Children and Education Scrutiny Committee note</p> <ol style="list-style-type: none"> 1. The latest position regarding the findings of the SEND Local Area Inspection and the associated Written Statement of Action as attached in Appendix 1 (prior to amendments recommended by Ofsted / CQC) 2. Endorse actions taken so far in regard to the development and launch of the joint SEND Strategy across Peterborough and Cambridgeshire. 	

1. ORIGIN OF REPORT

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

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report is being presented to:
- Feedback on findings of the SEND local Area Inspection and progress on the associated Written Statement of Action
 - Share the progress in regard to the development and launch of the joint SEND strategy across 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 2.1 Functions determined by the Council:
Education Including:
(d) Special Needs and Inclusion
- 2.3 This report links to the Corporate Priority – To Improve educational attainment and skills
- 2.4 This report links 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*

2.5 This report links to the Children in Care pledge: Support Children in Care to have a good education.

3. **TIMESCALES**

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

4.1 **Statutory duties**

The Council and its partners has a number of statutory duties that are outlined in the SEND Code of Practice 2014 which includes the duty to produce Education Health and Care Plans (EHCP's).

4.2 **SEND Local Area Inspection Context**

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

Three inspectors were involved: Heather Yaxley HMI, Deborah Mason, Ofsted and Paula Morgan, CQC. As part of their work the inspectors reviewed documentary and published evidence, the Local Offer website and information from a 'webinar' with parents/carers which took place in the week before the inspection. The inspectors carried out the on-site inspection over 5 days with formal verbal feedback provided on the fifth day. Inspectors spoke with children and young people with disabilities and/or special educational needs (SEND), parents and carers, local authority and NHS officers. They visited a range of providers and spoke to leaders, staff and governors about how they were implementing the special educational needs reforms. Inspectors looked at a range of information about the performance of the local area, including the local area's self-evaluation. Inspectors met with leaders from the local area for health, social care and education. They reviewed performance data and evidence about the local offer and joint commissioning.

4.3 **SEND Local Area Inspection – Findings – Areas of Strength**

The strengths identified are:

- Co-production of plans and services is well established. Children, young people, parents, carers and professionals work well together to improve services.
- Leaders use a variety of methods and opportunities to engage with families.
- SEN coordinators and SEND Hubs were praised for their proactive approach in responding to feedback and meeting the training needs of staff in settings across the city and therefore staff are becoming better informed and confident to pick up early identifications of SEND.
- The new SEND strategy and provision for short breaks are good examples of meaningful and thorough co-production between professionals and parents and carers.
- Supported internships offer an increasing number of young people with SEND paid employment.
- Children and young people with complex health conditions get good support from the well-established children's community nursing service.

4.4 **SEND Local Area Inspection – Findings – Areas for development**

Ofsted and the CQC published the final report on 13th August 2019. The report indicates that the inspectors agreed that their findings chimed with Peterborough's own self evaluations and many areas of strength were identified. However, they had significant concerns about the need for improvement in the 5 areas set out below:

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

4.5 **Written Statement of Action**

We are required to produce a Written Statement of Action (WSOA), which will address the areas of development outlined in the report shared by Ofsted and CQC.

This WSoA has been co-produced by a working group that consists of partners from education, health, social care and our parent / carer forum.

This report was delivered within the required deadline of 15th November 2019 and was completed by a working group, who received advice and guidance directly from the DfE to support completion. On 4th December 2019 we received a letter detailing that Ofsted and CQC have accepted the WSoA as 'fit for purpose', save some additional recommendations. This included ensuring that social care leaders have a sufficient impact on actions; that the statement make adequate references to specific measures that include reviewing changes made and addressing outcomes for all aged 0-25; and to make outcomes for those aged 18-25 more specific. The updated WSoA, incorporating the recommendations from Ofsted and CQC, will have to be shared in full on the Peterborough website to enable parents, carers and young people to see how we are planning to address the challenges outlined by the inspection findings.

The WSoA highlights the following workstreams led by a **senior accountable officer** :

Workstream 1 : Joint Planning and Commissioning Including Interventions – **W. Ogle-Welbourn**

Workstream 2: SEND Quality Assurance - **J Lewis / A Bennett**

Workstream 3 : Role and Arrangements for the DCO – **Marek Zamborski**

Workstream 4 : Getting Support Early - **Raj Lakshman**

Workstream 5 : Provision and Opportunities for Young Adults aged 18-25 – **Debbie McQuade**

Each of the workstreams have a range actions and have dedicated identified delivery partners to ensure that the actions are competed and implemented to achieve the intentions and impact necessary to improve joint working across Peterborough.

Ofsted and CQC are anticipated to return to re-inspect within 18 months.

4.6 **Update on joint SEND Strategy**

The Joint strategy document sets out a vision and strategy for children and young people (0 - 25years) with special educational needs and disabilities (SEND) in Cambridgeshire and Peterborough. The strategy 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'.

The collective desire is to ensure a holistic and inclusive approach evidenced by high quality, multi-agency services and provision focused upon enabling children and young people with SEND to thrive.

The strategy was co-produced with key partners and draws upon data from:

- Feedback from children, young people and their parent/carers
- National and local data on trends in special educational needs and disability
- Information from an externally commissioned sufficiency analysis
- Peterborough and Cambridgeshire local area self-evaluations and SEND action plans
- Feedback from schools and settings
- Data from health, social care and other key agencies
- Early Years Peer review (2018)

This strategy is intended to cover the 'local area' which is defined as the geographical area of both Cambridgeshire and Peterborough and includes the local authority, Clinical Commissioning Groups (CCGs), Public Health, NHS England for specialist services, early years settings, schools and further education providers.

This strategy covers the issues that are common to both Cambridgeshire and Peterborough local areas at a strategic level. The intention is to help us work better together, in the interests of children and young people, but it also recognises that some actions will be responsive to issues specific to Cambridgeshire or Peterborough.

The strategy recognises the need to acknowledge, and link with, other pending work across both local authorities.

4.7 **Soft Launch – Oct 2019**

A SEND communication strategy working group has been established, which has focussed on how to deliver the SEND strategy and pledge across all stakeholders and partners.

The initial launch or 'soft launch' has been focussed on the SEND pledge and incorporates an art competition that focuses of the 10 principles of our SEND pledge :

Welcome everybody
Celebrate Success
Trust Each Other
Aim High
Create Opportunities

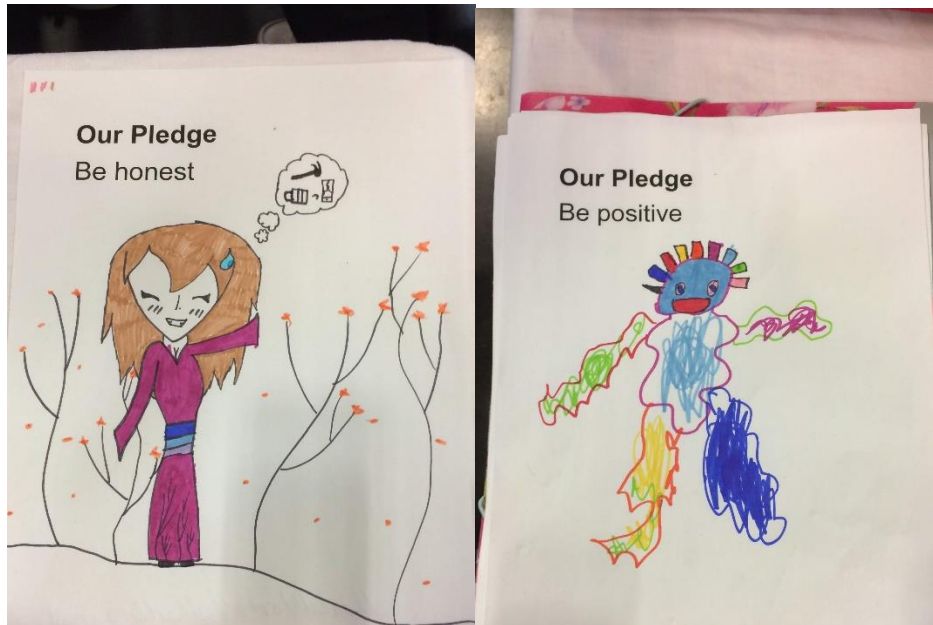
Value Individuality
Build Confidence
Be Honest
Listen
Be Positive

This competition was launched by Councillors Ayres and Bywater at the 'Feel the Force XL Day' – an inclusive Comic Con event - at the East of England Showground on Saturday 5 October and is being promoted on social media, newsletters and directly with schools.

<https://www.cambridgeshire.gov.uk/news/peterborough-and-cambridgeshire-children-invited-to-show-off-their-artistic-superpowers/>

<https://www.peterborough.gov.uk/news/residents/peterborough-and-cambridgeshire-children-invited-to-show-off-their-artistic-superpowers/>

examples of entries submitted so far :



A SEND pledge badge has been designed which will be used on documentation but also by other individuals and organisations who want to show their support. These have been produced as stickers so that people can show their commitment to the aims of the SEND Strategy.



4.8 Hard Launch – Jan 2019

The SEND communication strategy working group have proposed to coincide the full or 'hard launch' with the closing date of the competition. This will be supported by an event that celebrate the entries and winners and involve media and press coverage.

The competition (soft launch) will close in January 2020, so the proposal, to be agreed by the Joint SEND Executive Board, is for a full launch will take place before the end of January 2020.

The SEND Communication strategy working group have also proposed to share the completed strategy on line before the end of November 2019, and aim to support this by sharing updates on up to 3 key areas of the SEND action plan by the end of December 2019. This will also need to be ratified by the Joint SEND Executive board facilitated by guidance from the chair.

The shared vision for the SEND Strategy is for children and 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

We want everyone to dream big, achieve well, have choice, control, and lead happy, fulfilled lives.

The principles of the strategy are to ensure that:

- SEND is everybody's business - embedding the vision of the SEND Strategy into the practice of everyone who works with children and families in ways that strengthen families
- Identify and respond to needs early - a holistic and joined up early identification of and graduated response to needs
- 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 provisional multi service integrated approach that ensures child and family are engaged and families and carers feel they only need to tell their story once.

5. CONSULTATION

- 5.1 There is on-going consultation, as part of a co-production routine throughout the work streams for the Written Statement of Action and the strategy launch.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 The intended outcomes covered by this report are focussed on improving the provision for SEND by maintaining standards that are recognised as good, or better by Ofsted and CQC and by delivering a joint strategy for SEND across both Peterborough and Cambridgeshire which enables our pledge to 'Make SEND everybody's business' to widen awareness and knowledge of how support services can improve outcomes for all across the community.

7. IMPLICATIONS

7.1 Financial Implications

The SEND communications strategy working group have proposed the funding for a prize that is connected to the winning entries for the art competition.

The proposed budget for these prizes will be £1000. (£100 per focus area split into £25 for the individual and £75 for the school or provision in the form of vouchers for art materials)

There are potential financial implications for the launch event to cover printing, framing and refreshments, but these costs are yet to be ascertained.

7.2 Legal Implications

There could be delays created by a general election and associated purdah period.

7.3 Equalities Implications

None

7.4 Rural Implications

None

8. APPENDICES

Appendix 1 – Written Statement of Action, as sent to Ofsted / CQC

Appendix 2 - Letter confirming Written Statement of Action is 'fit for purpose' from Ofsted / CQC

Peterborough Special Educational Needs Written Statement of Action

November 2019



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Foreword

Senior leaders across the Council, the Clinical Commissioning Group, Public Health and their partners welcome the inspection report which tested the progress of the local area in meeting the requirements of the 2014 SEND reforms, finding areas of both strength and weakness.

Areas of strength included the growing impact of the SENCo network, the strength of coproduction with parents and young adults and the increasing influence of young adults in strategy through initiatives like the 'Big Youth Shout Out'. Inspectors also identified areas of weakness and leaders are determined to address these within the resources available so that we do all that is possible to improve outcomes for children and young adults with special educational needs and disabilities (SEND). We are committed to working more effectively together to ensure that children, young adults and their families lead happy, healthy and fulfilled lives.

Our pledge to improve the life outcomes for children and young adults with SEND is expressed in our joint SEND strategy with Cambridgeshire - 'Special Educational Needs and Disabilities (SEND) is Everybody's Business'. We developed this strategy by listening carefully to what children and young adults with SEND and their families and carers told us about their experiences and views. We worked closely with families, children and young adults to produce this strategy and commit to the same level of participation and engagement to ensure the delivery of the delivery of the written statement of action below.

We have high aspirations for all our children and young adults and want to ensure they have the right support that is provided in the right place and at the right time so that they can thrive and be the best they can be. We will ensure that the written statement of action drives robust, sustainable and high-quality improvements in their lives and the lives of their families.

Councillor Lynne Ayres, Cabinet Member for Children's Services, Education, Skills and the University

Introduction

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

Three inspectors were involved: Heather Yaxley HMI, Deborah Mason, Ofsted and Paula Morgan, CQC. As part of their work the inspectors reviewed documentary and published evidence, the Local Offer website and information from a 'webinar' with parents/carers which took place in the week before the inspection. The inspectors carried out the on-site inspection over 5 days with formal verbal feedback provided on the fifth day. Inspectors spoke with children and young adults with disabilities and/or special educational needs (SEND), parents and carers, local authority and NHS officers. They visited a range of providers and spoke to leaders, staff and governors about how they were implementing the special educational needs reforms. Inspectors looked at a range of information about the performance of the local area, including the local area's self-evaluation. Inspectors met with leaders from the local area for health, social care and education. They reviewed performance data and evidence about the local offer and joint commissioning.

Findings

Ofsted and the CQC published the final report on 13th August 2019. The report indicates that the inspectors agreed that their findings chimed with Peterborough's own self evaluations and many areas of strength were identified. However, they identified significant weaknesses in the 5 areas set out below:

1. Joint planning, including commissioning, and intervention are not sufficiently well established to make sure that all agencies and services play an active role in meeting the requirements of 2014 disability and special educational needs reforms.
2. There is no quality assurance framework for the local area's work for children and young adults with SEND. Intended outcomes for children and young adults are not targeted, measured or evaluated well enough to inform leaders about the impact of the work to implement the reforms effectively.
3. The current arrangements for the DCO in relation to the implementation of the reforms do not allow the postholder to fulfil the obligations of the role sufficiently.

4. Early support is well embedded for children in early years, but does not follow through in all areas of the lives of children and young adults as they get older. It takes too long for children, young adults and families to get the support they need.
5. The provision for young adults aged 18 to 25 is not sufficiently developed to make sure that young adults have the full range of opportunities and support that they need as they move through into adulthood

As a result, the local area is required to produce a written statement of action (WSOA) by 15th November 2019. OFSTED will respond to the WSOA within 10 working days of receipt with an evaluation on whether the WSOA is fit for purpose. If required, a further 20 days is provided for resubmission of an amended version.

Response

The significant areas of weakness identified in the inspection report are addressed in this written statement of action (WSOA).

The written statement of action has been coproduced by the SEND partnership Group and refined by a smaller 'drafting' sub group of the partnership group and signed off by the SEND Executive Board.

The written statement of action will be shared widely through the Local Offer, networks, newsletters, conferences, partners and stakeholders including Peterborough Family Voice (our local Parent Carer Forum), and our SEND Independent Advice and Support Service.

The area is committed to involving children and young adults with SEND and their families in decisions about services for them. Coproduction is well embedded in local practices. Parents/carers have participated at all stages in the development of this written statement of action. Parents/carers will be involved in all working groups and we will also take every opportunity for children and young adults to be included in the improvement work.

The WSOA has five workstreams which mirror the five areas of weakness identified by the inspection. Each workstream is sponsored by a senior officer (AD equivalent level or above) from the LA or CCG. These senior officers are accountable for the delivery of actions within their workstream. The senior accountable officer (SAO) has an identified multi – agency delivery team of officers at manager level or above with whom they will ensure the delivery of the actions set out.

The WSOA is separate from other existing action planning although there will inevitably be areas of overlap, particularly with the joint SEND action plan associated with the joint SEND strategy. The WSOA addresses areas specific to the weaknesses raised by the inspection and is intended to cover a period of approximately 18 months. The joint SEND strategy expresses the long-term ambitions of the joint area but it is anticipated that the areas of work covered by the WSOA will enhance work to implementation of the strategy.

Governance and accountability

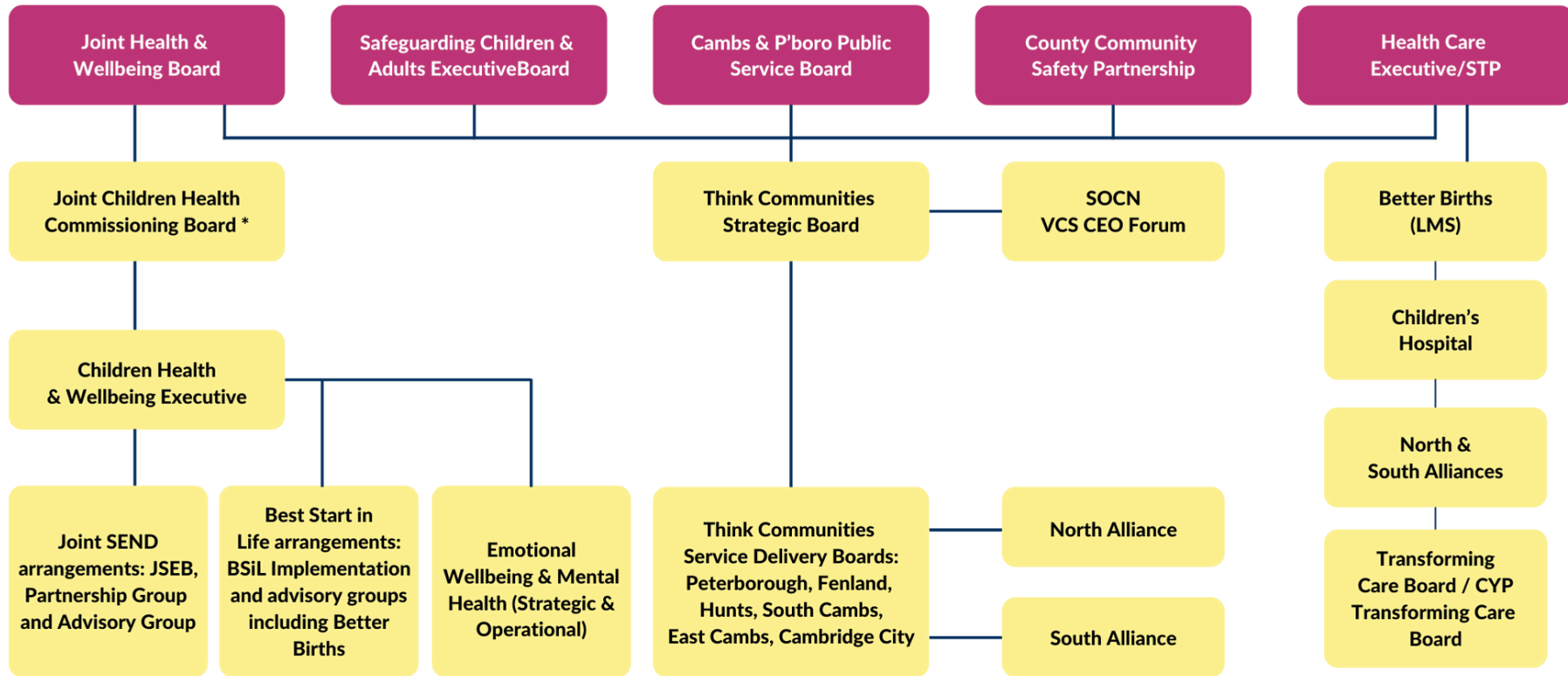
The Cambridgeshire and Peterborough Child Health and Well-Being Commissioning Board has responsibility for the commissioning of integrated services to support children and young adults, including those with SEND. The Commissioning Board is supported by the Child Health Executive Board, which comprises of commissioners and providers. These Boards report to the Health and Well-Being Board. Membership of the Executive includes Chief Officers from the Local Authority, Cambridgeshire and Peterborough Clinical Commissioning Group, Cambridgeshire Community Services, Cambridgeshire and Peterborough Foundation Trust, Health Watch, Local Hospitals, Public Health, Family Voice, Pin Point (parent/carer forums).

The SEND Executive Board reports into the Commissioning and Executive Boards. It is responsible for the development and delivery of the SEND Strategy and Plan. It will have oversight of the delivery of the written statement of action in Peterborough, escalating any areas of concern to the Commissioning or Executive Board, depending on the nature of the concern. The SEND Executive Board is supported by Peterborough and Cambridgeshire Partnership Groups who are responsible for driving delivery of the Strategy and Action Plan.

This governance structure is illustrated in the following diagram.

***The Joint Children Health Commissioning Board feeds into the CCG Boards, LA Committees and Health Executive/STP where appropriate.**

NB: a children 0-25 with complex needs (including tier 4)' group has recently been established to discuss the Tier 4 list and ensure plans are in place for discharge and agree funding, address and resolve areas of contention between the LA and health, update on the work developing provision for children with disabilities, consider any MOJ young people who will need provision. This group will feed into the Children Health & Wellbeing Executive.



Full and thorough consideration has been given to the way in which each of the workstreams will be managed. Having considered carefully all of the options a deliberate decision has been made to give responsibility to senior accountable officers for ensuring that work progresses. Each senior accountable officer has a multi-agency team with whom they will deliver the workstream. The emphasis has been deliberately placed upon impacts and outcomes and the need to work together in partnership to get the job done. The senior accountable officer will be responsible for ensuring the collation of progress reports to the SEND Executive Board. This approach is designed to promote the importance of the SEND agenda across all partners and provide strong leadership to ensure responsibility across all partners for delivery – everyone is actively ‘at the table’. The senior responsible officer will oversee the allocation of tasks within each workstream and it is anticipated that these responsibilities may sometimes be joint across agencies and/or will alter as work progresses.

The use of a BRAG rating has been agreed to provide an at a glance summary of progress. Some of the actions set out have already been completed since the inspection.

The ratings are as follows:

Blue – complete

Green – on track

Amber – behind schedule

Red – not started/risk

A column has been added to identify the resource implications of actions as follows:

AR – Additional resource is or may be required

ER – Actions covered by existing resource

Written Statement of Action

Workstream 1: Joint planning and commissioning including intervention

Senior Accountable sponsor: Wendi Ogle-Welbourn DCS & Chair of the Child Health & Wellbeing Commissioning and Executive Boards

Delivery partners: Child Health Commissioning & Executive Board Members, Family Voice (parent-carer forum) representative, Sheelagh Sullivan (Head of SEN and Inclusion Services), Graham Puckering (Head of 0 – 25 Service), Jackie Cozens (Local Offer Lead), Jo Dickson (Communications), Toni Bailey (Assistant Director SEND), Tom Barden (Business Intelligence), Siobhan Weaver (Designated Clinical Officer)

Significant area of weakness that needs to be addressed:

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

Outcomes (what we intend to achieve)	Ref	Implementation (Actions - what are we going to do)	Resource Required	Key milestones (Action tracker)	Deadline	BRAG + date
1.1 There is a clear and ambitious joint commissioning strategy, including effective service delivery arrangements, for children and young adults (0 – 25) with SEND that ensures: <ul style="list-style-type: none"> all services play an active role in meeting the requirements of the SEND reforms issues raised at inspection are prioritised Impact	1.1a	Coproduce a joint SEND commissioning strategy that will : <ul style="list-style-type: none"> be based on identified needs build on a gap analysis monitor delivery of commissioned services sets priorities for improvement and puts in place an action plan to rectify any deficit in provision 	ER	Needs assessment initiated and agreed by the Joint Child Health Commissioning Board (JHCB)	Nov 2019	Nov 2019
				Baseline of needs identified by families is recorded	Jan 2020	
				Mapping existing resources against needs and identify gaps in meeting needs	April 2020	
				SEND commissioning strategy in place that ensures robust monitoring of commissioned services	June 2020	
				Commissioning of evidence based interventions within existing resource envelope to close gaps	June 2020 to	

<ul style="list-style-type: none"> • Services are commissioned / delivered to meet identified agreed needs leading to children and young adults getting access to appropriate provision • Evidence of children, young adults and families co-producing strategy ensuring that the views of all are heard and acted upon • Improved cross agency commissioning arrangements ensure all services and agencies play an active role in addressing the requirements of the SEND reforms 				with procurement and delivery of services secured	April 2021	
<p>Impact</p> <ul style="list-style-type: none"> • Young adults and families have positive experiences of services commissioned to meet their needs 	1.1b	Establish and undertake an annual 'Family Voice' Survey to seek families views on how well their needs have been met by commissioned services	ER	Establish and record the baseline of family views from implementation of the commissioning strategy	June 2020	
			ER	First Family Voice survey one year on shows improvement in how well they think their needs have been met through commissioned services	July 2021	

Impact <ul style="list-style-type: none"> • Underperformance challenged and addressed leading to improved services for young adults and families • Priorities outlined to increase family and user confidence in services 	1.1c	Develop a data set (using the council for disabled children's framework) to evidence performance of services against the SEND strategy and Plan. Monitor the data set at the SEND Executive Board, celebrating good performance and challenging underperformance and agreeing actions to address.	ER	Agreed cross agency data set in place	Feb 2020	
				Benchmark of priorities from children and families collated	Feb 2020	
				Quarterly reports to SEND Executive for monitoring performance from April 2020 show progress towards achieving the outcomes in the strategy and feed into commissioning process (1.2)	April 2020	
1.2 Outcome: Commissioning issues raised at inspection are prioritised and gaps closed Impact <ul style="list-style-type: none"> • All services across health, education and social care have knowledge of access to equipment services so that equipment is provided efficiently. • Families and young adults report to professionals, each time the 	1.2	Develop a local area jointly commissioned (Peterborough and Cambridgeshire) equipment provision service for children and young adults with SEN & Disabilities	AR	Mapping of current arrangements for assessment and provision of all equipment including medical technology	Nov 2019	
				Review and gap analysis complete and presented to JCHCB	Jan 2020	
				Proposed integrated equipment service proposal presented to JCHB with commissioning recommendations taken to JCB and COT	April 2020	
				Implementation and mobilisation and service in place	Oct 2020	

equipment is provided, that they are satisfied with the timeliness of the service						
Impact <ul style="list-style-type: none"> Service delivery provided in line with NICE guidance and national recommendations so that children and young adults are provided with an adequate supply of products 	1.2b	Review the pathway for provision of continence products	ER	Review of referral, assessment and products pathway complete	Dec 2019	
				Publication of the revised pathway on the Local Offer website	May 2020	
Impact <ul style="list-style-type: none"> SEND children and young adults access to OT and Physiotherapy Services improved in line with agreed key performance indicators (see 4.3) 	1.2c	Complete the joint commissioning of the OT and Physiotherapy service Integration and Transformation Plan to ensure improved access to OT services	AR	OT Integration and transformation plan in place	April 2020	
				Joint service specification for OT created	Dec 2020	
				Balanced Model© implemented through series of facilitated workshops	Dec 2020	
Impact <ul style="list-style-type: none"> Children and young adults who require services from Community Nursing will benefit from services that provide care up to the age of 18 years 	1.2d	Complete a review of Children's Community Nursing Services to identify provision required to meet nursing needs of children with complex health up to the age of 18 years	ER	Complete review and implement recommendations	Oct 2020	
1.3 An ambitious SEND strategy and action plan (developed jointly with Cambridgeshire) will be in place and the commitment of all partners will	1.3	Formally launch the joint Peterborough/Cambs SEND strategy, Pledge and associated action plan in partnership with parent /carer forums.	ER	SEND communications group established to coproduce and implement a communication strategy	Sept 2019	Sept 2019
				Formal launch of joint SEND strategy and Pledge	Jan 2020	

<p>be evidenced by their sign up to the 'SEND pledge'</p> <p>Impact:</p> <ul style="list-style-type: none"> Families and professionals say that the SEND strategy and Pledge are making a difference in services for SEND, in line with the 2014 Reforms Feedback from the Peterborough community shows that they are aware of the SEND strategy and vision that "SEND is Everybody's Business" 		<p>Set up a SEND communications group to formulate and implement a communication strategy that:</p> <ul style="list-style-type: none"> supports the implementation of the Strategy, the Pledge and action plan, includes a clear plan for seeking feedback on how they are making an impact 		<p>Communications strategy and action plan agreed by SEND Executive Board</p>	<p>Jan 2020</p>	
				<p>Action plan progress monitored at bi-monthly SEND Executive Board</p>	<p>From Feb 2020</p>	
				<p>SEND pledge is circulated to all services involved in delivery to children and young adults with SEND and signed up to by 85% of those circulated</p>	<p>April 2020</p>	
				<p>One year on review of the impact of the Pledge shows clear evidence of commitment and action by key service delivery partners</p>	<p>April 2021</p>	
<p>1.4 Children, young adults, families and professionals know where to go for help and information</p> <p>Impact</p> <ul style="list-style-type: none"> Surveys carried out by Family Voice (having established a baseline) show that families report improvement in knowing how to access services for children and young adults with SEND and the timescales involved 	<p>1.4a</p>	<p>Improve and raise awareness of the Local Offer working with Family voice to:</p> <ul style="list-style-type: none"> Create a Parent Participation page on the Local Offer Information on the Local Offer reviewed and extended to include a new page to describe Short Breaks Redesign the Local Offer postcards with contact details Co-produce a guide to panel decision making 	<p>ER</p>	<p>Parent participation page in place</p>	<p>Oct 2019</p>	<p>Oct 2019</p>
				<p>Short breaks information page included</p>	<p>Oct 2019</p>	<p>Oct 2019</p>
				<p>Establish baseline of parent views from Family Voice survey about parental satisfaction regarding service info on the local offer</p>	<p>Dec 2019</p>	
				<p>Postcards redesigned</p>	<p>Dec 2019</p>	
				<p>Agree a system to ensure that information about services on the Local Offer is kept up to date</p>	<p>Jan 2020</p>	

leading to greater levels of satisfaction	<ul style="list-style-type: none"> • Improve the descriptions of the health information including a description of pathways and timescales • Establish a SEND newsletter for parents, schools and professionals • Develop a suite of SEND factsheets, including revised information about and promotion of Personal Budgets and Personal Health budgets 	Health services access arrangements published on the Local Offer	Jan 2020	
		Increasing use of the parent participation page over time as evidenced in reports to Executive Board	From Feb 2020	
		Guide to panels produced	Feb 2020	
		Suite of health information updated	March 2020	
		Suite of SEND fact sheets and SEND newsletter published	Sept 2020	

Workstream 2: SEND Quality Assurance

Senior Accountable sponsor: Jon Lewis/Alison Bennett

Delivery partners: Toni Bailey (AD SEND), SEND quality assurance officer (appointment pending), Siobhan Weaver (DCO), Graham Puckering (Head of 0 – 25 service), Sheelagh Sullivan (Head of SEN and Inclusion Services), Senior officer from attendance team (appointment pending), Family Voice representative, Helen Whyman (Senior Public Health Information Analyst), Tom Barden (Business intelligence), Chris Stronberg (Head of IT), Jess Conway (Peterborough SENCo)

Significant area of weakness that needs to be addressed:

Ofsted and CQC said: “There is no quality assurance framework for the local area’s work for children and young people with SEND. Intended outcomes for children and young adults are not targeted, measured or evaluated well enough to inform leaders about the impact of the work to implement the reforms effectively.”

Outcomes (what we intend to achieve)	Ref	Implementation (Actions - what are we going to do)	Resource Required	Key milestones (Action tracker)	Deadline	BRAG + date
2.1 At a strategic level, key decision makers know how well the local area is improving outcomes for children and young adults with SEND and where improvements are required Impact <ul style="list-style-type: none"> Reports to and minutes from the SEND Executive Board provide assured evidence of the outcomes for children, young adults and their families from March 2020 	2.1	Coproduce a local area quality assurance framework that will include; <ul style="list-style-type: none"> collating existing quality assurance arrangements setting up the system for monitoring quality of provision and outcomes for children and young adults in independent settings setting up a process for tracking the achievement of the outcomes that matter (see SEND strategy) for children and young adults with an EHCP 	AR	Quality assurance post agreed	Sept 2019	Aug 2019
				Quality assurance post holder in place	Feb 2020	
				Current QA arrangements collated	Feb 2020	
				QA framework in place	March 2020	

		<ul style="list-style-type: none"> agreeing a quality assurance mechanism for testing satisfaction of children and young adults that services they receive are specific to their needs 		Monthly reports to the SEND partnership group are used to track progress	March 2020	
2.2 All delivery partners understand their responsibilities concerning EHCPs (particularly annual reviews) and annual review processes and timelines conform to statutory expectations Impact <ul style="list-style-type: none"> Feedback regarding annual review processes increases and the majority (over 80%) of parent/carers/young people who engage express satisfaction with all aspects of the EHCP process, including the quality and accuracy of advices from all partners Timeliness of new EHC needs assessments remains high (over 85%) and the majority of decisions regarding annual 	2.2a	<p>We will improve the quality and timeliness of the EHC needs assessment and review process by:</p> <ul style="list-style-type: none"> Production of a targeted recovery plan to address annual review backlog Implementation of new EHCP processing system Use of the new QA post to further develop the multi-agency EHCP audit group – to include new arrangements to audit the timeliness and quality of multi-agency information and advice to the process that build upon the baselines already established Review of feedback arrangements to include annual reviews and new ways of engaging with families in receipt of new EHCPs New IT system for implementing the statutory process operational 	ER	Targeted annual review recovery plan produced	Nov 2019-	Nov 2019
				Newly received requests for assessment and annual reviews are logged on to the new system	Dec 2019	Nov 2019
				Audit arrangements reviewed and revised plans in place with the support of the new QA post	March 2020	
				Feedback arrangements reviewed and all new arrangements in place	March 2020	
				Data migration to new IT system complete and system fully operational, including reporting facilities	March 2020	
				Rolling multi-agency training programme agreed and implementation started	April 2020	

<p>reviews are made within timelines (over 90%)</p>		<ul style="list-style-type: none"> • A rolling programme of training and support around the EHC needs assessment and review process is agreed and implemented with the cooperation and contribution of all partners • Reports to SEND Executive Board are produced by the QA post informed by data and feedback from services and families 		<p>Comprehensive reports to SEND Executive Board including both quantitative and qualitative data in place</p>	<p>April 2020</p>	
<p>Impact</p> <ul style="list-style-type: none"> • Sufficient capacity within the local authority to improve timeliness and quality of EHCPs impacting on quality of provision for children and young adults with EHCP's due to quicker delivery of agreed plans / reviews 	<p>2.2b</p>	<p>New posts agreed to support statutory responsibilities around EHCPs within the LA, schools and settings and health partners</p>	<p>AR</p>	<p>New posts agreed by SEND Executive Board</p>	<p>Dec 2019</p>	
<p>2.3 Outcomes for children and young adults in out of area placements match the quality and expectation of what was commissioned</p> <p>Impact</p>	<p>2.3</p>	<p>Robust contract monitoring arrangements are developed, agreed and implemented with all partners, including the use of regional arrangements</p>	<p>ER</p>	<p>Contract and monitoring arrangements in place</p>	<p>Feb 2020</p>	
				<p>First highlight report provided to Board to include data about the extent and use of out of area placements, building upon baseline data already available</p>	<p>Feb 2020</p>	

<ul style="list-style-type: none"> Leaders know what is happening from highlight reports to Board of the progress of children and young adults with an EHCP that show that out of area placements deliver commissioned outcomes for children and young adults 						
<p>2.4 There are processes in place to increase leaders understanding about the extent of part time placements in schools for children and young adults with SEND</p> <p>Impact</p> <ul style="list-style-type: none"> The Local Authority is clear about extent of part time placements in schools for children and young adults at SEN support and EHCPs Reduction in use of part time timetable provisions by 30% by July 2021 	2.4	<p>Establish a system for monitoring the use of part time placements for children and young adults with SEND</p> <p>Produce and present revised guidance regarding use of part time tables to schools and settings</p>	ER	<p>Guidance developed and presented to schools</p> <p>Baseline numbers on part time timetables collated for children and young adults with an EHCP</p> <p>System established for monitoring use of part time placements</p> <p>First highlight report to Board</p> <p>LA partners agree with providers a focus on reducing part time table provisions by 30%</p>	<p>Sept 2019</p> <p>Feb 2020</p> <p>Feb 2020</p> <p>July 2020</p> <p>July 2020</p>	<p>Sept 2019</p>

Workstream 3: Role and arrangements for the DCO
Senior Accountable sponsor: Marek Zamborski
Delivery partners: Karlene Allen (Head of Children and Maternity services Commissioning and Transformation, CPCCG), FV representative, Siobhan Weaver (DCO), Ali Mayern (SEND Health Co-Ordinator, CPCCG), Alison Hanson (Head of Service Speech and Language Therapy, CCS NHST), Lorraine Cuff (Head of CAMHs Neurodevelopment Team, CPfT), members of the SEND Health Advisory Group (C&P)
Significant area of weakness that needs to be addressed: Ofsted and CQC said: “The current arrangements for the DCO in relation to the implementation of the reforms do not allow the postholder to fulfil the obligations of the role sufficiently.”

Outcomes (what we intend to achieve)	Ref	Implementation (Actions - what are we going to do)	Resource Required	Key milestones (Action tracker)	Deadline	BRAG + date
3.1 The arrangements in place for the Designated Clinical Officer (DCO) role ensure that the system fulfils the objectives of the SEND reforms. Impact <ul style="list-style-type: none"> DCO is able to fulfil the priorities set out in the WSoA and the 1st year priorities of the SEND Strategic Action Plan, measured through milestone target dates (reviewed at the SEND Partnership Group) with quarterly and annual reports to the CPCCG COT on progress of SEND. 	3.1	Develop and present a costed options appraisal to CPCCG Chief Operating Team (COT) which details the need to improve the current arrangements and capacity of the DCO role within and Children’s Complex Cases service.	AR	Options appraisal for DCO capacity and recommendations presented to COT	Oct 2019	Oct 2019
				Interim arrangements to relieve immediate pressure on DCO with medium term planning for increased resource into service development	Oct 2019	Oct 2019
				Financial agreement for additional resource requirements to increase the capacity of the DCO arrangements	Nov 2019	
				Recruitment processes commenced	Dec 2019	

				Develop a detailed SEND reporting mechanism for COT (1/4 update and annual reporting)	Dec 2019	
				Additional capacity in the Children' Complex Cases team to support the CCG DCO role established	March 2020	
<p>3.2 Health professionals play an active and equal part in the EHC needs assessment, preparation of EHC plans and review and removal of EHCP's.</p> <p>Impact</p> <ul style="list-style-type: none"> Children and young adults will have their health needs, provision and desired outcomes, which are consistent with current professional knowledge, detailed in their EHCP. These will be measured through EHCP audit processes (see 2.3 e) and the 6 monthly 'deep dive' EHCP audits for children and young adults with complex health needs. Feedback from children, families and schools/FE colleges will indicate that they have had a good experience where healthcare professionals have jointly planned their child or young person's EHCP 	3.2	<p>Develop and implement the <i>"Improving the effectiveness of joint working and planning of health partners, within EHC Plans"</i> Quality Improvement Initiative project.</p> <p>This QI project will:</p> <ul style="list-style-type: none"> Test the established EHCP processes, including the health advice template and training offered, against a new approach to facilitate the physical and mental health sectors to think more joined-up and person-centred for children and young adults (0-25 years) with SEND Provide individual health services with targeted, facilitated workshops which promote ownership and change of practices to engage with the EHC planning requirements relevant to their own service delivery methods. 	ER	Review and enhance the terms of reference of the SEND Health operational working group to include the role of SEND Health Critical Friends	Nov 2019	
				Use data from audits to identify up to 4 health teams that would benefit from targeted facilitation in the 1 st phase of the project	Nov 2019	
				Develop initial workshop session and test with critical friends	Dec 2019	
				Baseline established for each service using the SEND self-assessment tool	Jan 2020	
				Develop the role and facilitation skills of the SEND Health Champions to support delivery of the QI project	Feb 2020	
				Engage with SENCo network to develop feedback mechanism from schools for their experience of health	Feb 2020	

<ul style="list-style-type: none"> Maintain the compliance of timescales for the EHCP initial request processes measured through monthly data from the CCG EHCP single point of access. 		<ul style="list-style-type: none"> Create SEND Health ‘Critical Friends’ to work alongside providers who will facilitate ways of working that effectively implement the requirements of EHC planning Create a set of local good practice examples from stories, data and intelligence gathered by critical friends to inform future facilitation sessions. Introduce measurements of progress with a SEND self-assessment tool for health provider services. Develop a process for DCO to monitor and agree final EHC plans. 		involvement in EHC planning processes		
<p>3.3 There is an increase in the uptake of learning disability annual health assessments for 14 – 25 year olds</p> <p>Impact</p> <ul style="list-style-type: none"> Increase from 39% to 50% of uptake by the least likely to attend group (14 – 17 year olds) by April 2021 Increase to 75% from 55% of 14 – 25 year olds attend their annual health check by April 2021 	3.3	DCO, with the PfA Health group will facilitate learning disability annual health check workshops to create an action plan for the local area in order to increase the number of young adults aged 14 – 25 who attend their LD AHC	ER	EHCP audit for post 14 years shows that the annual health check has been discussed at the annual review meeting. First report May 2020	May 2020	
				Establish a baseline from feedback from young adults that they know what an annual health check is and how to get one	May 2020	

Workstream 4: Getting support early

Senior Accountable sponsor: Raj Lakshman (Consultant in Public Health Medicine/Karen Moody (Head of Prevention and Early Help Services)

Delivery partners:), Karen Hingston (Head of Early Years), Kathryn Goose (Mental Health Commissioner), Lorraine Cuff (Head of CAMHS Neurodevelopment, CPfT), Joanne Carr (CPfT), Family Voice representative, Siobhan Weaver (DCO), Sarah Bernard (Manager Early Years Specialist Service, including Portage)

Significant area of weakness that needs to be addressed:

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

Outcomes (what we intend to achieve)	Ref	Implementation (Actions - what are we going to do)	Resource Required	Key milestones (Action tracker)	Deadline	BRAG + date
4.1 The principles of Early Support are effectively embedded for children and young adults as they get older in line with the SEND Code of Practice Impact <ul style="list-style-type: none"> Fewer part time timetables and increased access to reception for children with SEND due to better 	4.1a	Extend the opportunity to stay on or be accepted onto the Early Support pathway for children up to the end of Reception	ER	Targeted training, advice and support provided for early years and reception staff	August 2020	
		Undertake survey, in partnership with Family Voice, to establish baseline data to track the immediate and future impact of the change in approach		Support for children to the end of Reception and their families in place	Sept 2020	
				Survey and evaluation of extended offer to inform further roll out completed	July 2021	

<p>understanding and available support</p> <ul style="list-style-type: none"> Families report in the Family Voice annual survey a better transition experience for their child from early years settings to reception For the first time the Healthy Child and BSiL programmes have a sharper focus on children and young adults with SEND 	4.1b	<p>Support for SEND is clearly set out in Best Start in Life (BSiL) and Healthy Child Programme (0 – 19) to:</p> <ul style="list-style-type: none"> improve identification of need improve coordination of support for SEND across children and young adults' services and identify KPIs in order to measure progress towards improving outcomes 	ER	<p>Clear reference to SEND is within the Every Contact Counts work stream of Best Start in Life to ensure a well skilled workforce trained to identify needs to support early identification, and consistent messages across all services embedding the 'SEND is everybody's business' ethos</p>	March 2020	
				<p>Evaluation framework developed for the BSiL programme</p>	March 2020	
<p>4.2 Children and young adults with SEND are identified early to ensure they can access the holistic range of help they need in a timely manner</p> <p>Impact</p> <ul style="list-style-type: none"> Feedback in Early Help reports shows that children / young adults with SEND and parents and carers of children with SEND understand how to access Early 	4.2	<p>Review access to support via Early Help and other routes to identify potential blockages or delays to include:</p> <ul style="list-style-type: none"> review of available information review of multiagency pathways and access to support establish processes for collecting and evaluating data for children and young adults with SEND receiving Early Help 	ER	<p>A review of all professionals and parent / carer information leaflets on Early Help pathways to support</p>	April 2020	
				<p>Implementation of a multi-agency review panel in Early Help for all requests for support to ensure children / young adults with SEND receive support in a timely manner</p>	April 2020	

Help support and demonstrate success in navigating towards required support				Baseline of child / young person and parent/carer views on clarity of pathways to access support; provision of support and timeliness of support established	April 2020	
				Baseline of numbers of children and young adults with SEND in receipt of Early Help recorded	April 2020	
4.3 Children and young adults with SEND have access to health services, in particular mental health services in a timely manner Impact <ul style="list-style-type: none"> Access targets are clearly defined and measured which allow timely interventions for children and young adults 	4.3a	Co-Produce a set of SEND Key Performance Indicators across health services to introduce a common approach to measuring performance in SEND which includes reference to equitable waiting time targets for children with SEND.	ER	Initial contractual proposals to providers based on initial evaluation	Dec 2019	
				Finalise initial set of KPIS by March 2020 – contractual round	March 2020	
				Monitor KPIS via monthly contract meetings – ongoing in 2020	Ongoing from March 2020	
				Providers collect data	April 2020	
				Review and calibration of KPIS	Dec 2020	
				Adjustments and business as usual performance mgt	April 2021	
Impact <ul style="list-style-type: none"> Agreed access targets from mental health services are met so that children and young adults are supported by mental health services that identify needs early 	4.3b	Implement the CPFT Children’s Mental Health remedial action plan (NHSE/I) so that children and young adults who require assessment and treatment from NHS mental health services will have access to these services within nationally agreed targets.	ER	2 weekly remedial action plan meetings to monitor progress of reduction in waiting times are set up	Jan 2020	
				Joint action learning events agreed between CAMHS services and the SENCO	Aug 2020	

<p>and provide information advice and support that improves outcomes for them</p> <ul style="list-style-type: none"> • Parents/carers report improvement from 2019/2020 baseline that they are listened to and given consistent advice 		Redesign workstreams to achieve routine and urgent appointments in a timely manner		network to promote the graduated response within the emotional health and wellbeing pathway delivered across services		
				Children will be assessed within 18 weeks from referral for routine appointments	April 2020	
				Children will be assessed within 12 weeks from referral for routine appointments	April 2021	
				Workstreams are redesigned	April 2021	
	4.3c	Understand the population of children and young adults with a mental health need including a specific focus on children and young adults with SEND.	ER	Update and refresh the NHS Mental Health Local Transformation Plan	Dec 2019	
		Undertake baseline assessment of parental awareness in regard to mental health services		Complete a Mental Health Needs assessment to identify whole population needs and how SEND is highlighted in the mental health Local Transformation Plans key lines of enquiry	March 2020	
		Develop information delivery for parents / carers to outline graduated response to Mental Health support		Focus groups with Children and Young adults to develop outcomes	July 2020	
				Use NHSE Key Lines of Enquiry (KLoE's) with focus on sections relevant for SEND to create an action plan	Sept 2020	

Workstream 5: Provision and opportunities for young adults aged 18 - 25

Senior Accountable sponsor: Debbie McQuade

Delivery partners: Graham Puckering (Head of 0-25 Service), Elizabeth Sullivan Ash (Post 16 Lead SENI Services), Matt Oliver (Service Manager Community and Interventions for Targeted Youth Support Service), Family Voice, Special school and College representative x 2 tbc, Siobhan Weaver DCO

Significant area of weakness that needs to be addressed:

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

Outcomes (what we intend to achieve)	Ref	Implementation (Actions - what are we going to do)	Resource Required	Key milestones (Action tracker)	Deadline	BRAG + date
<p>5.1 There is clarity about the range and availability of opportunities across the local area for 16 – 25 year olds with SEND</p> <p>Impact</p> <ul style="list-style-type: none"> Surveys conducted through the local offer and young adults’ groups show that young adults and their families say that the 	5.1a	<p>Review the local offer to ensure:</p> <p>a) that there is clarity for young adults and their families about what support is available from health, social care and education</p> <p>b) any gaps are identified</p> <p>c) that there is a clear education offer</p> <p>d) that transition pathways across each service from children’s to adult services are clearly described</p>	ER	Gaps in information on the Local offer are identified	Feb 2020	
				Gaps in the information about (c,d,e and f) are closed	Sept 2020	

Local Offer provides them with the information they need to access opportunities and the services available		e) that support and opportunities for 19 – 25 year olds are well represented f) that there are clear descriptions of the range of options for activity across 5 days for young adults Post 16 with an EHCP g) conduct survey focussing on effectiveness of the local offer		First survey of views of young adults on additional information reported on the Local Offer	Sept 2020	
Impact <ul style="list-style-type: none"> Coordinated and streamlined approach to developing opportunities leading to more young adults accessing support to lead independent lives Young adults experience more holistic 5 day planning across all services and in the community 	5.1b	Integrate all strategic work across the Preparation for Adulthood (PfA) arena to: <ul style="list-style-type: none"> Establish one steering group Endorse existing workstreams and identify gaps Identify agreed outcomes for all activity Ensure integrated partnership working in every workstream so that all offers are holistic Explore and trial a transitions post in at least one local special school in partnership with local colleges	ER	New PfA steering group in place and overarching action plan agreed	Feb 2020	
				All agreed PfA workstreams established	April 2020	
			AR	Plans for transition officer role explored and agreed with potential trial implementation from Sept 2020	April 2020	
5.2 In order to address one of the specific areas of weakness identified during the inspection a priority focus will be to ensure that: Health services transition arrangements for 16-25 year olds with the most complex health needs are person centred and organised well	5.2a	Transition Arrangements (movement from children to adult services) for each provider service are clear through: <ul style="list-style-type: none"> Review of the CCG improvement plan to ensure this area is addressed Production and implementation of a transitions protocol for all services provided through CCG 	ER	Review the 2017 Improvement Plan for CCG provider services	Nov 2019	Nov 2019
				Ensure all current transition pathways are detailed on the local Offer	January 2020	
				Strategic transitions protocol coproduced with CCG and providers	June 2020	
				All new transition protocols implemented	April 2021	

Impact <ul style="list-style-type: none"> Children and young adults experience clear and person centred transition arrangements between children's and adults health services 		for children and young adults with SEND				
	5.2b	Develop the role of the Mental Health Transitions worker to support children and young adults with complex Mental Health and SEND to transition into adult services	AR	SEND training required for Mental Health Transition worker identified and delivered	March 2020	
				Data collected and presented to SEND Executive Board to support understanding of the number of children with mental health needs and SEND being supported by the service and successfully transitioning to adult health services	July 2020	

28 November 2019

Ms Wendi Ogle-Welbourn, Director of Children's Services, Peterborough Local Authority

Ms Jan Thomas, Cambridge and Peterborough Clinical Commissioning Group
Peterborough City Council

Town Hall
Bridge Street
Peterborough
Cambridgeshire
PE1 1HF

Copied to: Helen Gregg, Local Area Nominated Officer

Dear Ms Ogle-Welbourn and Ms Thomas

This letter is written in accordance with The Children Act 2004 (Joint Area Reviews) Regulations 2015¹ to inform Peterborough local authority, and the Cambridge and Peterborough Clinical Commissioning Group, as principal authorities, that Ofsted and the Care Quality Commission have jointly evaluated the written statement of action submitted to us on 15 November 2019.

The statement of action is deemed to be fit for purpose in setting out how the local area will tackle the significant areas of weakness identified in the published report letter.

The written statement of action includes appropriate arrangements to ensure accountability for the impact of the planned actions. There is a multi-disciplinary approach to the planning and implementation of the improvements needed, and responsibilities are shared among senior leaders. Timescales are suitably ambitious for the intended impact and are spread sensibly over the 18-month period of the plan. Desired outcomes are generally clear and match with the requirements of the disability and special educational needs reforms as set out in the Children and Families Act 2014.

Senior leaders could consider the following aspects to strengthen the written statement of action:

¹ The Children Act 2004 (Joint Area Reviews) Regulations 2015
www.legislation.gov.uk/uksi/2015/1972/regulation/4/made.

- Consider whether social care leaders have sufficient strategic input into to the implementation and evaluation of intended actions and impact.
- Make sure that the impact measures are specific enough to determine whether the difference made is ambitious enough. Avoid statements that refer to impact solely as 'increase', 'benefit', 'fewer' and 'better'.
- Throughout the plan, the focus is on reviewing current arrangements, taking actions to address weaknesses and completing the tasks. An example of this approach is the continence pathway, where the plan describes a review of pathway and then publication of the revised pathway (1.2b). Consider adding, where appropriate, arrangements to evaluate and check back to see if the revised pathway is having the desired impact.
- Consider amending the measures for reducing the use of part-time timetables and increasing the uptake up for annual health assessments, so that practice improves for all (3.3, 4.1).
- The impact stated in 3.3 as 'For the first time the Healthy Child programmes have a sharper focus on children and young adults with SEND', is confusing.
- Be explicit about what the 'the range and availability of opportunities' is likely to include for young people aged 18 to 25 years (5.1).

The written statement of action must be published on local websites², so that parents, carers, children and young people can understand the actions you are taking to improve the effectiveness of the local area in identifying and meeting needs, and improving outcomes for children and young people who have special educational needs and/or disabilities.

Yours sincerely

Paul Brooker
Ofsted Regional Director, East of England

² Regulation 4 (5); www.legislation.gov.uk/uksi/2015/1792/regulation/4/made

CHILDREN AND EDUCATION SCRUTINY COMMITTEE	AGENDA ITEM No. 7
17 DECEMBER 2019	PUBLIC REPORT

Report of:	Fiona McMillan, Director of Law and Governance and Monitoring Officer	
Cabinet Member(s) responsible:	Councillor Mohammed Farooq, Cabinet Member for Digital Services and Transformation	
Contact Officer(s):	Paulina Ford, Senior Democratic Services Officer	Tel. 01733 452508

CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING START TIME 2020-2021

R E C O M M E N D A T I O N S	
FROM: <i>Fiona McMillan, Director of Law and Governance and Monitoring Officer</i>	Deadline date: <i>N/A</i>
It is recommended that the Children and Education Scrutiny Committee agree the start time for all Children and Education Scrutiny Committee meetings for the Municipal Year 2020-21.	

1. ORIGIN OF REPORT

1.1 This report is submitted to the Children and Education Scrutiny Committee meeting following the Full Council decision on 24 July 2019 to allow Committees to decide their own start times for the Municipal Year 2020-21.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to allow the Children and Education Scrutiny Committee to discuss and agree the start times for meetings from the beginning of the Municipal Year 2020-21. The draft schedule of meetings will be agreed at Full Council on either 22 January or 4 March 2020.

2.2 This report is for the Children and Education Scrutiny Committee to consider under Council Standing Order section 4.4.1

The timings of normal committee meetings will be agreed by the committee for the next municipal year in January of the preceding municipal year (or as near to this time as possible).

3. TIMESCALES

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

4.1 At the Constitution and Ethics Committee on 8 July 2019 the Committee agreed by majority to recommend to Council that all Committees can agree their start times for the Municipal Year 2020-21. This was again agreed by majority at the Full Council meeting on 24 July 2019.

- 4.2 The Council standing orders have been updated to reflect this decision and gives Committees the opportunity to decide their own start time.
- 4.3 In order for the start times to be incorporated into the draft meeting schedule it is important for the Committee to make a decision on this before the January 2020 Full Council meeting.
- 4.4 Council standing orders allow the Committee to agree its start time every Municipal Year, thereby allowing the Committee to change the start times if it is felt that the start time was not suitable.
- 4.5 The Committee will need to decide the best start time and will need to weigh up attendance at meetings and the impact on the Council and members of the public.
- 4.6 The Committee start time in recent years has been 7pm.

5. CONSULTATION

- 5.1 Consultation has already taken place with the Constitution and Ethics Committee and all Councillors at Full Council.

6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 It is anticipated that the Committee will agree a start time for meetings for the Municipal Year 2020-21 and this will be proposed as part of the draft meeting schedule.

7. REASON FOR THE RECOMMENDATION

- 7.1 The recommendation allows the Children and Education Scrutiny Committee to debate the start time of the meeting and make recommendations following debate.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 N/A

9. IMPLICATIONS

Financial Implications

- 9.1 There are no financial implications.

Legal Implications

- 9.2 There are no legal implications

Equalities Implications

- 9.3 There are no equalities implications

10. BACKGROUND DOCUMENTS

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

- 10.1 Minutes of the Constitution and Ethics Committee 8 July 2019
Report to Full Council 24 July 2019

11. APPENDICES

- 11.1 N/A

CHILDREN AND EDUCATION SCRUTINY COMMITTEE	AGENDA ITEM No. 8
17 DECEMBER 2019	PUBLIC REPORT

Report of:	Director of Law and Governance		
Cabinet Member(s) responsible:	Cabinet Member for Digital Services and Transformation		
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	
FROM: Senior Democratic Services Officer	Deadline date: N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> 1. Considers the current Forward Plan of Executive Decisions and identifies any relevant items for inclusion within their work programme or request further information. 	

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?	NO	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 6 January 2020.

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

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

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

5. CONSULTATION

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

6. ANTICIPATED OUTCOMES OR IMPACT

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

7. REASON FOR THE RECOMMENDATION

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

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 N/A

9. IMPLICATIONS

Financial Implications

9.1 N/A

Legal Implications

9.2 N/A

10. BACKGROUND DOCUMENTS

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

10.1 None

11. APPENDICES

11.1 Appendix 1 – Forward Plan of Executive Decisions

PETERBOROUGH CITY COUNCIL'S FORWARD PLAN OF EXECUTIVE DECISIONS

PUBLISHED: 06 DECEMBER 2019

FORWARD PLAN

PART 1 – KEY DECISIONS

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

If the decision is to be taken by an individual Cabinet Member, the name of the Cabinet Member is shown against the decision, in addition to details of the Councillor's portfolio. If the decision is to be taken by the Cabinet, this too is shown against the decision and its members are as listed below:
Cllr Holdich (Leader); Cllr Fitzgerald (Deputy Leader); Cllr Ayres; Cllr Cereste; Cllr Hiller; Cllr Seaton; Cllr Walsh; Cllr Allen and Cllr Farooq.

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, Democratic and Constitutional Services Manager, Legal and Governance Department, Town Hall, Bridge Street, PE1 1HG (fax 08702 388039). Alternatively, you can submit your views via e-mail to or by telephone on 01733 452460. For each decision a public report will be available from the Democratic Services Team one week before the decision is taken.

PART 2 – NOTICE OF INTENTION TO TAKE DECISION IN PRIVATE

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

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

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

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

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

All decisions will be posted on the Council's website: www.peterborough.gov.uk/executivedecisions. If you wish to make comments or representations regarding the 'key decisions' outlined in this Plan, please submit them to the 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 6 JANUARY 2020

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
<p>Disposal of land at 7-23 London Road, Peterborough - KEY/06JAN20/01</p> <p>Approval to dispose of surplus land to a registered provider for redevelopment to social housing The disposal will be conditional on a successful planning consent; the application has yet to be made.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>January 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07956 929198 Email: tristram.hill@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>There will be an exempt annex with details of the commercial transaction.</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
<p>The disposal of former playing fields at Angus Court, Westown, Peterborough - KEY/06JAN20/02 Approval to dispose of former playing fields and Angus Court</p> <p>106</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>January 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West</p>	<p>A number of consultation events for local residents have been held for both the proposed disposal of land at Angus Court and the creation of new facilities at Thorpe Lea Meadows. Planning approval was secured for the new facilities at Thorpe Lea Meadows. These works are now completed. Consultation and information events to discuss the Council's plans to dispose of land at Angus Court and the creation of a new public play area, were held at West Town Academy took place on 1 November 2018 and 7 March 2019</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07956 929198 Email: tristram.hill@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
<p>Renewal of the Council's Amazon Web Services provision for 01/04/2020 to 31/03/2021 - KEY/06JAN20/03</p> <p>The council uses the services of Amazon to host a large number of servers in the cloud. This provides the council with an effective ICT service which is:</p> <ul style="list-style-type: none"> • Stable; • Flexible; • Adaptable; • Resilient; • Best value and • Appropriate to the needs of the Council in the medium to long term. <p>The decision required is to authorise the procurement of continued services with Amazon for the year 20/21.</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Resources and Digital Peterborough</p>	<p>February 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders.</p>	<p>Colin Arnold, ICT Manager Tel: 01733 317985 Email: colin.arnold@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
<p>Street Light Dimming – KEY/06JAN20/04 Recommendation to approve a trial of street light dimming between the hours of 21:00 and 05:00. It is anticipated that the trial will commence upon approval of the CMDN and complete on the 31/03/2020. If the trial is successful there is a further recommendation that the dimming is fully adopted and implemented on the 01/04/2020. The dimming regimes are detailed below Residential lights (columns 6 meters in height and below) to be dimmed by 20% between the hours of 21:00 and 05:00 Traffic routes (columns greater than 6 meters in height) to be dimmed by 20% between 21:00 and 00:00 and 40% between 00:00 and 05:00</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>January 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders during the trial.</p>	<p>Amy Petrie, Principal Programme and Project Officer Tel: 01733 452272 Email: amy.petrie@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
<p>20 year Lease of 9 three bedroom properties in Walton - KEY/06JAN20/05 Agreement to lease 9 three bedroom properties to be used for temporary housing in Walton. These properties are yet to be built and subject to developer financing would be completed by January 2021</p>	<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Paston and Walton Ward</p>	<p>Relevant internal and external stakeholders</p>	<p>James Price, Estate Surveyor, Tel: 07733003178 Email: james.price@nps.co.uk</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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
<p>Proposal to open a voluntary aided Roman Catholic primary school - KEY/06JAN20/06</p> <p>To decide whether or not to approve the proposal by the Roman Catholic Diocese of East Anglia (RCDEA) to open a voluntary aided Roman Catholic primary school at Hampton Water, on the Hamptons East development</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>19 February 2020</p>	<p>Children and Education Scrutiny Committee</p>	<p>Hargate and Hempsted</p>	<p>Relevant internal and external stakeholders</p> <p>The RCDEA carried out a 6 week local consultation in September/October. Over 1100 responses were received. Subsequently, via statutory notice on 21 November 2019, the RCDEA formally proposed to the Council that a voluntary aided Roman Catholic primary should be established at Hampton Water. This launched a 4 week representation period which closes on 19 December 2019</p>	<p>Clare Buckingham: Strategic Education Place Planning Manager (Cambridgeshire & Peterborough), Email: Clare.buckingham@cambridgeshire.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>

PREVIOUSLY ADVERTISED KEY DECISIONS

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
<p>1. Affordable Warmth Strategy 2019 – 2021 - KEY/17APR17/03 Recommendation to approve the Affordable Warmth Strategy 2019 – 2021</p>	<p>Councillor Walsh, Cabinet Member for Communities</p>	<p>December 2019</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 Email: 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>

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
112 2.	ICT Infrastructure works for Fletton Quays – KEY/13NOV17/02 To agree to the procurement of ICT infrastructure works for Fletton Quays	Councillor Seaton, Cabinet Member for Finance	December 2019 Growth, Environment & Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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. 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).
3.	Expansion and Remodelling of Marshfields School – KEY/11DEC17/03 To approve the proposed expansion and remodelling of Marshfields school	Cabinet Member for Children’s Services and Education, Skills and University	December 2019 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: Sharon.bishop@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published. School Organisational Plan

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
113	<p>4. A605 Whittlesey Access Phase 2 - Stanground Access - KEY/25DEC17/03 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).</p>	<p>Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South</p>	<p>Relevant internal and external stakeholders.</p> <p>The scheme is included in the fourth Local Transport Plan. Further consultation will be undertaken during the design process, including ward Councillors.</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>Fourth Local Transport Plan: www.peterborough.gov.uk/ltp National Productivity Investment Fund for the Local Road Network Application Form: https://www.peterborough.gov.uk/upload/www.peterborough.gov.uk/residents/transport-and-streets/A605Application.pdf?inline=true</p>

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5.	<p>Extension to the Section 75 Agreement for Learning Disabilities Services - KEY/30APR18/01 Extension of the existing staff and commissioned arrangements for a period of 12 months</p>	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health	December 2019	Health Scrutiny Committee	All wards	Consultation with key stakeholders to agree this interim approach	Cris Green Tel: 01733 207164 Email: cris.green@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
6. 114	<p>Disposal of freehold in Centre of the City - KEY/12JUN18/01 To delegate authority to the Corporate Director of Growth and Regeneration to sell the property</p>	Councillor Seaton, Cabinet Member for Finance	December 2019	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@peterborough.gov.uk	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p> <p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>

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<p>7. To approve the awarding of contracts to external providers following a competitive tender exercise led by Cambridgeshire County Council - KEY/25JUNE18/02 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>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>December 2019</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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8.	University Delivery Vehicle – KEY/3SEP18/02 Approval and setting up of an appropriate delivery vehicle with University project partners to move council assets to enable the delivery of the university.	Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments	December 2019	Growth, Environment and Resources Scrutiny Committee	Central	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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. 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).

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<p>9. Adoption of the “Dynamic Purchasing System” (DPS) procedure for Public Health contracts with Primary Care providers – KEY/10DEC18/01 To seek the approval to adopt the “Dynamic Purchasing System” (DPS) procedure for contracts with Primary Care providers for the duration of up to five years. The proposals have been approved by the Cambridgeshire and Peterborough Joint Commissioning Board.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health</p>	<p>December 2019</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Claire-Adele Mead Commissioning Team Manager- Primary care and Lifestyles Claire-Adele.Mead@cambridgeshire.gov.uk 07884 250909</p> <p>Val Thomas, Consultant in Public Health Val.Thomas@cambridgeshire.gov.uk 01223 703264/ 07884 183374</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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10. Clinical Waste Collections - KEY/18FEB19/01 Decision required to approve the new collection method for domestic sharps disposal.	Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment	December 2019	Growth, Environment and Resources Scrutiny Committee	All wards	Relevant internal and external stakeholders.	Amy Nebel, Senior Waste and Recycling Officer amy.nebel@peterborough.gov.uk 01733 864727	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
11. Recommissioning of the Unpaid Carers Contract – KEY/01APR19/01 The procurement of the unpaid carers service in collaboration with Cambridgeshire County Council and Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) for the unpaid carers service across Cambridgeshire and Peterborough.	Councillor Fitzgerald, Deputy Leader and Cabinet Member for Adult Social Care, Health & Public Health	December 2019	Adults and Communities Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Lee McManus, Commissioner, Cambridgeshire County Council & Peterborough City Council. Tel: 07785 721092. Email: lee.mcmanus@cambridgeshire.gov.uk	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 1, Information relating to any individual

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12.	<p>Vehicle removal for Parking contravention – KEY/15APR19/02 To ask the Cabinet Member to approve the policy to implement a scheme to remove vehicles of persistent offenders in breach of parking restrictions in the City and to appoint the Local Authority Trading Company to act as the authorised agent of the policy.</p>	Councillor Walsh, Cabinet Member for Communities	December 2019	Growth, Environment and Resources Scrutiny Committee	All Wards	<p>Details of any consultation to be decided.</p> <p>Relevant internal and external stakeholders.</p>	Adam Payton, PES Senior Officer, Parking Lead, 01733 452314 adam.payton@peterborough.gov.uk	Prevention and Enforcement Service Vehicle Removal For Parking Contraventions Policy and Guidance
13.	<p>Award of contract for the refurbishment of the Town Hall North - KEY/29APR19/04 - Award of construction design and build contract with regard to the refurbishment of the Peterborough Town Hall North</p>	Councillor Seaton, Cabinet Member for Finance	December 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Stuart Macdonald. Head of Property. Email: stuart.macdonald@peterborough.gov.uk Tel: 07715802489.	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>14. Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme - KEY/10JUN19/01 Approval for contract to be awarded to Skanska to deliver design of Eastern Industries Access Phase 1 scheme. The council has received funding (£550k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>East Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</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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<p>15. Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme – KEY/10JUN19/02 Approval for contract to be awarded to Skanska to deliver design of A1260 Nene Parkway Junction 15 Improvement scheme. The council has received funding (£500k) from the Cambridgeshire and Peterborough Combined Authority to deliver the scheme.</p>	<p>Councillor Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>West Ward</p>	<p>Relevant internal and external stakeholders</p> <p>Consultation will take place with residents and key stakeholders at the relevant stage of the scheme.</p>	<p>Lewis Banks, Principal Sustainable Transport Planning Officer, 01733 317465, lewis.banks@peterborough.gov.uk</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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<p>16. Sign-off on Pseudo Framework - KEY/22JUL19/02 - It is required for the Cabinet member to sign off tender documents prior to Invitation To Tender being published (ITT). The ITT is for Better Care Fund and Hancock-funded services for better integration of health and social care, winter pressures and Prevention services.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health</p>	<p>December 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders. Equality Impact Assessment</p>	<p>Graeme Hodgson, Commissioner. Tel. 07448 379944 Email: graeme.hodgson@cambridgeshire.gov.uk"</p>	<p>Service Specifications, Terms and Conditions of Pseudo Framework ITT.</p>
<p>17. Approval of invest to save expenditure - KEY/22JUL19/03 - The decision required will enable the Council to purchase suitable homes within the local housing market for use as temporary accommodation for households at risk of homelessness. This proposal is predicated on an invest to save proposition based upon an attached business case.</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>December 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders and Ministry of Housing Communities and Local Government</p>	<p>David Anderson Interim Development Director Tel: 01733 452468 Email: Dave.Anderson@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>18. Award of 9 Large Tail lift school transport routes to Aragon Direct Services - KEY/19AUG19/02 - Replacement routes due to current operator terminating contract to transport pupils with complex needs to Phoenix, Heltwate and Marshfields School</p> <p>123</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>December 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p> <p>Parents of those currently receiving transport advised there will be a change of operator due to current operator terminating routes.</p>	<p>Bryony Wolstenholme - Team Manager, Passenger Transport Operations, Tel: 01733 317453, Email: bryony.wolstenholme@peterborough.gov.uk</p>	<p>Other documentation to follow once final costs confirmed and decision made on external testing of market</p>

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124	<p>19. Contract for remedial works by PCC to the Stanground Bypass – KEY/2SEP19/02 To approve works to the Stanground bypass 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).</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Stanground South and Hargate and Hempsted</p>	<p>Relevant internal and external stakeholders</p> <p>Standard consultation for highway schemes.</p>	<p>Charlotte Palmer, Group Manager – Transport and Environment, charlotte.palmer@peterborough.gov.uk</p>	<p>To be determined.</p>

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<p>20. Uncollectable Debts in Excess of £10,000 – KEY/16SEPT19/01 To authorise the write-off of uncollectable debts shown as outstanding in respect of non-domestic rates, council tax, housing benefit overpayments and accounts receivable (sundry debt) accounts. All cases requested for write-off follow a lengthy process to recover the outstanding money, sometimes dating back many years. Only once all avenues have been exhausted will the council consider writing off debt.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>December 2019</p>	<p>Growth, Environment, & Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director Of Resources, Tel: 01733 452520, Email: peter.carpenter@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. Approval of funding for the provision of accommodation to reduce homelessness KEY/14OCT19/01 – 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>126</p>	<p>Councillor Steve Allen, Cabinet Member for Housing, Culture and Recreation</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All</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>Peter Carpenter, Acting Corporate Director of Resources Email: peter.carpenter@peterborough.gov.uk Tel: 01733 452520</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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127	<p>22. Sale of the freehold of the London Road Stadium and the Allia Business Centre - KEY/14OCT19/04 – Delegate the Authority to the Corporate Director of Growth and Regeneration to sell the property (this item is a resubmission of KEY/24JUN19/01).</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>December 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Fletton and Stanground</p>	<p>Relevant internal and external stakeholders.</p>	<p>Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 Email: Peter.carpenter@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. 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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23.	<p>Manor Drive Schools - New build project - KEY/28OCT19/01</p> <p>This report seeks the Cabinet Member's approval to the recommendations to enable two new free schools to be provided on the Paston Reserve development in Peterborough. The Council will lead the project as the 'self-deliverer' of the DfE processes. The new schools to be known as Manor Drive Primary Academy and Manor Drive Secondary Academy will open to reception children and year 7 children respectively in September 2022.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and University</p>	<p>December 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>Gunthorpe</p>	<p>Relevant internal and external stakeholders.</p> <p>Consultation will take place with Ward Cllrs and local residents</p>	<p>Emma Everitt, Capital Projects and Assets Officer, emma.everitt@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
24.	<p>Enforcement of householder duty of care – KEY/11NOV19/01</p> <p>To approve enforcement of householder duty of care by issue of Fixed Penalty Notice if an individual failed to comply with their duty of care under Section 34 (2A) of the Environmental Protection Act 1990 in England. To set the fixed penalty amount in line with current fine for environmental crime offences.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>December 19</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders.</p>	<p>Clair George - Acting Head of Prevention and Enforcement Service Tel: 01733 453576 Email: clair.george@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>Government paper - Guidance for local authorities on household waste duty of care fixed penalty notices</p>

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25.	<p>Enforcement of the Minimum Levels of Energy Efficiency in Domestic Private Rented Properties - KEY/25NOV19/01</p> <p>The Energy Performance of Buildings (England and Wales) Regulations 2012 introduced the prohibition on letting privately rented domestic properties that have an Energy Performance Rating of F or G from 1 April 2018. The decision required is to authorise the use of this legislation and the level of fines imposed.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>December 2019</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>All Wards.</p>	<p>Relevant internal and external stakeholders.</p>	<p>Jo Bezant, PES Manager - Housing, 01733 863785, jo.bezant@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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26.	<p>Decision required to approve changes to the current street lighting policy - KEY/09DEC19/01</p> <p>Decision is required to approve a programme of dimming regimes to the Council's street lighting.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>January 2020</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders.</p> <p>No formal consultation required, there will be liaison with key stakeholders such as the emergency services and disability groups.</p>	<p>Amy Petrie, Principal Programme and Project Officer Tel: 01733 452272 Email: amy.petrie@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>27. Introduction of Civil Enforcement of Bus Lane and Bus Gate contraventions pursuant to the Transport Act 2000 - KEY/09DEC19/02 To ask the Cabinet Member to authorise the council to exercise its powers as an approved local authority under The Bus Lane Contraventions (Approved Local Authorities)(England) Order 2005 to issue civil penalties for breaches of Traffic regulation orders in relation to Bus Lanes or Bus Gates in Peterborough. Set the level of penalty charge payable for such an offence at £60, reduced to £30 if paid within 14 days. Join the Bus Lane Adjudication Service Joint Committee so arrangements are in place for an individual to appeal against the issue of a penalty charge notice. Authorise the use of approved devices (cameras) to carry out enforcement at sites where it is deemed necessary and the required infrastructure has been put in place.</p>	<p>Councillor Irene Walsh, Cabinet Member for Communities</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders. Cabinet member for Strategic Planning and Commercial Strategy and Investments will be consulted, as will members from any ward where a bus lane or bus gate is to be enforced.</p>	<p>Adam Payton, Senior PES Officer - Parking Lead, Tel: 01733 452314, Email: adam.payton@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>28. Renewal of the Councils Microsoft desktop service licences for the period 16 December 2019 to 15 December 2022 - KEY/09DEC19/03</p> <p>The Council is totally reliant of the Microsoft estate to conduct its day to day business. 2019 saw the move to Office 365 from Google under a temporary licensing arrangement agreed at Cabinet in July 2018. The overall desktop licensing agreement with Microsoft is due for renewal on 16th December 2019 and will cover 3 years. The decision required is to authorise the purchase and ongoing management of the Microsoft Licence estate (Desktop services only)</p>	<p>Councillor Mohammed Farooq, Cabinet Member for Resources and Digital Peterborough</p>	<p>31 December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards.</p>	<p>Relevant internal stakeholders.</p>	<p>Colin Arnold, ICT Manager Tel: 01733 317985 Email: colin.arnold@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>29.</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">133</p>	<p>Acquisition of the former Silver Jubilee Public House, Heltwate, Bretton – KEY/09DEC19/04 This site has fallen into significant disrepair and the Council is seeking to purchase it in order to take control of the site. This will help to curtail any antisocial behaviour that has been happening on the site and will ultimately bring the site back into use so that it can be an asset rather than a liability for the community.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Bretton</p>	<p>Relevant internal and external stakeholders.</p>	<p>Sharon Bishop, Capital Projects & Assets Officer Tel: 01733 863997 Email: Sharon.bishop@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>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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<p>30.</p> <p>134</p>	<p>Amendment to Loan Facility - KEY/09DEC19/05 To approve the extension of a Loan Facility</p>	<p>Councillor David Seaton, Cabinet Member for Finance;</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All Wards</p>	<p>Detailed consultation was undertaken in the original decision to offer the loan facility</p>	<p>Peter Carpenter, Acting Corporate Director of Resources. Tel: 01733 452520. Email: peter.carpenter@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>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>

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
135	<p>31. Council Tax Base 2020/21 and Collection Fund Declaration 2019/20 - KEY/09DEC19/06</p> <p>To set the council tax base for 2020/21 and to determine the collection fund balance for council tax and business rates in line with regulations. These values are required by the council to set its budget and council tax for 2020/21 and must also be distributed to the relevant major preceptors and MHCLG as appropriate for the same purpose by 31st January 2020.</p>	Cabinet	13 January 2019	Growth, Environment and Resources Scrutiny Committee	All Wards	Relevant internal and external stakeholders.	Bruce Bainbridge Finance Manager Tel: 01733 384583 Email: bruce.bainbridge@peterborough.gov.uk,	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER
<p>32. To enter into a lease of 50 new houses to be used by PCC for temporary accommodation for the homeless – KEY/23DEC19/01 PCC have been investigating ways in which the numbers of leasehold properties used to accommodate the homeless could be increased due the significant costs of B & B which costs the Council £386 per room per week. There is a programme of finding property to lease on the basis of 5 year leases at local housing allowance rates which is ongoing, however the supply is relatively limited. An opportunity has arisen to ‘bulk lease’ fifty properties for a period of 20 years (subject to a break option after ten years) which would substantially increase the supply of accommodation in a relatively short timeframe.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>January 2020</p>	<p>Adults and Communities Scrutiny Committee</p>	<p>Dogsthorpe Ward and Gunthorpe Ward</p>	<p>Relevant internal and external stakeholders.</p>	<p>Tristram Hill, Strategic Asset Manager, Tel: 07849 079787 Email: tristram.hill@nps.co.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
<p>33. Approval to award a contract for the refurbishment of the current school building and to build a single storey block with flexible spaces at Marshfields School – KEY/23DEC19/02 Authorise the construction of a single storey building comprising three flexible bays to replace an existing temporary mobile together with some refurbishment of the existing school buildings at Marshfields School. The contract for construction will be awarded to the successful contractor from Lot 2 of the Peterborough City Council Construction Framework following the mini competition process.</p>	<p>Councillor Lynne Ayres, Cabinet Member for Children’s Services and Education, Skills and University</p>	<p>February 2019</p>	<p>Children and Education Scrutiny Committee</p>	<p>East Ward</p>	<p>Relevant internal and external stakeholders</p> <p>A public consultation for residents, staff, pupils and ward councillors was held in January 2018. An update to the proposals will be sent to out to all parties once designs are finalised following the reduction in budget and therefore scope of works.</p>	<p>Sharon Bishop, Capital Projects and Assets Officer, sharon.bishop.pet erborough.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
138	<p>34. To approve the extension for the Peterborough City Council contract for Integrated Sexual and Reproductive Health (SRH) service that is due to end on 31st March 2020 for an additional six months to 30th September 2020 – KEY/23DEC19/03</p> <p>To approve the extension for the Peterborough City Council contract for Integrated Sexual and Reproductive Health (SRH) service that is due to end on 31st March 2020 for an additional six months to 30th September 2020.</p>	<p>Councillor Fitzgerald, Deputy Leader and Cabinet Member for Integrated Adult Social Care and Health and Public Health;</p>	<p>January 2020</p>	<p>Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Not applicable but there has been a full consultation as part of the procurement process for the new service</p>	<p>Charlene Elliott, Sexual Health Commissioner for Peterborough and Cambridgeshire, charlene.elliott@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>35. Award of Garden Waste Treatment Contract- KEY/23DEC19/04</p> <p>Approval required for the award of the Garden Waste Treatment Contract to the successful bidder after an OJEU compliant procurement process.</p>	<p>Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>All wards</p>	<p>OJEU procurement process</p>	<p>Amy Nebel, Senior Waste and Recycling Officer 01733 864727 amy.nebel@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>

<i>KEY 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</i>
36. Award of Food Waste Treatment Contract – KEY/23DEC19/05 Approval of award of food waste treatment contract which has been undertaken through an OJEU procurement process.	Councillor Marco Cereste, Cabinet Member for Waste, Street Scene and Environment;	January 2019	Growth, Environment and Resources Scrutiny Committee	All wards	OJEU procurement process	Amy Nebel, Senior Waste and Recycling Officer. 01733864727, amy.nebel@peterborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

PART 2 – NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

KEY DECISIONS TO BE TAKEN IN PRIVATE

<i>KEY DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>WARD</i>	<i>CONSULTATION</i>	<i>CONTACT DETAILS / REPORT AUTHORS</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER</i>
None.							

PART 3 – NOTIFICATION OF NON-KEY DECISIONS

NON-KEY DECISIONS

<i>DECISION REQUIRED</i>	<i>DECISION MAKER</i>	<i>DATE DECISION EXPECTED</i>	<i>RELEVANT SCRUTINY COMMITTEE</i>	<i>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>
None							

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>
142	<p>1. A Lengthmans to be deployed on Lincoln Road Millfield - 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.</p>	<p>Councillor Cereste, Cabinet Member for Waste, Street Scene and Environment</p>	<p>December 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>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.</p>	<p>James Collingridge, Head of Environmental Partnerships, Tel: 01733 864736 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>

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
2.	<p>Inclusion of Investment Acquisition Strategy in the Council's Medium Term Financial Strategy (MTFS) - 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</p>	Cabinet	13 January 2020	Growth, Environment and Resources	N/A	Relevant internal and external stakeholders	Peter Carpenter, Acting Corporate Director, Resources Tel: 07920160122 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.
3.	<p>Approval of Additional Powers to the Combined Authority (Transfer of Powers) - Approve additional powers for the Combined Authority via a Statutory Instrument for Adult Skills Commissioning.</p>	Councillor Holdich, Leader of the Council and Deputy Mayor of the Cambridgeshire and Peterborough Combined Authority	December 2019	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: 07920160122 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. Combined Authority Statutory Instrument Request

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
144	<p>4. Disposal of former Barnack Primary School caretaker house - Delegate authority to the Corporate Director of Growth and Regeneration to dispose of the property.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>December 2019</p>	<p>Growth, Environment & Resources Scrutiny Committee</p>	<p>NVA</p>	<p>Relevant internal and external stakeholders.</p>	<p>Stuart Macdonald, Property Manager. Tel: 07715 802 489. Email: stuart.macdonald@peterborough.gov.uk Bill Tilah (Bill.Tilah@nps.co.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>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>

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
5.	Food and Feed Service Plan 2019/20 - Decision required to approve Food and Feed Service Plan 2019/20 in line with Government guidance	Councillor Walsh, Cabinet Member for Communities	December 2019	Growth, Environment and Resources Scrutiny Committee	N/A	Relevant internal and external stakeholders.	Stuart Brough, Business Compliance Manager, Tel: 07989 432151 Email: stuart.brough@pet-erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
195	Amendment to Environmental Enforcement Contract - Amendment is required to the current environmental enforcement contract	Councillor Irene Walsh, Cabinet Member for Communities	December 2019	Adults and Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Clair George Acting Head of Service - Prevention and Enforcement Service Tel: 01733 453576 Email: clair.george@pet-erborough.gov.uk	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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
<p>7. Approval of the leasehold disposal of a brownfield site to a care provider – A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p>Councillor Peter Hiller, Cabinet Member for Strategic Planning and Commercial Strategy and Investments</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.</p> <p>A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Tristram Hill - Strategic Asset Manager, 07849 079787, tristram.hill@nps.co.uk</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p>8. Approval of Funding for the BID project - To approve the provision of funding for the BID project</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>December 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>Central Ward</p>	<p>No formal consultation has been done, a programme of business consultation is planned to take place</p>	<p>Jay Wheeler, Economic Development Manger and Dave Anderson Interim Development Director Tel: 01733 452468 Email: dave.anderson@peterborough.gov.uk</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

PART 4 – NOTIFICATION OF KEY DECISIONS TAKEN UNDER URGENCY PROCEDURES

<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>
<p>Amendment of Loan Arrangement - NOV19/CMDN/59</p> <p>The Cabinet Member:</p> <p>1. Approved the amendment of the terms of the Strategic Partnership with Empower Community Management LLP</p> <p>2. Approved the amendment of the financing agreement with ECS Peterborough 1 LLP</p> <p>3. Approved the Council entering into such further agreements with ECS Peterborough 1 LLP and any other body necessary to facilitate the arrangements set out in this report.</p> <p>4. Delegated to the Corporate Director, Resources and Director of Law and Governance the ability to finalise matters 1 to 3 above.</p>	<p>Councillor Seaton, Cabinet Member for Finance</p>	<p>25 November 2019</p>	<p>Growth, Environment and Resources Scrutiny Committee</p>	<p>N/A</p>	<p>Consultation on the proposed refinance has been taken with the Council's advisors, Pinsent Mason and Deloitte as part of the due diligence process. Long term finance providers have also been consulted.</p>	<p>Carole Coe, Commercial Finance Manager</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

DIRECTORATE RESPONSIBILITIES

RESOURCES DEPARTMENT 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)

Corporate Property

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

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

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

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

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

Performance and Information (Performance Management, Systems Support Team)

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

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

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

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

Information Governance, (Coroner's Office, Freedom of Information and Data Protection)

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

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

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

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

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

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 2019/2020

Updated: 27 NOVEMBER 2019

Meeting Date	Item	Indicative Timings	Comments
18 JULY 2019 <i>Draft Report 25 June</i> <i>Final Report 8 July</i>	Co-opted Member Report To agree to the appointment of co-opted members to the committee for the municipal year 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer	5	
	Attendance of Sue Baldwin, Regional Schools Commissioner Contact Officer: Jonathan Lewis	25	Sue Baldwin unable to attend therefore Committee agreed to defer the report.
	Report on Heads of Schools Survey regarding funding cuts and impact on schools Contact Officer: Jonathan Lewis	25	
	Outcome Of Ofsted Inspection Of Peterborough Children's Services, Service Director Report And Portfolio Holder Report Contact Officer: Lou Williams	25	
	Annual Children's Social Care Statutory Complaints Report 2018/19 Contact Officer - Belinda Evans	25	

	<p>Review Of 2018/2019 And Work Programme For 2019/2020</p> <p>To review the work undertaken during 2018/19 and to consider the work programme of the Committee for 2019/2020</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>	5	
	<p>Forward Plan of Executive Decisions</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>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>	5	
<p>11 SEPTEMBER 2019 <i>Draft Report 16 August</i> <i>Final Report 30 August</i></p>	<p>Best Start in Life Strategy</p> <p>Contact Officers: Helen Gregg</p>	20	
	<p>Annual Corporate Parenting Committee report</p> <p>Contact Officer: Nicola Curley</p>	20	
	<p>Report of the Service Director for Education incorporating Portfolio Progress Report for the Cabinet Member for Children's Services, Education, Skills and the University.</p> <p>Contact Officer: Jonathan Lewis</p>	50	
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>	5	

	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>	10	
	<p>Work Programme 2019/2020 To consider the Work Programme for 2019/2020</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>	5	
<p>17 DECEMBER 2019 (moved from 14 November) <i>Draft Report 25 November</i> <i>Final Report 4 December</i></p>	<p>Proposal to Establish A New Voluntary Aided Roman Catholic Primary School in the Hamptons East Development</p> <p>Contact Officer: Jonathan Lewis / Claire Buckingham</p>	45	
	<p>Update Report on SEND Local Area Inspection and SEND Joint Strategy</p> <p>Contact Officer: Jonathan Lewis</p>	45	
	<p>Children and Education Scrutiny Committee Meeting Start Time 2020-2021</p> <p>Contact Officer: Paulina Ford</p>	10	
	<p>Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee.</p>	10	

	Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2019/2020 To consider the Work Programme for 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer	5	
18 DECEMBER 2019 (moved from 27 November) Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2020/21 to 2022/23 - Contact Officer: Peter Carpenter		
13 JANUARY 2020 <i>Draft Report 10 December</i> <i>Final Report 23 December</i>	Service Director's Report – Education Contact Officer – Jonathan Lewis		
	Annual Safeguarding Board Report Contact Officer: Russell Wate / Jo Procter		
	Peterborough Virtual School: Contact Officer: Dee Glover		
	Monitoring Scrutiny Recommendations To monitor progress made on recommendations made at the previous meeting.		

	Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Forward Plan of Executive Decisions That the Committee identifies any relevant items for inclusion within their work programme which are relevant to the remit of this Committee. Contact Officer: Paulina Ford, Senior Democratic Services Officer		
	Work Programme 2019/2020 To consider the Work Programme for 2019/2020 Contact Officer: Paulina Ford, Senior Democratic Services Officer		
12 FEBRUARY 2020 Joint Scrutiny of the Budget Meeting	Medium Term Financial Strategy 2020/21 to 2022/23 - Contact Officer: Peter Carpenter		
5 MARCH 2020 <i>Draft Report 15 February</i> <i>Final Report 24 February</i>	Service Director Report: Children's Services and Safeguarding Contact Officer: Lou Williams		
	Attendance of Sue Baldwin, Regional Schools Commissioner Contact Officer: Jonathan Lewis		

	<p>School Sprinklers</p> <p>Contact Officer: Brian Howard</p>		To be confirmed
	<p>Best Start in Life Integrated Delivery Model Implementation</p> <p>Contact Officer: Wendi Ogle-Welbourn</p>		Requested by the Committee at its meeting on 11 September 2019
	<p>Peterborough Year of Reading</p> <p>Contact Officer: TBC</p>		
	<p>Monitoring Scrutiny Recommendations</p> <p>To monitor progress made on recommendations made at the previous meeting.</p> <p>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		
	<p>Forward Plan of Executive Decisions</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>Contact Officer: Paulina Ford, Senior Democratic Services Officer</p>		