

## **CHILDREN AND EDUCATION SCRUTINY COMMITTEE**

**TUESDAY 4 OCTOBER 2022**  
**7.00 PM**

**Bourges/Viersen Room - Town Hall**  
**Contact: Charlotte Cameron, Democratic Services Officer,**  
**charlotte.cameron@peterborough.gov.uk, 01733 384628**

### **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 Meetings**

**3a. Minutes of the Children and Education Scrutiny Committee Meeting Held on 14 July 2022** **3 - 10**

**3b. Minutes of the Children and Education Scrutiny Committee Meeting held on 8 September 2022** **11 - 12**

**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. Service Director Report: Children and Safeguarding** **13 - 42**

**6. Update on Best Start in Life, Infant Feeding Strategies and the Recommissioning of Breastfeeding Peer Support and Healthy School Support Services** **43 - 68**

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<b>7.</b>	<b>Family Hubs and Start for Life</b>	<b>69 - 80</b>
<b>8.</b>	<b>Household Support Fund</b>	<b>81 - 92</b>
<b>9.</b>	<b>Forward Plan of Executive Decisions</b>	<b>93 - 116</b>
<b>10.</b>	<b>Work Programme 2022/2023</b>	<b>117 - 122</b>
<b>11.</b>	<b>Date of Next Meeting</b>	

Joint Scrutiny of the Budget Meeting - 11 October

Children and Education Scrutiny Committee – 2 November

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

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#### **Committee Members:**

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

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

#### **Statutory Co-opted Members:**

Peter Cantley, Statutory Education Co-opted Member Representing the Church of England  
Dr Andy Stone, Statutory Education Co-opted Member Representing the Roman Catholic Church

#### **Non Statutory Co-opted Members:**

Parish Councillor Michael Samways, Independent Co-opted Member (non-voting)  
Sameena Aziz, Independent Co-opted Member Representing the Muslim Communities (non-voting)

Further information about this meeting can be obtained from Charlotte Cameron on telephone 01733 384628 or by email – [charlotte.cameron@peterborough.gov.uk](mailto:charlotte.cameron@peterborough.gov.uk)

**MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING  
HELD AT 7.00PM, ON  
THURSDAY 14 JULY 2022  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors L Robinson (Chair), M Farooq, S Farooq, C Fenner, S Hemraj, C Hogg, S Lane, D Over, R Ray, B Rush and H Skibsted and Co-opted Member Parish Councillor Michael Samways and Independent Co-opted Members Sameena Aziz and Peter Cantley.

**Also in attendance:** Eva Woods and Kira Balogh Youth Council Representatives.

**Officers Present:** Jonathan Lewis, Director of Education  
Toni Bailey, Assistant Director SEND and Inclusion  
Emma Harkin, Head of SEN&I Services  
Paulina Ford, Senior Democratic Services Officer  
Charlotte Cameron, Democratic Services Officer

**Also Present:** Councillor Lynne Ayres, Cabinet Member for Childrens Services, Education, Skills and University  
Louise Ravenscroft, Operations Manager Family Voice

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Shaheed and Cllr Hogg was in attendance as substitute.

Apologies were also received from Cllr Lane and Co-opted member Flavio Vettese.

**2. DECLARATIONS OF INTEREST AND WHIPPING DECLARATIONS**

No declarations of interest or whipping declarations were received.

**3. MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY MEETING HELD ON 20 JANUARY 2022**

The minutes of the Children and Education Scrutiny Meeting held on 20 January 2022 were agreed as a true and accurate record.

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

No call ins were received.

**5. APPOINTMENT OF CO-OPTED MEMBERS 2022/23**

The Children and Education Scrutiny Committee received a report in relation to the appointment of Co-opted Members in accordance with the Council's Constitution Part 3, Section 4 – Overview and Scrutiny Functions.

The purpose of the report was to seek approval from the Committee to appoint Sameena Aziz and Parish Councillor Michael Samways as Non-Voting Co-opted Members for the municipal year 2022/23 to the Children and Education Scrutiny Committee in accordance with Part 3, Section 4 –Overview and Scrutiny Functions.

The Senior Democratic Services Officer introduced the report and explained that the nominations for Parish Council Co-opted Members had been put forward by the Parish Council Liaison Committee and that the appointments would be reviewed annually.

The Committee unanimously agreed to the appointments of Sameena Aziz and Parish Councillor Michael Samways as Non-Voting Co-opted Members for the municipal year 2022/23.

The Chair welcomed the Co-opted Members who were in attendance and invited them to join the committee for the rest of the meeting.

It was noted that Parish Councillor Samways had advised he would be late.

### **AGREED ACTIONS**

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

1. Appoint Sameena Aziz as an Independent Co-opted Member with no voting rights to represent the Muslim Community for the municipal year 2022/2023. Appointment to be reviewed annually at the beginning of the next municipal year.
2. Appoint Parish Councillor Michael Samways as a Co-opted Member with no voting rights to represent the rural area for the municipal year 2022/2023. Appointment to be reviewed annually at the beginning of the next municipal year.

## **6. UPDATE ON LASEND ACCELERATED PROGRESS PLAN SUBMISSION**

The Children and Education Scrutiny Committee received a report in relation to the updated LASEND accelerated progress plan submission.

The report provided an update on activity associated to the Ofsted (Local Area Special Educational Needs and Disability (LASEND) inspection conducted in June 2019 and revisited in January 2022.

The Assistant Director SEND and Inclusion accompanied by the Head of SEN&I Services introduced the report and key points raised included:

The report referred to the LASEND inspection which was conducted in 2019 and addressed the 5 areas of weakness identified by Ofsted. The Department for Education (DfE) and the Care Quality Commission (CQC) returned to test those areas in January 2022 and concluded that significant progress had been made in 4 out of the 5 areas. The one area to deal with was focused on post-16 and the provision for young people aged 18 to 25 18-25 concerns.

The Accelerated Progress Plan (APP) detailed in the report outlined how the Council were going to address the final area of weakness. The APP had been presented to the DfE and

the team were waiting for their approval. After approval, there would be a monitoring process where the DfE would visit every six months to review any progress.

Officers noted that the target was to make the appropriate progress within the next twelve months and that the DfE had informed them that it had never agreed to remove an APP within the first six months.

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

- Members asked if the findings of the inspection met the self-evaluation of Officers in the service area. Officers advised that the inspection did outline areas of weakness that were expected as a result of the Council not showing the impact of work in that area.
- Members referred to section 4.8 of the report and asked for an update of the progress of those areas for development. Members were advised that a steering group had been formed to drive forward the actions in the APP which would be maintained after the conclusion of the APP.
- Members queried what would need to be done to have a self-regulating SEND inspection system. Officers referred to a consultation of local area inspections which was being written and that work had been done with Cambridgeshire to review and compare inspection processes.
- The Director of Education introduced the new Head of SEN&I Services and emphasised that this piece of work would be a priority.
- Members referred to the report's emphasis on protocols and sought clarification on whether this was a national Ofsted priority or only the directive for Peterborough. Members were advised that the post-16 agenda was a national issue and that most councils under inspection were in the same position.
- Members queried if the next inspection would be focused on a different set of priorities. The Officer referred to the consultation on the new inspection framework and identified that the focus would remain on the impact.
- Members referred to the review process on page 23 and sought clarification on whether there would be internal reviews before the DfE returned in six months. Members were advised that the steering group would meet on a monthly basis to monitor progress and that there were other teams like the Peterborough SEND Operational Group who were reviewing specific parts of the progress.
- Members noted the concerns round 18–25-year-old provision and the numerous stakeholders who were involved in that area of work. Members sought clarification on who was leading on work to address those concerns. Officers advised that there was a joint plan where there were individual responsibilities outlined and addressed for the local authority.
- Officers commented that the transition from children services into adult services had been identified as an area for improvement and advised that work had been undertaken to improve engagement with young people.
- Members referred to the mental health support teams on page 22 and asked if they would be rolled out to all schools in Peterborough. Officers advised that it was an offer for all schools but that there would not be physical teams in all schools.
- Members noted the success of area leaders in the increased access to support services and sought clarification on how that increase had been achieved. Members were advised that there were several actions schools could take to receive support but that some did struggle due to capacity and the Covid-19 pandemic. It was also advised that there was a structured system which allowed for an increase in demand.

- Members noted that there was no quality assurance framework for the local areas and sought clarification on the training provided to SEND teachers. Officers advised that schools were responsible in identifying the skills they would need to meet the needs of any educational care plan. It was acknowledged that parents have the best knowledge of what their child would need, and that best practice would be to engage in conversations with parents and the child's education provider.
- The Director of Education commented on the Special Educational Need Coordinator (SENCo) network which would offer and develop that training for staff. It was advised that SENCo network capacity issues were a national issue and the Special Educational Needs and Disabilities (SEND) and Alternative Provisions (AP) Green Paper would address some changes in relation to that.
- Members queried what work had been done to encourage residents to participate in the Green Paper Review. The Officers advised that the team developed an initial thoughts response to the twenty-two questions and ran several virtual sessions with individuals within the various services to capture their thoughts. The responses were then combined to produce a balanced response that reflected the local authority response.
- The Director of Education referred to Louise Ravenscroft from Family Voice and the work done to help families interpret and respond to the Green Paper.
- Louise Ravenscroft was in attendance at the meeting and was invited to address the Committee at the invitation of the Chair and highlighted the importance of parent voice. Members were advised of work undertaken to increase the range of parent carers who were being heard and the priority to ensure parents and young carers were shaping the local authority's response.

## **AGREED ACTIONS**

1. The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note and comment on the report.
2. The Committee also requested that the Assistant Director SEND & Inclusion provide the Committee with a briefing note on public feedback responses to the Special Educational Needs and Disabilities (SEND) and Alternative Provisions (AP) Green Paper.

## **7. PETERBOROUGH SEND UPDATE: HUB PROVISION AND SERVICE PERFORMANCE**

The Children and Education Scrutiny Committee received a report in relation to Peterborough's SEND Hub Provision and Service Performance.

The purpose of this report was to provide an update on activity associated with the Peterborough SEND Hub provision and service performance

The Assistant Director SEND and Inclusion accompanied by the Head of SEN&I Services introduced the report and highlighted key items including:

The report gave a full history of the hubs which began in 2016 and formed an integral part of the SEND and Inclusion strategy. The hubs were an option that young people could use to access support earlier, without having to go to a specialist. This would allow them to remain in mainstream education.

The Officers highlighted that the overall purpose of the hubs was to provide appropriate provision for a child which would allow them to reengage with mainstream education. One

exception would be the hub in one of Peterborough's special education schools where some children needed a specialist pathway into a specialist school.

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

- Members asked if there was a robust system in place that ensured children were moved to the right educational provisions at the right time. Officers advised that there was a panel system and a carefully performed referral process that constantly reviewed if a child needed to be moved. Some children had requested a place in the hub but sometimes the team had found more appropriate ways of supporting those children.
- Members were advised that the hierarchy of educational provision worked together as a graduate response and children could move into each of the stages if they needed to.
- Members queried if pupils from outside of Peterborough were able to access the hubs. Members were advised that there were children outside of Peterborough in the hubs and that the Council had a duty to offer an equitable service for all children in Peterborough schools.
- Members sought clarification on how secure the funding for the hubs was. The Officers identified that the hub approach was cheaper than a specialist school approach and there were plans to increase hub provision in the city. The funding system was agreed with the schools through a tiered system which allowed funding to be divided by the level of resilience, training and expertise each hub provided.
- Members acknowledged the need to increase hub provision for children with autism and asked how that had been identified. Members were informed that this was a growth area nationally where there had been improvements in earlier diagnosis.
- Members asked that if there was no constraint on budget, how many places would be suitable for the support needed. It was advised that there were 66 places, and two new hubs would bring that to 76 places. Officers also advised that the hubs were seen as a saving mechanism which would help to reduce costs.
- The Director of Education added that hubs were funded by a dedicated schools grant and not the Council's budget. Members were advised that the Council was one of few local authorities who were in a surplus.
- Members referred to the impact of the review of the hubs and asked if responses had been sought from service users. Officers advised that the success of hub provision was measured by working with sites themselves and that engagement had increased with Family Voice and other forums to help reach out to parents.
- Members noted that the hubs provided a yearly report pack and queried whether there should be an internal inspection. Officers advised that a coordinator for the hubs had been employed in order to quality assure the hubs and improve on service level directorates.
- Members followed up and asked how the yearly report fitted in with the Ofsted inspections. Members were advised that having the yearly reports and the coordinator would be recognised by Ofsted as best practice for ensuring hubs were able to meet their potential.
- Members asked if the SEND Hubs had the capacity to cope with the specialist needs across the city and meet school and parent expectations. Officers referred to the panel system used for referrals and advised that it used a multi-agency approach to ensure the right choices were made.
- Members sought clarification on how the hubs worked and what teaching mechanisms were used. Members were advised that the hubs were flexible in their approach to meet the needs of the children in their area.

- Officers advised that some schools received funding for a hub space that would be run independently from the schools but recognised the needs of children in that school.
- Members asked whether parents could give the preference for their child to attend a hub when applying for places at school. Members were advised that parents were able to choose any school they prefer and would likely choose the schools with the hubs that would meet their child's needs.
- Members sought clarification on what would happen if a hub refused a child as they were unable to meet their needs. Officers acknowledged that this could happen and emphasised that this would not be a refusal but a referral to somewhere better equipped. If a hub were to refuse a child, they would need to provide evidence for that decision.
- Members asked whether there were any children with specialist needs who were not in school. Members were advised that there were no children accessing no type of educational provision but that some parents may feel that the provision of the local school did not meet their child's need.
- Members acknowledged the need to enhance performance and sought clarification on support that the designated education investment areas the Government had outlined. Officers referred to the Council's Capital Bill Strategy which reviewed if the team had appropriate financial provisions and if any bids for funding would need to be made.
- Members referred to the SEND Hub numbers on page 60 and sought clarification on how the funding for each hub was allocated. Members were advised that each hub received a standard band payment and additional funding was provided per child.
- Members asked if children were not accessing hubs because of difficulties in accessing resources like transport. Officers advised that children qualified for transport if they lived a specific distance away but acknowledged that this would not be a viable option for all when individual needs were considered.
- Members noted the graphs on page 62 that showed the activity levels for Education Health and Care Needs Assessments (EHCNA) and asked if the hubs had helped the application plans of under 5's to be below the national average. Members were advised that there had been an impact in seeing behaviours earlier which had allowed children to go through the assessment process at an earlier stage.
- The Director for Education added that there was growing support for early years provision and that the Education Health and Care Plans (EHCP) had been improved and more money was being targeted at investing in their support.
- Members referred to the permanent exclusion rates on page 66 which was noted as being double the national average and sought clarification on what that figure was now. Members were advised that while Officers did not have the specific number it was still above the national average and a specific number would be brought back to the Committee.

## **AGREED ACTIONS**

1. The Children and Education Scrutiny Committee considered the report and **RESOLVED** to note and comment on the report.
2. The Committee also requested that the Director of Education include in his next Service Director report exclusion rate figures, broken down by age.

## **8. REVIEW OF 2021/2022 AND WORK PROGRAMME FOR 2022/2023**

The Senior Democratic Services Officer presented the report which considered the relevant items presented in 2021/2022 to the Children and Education Scrutiny Committee

and looked at the work programme for the new municipal year 2022/23 to determine the Committees priorities. Members also noted the Terms of Reference for the Committee.

- There were no points raised.

### **AGREED ACTIONS**

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

1. Consider items presented to the Children and Education Scrutiny Committee during 2021/2022 and make recommendations on the future monitoring of these items where necessary.
2. Determine its priorities and approve the draft work programme for 2022/2023 attached at Appendix 1.
3. Note the Terms of Reference for this Committee as set out in Part 3, Section 4, Overview and Scrutiny Functions and in particular paragraph 2.1 item 1 Children and Education Scrutiny Committee as attached at Appendix 2.

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

The Senior Democratic Officer introduced the report which included the latest version of the Council's Forward Plan of Executive Decisions containing decisions that the Leader of the Council, the Cabinet or individual Cabinet Members would make during the forthcoming month. Members were invited to comment on the plan and where appropriate, identify any relevant areas for inclusion in the Committee's Work Programme.

- Members sought clarification on what had been done with the non-key decision item Werrington fields and Ken Stimpson Secondary School. The Director of Education advised that the DfE had a role in school playing fields and the Council had sought advice from them. Members were advised that an update on the item would be provided.

### **AGREED ACTIONS**

The Children and Education Scrutiny Committee considered the current Forward Plan of Executive Decisions and **RESOLVED** to note the report.

The Committee also requested the following:

- That the Director of Education provide the committee with a briefing note on Forward Plan Non-Key Decision Werrington Fields and Ken Stimpson Secondary School.

## **10. DATE OF NEXT MEETING**

The date of the next meeting was noted as being 8 September 2022.

CHAIR

Meeting began at 7.00pm and ended at 8.21pm

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**MINUTES OF THE CHILDREN AND EDUCATION SCRUTINY COMMITTEE MEETING  
HELD AT 7.00PM, ON  
THURSDAY 8 SEPTEMBER 2022  
BOURGES/VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**Committee Members Present:** Councillors L Robinson (Chair), M Farooq, S Farooq, C Fenner, S Lane, D Over, B Rush and Co-opted Member Parish Councillor Michael Samways

**Also in attendance:** Kira Balogh and Tiffany Chan Youth Council Representatives.

**Officers Present:** Jonathan Lewis, Director of Education  
Nicola Curley, Director of Children Social Care  
Lisa Riddle, Head of Service – Early Help  
Paulina Ford, Senior Democratic Services Officer  
Charlotte Cameron, Democratic Services Officer

**Also Present:** Councillor Lynne Ayres, Cabinet Member for Childrens Services, Education, Skills and University  
Councillor Ray Bisby, Cabinet Advisor to Cabinet Member for Childrens Services, Education, Skills and University

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Ray and Cllr Sharp attended as substitute Apologies were also received from Cllr Skibsted.

Independent Statutory Co-opted Member Peter Cantley and Independent Co-opted Member Sameena Aziz also submitted their apologies.

**2. ANNOUNCEMENT**

The Chair of the Children and Education Scrutiny Committee opened the meeting and announced that Her Majesty the Queen had passed away.

The Committee agreed to end the meeting after a minute's silence was observed.

The meeting was adjourned to be rescheduled at a later date.

CHAIR

Meeting began at 7.00pm and ended at 7.05pm

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 5
<b>4 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Nicola Curley, Director of Children's Services	
Cabinet Member(s) responsible:	Councillor Lynne Ayres, Cabinet Member for Children's Services, and Education, Skills and University	
Contact Officer(s):	Nicola Curley, Director of Children's Services	Tel. 01733 864139

**DIRECTOR REPORT: CHILDREN & SAFEGUARDING**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Director of Children's Services	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Note and comment on the performance indicators and other measures of the effectiveness of Children's Services within the report;</li> <li>2. Note and endorse the updated children's workforce framework</li> <li>3. Note the publication of the Independent Review of Children's Social Care and the National Safeguarding Panel Report.</li> <li>4. Note the likely inspection activity by our regulator, Ofsted, over the next 4 months.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report was requested by the Children and Education Scrutiny Committee.

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides Members with an overview of Children's Services performance in Peterborough, introduces the new children's workforce framework and provides information about the Early Help redesign in consultation with staff currently. The report provides an update on the budget issues for Children's Services within the wider corporate context and addresses preparation for the imminent Inspection by Ofsted of our Children's Services. Information is also provided in relation to the national reports published in relation to Children's Services – the Independent Review of Children's Social Care and the National Safeguarding Panel review into the deaths of Arthur Labinjo-Hughes and Star Hobson.

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

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

### 3. TIMESCALES

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

#### Background

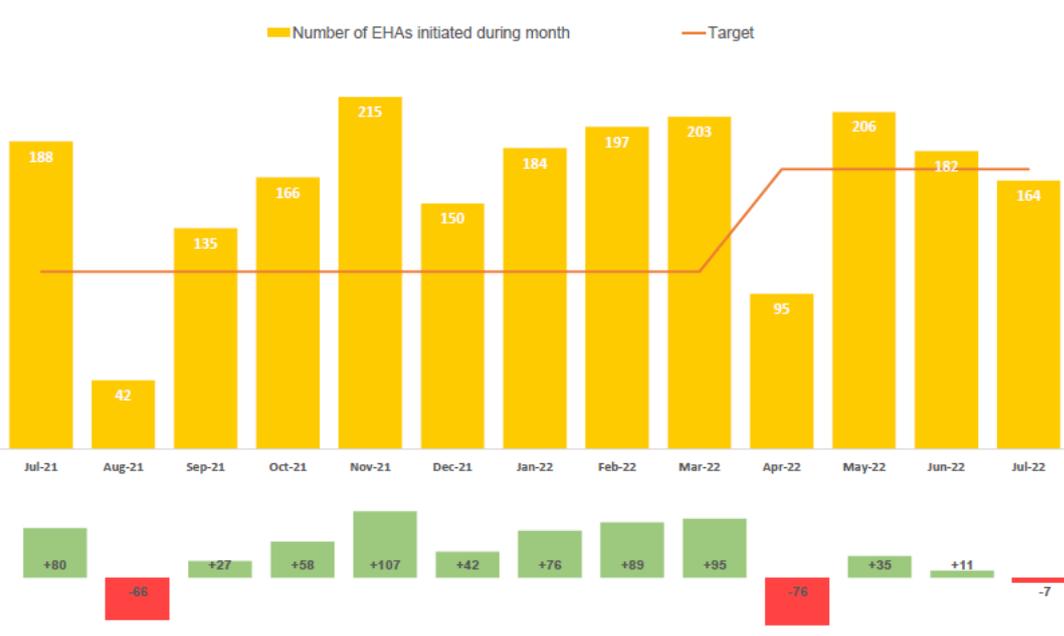
4.1. This report provides an overview of the performance of Children’s Services in Peterborough, starting with Early Help, the work of the Integrated Front Door, including the Multi-Agency Safeguarding Hub, services to children in need provided by the Family Safeguarding service, and finally considering corporate parenting services. All performance information is as at the end of July 2022, the most recent data available at the time this report was prepared.

4.2. The report also asks the Committee to endorse the new Children’s Workforce Framework, attached as an appendix to this report. The two national reports are also summarised for the Committee’s benefit and information is provided about the current savings targets.

#### 4.3. Key Performance Information: Contacts, Referrals, Early Help and Assessments

4.4. This section provides information about the number of contacts and referrals into Children’s Services, how many of these progressed to assessments, and information about the number of children and young people who have an active Early Help assessment.

4.5. The chart below shows the number of new Early Help Assessments started each month:



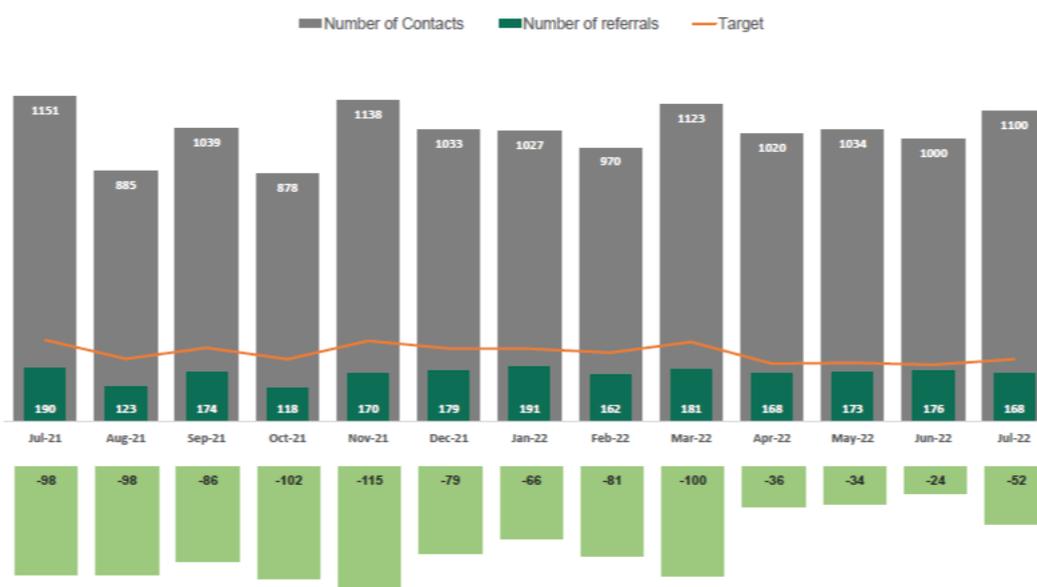
4.6. The number of Early Help Assessments initiated in July 2022 shows the usual decline we expect to see as we move into the summer holiday period as most Early Help assessments originate in schools. The number of EHAs per 10,000 children has decreased slightly but remains within range of the target set.

4.7. It is of note that we have seen a significant pattern over the last 3 months of Early Help assessments completed in relation to potential Autism Spectrum Disorder/ Attention Deficit Hyperactivity Disorder diagnosis requests, which were over 50% in both May and June. We are aware that this is an area of concern for families and work is underway with both partners and our parent partnership groups to understand this increase in demand for assessment.

4.8. Many more children than the numbers shown in this chart are being supported at an Early Help level. Early Help assessments are completed where a child or young person has more complex needs such that they may require the additional support from two or more services.

4.9. Early Help services in Peterborough remain highly effective. Our Early Help strategy, Strong Families Strong Communities, required some level of redesign to bring our Early Help services together with Cambridgeshire and align both Authorities to be in the best position possible to take forward the Family Hubs initiative and the implementation of contextual safeguarding as a coordinated model to address issues of criminal exploitation, sexual exploitation, and significant mental health services are vital in ensuring that children, young people and families receive the support they need without their difficulties escalating to the point that support is needed from statutory Children's Services. We are also very pleased that Government has recognised the consistent effectiveness of our delivery of the Supporting Families programme and has offered us the opportunity to apply for Earned Autonomy. This status will mean that our grant will be guaranteed over the next 3 years and is very beneficial in enabling us to plan reliably for services for children in the medium term.

4.10. The next chart below provides information about contacts and referrals over the last 12 months:



4.11. Our year-to-date performance in this area is that 16.5% of contacts proceed to referrals, which is a little below our target of 20%. Our performance is generally consistent in this area, which is positive considering the various contextual challenges at present.

4.12. We undertake regular dip-sampling of the decision as to whether a contact may indicate a need for further enquiries to be made and so become a referral; this audit process consistently shows that decision making in this area is consistent and appropriate. The lower conversion rate from contact to referral is therefore likely to be a continuation of pattern of other agencies giving us information about children and young people that we do not need.

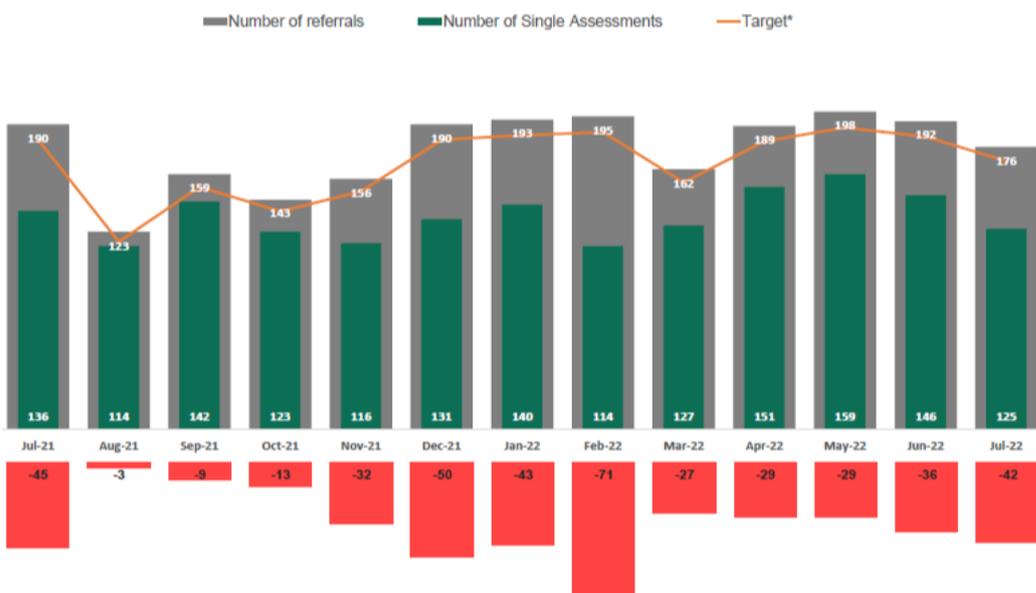
4.13. We continue to work with our partners in this area; many are understandably worried that by not passing on information about a child or young person, something may be missed, and a child may experience harm as a result. Receiving too many contacts also has its risks, however, since we need to sift through more information about more children which may make it more likely that we miss information about a child about whom we should be concerned.

4.14. The chart below shows the proportion of re-referrals within 12 months of a previous referral over the year to date. This is a measure of the extent to which our response to the original referral has been successful in addressing the concerns raised:



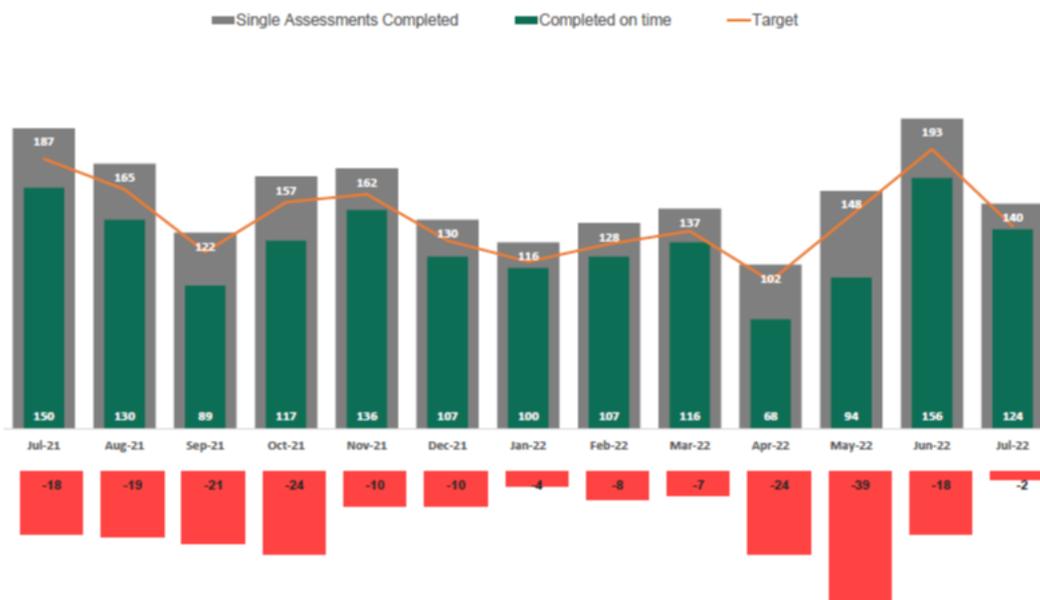
4.15. Our year-to-date performance is that 16.6% of referrals are re-referrals; this compares increasingly well with both national and statistical neighbour performance, which is 23%, and implies that we are making good decisions first time on most occasions. It is possible for a re-referral rate to be too low; this would indicate that the service is keeping cases open for too long. This would result in increasing caseloads for social workers, and families experiencing delays in the progression of care plans. There will be a dip-sample thematic audit of re-referrals in September 2022 to understand further any learning for MASH and the Assessment Teams to ensure children and families are receiving the right help at the right time.

4.16. The following chart shows the proportion of referrals that proceed to a single assessment by Children’s Social Care:



4.17. This chart shows that fewer than the target of 95% of referrals progress to an assessment; this has been a consistent picture for some time. This is positive in that it means we are not progressing cases to assessment unnecessarily, but we do need to amend the performance target, and this will be addressed before the next Committee.

- 4.18. The chart below shows the proportion of single assessments completed within 45 working days. Our year-to-date performance is currently standing at 75.8%, which is below national performance of 84% and statistical neighbour performance of 86%.
- 4.19. Performance was affected by some staffing issues earlier in the year, and the loss of a Service Manager in the spring. It is worth noting, however, that performance in June was that of 80.8% assessments completed within timescale and in July, this increased again to 88.6%, so the service is now moving firmly in the right direction.

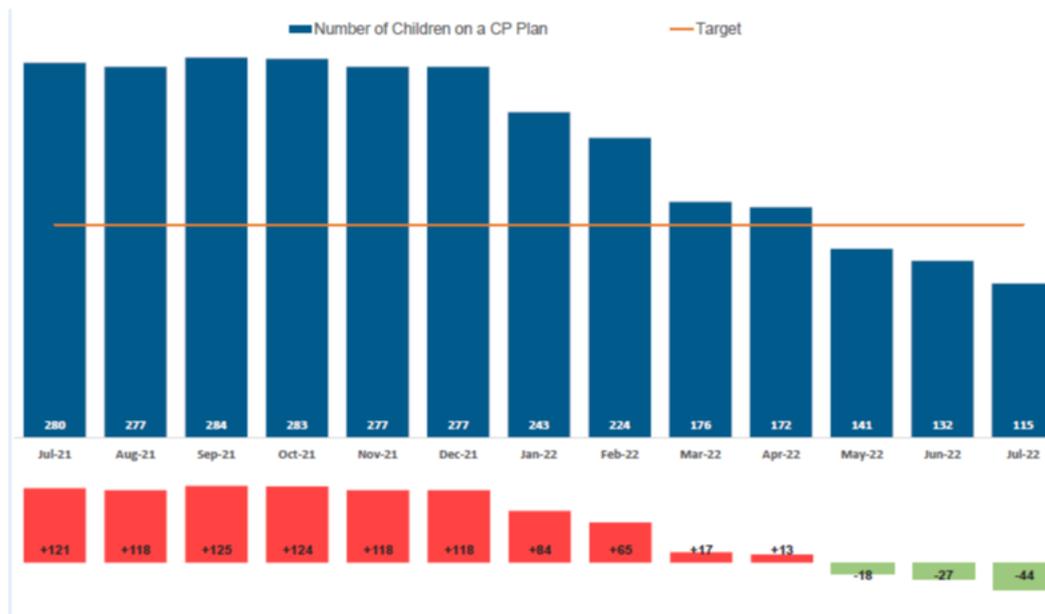


- 4.20. Audits of the quality of assessments show a generally good picture; they generally include a good analysis of risks and protective factors and develop effective plans to address identified needs. They make good use of information held by partner agencies. The lived experience of the child is mostly considered well, and the extent to which cultural competence is considered and included within plans for children is improving.
- 4.21. Overall, the picture that emerges from the Early Help service and the assessment area of the children's social care service is a positive one, despite some continuing issues around timeliness.

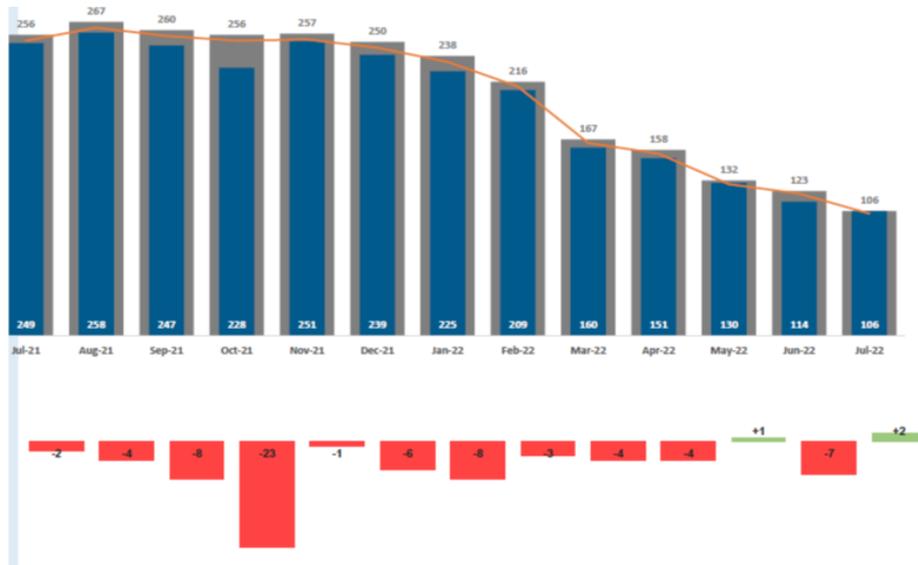
### Family Safeguarding

- 4.22. Our Family Safeguarding teams work with children and young people in need and in need of protection, as identified by their child and family assessment. Where issues cannot be safely resolved for the child, this part of the service is also responsible for issuing care proceedings and/or seeking other legally permanent parenting options for the child.
- 4.23. The Family Safeguarding service consists of multi-disciplinary teams that include adult practitioners who work with parents who are struggling with domestic abuse in their relationship, substance or problematic alcohol misuse or mental and emotional health difficulties. The original pilots have now been expanded into one of 3 national rollout programmes under the banner of the Strong Families Supporting Children sponsored by the Department for Education. Peterborough is often asked to advise or support other Local Authorities when they are considering adopting the model and we are part of the national development programme led by Hertfordshire.
- 4.24. As noted in previous reports, Family Safeguarding is associated with better outcomes for our most vulnerable children and young people and the need to issue fewer care proceedings and so have lower numbers of children coming into care than would otherwise be the case.

- 4.25. Children living in the community who are subject to child protection plans are the children about whom we are most concerned. As noted in previous reports, this was an area where we had seen an impact from the Covid-19 pandemic and associated lockdowns. Children and young people were less visible to services during lockdowns, which resulted in some children being referred to our service later than they might otherwise have been, and after the risks they were facing had escalated.
- 4.26. Child Protection numbers had risen significantly in the lockdowns. As these concluded, numbers stabilised and then began to reduce significantly as can be seen in the chart below. Reassuringly, this reduction has not been accompanied by an increase in the numbers of children coming into care, suggesting that our Family Safeguarding model has continued to be effective in enabling our most vulnerable families make the changes they need in order to provide the stable and loving homes that their children need:



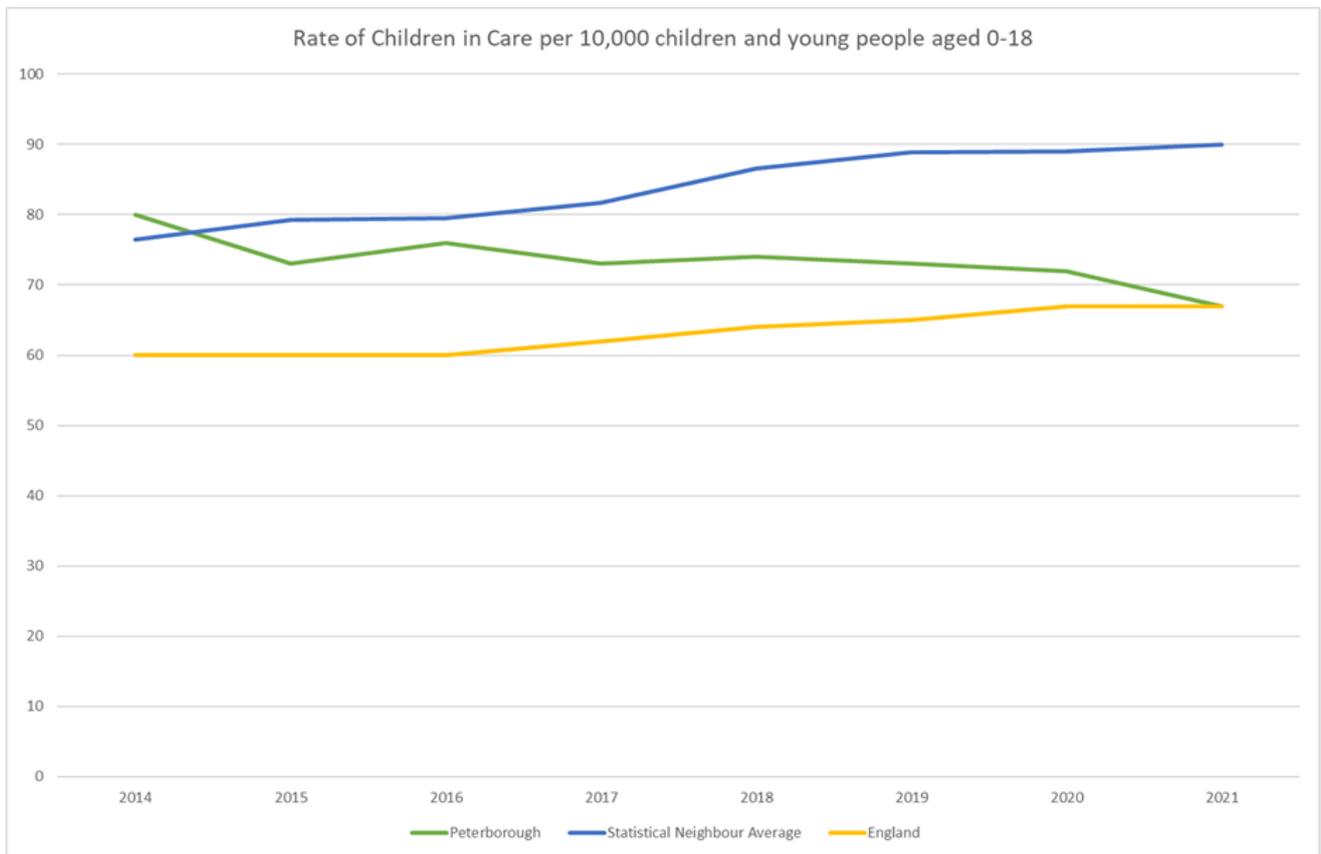
- 4.27. Prior to the pandemic, the number of children subject to a child protection plan was consistently below the 180 mark compared with 115 children as of the end of July 2022. This is a low figure and takes us to a rate of 21.9 per 10,000. This is significantly lower than our statistical neighbours, and indicates the success of the Family Safeguarding approach, which is associated with lower numbers of children on a child protection plan. Using Family Safeguarding means that we are able to prevent more children from reaching the 'in need of protection' threshold. We are conscious that this is a significant reduction in a relatively short period of time, and so we are undertaking additional auditing and dip-samples to ensure decision making is safe and consistent. We would expect to see a small rise in numbers again as we approach the autumn.
- 4.28. Other indicators of our performance in supporting good outcomes for children subject to child protection plans also remain positive; we currently have no children subject to a plan who have previously been subject to a plan in the last two years. This is important because where there are these levels of concerns about a child, then we should ensure that plans to safeguard them proceed without delay.
- 4.29. The chart below shows the proportion of visits to children subject to child protection plans that have been carried out in accordance with the required timescales:



4.30. Current performance is 100% - this is excellent performance and becomes more possible as numbers reduce.

4.31. **Corporate Parenting**

4.32. The local authority continues to perform very well in relation to preventing children and young people coming into care and in ensuring that those who do need to come into care spend the minimum time in care before moving to permanent homes through adoption, Special Guardianship, or a return to the care of their parents. The following chart shows the relative performance of Peterborough against the average of our statistical neighbours and the England average:



4.33. We currently have around 354 children and young people in care, equivalent to a rate of 67.4 per 10,000, just very slightly above the England average rate of 67 per 10,000 as of March 31<sup>st</sup> 2021, and significantly below the rate of our statistical neighbours, which was 90 per 10,000 in March 2021. It is generally accepted that there is a close correlation between children in care

numbers and the level of deprivation. Deprivation levels in Peterborough are considerably higher than the England average, emphasising again the effectiveness of our approach in enabling children to remain at home with their families. To have sustained this throughout the pandemic with very limited fluctuation is also impressive and shows the consistent application of good practice across the whole Service. If we had the same number of children in care as our statistical neighbours, this would amount to an additional 122 children.

4.34. Our performance in relation to the proportion of children and young people in care who are in stable placements is also good, while the proportion of children and young people in our care who experience three or more changes of placements has continued to improve and is now at 7.1%, almost 2% better than statistical and England averages. Our performance in relation to placement stability also needs to be viewed in the context of our low overall numbers. A smaller overall population of children in care means that a higher proportion of those in care will have very complex needs. Maintaining placement stability rates above national performance levels is therefore more of an achievement that it might first appear. This is also in the context of serious placement sufficiency challenges across the entire country.

4.35. Performance in respect to the timeliness of visits is at 96.2% - this is a little below our stretch target of 98% but we are now evidencing strong and consistent performance, demonstrating the impact of the focus from the service in the last 3 months.

4.36. The chart below details the proportion of annual health assessments for children in care that are undertaken within timescale:



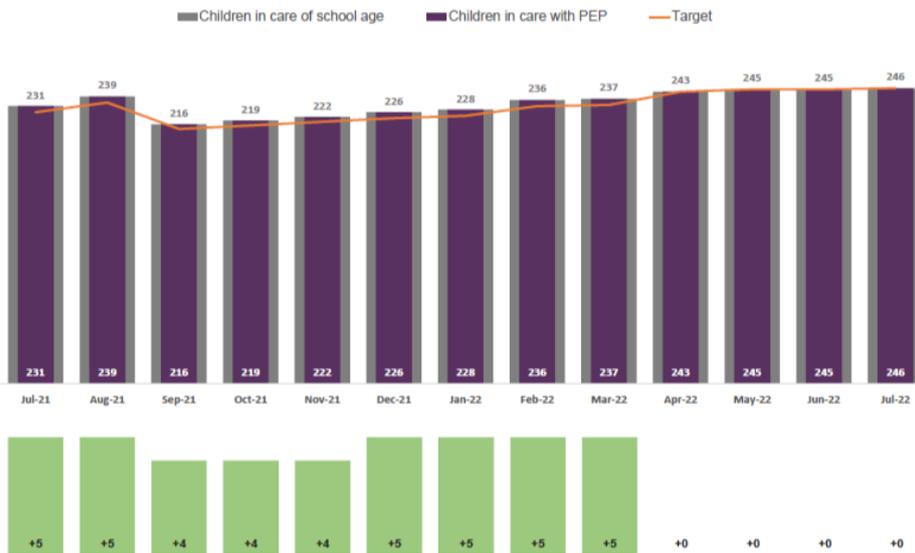
4.37. Current performance is 93%, which means that we have now reached the agreed target for this indicator. For comparison, the England average is 91%, and we have worked extremely hard with our Looked After Children Health Team to reach this position. It may be difficult to sustain, as some young people in particular will decline a health assessment, meaning that exceeding our stretch target is challenging. That said, we will continue to try and build on this success.

4.40 Availability of dental services was severely affected by the Covid-19 pandemic, and access to dentists for those newly into care [as opposed to those who are already registered with dentists] remains a challenge as Members are aware. While numbers of children accessing dental checks has improved from the low point during and after the lockdown periods, performance has declined, and we are now reporting a 66.4% completion rate in timescales.



4.41 This is an area where we will continue to improve performance wherever we can, including by working with our colleagues in the NHS to help us to identify dentists that are able to accept children and young people in care onto their patient lists. The Corporate Parenting Committee has written to NHS England expressing concern for our young people and the lack of local provision.

4.4.2 Performance in relation to the proportion of children and young people in care who have Personal Education Plans [PEPs] continues to be very good, reflecting the close working relationship between Children’s Services and the Virtual School:



## 4.5 Children’s Workforce Framework

4.5.1 As you will see from Appendix 1, the Service has recently updated its Children’s Workforce Strategy and has renamed it a Framework so that it can sit more effectively as part of the wider People’s Strategy that is now in development.

4.5.2 A national shortage of social workers, particularly experienced social workers, has presented a challenge for many Local Authorities, including Peterborough.

4.5.3 The current context for recruitment of qualified social workers is highly challenging nationwide. Due to a lack of national centralised planning, challenges in valuing the role, especially of

children's workers and now the long-term impact of the pandemic, there is a chronic shortage of effective, experienced workers in the field.

- 4.5.4 In the same year, 4,995 left the profession nationally<sup>1</sup> – an increase of 16% on the previous year and the highest recorded figure since comparable records began. There are now 6,522 vacancies for permanent workers across the country, a 7% increase from the year before. Although agency worker registrations have also increased, they only amounted to 5,977 workers, creating a shortfall of 545 posts; this is not evenly spread across the country.
- 4.5.5 Locally, our vacancy rate in some frontline teams has ranged from 11% - 20%, and these posts have been covered by agency staff at increasing cost to the Council. As numbers of both permanent and agency staff reduce, we need to respond more proactively and build on existing initiatives such as our retention payment and progression schemes. Our refreshed recruitment campaign launched last autumn in conjunction with Cambridgeshire County Council continues to produce some candidates and we have a number of newly qualified staff about to start with us as in previous years, but we wanted to offer a new deal to existing staff and be clear what our offer is to new recruits.
- 4.5.6 That is the purpose of the new children’s workforce framework, whose priorities have been designed in conjunction with managers and employees across the service, and, alongside the accompanying action plan, they will help achieve our ambitions for the service. The priorities are as follows:

Equality, Diversity and Inclusion	“Our workforce represents and respects our diverse communities.”
Recruitment	“Cambridgeshire & Peterborough are great places to practice as a social worker.”
Retention	“Our social workers stay and build their careers in Cambridgeshire & Peterborough.”
Workforce Development	“Our workforce grows with us.”
Workforce Engagement	“Every colleague matters, and our workforce is led by the voice of colleagues.”
Organisational culture, values and behaviours	“Our values & behaviours align to the themes of the Corporate People Strategy and are embedded in our day-to-day work.”
Partnership Working	“to create a shared responsibility and focus the whole City & County Children’s workforce “

- 4.5.7 In addition to this, we will be working with Learning and Development and Adult Services colleagues to develop a medium-term strategy to ensure we have a stream of continuing candidates into the service via apprenticeships, links with the new university and other initiatives.
- 4.5.8 The Children’s Workforce Development Group will provide oversight and challenge, which will monitor progress against the strategic priorities and the effective and timely delivery of the action plan every month.
- 4.5.9 Operational managers will work closely with the Workforce Development Lead to ensure the action plan is progressing, and regular updates will come to the Children's & Safeguarding Departmental Management Team. In addition, further scrutiny will be provided by the Recruitment & Retention Board, chaired by the Executive Director of People & Communities.

#### **4.6 Independent Review of Children’s Services and the National Safeguarding Panel Report**

- 4.6.1 As noted above, both of these national reports have been published since the last Director’s report. The Independent Review led by Josh McAllister reported in May, setting out its

<sup>1</sup> [Children's social work workforce, Reporting the Year 2021 – Explore education statistics – GOV.UK \(explore-education-statistics.service.gov.uk\)](https://explore-education-statistics.service.gov.uk)

recommendations for children's social care services. This is a wide-ranging review of the whole system and offers around 80 recommendations broken down across the key areas of:

- Early Help
- Child Protection and Extra Familial Harm
- Family Arrangements as alternatives to Care
- Changes to the Care System
- Ambitions for Care Experienced Young People
- Workforce
- System and Regulation Changes

4.6.2 There is an appreciation that the children and families we work with are very much products of their environments, and that a great deal of change is also required in public health, housing, income and deprivation before real inroads can be made into many of the issues impacting on positive outcomes for children. This has very much influenced the Review's core tenet that the system needs far more investment at an Early Help level, and many of the recommendations address a realignment of resource and focus on that direction.

4.6.3 It also considers the needs of children once they are in care and has a series of expectations about how those leaving care should now be supported. It offers a new approach to training and supporting the workforce and would like changes in inspection regimes to help reinforce all of this. There is a proposal around how these complete system changes can be funded, and this will need to be considered carefully by both Government and Local Authorities.

4.6.4 The national independent Child Safeguarding Practice Review Panel separately undertook a national review into the murders of Arthur Labinjo-Hughes and Star Hobson, following the convictions of their murderers at the end of last year. Although initially unconnected, because of the timing of the publication of the 2 reports and areas of overlapping consideration, they do now reference each other and support key recommendations of each other's reviews.

4.6.5 The Panel's recommendations are narrower in focus around Child Protection specifically and are as follows:

- A new expert-led, multi-agency model for child protection investigation, planning, intervention, and review.
- Establishing National Multi-Agency Practice Standards for Child Protection.
- Strengthening the local Safeguarding Partners to ensure proper co-ordination and involvement of all agencies.
- Changes to multi-agency inspection to better understand local performance and drive improvement.
- A new role for the Child Safeguarding Practice Review Panel in driving practice improvement in Safeguarding Partners.
- A sharper performance focus and better co-ordination of child protection policy in central Government.
- Using the potential of data to help professionals protect children.
- Specific practice improvements in relation to domestic abuse

4.6.6 In the wake of the Independent Review, Ministers pledged that the Government would improve the child protection system so that it keeps children safe from harm as effectively as possible; support families to care for their children, so that they can have safe, loving and happy childhoods which set them up for fulfilling lives and ensure that there are the right placements for children in the right places, so that those who cannot stay with their parents grow up in a safe, stable and loving home.

4.6.7 To achieve this, the Department for Education established a National Implementation Board, of people with experience of leading transformational change and of people with their own experience of the care system. This group has continued to meet despite changes in Minister and is proposing to publish its response to the recommendations at some point this

autumn. The Department for Education has also committed to developing a National Children's Social Care Framework and introducing a new Digital and Data Solutions Fund to help local authorities improve delivery for children and families through technology.

- 4.6.8 In relation to the Child Protection in England report, the Secretary of State for Education has decided to set up a new Child Protection Ministerial group before setting out an implementation plan towards the end of the year to address how the Government intends to support better outcomes for our most vulnerable children and families. It is not yet evident, however, how many of and how fully the Government plans to endorse any of these recommendations.
- 4.6.9 In the intervening period, the Local Authority and its partners are undertaking assurance activity in relation to the practice issues raised in the reports and will ensure that all appropriate learning is disseminated to staff as it arises.

#### **4.7 Expected inspection activity in Children's Services**

- 4.7.1 Peterborough's last graded inspection was in July 2018, when the outcome was Good overall. Ordinarily, graded inspections take place once every three years, but the pandemic has resulted in delays to the Ofsted inspection timetable. We are anticipating that there will be such an inspection this coming autumn. As we are a Good authority, the inspection will be a short one of one week's duration. These inspections take place without notice, and the service has been preparing over the summer to be ready for whenever the Inspectors arrive.

We continue to benefit from a largely stable and very committed staff team, although do face some challenges in relation to particular areas of work. We have worked hard to mitigate these issues and are confident that our children receive a good service from the Authority. There has been senior leadership change in recent months, but it is evident that Children's Services have received support from the entire corporate team and that the Chief Executive and the Leader are well sighted on the key issues for children and vulnerable young people in the City.

That said, there are always things that we can improve on, and we welcome external scrutiny since this can help us to continue to shape our services positively.

### **5. CONSULTATION**

- 5.1 Consultation has taken place with key officers and key partner service areas including business information services for performance data.

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

- 6.1 That Committee:
- Gains an overview of how key performance information in relation to children's services in Peterborough;
  - Has the opportunity to endorse the new children's workforce framework
  - Receives updates about the independent care review, the national safeguarding panel report and likely inspection activity;
  - Has an opportunity to discuss the activities of the Portfolio Holder in supporting children's services in Peterborough.

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

- 7.1 Children's services support and help to protect some of the most vulnerable children and young people in the city. How well the service performs is therefore properly a matter of significant importance to leaders and Members.
- 7.2 It is more important than ever that Scrutiny Committee has the opportunity to understand, explore and scrutinise the way that we support and safeguard our vulnerable children and young people.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 There are no applicable alternative options available

## **9. IMPLICATIONS**

### **9.1 Financial Implications**

Members will be aware of the continuing challenges for the Council in respect of the financial situation for Peterborough and the increasing savings targets attached to most areas of Council business. Children's Services recognises that there is a continuing commitment to protect and promote services for children and families, and we will also benefit from the significant grant being offered to promote the development of Family Hubs over the next three financial years.

The three savings target areas for Children's Services are: reunification of children in care to their birth families in a timelier manner; increase in Council fostering places enabling us to reduce the number of children placed in more expensive agency placements; and increasing income in respect of the provision of some services for children with complex needs. The first target is on track to be addressed over this and next financial year; the increased income target is recognised to be very dependent on work with our health partners and is at risk in this financial year; and the fostering target is now accepted to be focused in the wrong way. We do need to make significant changes in our fostering service and offer, and the Service is developing a more comprehensive business case to help expand upon this.

In order to continue to make the savings required in year, we are in the process of identifying mitigations that will feed into the wider savings pot.

### **Legal Implications**

9.2 There are no direct legal implications arising from this report.

### **Equalities Implications**

9.3 There are no direct implications for equalities issues arising from this report.

### **Rural Implications**

9.4 There are no particular implications for rural communities in Peterborough arising from this report.

### **Carbon Impact Assessment**

9.5 The report contains no proposals for changes to service delivery and therefore there is no decision to take which may impact carbon emissions of the council or the city

### **Carbon Impact Assessment**

## **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 Children's Workforce Framework

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# CHILDREN'S SERVICES WORKFORCE DEVELOPMENT FRAMEWORK 2022-2025

'A workforce that cares and is cared for'



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## 1 Foreword

Cambridgeshire and Peterborough Children and their families should have confidence in turning to professionals like you for help and for the help and protection you provide to be timely, enduring, flexible and thoughtful. You have the skills, knowledge and experience to help children, young people and their families to build their resilience and community connections and empower them to find their own solutions to problems.

We want children and their families to work with professionals like you to quickly reduce immediate risks and work out long-term strategies for changing their lives more fundamentally. We want you to support families to think through the impact of what happens now and to be made central to planning the future together.

We know that you and your colleagues are our most valuable asset to achieve this vision, uniquely placed to help transform the lives of vulnerable children, young people and their families. In order to create the conditions for keeping children and young people safe, promoting their welfare and enabling them to fulfil their potential, we need highly skilled and experienced people like you to create a stable workforce and committed to making a difference.

This framework sets out our commitment to you and our expectations of the Children's Social Care workforce; it provides the strategic framework for workforce development and sets out our immediate priorities. The scope of this framework covers all staff within Children's Social Care.

## 2 Introduction

In order to sustain improvement in services for children and young people and avoid what Ofsted describes as "start-again" social work, achieving stability in our Children's Social Care workforce is vital. It underpins everything we are trying to do to improve the lives of Cambridgeshire and Peterborough's most vulnerable children.

A stable and effective workforce builds knowledge and expertise and improves practice quality through long-term individual and group learning tailored to workers' particular needs. It develops an excellent knowledge of the local area and the challenges that children, young people and families face. Children and young people benefit from workers who know them well, and who can develop trusted long-term relationships with them and with their families.

The challenge of recruitment and retention of social workers in certain teams and areas is significant. Although there had been progress made in recruitment and retention, Ofsted reports show that this has been a challenge for some time. This ambitious workforce development framework and plan is needed to bring together the actions being taken regarding recruitment, pay and reward, training, growing "our own", retention and succession planning.

### 2.1 Impact of Covid-19

We are proud of how we have responded to the pandemic over the last 2 years. Our staff have remained wholly committed to delivering improved outcomes and safeguarding our most vulnerable children and young people. It is anticipated however that the impact of Covid-19, significant increases to the cost of living, and the effect of the invasion of Ukraine, will all continue to impact the most vulnerable for many months (if not longer),

adding to the already challenging set of circumstances facing our communities and workforce. All services working within Children's Services face a momentous task to support children, young people and their families through these difficult months and years ahead.

The last two years have taught us a lot, including that how we work is changing and we need to ensure that the Council is able to respond to the different demands that children, young people and their families will come to expect. Alongside this are changes that are needed to make sure that our workforce is involved and engaged and that we are all proud of our impact across Cambridgeshire and Peterborough.

### **3 A Joined-Up Approach**

#### **3.1 Whole Systems Approach**

This framework builds upon our corporate, people, equality, commercial and digital strategies to describe a whole systems approach. This joined-up approach is needed to resource, attract, deploy, develop and retain our workforce to ensure that we can deliver our current and future priority outcomes, and to remain flexible enough to deal with the levels of change that have become a norm within local government.

We will reflect upon current or recent recruitment projects to make sure there is no duplication, we avoid silo working and making the most of existing resources / platforms.

#### **3.2 Family Safeguarding**

We will also continue to mitigate against pressures affecting our service and workforce on a number of fronts, including reducing demand where it is safe to do so, and smart care planning, both being key to our response. We remain committed to supporting children to remain within their families. We do so by applying the practice model of Family Safeguarding (FSM), a whole family approach to child protection, providing help and support they need from different professionals working as one team.

#### **3.3 Integrated Care System [ICS]**

This framework creates a comprehensive and ambitious vision for our workforce over the next 3 years. This work also forms an important stage in our journey towards developing seamless services for children, young people, and their families through the development of an Integrated Care System [ICS] across both Councils.

#### **3.4 Cambridgeshire and Peterborough**

We will continue our journey to work closely across the two Councils, exploring opportunities to share structures, policies, practices, and resources. This will inevitably lead us to embrace new ways of working, adopting new mind-sets and developing new skills and behaviours. We will have the opportunity to work alongside different colleagues, learning from each other and helping to make a real difference within the two Councils.

#### **3.5 Peterborough**

Peterborough is one of the fastest growing cities in the UK. There are 200,000 residents in Peterborough alone with a 12.5% population growth expected by 2050. The city is

delivering a billion-pound regeneration programme and boasts unrivalled transport links and exciting plans for growth. It is a base for growing families with over 40% of our population aged under 16.

The population in Peterborough is truly diverse and includes several sizeable communities from Central and Eastern Europe. This diversity is reflected in the children and young people in care population.

### 3.6 Cambridgeshire

Cambridgeshire has an overall estimated population of 595,700. Huntingdonshire and South Cambridgeshire are the most populous districts in the county and East Cambridgeshire is the least populous.

Cambridgeshire is a relatively prosperous county. Cambridgeshire children generally have above average health, educational attainment, and life chances. However, there are pockets within the county where deprivation levels exceed or equal the national average, most particularly in parts of Wisbech, Huntingdon North and the northeast of Cambridge City.

## 4 Children’s Services Values, Vision and Strategic Principles

Achieving the aims of this framework will help to achieve our overarching vision and strategic principles for Children’s Services and the overall Council priorities and vision. These are:

### 4.1 Vision and Values

<b>Children’s Services:</b> <b>Our Vision</b>	<b>Children and young people are at the heart of everything we do.</b>	<b>High quality, child-centred and effective services.</b>
We believe that delivering Children’s Services well has the potential to transform the lives of children, young people and their families across Cambridgeshire and Peterborough. We are committed to reducing inequalities and providing high quality support to families makes an important contribution to achieving that aim.	We will listen to children and young people’s views and feelings and understand the impact on them and their family. Children and their families will tell their story once. We will involve them in all planning and decision making.	We will work with children, young people and their families to recognise and build on their strengths. We will help them develop the skills to solve problems and overcome challenges. We will provide the right intervention at the right time and in the right way.

<b>Reflective and responsive to change.</b> <b>3</b>	<b>Working with families.</b> <b>4</b>	<b>Making a difference.</b> <b>5</b>	<b>Services around children and families.</b> <b>6</b>
<p>Our services reflect and respond to the changing needs of Cambridgeshire and Peterborough's diverse population of children and young people.</p>	<p>We will work with children, young people and their families to understand their needs and develop holistic support. We want our children to be brought up in loving, happy, healthy and safe homes where their needs are met.</p>	<p>We will provide support that is informed by the latest research and evidence of what works best for children and young people. We will be clear about outcomes and impact on children.</p>	<p>We support children and young people to live at home wherever possible; when this is not possible our ambition is to enable them to live in or near their family in the most appropriate caring home.</p>
<b>Effective Early Help.</b> <b>7</b>	<b>Mature partnerships.</b> <b>8</b>	<b>Committed workforce.</b> <b>9</b>	<b>High performing.</b> <b>10</b>
<p>We will not wait before problems become unmanageable before we offer help, and we recognise that support might come from a number of different places. We will build the capacity of communities to support their members, create local networks of professionals who work together, and target our support to meet the different needs of individual places.</p>	<p>Our partnerships are mature, trusting and effective and work is always focused on achieving the best outcomes for children and young people.</p>	<p>We will ensure that our workforce is stable and that staff are skilled, highly motivated, well supported and have opportunities for personal development. Staff will feel supported to make decisions, assess and hold risk and to develop creative and innovative solutions. This will ensure that we deliver excellent services to children and young people.</p>	<p>The outcomes we achieve for children and young people compare favourably with high performing local authorities. We make an active contribution to Cambridgeshire and Peterborough's ambition of achieving the best start in life for our children and young people.</p>

## 4.2 Strategic Principles

### 4.2.1 For children and young people to be safe.

Early Help services are integral to avoiding poor outcomes. Children, young people, and their families are at the heart of everything we do. The entire Children's Services workforce at Peterborough City and Cambridgeshire County Council is focused on ensuring the best possible outcomes for those we support, particularly those most vulnerable and disadvantaged children and families. We want children to live with their families and attend local schools in their communities. This means supporting families so children can live with them whenever possible safely. Where this is not possible, alternative arrangements should be found locally and looking further afield only when in the best interests of the child.

### 4.2.2 We are the best corporate parents we can be.

We understand that not all young people are the same, but they do all deserve outstanding services. A strong ethos of corporate parenting means that sense of vision and responsibility towards the children we look after and those with care experience is a priority for everyone. All children need love and stability to thrive. A strong corporate parenting ethos means that everyone, from the Chief Executive down to front-line staff,

as well as elected Council members, are concerned about our children in and leaving care as if they were their own. This is evidenced by an embedded culture where Council officers do all that is possible to ensure the Council is the best parent it can be to the child or young person.

#### 4.2.3 **We know our service well so that we can improve all the time.**

We believe that we are all responsible for knowing and understanding the quality and impact of our practice. Leaders, managers, and staff at all levels must understand a child's experience of our services so that we challenge practice and improve all the time. That is why we are constantly striving to know ourselves better, what is working and what we need to change to make these improvements.

## 5 **Workforce Development – Where are we now?**

### 5.1 **National context**

The well-publicised national shortage of social workers, in particular experienced social workers, has presented a challenge for many Local Authorities, including Cambridgeshire and Peterborough.

The current context for recruitment of qualified social workers is an extremely challenging one nationwide. Due to a lack of centralised planning, challenges in relation to valuing the role especially of children's workers and now the long-term impact of the pandemic, there is a chronic shortage of effective, experienced workers in the field. To give a sense of the scale of the problem, there were 32,502<sup>1</sup> registered children's QSWs in England in 2021.

In the same year, 4,995 left the profession nationally – an increase of 16% on the previous year and the highest recorded figure since comparable records began. There are now 6,522 vacancies for permanent workers across the country, a 7% increase on the year before. Although agency worker registrations have also increased, they only amounted to 5,977 workers, creating a shortfall of 545 posts. This is not evenly spread across the country.

### 5.2 **Local Context**

Social Care Establishment and Agency Staffing – May 2022

	Social Worker establishment	% filled by permanent staff	% filled by Agency workers	% unfilled posts
Cambridgeshire	120	56%	40%	26%
Peterborough	64	80%	6%	9%

The table above details a worrying picture concerning the percentage of posts filled by non-permanent agency social workers and completely vacant posts.

<sup>1</sup> [Children's social work workforce, Reporting Year 2021 – Explore education statistics – GOV.UK \(explore-education-statistics.service.gov.uk\)](https://www.service.gov.uk/explore-education-statistics)

The data changes from month to month but, given the latest figures and the trend for some time, it is right to say that Cambridgeshire are consistently experiencing the most challenging circumstances in terms of high agency workers.

The delivery of Children's Services is at a critical point with more than 70% of posts unfilled in some front-line teams [for example, at the time of writing this framework, the Cambridgeshire Fenland and East Assessment Team has 6 out of 8 posts unfilled]. The situation is most acute in both Family Safeguarding, and Assessment but there are significant problems in Corporate Parenting Teams as well. The difficulties stem back several years but have become increasingly challenging since last summer. This represents a serious risk for any local authority, both in terms of service delivery and evaluation by the regulator.

The following two initiatives have been implemented for some time in Peterborough to aid recruitment and retention but only recently in Cambridgeshire. These initiatives will be reviewed to ensure they remain fit for purpose:

- Retention payments
- Progression scheme

In addition, the following initiatives have also been implemented in Cambridgeshire in response to the acute difficulties being faced.

- Agreed exemptions from the Eastern Region Agency Memorandum of Co-operation
- Special arrangement with a sector leading agency to provide staff and now a project team in the Assessment Service
- New recruitment campaign launched November 2021

Historically, we have also recruited from overseas with a campaign to Southern Africa and we recruit Newly Qualified Social Workers each year. We have various routes into Social Work including apprenticeships, sponsorships, Step Up to Social Work, and encourage student placements.

### 5.3 **Where do we Want to Be?**

Our goal is to achieve stability and consistently high-performance in the social care workforce. This means staff seeing their long-term future in Cambridgeshire and Peterborough, with consistently low turnover of staff at team level and the majority of workers staying with their team for a minimum of 36 months before considering a move to another part of the service.

### 5.4 **Workforce Stability: Agency Vs Permanent Staff**

A high proportion of agency workers does not necessarily indicate workforce instability. Agency workers provide a valuable contribution to the work in their teams. However, they are expensive in comparison to permanent workers, their tenure is often short, and the nature of their role lends them to be specialists in short-term, intensive case work which does not foster long-term relationships with children, young people, and families. Our goal, therefore, is to get to a point where we are only employing agency social workers to cover relatively short periods of absence such as maternity or sick leave. Our target is to ensure that the level of agency cover amounts to no more than 10% of the Social Care workforce at any point.

## 6 Workforce Development Priorities

A workforce that cares and is cared for is key to delivering quality services to children and families when they need it most. To ensure we have a valued, confident, competent and professional workforce, we have identified seven strategic priority areas as part of the workforce development framework, along with the outcomes we want to see for each priority.

These priorities have been designed in conjunction with managers and employees across the service and, alongside the accompanying action plan, they will help achieve our ambitions for the service.



### 6.1 Priority One: Equality, Diversity and Inclusion

***“Our workforce represents and respects our diverse communities.”***

We need a workforce that is representative of the communities we serve and make our working environment a place where everyone feels welcomed and valued. We need to develop a culturally competent workforce, who are able to work effectively and inclusively with children, young people and families from all backgrounds. As we look into the existing workforce, we see that we do not have a good representation from minority communities. We consistently employ high numbers of women across the service with good representation for women throughout the structure. To be representative of our communities we will need to develop more pro-active recruitment processes and introduce succession planning taking into account our balance of representation to ensure we are reflecting the wider diverse society to model for the children and young people and families we work with.

### 6.2 Priority Two: Recruitment

***“Cambridgeshire & Peterborough are great places to practice as a social worker.”***

Recruitment of experienced staff who can deliver the best possible services to children, young people and families is essential for us to provide good outcomes for our children. A significant problem nationally is the recruitment and retention of social workers within Children’s Services. We are addressing these issues with a number of initiatives, such

as Grow Our Own, expanding our ASYE programmes, and we have launched a new permanent campaign *Join Us Feel Valued*. There are a number of workstreams to address these issues captured in the workforce development action plan.

### 6.3 **Priority Three: Retention**

***“Our social workers stay and build their careers in Cambridgeshire & Peterborough.”***

Retaining our highly skilled workforce is critical so that we can create stability within the workforce and for children and families. We acknowledge that working with children and families can sometimes be a hard job and we need to provide ways to care for our workforce. We will look to ‘what works’ to support time to self-care and uncover organisational barriers that get in the way of our colleagues being the best they can be. We need to understand why we have high staff turnover in parts of the service to ensure that we implement the right things to stabilise the workforce. We will identify our critical posts in Children’s & Safeguarding and develop colleagues to take on these senior roles – particularly Senior Practitioners who will need to be ready for the next step of Team Manager in our succession managerial talent pool. We are reviewing our Leadership & Development programme and we will look to develop specific training linking aspiration and succession. Alongside this, we are tailoring our corporate flexible working offer to the needs of the service.

### 6.4 **Priority Four: Workforce Development**

***“Our workforce grows with us.”***

Creating a culture of learning that builds our workforce’s ability to manage and deal with future challenges is vital to provide the best services and reflects our practice-based learning culture. We need to support our colleagues to renew skills at pace, as best practice is constantly emerging. We would like learning opportunities to become more integrated within the working day, with colleagues taking ownership of their own development to enable a more agile, flexible and adaptable workforce. With our workforce development opportunities, we hope to support better engagement and retention, reduce staff turnover and have happier and more fulfilled colleagues. We need to ensure we respond to learning needs identified through the Ofsted Action Plan, practice audits, Serious Case Reviews and Serious/Critical Incidents.

### 6.5 **Priority Five: Workforce Engagement**

***“Every colleague matters and our workforce is led by the voice of colleagues.”***

We need to further improve engagement, consultation and communication with the Children’s & Safeguarding workforce to fully understand what our colleagues feel is working well, what their worries are and ideas for change, reflecting our strengths-based approach, doing with and not to. We need to increase awareness and understanding of our vision, priorities and principles for Children’s & Safeguarding and there is a commitment to consolidate and refresh these messages. We need to increase the connectivity within and between teams and find new ways of boosting morale. A new Communication Strategy will therefore focus on culture, shared practice and morale through Communication, Connection and Celebration. Both our practitioner and team manager social care forums are growing in strength and influence and we will continue to expand opportunities for engagement across the workforce and wider with the whole organisation.

## 6.6 **Priority Six: Organisational Culture, Values and Behaviours**

***“Our values & behaviours align to the themes of the Corporate People Strategy and are embedded in our day-to-day work.”***

We are loyal to our values and use these to help us make decisions, set outcomes, define expectations, prioritise tasks, focus effort and develop our skills and talents. Our culture is defined by our people, our environment, our processes, and ultimately how we support our communities. Our values are central to our culture, driving everything we do. These are currently: Lives Over Services, Collaborative Working, Being Creative and Aspirational & Being Accountable.

## 6.7 **Priority Seven: Partnership Working**

Our mission is to create a shared responsibility and focus the whole City & County Children’s workforce on common themes that are relevant to all agencies to help develop seamless services that do intervene earlier with better results for every family in need in Cambridgeshire & Peterborough. This is something we cannot achieve alone. We will need to understand the range of professional and specialist contributions and further build mutual respect across all roles, to get the best outcomes for our families.

## 7 **Success Measures**

Progress and impact will be monitored and assessed against a range of quantitative and qualitative measures that are fully detailed in our Workforce Development Action Plan.

### 7.1 **Key Strategic Targets and Performance Indicators**

Target	By When	Performance Indicator
% of agency social work qualified staff to 10%.	September 2023	% FTE Agency Social Workers (Team Manager and Below).
Reduce social work qualified staff turnover (permanent staff) to less than 10% per annum.	April 2023	Staff turnover (Rolling 12 months).
Achieve sustained high staff satisfaction and work/life balance.	April 2023	Indicators taken from the annual Social Worker Health Check Survey Budget and Investment.

### 7.2 **Success Measures**

	Priorities	Outcome
1	Equality, Diversity, and Inclusion	<p>Actively promote, engage with, and monitor the progress of the corporate Equality Diversity and Inclusion outcome for 2022-2023.</p> <p>Encourage diversity amongst our workforce in ways that reflect the population of Peterborough and Cambridgeshire in particular under-represented groups.</p>

<p>2 Recruitment</p>	<p>Attract and recruit high calibre practitioners to ensure a fully resourced, qualified and skilled workforce for meeting the current and future needs of children, young people and their families.</p> <p>Be proactive in our workforce analysis and planning, taking into account regional and National trends, to ensure sufficient flow and stability of high quality and experienced practitioners to meet current and future demand for services.</p> <p>Review and benchmark the Peterborough and Cambridgeshire Children’s Social Care workforce offer, to ensure it is compelling, competitive and effectively marketed to encourage high quality practitioners to apply and stay in Peterborough and Cambridgeshire.</p> <p>Social work workforce is stabilised, and the sufficiency of social workers is ensured in the long term.</p>
<p>3 Retention</p>	<p>Retain high quality and experienced practitioners to create a stable, consistent and knowledgeable workforce, which enables the development and maintenance of relationships with children, young people and their families.</p> <p>Turnover of staff and levels of sickness are reduced through fuller understanding of staff motivation and aspiration, leading to a series of targeted actions designed to retain the workforce.</p> <p>There is a clear development pathway and succession planning together with a workforce with the skills and attributes to move into leadership positions.</p> <p>There is a service culture, ethos and values that are clear and support the whole workforce to put children at the heart of all that they do.</p> <p>Succession planning together.</p>
<p>4 Workforce Development</p>	<p>Create clear pathways for development and progression, aligned with competencies, skills and experience.</p> <p>Provide a comprehensive programme of professional development opportunities for all staff, which equips them with the knowledge and skills they need to safeguard and promote the welfare of children and young people.</p> <p>Workforce receives the learning and development needs to effectively meet the demands of the differing roles within Children’s Services.</p> <p>Support succession planning by providing learning and development opportunities for aspiring leaders.</p>

	<p>Ensure that those undertaking a management or supervisory role are empowered and given the guidance, support and professional development to become great leaders.</p> <p>Sustain management oversight and the effectiveness of frontline practice so our work with families continues to be good or better.</p>
5 Workforce Engagement	<p>Support the health and wellbeing of practitioners so they can practice effectively and sustainably in an emotionally demanding and potentially stressful environment.</p> <p>Create the conditions for good practice, enabling a focus on direct work with children, young people and their families.</p> <p>Be a reflective and learning organisation, driving continuous improvements in practice and outcomes for children, young people and their families.</p> <p>Leadership is visible and communication is transparent and regular.</p> <p>A workforce where in-depth views are regularly sought, and ideas and opinions form part of shaping the Children’s Social Care vision as well as service design.</p>
6 Organisational Culture, Values and Behaviours	<p>To embed the People Strategy, and its core values &amp; behaviours in all that we do.</p>
7 Partnership Working	<p>Develop partnership links to promote innovative practice and contribute to our capacity to provide learning and development opportunities.</p> <p>Promote a culture of working together towards a common goal.</p>

## 8 Governance and Accountability

### 8.1 Peterborough and Cambridgeshire

Oversight and challenge will be provided by the Workforce Strategy Group, who will monitor progress against the strategic priorities and the effective and timely delivery of the action plan on a monthly basis.

Operational managers will work closely with the Workforce Development Lead to ensure the action plan is progressing, and regular updates will come to the Children’s & Safeguarding Departmental Management Team.

Further scrutiny will be provided by the Recruitment & Retention Board which is chaired by the Executive Director of People & Communities.

## 8.2 **Cambridgeshire**

A Workforce Programme Board chaired by the Chief Executive Director, meet monthly to oversee the progress, impact and risk of the short-term programme of work. An Operational Delivery Meeting will oversee the delivery of actions within each of the three workstreams (retention, recruitment and workforce supported by communications). The workstream task and finish groups reports into the Operational Delivery Meeting. Further oversight will also be provided by the Corporate People Strategy Board.

## 9 **Support and Resources**

### 9.1 **Peterborough and Cambridgeshire**

There has already been significant corporate support in this area and key departments have been working extremely hard on workforce development initiatives for well over two years. External recruitment campaigns have been funded and HR and Comms colleagues have been tenacious in following this through and making as much capital as they can.

A long-term media strategy has been in development in terms of raising our profile and promoting our positive work; there has been investment and development around a new HR system; the recruitment team has worked hard to reduce some of the system issues with a smooth application process and on boarding for roles; and the service has delivered significant amounts of training and support to workers and especially managers. Unfortunately, this has not proved sufficient to address the scale of the problem and so a new concept is proposed.

In terms of value for money, there is a clear incentive to try innovative approaches to recruiting and retaining permanent staff. We are currently employing two agency project teams through projected in year vacancy savings that we have had to significantly incentivise to work in our most under-staffed areas, but this is not sustainable on a long-term basis.

### 9.2 **Cambridgeshire**

Funding was approved for a 12-month project team to oversee the development and delivery of a comprehensive and detailed council-wide workforce programme, including defining the projects/workstreams, to address the significant challenges with recruitment and retention in Children's Services at present, specifically in relation to qualified social workers.

The Project Team encompasses all the different skill sets required to make a real impact on the recruitment and retention issues and would continue to have close links to their home areas to draw on HR, Learning and Development and Communications expertise and wider Council developments and expectations.

A monthly Programme Board chaired by the Chief Executive was set up in June 2022. A monthly Operational Delivery Meeting will report to the Programme Board and will oversee the delivery of actions within each of the three workstreams (retention, recruitment and workforce supported by communications). The workstream task and finish groups will report into the Operational Delivery Meeting.

We are competing for very scarce resources in a challenging market and are unlikely to be successful unless we can re-position ourselves. An agile and swift response is of the essence due to both the loss of current staff and the expectations of Ofsted, with their next inspection due in the second half of 2022.

10 **Action Plan**

See Annex A

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 6</b>
<b>4 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Jyoti Atri, Director of Public Health	
Cabinet Member(s) responsible:	Councillor Lynne Ayres, portfolio holder for Children's Services, Education, Skills and the University	
Contact Officer(s):	Raj Lakshman - Consultant in Public Health Medicine Helen Freeman – Children's Public Health Commissioning Team Manager	Tel. 07905989337

**UPDATE ON BEST START IN LIFE, INFANT FEEDING STRATEGIES AND THE RECOMMISSIONING OF BREASTFEEDING PEER SUPPORT AND HEALTHY SCHOOL SUPPORT SERVICES**

<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Consultant in Public Health Medicine	<b>Deadline date:</b> N/A
<p>It is recommended that the Children's and Education Scrutiny Committee approve and agree:</p> <ol style="list-style-type: none"> <li>1. The progress of the Best Start in Life Programme and how this supports the emerging Family Hubs development</li> <li>2. To review and endorse the Cambridgeshire and Peterborough Infant Feeding Strategy</li> <li>3. The plans for extension of the contract for the Peterborough and Fenland Breastfeeding Peer support service</li> <li>4. The intention to undertake a procurement exercise for the re-commissioning of the Healthy Schools Support Service</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report comes following a request from the Committee for an update on the work of the Children's Public Health Team particularly the Best Start in Life Programme at an Agenda Setting meeting.

**2. PURPOSE AND REASON FOR REPORT**

2.1 It was requested at an agenda setting meeting for the Committee to be provided with an overview of the key priorities and work of the Children's Public Health Team, specifically an update on the Best Start in Life and activity in relation to infant feeding.

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:

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

Education, including

d) Special needs and inclusion.

2.3 This report links to the following Corporate Priorities:

1. That the council services local people rely on can continue to be well planned and effectively delivered.
2. That the council works with its partners and communities to make the best use of its limited resources and avoids unnecessary interventions and duplication.
3. That we effectively deliver quality statutory services to ensure that vulnerable children are protected, and all children have the conditions for the best start in life.

The Children's Public Health Team (0.7 WTE Public Health Consultant supported by 1.9 WTE commissioning team across Peterborough and Cambridgeshire) works collaboratively with system partners to plan for and effectively deliver the services & strategic visions outlined in this report, using key aspects of the commissioning cycle (plan, do, review) and are underpinned by public health best practice, including using a strong evidence base, built around the latest available local and national data and research, and co-production with local families and service users.

The activities outlined in this report are all rooted in system-wide partnership working across Local Authority, Health, Education, and Community & Voluntary sectors which aim to improve provision through increased partnership working to maximise available resources to ensure services and provision are made available to families in the right place, at the right time.

Some specific examples which are referenced in this report include:

- The Place-Based Pilot testing within the Best Start in Life, especially the integrated 2-2.5yr development review between Health Visiting, Child & Family Centres and Early Years settings
- Commitment to align the Best Start in Life programme with the emerging Family Hubs work
- System-wide coproduction of the Cambridgeshire & Peterborough Infant Feeding strategy
- The Healthy Schools Network of partners & future activity outlined in the recommissioning intentions

The statutory functions these link to are:

- Mandated Health Visitor reviews which is a core service within Best Start in Life
- Safeguarding
- Early identification and support for children with SEND

2.4 Whilst this report does not specifically link to the Children in Care Pledge, the activities outlined within this report will adhere to the following promises:

- We will support you to maintain a healthy lifestyle and help to look after your physical and mental health
- We will do everything we can to make you feel cared about, valued, and respected as an individual

### 3. **TIMESCALES**

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

### 4.1 Context

The Best Start in Life strategy (pre-birth to age 5) is one of the five strategies underpinning the work of the [Children and Maternity Collaborative](#) which is one of the five Accountable Business Units of the NHS Cambridgeshire & Peterborough Integrated Care System.

The other four strategies are:

- Strong Families, Strong Communities (5-25 years)
- CYP Mental Health and Emotional Wellbeing (0-25 years)
- SEND Strategy
- All-age Autism Strategy

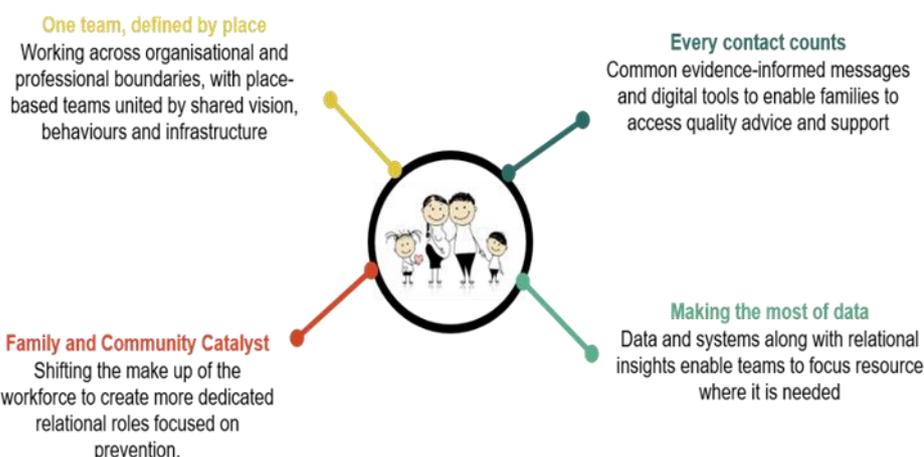


### 4.2 Best Start in Life

[Best Start in Life](#) is a 5-year strategy (2019-2024) which aims to improve life chances of children (pre- birth to 5 years) by addressing inequalities, narrowing the gap in attainment, and improving outcomes for all children, including disadvantaged children and families. It is a multi-agency strategy drawing together Health, Early Years & Education, Early Help, Child and Family Centres and our voluntary and third sector partners.

The Best Start in Life strategy focusses on three key outcomes which represent our ambition for integrating health, social care and education across Cambridgeshire and Peterborough: Children lead healthy lives; Children are safe from harm; Children are confident and resilient with an aptitude and enthusiasm for learning.

Children lead healthy lives		Children are safe from harm		Children are confident, resilient, and with an aptitude for learning		<b>HEADLINE OUTCOMES</b>
Attachment	Parents support healthy development	Parent Stress and Mental Health	Play is valued	Social Supports		<b>INTERMEDIATE OUTCOMES</b> (if we focus on these areas we think it will have the biggest impact on the headline outcomes)
Family and Community Connections		One Team defined by Place	Making the most of data	Every contact counts		<b>AREAS OF FOCUS</b> (Ways of working as we implement Best Start)



## Update - Summer 2022

Throughout the period of the pandemic, work continued across the Best Start in Life partnership to pilot new ways of integrated working in four areas - Wisbech, Cambridge City and two in Peterborough (Honeyhill and Central & Thistlemoor). The aims of the pilots were to co-design and test changes with system partners and local families and each pilot was unique in terms of aims, vision and anticipated outcomes.

**Workstream:** *One Team Place Based*

**Priority 1:** *Early adopter pilots and evaluation of learning*

Cambridge City	Central & Thistlemoor	Honeyhill	Wisbech
BSiL Multi-agency panel Meetings	Community Engagement	Speech, Language and communication development recipe cards for families	Communications
BSiL 2-2.5 year pilot across Health Visiting, Child & Family Centres and Early Years Settings	Key messages for families and service users	Summer transitions programme pilot	Smoking in pregnancy
	Staff support materials/workforce development	Practitioner training toolkit	Dental health & oral hygiene
		Speech & Language Therapy (SALT) drop-in sessions for professionals	Pathway to Parenting Antenatal programme

In spring this year colleagues from the Project, Design and Delivery (PDD) Service carried out a three-month evaluation on behalf of the Best Start Programme Board looking at these place-based pilots to assess the impacts of the pilot project on partners, services and service users.

The programme board and local steering groups have been considering the evaluation and feeding this learning into identifying the next priorities for the programme. These priorities have been chosen to fulfil the below criteria:

- Improves the service offer and outcomes for families
- Helps to further develop integrated place-based teams
- Identifies opportunities for teams in areas outside the current pilot geographies to develop integrated services
- Develops improved system infrastructure to support integrated service delivery

In addition, the priorities for the next phase of the programme have been informed by the national guidance regarding Family Hubs and the local feasibility study to ensure alignment.

The table below outlines planned priorities for the programme from Autumn 2022:

<b>Pilot (and description)</b>	<b>Priorities from Autumn 2022</b>
<p><b>Integrated approach to 2.5 year development checks</b> Across Cambridge City and Peterborough, piloting a shared approach to delivering these checks with Child and Family Centre and Early Years staff, led by the Health Visiting team.</p>	<ul style="list-style-type: none"> <li>• Expand the pilot into a third area to give more information of how this works in a more rural area. Operation leads to agree an area within Huntingdonshire for this.</li> <li>• Expand programme across more CCC Early Years settings in Cambridge City</li> <li>• Train additional staff to build on the resilience of the new offer</li> <li>• Complete evaluation work with local families and feed learning into the service delivery</li> <li>• Investigate the appropriateness of SystmOne (NHS IT system) access for wider partnership workforce</li> </ul>
<p><b>Smoking in Pregnancy</b> Wisbech based pilot looking at whole system approaches to reducing maternal smoking.</p>	<ul style="list-style-type: none"> <li>• Roll out workforce training into other areas of high smoking in pregnancy rates</li> <li>• Finalise and launch the co-produced smoking in pregnancy campaign</li> <li>• Develop a business case for further geographical roll out of CO monitoring within the Health Visiting team.</li> <li>• Work with integrated neighbourhoods' managers across Fenland and Peterborough, and Public Health colleagues to identify future opportunities.</li> </ul>
<p><b>Speech and Language support</b> Honeyhill based pilot looking at an integrated approach to supporting early speech and language development</p>	<ul style="list-style-type: none"> <li>• Explore the possibility of rolling out professional drop-in sessions in a new area (potentially South Cambridgeshire)</li> <li>• Complete all materials developed by the steering group (with support from comms colleagues) and launch campaign across the Peterborough area.</li> <li>• Evaluation of materials in Peterborough to inform potential roll out across Cambridgeshire.</li> </ul>
<p><b>Best Start Panel meetings</b> Cambridge City based pilot bringing together front-line workers from across different organisations to jointly plan support for families with identified needs.</p>	<ul style="list-style-type: none"> <li>• Although these meetings have helped to build stronger working relationships between local practitioners, other communication methods have started to be utilised now improved relationships are in place.</li> <li>• Learning from this pilot to feed into the development of multiagency decision-making forums being developed by Early Help colleagues.</li> </ul>

<p><b>Pathway to Parenting</b> Wisbech based pilot trialling an integrated approach to antenatal education, both face to face and virtually delivered.</p>	<ul style="list-style-type: none"> <li>• Complete detailed evaluation of this programme to inform roll out into other areas.</li> <li>• Work with local maternity leads and the integrated neighbourhood team in East Cambs to look at developing the programme in this area.</li> </ul>
<p><b>Childhood Immunisations</b> Central and Thistlemoor based pilot looking at how the system could better support immunisation uptake</p>	<ul style="list-style-type: none"> <li>• Share the training resource produced across other teams and in other geographies.</li> <li>• Feed learning into wider conversations led by Public Health and the ICS looking at Childhood immunisations scheduled for the Autumn.</li> </ul>
<p><b>Family Support Flyer</b> Wisbech based pilot looking at helping families to access self-help information and support on common issues</p>	<ul style="list-style-type: none"> <li>• Data from analytics has shown that families have been accessing information on a number of issues from being signposted from the interactive flyer.</li> <li>• The co-production of the flyer has provided valuable information about how families want information to be presented and important topics to be looked at</li> <li>• These flyers with embed weblinks and QR codes are in essence a 'low tech' test version of a future digital platform for families. Discussions to be scheduled in the autumn term about opportunities to take forward a more ambitious digital platform for families alongside the family hubs agenda.</li> </ul>
<p><b>Wider System Change</b></p>	
<p><b>Integrated Approach</b> Additional learning identified to help to move forward with a more integrated team approach</p>	<ul style="list-style-type: none"> <li>• Look for opportunities for integrated staff meetings/clinical leadership &amp; supervision/decision making</li> <li>• Discussion took place on how we socialise an integrated approach with our frontline workforce, particularly those in areas outside of current Best Start pilots</li> </ul>
<p><b>Estates and Co-location</b> As families and staff have been returning to more face-to-face activities, the question about how we can most effectively use our estates to facilitate an improved service offer for families has been raised via the pilots.</p>	<ul style="list-style-type: none"> <li>• We will look to prioritise this work in terms of where there are opportunities that arise in our current estates.</li> <li>• Agreed to set up an initial meeting to kickstart the conversation on co-location and how we utilise our buildings, especially in terms of one-team integration and in line with the emerging work on Family Hubs.</li> </ul>
<p><b>Data Sharing</b> Having effective mechanisms to be able to share data across the partnership is an area that is repeatedly brought up from the pilot areas</p>	<ul style="list-style-type: none"> <li>• Continue with the data sharing task group to understand where the potential blockages are in the system and opportunities to address these.</li> <li>• Consider the work on Shared Care records that is being led by the ICS and how this might support the needs of Best Start partners.</li> </ul>
<p><b>Workforce Training</b> Having shared training on underpinning approaches across children's workforce</p>	<ul style="list-style-type: none"> <li>• Continue the roll out of 5 to thrive training across the workforce and develop the use of local champions to embed this approach.</li> <li>• Roll out Solihull training across organisations for identified job roles.</li> </ul>

In addition, the Programme Board leads will be working closely with colleagues in Children's

Services during the Autumn term to understand how the Family Hubs agenda can build on the work started by the Best Start in Life programme and any changes to governance structures or workplans that might be needed as a result of that.

### 4.3 Infant Feeding Strategy

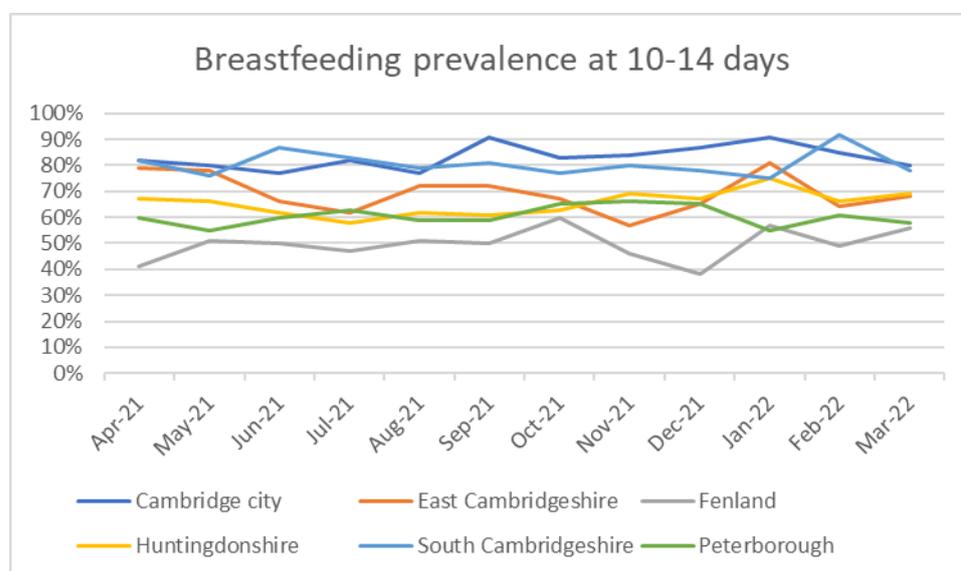
Cambridgeshire & Peterborough NHS and the Local Authority are co-producing a 5-year Infant Feeding systemwide strategy with health and community partners, informed by service user voices. The Strategy sets out a vision of how we intend to improve support to families across all stages of the feeding journey, from the birth of their child to age two.

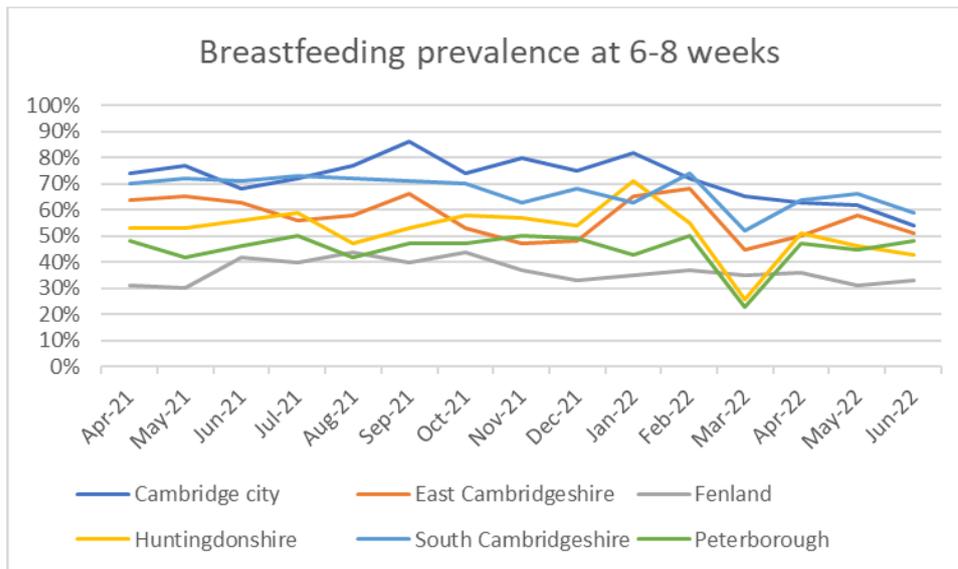
Infant feeding is a critical factor in the crucial early years that impacts on a baby’s healthy growth and development across the life course. We want to ensure that all babies living in Cambridgeshire and Peterborough have the best start in life, and we are aiming to create a community that enables parents to make informed choices about infant feeding in a way that optimises nutrition and helps develop close, loving relationships with their baby.

The strategy has outlined 7 priority areas:

1. A strong, whole-family antenatal offer
2. Easy access to information, support and services
3. Dedicated support throughout the early days
4. Ongoing support across the feeding journey, including introduction to solid food
5. A well-trained workforce
6. Inclusive communities
7. Reduce health inequalities

Whilst the strategy will be inclusive to all feeding methods, it will also seek to address the health disparities spanning our geographies in respect of breastfeeding prevalence rates, which are significantly worse in the north of the county compared to the south, as highlighted below.





Data extracted from Provider dashboard

The Cambridgeshire & Peterborough Infant Feeding Network will co-ordinate the delivery of the 7 key priorities identified in this strategy. An action log will be maintained to ensure timely delivery against identified key actions which are required to support delivery of the priorities. Progress reports will be made to the Cambridgeshire and Peterborough Local Maternity and Neonatal Board and actions will feed into the strategic developments within the Best Start in Life and Family Hubs.

A draft of the full strategy is here [V3 DRAFT infant feeding strategy.pdf](#)

#### 4.4 Breastfeeding peer support contract

This contract is currently commissioned to provide breastfeeding peer support services across Peterborough and Fenland and is provided by the National Childbirth Trust (NCT), who have delivered such services in Peterborough since 2015 and Fenland since 2020.

The current service was commissioned in 2020 for an initial term of 24 months, however built into the contract was the ability to extend this for a further 12-month period, which was granted, meaning existing contractual arrangements cease on the 31<sup>st</sup> March 2023. The contract is held by Peterborough City Council as the Lead Commissioner; however, Cambridgeshire County Council contribute towards the contract which is supported by a Partnering & Delegation agreement. The contract value is £52,000 per annum; £25,650 PCC and £26,350 CCC.

Breastfeeding Peer Support Schemes are recommended by the World Health Organisation and NICE guidance as effective mechanisms for supporting initiation and duration of Breastfeeding as part of a coordinated approach across health and community settings.

In April 2022, Peterborough City Council was named as one of 75 Local Authorities eligible for a share of £301.75m funding allocated in the Autumn budget across Family Hubs and Start for Life programmes. Within this £50m has been identified nationally for breastfeeding support. As the current contract is jointly commissioned across the two local authorities this is likely to impact on future commissioning decisions.

We are currently working with colleagues across Children's Services to understand the national guidance released at the beginning of August and the opportunities that brings. As a result, it is believed that a 6-month extension to existing provision is required in order to allow sufficient time to explore and plan in line with the emerging development of Family Hubs. It is highly likely that this work will mean a new service specification is required and procurement exercise undertaken, which would not be possible within the current timescales of the remaining contract.

We ask that the committee endorses the decision to directly award a new contract to the existing Provider to enable the continuation of existing provision for a 6-month period, from 1<sup>st</sup> April to 1<sup>st</sup> October 2023. This will be under the same terms and conditions as current provision, for the value of £26,000 (£12,825 PCC, £13,175 CCC) and will be funded from identified Public Health reserves.

#### 4.5 **Healthy Schools Support Service**

Cambridgeshire County Council and Peterborough City Council have commissioned Everyone Health to deliver a Healthy Schools Support Service since September 2018 at an annual value of £227,000 across the two Local Authorities. From 1<sup>st</sup> September 2022, the contract will enter its final year, until 31<sup>st</sup> August 2023.

Schools and early year settings have a vital role in promoting pupils' physical, emotional and mental health and wellbeing. They are able to support children, young people, their families and carers to become aware of the importance of adopting healthy behaviours.

There is evidence that the adoption of a whole-school approach where the ethos, culture and environment promotes the health, wellbeing and safety of all in the school community enables schools to contribute to efforts that address health risks. This includes such issues as building resilience in children and young people, unhealthy weight, physical inactivity, tobacco use, poor emotional well-being and adverse childhood experiences.

Moreover there is clear evidence that there is an association between children's health and wellbeing and educational attainment, acknowledging that when children are healthy and happy at school, they can also achieve more.

The current service has 4 key components:

- A universal [website](#), containing information, lesson materials & resources, a parent hub and links to local offers
- Delivery of targeted interventions on nutrition (FoodSmart) and smoking & vaping cessation/prevention (KickAsh) to schools identified as most at need of this support
- A Healthy Schools Accreditation Scheme, recognising the steps and initiatives schools are taking to address the health, wellbeing and resilience of their school communities
- Developing and working with a local network of partners to enhance and streamline the support offer available to schools on key topic areas including nutrition, physical activity, emotional health & wellbeing, risk taking behaviours & personal safety and support the quality assurance of these

The impacts of Covid-19 on the Education sector are still being worked through but early insights suggest these are significant and will persist for a number of years. This emphasises a need to continue a commitment to supporting schools to embed whole school approaches to health and wellbeing and promote the development of key skills to instil resilience in children, young people and their school communities.

This report seeks to make members aware of the intention to recommission this service from the 1<sup>st</sup> September 2023. Officers are commencing a procurement exercise from September 2022 and will use insights gathered through consultations with stakeholders and market research to shape a new specification. This will be added to the forward plan and subsequently taken to relevant committees as a standalone item in due course.

## 5. **CONSULTATION**

- 5.1 **Best Start in Life**: considerable engagement with families took place across the county as part of the strategy develop in 2018, including dedicated resource to conduct a 'rapid research sprint' to gather insights from local families across a range of communities. Coproduction and consultation with families also formed part of a number of the pilot initiatives.

**Infant Feeding Strategy:** The Peterborough and Hinchingsbrooke Maternity Voices Partnership and Rosie Maternity Voices Partnership jointly conducted an Infant Feeding Survey in Spring 2022, which yielded responses from over 300 responses from local families who had given birth in the last two years. Findings from this informed the strategy development, which has also been coproduced with a range of stakeholders spanning maternity, health visiting, and the community and voluntary sector.

**Breastfeeding Peer Support Service:** Relevant coproduction and consultation activities with both families and key stakeholders will form part of any future commissioning and procurement activities once the details of the Family hub funding in Peterborough is clear.

**Health Schools Support Service:** Relevant coproduction and consultation activities with both families and key stakeholders will form part of the procurement to recommission this service and is expected to take place between September and December 2022.

## 6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 That the Committee note the progress of these workstreams and approve the recommendations outlined at the beginning of this report.

## 7. REASON FOR THE RECOMMENDATION

- 7.1 To provide members with oversight of the various children's public health workstreams as requested by committee at the Agenda Planning meeting.

## 8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 N/A - for information purposes

## 9. IMPLICATIONS

### Financial Implications

- 9.1 None at this stage.

### Legal Implications

- 9.2 None at this stage.

### Equalities Implications

- 9.3 All programmes and activities outlined in the body of this report relate to reducing inequalities and improving outcomes for all children and families.

### Rural Implications

- 9.4 Officers and programme leads are committed to ensuring equity of provision across rural and urban areas to ensure that provision is tailored to our diverse communities.

### Carbon Impact Assessment

- 9.5 N/A as report is for information purposes – CIA will be completed for each project as required.

## 10. BACKGROUND DOCUMENTS

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

- 10.1 [8.-Annex-A-BSiL-Strategy-FINAL-26\\_7\\_19.pdf \(cambridgeshireinsight.org.uk\)](https://cambridgeshireinsight.org.uk/8.-Annex-A-BSiL-Strategy-FINAL-26_7_19.pdf)

**11. APPENDICES**

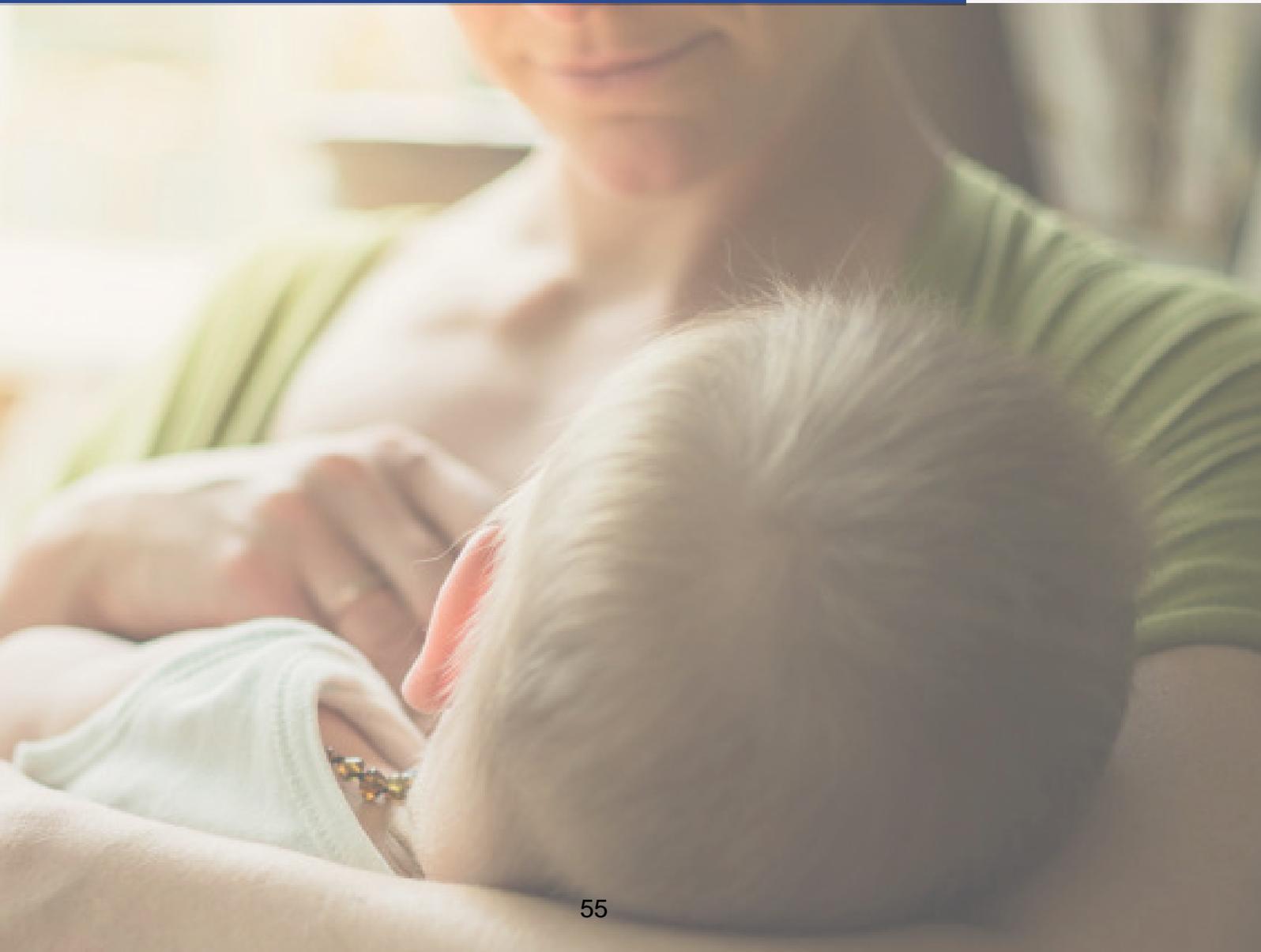
11.1 Appendix 1 – Cambridgeshire and Peterborough Infant Feeding Strategy V3 Draft

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Cambridgeshire and Peterborough  
Integrated Care System

# Cambridgeshire & Peterborough Infant Feeding Strategy

2022-2027



# Add forward etc.

## Acknowledgements

The authors would like to express a sincere thank you to the following groups and organisations who volunteered their time to input their thoughts and share their experiences which informed this strategy:

- North West Anglia NHS Foundation Trust - Specialist Infant Feeding Team & Neo-natal services
- Cambridgeshire Community Services - Specialist Infant Feeding Team & Communications
- National Childbirth Trust - Peterborough & Fenland Peer Support Service
- Romsey Mill - Young Parents Support Service
- Barnardo's - Peterborough and South Fenland Child & Family Centres
- Cambridge University Hospital NHS Trust - The Rosie Maternity Unit
- The Rosie Maternity Voices Partnership
- Peterborough & Hinchingsbrooke Maternity Voices Partnership
- Cambridgeshire & Peterborough Integrated Care Board - Children & Maternity Team
- Cambridge Breastfeeding Alliance
- Le Leche League
- Cambridgeshire County Council Child & Family Centres
- Cambridgeshire & Peterborough Local Authorities Public Health Team
- All of the over 300 respondents to the MVP Infant Feeding Survey 2022

# What is infant feeding?

This strategy is written to cover the feeding journey for families from the birth of their child to age two, a critical factor in these crucial early years that impacts on a baby's healthy growth and development. We want to ensure that all babies living in Cambridgeshire and Peterborough have the Best Start in Life, and we are aiming to create a community that enables parents to make informed choices about infant feeding in a way that optimises health and helps develop close, loving relationships with their baby.

Breastfeeding has numerous health benefits for both the breastfeeding individual and their baby, and skin-to-skin contact can be an important bonding experience. We also recognise that some parents may decide that formula feeding is the correct choice for them, whether that be as an alternative or in conjunction with breast milk. Education about the benefits of breastmilk and information on options such as expressing, pumping, and combination feeding should be provided, but in every case, we will respect personal choice and non-judgemental support will be offered, including how and when to start introducing healthy and nutrient-rich solid foods,

## Vision

Our vision is to create a supportive culture across Cambridgeshire and Peterborough with a well-trained workforce who provide ongoing support across the feeding journey, enabling parents to make informed choices about infant feeding that optimises nutrition of babies and infants and helps develop close, loving parent-infant relationships.

## Aims

This strategy aims to achieve the following outcomes for families across Cambridgeshire and Peterborough:

1. Create a culture of breastfeeding so that the number of infants who are breastfed and the duration of breastfeeding increase.
2. Increase the number of infants who are not introduced to complementary solid foods until around 6 months of age.
3. Increase the awareness of parents and the general population of healthy and safe feeding practices for infants with a supportive system in place; and change behaviour accordingly.



# Context

We will be inclusive and responsive to any changes in national and local policies and guidance. The infant feeding strategy reflects the national and local policy context; including:

- [NHS Long Term plan \(2019\)](#)
- [Chapter 3; Better Births \(National Maternity Review, 2016\) Postnatal Care, \(3.22\)](#);
- [The Best Start for life, A vision for the 1,001 Critical Days](#);
- [Family Hubs](#)
- [Cambridgeshire and Peterborough Local Maternity and Neonatal System \(LMNS\) Equity and Equality plan \(April 2022\)](#).

## What we know about Infant Feeding in Cambridgeshire & Peterborough

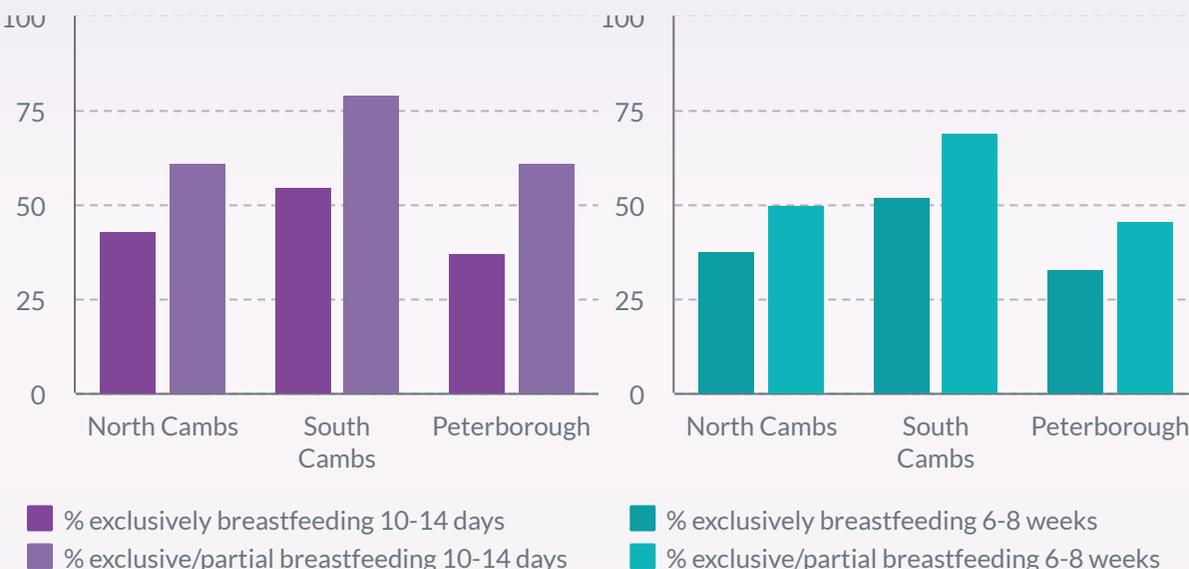
Data across maternity & health visiting services highlights significant inequalities across the geography, with outcomes worse in Peterborough & Fenland

A recent survey\* highlighted that over

# 50%

of women didn't feel they received enough antenatal information about feeding choices

\*Rosie and Peterborough & Hinchingsbrooke Maternity Voices Partnerships Infant Feeding Survey, 2022



81% of those birthing at The Rosie initiate breastfeeding, compared to 63% across Peterborough City Hospital and Hinchingsbrooke Hospital

Within our Neonatal units, we currently achieve 50% of maternal breast milk on day 2 and breastfeeding at discharge is 56%

# Benefits of Breastfeeding

## For the infant

Breastfeeding can protect your baby against the risk of:

- Infections, with fewer visits to hospital as a result
- Diarrhoea and vomiting, with fewer visits to hospital as a result
- Sudden infant death syndrome (SIDS)
- Obesity
- Cardiovascular disease in adulthood

## For you

Breastfeeding helps to lower your risk of:

- breast cancer
- ovarian cancer
- osteoporosis (weak bones)
- cardiovascular disease
- obesity

## We recognise the benefits of breastfeeding to both the individual and the infant

Your breastmilk is perfectly designed for your baby

- Breastmilk protects your baby from infections and diseases
- Breastfeeding provides health benefits for you
- Breastmilk is available for your baby whenever your baby needs it and is completely free!
- Breastfeeding can build a strong emotional bond between you and your baby

# Our Key Priorities

# What we will do



A strong, whole-family antenatal offer

Cross-sector working to have an accessible antenatal education offer which is flexible to suit all of our families and supports them to make informed choices on infant feeding.



Easy access to information, services and support

We will have information and support available in multiple formats, including a strong digital offer and we will ensure this is easy to access to help families find the support they need, when they need it.



Dedicated support throughout the early days

We will work in a joined up way to make sure that all new mothers, birthing people and their partners are provided with any feeding support they need in those critical first few weeks of life that is responsive to their feeding choices to ensure their infant receives the nutrients they need to thrive.



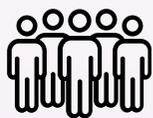
Ongoing support across the feeding journey, including introduction to solid food

We are committed to supporting with all aspects of a woman's/birthing person's feeding journey, providing advice and support in line with their choice and wishes. We will ensure that families are provided with knowledge of how and when to introduce solid foods which are healthy and nutritious for baby and family.



A well trained workforce

We will ensure there are sufficient training opportunities across maternity, health, and community partners to ensure all staff have the skills and knowledge to support families with infant feeding concerns sensitively and know how to signpost to more specialist support.



Inclusive communities

We will promote feeding friendly spaces across our communities and in public spaces to ensure that women and breastfeeding individuals feel safe and welcomed to feed without judgement when out and about with their infant.



Reduce health inequalities

We will make the most of data and local information to ensure support and provision is tailored to the diverse needs of our populations and reduce disparities between groups.

We recognise the impact infant feeding issues has on mental health and will ensure all staff respond sensitively to any questions or concerns raised by families.

# Working together

Integrated Care Board & Public Health

Maternity & Neonatal Services

Healthy Child Programme

Child and Family Centres & Voluntary Organisations

Maternity Voices Partnerships & Service User feedback

# 1. A strong whole-family antenatal offer



We would like parents to feel supported during pregnancy to explore their thoughts about infant feeding.

Therefore, we will enable cross-sector working to build on existing good practice to establish a consistent and accessible antenatal education offer across Cambridgeshire and Peterborough. Embedded as part of the emerging Family Hubs offer and delivered by a multidisciplinary team of midwives, health visitors, child and family centre staff, and appropriate voluntary sector partners, the sessions will be flexible to suit all our families and support them to make informed choices on infant feeding, parent infant relationship building, and responsive parenting. Tailored antenatal infant feeding education will be offered to support younger parents and more vulnerable parents and carers.



"I think more support for pregnant women [would help] and more info about how it will hurt and how much baby feeds and why"

*(Infant Feeding Survey 2022)*



"I feel that educating in the antenatal period would help women to be able to be better prepared and more knowledgeable with what is to come."

*(Infant Feeding Survey 2022)*

We will offer all first-time parents face to face antenatal education sessions, with a virtual antenatal education offer available for those families who choose this, and for parents of second or subsequent pregnancies.

We will maintain the UNICEF Baby Friendly Initiative accreditation across all 3 maternity units in Cambridgeshire and Peterborough. Midwifery staff will use key touchpoints to discuss infant feeding questions and to explain the benefits of skin-to-skin contact and building a reciprocal relationship with the baby when feeding.

## Actions: How we will get there

- Face to face antenatal classes are offered to all first-time expectant parents, including fathers/partners, to provide consistent advice on the importance of early relationships and the benefits of breastfeeding for the health and wellbeing of both the individual and the baby.
- Complete co-produced evaluation of the 'Pathway to Parenting' pilot in Wisbech including the virtual offer developed during the pandemic. Embed recommendations into refreshed programme and develop a timeline to roll out updated Pathway to Parenting antenatal offer across Cambridgeshire and Peterborough.
- A virtual antenatal education offer (which will include infant feeding information) will be made available for those families who choose this, and for parents of second or subsequent pregnancies.
- During the antenatal period, conversations around infant feeding are initiated by maternity staff at the first booking appointment and at regular intervals during the pregnancy, including the benefits of skin-to-skin contact and building a reciprocal relationship with the baby.
- Breastfeeding information, including technique, good management practices and availability of support that would help a woman succeed, such as detailed in the UNICEF Baby Friendly Initiative, are included in maternity care.
- Tailored antenatal infant feeding education is offered to underserved groups, e.g. younger parents, and/or more vulnerable parents/carers.
- My Pregnancy Preferences, (Personalised Care and Support Plans (PCSP) is offered to all expectant mothers across Cambridgeshire and Peterborough, to support understanding and provide further information of individual choices for pregnancy, birth and the first few weeks of pregnancy.

## 2. Easy access to information services & support



It is essential that all parents have access to clear information and support to enable them to make informed decisions at all stages of pregnancy and later on when introducing solid food and onto a healthy family diet.

Timely provision of information and support will help parents make an informed decision on infant feeding method and have a successful feeding experience, whether they breastfeed, combination feed or formula feed their infant.

"All women and their partners should be provided with impartial, evidence based information so that they can make informed decisions on how they would like to feed their new born baby. If their choice is not to breastfeed, then they must be offered support and advice on how to use infant formula safely and correctly"

(NICE Guidance, 2008)

"Being signposted to further support services [would have helped] and not left to my own devices"

"Knowing about that support from the beginning. I kept getting told there's support out there when I felt like I was already reaching out for some but no-one told me what this support was or what form it came in"

(Infant Feeding Survey 2022)

Therefore consistent, accurate information and advice will be available in multiple formats, including a strong digital offer and we will ensure this is easy to access to help families find the support they need, when they need it.

We acknowledge that fathers and partners can feel left out or overwhelmed when expecting a baby. To address this we will ensure resources are available to support fathers and partners in caring for their baby, to encourage them to get involved and to gain confidence in parenting.

## Actions: How we will get there

- Timely, accessible, accurate, evidence-based information and support in relation to the emotional, nutritional and health needs of all infants regardless of the method of feeding chosen by a family is available.
- Parents will be provided with clear information on referral pathways, including tongue tie referral pathways, and the availability of equipment for loan to parents who need it (e.g., breast pumps).
- We will raise awareness of infant feeding support that is offered by midwives, health visitors, and 3rd sector providers via an integrated communications plan which is accessible and in multiple formats, which is reflective of our local communities.
- Families will be provided with knowledge of how to introduce solid foods which are healthy, easy & simple to prepare, and nutritious for baby and family.
- Appropriate information on peer support groups is provided to help with emotional and practical support.
- We will align infant feeding information across our local digital platforms to ensure parents are connected to online infant feeding information and are aware of the reliable and evidence-based resources.
- To support fathers and partners in caring for their baby we will roll out and promote the use of DadPad and [Start For Life](#) resources across Cambridgeshire and Peterborough.



# 3. Dedicated support throughout the early days

We will work in a joined-up way, across maternity, community health services and wider voluntary and community provision to make sure that all new parents and their partners are provided with the feeding support they need in those critical first few weeks of life that is responsive to their feeding choices to ensure their baby receives the nutrients they need to thrive.

All parents should have access to one-to-one practical help on hospital wards and in the community (from healthcare professionals and/or trained peer supporters and community specialist breastfeeding support groups) to support skin to skin contact after birth, breastfeeding initiation, responsive feeding and relationship building during the immediate postnatal period.



"More help, support and guidance in the hospital. The crucial days to get it right as my baby became too used to the bottle."

*(Infant Feeding Survey 2022)*

Maternity services, the health visiting service, and children and family centres provide universal support with breastfeeding. Statutory service provision will be enhanced by trained peer supporters and community provision; if additional support is required, then the referral pathway will be clear and easy to follow.

We want all parents to be given information and support to develop a close and loving relationship with their baby. Breastfeeding should be seen as an a realistic option for all families, but parents who use formula as all or part of their feeding methods are offered support including offering skin to skin contact, keeping baby close, feeding responsively and learning to understand baby's needs.

"Support when we got home [would have helped], I found it hard to latch and it affected how I felt about feeding"

"I would have liked to have breastfed for longer but I didn't receive enough support and some of the support I received was not helpful at all and very forceful at times"

*(Infant Feeding Survey 2022)*

## Actions: How we will get there

- All parents have access to one-to-one practical help on hospital wards and in the community (from healthcare professionals and/or trained peer supporters and community specialist breastfeeding support groups) to support breastfeeding initiation, responsive feeding and relationship building during the immediate postnatal period.
- Effective support in hospital and in the early postnatal stage, to ensure skin to skin contact after birth, regardless of delivery or feeding method.
- Families actively contacted and offered infant feeding support in the immediate postnatal period in areas of low breastfeeding rates.
- Face to face infant feeding support (from healthcare professionals and trained peer supporters) is provided.
- Timely access to tongue tie support and treatment is available, when impacting on feeding and in line with the ICB tongue tie policy.
- Equipment is available on loan for parents who need it (e.g. breast pumps), and staff sensitively support parents to use it.
- Referral pathways will be detailed so that the next steps are clear to both service user and health care professional.



# 4. Ongoing support across the feeding journey including introduction to solid food

We are committed to supporting with all aspects of a family's feeding journey, providing ongoing information and support in line with their choice and wishes and promotes safe feeding practices. Parents will be actively directed to virtual and out of hours infant feeding support and resources as well as local support services.

Alongside support from the health visiting infant feeding team, we will ensure drop-in infant feeding support sessions are available in the community to provide timely support to all families along their feeding journey. We will strengthen our breastfeeding peer support offer, using "expert by experience" to provide peer-to-peer support and information to families both in-person and virtually. Peer support will be available to families at any stage of their journey and accessible regardless of whether they are currently breastfeeding or not.

"There's not nearly enough information on feeding this way, it really needs to be improved as this could dramatically improve the breastfeeding numbers, we were able to wean my daughter off formula once she returned to her birth weight and now I am exclusively breastfeeding 8 weeks later!"

*(Infant Feeding Survey 2022)*

We will ensure that families are provided with clear and consistent information on introducing complimentary solid foods which are healthy and nutritious for baby and family. We will support families to delay introducing solid foods until around 6 months of age, with continued breastfeeding advised for the first year and beyond.

To ensure access to support services, a system wide referral pathway for when difficulties arise and referral into specialist services will be developed.

"More hands on F2F support. Videos and website information can only get you so far. Also having a new-born is so overwhelming that you really don't have much capacity to take on new information"

*(Infant Feeding Survey 2022)*

## Actions: How we will get there

- System wide referral pathway for when difficulties arise and referral into specialist services is in place and widely shared with families and across the workforce.
- Easy access to the health visiting infant feeding team is available to parents via a single point of access with in-person support available if needed via triage
- Community support is available to all who need it so they can continue breastfeeding for as long as they would like to.
- Appropriate information on peer support groups is provided to help with emotional and practical support, with peer support presence with universal Children's Centre sessions and health clinics as appropriate
- Support available for all eligible families to take part in the [Healthy Start voucher & vitamin scheme](#)
- Families will have easy access to evidence based advice on how to introduce solid foods with local workshops available via child and family centres as well as signposting to national resources such as the [National Breastfeeding Helpline](#) and [Start for Life Breastfeeding Friend](#).



# 5. A well-trained workforce

We will develop a training programme across maternity, health, and community partners to ensure all staff have the skills and knowledge to support families with infant feeding concerns sensitively and know how to signpost to more specialist support. This includes ensuring there is a sufficient number of staff appropriately trained to identify and respond to more complex infant feeding needs and timely support is offered to all families who need it so they can continue breastfeeding for as long as they would like to.



"I had conflicting advice and didn't know what to do"

"I think a weekly drop in centre is one of the best ways to reach mums that desperately need support with feeding"

*(Infant Feeding Survey 2022)*

This will be achieved by being responsive to the needs and feedback of service users, using continuous professional development (CPD) opportunities to upskill our workforce in identified areas of weakness as well as emerging themes and trends identified by those seeking specialist infant feeding support.



"I feel more extensive training on spotting things like tongue tie and latch issues would help a lot of people"

"For all breastfeeding training to be up to date and the same for all midwives, otherwise new mothers are unsure what to believe."

*(Infant Feeding Survey 2022)*

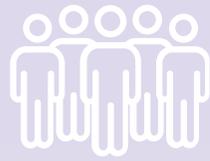
We will ensure that, at a minimum, all our Maternity and Health Visiting services are at least BFI (Baby Friendly Initiative) Level 3 accredited and will explore opportunities to expand this to other community provision such as Family Hubs and Child & Family Centres. We will also make sure that there is a system in place to support the ongoing recruitment and retention of peer-supporters.

We will work in close partnership with our third sector partners and private practitioners to support us in our vision and create networking opportunities to ensure information is shared across system partners to ensure consistency in messaging and advice so that families do not receive conflicting information.

## Actions: How we will get there

- We will ensure the workforce has the knowledge, skills and education to promote breastfeeding through quality assured training opportunities. We will seek to introduce minimum training standards across all sectors
- We will regularly seek feedback from families to learn from their experiences and adjust workforce training in light of this.
- We will increase the proportion of professionals who work with families with young babies that receive basic training on infant feeding knowledge.
- We will ensure that all peer supporters receive thorough initial and ongoing training to ensure they are equipped with the knowledge and skills to confidently and competently support families and signpost to other services as required. There is will be a recruitment and retention plan developed to ensure there is a sufficient pool of peer supporters available.
- To align with our UNICEF UK Baby Friendly accredited hospitals, we will explore the possibility of attaining accreditation for our child and family centres and evolving Family Hubs.

# 6. Inclusive communities



Breastfeeding in public is openly welcomed across Cambridgeshire and Peterborough and all individuals, by law, are protected to breastfeed in public, anytime, anywhere. We will promote feeding friendly spaces across our communities and in public spaces to ensure that parents feel safe and welcomed to feed without judgement when out and about with their infant.

Whilst breastfeeding has amazing health benefits for both the individual and the child, not every parent who wants to breastfeed has the support they need to do so and we know that it can be a daunting experience to breastfeed whilst out and about with your family. It can inhibit some peoples choices to go out, create social isolation, and returning to work can mean some stop breastfeeding before they would like to. Normalising breastfeeding in public and creating feeding friendly environments is something we can all help with through conversation and support.



"I never quite overcame the embarrassment when nursing in public"

"not everyone wants to go to breast feeding groups. I also found the children centres have breast feeding groups and not formula feeding"

*(Infant Feeding Survey 2022)*

## Actions: How we will get there

- We will use the learning and evaluation of the #FreeToFeed Campaign which launched across South Cambridgeshire in Autumn 2022 to roll out a county-wide commitment and encourage local businesses to sign up to this scheme.
- Our workforce themselves are supported to continue to breastfeed when returning to work after maternity leave and are provided with appropriate facilities to breastfeed in the work place.
- Community spaces, including child & family centres and Breastfeeding support groups will be inclusive and non-judgemental spaces for women, their partners, and wider family members, irrespective of feeding choices.
- Information and support will be tailored to be inclusive of under-represented communities, for example the promotion of DadPad, the parenting app for fathers and [Start for Life](#).



# 7. Reduce health inequalities

We will make the most of data and local information to ensure support and provision is tailored to the diverse needs of our populations and reduce disparities between groups and across our geography. We will use this intelligence to shape services and target support in the places and communities where it is needed most.

Cultural and social attitudes play a role in a woman's decision on how to feed their infants and we recognise the importance of providing impartial, evidence based infant feeding information and support to parents.

We will ensure that in Cambridgeshire and Peterborough support is available to all parents throughout their feeding journey, including young parents, those in low income groups and marginalised communities.

We also recognise the impact infant feeding issues can have on someone's mental health and can compound feeding challenges. Will ensure all staff respond sensitively to any questions or concerns raised by families without stigma or judgement, making sure that the voices of our service users are listened to and their personal choices and opinions are valued.



"Ensuring continuity of care for 75% of women from Black, Asian and minority ethnic communities and from the most deprived groups."

*(NHS Core 20 Plus 5: An Approach to reducing health inequalities, area of focus 1 2021)*

## Actions: How we will get there

- We will work with business intelligence and data teams across health and community services to improve how we are gathering and using information to tailor support to where it is needed most.
- Our health visiting infant feeding team will work closely with the in-service psychologist to ensure that parents accessing their services get appropriate support with their mental health and wellbeing
- We will build upon existing provision and initiatives such as the [Raham Project](#) , the [Lantern Initiative](#) , and from young parent projects, using their insights to ensure that information and support reaches all families in a way that is accessible and acknowledges the diverse cultural differences between our communities.

# How will we know that we are making a difference?



More healthcare and community staff will have accessed up to date training relevant to their role, equipping them with the knowledge and confidence to provide advice, information and guidance to families. This will be measured through training evaluation mechanisms.

Families using formula will report to their using recommendations for safe preparation of appropriate formula suited to the infants needs and using responsive feeding methods.

Families will report improved satisfaction levels with the quality of care, support and information they received across their journey, including in the antenatal period. Audits will show improvements against this.

More families will report introducing healthy and nutritious solid food at the recommended time.

For those who are experiencing infant feeding problems, they will report accessing timely and effective support suited to their level of need. There will also be a reduction in inappropriate referrals to specialist services, including tongue tie.

The development of a community breastfeeding scheme which will expand across the County and more premises will support the campaign.

In the longer term, we expect to see an increase in the proportion of children starting school at a healthy weight, which will be evidence through National Child Weight Measurement Programme (NCMP) data.

Breastfeeding rates will increase across all stages, including the length of time individuals are exclusively breastfeeding and there will be a reduction in geographical disparities

Birth

10-14  
days

6-8  
weeks

# Governance & Accountability

The infant feeding network will co-ordinate the delivery of the 7 key priorities identified in this strategy.

An action log will be maintained to ensure timely delivery against identified key actions which are required to support delivery of the priorities. Accountability will be shared across the system with the most appropriate team/service lead(s) on each area.

The Best Start in Life Programme Board will oversee progression of the Strategy Implementation and progress reports will be made to the Cambridgeshire and Peterborough Local Maternity and Neonatal Board.

<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 7</b>
<b>4 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

Report of:	Nicola Curley Director of Children's Services	
Cabinet Member(s) responsible:	Lynne Ayres Cabinet Member for Children's Services, Education, Skills and the University	
Contact Officer(s):	Lisa Riddle, Head of Service - Early Help	Tel. 07785 521391

**FAMILY HUBS AND START FOR LIFE**

RECOMMENDATIONS	
<b>FROM:</b> Director of Children's Services	<b>Deadline date:</b> N/A
<p>It is recommended that Children and Education Scrutiny Committee:</p> <ol style="list-style-type: none"> <li>1. Endorse proposals from the service in relation to programme sign up and how we spend grant monies received as part of the national Family Hubs and Start for Life programme.</li> </ol>	

**1. ORIGIN OF REPORT**

1.1 This report is submitted to Children and Education Scrutiny Committee following a request from Cllr Ayres, Cabinet Member for Children's Services.

**2. PURPOSE AND REASON FOR REPORT**

2.1 The purpose of this report is to ask committee for endorsement of the way we plan to sign up to and spend grant monies received from the Department of Education (DfE) and the Department of Health and Social Care (DHSC) as part of the national Family Hubs and Start for Life programme.

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:

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

2. Education, including
  - c) Special Needs and Inclusion;

2.3 This paper, and the funding/framework related to Family Hubs and Start for Life links to the corporate priorities of financial sustainability and services.

### 3. TIMESCALES

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

- 4.1 A Family Hub is a system-wide model of providing high-quality, joined-up, whole-family support services. Family Hubs deliver these services from conception, through a child's early years, right up until a young person reaches the age of 19 or 25 for young people with special educational needs and disabilities.
- 4.2 Family Hubs are underpinned by three key principles (access, connection and relationships) and include access to services via physical hubs and a single joined up digital offer.
- 4.2.1 **ACCESS:** There is a clear and simple way for families with children of all ages to access help and support through a Family Hub building or joined up digital offer and a Family Hub approach.
- 4.2.2 **CONNECTION:** Services work together for families, with a universal 'front door', shared outcomes and effective governance. Professionals work together through co-location, data-sharing, and a common approach to their work. Families only tell their story once, the service is more efficient, and families receive more effective support. Statutory services and voluntary and community sector (VCS) partners work together to get families the help they need.
- 4.2.3 **RELATIONSHIPS:** The Family Hub prioritises strengthening relationships and builds on family strengths. Relationships are at the heart of everything that is delivered in Family Hubs.
- 4.3 A concept first laid out by the Rt Hon Andrea Leadsom MP in [The best start for life: a vision for the 1,001 critical days - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/the-best-start-for-life-a-vision-for-the-1001-critical-days), the Family Hubs agenda is gathering pace nationally; the Anna Freud National Centre for Family Hubs was established in November 2021 to support development and the government committed funding for 75 top tier local authorities in the autumn spending review.
- 4.4 The autumn spending review also announced 'Start for Life' funding for the same 75 top tier local authorities. The funding is aimed at improving access to, and outcomes from, parenting support, infant feeding, home learning environment, parent/infant relationships and perinatal mental health support.
- 4.5 In April 2022, Peterborough City Council was named as one of 75 top tier local authority areas eligible for Family Hubs and Start for Life funding from the spending review and a portion of 302million pounds worth of investment.
- 4.6 Since the announcement in the spring, officers from the Council have worked with the DfE and DHSC to design the programme framework and support the development of the sign up and reporting processes.
- 4.7 Formal sign up to the programme will take place between August and October 2022. Between October 2022 and April 2023, planning, design and procurement will commence with transformation and delivery beginning from April 2023 onwards. The total funding envelope of between 3.3 and 3.4 million, covers a three-year period (2022/23, 2023/24 and 2024/25), with guidance issued from DfE/DHSC regarding the proportion of spend for each programme area as detailed below:

<b>Strand</b>	<b>%</b>
Family hubs programme spend	19.3%
Family hubs capital spend	4.8%
Perinatal mental health and parent-infant relationships	31.2%
Parenting support	15.4%
Infant feeding support	16.7%
Home learning environment services	8.9%
Publishing 'Start for Life' offers and Parent and Carer Panels	3.7%

4.8 The announcement of funding is hugely positive for Peterborough, enabling us to transition to a Family Hubs model of delivery and enhance the availability of services to families under the Start for Life offer.

4.9 Key issues for consideration:

4.9.1 Earlier this year, Peterborough City Council undertook a feasibility study into the development of a Family Hubs model of delivery. The study, which took place prior to the national funding announcement, involved rigorous review of best practice and significant engagement with partner agencies, children, young people and their families. Recommendations from the study, which demonstrated considerable levels of support to begin a journey of transformation, will support the development of a three-year development plan.

4.9.2 National funding for Family Hubs and Start for Life programmes will be paid to the local authority on the completion of key project milestones and on receipt of returns outlined in the national framework (for example, funding this year will be paid in two parts, one on successful completion of sign up and the second in early 2023 upon receipt of an approved delivery plan).

4.9.3 As outlined in the table in section 4.1, a funding % is allocated to each strand within the programme. A national framework document outlines minimum and go further delivery expectations for each area and a series of appendices documents show how funding should be spent.

4.10 Full guidance and the national framework is available here:

[Family hubs and start for life programme: local authority guide - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/101422/family-hubs-and-start-for-life-programme-local-authority-guide.pdf)

## **5. CONSULTATION**

5.1 In late 2021, the DfE awarded Peterborough City Council funding to undertake a feasibility study into the development of Family Hubs across the city.

5.2 The feasibility study took place between January and April 2022, and included in depth engagement with partner agencies, children, young people and their families, leading to the recommendations within the report. In total we consulted with 140 service users and 155 professionals from 67 partner agencies.

5.3 The study found there is significant support for transformation to a Family Hubs model of delivery from partners and families who were consulted and is fully endorsed by the service and key strategic partners. The proposals also build upon existing work undertaken through Best Start in Life and Strong Families, Strong Communities strategies and related workstreams.

The executive summary of the Peterborough Family Hubs feasibility study is available as an appendix

5.2 The national framework includes a requirement to establish, engage, consult and co-produce alongside a funded Parent Carer Panel. This will build upon current participation activities of the service and partnership.

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

6.1 The national programme aims to achieve the following outcomes:

- provide support to parents and carers so they are able to nurture their babies and children, improving health and education outcomes for all
- contribute to a reduction in inequalities in health and education outcomes for babies, children and families across England by ensuring that support provided is communicated to all parents and carers, including those who are hardest to reach and/or most in need of it
- build the evidence base for what works when it comes to improving health and education outcomes for babies, children and families in different delivery contexts.

6.2 The programme will achieve this by investing in:

- transforming the way services are designed and delivered
- increasing the number of local authority areas with a Family Hub model supporting children of all ages
- improving how local services share information and work together to provide holistic support for families (to address the fragmented services some families currently experience)
- ensuring that the Start for Life offer is clear, accessible and seamless, and voices of parents and carers are sought to influence the continuous improvement of the offer universal Start for Life and family services
- enhancing and expanding services which seek to identify and address needs at an early stage before more specialist support is required
- tailored support for vulnerable communities
- ensuring additional targeted interventions which support vulnerable and under-served populations are included as part of the offer and delivered through the Family Hub model workforce capacity and capability
- creating capacity through new workforce models that incorporate skill mix
- facilitating join-up of the multi-professional workforce to provide continuity of care to all families
- improving multi-agency training, addressing existing skill gaps, and ensuring empathy is at the heart of practice understanding what works and sharing best practice
- robustly evaluating against a set of measurable quantitative and qualitative objectives in a variety of contexts
- establishing communities of practice across the country to share best practice, and supporting a group of 'trailblazers' to lead the way on delivery

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

7.1 Sign up to the national programme, delivery expectations and areas of subsequent related spend are set out for all local authorities by DfE and DHSC in the framework and associated documents. Our recommendations align with national guidance and will ensure investment of between 3.3 and 3.4 million into Peterborough services for families over a period of three years. Failure to deliver the programme in line with national guidance may result in less funding.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 The feasibility study considered three options – a fully funded transformation, part funded and no change. The study found high levels of enthusiasm to convert to a Family Hubs model across families and partner agencies, and we therefore feel no change is not an option. To access national funding a full transformation to Family Hubs model of delivery is required, and any part funded model would need to be paid for from existing budgets. For this reason, we recommend sign up to the national programme.

## **9. IMPLICATIONS**

### **Financial Implications**

- 9.1 Sign up to the national programme will help to secure additional investment in services over a 3-year period.

### **Legal Implications**

- 9.2 As the programme develops, opportunities to commission new services/products or support may arise which may require legal input.

### **Equalities Implications**

- 9.3 As part of the planning stage of the project an Equality Impact Assessment will be completed.

### **Rural Implications**

- 9.4 The Family Hubs model promotes accessibility to all families – in a hub, through a hub or digitally/virtually. Outreach is a key feature and will be explored during the design of the delivery plan.

### **Carbon Impact Assessment**

- 9.5 There is neutral impact on carbon emissions.

## **10. BACKGROUND DOCUMENTS**

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

- 10.1 Peterborough Family Hubs Feasibility study 2022  
Family Hubs and Start for Life national guidance 2022

## **11. APPENDICES**

- 11.1 Appendix 1 - Peterborough Family Hubs feasibility study executive summary 2022

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Peterborough City Council  
Family Hubs Feasibility Study  
Executive Summary

## Executive Summary

- i. **This study recommends that, if full government funding is successfully acquired, a complete Family Hubs offer should be established across Peterborough.**
- ii. **It is also recommended that staff are identified and appointed to continue to drive forward and build on the momentum created by this feasibility study.**

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- iii. This document presents the findings and recommendations of a **Feasibility Study funded by the Department for Education into the development of a Family Hubs model across Peterborough.**
- iv. The contents of the study have been **informed by a series of rigorous and inclusive consultation activities with service users and service providers** along with **extensive research into relevant existing literature and successful operational Family Hubs around the country.**
- v. Furthermore, the study is **grounded in the context of established local and national strategies** that focus on the provision of support for families that improves outcomes, particularly for the most vulnerable.

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- i. Since the work to produce this study has begun, on 2<sup>nd</sup> April 2022, the Department for Education and the Department for Health and Social Care announced the allocation of £82m of Family Hubs/Start for Life funding (out of the original £302 million) for 75 top-tier Local Authorities, of which Peterborough is named as one. The implications of this announcement are that it will be possible to introduce the Family Hub model to some degree in Peterborough, subject to the detail of that funding announcement.

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- ii. A Family Hub is a **system-wide model of providing high-quality, joined-up, whole-family support services.** Family Hubs deliver these services from conception, through a child's early years, right up until a young person reaches the age of 19 or 25 for young people with special educational needs and disabilities.
- iii. Family Hubs are underpinned by three key principles:
  - a. **ACCESS:** There is a clear and simple way for families with children of all ages to access help and support through a Family Hub building and a Family Hub approach.

- b. **CONNECTION:** Services work together for families, with a universal ‘front door’, shared outcomes and effective governance. Professionals work together through co-location, data-sharing, and a common approach to their work. Families only tell their story once, the service is more efficient, and families receive more effective support. Statutory services and voluntary and community sector (VCS) partners work together to get families the help they need.
- c. **RELATIONSHIPS:** The Family Hub prioritises strengthening relationships and builds on family strengths. Relationships are at the heart of everything that is delivered in Family Hubs.

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- iv. The first priority for the study was to establish **if there is a consensus that the Family Hubs model of support would be appropriate** for families in Peterborough.
- v. Via a combination of 32 individual meetings with service leads and a series of online interactive, consultative workshops attended by 123 professionals from 67 services, we sought professional input and insight as to the appetite for change.
- vi. In parallel, we collected views from 140 service users (76 parents and 64 children and young people) via a range of consultative activities, to determine whether those in receipt of services felt that there was a case for change.
- vii. We conducted extensive desk-based research about, made visits to, and engaged with staff from, a number of Family Hubs that are already in operation.
- viii. Analysis of the data we collected via these methods demonstrates that **there is clear enthusiasm and buy-in from stakeholders and service users to make the transition to a Family Hub model of delivery.**
- ix. Furthermore, as we emerge from the Covid-19 pandemic, **it is evident that there is appetite for change and improved service integration.**

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- x. The second stage of the study, also informed by our consultation activities with service users and service providers, comprised a detailed exploration of **the extent to which the implementation of the key elements of the Family Hubs model might be feasible for Peterborough.**
- xi. We investigated the opportunities and limitations for both service users and providers relating to:
  - a. Increased information sharing between services and teams.
  - b. The co-location and co-delivery of support and services.
  - c. A Family Hubs digital offer.

- d. Joint and shared training for professionals across participating services.
- e. An integrated outcomes framework to measure the success of Family Hubs.
- f. How services might behave and operate within the Family Hubs model.

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- xii. The resulting analysis has informed the **generation of three potential options** for Peterborough relating to whether, and how, the Family Hubs model of support is introduced.
- xiii. A breakdown of the costs for each option can be found in Appendices iv and v.
- xiv. **Option 1 provides a justification for the introduction of the complete Family Hub offer.**
- xv. The key elements of Option 1 are as follows:

#### **Governance and project management**

- a. To recruit personnel to develop and lead Family Hubs across Peterborough, with appropriate business support staff.
- b. To form local partnerships and parent forums to steer the progress of individual Family Hubs.

#### **Buildings and spokes**

- a. To develop up to four Family Hubs in Peterborough.
- b. To locate these Family Hubs in the most appropriate existing Child and Family Centres, as determined via appropriate co-production.
- c. To use funding to implement any necessary adaptations to these buildings to expand their remit to the 0-19 age range or up to 25 age range for those with SEND.
- d. To identify appropriate locations for spokes via co-production with families and partners.

#### **Digital offer**

- a. To develop a single digital platform bringing together Family Hub partners online and a digital service under one digital roof.
- b. To recruit personnel to manage the build of this platform.
- c. To engage families and service providers via appropriate co-production to determine the design and functionality of the digital offer.

#### **Branding and marketing**

- a. To recruit personnel to lead a marketing and promotional campaign.

#### **Joint training**

- a. To offer all Family Hub partners and volunteers a common workforce development programme, including a train-the-trainer package on four key strength-based programmes (Five to Thrive, Solihull, Motivational Interviewing and Contextual Safeguarding).

## **Ways of working**

- a. To adopt a shared set of outcomes.
- b. To co-locate services where possible.
- c. To co-deliver services where feasible.
- d. To introduce a Family Hubs key worker in each Family Hub.
- e. To introduce or develop forums for early case discussion and direction in all Family Hubs.
- f. To co-produce programmes with communities involving existing Child and Family Centre Parent Panels.
- g. To recruit and develop a volunteer workforce to support the Family Hub offer
- h. To run a joint outreach programme to ensure services get to all parts of the community.

xvi. **Option 2 provides a justification for the introduction of a partial Family Hub offer.**

xvii. The key elements of Option 2 are as follows:

## **Governance and project management**

- a. To recruit personnel to lead the development of Family Hubs across Peterborough but to source funding for these roles from Family Hubs partners.

## **Buildings and spokes**

- a. To identify those existing Child and Family Centres in central locations that are best suited, without the need for large-scale adaption, to the delivery of services for the 0-19 age range or up to 25 age range for those with SEND. Co-production with service users and partners would need to support this decision.
- b. For all Family Hubs partners to work together to invest funds to facilitate any necessary adaptations to clinic space, for SEND needs or to adjust aesthetics to suit the extended age range.

## **Digital offer**

- a. There are two alternative approaches within this option for a digital offer.
- b. To adapt the current Child and Family Centre web page listed in the Peterborough City Council main website.
- c. To develop a micro site which would stand alone from the Local Authority website.

## **Branding and marketing**

- a. To raise finances from among Family Hub partners for some marketing and branding resource and signage.

## **Joint training**

- a. To expand existing shared training already taking place between Best Start in Life partners (e.g. Five to Thrive, Motivational Interviewing and Solihull) to cover the 0-19 workforce.

- b. To introduce a reciprocal arrangement between partner services to open up spaces on their respective training programmes to the wider Family Hubs network.

#### **Ways of working**

- a. To adopt a shared set of outcomes.
  - b. To co-locate services where possible.
  - c. To co-deliver services where feasible.
  - d. To introduce a Family Hub key worker in each Family Hub, either by developing or adapting the existing Family Support Practitioner role.
  - e. The introduction or development of forums for early case discussion and direction in all Family Hubs, drawing on the processes learnt by Cambridgeshire and Peterborough's Best Start in Life panels.
  - f. To co-produce programmes with communities involving existing Child and Family Centre Parent Panels.
  - g. To recruit and develop a volunteer workforce to support the Family Hub offer.
  - h. To run a joint outreach programme to ensure services get to all parts of the community.
- xviii. **Option 3 outlines what would happen if no changes were made to current service delivery across all Family Hub partners.**
- xix. This study finds that Option 3 provides little or no framework to meet the objectives as set out under the three key delivery principles of the Family Hubs model (access, connection and relationships).
- \*\*\*
- xx. **This study concludes with the recommendation that, should sufficient funding be secured, Peterborough Local Authority proceeds with Option 1.**
- xxi. *Should the funding be insufficient, the recommendation would be to implement Option 2, while also applying for any future rounds of funding made available.*
- xxii. *It is not recommended that Option 3 – do nothing – is pursued any further.*

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	<b>AGENDA ITEM No. 8</b>
<b>4 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

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

<b>HOUSEHOLD SUPPORT FUND</b>
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<b>RECOMMENDATIONS</b>	
<b>FROM:</b> Jonathan Lewis – Service Director (Education)	<b>Deadline date:</b> N/A
<p>It is recommended that the Children and Education Scrutiny Committee consider the report and make recommendations / comments on the operation of the holiday voucher scheme for the October to March round of the Household Support Fund.</p>	

**1. ORIGIN OF REPORT**

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

**2. PURPOSE AND REASON FOR REPORT**

2.1 This report provides information on the proposed allocation of the next round of Household Support Fund (HSF). Whilst the grant is subject to the corporate leadership team views, a paper was presented to Cabinet on 20 September 2022 seeking final approval for the scheme. Any feedback from this meeting will be considered in the recommended final scheme.

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:

Children's Services including

- a) Social Care of Children;
- b) Safeguarding; and

2. Education, including

- a) University and Higher Education;
- b) Careers; and
- c) Special Needs and Inclusion;

2.3 This report links to –

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

### 3. TIMESCALES

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

- 4.1 In November 2020, the Government announced funding for Local Authorities to support families and communities through the challenges of Covid-19. Since this time, there has been a succession of schemes which have extended this support including the Winter Support, LA Covid-19 Support Grants and wider support with the cost-of-living crisis.
- 4.2 Each of the schemes have offered local discretion (to an extent) around the allocation of the grant and we have used the funding to target groups within the City that we consider to be vulnerable. The expectation is that it should primarily be used to support households in the most need particularly those including children and pensioners who would otherwise struggle with energy bills, food and water bills. In exceptional cases of genuine emergency, it can additionally be used to support housing costs where existing housing support schemes do not meet this exceptional need
- 4.3 Authorities can deliver the scheme through a variety of routes including providing vouchers to households, making direct provision of food or goods, or issuing grants to third parties (except for grants for advice provision).
- 4.4 In May 2022, the Chancellor of the Exchequer announced a further extension to the Household Support Fund to run from 1 October 2022 to 31 March 2023 (HSF 3). PCC received guidance and criteria for HSF 3 on 26 August 2022 and on 22 September 2022 received notification of a draft allocation of £1,824,636.
- 4.5 The updated guidance on HSF 3 makes changes to the previous scheme, HSF 2, which was primarily used to support households in the most need particularly those including children and pensioners who would otherwise struggle with energy bills, food and water bills and essential supplies. In exceptional cases of genuine emergency, it could additionally be used to support housing costs where existing housing support schemes do not meet this exceptional need.

Guidance for HSF 3 continues the focus on those most in need but adds those who may not be eligible for the other support from government which has recently been made available as follows:-

1. £650 - Cost of Living Payment for those on UC, JSA, ESA, Income Support.
2. £400 - Energy Bills Support Scheme for all households with domestic electricity connection.
3. £150 - Council Tax Rebate for households in bands A to D

In addition, the guidance asks us to consider those who are eligible but not claiming qualifying benefits and those claiming housing benefit only as they are not eligible for £400 Energy Bill Support Scheme and stresses that we should consider a wide range of low-income households in need including families with children of all ages, pensioners, unpaid carers, care leavers and people with disabilities.

The inclusion of the need to capture Management Information in respect of Households with a disabled person in addition to those with children and pensioners should be noted.

- 4.6 Based on the guidance, criteria and draft allocation, we propose the following allocations:

This report is focused upon supporting children from low-income families, but the report also includes details of the wider scheme for adults and pensioners.

Peterborough Holiday Voucher Scheme – we are proposing to fund £10 at October half term (reduced from £15 previously but in line with the May Half term which was £10), £30 for the Christmas holiday and a final £10 at February half term. The total cost of the three voucher schemes will be £746k.

The reduction in voucher values is due to there being less holidays in this half of the year – we had the summer holidays in the previous period plus a half term and easter (9 weeks rounded) and this period only has 4 weeks. We are funding higher at Christmas.

Details of the voucher allocation by education establishment can be found in Appendix 2.

The criteria for the scheme would remain the same and it would cover children eligible for 2-year-old free entitlement, 3 and 4 year olds eligible for the Early Years Pupils Premium, children eligible for free school meals and those pupils eligible for the post-16 bursary fund (including those with SEND who meet the criteria). The scheme covers those from ages 2 to 19. A letter will be sent to parents prior to each round of the scheme once the details are agreed.

Any unclaimed vouchers will be refunded and we would undertake this process after each holiday round. For each of the rounds, we will send the voucher on the last day of the term prior to the holiday. We have direct access to schools data so there is little administrative burden on schools.

4.7 This proposal for allocation takes into account the grant criteria and affordability of the scheme whilst allocating the HSF grant.

4.8 **Pensioner Voucher Scheme** – It is proposed to retain a focus on pensioners by continuing to run an application based scheme but at a lower proportion of the fund than previously mandated, we will set our scheme spend at 15% of the total fund. We have learnt through other iterations of the scheme that it takes a great deal for pensioners to reach out, but recently we have started to see our referrals increase and the opportunity that brings to support our pensioners through our partnership with Age UK. Age UK Cambridgeshire and Peterborough would continue to act as an initial point of contact for pensioners to access the HSF, supporting them to fill out the online form or completing this on their behalf (as well as facilitating Age UK's wraparound support offer) the online form will then go to the County Hub who will administer the Peterborough element according to the criteria set out below.

Peterborough would contribute £30k to Cambridgeshire to host this in the county hub and also fund Age UK an administration fee – this fee is likely to be circa £18k. The proposed total allocation to the pensioner scheme would be £273,695k with £218,495 available for vouchers supplying 1456 awards.

Consideration has been given to bringing the processing of the pensioner element in house to PCC, however there are distinct advantages of funding this through the CCC Hub due to economies of scale and already set up management information systems which support our reporting to government and analysis of data.

Proposed guiding eligibility criteria for pensioners voucher scheme:-

- Born on or before 30 September 1956
- Applicant resides in Peterborough.
- Experiencing financial hardship (as determined by our staff or trusted partner)
- On or below Joseph Roundtree Foundation minimum income standard.
- No one under the age of 19 (after the 30 September 2022) resides in the same household
- In exceptional circumstances, these criteria may be waived.

Individual award amounts would continue to be between £100 and £200 depending on assessment of need.

4.9 **Vulnerable Households Voucher Scheme** – An expansion of this area of the scheme gives

the most scope for supporting a wide range of households as described in the guidance, a total of £504,641 will be available to deliver the scheme. In recognition that this is the most flexible element of the fund we have increased the proportion of this element and taken away its restraints in order to support larger families with multiple age ranges who are not eligible for other cost of living support including households with disabled person. It is proposed that the voucher element of the scheme continue to be administered by Citizens Advice Peterborough for a management fee of approximately £50K, including communication, interpretation and staffing.

Once fees have been covered, this would leave approx. £454,167, to provide vouchers between £100 and £200, taking £150 as average spend this would supply 3027 households.

Proposed guiding eligibility criteria for vulnerable household voucher scheme:-

- Applicant resides in Peterborough.
- On or below Joseph Roundtree Foundation minimum income standard.
- Experiencing financial hardship. (as determined by our staff or trusted partner)
- No one Born on or before 30 September 1956 resides in the household.

**Vulnerable Households Support Fund** – A total of £300,000 will be made available to support direct grants to local voluntary and community organisations who either are already delivering or would like to deliver food and essential supplies support directly to residents. This could be issued to foodbanks, lunch clubs, community cafes or other charities that issue essentials to those in need. During Covid significant work was done to support the “don’t go hungry this summer” campaign which aimed to support residents to access food supplies and debt management. We feel that through the winter period we will need to support our VCS organisations to recreate something similar around access to food, warm spaces alongside debt advice and access to skills and employment support.

4.10 We intend the scheme for pensioners and vulnerable adults to go live in October 2022. All schemes will be publicised across the City.

4.11 The overall proposed allocation of HSF 3 can be seen in the table below.

As in previous rounds the guidance states that appropriate admin and resource costs should be charged against the grant. It must be noted that although we wish as much funding be spent on support for those that need it ensuring we have enough staffing and management to mobilise the full funding available is critical to success.

Officers will continually monitor demand changes within these schemes and re-allocate funding if appropriate. Officers will also monitor administration costs and adjust as appropriate to ensure best use of public funds, in line with the grant guidance.

	Children and Young People Holiday Voucher Scheme	Vulnerable Households Voucher Scheme	Vulnerable Households Support Fund	Pensioners Scheme	Total
Direct cost of scheme	£745,300 *	£454,167	£270,000	£218,495	1,687,962
Administration costs	£1,000	£50,464	£30,000	£55,200	136,664
<b>Total Spend</b>	<b>£746,300</b>	<b>£504,631</b>	<b>£300,000</b>	<b>£273,695</b>	<b>£1,824,626</b>
% Spend of grant	41%	27.6%	16.4%	15%	100%

(\*) A reconciliation of previous scheme spend will be undertaken in September and should any unclaimed voucher money be identified, this will be used to increase the CYP voucher amount during Christmas. We would also like to consider offering a one-off payment to care leavers at Christmas, dependent upon monies available.

#### 4.12 Key statistics from previous rounds of funding:

##### Children and Young People Voucher Scheme

- For the summer term 2022, we purchased 27,652 vouchers covering 13,887 eligible children received £45 across two vouchers. Appendix 2 outlines how these were allocated by education establishment.
- This was a 1.3% increase in the number of eligible children since the May half term scheme and reflects the growing number of children on free school meals. Reviewing further back, the numbers allocated through reflect a 26% increase in eligible pupils from the voucher round run in February 2021.

##### Pensioner element

- Between 28 June and 23 August, a total of £15,800 has been granted to pensioners, with 167 applications processed. Targeted comms to this group is just starting to have an impact and applications have started to rise over the last few weeks as a result of 4000 letters to those on Pension Credit. Continued work is needed to find other ways to engage with this cohort. Nationally Local Authorities have struggled to spend the full allocation of this fund.

##### Other Vulnerable Adult element

- £133,000 has been spent through this scheme from 20/6/2022 – 21/9/2022 with over 2,400 applications processed. As with the pensioner element of the fund, we have seen applications pick up again, as national and local communications around the cost of living continue. As well as this we have relaxed the application criteria in recognition of the need to support families with multiples of children who may have one child eligible for FSM but who still need further support. We have also increased the voucher amounts and will monitor the fund to see if we can trial our third-party grants scheme.

## 5. CONSULTATION

- 5.1 This decision does not require any public consultation in line with grant guidance. However, we have worked with organisations across Peterborough to develop the proposed schemes, including (Age UK, Citizens Advice, Local Food Banks, Cross Keys Homes, Local Community Voluntary Sector Forum and Safer Peterborough Partnership).

## 6. ANTICIPATED OUTCOMES OR IMPACT

- 6.1 The immediate hardship facing many Peterborough Families due to the pandemic and current

cost of living crisis will be alleviated through the provision of food vouchers and support with utility bills and other household support.

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

7.1 The grant is flexible, and we have targeted it at the areas that we consider to be the greatest need.

## **8. ALTERNATIVE OPTIONS CONSIDERED**

8.1 Consideration was given to allocating all the grant towards families and pensioners but following feedback this was reviewed and agreed a proportion of the fund should go towards supporting other vulnerable adults.

## **9. IMPLICATIONS**

### **Financial Implications**

9.1 The current voucher provider does not charge an administrative fee or other oncosts for free school meal vouchers. Additional costs will therefore be a factor in assessing the overall contractual award. We estimate spending approx £850,00 on children and young people vouchers and vulnerable adults vouchers. We have modelled the financial demands from parents / eligible children, spent in line with the recommended pensioners level and ensured there is sufficient allocated resources to support vulnerable adults in the city.

### **Legal Implications**

9.2 The award of contracts for support the HSF will be considered as part of the final Cabinet report in October. Legal will be fully consulted on any procurement arrangements so they meet the requirement of the grant arrangements.

### **Equalities Implications**

9.3 The limitation of the grant has meant we have had to restrict the scheme from previous rounds including the funding of those in further education. Our proposal outlined fits within the requirements of the grant conditions. All documentation will be shared with councillors so they can support their ward constituent.

Translation of communications to parents regarding the CWGS will be made available through schools and provisions for those who are digitally excluded will also be made to ensure everyone can access the support if they need it.

### **Rural Implications**

9.4 None

### **Carbon Impact Assessment**

9.5 There are no carbon implications arising from this decision.

## **10. BACKGROUND DOCUMENTS**

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

10.1 None

## **11. APPENDICES**

Appendix 1 – Review of HSF schemes from other Local Authorities

Appendix 2 - Allocation of Vouchers from the Summer Holiday Scheme

## Appendix 1 - Review of HSF schemes from other Local Authorities

Other Local Authority schemes are detailed below. Please be aware that funding has varied between LA's although the grant terms and conditions remain the same.

Local Authority	Scheme Description
Luton	£15 voucher per week for those families eligible for Free School Meals
Rutland	<p>£15 per week and £75 for the summer break for those families eligible for Free School Meals</p> <p><u>Wider Support</u>            A one-off payment of £100 will be made in June 2022, of this; £50 is to be spent on food and £50 is to be spent on energy and water bills, unless the applicant advises that it has been spent on one of the other eligible categories.            The Council will provide a one-off grant of £2,000 to Anglian Water to enable them to directly support households who are struggling to pay their water bill.            The Council will provide a one-off payment of £100 to care leavers.</p>
Leicester City Council	<p>£60 uniform voucher for selected children and young people eligible for Free School Meals.            Funding to community food banks (£100,000 was committed).            The holiday food programme over the May half term for children eligible for free school meals (£110,000 was committed)            School holiday food support for children who have special educational needs and disabilities (SEND) over the May half term (£15,000 was committed)            Support for Leicester City Council foster carers (£250 for each household)            Can only access via referral from Children's Services, Education, Adult Social Care and Housing.</p>
Bedford Borough Council	<p>50% of the HSF will be allocated to families eligible for Free School Meals.            Pensioners entitled to 100% Council Tax Support will receive £175.            Pensioners entitled to less than 100% Council Tax Support will receive £75.            Working-age households entitled to 100% Council Tax Support will receive £50.</p>
Lincolnshire	<p>Referral to be made by specialist professional Referrers can make an application on your behalf for the following funds:</p> <ul style="list-style-type: none"> <li>• £100 shopping voucher (if adult only household)</li> <li>• £200 shopping voucher (if children in household)</li> <li>• £100 utility payment direct to supplier</li> <li>• £200 cash voucher towards oil/gas (off main grid households only)</li> <li>• £100 cash voucher for essentials. Applicants must be Lincolnshire residents over aged 18 years old</li> </ul>

Local Authority	Scheme Description
	<ul style="list-style-type: none"> <li>• Applications are limited to one per calendar month per household</li> <li>• Each application is capped at £400</li> </ul>
Milton Keynes	<p>Application for grants to cover -</p> <ul style="list-style-type: none"> <li>• Food</li> <li>• Energy and water bills</li> <li>• Repair or purchase of essential household appliances</li> <li>• Servicing and repair of heating systems</li> <li>• School uniform or other essential clothing</li> <li>• Other essential living costs</li> </ul> <p>At least a third of funding is ring-fenced to support households with children and a third ring fenced for pensioner households. The remaining total of funding will go to other households as well extra help for families and pensioners where necessary.</p>
Norfolk	<p>Scheme operates as follows -</p> <ul style="list-style-type: none"> <li>• Give families flexibility and choice in support by providing a monthly cost of living voucher for families eligible for free school meals. Running from April to October this will support families to budget and give them choice, helping them to plan for birthdays and holidays, or offset against other bills.</li> <li>• Ensure older people and pensioners will receive £2.2m of financial support with a focus on those receiving pension credit</li> <li>• Work with partners to target support to those who need it most, with £840k earmarked for other groups, such as single people, disabled people and carers</li> </ul> <p>Free School Meals The vouchers will be £15 per month, per child. There's a larger payment of £30 for August, to coincide with the school holidays.</p>

## Appendix 2 – Allocation of Vouchers from the Summer Holiday Scheme

The following list outlines the number of vouchers allocated per school. Children in the City have the option of many schools so linking these to wards is not possible, especially in the secondary sector where there are less catchment area arrangements. This data is based upon orders placed – there will be unclaimed vouchers which normally equate to around 4% of the vouchers ordered.

<b>Education Establishment</b>	<b>Number of vouchers allocated</b>
All Saints' CofE (Aided) Primary School	92
Arthur Mellows Village College	184
Barnack CofE (Controlled) Primary School	37
Bishop Creighton Academy	89
Braybrook Primary School	83
Brewster Avenue Infant School	49
Castor CofE Primary School	22
City of Peterborough Academy	317
Discovery Primary Academy	214
Dogsthorpe Academy	178
Dogsthorpe Infant School	104
Eye CofE Primary School	116
Eyrescroft Primary School	127
Fulbridge Academy	262
Gladstone Primary Academy	218
Greater Peterborough UTC	103
Gunthorpe Primary School	167
Hampton College	319
Hampton Gardens School	206
Hampton Hargate Primary School	120
Hampton Lakes Primary School	31
Hampton Vale Primary Academy	141
Heltwate School	108
Heritage Park Primary School	22

Highlees Primary School	166
Jack Hunt School	569
John Clare Primary School	13
Ken Stimpson Community School	333
Leighton Primary School	158
Lime Academy Abbotsmede	197
Lime Academy Orton	66
Lime Academy Parnwell	194
Lime Academy Watergall	156
Longthorpe Primary School	42
Marshfields School	78
Medeshamstede Academy	58
Middleton Primary School	178
Nene Gate	38
Nene Park Academy	244
Nene Valley Primary School	29
Newark Hill Academy	100
Newborough CofE Primary School	45
Northborough Primary School	16
Norwood Primary School	57
Oakdale Primary School	59
Old Fletton Primary School	149
Ormiston Bushfield Academy	318
Ormiston Meadows Academy	61
Orton Wistow Primary School	48
Paston Ridings Primary School	226
Peakirk-Cum-Glinton CofE Primary School	37
Peterborough City Council	37
Queen Katharine Academy	619
Queen's Drive Infant School	72
Ravensthorpe Primary School	141

Sacred Heart Catholic Primary School	39
Saint Michael CofE Primary School	82
Southfields Primary School	199
St Augustine's CofE Junior School	80
St Botolph's Church of England Primary School	54
St John Fisher Catholic High School	202
St John's Church School	179
St Thomas More Catholic Primary School	134
Stanground Academy	315
Stanground St Johns CofE Primary School	86
The Beeches Primary School	236
The Duke of Bedford Primary School	52
The King's (The Cathedral) School	123
The Richard Barnes Academy	96
Thomas Deacon Academy	614
Thorpe Primary School	127
Welbourne Primary School	88
Welland Academy	221
Werrington Primary School	70
West Town Primary Academy	128
William Law CofE Primary School	150
Winyates Primary School	122
Wittering Primary School	58
Woodston Primary School	181
Early Year Settings	2017
Peterborough College	353
Children not in a mainstream school setting (independent school, Electively Home Educated etc)	68
<b>Total Vouchers allocated (Correct as at 22nd August)</b>	<b>13,887</b>

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<b>CHILDREN AND EDUCATION SCRUTINY COMMITTEE</b>	AGENDA ITEM No. 9
<b>4 OCTOBER 2022</b>	<b>PUBLIC REPORT</b>

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

**FORWARD PLAN OF EXECUTIVE DECISIONS**

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

**1. ORIGIN OF REPORT**

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

**2. PURPOSE AND REASON FOR REPORT**

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

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

The Scrutiny Committees will:

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

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

**3. TIMESCALES**

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

- 4.1 The latest version of the Forward Plan of Executive Decisions is attached at Appendix 1. The Forward Plan contains those Executive Decisions which the Leader of the Council believes that the Cabinet or individual Cabinet Member(s) can take and any new key decisions to be taken after 24 October 2022.
- 4.2 The information in the Forward Plan of Executive Decisions provides the Committee with the opportunity of considering whether it wishes to seek to influence any of these executive decisions, or to request further information.
- 4.3 If the Committee wished to examine any of the executive decisions, consideration would need to be given as to how this could be accommodated within the work programme.
- 4.4 As the Forward Plan is published fortnightly any version of the Forward Plan published after dispatch of this agenda will be tabled at the meeting.

#### **5. CONSULTATION**

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

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

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

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

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

#### **8. ALTERNATIVE OPTIONS CONSIDERED**

- 8.1 N/A

#### **9. IMPLICATIONS**

##### **9.1 Financial Implications**

N/A

##### **9.2 Legal Implications**

N/A

#### **10. BACKGROUND DOCUMENTS**

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

None

#### **11. APPENDICES**

- 11.1 Appendix 1 – Forward Plan of Executive Decisions

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

PUBLISHED: 23 SEPTEMBER 2022

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

<b>KEY DECISIONS FROM 24 OCTOBER 2022</b>								
<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge – KEY/24OCT22/01</b> - Approval of the award of contract for Milestone Infrastructure for the Detailed Design of the River Nene Pedestrian Bridge. This is a Towns Fund project and the Bridge will provide a walking and cycling route between the Embankment and Fletton Quays and also support the ambition of opening up the waterfront for regeneration.	<b>Councillor Marco Cereste, Climate Change, Planning, Housing and Transport</b>	<b>24 October 2022</b>	Growth, Resources, And Communities Scrutiny Committee	Central and Fletton & Stanground	Engagement with ward councillors and a public consultation will take place	Karen Lockwood, Tel: 07825 902794, Email: karen.lockwood@peterborough.gov.uk	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>Fees and Charges – KEY/24OCT22/02</b> - Comprehensive review of fees and charges and proposes inflationary increases wherever possible for the 2022/23 and 2023/24 financial years.	<b>Cabinet</b>	<b>14 October 2022</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Finance and from respective service - report will go to CLT, CPF, Joint Scrutiny and then Cabinet	Cecilie Booth, Director of Resources and S151 Officer, Tel: 07970325557, Email: Cecilie.Booth@peterborough.gov.uk	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

**PREVIOUSLY ADVERTISED KEY DECISIONS**

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

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>2. Peterborough City Council Housing Related Support Procurement / Commissioning - KEY/24MAY21/02 –</b> To Procure / Commission Peterborough City Council Housing Related Support Services. Service redesign and change form annual Grant Agreements to longer term contracts.</p>	Cabinet	14 November 2022	Growth, Resources and Communities Scrutiny Committee	All Wards	Soft market testing is underway. A Housing Related Support Commissioning Strategy has been agreed and has received all the relevant approvals	Sharon Malia, Housing Programmes Manager Sharon Malia - Housing Programmes Manager, 01733 237771, Email: sharon.malia@peterborough.gov.uk	People and Communities	To be submitted, Housing Related Support Commissioning Strategy for Cambridgeshire & Peterborough 2020 - 2022. Procurement / Commissioning information.
<p><b>3. Procurement of a Design Team for The Vine, 64-68 Bridge Street, Peterborough - KEY/14MAR2022/01 –</b> A decision is requested following a procurement exercise under the Homes England Framework, for the appointment of a design team. The design team will then need to undertake concept designs to inform an Outline Business Case.</p>	Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance	September 2022	Growth, Resources, And Communities Scrutiny Committee	Central Ward	Relevant internal and external stakeholders and through the Homes England Framework.	Karen Lockwood, Programme Manager Place & Economy, <a href="tel:07825902794">Tel:07825 902794</a> , Email: <a href="mailto:karen.lockwood@peterborough.gov.uk">karen.lockwood@peterborough.gov.uk</a>	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>4. Article 4 Direction - KEY/28MAR2022/01 –</b> To agree to formulate an Article 4 Direction for public consultation that requires property owners in Bretton, Fletton &amp; Woodston, Hargate &amp; Hempstead, Hampton Vale, Park and Central wards, to obtain planning permission when converting single homes or residential properties into HMOs, alongside relevant planning policies to support this.</p>	Cabinet	TBA	Growth, Resources, And Communities Scrutiny Committee	Bretton, Fletton & Woodston, Hargate & Hempstead, Hampton Vale, Park and Central.	Formal public consultation within relevant wards	Jim Newton, Assistant Director Planning & Building Control (Interim) Email: jim.newton@peterborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<p><b>5. Clare Lodge and agency resource - KEY/28MAR2022/02 -</b> Relating to the supply of temporary agency requirements at Clare Lodge</p>	Cabinet	TBA	Children and Education Scrutiny Committee	All Wards	Legal, Procurement, Service area, Clare Lodge, agency providers	Steve McFaden, Business, Strategy & Infrastructure Manager Clare Lodge, 01733 253246	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

6.	<b>Contract value reconciliation to accommodate transaction charges - Pay360 Capita call-off contract via KCS Framework Agreement – KEY/11APR2022/01</b> - Seek authorisation for increased contract value award. The cumulative contract value now exceeds the value originally awarded within a Director's Contract Award Report.	<b>Councillor Wayne Fitzgerald, Leader of the Council</b>	<b>September 2022</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	Relevant internal and external stakeholders	Katherine Hlalat, Head of IT Projects and Programmes, <a href="mailto:Katherine.Hlalat@cambridgeshire.gov.uk">Katherine.Hlalat@cambridgeshire.gov.uk</a>	Customer and Digital Services	Director's Contract Award Report dated 25 August 2021
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KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p>7. <b>Investment in NHS Health Checks to address the backlog created by the impact of COVID-19 pandemic – KEY/23MAY22/02</b> - The NHS Health Checks Programme is a mandatory Local Authority function. Peterborough has very rates of cardiovascular disease and the Programme is a key prevention intervention for identifying and addressing cardiovascular disease risks. The COVID-19 pandemic had a huge impact on the number of NHS Checks completed and there is an urgent need to address the backlog of NHS Health Checks and ensure that risks in the population are reduced. The additional investment is to provide support to GP Practices to deliver the NHS Health Checks. GPs are an integral part of the Programme as their patient data is used to identify those eligible and they play a key role in addressing any identified clinical issues. The proposal is to commission the GP Federation in Peterborough to support the GPs to deliver the Programme. A GP Federation is a group of practices that come together to deliver services. The commission will be in line with the recommendations from procurement and legal services.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>September 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All</p>	<p>GP Federations, Clinical Commissioning Group, Local Medical Committee</p>	<p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cover paper</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>8. Investment to fund the NHS pay award for staff who work in NHS services commissioned by Public Health – KEY/23MAY22/03</b> - Public Health commission services from NHS organisations. Their staff have had a 3% pay award. The Public Health Grant funding uplift for 2022/23 reflects this pay award. Local Authorities are expected to ensure that these NHS pay awards are fully met and included in any contractual arrangements or Section 75 agreements.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>September 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All</p>	<p>NHS commissioned providers.</p>	<p>Val Thomas Deputy Director of Public Health, Email: val.thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cover paper</p>
<p><b>9. To award a contract for the construction of a new temporary surface car park supporting regional pool and the University of Peterborough project - KEY6JUN22/02</b> The existing Regional Pool car park will become the site of the new University Phase 3 Living Lab (and second teaching building for ARU Peterborough). A new Regional Pool Car Park is therefore proposed and the planning application has already been submitted. This new project will see construction of a new 128-space temporary surface car park, linked footpaths, lighting improvements, service installations and associated landscaping works. Funding has been secured for the project, however a decision is required to approve the award of contract due to the anticipated contract value being higher than £500k</p>	<p><b>Cabinet</b></p>	<p><b>TBA</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Central</p>	<p>Regional pool staff engaged throughout the provisional design process Statutory consultees engaged as part of the planning process</p>	<p>Kim Davies Project Manager, NPS. Kim.Davies@nps.co.uk.</p>	<p>Resources</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<p><b>10. Contract Award for Translation and Interpretation Services - KEY/20JUN22/02</b> - Capita Translation and Interpretation services provides Peterborough City Council with translation and interpretation services. This Framework agreement contract with Capita expires 7th November 2022 and needs to be renewed.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal stakeholders</p>	<p>Helen Andrews Commissioning Manager Tel: 07557155633 Email: helen.andrews@cambridgeshire.gov.uk</p>	<p>People and Communities</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>11. Tenancy Sustainment and Employment Support Grant – KEY/18JUL22/02</b> - The Council is going through procurement for a Tenancy Sustainment and Employment Support service until 31 March 2025. This is Rough Sleeper Initiative Funding that we have been successful for.	<b>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b>	<b>September 2022</b>	Adults and Health Scrutiny Committee	All wards	There will be a full procurement exercise	Sarah Scase, Housing Needs Operations Manager, 07920 160502, sarah.scase@pet erborough.gov.uk	Place and Economy	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>12. Award of Insurance Contract - KEY/1AUG22/02</b> - The existing contract for the Councils insurance arrangements runs from 1 April 2018 - 31 March 2023. (MAR18/CMDN/113). Discussions are now being held with insurance specialists and the Procurement Team to set out the specification requirements so that this contract can go out to tender with award expected in late January 2023 / early February 2023.	<b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b>	<b>1 April 2023</b>	Growth, Resources, And Communities Scrutiny Committee	All Wards	Consultation internal (Procurement), external (insurance broker advisors).	Steve Crabtree. Chief Internal Auditor. Tel: 01733 384557. Email: steve.crabtree@p eterborough.gov. uk	Resources	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).
<b>13. Debt write-offs in excess of £10,000 - KEY/1AUG22/03</b> - Approval of debt write-offs in excess of £10,000 if applicable for Non-Domestic Rates, Council Tax, Housing Benefit overpayments and Sundry Debtor accounts.	<b>Councillor Andy Coles, Cabinet Member for Finance and Corporate Governance</b>	<b>September 2022</b>	Growth, Resources, And Communities Scrutiny Committee	N/A	None	Chris Yates, Finance Manager - Business Operations, Tel:01733 384552, Email chris.yates@pete rborough.gov.uk	Resources	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>14. Academy Conversion of a maintained school – KEY/15AUG22/01</b> - Delegation of Authority to negotiate and agree details of the Academy Conversion	<b>Cabinet</b>	<b>September 2022</b>	Children and Education Scrutiny Committee	East	The target conversion date has been tentatively set by the DfE and school as 1 Sep 22. However, a DfE Kick off meeting has yet to take place.	Clare Buckingham, Strategic Education Place Planning Manager Add: (Cambridgeshire County Council and Peterborough City Council), ALC2607 New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntington PE28 4YE Tel: 01223 699779	People and Communities	<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 4, Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority</p>
<b>15. Towns Fund Business Case for The Vine Project – KEY/29AUG22/01</b> Assurance for Towns Fund Business Case Summaries for submission to DLUHC to apply for government funding for the Vine project. The total grant application for the project is over £12m from government.	<b>Cabinet</b>	<b>9 January 2023</b>	Growth, Resources and Communities Scrutiny Committee	Central	Towns fund board consulted and approved the programme of submissions. ,	Karen lockwood, programme manager, 07825 902794. Karen.Lockwood@peterborough.Gov.Uk	Resources	Cabinet report to be submitted for consideration September 2022

KEY DECISION REQUIRED	DECISION MAKER	DATE DECISION EXPECTED	RELEVANT SCRUTINY COMMITTEE	WARD	CONSULTATION	CONTACT DETAILS / REPORT AUTHORS	DIRECTORATE	DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES
<p><b>16. Direct Payment Support Service – KEY/12SEP22/01 -</b> Approval is sought to re-tender this contract for 3 years with an option to extend for two 12-month periods (3+1+1) at a total contract value of £627,460. It is further requested that delegated authority to award be granted to the Executive Director, People &amp; Communities, Cambridgeshire and Peterborough.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>October 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Direct payment service users engaged through satisfaction survey, soft market test to evaluation interest in the provider market, marker engagement event to inform service providers about the service and Council's vision, operational head of service, Direct Payment Monitoring Officers, Finance Managers, adult and childrens' commissioners reviewed service specification and social care practitioners shared their views on the professional support from the service.</p>	<p>Leneva Nwachukwu, Commissioner, 01954 286002, leneva.nwachukwu@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>Cabinet Member's Decision Notice, Joint Commissioning Board report v7 dated 26th July 2022 (meeting held 27th July). Appendix 4 should be exempt from public circulation as it includes specific characteristics of real-life service users which may make them identifiable to members of the public, if known, this may cause these individuals embarrassment and cause people in need of the support service to be reluctant to seek help, if they believe data about their circumstances are being publicised.</p>
<p><b>17. Adult Social Care Reform – KEY/12SEP22/02 -</b> Decision to move forward with Adult Social Care Reform Requirements</p>	<p><b>Cabinet</b></p>	<p><b>17 October 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Oliver Hayward</p>	<p>Public Health</p>	<p>Adult Social Care Report</p>
<p><b>18. Cambridgeshire County Council's Pseudo Dynamic Purchasing System (Dps) For Individual Service Fund (Isf) Services - KEY/12SEP22/03</b> Authorise Peterborough City Council to utilise Cambridgeshire County Council's Pseudo Dynamic Purchasing Services (DPS) Agreement for the Provision of Individual Service Funds (ISF) Services to purchase ISF Services up to the value of £6,000,000 (six million pounds). Authorise the Executive Director, People &amp; Communities to enter into the required call off contracts following the competitive process, as required under the DPS, with the successful provider who has been selected to deliver the Services.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>October 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>N/A</p>	<p>Shairbano Shaukat, Commissioning Officer, TEL 07739 320000, shairbano.shaukat@peterborough.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

	<b>KEY DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
19.	<b>Renewal of ongoing Microsoft Software agreements – KEY/12SEP22/04</b> Award of contract for the ongoing supply of Microsoft software due by 15/10/2022 to allow for all relevant standstill periods and checking to be done before a PO is required for the renewal	<b>Councillor Wayne Fitzgerald, Leader of the Council</b>	<b>September 2022</b>	Growth, Resources and Communities Scrutiny Committee	All Wards	N/A	Kevin Halls, IT Finance and Contracts Manager – <a href="mailto:kevin.halls@cambridgeshire.gov.uk">kevin.halls@cambridgeshire.gov.uk</a>	Customer and Digital	Previous CMDN's
20.	<b>Extension of contract for care and support services in Extra Care schemes – KEY/12SEP22/05</b> To authorize an extension for one year 10 months to the existing contract at a total cost of £3,191,900.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>September 2022</b>	Adults and Health Scrutiny Committee	Eye, Thorney & Newborough, Paston and Walton and East	Preparations to tender the services had commenced and consultation questions had been completed by people living in the schemes and family members.	Lynne O'Brien Commissioning Manager 0777 667 9591 lynne.o'brien@cambridgeshire.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
21.	<b>Re-tendering of the Care &amp; Repair Framework Agreement (4 LOTS) Jan 2023 to Dec 2025 with optional 2 yearly extensions to Dec 2027. Procurement of Dynamic Purchasing System for Large Scale Adaptations and Repairs Assistance for the same period – KEY/26SEPT22/01 - A</b> re-tender of the existing Care & Repair Framework Agreement currently in Year 4 of a 3 year plus 1 plus 1 Agreement. The framework of Contractors deliver mandatory Disabled Facility Grants and Repairs Grants. Procurement of a separate DPS for large scale adaptations funded through mandatory Disable Facility Grants.	<b>Councillor Marco Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b>	<b>1 January 2023</b>	Adults and Health Scrutiny Committee	All Wards	Soft Market Testing, Engagement Events and contract published via Pro Contract	Sharon Malia - Housing Programmes Manager 07920 160632 sharon.malia@peterborough.gov.uk	People and Communities	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

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>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
None.								

PREVIOUSLY ADVERTISED 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>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
1. <b>Disposal of land at A1/A605 – KEY/1AUG22/01</b> - Newlands development have proposed a development within HDC. However, to enable a larger development, the developer requires an area of CRA land, within PCC ownership, to be enhanced and enable planning permission. The land is therefore a ransom strip and a figure has been negotiated with the developer.	<b>Cabinet</b>	<b>17 October 2022</b>	Growth, Resources, And Communities Scrutiny Committee	Orton Waterville	Consultation has been carried out with the Interim Head of Property, external valuers	Christine Addison Interim Head of Property	Resources	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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**PART 3 – NOTIFICATION OF 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>DIRECTORATE</i>	<i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i>
None.								

**PREVIOUSLY ADVERTISED NON-KEY DECISIONS**

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<p><b>1. Approval of the leasehold disposal of a brownfield site to a care provider –</b> A site has been found for a care home and the Council are currently looking into a leasehold disposal to a care provider who will build a care facility and then contract to provide services to the Council.</p>	<p><b>Councillor Cereste, Cabinet Member for Climate Change, Planning, Housing and Transport</b></p>	<p><b>September 2022</b></p>	<p>Growth, Resources, And Communities Scrutiny Committee</p>	<p>Park Ward</p>	<p>Relevant internal and external stakeholders.  A forum has been set up by the Combined Authority involving representatives from finance, legal, property and social care.</p>	<p>Felicity Paddick, Manager - Estates and Valuation, Tel: 07801 910971 Email: felicity.paddick@nps.co.uk</p>	<p>Resources</p>	<p>The decision will include an exempt annexe. By virtue of paragraph 3, information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>
<p><b>2. Variation to the delegation agreement between Peterborough City Council (PCC) and Cambridgeshire County Council (CCC) regarding the delivery of the Healthy Child Programme (HCP) across Peterborough and Cambridgeshire</b> This decision seeks authorisation to vary the Delegation and Partnering agreement to account for the increase in the value of PCC financial contributions to CCC in respect of the Agenda for Change pay increase. Agenda for Change is a nationally agreed UK-wide package of pay, terms and conditions for NHS staff. Under this deal, which came into effect in 2018, was the agreement for all NHS staff employed at the top pay points at bands 2-8c were to receive a 6.5% cumulative pay increase over a 3 year period.</p>	<p><b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, Tel:07583040529</p>	<p>Public Health</p>	<p>CMDN to authorise delegation of HCP commissioning functions from PCC to CCC - <a href="https://democracy.peterborough.gov.uk/mglIssueHistory/Home.aspx?IId=22331&amp;PlanId=395&amp;RPID=0">https://democracy.peterborough.gov.uk/mglIssueHistory/Home.aspx?IId=22331&amp;PlanId=395&amp;RPID=0</a></p>
<p><b>3. Approval of the Peterborough Sufficiency Strategy</b> Every top tier local authority is required to publish a sufficiency strategy. This must set out how we seek to avoid children coming into care through the provision of family support services, and identify steps that we are taking to ensure that we have sufficient placements for children in care in our area, so that as many children and young people in care can live locally, provided that this is in their best interests.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>There has been widespread consultation including with children and young people in care.</p>	<p>Nicola Curley: Director of Children's Service, Email: nicola.curley@peterborough.gov.uk</p>	<p>People and Communities</p>	<p>Scrutiny Report</p>
<p><b>4. Werrington Fields and Ken Stimpson Secondary School -</b> Following a public meeting held on 20 September 2021 at Ken Stimpson School, a decision needs to be taken on whether or not to proceed with plans to erect a fence to enclose part of the school's playing fields. The area is currently open access to the public. The school has not been using the area for over two years due to concerns over the safeguarding risk to the young people attending the school.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>Werrington</p>	<p>Public meeting held on 20 September 2021 at Ken Stimpson School. Prior to this, a detailed background information document was circulated to interested parties.</p>	<p>Jonathan Lewis, Service Director, Education <a href="mailto:jonathan.lewis@peterborough.gov.uk">Email:jonathan.lewis@peterborough.gov.uk</a></p>	<p>Education</p>	<p>Cabinet Member Decision Notice, Background Information Document  It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
5.	<p><b>Approval to enter into a Section 75 Partnership Agreement with Cambridgeshire and Peterborough NHS Foundation Trust</b></p> <p>This agreement will ensure the provision of CPFT mental health specialist working with mental health practitioners who are part of multiagency Family Safeguarding teams working as part of children's social care safeguarding teams.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Relevant internal and external stakeholders</p>	<p>Helen Andrews, Children's Commissioning Manager helen.andrews@cambridgeshire.gov.uk</p>	<p>People and Communities</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
6.	<p><b>Approve the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025</b> – to discuss and agree the Joint Cambridgeshire and Peterborough Suicide Prevention Strategy 2022-2025, for final approval by the Health and Wellbeing Board.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>September 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>Dogsthorpe</p>	<p>Chair and vice chair of adults and health committee, Director of Public Health, Mental health boards</p>	<p>Joe Davies Email:joseph.davies@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
7.	<p><b>PCC/CCC Delegation Agreement for jointly procured Floating Support service</b> - Approval of Delegation Arrangements to allow CCC to implement and manage this contract on behalf of PCC</p>	<p><b>Councillor Howard, Cabinet Member for Adult Social Care, Health &amp; Public Health</b></p>	<p><b>September 2022</b></p>	<p>Adults and Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Feedback sought from existing customers, staff and external partners/stakeholders prior to commencing re-procurement</p>	<p>Lisa Sparks, Senior Commissioner (ASC Commissioning), 07900163590, lisa.sparks@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>
<b>DECISION REQUIRED</b>		<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>

8.	<p><b>Approval and Endorsement of a new countywide Infant Feeding Strategy</b> - Decision sought to approve and endorse a countywide Infant Feeding Strategy developed collaboratively between Public Health and the Cambridgeshire &amp; Peterborough Clinical Commissioning Group (CCG). This decision includes approval of overall strategy and underpinned action plans required to implement this.</p>	<p><b>Councillor Lynne Ayres, Cabinet Member for Children's Services and Education, Skills and the University</b></p>	<p><b>September 2022</b></p>	<p>Children and Education Scrutiny Committee</p>	<p>All Wards</p>	<p>Maternity Voices Partnerships, who are made up of service user representatives and key stakeholders spanning maternity, health visiting and the third sector have coproduced the strategy alongside Local Authority and CCG colleagues.</p>	<p>Amy Hall, Children's Public Health Commissioning Manager, amy.hall@peterborough.gov.uk, 07583040529</p>	<p>Public Health</p>	<p>Paper and Strategy to be submitted closer to the Cabinet meeting</p>
9.	<p><b>Uplift in payments for delivery of public health services in primary care</b> - Stop smoking and Long-Acting reversible contraception services are delivered in primary care. This CMDN seeks approval for an uplift in the price paid for each unit delivered.</p>	<p><b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b></p>	<p><b>September 2022</b></p>	<p>Adults And Health Scrutiny Committee</p>	<p>All Wards</p>	<p>Consultation has been undertaken with the local medical committee which represents GPs.</p>	<p>Val Thomas Deputy Director of Public Health, 07884 183373 val.Thomas@cambridgeshire.gov.uk</p>	<p>Public Health</p>	<p>It is not anticipated that there will be any documents other than the report and relevant appendices to be published.</p>

<b>DECISION REQUIRED</b>	<b>DECISION MAKER</b>	<b>DATE DECISION EXPECTED</b>	<b>RELEVANT SCRUTINY COMMITTEE</b>	<b>WARD</b>	<b>CONSULTATION</b>	<b>CONTACT DETAILS / REPORT AUTHORS</b>	<b>DIRECTORATE</b>	<b>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</b>
<b>10. Approval of Delegation Agreement for Floating Support Service -</b> Requesting approval to delegate authority to CCC to enable them to deliver a new jointly commissioned Floating Support service on behalf of PCC.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>November 2022</b>	Adults and Health Scrutiny Committee	<i>All Wards</i>	Feedback gathered from existing customers, service staff and external stakeholders/partners.	<a href="mailto:lisa.sparks@cambridgeshire.gov.uk">Lisa Sparks - Senior Commin?ssioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590</a>	<i>Public Health</i>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.
<b>11. Approval to award a grant for a Mental Health Supported Living service.</b> - Approval to award a grant for revenue funding to Eastlands Mental Health Supported Living Services, for a period of 1 year period, from April 2023.	<b>Councillor John Howard, Cabinet Member for Adult Social Care, Health and Public Health</b>	<b>January 2023</b>	<i>Adults And Health Scrutiny Committee</i>	<i>All Wards</i>	Consultation not required as seeking no change to existing service	<a href="mailto:lisa.sparks@cambridgeshire.gov.uk">Lisa Sparks - Senior Commin?ssioner - lisa.sparks@cambridgeshire.gov.uk - 07900163590</a>	<i>Public Health</i>	It is not anticipated that there will be any documents other than the report and relevant appendices to be published.

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

<b><i>DECISION TAKEN</i></b>	<b><i>DECISION MAKER</i></b>	<b><i>DATE DECISION TAKEN</i></b>	<b><i>RELEVANT SCRUTINY COMMITTEE</i></b>	<b><i>WARD</i></b>	<b><i>CONSULTATION</i></b>	<b><i>CONTACT DETAILS / REPORT AUTHORS</i></b>	<b><i>DIRECTORATE</i></b>	<b><i>DOCUMENTS RELEVANT TO THE DECISION SUBMITTED TO THE DECISION MAKER INCLUDING EXEMPT ANNEXES</i></b>
<b><i>None.</i></b>								

## FORWARD PLAN

### **PART 1 – KEY DECISIONS**

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

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

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

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

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

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

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

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

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

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

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

## **DIRECTORATE RESPONSIBILITIES**

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

Financial Services

Internal Audit, Insurance and Investigations

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

Corporate Property

Registration and Bereavement Services

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

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

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

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

Communications;

Emergency Planning, Business Continuity and Health and Safety.

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

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

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

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

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

Performance and Information (Performance Management, Systems Support Team)

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

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

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

Information Governance, (Freedom of Information and Data Protection)

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

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

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

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

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

Opportunity Peterborough

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

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

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

Health Protection, Health Improvements, Healthcare Public Health.

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

Updated: 23 SEPTEMBER 2022

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

Meeting Date	Item	Indicative Timings	Comments
<p><b>Meeting date: 8 September 2022</b></p> <p>Draft report deadline: 19 August Final report deadline: 26 August</p> <p><b>ADJOURNED</b></p> <p>Following the passing of Her Majesty the Queen, this meeting was adjourned.</p>	<p><b>Service Director Report, Children's and Safeguarding</b></p> <p><b>Contact Officer: Nicola Curley</b></p>		
	<p><b>Update On Best Start In Life, Infant Feeding Strategies And The Recommissioning Of Breastfeeding Peer Support And Healthy School Support Services</b></p> <p><b>Contact Officer: Raj Lakshman/ Helen Freeman</b></p>		
	<p><b>Family Hubs and Start for Life</b></p> <p><b>Contact Officer: Lisa Riddle</b></p>		
	<p><b>Household Support Fund</b></p> <p><b>Contact Officer: Jonathan Lewis</b></p>		
	<p><b>Forward Plan of Executive Decisions</b></p> <p><b>Contact Officer: Charlotte Cameron</b></p>		
	<p><b>Work Programme 2022/2023</b></p> <p><b>Contact Officer: Charlotte Cameron</b></p>		

Meeting Date	Item	Indicative Timings	Comments
<b>Meeting date: 13 September 2022</b>  <b>POSTPONED</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecile Booth</b>		
<b>Meeting date: 4 October 2022</b>  <b>Re-arranged meeting from 8 September 2022.</b>	<b>Service Director Report, Children's and Safeguarding</b>  <b>Contact Officer: Nicola Curley</b>		
	<b>Update On Best Start In Life, Infant Feeding Strategies And The Recommissioning Of Breastfeeding Peer Support And Healthy School Support Services</b>  <b>Contact Officer: Raj Lakshman/ Helen Freeman</b>		
	<b>Family Hubs and Start for Life</b>  <b>Contact Officer: Lisa Riddle</b>		
	<b>Household Support Fund</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>Forward Plan of Executive Decisions</b>  <b>Contact Officer: Charlotte Cameron</b>		

Meeting Date	Item	Indicative Timings	Comments
	<b>Work Programme 2022/2023</b> <b>Contact Officer: Charlotte Cameron</b>		
<b>Meeting date: 11 October 2022</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b> <b>Contact Officer: Cecile Booth</b>		
<b>Meeting date: 2 November 2022</b>  Draft report deadline: 14 October Final report deadline: 21 October	<b>Service Director Report, Education and Cabinet Member for Children's Services and Education, Skills and University Portfolio Progress Report</b> <b>Contact Officer: Jonathan Lewis</b>		
	<b>Children Services Complaints Annual Report</b> <b>Contact Officer: Belinda Evans</b>		
	<b>Annual Report of Peterborough Virtual School for Children In Care 2021-2022</b> <b>Contact Officer: Dee Glover</b>		
	<b>Home-school Transport Policy</b> <b>Contact Officer: Fran Cox</b>		
	<b>Monitoring Recommendation Report</b> <b>Contact Officer: Charlotte Cameron</b>		

Meeting Date	Item	Indicative Timings	Comments
	<b>Forward Plan of Executive Decisions</b> <b>Contact Officer: Charlotte Cameron</b>		
	<b>Work Programme 2022/2023</b> <b>Contact Officer: Charlotte Cameron</b>		
<b>Meeting date: 12 January 2023</b>  Draft report deadline: 16 December Final report deadline: 23 December	<b>Service Director Report, Children’s and Safeguarding and Cabinet Member for Children’s Services and Education, Skills and University Portfolio Progress Report</b>  <b>Contact Officer: Nicola Curley</b>		
	<b>Corporate Parenting Annual Report</b>  <b>Contact Officer: Ricky Cooper/Jenny Goodes</b>		
	<b>Cambridgeshire and Peterborough Safeguarding Children Board Annual Report</b>  <b>Contact Officer: Joanne Proctor</b>		
	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan of Executive Decisions</b>		
	<b>Work Programme 2022/2023</b>		

Meeting Date	Item	Indicative Timings	Comments
<b>Meeting date: 23 January 2023</b>  <b>Joint Scrutiny Meeting</b>	<b>Medium Term Financial Strategy</b>  <b>Contact Officer: Cecilie Booth</b>		
<b>Meeting date: 8 March 2023</b>  Draft report deadline: 17 February Final report deadline: 24 February	<b>Service Director Report, Education</b>  <b>Contact Officer: Jonathan Lewis</b>		
	<b>SACRE RE Syllabus</b>  <b>Contact Officer: Carley Holliman, Assistant Director Schools &amp; Settings Improvement / Amanda Fitton, RE and SACRE Advisor</b>		
	<b>Review of the Regional Adoption Agency Arrangements</b>  <b>Contact Officer: Ricky Cooper</b>		
	<b>Monitoring Recommendation Report</b>		
	<b>Forward Plan of Executive Decisions</b>		
	<b>Work Programme 2022/2023</b>		