

CHILDREN AND YOUNG PEOPLE COMMITTEE - AGENDA PLAN AND TRAINING PLAN

To: **Children and Young People Committee**

Meeting Date: **12 June 2017**

From: **Interim Chief Executive, Children Families and Adults**

Electoral division(s): **All**

Forward Plan ref: **Not applicable** *Key decision:* **No**

Purpose: **At the start of the Municipal Year each Policy and Service Committee is asked to consider its Agenda Plan and Training Plan.**

Recommendation: **The Children and Young People Committee is asked to:**

- a) agree its agenda plan as attached at Appendix A;**
- b) agree the training plan that has been developed as set out as Appendix B;**
- c) consider if there are any other areas of the Committee's remit where members feel they require additional training.**

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1. BACKGROUND

- 1.1 Following a workshop held for Chairmen/women, Vice-Chairmen/women and Spokesmen/women (known as Spokes) of the Policy and Service Committees in August 2015, the Member Development Panel, with the support of Group Leaders, recommended that agenda plans should continue to be placed at the end of Policy and Service Committee agendas, with the exception of the first meeting of the new Municipal Year when the agenda plan should be the first substantive item of business on the agenda.
- 1.2 Constitution and Ethics Committee held a workshop on 27 January 2015 to consider the responses to a survey of Members and officers following the introduction of the new system of governance. As part of its considerations, the need for more accessible training and briefings for members in relation to services within their committee remits and decisions being made was discussed. It was suggested that if a committee was responsible for its own Committee Training Plan, it could arrange training at the convenience of its own committee members, monitor attendance and ensure that each member received copies of PowerPoint presentations. Council, at its meeting on 24 March 2015, agreed that each Policy and Service committee would consider and approve its own training plan at every meeting. This plan would include figures for attendance at each training session.
- 1.3 Group Leaders have raised the need for this report to set the scene for Policy and Service Committees in the new municipal year. Attention has therefore been drawn to major items coming up for consideration. The training plan has a direct link with the activities of the relevant Service and the items to be considered by the Committee.

2. AGENDA PLAN

- 2.1 A copy of the Children and Young People Committee Agenda Plan is attached at **Appendix A**. The Plan is considered at each meeting of the Policy and Service Committee. There is a process for managing agenda items requested by Councillors, which is detailed in Part 4.4, Section 7 – Committee and Sub Committee Meetings of the Constitution – see link below [https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/council/council-structure/Part 4 Rules of Procedure.pdf?inline=true](https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/council/council-structure/Part%204%20Rules%20of%20Procedure.pdf?inline=true).
- 2.2 Council, at its meeting on 24 March 2015, agreed that information reports would not normally be included on committee agendas unless they are updating, at the specific request of the committee, progress of decisions previously agreed by a committee.
- 2.3 For Children and Young People we propose the following areas for the Committee to focus on this year, particularly in light of new membership:

Children and Young People's Committee:

- Safeguarding: specific safeguarding training (Friday 7 July, 2.00-4.00pm in

- the Kreis Viersen Room, open to all Members) and visiting the Multi-agency Safeguarding Hub (MASH) (date to be arranged)
- Children's and Families areas:
 - o Visiting Children's Centres
 - o Children's Change Programme (An overview of the revised way of working across Children and Families)
 - o Meeting 'Voices Matter' (Young People's Council)
- Place Planning 0-19; commissioning new schools, admissions and transport
- Finance and Performance reporting (*understanding the way our data and finances work across this area*)

3. TRAINING PLAN

- 3.1 For the Children and Young People Committee, the development of a training plan has been considered in light of the strategic functions of the Committee.
- 3.2 An initial draft of development topics to be included within the training plan is attached at **Appendix B**. Once Members have identified the training they require suitable dates for each session will be identified and further information provided.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

4.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

4.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

There are no significant implications within this category.

5.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

5.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

5.4 Equality and Diversity Implications

There are no significant implications within this category.

5.5 Engagement and Communications Implications

There are no significant implications within this category.

5.6 Localism and Local Member Involvement

There are no significant implications within this category.

5.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Not applicable
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Not applicable
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Not applicable
Have the equality and diversity implications been cleared by your Service Contact?	Not applicable
Have any engagement and communication implications been cleared by Communications?	Not applicable
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Not applicable
Have any Public Health implications been cleared by Public Health	Not applicable

Source Documents	Location
Council Agenda and Minutes – 24 March 2015	https://cmis.cambridgeshire.gov.uk/cc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/276/Committee/20/Default.aspx