

# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published: 1 September 2016

**Agenda Item: 8**

## **Notes**

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

\* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public. Additional information about confidential items is given at the foot of this document.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Spokes meeting date</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
<b>13/09/16</b>	Minutes and Action Log	Democratic Services	Not applicable	02/08/16	31/08/16	02/09/16
	Regional Schools Commissioner	A Loades	Not applicable			
	Unaccompanied Asylum Seeker Children	A Loades	Not applicable			
	Business Planning: i. Development of Revenue Proposals ii. Capital Programme	A Loades	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Spokes meeting date</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Agenda Plan and Appointments to Internal Advisory Groups and Outside Bodies	Democratic Services	Not applicable			
<b>11/10/16</b>	Business Planning	A Loades	Not applicable	06/09/16	27/09/16	30/09/16
	Children's Change Programme	T Leavy	2016/062			
	Children's Centres	J Sollars	TBC			
	Cambridgeshire LA's School Improvement Strategy 2016-18	K Grimwade	Not applicable			
	Free School Proposals	H Belchamber	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			
<b>08/11/16</b>	Minutes and Action Log	Democratic Services	Not applicable	04/10/16	25/10/16	28/10/16
	Re-tendering of Data Cabling and ICT Installations contract	C Nunn	2016/049			
	Cambridgeshire Catering and Cleaning Services: Future Options	K Grimwade/ R Imhoof	Not applicable			
	Looked After Children (LAC) Strategy Progress Report	M Teasdale	Not applicable			

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Spokes meeting date</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Review of Secondary Provision in Cambridge	H Belchamber/ R Lewis	Not applicable			
	Business Planning	A Loades	Not applicable			
	Free School Proposals	H Belchamber	Not applicable			
	Foster Carer Allowances	A Loades	Not applicable			
	Youth Offending Peer Review	A Jack	Not applicable			
	The LA's Role in Education	K Grimwade	Not applicable			
	Recruitment and Retention Strategy - Update	C Black	Not applicable			
	Total Transport	T Parsons	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			
<b>06/12/16</b>	Business Planning	A Loades	Not applicable	19/10/16	22/11/16	25/11/16
	Fenland Secondary School Review – Phase 2 consultation	C Buckingham	2016/042			
	Histon & Impington Primary School Review Stage 2 consultation outcomes	H Belchamber	Not applicable			
	Free School Proposals	H Belchamber	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Extended Entitlement to an additional 15 hours free childcare for eligible 3 and 4 year olds nationally from September 2017	H Belchamber	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			
<b>17/01/17</b>	Minutes and Action Log	Democratic Services	Not applicable	30/11/16	03/01/17	06/01/17
	Risk Register	A Loades	Not applicable			
	Free School Proposals	H Belchamber	Not applicable			
	Business Planning	A Loades	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			
<i>[14/02/17] Provisional Meeting</i>				10/01/17	31/01/17	03/02/17
<b>14/03/17</b>	Minutes and Action Log	Democratic Services	Not applicable	07/02/17	28/02/17	03/03/17
	Looked After Children (LAC) Strategy Progress Report	M Teasdale	Not applicable			
	Free School Proposals	H Belchamber	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			
<i>[11/04/17] Provisional Meeting</i>				28/02/17	28/03/17	31/03/17
<b>06/06/17</b>	Minutes and Action Log	Democratic Services	Not applicable	27/04/17	22/05/17	25/05/17
	Free School Proposals	H Belchamber	Not applicable			
	Finance and Performance Report	C Malyon/ M Wade	Not applicable			
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable			

**To be programmed:** Future management and governance of the Oasis Day Nursery, Wisbech (Nov./Dec 2016); New Primary School for NIAB Site/Darwin Green: Approval of Sponsor (H Belchamber/R Lewis) (date to be confirmed); Cambridgeshire; Establishment of New Primary School at Wintringham Park, St Neots (C Buckingham)

**Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)**

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

Forward plan reference	Intended date of decision	Matter in respect of which the decision is to be made	Decision maker	List of documents to be submitted to the decision maker	Reason for the meeting to be held in private
.../...	[Insert Committee date here]		[Insert Committee name here]	Report of ... Director	The decision is an exempt item within the meaning of paragraph ... of Schedule 12A of the Local Government Act 1972 as it refers to information ....

**Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)**

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chairman's agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)

## APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Adoption Panel</b>  The function of the Adoption Panel is to make quality and appropriate recommendations, and to review recommendations proposed by the Adoption Service. This is in relation to whether the child should be placed for adoption; whether a prospective adopter(s) is suitable to adopt a child; and whether the child should be placed for adoption with a particular prospective adopter.	11	2	<b>Councillor P Brown (Con)</b>	Barbro Loader Adoption Partnership Manager  <a href="mailto:Barbro.Loader@cambridgeshire.gov.uk">Barbro.Loader@cambridgeshire.gov.uk</a>
<b>Cambridgeshire Culture Steering Group</b> The role of the group is to give direction to the implementation of Cambridgeshire Culture, agree the use of the Cambridgeshire Culture Fund, ensure the maintenance and development of the County Art Collection and oversee the loan scheme to school and the work of the three Cambridgeshire Culture Area Groups.	3	3	<b>1. Councillor D Harty (Con)</b> <b>2. Councillor N Kavanagh (Lab)</b> <b>3. Councillor P Downes (LD)</b>	Keith Grimwade Service Director - Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Cambridgeshire Schools Forum</b> The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area	6	3 Observer Status	<b>1. Councillor P Downes</b> (LD) <b>2. Councillor D Harty</b> (Con) <b>3. Councillor J Whitehead</b> (Lab)	Richenda Greenhill Democratic Services Officer  01223 699171 <a href="mailto:Richenda.Greenhill@cambridgeshire.gov.uk">Richenda.Greenhill@cambridgeshire.gov.uk</a>
<b>Children, Families and Adults Management Information Systems Mosaic Implementation Members' Reference Group</b>		1	<b>1. Councillor B Chapman</b> (Indep) <b>2. Councillor P Clapp</b> (UKIP) <b>3. Councillor David Brown</b> (Con) <b>4. Councillor I Manning</b> (LD) <b>5. Councillor M Tew</b> (UKIP) <b>6. Councillor P Topping</b> (Con) <b>7. Councillor G Wilson</b> (LD)	Chris Rundell Head of Information Management  01223 699010 <a href="mailto:Chris.rundell@cambridgeshire.gov.uk">Chris.rundell@cambridgeshire.gov.uk</a>



NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Corporate Parenting Partnership Board</b> The Corporate Parenting Partnership Board looks after the interests of all children and young people who are looked after. As corporate parents, the Council will strive to ensure we provide our Looked After children with safe and supportive care which promotes their talents, skills and potential and encourages them to be the best that they can be	4	6	<b>1. Councillor D Brown</b> (Con) <b>2. Councillor D Divine</b> (UKIP) <b>3. Councillor P Downes</b> (LD) <b>4. Councillor Z Moghadas</b> (Lab) <b>6. Councillor J Whitehead</b> (Lab)	Cheryl Phillips Business Support Assistant and LAC Health Liaison  01223 703236  <a href="mailto:Cheryl.Phillips@cambridgeshire.gov.uk">Cheryl.Phillips@cambridgeshire.gov.uk</a>
<b>Fostering Panel</b> Recommends approval and review of foster carers and long term / permanent matches between specific children, looked after children and foster carers.	2 all-day panel meetings a month	2	<b>1. Councillor P Topping*</b> (Con) <b>2. Councillor S Bywater*</b> (Con) ( *Subject to completing the Panel's own application process)	Carol Revie Policy & Practice Standards Manager Cambridgeshire County Council Fostering Service  01480 376310  <a href="mailto:Carol.Revie@cambridgeshire.gov.uk">Carol.Revie@cambridgeshire.gov.uk</a>
<b>New Street Ragged School Trust</b> Management of the Cambridge Learning Bus, which visits Cambridge City schools to provide additional learning experiences for primary aged children.	2	1	<b>1.Councillor L Nethsingha</b> (LD) <b>2. Councillor J Whitehead</b> (Lab)	Keith Grimwade Service Director – Learning 01223 507165 <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Next Steps Board</b> To oversee continued improvement in social care.		2	<b>1. Councillor D Brown (Con)</b> <b>2. Councillor J Whitehead (Lab)</b>	Clare Rose Project Manager 01223 703889 <a href="mailto:Clare.rose@cambridgeshire.gov.uk">Clare.rose@cambridgeshire.gov.uk</a>
<b>Places Planning Project Board</b> An internal meeting bringing together all services involved with school and setting place planning.	6	1	<b>Councillor D Harty (Con)</b>	Keith Grimwade Service Director – Learning 01223 507165 <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>
<b>Standing Advisory Council for Religious Education (SACRE)</b> To advise on matters relating to collective worship in community schools and on religious education.	As required	3	<b>1. Councillor E Cearns (LD)</b> <b>2. Councillor T Orgee (Con)</b> <b>3. Councillor P Sales (Lab)</b>	Keith Grimwade Service Director – Learning 01223 507165 <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

NAME OF BODY	MEETINGS PER ANNUUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<b>Virtual School Management Board</b> The Virtual School Management Board will act as “governing body” to the Head of Virtual School which will allow the Member representative to link directly to the Corporate Parenting Partnership Board.		1	<b>Councillor P Downes</b> (LD)	Keith Grimwade Service Director – Learning 01223 507165 <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

**CAMBRIDGESHIRE COUNTY COUNCIL**  
**APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS**

<b>Cambridge University Technical College</b> A specialist science college for 14-19 year olds providing a curriculum closely aligned to the local and national labour markets in Biomedical and Environmental Science and Technology		1	<b>Cllr T Orgee (Con)</b>	Miss A Constantine Chair of Governors UTC Cambridge Robinson Way CAMBRIDGE CB2 0SZ  Tel: 01223 969004  Email: <a href="mailto:aconstantine@camre.ac.uk">aconstantine@camre.ac.uk</a>
<b>Cambridgeshire Children's Trust Executive Partnership</b> The Cambridgeshire Children's Trust Executive Partnership is a partnership which oversees the work of the Area Partnerships, the work that it co-ordinates and provides synergy between work areas.	2	1	<b>Councillor J Whitehead</b> (Lab) (Sub: Councillor D Brown (Con))	Richenda Greenhill Democratic Services Officer 01223 699171 <a href="mailto:Richenda.Greenhill@cambridgeshire.gov.uk">Richenda.Greenhill@cambridgeshire.gov.uk</a>
<b>Cambridgeshire Music Hub</b> A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.	3	1	<b>1. Councillor D Harty</b> (Con) <b>2. Councillor P Downes</b> (LD)	Keith Grimwade Service Director – Learning  01223 507165  <a href="mailto:Keith.Grimwade@cambridgeshire.gov.uk">Keith.Grimwade@cambridgeshire.gov.uk</a>

<b>Child Poverty Champions Group</b>  The Child Poverty Champions Group was set up in response to the Child Poverty Act 2010, which gives local authorities the statutory duty to work with Partners to combat child poverty and to mitigate its effects. The Group brings together Partners from the statutory and voluntary sector to develop a triennial Child Poverty Strategy, and meets termly to develop and report on actions arising from the strategy.	3	1	Vacancy	Lisa Faulkner Strategy Manager, Strategy and Commissioning  01223 729162  <a href="mailto:lisa.faulkner@cambridgeshire.gov.uk">lisa.faulkner@cambridgeshire.gov.uk</a>
<b>Children's Health Joint Commissioning Board</b>  Health and Local Authority Commissioners work together to improve the quality of provision of services delivered to children and families and comment on the performance of health contracts which affect children and young people in Cambridgeshire.	6	2	1. <b>Councillor P Brown</b> (Con) 2. <b>Councillor L Nethsingha</b> (LD)	Meredith Teasdale Service Director: Strategy and Commissioning  01223 714568 <a href="mailto:Meredith.teasdale@cambridgeshire.gov.uk">Meredith.teasdale@cambridgeshire.gov.uk</a>
<b>College of West Anglia Governing Body</b>  One up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.	5	1	<b>Councillor S Count</b> (Con) [4 year appointment]	Rochelle Woodcock Clerk to the Corporation The College of West Anglia  01553 815288 <a href="mailto:rwoodcock@col-westanglia.ac.uk">rwoodcock@col-westanglia.ac.uk</a>
<b>F40 Group</b> F40 represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.	TBC	1 + sub	<b>Councillor D Harty</b> (Con) <b>Sub:</b> <b>Councillor P Downes</b> (LD)	Meredith Teasdale Service Director: Strategy and Commissioning 01223 714568 <a href="mailto:Meredith.teasdale@cambridgeshire.gov.uk">Meredith.teasdale@cambridgeshire.gov.uk</a>

<p><b>Joint Consultative Committee (Teachers)</b> The Joint Committee provides an opportunity for trade unions to discuss matters of mutual interest in relation to educational policy for Cambridgeshire with elected Members</p>	2	6	<ol style="list-style-type: none"> <li>1. <b>Councillor D Brown</b> (Con)</li> <li>2. <b>Councillor D Divine</b> (UKIP)_</li> <li>3. <b>Councillor P Downes</b> (Lib Dem)</li> <li>4. <b>Councillor F Onasanya</b> (Lab)</li> <li>5. <b>Vacancy</b> (Ind)</li> <li>6. <b>Councillor J Whitehead</b> (Lab)</li> </ol>	<p>Ruth Yule Democratic Services Officer 01223 699184 <a href="mailto:ruth.yule@cambridgeshire.gov.uk">ruth.yule@cambridgeshire.gov.uk</a></p>
<p><b>Local Safeguarding Children's Board</b> LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.</p>		1	<p><b>Councillor J Whitehead</b> (Lab)</p>	