

## Children and Young People Committee - Minutes Action Log

### Purpose:

To capture the actions recorded in the minutes of Children and Young People Committee meetings and report responses.

### Minutes – 12 March 2024

Minute	Report title	Officer responsible	Action	Response	Status
203.	Education Contracts	Sarah Callaghan	Undertook to provide a briefing note on progress around the education transport transformation programme and improved practices.	<p>This report has been rescheduled as we have gone out to procure an independent review of Home to School Transport and it would be sensible to include an update from the review alongside an update on the current transport transformation projects as part of the Transport Strategy update.</p> <p>CEF DMT met on 12 September and agreed to defer the report until February 2025.</p> <p>A briefing will be shared with CYP Committee members in November 2024.</p>	Complete
206.	Finance Monitoring Report January 2024	Sarah Callaghan	Officers undertook to confirm when a report on the preferred delivery option for Alconbury Weald Secondary and Special School would be brought to the Committee.	This report will now be tabled at the November 2024 Committee meeting to recommend that Members approve entering into contract with the contractor for the construction of Alconbury Weald Secondary School. (Please note on this action it also says Alconbury Weald Special School – this has already been built and opened this September. Previous	Complete

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				reports have been to Committee explaining that this campus would be split into two separate projects and it was agreed the Special School would be delivered first).	
206.	Finance Monitoring Report January 2024	Sarah Callaghan	Officers undertook to confirm when a planning decision was expected on Waterbeach New Town Primary.	A briefing will be circulated to all Committee members in November 2024	Complete

## Minutes – 25 June 2024

Minute	Report title	Officer responsible	Action	Response	Status
216.	Finance Monitoring Report - Outturn	Sarah Callaghan	A detailed analysis of school balances including the multiple factors affecting them would be presented to committee in the autumn or early 2025.	A report will be provided at February's Committee	Ongoing

## Minutes – 10 September 2024

Minute	Report title	Officer responsible	Action	Response	Status
225.	Education Capital Projects	Sarah Callaghan	Clarified that a note updating on Waterbeach Primary School would be provided to Members outside of the meeting.	Relates to action 206 above.	Complete
226.	Children, Education and Families Risk Report	Sarah Callaghan	Stated that the authority was working with the Combined Authority on a number of transport pilots. The Chair clarified that a note on the pilots would be circulated to the Committee.	Please refer to action 203. A response to the CA transport pilots will be covered in the same briefing to committee members in November	Complete

## Minutes – 8 October 2024

Minute	Report title	Officer responsible	Action	Response	Status
232.a	Music Education Hub Funding Consortium Agreement	Matthew Gunn/Helen Gregg	Officers agreed to produce a briefing on the range of projects that had taken place and were planned across the county, by district, for members.	A briefing will be prepared for committee members and circulated in December 2024. Circulated on 12 December 2024	Complete
232.b	Music Education Hub Funding Consortium Agreement	Matthew Gunn/Helen Gregg	A communications programme had been developed and officers explained they would circulate further details on this following the meeting.	Further information will be included in the briefing mentioned in the above action. Circulated on 19 December 2024	Complete

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232.c	Music Education Hub Funding Consortium Agreement	Matthew Gunn/Helen Gregg	Members questioned whether the new hub would enhance workforce development and CPD and new careers in music education and heard that this was a key focus through the programme and when the board was fully established a further briefing on progress would be brought to committee	Further information will be included in the briefing mentioned in the above action. Circulated on 19 December 2024	Complete

Minutes – 26 November 2024

Minute	Report title	Officer responsible	Action	Response	Status
238.	Minutes – 8 October 2024 and minutes action log	Martin Purbrick	A Member queried point 236 on page 13 of the minutes relating to the agenda plan as the referral from Audit and Accounts Committee of the internal audit report on the Safety Valve agreement was not included in the minutes or on the forward agenda plan	Minutes updated to reflect this.  The Chair has requested a briefing to be prepared for Audit and Accounts and CYP Committee.  This is currently being prepared and will be provided to Members by 14 <sup>th</sup> January 2025.	Ongoing
241.a	Alconbury Weald Secondary School	Rachael Pinion	The Chair requested that the fire safety risk assessment report from the Fire Authority be circulated to the Committee.	Risk Assessment circulated on 12 <sup>th</sup> December 2024	Complete
241.b	Alconbury Weald Secondary School	Rachael Pinion	questioned if the extra costs for insurance purposes of not having a sprinkler system had been factored into the costing of the building. Officers agreed to review and update the Committee	Included in the same briefing as action 241a circulated on 12 <sup>th</sup> December 2024	Complete
245.	Children and Young People Committee agenda plan, training plan, committee appointments	TBC	Members requested a briefing note on the progress of the CARE Academy	This is currently being prepared and will be provided to Members by end January 2025.	Ongoing

245.	Children and Young People Committee agenda plan, training plan, committee appointments	Sarah Callaghan	Members requested an up to date briefing on the Safety Valve at the January or February meeting. The Chair stated that this was likely to be in the form of a briefing note circulated to the Committee as the agenda for the January and February meetings were already lengthy.	Relates to 238 above - A briefing to be provided to members by 14 <sup>th</sup> January 2025.	Ongoing
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