

**CHILDREN AND YOUNG
PEOPLE COMMITTEE**

Minutes-Action Log



Introduction:

This log captures the actions arising from Children and Young People Service Committee meetings and updates Members on progress. It was last updated on **2 July 2018**.

Minutes of 12 September 2017

32.	Educational Outcomes: Provisional Results	Jonathan Lewis	To ask the Executive Director: People and Committees to suggest to the Social Mobility Opportunity Fund Strategy Group that some funds from a successful bid might be used to fund research into the causes of the gap in educational achievement between those in vulnerable groups and their peers.	14.11.17: To task the new Service Director for Education to provide a report in March 2018 on what was currently known about the causes for the gap in educational attainment between those in vulnerable groups and their peers in Cambridgeshire, how this was most effectively addressed and to identify if any further work was needed. 13.02.18: Rescheduled to July 2018 following discussion at the Committee agenda setting meeting. 29.06.18: Report rescheduled to the September meeting.	Report to be provided in September 2018
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Minutes of the meeting on 9 January 2018

88.	Legal support plan: six month update	Eve Chowdhury/ Kathryn MacFarlane	To circulate a report to committee members in March 2018 reporting feedback from clients on the LGSS Improvement Plan.	29.03.18: Only one client response received by LGSS. P&C to encourage colleagues using LGSS services to provide feedback. Report to be provided by the end of May 2018. 08.06.18: Report due to be completed by 15.06.18. 22.06.18: Report circulated to all Committee members.	Completed
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Minutes of the meeting on 13 March 2018

98.	Child and Family Centres Update	Helen Freeman	To confirm the correct/ consistent usage of names before the 'What's On' guides were issued.	12.06.18: This was done. New 'What's On' guides for the summer programme and Autumn term are currently being developed.	Completed
		Jon Lewis	To keep the Committee informed of developments relating to The Field's Centre.	12.06.18: A balanced budget has been received and adjustment to offer shared with parents.	Review in Autumn term.
101.	Educational Performance in Cambridgeshire in the 2016/ 17 Academic Year	Hazel Belchamber	To recast the data to show where Cambridgeshire was placed in comparison to the highest and lowest performing local authorities at Key Stage 4, rather than at its ranking.		
		Hazel Belchamber	To reflect on how elements of the detailed supporting data might be included with future reports, perhaps via separate document or web link.		

102.	Delivering the Extended Entitlement to an additional 15 hours free childcare for eligible 3-4 year olds	Sam Surtees	To discuss with District and City Council colleagues how best to make families from the Traveller community aware of the extended entitlement.	28.06.18: Update below.	Completed
		Meeting held with the Early Years Access Officer to discuss this action. They work with families on accessing their Early Years entitlement. Having worked in this area for a number of years their view is that the Traveller community are largely aware of and accessing their entitlement to Early Years learning and education including from the age of two years and are supporting each other to access the entitlement with a reduced need for input from officers from the Local Authority, District or City Councils.			
		Sam Surtees	To explore running a pilot project with a group of GP surgeries and to provide information on the extended entitlement to town and parish councils to enable them to signpost their residents.	29.06.18: This will be explored during the Autumn and a further update provided then.	On-going

Minutes of the Meeting on 22 May 2018

113.	Free School Proposals	Hazel Belchamber/ Clare Buckingham	To arrange a meeting regarding Godmanchester Secondary Academy with the Chairman and local Members.	22.05.18: Officers would contact Members direct to arrange this.	On-going
		Clare Buckingham	To provide Member feedback to the Trust about the public engagement event regarding Godmanchester Secondary Academy.	02.07.18: Lead Members will have the opportunity to talk directly to representatives of the Trust at a meeting with officers arranged for 16 July 2018.	On-going
		Rob Sanderson	To confirm that a copy of the note about academisation referred to at Council on 15 May 2018 had been circulated to all Members, or to arrange for this to be done.	29.05.18: Advice requested from officers. 11.06.18: Advice expected by 15.06.18. 28.06.18: Details sent by email to all Members for information.	Completed

115.	Lessons Learned: Sawtry Village Academy	Jon Lewis	To keep Members abreast of any future developments at Sawtry Village Academy.	02.07.18: Information has been shared with the Cambridgeshire Secondary Heads Group. Work on updated whistle-blowing documents will be completed over the summer.	Completed
117.	Transforming Outcomes for Children in Care	Richenda Greenhill	A progress update report on implementation should be submitted to the Committee meeting in September 2018.	25.05.18: Added to the Forward Agenda Plan for the CYP meeting on 11 September 2018.	Completed
118.	Finance and Performance Report: Outturn 2017/18	Martin Wade	See below.	See below.	Completed

Action:

To clarify why there were two budget columns in the table at Paragraph 2.1 and to consider whether the second column should be labelled 'Final Budget' to make its status more clear.

Update 13.06.18:

To ensure financial information is presented in a consistent way to all Committees in 2018/19 a standardised format has now been applied to the summary tables and service level budgetary control reports included in each Finance and Performance Report. The same format is also applied to the Integrated Resources and Performance Report (IRPR) presented to General Purposes Committee (GPC). As part of these changes the original budget column has been removed so the only budget figure visible will be the final budget. The revised data shown will provide the key information required to assess the financial position of the service and provide comparison to the previous month.

119.	Agenda Plan, Training Plan and Appointments	Richenda Greenhill	To confirm whether Cllr Meschini was content to continue as the Council's representative to Centre 33.	11.06.18: Cllr Meschini has confirmed that she is happy to continue with this appointment unless another member of the Committee would like to take it on.	Completed
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