

# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1 June 2017

**Agenda Item No: 5, Appendix A**

## **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 10.00am 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>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
<b>12/06/17</b>	To note the appointments of the Chair and Vice Chair of the Committee and Committee Membership	Democratic Services	Not applicable	31/05/17	02/06/17
	Minutes and Action Log	Democratic Services	Not applicable		
	Framework Contracts: - Temporary Buildings Multi-disciplinary - Design and Build Contractor - Temporary Buildings Contractor - Minor Works	R Holliday	2017/001		
	Committee Agenda Plan and Training Plan	Democratic Services	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Appointments to Outside Bodies, Internal Advisory Groups and Panels and Partnership Liaison and Advisory Groups	Democratic Services	Not applicable		
	Free School Proposals	H Belchamber	Not applicable		
	0-19 Joint Commissioning of Children's Services	M Teasdale/ W Patten	Not applicable		
	Charging Schools for Academy Conversion Costs	H Belchamber	Not applicable		
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
<b>11/07/17</b>	Minutes and Action Log	Democratic Services	Not applicable	28/06/17	30/06/17
	Free School Proposals	H Belchamber	Not applicable		
	No Wrong Door: Update	T Leavy	Not applicable		
	Children's Centres: Public Consultation	J Sollars	Not applicable		
	Coram Cambridgeshire Adoption (CCA) Annual Report	T Leavy/ F MacKirdy	Not applicable		
	Youth Offending Service Inspection Report/ Improvement Plan	S Ferguson/ T Watt	Not applicable		
	Report on Inspection of Special Educational Needs and Disability (SEND) Services in March 2017	Helen Phelan	Not applicable		
	Legal Costs	W Ogle- Welbourn	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Finance and Performance Report	C Malyon/ M Wade	Not applicable		
	Agenda Plan, Appointments to Outside Bodies and Training Plan	R Greenhill	Not applicable		
	Cambridgeshire Catering and Cleaning Services: Future Options +	K Grimwade/ R Imhoof	2017/010		
<i>[15/08/17] Provisional Meeting</i>				02/08/17	04/08/17
<b>12/09/17</b>	Minutes and Action Log	Democratic Services	Not applicable	30/08/17	01/09/17
	Free School Proposals	H Belchamber	Not applicable		
	THRIVE Strategy	S Tabbitt/ Sharif Al-Rousi	Not applicable		
	Local Safeguarding Children Board's Annual Report	A Jarvis	Not applicable		
	Business Planning	W Patten/ M Teasdale	Not applicable		
	Risk Register	W Ogle- Welbourn	Not applicable		
	Sufficiency Statement	J Davies	Not applicable		
	Self-Assessment	T Leavy	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>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Agenda Plan, Appointments to Outside Bodies and Training Plan	Democratic Services	Not applicable		
<b>10/10/17</b>	Minutes and Action Log	Democratic Services	Not applicable	27/09/17	29/09/17
	Children's Centres	T Leavy/ J Sollars	2017/031		
	Free School Proposals	H Belchamber	Not applicable		
	Business Planning	W Patten/ M Teasdale	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>14/11/17</b>	Minutes and Action Log	Democratic Services	Not applicable	01/11/17	03/11/17
	Free School Proposals	H Belchamber	Not applicable		
	Kennett Garden Village – Relocation and Expansion of a Primary Academy	C Buckingham	Not applicable		
	Business Planning	W Patten/ M Teasdale	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>05/12/17</b>	Minutes and Action Log	Democratic Services	Not applicable	22/11/17	24/11/17

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
	Free School Proposals	H Belchamber	Not applicable		
	Business Planning	W Patten/ M Teasdale	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>09/01/18</b>	Minutes and Action Log	Democratic Services	Not applicable	22/12/17	28/12/17
	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		
<i>[13/02/18] Provisional Meeting</i>					
<b>13/03/18</b>	Minutes and Action Log	Democratic Services	Not applicable	28/02/18	02/03/18
	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		
<i>[10/04/18] Provisional Meeting</i>					

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch by:</b>
<b>22/05/18</b>	Minutes and Action Log	Democratic Services	Not applicable	09/11/18	11/05/18
	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		

**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
2017/010	11 July 2017	Cambridgeshire Catering and Cleaning Services: Future Options	Children and Young People Policy and Service Committee	Report by the Director of Learning	The decision is an exempt item within the meaning of paragraph 3 of Schedule 12A of the Local Government Act 1972 as it refers to information relating to the financial or business affairs of any particular person (including the authority holding that 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)