

**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 **4 March 2019**.

Minutes of the meeting on 10 July 2018

130.	Update on Domestic Abuse and Sexual Violence Work in Children and Education Services	Sarah Ferguson	<p>10.07.18: To provide an information report on how children at risk were identified by front line services, possibly through the Local Safeguarding Children Board.</p> <p>09.10.18: A Member asked for clarification of whether CYP would be receiving the information report which had been requested in addition to being advised of the outcome of the planned review.</p>	<p>03.10.18: Update sent by email to all Committee members.</p> <p>12.10.18: Update sent by email. Officers have confirmed that this can be done, and that it will be based on the scoping report which the Domestic Abuse and Sexual Violence (DASV) Delivery Board will be considering at its meeting in November 2018.</p> <p>22.10.18: Update requested.</p> <p>29.11.18: Update requested.</p> <p>20.12.18: An information report will be provided to Members in January 2019, setting out how children at risk are identified by front line services.</p> <p>The planned review is due to deliver its initial findings by the end of January 2019.</p> <p>13.02.19: Information circulated by email to all Committee members.</p>	Completed
------	---	-----------------------	--	---	------------------

Minutes of the meeting on 11 September 2018

139.	Recommissioning of Young Carers Services across Cambridgeshire and Peterborough (KD2018/064)	Will Patten/ Oliver Hayward/ Richenda Greenhill	The Service Director for Commissioning to advise when he has exercised delegated authority to commit funding at the time of the award of the contract.	08.01.18: It is expected that the contract will be awarded in September 2019.	Expected completion date: September 2019
142.	Finance and Performance Report July 2018	Jon Lewis	To circulate Ofsted figures relating to academies.	<p>09.10.18: This is being produced and will be shared in November 2018.</p> <p>22.11.18: Update requested.</p> <p>20.12.18: Update requested.</p> <p>26.02.19: Update requested.</p>	On-going
143.	Childrens Services Budget Pressures	Lou Williams	To provide an update on the position in relation to family meetings in the next relevant report to Committee.	<p>21.12.18: To be included in the next report to Committee in March 2019.</p> <p>26.02.19: Included in the Service Director's report to Committee March 2019.</p>	Completed

Minutes of the meeting on 9 October 2018

155.	Exemption and delegation to award for LAC and Independent Special Educational Needs (KD2018/073)	Wendi Ogle-Welbourn/ Richenda Greenhill	The Executive Director for People and Communities to advise when she has exercised delegated authority to award the Dynamic Purchasing System, as specified in the report.	27.02.19: Contracts will commence on the 1st April 2019 (award date 20.03.19)	Expected completion date: 20.03.19
-------------	---	--	--	--	------------------------------------

183.	Construction Consultants Framework (KD2018/072)	Wendi Ogle-Welbourn	The Executive Director to advise when she has exercised delegated authority to award the contract.	07.01.19: It is expected that the contract will be awarded in June 2019, subject to there being no challenges during the procurement process.	Expected completion date: June 2019
184.	Finance and Performance Report – October 2018	Lou Williams	To provide a note on how much money had been spent on the MOSAIC project given the subsequent decision not to implement this for Children's Services.		
185.	Draft 2018/19 Capital Programme	Hazel Belchamber	To clarify whether the references to 'committed' and 'uncommitted' expenditure in relation to Wintringham Park and Loves Farm had been transposed.	05.02.19: It is confirmed that the references within the report had been transposed: Wintringham Park is a committed scheme and Love's Farm is uncommitted.	Completed

Minutes of the meeting on 15 January 2019

193.	Action Log	Hazel Belchamber	<p>Cllr Whitehead commented that there was no reference to Spring Common Academy in the Capital Programme report going to the General Purposes Committee and asked when this would be revisited.</p> <p>(See also the action at Minute 201 below)</p>	<p>01.02.19: Procurement timetable emailed to all members of the Committee. Where it proves necessary for new schemes to be added to the capital programme following its adoption by Council these can be detailed in the Finance and Performance report for approval initially by the Children and Young People Committee and then the General Purposes Committee.</p>	Completed
195.	Residential Short Breaks for Disabled Children – Extension and Consultation (KD2019/022)	Wendi Ogle-Welbourn	The Executive Director to advise when she has exercised delegated authority to execute a contract extension.	<p>27.02.19: Contract extension has been executed and signed off.</p>	Completed
197.	Admission arrangements for community and voluntary controlled primary schools for the academic year 2021/22	Sam Surtees	To consider whether the criterion relating to school staff should be given higher priority in the list as part of the review of arrangements for 2021/22.	<p>01.03.19: This will be considered as part of the annual consultation process in the Autumn Term 2019.</p>	Completed

		Sam Surtees	To look at whether it would be possible to make clear in offer letters when home to school transport would not be available.	01.03.19: A link to Home to School Transport Policy and application is included in Transition Round Letters. In-year letters have been updated, as these applications are considered individually, to say where transport would be offered when the offer is not for the child's catchment school.	Completed
198.	Schools Funding Formula Approval (KD2019/020)	Jon Lewis/ Dee Revens	To add a report on school budgets and financial viability to the agenda plan.		
199.	Cambridgeshire Education Outcomes 2018	Jon Lewis	To consider Cllr Every's suggestion of a presentation by the Opportunity Area Lead on how Opportunity Area funding was being used in Fenland and East Cambridgeshire to support better educational outcomes.	01.03.19: An Opportunity Areas Update report added to the CYP agenda plan for July 2019.	Completed
		Jon Lewis/ Dee Revens	To add a further paper focusing on Post 16 education to the Committee agenda plan.		

200.	Finance and Performance report: November 2018	Martin Wade	<p>A Member commented that the number of pupils attending schools judged as Good or Outstanding (Special Schools) by Ofsted was now shown as red-rated, but their recollection was that this was usually rated green (paragraph 1.2). Officers were asked to check this point.</p>	<p>01.02.19: The Business Intelligence team state that the indicator is correctly showing as off target in the report. The target is 100% and at the end of November 2018 (the last reported figure) performance was 87% which makes it off target. The comments explained that there are two schools contributing to the performance being lower. The figure has been “off target” since June 2018 and before that was “within 10%” since December 2016.”</p>	Completed
------	---	-------------	--	---	-----------

201.	Agenda Plan, Appointments and Training Plan	Hazel Belchamber	<p>Cllr Whitehead asked when further reports on whether the proposed amalgamation of Eastfield Infant and Nursery School and Westfield Junior School could be delivered with a £7m budget and the capital works at Spring Common Academy would be brought back to the Committee.</p> <p>(See also the action at Minute 193 above)</p>	<p>01.02.19: Proposed amalgamation of Eastfield Infant and Nursery School and Westfield Junior School: The Service Director for Education and Assistant Director: Education Capital and Place Planning are in the process of arranging a meeting with the Heads of the two schools which looks likely to take place towards the end of February 2019. The Strategic Education Capital Manager: Cambridgeshire and Peterborough will also need to review the scheme before a further report is made to Members.</p> <p>Procurement timetable relating to capital works at Spring Common Academy emailed to all members of the Committee. Where it proves necessary for new schemes to be added to the capital programme following its adoption by Council these can be detailed in the Finance and Performance report for approval initially by the Children and Young</p>	Completed
------	--	-------------------------	---	--	------------------

				People Committee and then the General Purposes Committee.	
		Richenda Greenhill	To make local Members aware of the vacancy on the March Educational Foundation.	<p>13.02.19: Details sent to Cllrs Count, French and Gowing.</p> <p>19.02.19: Cllr Gowing would like to take this role on. Committee approval to his appointment to be sought on 13 March 2019.</p>	Completed