

# CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 3 April 2018  
Updated 14.05.18

## 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.

Draft reports are due with the Democratic Services Officer by 10.00am seven clear working days before the meeting.

The agenda dispatch date is a minimum of five clear working days before the meeting.

| Committee date  | Agenda item   | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------|---|---------------------|---------------------------|----------------------------|----------------------|
| <b>22/05/18</b> | Notification of the Appointment of the Chairman/ Chairwoman and Vice Chairman/ Chairwoman   | Democratic Services | Not applicable            | 10/05/18                   | 14/05/18             |
|                 | Minutes and Action Log  | Democratic Services | Not applicable            |                            |                      |
|                 | Free School Proposals   | H Belchamber        | Not applicable            |                            |                      |
|                 | The Provision of Additional Secondary School Places in Wisbech  | I Trafford          | Not applicable            |                            |                      |
|                 | Transforming Outcomes for Children's Care<br><i>(previously titled 'Forward Plan for Children's Services, including feedback from review by Oxford Brookes University')</i> | L Williams          | Not applicable            |                            |                      |

| Committee date                            | Agenda item  | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|--|---------------------|---------------------------|----------------------------|----------------------|
|   | A New Syllabus for the Teaching of Religious Education   | H Manley            | Not applicable            |                            |                      |
|   | Sawtry Village Academy: Lessons Learned  | W Ogle-Welbourn     | Not applicable            |                            |                      |
|   | Finance and Performance Report: 2017/18 Outturn Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments and Training Plan  | Democratic Services | Not applicable            |                            |                      |
| <i>[12 06/18]<br/>Provisional Meeting</i> |  |                     |                           |                            |                      |
| <b>10/07/18</b>                           | Minutes and Action Log   | Democratic Services | Not applicable            | 28/06/18                   | 02/07/18             |
|   | Free School Proposals ( <i>standing item</i> )   | H Belchamber        | Not applicable            |                            |                      |
|   | Education Strategy and Plan  | J Lewis             | Not applicable            |                            |                      |
|   | Care Leavers and Council Tax   | L Williams          | tbc                       |                            |                      |
|   | Local Safeguarding Children Board Annual Report  | L Williams          | Not applicable            |                            |                      |
|   | Special Educational Needs and Disability (SEND) Sufficiency and Social, Emotional and Mental Health (SEMH) Reviews | H Phelan            | Not applicable            |                            |                      |
|   | Options appraisal in relation to Coram Cambridgeshire Adoption   | TBC                 | TBC                       |                            |                      |

| Committee date                            | Agenda item   | Lead officer           | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|---|------------------------|---------------------------|----------------------------|----------------------|
|   | 0-19 Child Health Services, Emotional Wellbeing and Behaviour (renamed from Integrated Commissioning Arrangements for Children's Wellbeing) | W Ogle-Welbourn        | Not applicable            |                            |                      |
|   | Youth Offending Service (YOS) Annual Report   | S Ferguson/ T Watt     | Not applicable            |                            |                      |
|   | Update on Domestic Abuse and Sexual Violence work in Children and Education services  | S Ferguson             | Not applicable            |                            |                      |
|   | Finance and Performance Report  | C Malyon/<br>M Wade    | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments and Training Plan   | Democratic Services    | Not applicable            |                            |                      |
| <i>[14/08/18]<br/>Provisional Meeting</i> |   |                        |                           |                            |                      |
| <b>11/09/18</b>                           | Minutes and Action Log  | Democratic Services    | Not applicable            | 30/08/18                   | 03/09/18             |
|   | Free School Proposals ( <i>standing item</i> )  | H Belchamber           | Not applicable            |                            |                      |
|   | Future Capacity of Cambridge City Primary Schools   | H Belchamber/ R Pinion | 2018/004                  |                            |                      |
|   | Amalgamation of Eastfield Infant and Westfield Junior Schools, St Ives  | C Buckingham           | 2018/049                  |                            |                      |
|   | Annual Complaints and Customer Care Report 2017/18  | L Williams             | Not applicable            |                            |                      |
|   | Placement Sufficiency for Looked After Children: Six Month Update Report  | L Williams             | Not applicable            |                            |                      |

| Committee date  | Agenda item   | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------|---|---------------------|---------------------------|----------------------------|----------------------|
|                 | School Admissions and Transport Outcome Focused Review: Phase 2 Update  | A Askham/ P Tadd    | tbc for final decision    |                            |                      |
|                 | Risk Register   | T Barden            | Not applicable            |                            |                      |
|                 | Finance and Performance Report  | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|                 | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable            |                            |                      |
| <b>09/10/18</b> | Minutes and Action Log  | Democratic Services | Not applicable            | 27/09/18                   | 01/10/18             |
|                 | Free School Proposals ( <i>standing item</i> )  | H Belchamber        | Not applicable            |                            |                      |
|                 | Progress for review of children's services (update from May)  | L Williams          | Not applicable            |                            |                      |
|                 | Finance and Performance Report  | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|                 | Agenda Plan, Appointments and Training Plan   | Democratic Services | Not applicable            |                            |                      |
| <b>13/11/18</b> | Minutes and Action Log  | Democratic Services | Not applicable            | 01/11/18                   | 05/11/18             |
|                 | Free School Proposals ( <i>standing item</i> )  | H Belchamber        | Not applicable            |                            |                      |
|                 | Delivering the Extended Entitlement to an Additional 15 Hours Free Childcare for Eligible 3-4 Year Olds: Update | C Buckingham        | Not applicable            |                            |                      |
|                 | Annual Corporate Parenting report   | L Williams          | Not applicable            |                            |                      |

| Committee date  | Agenda item  | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------|--|---------------------|---------------------------|----------------------------|----------------------|
|                 | Cambridge University Science and Policy Exchange (CUSPE) research projects 2018  | tbc                 | Not applicable            |                            |                      |
|                 | East Cambs Secondary School Review – Phase 1   | I Trafford          | tbc                       |                            |                      |
|                 | Establishment of new Secondary School in Wisbech. – outcome of competition to seek an Academy sponsor  | I Trafford          | Not applicable            |                            |                      |
|                 | Admission Arrangements for Community and Voluntary Controlled Primary Schools  | S Surtees           | Not applicable            |                            |                      |
|                 | Review of development of shared services in Children’s Services to date: The Multi-Agency Safeguarding Hub (MASH) and QA and possible areas for future development | L Williams          | tbc                       |                            |                      |
|                 | Finance and Performance Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|                 | Agenda Plan, Appointments and Training Plan  | Democratic Services | Not applicable            |                            |                      |
| <b>04/12/18</b> | Minutes and Action Log   | Democratic Services | Not applicable            | 22/11/18                   | 26/11/18             |
|                 | Estimating Demand for Education Provision (multipliers)  | H Belchamber        | Key Decision              |                            |                      |
|                 | Free School Proposals ( <i>standing item</i> )   | H Belchamber        | Not applicable            |                            |                      |
|                 | Children and young people at risk as a result of being missing, including Child Sexual Exploitation (CSE) and County Lines   | L Williams          | Not applicable            |                            |                      |

| Committee date                            | Agenda item  | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|--|---------------------|---------------------------|----------------------------|----------------------|
|   | Finance and Performance Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments and Training Plan  | Democratic Services | Not applicable            |                            |                      |
| <b>15/01/19</b>                           | Minutes and Action Log   | Democratic Services | Not applicable            | 03/01/19                   | 07/01/19             |
|   | Free School Proposals ( <i>standing item</i> )   | H Belchamber        | Not applicable            |                            |                      |
|   | Schools Funding Formula Approval   | J Lee               | Not applicable            |                            |                      |
|   | Cambourne – review of current proposals for primary school provision                           | I Trafford          | tbc                       |                            |                      |
|   | Determination of Admission Arrangements for Community and Voluntary Controlled Primary Schools | S Surtees           | Not applicable            |                            |                      |
|   | Developing Family Safeguarding in Cambridgeshire   | L Williams          | TBC                       |                            |                      |
|   | Finance and Performance Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments to Outside Bodies and Training Plan                                  | Democratic Services | Not applicable            |                            |                      |
| <i>[12/02/19]<br/>Provisional Meeting</i> |  |                     |                           |                            |                      |
| <b>12/03/19</b>                           | Minutes and Action Log   | Democratic Services | Not applicable            | 28/02/19                   | 04/03/19             |
|   | Free School Proposals ( <i>standing item</i> )   | H Belchamber        | Not applicable            |                            |                      |
|   | Review of Children's Centres Changes   | L Williams          | Not applicable            |                            |                      |

| Committee date                            | Agenda item  | Lead officer        | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|--|---------------------|---------------------------|----------------------------|----------------------|
|   | Finance and Performance Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments and Training Plan  | Democratic Services | Not applicable            |                            |                      |
| <i>[16/04/19]<br/>Provisional Meeting</i> |  |                     |                           |                            |                      |
| <b>21/05/19</b>                           | Notification of the Appointment of the Chairman/<br>Chairwoman and Vice Chairman/ Chairwoman | Democratic Services | Not applicable            | 09/05/19                   | 13/05/19             |
|   | Free School Proposals ( <i>standing item</i> )   | H Belchamber        | Not applicable            |                            |                      |
|   | Finance and Performance Report   | C Malyon/<br>M Wade | Not applicable            |                            |                      |
|   | Agenda Plan, Appointments 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 should 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 |
|------------------------|---------------------------|---|----------------|---|--|
|                        |                           |   |                |   |  |

**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)