

Working in Partnership on Services for CYP - Draft Action Plan for consideration by Cabinet 8 July 2010

	Actions	Lead	Timing	Status
1: That the SCDC representatives on the Children's Trust and Children's Trust Executive ensures that progress on the <u>CYP Transport Plan</u> is monitored with a view to completing as many of the actions as possible, and revising it to include more recent evidence.	Issue to be raised at the next appropriate meeting of Children's Trust	Steve Hampson Cllr B Smith	May 10	Now in workplan
	Progress to be monitored	Cllr B Smith	March 11	
2: That SCDC representatives ensure that partnerships adequately and robustly consult children and young people whenever designing or evaluating services that are wholly or partly aimed at them; this should include issues such as climate change and the growth agenda.	Add to partnerships toolkit and publicise	Gemma Barron	Sept 10	
	Check that effective CYP consultation is included in CYP participation strategy	Tracey Mann	Dec 10?	
3: That SCDC representatives work with the chairman of their partnership to influence the agenda and seek officer support in doing so.	Message to all members on partnerships	Leader	July 10	
	Message to all officers on partnerships	Chief Executive	July 10	
	Add to partnerships toolkit and publicise	Gemma Barron	Sept 10	
4: That SCDC representatives use the Partnership Toolkit to regularly assess whether they need to attend each partnership, and whether any could merge or close or meet less often.	Seek progress report from key partnership representatives regarding tangible outcomes for SCDC residents	Gemma Barron	March 11	
	Message to all members on partnerships	Leader	July 10	
	Message to all officers on partnerships	Chief Executive	July 10	
5: That the Partnership Toolkit is amended to be more easy to read, and to reflect the recommendations in this report, especially representatives' obligations to attend, participate and communicate fully. The Toolkit should then be re-issued to all of SCDC's current and future partnership representatives.	Seek progress report from partnership representatives	Gemma Barron	March 11	
	Revise and re-issue partnerships toolkit	Gemma Barron	Sept 10	
6: That the Leader makes a request to Cambridgeshire Together for a thorough review of	Support re-launch with publicity to all representatives	Gemma Barron	Sept 10?	
	A review is now underway			

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the partnerships, with a view to creating a slimmer, more efficient structure, where partnerships follow the principles in SCDC's Partnerships Toolkit, including the need for an exit strategy.	Leader to check that the review supports the principles in SCDC's toolkit, including the need for an exit strategy.	Leader	Sept 10	
7: That active consideration is given to deciding the most appropriate officers and members to attend each partnership, and each meeting, according to the agenda and the expertise required. Where a representative is unable to attend, a high priority should be placed on sending a well-briefed substitute, to ensure maximum input, influence and benefit.	<p>Message to all members on partnerships</p> <p>Message to all officers on partnerships</p> <p>Add to partnerships toolkit and publicity</p> <p>To list at Recommendation 9, add any named substitutes</p> <p>Seek progress report from partnership representatives</p>	<p>Leader</p> <p>Chief Executive</p> <p>Gemma Barron</p> <p>Gemma Barron</p> <p>Gemma Barron</p>	<p>July 10</p> <p>July 10</p> <p>Sept 10</p> <p>Sept 10</p> <p>March 11</p>	
8: That all partnership representatives ensure that there is an effective mechanism for briefing and debriefing relevant officers and elected members, and that all action notes or minutes are electronically available.	<p>Message to all members on partnerships</p> <p>Message to all officers on partnerships</p> <p>Add to partnerships toolkit and publicity</p> <p>Seek progress report from partnership representatives</p> <p>To list at Recommendation 9, add links to meeting notes from Partnership pages</p>	<p>Leader</p> <p>Chief Executive</p> <p>Gemma Barron</p> <p>Gemma Barron</p> <p>Gemma Barron</p>	<p>July 10</p> <p>July 10</p> <p>Sept 10</p> <p>March 11</p> <p>Sept 10</p>	
9: That an updated list of partnerships and the officer and member representatives is provided on the SCDC website or intranet as appropriate.	Website to be updated: pages relating to Partnerships and Democratic Services	Gemma Barron	Sept 10	
10: That SCDC representatives on strategic partnerships recommend fewer meetings, and the use of task groups for specific projects, such as now being used by the Children's Trust.	<p>Message to all members on partnerships</p> <p>Message to all officers on partnerships</p> <p>Seek progress report from partnership representatives</p>	<p>Leader</p> <p>Chief Executive</p> <p>Gemma Barron</p>	<p>July 10</p> <p>July 10</p> <p>March 11</p>	