

Proposed Timetable to Refresh the Children & Young People Plan 2021 onwards

Timetable	Activity	Notes
March 2020	CYPSP Board meeting postponed due to COVID-19. Actions placed on hold temporarily.	
June 2020	Revised proposed timetable to refresh CYPP presented to CYPSP Board members Scoping for Social Media campaign – Keith Beech/ Olly Wills/ Alan Smith Scoping for VIRTUAL Engagement in Libraries & Learning	CYPSP Board meeting 18 th June 2020
July 2020	Feedback/ comments on Questions from CYPSP Planning for VIRTUAL Engagement with Voluntary & Community partners	
August 2020	Further feedback sought from CYPSP partners on themes for Questions Scoping for collaboration with Public Health alongside refresh of the Health & Well Being Strategy	
September 2020	Scoping for survey questions – Claire Bloss Planning for collaboration with Public Health alongside refresh of the Health & Well Being Strategy	CYPSP Board meeting Thursday 24 th September 2020 To feedback on themes and agree questions.
October 2020	<ul style="list-style-type: none"> Planning for Social Media campaign: Internal – Yammer, OurSpace, FirstSpace, Council Catch-up, Organisational newsletters External – Twitter, Instagram, Facebook, Planning for VIRTUAL Engagement in Libraries & Learning Planning for VIRTUAL Engagement with Elected members <i>Planning for VIRTUAL Engagement with Organisations from “Early Help in Your Community” events – food banks, bereavement counselling (if not taken part in Voluntary & Community Sector event 22/10/20)</i>	

Timetable	Activity	Notes
November 2020	<p>Social media campaign begins</p> <p>VIRTUAL Engagement in Libraries & Learning</p> <p>VIRTUAL Engagement with Elected members</p> <p>Planning for VIRTUAL Engagement WITH Health & Social Care partners</p> <p>Planning for Engagement with District Councils, Parish & Town Councils (Resident Viewpoint surveys carried out in September)</p> <p>Planning for VIRTUAL Engagement with West Mercia Police</p> <p>Planning for VIRTUAL Engagement with children, young people & parents, including young carers - link with Participation Team:</p> <ul style="list-style-type: none"> • Make Your Mark survey by British Youth Council also taking place in November • Youth Cabinet input <p>Provisional VIRTUAL Engagement with Voluntary & Community Sector partners – jointly hosted event with Young Voices (delayed from 22/10/20)</p> <p><i>VIRTUAL Engagement with Organisations from “Early Help in Your Community” events – food banks, bereavement counselling (if not taken part in Voluntary & Community Sector event 22/10/20)</i></p>	
December 2020	<p>VIRTUAL Engagement with Health & Social Care partners</p> <ul style="list-style-type: none"> • WCF Early Help Services – EIFS/TFS, Social Care • Worcestershire Health & Care NHS Trust (WHCT), Worcestershire Acute Hospitals NHS Trust WAHT) <p>VIRTUAL Engagement with District Councils, Parish & Town Councils (Resident Viewpoint surveys carried out in September)</p> <p>Planning for VIRTUAL Engagement with Schools & Colleges</p> <p>VIRTUAL Engagement with children & parents – Participation Team, digital media (link with social media campaign), Youth groups, Young carers,</p>	
	2021	

Timetable	Activity	Notes
January 2021	<p>VIRTUAL Engagement with Schools & Colleges</p> <p>VIRTUAL Engagement with West Mercia Police – Youth Independent Advisory group, Youth Justice system, Safer schools</p>	<p>CYPSP Board meeting Thursday 10th December 2020</p> <p>To advise general feel from engagement so far</p>
February 2021	<p>Social media campaign ends</p> <p>Begin to collate and analyse Engagement responses</p>	
March 2021	Continue to collate and analyse Engagement responses	<p>CYPSP Board meeting Tuesday 16th March 2021</p> <p>To provide board with Engagement responses and propose any changes to themes</p> <p>PURDAH – local elections in May</p>
April 2021	<p>Complete collation and analysis of remaining Engagement responses</p> <p>Draft new plan for 2021 onwards</p>	PURDAH – local elections in May
May 2021	Board members/Partners review draft plan & comment	Local elections - PURDAH
June 2021	<p>Make final amendments to plan based on comments</p> <p>15/6/2021 present final plan to Board members at CYPSP meeting for sign off. This date is the legally required deadline for submission of papers to the Overview & Scrutiny Policy Board (OSPB). The new CYPP would need to be sent to them on the same day to be included in the June meeting.</p> <p>23/6/2021 present the CYPP to the Overview & Scrutiny Policy Board (OSPB).</p>	<p>CYPSP Board meeting Tuesday 15th June 2021</p> <p>Overview & Scrutiny Policy Board (OSPB) meeting Wednesday 23rd June 2021 (legal deadline for agenda & papers to be published is Tuesday 15th June – same day as the CYPSP meeting)</p>

Timetable	Activity	Notes
July 2021	Present the CYPP to the Health & Wellbeing Board (HWBB) meeting. Sheena Jones will convene a HWBB meeting in early July so that the CYPP can be submitted ahead of Cabinet on 22/7/2021. (Papers due on 8/7/2021). Present the CYPP to Cabinet on 22/7/2021.	HWBB early July Cabinet 22/7/2021
August	NO DEMOCRATIC PROCESS MEETINGS	
September 2021	Present the CYPP to the Council meeting on 9/9/2021.	CYPSP Board meeting Tuesday 7 th September 2021

Timeline for democratic process to approve CYPP 2021 onwards

Date	Meeting
15/6/2021	CYPSP Board
23/6/2021	Overview & Scrutiny Policy Board (OSPB)
Early July 2021	Health & Wellbeing Board (HWBB) – additional meeting to be convened
22/7/2021	Cabinet (papers due 8/7/21)
9/9/2021	Full Council