

EDUCATION AND CHILDREN'S SOCIAL CARE O&S COMMITTEE
ACTION TRACKER 2022-23

Date	Agenda Item	Action	Update
20 Jul 2022	SEND	The update was noted, and the SEND update at the 7 September 2022 committee meeting will include the contributions and points raised today.	Item discussed at the 7 September 2022 committee meeting.
		The SEND Sufficiency Report to be presented to the Committee when completed.	
		The methodology and full data on EHCP Annual Reviews to be forwarded to the Committee.	Information e-mailed to Members on 26 January 2023.
20 Jul 2022	Home to School Transport	Members agreed that a further update on the service will be provided at the 19 October 2022 committee meeting. The update will include the review of the policy, points made around communication, and the reality of how the service performed in September 2022.	Item included on the agenda for the 19 October 2022 committee meeting.
		Sue Harrison will provide Members with the timescale for the review of the policy by e-mail.	Information e-mailed to Members on 21 February 2023.
20 Jul 2022	Youth Justice Plan	Further information on education and improving employment opportunities will be forwarded.	Information e-mailed to Members on 26 January 2023.
		Officers to send useful information to the Committee during the course of what they are doing.	Ongoing.
20 Jul 2022	Work Programme	Cllr Simon Morrall to forward the e-mail he referred to regarding SENDIASS and the Chair will have discussions with officers outside the committee meeting.	SENDIASS was discussed at the 25 January 2023 committee meeting.
7 Sep 2022	SEND	A meeting with the DfE Commissioner for SEND, Director and Chair to be set up.	Meeting with the DfE Commissioner to take place on 12 October 2022.

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		Timescales for when the Committee can expect the SEND Strategy, SEND Sufficiency Strategy, and an Inclusion Strategy was requested.	The SEND Strategy and the Inclusion Strategy went to Cabinet in March. Awaiting confirmation of Cabinet date for the SEND Sufficiency Strategy.
		Information on how many children are affected by part-time timetables, and figures on children who haven't got a suitable school place, and support that is being provided was requested.	Included in the discussion at the 22 February 2023 committee meeting and actions from this are detailed under the 22 February 2023 committee meeting.
		Reports on the SEND Strategy, SEND Sufficiency Strategy and Inclusion Strategy to be brought to the Committee following approval by Cabinet.	The SEND Strategy and the Inclusion Strategy went to Cabinet in March. Awaiting confirmation of Cabinet date for the SEND Sufficiency Strategy.
7 Sep 2022	Cabinet Member for Children, Young People and Families	The Director to provide the details of when the BEP contract was renewed and the duration of the contract.	Information e-mailed to Members on 21 November 2022
		Tim Boyes, Chief Executive, BEP to be invited to a future meeting.	Tim Boyes attended the 22 February 2023 committee meeting for the attainment summary.
		The structure chart for the Children and Families Directorate to be provided.	Emailed on 10 October 2022 the leadership structure for the Children and Families Directorate & was awaiting what sits below the new AD portfolios. Information was e-mailed on 4 April 2023.
		Details of baselining of services within the Directorate to be shared with the Committee.	Kerry Madden's update presentation to the committee on 4 January 2023 explained that baselining had informed the detail in the Improvement Plan. The summary plan e-

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			mailed to Members on 24 January 2023 also references this. The information on baselining and how it contributed to the Improvement Plan will be incorporated when an update on the Improvement Plan is given at the 5 April 2023 committee meeting.
		Details for the funding bids for three free schools including timescales to be provided.	E-mailed Members the information on the 29 October 2022
		Information on how many excluded primary school children have unmet SEND needs / EHCPS was requested.	Included in the discussion at the 22 February 2023 committee meeting and actions from this are detailed under the 22 February 2023 committee meeting.
		The issues raised regarding the Children's Trust to be highlighted to them before the meeting in November 2022 so these can be covered.	E-mailed the Children's Trust.
		Information on the number of places that Special Schools accept above their Planned Admission Number. Do the plans for future Special School places take into account these numbers in addition to places required to meet the needs of children who are currently not in a Special School?	E-mail sent to Members on the 19 October 2022.
7 Sep 2022	Work Programme	Tim Boyes, Chief Executive, BEP to be invited to a future committee meeting (also agreed at the above item).	Tim Boyes has been invited to attend the 22 February 2022 committee meeting for the attainment summary. Other issues regarding BEP can be raised at this meeting.
		The Chair to meet with the DfE Commissioner and Director to discuss the SENDIASS review.	Meeting with the DfE Commissioner took place on 12 October 2022.

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19 Oct 2022	SEND Commissioner	The Cabinet Member, Children, Young People and Families, to report back on how the Improvement Board fits in with the Council's overall governance and decision making structures.	E-mailed Members the information on 27 February 2023.
		The Strategic Director, Children and Families to bring the Directorate's Improvement Plan to a future committee meeting.	Added to the work programme for 4 January 2023 committee meeting.
		The Commissioner to attend a committee meeting early next year.	The Commissioner attended the 25 January 2023 adjourned committee meeting.
19 Oct 2022	Home to School Transport	Janie Berry, City Solicitor, to share reputational issues and any cases the Committee should be aware of outside the committee meeting.	E-mailed Members the information on 27 April 2023.
		Janie Berry, City Solicitor to be added to the work programme to update Members on tribunals and delays etc., and feedback on how the role of Legal Services contributes and makes risk informed decisions.	Added to the work programme under 'to be scheduled'.
19 Oct 2022	Work Programme	SENDIASS to be an item on the November 2022 committee meeting.	Added as an agenda item.
		The BSCP, and the Children and Young People Plan to be moved to the January 2023 meeting.	Work Programme updated.
		The Commissioner to write to the Chair to explain the concerns of the SENDIASS item in November 2022.	SENDIASS was discussed at the adjourned 25 January 2023 committee meeting.
		Student attendance at school during their period.	Added to the work programme - to be scheduled.
		The Young People's Substance Use Service to be added to the work programme.	Programmed for the 17 May 2023 committee meeting.
30 Nov 2022	Children's Trust	A paper on unregulated placements.	Information e-mailed to Members on 26 January 2023.
		Information on the cost increases if the Early Help offer was not in place.	Information e-mailed to Members on 26 January 2023.

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		Cost of care and general information on the Children's Trust budget and spend.	Information e-mailed to Members on 26 January 2023.
4 Jan 2023	Children and Families Directorate Improvement Plan	Quarterly updates to be provided.	The work programme has been updated and the next update is scheduled for 5 April 2023.
		Update on the Directorate's budget to be provided.	Information e-mailed to Members on 24 January 2023.
		Details and the membership of the Head Teachers Reference Group to be e-mailed.	Details e-mailed to Members on 19 January 2023.
		A directory of the Local Offer to be provided.	Information e-mailed to Members on 8 February 2023.
22 Feb 2023	Action Tracker	The Children and Families Directorate structure chart to be provided (originally requested 7 Sep 2022).	E-mail on 4 April 2023.
		Details of the Children and Families Directorate Improvement Plan to be provided.	The next update is scheduled for 5 April 2023 committee meeting.
22 Feb 2023	School Attainment and School Improvement	More information on the school's consortia and examples of BEP's thematic projects that have helped schools across the city.	E-mailed on 27 March 2023.
		Further information on COVID 19 Catch Up Premium.	E-mailed on 27 March 2023.
		The Developing Local Provision (DLP).	E-mailed Members on 13 March 2023.
		The recruitment and retention rates of teachers in the city in comparison to other areas.	
22 Feb 2023	School Exclusions, Part-Time Timetables, & Unsuitable School Places	Officers to come back in six months with an update on the progress of the work undertaken.	Added to the Work Programme under 'to be scheduled'.
		The following information to be provided:	Information e-mailed on 4 April 2023.

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		<ul style="list-style-type: none"> • The total number of children currently permanently excluded and temporarily excluded. • The number of children with SEND currently excluded. • A breakdown of the figures for children suspended for less than five days and more than five days. • The current figures as the information showed that 3,000 pupils per 10,000 pupils had been suspended over the timeframe given and half of whom had an Education, Health, and Care plan (EHCP). • Children without a school place were referred to the Home Bridging Team and reassurance was requested that every child had a package of support and how many of these had a home tutor. • More information about the School Admissions (In-Year Admissions) team work to support children back into school, and the number of pupils in-year they support. • The part-time timetables and the ethnicity data only gives percentages, and the numbers were requested. • How long pupils have been on part-time timetables. • Whether those that were on part-time timetables have an unmet need (Part-time timetable: Reasons slide). • The number of children with an EHCP in a mainstream school who were awaiting a mainstream place. 	
5 Apr 2023	Children's Trust	Confirmation to be provided via e-mail of the number of reduced short breaks packages.	Information was provided at the 17 May 2023 committee meeting.

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		The Children's Trust to attend a future committee meeting(s) to discuss the Ofsted report and the review of short breaks.	The Children's Trust will attend the May committee meeting to provide a precise of the Ofsted report. The review of short breaks has been added to the work programme under 'to be scheduled'.
5 Apr 2023	Improving Services for Children and Families Improvement Programme Progress Update	<p>The next quarterly update is due July/September 2023 and information to include:</p> <ul style="list-style-type: none"> • Where the KPIs were reported to (e.g. SEND Improvement Board). • The number of children and young people (aged 5-16) with an Education and Health Care Plan (EHCP) awaiting specialist placements to be RAG rated and more detail to be provided of what they were doing to support the children. • The priority to continue to strengthen the support for learning and education provision for children ever known to a social worker, meant those children that had previously been known to the service, and this will be made clear. • Officers to look at how the RAG ratings were presented. 	Added to the work programme under 'to be scheduled'.
		Cllr. Des Hughes to provide information (with parental permission) on the person who was entitled to home to school transport but was not getting this service to Sue Harrison.	Cllr. Des Hughes received an update from Home to School Transport / Children's Travel Service two hours after the committee meeting.
17 May 2023	Action Tracker	The timeline for when the SEND Sufficiency Report would be available to be provided.	

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17 May 2023	Young People's Substance Use Service	Members to contact Aquarius if they are aware of any problem areas in relation to Anti-Social Behaviour (ASB) and young people in unsuitable housing/Homes in Multiple Occupation (HMOs).	
		Aquarius to provide the timeline for the Manchester Met University project.	
17 May 2023	SEND	<p>The following to be provided via e-mail:</p> <ul style="list-style-type: none"> • The spend information for staffing within the SEND and Inclusion Service. • Information on the indicators in the APP on the Council's website that state, 'requires baseline.' 	
		The Committee to provide further questions in writing for officers to provide a written response.	