

**EDUCATION, CHILDREN AND YOUNG PEOPLE O&S COMMITTEE
ACTION TRACKER**

Minute No. / Date	Agenda Item	Outstanding Actions	Lead Responsible Officer	Comments
18 Oct 2023	Scrutiny of Delivery of 2023/24 Budget Savings and Update on the Council's Response to S114 Notice and Financial Recovery Plan	The Director, Children and Families, to bring work at early stages of planning for input by the Committee.	Dr Sue Harrison - Strategic Director, Children and Families	Ongoing.
		Future agenda items to include a snapshot of their associated spend / budget and impact.	Dr Sue Harrison - Strategic Director, Children and Families	Ongoing.
29 Nov 2023	School Improvement – The New Relationship with Schools	Details of the feedback from the consultation for the new policy to be provided.	Dr Sue Harrison - Strategic Director, Children and Families Fayth Skeete - Head of Strategic, Governance and Planning	This is scheduled for completion by w/c 10th June 2024 and a copy will be provided.
17 Jan 2024	Improving Services for Children and	An update on the finalised data and digital road map to be provided alongside future	Fayth Skeete - Head of Strategic,	It is anticipated that a copy of the finalised Data and Digital Road map will be provided by the end of July.

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	Families Plan Update	improvement and performance updates to the Committee.	Governance and Planning	
		A diagram of the transformation to include services that have been lost, timelines for the different areas, and staffing information.	Dr Sue Harrison - Strategic Director, Children and Families	
15 May 2024	Improving Services for Children and Families Plan Update	The timeline for the finalised data and digital roadmap.	Dr Sue Harrison - Strategic Director, Children and Families	It is anticipated that a copy of the finalised Data and Digital Road map will be provided by the end of July.
		Feedback on the consultation for School Improvement – the New Relationship with Schools via email.	Dr Sue Harrison - Strategic Director, Children and Families	This is scheduled for completion by w/c 10 June 2024 and a copy will be provided.
		Timescales from Birmingham Audit on its review of Elective Home Education (EHE).	Dr Sue Harrison - Strategic Director, Children and Families	11 June 2024 - Officers are exploring some of the findings and the responsibilities that Audit have assigned to EHE. Officers have held a meeting with them and expect to have the revised report to share shortly.

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		The Chair to discuss Birmingham Audit Review of Elective Home Education with the new Independent Chair of the Audit Committee.		
17 July 2024 Minute No 17	Birmingham School Attendance Strategy 2024 – 2028	ii) There will be an executive summary when the School Attendance Strategy is finalised.	Razia Butt, Director of Thriving Children and Families	The strategy is in the final stages of completion and requires professional graphics added. Drafting of the executive summary is underway and will be with the Committee as soon as completed.
		iii) Officers to e-mail the Scrutiny Office their ideas as to how councillors could assist in the promotion of school attendance.	Razia Butt, Director of Thriving Children and Families	‘Working Together to Improve School Attendance’ introduced the concept of a ‘Senior Attendance Champion’ in schools. We’d like all our partner agencies to also appoint an ‘Attendance Champion’ to promote attendance and to make sure it remains on the agenda not just for the O&S committee but for the Council as a whole. We would welcome Members of the Committee to consider appointing a champion.

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				<p>We would also be grateful for support from Members of the Committee for any promotional activity related to attendance as we progress the development of our Communications Strategy, once the new service is in place.</p>
17 July 2024	T&F Meeting – Implications of Savings	<p>Saving 150: Review of Non-Statutory Transport Packages:</p> <ul style="list-style-type: none"> a) The Committee to undertake an engagement exercise to seek to understand the impact of this policy change. b) More information was required on the number of appeals and other legal actions, and the potential impact on delivery of savings. c) Officers to inform the Committee on the advice from legal colleagues on the definition of exceptional circumstances. 	<p>Adrian Weissenbruch - Director, Children’s Commissioning and Performance</p>	<p>The Post 16 Service was discussed at the 23rd October committee meeting and further information has been requested and listed in the action tracker for the 23rd October.</p>

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17 July 2024	T&F Meeting – Implications of Savings	Saving 89 - Review of Youth Services, NEET and Careers Services: The item is on the agenda for the September committee meeting, and the Committee to receive an update on the review, recommendations, and details of the engagement programme.	Dr Sue Harrison - Strategic Director, Children and Families	The Strategic Director requested this item be moved to the October committee meeting and this was discussed as part of the Savings 2024/25 – Progress Report item on 23 rd October. Further information has been requested and this is listed in the action tacker for the 23 rd October.
17 July 2024	T&F Meeting – Implications of Savings	Saving 185 - Reductions on Contract Sum for the Birmingham Children’s Trust: a) The Committee to be provided with the breakdown of the budget and areas of spend. b) A briefing note to be provided to the Committee on the risk of legal challenge and financial implications for the short breaks policy.	James Thomas Chief Executive, Birmingham Children Trust	To be discharged: Information e-mailed to the Committee on 23 rd October.

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17 July 2024	T&F Meeting – Implications of Savings	Local Authority Schools Deficits - there were potential impacts on the local authority’s budget if a school with a budget deficit becomes an academy, and a request was made for a fuller picture to be provided.	Dr Sue Harrison - Strategic Director, Children and Families	<p>There was also the following request from the Corporate & Finance OSC on 26 July 2024 regarding the Section 151 Officer Update on the Financial Position of the Council - July 2024 & General Fund Medium Term Financial Plan update: Information to be provided on work with schools over last 4 years regarding £11.96m aggregate deficit following previous work of Overview and Scrutiny.</p> <p>This was also referred to at the 23rd October meeting and is listed in the action tracker for 23rd October.</p>
11 October 2024 Minute No. 26	Alternative Solution for Schools HR, Payroll & Finance Business Case	1) That the Chair prepare a summary of the key points raised in the discussion and forward to Cabinet for consideration alongside the report.	Chair & Scrutiny Office	To be discharged: The key points raised in the discussion was forwarded to Cabinet for consideration alongside the report at the meeting on 15 October 2024.
11 October 2024	Alternative Solution for Schools HR,	2) The Directorate be requested to provide the following	Steve Kay, Director,	

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Minute No. 26	Payroll & Finance Business Case	<p>additional information to the committee:</p> <p>i) A plan-on-a-page information on the process and timescales to getting schools ready to operate under the new alternative solutions, as well as the training requirements.</p> <p>ii) Details of processes for future financial oversight following implementation of any changes.</p> <p>iii) That the committee be updated prior to September 2025 on the monitoring of the impact of these changes on schools, and how schools were managing to administer their HR, Payroll and Finance.</p> <p>iv) That the committee continue to be updated on how schools' participation in</p>	<p>Education and Employability</p> <p>Catherine Taylor-Ludolf - HR Shared Services, School HR & Payroll Programme Lead</p>	<p>To be discharged: E-mailed information to Members on 4 November 2024.</p> <p>To be discharged: E-mailed information to Members on 4 November 2024.</p> <p>It is proposed that the project report quarterly to OSC from March 2025 on how the transition is impacting schools. This should continue until at least September 2026 to ensure OSC has a clear idea of how the change is being imbedded in schools.</p> <p>It is proposed that the project report quarterly to OSC, with the first update e-mailed 4 November 2024.</p>

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		engagement activities and processes was being managed and monitored.		
11 October 2024 Minute No. 26	Alternative Solution for Schools HR, Payroll & Finance Business Case	3) The timing of future pre-decision scrutiny exercises be programmed at an earlier stage, including the supply of timely and accessible information to members.	Dr Sue Harrison, Strategic Director of Children & Families	Ongoing.
23 October 2024 Minute No. 35	Order of Agenda	ii) To provide the Committee with a summary for lengthy and detailed reports.	Dr Sue Harrison, Strategic Director of Children & Families	Ongoing.
23 October 2024 Minute No. 36	Savings 2024/25 – Progress Report	ii) Provide a paper explaining to Members what was proposed and decided for the Careers and NEET Services.	Steve Kay, Director, Schools and Employability	
		iii) To provide the Young People’s Service Review to enable the Committee to explore before the new year undertaking a focussed piece of work (Task & Finish) regarding the future	Dr Sue Harrison, Strategic Director of Children & Families	

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		model and what young people would like to see in relation to youth services.		
23 Oct 2024 Minute No. 38	Update on Birmingham Strategic Youth Justice Plan 2023-2028	ii) a) Future updates to be succinct or have a summary provided.	David Stringfellow, Director, Commissioning and Specialist Services, BCT Dave Webb, Interim Head of Service for Youth Offending Service, BCT	Ongoing.
		b) Officers to explore updating the five year plan and after ‘we worked with a total of 977 children’ add ‘332 of these children had not offended in 2022/23, but their involvement either continued into 2022/23, or they received an intervention through a preventative or Think Family Intervention, neither of which are offence driven’.	David Stringfellow, Director, Commissioning and Specialist Services, BCT Dave Webb, Interim Head of Service for Youth Offending Service, BCT	

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		iii) The Committee to be provided with quarterly briefing notes to explain what was happening in relation to the improvement journey being rated Good, the risks identified and the impact they were having.	David Stringfellow, Director, Commissioning and Specialist Services, BCT Dave Webb, Interim Head of Service for Youth Offending Service, BCT	Ongoing – updates are due January 2025, April 2025, July 2025.
		iv) The Cabinet Member to take a view as to whether the update report went to Full Council.	Cllr Mick Brown, Cabinet Member for Children, Young People and Families	
23 Oct 2024 Minute No. 39	Children and Young Peoples’ Travel Service - September Mobilisation Report for the Post-16 Service	iii) a) Information explaining the plans for post-16 transport policy change and impact to enable the Committee to have further discussions on this.	Ade Weissenbruch Director, Children’s Commissioning and Performance	Linking in with a joint piece of work with SENAR which is in the data gathering stage.
		b. An update report on the attendance work, to include information on post-16s that have moved under the remit of	Ade Weissenbruch Director, Children’s Commissioning and Performance	Linking in with a joint piece of work with SENAR which is in the data gathering stage.

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		Adult Social Care, as soon as it was available.		
		c. The up-to-date appeals figures.	Ade Weissenbruch Director, Children's Commissioning and Performance	Ongoing - CYPTS will provide these updates monthly. Figures were submitted for October and will continue to be updated at the end of each month moving forward. This will ensure the Education, Children and Young People Overview and Scrutiny Committee has the most current appeals data.
		d. An update report on utilising empty seats when the work had taken place.	Ade Weissenbruch Director, Children's Commissioning and Performance	This is in progress.
		iv) To provide an updated structure chart for the Children and Families Directorate, which would then be updated and shared with the Committee when changes were made.	Dr Sue Harrison, Strategic Director, Children and Families	