

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

Key:	
	Complete
	In Progress
	Not Started
	On Hold

Minute No.	Resolution	Target Date, Officer Responsible and Progress
2024/2025 Municipal Year	A whole Council Councillor briefing would be arranged on early help in Plymouth.	Date: 06 February 2025 Progress: Initial discussions taken place around subject matter. Confirmation of the subject matter to be emailed to Jake in order to find dates. Week identified in early November to provide the briefing, invites to the Panel would go out w/c 29/09/25. Officer: Jake Metcalfe/Martine Aquilina/Sarah Hood
2024/2025 Municipal Year	Councillors of the Panel would be invited to be introduced to the detached youth service team before receiving a briefing and then having the opportunity to go out with them and be part of some of the work undertaken.	Date: 06 February 2025 Progress: Two members of the Committee were identified as part of this action and work was underway to identify dates for this to be completed. Officer: Jake Metcalfe
2024/2025 Municipal Year	The work of the project board for Transitions would look to involve the Plymouth Parent Carer Voice with the specific theme of oversaturation of services and whether families felt overwhelmed.	Date: February 2025 Progress: PPCV were members of the board. Officer: Amanda Davis
2024/2025 Municipal Year	Lisa McDonald would speak with the NHS to enquire as to whether the Oliver McGowan training for Learning Disabilities and Autism could be included within the next wave of mandatory training for the Local Area.	Date: February 2025 Progress: Discussion with the ICB commissioner – training is only free for NHS and some modules for social care practitioners. Discussing costings

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

		and relevance to LA officers & whether any appropriate modules currently exist Officer: Lisa McDonald
2024/2025 Municipal Year	The service would review the holiday and food programme to ensure it was inclusive off all children in the city.	Date: February 2025 Officer: Amanda Davis Progress:
16 July 2025 Minute 6: Children's Services Achieving Excellence Improvement and Transformation Plan	A briefing report would be written to show how the service has improved the quality assurance processes to be more explicit about the difference the service was making for children and young people by discussing The 10 Wishes in social work supervision.	Target Date: January 2026 Officer(s) Responsible: Fran Giblin Progress: This action is in progress and has a target end date of January 2026, in which a further report would be provided to the Scrutiny Panel to review.
16 July 2025 Minute 6: Children's Services Achieving Excellence Improvement and Transformation Plan	Vivien Lines would speak with the participation member around ideas to engage more young people to seek their view.	Target Date: August 2025 Officer(s) Responsible: Vivien Lines/Stuart Hogg Progress: a communications plan has been developed with Alice Pope, to promote the work and achievements of the service to children and young people, including through communications with Head Teachers. The Participation Team have a plan in place to align work more closely with that

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

		of the quality assurance team and wider service to reach more young people with lived experiences.
16 July 2025 Minute 6: Children's Services Achieving Excellence Improvement and Transformation Plan	Social worker appraisals in the summer would discuss how they were learning about the views and aspirations of children and young people.	Target Date: August 2025 Officer(s) Responsible: David Haley Progress:
16 July 2025 Minute 8: Performance Scorecard	A briefing for members of the Panel would be arranged on attendance which would include a Q&A session and more in-depth data around attendance.	Target Date: September 2025 Officer(s) Responsible: Amanda Davis/Isabelle Kolinsky Progress: Dates to be identified.
16 July 2025 Minute 9: Local Area SEND Improvement Plan	The service would provide a report on the government's plans for the future of SEND and EHCPs and how those changes are communicated to families in the city. This would also be added to the work programme for a future Panel meeting.	Target Date: November 2025 Officer(s) Responsible: David Haley/Amanda Davis Progress: Dates to be identified.
16 July 2025 Minute 9: Local Area SEND	A briefing for Members of the Panel would be undertaken on the Dedicated Schools Grant.	Target Date: 24 November 2025 Officer(s) Responsible: Amanda Davis

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

Improvement Plan		Progress: 13th October 2025: Workshop took place and slides sent to all members with invitation for questions. Follow up workshops may be offered one DSG Management Plan is complete.
16 July 2025 Minute 9: Local Area SEND Improvement Plan	A letter to the relevant Minister would be drafted from the Panel advising that Plymouth had exhausted its school estate and needed more funding for physical spaces for children in the city. The letter would highlight the numbers of children that needed to attend specialist provision out of the city and the requirement of more capacity in the city through capital funding.	Target Date: ASAP Officer(s) Responsible: David Haley/Amanda Davis Progress: 13th October 2025: Letter drafted and shared with Cllr Cresswell on Friday 10th October.
08 October 2025 Plymouth Attainment Report	To produce a young person-friendly version of the attainment report, including breakdowns by gender and SEND.	Target Date: February 2026 Officer(s) Responsible: Amanda Davis/Isabelle Kolinsky Progress:
08 October 2025 Plymouth Attainment Report	Ensure the “top tips” from care-experienced young people are promoted and embedded across all schools and MATs.	Target Date: 24 November 2025 Officer(s) Responsible: Amanda Davis/Isabelle Kolinsky/Stuart Hogg Progress:
08 October 2025	To design and conduct a survey of schools to collect information on support provided to students affected by the cost-of-living crisis. Young people to assist in	Target Date: February 2026

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

Plymouth Attainment Report	designing the survey and participate in the next Headteachers' Conference to present their campaigns.	Officer(s) Responsible: Amanda Davis/ Isabelle Kolinsky / Stuart Hogg Progress:
08 October 2025 Plymouth Attainment Report	To provide a briefing note to Committee members with granular data on unaccompanied asylum-seeking children placed outside of Plymouth.	Target Date: 24 November 2025 Officer(s) Responsible: Lisa Davies/Karen Blake Progress:
08 October 2025 Plymouth Attainment Report	To append a glossary to future reports to improve accessibility.	Target Date: 24 November 2025 Officer(s) Responsible: David Haley/Amanda Davis/Lisa Davies Progress:
08 October 2025 Plymouth Attainment Report	To include actual numbers alongside percentages in future reporting, particularly where small cohorts are involved.	Target Date: 24 November 2025 Officer(s) Responsible: David Haley/Amanda Davis/Lisa Davies Progress: Report authors would be advised of this requirement for all future reports.
08 October 2025	Education officers to provide statistics on the percentage of children receiving their first-choice school placement.	Target Date: 24 November 2025

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

Belonging Framework		Officer(s) Responsible: Amanda Davis/Victoria Whitman Progress:
08 October 2025 Belonging Framework	Metrics for measuring progress in the Belonging framework to be included, along with contextual information on how belonging is defined and assessed.	Target Date: February 2026 Officer(s) Responsible: Amanda Davis/Rob Williams/Isabelle Kolinsky Progress: Not due for completion until February 2026.
08 October 2025 Belonging Framework	That poverty-related barriers to school attendance to be explicitly addressed in the framework.	Target Date: February 2026 Officer(s) Responsible: Amanda Davis / Isabelle Kolinsky Progress: Not due for completion until February 2026.
08 October 2025 Belonging Framework	That the Committee receive a future update on the implementation and impact of the Belonging Framework and Place-Based Plan, including examples of best practice from schools.	Target Date: ASAP Officer(s) Responsible: Jake Metcalfe Progress: Work programme has been updated.
08 October 2025 Child Exploitation	Clarification to be sought from the relevant department regarding the status of the Royal building and its intended use for homelessness services.	Target Date: 24 November 2025 Officer(s) Responsible: Jake Metcalfe

Children, Young People and Families Scrutiny Panel – Action Log 2025/26

		Progress: This action falls outside of the CYPF Scrutiny Panel’s terms of reference. Councillor would be referred to the Members Written Question procedure.
08 October 2025 Performance Report	Further clarification on the methodology used by the Department for Education to define statistical neighbours.	Target Date: 24 November 2025 Officer(s) Responsible: Paul Stephens Progress: Completed.