

**TRACKING RESOLUTIONS**  
**Children and Young People Overview and Scrutiny Panel**

<b>Date/min number</b>	<b>Resolution</b>	<b>Explanation / Minute</b>	<b>Officer</b>	<b>Progress</b>	<b>Target Date</b>
16.06.11 / Min 3	<u>Agreed</u> that –  (1) Jenny Evans and Kerry Whittlesea, Young Persons Representatives to complete a full year on the Panel with a review to take place at the October meeting;	The panel considered the appointment of co-opted representatives.	Claire Oatway, Lead Officer	Jenny Evans and Kerry Whittlesea with regret have resigned from the CYP OSP because of school commitments. Exploring replacement with Sarah Heffernan.	November 2011
	(2) Kevin Willis, Parent Governor Representative to continue as a statutory co-opted representative until the end of his term;			On-going.	May 2012
	(3) elections to take place shortly to recruit new Parent Governor Representatives onto the panel;			DSO has met with the elections team and school governor team on the election of new Parent Governors. Election process commenced on 12.10.11. Results of election 09.12.11.	05.01.11
	(4) the Vice-Chair to make contact with the Diocese on faith representation on the panel.			The Vice-chair had spoken to the Diocese but was awaiting a response.	On-going.

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16.06.11/ Min 5	Agreed that a further report on University Technology College to include a detailed breakdown of numbers be submitted to the panel in September.	This item was raised under Chair's Urgent Business	Claire Oatway	A report to be provided to the panel at 10.11.11 meeting – Agenda Item 9.	10.11.11
14 July 2011/ 17	Agreed that – 1. plans for each of the five themes listed in the LSP Wise Theme Group report to come back to the panel on a regular basis; 2. the panel to receive an overview on the different theme groups and how they fit together and contribute to the delivery of the Children and Young People's Plan 2011 – 14;	The panel received an update from the LSP Wise Theme Group.		Report to comeback to the panel at its rearranged developmental day.	On-going.
14 July 2011/ 18	Agreed that - 1. Adult Learning to be added to the CYP OSP Work Programme;	The panel received an update from the Assistant Director for Lifelong Learning and the Assistant Director for Learner and Family Support on the priorities and challenges.		Adult Learning added to the work programme – this action is complete.	08.09.11
	2. information to be provided on the work undertaken by the Employment and Skills Group;			Information being provided by the Plymouth Employment and Skills Board	On-going.
	3. the panel to receive information on the children's workforce induction programme undertaken by all staff working with children and young people;			A further report on children's workforce induction programme is attached to the tracking resolutions – this action is complete.	08.09.11

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	4. the panel receive a report on the uptake of free school meals;			A further report on uptake on free school meals is attached to the tracking resolutions – this action is complete.	08.09.11
	5. the panel to receive information on whether the build and recreation of full production kitchens in remaining primary schools and PRU to end transported meals was on track for completion by August 2011;			A further report on production of kitchens in remaining schools is attached to the tracking resolutions – this action is complete.	08.09.11
	6. further information be provided on SEN funding for 2012/13 to the panel in January 2012.			Information to be provided to the panel at 05.01.12 meeting.	05.01.12
14 July 2011/19	<p>Agreed that –</p> <p>1. the Overview and Scrutiny Management Board be made aware that for scrutiny panels to be able to monitor Budget and Performance effectively, corporate reporting cycles need to facilitate panels receiving timely reports containing up to date information;</p>	The panel reviewed the budget and performance report.		Cabinet Minute 52(1) Agreed that - the Overview and Scrutiny Management Board (OSMB) continues to receive the full quarterly Performance and Finance Monitoring Reports and extracts from the report will be submitted to City Council meetings.	13.09.11

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	2. the Corporate Parenting Group to provide the panel with an update on children in care to include- - age profile of children in care; - time spent in care; - number of children returning back into care.			Report to comeback to the panel in November – Agenda Item 6a.	10.11.11
	3. further information be provided to the panel on the 2011/12 budget for SEN transport.			Information to be provided to the panel at 05.01.12 meeting.	05.01.12
14 July 2011 / 20	<u>Agreed</u> that the issues with in-year admissions to be highlighted to the School Admissions Forum. A further report on findings to come back to the panel and Councillor Mrs Aspinall at a later date.	The panel were given an update on the current in-year primary school admission process.		Next meeting of the Schools Forum 14.11.11 – update to be given to the panel on 05.01.12.	05.01.12
08.09.11 / Min 26	Agreed that – 1. the panel to be emailed the Childcare Workforce Induction Programme pack;	Progress update on previous tracking resolutions.		Induction pack to be shared with panel members at 10.11.11 meeting – this action is complete.	10.11.11
	2. the panel receive details on how the Childcare Workforce Induction Programme is funded;			Briefing paper attached to tracking resolutions – appendix 1.	10.11.11
	3. the panel to receive information on the eligibility criteria and the process for registering for free school meals at its November panel meeting;			Briefing paper attached to tracking resolutions – appendix 2.	10.11.11

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	4. the panel to look at Child Poverty at its November panel meeting.			The Child Poverty Action Plan to be reviewed by the panel at 10.11.11 meeting. Agenda item 11.	10.11.11
08.09.11/ Min 28	<p>Agreed that –</p> <p>1. the following recommendation be made to Cabinet at its meeting of 14 September 2011 for agreement by Chair and Vice-Chair of Overview and Scrutiny Management Board.</p> <p>The Child Poverty Multi-agency Delivery Plan prepared as a result of the motion accepted at the meeting of the Council on 25 July 2011 is reviewed by the Children and Young People Overview and Scrutiny Panel at its meeting of 10 November 2011 prior to its approval by Cabinet. The review will ensure that targets, actions and milestones within the plan are SMART, appropriately resourced and prioritised;</p>	The panel received an update on the priorities and challenges for children services.		Recommendation agreed by OSMB but not looked at by Cabinet at its meeting on 13.09.11. Child Poverty to be look at by the panel at its 10.11.11 meeting. Child Poverty to be looked at by the panel at 10.11.11 meeting. Agenda Item 11.	10.11.11
	2. the Chair, Vice-Chair, Lead Officer and Democratic Support Officer to review the work programme for October and November to make a decision on whether the developmental day should proceed;		Claire Oatway	The Developmental Day scheduled for 13.10.11 postponed because of 2-day task on 11 and 12.10.11. This action is complete.	On-going

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	3. the panel to receive the 15 Munro recommendations in full to include who has responsibility, costings, timescales for monitoring and evaluation;		Mairead MacNeil	Briefing paper attached to the tracking resolutions - appendix 3.	10.11.11
	4. the panel to receive information on the buy back situation from the Trading Fair in relation to services procured by Academies at it meeting in November meeting.		Jayne Gorton	Chair and Vice Chair will update the panel on this item – agenda item 10.	10.11.11
08.09.11/ Min 29	Agreed that –  1. the Finance Officer, Director of Services for Children and Young People and the Cabinet Member for Children and Young People to be invited to attend the next panel meeting;	The panel received information on budget and performance.	Claire Oatway	The Cabinet Member for Children and Young People and Director of Services for Children and Young People and Finance Officer have been invited to attend the meeting – this action is complete.	10.11.11
	2. the panel requested further information on staff reduction, specifically around the number of vacant posts currently held and number of posts covered with agency staff;		Claire Oatway	In-progress update to be given at the panel meeting on 10.11.11.	10.11.11

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	<p>3. a request be put forward to the Cabinet Member for Children and Young People –</p> <p>that urgent clarification is sought as to whether there will be any changes in the requirements for Enhanced Criminal Records Bureau checks on Private Hire or licensed Hackney carriage drivers who may carry children or vulnerable young people and adults. The panel requires an assurance that enhanced checks remain in place in this regard.</p>		Claire Oatway	In-progress update to be given at the panel meeting on 10.11.11.	10.11.11
08.09.11/ Min 32	<u>Agreed</u> that the Democratic Support Officer to check the panel's availability for the Apprenticeship Task and Finish Group in November.	Apprenticeship Task and Finish Group.	Amelia Boulter	Email sent to all CYP OSP members to check availability for task and finish on 22.11.11.	22.11.11
08.09.11/ Min 33	<u>Agreed</u> that –  1. the panel receive a copy of what is being put out to tender including costings;	Progress update on the recommendations made from the Young Carers Task and Finish Group.	Mark Collings/Joy Howick	Briefing paper attached to the tracking resolutions – appendix 4.	10.11.11

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	2. the panel be provided with information on the number of Common Assessment Frameworks (CAFs) undertaken to include who has responsibility for the on-going delivery of the CAF, school involvement and how the CAF is used and implemented. The panel to assess the information received before deciding on whether a further mini scrutiny should take place.			Briefing paper attached to the tracking resolutions – appendix 4.	10.11.11
08.09.11/ Min 35	<u>Agreed</u> that a list of schools that have not subscribed to the Plymouth School Library to be provided to the panel.	Update on the Commission of the School Library Service.	Sally Walsh	Briefing paper attached to the tracking resolutions – Appendix 5.	10.11.11
08.09.11/ Min 37	<u>Agreed</u> that the panel reinforce the need for the Independent Chairs across the peninsula to have the matter of the NSPCC giving notice to accept no more referrals for the Young Witness Support Scheme be drawn to the attention of the respective Children Trust Boards to explore a way forward.	Update from the Local Safeguarding Children Board.	Amelia Boulter	Recommendation forwarded to the Chair of Plymouth Local Safeguarding Children Board. This action is now complete.	10.11.11