

CHILDREN, FAMILIES, LIFELONG LEARNING AND CULTURE SELECT COMMITTEE ACTIONS AND RECOMMENDATIONS TRACKER

September 2024

The actions and recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each meeting. Once an action has been completed, it will be shaded green to indicate that it will be removed from the tracker at the next meeting.

KEY			
	No progress reported	Action in progress	Action completed

RECOMMENDATIONS

Date	Item	Recommendation	Responsible Member or Officer	Deadline	Progress check	Recommendation response accepted or implemented
17 April 2024	Adult Learning and Skills Update [Item 8]	CFLLC 12/24: Lifelong Learning produces a map of which adult learning providers across the county provide what courses and where, to enable gaps in provision to be identified, by the end of July 2024.	Surrey Adult Learning Service Manager, Francis Lawlor	8 July 2024		We have asked the FE Colleges to help us provide the details, but all have misgivings and are reluctant to do so. We are working with them to provide us with the data and information. We are not funders of FE Colleges, nor are we able to influence what they deliver, and it is taking more persuasion than originally anticipated to access the information. They view it as commercially sensitive information to their institution, and they want to understand further our reasons for obtaining the information and what we intend to use it for. For example, if there are gaps, which institution or institutions fills them? Showing the information in one place is making the providers nervous.

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						<p>We believe it can be overcome but it is taking time. We are looking to have a roundtable discussion with the adult learning providers to allay fears of any commercial advantage being taken or given by competitors. Over the last few years, there has been an improved collaborative and cooperative environment between the providers within a commercially competitive environment. In the meantime, the County Deal and devolution of the adult skills fund from September 2026 will provide the necessary oversight and an opportunity for the County Council to properly influence delivery across Surrey. We will provide a further update to the Committee by mid-October.</p>
17 April 2024	Adult Learning and Skills Update [Item 8]	<p>CFLLC 13/24: Surrey Adult Learning and the Economy and Growth team together give renewed consideration to the Task Group's recommendations endorsed by the Select Committee in June 2023.</p>	<p>Head of Economy and Growth, Jack Kennedy; Surrey Adult Learning Service Manager, Francis Lawlor</p>	8 July 2024		<p><i>See annex, distributed to the Committee on 8 August 2024.</i></p>

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17 April 2024	Adult Learning and Skills Update [Item 8]	CFLLC 14/24: (a) The Cabinet Member for Children, Families, Lifelong Learning (adult learning) and the Cabinet Member for Highways, Transport and Economic Growth (skills and apprenticeships) confirm in writing to what extent they believe the 2023 recommendations have been completed; and (b) The Lifelong Learning and Economy and Growth Services assist the Cabinet Members in the above endeavour by producing an analysis of the gap between what was recommended and what has been done, and a programme of work striving to reach completion.	Cabinet Member for Highways, Transport and Economic Growth, Matt Furniss; Cabinet Member for Children, Families and Lifelong Learning, Clare Curran; Head of Economy and Growth, Jack Kennedy; Surrey Adult Learning Service Manager, Francis Lawlor	8 July 2024		<i>See annex, distributed to the Committee on 8 August 2024.</i>

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30 July 2024	Home to School Travel Assistance Update [Item 7]	CFLLC 15/24: The Surrey School Travel and Assessment Team (SSTAT) prioritises communications to parents and carers when changes to policy and practice are finalised and ensures that these communications are widely shared in advance of the change being implemented.	Cabinet Member for Children, Families and Lifelong Learning, Clare Curran	Due at 24 September Cabinet		

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30 July 2024	Home to School Travel Assistance Update [Item 7]	<p>CFLLC 16/24: In order to further improve communication,</p> <p>(a) the SEND and Admissions team take the transport implications of a placement into account, and pro-actively discuss it with families prior to a placement being discussed, agreed and named in a plan, including for those Children and Young People outside of statutory school age.</p> <p>(b) The updated parent guide to travel assistance – developed in collaboration with Family Voice Surrey – is given to parents when an EHCP application is made and is included in the Key Stage Transfer paperwork.</p> <p>(c) SSTAT makes it clear to families, before the next academic year’s applications, what extenuating circumstances will be considered for Children and Young People under-5 and post-16.</p> <p>(d) As Family Voice suggests, SSTAT provides regular engagement sessions/surgeries throughout the summer that parents and carers can book onto.</p>	Cabinet Member for Children, Families and Lifelong Learning, Clare Curran	Due at 24 September Cabinet		

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30 July 2024	Home to School Travel Assistance Update [Item 7]	CFLLC 17/24: The forecasting of demand and the budget for Home to School Transport takes account of the forecast demand for SEND school placements.	Cabinet Member for Children, Families and Lifelong Learning, Clare Curran	Due at 24 September Cabinet		
30 July 2024	Home to School Travel Assistance Update [Item 7]	CFLLC 18/24: SSTAT undertakes a cost benefit analysis to identify whether a higher standard Independent Travel Allowance would incentivise uptake, what the implications for parents and carers would be, and what Surrey can learn from other local authorities who have implemented this strategy.	Cabinet Member for Children, Families and Lifelong Learning, Clare Curran	Due at 24 September Cabinet		
30 July 2024	Home to School Travel Assistance Update [Item 7]	CFLLC 19/24: In order to come up with potentially innovative solutions, SSTAT looks further at what other local authorities are doing to manage home to school transport costs.	Cabinet Member for Children, Families and Lifelong Learning, Clare Curran	Due at 24 September Cabinet		

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30 July 2024	Cabinet Response to Select Committee Recommendations [Item 5]	CFLLC 15/24: Reply to the question: Why was it decided not to go ahead with new SEND provision at a school and what evidence was used to determine that this decision was the best way forward?	Emilie Williams-Jones, Consultant for Additional Needs & Disabilities Transformation	29 August 2024	<i>Reply distributed to committee on 29 August 2024.</i>
30 July 2024	Cabinet Response to Select Committee Recommendations [Item 5]	CFLLC 16/24: Reply to the question: How was a maintenance backlog allowed to build up, and what impact did this have on additional school places planned?	Diane Wilding, Assistant Director-Strategy & Operations and Emilie Williams-Jones	29 August 2024	<i>Reply distributed to committee on 29 August 2024.</i>
30 July 2024	Cabinet Response to Select Committee Recommendations [Item 5]	CFLLC 17/24: Reply to the question: If the quality of EHCP assessments commissioned is determined to be below standard, is there a mechanism for the Council to claim its money back?	Steve Tanner, Assistant Director - Inclusion & Additional Needs	29 August 2024	<i>Reply distributed to committee on 29 August 2024.</i>
30 July 2024	Home to School Travel Assistance Update [Item 7]	CFLLC 18/24: Share benchmarking data to understand how the overall figure of 7% qualifying for H2STA compares to neighbouring councils and include per capita rates.	Chris McShee, Travel & Assessment Team Manager	29 August 2024	<i>Reply distributed to committee on 29 August 2024.</i>

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