

Action Log: Children's Transformation Plan

Action ID	Date Action Raised	Source of Action (ie. raised through which forum and by whom)	Action Area	Action Owner	Action description	Action due date	Status	RAG rating
A_001	29.10.25	Good Practice Guide	Stakeholder Mapping	Gareth Profitt	Develop a Stakeholder Mapping Excercise to understand the range and influence of people we need to communicate with		Not Started	Blue
A_002	29.01.25	Good Practice Guide	Communications Plan	Gareth Profitt	Develop a communication plan to highlight the range of communication needed and mechanisms to achieve good communication		Not Started	Blue
A_003	29.01.25	Good Practice Guide	Staff Engagement	Gareth Profitt	Create reflective spaces for staff to consider and work through the reforms, providing 'high support, high challenge' to ensure the success of the reforms		Not Started	Blue
A_004	29.01.25	Good Practice Guide	Define the vision and Shropshire's why	Natasha Moody	Co-design the vision for the programme with a clear understanding of why these reforms are critical to our success.	Mar-26	In Progress	Green
A_005	29.01.25	Good Practice Guide	Set Up Feedback Mechanisms	Jo Cox	Create mechanisms to provide feedback on the implementation including what works and even better if		Not Started	Blue
A_006	29.01.25	Good Practice Guide	Operational Guidance	Jennie Lowe	Update operational guidance to reflect the changes needed to implement the reforms	TBC	Not Started	Blue
A_007	29.01.25	Local Need	Communication Resources	Gareth Profitt	Develop a suite of resources which people across the partnership can use to share information, cascade key messages and secure feedback	TBD	Not Started	Blue
A_008	13.11.25	Local Need	Advocates	Jessica Sharma	Work with children to understand the role of advocates in the new system of support	TBC	Not Started	Blue
A_009	29.10.25	Good Practice Guide	Co-Design Reforms	Gareth Profitt	Map the mechanisms to engage those with lived experience in the design of the reforms.		Not Started	Blue
A_010	29.10.25	Good Practice Guide	Theory of Change		Develop a theory of change to reflect the national frameworks		Not Started	Blue
A_011	29.10.25	Good Practice Guide	Success Measures	Jess Edwards	Define the success measures so that we have a robust measurement and evaluation framework	Apr-26	Not Started	Blue
A_012	29.10.25	Good Practice Guide	Project Governance	Natasha Moody	Set up a multi-agency governance board with thematic workstreams	Jan-26	Completed	Blue

A_013	29.10.25	Good Practice Guide	Second Key Personnel	Natasha Moody	Secure the personnel in key partner agencies health and police	Jan-26	In Progress	Green
A_014	29.10.25	Good Practice Guide	Set up the PMO	Charlie Saywell	Set up the PMO to provide clear roles and responsibilities for success	Jan-26	In Progress	Amber
A_015	29.10.25	Good Practice Guide	Exit Planning	Steering Group	Define the exit arrangements for the governance so that we are clear about when the additional project structure can stop and how we transition into BAU		Not Started	Blue
A_016	04.11.25	DCMS Application	Staffing	Helena Williams	Appoint staff to key roles	Dec-25	In Progress	Amber
A_017	29.10.25	Good Practice Guide	Alignment across Reforms	Natasha Moody	Map and align the reforms into a single programme of change	29.10.25	Completed	Green
A_018	29.10.25	Good Practice Guide	Exit Plan	TBD	Develop an exit plan for how we transition into BAU	31.12.25	Not Started	Blue
A_019	29.10.25	Good Practice Guide	Transition Planning	TBD	Develop a Plan to transition teams into locality, co-located teams	31.03.26	Not Started	Blue
A_020	29.10.25	Programme Guide	Information Sharing	Jo Cox	Establish the information sharing agreements required to secure effective information sharing		Not Started	Blue
A_021	29.10.25	Programme Guide	Practice Framework	Jennie Lowe	Develop a partnership practice framework for each of the component aspects of the reforms.	31.03.26	Not Started	Blue
A_022	29.10.25	Programme Guide	Family Help	Health Lead	Define the multi-disciplinary composition of the Family Help team and how they link with community services		Not Started	Blue
A_023	29.10.25	Programme Guide	Family Help	Donna Ward	Recruit Family Help Lead Practitioners		Not Started	Blue
A_024	29.10.25	Programme Guide	Family Help	Jennie Lowe	Develop the partnership shared practice framework for Family Help		Not Started	Blue
A_025	29.10.25	Programme Guide	Family Help	Jennie Lowe	Develop a multi-agency workforce development plan		Not Started	Blue
A_026	29.10.25	Programme Guide	Family Help	Donna Ward	Design processes to identify and allocate lead practitioners		Not Started	Blue
A_027	29.10.25	Programme Guide	Family Help	Jennie Lowe	Establish management and supervision structures for FHELP		Not Started	Blue
A_028	29.10.25	Programme Guide	Family Help	Kay Fletcher	Make changes to the system to reflect the single integrated system of support across TFH and CIN		Not Started	Blue
A_029	29.10.25	CEO assurance	Family Help	Jeanette Hill	Define the role of the LCPP		Not Started	Blue
A_030	29.10.25	Programme Guide	MACPT	Police Lead	Develop and Use Local Needs and Harms Profile to inform the design of the MACPT		Not Started	Blue
A_031	29.10.25	Programme Guide	MACPT	Jess Edwards/ Jennie Lowe	Determine the number, composition and location of the MACPT		Not Started	Blue
A_032	29.10.25	Programme Guide	MACPT	Police Lead	Promote a shared vision and identity for the MACPT		Not Started	Blue
A_033	29.10.25	Programme Guide	MACPT	Police Lead	Define how the MACPT will integrate with the Front Door, Court Teams and Children in Care		Not Started	Blue
A_034	29.10.25	Programme Guide	MACPT	Police Lead	Assess how well the MACPT are engaging with children and families		Not Started	Blue
A_035	29.10.25	Programme Guide	MACPT	Police Lead	Design the management and supervision system for MACPT		Not Started	Blue

A_036	29.10.25	Programme Guide	MACPT	Police Lead	Design the assurance processes for MACPT		Not Started	Blue
A_037	29.10.25	Programme Guide	FGDM	Jo Cox	Assess the current use of FGDM	Dec-25	Completed	Green
A_038	29.10.25	Programme Guide	FGDM	Maxine Elis	Identify opportunities to expand the use of FGDM		Not Started	Blue
A_039	29.10.25	Programme Guide	FGDM	Maxine Ellis	Align FGDM with the processes across TFH and CIN		Not Started	Blue
A_040	29.10.25	Local Need	Reporting	Tim Compton	Automate the data for the submission of the data returns		Not Started	Blue
A_041	29.10.25	Local Need	Integrated Information	Laura Dowbiggin	Integrate a range of data and information to develop a household composition of need and information to support key workers to know who else is working with the family.		Not Started	Blue
A_042	29.10.25	Grant Condition	Reporting	Natasha Moody	Complete and submit the reporting requirements for DfE	19-Dec-26	Completed	Green
A_043	29.10.25	Grant Condition	Finance	Stephen Walters	Determine the total grant allocation for all reforms including what is allocated and where this is aligned to the future programme requirements or not	31-Jan-26	In Progress	Green
A_044	29.10.25	Local Need	Finance	Natasha Moody	Automate the finance reporting for DfE returns	28.11.25	Not Started	Blue
A_045	29.10.25	Grant Condition	Finance	Natasha Moody	Define the allocation of the funding for all aspects of the programme	19.12.25	Not Started	Blue
A_046	29.10.25	CEO assurance	Sufficiency	Alan Potter	Sufficiency Strategy and Plan which is aligned to workforce plans	31.01.2025	Not Started	Blue
A_047	29.10.25	CEO assurance	Self Assessment	EL/NA and NM	Self Assessment Completed	30.10.25	Completed	Green
A_048	13.11.25	Good Practice Guide	Roll Out Approach	Natasha Moody	Options Appraisal for Roll Out approach	Nov-25	Completed	Green
A_049	29.10.25	Good Practice Guide	Self Assessment	Natasha Moody	Assess the current culture and practice using the national frameworks and feedback from staff	Nov-25	Completed	Green
A_050	29.10.25	Good Practice Guide	Practice Principles	Jennie Lowe	Co-Design Practice Principles with the partnership workforce	TBD	Not Started	Blue
A_051	29.10.25	Good Practice Guide	Leadership Support	Natasha Moody	Seek leadership buy in and support for the change programme (internal and within the partnership) to secure the right support and for them to champion the change.	Jan-26	In Progress	Red
A_052	29.10.25	Good Practice Guide	Leading the change	Natasha Moody	Leadership at all levels secured and evidenced through the re-evaluation following the initial self assessment	Sep-26	Not Started	Blue
A_053	29.10.25	Good Practice Guide	Embed Continuous Learning	Jennie Lowe		TBD	In Progress	Amber
A_054	29.10.25	Good Practice Guide	Threshold Document	Jane Rose	Review the threshold document to reflect the transformation ambitions.	Mar-26	Not Started	Blue
A_055	29.10.25	Local Identified	Skills Audit	Jennie Lowe	Undertake a skills audit to assess the skills of the partnership workforce (note RPC, DA)	Mar-26	Not Started	Blue

A_056	29.10.25	Local Identified	Workforce Plan	TBD	Develop a workforce plan to ensure that the skills of the workforce reflect the needs and harms profile and the voice and experiences of children and families	May-26	Not Started	Blue
A_057	29.10.25	Knowledge Hub	Safeguarding Partnership	Jane Rose	Communication of changes and describe the change of SSCP	TBD	Not Started	Blue
A_058	29.10.25	CEO Assurance	Kinship	Scott Champman	Develop a Kinship Strategy and Plan to ensure that kinship is considered throughout our work	TBD	Not Started	Blue
A_059	29.10.25	CEO Assurance	Workforce Plan	Jennie Lowe	There is a workforce plan that includes a SW induction programme	TBD	Not Started	Blue
A_060	29.10.25	CEO Assurance	Workforce Plan	Jennie Lowe	Defined plan to reduce agency spend	Mar-26	Not Started	Blue
A_061	29.10.25	Programme Guidance	Meeting Need				Not Started	Blue
A_062	29.10.25	RPC Annual Report	Needs and Harms Assessment	Ash Molloy	Ensure that RPC data feeds into the overarching RPC	Dec-25	Completed	Green
A_063	29.10.25	Good Practice Guide	Language	TBD	Ascertain how the language we use gets in the way of us being effective.		Not Started	Blue
A_064	04.11.25	DCMS Application	Practice Standards	Jennie Lowe	Develop Practice Standards that define what good looks like	TBD	Not Started	Blue
A_065	04.11.25	DCMS Application	Youth Provider Charter	Ian (YPF)	Develop and embed a Youth Provider Charter	TBD	Not Started	Blue
A_066	04.11.25	DCMS Application	Leadership	LGA	Secure leadership support and buy in for the Youth statutory duties.	Jan-26	In Progress	Green
A_067	29.10.25	Good Practice Guide	Co-Design	Natasha Moody	Dedicate 4-6 months on Co-Design before implementation	28.02.26	In Progress	Green
A_068	29.10.25	Good Practice Guide	Co-Design	Natasha Moody	Ensure that the reforms are owned by and implemented by the partnership	01.09.26	In Progress	Green
A_069	29.10.25	Good Practice Guide	Co-Design	Natasha Moody	Facilitate a session to co-design the model of delivery	31.01.26	In Progress	Green
A_070	29.10.25	Good Practice Guide	Co-Design	Jo Cox	Develop a Business Case that describes the ambitions of all the transformation and seeks to align our resources to accomplish the ambitions	28.11.25	In Progress	Green
A_071	29.10.25	Good Practice Guide	Co-Design	Stephen Humphries	Map and Gap the mechanisms to engage children and young people to ensure that there is a clear plan to engage children (universal - specialist)	TBD	Not Started	Blue
A_072	29.10.25	Good Practice Guide	Co-Design	TBD	Integrate family voice into outcomes framework	Apr-26	Not Started	Blue
A_073	29.10.25	Good Practice Guide	Need Assessment	Jess Edwards	Conduct a needs analysis that illustrates the needs of households across Shropshire and informs the composition of the teams we have in place	31.12.25	In Progress	Green
A_074	04.11.25	DCMS Application	Local Offer	Jo Cox	Coproduce a local offer for young people	TBD	Not Started	Blue
A_075	04.11.25	DCMS Application	Engagement	Youth Engagement Worker	Develop mechanisms to ensure that youth democracy is embedded and influences the way we work	Aug-26	Not Started	Blue
A_076	29.10.25	RPC Annual Report	RPC Data	Ash Molloy	Ensure that the PC data is in place through all assessments.	30.09.26	In Progress	Amber
A_077	29.10.25	RPC Annual Report	Integrated Assessment	Donna Ward	Build an assessment that has the ability to follow the child and family and be intuitive to meet their needs.	May-26	Not Started	Blue
A_078	04.11.25	DCMS Application	Local Need	Amanda Cheesman	Conduct a JSNA to understand the needs of young people in Shropshire	TBD	Completed	Green
A_079	04.11.25	Statutory Duty	Sufficiency	Alan Potter	Publish a sufficiency strategy	Jan-26	In Progress	Green

A_080	11.12.2025	Local Need	Systems	Family Hub Delivery Lead	Data System to record attendance and impact of Family Hubs		Not Started	Blue
A_081	18.12.25	Schools	Automation	David Baker	Explore whether push notifications can be developed based on demographic factors	Mar-26	Not Started	Blue
A_082	18.12.25	Schools						
A_083	12.11.25	DfE BSiL Survey	Children's Centre Premises	Charlie Saywell	Determine the previous and existing Children's Centre's	30.11.25	In Progress	Green
A_084	18.12.25	Schools	Local Offer	Jo Cox	Redesign of the Local Offer (co-designed with C&F) fix broken links	TBD	Not Started	Blue
A_085	18.12.25	Schools	Communications	TBD	Roles and Responsibilities of different partners, roles and how the system works effectively		Not Started	Blue
A_086	18.12.25	Early Years Settings	Pathways	TBD	Defined pathways established these are unclear to some settings and schools.		Not Started	Blue
A_087	18.12.25	Schools	Integration Panels	TBD	Review the Integration Panels, who attends, what is the purpose and outcomes achieved in the last 12 months		Not Started	Blue
A_088	18.12.25	Schools	Communications	TBD	Map as is, 'referrals' across the multi agency partnerships	TBD	Not Started	Blue
A_089	18.12.25	Schools	Communications	TBD	Local Networking events and opportunities to explore as a multi-agency	TBD	Not Started	Blue
A_090	18.12.25	Early Years Settings	EY Forum	Julie Johnson	Find out whether Early Years Forum is still running and how impactful it is	Jan-26	Not Started	Blue
A_091	18.12.25	Schools	Inclusion	TBD	Ensure that the offer is accessible for ESOL		Not Started	Blue