

# **CALDERDALE CORPORATE PARENTING PARTNERSHIP BOARD**

## **TERMS OF REFERENCE**

**Revised March 2023**

### **1. Purpose**

In February 2018, the Department for Education published Statutory Guidance to Local Authorities for applying Corporate Parenting Principles. This Guidance details how to apply corporate parenting principles and recommends the implementation of Corporate Parenting Boards to look strategically at the way Children Looked After and Care Leavers experience Council services.

The purpose of the Calderdale Corporate Parenting Board is to ensure the Council and its partners is an effective Corporate Parent and fulfils its corporate parenting responsibilities to Children Looked After and Care Leavers. The Board is made up of elected members, key service leaders, Council Officers and partners.

The ethos of the Board is to ensure that the child or Care Leaver is at the centre of the discussion and that their needs and voice drive the agenda of the Board. The emphasis and approach of the Board is to ensure 'appreciative inquiry' as opposed to scrutiny which means that all members should be considerate of the language they use and utilise this to drive improvement in services and outcomes.

### **2. Aim**

The Board will ensure all Council services make a positive contribution to the lives of Children Looked After and Care Leavers, through a co-ordinated approach to the development and improvement of services to achieve better outcomes.

The Board will champion the needs of children who are looked after by Calderdale, or who are now adults and were previously looked after. This is through overseeing work from across the Council and ensuring a corporate approach is being taken so children have the full benefit of the widest possible resources and the best possible outcomes.

### **3. Objectives**

Our Corporate Parenting Board, which is comprised of Councillors, Officers and Partners, takes a detailed interest in the support and services provided to our Children who are looked after and care leavers. The elected members champion and seek the same outcomes any parent would want for their own children – finding ways to support their growth and attainment. This is undertaken through:

- 3.1. Overseeing the annual strategy for children looked after and any associated work programmes and to monitor adherence to the 'Pledge' (or Promise) for children looked after.
- 3.2. Receiving performance management information, quantitative and qualitative, to monitor performance, agree improvements for looked after children and care leavers.
- 3.3. Identifying needs and gaps in services and ensure services are young people focussed, evidence based, cost effective and promote social inclusion.
- 3.4. Monitoring the Council's adherence to the 7 Principles of Corporate Parenting, as specified in the Children and Social Work Act 2017, which are:
  - I. to act in the best interests, and promote the physical and mental health and well-being, of those children and young people
  - II. to encourage those children and young people to express their views, wishes and feelings
  - III. to take into account the views, wishes and feelings of those children and young people
  - IV. to help those children and young people gain access to, and make the best use of, services provided by the local authority and its relevant partners
  - V. to promote high aspirations, and seek to secure the best outcomes, for those children and young people
  - VI. for those children and young people to be safe, and for stability in their home lives, relationships and education or work; and
  - VII. to prepare those children and young people for adulthood and independent living.
- 3.5. To monitor adherence to the Council's Pledge (or Promise) to young people.

#### **4. Membership**

4.1. Membership of the group will be as follows:

- Lead Member for Children and Young People (Chair)
- A minimum of 3 elected members – one from each of the 3 main political groups
- A Substitute for an Elected Member may be any other Elected Member of the Council chosen by that Member to represent them'
- Assistant Director Early Intervention & Safeguarding (Deputy Chair)

All other members may attend as corporate parents

- Representatives from the Children in Care Council, R2V and Upwards and Onwards

- Foster Carer representatives
- Health representative
- Housing representative
- Member Development Officer
- Service Manager, with responsibility of Reviewing Officer
- Service Manager, with responsibility for Looked After Children
- Service Manager, Permanence and Sufficiency
- Virtual School Headteacher
- Young People's Service
- Police Representation
- The Board are able to formally co-opt representatives of other partners and /or key individuals as members as appropriate

## **5. Responsibilities of Board Members**

- 4.2. To act as a Champion for looked after children and care leavers within their own party or organisation and to ensure their needs are represented within all decision-making forums.
- 4.3. Review the work of the Council and its partners in relation to improving services and outcomes for Children Looked After and Care Leavers.
- 4.4. To attend relevant training programmes to increase awareness and understanding of Children Looked After and Care Leavers.
- 4.5. To feedback information in relation to Corporate Parenting to colleagues within their own service and members within their own party.
- 4.6. To ensure that all elected members and colleagues understand and fulfil their responsibilities as corporate parents.
- 4.7. To ensure that children and young people are treated with respect as equal members of the board and that they have a voice which is heard.
- 4.8. To attend all meetings and actively contribute to the agenda.
- 4.9. To prepare, present and read reports as requested

## **6. Participation of Children and Young People**

- 6.1. The voice of Calderdale children who are looked after and leaving care is imperative and should influence the focus and direction of the Board. Participation will be arranged through the Youth Voice service and can include attendance of young people at Board meetings, Board 'take-over' meetings and regular meetings outside of Board with the Lead Member for Children, the Assistant Director of Safeguarding and Early Intervention, elected members or the relevant service managers.
- 6.2. Feedback should be offered to young people on the issues they have raised and how these have been addressed.

- 6.3. The Board will theme its meetings providing an opportunity for the voice of children and young people to be at the centre of discussions.

## **7. Reporting Arrangements and Democratic Accountability**

- 7.1. The CPB will plan its work with the Children and Young People's Service Scrutiny Board to ensure that duplication is avoided and the right focus is taken.
- 7.2. The Corporate Parenting Board is able to refer matters for, and provide information to, the Children and Young People's Service Scrutiny Board.
- 7.3. Minutes of the Board will be available to members and the Calderdale Safeguarding Partnership for review and action where needed.
- 7.4. The Board will ensure looked after children and care leavers are a clear priority for the whole Council plans and strategies.
- 7.5. An annual report to Scrutiny Board will be provided.

## **8. Administration**

- 8.1. Formal meetings will be held a minimum of 6 times throughout the municipal year, additional meetings may be arranged as required to discuss urgent business.
- 8.2. **Chair and Deputy Chair:** The Lead Member for Children's services (or nominee) will be the Chair of the Corporate Parenting Board. The Deputy Chair will be appointed at the first meeting of the new Municipal Year and must either be an Elected Member or a person from a partner organisation.
- 8.3. **Support:** The Democratic Support Team will provide support in the circulation of the agenda, the preparation and circulation of the minutes of the meeting and will provide advice in the meeting on constitutional matters. All other secretariat functions will be undertaken by Business and Executive Support Officers within the Children and Young People's Directorate.
- 8.4. **Minutes:** will be circulated within 7 working days of the meeting taking place
- 8.5. **Agenda Items:** The lead member for Children's will meet with the Assistant Director Early Intervention at the start of the municipal year to agree a basic agenda for the year. Good meeting practice would suggest that items for consideration at the meeting are discussed with the chair and the lead officer between 6 and 8 weeks prior to the meeting. The agenda will be agreed and distributed 5 working days prior to the meeting.
- 8.6. Any requests for agenda items to be included on board should be sent to The Chair and the Assistant Director, Early Intervention and Safeguarding.

