

**CORPORATE PARENTING PANEL DELIVERY PLAN – ACTIONS 2013/14**

<b>ITEM</b>	<b>REASON/REQUIRED OUTCOME</b>	<b>ACTIONS REQUIRED</b>	<b>WHO WILL LEAD</b>	<b>MONITORING/ PROGRESS UPDATE</b>
<b>GOVERNANCE</b>				
<b>Terms of Reference</b>	Review Terms of Reference to bring additional scrutiny and increased Councillor engagement to the Corporate Parenting Panel.	Set up Task & Finish Group: Including AD Social Care, Head of Legal Services, Councillors, and support from officers	<i>J Gower</i>	<i>Actioned – Terms of Reference drafted for agreement at September CPP</i>
<b>Terms of Reference - Membership</b>	Review Membership : CPP not to be chaired by Cabinet Member for C&F – Chair appointed by Leader of the Council Increased elected members on Panel from 6 – 9 Co-opt a member of CCG Co-opt a primary and secondary school designated teacher	Appoint Chair  Identify new elected members – at Council on 22/9	<i>Leader of the Council</i>  <i>Cabinet Member C&amp;F?</i>  <i>AD Social Care</i> <i>AD Social Care</i>	<i>Membership Reviewed and incorporated in ToR – to be agreed at Council on 22/9</i>
<b>Establish a Corporate Parenting Strategy</b>	To set vision and strategic direction for corporate parenting in Bury To clarify the roles and responsibilities of Corporate Parents To establish a delivery plan to be approved and monitored by the CPP	Draft Strategy in consultation with CiCC, Leaving Care, CPP and Officers To get approval and sign off at CPP (September meeting) To get approval and sign off at CMT To get approval and sign off at Council	<i>M Williams</i>	<i>Strategy drafted and consulted with CiCC and Leaving Care. Strategy on CPP Agenda, and booked to go to Council</i>
<b>CPP Panel Members visit Services</b>	Increased Panel members understanding of lives of children and young people in care and service provision	Arrange visits to Services that work with CYPIC and Care leavers	<i>Strategic Lead</i> <i>Placement Service</i> <i>Liz Shingler/J Edwards</i>	

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<b>Report to Council</b>	Annual CPP report to Council highlights key issues from the year end performance information for CYPiC and Care Leavers and the priorities for the Service for CYPiC.	To be included in Council timetable To be prepared and presented	<i>Cabinet Member C&amp;F/JE AD Social Care &amp; Cabinet Member C&amp;F</i>	<i>JG aware - in forward planner for CPP meeting November</i>
<b>WORK AREAS</b>				
<b>Care Placements</b>	<ul style="list-style-type: none"> <li>To ensure there are sufficient and appropriate placements/accommodation for CYPiC and Care Leavers.</li> <li>To ensure value for money and to contribute to the development of a Placements Commissioning Strategy</li> <li>To recruit more Foster Carers living in Bury and surrounding area</li> </ul>	Establish a Working Group to take the lead on Care Placements and oversee work of the group	<i>LS</i>	<i>1/4ly fostering report to CPP</i>
<b>Health and Education</b>	<ul style="list-style-type: none"> <li>To improve health and education outcomes for CYPiC and Care Leavers</li> <li>Establish a corporate parenting Parent/Teacher Association</li> </ul>	To establish working relationship between <i>Health &amp; Education Group and CPP and oversee work of the group</i>  <i>To be the Virtual School Governing body and monitor and scrutinise termly reports from Virtual Headteacher</i>  Monitor how the pupil	<i>Health &amp; Education Group lead – Karen Whitehead</i>  <i>Chair of Virtual Gov Body – Cllr Southworth and Virtual Headteacher M Holmes</i>  <i>AD Learning</i>	<i>Health themed meeting in Forward Plan</i>  <i>Termly Education Report to CPP</i>  <i>Report to November meeting</i>

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		premium is being spent for each individual child in care		
<b>Care Leavers: Further Education, Employment &amp; Training</b>	<ul style="list-style-type: none"> <li>To improve EET outcomes for Care Leavers</li> <li>To provide a range of work experience and employment opportunities for care leavers across the council and in partner agencies</li> </ul>	Establish a Working Group to take the lead on Further Education, Employment & Training for Care Leavers and oversee work of the group	<i>Strategic Lead Placement Services, LS</i>	<i>Termly Education Report and Care Leavers themed meeting in Forward Planner</i>
<b>Children's Rights &amp; Participation</b>	<ul style="list-style-type: none"> <li>To ensure young people have a voice and there are clear mechanisms in place for children and young people to feedback to CPP and vice versa</li> <li>To increase communication between CYPiC and Care Leavers with their corporate parents</li> <li>Undertake a self-assessment of participation and children's rights activity across the Council to ensure that children in care are included</li> <li>Ensure children and young people receive an information pack when they come into care</li> </ul>	<p>Establish a Working Group to take the lead on Children's Rights &amp; Participation and oversee work of the group</p> <p>Support CiCC in development of webpage/site for children and young people in care</p>	<p><i>MW/LS/MT</i></p> <p>Children's Rights</p>	<p><i>1/4ly Children's Rights Report (includes Complaints) CiCC have option to include agenda item at every CPP meeting</i></p> <p><i>To September meeting</i></p>

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<b>Hold annual Achievement Awards Event</b>	For Council to celebrate the achievements of children and young people in care in an annual awards ceremony	For 2014: Identify funding Identify lead officer Identify admin support Establish steering/working group		
<b>EFFECTIVE MEETINGS</b>				
Meetings are well managed, key issues are well understood and young people in care and care leavers have a voice and influence	Meetings are well managed and Panel Members are well informed and updated on key issues	Forward Planner sets out the timetable for reports and themes  Agenda setting meetings are held to ensure that key issues are included on the agenda	<i>MW/LD</i>  <i>Chair/JG/LS/LD/JE</i>	<i>For approval at September meeting</i>  <i>System in process</i>
		Chair is briefed prior to CPP Meeting	<i>AD Social Care/LD/JE</i>	<i>Process established</i>
		Officers to be given sufficient notice of meeting	<i>LD</i>	<i>Process established</i>
Information/data to CPP is accurate and 'accessible'	Key issues are clearly stated so that Panel Members are able to bring appropriate level of challenge	Template for reports, or for use as a cover sheet.  Report writers informed of requirement for CPP reporting  AD Social Care has oversight of reports to CPP to ensure quality of information	LD  LD  LD	Process established  Process established  Process established

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	Presentations are delivered in such a way that issues for are clearly understood (e.g. using case studies)	Officers presenting are briefed of CPP expectations	LD	Process established
<b>TRAINING &amp; AWARENESS</b>				
Increase Councillor knowledge and awareness of issues for CYPiC and Care leavers	To increase awareness and understanding of Council responsibilities for children and young people in care	<p>Corporate Parenting Strategy and Terms of Reference to go to Council for agreement</p> <p>Newsletter to all Councillors Regular (2 x per year) newsletter to be sent to all Councillors (2 sides of A4)</p> <p>Develop CPP training and build into Induction package for all new Councillors</p> <p>Total Respect Training to be available for all Councillors</p> <p>Provide training opportunities for all Councillors</p>	<p><i>Cabinet Member C&amp;F</i></p> <p><i>MW/LS</i></p> <p><i>LS &amp; Democratic Services</i></p> <p><i>Children's Rights &amp; Democratic Services</i></p>	<p><i>September 2013</i></p> <p><i>October 2013 (to come to Sept meeting)</i></p> <p><i>Elections 2014</i></p> <p><i>September 2014</i></p>