

NOTICE
OF
MEETING

CORPORATE PARENTING FORUM

will meet on

TUESDAY, 13TH DECEMBER, 2022

At 5.30 pm

In the

MAY ROOM - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF THE CORPORATE PARENTING FORUM

COUNCILLORS STUART CARROLL (CHAIRMAN), AMY TISI (VICE-CHAIRMAN),
GERRY CLARK, CAROLE DA COSTA AND JOHN STORY

SUBSTITUTE MEMBERS

COUNCILLORS SAYONARA LUXTON, SAMANTHA RAYNER, SIMON BOND,
JULIAN SHARPE AND WISDOM DA COSTA

This agenda may contain sensitive personal data and therefore the contents should not be shared with anyone. If you have any questions, please contact the clerk or Monitoring Officer.

Karen Shepherd – Head of Governance - Issued: 5th December 2022

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Laurence Ellis** Laurence.Ellis@RBWM.gov.uk

Recording of Meetings – By participating in the meeting by audio and/or video, you are giving consent to being recorded. If you have any questions regarding the council's policy, please speak to Democratic Services or Legal representative at the meeting.

AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE</u> To welcome everyone to the meeting and receive any apologies for absence.	-
2.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.	5 - 6
3.	<u>MINUTES</u> To approve the minutes of the meeting held on 17 th October 2022.	7 - 10
4.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</u> To consider passing the following resolution:- "That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act."	-
5.	<u>KICKBACK ACTIVITY</u> To take part in an activity organised by Kickback members.	Verbal Report
6.	<u>KICKBACK/CARE LEAVERS' FORUM UPDATE</u> To receive updates on Kickback and the Care Leavers' Forum.	Verbal Report
7.	<u>SUFFICIENCY STRATEGY UPDATE</u> To receive a verbal update on the Sufficiency Strategy.	Verbal Report
8.	<u>DRAFT ACTION PLANS FROM EACH WORKSTREAM</u> To receive presentations from draft action plans from each workstream of Corporate Parenting Forum.	Verbal Report
9.	<u>MEMBERS TRAINING</u> To receive a verbal update on the Members' Training.	Verbal Report
10.	<u>DIARY DATES</u> Forum members to be notified of activity dates.	Verbal Report
11.	<u>FORWARD PLAN</u>	11 - 14

To note the CPF Forward Plan.

12.

DATES OF FUTURE MEETINGS

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To note the dates of future meetings as follows:

- 8th February 2023
- 18th April 2023

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MEMBERS' GUIDE TO DECLARING INTERESTS AT MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a Disclosable Pecuniary Interest (DPI) or Other Registerable Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

Any Member with concerns about the nature of their interest should consult the Monitoring Officer in advance of the meeting.

Non-participation in case of Disclosable Pecuniary Interest (DPI)

Where a matter arises at a meeting which directly relates to one of your DPIS (summary below, further details set out in Table 1 of the Members' Code of Conduct) you must disclose the interest, **not participate in any discussion or vote on the matter and must not remain in the room** unless you have been granted a dispensation. If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted by the Monitoring Officer in limited circumstances, to enable you to participate and vote on a matter in which you have a DPI.

Where you have a DPI on a matter to be considered or is being considered by you as a Cabinet Member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it.

DPIS (relating to the Member or their partner) include:

- *Any employment, office, trade, profession or vocation carried on for profit or gain.*
- *Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses*
- *Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.*
- *Any beneficial interest in land within the area of the council.*
- *Any licence to occupy land in the area of the council for a month or longer.*
- *Any tenancy where the landlord is the council, and the tenant is a body in which the relevant person has a beneficial interest in the securities of.*
- *Any beneficial interest in securities of a body where:*
 - a) *that body has a place of business or land in the area of the council, and*
 - b) *either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.*

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

Disclosure of Other Registerable Interests

Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (summary below and as set out in Table 2 of the Members Code of Conduct), you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.** If it is a 'sensitive interest' (as agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest.

Other Registerable Interests:

- a) any unpaid directorships
 - b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
 - c) any body
 - (i) exercising functions of a public nature
 - (ii) directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)
- of which you are a member or in a position of general control or management

Disclosure of Non- Registerable Interests

Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a DPI) or a financial interest or well-being of a relative or close associate, or a body included under Other Registerable Interests in Table 2 you must disclose the interest. **You may speak on the matter only if members of the public are also allowed to speak at the meeting** but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer) you do not have to disclose the nature of the interest.

Where a matter arises at a meeting which **affects** –

- a. your own financial interest or well-being;
- b. a financial interest or well-being of a friend, relative, close associate; or
- c. a financial interest or well-being of a body included under Other Registerable Interests as set out in Table 2 (as set out above and in the Members' code of Conduct)

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied.

Where a matter (referred to in the paragraph above) **affects** the financial interest or well-being:

- a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise **must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation**. If it is a 'sensitive interest' (agreed in advance by the Monitoring Officer), you do not have to disclose the nature of the interest.

Other declarations

Members may wish to declare at the beginning of the meeting any other information they feel should be in the public domain in relation to an item on the agenda; such Member statements will be included in the minutes for transparency.

Agenda Item 3

CORPORATE PARENTING FORUM

MONDAY, 17 OCTOBER 2022

PRESENT: Councillors Stuart Carroll (Chairman), Amy Tisi (Vice-Chairman), Gerry Clark, Carole Da Costa and John Story

Officers: Sarah Moran, Natalie Bugeja (virtually), Marie Bell (virtually), Rebecca Hatch (virtually), Lin Ferguson, Suzanne Parrott, Nikki Craig, Shungu Chigocha and Laurence Ellis

WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

The Vice-Chairman welcomed everyone to the meeting and asked attendees to introduce themselves.

Apologies were received from Lynette Jones-Jardine and Elaine Keating.

DECLARATIONS OF INTEREST

Councillor Da Costa declared her husband ran an education programme around budgeting and money that was being considered from Achieving for Children.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 9th September 2022 be approved as a correct record.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC

RESOLVED UNANIMOUSLY: That the motion to exclude the public for the remainder of the meeting be approved.

KICKBACK/CARE LEAVERS' FORUM UPDATE

This item was not discussed due to the relevant officer being unavailable.

KICKBACK ACTIVITY

This item was not discussed due to the relevant officer being unavailable.

COMMENTS ON DRAFT CORPORATE PARENTING STRATEGY

Lin Ferguson, Director of Children's Social Care and Early Help (AfC), started off the item by expressing appreciation for the comments she had received. One comment from Kickback and Care Leavers, Lin Ferguson stated, suggested a one-page version of the strategy, requesting that workstream groups look into this and formulate something.

Lin Ferguson then explained that the final comments would be combined and then be presented to Full Council at the end of November 2022 as part of the corporate parenting annual report.

Lin Ferguson then discussed the letter from Kickback which contained some suggested actions. She then explained that she took their action plan and added to each action, the work stream that could work on the particular issue. She stated that Kickback would be happy for those actions to become part of the action plan for the work streams after asking them. Lin Ferguson then explained that she had given each workstream a lead officer.

Lin Ferguson then stated that Kickback would like all Forum members to write a small biography as they would like to know more members of the Corporate Parenting Forum.

Regarding the Forum members' biographies, Councillor Da Costa asked if Kickback wanted an up-to-date version or biographies from members who had not done one. Lin Ferguson replied that it was for members who had not done it; requesting everyone to submit a biography or an updated version, which would then be published in a Kickback newsletter to young people.

ACTION: CPF Members to send mini biographies of themselves for Kickback.

Suzanne Parrott, Executive Headteacher, Virtual School (AfC), announced that she had already met her workstream which had already made some good progress.

The Forum noted the update.

PLANNING FOR 'NEW LOOK' CORPORATE PARENTING FORUM

Lin Ferguson explained the 5 workstreams, each one led by a senior officer:

- 'Your Voice', chaired by Elaine Keating (Youth Engagement Officer) with support from Lin Ferguson (AfC Director of Children's Services).
- 'Your Journey to Independence', chaired by Sarah Moran (Deputy Director, Children's Social Care).
- 'Your Education, Training and Employment', chaired by Suzanne Parrott (Executive Headteacher, Virtual School).
- 'Your Physical and Mental Health Wellbeing', chaired by Lynette Jones-Jardine (Safeguarding Lead and Designated Nurse for Children and Young People in Care).
- 'Your Safety, Stability and Permanency', chaired by Marie Bell (Associate Director for Children in Care and Care Leavers).

Lin Ferguson then explained that each of the workstreams were to present a draft action plan for scrutiny at the next Corporate Parenting Forum meeting in December 2022, detailing 4 or 5 key priorities to focus on over the next year.

An outstanding action, Lin Ferguson explained, was to have an Elected Member Champion attached to each workstream whereby the Councillor assigned to the workstream group would champion the particular issue.

Councillor Clark asked for an elaboration of what being a Champion meant. Suzanne Parrott explained that it could involve the Elected Member Champions raising the particular issue of the specific workstream in other meetings or outside of meetings.

The Chairman suggested identifying Forum members for each workstream with a substitute for each one. The Forum agreed each member would be an Elected Member Champion for each of the following workstream:

- The Chairman – 'Your Physical and Mental Health Wellbeing'.
- Councillor Da Costa – 'Your Journey to Independence'.

- Councillor Tisi – ‘Your Education, Training and Employment’.
- Councillor Story – ‘Your Safety, Stability and Permanency’.
- Councillor Clark – ‘Your Voice’.

The Chairman stated it would be useful to have a definition and guidance on what being an Elected Member Champion meant and what the role would entail. Lin Ferguson agreed.

The Forum noted the report.

MEMBERS TRAINING

Lin Ferguson stated that 1st December was the planned date for corporate parenting training.

The Forum noted the update.

FORWARD PLAN FOR THE FORUM

The Forum noted the Corporate Parenting Forward Plan.

DATES OF FUTURE MEETINGS

The Panel noted the future meeting arrangements:

- 13th December 2022
- 8th February 2023
- 18th April 2023

The meeting, which began at 5.31 pm, finished at 6.36 pm

CHAIRMAN.....

DATE.....

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Agenda Item 11

Corporate Parenting Forum – Forward Plan

2022/2023

October 2022
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Comments on the draft Corporate Parenting Strategy - Lin Ferguson
Planning for ‘new look’ Corporate Parenting Forum - Lin F
Forward Plan for the Forum - Sarah Moran
Letter from Kickback - Lin Ferguson
Annual Health Report and wellbeing Report (NHS Frimley ICB Children in Care Annual Report) Lynette Jones-Jardine
Exam Results/Education Report (including NEET/Virtual College) Suzanne P/Michael Guard
Exploitation/Missing/Substance Misuse Report (CiC and Care Leavers) Danny Gomm/Carly Reeve
Members training - Lin Ferguson
Diary Dates - Elaine Keating

December 2022 - new look CPF
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Presentation of draft action plans from each workstream - Lynette Jones-Jardine; Suzanne Parrott, Marie Bell, Sarah Moran, Elaine Keating
Members training - Lin Ferguson
Diary Dates - Elaine Keating
Forward Plan - Sarah Moran

February 2023
Kickback/Care Leavers Forum update Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep Dive - ‘your voice’ workstream -Elaine Keating/Lin Ferguson -progress report against action plan (to include relevant performance data and quality assurance activity -
National Review Report - Sarah Moran
Independent Visitor and Advocacy Report - Shula Tajima
Annual CiC Impact Report - Marie Bell
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson

April 2023
Kickback/Care Leavers Forum update Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep Dive - ‘your independence’ workstream - Sarah Moran -progress report against action plan (to include relevant performance data and quality assurance activity
Annual Care Leavers Impact Report - Marie Bell
Annual Report of the Independent Reviewing Service - Shungu Chigocha
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson

Diary Dates - Elaine Keating
Forward Plan - Sarah Moran

Diary Dates - Elaine Keating
Forward Plan - Sarah Moran

June 2023
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep dive -your safety, stability and permanence workstream -Marie Bell -progress report against action plan (to include relevant performance data and quality assurance activity) -update on missing and exploitation
Annual Adoption Report - Claire Corcoran/Teresa Rogers
Annual CiC and Care Leavers Sufficiency Report - Matthew Edwards
Annual Fostering and panel report - Natalie Bugeja
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson
Diary Dates - Elaine Keating
Forward Plan - Sarah Moran

September 2023
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep Dive -your education, training and employment workstream - Suzanne Parrott -progress report against action plan (to include relevant performance data and quality assurance activity)
Annual Report of the Virtual School - Suzanne Parrott
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson
Diary Dates - Elaine Keating
Forward Plan - Sarah Moran

October 2023
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep dive - your health and wellbeing workstream - Lynette Jones-Jardine -progress report against action plan (to include relevant performance data and quality assurance activity)
Annual Health and Wellbeing Report - Lynette Jones-Jardine
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson

December 2023
Kickback/Care Leavers Forum update - Elaine Keating
Kickback/Care Leavers Hub Activity - Elaine Keating
Deep Dive - ‘your voice’ workstream - Elaine Keating/Lin Ferguson -progress report against action plan (to include relevant performance data and quality assurance activity)
Annual Participation Report - Elaine Keating and Shungu Chigocha
Key highlights from other workstreams - brief report from each of the chairs
Members training - Lin Ferguson

Diary Dates - Elaine Keating

Forward Plan - Sarah Moran

Diary Dates - Elaine Keating

Forward Plan - Sarah Moran

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