

# Public Document Pack

## Notice of Meeting

### Corporate Parenting Forum

Councillors Amy Tisi (Chair), Carole Da Costa (Vice-Chair), Helen Taylor, Catherine Del Campo and Genevieve Gosling

Thursday 15 June 2023 5.30 pm

May Room - Town Hall - Maidenhead & on [RBWM YouTube](#)

www.rbwm.gov.uk



### Agenda

Item	Description	Page
1	<b>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC</b>  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."	-
2	<b>Welcome, Introductions and Apologies for Absence</b>  To welcome everyone to the meeting and receive any apologies for absence.	-
3	<b>Declarations of Interest</b>  To receive any declarations of interest.	3 - 4
4	<b>Minutes</b>  To approve the minutes of the meeting held on 18 April 2023.	5 - 10
5	<b>Kickback Activity and Care Leavers Hub Report and Activity</b>  To take part in an activity and receive a report/update from Kickback members and the Care Leavers Hub.	Verbal Report
6	<b>Deep Dive - 'Your Safety, Stability and Permanence' Workstream</b>  To receive an update on the 'Your Safety, Stability and Permanence' Workstream from Marie Bell, Associate Director for Corporate Parenting.	Verbal Report
7	<b>Annual Adoption Report</b>  To receive the Annual Adoption report from Claire Corcoran and Teresa Rogers.	Verbal Report
8	<b>Annual CiC and Care Leavers Sufficiency Report</b>  To receive an update from Matthew Edwards, Associate Director for Provider Services (AfC).	Verbal Report

9	<b>Annual Report of the Independent Reviewing Service</b> To receive the report on the Independent Reviewing Service from Shungu Chigocha, Associate Director for Quality Assurance and Practice Improvement.	11 - 12
10	<b>Key Highlights from other workstreams</b> To receive any updates from the workstream chairs.	Verbal Report
11	<b>Members Training</b> To receive an update on Members training.	Verbal Report
12	<b>Diary Dates</b> To note down any dates for events and activities.	Verbal Report
13	<b>Forward Plan</b> To note the Forward Plan.	13 - 16
14	<b>Dates of Future Meetings</b> To note the dates of future meetings as follows (5:30pm): <ul style="list-style-type: none"> <li>• 13 September 2023</li> <li>• 17 October 2023</li> <li>• 5 December 2023</li> <li>• 20 February 2024</li> <li>• 16 April 2024</li> </ul>	-

By attending this meeting, participants are consenting to the audio & visual recording being permitted and acknowledge that this shall remain accessible in the public domain permanently.

Please contact Laurence Ellis, [Laurence.Ellis@RBWM.gov.uk](mailto:Laurence.Ellis@RBWM.gov.uk), with any special requests that you may have when attending this meeting.

Published: Wednesday 7 June 2023



## 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 4

## CORPORATE PARENTING FORUM

Tuesday 18 April 2023

Present: Councillors Amy Tisi (Vice-Chair), Gerry Clark, John Story and Carole Da Costa

Present (virtually): Councillor Stuart Carroll (Chair)

Also in attendance (virtually): 1 Kickback member and Shula Tajima

Officers: Nikki Craig, Sarah Moran and Laurence Ellis

Officers (virtually): Suzanne Parrott, Rebecca Hatch and Elaine Keating

### Welcome, Introductions and Apologies for Absence

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

Apologies were received from Lynette Jones-Jardine and Lin Ferguson.

### Declarations of Interest

No declarations of interests were received.

### Minutes

**RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 8<sup>th</sup> February 2023 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 and Care Leavers Hub Report and Activity

The Kickback representative informed that there would not be a Kickback Activity; instead, she read an update, explaining the activities which had recently taken place.

- Since the last Corporate Parenting Forum meeting in February 2023, there had been two regular Kickback sessions, two activity days, one Care Leaver Hub session, one UASC Information Session and One Total Respect Training session.
- A Berkshire-wide children-in-care council event took place where children-in-care councils from Slough, Wokingham, Bracknell and West Berkshire were invited to the Kickback centre in Windsor.
- A bootcamp was established by the Family Hub.
- Smoothies were made and there was discussion on the importance of fruit and vegetables in the diet.
- Lynette Jones-Jardine, Safeguarding Lead for Children and Young People in Care (NHS Frimley), spoke about a water safety campaign as well as the best methods to communicate with young people in care.
- Had dance lessons, including street dancing.
- During the February 2023 meeting, Kickback members planted some flowers.

- For the March 2023 meeting, there were plans to make sushi.
- Total Respect Training was held during the February half-term which had a full house. The next session would be held in the session.
- Some tickets were received for the King's Coronation Concert at Windsor Castle in May 2023.
- The first Care Leavers Hub of 2023 was held in February 2023 in Windsor, with the topic of discussion being 'Your Independence' workstream. Unfortunately, no young people turned up, leading to suggestions of hosting the Care Leavers Hub at one of the semi-independent houses to encourage young people to attend. The next Hub meeting was to take place in the following week as of the date of the meeting.
- Many activities took in February 2023, including 22 young people attending a session for Unaccompanied Asylum Seekers; health workers doing a presentation; and a presentation on the role of the police.
- Two newsletters had been produced, one for children of care and another for care leavers, to allow communication between corporate parents and young people in care.
- Better Future Business Event took place in February.

The Kickback representative concluded by displaying some top tips for young people to make them feel good and healthy.

Councillor Tisi, Vice-Chair, asked why none of the care leavers attended the Care Leavers Hub in February 2023. Elaine Keating, Youth Engagement Officer, replied that PAs were investigating the reason for this. Reasons included that the meeting took place too early in the evening or too late, and a lot of care leavers did not live in the Borough and therefore it was difficult for them to travel to Windsor. Elaine Keating stated that officers would further look into this to resolve the lack of attendance.

Sarah Moran, Deputy Director of Children's Services, reiterated that they would look into taking the Hub meeting to the care leavers at their semi-independent accommodation.

### Children in Care and Care Leavers Advisory Group

As Lin Ferguson, Director of Children's Social Care and Early Help (AfC), was unavailable, Sarah Moran and Elaine Keating presented the report. Sarah Moran informed that Lin Ferguson had recently become DCS (Director of Children's Services). In this new role, she had bi-monthly meetings with children and young people in care (around 6 meetings per year). As of the meeting, 2 meetings had already taken place. The purpose of this was to provide better engagement and communication between Lin Ferguson and young people in care. Lin Ferguson was also using these meetings to engage with them on different activities which were going to take place. In the last meeting, care leavers were tasked with looking into the Care Leavers Local Offer, which had recently been published on AfC's (Achieving for Children) website and giving some feedback.

Elaine Keating added that while Kickback was a good platform, Lin Ferguson wanted to improve engagement with young people.

The Chair asked what the next step would be. Elaine Keating replied that the next step would be to look at the Local Offer and then give feedback on what young people thought and make any changes based on this. The next meeting was to take place in mid-June 2023.

### Deep Dive - 'Your Independence' workstream

Sarah Moran, as chair of the 'Your Independence' workstream, gave a presentation on the workstream. She started off with a review of the progress which been made:

- Good attendance at each workstream.
- Staff groups are committed and passionate about the work.
- Of the 7 priorities 4 had been already achieved.

- Better Futures Event had raised the profile of CL's and local employment opportunities.
- Foster Carer Consultation Documents have been reviewed and now include a section on independence.

Regarding areas of concern:

- Duplication of work as the actions in this workstream were being captured by other workstreams.
- Membership of this group were also members at other Workstreams which was impacting practitioner time and capacity.

Sarah Moran's recommendation was the Independence workstream actions were to be included as an overarching set of priorities in each of the other four workstreams. The independence workstream would remain in place but as a virtual workstream with the current chair having oversight of the action plan only. Membership of the Independence workstream would continue to remain part of the four other workstreams.

Sarah Moran then listed the seven Independence workstream action plan with an update on the status of each action.

When the Chair asked about the frequency and focus of the other workstreams, Sarah Moran replied that the four other workstreams would continue to take place, but the 'Independence' workstream would be an overarching focus for each workstream. She would ensure at the workstream chairs' meetings that the actions around 'Independence' workstream were not lost.

Suzanne Parrott gave some short brief updates and reports. She reported that SUEZ attended the Better Futures event and also became members of the executive board, which would help with extending the message across the Borough. She then informed that John Lewis had contacted her and offered apprenticeships to any young people in care or care leavers. The NHS were also offering apprenticeships.

### Members Training

As the responsible officer, Lin Ferguson, was not available at the meeting, the Chair requested for an update to be circulated through email. Sarah Moran stated that she would follow this up.

**ACTION: Sarah Moran to circulate the Members Training update to Forum members.**

### Advocacy and Independent Visiting 2022-23

Shula Tajima, Director of Windsor and Maidenhead Counselling Service, gave a presentation on Number 22, a counselling charity, and its delivery of Advocacy and independent visiting. She first explained the role of an advocate: supporting children subjected to a child protection plan as well as the parents of the child or children.

Shula Tajima then explained the background and changes. She explained that the Advocacy service was set up by Number 22 of the request of RBWM and financed by Achieving for Children (AfC) under contract.

Shula Tajima then presented some statistics of Child Protection Conferences attendance. For example, Number 22 attended 95% of Initial Child Protection Conferences (ICPC) and Review Child Protection Conferences (RCPC). She also presented the hours of support to child protection and looked after children. Advocates also attended Care Groups, court order proceedings and CiN meetings when requested by IRO or social workers.

Shula Tajima then presented feedback from clients and parents/carers, which were mostly positive.

Suzanne Parrott suggested some work collaboration with Number 22 and the Virtual School, such as a welcome programme for asylum seekers. She also asked Shula Tajima if Advocacy work was restricted to within the Borough or outside of it, as well as what were the age groups. Shula Tajima replied that it was restricted to within the Borough. She also stated that some IVs (Independent Visitors) and counsellors may be interested in Virtual School's programme.

Councillor Da Costa requested for the meaning of acronyms to be illustrated. She also asked the difference between an independent visitor and an advocate; and whether Number 22 was a national service or children allocated across the country as Shula Tajima mentioned that advocates were located from Newcastle to Devon. Shula Tajima replied that children were allocated across the country, but only provided Advocacy within the Borough. She explained that an advocate attended meetings (e.g., child protection conferences) and help support the young person at the meeting; an IV was a volunteer committed to engaging with a young person, similar to a mentor.

Councillor Story asked how advocates were recruited and trained. Shula Tajima replied that the vast majority of advocates came from Number 22's counsellors, who would then go through some additional training to be advocates. A small number of advocates came from other areas of social care.

Councillor Story asked where other sources of funding would be obtained if there was a shortage of funding. Shula Tajima answered that the counselling service was already fundraised hugely; but the Advocacy and independent visiting services were commissioned services by AfC in order to deliver the service. It was seen as inappropriate to fundraise to supplement the service; instead, the budget which AfC provided was followed. Employees, Shula Tajima mentioned, were already working hard to keep the counselling service funded as most of the finance was provided through fundraising; therefore, Number 22 did not have the capacity to fundraise for the Advocacy service in addition.

Councillor Da Costa asked if the funding for Number 22 came from the Borough's annual budget. Shula Tajima replied that AfC provided finance to Number 22 based on the money it would receive by RBWM. Sarah Moran elaborated that RBWM commissioned AfC to provide Advocacy. She added that there was a reduction in funding. In response, a review was taking place on children, young people and adults who were in receipt of a service and determining whether the services could still be provided. She reassured that this did not encompass RBWM's current children in care, elaborating that it was primarily adults who were under review and reassured that children and young people were the priority cohort.

Councillor Tisi asked if the independent visiting service was a statutory requirement or simply extra support. Sarah Moran confirmed this.

Rebecca Hatch, Head of Strategy, asked who the adults were who received support and why they were recipients of support from AfC. Shula Tajima replied that it was a combination of people as well as reasons, with some of them being care leavers being given additional needs after leaving care.

The Kickback member asked why a young person did not automatically get allocated an advocate while they were in care and whether it would have been possible for that advocate to be a phone call away under Advocacy. Shula Tajima explained that in the past, a young person was assigned an advocate and could have that same advocate for 5 to 7 years while they were in care. She added that Number 22 were seeking to sustain this or at least ensure continuity.



Dates of Future Meetings

The Forum noted the future meeting dates (5:30pm):

- 15 June 2023
- 13 September 2023
- 17 October 2023
- 5 December 2023
- 20 February 2024
- 16 April 2024

The Chair gave his gratitude to everyone in the Forum.

The meeting, which began at 5.32 pm, finished at 6.42 pm

Chair.....

Date.....

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# Agenda Item 9

By virtue of paragraph(s) 2 of Part 1 of Schedule 12A of the Local Government Act 1972.

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# Agenda Item 13

## Corporate Parenting Forum – Forward Plan

### 2022/2023

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

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

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

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

Forward Plan - <b>Sarah Moran</b>

Diary Dates - <b>Elaine Keating</b>
Forward Plan - <b>Sarah Moran</b>

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

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

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

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

Diary Dates - Elaine Keating

Forward Plan - Sarah Moran

Diary Dates - Elaine Keating

Forward Plan - Sarah Moran

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