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| Medway Council Corporate Parenting Board Terms of Reference |
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| Purpose of the Corporate Parenting Board |
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- To ensure that Medway Council acts as a good corporate parent towards children/young people and care leavers and fulfils its duties corporately and in partnership with other statutory agencies.
- To make sure that the voice of the child/young person in care influences both policy and the services that they receive and that young people are engaged with any action intended to develop and improve services or to recruit key staff members.
- To ensure that the Corporate Parenting Board is proactive in securing better outcomes for looked after children through appropriate challenge, engagement and discussion with officers, partner agencies and other elected members.

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| Responsibilities of the Corporate Parenting Board |
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- To examine ways in which Medway Council and its partner agencies can improve the life chances of all children/young people in care and care leavers.
- To maintain a strategic overview of new developments, policies, strategies and plans across the Council, through attendance at committees, Cabinet etc and to ensure that children/young people in care and care leavers are considered in all areas of the Council's performance, not just those limited to children and young people.
- To provide scrutiny and challenge to officers and to monitor the performance of Children's Services by receiving regular progress reports on all key performance data relating to children/young people in care and care leavers.
- To receive and consider reports on key performance data from relevant partner agencies including, but not exclusive to, the health of children/young people in care and the education of children/young people in care.
- To ensure that there is effective partnership working between Council departments and partner agencies: maintaining an overview of these working arrangements and holding services to account where required.

To consider the outcomes of regulatory visits and inspection reports on provision for children/young people in care.

- To receive annual reports from the Fostering and Adoption services, the Independent Reviewing Service and the Health of LAC Sub Group and to consider and review said reports in the light of any departmental improvement plans, strategic plans or action plans
- To acknowledge and celebrate the achievements of children/young people in care and their carers and to attend celebration events as organised.
- To ensure that the views of foster carers, adopters and birth parents are collated and used to develop and improve service delivery,
- To agree and monitor the Corporate Parenting Board Action Plan setting out key priorities, targets and monitoring systems,
- To coordinate and agree membership of discrete work-streams leading on discrete areas of practice that impact on outcomes for looked after young people and care leavers. To agree terms of reference for said work-streams.
- To support the promotion of Children's Services initiatives, including the recruitment of adopters and foster carers/supported lodgings carers.
- To work with children, young people and staff in the Secure Estate, ensuring that partnership working is of a good quality and that standards are maintained.
- Through the receipt of an annual report, to maintain an oversight of complaints received by or on behalf of children/young people in care and care leavers, ensuring that complaints are addressed on time and that service delivery is improved as a result of lessons learned.

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| Meetings, Membership and Governance |
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Membership

- The meeting will be chaired by the Lead Portfolio holder for Children's Services, Cllr. Andrew Mackness.
- The Vice Chair will be Cllr. David Royle, Chair of Children and Young People Overview and Scrutiny Committee.
- Director Children and Adults/Deputy Director Children and Adults
- Head of Provider Services.
- Head of Safeguarding
- Elected Members as directed by the Cabinet Advisory Group
- Designated Nurse for Looked After Children
- Chief Nurse, Medway CCG

- Virtual Head Teacher
- Representatives from the Children in Care Council (Maximum 3)
- Youth Offending Team representative
- CAMHS representative.
- Two foster carer representatives.
- One adopter representative.
- Other officers to be required to attend as necessary e.g. housing, further education, children's commissioning.

Frequency of meetings.

Meetings will be held quarterly for 1.5 hours commencing at 6pm to facilitate the attendance of young people.

Accountability/Governance

- The Corporate Parenting Board is accountable to Cabinet and will submit an annual report to Cabinet according to the proscribed reporting timetable.
- The Corporate Parenting Board Annual Report will be presented to Medway Safeguarding Children Board and the Improvement Board at agreed times.
- The Cabinet Advisory Group has full voting rights when/if the agenda requires. The Chair of the Corporate Parenting Board holds the casting vote where necessary.
- Meetings will be held in private but the Board can decide to invite attendance from representatives from across the Council and partner agencies as required.
- Minutes and agendas will be circulated two weeks in advance of the meeting.
- The Board is serviced by Committee Services.
- Reports presented to the Corporate Parenting Board and minutes arising from it will all be reported in a confidential manner so as not to identify children/young people.

Sub-Groups

- The Corporate Parenting Board will coordinate a range of sub-groups, undertaking work around the key areas in relation to outcomes for looked after children i.e., educational attainment, health as a minimum with other sub groups or task and finish groups to be convened as required.
- Each sub-group will be chaired by an officer from the Council or partner agency as appropriate and as agreed by the Corporate Parenting Board.
- The remit for each sub-group will be decided by the Corporate Parenting Board as will their reporting timescale.
- Each sub-group will agree a reporting timetable and report format for the Corporate Parenting Board. Work undertaken will focus on how the

Corporate Parenting Board can support service development and improved outcomes for children/young people in care.