

**CORPORATE  
PARENTING  
SUB-COMMITTEE**

**Minutes-Action Log**



**Summary**

The Action Log is a list of all of the things that people have been asked to do at earlier meetings. It is included at each meeting so that members can check that everything is being done. It was last updated on **10 September 2018**

**Minutes of 13 December 2017**

<b>9.</b>	<b>Young People's Participation</b>	<b>Sarah-Jane Smedmor/ Richenda Greenhill</b>	To provide advice on whether Members should undergo a Disclosure and Barring Service check given that it was proposed that they would have direct access to personal information about children and young people in care and, on occasion, direct contact with the children and young people themselves.	<b>08.01.18:</b> The Assistant Director gave the view that Members of the Corporate Parenting Sub-Committee would need to undergo a DBS check in order to fully discharge their duties. Advice sought from the Head of HR.  <b>09.04.18:</b> To be processed by Democratic Services.	<b>On-going</b>
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## Minutes of the meeting on 13 June 2018

40.	Performance Report	John Heron	To circulate the additional data relating to foster care which had become available after publication of the report. This will be routinely included in future Performance Reports.	20.06.18: Additional information circulated and will be included on the dashboard for future reports.	Completed
		Sarah-Jane Smedmor	To discuss with the Chairman what additional information relating to foster care provision members of the Sub-Committee would find most useful to be included in future Performance Reports.	06.09.18: Additional information regarding foster care is now included.	Completed
		Lisa Reid	To include figures for the number of Looked After Children in the care of other local authorities who are known to be being cared for in Cambridgeshire in future Performance Reports.	28.08.18: On 28/8/18 there were 283 children living in Cambridgeshire recorded as being Looked After by other local authorities. In future dashboards we will provide figures for 1st of each month (from 1st September 18).	Completed

		<b>Jacqui Barry/ Claire Betteridge</b>	To provide further feedback from young people accommodated out of county on their experience of how mechanisms to support their participation and inclusion worked in practice.	<b>20.07.18:</b> Participation work with children accommodated out of county is still being developed and updates will be provided. A Facebook page is being developed and Voices Matter and Just Us groups are being held/ planned for holiday periods to facilitate easier attendance of children who live out of county.	<b>Completed</b>
<b>41.</b>	<b>Workforce Development</b>	<b>Sarah-Jane Smedmor</b>	To follow up with the Principal Social Worker a new initiative mentioned by Cllr Richards which was understood to offer a social work equivalent of the 'Teach First' programme which would allow successful applicants to train on the job.	<b>06.09.18:</b> This is covered in the Workforce Development report which will be considered by the Sub-Committee at its meeting on 19 September 2018.	<b>Completed</b>

		<b>Sarah-Jane Smedmor</b>	<ul style="list-style-type: none"> <li>To include information in future Workforce Development reports on the number of social workers leaving and joining the service during the period covered and trends relating to these figures; the number of hours they worked; how social workers were fitting training in around their casework; and details of travel time compared to contact time to help Members get a feel for social workers' role and how they worked.</li> </ul>	<b>06.09.18:</b> The Workforce Development paper covers these issues where possible and will continue to be developed in future papers.	<b>Completed</b>
<b>42.</b>	<b>Virtual School</b>	<b>Jo Pallett</b>	<ul style="list-style-type: none"> <li>To routinely include comparative data from previous years in all future reports on attainment levels.</li> </ul>		

		<b>Jon Lewis</b>	<ul style="list-style-type: none"> <li>To consider whether a report on the issue of under-performance amongst vulnerable children should be taken to the Children and Young People Committee.</li> </ul>		
		<b>Jon Lewis/ Jo Pallett</b>	<ul style="list-style-type: none"> <li>To include an update on the external review of the Virtual School which was currently taking place in the next report or when available.</li> </ul>	<b>10.09.18:</b> The draft report has just been received and is being fact-checked. An update will be included in the Virtual School's report to the next Sub-Committee meeting on 21 November 2018.	<b>On-going</b>

		<b>Jacqui Barry/ Claire Betteridge</b>	<ul style="list-style-type: none"> <li>To explore with the Voices Matter Panel and report back on: <ul style="list-style-type: none"> <li>i. young people's experience of the support arrangements provided to Looked After Children by their schools and the Virtual School;</li> <li>ii. Looked After Young People's experience of college and Further Education.</li> </ul> </li> </ul>	<b>06.09.18:</b> Due to some transport difficulties the Voices Matter Panel held in July 2018 only had two attendees who were older young people. However, this will be explored in future meetings and also through the Care Leavers Forum and Just Us groups and an update given.	<b>On-going</b>
<b>44.</b>	<b>Suitable Accommodation for Care Leavers</b>	<b>Kate Knight/ Richenda Greenhill</b>	<ul style="list-style-type: none"> <li>To add a future agenda item to provide more information on the work of the charity 'Break'.</li> </ul>	<p><b>06.07.18:</b> Provisionally added to the agenda plan for 21 November 2018. Awaiting Cllr Every's views on whether this might be circulated as an information item outside of a meeting.</p> <p><b>02.08.18:</b> Cllr Every agreed to take as an information paper circulated outside of Committee. Expected by end of August 2018.</p> <p><b>06.09.18:</b> Information circulated to all members for information.</p>	<b>Completed</b>

		<b>Kate Knight</b>	<ul style="list-style-type: none"> <li>To provide advice on how Members could best support efforts to raise the business community's awareness of the particular skills and attributes which care leavers had to offer.</li> </ul>	<b>06.09.18:</b> This will be covered as part of the Local Offer for Care Leavers which is being developed and will be presented to the Committee in December 2018.	<b>On-going</b>
<b>45.</b>	<b>Agenda Plan</b>	<b>Fiona van den Hout</b>	<ul style="list-style-type: none"> <li>To provide advice on the timing of the Coram Cambridgeshire Adoption Annual Report in the light of the reports going to CYP.</li> </ul>	<b>20.07.18:</b> Added to the agenda for 19 September 2018.	<b>On-going</b>
<b>46.</b>	<b>Workshop and Training Plan</b>	<b>Jacqui Barry &amp; Claire Betteridge</b>	<ul style="list-style-type: none"> <li>To circulate a copy of the North Lanarkshire Corporate Parenting Strategy to all Sub-Committee members for information and comparison.</li> </ul>	<b>10.09.18:</b> Information available at: <a href="https://www.northlanarkshire.gov.uk/index.aspx?articleid=32671">https://www.northlanarkshire.gov.uk/index.aspx?articleid=32671</a>	<b>Completed</b>
		<b>Jacqui Barry/ Claire Betteridge and John Heron</b>	<ul style="list-style-type: none"> <li>To re-arrange the planned training session on foster care from 24 July 2018 to a date which more members were able to attend.</li> </ul>	<b>06.09.18:</b> John Heron will arrange this.	<b>On-going</b>