

Meeting Type	Meeting Date	Item	Recommendation	Actions	Referred to	Response/ Outcome	Needs Follow Up
Informal	06/06/18	Draft Review of 2017/18 and Work Programme for 2018/19		To align the report items onto the Work Programme in line with the agreed themes.	Nicola Curley	Completed	No
Informal	06/06/18	Draft Review of 2017/18 and Work Programme for 2018/19		To provide latest TACT performance information to Members as a briefing note.	Nicola Curley	Completed	No
Informal	06/06/18	Draft Review of 2017/18 and Work Programme for 2018/19		TACT to provide a quarterly performance briefing note to Members.	Andy Pallas	Ongoing	No
Informal	06/06/18	Draft Review of 2017/18 and Work Programme for 2018/19		Provide Members with a briefing note on the position and performance of the residential homes The Manor and Cherry Lodge in relation to Children in Care.	Graham Puckering	Completed	No
Informal	06/06/18	Update from Children in Care Council		To send Corporate Parenting Committee Members a link to the Children in Care Council questionnaire in order for all to submit questions, meeting attendance requests and issues for the CiCC representatives to consider	Jenny Weeden	Sent	No
Informal	06/06/18	Update from Children in Care Council		To increase momentum of the cards sent to children in care that have undertaken an achievement as soon as possible.	Jenny Weeden	Ongoing	No
Informal	06/06/18	Update from Children in Care Council		To provide Corporate Parenting Committee members with the dates for the foster carer summer events	TACT	Sent 17/05/18	No
Informal	06/06/18	Allocation of roles and responsibilities Champion Member Feedback Session		For Councillor Bond to liaise with the Councillor Ayres in respect of the levy finance issues in respect of funding for apprenticeships, which were being raised with the Cabinet Member for Resources.	Clr Bond	Ongoing	Ongoing
Informal	06/06/18	Allocation of roles and responsibilities Champion Member Feedback Session		For Councillor Bond to liaise with Councillor Saltmarsh in relation to Housing Benefit payments with the aim to address any issues that were apparent for Care Leavers.	Clr Bond	Ongoing	Ongoing
Formal	18/07/18	Foster Carer Forum		The Foster Carer Forum representatives would highlight the availability of the Children in Care (CiC) Mind of My Own (MOMO) application with Foster Carers through the Forum meetings with the aim to encourage their CiC to use the function to manage communications with the Local Authority.	Foster Carer Forum Representatives	Ongoing	No
Informal	12/09/18	Champion Member Feedback Session		The Health Champion would review the current format of the Care Leavers Health Passports with key officers and young people from the Children in Care Council, with a view to introducing an improved format.	Clr Aitken, Assistant Director for Children's Services, Head of Corporate Parenting, Senior Participation Officer and the Designated Nurse for Looked After Children	Clr Aitken has met with Deborah Spencer Lead Nurse; the format is being reviewed	No
Informal	12/09/18	Effective Care Planning		The Committee AGREED that: 1. An additional Corporate Parenting Champion role would be created to support Effective Care Planning and for Councillor Jones to be appointed to the position and 2. Officers would explore the options of introducing an additional Corporate Parenting Champion role for Effective Care Planning to be included within the Committee's terms of reference.	Assistant Director Children's Services/Democratic Services Officer	Report has been produced for the formal meeting of Corporate Parenting meeting on 21 November to formally adopt and recommend to Council	No
Informal	12/09/18	Effective Care Planning	The Committee RECOMMENDED to Council that the additional Champion role for Effective Care Planning be included within the Corporate Parenting Committee terms of reference, in order to support Children in Care and their carer families, with the aim to improve the stability of placements.		Council	Report has been produced for the formal meeting of Corporate Parenting meeting on 21 November to formally adopt and recommend to Council	No
Informal	12/09/18	Ofsted Feedback		1. The Committee agreed that an Ofsted young people's summary report would be created with Officers in liaison with Children in Care Council on behalf of the Corporate Parenting Committee for distribution to Children in Care, Young People in Care and Councillors; and 2. The Ofsted Young People's summary report would be presented for approval to a formal meeting of Corporate Parenting Committee for approval before it was distributed.	Assistant Director Children's Services/Children in Care Council	Completed	No
Informal	12/09/18	Ofsted Feedback		2. The Ofsted Young People's summary report would be presented for approval to a formal meeting of Corporate Parenting Committee for approval before it was distributed.	Assistant Director Children's Services	Completed	No
Formal	21/11/18	Corporate Parenting Proposed New Position Report	RECOMMENDED to Council that the Committee's terms of reference would be updated to allow the Committee to create and appoint to Corporate Parenting Champion positions on a yearly basis		Democratic Services Officer	Approved by Council and the Terms of Reference updated	No
Formal	21/11/18	Corporate Parenting Proposed New Position Report		Subject to Council approving the updated terms of reference, the Committee agreed to create a new Champion position to support Effective Care Planning and appoint Councillor Dennis Jones to the position for the remainder of the 2018/2019 municipal year.	Democratic Services Officer	Approved by Council and the Terms of Reference updated	No
Formal	21/11/18	Send Update In Relation To Children In Care 0 – 25		It was RECOMMENDED that the Cabinet Member for Education Skills and University and the Cabinet Member for Children's Services would endorse a letter to be drafted by the Head of Virtual Schools, addressed to the Secretary of State, to highlight the Committee's concerns raised about school placement allocation for children in care placed out of area.	Head of Virtual Schools	Letter endorsed by the Cabinet Members and the Chairman and sent to the secretary of state on 12/02/19	12/09/19
Formal	21/11/18	Work & Training Opportunities For Young People Moving On From Care		1. Would provide the Committee with a link to the national apprenticeships database; and 2. Provide clarification over the locations of the positive study or training opportunities available for care leavers.	Assistant Director Skills and Employment Principal	Circulated to Members	15-Jan-19
Formal	21/11/18	Performance - Performance Scorecard		TACT would provide a briefing note on the innovations currently being undertaken to reduce the number of children placed in care.	The Head of Service The Adolescent and Children's Trust (TACT)	Information has been provided in the TACT annual report, which was presented to the Committee on 20 March 2019.	No

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Formal	21/11/18	Performance - Health		the Designated Nurse for Children in Care would write a briefing note to highlight: 1. The issues in being experienced nationally in relation to health assessments for children in care placed out of the area, and 2. The timeliness of these health assessments.	Designated Nurse for Children in Care	Circulated to Members	18-Jan-19
Informal	16/01/19	You Said We Did		The Care Leavers Group would provide the Committee with a wishlist of donations for second hand clothes and household items that Care Leavers would find useful;	Children in Care Council/Care Leavers Group and the Senior Participation Officer	The Participation officers are meeting with care leavers currently on this issue and this action is progressing	20-Mar-19
Informal	16/01/19	You Said We Did		The Care Leavers Group would develop a way to communicate what second hand clothes and household items were on offer to Care Leavers	Children in Care Council/Care Leavers Group and the Senior Participation Officer	The Participation officers are meeting with care leavers currently on this issue and this action is progressing	20-Mar-19
Informal	16/01/19	You Said We Did		The Children in Care Council would liaise with the Senior Participation Officer over what thoughts or wishes they wanted to communicate to Corporate Parenting Champions in order to improve the care support provision for Children in Care.	Children in Care Council/Senior Participation Officer	The Participation officers are meeting with care leavers currently on this issue and this action is progressing	20-Mar-19
Informal	16/01/19	Case Study Placements	The Corporate Parenting Committee RECOMMENDED that Independent Review Officers would work with the Head of Corporate Parenting in order to improve disruption (care breakdown) meeting procedures and reporting processes, in order to ensure that a CIC was placed in a suitable care placement.		Myra O'Farrell Independent Review Officers	A case study in June has been identified and will be shared at that point.	20-Mar-19
Informal	16/01/19	Case Study Placements		The Care Leavers Group would provide Corporate Parenting Committee with a list of what care arrangements were not working effectively for CIC and highlight which care services they would like to see improved.	Care Leavers Group/Jenny Weeden	Care leavers to provide three priorities that they would like the corporate parenting committee to consider. This would be undertaken with the cabinet advisor and respective champion	Ongoing
Informal	16/01/19	Members Issues		The Designated Nurse for Children in Care would: 1. Arrange to attend Care Leaver drop in sessions; 2. Liaise with the Senior Participation Officer over the CIC Health Passport format review.	Deborah Spencer	Ongoing	Ongoing
Informal	16/01/19	Members Issues		It was also agreed that the Head of TACT would attend future CIC meetings in order to obtain their thoughts on current care services provision with a view to implementing improvements necessary.	Sue King	TACT attending meetings regularly	No
Informal	16/01/19	Work Programme		The Children in Care Council and Care Leavers Group would provide the informal Corporate Parenting Committee with improvement ideas for: 1 Care planning; 2 Social care services for CIC and Care Leavers; 3 The Pathway Planning format for Care Leavers 4 How to make the informal Corporate Parenting Committee meetings more effective in order to encourage young people in care to attend; and 5 Support from Corporate Parenting Champions.	Children in Care Council/Care Leavers Group and Jenny Weeden	The Senior Participation Officer would cover the elements of the action points raised in a future progress report to the Committee.	Ongoing
Formal	20/03/19	Update from Children in Care Council		that the Senior Participation Officer would explore the flexibility of the catering needs for CIC celebration events for the following year	Jenny Weeden	Ongoing	Ongoing
Formal	20/03/19	Permanency Report TACT		1. The Children in Care Council would review the language that matters report and provide recommendations to the Committee over the preferred language.	Andy Pallas/Jenny Weeden	Being reviewed by the Children in Care Council.	Ongoing
Formal	20/03/19	Permanency Report TACT		2. The Committee will consider the CICC recommendations and take forward any action as appropriate regarding the language that matters document.		To be actioned following recommendations from the Children in Care Council.	Ongoing
Formal	20/03/19	Permanency Report TACT		3. The Democratic Services Officer would arrange to send a reminder about the requirement for PCO Officers to complete section nine, 'Other Implications', within all formal Peterborough City Council reports.	Karen S Dunleavy	Letter drafted.	Ongoing
Formal	20/03/19	Permanency Report TACT		4. The Cabinet Member for Children's Services would liaise with the Director of People and Communities for Cambridgeshire County Council and Peterborough City Council, over the progress on major policy framework consultation with the Children in Care Council.	Clr Smith		Completed
Formal	20/03/19	Permanency Report TACT	It was RECOMMENDED that the 'Language That Matters' summary and guidance be considered for use in Peterborough City Council reports, with the exception of statutory wording.		Andy Dunleavy Pallas/Karen		Ongoing
Formal	20/03/19	Annual Report of the Independent Review Officer Service		The Deputy Safeguard Lead would provide Members with a briefing note on the progress made on recommendations raised following their inspection.		Ongoing	Ongoing
Formal	20/03/19	Report on Work of the Corporate Parenting Committee For the Children and Education Scrutiny Committee		1. The annual report was an accurate reflection of the work of the Committee over the last 12 months; and	Myra O'Farrell	To be presented to Children and Education Scrutiny Committee	No
Formal	20/03/19	Report on Work of the Corporate Parenting Committee For the Children and Education Scrutiny Committee		2. To submit the annual report to the Children and Education Scrutiny Committee for noting as per the Corporate Parenting Committee's Terms of Reference.	Myra O'Farrell	Completed and due to be considered by the Children and Education Scrutiny Committee.	No
Formal	20/03/19	Performance Report		the Head of Corporate Parenting would clarify how many young people aged 19, 20 and 21 were supported by the Not in Employment, Education or Training (NEET) service for the entire three year period.	Myra O'Farrell	Briefing note sent to Members - July 2019	No