

Meeting Type	Meeting Date	Item	Recommendation	Actions	Referred to	Response/ Outcome	Needs Follow Up
Informal	15/6/2022	Item 3. Update From The Children In Care Council (Cicc)		The CiCC would conduct a survey to capture the thoughts of children and young people in care in relation to the service received from the Contact Centres. The survey results would be shared at a Corporate Parenting Committee (informal) meeting.	Marya Ali	Currently not feasible for the CiCC to conduct such surveys as it would not fall within their remit.	N/A
Informal	15/6/2022	Item 3. Update From The Children In Care Council (Cicc)		The Democratic Services Officer would circulate the updated Pledge to all Councillors.	Karen Dunleavy - DSO	Complete - concertina cards tabled at the Full Council meeting held on 27 July. The Mayor also reminded Councillors about the corporate parenting meetings and advised that they could attend any of the meetings.	Completed
Informal	15/6/2022	Item 3. Update From The Children In Care Council (Cicc)		Members would inform the Youth Voice Worker of any raffle prizes that could be offered for the Children in Care Awards event.	Councillors	N/A	N/A
Informal	15/6/2022	Item 5. Draft Work Programme 2022/23 And Review Of 2021-22		The Health Services would provide an overview of mental health services within their reports for children and young people in care at all meetings going forward.	Designated Nurse for Children in Care	This information to be included in reports going forward	Ongoing
Informal	15/6/2022	Item 5. Draft Work Programme 2022/23 And Review Of 2021-22		Members would be provided with a briefing note on the recent Health Care Review.	Ricky Cooper	Covered in the Annual Health Report	Completed
Informal	15/6/2022	Item 5. Draft Work Programme 2022/23 And Review Of 2021-22		Members would receive feedback from the Corporate Parenting Champions at each of the respective themed meetings.	Ricky Cooper	Work is underway to provide support to champions to undertake this task. Meeting arranged for 13 October for Officers to discuss with Champions further.	Completed
Informal	15/6/2022	Item 5. Draft Work Programme 2022/23 And Review Of 2021-22		It was agreed that the Democratic Services Officer would circulate the Corporate Parenting Committee dates and the Children in Care Promise to all Councillors and invite them to attend forthcoming meetings.	Karen Dunleavy - DSO	As above - the promise circulated at the Council meeting on 27 July 2022. Reminder has been included in an FAQ document for Councillors and to direct them to where they can find forthcoming meeting dates on the Council's website.	Completed
Informal	15/6/2022	Item 6. Role Of Champion Members 2022 - 2023		The Corporate Parenting Committee Members confirmed that they wished to retain their current Parenting Champion Role with Councillor Barkham was to be nominated for the Citizenship, Participation and Leisure activities position.	Karen Dunleavy - DSO	Cllr Barkham appointed on 20 July 2022	Completed
Informal	15/6/2022	Item 7. Case Study – Supervised Contact		It was agreed that the Assistant Director, Regional Adoption and Fostering would arrange for Corporate Parenting Committee Members to attend a visit to the Contact Centre at an appropriate time.	Anita Hewson	Visits organised from 27 January 2023	Completed
Formal	20/7/2022	Item 4. Update From Foster Carers Committee		To provide members with a briefing note on the work undertaken to improve the passport issues being experienced by foster families and to outline the progress of the task and finish group to date. In addition, the briefing note should include information on the delays experienced in retrieving documents required for passport applications and the actions being taken to rectify this.	Jenny Goodes	Ricky to confirm status	

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Formal	20/7/2022	Item 4. Update From Foster Carers Committee		To provide Members with a briefing note on the transport issues being experienced by foster families outlining the progress of the software application launch. The briefing note should also include the progress made on the delegated authority provision to foster carers so they were able to control transport arrangements for their foster children.	Jenny Goodes	Despina Kaoura to provide a briefing note	
Formal	20/7/2022	Item 5. Update From The Youth Voice Coordinator On Behalf Of The Children In Care Council		The Corporate Parenting Committee noted the report and agreed that the Quality Assurance Lead would provide the Committee's positive feedback to the CiCC and CLF about their involvement in informal meetings.	Shalina Chandoo	N/A	N/A
Formal	20/7/2022	Item 6. Appointment Of Champion Members		The following champion roles and appointments were approved: Support for Care Experienced Young People (Housing, Finance and Asylum Issues) - Cllr S Bond 0-25 Education, Employment and Training (including the Combined Authority and Partners) - Cllr Sainsbury 0-25 Physical and Mental Health and Emotional Well Being - Cllr Robinson Citizenship, Participation and Leisure activities - Cllr Barkham Placement Sufficiency and Care Planning - Cllr Jones Fostering: Cllr Knight.	N/A	N/A	N/A
Formal	20/7/2022	Item 9. Performance Report (Placements Of Children In Care And Scorecard)		The the Service Manager Corporate Parenting would review the use of step down to foster care descriptions and replace the term with more appropriate wording	Michaela Berry	This is now referred to as 'step into' Corporate Parenting are consulting with the CiCC on the language used in reports	
Formal	20/7/2022	Item 9. Performance Report (Placements Of Children In Care And Scorecard)		The Service Manager Corporate Parenting would provide Members with clarification over the timeliness of adoption placement target figures used within the performance report	Joanne Banks	Briefing note circulated to Members of the Committee	13-Sep-22
Formal	20/7/2022	Item 9. Performance Report (Placements Of Children In Care And Scorecard)		The Service Manager Corporate Parenting would Check and confirm to Members whether there were any children placed in care with Bear Care Fostering Services.	Michaela Berry	Whenever there is a concern raised in the media we immediately check with our commissioning team if we have any children in placements where there are concerns. This had been checked prior to the last corporate parenting committee and we had no children placed with Bear Care fostering, I was not aware of this information at the time though.	
Formal	20/7/2022	Item 10. Performance Report (Health)		The Lead Nurse, Children in Care would ensure that Mental Health assessment statistics would be included on the health reports going forward.	Tessa Bilson	This information to be included in reports going forward	Ongoing
Formal	20/7/2022	Item 10. Performance Report (Health)		The Lead Nurse, Children in Care would provide Members with information about dental health costs being met by the Local Authority and the reasons why the NHS was not meeting the costs as it had been adequately funded to do.	Tessa Bilson	Councillors have been provided with the details of the fellow for dentists to discuss costs and availability of local dentists	Completed 19/08/2022
Formal	20/7/2022	Item 11. Draft Work Programme 2022 – 2023 And Review Of Work In 2021 - 2022		The Head of Virtual Schools would include information in future education reports to Committee about services provided to children and young people in care with disability support requirements.	Dee Glover	Ongoing	Ongoing

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Informal	21/09/22	Item. 5 PERFORMANCE UPDATE PRESENTATION		The Committee noted the report and agreed that the Participation Team would work with the CiCC to identify performance areas that they wanted covered within the performance update presentation.	Myra O'Farrell	The Participation Service has spoken with the CiCC who would like different sections to be focused on each time. The CiCC will give their feedback on the presentation after the January informal meeting.	Ongoing
Informal	21/09/22	Item 6. Update from Corporate Parenting Champions		The Committee noted the update and agreed that the Champion briefing notes would be provided in an easier to understand formats for all going forward.	Shalina Chandoo	The champion briefing template has been amended to include advice on how to ensure the contents are child-friendly, including not using jargon and including pictures where possible.	
Informal	21/09/22	Item8. Members Issues		The Corporate Parenting Committee dates and the Children in Care Promise would be sent to all Councillors and invite them to attend forthcoming meetings.	Karen Dunleavy - DSO	Completed	
Formal	23/11/22	Item 5. Children In Care Council (Cicc) Participation Report		Members would feedback any service issues they had about the Contact Centre with the Chief Executive, so that these could be investigated.	Councillors	N/A	
Formal	23/11/22	Item 5. Children In Care Council (Cicc) Participation Report		The Assistant Director, Children's Services would follow up on Members visits to the Contact Centres.	Ricky Cooper	Completed, visits organised from 27 January 2023	
Formal	23/11/22	Item 5. Children In Care Council (Cicc) Participation Report		The Quality Assurance Lead would provide Members with the number of young people from the Children in care Council that had attended the ARU open day.	Shalina Chandoo	None of the Children in Care Council members we spoke to said they had attended the ARU open day.	Completed
Formal	23/11/22	Item 6. Virtual Schools		The Head of Virtual Schools would provide a briefing note on children in care school attendance data on a termly basis.	Dee Glover	This will be provided at the end of the Spring term	First report sent for the Autumn 2022 term on 27 Jan 2023
Formal	23/11/22	Item 6. Virtual Schools		The Head of Virtual Schools would provide Members with the number of children on a protection plan that were home educated.	Dee Glover	This information has not been available to us to date .	
Formal	23/11/22	Item 6. Virtual Schools		The Head of Virtual Schools would provide members with the The actual numbers as well as percentages in Virtual School reports going forward.	Dee Glover	Numbers will be provided in the upcoming update of Annual Report	
Formal	23/11/22	Item 7. Update On Not In Education, Employment Or Training (Neet)		The Head of Virtual Schools would explore the opportunity of care leavers to become mentors for NEET young people in care.	Dee Glover	This is an ongoing piece of work	
Formal	23/11/22	Item 7. Update On Not In Education, Employment Or Training (Neet)		The Head of Virtual Schools would explore the provision of funding for driving lesson funding for young people in care, in order to enhance their employment opportunities.	Dee Glover	To be discussed with social care service manager	
Formal	23/11/22	Item 7. Update On Not In Education, Employment Or Training (Neet)		The Head of Virtual Schools would engage with the Chief Executive of the Council to discuss work experience or other employment opportunities within the Authority for Young People in Care.	Dee Glover	Still to be arranged.	
Formal	23/11/22	Item 8. Annual Adoption Report		The Head of Regional Adoption Agency would use case studies to inform the adoption advertisement campaigns to address the challenging types of adoption placements in order to increase adoption rates.	Joanne Banks	complete as we have used case studies and EP videos as part of the marketing strategy already this year	
Formal	23/11/22	Item 8. Annual Adoption Report		The Head of Regional Adoption Agency would report back to Members on the work underway to identify the reasons why the adoption numbers had lowered for Peterborough.	Joanne Banks	on-going, with JB	Ongoing
Formal	23/11/22	Item 9. Annual Report On Work Of The Corporate Parenting Committee For The Children And Education Scrutiny Committee 2021-2022		The Head of Corporate Parenting would include an addendum to the Corporate Parenting annual report to Children and Education Scrutiny Committee to accurately reflect the figures of children in care	Myra O'Farrell	Completed	
Formal	23/11/22	Item 9. Annual Report On Work Of The Corporate Parenting Committee For The Children And Education Scrutiny Committee 2021-2022		The Head of Corporate Parenting provide Members with a briefing note outlining the reasons why children in care move around placements.	Myra O'Farrell/Michaela Berry		
Formal	23/11/22	Item 9. Annual Report On Work Of The Corporate Parenting Committee For The Children And Education Scrutiny Committee 2021-2022		The Chief Executive of the Council would include an item on a future agenda for the Corporate Leadership Team to discuss the challenges around children in care placement sufficiency	Matt Gladstone	This item is on the CLT agenda for 8 March 2023	On the CLT agenda

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Formal	23/11/22	Item 10 Performance Report - Scorecard		The Head of Corporate Parenting would provide Members with a briefing note to show an example of what a pathway plan looked like.	Myra O'Farrell		
Formal	23/11/22	Item 10 Performance Report - Scorecard		The Head of Corporate Parenting would provide Members with a report at a future Committee meeting to outline all the scenarios around why Children and Young People go missing, what the risk factors were and what the Council's response was to those risks.	Myra O'Farrell/ Elaine Redding	rolled over to municipal year 23/24	
Formal	23/11/22	Item 11 Performance Report - Health		The Designated Nurse for Looked After Children would Include further information within Corporate Parenting Committee health reports to outline the reasons and challenges that were being experienced in completion of CiC health assessments on time.	Katie Liddle	This data will be included in the next report completed by health for the formal meeting. Some of the reasons were touched on by Michaela Berry at the recent informal meeting on 18 January 2023	
Formal	23/11/22	Item 11 Performance Report - Health		The the Designated Nurse for Looked After Children would Conduct a face-to-face visit to dental surgeries in order to encourage them to address the issues of dental service provision for CiC and YP and encourage more dentists to volunteer their services.	Katie Liddle	This update was part of the recent informal meeting via powerpoint presentation - Face to face meetings with Peterborough dental practices not realistic. We have approached Nikesh Patel (our current East of England Dental Leadership Fellow) to request attendance at a regional meeting and link up with Cambs and Peterborough dentists specifically.	
Formal	23/11/22	Item 13 Corporate Parenting Champions		Confirmed the amended Corporate Champion roles, Confirmed the responsibilities of the Corporate Champion roles and reporting requirements; and Confirmed the appointments to the revised Champion roles as follows: Support for Care Experienced Young People (Housing, Finance and Asylum Issues) - Councillor Sandra Bond 0-25 Education, Employment and Training (including the Combined Authority and Partners) - Councillor Sainsbury 0-25 Physical and Mental Health and Emotional Well Being - Councillor Robinson Citizenship, Participation and Leisure activities – Councillor Barkham Fostering Retention - Councillor Knight Fostering Marketing and Recruitment – Councillor Jones	N/A	N/A	N/A
Formal	23/11/22	Item 14 Start Time of Meetings for 2023/23		The Corporate Parenting Committee agreed the start time for all formal and informal Corporate Parenting Committee meetings for the Municipal Year 2023-24 as follows: 6:00PM - formal 5.30PM - informal	Karen Dunleavy DSO	Completed	Completed
Formal	23/11/22	Item 15 Work Programme 2022 - 23		A report on CiC that go missing would be added to the work programme for 15 March 2023	Elaine Redding	Completed	Note this has rolled over to municipal year 2023/24
Formal	23/11/22	Item 15 Work Programme 2022 - 23		Centre 33 would be invited to attend a future Corporate Parenting Committee meeting.	Karen Dunleavy DSO	centre 33 have been invited	Completed

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Formal	23/11/22	Item 15 Work Programme 2022 - 23		The Participation Team would raise the service of Centre 33 with the CiCC to encourage engagement.	Shalina Chandoo	We have spoken to young people about the service and have arranged for the January Care Leaver Forum meeting to be at Centre 33.	Completed
Formal	23/11/22	Item 15 Work Programme 2022 - 23		The Designated Nurse for Looked After Children would provide a briefing note to update the Committee on the work undertaken to improve the dental services for CiC at the informal meeting due to be held on 18 January 2023	Katie Liddle	Update provided at the Informal meeting in January 2023	Updates provided in report
Informal	18/01/23	4. Update From The Children In Care Council (Cicc)		The Interim Executive Director of Children's Services would explore what options were available to ensure that there was no break experienced by Children in Care and Young People in Care for the provision of National Health Service (NHS) mental health support	Elaine Redding	Shalina Chandoo and Marya Ali to confirm with the CiCC if this is something they would like to happen. A response should be provided by end of Feb.	31/01/23
Informal	18/01/23	5. The Children In Care Council Said And We Did Update 2023		Would share the YouTube link of the mental health poem being developed by the CiCC with Councillors.	Shalina Chandoo/Marya Ali		
Informal	18/01/23	5. The Children In Care Council Said And We Did Update 2023		Arrange for the CiCC to be involved in the supervised contact centre improvement discussions and the alternative building commission exercise being undertaken by the Council as per the invite from the Interim Director for Children's Services.	Shalina Chandoo/Marya Ali	Teams meeting to be arranged with Director and Officers to take forward CiCC involvement.	
Informal	18/01/23	5. The Children In Care Council Said And We Did Update 2023		Would continue planning activities and events jointly with Peterborough City Council and Cambridgeshire County Council for 2023.	Shalina Chandoo/Marya Ali	Ongoing	
Informal	18/01/23	6. Performance Update Presentation		To provide members with a breakdown of staff sickness levels where there were high caseloads in services areas that support children in care and care leavers.	Michaela Berry	Briefing note provided and information to be provided in future reports	
Informal	18/01/23	8. Case Study: Sdq's And Dental Services		To circulate the information provided in the SDQ update for health to Members	Tessa Bilson/Katie Liddle	Completed	Completed
Informal	18/01/23	9. Questions From The Children In Care Council		The Lead Nurse, Children in Care would provide feedback to the CiCC and Elected Members on the provision of registration for care leavers at dental practices, once the Health Team, had raised the issues at the dentistry forum meeting.	Tessa Bilson	Ongoing discussions	
Formal	15/03/23	4.Update From Foster Carers Committee		The Children in Care Council would provide and update within their next report on the work that they were undertaking on money management and financial literacy for Children and Young People in Care.	Shalina Chandoo on behalf of CiCC	To be provided in future reports	
Formal	15/03/23	5. Children In Care Council (Cicc) Participation Report		Councillors would nominate the Care Leaver Voice Ambassador for Peterborough for a Civic Award through the Civic Office.	Councillors	Ongoing	
Formal	15/03/23	6. Annual Health Report		The Designated Nurse for Looked After Children would include figures about how late the out of county health assessments were being conducted for YP and CiC, to include the reasons why they had been overdue.	Katie Liddle	To be included in a future report	
Formal	15/03/23	7. Performance Report		A briefing note to show the current breakdown of CiC population by ethnic group.	Michaela Berry		
Formal	15/03/23	7. Performance Report		Information on the CiC population by ethnicity group within performance reports going forward.	Ricky Cooper/Michaela Berry	Ongoing to be included in report going forward	
Formal	15/03/23	7. Performance Report		A briefing note on the types of semi-independent living accommodation.	Ricky Cooper/Michaela Berry	Due to be completed by 9 June	
Formal	15/03/23	7. Performance Report		A plan on how the Council intended to meet the sufficiency need of CiC post 16 semi-independent living accommodation and whether it would be beneficial to continue to rely on the marketplace or invest in properties to supply these provisions in house.	Ricky Cooper		
Formal	15/03/23	7. Performance Report		A cost benefit analysis of the Council's current post 16 semi-independent living accommodation arrangements.	Ricky Cooper		
Formal	15/03/23	7. Performance Report		An outline going forward in performance reports to include the volume of children that were subject to a Special Guardianship Order (SGO) that were not classified as looked after by the Authority.	Ricky Cooper/Michaela Berry	To be included in the performance report	Ongoing

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