

**Derbyshire County Council**  
**Corporate Parenting Board (CPB)**  
**Terms of Reference**

The overall objective of Derbyshire's Corporate Parenting Board (CPB) is to assist the Council as a whole in fulfilling its legal corporate parenting obligations to Children in Care (CiC) and Care Leavers (CL); under the Children Act 1989, the Children (Leaving Care) Act 2000, and new duties and responsibilities under the Children and Social Work Act 2017. The CPB has the strategic responsibility to ensure the Council and partner agencies act as effective corporate parents and that its vision for every CiC and CL is followed through.

- Act as advocates for Children in Care and Care Leavers, ensuring their needs are addressed through key plans, policies and strategies throughout the Council (and its commissioned services).
- Oversee the implementation of Derbyshire County Council's CiC and CL strategy and monitor the quality and effectiveness of services to ensure they fulfil the council's responsibilities and achieve good outcomes for CiC and CL.
- Monitor and review the quality and effectiveness of services across the Council, partner agencies and commissioned services to achieve continuing improvements in outcomes for CiC and CL and ensure that appropriate action is taken where services fail to respond to their responsibilities for CiC and CL.
- Ensure the voice and opinions of a wide range of CiC and CL are heard and their views are used to shape policy and monitor performance through their active participation within the council's structure.
- Monitor the quality and care delivered by Derbyshire County Council's homes, fostering and adoption services through the provision of regular reports including summary reports of Regulation 44 visits and Ofsted inspections and fostering service reports.
- Ensure that the equal opportunities and the diverse needs of CiC and CL are considered and met across all activities.
- Ensure that Derbyshire County Council and all partner agencies follow the pledges made to CiC and CL Charter.
- Ensure that the achievements of CiC and CL are highlighted and celebrated.
- Receive reports and where necessary provide challenge and scrutiny on all aspects of CiC and CL welfare including employment, further education, training and housing as required, with sufficient detail to enable The Board to undertake its strategic responsibilities for planning, monitoring and evaluation.
- Report to Cabinet and CiC Board on the progress and achievements of the Board against the Annual Key Priority Action Plan.

## Membership

Members of the CPB will be invited to Board meetings relevant to their area of service, which will be determined by the theme of the meeting. Elected members will be invited to attend all Board meetings.

Membership of the CPB consists of the following:

- Lead Member for Children's Services (Chairman);
- **CiC and CLs voice will be represented by the Chair through regular contact with the CiC Council and CL's Council\***
- Majority Group Support Member for Children's Services;
- Lead Members for Children's Services of all non-majority political parties;
- Leader of the Council
- Member of the Improvement and Scrutiny Committee (to be nominated by the Chairman of that Committee)
- Strategic Director for Children's Services;
- Service Director, Early Help and Safeguarding, Children's Services;
- Assistant Director for Specialist Services, Children's Services;
- Representative from Foster Care Council
- Head of CiC provision, Children's Services;
- Named Nurse for CiC;
- Virtual School Headteacher;
- Service Director, Schools and Learning;
- Service Director, Quality and Performance;
- Head of Service, Quality and Performance;
- Police Area Commander;
- Assistant Director, Adult Services;
- Strategic Health Lead
- District Council

Other officers may be invited to attend The Board as advisors as required.

The Vice Chairman will be appointed at the first meeting of the Local Government year.

The Chairman and Vice Chairman will maintain regular communications with the CiC and CL's Parallel Board, outside of CPB activity. The manner and frequency to be agreed jointly.

## Substitutions

All nominated regular members will be expected to attend each Board meeting, if necessary, to make appropriate arrangements for substitute representation. If a member is absent for three consecutive Board meetings or does not attend more

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than 50% of meetings in a 12 month period, the member will be asked to discuss their non-attendance with the Chairman/Vice-Chairman, who will take appropriate action.

### Quorum

The quorum for a Board meeting will be at least one quarter of the membership, including substitutes. The quorum must include at least two Council representatives.

### Corporate Parenting Board Meetings

- Will meet bi-monthly
- Will agree an annual work programme setting out its key priorities and areas for action.
- The agenda will be proposed by the CiC Strategic Partnership and agreed by the Chair of CPB.
- Members of the Committee will complete the CPB membership induction programme; any development or training events.

### Reporting Mechanism

The Board will submit all Minutes of Board meetings to Cabinet and make them public on Derbyshire County Council's website.

Present an annual report, informing Cabinet, Our Voice and CLC of the achievements against key priorities it had set out for the year.

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