

Corporate Parenting Panel

May 2019

Aycliffe Secure Centre Governance Arrangements



Report of Martyn Stenton; Head of Early Help, Inclusion and Vulnerable Children; Children and Young People's Services; Durham County Council

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 The purpose of the report is to present revised Aycliffe Secure Centre Sub Group Governance Arrangements to the Corporate Parenting Panel for agreement.

Executive summary

- 2 The Aycliffe Secure Centre Sub Group Terms of Reference are taken from the Corporate Parenting Panel's Terms of Reference, which form part of Durham County Council's constitution (Appendix 2).
- 3 The Corporate Parenting Panel Terms of reference are subject to an annual refresh, which provides the Corporate Parenting Panel an opportunity to review its Terms of Reference to ensure they remain fit for purpose. The annual refresh was undertaken in December 2018.
- 4 It is proposed that a further review of governance arrangements for Aycliffe Secure Centre is undertaken following a period of operation to look at the Terms of Reference, membership and alignment to existing groups to avoid duplication, ensure the needs of the service are met and confirm that governance arrangements are suited to all of the work at the Centre.

Recommendation(s)

- 5 Members of the Corporate Parenting Panel are asked to:
 - a) Agree the proposed review of Aycliffe Secure Centre Sub Group Governance Arrangements.

Background

- 6 Following an inspection of Durham County Council's Children's Services by Ofsted in February/March 2016 the service was judged as requiring improvement. Since this judgement the service has carried

out work to address Ofsted's recommendations and with the Council's Transformation Agenda has made significant improvements in relation to political oversight of Children's Services including the revised Terms of Reference of the Corporate Parenting Panel.

- 7 At its meeting on 22 March 2017, Durham County Council formally agreed the Terms of Reference for the Corporate Parenting Panel.
- 8 Provision within the Terms of Reference states that the Corporate Parenting Panel is to act as a governing body for the Virtual School and as a governing body for Aycliffe Secure Centre. At the meeting on 24th November 2017, the Corporate Parenting Panel agreed the Terms of Reference for these two newly established sub groups, as outlined below.
- 9 In addition, at its meeting on 14 December 2018, the Corporate Parenting Panel agreed the annual refresh of the Corporate Parenting Panel Terms of Reference, including sub groups.

Aycliffe Secure Centre Sub Group Terms of Reference

- 10 Terms of Reference have been adopted from the Corporate Parenting Panel Terms of Reference as follows:

To act as the governing body for Aycliffe Secure Services, monitoring and ensuring the quality of secure accommodation:

- a) Maintain an overview and provide challenge of governance arrangements for Aycliffe Secure Services
- b) Support and bring challenge to achieve the best outcomes for looked after children who are in secure services
- c) Agree the themes and performance, on an annual basis that enhance corporate parenting of looked after children in secure services.

Advice and support will be given to the sub group by appropriate officers of Durham County Council.

Membership of the Aycliffe Secure Centre sub group will be taken from members of the Corporate Parenting Panel including co-opted members, and will be reviewed as and when required by the Corporate Parenting Panel.

To ensure the voice of the child is considered within these arrangements, the Aycliffe Secure Centre sub group will meet with young people on an annual basis to enable feedback to be shared directly with senior leaders and key decision makers. Consideration will

be given to the engagement mechanisms that will be used to facilitate this, including existing mechanisms such as the summer BBQ, Christmas meal, and MySpace meetings.

The Aycliffe Secure Services sub group will report to the Corporate Parenting Panel on a regular basis with all decisions relating directly to Aycliffe Secure Centre being taken by the Corporate Parenting Panel.

Proposed governance arrangements

- 11 It is proposed that the Corporate Parenting Panel's Terms of Reference will remain unchanged.
- 12 Aycliffe Secure Centre Sub Group will remain the Governing Body for Aycliffe Secure Centre.
- 13 It is recommended that moving forward, the Aycliffe Secure Centre Sub Group will meet termly, and will develop a standard agenda and forward plan based on:
 - a) Centre wide issues e.g. premises / finance etc
 - b) Education
 - c) Integrated Health and Care

This will support a more structured approach to governance and ensure all aspects of work at Aycliffe Secure Centre are covered.

- 14 It is proposed that two additional groups will sit beneath the Aycliffe Secure Centre Sub Group (Appendix 3):
 - a) Aycliffe Secure Centre Integrated Health and Care Group (replacing the Integrated Governance Board)
 - i. Bringing together health and care providers
 - ii. Focusing on operational and system issues
 - iii. Meeting six weekly
 - b) Aycliffe Secure Centre School Services Group (new group)
 - i. Focusing on school issues
 - ii. Meeting termly
- 15 Consideration will be given to requesting administrative support for facilitation of Aycliffe Secure Services Sub Group, Aycliffe Secure Centre Integrated Health and Care Group and Aycliffe Secure Centre School Services Group from School and Governor Support Services. This would help to ensure that meetings are organised and structured similar to a school governing body. Costings are being looked into for this proposal.

- 16 The Aycliffe Secure Centre Sub Group will provide an annual update to the Corporate Parenting Panel, including an update on the work of the Aycliffe Secure Centre Integrated Health and Care Group and the Aycliffe Secure Centre School Services Group.
- 17 The Terms of Reference for the Aycliffe Secure Centre Sub Group have been reviewed to reflect the proposed changes and an updated draft is attached as Appendix 4.
- 18 Terms of Reference will be updated for Aycliffe Secure Centre Integrated Health and Care Group and the Aycliffe Secure Centre School Services Group to reflect the proposals.

Membership

- 19 Membership of Aycliffe Secure Centre Sub Group will be reviewed to ensure key partners are represented.
- 20 Initial consideration on membership of Aycliffe Secure Centre Integrated Health and Care Group and the Aycliffe Secure Centre School Services Group has been considered to ensure that the correct strategic and operational representation is reflected. Proposed membership is attached in Appendix 5 of the report.

Aycliffe Secure Centre Senior Management Team

- 21 Aycliffe Secure Centre has a Senior Leadership Team which meets fortnightly and is chaired by Aycliffe Secure Centre Manager. Membership of this group has recently been extended to include the Clinical Psychologist, Lead Nurse and Performance Lead.

Conclusion

- 22 The review will ensure that the governance arrangements are fit for purpose and continue to meet the changing needs of centre employees, school staff and the children and young people residing at Aycliffe Secure Centre.

Background papers

- None

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Appendix 1: Implications

Legal Implications

The Corporate Parenting Panel's role is to lead on ensuring the corporate parenting responsibilities of the Council are being met in line with the duties under the Children Act 1989. Section 22 of the Children Act 1989 sets out the general duty of the local authority in relation to children looked after by them, to safeguarding and promoting the welfare of these children, ensuring effective, individualised support and access to services.

The Corporate Parenting Panel Terms of Reference form part of Durham County Council's Constitution.

Finance

Expenses may be incurred by co-opted members for travel costs, this will be paid from Democratic Services general member's expenses budget.

Consultation

Members of the Corporate Parenting Panel have been provided with an opportunity to comment on the proposals.

Equality and Diversity / Public Sector Equality Duty

Equality and Diversity implications are considered in the day to day operations of Aycliffe Secure Centre.

Human Rights

The Human Rights of young people are paramount, and have been considered in the proposals to ensure adequate governance arrangements are in place for the centre.

Crime and Disorder

No implications

Staffing

There may be capacity issues for members if staff who are committing to be part of the groups, which will need to be considered by individual organisations.

Conversations will need to take place with SGSS as necessary.

Accommodation

No implications

Risk

The governance arrangements have been reviewed to minimise risk.

Procurement

No implications

Appendix 2: Corporate Parenting Panel Terms of Reference - December 2018

Purpose

This Terms of Reference sets out Corporate Parenting Panel's responsibilities in relation to the five functional areas detailed in the Council's Constitution.

Function One

Ensure that the Council acts as a good corporate parent to children and young people in care and care leavers including:

- Children and Young People in residential care
- Children and Young People in foster care
- Children and Young People placed for adoption
- Children and Young People placed at home under Care Planning, Placement and Case Review Regulations
- Young People who are living in supported lodgings
- Young People in Secure services
- Young People in custody.

Responsibilities

<ul style="list-style-type: none">• <i>Take an overview of the Councils and partner agencies responsibilities toward CYP in Care and care leavers.</i>
<ul style="list-style-type: none">• <i>Monitor performance of services for children for whom we are corporate parents, including care leavers, receipt of information on regulation 44 visit and inspections, referring any systemic issues to Cabinet and or scrutiny as required.</i>
<ul style="list-style-type: none">• <i>Maintain a strategic overview of all developments, plans, policies and strategies for children whom the Council is a corporate parent and make appropriate recommendations for action.</i>
<ul style="list-style-type: none">• <i>Ensure all members of the Council are regularly updated on issues affecting children for whom they are the corporate parent including care leavers through an annual report to Council, Cabinet and scrutiny and inform training.</i>
<ul style="list-style-type: none">• <i>Receive an overview of Regulation 44 visits and inspections of private children's homes within the County Durham area.</i>
<ul style="list-style-type: none">• <i>Receive an update on independent residential homes within County Durham and their Ofsted inspection reports outcomes.</i>
<ul style="list-style-type: none">• <i>Agree an annual work programme based on corporate parenting strategy and priorities.</i>

Function Two

To engage and listen to the views of children, young people and their carers for whom the Council is the parent.

Responsibilities

<ul style="list-style-type: none">• <i>Provide a forum for children and young people in care and care leavers to participate and influence policy and have an opportunity to talk about their experiences of the services they have received.</i>
<ul style="list-style-type: none">• <i>Ensure that positive experiences are maintained and lessons learnt and changes made in areas that require improvement.</i>
<ul style="list-style-type: none">• <i>Meet with children for whom the council is corporate parent and their carers on a regular basis and celebrate their achievements.</i>
<ul style="list-style-type: none">• <i>Participate in Regulation 44 visits quarterly will allow the Panel to improve planning understanding of care in residential homes.</i>
<ul style="list-style-type: none">• <i>Ensure that leisure, cultural, further education and employment opportunities are offered and taken up by our looked after children and care leavers</i>

Function Three

To work in partnership with other statutory agencies to drive forward improvements in care.

Responsibilities

<ul style="list-style-type: none">• <i>Examine ways that the Council as a whole and partner agencies can improve life chances of children in care and care leavers.</i>
<ul style="list-style-type: none">• <i>Ensure there is good joined up working with partner agencies.</i>
<ul style="list-style-type: none">• <i>Develop links with the Local Safeguarding Children's Board including a picture of Serious Case Reviews of Looked After Children</i>

Function Four

To act as the governing body for the Virtual School for looked after children and young people.

Responsibilities

<ul style="list-style-type: none">• <i>Maintain an overview and provide challenge of governance arrangements for the virtual school</i>
<ul style="list-style-type: none">• <i>To monitor and bring challenge to ensure looked after children's educational attainment and performance is optimised.</i>
<ul style="list-style-type: none">• <i>To encourage and support each looked after child to achieve optimum educational outcomes at each stage of their schooling</i>

Function Five

To act as the governing body for Aycliffe Secure Services, monitoring and ensuring the quality of secure accommodation.

Responsibilities

<ul style="list-style-type: none">• <i>Maintain an overview and provide challenge of governance arrangements for Aycliffe Secure Services</i>
<ul style="list-style-type: none">• <i>Support and bring challenge to achieve the best outcomes for looked after children who are in secure services</i>
<ul style="list-style-type: none">• <i>Agree the themes and performance, on an annual basis that enhance corporate parenting of looked after children in secure services.</i>

Membership

1. The Corporate Parenting Panel membership will be made up of 21 members of the Council including the member of the Executive for Children and Young People's Services (or deputy), the Chair of Children and Young People's Overview and Scrutiny Committee (or vice chair).
2. The Corporate Parenting Panel membership will include a maximum of 10 non-voting co-opted members, consisting of school representatives and representatives from other agencies.
3. The Chair of Corporate Parenting Panel (or vice Chair) will be a member of the Children and Young People's Overview and Scrutiny Committee.

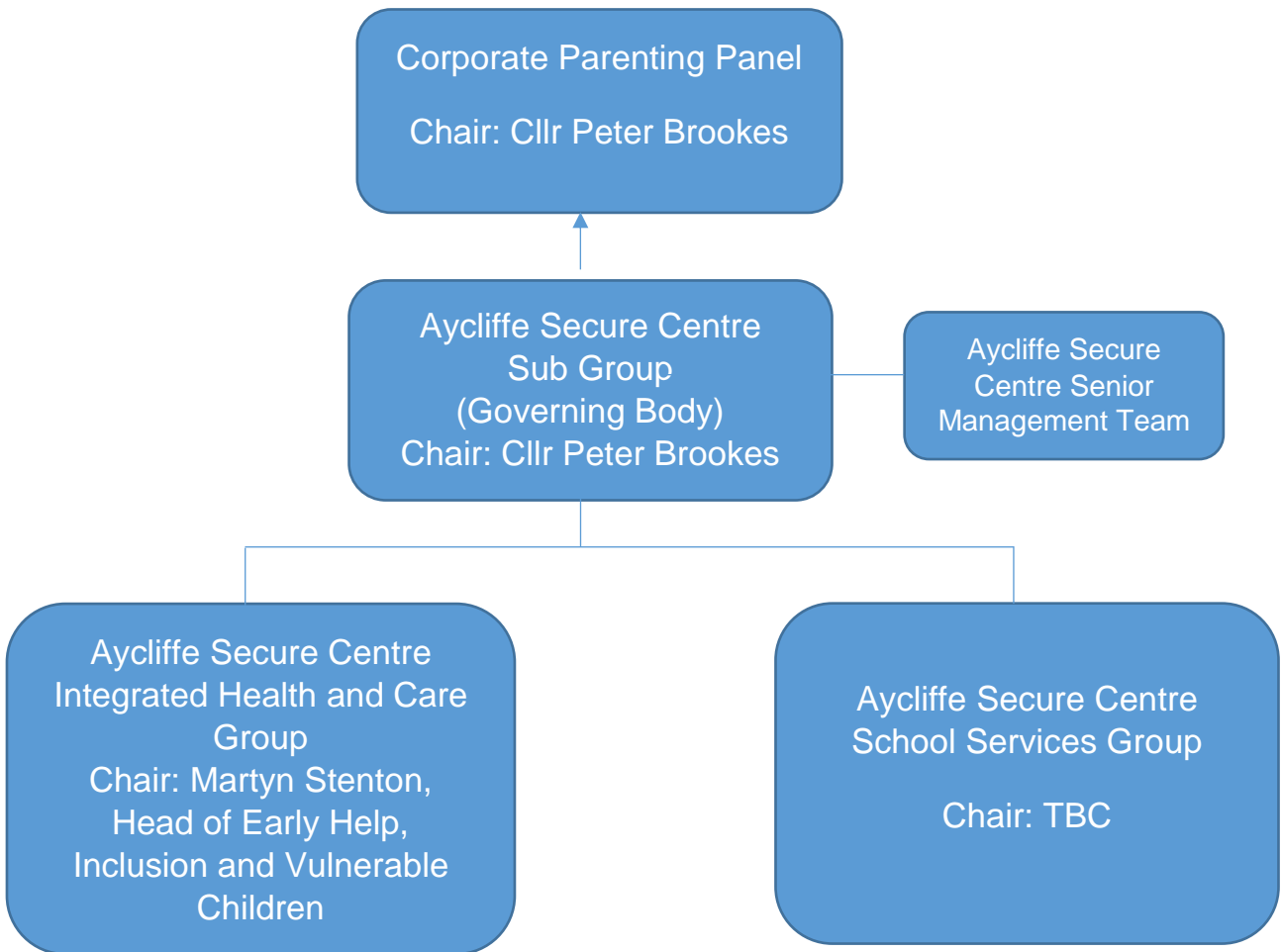
Accountability /Governance

1. Prepare and provide an annual written report to Cabinet, Scrutiny and Council setting out the Corporate Parenting Panel's achievements, challenges within the year and priorities for the year ahead.
2. Where appropriate the Corporate Parenting Panel refer matters to Children and Young People's Overview and Scrutiny for further investigation and similarly the Children and Young People's OSC refer matters to the Corporate Parenting Panel where appropriate.
3. Regular meetings held between the Chair of Corporate Parenting Panel, another panel member, an officer from Children's Services and representatives from Service Direct to discuss the fabric of our children's homes and any repairs that are planned or may be needed.
4. Prepare and publish the Corporate Parenting Panel's terms of reference and work programme on the Council's website on an annual basis.

Administration

1. The Chair of Corporate Parenting and the Corporate Director of Children and Young People's Services or person designated as lead officer agree the agenda for each panel meeting as part of an ongoing work plan for the municipal year.
2. Legal and Democratic Services will provide administrative arrangements (including arrangement of meetings, publication and despatch of agendas and minute taking responsibilities) and constitutional guidance to the panel.
3. The Portfolio Holder for Children and Young People, the Chair of Corporate Parenting Panel and the Corporate Director of Children and Young People's Services will review the terms of reference of the Corporate Parenting Panel on an annual basis.

Appendix 3: Proposed governance arrangements



Appendix 4: Aycliffe Secure Centre Terms of Reference

Aycliffe Secure Centre Terms of Reference have been adopted from the Corporate Parenting Panel Terms of Reference as follows.

- 1 To act as the governing body for Aycliffe Secure Services, monitoring and ensuring the quality of secure accommodation:
 - Maintain an overview and provide challenge of governance arrangements for Aycliffe Secure Services
 - Support and bring challenge to achieve best outcomes for looked after children who are in secure services
 - Agree the themes and performance, on an annual basis that enhance corporate parenting of looked after children in secure services.
- 2 Advice and support will be given to the sub group by appropriate officers of the Council.
- 3 Membership of the Aycliffe Secure Centre sub group will be taken from membership of the Corporate Parenting Panel including Councillors and co-opted members, and will be reviewed as and when required by the Corporate Parenting Panel to ensure it continues to provide adequate governance.
- 4 Proposed membership of Aycliffe Secure Centre sub group is as follows:
 - Chair of the Corporate Parenting Panel
 - Councillor representation from the Corporate Parenting Panel membership
 - Aycliffe Secure Centre Manager, Durham County Council
 - Head of Early Help, Inclusion and Vulnerable Children, Durham County Council
 - Head Teacher, Aycliffe Secure Centre, Durham County Council
 - Co-opted member from the Corporate Parenting Panel membership
 - Health representative via the Aycliffe Secure Centre Integrated Health and Care Board
 - Secondary Leadership Review Adviser (Virtual School Head Teacher), Durham County Council
- 5 The Aycliffe Secure Services sub group will meet termly and will focus on:
 - Centre wide issues e.g. premises / finance etc
 - Education
 - Integrated Health and Care
- 6 Durham County Council constitution states that “The quorum of a meeting will be one quarter of the whole number of members.”

- 7 Administration for the Aycliffe Secure Services Sub Group will be sought from School and Governor Support Services.
- 8 The Aycliffe Secure Services sub group will have a close working relationship with the Corporate Parenting Panel, and will have a number of shared members.
- 9 The Aycliffe Secure Services Sub Group will provide an update report to the Corporate Parenting Panel on an annual basis.
- 10 The Aycliffe Secure Services Sub Group will take account of the voice of the child, using a range of engagement mechanisms to facilitate this.

Appendix 5: Aycliffe Secure Centre Integrated Health and Care Group and the Aycliffe Secure Centre School Services Group proposed membership

Aycliffe Secure Centre Integrated Health and Care Group

- Head of Early Help, Inclusion and Vulnerable Children, Durham County Council – Chair
- Aycliffe Secure Centre Manager, Durham County Council
- Community Clinical Manager, Children and Young People, Northumberland, Tyne and Wear NHS Foundation Trust
- Nursing and Quality Manager, NHS England
- Young People's Mental Health Transformation Manager, Health and Justice
- Head of Commissioning, Health and Justice, North Region, NHS England
- GP Medical Officer to Aycliffe Secure Centre
- Matron, County Durham and Darlington NHS Foundation Trust
- Manager, Health Young People and Families Unit, Humankind
- Auckland Case Manager, Aycliffe Secure Centre, Durham County Council

Consideration is being given to the following additional members being invited to join this group:

- Head Teacher, Aycliffe Secure Centre, Durham County Council
- Member representation from Corporate Parenting Panel – TBC

Aycliffe Secure Centre School Services Group

- Head of Early Help, Inclusion and Vulnerable Children, Durham County Council
- Head of Education and Skills, Durham County Council
- Aycliffe Secure Centre Manager, Durham County Council
- Head Teacher Aycliffe Secure Centre, Durham County Council
- Secondary Leadership Review Adviser (Virtual School Head Teacher), Durham County Council

Consideration is being given to following additional members being invited to join this group:

- Member representation from Corporate Parenting Panel - TBC
- Staff representative, Aycliffe Secure Centre - TBC