

# Corporate Parenting Board

## TERMS OF REFERENCE



### 1. Aims and Principles

1.1: The establishment of a Corporate Parenting Board is a statutory requirement of the Children and Young People (Jersey) Law 2022.

1.2: The Corporate Parenting Board (the Board) will provide political leadership and oversight on Corporate Parenting activity as set out in the Children and Young People (Jersey) Law 2022.

1.3: The Board will publish and regularly review Statutory Guidance which will set out how the named Corporate Parents can meet their duties under the Children and Young People (Jersey) Law 2022.

1.4: The Board will facilitate opportunities for collaboration and shared insights between different Corporate Parents and representatives of looked after children and care leavers.

1.5: The Board may provide additional information to Corporate Parents on local and national best practice standards and wider system performance for corporate parenting activity.

1.6: The Board will work in partnership with other established Ministerial Groups where there is a focus on children and young people.

### 2. Board Membership and Meetings

2.1: Board Membership:

- Minister for Children and Families (Chair)
- Minister for Education and Lifelong Learning
- Minister for Housing
- Minister for Health and Social Services
- Minister for Home Affairs
- Representative from Comité de Connétables
- Representatives from the Children in Care x 2
- Representatives from Care Leavers x 2
- Voluntary Sector representatives x 2

2.2: The Board will act as a formal sub-group of the Council of Ministers and report on progress of the Corporate Parenting

2.3 Agendas and Minutes of Board meetings will be placed on the States of Jersey website

2.4: The Minister for Children and Education will chair the Corporate Parenting Board.

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2.5: If a Board member is unable to attend a meeting, then their nominated and approved deputy may attend on their behalf.

2.6: Membership of the Board will be reviewed as agreed by the Board at a quorate meeting.

2.7: The Board may invite representatives of partner organisations to attend for, or to present, specific items as appropriate.

### **3. Members Roles and Responsibilities**

3.1: Hold high expectations for all looked after children and care leavers, focusing on long term outcomes including those leaving care.

3.2: Recognise and celebrate achievements of looked after children, care leavers and their carers.

3.3: Ensure the views and comments of children are represented as part of the Board's discussions and decision making.

3.4: Provide a high support, high challenge approach to ensuring the Corporate Parents realise their six key responsibilities towards looked after children and care leavers as set out in the Children and Young People (Jersey) Law.

3.5: Raise the profile of children in care, care leavers and their carers, and to act as champions for the needs and rights of children in care in their respective service areas.

3.6: Advise the Council of Ministers on matters of sufficiency that may impact on Corporate Parents ability to fulfil their statutory roles as Corporate Parents.

### **4. Board Voting and Decision Making**

4.1: Quorum – No business shall be transacted at a meeting of the Corporate Parenting Board unless at least three Assembly members are present.

4.2: Decisions taken by the Board will be on a consensus basis where possible – and in doing this, the Board cannot override or fetter the legal responsibilities each Minister has for their own areas.

4.3: Any member dissenting from a resolution agreed by the Board shall be entitled on request to have his/her name recorded in the minutes as having so abstained.

4.4: In the case of an immediate decision needing to be made, and it not being possible to arrange an extraordinary meeting of the Board, an executive decision can be made by the Chairperson of the Board in consultation with the Chief Executive.

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### **5. Frequency of Board Meetings**

5.1: Board meetings will take place four times per year.

5.2: The Chair may call additional meetings of the Board. Any Board member may also call an additional meeting of the Board provided that the purpose of the meeting is supported by at least six other Board members.

### **6. Administration and Officer Support to the Board**

6.1: The States Greffe will administer the minutes for the Board

6.2: The agenda and accompanying papers for Board meetings will be administered by the Cabinet Office and sent to Board members a minimum of three working days prior to the meeting. Late items may be accepted at the discretion of the Chair.

6.3: Minutes of the meeting will be circulated to all representatives and will be presented for approval at the next meeting.

6.4: Officer support will provide support to the Board

- Children's Policy - SPPP
- Project Management - CYPES
- Children's Engagement - CYPES

6.5: The Board may invite other government officers and/or organisation representatives according to future Board agenda.

**16<sup>th</sup> January - 2023**