



Agenda for a meeting of the Corporate Parenting Panel to be held on Monday 9 July 2018 at 4.30 pm in Committee Room 1, City Hall, Bradford

Members of the Committee – Councillors

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT
D Smith	Thirkill Engel Tait	Humphreys

Alternates:

CONSERVATIVE	LABOUR	LIBERAL DEMOCRAT
<i>M Pollard</i>	<i>Mohammed Nazir Shafiq</i>	<i>N Pollard</i>

NON VOTING CO-OPTED MEMBERS

Chair of Children in Care Council

Inspector Kevin Taylor

Yasmin Umarji

Sue Thompson

West Yorkshire Police

Bradford Education

Bradford District Clinical Commissioning Group

Notes:

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- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

From:

Michael Bowness

Interim City Solicitor

Agenda Contact: Sheila Farnhill

Phone: 01274 432268

E-Mail: sheila.farnhill@bradford.gov.uk

To:

A. PROCEDURAL ITEMS

1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

(Sheila Farnhill – 01274 432268)

2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

Notes:

- (1) Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) Officers must disclose interests in accordance with Council Standing Order 44.*

(Sheila Farnhill – 01274 432268)

3. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Sheila Farnhill - 01274 432268)

B. BUSINESS ITEMS

4. APPOINTMENT OF CO-OPTED MEMBERS

The Panel will be asked to consider the appointment of Non-Voting Co-opted Members for the 2018/19 municipal year and to make a recommendation to the Regulatory and Appeals Committee.

Recommended –

That it be recommended to the Regulatory and Appeals Committee that the appointment of Non-Voting Co-opted Members to the Panel for the 2018/19 municipal year be confirmed as set out below:

- **Inspector Kevin Taylor – West Yorkshire Police**
- **Yasmin Umarji – Education**
- **Sue Thompson – Bradford District Clinical Commissioning Group**
- **Chair of the Children in Care Council**

(Sheila Farnhill – 01274 432268)

5. REGIONAL ADOPTION AGENCY - PROGRESS REPORT

1 - 72

Previous reference: Minute 19 (2017/18)

The Deputy Director (Children's Social Care) will submit a report (**Document “A”**) which updates the Panel in respect of the work of the Regional Adoption Agency; One Adoption West Yorkshire and includes the Agency's Annual Report for the period April 2017 to March 2018 (Appendix 1).

The report specifically address the issues of IT provision and office accommodation for staff, as requested by Members in November 2017.

Members are asked to review the Annual Report of One Adoption West Yorkshire and for their continued support for the work of the Agency to ensure that children receive the best possible support.

(Mary Brudenell – 01274 07712 217288)

6. IMPROVING SUPPORT FOR YOUNG PEOPLE IN CARE/CARE LEAVERS - PROGRESS REPORT

73 - 96

Previous reference: Minute 11 (2017/18)

The Deputy Director (Children's Social Care) will present a report (**Document "B"**) which sets out the progress made in respect of the implementation of the recommendations arising from a review of the support for young people in care/care leavers, undertaken by members of Bradford Council's Future Leaders Programme 2016, as requested by the Panel at its meeting held on 13 September 2017.

The views of the Corporate Parenting Panel are requested in respect of the support in place for Care Leavers and the Bradford Care Leavers Local Offer.

(Emma Collingwood – 01274 437123)

7. WORK PLAN 2018/19

97 - 98

The Panel's initial Work Plan for 2018/19 is submitted for Member's consideration (**Document "C"**).

(Jim Hopkinson – 01274 432904)



Report of the Deputy Director (Children's Social Care) to the meeting of the Corporate Parenting Panel to be held on 9 July 2018

A

Subject:

Update on the Progress of and Annual Report of One Adoption West Yorkshire

Summary statement:

The report provides an overview of adoption service activity from April 2017 to March 2018 and is attached at Appendix A. It also addresses specific issues about the IT provision to the agency and the accommodation of staff as requested when this matter was last before the Corporate Parenting Panel.

Jim Hopkinson
Deputy Director

Portfolio:

Children's Services

Report Contact: Mary Brudenell,
Service Delivery Manager, One Adoption
West Yorkshire
Phone: (M) 07712 217288
E-mail: mary.brudenell@oneadoptionwy.leeds.gov.uk

Overview & Scrutiny Area:

Children's Services

1. SUMMARY

- 1.1 This report asks the Corporate Parenting Panel to consider the Annual Report of One Adoption West Yorkshire (OAWY), as detailed in Appendix 1 of this report.

2. BACKGROUND

- 2.1 One Adoption West Yorkshire has been providing adoption services on behalf of Bradford Council since its opening in April 2017. The attached report provides a summary of the developments of the service since this time and is the first annual report of the Regional Adoption Agency

3. OTHER CONSIDERATIONS

- 3.1 Corporate Parenting Panel asked to be appraised of progress made in relation to the accommodation of OAWY staff relating to Bradford Council and the resolution of IT issues affecting the service.
- 3.2 Accommodation - The Family Finding and adoption support teams of OAWY are now based on 3rd Floor of Sir Henry Mitchell House (SHMH) adjacent to one of the locality children's services which facilitates good communication and working relationships with the Bradford teams and there are clinic arrangements with the Keighley office staff to enable communication around children with a likely plan of adoption.
- 3.3 IT - There have been great strides in IT provision to OAWY staff covering the Bradford District. All OAWY staff have now been issued with a Leeds laptop and have wired access to the Leeds system from their office base in SHMH. The IT project is now in the final phase of the plan to issue all OAWY staff with access via a Citrix fob, to the appropriate parts of Bradford's LCS system which will enable them to have read only access.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 One Adoption West Yorkshire is resourced through a joint pooled budget and underpinned by a partnership agreement. This is discussed more fully in the main body.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

- 5.1 The work of the adoption agency is overseen by the Joint Committee and Management Board and is underpinned by a detailed Partnership Agreement.

6. LEGAL APPRAISAL

None.

7. OTHER IMPLICATIONS

None.

7.1 EQUALITY & DIVERSITY

One Adoption West Yorkshire has completed a full Equality Impact Assessment in 2018 which is an appendix to the annual report.

7.2 SUSTAINABILITY IMPLICATIONS

Not applicable.

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Not applicable.

7.4 COMMUNITY SAFETY IMPLICATIONS

There are no Community Safety implications arising out of the recommendations of this report.

7.5 HUMAN RIGHTS ACT

No outstanding issues have been identified.

7.6 TRADE UNION

The Trades Unions have been involved in the establishment of the Agency.

7.7 WARD IMPLICATIONS

There are no Ward implications arising out of the recommendations of this report.

7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

Not applicable.

7.9 IMPLICATIONS FOR CORPORATE PARENTING

This report relates to the Corporate Parenting of Looked After Children with a plan for adoption.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESMENT

The OAWY responsibilities under the General Data Protection Regulation (GDPR) are addressed within Leeds City Council, as the host agency's Information Governance arrangements.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

Please see recommendations.

10. RECOMMENDATIONS

It is recommended that the Corporate Parenting Panel reviews the Annual Adoption report and continues to support the work of OAWY to ensure that children receive the best possible support.

11. APPENDICES

Appendix 1: One Adoption West Yorkshire Annual Report

Appendix 2: Performance Information for OAWY (One Adoption West Yorkshire)

12. BACKGROUND DOCUMENTS

None.



Report author: Sarah Johal
Tel: 07891277316

Report of the Director of Children & Families

Report to Executive Board

Date: 27th June 2018

Subject: One Adoption West Yorkshire Annual Report



Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. Bradford, Calderdale, Kirklees and Wakefield adoption functions as specified in the partnership agreement were delegated on the 1st April 2017 to Leeds City Council and One Adoption West Yorkshire (OAWY) formally opened. OAWY was the first Regional Adoption Agency (RAA) to open in the country.
2. This report provides a summary on the developments of the service since the opening on the 1st April 2017 to March 2018 and is the first annual report of the RAA.

Recommendations

1. That the Executive Board receive this annual report and continues to support the work of One adoption West Yorkshire to ensure our adopted children receive the best possible outcomes and support.

1 Purpose of this report

- 1.1 This report sets out the developments within One Adoption West Yorkshire since April 2017.

2 Background information

- 2.1 Bradford, Calderdale, Kirklees and Wakefield adoption functions as specified in the partnership agreement were delegated on the 1st April 2017 to Leeds City Council. One Adoption West Yorkshire formally opened on this date.
- 2.2 The government continues to drive forward with the structural reform programme regarding regionalising adoption and 141 authorities are either in a live RAA or working towards one. The government have noted the significant progress in cutting the time children waiting to be placed with their adoptive parents and this is a positive outcome for children. However, both the number of registrations of interest and approved adopters nationally, regionally and locally within the West Yorkshire area have fallen in recent years. This occurred at the same time as West Yorkshire planned a move to a regionalised arrangement and therefore has to be taken into account when looking at mismatch between the children requiring adoption and adopter sufficiency in the region since becoming a regional adoption agency.

3 Main issues

3.1 Use of Resources

Staffing

- 3.1.1 The senior leadership team and team managers came into position at the opening of the new agency and all the staff were Tupeed across to Leeds City Council from the 4 other local authorities. The majority of staff moved onto the Leeds City Council terms and conditions on the 1st December 2017.
- 3.1.2 Work has been undertaken with the senior leadership team, the management team and with all staff to establish the vision and values of One Adoption West Yorkshire “to be a flagship Adoption Agency that develops & promotes best practice, improving adoption standards nationally.” Ongoing development work continues with all staff regarding the importance of relationships as we build the One Adoption West Yorkshire identity with the teams, working in a culture of high support and high challenge.
- 3.1.3 During the first year of operation the agency started off with a high number of vacancies particularly across business support and some other key roles however the staffing structure is now fully in place. A number of staff have retired over the year and there is a high level of maternity leave and some long term sickness, with additional social work staff recruited in some key areas of the service to ensure that the needs of the service can be met.

- 3.1.4 Working across a wide geographical area has presented challenges for staff with office bases remaining in each local authority area. There has been a need for staff to come together for meetings to develop practice and to ensure that there is good communication between local authorities and the different parts of the service to provide a joined up approach. The amount of time taken travelling and the costs of mileage remain an issue and the service is exploring the alternative options regarding accommodation and structure of the organisation to enable a more efficient and effective use of resources as the service develops.
- 3.1.5 The use of Information Technology to support the staff and the service has been problematic in the first year due to a number of complex and technical reasons. However, these have improved with all staff now having use of a Leeds laptop and mobile phone. The difficulties for staff working across offices regarding connectivity has also improved although access to the other local authority systems remains an issue with work ongoing to progress access to these via a portal from the Leeds laptops. Staff are now able to print in their office locations.
- 3.1.6 The migration of casework data onto Mosaic and the Leeds networks is almost complete and this has been a time consuming and manual task. The target to move all records has largely been achieved with a small number of cases requiring documents uploading on to the system before closing down the local authority file. Once the work is migrated the requirement for access to the local authority systems will be read only and this will ease the burden for staff needing to use more than one system.
- 3.1.7 Mosaic has been developed to support the case recording of all of the work the agency undertake. The family finding workflow is in the early stages of implementation and work is being developed to support the letterbox work and improve reporting and management information over the next 9 months.

Duty System

- 3.1.8 A central duty system was implemented in July. This has been very effective and this service operates from 10am- 4pm each day (3.30pm on Friday). The majority of calls on duty relate to adoption support, enquiries from professionals about staff across the region and recruitment enquiries. There are qualified social workers, adoption advisors and business support staff operating duty with a team manager and service manager on a rota basis to ensure the service is effective.

Business Support

- 3.1.9 The business support functions of One Adoption West Yorkshire have now been agreed and progress has been made in setting up systems to support the work of the agency with key processes around the panel work, children's planning and children's tracking and administering the adoption support fund developing well. Business support is a key integrated part of the agency and aims to ensure an effective and efficient service can be provided.

Adoption Panel

- 3.1.10 Prior to OAWY there were 11 monthly panels held across the West Yorkshire and this has reduced to 7 per month. Despite initial difficulties in merging the panels the panel members have come together and worked well with an increasing number of members made up of adopted adults, adopters and birth parents. There are 9 medical advisers that sit as panel members with 2 independent chairs to provide consistency across the seven panels. The panel work is now electronic throughout the region creating efficiencies and data security in this area of work.
- 3.1.11 Six monthly meetings continue to be held between the agency and panel chairs with the aim of ensuring good communication regarding the development of the service. Panel chairs are encouraged to raise any issues as they arise and panel chairs also have the opportunity of an annual appraisal with the agency decision maker. Future details regarding the use of resources is addressed in section 4.4.

3.2 Partnership working

- 3.2.1 The links with the local authority are key in the development and delivery of services. The management board, made up of assistant directors of each local authority meet quarterly to oversee the work of the agency and the Joint Committee of elected members also meet regularly to receive reports and scrutinise the work of the agency.
- 3.2.2 An operational leads group was also set up in the first quarter of the year between the responsible officers in each Local Authority for adoption and the senior leadership team within OAWY. This is particularly to discuss the interface between the local authority and one adoption regarding children's planning and family finding and adoption support and provide peer support and challenge in developing good practice across the region.
- 3.2.3 There are close partnerships between team managers within OAWY and the local authority providing advice and support regarding adoption practice and care planning with workshops, briefings and surgeries for social workers in the region.
- 3.2.4 Discussions with health commissioners and providers in each local authority are ongoing regarding improving the quality of the written information provided by medical advisors. The development of quality standards are underway with the aim to achieve consistency of practice across the region. Work with CAMHS commissioners and providers in each area and the Adoption Support Fund continues to be developed to ensure that children in adoptive families are able to access effective support.
- 3.2.5 The Voluntary Adoption Agencies and Adoption Support Agencies in the region have come together as a body working collectively in the region to develop and deliver services as an alliance. OAWY work closely with the Voluntary Agency Alliance (VAA) in order to identify placements for children and we also have links with Adoption Match (previously the Adoption Register)

and Link Maker to achieve a more effective regional view of all the children and families across the region. The Voluntary Adoption Alliance have been successful with receiving a practice improvement bid from the Department of Education (DfE) to develop early permanence placements across the Yorkshire & Humber region and to look at a fostering to permanence concurrency service within the West Yorkshire area. This will help us improve our ability to place children earlier for permanence.

- 3.2.6 Regular meetings with virtual heads across the region have continued and we are working in partnership to develop and support the new duties of the virtual school and designated teachers for children who cease to be looked after across the region in September.
- 3.2.7 The Yorkshire Adoption Agency provides expert inter-country services to all adopters on behalf of the Local Authority consortium agencies. This value for money contract saves OAWY time and money as inter-country work is very specialist, complex and time consuming.
- 3.2.8 We are working in partnership with colleagues across the wider Yorkshire and Humber region regarding the re-commissioning of independent adoption support services for birth parents, adoptive families and adopted adults, and young people with a view to a new contract being in place for October 2018.

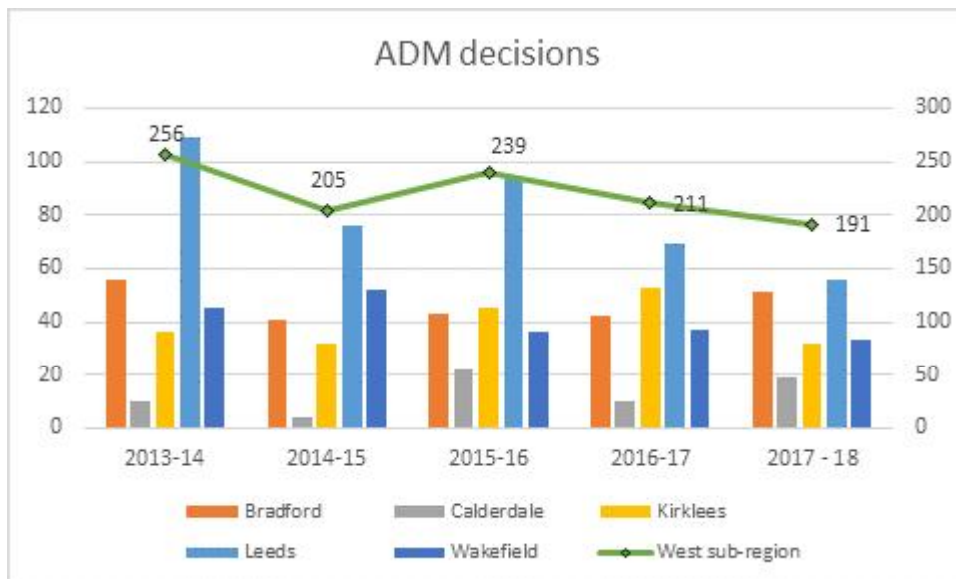
3.3 Performance Management

- 3.3.1 During the first quarter of the year the agency developed a practice improvement framework and provides quarterly reports to the management board. This data has developed over the year and range of data is gathered to ensure that performance is captured to ensure that we are aware of how much work is undertaken, how well was it undertaken and is anyone better off?

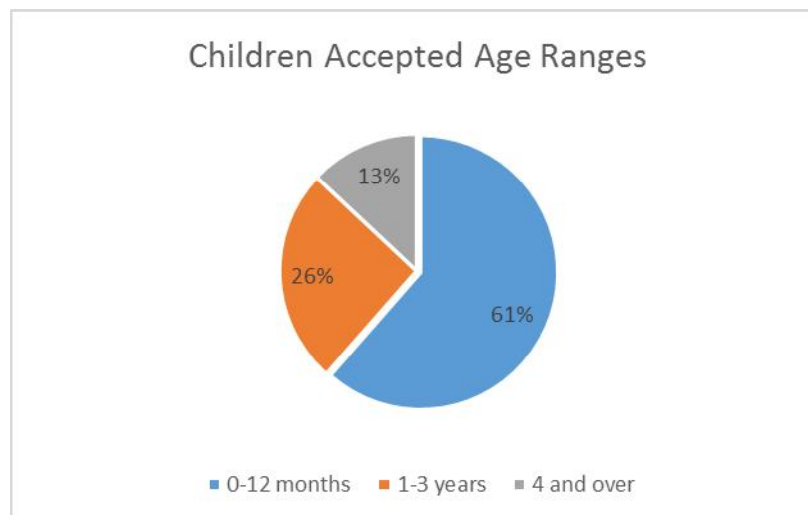
a) Sufficiency: Are enough of the right kind of adopters being recruited and approved to meet the needs of the children waiting:

The children with a plan for adoption during 2017/18

- 3.3.2 Between April 2017 and March 2018, 191 children had a plan for adoption ratified by the 5 West Yorkshire local authorities Agency Decision Makers. Of the 191 children with a plan for adoption, there were 79 female and 112 male children.
- 3.3.3 In total, this is a 9% decrease on the last year's full year figure of 211 children from across the 5 West Yorkshire local authorities. This picture is also reflected as a national level.



Age profile



Ethnicity

- 3.3.4 Of the 191 children with a plan for adoption this year, 124 (65%) children were from white British backgrounds and 67 children (35%) were from Black and Minority Ethnic groups, including children from eastern European, Gypsy Roma, Black African and Black Caribbean backgrounds.

Placement with Siblings

- 3.3.5 As a general principle, siblings will be placed together; however, due to the individual needs of children, this is not always appropriate and cannot always be achieved. It is essential that sibling assessments are carried out to ensure good quality decision making and support plans are evidence based if children are placed together or apart. The numbers of children requiring adoption in sibling groups during the year is 93 children (this includes those with a match and/ or placement). Of the 29 children placed from this cohort during the year

none of these were placed apart. A breakdown of the size of the sibling groups is not available as some LAs do not provide a unique reference number for this. This will be captured on Mosaic for 2018/19.

Adopter recruitment

- 3.3.6 69 adoptive households were approved during the year and you will note from the table below that the numbers of adopters has declined locally, regionally and nationally over the last four years and since 2014/15 there has been a 70% decrease in adopter approvals. This is a complex picture and is partly due to agencies responding to a reduction in the children with a plan for adoption during that period with agencies undertaking more targeted recruitment for specific children and sibling groups. It is likely that the last year this has also been exacerbated by staff vacancies leading up to regionalisation.



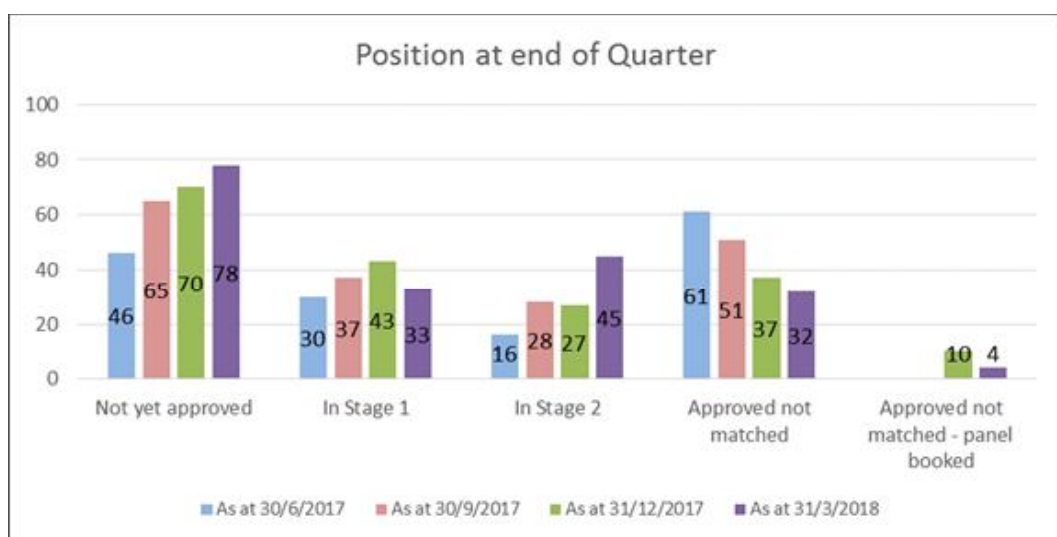
- 3.3.7 Although adopters are approved as suitable to adopt OAWY has the ability to capture the preferences of adopters in terms of age range, gender and number of children to be considered. However, this is not available for the full year of operation and will be provided as a summary for next year's report.
- 3.3.8 Within the 69 households, 131 individuals were approved throughout 2017/18. Of these 11 (8%) are from Black and Minority Ethnic (BME) backgrounds. We need to improve our percentage of BME carers and keep a focus on ensuring that we approve a full range of adoptive families to meet the range of children requiring placement, while at the same time not relying on matching children with regard to ethnic identity as an overriding factor.

Children with an adoption plan, currently waiting

- 3.3.9 As of end of March 2018 there are 143 children with a plan for adoption from the 5 west Yorkshire local authorities not currently placed and requiring adopters.
- 3.3.10 38 children out of the 143 are 0-1yrs, 70 are between 1 and 4yrs and 35 children are over 4 years of age. 15 children have potential “matches” identified and 27 of these have a date booked at adoption panel for the “match” to be formally considered.
- 3.3.11 From the children waiting for a placement there are 66 girls and 77 boys, and 43 per cent are children from BME backgrounds. There are 22 sibling groups of 2 and 2 sibling groups of 3. The plans for these children are actively reviewed with clear monitoring and tracking systems to understand the range of family finding activity going on for these children and whether adoption remains the right plan for each child. The delays for these children are related primarily to the needs of the children; the need to place siblings together, the age of the children or their particular special needs or complexity.

Adopters available

- 3.3.12 As of the end of March 2018, there are 32 approved adoptive households. 22 are available to consider placements, 4 have a panel date booked for a match and 6 are considering potential matches. There is a mismatch between the 100 children without a potential link and the number of prospective adopters available. The children’s minister highlighted this issue with local authorities and the plan with OAWY is to recruit 120 households in the coming year to meet the needs of many of the children requiring adoption.

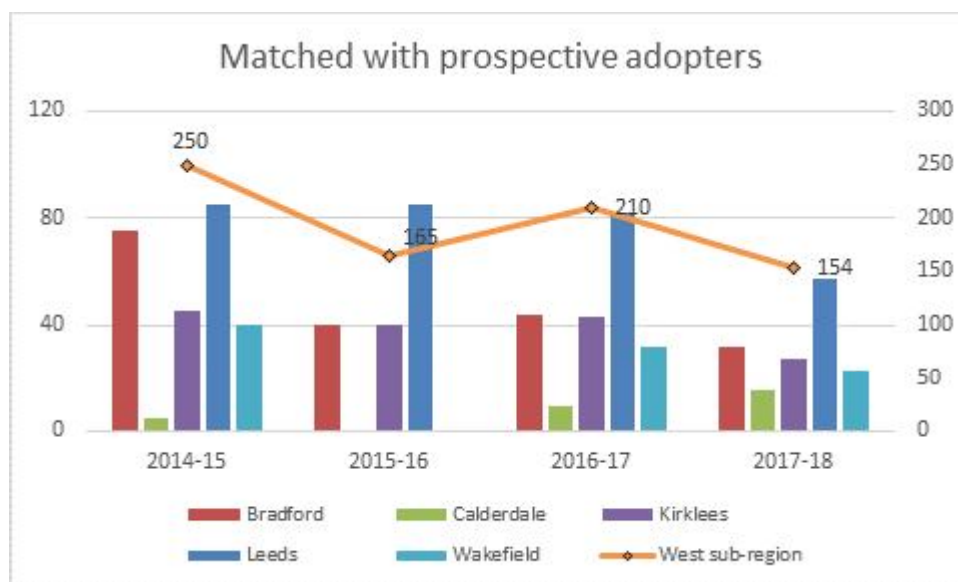


3.3.13 On the 31st March 2018 78 adopters are in the process of assessment although these will take a number of months to become approved. However, the signs are encouraging as the numbers are increasing each quarter as the brand becomes more familiar. Alongside the families we recruit within the region we also access approved adopters from other agencies and the search for prospective adopters regularly extends across the country using the National Adoption Register and at National Exchange days across the country. Family finding work is time consuming and social workers spend time travelling across the country to locate potential families once links have been made and to offer support post-placement. It is therefore important to continue to ensure that there are no delays in progressing the assessments of adopters who have applied to adopt with OAWY within the region and this will remain under close scrutiny.

b) **Timeliness:** Are children being matched and placed without delay including those children who wait longer?

Children matched in the year for adoption

3.3.14 Between April 2017 and March 2018, 154 children from the 5 West Yorkshire local authorities were matched with families at adoption panels; this is a 27% decrease on the number of children matched between April 2016 and March 2017 from across the 5 West Yorkshire local authorities.



3.3.15 From April 2017 to March 2018, 25% of the children matched were from black and minority ethnic (BME) communities. This is higher than the national average and can be seen as a positive for children from BME communities who often take longer to place for adoption.

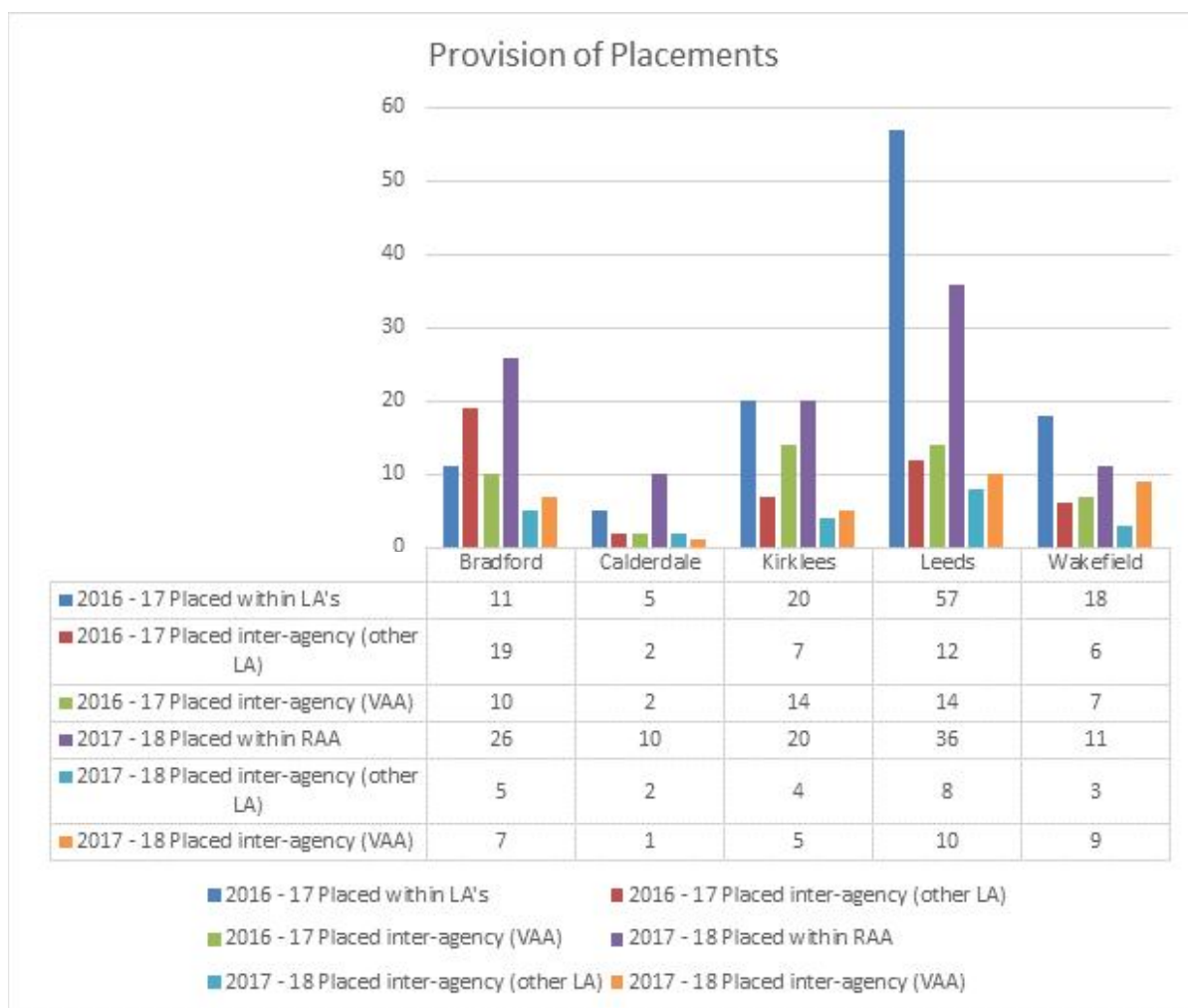
- 81 of the children matched were babies (up to 12 months);
- 60 children were of pre-school age (13 months to 4 years);
- 13 children were aged over 4 years;
- 42 children were part of a sibling group (of the 154 matched);
- 37 children were placed who are part of a sibling group of which 6 were placed apart; as part of a plan due to their individual needs;
- 24 children were placed in EPP of which 7 have since been adopted.

Provision of Placements

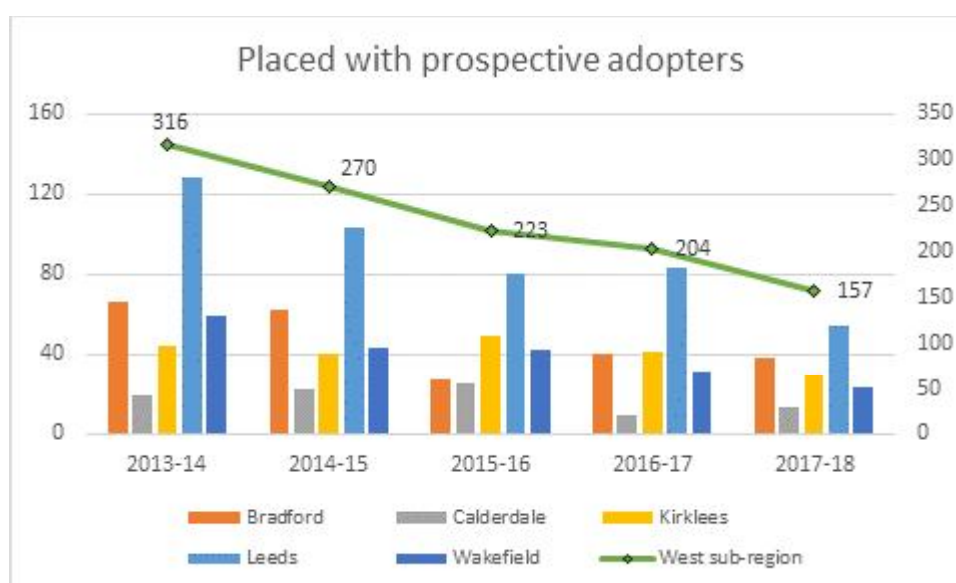
3.3.16 The number of placements provided in-house within the region has increased this year.

- 103 children within RAA;
- 22 children with other local authorities;
- 32 children with VAA.

The percentage this year was 66% in house and 34% interagency. Last year it was 54% in house and 46% interagency. This provides good evidence of the value in pooling adopters across a wide area to provide placements. It is likely with the sufficiency issue that there will be an increase in interagency placements in the next year.



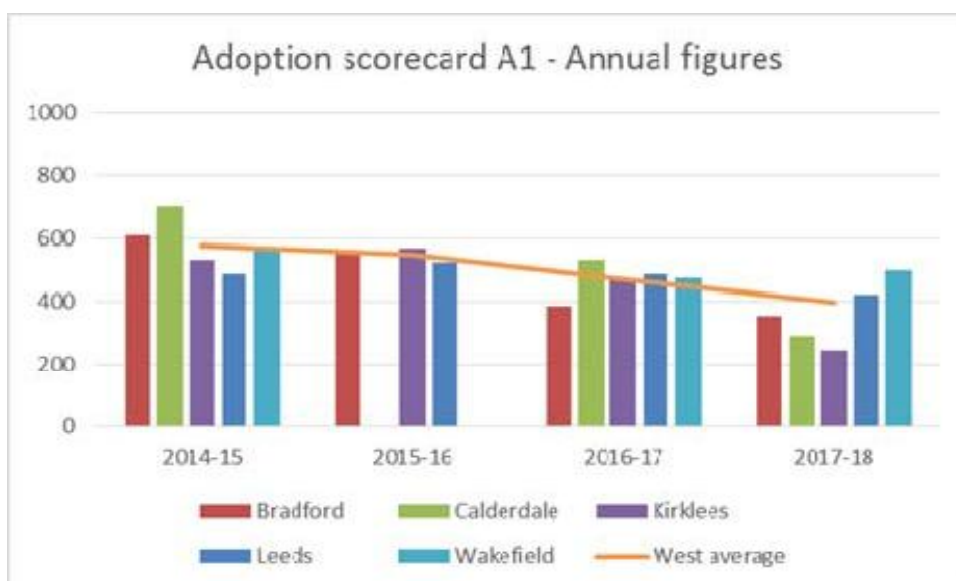
The following children were placed with adopters in the year. This is a slightly different figure from those matched as there is always a gap to allow time for preparation and introductions to the new family.



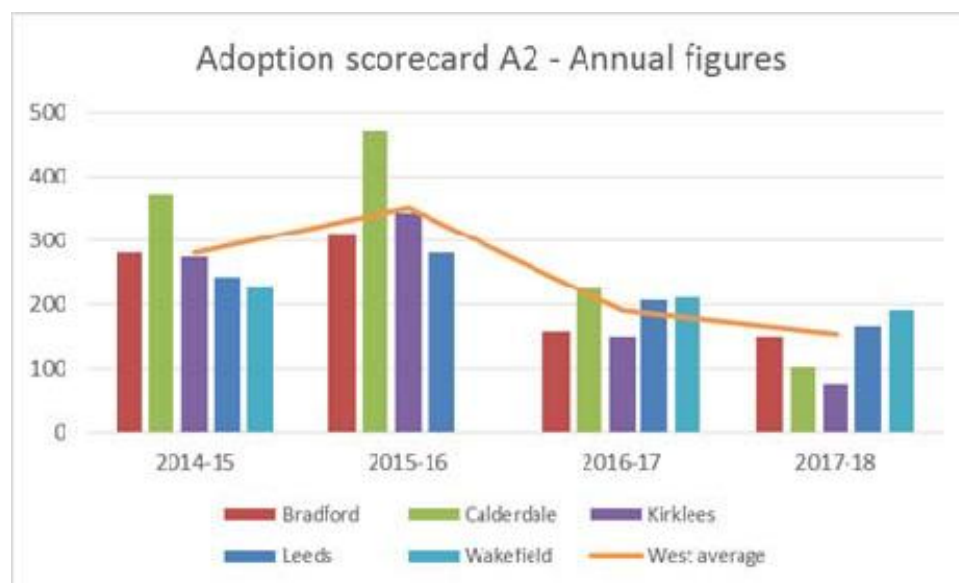
3.3.17 We can see from the data above that children in the region, including those children who often wait longer due to their individual needs, age or ethnicity or being part of a sibling group are being found families to meet their needs. Despite the falling numbers in the last few years. The data below looks at how timely these placements are being made.

Adoption Scorecards

3.3.18 The average time between a child entering care and moving in with its adoptive family (indicator A1) for children in West Yorkshire is 397 days, gradually declining which is better for children in reducing delay (National Indicator is 426 days) (England Average is 593).

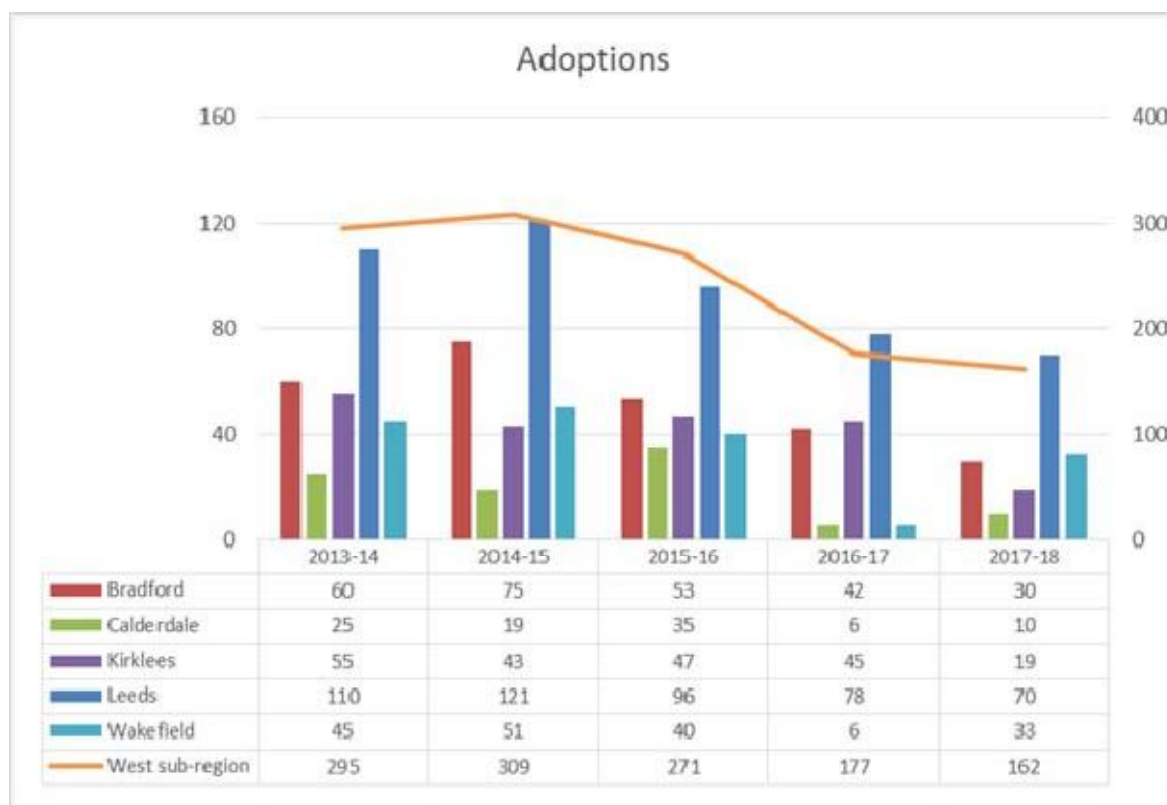


3.3.19 The average time between a local authority receiving court authority to place a child and the local authority deciding on a match to an adoptive family (Indicator A2) for children in West Yorkshire is 154 days, gradually declining which is better for children in reducing delay (National indicator is 121 days) (England average is 223), This is still above the national indicator but it is important to note that a number of older children and sibling groups who generally wait longer have successfully been placed for adoption and it has been key to ensure that the preparation and planning required has taken place to ensure a positive match can be agreed.



Children adopted from care

3.3.20 Although the number of children who have been adopted has fallen 14% of children leaving care are adopted. This is in line with the national average.



3.4 Practice, quality of provision and management oversight

Recruitment and Assessment

3.4.1 The One Adoption brand and website was launched on the 1st April 2017. Adopter recruitment marketing has faced a challenging year as prior to

regionalisation a number of agencies had reduced their marketing and recruitment activity. Additionally the move to a regional approach meant launching a new brand into the market place and having to establish that brand at pace across the region. Despite these challenges over 175,000 people visited our website throughout the year, leading to over 750 people completing the online form requesting more information and 378 households attending 24 information events in West Yorkshire. The information meetings continue to be held in alternating venues across the West Yorkshire region with the aim of increasing accessibility for prospective adoptive families.

- 3.4.2 The 3 recruitment and assessment teams have made real progress in agreeing the practice across the service and we now have standardised information sessions & pre-approval training; a clear stage one process with all new applications; agreed criteria for recruitment of adopters, templates agreed for case work and a system for the allocation of assessments with booklets produced for adopters. Further twilight training sessions are being planned to expand the preparation for adopters regarding supporting children's identity needs regarding relationships with birth families and exploring more practical parenting regarding babies' brains and bonding.
- 3.4.3 A new Peer Mentoring scheme has been launched with our adoptive parents with 38 potential peer mentors identified and training due to take place in the coming months. The team have also signed up to a National Pilot Project, using Virtual Reality technology in adopter recruitment, training and assessment. Both these developments are in partnership with the Cornerstone Partnership, an organisation set up and delivered by adoptive parents.

Family Finding

- 3.4.4 The 3 family finding teams work closely with the local authority children's teams and identified a significant number of children requiring placements at the outset of the agency and a great deal of activity has been focussed on ensuring effective plans are in place for each child waiting for adoption.
- 3.4.5 One adoption attends the legal gateway meetings in each local authority and provides support to the agency decision making (ADM) process regarding adoption plans for children. This is to ensure that children are identified as early as possible for adoption in order to avoid delay in their care planning and to identify possible early placements of children where appropriate.
- 3.4.6 In November 2017 OAWY held the first Children's Profiling Event, inviting adoptive families from across the Yorkshire and Humberside and the North West to consider a selection of children awaiting adoption who were featured with high quality photos, DVDs and personalised displays. This was repeated in March and has been very successful in finding families for children. These are booked for the year ahead.
- 3.4.7 The use of Adoption Match and Linkmaker are embedded in practice. The Agency is continuing to look at maximising opportunities to find families for the

children coming through and are actively involved in the full range of activities including national exchange Days, Activity Days etc. to support this.

- 3.4.8 There are a significant group of children who wait longer for adoption because of the complexity of their needs and the Agency is exploring with local the VAA a more bespoke model of family finding to try to increase the opportunities for these children to find adoptive families. In addition, the team are exploring working with CoramBAAF to pilot their new tool aimed at making the most of families available through a “collective matching” approach.
- 3.4.9 A number of working groups are ongoing looking at further development of the Family Finding role and the development of the interface between OAWY and the 5 Local Authorities it works with to ensure greater consistency in practice but which acknowledges local differences.

Adoption Support

- a) **Adoption support:** Do children and families have timely access to high quality support services?
- 3.4.10 Adoption Support continues to remain an area of considerable growth and considerable need within the service. The Adoption Support Fund has increased expectations of adopters and consequently added a layer of complexity to the work undertaken by the team, including the administrative burden that the process brings.
- 3.4.11 The nature of support requested varies, but frequently includes requests from adoptive parents for advice on strategies for integrating children into families, managing challenging behaviour and support with telling difficult life story information, as well as requests for professional advice and help for children in school where early developmental trauma has led to difficulties. There have been 410 referrals for adoption support into the service this year, including new families and families who have previously received services.
- 3.4.12 OAWY is working to develop a core and consistent adoption support offer across the region ensuring that a range of services are available to everyone. These include a range of regional groups that have been expanded to support adopters, children and young people across the region, now available and accessible in all parts of west Yorkshire. These including stay and play groups, adopter support groups, family activity days and young people’s groups.
- 3.4.13 The OAWY’s newsletter lists all the groups and developments occurring in the West Yorkshire region including a rolling programme of workshops and training for adoptive parents. Topics such as brain based parenting, foetal alcohol syndrome, foundations for attachment, non-violent resistance, theraplay, Safe Base and ADOPT training meeting the needs of parents who have children with differing needs and are also available to all adopters in West Yorkshire improving the support to adopters.
- 3.4.14 At the end of March 2018 the OAWY had 701 open cases with a waiting list of 91 children requiring allocation for adoption support assessments. At the

opening of the agency there was a waiting list of 65 cases. This waiting list did reduce during the year but has increased again as the year has progressed resulting in adoptive families not accessing therapeutic support in a timely manner. We have a prioritisation system in place and are trialling a triage system offering an initial visit to see if this assists in addressing concerns at an early stage and signposting where appropriate. Staff numbers in two of the adoption support teams are high and staff across the service have high caseloads in this area of work. The ability of the managers to provide effective management oversight of the work is currently under review given the volume and complexity of the work.

Practice Improvement Grants

- 3.4.15 One Adoption West Yorkshire has received funding to pilot a regional adoption support fund. The Adoption Support Fund was set up in 2015 to reduce the gap between adoptive children needing therapeutic services and receiving them, ultimately to improve outcomes for young people and families. The aim of the pilot is to improve adoption support across an RAA by: regional commissioning of the ASF and engaging users in the development and testing of regionalised support services; test out how the ASF could be managed in a regionalised structure including how human and financial resources for adoption support will be deployed and to inform future national policy and delivery of ASF and share emerging practice with other Regional Adoption Agencies. From August 2017 One Adoption West Yorkshire received over £656,525.51 from the adoption support fund to support adoptive families in west Yorkshire. This work is ongoing.
- 3.4.16 One Adoption West Yorkshire also received funding from the DFE to develop a Centre of excellence for Adoption Support with a view to rolling this out across the wider Yorkshire & Humber region. The objectives of this are to look at a framework for assessment of support needs; to develop multi- disciplinary support for adoptive families and to develop a training and development programme for professionals in the sector. This work is developing and 3 sector specialists across health, education and social care are working with the service partners to shape and develop this work.

Disruptions

- 3.4.17 In the last year, 6 adoption placements have disrupted prior to the adoption order being made. Disruption is a cause for concern and OAWY is working closely with the local authorities to ensure that a full understanding of the issues leading to the breakdown are fully understood to inform future planning for the child and the adoptive parents as well as themes for learning for future practice.

3.4.18 Quality Assurance

One Adoption West Yorkshire has developed a practice improvement framework and is committed to an improvement culture of learning. The principal sources of feedback are:

- Views of Children and Families: The views and experiences of children & young people, adoptive parents, birth parents, adopted adults.
- Performance Data: Any statistical data that helps us judge the quality and effectiveness of our professional practice.
- Practice Wisdom and Knowledge: The practice wisdom of those staff who work with children young people and families, adoption panels & learning from disruptions.
- The findings of external and internal inspections, audits and evaluations of our practice.

3.4.19 The work to ensure this framework is fully established is well underway with further developments over the next year regarding case file audits, adoption support performance data and service user feedback mechanisms awaiting completion.

3.4.20 A Quality Assurance (QA) mechanism for panel work is used as a matter of course and all the feedback since June has been generally positive. The quality assurance process found that the majority of prospective adopter reports (PARS) were of a good standard (78% 'good, 15% 'satisfactory' and 7% requiring improvement) and with Child Permanence Reports provided by local authority social workers over half were considered good. (56%, 22% 'satisfactory' and 22% required improvement). OAWY are working with the 5 LA's to jointly commission training and development work regarding this area of practice.

3.4.21 With regard to feedback from service users at adoption panel, 26 questionnaires were received from attendees at panel who rated the experience at panel out of a possible score of 10:

- 21 (81%) respondents rated the experience at 9 or higher;
- 4 (15%) respondents rated the experience at 8;
- 1(4%) respondent rated the experience at 7.

3.4.22 There were 7 complaints made regarding the Adoption Service during the year. All complaints were resolved at stage one. 1 complaint was upheld, 3 were partially upheld, 2 were not upheld and in the case of 1 complaint we didn't receive a copy of the response. In addition, there were 3 representations: these are requests for information or complaints where they are outside the timeframe where we would accept a complaint.

Voice and Influence of Children, Young People and Adopters

- 3.4.23 Appendix 1 provides the Voice and Influence of Children, Young People and Adopters report card. This highlights the work undertaken to capture the views of service users to help develop and shape the service.

3.5 Continuous Professional and Service Development

Staff development and support

- 3.5.1 All of the staff receive regular monthly supervision and have an appraisal. In the first year this fell out of the cycle of the council's appraisal system due to new managers taking over line management responsibility and needing enough time before setting objectives with staff. This is an opportunity for staff to ensure that there is reflection regarding their work and addresses their own personal and professional development and practice.

Training

- 3.5.2 During the first year of operation all staff have had basic training in the IT systems being used. All recruitment staff have now been trained to use the Attachment Style Interview tool. It will take time to embed the learning from this into the assessment work undertaken but it will assist staff in being clear about how we effectively support adopters moving forward.
- 3.5.3 The service and team managers, advanced practitioners and senior business support managers have been involved in a programme of learning around developing their leadership role in the organisation within a restorative framework. This has assisted in developing relationships across the service and has given some practical strategies to ensure that managers are equipped for leading the teams through a period of considerable change.
- 3.5.4 There has been a range of training for all staff around parenting adopted children in terms of adopting a trauma informed approach regarding brain development and sensory integration. In addition there has been training around the adoption support fund and early permanence
- 3.5.6 Adoption panel training has been undertaken for all panel members across the region.
- 3.5.7 Each practice area has had development days to share good practice and consider new ways of working in the new arrangements. This will be part of our development as an agency with at least two development days planned in each discipline with business support staff to ensure that opportunities for reflection and involvement in service development are provided for staff.

- 3.5.8 A skills gap analysis is currently underway with staff to assist in developing a workforce development plan over the coming year.

Strategic issues and forward plans

- 3.5.9 The service has spent time considering the OAWY vision, mission, outcomes and priorities for the next 3 years and a plan on a page has been developed (see Appendix 2). This outlines the priorities within the plan and are tracked through the OAWY Service Improvement Plan.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 There has been ongoing engagement with staff over the year who transferred in to the agency as well as formal consultation with the trade unions regarding the changes. Consultation with adopters, birth parents and adopted young people is ongoing to inform the development of the service design and delivery of the agency.

4.2 Equality and Diversity/ Cohesion and Integration

- 4.2.1 OAWY completed an equality Impact assessment this year and a clear action plan has emerged from this to ensure that we are able to provide a comprehensive service to all communities. The Equality & Diversity, Cohesion and Integration Impact assessment is attached as Appendix 3.

4.3 Council Policies and Best Council Plan

- 4.3.1 The activities in this report contribute to the Best Council Plan outcome for everyone in Leeds to have Safe, Strong Communities with specific priorities to 'keep people safe from harm' and 'support children to have the best start in life'. In addition, the supporting Children and Young People's Plan identifies Looked after Children as one of three priority 'obsessions'. The adoption service is integral to our plan to safely and appropriately reduce the numbers of Children Looked After through ensuring all our children are placed in a permanent family outside the care system as soon as possible.

4.4 Resources and value for money

- 4.4.1 The Budget for One Adoption West Yorkshire is set by the 5 local authorities in line with the partnership agreement. The budget has been agreed for the coming year. The final overall outturn position for OAWY was a small underspend this first year. The overall staffing budget was slightly overspent although initially there were a high number of vacancies against the budgeted structure. However, due to increased demands in adoption support and the impact of the pay harmonisation these contributed to the financial pressure in this area of the budget. The interagency budget was slightly underspent this

year, even though 64 placements were paid for during the year. However, the income target in this area was not fully achieved. Efficiencies were made across the running costs elements of the budget around adoption panels and savings achieved through streamlining business processes which helped mitigate against the pressures in staffing.”

4.5 Legal Implications, Access to Information Call In

4.5.1 This report is subject to Call In.

4.6 Risk Management

4.6.1 It is a regulatory requirement on the Local Authority that this report is prepared and presented to the Executive Board of the Council. The report is linked to the corporate risk on Safeguarding Children.

5 Conclusions

5.1 The Regionalisation of Adoption Services is part of a structural reform programme set out by the government. One Adoption West Yorkshire was the first regional agency in the country to be set up and has had the opportunity to help shape and develop adoption practice locally, regionally and nationally. The first year of operation has been challenging for all the staff and the scale and complexities of some of the practicalities of such a change cannot be underestimated. However, the commitment, dedication and motivation of the staff to ensure that children and families have remained their key priority has been impressive in such challenging circumstances. The performance of the service over the last year provides evidence that we have established a firm foundation on which to build a flagship adoption service.

6 Recommendations

6.1 That the Executive Board receives this report and continues to support the work of One Adoption West Yorkshire to ensure our adopted children receive the best possible support.

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



Voice and Influence of Children, Young People and Adopters Report Card April 2017 to March 2018

Outcome: Children and adoptive families to have an influence over decisions affecting their families' lives and the services we provide.

Best ideas - what has worked?

adoptervoice

We provide a range of different opportunities and levels of involvement to enable adoptive parents to have a voice and influence in OAWY. Opportunities range from a paid role in the organisation to volunteering at events. We also pay an hourly rate for adoptive parents to deliver training. We have established an Adopter Voice Forum and work with Adoption UK to employ an Adopter coordinator.

The Adopter coordinator is an adopter themselves and their role is to capture the voice of adopters and use them to influence the development of adoption services. So far they have helped shape:

- information events – we now co deliver;
- assessment – peer mentoring will be introduced;
- prep training – co delivery and content influenced;
- support – development of a website, support menu.

An Adoption Charter has been produced by Adopter Voice. This outlines partnership working with One Adoption to ensure 'the best possible future for families across the region'. The aims of this charter have been added to the OAWY 2018/19 Service Improvement Plan to ensure a partnership approach to delivering service improvements.

Members of Adopter Voice have been involved in the recruitment of all managers, staff and panel chairs within OAWY.



AT-iD (Adopted Teens Identity) is a project set up by the Yorkshire & Humber adoption consortium with a vision of offering adopted teenagers a space they can call their own. West Yorkshire teens are well represented in this group we have; 33/ 61 project members, 9/ 22 chat forum members and 7/ 14 Youth Council members. 7 activity days have been held with 46 young people attending from our region.

A 20 minute short film 'Voices' which talks about young people's experiences and feelings on adoption was created by AT-iD. This film is used by OAWY when training prospective adopters.

Young people from this group have also been involved in the recruitment process for staff at OAWY.

Feedback following an activity day from AT-ID members:

How has AT-iD made a difference to you?

- *Attending AT-iD activity days has made me more confident;*
- *AT-iD activity day made me feel stronger;*
- *I like meeting different people at AT-iD activity days;*
- *I have made friends with new people;*
- *I had fun;*
- *I pushed myself;*
- *I had fun and met new people;*
- *I made 2 new friends;*
- *It was fun and got me out of the house.*

Feedback from Youth Council Members

- *AT-iD has been life changing and it has changed my life for the better;*
- *AT-iD has made me a lot happier and I now have long term friends;*
- *I felt such a sense of belonging after going to my first AT-iD activity day. I carried on attending them and I met one of my best friends there, we have developed a special bond;*
- *I really enjoy AT-iD, I have done since it started. I find talking to others online stress relieving too and I enjoy the fact that everyone understands what it feels like to be adopted and that they can relate;*
- *AT-iD is my family;*
- *AT ID has been important to me and I have loved meeting other adopted people with similar experiences and I have found it very helpful. Also the fun days doing stuff. Also sharing my thoughts and opinions;*
- *My life has been transformed. AT-iD is my family. It's like soaring through happiness. Express yourself and let go;*
- *AT-iD is very important as it gives me somewhere that I belong and other people understand me in a way that others don't.*

Young people have also been involved in recruitment of all managers in OAWY.

A Survey of Adoptive Families: Following up Children Adopted in the Yorkshire and Humberside Region

The above mentioned survey was delivered in our region by a project team from the University of East Anglia and the University Loughborough. Information was gathered from a range of Adopters via an anonymous, on-line survey about how they and their child were getting on. 319 adoptive parents filled in the survey but only 2017 completed it all. 79% of parents stated that their adoption was 'going really well' or they were 'managing', with 21% were experiencing difficulties or struggling to manage.



Parents of older children experienced more problems: 70% with a child under 6 years old stated the adoption was going really well compared to 31% with a 6-9 years old and 24% of adopters with children aged 12-17. Key recommendations from the findings included; the need for ongoing support, preparing adoptive parents with full and detailed information, careful planning of the transition from foster to adoptive families and a proactive approach to birth family contact.



Foundations for Attachment

Written by Kim S. Golding: Foundations for Attachment 8 week course is a programme to help adopters to nurture attachments with their child. The course is aimed at adoptive families who are experiencing difficulties due to their child's early life experiences.

This course has been delivered by OAWY to 15 adoptive families. Feedback from the programme has been very positive, see comments from adopters below:

- *Didn't really understand any alternative to traditional parenting but after this course appreciate the benefits of PACE and putting myself in my child's shoes;*
- *Really makes me think about why some behaviours are present & that issues are common, good to feel not alone;*
- *This course has made me realise I am not going 'Bonkers';*
- *Really useful & some life changing moments for me as a parent;*
- *Should be part of the Adoption Process;*
- *It's got to be a way of life and not just a technique.*

The next Foundations for Attachment programme will be run again in the Autumn.

OAWY Non-Violent Resistance (NVR)

Child (or adolescent) to parent violence is becoming an increasing concern within the adoption community. OAWY ran a 12 week course with adoptive parents to address violent, destructive and harmful behaviours. NVR helps parents to break the silence, regain their parental presence and make positive changes to their family life.

Below are examples of feedback from parents about the programme we ran in the Autumn 2017 for 12 families:

- *As parents we communicate better/work together more, approaching situations from same page. This has created a calmer atmosphere at home. The future is not as daunting even though we will have tough times."*
- *"NVR made me realise what we had been doing was not working and there are ways to change the way we do parenting which will improve all our lives"*
- *"Our previous parenting approach was making matters worse and not working with our son. We had to do something to break the cycle of his controlling and destructive behaviour. NVR has been a godsend we were told that it is life changing and it certainly is. We have become stronger as a team and NVR is making a big difference to the atmosphere and happiness within our home."*

How NVR has helped your family?

- *"To become stronger, clearer and more concise. Kids responding brilliantly when we do it well. Calmer, more relaxed, less aggressive."*
- *"As always, it is very helpful to be able to hear from and talk to others in a similar situation - not only do we learn from each other, we feel comforted that we are not alone in our experiences."*



Our family is unrecognisable to how it was 12 weeks ago. The changes are remarkable. I still realise we still have a long way to go and we will continue to work hard improving our family life."

This is a targeted and specific training and was well received and will be run again later in the year.



Safe Base is a therapeutic parenting programme for adoptive parents that One Adoption West Yorkshire commissions from After Adoption.

24 families have attended this course in the last year. It creates a strong foundation for loving and lasting relationships within the family, giving children the confidence to feel safe and secure with their parents or carers.

SafeBase provides a bespoke family session and feedback as part of the programme and is effective in:

- Providing practical strategies tailored to the family
- Strengthening family wellbeing and hope for the future
- Putting attachment and child development into context for the family
- Explaining the impact of early adversity on brain development
- Building secure attachments

Safebase has given us some invaluable information, which has already worked well in many situations and made an immediate, positive difference. Feeling much more positive, reassured and confident. (August 2017)

I feel more confident with techniques to help my children feel secure in our family. I feel more confident of my understanding of my children's behaviours and why they behave in certain ways. I am more accepting of my children's behaviours. (August 2017)

Safebase has made a huge difference in how I regard parenting and the mindset of my child. (October 2017)

Extremely helpful, relevant and useful - giving an easy to understand explanation of early trauma and attachment issues with real strategies in a supportive environment. (November 2017)

Lots of great techniques to use at home, better understanding of issues and attachment relating to my son. (Feb 2018)

Really good course. The teachers were very good and made it enjoyable and fun. A great way to learn for all of us. (May 2017)

Safe base is to be run again in August following positive feedback from adopters

Profiling Events

The 2 profiling events held in 2017/18 have resulted in 5 matches and 1 still being explored. Approved and stage 2 adopters from OAWY and other agencies across the North of England were invited. The success of these events and the positive feedback from those who attended has resulted in plans for 4 profiling events to be held each year.

Feedback from those who attended has been positive, see comments below:

- *We were very happy with the event. We had very good discussions with social workers about specific cases and had very good advice and suggestions. As a result of this event we have expressed interest in 2 children;*
- *It has reminded us of what we are doing this for;*
- *We were considering a very young baby but seeing items of a slightly older child has reminded us that they are still very small;*
- *The displays were very informative and having items from the children and letters and paintings they'd made was very engaging;*
- *We did find the morning emotional, but hopefully it's set us on the road to find our child. Everyone was so lovely, we really appreciated it.*
- *Loved it was on a weekend so we could both attend. Staff/S/W all very approachable and shared appropriate info;*
- *Everyone was very welcoming and helped to put me at my ease. Found it emotional but very useful;*

Best ideas - what next?

Adopter Survey

An on-line survey to all OAWY adopters will be sent out in May 2018. The aim is to capture views on the services we provide so we can identify areas that may require improvement. Additional, more specific, on-line surveys will also be produced to gather feedback on areas such as interventions, adopter preparation training and 'bump into' meetings.



adoptervoice

Adopter Voice have created an Adoption Charter. The charter expresses the support benefits of peer mentors. Therefore, working closely with Adopter Voice and Cornerstone (see below) to provide a peer mentoring service that will be launched in 2018/19. This service will offer bespoke mentoring that adopters can access for one to one support at any stage of the adoption journey – 30 peer mentors will be recruited and trained.

Peer Mentoring Scheme

OAWY has partnered with The Cornerstone Partnership to provide a Peer Mentoring Scheme to all OAWY prospective and experienced adopters. We know how challenging and, at times, stressful the process of adopting and being an adoptive parent can be. Our mentoring scheme relies on volunteer mentors who have the experience and desire to help others through what is often a challenging time.



What is the Cornerstone mentoring programme?

The aim of the Cornerstone peer mentoring programme for prospective and experienced adopters is to:

- to provide emotional support and encouragement for families;
- to sign-post to local support;
- to share experiences and successes of parenting adopted children as they deal with transitions, contact issues, challenging behaviours etc.

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ONE ADOPTION WEST YORKSHIRE'S PLAN: 2018/19 - 2020/21

Our Vision: To be a flagship Adoption Agency that develops & promotes best practice, improving adoption standards nationally.

Our Mission: To find loving families who can meet the needs of children & offer an innovative & supportive approach to all those affected by adoption.

What we'll do:

4 Outcomes:

1. Children move into their adoptive family without delay;
2. Families get help and support at every stage of the adoption journey;
3. Children have good quality care, a sense of belonging and stability within their adoptive family;
4. Children, adoptive and birth parents and adopted adults are listened to and have an influence in decisions that affect them and service development;

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8 Priorities:

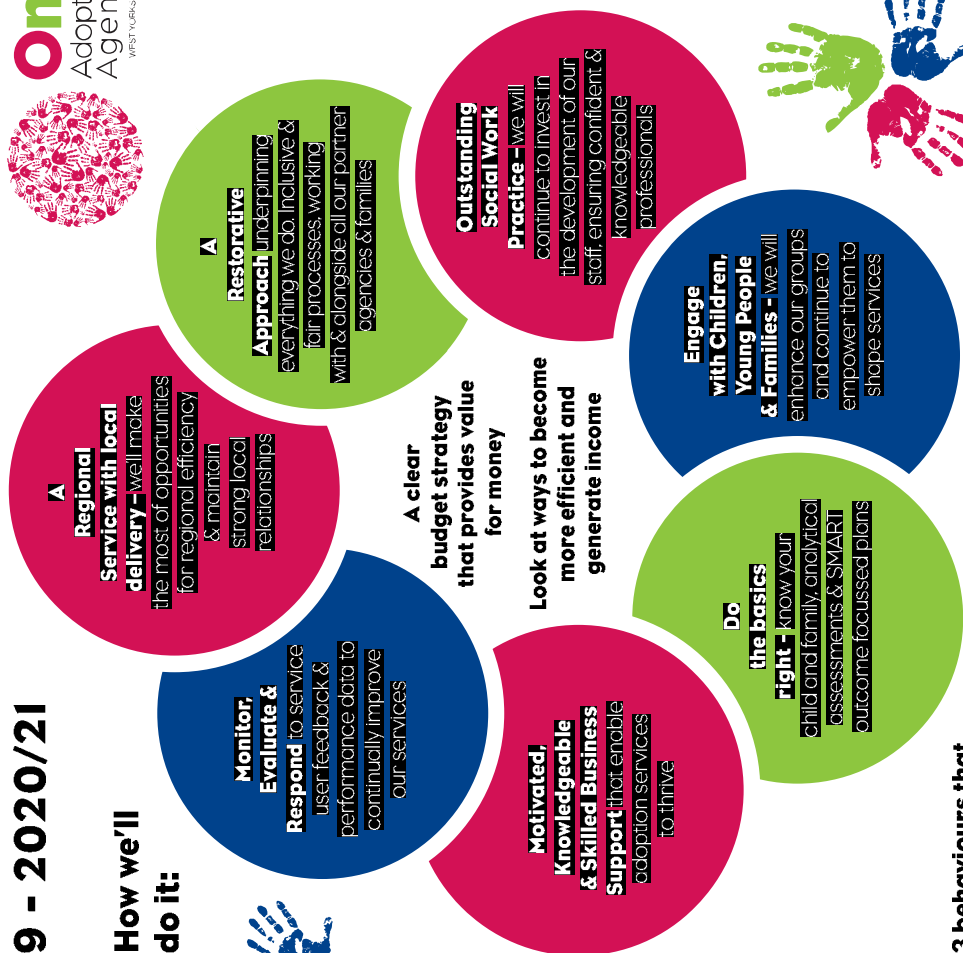
1. Recruit & assess sufficient numbers of adopters to meet the needs of our children;
2. Work with Local Authorities & partners to:
 - Improve early identification of children and further develop the use of EPP across the region;
 - Develop practice around identity (relationships with birth families & life story work);
 - Develop knowledge and understanding about matching with adopters who are committed, flexible, open communicators and are willing to access support;
3. Develop our staff team & panel members to ensure all our children & families receive consistently excellent service & support;
4. Implement a consistent offer of adoption support across OAWY;
5. Develop a Centre of Excellence for Adoption Support;
6. Create new partnerships with organisations that will help us achieve our outcomes;
7. Establish & promote a peer mentoring scheme;
8. Continue to work with Adopter Voice, AFD & birth families;

3 Obsessions:

1. Increase the number of adopters recruited
2. Timely placement of children with families
3. Quality of support provided









How we'll do it:



3 behaviours that underpin everything:

1. Listening & responding to the voice of the child;
2. Restorative Practice: doing with not for or to;
3. Outcomes based accountability: is anyone any better off?

How we'll know if we've made a difference:

- | | | | |
|--|--|---|---|
|  | Increased the numbers of adopters recruited & approved |  | Positive service user feedback |
|  | Reduced timescale in which Children are placed with adoptive parent(s) |  | Evaluation from Adoption Support Fund |
|  | High level of family stability maintained |  | A range of established service user groups that feed directly into our business planning. |

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Equality, Diversity, Cohesion and Integration

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration. In all appropriate instances we will need to carry out an equality, diversity, cohesion and integration impact assessment.

This form:

- can be used to prompt discussion when carrying out your impact assessment
- should be completed either during the assessment process or following completion of the assessment
- should include a brief explanation where a section is not applicable

Directorate: Children & Families	Service area: One Adoption West Yorkshire
Lead person: Sarah Johal	Contact number: 07891277316
Date of the equality, diversity, cohesion and integration impact assessment: February 2018	

1. Title: One Adoption West Yorkshire
Is this a:
<input type="checkbox"/> Strategy /Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other
If other, please specify

2. Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service, specialist
Sarah Johal	One Adoption West Yorkshire	Head of One Adoption West Yorkshire
Mary Brudenell	One Adoption West Yorkshire	Service Delivery Manager, One Adoption West Yorkshire
Julie Chew	One Adoption West Yorkshire	Service Delivery Manager, One Adoption West Yorkshire
Mandy Prout	One Adoption West Yorkshire	Service Delivery Manager, One Adoption West Yorkshire
Aretha Hanson	One Adoption West Yorkshire	Business Support Manager, One Adoption West Yorkshire
Richard Stevenson	One Adoption West Yorkshire	Practice Improvement & Development Manager, One Adoption West Yorkshire

3. Summary of strategy, policy, service or function that was assessed:

In 'Regionalising adoption' in June 2015 the Government set out its commitment to markedly improve outcomes for children through the delivery of a regional adoption system where:

- children are matched with the most suitable adopter as quickly as possible;
- recruitment takes place at an efficient scale to provide a pool of 'adoption ready' adopters large enough and well enough matched to the needs of children waiting and;
- enough high quality adoption support services are available nationwide.

One Adoption West Yorkshire (OAWY) was the first Regional Adoption Agency to go-live on the 1st of April 2017. OAWY is made up of the 5 separate Local Authority adoption agencies which provided adoption services for West Yorkshire; Bradford, Calderdale, Kirklees, Leeds and Wakefield and is the largest adoption agency in the North of England.

This new agency is designed to offer an innovative and adopter friendly approach to adoption recruitment, adoption support, and family finding for children and prospective adopters as well as high quality training.

By working together we will provide even higher levels of expertise and support to our adoptive families at all stages of the adoption process and with the inspiration and direction provided by our adoptive parents we will ensure that we provide the kind of support that families want and need.

We want every child to have a family to grow up in and we need more adoptive parents to play a vital role in fulfilling this vision. Adoption is an exciting and challenging experience for everyone involved. We are seeking adoptive parents from all walks of life to reflect the range of children we have who are looking for a secure home with patience, understanding and loving kindness.

This Assessment looks at how OAWY considers Equality, Diversity, Cohesion and Integration throughout the adoption process. It will also highlight areas that need to be improved and the actions that will be taken to address them.

4. Scope of the equality, diversity, cohesion and integration impact assessment

(complete - 4a. if you are assessing a strategy, policy or plan and 4b. if you are assessing a service, function or event)

4a. Strategy, policy or plan

(please tick the appropriate box below)

The vision and themes, objectives or outcomes	<input type="checkbox"/>
The vision and themes, objectives or outcomes and the supporting guidance	<input type="checkbox"/>

A specific section within the strategy, policy or plan	<input type="checkbox"/>
Please provide detail:	

4b. Service, function, event please tick the appropriate box below	
The whole service (including service provision and employment)	<input checked="" type="checkbox"/>
A specific part of the service (including service provision or employment or a specific section of the service)	<input type="checkbox"/>
Procuring of a service (by contract or grant)	<input type="checkbox"/>
Please provide detail: This assessment will cover the three core elements of service delivery; Recruitment and Assessment, Family Finding and Adoption Support and the services users; the child/ adopted person, people wishing to adopt, adopters, birth parent and staff.	

5. Fact finding – what do we already know Make a note here of all information you will be using to carry out this assessment. This could include: previous consultation, involvement, research, results from perception surveys, equality monitoring and customer/ staff feedback. (priority should be given to equality, diversity, cohesion and integration related information)

There are no restrictions to adoptive applicants regardless of age, religion/ belief/ faith, disability, gender, sexual orientation, race or if they are a trans person, provided they are deemed to be able to meet the needs of the child/ children they wish to adopt.

Children who wait longer to be adopted generally have one of more of the following characteristics; they are older, BME, have a disability or are part of a sibling group.

	Strengths	Weaknesses
Age	Age restrictions for adopting applicants are flexible and OAWY recognise that more people are having children at an older age.	There is a shortage of adopters for older children. The lack of placements could have a negative impact on this group as these children may be placed out of their local area which in turn may impact on their continued contact with their family and local support structures. Specific targeting of older adopters has not been carried out to date.
Religion/ Belief / Faith	OAWY accepts adoption applications from applicants of all religions/ beliefs/ faiths. This ensures there is potential for a wide range of potential adopters recruited to meet the range of children needing placement.	There are not always adequate numbers of potential adopters or children to meet the religious/ belief/ faith needs of either party. Adopters from faith backgrounds often adopt for altruistic reasons and tend to consider taking older children and sibling groups. There is not enough adopters for this group of children so a more targeted approach is required.
Disability	Adopters with a disability are able to adopt. The services of the medical advisor are used to ensure decision making is always done to prevent discrimination, whilst ensuring the needs of the child are paramount.	Some potential adoptive applicants who have a disability may view this as negatively impacting upon their right to adopt. For example, the issue of mental health or a life limiting health issue/disability can be a limiting factor when deciding someone is suitable to adopt a child. However the needs of the children to have stability and care throughout their childhood must remain the primary focus and therefore some applicants may feel they have been discriminated against. Some children, because of their complex needs, often wait longer for permanent placements. There is a need for more Adopters to offer a permanent home for disabled children. In particular children with Asperger's or those on the Autistic spectrum are particularly hard to place and consideration needs to be given to recruiting and supporting adopters who have the skills to look after these

		children.
Gender	Female and male adopters are able to adopt.	Single males and single female adopters at times are not aware they can adopt on their own and applicants from single males are small. Although there are no gender considerations in recruiting Adopters and the service operates according to our own anti-discriminatory practice the main carer within the household within adoption is usually female. A negative impact of this may be that there is a potential for male adopters to become isolated and in these instances they should be encouraged to attend support groups (see Action Plan).
Sexual Orientation	OAWY recruitment procedures are anti-discriminatory and welcome applicants who are LGBT. The assessment process conforms to British Association for Adoption and Fostering (BAAF) guidance on assessment and workers have been trained in assessment, including assessing gay and lesbian adopters.	We are not aware of any barriers to LGBT groups being recruited to adoption. However, refresher training would be useful to staff in matters of recruitment and assessment of LGBT applicants.
Race	Adopting applicants from any racial background are recruited to OAWY, if they meet all the relevant criteria and are able to meet the needs of the children.	Recruiting adopters for children from BME backgrounds particularly children with mixed heritage remains a challenge. Resources are available to purchase appropriate adoptive placements for children and we have a growing number of out of authority placements that reflect this.
Trans People	OAWY policies do not discriminate against trans-gender adopters.	Of all the diversity strands OAWY has the least knowledge and experience in working with Trans People. Staff training and development needs to be undertaken to ensure Trans People who wish to adopt have fair access to the process and feel confident to adopt.
Are there any gaps in equality and diversity information Please provide detail: N/A.		
Action required: Action 1 - Develop an innovative & bespoke family finding/ matching process for children who wait longer.		

Action 2 - Ensure marketing campaigns are inclusive of older adopters.

Action 3 - Specific marketing campaign target at adopters from faith backgrounds.

Action 4 - Implement a service user feedback mechanism that allows analysis by diversity strand. This will enable OAWY to identify areas where action is required.

Action 5 – Provide refresher LGBT Training.

6. Wider involvement – have you involved groups of people who are most likely to be affected or interested

☒ **Yes** ☐ **No**

Please provide detail:

In order to gather a perspective of the main service users the following groups who represent adopted teenagers, adoptive parents and birth parents were consulted.

- Adopters via Adopter Voice.

Action required:
Action 6 - Maintain active contact with service user groups and work with them to identify and implement service improvements.

7. Who may be affected by this activity?
please tick all relevant and significant equality characteristics, stakeholders and barriers that apply to your strategy, policy, service or function

Equality characteristics

<input checked="" type="checkbox"/> Age	<input type="checkbox"/> Carers	<input checked="" type="checkbox"/> Disability
<input checked="" type="checkbox"/> Gender reassignment	<input checked="" type="checkbox"/> Race	<input checked="" type="checkbox"/> Religion or Belief
<input checked="" type="checkbox"/> Sex (male or female)	<input checked="" type="checkbox"/> Sexual orientation	
<input type="checkbox"/> Other		

(Other can include – marriage and civil partnership, pregnancy and maternity, and those areas that impact on or relate to equality: tackling poverty and improving health and well-being)
Please specify: n/a

Stakeholders

<input checked="" type="checkbox"/> Services users	<input checked="" type="checkbox"/> Employees	<input type="checkbox"/> Trade Unions
---	--	--

<input checked="" type="checkbox"/> Partners	<input checked="" type="checkbox"/> Members	<input type="checkbox"/> Suppliers
<input type="checkbox"/> Other please specify		

Potential barriers.

<input type="checkbox"/> Built environment	<input checked="" type="checkbox"/> Location of premises and services
<input checked="" type="checkbox"/> Information and communication	<input type="checkbox"/> Customer care
<input type="checkbox"/> Timing	<input checked="" type="checkbox"/> Stereotypes and assumptions
<input type="checkbox"/> Cost	<input checked="" type="checkbox"/> Consultation and involvement
<input type="checkbox"/> Financial exclusion	<input checked="" type="checkbox"/> Employment and training
<input type="checkbox"/> specific barriers to the strategy, policy, services or function	

Please specify

The above are noted as potential barriers but are not known to be. Action 4, section 12 will seek to evidence if there are any such barriers which OAWY will then plan to address.

8. Positive and negative impact

Think about what you are assessing (scope), the fact finding information, the potential positive and negative impact on equality characteristics, stakeholders and the effect of the barriers

8a. Positive impact:

Recruitment & Assessment of Adopters

1. The OAWY website signposts potential adopters to Information Events which are held across the region, so there are always local events. Generally the events are held at venues that ensure they are physically accessible for people who wish to attend who have a disability;
2. OAWY has a clear statement in its' policy that we accept and actively recruit adopters regardless of age, religion/ belief/ faith, disability, gender, sexual orientation, race or if they are a Trans Person provided they are deemed to be able to meet the needs of the child/ children they wish to adopt;
3. The service focuses on effective partnership working to continue the improvement of services to children affected by adoption irrespective of age, religion/ belief/ faith, disability, gender, sexual orientation, race or if they are a Trans Person. Our marketing and publicity material uses positive images to promote our approach to equality within our advertising, see Appendix A;
4. OAWY have approved a diverse range of people, including same gender couples

- and single people. We have undertaken specific LGBT recruitment for adoption families and have been actively involved in the LGBT Challenge group;
5. We have a planned process of continual training for adoption Social Workers around LGBT;
 6. Constructive use of targeted recruitment activity has increased our ability to secure placements for children with specific needs arising from cultural background or developmental issues and disability;
 7. Information events and preparation events are held at venues to meet the needs of adopters with a disability;

Family Finding for Children

8. Profiling Events are held in accessible buildings quarterly which are aimed at adopters in assessment as well as approved. This enables people to get information early about the reality of the children OAWY are seeking to place;
9. OAWY has a robust approach to ensuring that children's religious and cultural needs are met through effective matching meetings identifying need and support plans;
10. OAWY seeks to identify and meet any additional support needs Adopters may have in order to care for children from different ethnic, cultural and religious groups and children with disabilities;
11. OAWY uses Adoption Match and Link Maker to identify placements for those children who wait longer. This includes regularly attending national exchange days and activity days – allowing OAWY to identify adopters who can meet the specific needs of the child;

Adoption Support

12. OAWY provides generic support services to all affected by adoption (birth relations, adopters and adoptees);
13. Adoption Support Assessments are based upon the needs of the person/ people;
14. Initial advice and information is free and the majority of services are free to access;
15. Adoption Support is provided at a range of accessible locations;

Adopter Voice

16. Adopter Voice are an adopter led group that work with OAWY to 'challenge, support and input into the development of adoption services at local, regional and national levels so that they are adopter led'. Adopter Voice is available to all adopters and encourages adopters to become involved and/ or access support on-line;
17. All 15 Yorkshire LAs sent a survey to all registered adopters inviting them to join Adopter Voice;
18. Adopter Voice provides an arena for all adopters to access information and advice;

Birth Parent Groups

19. OAWY work with PAC-UK (the country's largest independent Adoption Support Agency) to learn from feedback from birth parents;
<http://www.pac-uk.org/>

AT-ID

20. OAWY work with AT-ID (adopted teens identity) to learn from feedback from adopted teenagers;
<http://www.at-id.org.uk/>

Staffing

21. Diversity issues are addressed during supervision to ensure that the needs of children are met and that service users are being treated fairly;

22. We are members of New Family social, a LGBT group who offer specific support to the LGBT community of adopters. There are support groups across the region for single adopters;

Training

23. Social workers are trained regarding equality and diversity issues in their degree in social work. All the managers have had recent training regarding unconscious bias within OAWY;

Specialist Advice

24. We commission a service for Inter Country Adoption from the Yorkshire adoption agency. All inter country adopters attend specialist training specific to adopting from overseas provided by this agency.

Action required:

None.

8b. Negative impact:

Recruitment and Assessment of Adopters

1. There are insufficient adopters with a diverse background coming forward to adopt;
2. OAWY have a high level of interest from the south Asian communities to adopt full Asian babies rather than older children of mixed ethnicity;

Family Finding for Children

3. There can be unconscious bias from Children's Social Workers regarding considering single females and males for the children they have waiting;
4. Children cannot always be matched with families that meet their own cultural heritage and social workers are not always willing to consider families with a different heritage from the child's;

Adoption Support

5. We do not know if there are any groups of people who struggle to obtain the adoption support we offer;

Training

6. Of all the diversity stands Trans People is the area we have the least knowledge of, training is needed in this area.

Action Required

Action 7 - Link with BME communities to promote and educate in terms of the children we have available for adoption (work with Leeds City Council's Communities Teams for advice and support).

Action 8 - Continue to challenge unconscious bias from children's social workers in a restorative way and provide training and support as required.

Action 9 - Conduct Analytical work to establish if OAWY can better target adopters that meet the cultural needs of our children.

Action 10 - Work needs to be conducted to identify groups that may benefit from more specific adoption support i.e. Dad's group, same sex parents as there may be gaps in the support we offer.

Action 11 – Training delivered to enhance organisational understanding of Trans People and to harness their ability to become adoptive parents.

9. Will this activity promote strong and positive relationships between the groups/communities identified?

☒

Yes

☐

No

Please provide detail:

OAWY will always try to build and maintain positive and open relationships for people aiming to or being involved in the adoption process.

Action required:

See actions 1 – 11, section 12.

10. Does this activity bring groups/communities into increased contact with each other? (e.g. in schools, neighbourhood, workplace)

☐

Yes

☒

No

Please provide detail:

Action required:

None.

11. Could this activity be perceived as benefiting one group at the expense of another? (e.g. where your activity/decision is aimed at adults could it have an impact on children and young people)

☒

Yes

☐

No

Please provide detail:

There could be the perception that certain groups are less likely to adopt than others. The primary focus of OAWY will always be the child. The decision to place a child will be based upon the individual(s) ability to meet the child's ongoing needs and not their individual(s) diverse group. Therefore, prospective adopters who are not matched with a child may feel they are at a disadvantage.

Action required:
See Action 3, section 12.

12. Equality, diversity, cohesion and integration action plan (insert all your actions from your assessment here, set timescales, measures and identify a lead person for each action)				
Action	Timescale	Measure	Lead person	
Action 1: Develop an innovative & bespoke family finding/ matching process for children who wait longer.	31/03/2019	A new approach to reduce waiting time for children who wait longer piloted.	Mary Brudenell	
Action 2: Ensure marketing campaigns are inclusive of older adopters.	31/03/2019	Campaign delivered.	Mandy Prout/ Dave Glanville	
Action 3: Specific marketing campaign target at adopters from faith backgrounds.	31/03/2019	Campaign delivered.	Mandy Prout/ Dave Glanville	
Action 4: Implement a service user feedback mechanism that allows analysis by diversity strand.	31/12/2018	Service user satisfaction results reportable by diversity strand. This will enable planned action to be taken to make improvements as required.	Richard Stevenson/ Aretha Hanson	
Action 5: Provide refresher LGBT Training.	31/12/2018		Mandy Prout/ Mary Brudenell/ Julie Chew	
Action 6: Maintain active contact with service user groups and work with them to identify and implement service improvements.	31/06/2018	Service user groups improvement actions added to OAWY service improvement plans.	Richard Stevenson	
Action 7: Link with BME communities to promote and educate in terms of the children we have available for adoption (work with Leeds City Council's Communities Teams for advice and support).	31/03/2019	Outcomes based accountability workshop held with community leaders across the West Yorkshire Region.	Sarah Johal/ Mandy Prout/ Mary Brudenell	
Action 8: Continue to challenge unconscious bias from children's social workers in a restorative way and provide training and support as required.	31/03/2019	Set-up training/ support group and deliver bespoke training session(s) as required to children's social workers.	Mandy Prout/ Mary Brudenell/ Julie Chew	

13. Governance, ownership and approval

State here who has approved the actions and outcomes from the equality, diversity, cohesion and integration impact assessment

Name	Job Title	Date
Sarah Johal	Head of OAWY	
Date impact assessment completed		

14. Monitoring progress for equality, diversity, cohesion and integration actions (please tick)

- ☒ As part of Service Planning performance monitoring
- ☒ As part of Project monitoring
- ☐ Update report will be agreed and provided to the appropriate board
Please specify which board
- ☐ Other (please specify)

15. Publishing

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality impact assessment should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality impact assessments that are not to be published should be sent to equalityteam@leeds.gov.uk for record.

Complete the appropriate section below with the date the report and attached assessment was sent:

For Executive Board or Full Council – sent to Governance Services	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate Directorate	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent:

**You learn a lot when
you adopt, Liam and
Nick learned it really
is good to talk.**



One
Adoption

YOUR REGIONAL ADOPTION AGENCY

Hear more about their adoption story at

www.oneadoption.co.uk/liam



**You learn a lot when
you adopt, Alice and
Ben learned that
honesty really is the
best policy.**



One
Adoption

YOUR REGIONAL ADOPTION AGENCY

**Hear more about their adoption story at
www.oneadoption.co.uk/alice**



**You learn a lot
when you adopt,
Nicola learned that
two can be family.**



One
Adoption

YOUR REGIONAL ADOPTION AGENCY

**Hear more about her adoption story at
www.oneadoption.co.uk/nicola**





For Megan and Angie, starting a family was a little more complicated than for some couples

We thought about all the alternatives – and explored some a little more than others – and although in the beginning I was keener than Angie to consider adoption that was the path we decided to follow.

[Read Megan and Angie's story](#)



Matt and James wanted to adopt a very young child so Early Permanence Placement (EPP) seemed like the natural choice

'We started talking about adoption with friends, family and work colleagues, and it became clear that many people had some knowledge of, or had their lives touched by adoption,' says James. 'So, armed with encouragement and reassurance, we began researching online to learn more about opportunities for adoption and the processes involved.'

[Read Matt and James' story](#)



'You learn a lot when you adopt. Jane and Simon learned how many toys fill a house'

Jane and Simon made the decision to adopt, rather than pursue fertility treatment, after trying for a baby for over five years. They felt that they could provide a loving, stable family home for a child that needed one.

Read Jane and Simon's story



'You learn a lot when you adopt. Alice and Ben learned that honesty really is the best policy'

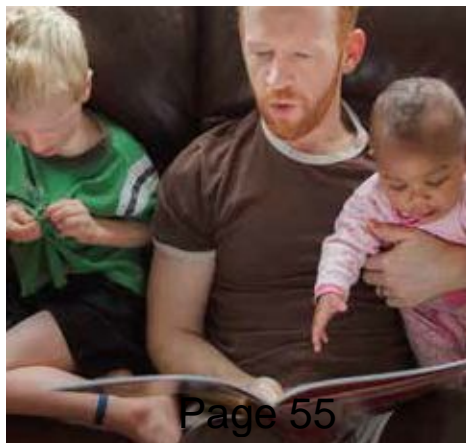
Alice and Ben adopted James and his disabled brother Luke, when they were four and three years old respectively, and their four birth children were in their teens.

Read Alice and Ben's story



STATEMENT OF PURPOSE

JUNE 2018



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(The wording in this publication can be made available in large formats such as large print of Braille. Please call us on 0113 3783535)

I. INTRODUCTION

It is a requirement of the National Minimum Standards for Adoption Services, that an adoption service produces a statement of purpose, including its aims and objectives, a description of the service it provides and the facilities that it provides. It can be used by children and young people and families as a guide to what they should expect a service to provide and to do.

This document is the Statement of purpose for One Adoption West Yorkshire. One Adoption West Yorkshire came into being on the 3rd April 2017. It is a shared adoption service across the region working on behalf of Bradford, Calderdale, Kirklees, Leeds and Wakefield councils. The Head of Service reports quarterly to a Management Board, made up of Senior Officers from each local authority with representation drawn from Adopters and the Voluntary Adoption Alliance (VAA). The Chair of the Management Board is Julie Jenkins (Head of Safeguarding Calderdale). The service is overseen by a Joint Committee, made up of elected members from the five local authorities chaired by Councillor Lisa Mulherin (Leeds).

The regional agency is operated under the terms of a Partnership Agreement, which confirms the legal and governance arrangements; the budget; staffing and funding contributions for the five local authorities.

The Statement of Purpose has been produced in accordance with:

- Adoption National Minimum Standards 2011;
- Care Planning Regulations 2010;
- Adoption Agency Regulations 2005 (amended 2011);
- Adoption Agencies (Miscellaneous Amendments) Regulations 2013;
- Local Authority Regulations 2005;
- Adoption Agencies & Independent Review of Determinations (Amendment) Regulations 2011;
- Adoption Agencies (Panel & Consequential Amendments) Regulations 2012;
- Care Planning, placement and Case and fostering services (Miscellaneous Amendments) Regulations 2013;
- Adoption and Children Act 2002;
- Care Standards Act 2000.

Adoption Agencies are inspected against these standards by Ofsted.

2. PRINCIPLES AND VALUES

The requirements of the Adoption and Children Act 2002 and the Children and Families Act 2014 underpin the principles and values of our service:-

Values: Children

- Children are entitled to grow up as part of a loving family which can meet their needs during childhood and beyond and where possible this should be within their own family
- The Child's welfare, safety and needs will be at the centre of the adoption process
- The Child's wishes and feelings will be taken into account at all stages
- Delays in adoption can have a severe impact on the health and development of children and should be avoided wherever possible

- The child's ethnic origin, cultural background, religion, language and sexuality will be fully recognised, positively valued and promoted when decisions are made
- The particular needs of disabled children will be fully recognised and taken into account when decisions are made
- The role of adoptive parents in offering a permanent family to a child who cannot live with their birth family will be valued and respected.
- Adoption has lifelong implications for all involved and requires lifelong commitment from many organisations, professionals and individuals who have to work together to deliver to meet the needs of the services.
- Birth parents and birth families are entitled to services that recognise the lifelong implications of adoption. They will be treated fairly, openly and offered a support service.

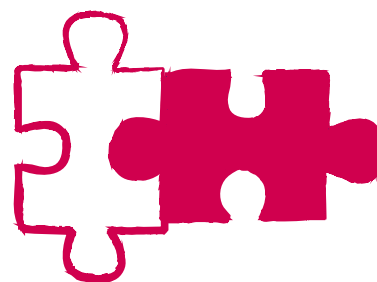
Equal Opportunities

The adoption service abides by equal opportunities legislation and the policies of Leeds City Council. The service works positively and respectfully with all service users and partner agencies regardless of race, colour, religion, language, culture, disability, gender, sexual orientation or age.

Every attempt will be made to secure an adoptive family which meets a child's emotional and developmental needs taking into account their ethnicity, religion, language, culture, gender and disability taking into account the need to avoid undue delay.

3. THE AIMS AND OBJECTIVES OF THE AGENCY

The agency is committed to fulfilling the requirements of the Adoption and Children Act 2002 and the Children and Families Act 2014 by:



1. Ensuring the provision of a high quality adoption service which guarantees the best possible standards of care, safety and protection for children or young people who are looked after and who need adoptive placements.
2. Ensuring that all those whose lives have been affected by adoption are helped to identify and receive appropriate services.
3. Working in partnership with adoptive families & other agencies ensuring the service is based on statutory requirements & good practice within the principles of value for money for the agency.

Objectives of the agency

1. To recruit, assess and provide adopters that meet the needs of the children to be placed for adoption within the timescales laid down by National Adoption Standards.
2. To provide information on the process to applicants interested in becoming adopters and on the children requiring adoption.
3. To ensure that adopters receive appropriate preparation, training, support and advice to enable them to offer the best possible standards of parenting, safety and protection for children or young people in their care.
4. To minimise delay in family finding, paying attention to the needs of the child at all times.
5. To provide information on the services available to all those affected by adoption recognising

that as adoption has lifelong implications for all those involved, their needs will change over time.

- 6.** To provide a range of adoption support services to birth relatives, adopted adults, adopters and their children in partnership with other agencies.
- 7.** To provide information on the service that is available to those wishing to adopt from abroad
- 8.** To ensure that any decisions are transparent and fair.
- 9.** That concerns about the service are addressed and that information about the complaints procedure is made available.
- 10.** That the organisation regularly reviews the services it provides, consults with, and learns from, those in receipt of their services through comments, compliments and complaints

4. ORGANISATIONAL STRUCTURE & SERVICE USERS

Head of Service, One Adoption West Yorkshire		
Sarah Johal		
Service Delivery Managers		
Julie Chew (Leeds)	Mary Brudenell (Wakefield/ Bradford)	Mandy Prout (Calderdale/Kirklees)
Team Managers – Recruitment and Assessment		
Sheila Wood (Leeds)	Samantha Thomas (Wakefield)	Michelle Rawlings (Huddersfield)
Team Managers – Family Finding		
Nicola Steele (Leeds)	Katie Robinson	Valerie Edwards (Halifax)
Team Managers – Adoption Support and Adoption Support Services Advisors (ASSA's)		
Sarah Ryan (Leeds)	Rhian Beynon (Bradford & Wakefield)	Tony Bryce (Calderdale & Kirklees)
Business Support Manager		
Aretha Hanson		

One Adoption provides an adoption service to:

Children who are in need of an adoptive family

Birth parents

Prospective and approved adopters

Children and adoptive parents who need adoption support services

Adopted adults and members of their birth families



5. THE WORK OF THE ADOPTION SERVICE



The service undertakes the following tasks:

Recruitment of prospective adoptive families

Assessment and preparation of adoptive families, including visits to the home, a home study, taking up references and statutory checks and running preparation training

Family finding for children who need a permanent home through adoption

Support for families waiting for a child to be placed with them

Advice, guidance and support to adoptive families during the matching process and after placement. This includes workshops and training and support groups

Those wishing to adopt are referred to another agency that provide a service under contract for One Adoption.

Non agency adoption work for Calderdale, Kirklees and Wakefield.

The family finding team become involved with every child where adoption may be the plan during the decision making process and takes the lead in family finding at the earliest point possible

Children's social workers and adoption social workers undertake the task of planning for permanence and preparing children for adoption. The responsibility for matching and supporting adoptive families is a shared task until the adoption order.

The adoption letterbox service and access to adoption archives is provided and enables adopted children to maintain contact with their birth families.

Support and signposting to counselling services for adopted adults wishing to find out about their birth families and an Intermediary service are provided. The majority of this work is provided through a contract with other agencies operating in West Yorkshire.

Information about all aspects of the adoption service can be accessed via the One Adoption line 0113 3783535, the website oneadoption.co.uk or via the Facebook page www.facebook.com/oneadoption

All enquirers are followed through by an adoption advisor. An interpreter is available through a three way phone if required. Help is also available through social workers in the service who speak Asian languages. Currently there are social workers who speak Urdu and Punjabi. Approved interpreters will be used if required.

There are nine adoption teams in total:

The 3 **recruitment and assessment** teams are responsible for the recruitment, assessment and approval of adopters (office bases in Leeds, Halifax and Wakefield)

The 3 **family finding** teams have responsibility for the placement of children who have adoption as their plan (office bases in Bradford, Leeds and Huddersfield)

The 3 **adoption support** teams are responsible for providing a variety of adoption support services (office bases in Bradford, Leeds and Huddersfield)

The teams work cooperatively with each other in order to provide a seamless service for children and their adoptive families, ensuring the allocation of work as needed.

The Head office is based at:

Kernel House,
Killingbeck Drive
Leeds
LS14 6UF

Other office bases are:

Bradford	Wakefield	Halifax	Huddersfield
Sir Henry Mitchell House 4 Manchester Road, Bradford BD5 0QL	Queen's House Queen's Row Market Street Wakefield WF1 1DF	Ground Floor Princess Buildings Princess Street Halifax HX1 1T	Civic centre 1 High Street Huddersfield HD1 2NF

6. NUMBERS, QUALIFICATIONS AND EXPERIENCE OF STAFF

Sarah Johal, Head of Service, has overall responsibility for One Adoption West Yorkshire. Qualifications: CQSW in Social Work 1990; MA Social Work and Social Care 2001; Advanced Award in Social Work 2002; Post Graduate Certificate in Applied Social Work Management 2007. She has over 26 years post qualification experience in child care, including 17 years in Adoption and Fostering. She has been a manager for over 14 years within both statutory child care and adoption and fostering services.

The agency has three Service Delivery Managers. Mandy Prout (Diploma in Social Work 1991) has extensive knowledge and experience in adoption practice and has been a manager in adoption services since 2007. Julie Chew (CQSW 1992 & NVQ Level 4 in management). Julie has worked in a variety of settings in relation to children and families social work and has been an adoption manager since 2007. Mary Brudenell BA (Hons) in Applied Social Studies & CQSW 1986. Mary has twenty-nine years post-qualifying experience in children's services and has been a manager in the adoption service since 2007.

The agency employs 109 staff. There are 58 full time equivalent qualified social workers across the three service areas, 6 of whom are Advanced Practitioners. In addition there are 3 specialist advisors in the adoption support team who have a range of therapeutic qualifications. There are 6 adoption advisors who support the recruitment and family finding service. The agency has a Business Support Manager and 18 full time equivalent administrative staff.

All social workers have a social work qualification and are registered with the HCPC (Health and care Professionals Council) and have relevant experience in children and families service. They have an enhanced DBS check.

7. THE SERVICE TO PROSPECTIVE ADOPTERS

Enquiries and First Contact

Enquirers can access information on adopting with One Adoption West Yorkshire via the Regional Adoption Agency website (<https://www.oneadoption.co.uk/about-one-adoption-west-yorkshire>) or make contact through the dedicated advice line. At first contact, enquirers are given information verbally about the adoption process. Information packs are then sent out within two working days.



Applications for adoptions from overseas

Inter-country adoption is a specialist area of work, as each country has its own rules and regulations regarding adoption. One Adoption West Yorkshire has a contract with another agency to provide this work. Applicants pay a fee for their assessment service, including the home study and then further fees for safeguarding checks etc.

Information Events

Enquirers are invited to attend an information event. Information events are held every three weeks across the West Yorkshire region. Details of these events are available on the One Adoption website. The information event delivers a presentation about adoption and you will have the opportunity to meet adopters and experienced adoption social workers to discuss the different routes to adoption. If enquirers are unable to attend an information event this needs to be discussed and alternative arrangements can be made. If enquiries wish to progress their interest, they request a home visit. A request for a visit form is made available at the end of the information event for enquirers to take away to complete.

Initial Home Visit

The home visit request can be submitted at any point during the twelve month period following the information event being attended. The home visit is undertaken by an adoption social worker and adoption advisor who will provide more information about adoption. The personal circumstances of adopters will be discussed in detail to help them consider if adoption is the right choice for them. The social worker will also start discussions about practical considerations.

On most occasions, enquirer(s) will be given a registration of interest form. A detailed summary of the home visit will be completed and passed to an adoption manager before the registration of interest form is accepted. The adoption manager will make a decision within 5 days about whether it should be accepted.

At this stage, the enquirer becomes known as prospective adopter(s). A letter will be sent to the prospective adopter (s) confirming that their application is proceeding or detailing the reasons why their registration of interest cannot be accepted.



Stage 1 Pre-assessment process

Stage One begins on the day that One Adoption West Yorkshire accepts the registration of interest from the prospective adopter(s) and should normally take 2 months to complete.

The stage one process will include the following:

- All of the statutory references/checks will be completed including the DBS (Disclosure and Barring Service) check.
- The prospective adopter(s) will complete an adoption medical as soon as possible. This will be considered by the adoption agency medical advisor, who will provide advice about any concerning medical issues.
- The prospective adopter(s) will be expected to attend training /preparation sessions. This will give prospective adopter(s) more detailed information and will allow them to meet experienced adopters who can help answer questions that they have.

- An adoption advisor will be provided to support prospective adopters on completing the stage 1 process and an agreement will be drawn up with prospective adopters detailing expectations.

Preparation sessions

Prospective applicants will be invited to attend preparation sessions in Stage One. The process will be delayed if applicants are unable to attend initial preparation, and a clear indication of their availability will be ascertained. They will also be encouraged to access e-learning components on the First4Adoption website.

Preparation groups for first time adopters usually run approximately 11 times per year based on need. Second or subsequent adopter training is provided at regular intervals across the region, as is foster carer adoption preparation group training.

Stage 2 – the assessment process

The stage two assessment process cannot begin until the stage one assessment has successfully been completed (apart from second time and foster carer adoptions, see next page)

Stage two begins when prospective adopters notify the agency of their wish to continue. The prospective adopter(s) have 6 months from the completion of stage one to provide this notification. From the date of receipt of this notification, the stage two process is a 4 month long process during which a home study assessment is undertaken. This leads to a panel recommendation and an Agency Decision about suitability to adopt.

The prospective adopter(s) will be allocated an adoption social worker to complete their assessment. A Stage Two plan will be drawn up between the social worker and the prospective adopter(s) agreeing arrangements for the assessment process and provisional panel dates.

The assessment will involve a series of home visits utilising a variety of assessment tools and will include additional checks including school, nursery, ex-partner, employers and references. Personal referees will also be visited.

On the basis of the information in the assessment the adoption social worker will write a Prospective Adopters' Report (PAR). This is a very detailed report providing information about the prospective adopter(s) and their background. The report will reach a conclusion about the prospective adopters(s) suitability to adopt and the applicants will have up to 5 working days to comment on their completed assessment before it is presented to the adoption panel.

Once approved, the prospective adopter(s) will be informed about the role of Adoption Match (formally known as the National Adoption Register), and with their permission, referred as soon as possible and no later than three months after approval.

If the agency reaches a decision during the stage 2 process that they cannot recommend approval and /or if the agency decision maker decides not to agree the approval, the prospective adopter(s) will be able to request a review by the Independent Review Mechanism (IRM). The IRM is an independent body that can scrutinize the decisions of adoption agencies.

Adoption by existing foster carers

Foster carers should notify the service in writing of their wish to be considered as adopters for a child or children in their care. If the child/ children's plan is for adoption, this will be acknowledged and a meeting held between workers from the adoption and fostering teams and the child's social worker to consider how this should be progressed and will be discussed with the foster carers, who will also be informed of their legal rights.

A fast track process will be provided for approved foster carers who want to be assessed as adoptive parents. The process will bypass the stage one process and start at the beginning of stage two (as above). They will be offered training.

Second or subsequent adopters

Families who have already been assessed as adopters can apply to adopt again as long as there is a year's gap following their child's adoption order being made and a 2 year age gap between their child and a potential new child. In this case, they would write to express an interest in adopting again and be offered a home visit to discuss their circumstances. If it is appropriate to proceed they would then complete the registration of interest form and start in stage 2. They would be offered training.

If their interest is in respect of a subsequent sibling or half sibling of a child they have already adopted, the timescales and age gap would not necessarily apply. This assessment would be given high priority and the home visit would involve the child's social worker too.

Adoption Panel

The main purpose of the Adoption Panel is to consider and make recommendations to the adoption agency on the following:-

- people to be approved as adoptive parents
- whether an assessment to approve adopters should continue following a brief report to panel
- approval of the match between children and adopters and
- The placement of children for adoption where their birth parents desire adoption to be the plan

One Adoption West Yorkshire holds seven adoption panels per month, three taking place in Leeds, two taking place in Bradford and two taking place in Huddersfield. The panels have an Independent Chair with significant experience of family placement work.

Membership of the panels meets the statutory regulations and takes its members from a central list. Members include those who have personal experience of adoption and others with relevant skills and experience and aim to reflect the diversity of the population of the district.

All applicants are invited to attend the Adoption Panel. The Panel makes recommendations to the Agency Decision Maker who will make their decision following careful consideration of the recommendations and all of the information presented at panel. The Decision Maker must make their decision within 7 working days of the recommendation of the panel. They may make a decision different to that recommended by the panel.

One Adoption West Yorkshire has an agency decision maker to consider the approval of prospective adopters; decision making for children to be placed for adoption is considered by the Agency Decision Maker in the child's home local authority.

Decisions are notified to a child's parent(s), guardian(s) and prospective adopter(s). Social workers will be informed of the agency decision within 2 working days and the decision will be confirmed in writing within 5 working days.



8. BEYOND APPROVAL

Matching and support

Following panel adopters are offered an additional training day to help them prepare for a child coming into their family. Topics covered include introductions, moving children into new families, making good connections and contact. Adoption Social Workers ensure that adopters have access to local support networks and specialist national organisations such as Coram BAAF, Adoption UK and PAC UK. Adopters are provided with one year free subscription to Adoption UK following approval.

There is also a one day training course available for grandparents or other relatives who are supporting the adopter/s and wish to have more in depth information regarding adoption called Related by Adoption.

The adopter(s) social worker will help to identify suitable matches with a child/ren and will provide support and guidance throughout the whole process. All prospective adopters are referred to the regional Hub and the Adoption Match at three months, with their agreement, if no match has been identified locally.

Each child where adoption is a likely plan will have an allocated worker from the family finding team. The family finder works closely with the child's social worker to consider matches for that child.

When a match is being considered adopters are given the Child Permanence Report and all appropriate written information about the child, their background and assessed needs. The report will include details of any proposal for contact, or exchange of information through the letterbox system with the birth family that will operate once the child is adopted.

Adopters meeting with the child's social worker and other professionals relevant for that child; medical advisors; child's foster carers; teachers etc. to enable them to make an informed decision. A life appreciation day will often be arranged depending on the child's age and circumstances to help build as full a picture as possible of the child's experiences.

Details of the level of parental responsibility that will be delegated to the prospective adopters will be outlined and any adoption support, including any financial arrangements will also be discussed. The proposals for the placement will then be set out in the adoption placement report, which will be seen by the prospective adopters before panel and comments and observations will be included in the panel documentation.

Process for the matching of a child

The child's social worker, the prospective adopters and their social worker will attend the Adoption Panel. The process for panel is the same as for approval with recommendations being made to the Agency Decision Maker who will make the decision on whether the adopters are suitable for a particular child.

If a match is agreed an introductions planning meeting is arranged to plan for the introduction and placement of the child. Good practice guidance on placements called "Flying Start" is used to guide the meeting. This meeting will involve the foster carer for the child, the prospective adopters, and the relevant social workers. The meeting will establish that the adoptive family has all the information available about the child and will draw up a timetable and process for the introductions, monitoring and support.



There are some variations to this process if prospective adoptive parent/s are taking the Early Permanency Route to adoption, are second time adopters or foster carers adopting the child they have been fostering. These differences will be carefully explained to prospective adoptive parents from the beginning of their adoption process with us starting with written accounts on the One Adoption West Yorkshire website under "routes to adoption".

Annual Reviews of Prospective adopters

In the event that it is not possible to move to a match within 12 months from approval, the adoption social worker and their manager will conduct an a review of the plans and checks and references may need to be updated. If no placement has been made within two years of approval, an updated report will go to adoption panel for consideration.

Meeting birth parents

Most adopters will meet the child's birth parents either prior to placement, or more usually, once the child is placed and settled. They will be supported by their social workers in a suitable venue. The benefit of meeting birth parents is so adoptive parents can talk to their child about their birth family and aid the exchange of information.

After placement

Visits will be made by both the child's social worker and the family's adoption social worker. These are based on both statutory requirements and the individual needs of the child and prospective adopter(s).

The child remains a 'looked after' child until an Adoption Order is made. The child has to be visited in the first week of placement, followed by weekly visits up to the child's first statutory review at 4 weeks post placement, when the pattern of visiting will be discussed and agreed but will be not less than six weekly. The child's review will determine when an application to adopt may be made and advice will be given by the worker for the prospective adopters. The Annex A report for court will be prepared by both the family's and child's social workers.

Life story material will be provided for the child by the child's social worker and given to the adopters for safe keeping for the child in the future. The child's social worker is responsible for ensuring that a "later life letter" is completed before the Adoption Order is made, which will give an account of the circumstances of the adoption.

Contact and the letterbox service

Support with contact arrangements between adopted children and their birth families are provided by the agency. All contact arrangements will be reached having taken account of what is in the best interests of the child, and will be specified in the Adoption Support Plan before a child is placed. Contact may include letter-box contact or face-to-face meetings between the child and members of his/her family, including parents, siblings, or extended family members.

A letterbox service may be set up between the adoptive parents on behalf of the child and a birth parent or any other relative or with any other person the agency considers relevant. Support and supervision of direct contact may be arranged where necessary and agreed.



9. ADOPTION SUPPORT

One Adoption West Yorkshire has a comprehensive adoption support service for all those affected by adoption. This service is provided in partnership with a number of voluntary agencies & other providers who provide an independent service and other services.

The adopters' social worker will ensure that adopters have access to local support networks and specialist organisations, e.g. Adoption UK, NORCAP, New Family Social and other services and are on the mailing list for any events organised through the adoption service. The adoption service also provides 12 months free membership of Adoption UK to all new adopters.

The agency has 3 specialist adoption support teams across the region who offer a range of adoption support services. They also signpost other services for those affected by adoption:

Adoptive parents

Adopted children and young people, birth parents

Adopted adults

The adoption support service provides adoption support services in line with the "Adoption Passport" according to individual circumstances

For adoptive families:

The adoption support team will undertake an assessment of need with the family and will agree a support package based on the family's identified needs, including consideration of making an application to the Adoption Support Fund.

- Advice line and newsletter
- Support groups including stay and play groups
- Training and Workshops including ADOPT programme, non-violence resistance training & Safebase.
- Therapeutic and filial therapy groups and access to therapy trained workers
- Links with mental health and educational services
- Assistance and review of contact arrangements between adopters and birth relatives
- A annual social event for adoptive families
- Assistance and review of contact arrangements



Adopted children & young people:

- Social groups and activities
- Offering training and advice for schools to help teachers understand adopted children's needs
- Working with children in their adoptive families around understanding their life stories
- Signposting to other organisations designed to help adopted children
- Information about registering a veto

Birth relatives:

- Access to a confidential and independent advice and counselling service via an independent agency.
- Support regarding letterbox and contact arrangements
- Enabling parents to record on their child's file whether or not they wish to have contact with their child from the age of 18

For Adopted Adults:

- Discussion and advice about wishes around contact with and from birth relatives

Information about our Adoption Services can be accessed via our Adoption Advice Line Telephone number 0113 378 3535, website: <https://www.oneadoption.co.uk/about-one-adoption-west-yorkshire> or by email: oneadoptionwy.leeds@gov.uk

10. MONITORING AND EVALUATION OF THE ADOPTION SERVICE

Adoption staff receive regular supervision and annual appraisals of their performance. Training needs are identified and met through in-house training or through externally commissioned trainers.

A management information system and government score card are in place which ensures reporting of accurate information about adoption.

Adoption Agencies are monitored by external inspections carried out by Ofsted.

There is regular adoption panel training to ensure that panel members keep up to date with current issues. Panel members also have annual appraisals.

Regular feedback is received from the Adoption Panels and twice yearly meetings are held between the Management team, Panel Chairs and Agency Decision Maker.

The Head of Service submits a quarterly report to the Management Board and provides an annual review and plan for the Joint Committee by 30th June in any year. This can also be taken to individual local authority scrutiny boards or Executives by 30 September in any year.

A robust quality assurance framework is in place with regular auditing of files, plus evaluation feedback from adoptive parents and other service users. This is held centrally and is undertaken at key points in the adoption process.



II. CONCERNS AND COMPLAINTS

All prospective adopters engaging with the Agency and all birth parents of child for whom the Agency is planning adoption are provided with written information about Complaints Procedures, including contact details for the Complaints Officer. All young people, for whom there is an adoption plan and who are of an appropriate age and understanding are likewise informed of the Complaints Procedures and also informed of the role of the Children's Rights Service.

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PO Box 657
Leeds LS1 9BS

Tel: 01132224405
Email: feedback.children@leeds.gov.uk

Details of the Registration Authority

OFSTED CONTACT DETAILS

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Piccadilly Gate Store Street,
Manchester,
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Telephone: 0300 123 1231
Email: enquiries@ofsted.gov.uk
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Kernel House Killingbeck Drive, Leeds
LS14 6UF

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OneAdoptionWY@Leeds.gov.uk
www.oneadoption.co.uk

Appendix 2

Performance Information for One Adoption West Yorkshire. 2017/18

In Bradford the year from 1st April 2017-31st March 2018

51 children became subject to an Agency Decision that they should be placed for adoption

43 Placement Orders were granted

32 Children were matched with adoptive families

38 children were placed for adoption

30 children were adopted

There are currently 35 children in Bradford who are awaiting an adoptive placement, 22 of whom have a Placement Order

In the financial year 80 families were approved for adoption, there are currently 87 families within the assessment process

Adoption Scorecard Information

The Average no of Days between a child entering care and moving in with its adoptive family based on three year trend data from 2015-2017 is 543, single year data 2017/18 354

The Average number of days between Placement Order and deciding on a match, single year data for 2017/18 is 147 days

Developments

One Adoption WY staff continue to work closely with children's social workers in the LA around finding families for children. Weekly clinics are run by adoption staff to support social workers with adoption planning, direct work with children, life story work etc., rotating around the 3 locality bases.

Training has been offered to Bradford staff around writing Child Permanence Reports and Early Permanence Placements

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Report of the Deputy Director (Children's Social Care) to the meeting of the Corporate Parenting Panel to be held on 9 July 2018

B

Subject:

Progress report on Outcomes for Care Leavers

Summary statement:

- **Improving Support For Young People in Care/Care Leavers – Progress Report (to cover progress on implementation of recommendations including information on actions proposed and timescale)**

Jim Hopkinson
Deputy Director

Report Contact: Emma Collingwood
Phone: (01274) 437123
E-mail: emma.collingwood@bradford.gov.uk

Portfolio:

**Children's Services
Overview & Scrutiny Area:**

Children's Services

1. SUMMARY

- 1.1 Bradford Through Care Service has now been a functioning service for a year; embedded within this service is Bradford's offer for Care Leavers up to 25.
- 1.2 Following presentation by the Future Leaders on 13th September 2017 the recommendations have been brought in service to lead and take forward.
- 1.3 The Bradford Care Leavers Local Offer work is now mid way through, engagement of the Corporate Parenting Panel is welcomed.

2. BACKGROUND

- 2.1 Future Leaders presented a report to Corporate Parenting Panel in September 2017 and this is how Through Care Service have taken forward.

3. OTHER CONSIDERATIONS

Care Leavers Local Offer.

- 3.1 It is now a requirement that each Local Authority publish their local offer to Care Leavers.
- 3.2 Through Care would like to take this opportunity to discuss and agree Bradford's Corporate Parenting Principles for Care Leavers which will be fed into Bradford's Local Offer for Care leavers. Below is a copy of the national principles published by the DfE in February 2018

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/683698/Applying_corporate_parenting_principles_to_looked-after_children_and_care_leavers.pdf

A Local Offer for Care Leavers Corporate Parenting Principles

- 3.3 In order to thrive, children and young people have certain key needs that good parents generally meet. The corporate parenting principles set out seven principles that local authorities must have regard to when exercising their functions in relation to looked after children and young people, as follows:
 - To act in the best interests, and promote the physical and mental health and wellbeing of those children and young people
 - To encourage those children and young people to express their views, wishes and feelings
 - To take into account the views, wishes and feelings of those children and young people
 - To help those children and young people gain access to, and make the best use of, services provided by the Local Authority and its relevant partners
 - To promote high aspirations, and seek to secure the best outcomes for those children and young people

- For those children and young people to be safe, and for stability in their home lives, relationships and education or work and;
 - To prepare those children and young people for adulthood and independent living
- 3.4 One of the strands of the Local Offer is to have a published set of entitlements that Care Leaving young people can access. See Appendix 2.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 Numbers of Looked after Children are rising in Bradford which continues to have a significant resources issues for Childrens Services and Through Care.
- 4.2 We are likely to see a year on year increase on the numbers of over 21 year olds accessing the service, at the moment we have 39 which in real terms equates to one workers case load. At the moment this is absorbed with the service, however, resources may need to be adjusted in the future.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

N/A

6. LEGAL APPRAISAL

N/A

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

N/A

7.2 SUSTAINABILITY IMPLICATIONS

N/A

7.3 GREENHOUSE GAS EMISSIONS IMPACTS

N/A

7.4 COMMUNITY SAFETY IMPLICATIONS

N/A

7.5 HUMAN RIGHTS ACT

N/A

7.6 TRADE UNION

N/A

7.7 WARD IMPLICATIONS

N/A

7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committee only)

N/A

7.9 IMPLICATIONS FOR CORPORATE PARENTING

The report highlights the excellent progress in the Through Care Service to improve the Corporate Parenting offer to young people in the care of the Local Authority in Bradford.

7.10 ISSUES ARISING FROM PRIVACY IMPACT ASSESSMENT

A privacy impact assessment covering Childrens Specialist Services has been completed and is accessible on Bradnet.

8. NOT FOR PUBLICATION DOCUMENTS

N/A

9. OPTIONS

N/A

10. RECOMMENDATIONS

The views of the Corporate Parenting Panel are requested, regarding support in place for Care Leavers and Bradford Care Leavers Local Offer.

11. APPENDICES

Appendix 1 - Achievements for Bradford Care Leavers – July 2017 – July 2018
Appendix 2 - Care Leaver Entitlements/Financial Policies and Procedures.

APPENDIX 1**Achievements for Bradford Care Leavers July 2017 to July 2018.**

Area	Achievements	Statistics Snap shot July 2018
Demographics	Total Total number of cases in TC 921	495 Care Leavers (CL)in TC 288 CL 18+ in TC 39 21 to 25+ in TC Heritage: White British 61% Asian/British 10.5% Mixed Heritage 14% Black/Black British 3% Other White Groups 6.3% Other 3.4%
Education	LEAP is a in house education provision for Young People who are NEET and young people who have been out of main stream school. 3x18 week courses have been delivered with 38 young people finishing with accreditation. Aspirations event in July planned in partnership with Bradford College. Representation at Attendance Strategy meeting. More robust links with Bradford University planning practical events for primary age children.	Number of care leavers 16/17 in EET: 79.4% Number of care leavers 18 to 20 EET 57.52% Number of care leavers 16 to 20 EET 66.6% Number of care leavers engaging in PEP 92% 26 young people at university
Youth Homelessness	YH – Youth Homelessness – a dedicated team for 16-17 homeless young people, this team also provide a drop in for all post 21 young people. More medication with families and signposting to early help for family support.	43 Open cases currently being actively worked within Youth Homeless Team 139 Contacts 33 Homelessness assessments completed (joint housing and children's assessments)

	<p>Through Put of work – young person in crisis into independent living.</p> <p>Robust partnership working.</p> <p>Proud and passionate Team</p>													
In-Touch	OC3 return is a snap shot of a care leaver at 19	87% of Care Leavers are in touch. OC3 rtn 2018												
Participation	<p>We have a dedicated participation worker who co-ordinates the CiCC and drives a co-production model of working.</p> <p>Consistent attendance of 10 to 12 young people at CiCC.</p> <p>CiCC co-ordinate and deliver high quality young peoples panels for all resources interviews.</p> <p>CiCC deliver high quality fostering training.</p> <p>CiCC are a cohesive group of people, the on-going influence of peers and professionals that results in many CiCC members gaining confidence and experience. CiCC see young people bloom into accessing careers and living more fulfilling lives. Young People report to us that CiCC was a significantly contributing factor to their success.</p>													
16 plus Placements	<p>Stepping Stones – continues to attract more providers - 5 households being assessed or waiting to be assessed</p> <p>Staying Put numbers have significantly increased.</p> <p>Significant reduction of numbers of young people in external purchased placements.</p> <p>Bradford 16+ Commissioning Framework is being developed to go live in December 2018.</p> <p>4 In-house commissioned services being managed and developed.</p>	<p>185 over 16's are in their own tenancy</p> <p>11 Young people are in Shared Lives placements</p> <p>54 young people in Staying Put placements</p> <p>16 Young People in Stepping Stones placements.</p> <p>10 young people have been settled for 12 months or more</p> <p>11 young people in custody</p> <table><tr><th>Age range (Current placements)</th><th>16+</th></tr><tr><td>Number of YOUNG PEOPLE in Secure placements</td><td>0</td></tr><tr><td>Number of YOUNG PEOPLE in Residential placements</td><td>11</td></tr><tr><td>Number of YOUNG PEOPLE in 16+ placements</td><td>9</td></tr><tr><td>Number of YOUNG PEOPLE in IFA placements</td><td>12</td></tr><tr><td>Total in purchased placements</td><td>33</td></tr></table>	Age range (Current placements)	16+	Number of YOUNG PEOPLE in Secure placements	0	Number of YOUNG PEOPLE in Residential placements	11	Number of YOUNG PEOPLE in 16+ placements	9	Number of YOUNG PEOPLE in IFA placements	12	Total in purchased placements	33
Age range (Current placements)	16+													
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Number of YOUNG PEOPLE in Residential placements	11													
Number of YOUNG PEOPLE in 16+ placements	9													
Number of YOUNG PEOPLE in IFA placements	12													
Total in purchased placements	33													

	Jumpstart – pre-tenancy commissioned service and taster flat embedded in service.	82.35% Care Leavers living in suitable accommodation.
Group Work	<p>Cook and Eat – cooking on a budget</p> <p>Be Fit</p> <p>Girls groups - CSE early intervention 15 have attended in total</p> <p>Smooth It Out Group – transitions support 19 have attended</p> <p>Head Space – equine therapy. (CRW now accessing training in equine assisted learning) 5 young people worked with intensely.</p>	
Contact	Development session looking at improved ways of delivering contact	4242.5 hours of contact delivered this year – across Looked After Children and Care Leavers
Celebration of Achievements	<p>Monthly achievement awards 13 awards given since March 2018.</p> <p>Annual Education celebration event, 80 awards given 45 children and young people attended.</p> <p>Christmas Party 90 young people attended.</p> <p>Care Leavers Event 100+ young people attended 80 were given awards for their achievements throughout the year.</p> <p>Dragon Boat Event.</p>	
Partnership working	<p>Centrepont – supported tenancies scheme, approved pre tenancy support, taster flat experience, 2 therapeutic 6 bedded community living projects. 2 staying close flats.</p> <p>Horton Housing – supported living 9 bedded unit and 9 bedded hostel. 2 staying close flats. 12 bedded UASC assessment group living.</p>	

	<p>Housing Options – Joint Homeless assessments, priority status for care leavers.</p> <p>16-2-25 – Benefit and budgeting support</p> <p>Department of Work and Pensions – co production model we are supporting training of their staff and they are supporting us training our staff. Young people being at the heart of DWP training. Bradford is moving to going live with universal Credit – there is now a shared understanding of each of our worlds.</p> <p>2 Care Leavers nurses embedded in the service</p> <p>Adult Pathways work has shown significant improvements and working together.</p> <p>Virtual School – is based within the service.</p> <p>A bespoke volunteering service with 10 assessed and trained volunteers to work with 16+</p> <p>NSPCC – Aims assessments joint working on-going.</p>	
Therapeutic Social Workers	<p>TSW - We have a team of dual qualified therapeutic social workers (5)</p> <p>1 AMHP qualified worker.</p> <p>Plan of work to start implementation in July 2018</p>	
SAR	<p>Subject Access specialist post created – working extremely well – feedback positive, no breaches of Data this year.</p> <p>Young People are positive about 1 dedicated worker supporting them accessing their care history.</p>	
UASC	<p>Shared learning around triple planning, age assessments, Significant progress with an accommodation pathway</p>	<p>17 under 18 UASC</p> <p>30 over 18's UASC</p>

	<p>Significant progress with an education pathway.</p> <p>Good links with Migration Yorkshire and partnership working across Yorkshire and Humberside.</p> <p>Jointly funded post to be placed in Bradford Through Care – advert completed.</p>	
Local Offer	<p>Planned completion October 2018.</p> <p>Planning for website in place.</p> <p>Consultation completed with IRO's/CICC/Service, planned for foster carers and partner agencies.</p> <p>Corporate parenting principals to be discussed at July CPP.</p> <p>Council Tax exemptions in place</p> <p>Free Gym membership embedded in practice.</p> <p>Apprenticeship 'offer' on-going progress senior leaderships team in support.</p> <p>CICC regularly attend corporate parenting panel.</p> <p>Participation apprentice to be advertised in Summer 2018</p> <p>Admin social media apprentice to be advertised July 2018.</p>	
Finances	<p>Financial Policies and procedures have been reviewed and finalised.</p> <p>Housing Benefit re-coup highest ever.</p> <p>2 small grants were bid for and successfully given (Be Fit and Dragon Boat)</p>	

Future Leaders Work

Since the Future Leaders presented at the Corporate Parenting Panel in September 2017, circumstances have meant that streams of work identified by them for Care Leavers have come into service to take forward and implement.

Updates taken from the Minutes (3 recommendations to take forward)

Recommendation 1

To support the development of the LAC communication plan working the LAC young people and key players – liaise with Emma Collingwood:

- Social media, Twitter, What's app, Face Book
- Other ways of communicating with young people
- Communication plans that meet everyone's needs
- Not timely to get information onto Council pages
- Access to information as and when needed
- Young Person's App
- Extended to over 25's.

Future Leaders to support corporately – to launch October half term (National Care Leavers Week).

Update

Through Care are working jointly with IT and Marketing to develop the 'Local Offer' website. Funding has been committed to this project to develop properly, planning is well underway, 4 young people have been identified to build and design the website. All information on the Care Leavers offer rights and entitlements will be on the website.

Bradford Care Leavers now have access to Twitter and Facebook.

In conjunction with the website being built young people aged 16 plus will be given an on-off smart phone alongside workers being given tablets to facilitate digital and social communication.

Bradford Through Care Service is now up to 25. 39 young people are accessing this.

Recommendation 2

Gym membership cards for over 14's rolled out the leisure card for LAC is in process and requires sign off by Senior Management. Further scoping has been undertaken with regards to culture and retail offer.

Future Leaders to continue to explore with LAC children.

Update

Gym membership is now embedded within our service offer and has been received extremely positively by young people.

Recommendation 3

To be discussed with LAC if this is an event which they would be interested in.

There should be more engagement with young people to attend many of Bradford Events – links with communication plans.

That apprenticeships and shadowing opportunities for LAC should be offered by all Council Departments – Apprenticeship Worker already available in Through Care Services.

Organisations willing to do apprenticeships- training needed, options for accommodation linked to this at Culture Fusion.

Future Leaders to meet with Emma Collingwood to take forward.

Update

Through Care in partnership with Safer Communities Fund completed some targeted work with a group of young people with the end result being that they successfully entered and won both of their races in the Dragon Boat festival.

Through Care are linked into Bradford Literacy Festival, we have received free tickets for different events and workshops.

Through Care received free pantomime tickets from the Alhambra facilitated by the Chief Executives Office.

Work is on going regarding apprenticeships, discussions have taken place within the Cross Department Equalities Group to take forward traineeships/work experience opportunities across the Council using Equality Legislation proactively for Care Leavers.

A Care Leaver admin apprenticeship post has been created jointly between Fostering and Through Care to work on the Local Offer, foster carer recruitment and social media.

A Care Leaver Participation apprentice to be based within the Through Care Service will be recruited to this summer.

Workstreams and planning is in place for Through Care to approach private sector employees directly to promote opportunities for Care Leavers within their organisation.

Appendix 2

Care Leaver Entitlements/Financial Policies & Procedures



Bradford Through Care Service
Financial Policies and Procedures
April 2018

1. INTRODUCTION

1.1 Bradford Looked After Childrens Service and Leaving Care merged in July 2017 to become the Through Care Service. Research is clear that the most significant impact on Looked After Children outcomes is a relationship based service. This is Through Care's ambition and drive that all our children and young people will have a service where they have the opportunity to form meaningful relationships from initially entering the looked after process to becoming sustainable achieving citizens within their communities.

*"In order to develop normally, a child requires progressively more complex joint activity with one or more adults who have an irrational emotional relationship with the child. **Somebody's got to be crazy about that kid. That's number one. First, last and always**"* Bronfenbrenner quoted by Dez Holmes of Research in Practice.

1.2 We strive to provide the same sort of support to our care experienced children and young people that most children and young people would expect from a reasonable parent.

1.3 All payments to children and young people will be done so in line with care planning and pathway planning processes. Managers within the service have the powers to override or use discretion regarding any payment at any point based on the evidence presented to them at that point in time, for example an immediate change in circumstances.

1.4 All children living in 'Care' placements, (Children Act 1989, Volume 2:care planning, placement and case review) will receive payments as detailed in relevant Policy and Procedure. See Tri-ex or via the Virtual School Pupil Premium Plus (PPP) powers. Including but not exclusive to, birthday and festival payments, celebration of a child's achievements including education achievements, transport costs, promotion of independence associated costs, pocket money etc

1.5 Bradford Through Care Service promotes young people remaining in their 'Care' placement for as long as possible however from the age of 16 a young person may move out of their 'Care' placement, and into post 16 accommodation, from this point these Leaving Care entitlements apply. (Children Leaving Care Act 2000 and Care Leavers (England) regulations 2010)

2. Young people who have financial entitlements within the Through Care Service

Child Looked After CLA	<ul style="list-style-type: none"> • A court order which says Childrens services should look after a child • parents or a young person (aged 16 or 17) agree that Childrens Services should look after them (S20) • a young person aged between 12 and 17 who is in secure remand, in a secure children home a secure training centre or a young offenders institute on remand (see LAPSO)
Eligible E	<ul style="list-style-type: none"> • looked after; and • aged 16 or 17; and • were looked after over 13 weeks (or periods amounting to 13 weeks) which began after 14 and ended after 16
Relevant R	<ul style="list-style-type: none"> • no longer looked after but previously Eligible: and • aged 16 or 17 • were looked after for at least 13 weeks (or periods amounting to 13 weeks) which began after 14
Former Relevant FR	<ul style="list-style-type: none"> • Are 18 to 21 and have previously been Relevant or Eligible • Older than 21, still in education and have a pathway plan
Post 21 Former Relevant PFR	<ul style="list-style-type: none"> • Previously Former Relevant, post 21 assessed to be in need
Qualifying Q	<ul style="list-style-type: none"> • 16 but under 21; and • looked after immediately prior to making of a Special Guardianship Order which was enforce when 18: or • Previously Privately Fostered and assessed to be in need • left care on or after 16 and were looked after for less than 13 weeks after 14 • Relevant and returned home for 6 months or more
Youth Homeless YH	<ul style="list-style-type: none"> • 16 or 17 and assessed to be in need • Need somewhere to live as no identified adults who can provide safe accommodation
Immigration Support IS	<ul style="list-style-type: none"> • Unaccompanied asylum seeking child (UASC) • Young people without British Citizenship (EEA) • Young refugees
LAPSO (Legal Aid, Sentencing and Punishment of Offenders)	<ul style="list-style-type: none"> • A child aged 10 to 17 whom is remanded to Local Authority Care becomes a Looked After Child. • If remanded for 13 weeks or more aged 16/17, they automatically become and eligible Care Leaver

3. Care and Pathway Planning

All CLA planning will be detailed within a living, evolving care planning process which prioritises permanency and aspirational outcomes for children whom are looked after. This Care Plan is the responsibility of the named social worker but will include all the views of the professional team around the child and the child and parents (unless exceptional circumstances) of the child whom the plan is about. The Care Plan is supported by the child or young person's Personal Education Plan, both documents are ratified and reviewed by the IRO through the looked after reviewing process.

For all E, R, Q and IS the Pathway Plan replaces the Care plan and **must be completed alongside the young person** by the time they reach 16 years of age. The Pathway Plan like the Care Plan is the responsibility of the named social worker or community resource worker for Q, FR, PFR but will include all the views of the professional team around the child and the child and parents (unless exceptional circumstances) of the child whom the plan is about. Financial entitlement given to FR, PFR, and post 18 Q and IS will be detailed within a Pathway Planning process and endorsed by a Through Care Team Manager.

Pathway Plan part 1 will be an initial needs assessment, completed via the Outcome Star tool.

As a minimum this process will include;

- A base line assessment of a young person views and feelings regarding leaving their 'care' placement and beginning the process and preparation of leaving care.
- A Through Care Worker will discuss as a minimum; accommodation, education, training and employment, health and wellbeing, finances, relationships with family and friends, community participation, hobbies, identity and contingency planning.
- At the point of a young person completing Pathway Plan part 1, they will have; a bank account
Photographic ID
National Insurance number
Copy of Birth Certificate
Copies of family photos
Know how to find out their care story
Know how to get independent advice
Know what to do if they are unhappy
Know their leaving care entitlements and Local Offer available to them.

Every 6 months until agreed the Pathway Plan will be reviewed and will be a process involving the young person as outlined above. Up to 18 this will be endorsed by an Independent Reviewing Officer (IRO), post 18 a Through Care Team Manager.

Post 21 if a young person wishes to access Bradford Through Care Service support, a targeted Pathway Plan will be completed detailing specific needs of that young person. This plan will be reviewed every 6 months or until needs are met whichever is sooner.

Financial entitlements will be detailed as part of the Care Planning or Pathway Planning process. All payments will be made to individuals via BACS processes and only in exceptional circumstances cash payments may be paid.

4. Children Looked After

For all CLA payments made must be detailed within either the child's Care Plan or Personal Education Plan if appropriate.

As detailed in section 1.4 children in 'Care' placement receive the majority of payments via the placement where they are being cared for or school setting. However there are payments that are made at the discretion of the Through care Service. These are detailed below.

Who	What	Conditions
CLA, E,R	Support for family time (contact) All travel costs for family members will be reimbursed after receipts have been provided or at 20per mile. All contacts will be minimal costs, drinks for staff involved and children/parents. (receipts to be provided) Contribution for up to 2 celebration activity based contacts per year – amount to determined as reasonable by Through Care Team Manager	Detailed in child's care plan and with authorisation of a Through Care Team Manager.
CLA, E, R	Contributions to promotion child, young persons accessing their chosen hobbies in exceptional circumstances (beyond what is paid by the carer if in care placement)	Detailed in child's care plan or pathway plan with authorisation of a Through Care Service Manager
CLA, E, R	Contributions to support child, young person in their care placement access education. (must evidence how support has been accessed via PPP or bursary first).	Detailed in child's care plan or pathway plan with authorisation of a Through Care Service Manager
CLA, E, R	Photographic ID (Passport or National Identity card) To be sought at point of leaving care placement	Authorised by Through Care Team Manager
CLA, E, R	Support of life story work	Authorised by Through Care Team Manager

5. Income Maintenance

Who	What	Conditions
R, E, IS	£60 per week	Completion of Pathway Plan and engagement in Education, Training and Employment
R, E, IS	£35 per week	NEET for 4 weeks or more. Meeting with Team Manager to be included in this process.
YH	£35 per week	2 weeks only, in lieu of welfare benefit claim.
FR, Q	£35 per week	2 weeks only, in lieu of welfare benefit claim.
LAPSO	£10 per month/stamps	Paid whilst on remand and post sentencing if still in a young person institution. Upon sentencing and in an adult prison payments stop. Team Manager discretion of there is no family contact.

NOTES

- All payments to be made into a young persons bank account
- By 17 years payments to be made every two weeks to young people in line with Universal Credit, at 17.5 payments to be made monthly.
- Minimum (hardship) Income Maintenance payment is £35 per week
- Emergency payments paid at £5 per day
- Expectation that all young people pay back emergency payments.

(FIN 1)

6. Time to Celebrate

Who	What	Conditions
R, E, IS, YH, Q, FR, PFR	£10 festival payments with card	Authorised by Through Care team Manager
R, E, IS, YH, Q, FR, PFR	£10 birthday payment 18 th birthday £50 and discretionary celebration event with worker 21 st birthday £50 and discretionary celebration event with worker	Authorised by Through Care team Manager
R, E, IS, Q, FR, PFR	Celebration of Education achievements Discretion of £10 to £50 dependent on achievement	Authorised by Through Care Team Manager Payments are made to young people living in a none care placement
FR	Celebration of graduation from University Up to £200	Receipts required
CLA, R, E, IS, YH, Q, FR, PFR	Monthly 'Young Achiever' awards £10	Nominated by worker

NOTE

- If young person in custody birthday payment is £10 regardless of age.

7. Corporate Parent payments

Who	What	Conditions
FR, & Q (Bradford residents)	Exemption from Council Tax payments	Consent to share details of Care leavers status to Bradford Council Tax department
CLA, E, R, FR, IS, YH, Q	Free gym membership	Must have letter from service

NOTE

- Previous arrears that a young person has accrued prior to April 2018 are the responsibility of the young person.

8. Accommodation

Who	What	Conditions
R, E, IS	Full rental costs up to the level of Local Housing Benefit rates (*local average £60 to £80pw)	Completion of Pathway Plan. If Private landlord, Housing Suitability Assessment must be completed prior to payment.
IS	Post 18 full rental costs up to the level of Local Housing Benefit rates (*local average £60 to £80 pw)	Completion of Pathway Plan If Private landlord, Housing Suitability Assessment must be completed prior to payment.
R, E, IS	If earning over £100 per week a young person will be expected to contribute to their rent.	
FR, PFR	Post 18 full rental costs up to the level of Local Housing Benefit rates (*local average £60 to £80 pw)	In Full time Higher or Further Education If Private landlord, Housing suitability Assessment must be completed prior to payment.
YH	First payment of rent may be paid on behalf of a young person awaiting benefits, in exceptional circumstances and will be repaid by the young person.	Authorisation by Through Care Team Manager
R, E, IS, CLA	Initial placement with connected person, friend or family member £20 per week – emergency pre viability assessment	Completion of viability assessment before further payments made. Authorisation of Team Manager
FR	Retention payment of £50 per week for young people at University to Steeping Stones or Staying Put provider	Completion of Pathway Plan.
FR	Contribution towards summer vacation accommodation for young people at university. At local average rate.	Completion of Pathway Plan

***guide only**

NOTES

- When a payment is made to a private individual a Housing Suitability Assessment must be completed prior to the payment being made.
- Damages are the responsibility of the young person
- Through Care are NOT responsible for service charges or arrears as a result of none-payment of service charges.
- Young Person contributions

£101.00 - £120.00 pw	£20 pw
£121.00 - £140.00 pw	£30 pw
£141.00 - £160.00 pw	£40 pw
£161.00 - £180.00 pw	£50 pw
£181.00 - £200.00 pw	£60 pw
£200 plus	£70 pw (max contribution)

9. Setting Up Home

Who	What	Conditions
E, R, FR, IS, PFR	Setting Up Home Allowance Up to £1300 or £1000* Guidance; up to 18 £300 18 to 21 - £700 Post 21 to 25 £300	Completion of Pathway Plan. Completion of Suitability of Accommodation, if private tenancy. Supervised spend. Furniture, fittings, and household items. Can be used for bonds, TV licence and insurance.
E, R, FR	Discretionary Bond payments (average £350 to £400)	Authorised by Through Care Team Manager on completion of Suitability of Accommodation. Must be paid back by young person. Appendix 1
E, R, FR, IS	Independence Top-up £10 per week	Young person must be paying utility bills, can be advanced for up to 6 weeks, can be saved as per young persons wishes.
YH	One off setting up home of up to £200. Discretion if carpets needed up to £150	Based on assessment of need – authorised by Through Care Team Manager
Q	One off setting up home of up to £200. Discretion if carpets needed up to £150	Based on assessment of need – authorised by Through Care Team Manager

*If young person has been part of Jumpstart scheme, setting up home grant reduces to £1000.

NOTES

- It is the Through Care workers responsibility to get maximum value for money on behalf of the young person and therefore are encouraged to approach charities especially for white goods.
- Young People with learning disabilities who are in a long term care setting will be discussed on a case by case basis between the worker and Team Manager.

10. Education, Training and Employment

Who	What	Conditions
CLA, E, R, FR, IS, YH, Q	£10 Training Incentive	Post 16 education Paid in arrears subject to attendance of a 16+ hours a week course
CLA, E, R, FR, IS, YH, Q	Up to £40 training incentive if attending LEAP.	£5 per day attendance £5 per day engagement
CLA, E, R, FR, IS, Q	Weekly bus pass.	Education, Training and apprenticeships on proof of attendance. Team Manager to use some discretion regarding use of metro card as an incentive regarding overall engagement with the service.
E, R, FR, CLA, YH, IS, Q	16 to 19 Bursary Fund – Up to £1200	As per institution specific. See link below for advice
E, R, FR, CLA, YH, IS, Q	16 to 19 Bursary Fund discretionary payments to meet individual needs, transport, meals, books and equipment	As per education institution. See link below for advice
YH	Half fare bus pass	Must be in training, paid in arrears subject to attendance
E, R, FR, CLA, YH, IS, Q	Up to £30 support with interview clothing	Proof of interview to be given by young person

NOTES

- Training incentive is NOT paid to young people in receipt of an education bursary or on LEAP course
- Training incentive can be paid whilst young person is waiting for education bursary.
- Metro cards are not paid if young people are in receipt of an education bursary.
- LEAP attendees are able to be reimbursed for bus fares on proof of bus ticket. Payment in arrears.
- The above is working on a principal that all young people in education or employment are eligible for bursary and this covers course related equipment including laptops. Managers discretion maybe used for individual circumstances.
- Young People in apprenticeships earning less than £100 per week – discretion around topping up and a bus pass.

11. University Support / FR Post 21

Who	What	Conditions
FR	Higher Education Bursary £2000 Spread across all of degree	Completion of Pathway plan and engagement with University Worker
FR	Contribution to living costs £40 per week	Progress through degree course must be demonstrated
FR	Contribution towards keeping in touch with your family up to 2 times a year	Authorisation by team Manager
FR	Support with getting your belongings to and from University	Request to come through University Support Worker
FR	Support can be given for post 21 young people re-entering education following an application to the Through Care Management Team. Discussed on a case by case basis.	Assessment of need.

NOTE

- Must be applied along side university leaflet.

12. Added Extras/Extra Information

Who	What	Conditions
R, E, FR, Q, YH, IS	Discretionary payment of up to £50 to support pregnant young people with clothing	Authorised by Through Care Team Manager Proof of pregnancy and engagement with service.
R, E, FR, Q, YH, IS, PFR	Capital income: Up to £6000 disregarded (assistance given) Over £16000 no payments to be made. Between £6000 and £16000 young people to contribute assessed on a case by case basis	Authorisation of Through Care Service Manager
R, E	Criminal Compensation (CICA) Disregarded	Through care workers responsibility to ensure financial advice is sought for young person
R, E, FR, Q, YH	Personal Independence Payment (PIP) If child or young person is in receipt of this payment consideration made to contribution to care or promotion of mobility.	Authorisation of Through Care Service Manager
IS, CLA, R, E	Payment to support a CLA obtaining citizenship	Authorisation by Service Manager
R, E, FR, Q, IS, YH	Support for clothing up £60 per year	Based on engagement with the service. Authorisation by Team Manager
YH	Emergency clothing up to £60 – one off payment, on presentation of homelessness	Authorisation by Team Manager
IS	Emergency clothing up to £300 – one off payment, on initial presentation to Bradford.	Authorisation by Team Manager
R, E, FR, PFR, Q, YH, IS	Emergency Payments	Authorisation by Service Manager
R, E, FR, PFR, Q, YH, IS	Money for a drink for child/young person and Through Care Worker	To support direct work and relationship building. Authorisation by team Manager.

13. Additional Support Services that can be accessed by all.

24 hour support via Emergency Duty team 01274 431010
 Free phone 0800 6940276
 Laundry facilities – Odsal and Shipley site
 Free IT – Odsal and Shipley site
 Free food – Odsal and Shipley site
 Open access to a duty worker afternoons only Shipley, Odsal and Culture Fusion
 Access to all Groups/Activities run by the Through Care Service
 Drop-in services to access health support and benefit support.
 Free Gym membership (post 16)
 Mobile phone

14. Useful Information

Through Care budget code: RDGV
Immigration Budget code: RDGS
University budget code: RFJF

All health associated costs are free or heavily subsidised on completion of a HC1 (SC) or HC11 (post 18)

Bursary information:

<https://www.gov.uk/guidance/16-to-19-bursary-fund-guide-2017-to-2018-academic-year>

White Goods: Buttle Trust and Glasspool <https://grants-search.turn2us.org.uk/>

Housing Options: 01274 435999

Welfare Benefit claims

For DWP purposes the 'Responsible Authority' is the Council which last 'Looked After' the child or young persons.

Workers responsibility to ensure young person is 'flagged' with DWP as a Care Leaver. Young person's consent needed.

All claims for Universal Credit to be submitted to DWP 2 weeks prior to a young person turning 18

<https://www.gov.uk/apply-universal-credit>

Food banks

The Trussell Trust Food Bank – 01274 734314

Bradford Central Foodbank

<https://bradfordcentralfoodbank.org.uk>

Bradford Food Bank

www.bradfordfoodbank.com

Catch 22 – Wide ranging provision delivers holistic support to looked after children and care leavers whilst in care and once they have left care to improve their life chances.

www.catch-22.org.uk

Shelter – Shelter gives practical housing advice and support online, in person and by phone.

<http://england.shelter.org.uk>

Coram Voice – children and young peoples national advocacy service.

www.coramvoice.org.uk

The Care leavers Association – national organisation campaigning for Care leavers Rights.

www.careleavers.com

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Corporate Parenting Panel – 2018/19

Conservative	Labour	Lib Dem
Cllr Dale Smith	Cllr Carol Thirkill (Chair)	Cllr Julie Humphreys
	Cllr Sinead Engel (Dep Chair)	
	Cllr Angela Tait	
Alternates	Alternates	Alternates
Cllr Mike Pollard	Cllr Sarfraz Nazir	Cllr Nicola Pollard
	Cllr Nussrat Mohammed	
	Cllr Mohammed Shafiq	

Non-voting Co-opted Members

Inspector Kevin Taylor	West Yorkshire Police, Partnerships
Yasmin Umarji	Senior Primary Partnership Manager, Education
Sue Thompson	Designated Nurse – Safeguarding Children and LAC, CCG Collaboration
The Chair of the Children in Care Council	

Corporate Parenting Panel Date/Venue	Report/Author	Deadline for Reports to Secretariat
9 th July 2018 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ Appointment of Co-opted Members ▪ Regional Adoption Agency – Annual/Progress report (to include update on IT issues) (see Minutes 8/11/17) – (Mary Brudenell) ▪ Improving Support For Young People in Care/Care Leavers – Progress Report (to cover progress on implementation of recommendations including information on actions proposed and timescale (see Minutes 13/9/17) (Sarah King/Diane Cokewright) ▪ Work Plan 2018/19 	5pm 25/6/18
10 th September 2018 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ IRO Annual Report (Imran Cheema) ▪ Health & Dental Checks for LAC (Emma Collingwood/Rachel Curtis) ▪ Citizenship/Access to Passports for LAC (see Minutes 10/1/18) (Rachel Curtis) ▪ Work Plan 2018/19 	10am 28/8/18
5 th November 2018 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ Through Care Service (see Minutes of 7/3/18) (to include info on Bradford's Offer for Care Leavers, Update on progress in relation to apprenticeships, Update in relation to national challenge from Ofsted re 16+ supported accommodation, Impact on resources in relation to expansion of service for care leavers up to age 25) (Emma Collingwood) ▪ Annual Report on Complaints (Irina Arcas) ▪ Outcomes for LAC (David Byrom/Vanita Ladd) ▪ Work Plan 2018/19 	5pm 22/10/18
21 st January 2019 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ B Positive Pathways Progress Report (Jim Hopkinson) ▪ Virtual School Annual Report (Ken Poucher) ▪ Reg 44 Visits (Suzanne Lythgow) ▪ Work Plan 2018/19 	5pm 7/1/19

11 th March 2019 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ <i>Children Missing from Care</i> (<i>David Byrom</i>) 	5pm 25/2/19
15 th April 2019 5pm City Hall (Room tbc)	<ul style="list-style-type: none"> ▪ <i>Educational Outcomes for LAC</i> (<i>Ken Poucher</i>) ▪ <i>Mental Health & Emotional Wellbeing of LAC</i> (<i>Kelly Barker</i>) 	5pm 1/4/19
Items for Inclusion on the Panel's Work Plan for 2018/19 in due course		