

Fostering Transformation Project Board Terms of Reference (ToR)

Background:

The Fostering Transformation Board seeks to ensure the following outcomes within the Placement (Fostering) Transformation Plan are delivered:

Key aspects of the Placement (Fostering) Transformation Plan include:

- **Placement Sufficiency – Fostering:** Review placement sufficiency strategy, continued focus on fostering recruitment and retention, utilising a number of different initiatives to attract foster carers from differing backgrounds and for multiple purposes, continued focus on recruitment and retention in fostering to ensure carers and staff are well supported, with manageable work spans and develop and implement a training and assessment programme for carers to include the needs and potential benefits of offering homes to older children and young people
- **Engagement and Co-production:** Co-produce practice guidance re matching and info sharing, review communication and foster carers newsletter, develop DCS/Cabinet Member foster carer engagement and training for fostering team
- **Improving Practice:** Enhance and develop how we assess and articulate risk
Improve recording: Ensure a robust digital infrastructure to support effective information sharing and version control including the review of processes, referral, matching and approval forms and placement manual
- **Improved information sharing between agencies to safeguard children and young people and foster carers:** Development of communication plan with foster carers and internal escalation processes.

Separate steering groups will drive delivery of the programme. Strategic oversight would be provided through the Fostering Transformation Board. Over arching governance of the wider corporate parenting sufficiency work is fed through to the Corporate Parenting Partnership Board.

The workstream steering groups will take responsibility for overseeing the improvements from the action plan, the review process and refresh of the threshold document and associated practice guidance and protocols.

Fostering & Commissioning Steering Group will take responsibility for overseeing the improved practice and recording improved information sharing between agencies to safeguard children and young people and foster carers and the review of placement sufficiency.

Ensure that the ICT development group encompasses information-sharing, development of changes to processes for the use of ICT systems to underpin placement process including referral pathways and commissioning processes

Assistant Director Children's Social Care will also provide regular updates to and from the Working together group and the ICT development Group

Membership:

Strategic Director Children & Young Peoples Services (Chair)

Assistant Director – Children's Social Care

Joint Assistant Director Commissioning, Quality and Performance

Head of Service, Children in Care

Head of Commissioning, CYPS

Strategic Commissioning Officer

Commissioning Officer (Project Support)

Principal Social Worker

Service Manager Fostering

Business partners will be invited to the meeting on an ad hoc basis to address specific issues when required

Strategic Aim:

The strategic aim of the meeting is to evidence progress in the following areas:

- improve fostering sufficiency
- improve coproduction and codesign of services with foster carers
- address questions about the fostering model/programme in the future
- address the issue from the preventive future deaths report
- provides corporate assurance around fostering and placement sufficiency for children and young people

Meeting Schedule/Timescale:

Wednesday 22nd October, 2:30 – 4:30

Monday 24th November, 3:00 – 5:00

Monday 8th December, 2:30 – 4:30

Monday 12th January, 2:30 – 4:30

Monday 9th February, 2:30 – 4:30

Monday 9th March, 2:30 – 4:30

Review:

The terms of reference will be updated at least once a year or more frequently if required e.g. in response to national or local directives.

Document last updated: 22nd October 2025