

## **EXECUTIVE TERMS OF OFFICE**

### **Portfolio – Children and Young People**

#### **GENERAL**

The Executive Portfolio holder is responsible for all matters relating to the Council's affairs in respect of the Children and Young People portfolio, including acting as Lead Member for Children's Services in accordance with the Children Act 2004 and associated statutory guidance. As such, the Executive Portfolio holder is responsible for:

1. Liaising with other members of the Executive, particularly where matters within the portfolio affect other aspects of Council business or the Borough generally.
2. Providing the Executive's lead in the development and implementation of key policy within the remit of the portfolio.
3. Agreeing, in conjunction with the relevant Corporate Director or Director, Directorate Plans for the services within the remit of the Portfolio holder;
4. Participating as necessary in the work of the Overview and Scrutiny Committees and promoting the value of Scrutiny within their service area.
5. Ensuring that spending is in line with the approved budget for the Services within the portfolio.
6. Representing and acting as an ambassador for the Council.
7. Promoting a neighbourhood and area focus across the Council and the Borough.
8. Representing the Council's views on matters of corporate or strategic policy and any other matters which are within the Portfolio holder's terms of office.
9. Working with other Members of the Executive on matters, as directed by the Leader.
10. Ensuring effective partnership working in respect of matters within these terms of office.
11. Overseeing the timely progress of reviews or inspections with the remit of the Portfolio holder.
12. Exercising a monitoring role regarding performance and budgets and ensuring progress toward meeting the Executive's key objectives in these areas.
13. Ensuring appropriate consultation with partners and the community on matters within the portfolio.

## **Areas of Responsibility:**

- Statutory Lead Member for Children and Young People's Services in accordance with the Children Act 2004 and associated statutory guidance
- the functions of the Council with regard to its responsibilities for the safeguarding of children and young people
- The commissioning of public health services for children and young people as mandated in the Health & Care Act 2022, the Health and Social Care Act 2012 and any other relevant legislation.
- The functions, powers and duties of the Council as a local education authority

## **Key Roles and Responsibilities of the Children and Young People portfolio:**

1. Political accountability for the effectiveness, availability and value for money of all children and young people's services;
2. Leadership to engage and encourage local communities in order to improve services and outcomes for children and young people both within the local authority and externally with partner organisations;
3. Safeguarding and promoting welfare of children and young people across all agencies;
4. The functions, powers and duties of the Council as a Children's Services Authority, including specific areas such as:
  - Child protection
  - Children and families – social care
  - Looked after children
  - Foster care and adoption services
  - Provision of preventative services such as outreach services, family support services
  - Supporting vulnerable and at-risk children and young people, their families, schools and partner agencies;
5. The functions, powers and duties of the Council's social care services for children and young people including:
  - Child protection
  - Provision of a social work service to children, young people, families and carers in the community
  - Provision of specialist fieldwork social services to children with disabilities, their families and carers, and arranging respite facilities;
  - Looked after children
  - Foster care and adoption services
  - Provision of a range of preventative services through family aides, family support workers, outreach services etc.
  - Provision of a field social work service to children looked after on a medium and long-term basis and placed for adoption;
  - a range of preventative services field social work service to children looked after on a medium and long-term basis and placed for adoption;
  - Supporting care leavers

- Supporting vulnerable and at-risk children and young people, their families, schools and partner agencies;
6. The provision and commissioning of interventions and services for young people aged 11-19/25 (25 for young people with additional needs) including 'one-stopshops'; street-based work; school-based work and partnerships with the voluntary sector;
  7. The functions, powers and duties of the Council with regard to the Youth Offending Service including:
    - working with and reporting to the Crime and Disorder Reduction Partnership;
    - preventing children and young people being involved in offending or antisocial behaviour, and re-offending;
    - supporting those young people who have offended through assessment; court reports; and non-custodial sentences such as final warnings, restorative justice, involvement of victims and referral orders; and education; and
    - supporting young people serving custodial sentences and on release from custody;
  8. Oversight and monitoring of all statutory functions related to the delivery and commissioning of services for children and young people, including the continued joint working between children and adults social care and health services as embodied in the current section 75 agreement, as detailed in the Children Act 2004, the Health & Care Act 2022, Working Together to Safeguard Children 2013, The Children and Families Act 2014 and any other relevant and appropriate policy, guidance and legislation.
  9. The functions, powers and duties of the Council as a local education authority, including specific areas within the Councils core duties such as:
    - Special educational needs provision including children with disabilities
    - Support for Vulnerable Learners
    - Educational Psychology Service
    - Early years sufficiency
    - School admissions
    - School attendance and provision for pupils not in school
    - Asset management planning
    - Funding of schools
    - Sufficiency of school places
    - School Improvement
    - To receive schools OFSTED reports and subsequent Action Plans
    - To ensure an effective response to the OFSTED inspection of the LEA on SEND
  10. The functions, powers and duties of the Council with regard to the availability of advice and information for 13 to 19 year olds.
  11. Matters concerning Youth Services.

**To submit to the Executive:**

Recommendations in respect of key decisions concerning matters covered by these terms of reference unless otherwise authorised by the Leader of the Council.