

PLACEMENT SUFFICIENCY BOARD

1 OVERVIEW

The Placement Sufficiency Board retains accountability for the delivery of the sufficiency strategy and action plan. The board also monitors the quality and efficient use of in-house and commissioned placement provision for Children We Care For and Care Leavers.

The Board meeting will consist of two parts:

Part 1: Strategic oversight of placements for Children We Care For and Care Leavers

Part 2: Programme delivery of the Placement Sufficiency Strategy and action plan.

2 TERMS OF REFERENCE

The Placement Sufficiency Board is accountable for:

Part 1:

- Responsibility for the oversight of occupancy and quality of in-house and commissioned placements
- Providing assurance to CEF DLT on placement quality and occupancy.
- Identifying risks and issues, managing and escalating them as necessary to support the sufficiency of placements.

Part 2:

- Responsibility for the delivery of the Sufficiency Strategy and action plan including the programmes outlined in section 3.
- Providing assurance to CEF DLT on delivery of the Placement Sufficiency action plan.
- Ensuring that the resources available are appropriately directed to delivery of the programmes and where there are gaps in resourcing (people, time, budget and services) to provide appropriate redress or escalation to CEF DLT.
- Providing challenge where progress of the individual programmes are insufficient.
- Ensuring management interface between these programmes and other programme adjacencies to manage dependencies.

- Agreeing clear and consistent communication in regard to each of the individual programmes.
- Escalation of issues that present a risk to programme delivery and that are unable to be resolved within the membership of the Programme Board.

3. SCOPE

The following information will be reported to the Placement Sufficiency Board:

- Corporate parenting finance position (Finance business partner)
- Placements performance dashboard (Q&I)
- Occupancy of all internal provision – children’s homes, assessment homes, foster care, supported lodgings, move on homes and in house YPSA provision, including provision for new arrivals and mandated UASC from the National Transfer Scheme (NTS) (Head of Service Corporate Parenting)
- Occupancy of all block purchased placements, including YPSA and residential provision (Brokerage / Quality Improvement Team)
- Number and cost of spot purchase placements broken down by residential, IFA and YPSA and reported as a % of each cohort (Performance Management Team and Finance)

Occupancy reporting will include voids: number, reasons, length of time, costs, remedial action, contractual implications.

Any other activity related to the delivery of the sufficiency strategy and action plan will be reported on e.g. Market engagement activity; bids for grants; recurrent issues with providers; operational risks or pressures impacting on delivery.

The programmes below are within the scope of the Programme Board:

Programme / Project	Lead
Placement Sufficiency review and updated Placement Sufficiency Strategy	Lead Commissioner for Start Well
Sufficiency Strategy Action plan	Lead Commissioner for Start Well
Inhouse Fostering Project	Head of Corporate Parenting and Fostering Service Manager
SEND Brokerage development	Lead Commissioner for Brokerage

CEF Change Team programme and project reporting templates will be used to ensure consistency of reporting approach across the directorate

4. MEMBERSHIP

PROJECT SPONSOR / SENIOR RESPONSIBLE OFFICER / CHAIR TO THE BOARD	The principal decision-maker with ultimate accountability for the success of the project.
TRANSFORMATION AND SERVICE EFFICIENCY LEAD	
PLACEMENT SUFFICIENCY PROGRAMME LEAD	
LEAD COMMISSIONER – START WELL (HESC)	Sponsor for the delivery of the Sufficiency Strategy and Action Plan and lead for external commissioning and market shaping activity
CORPORATE PARENTING MANAGER	Strategic advisor and sponsor for the delivery of the inhouse fostering project
CEF SENIOR FINANCIAL ADVISOR	Provide advice, support and challenge to the board on financial matters and monitor of the third party savings
BROKERAGE TEAM MANAGER	Operational lead for Brokerage function and lead for placement projects
QUALITY IMPROVEMENT MANAGER (STARTWELL)	Operational lead for contracts monitoring and management of block contracted providers
QUALITY IMPROVEMENT MANAGER (STARTWELL)	Quality lead for children’s services
HEAD OF PROCUREMENT / CATEGORY MANAGER	Strategic Advisor and lead for procurement support function.
HEAD OF SERVICE	Operational lead for LAC Social Care teams

LEAD COMMISSIONER / BROKERAGE	Strategic lead for the brokerage function.
HEAD OF SERVICE LEAVING CARE	To include Care Leavers and UASC
SERVICE MANAGER FOSTERING	In-house fostering, and mother / baby fostering

5. WAYS OF WORKING

- The Placement Sufficiency board will meet on a 6 weekly basis, avoiding school holiday periods and will be for a maximum of 2 hours.
- All board members are required to update the live Sufficiency Strategy Action Plan the week prior to the The Placement Sufficiency board and will be required to give verbal updates to board members.
- The Board will be quorate with the Chair or nominated Deputy plus three other core members
- Members will appoint an appropriate deputy for meetings where appropriate
- The Chair/Sponsor will report to the CEF DLT on a monthly basis.
- Programme / project leads will report monthly/as requested through standard Highlight reporting
- Programme / project leads will attend to present updates where not covered in the Highlight report or where requested by the Board members
- The Placement Sufficiency Programme Manager will report updates to the CEF Change Board