



Terms of Reference

June 2015

Version 3

Purpose

The Children in Care Council (CiCC) is a group of young people who will represent the voice of local looked-after children and young people and those who have left care between the ages of 7 and 21 (up to 25 for disabled young people and those who are engaged in education) in the Royal Borough of Greenwich. They have a voice in decision-making and the design and delivery of services that affect their lives and the lives of others in care.

Aims

The CiCC will act as:

1. A **consultation group** for managers and policy-makers in the design, delivery and evaluation of projects and services.
2. A **lobbying group** to influence change in services accessed by children and young people in care and leaving care.
3. A **campaigning group** to raise awareness of the rights of children and young people in care and leaving care, and of what it's *really* like growing up in the care system.
4. A **forum for developing ideas and projects** that aim to improve the lives of children and young people in care and leaving care.
5. A **champion and advocate** for children and young people in care and leaving care.
6. A **forum for feeding back** to the Corporate Parenting Leadership Group and Corporate Parenting Panel.

Composition

The CiCC will be comprised of up to 30 young people and will be as representative of the population of children and young people in care and leaving care as possible.

The CiCC will meet once every two weeks on the same day of the week.

Membership is by self-nomination and must include one endorsement from a non-related adult. This adult could be: a social worker, a teacher or a manager/employer.

Members of CiCC are required to commit to the group for at least six months. CiCC members will be expected to commit 4 hours per fortnight for meetings and additional activities.

The CiCC will hold elections every twelve months to elect officers for the group – including, but not limited to: Chair, Vice Chair and Minute-taker.

If you can't attend a meeting, you should let the Youth Voice staff know at least one day in advance.

Challenge Cards

The CiCC will operate a Challenge Card system to directly link with the Corporate Parenting Leadership Group and Corporate Parenting Panel.

Challenge Cards are the vehicle for children and young people to raise issues, concerns, questions and challenges with their Corporate Parents. It maybe that clarification is requested or a change is asked for in order to improve a service or an area of practice.

These Challenge Cards act as a two-way challenge process (the Corporate Parent can pose challenges back to CiCC) and operate as a “you said, we did” model.

Up to 3 challenge cards are present at the Corporate Parenting Leadership Group every 3 months.

Communication and Governance

The CiCC will have a standing agenda item at each Corporate Parenting Leadership Group meeting (held every two months) where they will present their Challenge Cards. The CiCC will attend the Corporate Parenting Panel for a joint meeting at least once a year.

The Director of Children’s Services and the Lead Member of Children’s Services will attend at least one CiCC meeting every 6 months to discuss issues raised by the group.

CiCC members will be expected to communicate discussions, messages and activities that take place to other children and young people in care and leaving care.

Code of Conduct

CiCC exists to uphold children and young people’s right to have a voice on any issue that affects them, as stated in Article 12 of the UN Convention on the Rights of the Child, so long as it does not affect the rights of others.

CiCC will listen to and respect all children and young people in care or leaving care up to the age of 18, or 25 with disabilities, across the Royal Borough.

CiCC members should treat all members, children and young people and adults with respect and support the development of an atmosphere of mutual respect, teamwork and integrity.

CiCC should behave in such a way that is not discriminatory in any way, which includes (but is not limited to) sexist, racist or homophobic remarks, and challenge this behaviour if you experience it.

CiCC members should never attend any GYPC meeting, forum or event under the influence of drugs, alcohol and/or other substance.

Support

CiCC members will:

1. Receive regular notice and communication about meetings and events.
2. Be invited to attend local, regional and national events and activities.
3. Be offered relevant and appropriate training and formal accreditation.
4. Be supported with their own personal and skills development.
5. Get refreshments or subsistence at every CiCC meeting.

CiCC Member Declaration

As a member of Children in Care Council (CiCC), I understand, have read and agree to adhere to the Terms of Reference, including Code of Conduct, as laid out above.

I understand that if my actions are seen by other CiCC members or staff as breaking these Terms of Reference and Code of Conduct, then I may be asked to leave the group of a period of time or indefinitely (depending on the severity of my actions).

Signed: _____

Date: _____

Worker signature: _____

Date: _____