

Local Offer for Care Leavers & No 11 – Action Plan

No	Action	Update	By Who	By When	Status
1.	Update draft CL local offer with details on support available for Care Leavers		CAS	02.07.18	Completed
2.	Ascertain full governance route for CL Local Offer	Emailed Tina Cooper. Steve Comb to advise	CAS	02.07.18	Completed
3.	Review statement of purpose for No 11		JB, JS, RK, CAS	25.06.18	Completed
4.	Updated list of services to be sent to be included in No 11 statement of purpose	JS & RK to send mapping list	RK, JS	29.06.18	
5.	Draft process for supporting young people over 21 (initial assessment tool to help with this) to be sent for inclusion in No 11 statement of purpose	To be sent to CAS once complete	JS	06.07.18	
6.	Arrange consultation with young people via Children in Care Council and Care leavers Forum	Emailed to request dates and to add to agenda	CAS, Sanna Mahmood	25.06.18	Completed
7.	Arrange meeting with key partners/stakeholders to discuss No 11	Arranged for 28 Aug 18	CAS	29.06.18	Completed
8.	Book Local Offer and No 11 Statement of Purpose onto Corporate Parenting board – preferably September	On agenda for 24 September 18	CAS, Helen Kilroy	02.07.18	Completed
9.	Book Local offer onto SLT	Booked for 31.07.18	CAS	02.07.18	Completed
10.	Meeting to review draft Local Offer prior to consultation with young people		JB, JS, RK, CAS	02.07.18	Completed
11.	Discuss and agree reception cover in No 11 with Business Support Managers	Conversations ongoing, just need formal confirmation from BSM's	RK,JS	06.07.18	In progress
12.	Report the work in the Leaving Care Service - Keep on Caring to Corporate Parenting Board		JB	09.07.18	Completed
13.	Consultation via Children in Care Council	Julie Bragg attending	JB	09.07.18	Completed
14.	Consultation via Care Leavers Forum	Julie Bragg, Janette Singh & Rosie Khan attending	JS	11.07.18	Completed
15.	Ideas for potential use of/changes to space in no 11 to be produced and sent to JB	Need an update on this	RK, JS	13.07.18	
16.	Discuss proposed changes to space in No 11 and ascertain the amount of available Transformation Challenge budget to fund this	Need an update on this	JB, SC	20.07.18	

17.	Review and update Local Offer following consultation with young people		JB, JS, RK, CAS	31.07.18	Completed
18.	Share draft local offer & No 11 Statement of Purpose with Senior Leadership Team		JB	31.07.18	Completed
19.	Partner consultation on local offer and No 11 Statement of Purpose	JB on leave, SC to chair	SC, Partners	28.08.18	Completed
20.	Share Care Leavers Local Offer and No 11 Statement of Purpose with Portfolio Holder	Shared at Corporate Parenting Board on 9 July 18	SC, JB	09.07.18	Completed
21.	Care Leavers Local Offer and No 11 Statement of Purpose to Corporate Parenting Board	Papers to Helen Kilroy by 12.09.18	JB, SC	24.09.18	
22.	Follow up meeting with partners to discuss feedback on local offer		JB, Partners	25.09.18	
23.	Updated Care Leavers Local Offer to SLT		JB, SC,CAS	30.10.18	
24.	Updated Local Offer to ET	Sal to advise at SLT on 25.09.18 of when local offer should go to ET	JB, SC	TBC	
25.	Develop comms plan for Care Leavers Local Offer		JB, JS, RK, CAS, Comms	October	
26.	Plan launch and publication of Care Leavers Local Offer & relaunch of No 11		JB, JS, RK, CAS	Early November	
27.	Launch of Care Leavers Local Offer & relaunch of No 11		Leaving Care Service	Mid November	