

**SOCIAL CARE SERVICES – SCHEME OF DELEGATION  
CHILD CARE**

**Key:**

**A COURT PROCEEDINGS COMMENCED BY THE LOCAL AUTHORITY IN RESPECT OF CHILDREN**

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
1	Duty to make enquiries to decide whether action needed to safeguard or promote a child's welfare (S.47 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	Local Safeguarding Children Board (LSCB) Procedures
	Agreeing Sec 47 to go to ICPC	Director Children's Services	Assistant Director Children's social care	Practice Manager following professional discussion with CP&R chair	PR3 (g) no change required
	Signing off Single Assessments	Director Children's Services Director Children's Services	Assistant Director Children's social care	Practise manager	No publicised procedure as yet Will replace core assess procedure when available
	Agreeing legal advice or LPM	Director Children's Services	Assistant Director Children's social care	Practice Manager in consultation with Head Of Service	No procedure -- could be covered by amending PLO guidance flowcharts
2	<b>Designated Manager (Care Proceedings)</b>  Authority to bring child or young person before a Court as suffering or being likely to suffer significant harm (S.31 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	None	- No procedure -- could be covered by amending PLO guidance flowcharts
	<b>Designated Manager (Care Plans)</b> Signing final Care Plan	Director of children's Services	Assistant Director Children's social care	Practice Manager unless budget/resource implication and then countersigned by Head of Service	

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
	Supporting private application for residence order including an application by foster carer or approving financial support for legal costs of a resident order application or approving a residence order allowance	Director Children's Services	Assistant Director Children's social care	Head of Service in consultation with budget holder	ACM3 ( c ) needs amending
	<b>Designated Manager (Special Guardianship)</b> Supporting family member application for a special guardianship as an alternative to care proceedings or approving special guardianship allowance	Director Children's Services	Assistant Director Children's social care	None	AD3 (y) needs amending
3	<b>Designated Manager (Emergency Protection Orders)</b> Authority to apply to a Court or to a single magistrate for an Emergency Protection Order, or for an extension of such an order, (S.44 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Practise manager in consultation with Head of service /EDT	PR3(b) Emergency Protection Orders needs amending
4	Authority to apply to the Court for a Recovery Order, with or without a warrant to enter premises (S.50 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
5	Authority to commence wardship proceedings with leave of the Court (S.100 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	None	-
6	Authority to apply to a Court for a Child Assessment Order (S.43 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	PR3(a) Child Assessment Orders
7	Authority to appeal against decisions of the Court in respect of the transfer or proposed transfer of proceedings between the Magistrates Court, County Court and High Court (S.94(10) Children Act 1989)	Director Children's Services	Assistant Director Children's social care	None	-
	Appeal to the High Court against a decision of the Magistrate court	Director Children's Services	Assistant Director Children's social care	Head of Service following consultation with Assistant Director and Head of Legal Services	No procedure

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
8	Authority to apply to the Court for a warrant to assist in the exercise of powers to search for children or inspect premises (S.102 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
9	Authority to apply to a Court for discharge or variation of a Supervision Order (S.39 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
10	Authority to apply to a Court for the discharge of an Order committing a child to the care of the Council (S.39 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
11	Authority to consent or refuse consent to the naming of the Council as supervisor of a child or young person under a Supervision Order made by a Court where the child or young person does not reside within the area of the Council. (S.13(1) Children and Young Person Act 1969)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
12	Authority to apply to a Court for leave and to apply if leave is granted for a Prohibited Steps or Specific Issue Order.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
13	<b>Designated Manager (Secure Accommodation)</b>  Authority to apply to the Court for a Secure Accommodation Order, on welfare grounds, in respect of a child being looked after by the Council (S.25 Children Act 1989)	Director Children's Services	Assistant Director Children's social care In consultation with DCS	None	LO3 (e) will need amending
14	Authority to review children placed, on welfare grounds, in Secure Accommodation (Children (Secure Accommodation) Regulations 1991) and (Children (Secure Accommodation) (No.21) Regulations 1991)	Director Children's Services	Assistant Director Children's social care	None	LO3 (e) will need amending
15	Authority to agree to the Court making a Family	Director Children's	Assistant Director	Head of service/	-

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
	Assistance order within family proceedings (S.16 Children Act 1989).	Services	Children's social care	Practise manager	
16	Authority to deal with consultations from the Local Education Authority with regard to proposed applications for Education Supervision Orders.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	ED3(a) Education Supervision Orders This procedure should be revised to current practise
17	Authority to investigate the circumstances of a child when directed to do so by the Court on the discharge of an Education Supervision Order or at the request of the LEA when a child has persistently failed to comply with directions under an Education Supervision Order (paras 17(2) and 19(2) Sch. 3 (Children Act 1989)).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	ED3(a) Education Supervision Orders This procedure should be revised to current practise
18	Authority to discharge a child placed, on welfare grounds, in Secure Accommodation (other than those young person's subject to a Court ordered remand).	Director Children's Services	Assistant Director Children's social care	None	LO3(e) Secure Accommodation – Civil will need amending

## B CONTACT WITH CHILDREN SUBJECT TO CARE ORDERS

NO	FUNCTION	COUNCIL DELEGATION	FROM Director of Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
1	<b>Designated Manager (Contact with Parents)</b> Authority to refuse contact with a child in care for up to seven days (S.34 Children Act 1989)	Director Children's Services	Assistant Director Children's social care	None	LO3(a) Contact to Children/Young People Looked After

NO	FUNCTION	COUNCIL DELEGATION	FROM Director of Children's Services	FURTHER DELEGATION	PROCEDURE REFERENCE
					by the Local Authority

**C ARRANGEMENTS FOR CHILDREN TO BE LOOKED AFTER BY THE COUNCIL**

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
1	Authority to deal with representations or complaints about the discharge by the Council of any of their functions under the S.26 Children Act 1989.	Director Children's Services	Senior Complaints Officer	Stage 1 complaints Practice Manager (copy to Head of Service) Stage 2 complaints Head of Service (copy to Assistant Director) Stage 3 complaints Assistant Director (copy to Director of Children's Services) Agreement to compensation payments Assistant Director	Dealing with Comments, Compliments, Complaints and Representations
	Authority to decide whether to apply or not to apply for Criminal Injuries compensation for a child in care or to release cash before 18 yrs –	Director Children's Services	Assistant Director Children's social care	Practice Manager	No procedure/policy should have guidance to define when and when not to apply
	<b>Designated Manager (Death or Serious Injury to a Child)</b> Notify secretary of state of a death of a child accommodated in care	Director Children's Services	Assistant Director Children's social care	Service Manager – Safeguarding Unit	LO3 (n) will need amending slightly
2	Authority to appoint a person who is not an Officer or Member of the Council to take part in the consideration of and discussions in relation to a child as a result of a representation or complaint	Director Children's Services	Senior Complaints Officer	Designated Complaints Officer	Dealing with Comments, Compliments, Complaints and

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	(S.26 Children Act 1989)				Representations
	Agreeing Specialist Assessment	Director of Children's Services	Assistant Director Children's social care	Head of Service in consultation with IRO following consultation with Chair of Placement Panel/budget holder	No procedure
3	Duty to consult the appropriate Local Education Authority when proposing to accommodate a child in an establishment at which education is provided (S.28 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
4	Authority to appoint an independent visitor or to befriend children being looked after having little or no communication with a parent or guardian (Para 17 Sch 2 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	LO3(c) new procedure required
5	Authority to review the case of each child being looked after by the Council in accordance with the provisions of Section 26 of the Children Act 1989.	Director Children's Services	<b>Head of Service Safeguarding</b>	Independent Reviewing Officer	FIE3(e) Looking after Children no longer appropriate need revision re IRO guidance
6	<b>Designated Manager (Marriage)</b> Authority to consent or to withhold consent (in conjunction with parents' right to consent or withhold consent) to the marriage of a young person in respect of whom a Care Order in favour of the Council has been made and who has obtained the age of 16 but not 18 years. (S.3 Marriage Act 1949, as amended)	Director Children's Services	Assistant Director Children's social care	None	-
7	<b>Nominated Officer (Placement of a Looked After Child subject to Care Order or Interim Care Order with Parents)</b> Approve a decision to place a child in care with a parent or approve a decision to place a child in	Director Children's Services	Assistant Director Children's social care	None	LO1 (b) needs urgent amend /rewrite to meet 2010 regs

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	care with a parent before the assessment is complete				
	<b>Nominated Officer (Immediate Placement of a Looked After Child with Connected Person)</b> Temporary emergency approval of a "connected person" as a foster carer	Director Children's Services	Assistant Director Children's social care	Fostering Agency Decision Maker	LO1 (b) needs urgent amend /rewrite to meet 2010 regs
	Agreement to a "connected person" foster placement when a parent is living in the same household	Director Children's Services	Assistant Director Children's social care	Fostering Agency Decision Maker	LO1 (b) needs urgent amend /rewrite to meet 2010 regs
	Decision to allow the police to publicise a missing child in care	Director Children's Services	Assistant Director Children's social care	Head of Service (notification to Assistant Director/Director of Children's Services)	LO3 (b) will need amending
8	<b>Designated Manager (Emigration)</b> Arranging for an accommodated child to live outside England and Wales or to make an application to court for a child in care to live outside England and Wales	Director Children's Services	Head of Service	Practice Manager in consultation with Head of Service	LO3(p) Placements of Children/Young People Accommodated with Parents, People with Parental Responsibility, Relations or Friends no longer on intranet
9	Authority to admit a child into care and discharge a child from care under S.20 (including a planned series of short term breaks).	Director Children's Services	Assistant Director Children's social care	None <b>do you want a separate comment re series of short breaks for CWD</b>	-
10	Responsibility for matching the needs of children to placement available: a) In-house Residential  b) Foster Care (In-house and Individual/Outside	Director Children's Services  Director Children's Services	Assistant Director Children's social care  Assistant Director	Residential Care Team Mgr/Resource Mgr Children's Disability Tm (CCRS)  Family Placement Team Manager/	Res 1  FO3(e) Obtaining a

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	placements)		Children's social care	Resource Mgr/ CWD Tm	Foster Placement+
	c) Outside Residential	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager in consultation with specialist manger if required	
	d) Inter-Agency placement (adoptive or long term)	Director Children's Services			-
11	Agreement to use Inter-Agency fees to place a looked after child.	Director Children's Services	Assistant Director Children's social care	Adoption Team Head of service/ Practise manager	-
12	<b>Designated Manager (External Placements)</b> Agreement to fund the placement of a child/young person in an external residential placement (eg community home, residential school, residential respite facilities)	Director Children's Services	Assistant Director Children's social care	None	-
13	Agreeing placement move	Director Children's Services		Head of Service in consultation with IRO following consultation with Chair of Placement Panel Request for out of Borough or specialist placements to go to the Placement Panel (see accommodation of a child in care) or Assistant Director in emergencies	FIE3(e) Looking After Children No longer on intranet
	<b>Nominated Officer (Disruption of Education)</b> Change of schools for looked after child	Director Children's Services		Head of Service in consultation with IRO	ED1 (a) out of date



NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
14	Authority to give assistance in kind or in cash to any child being looked after by the Council with a view to promoting his/her welfare when he/she ceases to be looked after by the Council (S.24(1) and (2) Children Act 1989). (In any one case in any one year)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager up to £3,000	New guidance available by end dec 2013
15	Authority to determine whether to advise and befriend a person who qualifies for advice and assistance but where there is no duty to do so (S.24(7) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	New guidance available by end dec 2013
16	Authority to give assistance in kind or in cash to any person who qualifies for assistance (S.24(7) Children Act 1989). (In any one case in any one year).	Director Children's Services Over £3,000 in any one case in any one year –	Assistant Director Children's social care up to £2000 in any case in any one year	Up to £1,000 - Head of service/ Practise manager	New guidance available by end dec 2013
	<b>Designated Manager (Leaving Care)</b>				
17	Authority to give assistance to a person who qualifies for advice and assistance by virtue of having been looked after by a Local Authority by contributing to expenses in connection with living near the place where he/she is or will be employed or seeking employment or receiving education or training, or by making a grant to enable him/her to meet expenses connected with his/her education and training (S.24(8) Children Act 1989). (In any one case in any one year).	Director Children's Services Over £3,000 in any one case in any one year –	Assistant Director Children's social care	Up to £1,000 - Support Team for Young People Manager Head of service/ Practise manager	New guidance available by end dec 2013
18	Authority to guarantee deeds of apprenticeship etc. of a child being looked after by the Council or a person qualifying for advice and assistance and to enter into any supplemental deed etc. (Para 18, Sch.2 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
19	Duty to carry out a needs assessment for each	Director Children's	Assistant Director	Head of service/	-

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	child and each eligible child and for a relevant child, where this has not already been done while he/she was being looked after (Reg 5 Children Leaving Care Act 2000).	Services	Children's social care	Practise manager	
20	Duty to prepare a pathway plan for each eligible child, and for each relevant child who does not already have one, as soon as possible after completing the needs assessment (Reg 8 Children Leaving Care Act 2000)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	- New guidance available by end dec 2013
21	To arrange for each eligible and relevant child to have a personal advisor and to continue the appointment for former relevant children (Reg 12 Children Leaving Care Act 2000).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	- New guidance available by end dec 2013
22	Authority to defray expenses of parents attending funerals of looked after children. (Paras 16 and 20 Sch.2 Children Act 1989). (In any one case in any one year).	Director Children's Services	Assistant Director Children's social care	None	-
23	Authority to serve a Contribution Notice in respect of a child being looked after by the Council and the taking of proceedings for Contribution Order, or to enforce, vary or discharge such an Order. (Part III, Sch.2 Children Act 1989, Para 23).	Director Children's Services	Assistant Director Children's social care	None	-
24	Authority to authorise rent guarantees for children in care (S.23(2) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	New guidance available by end dec 2013
25	<b>Designated Manager (Change of Name)</b> Authority to apply to the Court for leave to change a child's surname who is the subject of a Care Order. (S.33 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	-
	<b>Designated Manager (Marriage)</b> Authority to consent for child in care to get married before aged 18.	Director Children's Services	Assistant Director	None	No procedure
	Authority to allow a child in care to join army at	Director Children's	Assistant Director	None	No procedure

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	16 years.	Services			
26	Authority to apply for leave of the Court to permit a child who is the subject of a Care Order to leave the UK for more than one month, where persons with parental responsibility do not consent. (S.33(7) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
27	Duty to arrange for children who are looked after in the Council's area by or on behalf of voluntary organisations to be visited from time to time in the interests of their welfare (S.62 (2) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
28	Duty to take steps to secure alternative care and accommodation where not satisfied that the welfare of any child who is looked after by or on behalf of a voluntary organisation is being satisfactorily safeguarded (S.62(5) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
29	Authority to provide accommodation for a child over 16, even though a person who has parental responsibility for the child is able to provide accommodation, to safeguard or promote the child's welfare. S.20 (4) (Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	New guidance available by end dec 2013
30	Authority to provide accommodation for a person between the ages of 16 and 21 in a community home to safeguard or promote his/her welfare. S.20 (5) (Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	-
31	Authority to give consent to arrangements required for medical examinations for children who are looked after by the authority and are subject to a care order.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	LO3(g) Consent for Arrangements Required for Medical Treatment
32	Authority to give consent to immunisations for children who are looked after by the authority and are subject to a care order.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	LO3(g) Consent for Arrangements Required for Medical Treatment

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	Consent to a child in care having an operation requiring a general anaesthetic or any medical procedure requiring consent from person with parental responsibility	Director Children's Services		Practice Manager in consultation with Head of Service.	No procedure covers this aspect LO3 (f) is only health procedure for CfC
33	<b>Designated Manager (Passports)</b> Authority to give consent to passport applications for children who are looked after by the authority.	Director Children's Services	Assistant Director Children's social care	Practise manager	LO3(j) Holiday's Abroad and Passport will need amending
34	Authority to give consent to a child taking a holiday abroad for children who are looked after by the authority.	Director Children's Services	Assistant Director Children's social care	None	LO3(j) Holiday's Abroad and Passport Applications will need amending
35	Authority to give consent to a child taking contraception when they are looked after by the authority and are subject to a care order.	Director Children's Services	Head of Service	Head of service/ Practise manager	LO3(h) Contraception for Looked After Young People will need amending
36	Authority to give consent to a child having a pregnancy terminated, when they are looked after by the authority.	Director Children's Services	Head of Service	None	LO3(l) Pregnancy of a Looked After Young Woman will need amending
37	Authority to give consent for young people to undertake activities or outings, when they are looked after by the authority.	Director Children's Services	Head of Service	Responsible person as defined within the relevant procedure. Will need amending due to delegated responsibility procedure	RES3(l) Activities/outings for Children & Young People in Residential Care Units
38	Duty to report a child/young person missing from accommodation.	Director Children's Services	Head of Service	Head of service/ Practise manager	LO3(b) Child/Young People Missing from Accommodation

**D ADOPTION OF CHILDREN**

NO	FUNCTION	COUNCIL DELEGATION	FROM ASSISTANT DIRECTOR CHILD CARE	FURTHER DELEGATION	PROCEDURE REFERENCE
1	Agency Decision Maker (Adoption) Authority to make and participate in arrangements for the adoption of children whether or not looked after by the Council. (S.5 Adoption & Children Act 2002 and Regs 19 & 33 Adoption Agency Regulations 2005).	Director Children's Services	Head of Service	Head of service/ Practise manager	-
2	Authority to approve placement of individual children with prospective adopters (Reg. 33 Adoption Agency Regulations 2005).	Agency Decision Maker after advice from Adoption Panel	<b>None</b>	None	-
3	Authority to approve adoption of individual children subject to Placement Orders, by foster parents. (Regulations: see above)	Agency Decision maker after advice from adoption panel	<b>None</b>	None	-
4	Authority to serve a notice on prospective adopter of intention not to allow children to remain in his/her actual custody and to apply for leave of the Court. Decision includes a child subject of an application for a placement order	Director Children's Services	None	Practice Manager following disruption <b>planning</b> meeting and following a professional discussion with Adoption services/Head of Service	No procedure
5	Authority to visit protected children to ascertain well-being and to give advice relating to their care. (S.5 Adoption & Children Act 2002, and Reg 36 Adoption Agency Regulations 2005.)	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
6	Authority to apply to the Court for a Placement	Agency Decision	none	None	-

NO	FUNCTION	COUNCIL DELEGATION	FROM ASSISTANT DIRECTOR CHILD CARE	FURTHER DELEGATION	PROCEDURE REFERENCE
	Order for children who are subject to a Care Order or being accommodated by the Council.	maker			
7	Establishment of Adoption Panels and appointment of Chair and Members of each Panel (Regs 3 to 10 inclusive of Adoption Agency Regulations 2005).	Director Children's Services	None	None	-
8	Authority to consider and approve the recommendations of the Adoption Panels (Regs 19, 27, & 33 Adoption Agency Regulations 2005).	Agency Decision maker after advice from Adoption Panel	<b>None</b>	None	-
9	Authority to approve adoption allowances (Regs 8 to 12 inclusive of Adoption Support Services Regulations 2005)	Director Children's Services	Assistant Director Children's social care	Adoption Team Manager, up to £3000 maximum	-
10	Authority to review, vary and terminate adoption allowance (Regs 8 to 12 inclusive of Adoption Support Services Regulations 2005)	Director Children's Services	Assistant Director Children's social care	None	-
11	Authority to approve applications via Panel for grants to prospective adopters for house alterations, furniture and equipment (Regs 8 to 12 inclusive of Adoption Support Services Regulations 2005)	Director Children's Services	None	Adoption Team Manager, up to £3000 maximum	-
12	Authority to seek separate adoptive homes for children from a sibling group. Separate adoptive or long term foster home form children from the same sub sibling group.	Director Children's Services	Assistant Director Children's social care	None	AD3(d) Placement of Siblings for Adoption, including arrangements for placing siblings in different families.

**E FOSTER CHILDREN AND FOSTER PARENTS**

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
1	(a) Authority to approve foster carers.	Agency Decision maker after advice		None	FO3(a) Approval of Foster Carers

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
		from Fostering Panel			
	(b) Authority to approve placement of looked after children with foster carers (friends and family carers) on an emergency basis (up to six weeks).	Agency Decision maker		Head of service/ Practise manager	FO3(a) Approval of Foster Carers
2	Authority to visit privately fostered children and to inspect the premises and children. (S.67(1) - (3) Children Act 1989).	Director Children's Services		Head of service/ Practise manager	-
3	Authority to take steps to secure alternative care and accommodation where not satisfied that the welfare of any child privately fostered is being satisfactorily safeguarded or promoted. (S.67(5) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
4	Authority to disqualify persons from being private foster carers. (S.68 & S.69 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	FO1(b) Private Fostering – Policy & Procedures
5	Authority to impose requirements on a person fostering or proposing to foster a child privately (Para 6 Sch. 8 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	FO1(b) Private Fostering – Policy & Procedures
6	Authority to apply to Secretary of State for the issue of a certificate in respect of foster parents, intended to provide a refuge for children at risk (S.51 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	-
7	Authority to exempt foster parents from the usual fostering limit, or to vary, cancel or impose a condition on an exemption (Para. 4 Sch 7 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	-
8	Authority to place a child(ren) in an Independent Foster Placement.	Director Children's Services	Assistant Director Children's social care	None	-
9	Authority to match a child(ren) to a placement with Independent Foster Carers.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager /Social Worker in	-

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
				conjunction with Family Placement Team	
10	Authority to give consent for young people to undertaken activities or outings, when they are in foster care.	Director Children's Services	Assistant Director Children's social care	Responsible Worker as defined within the relevant procedure. Will need amending due to delegated responsibility procedure	-
11	Authority to approve payment of allowances for Foster Carers.	Director Children's Services	Assistant Director Children's social care	Admin Manager, cared for children/ Head of service/ Practise manager	-

**F LOCAL AUTHORITY SUPPORT FOR CHILDREN AND FAMILIES**

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
1	Authority to give assistance in kind or, in exceptional circumstances, cash, for the purpose of facilitating the discharge of the Council's duties and power under Section 17 Children Act 1989:		Assistant Director Children's social care		-
	(a) general duty to safeguard and promote the welfare of children in need and, where consistent with that duty, to promote their	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager – up to £1,000	-



NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
	upbringing by their families by way of loan or grant in any one case in any one year.				
(b)	provision to prevent children within the area suffering ill-treatment or neglect by way of loan or grant in any one case in any one year.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager – up to £1,000	-
(c)	Authority to assist a person to obtain alternative accommodation in order to protect a child from ill- treatment by that person by way of loan or grant in any one case in any one year.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	?
(d)	Provision for disabled children to minimise their disabilities and to give them an opportunity to lead their lives as normally as possible by way of loan or grant in any one case in any one year.	Director Children's Services over £2000	Assistant Director Children's social care	Head of service/ Practise manager	-
(e)	Provision to reduce need for care proceedings etc. by way of loan or grant in any one case in any one year.	Director Children's Services – over £2,000	Assistant Director Children's social care	Head of service/ Practise manager	-
(f)	Provision for children with their families, including advice, guidance and counselling, occupational, social, cultural, recreational, facilities, home help, travelling or holidays. (Including play schemes, day care, subsidised, child-minding and all other family support services under (Sch.2 of the Children Act 1989) by way of loan or grant in any one case in any one year.	Director Children's Services – over £2,000	Assistant Director Children's social care	Head of service/ Practise manager	-
(g)	Provision to enable children living apart from their families to live with their family or to promote contact with their family to safeguard or promote the children's welfare, by way of loan or grant in any one case in any one year.	Director Children's Social Care – over £2,000	Assistant Director Children's social care	Head of service/ Practise manager	-

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
2	Authority to determine any conditions as to repayment of any assistance or its value provided under S.17 (7) Children Act 1989.	A Director Children's Services – over £2,000	Assistant Director Children's social care	Head of service/ Practise manager	-
3	Authority to determine charge for any service provided under S.17 or 18 of the Children Act 1989 (S.29 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
4	Authority to comply with or refuse a request for help by an LA, LEA or LHA in the exercise of any of their functions under Part III of the Children Act 1989 (S.27 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
5	Authority to recover from LA, LEA or LHA any expenses incurred in respect of a child or person incurred as a result of compliance with a request for help from such an Authority.	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-

## G FAMILY PROCEEDINGS

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
1	Duty to investigate a child's circumstances when requested to do so by the Court during family proceedings and to report back to the Court if no Care or Supervision Order is to be sought and to determine if a review of the case is required in such circumstances. (S.37 Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
2	Authority to agree to the Court making a Family Assistance Order in proceedings under Part II of the Children Act 1989 where the child concerned lives or will live outside the area of the Council (S.16 (7) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-

NO	FUNCTION	COUNCIL DELEGATION	FROM Director Children's Social Care	FURTHER DELEGATION	PROCEDURE REFERENCE
3	Authority to consent to a person entitled applying to the Court for an Order under Section 8 Children Act 1989 in respect of a child subject to a Care Order in favour of the Council (S. (5) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	Head of service/ Practise manager	-
4	Authority to consent to a Local Authority foster parent applying for leave of the Court to make an application for an Order under Section 8 Children Act 1989 in respect of a child who is not a relative or who has not lived with him/her/them for at least three years (S. 9(3) Children Act 1989).	Director Children's Services	Assistant Director Children's social care	None	-