



Multi Agency Support Panel Terms of Reference

Purpose of the Panel

To provide a multi-agency management perspective between partner agencies for cases currently open to early help services, providing scrutiny and challenge, guidance and access to resources to prevent escalation and progress outcomes.

To provide multi agency management oversight and enable decision making to ensure that wherever possible children and young people are supported to live with their family or within their kinship network unless by doing so their wellbeing or safety would be compromised.

The panel will seek to ensure that children, young people and their families have access to all relevant services that can support them to manage their needs and improve outcomes for the whole family.

At the earliest stage possible, the Panel will review cases where children are at risk of requiring statutory social care intervention using a range of statutory and non-statutory services to support both prevention and de-escalation.

Most importantly, it will ensure that children and families get the right help at the right time and reduce the number that escalate and require social care intervention. It will also provide an opportunity to identify trends in service provision and demand, to track outcomes and to enable a proactive approach to service design and commissioning and reducing costs.

When should you present a case to MASP?

Any agency working with a family within early help services and support either as an Early Help Assessment or early help support being provided as a single agency eg) school pastoral support can refer a case. If you are member of staff for Leicester City Council, this must be done via Liquid Logic. For external partners, the form can be located via the link below:

<https://www.leicester.gov.uk/schools-and-learning/support-for-children-and-young-people/early-help/referral-for-early-help-assessment/multi-agency-support-panel>

Please note consent is required for all cases. The criteria for all cases are restricted to three areas:

1. No improvement
2. High cost to the local authority and its partners
3. Escalation of problems

As examples:

- a) Families where despite intervention and allocation of resources, there are still no improved outcomes and increased risk of escalating to social care.
- b) Threshold resolution; for those cases when agreement cannot be reached.
- c) Request for resources when they cannot be successfully accessed outside of the panel. This means that staff should endeavour to access support for families outside of panel, it is only when this cannot be achieved should they present to panel.

Panel Process

The Referrer must complete the MASP Referral Form to masp@leicester.gov.uk and submit it with a **Chronology, Genogram and Assessment before 5pm, 9 days prior** to the arranged MASP meeting date.

These documents will be forwarded to the MASP members. **If the correct paperwork is not received in time, your case will be removed from the agenda and put forward to the next meeting.**

Referrals will be screened by a Service Manager to ensure they are appropriate to proceed to MASP. All documents must be sent by email to panel administrator who will then distribute the agenda and referrals to panel members.

Responsibilities of the referrer

- Ensure consent is gained from the family to take the case to MASP.
- Present a summary of the issues and rationale for the case being taken to MASP
- Ensure relevant agencies involved and the family are invited to the meeting.
- Ensure actions agreed from the meeting are completed.

The referrer will receive from the panel administrator: -

- Via email, a panel timeslot - at least 7 days prior to panel meeting.
- Updated referral with actions agreed within one week of the meeting, this then needs to be placed on child/young person's file(s). It is the referrer's responsibility to share the updated referral with actions with the professionals involved.

The Panel will meet monthly for one day.

Core Panel Membership (if you are unable to attend please arrange for a deputy to attend)

Service Manager/HOS, Early Help: Children Centres, Youth and Family Support - LCC (Chair)

Team Manager – Social Care (Duty and Advice/Single Assessment)

Assistant Principal Education Welfare Office - Education Welfare Service

Team Leader - Adult Mental Health

Team Manager - Barnardo's

Senior Educational Psychologist - Educational Psychology Service

Team Manager – Youth Justice Service

Senior Safeguarding Practitioner – Leicestershire Partnership Trust

Representative – Community Safety

District Manager – LCC Housing

Representative - CAMHS

Co-opted members and other agencies as and when required will include:

Disability/Transitions, Health professionals working with the child/family, Police, CAMHS, Schools, Housing services, Adults Social Care, STAR

Panel Agenda

- An action log will be reviewed at each MASP panel to ensure actions agreed are completed.
- Pre- discussion regarding any issues raised from cases coming to panel
- Cases presented to panel
- Quarterly panel to consider summary data, referral trends, demands and outcomes of cases presented within the previous quarter

Desired Panel Outcomes

- Reduce duplication of assessment for families and duplication of service delivery
- Embed a 'whole family approach' with our partner agencies
- Increase the use of Early Help Assessment, earlier assessment and intervention
- Ensure families get the right help at the right time, and that intervention is timely and proportionate
- Improve outcomes for children and their families
- Reduce the number of inappropriate referrals to social care and specialist services eg) CAMHS.
- Improve services to ensure they deliver improved outcomes for children and families, reflecting the level of need and demand
- Reduce cost to the local authority and its partners