

Education and Childrens Services

SOCIAL CARE AND EARLY HELP

Edge of Care Panel Terms of Reference

Practice Guidance

2017

OUR MISSION:

'To improve children and young people's lives by working in partnership to raise aspirations, build achievement, and protect the most vulnerable'

Edge of Care Panel Terms of Reference

Purpose

Children and young people have an inherent right to be brought up by their parents and within their families unless there is clear evidence that by doing so would not be in their best interests and/or harmful to their overall wellbeing and development. Thus, the decision to bring a child/young person into care should only be taken when the assessment clearly evidences this necessity. The Edge of Care Panel will ensure that children and young people who are presented to the panel have received the appropriate level of intervention/support before a decision is made that they enter into the care of Leicester City Council. The Edge of Care Panel will ensure that all admissions into care are appropriate, timely and that an early return to family or other options for permanence are facilitated and actioned as soon as possible.

The Panel will:

- Manage the threshold for access to the looked after system
- Ensure that resources are appropriately identified and allocated
- Apprise future commissioning strategies for Leicester City Council via submission of regular highlight reports to the Edge of Care Board

The Edge of Care Panel will provide a robust overview of all admissions of a child/young person into care and will be accountable to the Director of Social Care & Early Help.

The Edge of Care Panel plays an essential role in coordinating services and packages for children and young people who are on the edge of care. This is where decisions are made to support the family through alternative packages or services rather than admit the child/young person into the care system, either on a voluntary basis or through legal proceedings. The panel will allocate resources according to the needs of child/young person presented. The services that can be accessed from this panel are those that are high cost and/or resource intensive. All cases should have Service Manager agreement prior to presentation at the panel.

The Edge of Care Panel will consider cases prior to the pre-proceedings process being instigated. This panel will not consider cases where a decision has already been made by the department to instigate care proceedings. These decisions are made at Legal Planning Meetings chaired by Child in Need Service Managers, with all decisions to instigate care proceedings scrutinised and agreed by the appropriate Head of Service. The IRO through the LAC Review process will monitor and challenge the care plan for the child/young person to ensure it is timely and in the best interest of the child/young person. The Permanence Progression Panel will

then scrutinise and monitor cases until a child/young person has achieved permanence.

Membership

The Edge of Care Panel will have the following representatives:

Core membership

- Chairperson – Head of Service
- Deputy Chairperson – CIN or LAC Service Manager
- Case Progression Manager
- Allocated Social Worker for case being presented
- Allocated Team Manager for case being presented (if allocated worker is not in attendance)
- Panel Administrator

As needed (Ad hoc)

- Early Help Service Manager
- Youth Offending Service Manager
- Education Welfare
- MST Representative (Standard/CAN)
- Child and Adolescent Mental Health Services
- Placement Management Services
- Transition Services
- Housing

The role of the panel members is to provide multi-agency contribution to the cases presented to the panel. They will consider the provision of any resources/services that they have provided and/or could provide from within their own service areas.

The Edge of Care Panel is a weekly panel (Tuesday) and it is expected that the core panel members attend on a weekly basis. If this is not possible, apologies should be sent to the panel administrator and a substitute should be sent from the designated service area. Written feedback on the cases presented is also expected especially when no representative is available from the service area. The agenda should be provided to panel members **two working days** prior to the date of panel to allow members the opportunity to review their involvement/knowledge of the child/young

person and family and to note what current interventions/resources their service area can provide.

Application

Various documents are to be sent to the Panel Administrator together with the panel report form to inform decisions and plans for the child/young person. If a document is not available, it should be clearly stated on the form why they are not being provided. The Request Form must be signed by the Team Manager and the Service Manager before case is added to the panel agenda. All documentation is **must** be submitted to the panel administrator by the close of day on the Thursday prior to the panel date for the case to be added to the agenda for the panel.

The following documents should be submitted along with the panel form:

- Chronology
- Genogram
- Latest assessment
- CIN/CP minutes
- CIN/CP plan
- FGC report
- Other documents that may be relevant and inform decision making process should be included as appropriate

Once the documentation is received, the Social Worker and their Team Manager will be provided with a time slot to attend panel by the panel administrator.

The Edge of Care panel will consider the following cases:

- All admissions into care that have not been presented at LPM
- All emergency admissions into care
 - For all children/young people that enter care via an emergency admission, retrospective attendance must be made to the panel
- Children/young people that have been remanded to care
- Unaccompanied Asylum Seeking cases (UASCs)

Agenda/Minutes

All case decisions will be made on the day and it is the responsibility of the allocated social worker to inform child/young person and their parent/carers of the decisions from the panel.

The panel will follow a set agenda and the minutes will be taken at all panels by the Panel Administrator. The minutes are to be provided to the chair of the panel within **five working days of the panel**. The actions from the meeting must be available

within **two working days of the panel**. The completed form must then be filed on EDRMS and agreed actions recorded on the child/young's Liquid Logic file.

Next Steps

- The chair of the panel will decide if the child/young person's case should be considered at LPM
- If the child/young person continues to be Looked After, a Permanency Planning Meeting must be held within six weeks of accommodation
- Permanence Progression Panel will track case until permanence is achieved for the child/young person.