

Title/Status-	GUIDANCE - Permanence Panel Terms of Reference
New document or revised	Revised
Date legal review	September 2020
Date approved SMT	
Responsible Head of Service	Children In Care
Date review due	June 2023

Leicestershire Procedure for Permanence Panel Terms of Reference

Applies to-

Looked after Children

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PERMANENCE PANEL

TERMS OF REFERENCE

Purpose

- The panel has a quality assurance function - ensuring that plans are clear and focused and there are timely decisions in securing a permanent care arrangement; and will quality assure care plans (ensuring plans address the child's needs now, in the future and that carers have the right support and training to meet these needs);
- To improve the life chances of children by helping children reach their potential, both educationally and emotionally.
- To ensure the carers and child have access to the appropriate support services to meet the needs of the child in their care now and in the future
- To consider additional resources to enable permanence - All requests that require additional funding (above the outcome of the means tested financial assessment) to enable a child to remain with connected carers (applying the finance and support policy for SGO and CAO carers);

Legal Context

The Care Planning, Placement and Case Review Regs June 2015.

The Care Planning and Fostering (Miscellaneous Amendments)

Priority

- Permanence planning is based upon the philosophy that every child has the right to a permanent and stable home preferably within his or her own family network and community.
- Permanence includes consideration of a child's total needs and is not solely focused on placement.



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- To ensure carers and child has access to the appropriate support services to meet the needs of the child in their care now and in the future
- To ensure that children are looked after for only the minimum necessary time, and where appropriate other legal orders (SGO, CAO) are sought to secure permanence.
- To ensure that where other legal orders are being sought, appropriate support plans are in place to identify the child's needs now and in the future and that the carers will be able to meet these needs.
- To promote the appropriate use of S20, and where not appropriate, to direct the service to consider the initiation of proceedings at the CDM Panel.

Target Group

Children in the care of the local authority:

- ✓ Foster children requiring long term foster homes
- ✓ Foster children requiring adoptive homes
- ✓ Foster children requiring kinship/connected care
- ✓ Children subject to S20.

What Success Will Look Like?

All options for permanence will share a common set of desired outcomes:

- Safety and Welfare – children and young people are safe and feel safe; and have improved emotional and mental health
- Stability- children and young people live in caring and stable homes; have a secure base through which to develop their sense of belonging and identity; have positive relationships
- Education - children and young people attend school, college and are not excluded; attain good educational outcomes; achieve their potential
- Health – children and young people have their basic health care needs met and have access to medical care when they need it
- Leisure- children and young people take part in positive activities and have fun



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- Transitions - children and young people make transitions in a positive way (with confidence, skills and support to care for themselves), have access to continuing education, training or employment and are encouraged to 'stay put'.

An outcomes and impact plan will be developed annually by the panel and success monitored by the panel chair and Agency Decision Maker.

Two reports will be submitted annually to the Senior Management Team – one by Panel Chair and one by the Agency Decision Maker (ADM)

Process

- This panel is chaired by the Head of Service, CIC
- The panel is an internal forum and will take place monthly, or more frequently if required
- A 6 monthly forward planner for Permanency Panel will be created and kept updated by the Panel Coordinator (using the LAC Register and Tableau reports)
- Agenda items will always include:
 - ✓ Specific children (children requiring permanence decisions)
 - ✓ Long term fostering support requirements (above core offer)
 - ✓ Adoption support requirements (above core offer)
 - ✓ SGO/Connected support requirements (above core offer)
 - ✓ Therapeutic support needs for individual LAC children (above, £900 by exception. The decision maker for therapeutic plans below £450/year is the Service Manager for CIC).

DOCUMENTS TO BE SUBMITTED A-D

A, Permanence Decision for children in mainstream fostering - checklist for social worker prior to submission (to be included in Pack submitted):



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	Yes	No	Not app.
Panel paperwork (Pack) has been submitted to panel coordinator <u>2 weeks</u> prior to panel date – child's social worker			
Minutes of matching meeting to include: - Views of the child's relatives IROs views The view of the foster carers about the commitment they are making and the support they offer. The view of the supervising social worker about the skills, experience and training of the carers that make them a good match to the child/children The view of the supervising social worker about the training and support the carers are likely to need over time.			
Words and Pictures and Three Houses or other relevant Child's Voice Tool (to include child's journey, child's views and wishes – particularly about permanency, the long-term carer/placement and what in the child's words or picture would make this placement work)			
Care Plan with scaling of the child's and carer's views			
Placement Plan			
Form F Annual Review (foster carers paperwork) Report Decision of Review (ADM) For Leicestershire's Carers the following must also be included - Team Manager View (part of Review Paperwork) Long Term Fostering Approval confirmation			
Sibling Assessment (if appropriate)			

B. Permanence Decision for children in connected fostering - checklist for social worker prior to submission (to be included in Pack submitted):

	Yes	No	Not app.
Panel paperwork (Pack) has been submitted to panel coordinator <u>2 weeks</u> prior to panel date – child's social worker			
Minutes of matching meeting including: Views of the child's relatives IROs views The view of the foster carers about the commitment they are making and the support they offer. The view of the supervising social worker about the skills, experience and training of the carers that make them a good match to the child/children The view of the supervising social worker about the training and support the carers are likely to need over time.			
Care Plan with scaling of the child's and carer's views			
Placement Plan			
Form C – connected carers assessment Annual Review (foster carers paperwork) Report Decision of Review (ADM) For Leicestershire's Carers the following must also be included - Team Manager View (part of Review Paperwork)			
Proposed care plan (child) and support plan should the carers be pursuing an SGO/CAO (which can include a resource request, see below)			
Words and Pictures and Three Houses or other relevant Child's Voice Tool (to include child's journey, child's views and wishes – particularly about permanency, the long-term carer/placement)			



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and what in the child's words or picture would make this placement work)

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C. Permanence Decision for children in residential care - checklist for social worker prior to submission (to be included in Pack submitted):

	Yes	No	Not app.
Panel paperwork (Pack) has been submitted to panel coordinator <u>2 weeks</u> prior to panel date – child's social worker			
Views: Of the child's relatives IRO The view of the key worker about the permanence commitment they are making and the support they are offering, specifically for the child The view of the supervising social worker about the training and support the home's staff is likely to need over time to meet that child's needs.			
Care Plan			
Placement Plan			
Words and Pictures and Three Houses or other relevant Child's Voice Tool (to include child's journey, child's views and wishes – particularly about permanency, the long-term carer/placement and what in the child's words or picture would make this placement work)			

D. Resource Decision - checklist for social worker prior to submission (to be included in Pack submitted):

	Yes	No	Not app.
Panel paperwork (Pack) has been submitted to panel coordinator <u>2 weeks</u> prior to panel date – child's social worker			
Resource Request Form			
SGO/CAO Support Plan (if relevant)			

Membership

- Head of CiC, Chair
- CiC/Care Leavers Service Manager
- Field Social Worker Service or Team Manager
- Permanence Service Manager
- Commissioning Placements Service Manager or Team Manager (when required)
- IRO Service Manager
- Head, Virtual School
- DPST Team Manager (when required)
- ADM

Appendices

- Resource Decision - checklist for social worker prior to submission Additional Resource Request Form

PANEL DECISIONS Template



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PERMANENCE PANEL

Additional Funding Request

Please submit this form at least **TWO WEEKS BEFORE PANEL PRESENTATION DATE** by email via cfs.permanencepanel@leics.gov.uk for the attention of the Panel Chair.

Telephone: 0116 305 3051

Name(s): _____

DoB

Age:

FWI

Legal Status:

SW

Team/Locality

Carers Name(s)

Relationship to Child

1) What would you like from Panel? (Type of Provision, Cost, Timescale)

2) Summary of assessed needs. *If the child is in care please include the reason for this. Include any diagnosed health issues and if there are any assessed additional educational needs. Is there an Education, Health and Care plan in place?*

3) Are there currently any additional payments being made? If so, provide details of payment and where funded from.



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4) Background (2-3 Paragraphs)

5) If the child is Looked After please note the IRO comments about the proposed plan.

6) What is the permanency plan for the child?

7) Education:

i) Might this request involve a potential change of school placement or impact on the child's education in any way?

Yes/ No (delete as applicable)

ii) If yes:

- *Has the Child got an EHC Plan/Statement of SEN?*
- *If yes – has this proposal been discussed with SENA Team (the expectation is that you should have this discussion prior to PARP wherever possible)*
- *SENA Team comments (to include possible funding issues and appropriateness of proposed placement)*

iii) Name of current school:

- *Is it mainstream/special or other (state)?*

NB If a change of placement would be required for a child with an EHC Plan or Statement, it will be necessary for the SENA Team to go through a statutory consultation process with any potential school.



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8) Has funding request been considered elsewhere?**9) Child/Young Person's Voice****10) Parent/Carers Voice –****11) Costs of Request**

(Three quotes must be provided to Chair before additional funding can be approved, except for funding for additional support within a commissioned placement – this will be negotiated by the Brokerage Team)

12) How long is the funding request for?**13) Outcome for Carer/Child if funding request not agreed?**

Any Specialist reports to be considered? YES / NO
If Yes, please send copies with this form.

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Signed: **Dated:**
Social Worker

Signed: **Dated:**
Team Manager



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Permanence Panel Decisions

Held on

DECISIONS REGARDING:

Child's name:

Age:

Mosaic number:

Panel Members:

Present:

Apologies:

Note Taker:

Decisions:

The placement will/will not meet the child's needs:

Additional resources agreed to promote the child's outcomes:

Additional resources agreed to support the carers to promote the child's outcomes:



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