

Title/Status-	Terms of Reference- Multi-Agency 'Complex Risk' Meeting
New document or revised	
Date legal review	March 2021
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Responsible Head of Service	Children In Care
Date review due	

Leicestershire Procedure for Terms of Reference- Multi-Agency 'Complex Risk' Meeting

Applies to-

Children in particular circumstances



Positivity



Trust and respect



Flexibility



Openness and transparency

1. Introduction

The aim for Multi-Agency Complex Risk Meetings is to provide a consistent response to the risk management of our 'medium' and 'high' risk children. To provide a structure which ensures a joined up multi-agency approach which will create more effective safety. Children and young people who should be considered by this process are assessed as displaying increased risk-taking behaviour; over and above behaviour and risks associated with children who have experienced disruption, loss and trauma.

Low Risk: No immediate risk of significant harm, primarily cumulative risk-taking behaviour which is having a negative impact on safety and well-being. Identification of strengths/ network which will mitigate risks.

Medium: Risk: Actions and behaviour is resulting in child or young person being at risk of significant harm and the likelihood of escalating harm and long-term impact should the behaviour and actions continue. Although limited there are strengths or an identified network that will mitigate risks.

High Risk: Actions and behaviour is resulting in child or young person being at immediate risk of significant harm. The risks are assessed as significant and physical and emotional harm is likely; consideration of more secure care or deprivation of liberty is required to ensure the safety of the child or young person.

The Children Acts of 1989 and 2004 set out specific duties: section 17 of the Children Act 1989 puts a duty on the local authority to provide services to children in need in their area, regardless of where they are found; section 47 of the same Act requires local authorities to undertake enquiries if they believe a child has suffered or is likely to suffer significant harm. These duties placed on the local authority can only be discharged with the full cooperation of other partners, many of whom have individual duties when carrying out their functions under section 11 of the Children Act 2004

2. Legal Context

Children Acts of 1989 and 2004

Working Together 2018



Related Procedures

The Complex Case Process should not be applied in isolation of other related procedures where they are relevant such as CCE and CSE risk assessment tool and HSB assessment tools and processes.

Child Sexual Exploitation

http://www.proceduresonline.com/llr/childcare/leicestershire/user_controlled_lcms_area/uploaded_files/9%20SIGN%20OFF%20Initial%20response%20to%20Children%20Young%20People%20at%20risk%20of%20Child%20Sexual%20Exploitation.pdf

http://www.proceduresonline.com/llr/childcare/leicestershire/user_controlled_lcms_area/uploaded_files/9.%20CSE%20team%20operating%20protocol%2030Nov16%20%283%29%20%282%29.pdf

Child Criminal Exploitation

http://www.proceduresonline.com/llr/childcare/leicestershire/user_controlled_lcms_area/uploaded_files/9.%20CSE%20team%20operating%20protocol%2030Nov16%20%283%29%20%282%29.pdf

http://www.proceduresonline.com/llr/childcare/leicestershire/user_controlled_lcms_area/uploaded_files/East%20Mids%20Child%20Criminal%20Exploitation%20Framework%202019-2021.pdf

Harmful Sexual Behaviour

https://llrscb.proceduresonline.com/files/harmful_sex_beh.pdf

3. Purpose of the 'Complex Risk' Meeting

- To create and review the Safety Plan for children who have been identified as being Medium or High risk (against the 'Complex Risk Flow Chart').
- To provide a multi-agency forum to co-own the plan and decisions
- To agree SMART actions to be implemented across all partner agencies and safety network to mitigate risk.

4. Membership, Roles and Responsibility



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Membership

- All partner agencies that are involved or providing response to the child young person, including but not exhaustive of: Health, Police, YOS, Probation, Housing, District Council Representative, social worker, care provider, transitions, adult social care
- Young person
- Safety Network Lead

Quoracy

- An expectation for quoracy has not been set as each case will require different representation.
- However, it is expected that Children's Social Care will not be the only organisation in attendance.

Roles

- All partner agencies will take an equal position within the meeting.
- Children's Social Care representative will be the lead chair for the Complex Case Meeting.

Responsibility

- Partner agencies, Safety Network and Young person will commit to ensuring information is shared in a transparent, open and respectful way
- All participants will co-own the plan and agree a risk rating.
- All participants will ensure that actions are owned and implemented.
- Regular non-attendance of partner agencies will be escalated by the Chair
- Minutes of meetings will not be taken, but agreed actions and updated Safety Plan will be recorded by the Children's Social Care representative and distributed to all parties.

5. Frequency of Meetings

Medium Risk – Monthly Meetings (Frequency can be increased against increasing risk)

High Risk – Weekly Meetings



6. Sign off for Terms of Reference

- Terms of reference to be agreed at the Children and Family Partnership board
- Full details of any proposal to alter these terms of reference must be delivered in writing to the Chairperson and alterations will need to be agreed at the Partnership board.

7. Appendices

Appendix A – Flow Chart for ‘High risk/complex’ cases

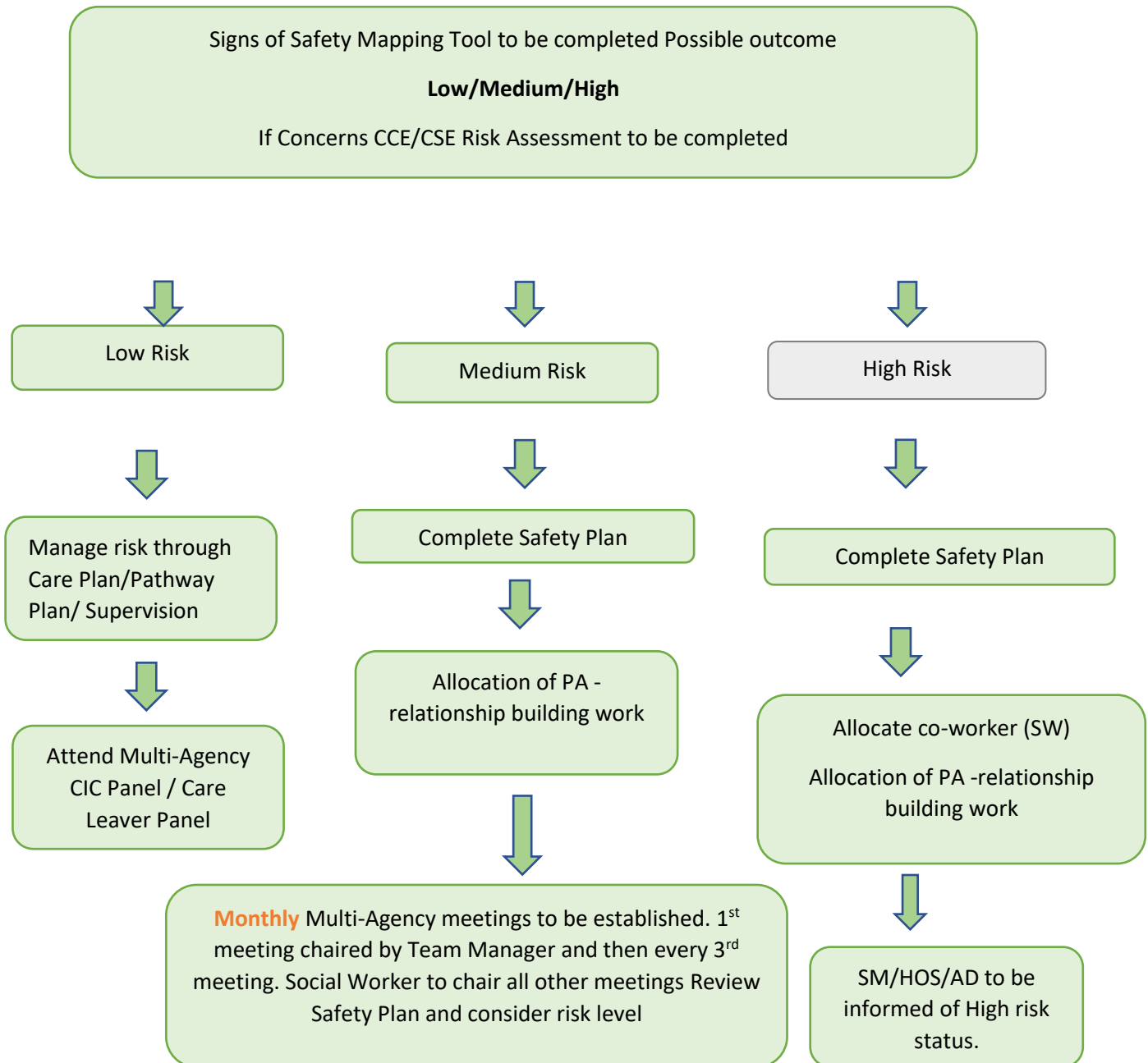
Appendix B – Signs of Safety Mapping Tool

Appendix C – Safety Plan



Appendix A - Flow chart for high risk, complex cases

Guidance: Cases should be considered against the Complex Risk Cases Flow Chart when there is an increasing level of concern assessed by the allocated social worker. This increasing risk/concern to be discussed in supervision/management oversight and management agreement given to begin the Complex Risk Cases Flow Chart





Guidance: At all multi-agency meetings level of risk to be considered and agreed/co-owned with all partners. Flow chart should be applied for both escalation of risk and reduction of risk.

Weekly Multi-Agency meetings to be established.

1st Meeting chaired by Service Manager and then every 3rd Meeting. Team Manager to chair all other meetings. Review Safety Plan and consider risk level



Referral to Complex/High Risk
Meeting Chaired by HOS -
Safeguarding



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Appendix 2

Mapping Questions

https://leicestershiretotara.learningpool.com/pluginfile.php/76633/mod_resource/content/3/Qs.pdf

Mapping example

https://leicestershiretotara.learningpool.com/pluginfile.php/76634/mod_resource/content/3/ex.pdf

What are we worried about	What's working Well	What needs to happen
Harm	Existing Strengths	Safety Goals
Complicating Factors	Existing Safety	Next Steps



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Danger Statements		
Safety Scale		
0		10

Appendix C – Safety Plan

This is a Safety Plan for:						
Date this plan was made:			Date this plan will be reviewed:			
These are the people who are part of your safety plan & their contact details:						
Danger Statements (whose worried, what they are worried about, and possible impact to you if nothing changes)			Safety Goals: (what we want to see happen to be able to be confident that you will be still be safe when are no longer working with you are your family)			
Bottom Lines: (these are the things that are non-negotiable, the things that must happen)						
These are the things that your safety network agree to do to keep you safe						
Area of concern	Actions to reduce risk	Who will complete them and when	Risk Rating Low Medium High			Review



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Name	Signature	Relationship to Child	Date			