

7. INTERPRETATION

7.1 In this Practice Direction—

“Allocation Proposal Form” is the proposal in the prescribed form referred to in any Guidance issued by the President from time to time on prescribed templates and orders;

“Care Plan” means a “section 31A plan” referred to in section 31A of the 1989 Act;

“Case Analysis” means a written or, if there is insufficient time for a written, an oral outline of the case from the perspective of the child's best interests prepared by the children's guardian or Welsh family proceedings officer for the CMH or FCMH (where one is necessary) and IRH or as otherwise directed by the court, incorporating an analysis of the key issues that need to be resolved in the case including:

- (a) a threshold analysis;
- (b) a case management analysis, including an analysis of the timetable for the proceedings, an analysis of the Timetable for the Child and the evidence which any party proposes is necessary to resolve the issues;
- (c) a parenting capacity analysis;
- (d) a child impact analysis, including an analysis of the ascertainable wishes and feelings of the child and the impact on the welfare of the child of any application to adjourn a hearing or extend the timetable for the proceedings; and
- (e) an early permanence analysis including an analysis of the proposed placements and contact framework;

“Case Management Order” is the prescribed form of order referred to in any Guidance issued by the President from time to time on prescribed templates and orders;

“Day” means “business day”;

“Experts Practice Directions” mean:

- (a) Practice Direction 25A (Experts – Emergencies and Pre Proceedings Instructions);
- (b) Practice Direction 25B (The Duties of An Expert, The Expert's Report and Arrangements For An Expert To Attend Court);
- (c) Practice Direction 25C (Children's Proceedings – The Use Of Single Joint Experts and The Process Leading to An Expert Being Instructed or Expert Evidence Being Put Before the Court);
- (d) Practice Direction 25E (Discussions Between Experts in Family Proceedings).

“Genogram” means a family tree, setting out in diagrammatic form the child's family and extended family members and their relationship with the child;

“Index of Checklist Documents” means a list of Checklist Documents referred to in the Public Law Outline Pre-Proceedings Checklist which is divided into two parts with Part A being the documents referred to in column 2, paragraph (a) of the Pre- Proceedings Checklist and Part B being those referred to in column 2, paragraph (b) of the Pre-proceedings Checklist;

“Letter Before Proceedings” means any letter from the Local Authority containing written notification to the parents and others with parental responsibility for the child of the Local

Authority's plan to apply to court for a care or supervision order and any related subsequent correspondence confirming the Local Authority's position;

"Local Authority Case Summary" means a document prepared by the Local Authority legal representative for each case management hearing in the form referred to in any Guidance issued by the President from time to time on prescribed templates and orders;

"Parents' Response" means a document from either or both of the parents containing

- (a) in no more than two pages, the parents' response to the Threshold Statement, and
- (b) the parents' placement proposals including the identity of all relatives and friends they propose be considered by the court;

"Section 7 report" means any report under section 7 of the 1989 Act;

"Section 37 report" means any report by the Local Authority to the court as a result of a direction under section 37 of the 1989 Act;

"Social Work Chronology" means a schedule containing—

- (a) a succinct summary of the significant dates and events in the child's life in chronological order- a running record up to the issue of the proceedings;
- (b) information under the following headings—
 - (i) serial number;
 - (ii) date;
 - (iii) event-detail;
 - (iv) witness or document reference (where applicable);

"Social Work Statement" means a statement prepared by the Local Authority limited to the following evidence—

Summary

- (a) The order sought;
- (b) Succinct summary of reasons with reference as appropriate to the Welfare Checklist;

Family

- (c) Family members and relationships especially the primary carers and significant adults/other children;
- (d) Genogram;

Threshold

- (e) Precipitating events;
- (f) Background circumstances;
 - (i) summary of children's services involvement cross-referenced to the chronology;
 - (ii) previous court orders and emergency steps;
 - (iii) previous assessments;
- (g) Summary of significant harm and or likelihood of significant harm which the LA will seek to establish by evidence or concession;

Parenting capacity

- (h) Assessment of child's needs;
- (i) Assessment of parental capacity to meet needs;
- (j) Analysis of why there is a gap between parental capacity and the child's needs;
- (k) Assessment of other significant adults who may be carers;

Child impact

- (l) Wishes and feelings of the child(ren);
- (m) Timetable for the Child;
- (n) Delay and timetable for the proceedings;

Early permanence and contact

- (o) Parallel planning;
- (p) Placement options;
- (q) Contact framework;

Case Management

- (r) Evidence and assessments necessary and outstanding;
- (s) Case management proposals;

“Standard Directions on Issue and Allocation” means directions given by the court on issue and upon allocation and/or transfer in the prescribed form referred to in any Guidance issued by the President from time to time on prescribed templates and orders;

“Threshold Statement” means a written outline by the legal representative of the LA of the facts which the LA will seek to establish by evidence or concession to satisfy the threshold criteria under s31(2) of the 1989 Act limited to no more than 2 pages;

“Welfare Checklist” means the list of matters which is set out in section 1(3) of the 1989 Act and to which the court is to have particular regard in accordance with section (1)(3) and (4).