



Knowsley Multi – Agency Permanency Panel – Terms of Reference

Purpose:

The aim of the permanency panel is to ensure that Looked After children and young people, have appropriate permanency plans that are implemented in a timely manner to avoid drift and delay, in line with the Permanency Policy and Care Planning Procedure (June 2015). As such the panel will have five functions:

- To scrutinise and approve SGO placements and support plans.
- To match and approve long term residential placement/ Staying Put/SGO/Private Fostering.
- To track plans for children with a primary or contingency plan for adoption
- To review all placements that have not been approved as long term to ensure children and young people have the right placement to meet their needs and that the permanency plan for the child is being implemented.
- To ensure that children and young people's needs are considered in a holistic manner, in order for implications of permanent placements and placement moves, including impact on health and education are fully considered.

Membership:

In line with its function the panel will be multi- agency. Representative will comprise of:

- Senior Manager – Chair
- Administrator
- Team Manager CLA 1 and 2
- Team Manager, YPT
- Specialist Nurse CLA
- Virtual School Head.
- Independent Reviewing Officer
- Team Manager, Fostering Service
- Team Manager, Adoption Service
- Team Manager – Access to Resources Team
- Accountant, Finance Team
- Legal advisor

Membership will vary according to the needs of Panel, for example, the Team Manager YPT and Virtual Head will not be required for part 1 below. Team Manager, Adoption will not be required for part 2/3 below.

If anyone is unable to attend they should send a representative.

Expert advisors will be invited to Panel as required, for example, legal advisors.



Panel Structure:

The Panel will meet for three hours, once a month. The meeting will be divided as follows:

Part 1)

Adoption tracking.

This section of the meeting will discuss all children who are subject to placement orders to ensure that all blocks and barriers to achieving a successful adoption placement within timescales are addressed. All children subject to ICO under 5 years old or those who's plan may be adoption are also to be discussed to ensure pre adma and adma process are booked in line with court timetables and adma check list is being completed.

.

Part 2)

Matching and approval / recommendation of placements as requested by Social Workers.

The Panel will consider requests from Social Workers proactively progressing plans for permanency, as agreed in the child's review, this will include long term residential placements, SGO, Staying Put and Staying Close

Part 3)

The Panel will review those children and young people placed at home with their parents. Social workers proactively progress plans to evoke care orders when appropriate. Panel may make recommendations to progress revocations if a legal representative is on the panel or may advise for the child or young person to be discussed at LPM which are held every Monday. LPM paperwork must be completed for these purposes.

Part 4)

Scrutiny of plans and placements for those children who do not have a plan of permanency. Such decisions will be made based on performance information from power BI:

- Children in residential care
- Children not in permanent placements
- Care Leavers



Social Workers will be invited to panel to discuss cases and outline plans, addressing any blocks or barriers to implementing a plan of permanency. Actions will be agreed with specific timescales and brought back to panel to review progress.

Administration:

Social Workers will be required to submit the most recent:

- care plan
- C and F assessment
- Cared for children's review minutes, if appropriate any other assessments and SGO support plan.

Chronology including the concerns which led to the child becoming cared for

All information must be passed to fostering admin one week in advance of panel. Team Managers are responsible for ensuring that reports are provided on time. Team Managers and Social workers will be aware of the agenda as it is agreed at the previous meeting.

For sibling groups consolidated reports are acceptable provided the childrens individual needs are addressed within them.

Following the meeting a case note summarising the outcome of the panel should also be recorded by the Social Worker, and if agreeing permanence minutes should be uploaded on to ICS by fostering admin.

The role of the administrator is to:

- Compile and distribute agendas and papers
- take notes in meetings,
- develop and maintain a tracker for cases discuss
- to distribute minutes with 1 week of panel meeting.
- To record any agreements on ICS

Reviewed October 2024

Anne Marie Lucas

Service Manager

Cared for Children and Care Experienced People