**Havering Multi-Agency Transitions to Adulthood Panel**

**TERMS OF REFERENCE – JULY 2017**

**UPDATED – April 2021**

**Purpose / role of the group**

Transitions occur through various stages of a young person’s life from starting primary school, moving to secondary school, preparing for independence and leaving home. Transitions also coincide with physical, emotional, psychological and physiological developments that are coupled with changes to roles and relationships with family, friends, community and professionals.

How any transition is experienced depends on the planning, understanding and information available to those going through the transition. When this goes well children, young people, their parents/carers can look to the future confident that their child will enjoy their future whatever guidance, support and opportunity is on offer.

The purpose of the Panel is to ensure that the children and young people, their families and or carers brought to its attention have received the intervention they need, so as to:

* Ensure where possible children and young people remain at home with targeted support from CAD, NELFT, Housing, social work teams or universal services.
* Ensure children, young people, their families and or carers understand what services they are eligible for.
* Ensure continuity of the development and implementation of transition planning / procedures
* Give leadership and direction to work around transitions.
* Ensure all partner agencies are involved in aligning resources, effective communication, joint training for staff, and reaching agreements on multi-agency working.
* Consider impact of service providers in supporting independence for children and young people in their care
* Ensure disabled young people and their carers are involved in reviewing the effectiveness of transition procedures.
* Consider permanence options and services required
* Consider the need for education, apprenticeships or employment opportunities.

*UN Convention on the Rights of the Child 1989*

The UNCRC is an international treaty which was ratified in the UK in 1991. Articles 12 & 13 of the Convention enshrine the right of all children to express their views and for these to be taken into account in decisions that affect them. Further to this, Article 23 focuses specifically on disabled children and young people, recognising their right to dignity, independence and participation within their community.

*The Children (Leaving Care) Act 2000:*

The Act amends the previous provision for care leavers set out in the Children Act 1989 and is designed to improve the life chances of young people living in and leaving local authority care. Provides an entitlement to an assessment and a Pathway Plan and a personal adviser for each looked after and former looked after young person to improve:

* Preparation and planning for leaving care
* Financial arrangements for care leavers
* Ensure that young people continue to receive the support they need to make an effective transition to adult life.

*It is not the intention for children or families to attend panel meetings. Panels should be viewed as an internal quality assurance process, which support and bolster standard care planning processes.*

**Membership**

Panel members will provide multi-agency contribution to the cases brought before panel and consider the provision of any resources that may be provided within their own services. If a panel member is not able to attend a suitable replacement with decision-making responsibility should attend. In order to be quorate a minimum of five agencies should be present.

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| **Service** | **Representative** |
| Care Resources  | Tendai Dooley, Head of Service (Co-Chair) |
| Adult Social Care  | Annette Kinsella, Head of Integrated Services (Co-Chair) |
| Children & Adults with Disabilities Service  | Caroline Penfold, Head of Service or Team Manager  |
| NHS (CAMHS/NELFT)  | Pippa Ward, Integrated Specialist Children’s Services Manager  |
| Leaving Care | Nuala Harrington, Kemi Akosile, Dean Gordon - Team Manager  |
| Youth Offending Service  | Steve Andrews - Group Manager or Sophie Tonge YOS Operational Manager  |
| Virtual School  | Sharna Swain, Key Stage 4 and 5 Officer  |
| Access, Assessment & Brief Intervention Team (NELFT) | Bola Mafe, Service Manager  |
| Westminster Drug Project Havering - TBC | TBC |
| Housing | Bianca Robinson, MASH Housing Manager Kwabena Obiri, Housing Choice Applications Manager  |
| Families Together Team  | Grace Smith Team Manager |
| Intervention & Support Service  | Eulyn Joseph, Group Manager |
| Joint Commissioning Unit  | Mark Mitchell, Children’s Placements & Quality – Program Manager Belinda Kaamuli, Adults Complex Placements – Manager  |
| Safeguarding & Service Standards Unit  | Victor Mangwende, Group Manager  |
| Systemic Practice Team  | Petra Schmidt, Head of Clinical Practice  |
| Department of Work & Pensions  | Karen Comben  |
| Early Help Service – Helen Harding  | Samantha Denoon, Group Manager Helen Harding, Head of Early Help & Troubled Families  |
| Metropolitan Police  | Kerry J Phillips, Mental Health Police Officer  |
| Provider Representative – CentrePoint  | Ioanna Galvani / Nathan Fletcher  |
| National Probation Service  | Emma Akazarah  |

* Panel membership will be reviewed at least every 6 months
* The group will be organised and facilitated by a designated member of the Business Support Team.

**Accountability**

* An agenda will be provided to all Panel members three working days before panel via business support.
* Each agency will ensure Panel expectations are cascaded within their respective teams.
* The Business Support Officer Lead will maintain effective tracking of cases, minutes and outcomes

**Aims and Objectives**

* Further embed a multi-agency, coordinated and collaborative approach to shared planning around transition to adulthood.
* Where possible secure diversion of children from care through intensive positive work by Families Together Team and other provisions within Havering
* To ensure the right level of input from partner agencies
* Jointly with partner agencies, explore transition placement options
* Identify unmet resource needs (as children present with multiple complex needs)
* To explore innovative ways of putting together alternative support for children in care
* To deliver an efficient, effective and evidence based deployment of resources which ensures value for money and contributes to financial forecasting
* Share information and learn lessons and identify trends to continuously feed into service improvements and resource sufficiency planning

**Function and Process of Panel**

* Panel will meet once a month (to be kept under review)
* Panel will consider young people (14-18 LAC) & post 18 eligible to leaving care support.
* Panel will consider young people with disabilities and transition support
* Panel will review high cost transition placements and consider if service provide value for money.
* Panel will consider young people outside of the leaving care remit, if concerns are such that it is appropriate to do so. For example, cases held by early help services or mental health services that would benefit from multi-agency input.
* Panel will offer transparency, scrutiny and escalate cases as appropriate to the Assistant Director. Cases that will be considered for escalation are as follows:
* Require funding contribution from partner agencies
* Financial implications / funding disagreements
* Adult Safeguarding concerns
* Reputational risk to Local Authority
* Multi-agency based good practice intervention
* Practice concerns/ concerns around effectiveness of multi-agency working
* Evidence of good practice impacting on positive outcomes
* Delays in planning

**Multi-Agency Transitions Plan**

* The minutes of the Transitions Panel will be completed as a Multi-Agency Transitions Plan for each case. The template for this is Appendix 2.
* The Multi-Agency Transitions Plan will highlight the input from each agency at the meeting, and the role of each agency going forward.
* The Multi-Agency Transitions Plan for each case will be signed off by the Chair prior to circulation to panel members.
* Panel will agree review of cases or sign off of cases from panel. Where cases are to be reviewed, the plan will be brought back to the relevant meeting and progress reviewed.
* Actions agreed on cases will have to be followed up by the identified agency and panel will track cases until sign off.
* Relevant information will be shared in a sensitive manner and each panel member will be given an opportunity to contribute towards case discussions.

**Criteria for case presentation**

* It is good practice to present cases to the Transitions Panel at the earliest stage in the process. Young people should be considered for presentation at the Transitions Panel from the age of 14, particularly if they are likely to remain in care until they are 18, and/or are eligible for leaving care services.
* Presentation to the Transitions Panel is expected in cases where the below factors are present;

-Mental health, learning needs, substance misuse, domestic abuse concerns which are impacting on independent living skills

-History of placement breakdown

-Offending behaviour, or vulnerable to exploitation due to criminal association. (Contextual Safeguarding)

-Move from semi-independent accommodation to own tenancy (with multiple complex needs)

* Cases without the above factors but require a multi-agency input will still be considered.

**Sharing of information**

* Information will be shared with members using the relevant secure email addresses.
* During panel relevant information must be shared to promote effective and timely decision making. Where information is not forthcoming, partners will be asked to find this information and report back to the panel.