**CHILDREN’S SOCIAL CARE**

**DARLINGTON ACCESS TO RESOURCES PANEL (D.A.R.P)**

**TERMS OF REFERENCE**

**PURPOSE OF DARP**

* To consider all children’s placement moves if care proceedings have concluded or the child has a plan for long-term fostering but is accommodated via section 20.
* To consider all long-term fostering matches for children placed in external provision prior to formal presentation at Fostering Panel (in line with the long-term fostering match policy and procedure).
* To consider retrospective placement decisions made in an emergency situation.
* To consider resource requests where there is a financial one-off cost of £2500 - £10,000.
* To consider requests for a series of payments where this is likely to exceed £5000, these requests will be subject to review.
* To consider requests for the volunteer driver service.
* To consider requests for early years provision (nursery and Ofsted registered childminders).
* To consider placement requests for supported accommodation up to the value of £1500 per week, and independent fostering placements.
* To consider all Special Guardianship Support plans whether there is a financial element or not.
* To consider all Special Guardianship Needs Assessment recommendations following the granting of a Special Guardianship Order if there is a financial element identified.
* To consider Adoption Support plans where there is any potential financial cost to the Local Authority.
* To consider all requests for Adoption Order, Special Guardianship Order and Child Arrangement Order allowances.
* To consider requests for a discretionary housing assistance payment for kinship carers.

**ROLE OF DARP**

* To ensure decisions made are in line with those recommendations and decisions made during key care planning meetings.
* To approve identified independent fostering placement provision prior to any decision being made to proceed with a placement. In an emergency this decision to be made by a Head of Service or the Assistant Director to prevent delay. Evidence of discussion with the Virtual Head-teacher and child’s Independent Reviewing Officer (if one is allocated) must be sought to ensure their views have been taken into account.
* To consider proposals to change a child’s placement if there is a significant cost change and/or placement type and the matter has concluded within care proceedings or the child or young person has a long-term fostering plan but is accommodated via section 20.
* To consider and approve all requests for the volunteer driver service as they arise. DARP will also review all arrangements where volunteer drivers are used for all children open to statutory children’s services every quarter.
* To refer children’s placement requests to Complex Needs Panel if it is evident the child may require educational input outside of their current setting and/or if the child may be eligible for Continuing Health Care funding. In cases such as these DARP will not make any decisions regarding resource requests, instead it will refer directly to Complex Needs
* To approve or reject resource requests. If a resource request is rejected, DARP must provide the rationale why this decision has been reached and provide alternative suggestions if appropriate to support care planning
* To provide a quality assurance role.

**MEMBERSHIP**

* Head of Assessment, Care Planning and Looked After Through Care – Chair
* Head of Children’s Placement Service and Lifestages 0 -25 – Vice-Chair
* Service Manager, Safeguarding and Assessment – Vice-Chair
* Service Manager, Safeguarding and LAC – Vice-Chair
* Virtual School Head/SEND representative
* Fostering and Supported Lodgings Team Manager or representative
* Residential Care Manager
* Children’s Commissioning representative
* Placement Officer
* Therapeutic Social Work service representative
* Special Guardianship Support Social Worker or representative

**FREQUENCY**

DARP will meet each week on a Thursday from 10am – 12 noon.

The first part of DARP will be dedicated to considering referrals in relation to:

* Adoption Support
* Special Guardianship Support
* Child Arrangement Order allowances
* Discretionary housing assistance payments

Please refer to Appendix 1 for details regarding which member of DARP is expected to attend part one and part two of DARP.

**OPERATIONAL ARRANGEMENTS**

**Referrals to DARP**

The child’s Social Worker must contact the DARP co-ordinator to book a time and date slot and to provide any supplementary documents required at: steven.gamble@darlington.gov.uk.

The child’s Social Worker must complete part one of the DARP referral form which can be found in the forms section of Liquid Logic in the child’s electronic file. Once complete this must be sent to the DARP work-tray in Liquid Logic.

The completed electronic referral form must be completed and sent to the DARP co-ordinator by 12 noon on the Wednesday before Panel. Any other relevant documents that will support decision-making must also be with the co-ordinator by this time. Late referrals will be considered but it will remain the decision of DARP whether the referral should be heard or deferred until the next Panel.

It is the responsibility of DARP members to monitor the DARP work-tray for referrals, but an agenda will be issued by the co-ordinator by 4pm on the Wednesday prior to DARP.

**Attendance at DARP**

The child’s Social Worker **must** attend DARP to present their case. If the child’s Social Worker is not available a representative **must** attend on their behalf. The representative **must** have detailed knowledge of the case to enable decision-making to take place and to prevent unnecessary delay.

For those cases where there is a child who has either a disability or an Education Health Care Plan (EHCP), a representative from SEND or the Life Stages team may be required to attend DARP to support the child’s Social Worker and to inform decision-making.

**Recording of decisions**

All decisions made at DARP will be reflected in part two of the referral form in the child’s electronic folder in Liquid Logic. It is the responsibility of the chair of DARP to complete part two of the referral form.

**APPENDIX 1 - DARP MEMBERSHIP**

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| **DESIGNATION** | **PART ONE** | **PART TWO** |
| Head of Assessment, Care Planning and Looked After Through Care – Chair | Yes | Yes |
| Head of Children’s Placement Service and Lifestages 0 -25 – Vice-Chair | Yes | No |
| Service Manager, Safeguarding and Assessment – Vice-Chair | Yes | Yes |
| Service Manager, Safeguarding and LAC – Vice-Chair | Yes | Yes |
| Virtual School Head/SEND representative | Optional | Yes |
| Fostering and Supported Lodgings Team Manager or representative | Yes | Yes |
| Residential Care Manager | Yes (T. Mace) | Yes |
| Children’s Commissioning representative | No | Yes |
| Placement Officer | No | Yes |
| Therapeutic Social Work service representative | Optional | Yes |
| Special Guardianship Support Social Worker or representative | Yes | No |