

Gateway Meeting Process Flowchart

Mapping Meeting
Family and Friends Meeting
Trajectory Plan

Service Manager, Team Manager and Social Worker make the decision the child has suffered or is likely to suffer significant harm and a Legal Case Discussion needs to be requested.

Team Manager contacts LGSS Law to request the Legal Planning Meeting. The following documents are to be completed by the social worker and sent to LGSS Law at the point of referral;

Completed initial referral form;
Updated chronology;

All relevant documents to include: single assessment, parenting assessment(s), s47/Strat meetings, LAC review minutes, any S7/ S37 reports, CP meeting minutes any agency reports or expert reports.

NB the referral will not be accepted by LGSS Law unless all of the paperwork is received.

LGSS Law to allocate LPM referral within 3 working

LGSS Lawyer to arrange a LPM within 3 working days of allocation.

LGSS Lawyer to send legal advice in writing to the team manager and social worker within 3 working days.

- Legal Planning Meeting considers the following:
- Significant events;
 - The child protection plan and its effectiveness;
 - The assessments including any connected persons assessments/IVA completed to date;
 - Support offered;
 - Continuing risks and concerns;
 - Protective factors;
 - The extent of parental co-operation;
 - The expected outcome for the child;
 - Whether the Threshold criteria is met based

On receipt of legal advice: Team Manager and Social Worker make a decision re: the proposed way forward;

- Continue with the current plan;
- Progress to PLO pre-proceedings;
- Issue Proceedings;

The decision is to be recorded on the child's Carefirst record.

PLO Pre-Proceedings or Issue Proceedings: Social Worker contacts admissionsandlegal@northamptonshire.gov.uk to request a Gateway meeting and sends updated referral form , updated chronology & written legal advice.

GATEWAY MEETING

<u>Panel members</u>	<u>Attendees</u>
Strategic or Service Manager	Team Manager
Principal Lawyer	Social Worker
Family Finder from the fostering service	
Other professionals, as appropriate	
Panel Administrator	

Outcome
PLO Pre-Proceedings
Agree a date for the pre-proceedings meeting
Letter to LGSS Law within 3 working days

Outcome
Issue Care Proceedings
Care plan, SWET and checklist documents to legal within 5 working days

Outcome
No Further Legal Action at this stage/Continue with current plan
Revisit TM/SW discussion if situation changes

PLO pre-proceedings
Step Up or Step Down from PLO Pre-Proceedings– return to Gateway meeting.

PLO pre-proceedings work to progress within the 12 weeks guidelines

Final care planning meeting, chaired by Service manager before submitting final care plan.

progress