**NEWCASTLE SAFEGUARDING CHILDREN PARTNERSHIP**

**DESIGNATED CHILD PROTECTION REVIEW CONFERENCES (JUNE 2020)**

Good practice indicates that Child Protection Plans (CPP) lasting over 2 years warrant scrutiny. In such cases it is necessary to ensure that the CPP continues to be an effective approach for the child and family and that drift and delay are not contributing factors.

**THE DESIGNATED REVIEW CONFERENCE AT A GLANCE**

**PROCEDURE**

1. If the CPP does not end at the 3rd CPR (i.e. no more than 15 months after Initial Child Protection Conference) an extra-ordinary meeting should be arranged. This is in addition to the 4th CPR that must be held within 21 months of the ICPC. The extra-ordinary meeting shall be a Designated Review Conference and must take place before CPP reaches 18 months in duration. If the CPP at the 15-month point appears to be progressing satisfactorily and appropriate action has been taken the decision to hold the Designated Review may be postponed.
2. A Designated Review Conference must happen where there is concern that there is drift or delay in implementing the CPP or where there is a concern that it is not effective. In all cases a Designated Review must be held where the plan lasts beyond 24 months.
3. The Designated Review Conference will follow the structure set out below. The structure is distinct from that followed for the CPRs. Whilst the meeting will be informed by Signs of Safety, it will not be managed or recorded using the standard review Signs of Safety tools. The meeting will be recorded in a Word document using the agenda below.

5. At the Designated Review Conference, the Core Group will collectively present a single report summarising the impact of the CPP to date and progress made. This will also address any drift or delay in progressing the CPP and the causes of this. The report must also set out a trajectory that addresses any obstacles to the successful implementation of the CPP. This will be evaluated throughout the meeting and if necessary amended. Once approved the trajectory should be incorporated into the child protection plan. The single report will be led by the allocated social worker but will be a shared responsibility upon the Core Group.

1. The Independent Reviewing Officer (IRO) chairing the review must share the trajectory and minutes with the Service Manager for the relevant social work team and with the Service Manager for Children’s Safeguarding Standards Unit (CSSU) to allow for oversight and further intervention should that be required.
2. Following all subsequent reviews (4th onward) where the CPP continues the allocated IRO must send the minutes of the review and CPP agreed to the Service Manager for the relevant social work team and the Service Manager for CSSU. This will be for the purpose of clarifying why the plan has not ended or why the matter has not been escalated to the Care Proceedings Panel as appropriate.
3. Following the 4th CPR all subsequent reviews must be held within a 3-month time period. This is to reduce the possibility of drift and delay. Exceptions to this may be agreed where it can be demonstrated that drift and delay are not evident, that the CPP remains effective and that a 6-month review period is appropriate. This must be agreed with the Service Manager for CSSU and the relevant Service Manager for the social work team.
4. On receiving the outcome from the Designated Review Conference and subsequent reviews the service managers will review the circumstances of the case and where necessary arrange for the case to be considered at the Legal Proceedings Panel with a view to clarifying whether escalation is required. The outcome from any discussion at a Panel will be fed back to the Core Group via the Social Worker.
5. For clarity, Designated Reviews cannot end a CPP. That is managed through the statutory review process.

**PROCESS**

1. A date for the Designated Review Conference will be agreed at the 3rd CPR. This will be confirmed with CSSU administration.
2. The meeting will be arranged and supported by CSSU Administration, including a minute taker.
3. The Core Group will arrange to meet to plan the production of the single multi-agency report covering past action and trajectory to be developed and made available one week before the meeting.
4. The meeting may be postponed where there is strong evidence that the CP plan is progressing. However, a meeting must take place in all cases once the plan reaches 24 months duration.

**OUTPUTS**

1. An agreed trajectory to address any obstacles to the successful implementation of the CPP. Once agreed this will be incorporated into the CPP which will be reviewed at the subsequent Child Protection Reviews.
2. The Designated Review Conference must ensure that the safety goals, required to allow the case to step down, are clear, proportionate and achievable.
3. There must be a clear record of the meeting, detailing any obstacles to the successful implementation of the CPP and how these may be overcome
4. Notification to Service Managers of the outcome of the Designated Review Conference.
5. Consideration at Legal Proceedings Panel.

**ATTENDANCE**

1. Independent Reviewing Officer to Chair
2. Allocated Independent Reviewing Officer
3. Allocated Social worker
4. Team Manager
5. Parents/family
6. Key agencies/core group
7. Legal advisor (where possible)

**AGENDA (MINUTES TO BE RECORDED IN WORD)**

1. Welcome & introductions
2. Purpose of the meeting/process
3. Review of initial concerns and progress made/interventions used & in place
4. Child’s view on progress/what’s needed
5. Family’s view on progress/what’s needed
6. Collective evaluation of progress (or otherwise) and identification of obstacles to progress
7. Clarification of Danger statement and safety goals
8. Development of trajectory
9. Consideration of step up/step down (including legal view)
10. AOB.

**SINGLE REPORT FORMAT**

1. Child/family details
2. Child’s views
3. Family’s views
4. History of agency involvement – EH/CIN current CP start/review dates/previous CPPs
5. Danger statement/safety goals
6. Current CPP
7. Actions taken and evaluation of impact / change
8. Consideration of any drift/delay and the causes of this
9. Outcome of assessment work – capacity to make / sustain change
10. Conclusion - view continuing the CPP or otherwise
11. Legal view if applicable
12. Any dissent / disagreement

**TRAJECTORY FORMAT**

The trajectory is an output from the Designated Review. It does not replace the CPP.

Its purpose it to explain how issues raised at the Designated Review, regarding the successful implementation of the CPP will be achieved.

Once agreed relevant actions from the trajectory will be incorporated into the CPP. The CPP and any issues remaining in the trajectory will be considered at all subsequent reviews.

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| **TRAJECTORY (EXAMPLE)** |
| **Date** | **Step / Action** | **Who / process** | **Desired outcome** |
| 22/2/2020 | School place to be identified | Mary Teacher | J is at school allowing his parenting to attend parenting classes |
| 29/2/2020 | Interim Heath Visitor appointed to work with family | Johnny Health | Health aspects of the plan can be implemented |