**INITIAL LEGAL PLANNING MEETING AGENDA**

**1. Chair:**

a) attendees and titles

b) apologies

c) confirmation of documents sent to attendees

d) confirmation whether or not parents and any others with PR are aware of today’s meeting

**2. Social Worker** - brief overview of LPM Request and any updating information

**3. Team Manager** - comments further to LPM Request and Social Worker’s update

**4. Chair to explore:**

* strengths and existing safety
* current safety plan, to consider if any changes have been made or can any changes be made within the family to mitigate the risk factors
* any issues concerning capacity and understanding
* any suspected or identified learning difficulties
* any cultural differences and inequalities
* whether an advocate or interpreter is required

**5. Legal** -any questions to inform legal advice

**6. Social Worker:**

Outline proposed care plan, to include:

* should the child(ren) remain where they are - if not, where should they live
* newborns:
	+ - who is being assessed
		- type of assessment: residential / foster placement (parent and baby) / community-based
* support and work to be offered to the family

**7. Legal advice:**

* legal threshold
* grounds for threshold
* advised legal process
* assessments and evidence required

**8. Discussion following legal advice being given**

**9. Chair – Decision:**

* No legal action
* Further evidence then RLPM to be booked (confirm date)
* Commence pre-proceedings process (PPP)
	+ Duration in weeks of PPP (which will commence from the meeting with the primary carer) – usually maximum of 16 weeks
	+ Confirm assessments to be undertaken :
		- Capacity and/or Cognitive, if required - should be completed before meeting
		- Parenting assessment/s – type and who will assess
		- Sibling assessment, if required – who will assess
		- Initial screenings and Viability assessments
		- Expert assessments
	+ Confirm further evidence to be obtained
		- Reports and disclosure
		- DNA testing
		- Drug and/or alcohol testing
	+ Confirm support to be provided and referrals to be made
	+ Confirm date of RLPM (if other than Weeks 7 and 15 after meeting with primary carer – per timeline)
* Issue care proceedings
	+ Set out plan for:
		- speaking to parents about the intention to issue
		- when the initial statement and care plan(s) will be with Legal
		- what other evidence is required to support the application
		- potential date of issue/hearing

**10. Chair** - if decision differs from legal advice, set out clear reasons for not following advice, which should be reflected in the minutes

**11. Chair** -Confirm the care plan - with whom the child(ren) should live, including contact if relevant and/or any legal orders to be sought