



Multi-Agency Panel (MAP) Terms of Reference

Introduction

The Multi-Agency Panel (MAP) makes decisions about the funding of provision where funding is shared between at least two agencies. The provision will support education, social care and health needs for children/young people with complex and multiple needs.

MAP will receive requests from Children’s Safeguarding and Specialist Services, Education and Early Intervention and Health services.

Implicit to all processes which these Terms of Reference are designed to support, is a multi-agency approach to keeping children and young people safe and supported within the community, utilising local commissioned services whenever possible.

Purpose

- To ensure that joint packages/placements for children and young people with complex and additional needs are based on appropriate assessment(s) of need.
- To ensure that agreed provision represents best value for money.
- To ensure that joint packages can be agreed at one meeting.
- To ensure children placed via educational tribunal where joint funding is requested are presented at MAP
- To ensure that decision-making takes into account the budgetary position of all organisations.
- To ensure that all children and young people’s continuing care (CYPCC) packages are presented at MAP following local CYPCC panels when shared funding is proposed to ensure financial agreement and sign off
- To enable frequent and accurate budgetary monitoring by CS and ICB.
- To ensure children and young people’s needs are met within County wherever possible.
- To ensure that funding is agreed for those requiring Section 117 aftercare and a record of this is held within the system

Scope

The Multi-Agency Panel is designed to make funding decisions on joint provision of services for children and young people. The panel will not consider service responses which are single agency, nor for equipment or adaptations.

Membership

<u>Service</u>	<u>Decision Makers</u>
<u>Children’s Services</u>	Head of 0-25 Together Or CLA Commissioning (or deputy) County Lead for SEND or Representative Lead for Preparation for Adulthood

<u>Health</u>	Head of CYPCC (or Deputy Head) For CYPCC cases only: the Lead Nurse for children and young people's continuing care Deputy Designated Nurse for Children Looked After and Care Leavers ICB
<u>Integrated health and care Commissioning Team</u>	CAMHS Clinical Commissioning Manager

The panel will be quorate, this will be inclusive of Health, Social Care and Education. Responsibility for funding decisions may be delegated by budget managers.

Chair: The role of the Chair will be rolling with each head of service being responsible on a rota basis.

Time and venue

The panels will be held every other week, virtual with the possibility that meetings will take place in person when agreed by all parties.

Administration

Administration of the panel will be the responsibility of the Panel Administration and Support Officer within the Brokerage Team, supported by funding from the ICB.

Minutes of the MAP meeting, together with decisions, will be recorded, distributed to all panel members, and sent to the lead case worker. All decisions will also be captured on a financial MAP tracker.

Lead case workers will communicate the decision to parents / carers and other professionals informing them of the outcome and copied to the presenting clinicians including an agreed review date within 10 working days of panel.

The MAP panel administrator will prepare and maintain a spreadsheet summarising the cost implications of the decisions made (MAP Tracker). This will include the financial implications for health, social care and education. The spreadsheet will be shared twice monthly following panel with all partners.

The panel administrator will be responsible for ensuring reviews are timetabled for panel when they are due including Sec 117 eligibility.

Resolving Disputes

Following appeals that have been made with regards to the decision-making process for CYPCC, The CYPCC Appeals process should be followed and if required cases will be presented to MAP.

MAP will review the decision that has been made in relation to the appeal that has been made, sign off of funding will be completed by the responsible organisation.

Appendices:

Appendix 1: Other Panels

Children and young people's continuing care panel makes decisions regarding eligibility and funding of packages of care for children who meet framework eligibility. A continuing care package will be required when a child or young person has needs arising from disability, accident or illness that cannot be met by existing universal or specialist services alone.

For Continuing Care for C&YP, the recommended funding split will be made at CYPCC panel, where a 0-25 worker is present. This will then be presented at MAP panel for ratification of funding. (see CYPCC process Appendix 3)

Single agency social care resources are decided at HARP / 0-25 Together Panel.

The SEN Provision Panel makes decisions on requests for education only; SEN Exceptional Needs funding is agreed through District Support Groups; YPLA funding for access to post 16 FE colleges and independent specialist colleges is decided at the LDD Placement Panel.

There are other panels for Specialist Equipment and Housing Adaptations.

Appendices

Appendix 1 MAP submission form

Appendix 2 MAP ratification form

Appendix 3 Children and young people's continuing care framework 2016