

ORGANISATIONAL ARRANGEMENTS
SCHEME OF DELEGATION
Scheme for delegating professional decision making

Introduction

This Scheme of delegation is concerned with decision making relating to individual cases for which the Local Authority, through Elected Members and the Director of Children’s Services, has children’s social services function responsibilities. This Scheme is consistent with current law and regulatory procedures. The delegation from the Director of Children’s Services is to the Senior Assistant Director, who in turn delegates decision making where appropriate to Service Leaders, Group Leaders, and Team Leaders.

- *For a child who is ‘accommodated’ under a section 20 voluntary arrangement (‘an accommodated child’), the local authority does not have parental responsibility for the child – parental responsibility remains with the parents. However, the authority must comply with the duties set out in the 1989 Act and with the relevant Regulations. Given the legal context we should aim to work in partnership with parents.*
- *Although a care order gives the local authority parental responsibility for the child, any person who is a parent or guardian also retains their parental responsibility and may continue to exercise it to the extent that their actions are not incompatible with the care order (as set out in section 2(8) and section 33(3)(b) of the 1989 Act).*

Decision	Delegated to
Legal decisions.	
Emergency Accommodation of a child following: Police Protection, or as a result of an Emergency Protection Order, or remand into care, or the accommodation of a child with no one with parental responsibility and no one to care for them.	Group Leader
Planned accommodation under Section 20 Children Act 1989	Group Leader

Unplanned Section 20 accommodation	Group Leader
Application for an Emergency Protection Order	Group Leader
Application for a Child Assessment Order	Group Leader
Initiating Care Proceedings	Group Leader
Decision to revoke a Care Order	Group Leader
Decision to apply for Secure Accommodation	Director or Senior Assistant Director (must have Secretary of State's agreement if the child is under 13 years).
Decision to use secure accommodation without the authorisation of a court (up to 72 hours in aggregate over a 28 day period).	Director or Senior Assistant Director (must have Secretary of State's agreement if the child is under 13 years).
Decision to end period in Secure Accommodation whilst Court Order is in place.	Senior Assistant Director/Service Leader
Decision to place a child on a Care Order or an Interim Care Order at home with parents or person with parental responsibility.	Service Leader
Recommendation to the Court to terminate contact of a child with someone who has parental responsibility for them.	Group Leader
<p>Consent decisions relating to looked after children. <i>Note: the views of child, parent, carer and Independent Reviewing Officer must always be considered in making consent decisions.</i></p>	
Authorisation to place a child outside the area of the responsible authority but within the neighbouring authorities of Newham, Tower Hamlets, Barking & Dagenham, Bexley, Bromley and Lewisham.	Group Leader as Nominated Officer
Authorisation to place a child outside the area of the responsible authority and where that placement is a distant one.	Service Leader to then be endorsed by Director or Senior

	Assistant Director
Sign Passport Applications as person with parental responsibility.	Team Leader
Consent to holidays or trips abroad out of school term time lasting under a month.	Team Leader
Consent to holidays or trips abroad under a month during school term time where the Head teacher has given permission.	Group Leader
Consent to school trips abroad.	Team Leader
Consent for a child who is a subject of care order to leave the jurisdiction of the court for less than a month.	Team Leader
Consent for a child who is subject to a care order to leave the jurisdiction of the Court for more than a month.	Court decision
Consent to seek agreement for a child who is subject to an interim care order or the subject of court proceedings on no order, to leave the jurisdiction of the Court.	Court decision
Consent to support a young person on a Care Order changing their name.	Director or Senior Assistant Director
Consent to join the Armed Forces.	Director or Senior Assistant Director
Consent to marriage of 16 or 17 year old on a Care Order.	Director or Senior Assistant Director
Consent for 16 or 17 year old on a Care Order to live independently.	Team Leader following a Looked After Child Review.
Authorisation to cease being looked after for children (aged 0–15 who have been in care over 20 days) who is being placed for adoption	ADM for Adoption
Authorisation to cease being looked after for children (aged 0–15 who have been in care over 20 days) who are going home or going to live with family or friends.	Service Leader
Authorisation to cease being looked after for children (aged 0–15 who have been in care over 20 days) who are subject to special guardianship or child arrangement orders.	Group Leader
Authorisation to cease being looked after for young people aged 16 & 17	DCS
Young person continues to be accommodated after their 18th birthday where in residential provision.	Service Leader
Young person remains in an extended foster placement or	Group Leader

a formal- 'Staying Put' arrangement.	
Consent to routine planned health assessments or treatment for looked after children where the Local Authority has parental responsibility.	Delegated to foster carer or children's home as part of Placement Plan.
Consent to common (age-related) health remedies including non-prescription drugs such as ibuprofen and paracetamol.	Delegated to foster carer or children's home as part of Placement Plan.
Consent to health assessments, treatment or other interventions including general anaesthetic for a child on a care order where the parent is in agreement.	Delegated to foster carer or children's home as part of Placement Plan.
Consent to health assessments, treatment or other interventions including general anaesthetic for a child on a care order where the parent is in disagreement.	Group Leader
Consent to health assessments, treatment or other interventions including general anaesthetic for a child accommodated by the Local Authority which does not have parental responsibility.	Parent or other person with parental responsibility (reasonable effort to secure their agreement is required, however the interests of the child are paramount – see below where parent opposes). In urgent cases seek legal advice if consent is unreasonably withheld. If the child is competent to do so their consent will be sought by health professionals.
Consent to medical interventions to deal with life threatening situations should be with carer and medics for emergency scenarios. Where there is a high risk associated with the treatment or procedure and this is a planned intervention	Service Leader – If the child is competent to do so their consent will be sought by health professionals.

Consent to medical interventions to deal with life threatening situations or where there is a high risk associated with the treatment or procedure where the parent or other persons with parental responsibility oppose the intervention.	Director or Senior Assistant Director
Acting as a parent for children subject to care orders for the purposes of sectioning under the Mental Health Act 1983.	Team Leader, who will seek the views of the nearest relative.
Engagement in potentially hazardous leisure or sports activity.	Delegated to foster carer or children's home as part of Placement Plan.
Decisions about staying with friends overnight.	Delegated to foster carer or children's home as part of Placement Plan.
Decisions about contact arrangements.	Team Leader (in consultation with IRO) or Delegated to foster carer or children's home as part of Placement Plan.
Decisions about looked after children under 16 subject to a care order having non-intimate body piercing.	Delegated to foster carer or children's home as part of Placement Plan.
Regulation 24 placement agreements for looked after children.	Permanence Group Leader C or Permanence Service Leader
Agreement that long term fostering is the plan for the child.	Group Leader (in consultation with IRO)
Agreement that foster placements are permanent placements for looked after children.	Fostering Panel ; and IRO through LAC review for over 13s
Decision to consent to looked after children's photographs being used in external publications	Consent from the person with PR and Group leader
Decisions re DBS traces on Family and Friends, Foster Carers and SGO carers	Group Leader

Consent to use publicity for child missing from care	Agreed via Missing Procedures by Team Leader with Police BUT need to alert DCS to brief Members
Children in need and safeguarding issues.	
Decision to hold strategy meeting.	Team Leader/LADO
Initiate Section 47 Child Protection enquiries including direct work with the family.	Team Leader
Conclude Section 47 enquiries.	Team Leader
Decision to convene an Initial Child Protection Case Conference.	Team Leader
Decision to hold Review Child Protection Case Conference more than a month (but less than 2 months) after the birth.	QI Service Leader