

getting  
it right  
for every child  
in Moray

**Local Integrated Assessment and Planning Procedures and Voluntary Sector Agencies**

Local Integrated Assessment and Planning (LIAP) is about all services working together effectively to meet the needs of children and young people in Moray. The LIAP Procedures provide direction for professionals assessing the needs of children and young people who require targeted support from more than one service to meet their needs more effectively and to strive towards attaining better outcomes for children and young people.

***What does this mean for voluntary sector agencies?***

Where a service, including the voluntary sector, in considering a child's needs, concludes that the child may require targeted involvement by another service, the LIAP procedures should be followed to ensure effective partnership working. This will bring together a Team around the Child and ensure the co-ordination of information gathering, assessment information and service delivery by a Lead Professional who is agreed by that Team.

Voluntary sector agencies who receive 'referrals' from other agencies, should also receive sufficient assessment information to enable them to make a professional judgement about their involvement and potential service with the young person. Where this is part of a process involving more than one agency to address needs through targeted support, this information should be compiled by the initiating agency on a Child's Plan and should include a clear outline of:

- Relevant core information about the young person and his/her family
- Clear outline that the young person has given his/her consent to contact the voluntary sector agency
- Clear indication of any issues regarding consent to share information
- Clear understanding of what the main issues are
- SMART objectives to be achieved
- Clear outline of the wider action plan
- Clear indication of the involvement of the originating agency
- Initial indication of a reviewing process
- Any other relevant information (historical, current or future) at this stage

On receipt of the Child's Plan, the voluntary sector agency should contact the initiating agency to ensure that they are part of the Team around the Child. This Team is, as noted above, responsible for agreeing who will be the Lead Professional. The initiating agency should not close the case on referral to the voluntary sector, since they have a responsibility to maintain involvement in the case until the Team changes.

In this way, services will be delivered in partnership with children/young people and their families, and will see services maintaining a professional relationship with each other to ensure effective 'joined up' working.