

**Job Description**

**Job Title:** Public Law Outline (PLO) and Permanence Case Manager

**Salary Grade:** Grade 10

**SCP:** 48 - 52

**Job Family:** People Care

**Job Profile:** PC 6 +

**Directorate:** Children’s Services

**Job Ref No:**

**Work Environment:**

**Reports to:** Strategic Service Manager

**Number of Reports:** 0

**Purpose:**

To represent, organise and control a service area to deliver the services efficiently, to standard and within budget. To improve the quality of practice for cases that are subject of the Public Law Outline and Care Proceedings by supporting and mentoring practitioners, ensuring that court timescales are met, the quality of work is of the highest standard and developing consistent practice. To apply the same in making sure that all looked after children have permanence decisions made in a timely and appropriate manner.

**Key Responsibilities:**

1.To be a source of professional social work knowledge and expertise to practitioners and managers working with in the Public Law Outline (PLO) and court processes.

2. To be a source of professional social work knowledge and expertise to practitioners and managers working with Children Looked After and to champion the achievement of timely permanence for children.

3. To be an active member of the Permanence Monitoring Group and to identify gaps in service provision e.g. support for families with children on special guardianship orders.

4. To support Team Managers and Social Workers in ensuring that the systems, processes, policies and procedures are in place to provide the optimum environment for securing early permanence for children.

5. To quality assure all CPRs, permanence plans, statements, assessments and care plans; this role will include the constructive critique of working practice and mentoring of Social Workers.

6. Provide leadership, consultancy, mentoring and supervision to Social Workers in their case management of PLO, court cases and permanence planning

7. Support social work practitioners throughout the PLO and legal process including attendance at court if appropriate.

8. Have lead responsibility for quality assuring social work permanence plans, statements, assessments and care plans that are required by court in line with the quality assurance framework

9. Take responsibility for developing and maintaining a case tracker system to ensure time scales are met

10. Promote effective working relationships with the Local Authority Legal Team and the locality field work and permanence teams

11. Promote and maintain effective working relationships with the local courts and attend Court Liaison meetings as required.

12. Take responsibility for maintaining relevant skills and knowledge arising out of the PLO, court processes and permanence planning and use this to facilitate learning for staff

13. Maintain a robust oversight of statistical data, themes, issues and trends in relation to children who are subject of PLO or legal proceedings and permanence decisions

14. Work with the Social Workers in the localities to offer support in relation to producing the court reports and good quality plans.

15. Produce monthly reports for SMT with the progress.

16. Work alongside the Organisational Development team to identify training needs in order to drive up performance and quality.

17. Contribute to the development of new initiatives through attendance at working groups, multi-agency forums and training courses.