

## Before the family group conference

**Court, and other person, body or organisation**

### Section 19 referral to coordinator

Where the section 19 referral is made to sites, a coordinator is allocated immediately and given the referral

Coordinator acknowledges receipt of the referral within 7 days

### For section 19 referrals that have come from the court

Coordinator must make a report to the court within 28 days from the date of referral of any action taken, how that action has resolved the matter and any further proposed actions (s19(4)(a))

Where further action is proposed in the above report, a further report is required to be made to the court 28 days from the first written report (s19(4)(b))

The coordinator should report to the court when the proposed action has been completed, stating whether this action has resolved the matter and, if so, how (s19(4)(c))

### Coordinator determines the action to take (s19(2))

This may be informed by:

- information from consultation with supervisor or social worker allocated to te tamaiti or rangatahi if we are already working with them
- further investigation requested from social worker (social worker must make a referral for a family group conference if they form a belief that there are care and protection issues following an investigation)
- consultation with the referrer to gain detail or information

Take other action as appropriate to the circumstances (eg referring matter to Police if the referral is made on the grounds of a child offending, deciding a family group conference is not necessary)

Where te tamaiti or rangatahi is believed to be in need of care and protection on the grounds of s14(1)(e), make a report of concern

Convene family group conference

Prior to the referral being made, the social worker builds understanding about what is happening for te tamaiti or rangatahi and their whānau or family.

A referral for a family group conference must be made if there is a belief that te tamaiti or rangatahi is in need of care and protection (s18).

A referral can be made by the Oranga Tamariki chief executive if we believe a family group conference would assist in formulating a plan (s18AAA).

Any intention to make a referral for a family group conference should be indicated to whānau or family.

**Police**

**Social worker**

Care and protection family group conference coordinator receives referral and acknowledges receipt of the referral within 7 days

Section 18 referral to coordinator

Section 18AAA referral to coordinator

Coordinator consults with referrer

### The coordinator:

- considers hui ā-whānau or family meeting if appropriate
- consults with care and protection resource panel before convening family group conference s21(a) (for section 18 and 19 referrals)
- consults with te tamaiti or rangatahi and their whānau or family on convening of the family group conference – time, date, who should attend, procedure (s21)
- convenes the family group conference (s20)
- ensures relevant information and advice is made available to the family group conference (s23)
- seeks views for those unable to attend (s24)
- notifies those entitled to come of the details of the conference (s25)

Following the referral, meets with te tamaiti or rangatahi and their whānau or family to confirm that a referral has been made for a family group conference

### The social worker:

- completes full assessment
- refers for a gateway assessment where indicated
- continues to support te tamaiti or rangatahi and their whānau or family and others to ensure they have the information and support they need to prepare and participate in the family group conference
- works with whānau or family to address any interim needs for safety or wellbeing or needs for assistance
- works with the kairaranga ā-whānau and coordinator to identify wider whānau or family
- seeks any budget approval that may potentially arise from the conference

## During the family group conference

### The coordinator:

- facilitates the conference or supports the person chosen to facilitate the conference by the whānau, family or family group, and seeks agreement to the decisions, recommendations and plan of the conference attendees
- makes a written record of the detail of the decisions, recommendations and plans formulated by the family group conference (s29(3) and s29A)

### The conference:

- considers matters relating to the care or protection or oranga (wellbeing) of te tamaiti or rangatahi (s28 and s29)
- makes decisions, recommendations and plans it considers necessary (s29)

As an entitled member in the conference, the social worker:

- presents information
- contributes ideas and proposals to the conference
- considers the decisions, recommendations and plan and indicates their agreement or opposition
- seeks budget manager approval if the decisions, recommendations or plan indicate unforeseen expenditure may be necessary

No agreement to decisions, recommendations and plan during the family group conference

Agreement to decisions, recommendations and plan during the family group conference but further agreement needed from others

## After the family group conference

No agreement to decisions, recommendations and plan

### The coordinator:

- communicates or plans to communicate the decisions, recommendations and plan to every person who will be directly involved in its implementation and:

- the chief executive for s18AAA referral
- the person who made the report, or the constable or person delegated to act for them where the conference was convened under s18(1)
- the body, organisation or court where the conference was convened under s19(2)(a)

- seeks agreement to the decisions, recommendations and plan from:

- the chief executive and every other person or body to whom the decisions, recommendations and plan were communicated to, for s18AAA referrals
- the person who made the report or the person, or the constable or person delegated to act for them and every other person or body to whom the decisions, recommendations and plan were communicated to where the conference was convened under s18(1)
- the organisation or body and every other person to whom the decisions, recommendations and plan were communicated where the conference was convened under s19(2)(a)

Social worker works with te tamaiti or rangatahi and their whānau or family and others to:

- give effect to the decisions, recommendations and plan
- support implementation of the decisions, recommendations and plan
- monitor and review the progress of the plan

The coordinator can reconvene the conference to reconsider the decisions, recommendations and plan (s30(3))

OR

### The coordinator must:

- If the conference was convened on the basis of a report made under s18(1) make a report of the matter to the person who made the report under s18(1) (s31(1)(c)(i))

OR

- In any other case, report the matter to the chief executive (s31(1)(c)(ii))

If the coordinator makes a report under s31(1)(c)(i) or (ii), the person the report was made to may take any action under the Oranga Tamariki Act that they consider appropriate (s31(2))

### The coordinator shall:

- make a report of the matter to the court where the proceedings have commenced under the Oranga Tamariki Act in relation to te tamaiti or rangatahi (s31(1)(d))
- in every case, consult with the care and protection resource panel (s31(1)(e))

Agreement to decisions, recommendations and plan achieved

### The coordinator must:

- make a record of the decisions, recommendation and plan available to the those identified in the Act (s32)
- communicate the final outcome

### The coordinator shall:

- report outcome back to court for referrals made under s19 of the Act
- consult with the care and protection resource panel about the outcome
- ensure records are securely maintained and are available to those identified in s33(2)

The social worker works with te tamaiti or rangatahi and their whānau, family, family group and others supporting the implementation of the decisions, recommendations and plan and also prepares to reconvene as appropriate

Consult between the social worker and the coordinator on or before the review date to update status of the decisions, recommendations or plan

### The coordinator must reconvene the family group conference:

- at or before the review date to review the decisions, recommendations or plan (s36(1)) unless after consultation with the social worker they are of the view that no further action under plan is required (s36(1A) a) or a court makes specified orders before the review date (s36(1A)(b))
- if the chief executive or a body or organisation who made the referral or are involved in the implementation of the decisions, recommendations or plan believes the decisions, recommendations and plan are no longer meeting the needs of te tamaiti or rangatahi (s36(1B))

The coordinator **may reconvene** the family group conference at any time at their own notion or if there is a request to do so by at least two members of the conference that made or formulated the decision, recommendations and plan (s36(1)(d))

**Sections 20 to 35 apply**