

WBAS- CIW Inspection Report 2017-18 Recommendations & Action Plan

Recommendation	Progress /Action	Completed	RAG Status
The regional management board should review the arrangements relating to the implementation of agreed actions and ensure there are vice chairing arrangements in place.	Arrangements for implementing actions reviewed and New Chair and Vice Chair appointed at Board meeting on 14.5.18.	14.5.18	
Consideration should be given to how improvements in adoption support can be more systematically developed across partner agencies.	Meetings with three LA intake teams planned. This will help with a common approach, signposting and sharing (both ways) what the available universal services are. Joint work with VAA's around support groups, training opportunities needs to be further developed. Access for adopters to a secure members page on the new website will aid access, improve consultation and feedback on what is needed and what is working.		
A quality assurance framework should be implemented across the service and consideration given to linking into the associated functions which are completed by children's services. i.e. CAR/B; life journey work and later life letters.	Draft QA report is in process of being developed with the Senior Manager Group representing each LA. QA checklists are to be developed to help managers undertake, in line with the QA framework, regular QA audits.		
All operational regional adoption service staff should complete relevant Safe guarding training every two years.	All staff have now completed refresher training in safeguarding and this is included in the TNA each year. Each member of staff will have an individual learning plan developed which will include safeguarding training. This will then be monitored in their personal supervision of staff on a monthly basis and explored in appraisals.	May 2018	
The process for assessing and agreeing financial support for adopters should be reviewed to ensure the system is	The process for assessing and reviewing allowances is now robust and all on Oracle. This also enables early notifications of reviews and enables detailed recording of		

WBAS- CIW Inspection Report 2017-18 Recommendations & Action Plan

working appropriately.	decision making and budget monitoring. There have and continue to be challenges due to manager capacity but this will be rectified with the appointment of a 3 rd manager		
The timeliness and quality of supervision should be reviewed to ensure there is a consistent approach to case management and staff support and development.	Supervision frequency and process has been reviewed and takes place monthly for all social work staff. Supervision templates have also been reviewed and updated. All staff have both personal and case supervision and have opportunity to comment on the supervision process.	??	
Consideration should be given to how staff can be provided with a more suitable working environment.	Raised and discussed at Management Board in May 2018. Also raised at the PTCC Accommodation group. Matter is being considered.		
Panel members should be provided with an appraisal and training opportunities.	<p>Panel training scheduled in for the year. Training undertaken on 25.4.18 & 18.6.18 covering quality assurance, panel's roles and responsibilities, evidenced based practice and considering two disruption reports and the lessons that can be learnt from these. Joint training is proposed for the autumn term and this will include panel members, family finding workers and recruitment workers. Aim of this will be to review the matching process and consider evidenced based practice, analysis and the impact of the LJF and Transition process.</p> <p>Appraisals will be rolled out in the Autumn</p>	April 2018	
Consideration needs to be given to provide the panel members with occasional business meetings and bring information and reports about placement breakdowns to panel. Panel member need to be provided with	Business meetings now scheduled in for the year. In both training events (April and June) a business meeting component was added to the training. Panel members have agreed that, given the way panels are convened across the region and with a fluid attendance, business meetings will be managed in two	May 2018	

WBAS- CIW Inspection Report 2017-18 Recommendations & Action Plan

<p>relevant policies and procedures.</p>	<p>ways. Updates on children’s cases and disruptions will be quarterly and shared in each of the three panels in a specific month (next one is September) and , where a panel has a number of cases pulled, the time will be used to hold business meetings.</p>		
<p>Monitoring arrangements need to be put in place to ensure review of support plans.</p>	<p>In adoption support, support plans are reviewed when an assessment of support needs has been completed, when interventions are completed or when there is long term work they are reviewed by social worker and manager on a quarterly basis.</p> <p>For family finding, it was agreed that every support plan should be reviewed by the FF manager on granting a placement order and as part of the case closure / transfer process.</p> <p>Transfer protocol to be updated to reflect this latter point</p>		