

APPENDIX 1: INSPECTION ACTION PLAN

	Future challenges	Key tasks	By Whom	By When	Outcome
1.	Promoting a shared understanding of safeguarding, including clear strategic aims and measurable objectives	<ul style="list-style-type: none"> Hold development event for Board members to identify focus for forthcoming year Undertake a Self Assessment using SAIT Revise strategic plan and develop an action plan for 2011-2012 using RBA 	Governance sub group	<p>July 2011</p> <p>November 2011</p> <p>December 2011</p>	<p>Completed</p> <p>Development event completed – specific groups of children and young people identified and objectives developed</p> <p>SAIT completed and action plan drawn up</p> <p>Business plan 2011-2012 completed and approved by November 2011 Board meeting</p>
2.	<p>a) Developing clear roles, relationships and reporting arrangements with the other partnerships including the Local Service Board</p> <p>b) Promoting clear lines of accountability to the LSCB</p> <p>c) Maintain activity across the partnerships to ensure understanding of roles and accountabilities</p>	<ul style="list-style-type: none"> Develop partnership framework Develop and deliver partnership event to present proposed framework and agree reporting mechanisms Continue facilitating cross partnership meetings and collaborating on development of single plan for Caerphilly Present update to Local Service Board 	<p>Task and finish group</p> <p>Governance sub group</p> <p>Chair</p> <p>Chair and Co-ordinator</p>	<p>November 2011</p> <p>January 2012</p> <p>Monthly meetings</p> <p>November 30th 2011</p>	<p>Presented to Board for agreement November 28th 2011 – some minor amendments to be made and then to meeting of Chairs in February 2012</p> <p>Meetings are ongoing and focusing on the development of a single plan for Caerphilly as per Welsh Government guidance.</p> <p>This was cancelled due to industrial action – awaiting another date.</p>
3.	a) Promoting communications between the different groups that make up the	<ul style="list-style-type: none"> Include sub group members in self assessment process 	<p>Co-ordinator</p> <p>Governance</p>	<p>November 2011</p> <p>December</p>	<p>Completed via e-mail due to time restrictions.</p>

	<p>LSCB with regular reporting, constructive challenge and monitoring of progress against objectives</p> <p>b) Providing consistent direction and challenge to the work of the sub groups</p> <p>c) Developing robust reporting mechanisms aligned to performance management</p> <p>d) Support sub groups to focus on outcomes</p>	<ul style="list-style-type: none"> Action plan 2011-2012 to identify outcomes and measures for each sub group Amend reporting proformas to reflect the above 	<p>sub group</p> <p>Governance sub group</p>	<p>2011</p> <p>December 2011</p>	<p>Business plan 2011-2012 approved at November meeting of Board and shared with sub groups. Sub group action plans and reporting framework being updated currently</p>
4.	<p>Embed a shared understanding of how the LSCB holds member agencies to account</p> <p>Promote a shared understanding of how members hold their own organisations to account for enacting LSCB decisions</p> <p>Promoting clear lines of accountability to the LSCB</p> <p>Clarifying to whom the Chair reports</p>	<ul style="list-style-type: none"> Self assessment event Review relevant section of partnership agreement and strengthen if required Re-present the partnership agreement to Board to reinforce understanding Re-launch challenges and achievement pro forma 	<p>Governance sub group</p> <p>Governance sub group</p> <p>Governance sub group</p> <p>Governance sub group</p>	<p>November 2011</p> <p>January 2012</p> <p>March 2012</p> <p>January 2012</p>	<p>Completed November 11th 2011</p> <p>Completed</p> <p>Completed</p> <p>Completed Jan 2012</p>
5.	<p>Involve all relevant agencies in safeguarding quality audits and in monitoring action plans through the LSCB</p>	<ul style="list-style-type: none"> Develop process for ensuring that all relevant agencies are involved in audit and they know to access all information held by their agency 	<p>Quality Assurance and Performance sub group</p> <p>Quality Assurance</p>	<p>January 2012</p> <p>Each meeting –</p>	<p>Completed</p> <p>Ongoing</p>

		<ul style="list-style-type: none"> • Monitor action plans arising from audit • Continue to contribute to the regional Improving Practice group and ensure the learning is shared across the region • Monitor progress towards serious case review action plans 	<p>and Performance sub group</p> <p>Quality Assurance and Performance sub group</p> <p>Governance sub group</p>	<p>ongoing</p> <p>Each meeting – ongoing</p> <p>Each meeting - ongoing</p>	<p>Ongoing – 2 events to share the learning being prepared currently for 2012.</p> <p>Ongoing at each meeting</p>
6.	Embed work undertaken to ensure that agencies progress work in a co-ordinated way including a Section 28 audit and safe recruitment	<ul style="list-style-type: none"> • Review Section 28 audit tool to ensure it is robust particularly with regard to safe recruitment • Monitor the professional strategy meeting process to identify issues/themes and address them • Undertake Section 28 audit and monitor action plans arising 	<p>Regional Forum</p> <p>Board</p> <p>Governance sub group</p>	<p>Completed October 2011</p> <p>Completed and ongoing – bi-annual reporting</p> <p>December 2011 – March 2012</p>	<p>Completed – Section 28 audit tool reviewed and revised in light of inspection and issues raised in Pembrokeshire</p> <p>Completed - Information contained within the CSCB performance management report and action plan for 2011-2012</p> <p>Completed December 2011 – findings to be presented to Board in January 2012. Monitoring ongoing.</p>
7.	Developing the role of the Vice Chair	<ul style="list-style-type: none"> • Confirm Vice Chair arrangements • Arrange regular meetings between Chair, Vice Chair and 	<p>Board</p> <p>Co-ordinator</p>	<p>November 2011</p> <p>Bi-monthly beginning in December 2011</p>	<p>Completed November 2011</p> <p>Arranged for 2012.</p>

		Co-ordinator			
8.	Agreeing appropriate resources to support the LSCB's independent identity	<ul style="list-style-type: none"> Secure funding from partner agencies for 2011-2012 	Governance sub group supported by Board	December 2012	Gwent Police has confirmed that they will be providing £8,000 for 2011-2012 – not confirmed for 2012-2013. Health has reduced its funding to £5,000. Chair in discussions with Chief Executive ABHB and Assistant Chief Constable, Gwent Police.
9.	<p>a) Identifying the process by which the LSCB will collect qualitative data and information on safeguarding activity</p> <p>b) Develop systems to assist the Board in translating activity into improved outcomes for children</p> <p>c) Extend collection of multi agency data to develop a view on multi agency work and its impact on outcomes</p> <p>d) Develop a framework that supports the collection of qualitative as well as quantitative information</p>	<ul style="list-style-type: none"> Develop Action plan 2011-2012 using RBA and including quantitative and qualitative measures Develop report card that will present qualitative and quantitative data for bi-annual reporting to the Board Develop methods to evaluate regional multi agency training 	<p>Governance sub group</p> <p>Governance sub group</p> <p>Regional Training group</p>	<p>December 2011</p> <p>Report card designed – December 2011. Bi-annual reporting from April 2012 using new format First 3 month follow up to take place in January 2012</p>	<p>Business plan 2011-2012 developed and in place. Annual review for 2011-2012 and business plan for 2012-2013 in progress. This will now be done on a regional basis as the it is likely that local LSCB's will cease to exist by 2013 – in progress.</p> <p>Ongoing</p>
10.	Development of a systematic audit of practice linked to a wider LSCB quality assurance strategy	<ul style="list-style-type: none"> Audit all children on the register for over 2 years and identify any themes/issues arising and develop an 	<p>Quality Assurance and Performance sub group</p> <p>Quality</p>	<p>January 2012</p> <p>Ongoing</p>	<p>Completed</p> <p>Ongoing – 5 requests since</p>

		<p>action plan in response</p> <ul style="list-style-type: none"> • Recommend multi agency consultation if appropriate 	Assurance and Performance sub group	March 2012	the beginning of January – 4 delivered and the other in progress.
		<ul style="list-style-type: none"> • Audit re-registrations within the last quarter and identify any themes/issues arising and develop an action plan in response 	Quality Assurance and Performance sub group	March 2012	Completed
		<ul style="list-style-type: none"> • Evaluate the multi agency consultation model using feedback from professionals involved 	Quality Assurance and Performance sub group	Each meeting – ongoing	Ongoing
		<ul style="list-style-type: none"> • Monitor action plans arising from audit 	Quality Assurance and Performance sub group	Each meeting – ongoing	Ongoing
		<ul style="list-style-type: none"> • Continue to contribute to the regional Improving Practice group and ensure the learning is shared across the region 	Quality Assurance and Performance sub group	By March 2012	Completed
		<ul style="list-style-type: none"> • Complete 8 individual case audits each year and identify any themes/issues arising and develop and action plan in response 	Quality Assurance and Performance sub group	Awaiting guidance from WG	Draft guidance has just been circulated from Welsh Government for consultation – collating response on a regional basis.

		<ul style="list-style-type: none">• Implement the new guidance for serious case reviews and develop systems that enable a tiered approach to case review			
--	--	--	--	--	--