

Appendix 1 Audit Recommendations March 2018

	Audit Recommendations	Actions	Responsible Officer	Timeline/Completion
1.	Social Workers to use the quarterly case summary as a reflective tool and to see its completion as part of the supervisory element of a child's case record	Introduce periodic space on a quarterly basis for Social Workers to review via a quality standards week (housekeeping)	EK/SO/JG	Immediate and ongoing
2.	Value of up to date chronologies in identifying patterns to be reinforced	Service Managers to cascade messages to teams; agenda on practice development session (learning from audits). At all child significant meetings a multi-agency chronology to be provided in order to inform patterns. Resources to be identified to implement use of Chronolator	SO/JG EK EK	Sept 2018 Sept 2018 Sept 2018
3.	Where there is an assessed risk of delay or drift in permanency planning or circumstances where drift and delay is already occurring, this should be recognised and acknowledged within the case record and potential migration actions identified and improve how permanency planning status is recorded.	IRO to alert Service Managers to delay in permanency planning.	IRO	Immediate and ongoing
4.	Alignment and status of SoS procedures in relation to other safeguarding processes to be clarified, and the need for more robust, smart, outcome focused planning.	The service should conclude all updates of policies in line with SoS framework by Summer 2018 to ensure coherency for front line practitioners. Determine focus and coherency across all learning opportunities (PLC, Practice Development Day, Case consultations) to focus on trajectory planning/smart outcome focused methodology. Mosaic upgrade allows WBC to develop forms and process mapping – in train.	EK EK EK/VEK	Summer 2018 Ongoing ?
5.	Transition Planning and Pathway Planning need to be improved	Improve by Pathway planning IRO Care Plan audit to assure quality	Here 4 U/NH IRO 0-25 Service	?

			Lead	
6.	Language, ethnicity and religion are not routinely asked or recorded. 40% of contacts/referrals lack one or more of these factors. Therefore it is evident these questions are not routinely asked	Training & Guidance to be provided for capturing demographic information	EK	Oct 2018
7.	All visits/interventions to show clear planning and purpose	Clear planning & purpose of visits and interventions to be evident in case file.	EK/SO/JG	Sept 2018
8.	All plans to be SMART	Training / updates to be provided re. SMART plans. Good Practice examples to be shared via the 'What Good Looks Like' section of the Children's Services Intranet site	EK/SO/JG	Sept 2018
9.	All cases to have a child's version of the safety plan	All managers to ensure child's safety plan is available for all cases.	EK/SO/JG	Sept 2018
10.	IRO Footprint not always evident in all cases	Clarification of role and expectations on IRO role to be shared with whole service.	EK/RO	Aug 2018
11.	Evidence that actions agreed following the Berkshire West LSCB Neglect Audit in April 2017 have had a positive impact on the identification of neglect cases	Repeat Neglect Audit	WSCB Business Manager	March 2019