

### Post Inspection Action Plan Objectives

<b>1</b>	<b>Ensure that performance management systems support the evaluation of the effectiveness of early help services in order to inform future planning and commissioning arrangements.</b>				
	<b>Overall Lead:</b> Head of Early Intervention & Prevention				
	<b>Activity</b>	<b>Lead for Delivery</b>	<b>Timeframe</b>	<b>Deadline</b>	<b>RAG rated update</b>
1.1	Develop and implement updated Early Help Strategy and Action plan to include the use of data management systems to analyse the effectiveness of early help services.	Head of Early Intervention	October - March	31 March 2018 (in-line with 1.4 below)	
1.2	Embed the new council performance management system across all teams ensuring the new behaviour values are understood and implemented into everyday practice for all services.	Director / Chief Officer / Heads of Service	Academic year 2017-18	31 July 2018	
1.3	Provision of key indicators for Early Help in monthly scorecard to support evaluation and inform future planning of the service.	Head of Performance Management & Governance	July- August	1 September 2017	
1.4	Restructure Early Help service in line with transformation programme objectives.	Transformation Programme Manager	September - March	31 March 2018	
1.5	Ensure completion of monthly audits in line with CYPL audit programme to ensure consistency across all services and contribute to service improvements.	Head of Early Intervention	September – December	1 January 2018	
1.6	Monitor performance of the Early Help service using the performance score card and report to DMT/LSCB on the effectiveness of the service on quarterly basis.	Head of Early Intervention	September	1 September 2017	
1.7	Ensure Early Help representation at MASH and contribution to all s47 strategy discussions.	Head of Early Intervention	August	1 September 2017	
1.8	Develop use of Mosaic by Family Intervention Team to improve tracking of family progress and information sharing with Social Care.	Head of Early Intervention	September – January	31 January 2018	
	<b>Note:</b>				

<b>2</b>	<b>Ensure that all relevant partner agencies contribute to strategy discussions in order for decision making to be based on collective sharing of information.</b>				
	<b>Overall Lead:</b> Head of Service, Safeguarding				
	<b>Activity</b>	<b>Lead for Delivery</b>	<b>Timeframe</b>	<b>Deadline</b>	<b>RAG rated update</b>
2.1	Review and recirculate standards / procedures to all key staff/partners, setting out statutory obligations surrounding partner agency involvement	Principal Social Worker	August	30 September 2017	
2.2	Identify/circulate details of named lead professional from key agencies to contribute to strategy discussions and threshold decisions	Team Manager Duty & Assessment	August	30 September 2017	
2.3	Audit of Partner engagement in strategy Meetings	Principal Social Worker	August - December	31 <sup>st</sup> December 2017	
2.4	Review with LSCB to secure partner engagement, if strategy meetings continue to have limited representation	Principal Social Worker	August - March	31 <sup>st</sup> March 2018	
2.5	Undertake analysis of attendance at strategy discussions. Develop a baseline of current performance and then track this at three monthly intervals	Head of Performance Management & Governance	September - baseline	30 September 2017	
	<b>Note:</b>				

<b>3</b>	<b>Improve the quality of case management oversight by team managers and child protection chairs, to reduce the drift and delay experienced by some children.</b>				
	<b>Overall Lead:</b> Head of Performance Management and Governance				
	<b>Activity</b>	<b>Lead for Delivery</b>	<b>Timeframe</b>	<b>Deadline</b>	<b>RAG rated update</b>
3.1	Ensure team management oversight is evidenced on all completed assessments/key decision documentation with rationale for decisions on all cases.	Principal Social Worker	August – October	31 October 2017	
3.2	Ensure mid-way case reviews are completed by CP Chairs for all CP cases monitoring performance via tracker.	Team Manager Conference Review	August - September	1 September 2017	
3.3	Implement bi-monthly CP Challenge Panel for all CP cases open for a 2 <sup>nd</sup> time within a 12 month period or longer than 9 months	Team Manager Conference Review	September	1 September 2017	
3.4	Review case conference minutes to ensure children subject to a CP plan are offered a Family Group Conference within 3 months of being subject to a plan	Team Manager Conference Review	August – September	1 October 2017	
3.5	Track improvements in case management oversight through regular audit activity and monthly exception reporting to Quality Standards Group and quarterly reporting to DMT	Head of Performance Management & Governance	August – September	1 September 2017	
3.6	Managers in the Family Safeguarding Teams to review all CIN cases, open more than 9 months, on a termly/quarterly basis.	Principal Social Worker	August -October	1 November 2017	
	<b>Note:</b> Timescales will form part of the roll out of Family Safeguarding Model.				

<b>4</b>	<b>Ensure that homeless young people have their rights and entitlements fully explained to them so that they can make an informed choice.</b>				
	<b>Overall Lead:</b> Head of Safeguarding				
	<b>Activity</b>	<b>Lead for Delivery</b>	<b>Timeframe</b>	<b>Deadline</b>	<b>RAG rated update</b>
4.1	Ensure current homeless strategy explains rights and entitlements for young people.	Chief Officer, Housing	June 2017 – August 2017	1 September 2017	
4.2	Ensure all staff working with young people understand the homeless strategy to explain their rights and entitlements fully to them.	Team Manager Duty & Assessment	August 2017 – September 2017	1 October 2017 21 March 2018	
4.3	Homeless Person's leaflet to be co-produced setting out entitlements and rights to all relevant young people.	Team Manager Duty & Assessment / Child Participation Development Worker	July 2017 – September 2017	30 October 2017	
4.4	Consultation with young people who are homeless/were homeless to inform service delivery and decision making	Team Manager Duty & Assessment / Child Participation Development Worker		31 December 2017	
4.5	Review performance data scorecard in relation to homeless young people and report on exceptions/themes as part of quarterly reporting.	Performance Team Leader/ Principal Social Worker	September 2017 – December 2017	2 January 2018	
	<b>Note:</b>				

<b>5</b>	<b>Improve the quality of life-journey books so that children can better understand their histories.</b>				
	<b>Overall Lead:</b> Head of Looked After Children				
	<b>Activity</b>	<b>Lead for Delivery</b>	<b>Timeframe</b>	<b>Deadline</b>	<b>RAG rated update</b>
5.1	Training for staff (including cultural change) in relation to the production of high quality life journey books	Learning and Development	December - March	31 March 2018	
5.2	Continue to increase involvement of adoptive parents in co-production of life-journey books (jointly with Adopt Berks)	Head of Looked After Children	September	30 September 2017	
5.3	Team Manager to oversee and sign off individual life-journey books	Head of Looked After Children	Sept - Oct	31 October 2017	
5.4	External scrutiny of quality of life-journey books by IRO as part of LAC reviewing processes	Team Manager Conference Review	Sept - Oct	31 October 2017	
5.5	Heads of Service to set minimum standards jointly with Adopt Berkshire in relation to expectations surrounding quality	Head of Looked After Children	Sept - Oct	31 October 2017	
5.6	Consultation with SiLSiP and obtain feedback to inform further developments of books	Head of Looked After Children	Sept - Oct	30 November 2017	
	<b>Note:</b> This work needs to cover children with a plan for adoption as well as Looked After Children				