

SERVICE IMPROVEMENT PLAN – FOSTERING SERVICE

SMART Objective	Measure of Success - (Evidence)	By Whom and When	Progress reported January 2021	RAG status
<p>Robust Quality Assurance Process in place for Fostering Service</p>	<p>All PVG and statutory checks are done as per policy.</p> <p>Reports are Quality Assured by Senior Social Workers or the Team Manager.</p> <p>Supervision is carried out regularly and is of good quality.</p> <p>Review Meetings are held as per policy.</p>	<p>The operations manual and specific guidance for process of review, with timescale address this.</p> <p>Supervision and EDPR frameworks in place and working to measureable timescales.</p>	<p>All PVGs are completed within timescales and tracked by business support.</p> <p>Reports are QA'd and a new and more robust system for QA is in place to support the work of foster carer reviews and fostering panel.</p> <p>New supervision policy in place and seniors finding it works very well in practice.</p> <p>Foster carer reviews are now in an annual cycle and considered to be working well. One is outstanding for which there is a plan.</p>	Green
<p>Stakeholders' (children and young people in foster placements;</p>	<p>Participation Strategy that will apply for all services within PS will be developed.</p>	<p>Team manager (Acting) will develop the strategy from and for consultation.</p>	<p>This had been impacted by work needed for the Scottish Child abuse Inquiry and by COVID 19.</p>	Amber



Red (trouble): At risk to miss scheduled completion date. Immediate management action required.

Amber (danger): At risk if issues are not addressed. Attention required.

Green (all good): On track to meet scheduled dates

Appendix

<p>Foster-carers; Young People who Foster; Placement Services staff and childcare staff) views and feedback will be gathered on a structured basis to evaluate and develop service.</p>	<p>To be discussed at the Team Meeting.</p> <p>Consultation with stakeholders – meetings throughout January 2020.</p> <p>Final version of the strategy will be tabled at the Practice Governance Board (PGB)</p>	<p>End of March 2020</p> <p>Final to be produced by April 2020</p>	<p>A draft strategy has been formed but needs greater focus on rights. Cross refer with other LA Areas.</p> <p>A rights and participation forum has been created and has met over 4 months: the forum is supported by the Equalities Officer for Moray Council.</p> <p>Revised time scale for participation strategy - to March 2021.</p>	
<p>Have a current Operations Manual containing all relevant policies and procedures related to the Fostering Service.</p>	<p>Draft Operations Manual will be produced.</p> <p>Consult - mid to end February 2020.</p> <p>Following consultation – final draft of Operations Manual to be presented to Practice Governance Board (PGB)</p>	<p>End January 2020</p> <p>Take to team meeting. End February.</p> <p>Team Manager table at PGB March 2020.</p> <p>Final - by end of March 2020</p>	<p>This had been impacted by work needed for the Scottish Child abuse Inquiry and by COVID 19.</p> <p>Operations Manual is in draft and working sessions are tabled to finalise having been delayed by impact of covid.</p> <p>New date – March 2021 for PGG Review September 2021</p>	<p>Amber</p>
<p>Foster carers and Supervising Social Workers will feel confident in using new Portfolio system.</p>	<p>Current supervision format will be used until end of February 2020.</p> <p>Work with Foster-carers, to develop their knowledge of reflective practice and familiarise themselves with the new portfolio.</p>	<p>Until end February 2020 – all Supervising Social Workers</p> <p>December 2019 -> review end of March 2020</p>	<p>Underway.</p> <p>There have been several meetings to look at the framework more closely with the staff team who are working on the portfolio with carers. However Covid has impacted on</p>	<p>Amber</p>

Appendix

	<p>Documents to be used, reviewed end of March.</p> <p>Amend portfolio based on suggestions.</p> <p>Meet with foster carers early Jan to discuss their views.</p> <p>Introduce new Portfolio system.</p> <p>Feedback at monthly Team Meetings.</p>	<p>January 2020.</p> <p>January 2020</p> <p>Beginning of March 2020.</p> <p>Review during 2020.</p>	<p>development sessions and opportunities for peer group sessions.</p> <p>Achieved</p> <p>Achieved</p> <p>IN part - Some carers have completed their portfolios while others want more support. All are engaging with it.</p> <p>Revised timescale – Portfolios will be part of the formal process of annual review from April 2021.</p>	
Review of Foster-carer Handbook	Social workers/ foster carers	March 2020	<p>Work has not progressed with this in part impact of Covid and in part focus on various developments including the operations manual.</p> <p>The FC Handbook will be reviewed and updated alongside the Operations manual.</p> <p>Revised date – September 2021</p>	Red
Improved working relationships	Address this need at PGB.	By end January 2020	Achieved	Green

Appendix

<p>between Placement Services and Childcare Teams</p>	<p>Focus on establishing clarity of role / remit and communication to assess and meet child's needs.</p> <p>Ensure the agendas at meetings reflect the business of the various teams that constitute the service.</p>	<p>January – April 2020</p> <p>Ongoing throughout 2020</p>	<p>Achieved - Safer caring frameworks have supported collaborative working relationships.</p> <p>Achieved.</p> <p>Further progression – The Team Manager will devise a stakeholder survey in Jan 2021. Purpose - to measure the impact of changes. The date for completion of survey end February 2021. Audit and reporting to PGG end March 2021.</p>	
<p>All foster-care placements will have a Safer Caring plan in place which is regularly reviewed.</p>	<p>All carers to have a safer caring plan.</p> <p>All children to have a safer caring specific plan.</p> <p>Address any support needs staff / foster carers may have in joint session.</p> <p>Quarterly planning meetings between Placement Services and Childcare Teams to update the safer caring plans for carers.</p>	<p>March 2020</p> <p>March 2020</p> <p>Staff to look at what training is needed both for them and for the foster carer cohort.</p> <p>PGG Feb 2020</p>	<p>Achieved.</p> <p>Achieved.</p> <p>Change in training given covid from Fostering Network to internal. Safer Caring paperwork to be fully reviewed and tabled at PGG March 2021.</p> <p>Delay in part by Covid and need to refresh paperwork. To PGG by March 2021.</p>	<p>Green</p> <p>Amber</p>
<p>Develop a Short-break scheme which meets the</p>	<p>Produce the recruitment policy for the SBS –</p>	<p>End of April 2020</p>	<p>Delay in part by Covid and in part by the need to review short breaks –</p>	<p>Amber</p>

Appendix

<p>needs of the children and young people who require it.</p>	<p>Short Life Working Group to be convened. Linking in with new safer caring framework</p>		<p>which was agreed at Committee in November 2020. Revised date – May 2021.</p>	
<p>Panel Advisor</p>	<p>Panel Advisor confirmed in short and medium term. Explore longer term arrangement.</p>	<p>Corporate Parenting Manager – Jan with review September 2020.</p>	<p>Achieved – New panel advisor starting in the role from December panel. The remit will be undertaken by one of the consultant practitioners.</p>	<p>Green</p>