

## PERMANENCE ACTION PLAN

Action Required	Expected Outcome	Person Responsible	By When	Update
Permanency LCS Focus Workshop to be convened	To address issues with permanency recording and reporting needs within LCS	Pippa Murphy	By September 2019	Workshop took place on 24 <sup>th</sup> September 2019. Action log in place. COMPLETE
Permanency coordinator to add family finding details and discussions about permanency options i.e. SGO as a case note to liquid logic, setting out any rationale for decision-making.	Family finding will be accurately recorded on the child's case file.	Clare Jervis	Start September 2019	IN PROGRESS
Permanency Focused briefings to take place	Social workers to attend to have greater understanding of permanency and processes so that Permanency Forum will become better embedded into practice. 4 one-hour sessions to be run in September/October. Independent Review officers are also to be included in these sessions.	Elaine Storey	December 2019	Delayed so that actions from LCS workshops can be incorporated.
All children entering care (including those remaining at home with parents) to be presented at Permanence Forum prior to their second statutory review.	To ensure clear plans for permanence are in place by the second statutory review and to ensure all appropriate permanence options have been considered.	Lisa Preston/Clare Jervis	September 2019	IN PROGRESS 18/10 Perm forum – placement with parents considered
Terms of Reference for Permanence Forum to be updated to reflect that all new children in care cases to be presented prior to 2 <sup>nd</sup> statutory review, including PWP and that meetings will be chaired by a manager.	To ensure expectations of Permanence Forum are clearly understood by all.	Lisa Preston	November 2019	IN PROGRESS Lisa to update TOR
Review of Permanence Tracker to ensure that it provides a strategic overview of	To provide a strategic oversight of practice in relation to permanence planning in Shropshire.	Lisa Preston/Clare	In place	COMPLETED Having

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effectiveness of practice in relation to permanence planning.		Jervis / Elaine Storey		fortnightly tracking meetings which are cohort specific. Review in 6 months – End of March / beg April
Quarterly overview report to be produced from the tracker to highlight progress and areas of focus going forward.		Claire Jervis / Pippa Murphy	December meeting	Claire to produce for next meeting for comments.
Minutes of statutory reviews to clearly reflect plans for permanence even where parallel or triple planning in place. Minutes of statutory reviews to have actions that have clear timescales and all expectations in relation to parents are made clear in recommendations. Minutes of statutory review meetings not to make reference to other documents but to clearly set out necessary information.	To ensure that statutory review minutes reflect the child's plan for permanence with time defined and clear actions.	Siobhan Hughes /IROs	October 2019	Siobhan spot checking in supervision.  Undertake audit in January 20.
Action learning set to take place with IROs and CP Chairs regarding the recording of permanency.	IROs challenge of permanency to be consistently recorded on the child's case file.	Siobhan Hughes	October 2019	Continue to end of Dec or until audit evidence embeds impact
Workshop with IROs to be carried out revisiting the Care Planning Regs and IRO Handbook	The knowledge and challenge of the IROs to be evident in case recording and QA process.	Siobhan Hughes	October 2019	Superseded by the above action
Updating Placement types and legal status	MISC to ensure that placement types and legal status are up to date	Pippa Murphey/Jo	September 2019	Placement codes now done

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		Rollason		by CPS and legal status are checked in 1-1's by MISCs Follow up at SLT.
Compliance audits to be carried out to ensure that all relevant court documents are available on case files.	For clear information sharing and case up to date	Steve Ladd/ Emily Dixon	November 2019	Emily to liaise with Steve's cover and dip sample the audits. Ensure currently active cases are been moved forward rather than focus on historical data. Have agreed naming convention.
Audit of IRO and manager's scrutiny of permanence	To ensure IRO and managers scrutiny of permanence is consistently recorded across case files.	Siobhan Hughes /Elaine Storey / Steve Ladd	December 2019	ON TRACK
Audit of permanency plans by the second review	To ensure that all current cases have a permanency plan by the 2 <sup>nd</sup> review.	Siobhan Hughes/ All IROs	October 2019	COMPLETE Superseded by focus visit – outcomes became action plan. To be included in January audit.
Matching reports to be checked and added for all children who have been	There will be clear matching for all children who have been matched permanently.	Lisa Preston	September 19	COMPLETE Going on both

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matched in the past 12 months and all matches to be added as they are made going forward.				child and carers file
Revision to the “when a child becomes looked after checklist”	Revised checklist tool to include stages needed for child to achieve permanence	Pippa Murphy	December 2019	To be informed by outcomes of review workshops
Process to be established so that CPS Duty have responsibility for updating placement codes on LCS.	To ensure that Placement Codes are correctly recorded on the system.	Lisa Preston/Siobhan Hughes	November 2019	Clarity needed re how and LCS being relied upon. Separate alert. Lisa to check.
Themed audit of cases where children are placed at home with parents to be undertaken. Plans for children placed at home with parents to clearly set out expectations of parents in caring for their child.	To provide assurance on the effectiveness of arrangements where children are placed at home with their parents under placement with parent regulations.	Siobhan Hughes/Steve Ladd/Siobhan Hughes	November 2019	IN PROGRESS Siobhan to lead
Recordings of supervision to clearly set out any discussions about possible permanence options and rationale for decision making. Recordings of supervision to be reflective with clear actions and timescales for completion of actions. Supervision to give consideration to the child’s plan and to offer critical challenge to drive forward planning for children.	Recordings of supervision to be consistently reflective, with clear actions and timescales so that they drive forward planning for children.	Elaine Storey/Steve Ladd/Siobhan Hughes	October 2019	Discussions had with team managers. Training issues and needs identified. Add to Child Journey audit tool. Review through extended SLT to dip sample audit in December.