



## Safeguarding and Children in Care Project Management Board

February 2011

### Improvement Notice Targets

Target	Current Performance	Direction of Travel	Commentary	Actions	Additional Information
<b>Increase % IAs within timescale to:</b> a) 70% in December 2010 - MET b) 75% cumulative from 1/7/2010 to 31/3/2011	<b>GREEN In Month:</b> January 76%	Increase – 72% in December (48.1% in June)	Following a dip in December, the monthly total has increased above the cumulative target, to 76%.  The December 2010 target has been met.		
	<b>GREEN Cumulative from 1 July 2010:</b> 83% - end of January	Decline - 84.37% end of December			
	<b>Cumulative from 1 April 2010:</b> 70% by end January	Improving – 69.3% end of December			
<b>Increase % CAs within timescale to:</b> a) 75% in December 2010 - MET	<b>AMBER In Month:</b> January – 71%	Decline – 85% in December (40.3% in June)	January saw a dip in performance from December, with the monthly total below the December target and the cumulative target. However, the cumulative target remains on course		

211

APPENDIX 1



Target	Current Performance	Direction of Travel	Commentary	Actions	Additional Information
b) 80% cumulative from 1/7/2010 to 31/3/2011	<b>GREEN</b> <b>Cumulative from 1 July 2010:</b>  83% by end of December	Slight decline – 84.88% end of December	to be met.  The December 2010 target has been met.		
	<b>Cumulative from 1 April 2010:</b>  70% end of January	Steady – 70.3% at end of December			
<b>Ensure % of referrals of children to children's social care going on to IA</b> does not drop below 50% in any reporting month for the duration of this Improvement Notice	<b>GREEN</b> 77% January 2010	Slight improvement – 74.8% December 2010	The performance of this indicator remains good, well above the floor target.		
<b>Ensure maximum social worker caseloads</b> (in Referral and Assessment) of:  a) 30 by December 2010 – MET  b) 25 by March 2011	<b>AMBER</b> <b>As of 15 February:</b>  R&A FTE – 11(not including 3 vacancies)  Average Caseload – 23  Number over 30 cases – 1  Number over 25 cases - 5	Slight decline – in January, there were no workers with over 30 cases. At 13 January, there were 3 social workers with over 25 cases.	The caseload details are as follows:  SW with case loads over 30 –  1 SW has 34 cases – she is supervising a student and 14 of these cases are being worked with the student as we cannot allocate to a student  2 SW's have 30 cases 3 SW's have 25 or over (25,27,28)  Average caseload is 23		

212

APPENDIX 1



Target	Current Performance	Direction of Travel	Commentary	Actions	Additional Information
<p><b>Ensure social care vacancy rate is:</b></p> <p>a) no more than 8% by March 2011</p>	<p><b>AMBER</b></p> <p><b>February 2011</b></p> <p>19% Social Worker Vacancy Rate</p>	<p>Increase - 17% - Social Worker Vacancy rate in December</p>	<p>Within the social worker cohort of 78.3 FTE; there are currently 15 vacancies. Vacancy rate including agency is 9% (an increase of 3%).</p> <p>However, when taking into account new starters who are confirmed as moving into post (such as final year trainees due to start in February), the vacancy rate reduces to 11% (10% in December) - including agency this is 2%.</p> <p>Following the advertisement process ending in January, a QA Manager has been recruited. However, R&amp;A social worker and the Fostering team manager posts were not recruited to.</p> <p>A range of posts are due out to advert in early March. These include:</p> <p>Assessment &amp; Care Planning – social workers and possibly Team Manager post.                      R&amp;A – social workers (re-advert).                      CIN – recruiting social workers (2 ½ vacancies)                      Adoption – one social worker vacancy.                      Fostering - Team Manager (re-advert)                      Permanency in Care Service – 6 month contract for manager – possibility of extension.</p>	<p>-</p>	

213

APPENDIX 1



Target	Current Performance	Direction of Travel	Commentary	Actions	Additional Information
			<p>The trainee's scheme was launched with an open evening on 9 February – our recruitment will start in April after university recruitment has been completed.</p> <p>2011 Bursaries are to be offered shortly.</p> <p>4 bursary students from 2010 are due to join shortly.</p> <p>We are looking to develop an assessment centre approach. A proposal paper was taken to SCMT on 6 February and approved. This will be used for social worker posts and the trainee social worker scheme. It is hoped that this will start from May.</p> <p>Peterborough will be attending a major careers fair in March 2011 in Birmingham</p>		

**Improvement Notice Actions**

Key Action	Commentary including key activity undertaken in period	Outstanding actions required	Date	Risks / Issues / Mitigating Action	Additional Information
<p>Review the escalation policy and ensure that it is understood and used by all partners</p> <p><b>GREEN</b></p>	<p>Escalation policy widely escalated and in use. Feedback from recent PSCB workshop shows that it is being used and is understood.</p> <p>Communications activity to support publication ongoing, including incorporation into the updated Transforming Children's Services resource pack.</p>	<p>Annual Review of Policy</p> <p>Ongoing reviewing of escalations as they are received</p>	<p>March 2011</p>		
<p>Implement an electronic recording system that is fit for purpose and which contains a single record for each child with complete chronology</p> <p><b>GREEN</b></p>	<p>Procurement has now been completed and the democratic processes are underway re. contract award.</p> <p>Roll-out scheduled to begin in March, with the intention that Social Care be one of the first projects</p>				
<p>Demonstrate improvements in the quality of social work practice through audit and professional development</p> <p><b>GREEN</b></p>	<p>Audit programme in place and is continuing to be being delivered.</p>	<p>Ongoing delivering of audit programme</p>	<p>Ongoing</p>		
<p>Work with partners to ensure that the Peterborough Safeguarding Children Board (PSCB) establish and follow clear processes to implement Serious Case Reviews (SCR) action plans and has</p>	<p>SCR action plans have been scrutinised and outstanding actions highlighted and completed with collation of evidence of actions completed. All agencies are now aware of their responsibilities in relation to SCR and PSCB have mapped</p>	<p>QA group meeting to consider dashboard and performance information required for PSCB</p> <p>Sign off of final SCR action</p>	<p>Ongoing</p> <p>14</p>		

APPENDIX 1



Key Action	Commentary including key activity undertaken in period	Outstanding actions required	Date	Risks / Issues / Mitigating Action	Additional Information
oversight of key data <b>GREEN</b>	<p>individual agencies procedures re. SCR action plans. Performance a standing agenda item for PSCB.</p> <p>Two SCR action plans were signed off by PSCB in September.</p> <p>The final SCR action plan is due to be signed off 14 February – this was delayed due to some missing evidence (although actions had been completed).</p>	plan	February 2010		
Demonstrate effective evaluation of projects and initiatives including the Common Assessment Framework (CAF) and that the findings inform service development <b>AMBER</b>	<p>A project management team is now in place within Children's Services. They are facilitating the use of robust project management methodology for all CS projects.</p> <p>A range of CAF Quality Assurance processes have now been put into place to evaluate its impact and implementation. This includes:</p> <ul style="list-style-type: none"> <li>- A self assessment and quality supervision procedures</li> <li>- Work to utilise the CAF and Review Form narrative feedback from children/young people and parents/carers.</li> <li>- The implementation of a follow-up questionnaire for children/young people and parents/carers at 3, 6 and 12months after CAF.</li> <li>- Audits of the CAF process</li> </ul> <p>These is being rolled out to all partners.</p>	<p>Ongoing implementation of PRINCE II approach to projects across Children's Services</p> <p>Implementation of CAF QA processes</p>	<p>Ongoing until March 2011</p> <p>Ongoing</p>		

216

Key Action	Commentary including key activity undertaken in period	Outstanding actions required	Date	Risks / Issues / Mitigating Action	Additional Information
	It is anticipated this area will go 'green' once the CAF evaluation processes are fully embedded.				

### **Escalated Issues**

*This section relates to any other issues of relevance to the Project Management Board that are escalated following departmental monitoring. This includes: status of related performance indicators; departmental / Children's Trust risks and issues; performance of non-improvement notice actions within post-inspection action plan.*

There are no escalated issues in this period.

This page is intentionally left blank