

**APPENDIX 2**

<b>Action Plan: Joint Scrutiny Review on Transition from Leaving Care to Adult Life</b>				
<b>Chairman of the Review Group: Councillor J E Pemberton</b>				
<b>Lead Support Officer: Head of Safeguarding and Assessment</b>				
<b>Recommendation</b>	<b>Action(s) to Address</b>	<b>Lead Officer</b>	<b>Timescale</b>	<b>Success Measure(s)</b>
1. That the Council's specific responsibility for care leavers should be borne in mind in seeking to address the issue of affordable housing in the County	Review the Home Point Allocation Policy and ensure it continues to incorporate the Move on Protocol for care leavers	Housing Needs and Development Manager	February 2009	Allocation Policy reviewed and published
				100% of care leavers referred rehoused through Home Point
	Review the accommodation needs of care leavers		March 2009	Needs Assessment Undertaken
	Review provision of support to ensure care leavers can access services to enable them to maintain their tenancy		March 2009	Review completed
				100% of care leavers have access to floating support services
2. The proposal to establish a Children in Care Council be welcomed and implemented	Establish Children in Care Council	Service Manager (Safeguarding and Looked After Children)	October 2008	Membership identified and Meeting structure established
				Steering Group established to provide support
				CYP see their wishes acted upon /taken into account in service delivery changes appropriately
3. That the provision in the Children and Young Person's Bill for a Virtual Head Teacher for looked after children has merit and should be investigated with a view to implementation in the County	Conduct review of Education Liaison and Support Service (ELSS)	Service Manager (Safeguarding and Looked After Children)	January 2009	Report presented to DMT and Cabinet Member for CYP
				Decision taken re: Virtual Headteacher and any other service changes required

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4. That mechanisms should be put in place to measure the effectiveness of the social care information technology solution in addressing the concerns about compatibility that have been identified	Implement Frameworki electronic workflow system as part of Integrated Social Care Solution (ISCS) Project Phase 1	Service Manager (Referral and Assessment)	November 2008	ISCS Phase 1 implemented on schedule
	Corelogic to develop Frameworki software to increase integration with NHS IT systems		March 2009	Work completed by Corelogic on schedule
	Explore viability of greater integration between Frameworki and PCT IT system in Herefordshire		August 2009	Viability study completed and proposals for action produced
5. That the need for dedicated health worker resource in care settings for care leavers should be recognised and appropriate provision made	Develop Transition Health Advisor post for care leavers and vulnerable young people	Commissioner for Children and Young People's Services Primary Care Trust	January 2009	Job Description drawn up
	Include funding in 2009/10 Local Development Plan (LDP)	Commissioner for Children and Young People's Services Primary Care Trust	April 2009 (subject to LDP approval)	Funding approved Post established
6. That a specific piece of work be commissioned, drawing on best practice, on thresholds for eligibility for adult services (with particular reference to care leavers with additional needs, whether physical disability, learning disability or mental health) to ensure that the needs of young people are being met	Review access to information and advice	Signposting Coordinator	October 2008	Vulnerable young people not eligible for service receive timely and appropriate signposting
	Undertake review of thresholds in context of national review of eligibility criteria	Head of Transformation	December 2008 (subject to publication of national review)	Vulnerable young people eligible for service receive timely and appropriate support for their needs

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7. That the Education Liaison and Support Service should look at the preparation of Personal Education Plans, review their format and introduce more robust monitoring mechanisms to ensure complete compliance	Ensure monitoring of compliance in relation to Personal Education Plan (PEP) becomes a core function of ELSS Effectively focus on transition issues during PEP from 14+	Service Manager (Safeguarding and Looked After Children)	October 2008	Improved compliance in number of looked after children with a PEP
				Improved review rate of PEPs to ensure these are up to date  Increased focus on 14+ PEPs being timely and including links with adults services
8. That the opportunity should be taken in appropriate forums to highlight the importance of authorities placing children in other areas notifying the area where placements are being made	All managers attending regional meetings or meetings with independent providers use the opportunity to raise this issue	Head of Safeguarding and Assessment	October 2008 and ongoing	Issue raised as appropriate
9. That every provider has name and contact details of the housing team and access routes to relevant Council Services	Formal letter to be sent to all independent providers in Herefordshire	Head of Safeguarding and Assessment	December 2008 (subject to response from Ofsted re: 10)	Names and addresses obtained
10. That the strongest representations be made to Ofsted that the Council must be made aware of independent care providers registered with it and kept regularly updated to enable the Council to discharge its responsibilities effectively	Formal letter to be sent to Ofsted by Cabinet Member, Children's Services	Head of Safeguarding and Assessment	October 2008	Letter sent
				Formal response received

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11. That Health Services consider how they can develop a system to flag up looked after children in care and care leavers and ensure an effective link to the Council's looked after system	Explore viability of installing alert on computerised Patient Administration System (PAS)	Designated Nurse Safeguarding Primary Care Trust	December 2008	Alert recorded on PAS system
				Staff made aware of alert
	Explore possibility of establishing links with Corelogic Frameworki once system introduced		March 2009	Discussion taken place between Council and PCT ICT staff to establish viability
12. That a single budget for miscellaneous expenditure on young people be created with clear line management arrangements	Review additional expenditure processes as part of overall review of Fostering Allowances	Service Manager (Safeguarding and Looked After Children)	April 2009	Review of Fostering Allowances presented to Departmental Leadership Team (DLT) for consideration
				Proposals implemented
13. That the format and effectiveness of statutory review meetings is revisited and a review over three months of attendance at Case Reviews to see what the attendance levels actually were and whether these could or should be scaled down would be helpful	Conduct audit of attendance at Looked After Children Reviews	Service Manager (Safeguarding and Looked After Children)	March 2009	Report produced
				Actions taken in response
				Feedback provided to looked after children and young people

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14. That the Children and Young People's Directorate gives further consideration to arrangements for the change of foster placement to see if policies and practices can be improved	Review change of placement policy and procedures as part of overall review of children's services procedures manual	Acting Service Manager (Fieldwork)	December 2008	Policy and procedures available on intranet
				Policy and procedures publicised to staff, carers and young people
15. That an explicit policy statement prohibiting the use of bin bags to transport belongings when moving placements is prepared within 3 months and publicised to ensure adherence	Reemphasise policy and procedures linked to transporting of belongings in line with commitment previously made by Herefordshire Council on <a href="http://www.thisisnotasuitcase.org.uk">www.thisisnotasuitcase.org.uk</a>	Acting Service Manager (Fieldwork)	December 2008	Policy and procedures available on intranet
				Policy and procedures publicised to staff, carers and young people
16. That the Children and Young People's Directorate gives further consideration to arrangements for the change of social worker to see if policies and practices can be improved	Review change of Social Worker policy and procedures as part of overall review of children's services procedures manual	Acting Service Manager (Fieldwork)	December 2008	Policy and procedures available on intranet
				Policy and procedures publicised to staff, carers and young people

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17. That existing policy documents should be revisited and revised to make clear that the opportunity to return to a formal care setting did exist if that was what the young person wanted and efforts should be made to enhance the flexibility of the system	Promote legislation and existing Council policy to Aftercare Workers, Independent Reviewing Officers and care leavers	Acting Service Manager (Fieldwork)	October 2008	Formal memorandum issued to relevant staff
				Appropriate communication with care leavers
18. That the Children and Young People's Directorate gives further consideration to arrangements for the move to aftercare to see if policies and practices can be improved to make the transition more seamless	Introduce fortnightly handover meetings to ensure appropriate arrangements made for all looked after children approaching transition	Acting Service Manager (Fieldwork)	October 2008	Aftercare Worker allocated to all care leavers by 16 <sup>th</sup> birthday
19. That where evidence of discrimination is presented to the Council, the Council uses what powers it can to tackle it	All three Directorates take responsibility for ensuring that this issue is addressed through equality action plans	Head of Safeguarding and Assessment	March 2009	Actions evident in Directorate equality action plans and any appropriate action taken in individual cases