

ACPC Action Plans from SSI ReportRECOMMENDATIONS – STRATEGIC

Ref.	Recommendation	Actions to date	Next Steps	Timeframes
2.8 + 6.3 – 6.8	The ACPC should review its funding arrangements and agree strategies that will lead to an increased overall budget, and more equitable allocation of resources from all constituent agencies.	The Job Description & Person Specs. of 4 new Posts agreed in principle by ACPC -Policy and Dev Manager - Training Manager - Training Officer - Administrative Officer This has increased the budget from £52.5k to £234k although proportionality remains the same.	Sub Groups to report back approval of posts details. Posts to be put forward for Job Evaluation process Increased funding contribution by Health PCTs needs final budget approval. Survey of other ACPCs in respect of proportionality of funding	- by 12 th March - by 15 th March and completion by end of March - By end of March - Report back to April ACPC
2.9 + 6.13 & 6.14	The ACPC should review its action plan in response to Victoria Climbié Inquiry , to ensure that expectations in respect of individual agencies and the ACPC are more explicit.	Responses to Action Plan were reviewed by individual agencies and presented to ACPC ON 23 rd Jan 04. W Herts. PCTs & Hospital Trusts have completed their response & will present at April ACPC.	To build on the good work undertaken and to review the progress of the individual Agency Action Plans.	At the October ACPC meeting
2.26	The ACPC should explore ways to reduce time taken to produce Chapter 8 Serious Case Review Overview Reports	SCRG considered to be working as efficiently as systems and demands upon Senior Professional's time allows. - Chief Execs. now formally "on board" with the process.	Some adjustments to processes will improve timeframes as will the involvement of an ACPC Administrative Officer.	Present onwards

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2.1 + 4.2	CSF should ensure that its child protection service objectives are reflected in strategic plans of other agencies as an indication of corporate intent to improve services.	ACPC Business Plan currently being written.	Individual Agencies to identify how Child Protection (CP) is included in their respective plans (e.g. may be part of a Clinical Governance Plan) To reference the Child Protection aspect of each Agency's Plan into the ACPC Business Plan. ACPC to formally write to a constituent agency if there is no inclusion of CP in their respective Plan	Business Plan completed by September '04
2.4 + 4.8 – 4.10	The council should work with its agency partners to develop a range of preventative and family support services that are flexible and responsive to the needs of children.	There is currently a review of Family Support services being undertaken by CSF, including "Stakeholder workshops"	The progress and outcomes of this review to be reported to ACPC for their contribution and potential involvement.	Report on progress to July & Oct. ACPC meetings.
2.6 + 5.20 5.21	CSF should work with partner agencies to develop a better mutual understanding of service thresholds .	The ACPC Chair has been invited to be a member of the Children and Young People's Strategic Partnership who are focussing on a Children in Need Process.	To support the work of the C&YP Strategic Partnership to develop /propose a robust CIN process. which will help to ensure childcare services are commissioned and provided as part of a CIN process, & not leading to an inappropriate demand upon CP/Sec 47 services.	Report on progress to July & Oct ACPC in order to identify the need for related ACPC initiatives.

RECOMMENDATIONS – OPERATIONAL

Ref.	Recommendation	Actions to date	Next Steps	Timeframes
<p>2.22 + 7.21- 7.26</p>	<p>The ACPC should require agencies that give an apology for non-attendance at conferences /reviews to provide a written report. Attendance at CPC and compliance with the expectation to provide a report should be monitored.</p>	<p>Already included in ACPC CP Procedures for schools and health professionals.</p> <p>CSF Performance Action Team (PAT) have devised a form to monitor CPC activity.</p> <p>Review of structure of Reports from CPCs also underway by CSF.</p>	<p>Form to be used to collect initial data – CT & Project Manager to meet to discuss how this can be achieved.</p> <p>Data then to be analysed.</p> <p>The role of CPTs within CPCs will be reviewed if the findings from the monitoring process suggest that it is necessary.</p>	<p>March – June '04</p> <p>Analysis presented to July ACPC.</p>
<p>2.23 + 7.28 – 7.31</p>	<p>The ACPC should improve the process for developing child protection plans and clarify the respective responsibilities of CPCs and Core Groups for this activity</p>	<p>The Principal Officers (PO) have undertaken work on reviewing and revising how Outline CP Plans should be developed within CPCs (to detail outcomes for the child, actions by individuals & agencies, and timescales) and the expectations of Core Groups to complete the detailed plans.</p>	<p>ACPC to set standards for CPPs and POs to Audit as part of quarterly review.</p> <p>ACPC to incorporate into training initiatives the role and expectations of different agencies in the compilation of, and participation in CP Plans. Other agencies to learn how to contribute to assessments and to plans.</p>	<p>Ongoing – to review progress at July ACPC</p> <p>Discuss at next Training Sub Group.</p>

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2.24 +7.33 -7.35	The ACPC should review the operation of Core Groups and ensure that they operate to a consistent format, which includes regular evaluation of the CP Plan.	As Above All social workers are reviewing their CP cases and this will link with the role and effectiveness of the work of the respective Core Groups.	ACPC to set a standard for the meeting format of core groups and for the assessments done by the various disciplines attending the core groups. ACPC will develop the relevant training.	March '04 April '04
2.25 +7.36 &7.37	CSF with the ACPC should reinforce the role of Principal Officers for addressing poor practice in CPCs and Reviews, and ensure that effective systems are in place to deal with problems identified	POs already address poor practice on an individual basis when it arises via CPCs with S/Workers, Team, Group and Quadrant Managers as appropriate. POs currently audit their respective Quadrants. Broader agency based issues are addressed at the AMGs	POs to audit the work of Quadrants other than their own. This will improve the objectivity of reviews. This work will be incorporated into the programme of the ACPC Quality Assurance (QA) subgroup.	From quarter ending June 04.
2.27 + 9.12 &9.13	ACPC to ensure that parents and/or children are adequately prepared for CPCs , and receive any written reports at least 24 hours before the meeting. The ACPC should monitor compliance with this expectation.	Recognition that this is a continuing problem that although unacceptable, has been difficult to address due primarily to lack of staffing.	This will become one of the general standards set by ACPC for child protection investigations and conferences. POs will audit compliance and report to the ACPC QA subgroup. All agencies to ensure high commitment of staff and respective managers to achieve	Ongoing Review Oct ACPC.

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			the necessary standards	
2.28 +9.17	The ACPC should ensure that parents and/or children are informed of outcomes of CPCs and reviews in language they can understand.	The letter to families in respect of the outcome of CPCs to be reviewed and altered to be more user friendly.	Increased clarity of CP Plans and consistency of Core Group activities, should improve communication and user involvement with families.	April '04
2.20 +7.17- 7.19	CSF should take steps to improve the input and contribution of other agencies to Complex Needs Assessments.	A framework is being developed within CSF to assist with the completion of Complex needs Assessments	To involve other agencies in agreeing to implement the framework and contribute to improved assessment practice.	Report on progress July ACPC.
2.13 +7.6 & 7.7	CSF should review referral protocols with partner agencies to ensure that there is consistency in the level and quality of information provided, and that all referrals are followed up in writing.	<p>A Referral format has been agreed & developed for Health – and is now in use.</p> <p>The challenge is that agencies want to use just one format for all types of referrals, not only CP.</p> <p>Lack of School representation at ACPC level will hamper their</p>	<p>-CSF PAT intention to produce a CP Referral format consistent for all agencies. Could be based on recent Health format.</p> <p>-Consultation needed with the C&YP Strategic Partnership.</p> <p>-Need to increase Primary, Secondary and Special School</p>	<p>May '04</p> <p>ACPC Chair to raise at next Strat. Partnership meeting. To be raised for discussion at next July ACPC.</p> <p>ACPC Chair to write to Chairs of School</p>

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		involvement on this and on a no. of other related actions.	representation at ACPC level	Forum x3 to invite representation on ACPC.

RECOMMENDATIONS – AUDIT AND MONITORING

Ref.	Recommendation	Actions to date	Next Steps	Timeframes
2.7 +5.28 – 5.30	CSF, with ACPC should review decision making within CPCs to establish whether resource factors influenced registration decisions and whether the category of emotional abuse was appropriately used.	A self-audit process of CP cases by social workers will help to identify if this is an accurate reflection of the current situation. CSF managers are reviewing Emotional Abuse category cases.	-Recommend changes of category or deregistration process, where appropriate. -Identify from this review of cases whether the resources for DV, substance misuse and Adult Mental Health are available to help meet CP needs. Some contracting initiatives may be necessary to meet the needs.	ACPC updated on progress at July meeting.
2.10 +6.25- 6.27	The ACPC should introduce a greater level of objectivity into its monitoring arrangements by ensuring that principal officers do not audit practice in their own quadrants (See 2.25)	The ACPC has established a multi agency Audit Group to take a broad view of monitoring and QA arrangements for inter agency practice. Some new monitoring arrangements already in place as identified above (e.g. re CPC attendance)	To recommend and/or develop systems that can be utilised to audit and monitor inter agency practice. -New ACPC staff to be able to assist with this work. -Liaison between CSF PAT and Audit Group will be necessary	Update on progress at July ACPC
2.11	The ACPC should audit its	As above	As above	

+6.24 – 6.27	monitoring arrangements to ensure that the multi agency dimension of CP receives greater scrutiny.			
2.12 +6.18 – 6.24	The ACPC should audit the effectiveness of the CPC/Review systems and Core Groups	Monitoring arrangements and initiatives in place as part of Action Plans from earlier recommendations above.		

These Action Plans were formulated at an Extraordinary meeting of the ACPC on the 3rd March 2004.

It was recognised that whilst every effort has been made to achieve the required actions to meet the SSI recommendations, the first recommendation required an increase in ACPC resources to help fulfil its obligations. Clearly therefore the response to the recommendations that followed, has been formulated without the additional availability of necessary resources to take forward this Plan.

Ron Lock
(Independent Chair of 3rd March Meeting)
23.03.04