

Targeted Audit - CLA Reviews

NATURE OF AUDIT	CLA Reviews – Timescales & Attendance
NAME OF AUDITOR	Daniel Gray
TITLE/POSITION	Head of Quality Assurance & Principal Social Worker
DATE OF AUDIT	November 2021
NUMBER OF CASES	13 – CLA Reviews out of Time / 24 – child not attended (37 cases in total were considered)
OUTLINE THE PURPOSE OF THE AUDIT	<p>Quarter 1 and Quarter 2 KPI Analysis told us:</p> <p>We saw a reduction in the number of CLA Reviews held in Quarter 2, although this will be due to review cycles happening in different periods – we did see the % KPI remain consistent of reviews in timescales, however, it is questioned why reviewed were not held timelier given the reduction in meetings. Equally we saw a reduction in the number of children attending/participating in their meetings this quarter.</p>
AUDIT ACTIVITY	A self-reflection audit was completed by IROs on a sample of CLA Reviews where the meeting had been out of timescales or the child did not attend their meeting – this was to consider learning for SQA.

<p>LEARNING FROM AUDIT (Identify key strengths and areas for development)</p>	<p>Review Timescales:</p> <ul style="list-style-type: none"> • From review of the data, at times pre-meeting reports (the Social Work Report to CLA Reviews) are delayed, meetings are taking place but not with the reports being completed, this can lead to delays in reviews being recorded in the system. • CLA Reviews are being postponed due to Social Work Reports not being completed or requests from placements/teams – these are at times resource lead requests rather than child focused decisions. • At times meetings are held in a series of meetings, in line with IRO Handbook and Section 3.6 (iro statutory guidance iros and las march 2010 tagged.pdf (publishing.service.gov.uk) the date of the first meeting is not being consistently recorded, therefore it appears the meeting is out of time when it is not. • Reviews not always being well-planned and therefore have gone out by a few days of the timescale. <p>Attendance:</p> <ul style="list-style-type: none"> • For some children & young people – these choose not to attend their review meeting, and this is personal choice. • IROs shared examples of meeting/visiting children between or around reviews to support their participation – so although they have not attended, this has been through personal choice. • Some Young People have attended or participated, and this has been recorded incorrectly, this is individual learning for IROs to ensure they record this accurately in review documents.
<p>OUTLINE KEY ACTIONS/RECOMMENDATIONS</p>	<p>Review Timescales:</p> <ol style="list-style-type: none"> 1. Communication to Through Care Team Managers and IROs on the importance of pre-meeting reports being completed in time and shared with families in advance of the meeting have been sent out. 2. A new performance tracker for the IRO service has been developed for the IRO Practice Manager to have a direct weekly overview of case concerns and oversight of these performance issues. 3. A diagnostic session with IROs has been planned for the 26th November to reflect directly on the learning and further case sampling with the team. 4. We have developed new IRO Practice Standards on Review Timescales and this state: <ol style="list-style-type: none"> a. Review dates cannot be rearranged unless there are exceptional circumstances and then only if the rearranged meeting can take place within statutory timescales. In this case the new date should be agreed by the social worker with the IRO, and agreement made as to who will inform the other participants. b. In the event of a key participant being ill or unable to attend the review, the meeting will go ahead but the IRO may decide that the review be adjourned or held as a series of meetings when all participants can attend or can provide consultation documentation expressing their views.

- c. If the IRO thinks a meeting may go out of timescales, they must speak with the IRO Practice Manager or in their absence the SQA Head of Service to agree the next steps and whether a meeting can be held out of time.

Attendance:

1. Ensure we continue to promote child/young people attending their reviews whenever possible and in a manner that works best for them.
2. Ensure we accurately record their attendance when they have.
3. This will be another area of focus in the IRO Diagnostic Session on the 26th November 2021.