

West Lothian Council Social Policy Service
West Lothian Civic Centre,
Howden Road South,
Livingston,
West Lothian
EH54 6FF

Email: SocialPolicyIR@WestLothian.gov.uk

8 July 2019

Email: request-581483-cf6a0958@whatdotheyknow.com

Dear enquirer,

Freedom of Information (Scotland) Act 2002

FOI Request ID: 101006392277

I refer to your request for information received on the 7th June 2019:

Under FOISA, please supply me all information contained in your records as per your statement; I will break down my specific requests from the following statement (which is not an information request in it's self).

"How does WLC Social Work check a Social Worker has 1. Correctly identified risk?

Social work staff reflect on their practice and professional development within regular supervision with their line manager.

In addition to this there are a number of multi-agency forums within which risk is considered and reviewed, including Child Protection and Looked After Children Reviews.

Guidance in relation to Child Protection is detailed within the Inter-agency Child Protection Procedures Edinburgh and the Lothians freely available online.

Staff follow the National Risk Framework to Support the Assessment of Children and Young People.

There are a number of Quality Assurance systems in place to monitor performance on both a single and multi agency basis, this includes independent Reviewing Officers who Chair Case Conferences and Looked After reviews."

1. Please advise how many Quality Assurance systems you have in place?
2. please list each QA you have in place?
3. please advise per QA you have in place for a. on a single basis only?
 - a) on a multi basis only?
 - b) on both single and multi basis's?
4. Please provide me with the full policy & procedure highlighted and not just a link, as you have an obligation to assist the requester for independent Reviewing Officers who Chair Case Conference and looked after reviews?
5. Please provide your policy and and referral process to obtain your `independent; reviewing officers and how does a case become a looked after review? What criteria does the case need to tick?

Director: Jim Forrest

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WEST LOTHIAN COUNCIL RESPONSE

1. Please advise how many Quality Assurance systems you have in place?

Seven

2. please list each QA you have in place?

See below

3. please advise per QA you have in place for

- a) on a single basis only?

- **Initial risk assessments and reports are quality assured by the line manager**
- **Professional supervision for each practitioner in their respective roles**
- **Case file audits within individual teams**

- b) on a multi basis only?

- **IRD Review Group (Senior Managers)**
- **Independent Reviewing Officers chair all Looked After Reviews and Child Protection Case Conferences and provide Independent quality assurance of all agencies' assessments.**
- **The Child Protection Committee has a specific Quality Assurance Sub Committee with multi-agency representatives which undertakes themed audits and both identifies to operational managers and to the Child Protection Committee any issues that require to be addressed**
- **The Care Inspectorate has a duty to inspect Children's Services at regular intervals**

- c) on both single and multi basis's?

Both responses outlined above reflect the Quality Assurance processes

4. Please provide me with the full policy & procedure highlighted and not just a link, as you have an obligation to assist the requester for independent Reviewing Officers who Chair Case Conference and looked after reviews?

The Reviewing Service follows Edinburgh and Lothians Interagency Child Protection Procedures (2015) and Looked After Children Regulations (2009)

5. Please provide your policy and and referral process to obtain your 'independent' reviewing officers and how does a case become a looked after review? What criteria does the case need to tick?

Reviewing Officers are appointed in line with the local authority's recruitment and selection processes.

A child would be allocated an Independent Reviewing Officer when they either become 'looked after at home' or looked after away from home.

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This may be as a result of parents agreeing for their child to be looked after away from home or a decision made by a Children's Hearing or a Court.

You are free to use the information supplied in this response for your own non-commercial research or private study purposes. The information may also be used for any other purpose allowed by a limitation or exception in copyright law, such as news reporting. Any such use must be in context and must not be misleading. Any other type of re-use, for example by publishing the information in analogue or digital form, including on the internet or commercial use, will require the permission of the intellectual property owner and copyright owner.

Further details as to how to apply to re-use information supplied by us can be found on our website at www.westlothian.gov.uk/freedom-of-information

If you have any complaint about the Council's handling of your request for information, you may require the Council to review its actions and decisions in relation to this response. Please write, within 40 working days from the receipt of this information, to Carol Johnston, Chief Solicitor, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston EH54 6FF (Telephone: 01506 281605, email: carol.johnston@westlothian.gov.uk). The request should be in writing, email or other permanent format and should state your name, address and specify the original request for information and the reason for your dissatisfaction.

You may, within a further six months, if you are dissatisfied with the outcome or with the Council's failure to review its actions and decisions in relation to this response, apply in writing to the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS (01334 464610; email enquiries@itspublicknowledge.info) requesting his decision in this matter. The application must be in the format and contain the information referred to in the paragraph above. The application should also state the reason for dissatisfaction with the Internal Review.

Yours Sincerely

West Lothian Council

DATA LABEL: Official (Sensitive)

In accordance with our Corporate Policy you may be contacted shortly to obtain your views on how we handled your request.

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