

Appendix 2: Action Log - Team Priorities

SA Team Priorities 2019-2020

Recommendations From	Ref	Area	Description	Actions	Lead	Completed By	Updates / Outcomes
Develop	1	Risk Assessment	SA Team role in development of the risk assessment tool within Mosaic		Transformation Team	01.10.19	Completed and Live as part of new workflow. Stand alone Risk Assessment and Positive Risk Taking Form now is use.
	2	Self Neglect and Hoarding	Involvement in the Task to Finish Group of the SAB			13.10.19	SAB Task and Finish Group met and agreed Self Neglect and Hoarding Protocol. Establishment of Complex Needs Panel to review cases (first meeting 09.12.19). For produced to support new protocol, with Transformation Team to add to workflow by end Dec 19.
	3	Risk Panel	Co-ordinating and leading role in establishing Risk Panel and Register			Ongoing	Multiple panels agreed and established in cluding Complex Needs Panel chaired by OD ASC. Risk Panel to be established, Chaired by Head of Complex Care. Weekly Quality Assurance Management panel ineffect and continues.
	4	Information Sessions	Further develop information sessions across range of community groups and settings			Ongoing	TM SAT delivered information sessions to police, CYP, Probation and VCS providers. PSW delivered informatio sessions to other partners, OD ASC delivered infomraitio sessions to elected members.
	5	DoLS	Strategic response to DoLS Review and robust forward plan			21.11.19	External consultant commissioned for a review. New process designed to start testing on 25.11.19 for full roll out after testing.
	6	Modern Slavery	Development of pathway and finalise policy with task to finish group		AK	25.11.19	Led by Corporate Senior Po;licy Officer from CEX office. Policy finalised, pathway designed, due to go live 25.11.19
	7	Police	Joint working Protocol with Police on Merlins and DV for evidence based prosecutions		GD	Ongoing	SAB Chair asked to escalate Merlins to London SAB. Additional DV training provided for all SG team staff. Completed 10.19
	8	Mosaic	Mosaic workflow to be in line with the London policy and procedures		GD	01.10.19	Mtg 6th May with SA Team to start process. Completed and live in Oct 19
	9	MH	Develop skills of mental health staff to carry out S42 enquiries		GD	Ongoing	Review of MH Lead Social Worker role. Redesign to MH included in remit of PSW. Further work to support mH staff to carryout S42 enquiries ongoing.
Improve	10	Partnership	Regular meetings SA Team, Duty and EDT		Team Managers	05.05.19	Monthly team meetings in place.
	11	Partnership	Clarity to referring agencies regarding expectations for feedback and information sharing		GD/HW/MPS	Ongoing	Discussion at SAB in Oct 19 and at SAB Development Day. Case studies used to illustrate eligibility.
	13	Peer Review	Include outcomes once complete		GD	01.10.19	New workflow in place including outcomes.
	14	Mosaic	Data recording to include details of ethnicity and client group		GD	01.10.19	New workflow in place with mandatory recording for ethnicity and client group - inc. communication needs. Validated against national requirements and statutory returns.
	15	Partnership	Referral pathways and awareness of certain teams i.e. DV, Housing, MH Specialist Housing Officer		GD/HW/MPS	Ongoing	SAB focus on understanding of safeguarding legal requirments and processes. Local authority focus on communication and engagement with partners ongoing.