

Appendix 2: Action Log - Peer Review

Recommendations From	Ref	Area	Description	Actions	Lead	Completed By	Updates / Outcomes
Peer Review - Element 1: Outcomes	1	Knowledge & Skills	Broaden out the knowledge and expertise currently held within the safeguarding team	a) Review of structure as part of ASC Transformation	GD	Proposal to be agreed at staff quarterly in Dec 19. Implementation Jan 2020	New Safeguarding transformation lead officer appointed and started on 21.10.19 to lead on SG team structure.
				b) Agree remit and responsibilities where partnership working with other ASC team	GD	Proposal to be agreed at staff quarterly in Dec 19. Implementation Jan 2020	Agreed MASH approach. SGTL leading.
				c) commission SA training for ASC - Level 2	GD	Apr-20	Agreed to be included in Skills Academy - go live in April 2020
Peer Review - Element 1: Outcome	2	Data - Provider Concerns	Data needs to drive understanding of outcomes eg contract monitoring / provider concerns	a) update Mosaic to capture providers names in a way that can be used to inform monitoring	GD	15.09.2019	Went live with new MOSAIC SG recording system/process in Oct 19. Due to review in Dec 19 after 8 weeks of implementation. Second stage of process is working with SGTL to develop practice guidance for all staff as part of MASH approach - due April 2020
				b) Consideration by EoCG of data needed to inform decisions	AD	29.11.19	Reviewed by PII team - reviewing data collection form first month of new recording system. Minor tweaks suggested to be implemented End Nov 19.
				c) agree who will collate / review to inform activities to be undertaken	PII	29.11.19	Transformation team validating PII data as collected against National Requirements
Peer Review - Element 1: Outcomes	3	Triage	Review of triage for Merlins	Review of where Merlins fit within customer journey workstream	ASC Transformation Team	Apr-20	SGTL completed initial scoping exercise with MASH Team. Proposal to be developed by - investigated automated process/portal. Confirmed unable to use due to quality of PDF forms received. Revised proposal to be developed by Jan 2020.
Peer Review - Element 2: Experience	4	Practice	Strengthen feedback loop for provider	Mandatory field in recording	ASC Transformation Team	15.09.2019	Within new worksteps is a mandatory field to record actions taken, and report of actions taken provided to PII team to analyse.
Peer Review - Element 2: Experience	5	Practice	Outcomes identified by AaR themselves	Practice based reflections, team meetings, SAM meetings, audits	ongoing	01.10.19	New forms contain categories for AaR recording. New review step created for SG workflow to review the risk management plan as opposed to review care and support arrangements.
Peer Review - Element 2: Experience	6	Structure	Opportunity to improve the experience of vulnerable adults who are supported by different teams	ASC Transformation Team - as part of structure, responsibilities and practice	ASC Transformation Team		As part of changeover to new SG workflow, we have revised systems so all ASC staff have access to any SG concerns (except where restricted on case by case basis). Practice Development Framework completed by SW lead task group - completed and to be signed off by end Nov-19.
Peer Review - Element 7: Delivery and Practice	7	Training & Development	Developing culture of professional curiosity and maturity by rolling out mandatory training across the borough	tbc	GD	Apr-19	Safeguarding training in place as mandatory requirement as part of induction - in place since April 19. Skills Academy will offer more in depth SG training for staff depending on needs, including reviewing dates of initial training and holding mandatory refresher courses.
Peer Review - Element 7: Delivery and Practice	8	Structure	Create an environment to enable staff to have greater professional curiosity when conducting safeguarding enquiries		GD	01.10.19	New recording system forces people to consider their practice due to new steps focussed on outcomes. Practice guidance is embedded in the form steps in MOSAIC to allow reflection in real time as staff progress cases. Briefings delivered to all staff on professional curiosity and recording requirements. All teams now deliver reflective practice sessions as part of monthly team meetings.
Peer Review - Element 7: Delivery and Practice	9	Data	Data and customer insight drive long-term planning, especially in cases where frequent alerts are being raised		SH	01.10.19	PII collating monthly reports from new SG MOSAIC flow. Data used by Transformations Team to assess frequent alerts against actions, cases of concern escalated to relevant TM.
Peer Review - Element 7: Delivery and Practice	10	Learning	Learning from SARs should be disseminated more effectively amongst staff	TM and DTM Meetings - briefings passed down from SAB Chair	GD/ GC	Ongoing	As part of new SG process, a closure step has been added where SAM must review actions taken, delegated and named staff to deliver any actions taken. Monthly reflective practice carried out monthly in team meetings, and also case closure step prompts individual reflective practice between manager and worker on each case.
Peer Review - Element 7: Delivery and Practice	11	Recording	Recording of notes on Mosaic need to be improved across teams		GD	Ongoing	Process and workflow structured better to prompt easier recording. Briefings given by PSW to all staff regarding recording practice. MOSAIC workflow to be reviewed across ASC as part of ASC Transformation.