**SESLIP – DEVELOPING REGIONAL QUALITY ASSURANCE CAPACITY**

**MEETING OF QA LEADS – 5TH NOVEMBER 2019**

**ATTENDEES**

|  |  |  |
| --- | --- | --- |
| Stuart | Ashley | Hants & IOW (**CHAIR)** |
| Diane | Williamson | SESLIP consultant |
| Kogie | Perumal | Bracknell Forest |
| Tina | James | Brighton and Hove |
| Alastair  | Lee | East Sussex |
| Amanda | Meadows | Hants |
| Kevin | Kasaven | Kent |
| Jo | Hooper | Milton Keynes |
| Philip | Roberts  | Milton Keynes |
| Sophie | Marshall | Milton Keynes |
| Denise |  Lingham | Portsmouth |
| Gill | Halden | Surrey |
| Patricia | Denney | Surrey |
| Nicola | Robertson | West Berks |
| Shungu | Chigocha | Windsor and Maidenhead |
| Rachel  | Oakley | Wokingham |

**APOLOGIES**

|  |  |  |
| --- | --- | --- |
| Julie | Davies | Bucks |
| Douglas | Sinclair | East Sussex |
| Simon  | Dear | IOW |
| Christine  | Impey | Medway |
| Wilma  | Williams | Reading |
| Sandra | Davies | Slough |
| Stuart | Webb | Southampton |
| Sophie | Carter | West Sussex |
| Allison | Parkinson | West Sussex |

*This is not a full minute of the meeting.*

Many local authorities had completed a brief questionnaire about their QA activity and sent their QA Framework to Diane Williamson, SESLIP consultant ahead of the meeting.

During the meeting participants shared their current QA activity, focusing on what worked and some of the challenges.

The following themes have emerged from the discussions at the meeting

**THEMES and CHALLENGES**

* Without exception authorities have a strong link between audit activity and reflective learning for practitioners
* Organisational culture plays a significant part in the QA practice and the impact that QA activity has on social work practice
* Creating ownership of QA so that it becomes embedded in organisational culture
* Agreeing a shared understand of what good looks like -both in terms of practice and QA
* Having a shared language and common understanding of QA
* Ensuring consistency of both practice and audit
* Ensuring and promoting professional credibility of QA, IRO and CP chairing services to support challenge and learning
* Developing the confidence to challenge
* Having sufficient capacity to distil learning
* Demonstrating impact and learning of QA activity
* How to capture the impact of practice on children through the QA process

**COMMON COMPONENTS OF QA FRAMEWORKS**

The following common components of a QA Framework have been identified through reading LA QA Frameworks, albeit they are often reflected in different ways and sometimes called different things:

1. PERFORMANCE DATA
2. PRACTICE STANDARDS
3. CASE AUDIT (with a tracking system for following up recommendations and action)
	1. Regular case audit
	2. Thematic audit
	3. Multi-agency audit
	4. Data led audit to understand practice behind data
4. SUPERVISION STANDARDS AND AUDIT
5. PRACTICE OBSERVATION
6. FEEDBACK FROM CHILDREN AND FAMILIES, (inc learning from complaints and compliments)
7. ANALYTICAL PERFORMANCE MEETINGS AND REPORTS
8. DISPERSED ACCOUNTABILITY WITH CLEAR ROLES AND RESPONSIBILITIES, (inc clear role for PSW)
9. VOICE OF THE WORKFORCE
10. LEARNING CULTURE INFORMS LEARNING AND IMPROVEMENT PLANS AND PRACTICE DEVELOPMENT (inc learning from SCR, national learning)
11. SELF EVALUATION AND IMPROVEMENT PLAN
12. MODERATION SYSTEM (internal and external)

**NEXT STEPS**

1. The group agreed that it was helpful to meet as a group in order to share learning and take forward the SESLIP Regional QA Capacity work
2. Diane Williamson will explore the arrangements for creating a restricted area on the SESLIP website where we can share QAFS and audit tools
3. QA leads will consider what they are prepared to share on the website, starting with their QA Frameworks
4. **The group will meet again on 11th February at LGA offices. A room has been booked from 10.00-4pm at this stage to give us maximum flexibility**
5. Diane and Stuart will develop a proposal for the agenda that will focus on
	1. how we can develop a shared understand of good practice
	2. building consensus on the core components of a QA Framework
	3. Opportunities for sharing tools
6. A brief follow- up consultation questionnaire is attached for QA leads, providing an opportunity for anyone to make any further other suggestions about things they would find useful
7. A brief update on the project with be shared with DCS and Ads through SESLIP updates.