



*Making Social Care  
Better for People*

# inspection report

Fostering Services

## **North Lincolnshire Council Fostering Team**

The Grove  
38 West Street  
Scawby  
Brigg  
North Lincs  
DN20 9AN

29th November 2004 to 7th January 2005

## Commission for Social Care Inspection

Launched in April 2004, the Commission for Social Care Inspection (CSCI) is the single inspectorate for social care in England.

The Commission combines the work formerly done by the Social Services Inspectorate (SSI), the SSI/Audit Commission Joint Review Team and the National Care Standards Commission.

### The role of CSCI is to:

- Promote improvement in social care
- Inspect all social care - for adults and children - in the public, private and voluntary sectors
- Publish annual reports to Parliament on the performance of social care and on the state of the social care market
- Inspect and assess 'Value for Money' of council social services
- Hold performance statistics on social care
- Publish the 'star ratings' for council social services
- Register and inspect services against national standards
- Host the Children's Rights Director role.

## Inspection Methods & Findings

SECTION B of this report summarises key findings and evidence from this inspection. The following 4-point scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

### The 4-point scale ranges from:

- 4 - Standard Exceeded (Commendable)
- 3 - Standard Met (No Shortfalls)
- 2 - Standard Almost Met (Minor Shortfalls)
- 1 - Standard Not Met (Major Shortfalls)

'O' or blank in the 'Standard met?' box denotes standard not assessed on this occasion.

'9' in the 'Standard met?' box denotes standard not applicable.

'X' is used where a percentage value or numerical value is not applicable.

**FOSTERING SERVICE INFORMATION**

**Local Authority Fostering Service?**

YES

**Name of Authority**

North Lincolnshire Council Fostering Team

**Address**

The Grove, 38 West Street, Scawby, Brigg, North Lincs,  
DN20 9AN

**Local Authority Manager**

Miss Pauline Stormont

**Tel No:**

01652 656005

**Address**

The Grove, 38 West Street, Scawby, Brigg, North Lincs,  
DN20 9AN

**Fax No:**

01652 657287

**Email Address**

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**Registered Fostering Agency (IFA)**

NO

**Name of Agency**

**Tel No**

**Address**

**Fax No**

**Email Address**

**Registered Number of IFA**

**Name of Registered Provider**

**Name of Registered Manager (if applicable)**

**Date of first registration**

**Date of latest registration certificate**

**Registration Conditions Apply ?**

**Date of last inspection**

<b>Date of Inspection Visit</b>		29th November 2004	<b>ID Code</b>
<b>Time of Inspection Visit</b>		09:30 am	
<b>Name of Inspector</b>	<b>1</b>	Ms Matun Wawryk	074037
<b>Name of Inspector</b>	<b>2</b>		
<b>Name of Inspector</b>	<b>3</b>		
<b>Name of Inspector</b>	<b>4</b>		
<b>Name of Lay Assessor (if applicable)</b> Lay assessors are members of the public independent of the CSCI. They accompany inspectors on some inspections and bring a different perspective to the inspection process.			
<b>Name of Specialist (e.g. Interpreter/Signer) (if applicable)</b>			
<b>Name of Establishment Representative at the time of inspection</b>			

**Introduction to Report and Inspection**

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**Reports and Notifications to the Local Authority and Secretary of State**

**Implementation of Statutory Requirements from last Inspection**

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**(National Minimum Standards For Fostering Services)**

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- 2. Fitness to carry on or manage a fostering service**
- 3. Management of the fostering service**
- 4. Securing and promoting welfare**
- 5. Recruiting, checking, managing, supporting and training staff and foster carers**
- 6. Records**
- 7. Fitness of premises**
- 8. Financial requirements**
- 9. Fostering panels**
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## INTRODUCTION TO REPORT AND INSPECTION

Independent and local authority fostering services which fall within the jurisdiction of the Commission for Social Care Inspection (CSCI) are subject to inspection, to establish if the service is meeting the National Minimum Standards for Fostering Services and the requirements of the Care Standards Act 2000, the Fostering Services Regulations 2002 and the Children Act 1989 as amended.

This document summarises the inspection findings of the CSCI in respect of North Lincolnshire Council Fostering Team. The inspection findings relate to the National Minimum Standards for Fostering Services published by the Secretary of State under sections 23 and 49 of the Care Standards Act 2000, for independent and local authority fostering services respectively.

The Fostering Services Regulations 2002 are secondary legislation, with which a service provider must comply. Service providers are expected to comply fully with the National Minimum Standards. The National Minimum standards will form the basis for judgements by the CSCI in relation to independent fostering agencies regarding registration, the imposition and variation of registration conditions and any enforcement action, and in relation to local authority fostering services regarding notices to the local authority and reports to the Secretary of State under section 47 of the Care Standards Act 2000. The report follows the format of the National Minimum Standards and the numbering shown in the report corresponds to that of the standards.

The report will show the following:

- Inspection methods used
- Key findings and evidence
- Overall ratings in relation to the standards
- Compliance with the Regulations
- Notifications to the Local Authority and Reports to the Secretary of State
- Required actions on the part of the provider
- Recommended good practice
- Summary of the findings
- Report of the Lay Assessor (where relevant)
- Providers response and proposed action plan to address findings

This report is a public document.

## INSPECTION VISITS

Inspections will be undertaken in line with the agreed regulatory framework with additional visits as required. This is in accordance with the provisions of the Care Standards Act 2000. The following inspection methods have been used in the production of this report. The report represents the inspector's findings from the evidence found at the specified inspection dates.

**BRIEF DESCRIPTION OF THE SERVICES PROVIDED.**

North Lincolnshire Council provides the service.

At the time of this inspection the service aimed to provide a range of high quality foster placements to meet the needs of the Looked after Population of North Lincolnshire Council.

The service provides a variety of foster placements including: mainstream fostering, long-term fostering, contact care, single placement care and short-term breaks.

The service operates out of premises situated in a village near to Scunthorpe. No adverse comments were received from foster carers regarding the buildings accessibility. The building lends itself to foster carer training and or formal/informal meetings and groups.

At the time of the inspection the foster care service was supporting 127 placements

## **PART A SUMMARY OF INSPECTION FINDINGS**

### **Inspector's Summary**

(This is an overview of the inspector's findings, which includes good practice, quality issues, areas to be addressed or developed and any other concerns.)

The inspection upon which this report is based focused on the requirements of the Care Standards Act 2000 and its associated regulations. The purpose of the inspection was to determine if the service was meeting required standards and fulfilling legal responsibilities in respect of management, organisation, accommodation, staffing, care practice, facilities, administration and record keeping. North Lincolnshire Council provides the service. This report refers to the announced inspection carried out between the 29<sup>th</sup> November and the 7<sup>th</sup> January 2005.

### **Statement of purpose (NMS 1)**

The service had an up to date statement of purpose and children's guide which meets the requirements detailed in NMS 1 and Schedule 1 of the Fostering services Regulations.

### **Fitness to Provide or Manage a Fostering Service (NMS 2 & 3)**

The team leader had had significant child-care experience and holds a recognised social work and management qualification. Management arrangements were found to be robust, organised and well integrated.

### **Management of the Fostering Service (NMS 4 & 5)**

The service had clear procedures and systems for monitoring its activities. Evidence was seen of a commitment to ensuring effective delivery of service and to ensuring quality performance.

From interviews and examination of records it can be concluded that the manager demonstrated effective and efficient leadership of the service. In interview staff commented that the service was well managed and were complementary about the support they received. In the absence of the manager, clear deputising arrangements were in place. These were confirmed in discussions held with staff and foster carers.

### **Securing and promoting Welfare (NMS 6 to 14)**

Clear evidence was seen which demonstrated the services approach to securing and promoting welfare. Support strategies, policies and procedures were available to staff and foster carers. Within the resources available it was evident that the service endeavoured to make matched placements.

### **Recruiting, Checking, Managing, Supporting and Training Staff and Foster Carers**



### **(NMS 15 to 23)**

During the summer of 2004 the fostering team experienced significant staff shortages as a result visits to foster carers had had to be prioritised. This meant that some foster carers did not receive a supervisory visit for periods of up to three months. Moreover the team was not able to ensure all reviews were completed on time. Staff shortages also meant that few training opportunities were provided with foster carers.

The systems for recruiting, training and supporting staff and foster carers were well developed and were supported by sound policies, procedures and practice guidance.

The service has an experienced and well-qualified staff group and was supported by an effective administrative team. All staff had access to supervision and employee development reviews.

The evidence gathered from children and foster carers interviews and questionnaires indicated a high level of satisfaction with services received and provided by the fostering service.

13 completed children's questionnaires were returned to the inspector. The findings of the children's questionnaire indicates that they felt cared about and involved in the life of their foster homes. All stated that they knew how to make a complaint or raise a concern.

The children's questionnaire asked respondents to detail comments they would want including in the inspection report. Comments were received as follows One young person stated that they wanted to sleep out more than 1 night.

Feedback from questionnaires and interviews of foster carers identified adequate out of hours support due in part to the development of the Looked After Children's Team, which operates extended opening times.

Support received from placing social workers was identified as the least helpful aspect of support offered. Mostly because of cancelled appointments, unreturned telephone calls, lack of recognition of foster carer role and turnover of social workers, resulting in children having changes in social workers and no opportunity to subsequently develop a relationship.

Placing Social workers consulted through questionnaires (36 returned) with the exception of two all considered the partnership working with the fostering service was very good/fairly good.

### **Records (NMS 24 & 25)**

The inspector examined several staff, foster carers and children's files. Files were maintained to a good standard and were well organised. A range of policies and procedures were in evidence concerning record keeping, confidentiality and access to files. Records were held securely and appropriately

### **Fitness of the Premises (NMS 26)**

The premises are situated in a small village near to Scunthorpe and provide good facilities and are suitable for the purpose. No adverse comments were received from foster carers concerning accessibility of the premises.

**Financial arrangements (NMS 27 to 29)**

The Local Authority provides the service, therefore financial viability is accepted. Financial systems adopted by the service were appropriate and records were maintained in accordance with procedures. Delegated budgets were being managed effectively

Feedback from foster care interviews and questionnaires did not highlight any specific issues with payments although some foster carers stated that they were not always made aware of entitlement to certain allowances.

**Fostering Panels (NMS 30)**

Arrangements for the fostering panel were found to be satisfactory and meet all requirements.

**Short Term Breaks (NMS 31)**

This standard was not assessed

**This standard was met**

The service recognises the contribution of family and friend foster carers and endeavours to provide for their training and support needs in a sensitive way. Similarly, the assessment and training provision for these carers is provided in ways consistent with the training and support of other foster carers

## **Reports and Notifications to the Local Authority and Secretary of State**

**(Local Authority Fostering Services Only)**

The following statutory Reports or Notifications are to be made under the Care Standards Act as a result of the findings of this inspection:

Report to the Secretary of State under section 47(3) of the Care Standards Act 2000 that the Commission considers the Local Authority's fostering service satisfies the regulatory requirements:

NO

Notice to the Local Authority under section 47(5) of the Care Standards Act 2000 of failure(s) to satisfy regulatory requirements in their fostering service which are not substantial, and specifying the action the Commission considers the Authority should take to remedy the failure(s), informing the Secretary of State of that Notice:

NO

Report to the Secretary of State under section 47(4)(a) of the Care Standards Act of a failure by a Local Authority fostering service to satisfy regulatory requirements which is not considered substantial:

NO

Report to the Secretary of State under section 47(1) of the Care Standards Act 2000 of substantial failure to satisfy regulatory requirements by a Local Authority fostering service:

NO

**The grounds for the above Report or Notice are:**

The requirement to provide a report under section 47(1) of the CSA 2000 has been repealed by the Health and Social Care Act.

## Implementation of Statutory Requirements from Last Inspection

Requirements from last Inspection visit fully actioned?

YES

**If No please list below**

### STATUTORY REQUIREMENTS

Identified below are areas not addressed from the last inspection report which indicate a non-compliance with the Care Standards Act 2000 and Fostering Services Regulations 2002.

No.	Regulation	Standard	Required actions	

**Action is being taken by the Commission for Social Care Inspection to monitor compliance with the above requirements.**

**COMPLIANCE WITH CONDITIONS OF REGISTRATION (IF APPLICABLE)**

**(Registered Independent Fostering Agencies only)**

Providers and managers of registered independent fostering agencies must comply with statutory conditions of their registration. The conditions applying to this registration are listed below, with the inspector's assessment of compliance from the evidence at the time of this inspection.

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Condition	Compliance	
Comments		

Lead Inspector      Matun Wawryk      Signature      \_\_\_\_\_  
Second Inspector      \_\_\_\_\_      Signature      \_\_\_\_\_  
Regulation Manager      Michael Hird      Signature      \_\_\_\_\_  
Date      \_\_\_\_\_

## STATUTORY REQUIREMENTS IDENTIFIED DURING THIS INSPECTION

Action Plan: The appropriate Officer of the Local Authority or the Registered Person (as applicable) is requested to provide the Commission with an Action Plan, which indicates how requirements are to be addressed. This action plan will be made available on request to the Area Office.

### STATUTORY REQUIREMENTS

Identified below are areas addressed in the main body of the report which indicate non-compliance with the Care Standards Act 2000, the Children Act 1989, the Fostering Services Regulations 2002, or the National Minimum Standards for Fostering Services. The Authority or Registered Person(s) is/are required to comply within the given time scales in order to comply with the Regulatory Requirements for fostering services.

No.	Regulation	Standard *	Requirement	
1	Reg 29 (2)	FS16	A review must take place not more than one year after approval and at intervals of not more than one year	31.4.05
2	The Children Act 1989 Schedule 7	FS8	Foster Carers must be informed in writing where an exemption to their current approval had been improved	With immediate effect
3	17	FS16,	Foster Carer must be provided with regular and planned programme of training.	31.6.05

### GOOD PRACTICE RECOMMENDATIONS FROM THIS INSPECTION

Identified below are areas addressed in the main body of the report which relate to the National Minimum Standards and are seen as good practice issues which should be considered for implementation by the Authority or Registered Person(s).

No.	Refer to Standard *	Recommendation Action

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\* Note: You may refer to the relevant standard in the remainder of the report by omitting the 2-letter prefix e.g FS10 refers to Standard 10.

<b>PART B</b>	<b>INSPECTION METHODS &amp; FINDINGS</b>
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The following inspection methods have been used in the production of this report

Number of Inspector days spent	10
Survey of placing authorities	NA
Foster carer survey	YES
Foster children survey	YES
Checks with other organisations and Individuals	YES
• Directors of Social services	YES
• Child protection officer	YES
• Specialist advisor (s)	NO
• Local Foster Care Association	NO
Tracking Individual welfare arrangements	YES
• Interview with children	YES
• Interview with foster carers	YES
• Interview with agency staff	NO
• Contact with parents	NO
• Contact with supervising social workers	YES
• Examination of files	YES
Individual interview with manager	YES
Information from provider	YES
Individual interviews with key staff	YES
Group discussion with staff	NO
Interview with panel chair	YES
Observation of foster carer training	NO
Observation of foster panel	YES
Inspection of policy/practice documents	YES
Inspection of records	YES
Interview with individual child	NO
Date of Inspection	29/11/04
Time of Inspection	9.30
Duration Of Inspection (hrs)	65

The following pages summarise the key findings and evidence from this inspection, together with the CSCI assessment of the extent to which the National Minimum Standards have been met. The following scale is used to indicate the extent to which standards have been met or not met by placing the assessed level alongside the phrase "Standard met?"

The scale ranges from:

- |                         |                    |
|-------------------------|--------------------|
| 4 - Standard Exceeded   | (Commendable)      |
| 3 - Standard Met        | (No Shortfalls)    |
| 2 - Standard Almost Met | (Minor Shortfalls) |
| 1 - Standard Not Met    | (Major Shortfalls) |

"0" in the "Standard met?" box denotes standard not assessed on this occasion.

"9" in the "Standard met?" box denotes standard not applicable.

"X" is used where a percentage value or numerical value is not applicable.



## Statement of Purpose

The intended outcome for the following standard is:

- There is clear statement of the aims and objectives of the fostering service and the fostering service ensures that they meet those aims and objectives.

### Standard 1 (1.1 - 1.6)

There is a clear statement of the aims and objectives of the fostering service and of what facilities and services they provide.

#### Key Findings and Evidence

Standard met?

3

A statement of purpose was available, which had been written in line with requirements detailed in this standard and Schedule 1 of the Fostering Services Regulations.

A Children's services guide for under and over eight's was available and again these documents had been written in line with requirements detailed in this standard. Since the last inspection a review of the children's guide had been carried out in consultation with a small group of children. Of the 13 children who returned a questionnaire 5 reported that they had been issued with a copy of the children's guide.

The Fostering Service's policies, procedures and guidance reflected the statement of purpose and there was good cross-referencing to the National Minimum Standards.

## Fitness to Carry On or Manage a Fostering Service

The intended outcomes for the following set of standards are:

- The fostering service is provided and managed by those with the appropriate skills and experience to do so efficiently and effectively and by those who are suitable to work with children.

### Standard 2 (2.1 - 2.4)

The people involved in carrying on and managing the fostering service possess the necessary business and management skills and financial expertise to manage the work efficiently and effectively and have the necessary knowledge and experience of childcare and fostering to do so in a professional manner.

Key Findings and Evidence	Standard met?	3
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The manager of the fostering service holds a recognised professional and had a recognised management qualification.

From examination of documentation, staff and foster carer interviews it was evident that systems were in place, which support effective leadership of staff and operations. Clear evidence was available which demonstrated that there was an awareness of the Fostering Service Regulations and the National Minimum Standards, and their implications for children's services which, was understood at all levels of management and staff within the fostering team.

### Standard 3 (3.1 - 3.4)

Any persons carrying on or managing the fostering service are suitable people to run a business concerned with safeguarding and promoting the welfare of children.

Key Findings and Evidence	Standard met?	3
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The manager's file was examined at the last inspection and was therefore not re-checked.

The inspector examined the personnel records of two staff who had commenced working within the team since the last inspection. All required employment records were in evidence. A record stating that references had been verified was made, however no additional information was recorded. The manager advised the inspector that this matter had been taken up with human resources staff and that in future a more detailed record would be made.

The inspector was advised that CRB checks would be renewed every three years.



## Management of the Fostering Service

The intended outcomes for the following set of standards are:

- The fostering service is managed ethically and efficiently, delivering a good quality foster care service and avoiding confusion and conflicts of role.

Standard 4 (4.1 – 4.5)

There are clear procedures for monitoring and controlling the activities of the fostering service and ensuring quality performance.

**Key Findings and Evidence**

**Standard met?**

4

In interview the manager reported that matters to be monitored under Schedule 7 were primarily monitored through the various systems for Looked After Children/Quality Protects and national performance monitoring systems. The inspector saw evidence of this during the inspection. The manager made available to the inspector a range of performance and quality assurance monitoring information. The provider is to be commended for the quality and scope of information made provided.

Within the fostering service there were clear roles, lines of communication and accountability that were clearly understood by both staff and foster carers.

The service adheres to financial procedures laid down by North Lincolnshire Council. Effective systems were in place to monitor the team's budgets. From interviews conducted with staff and records seen it was evident that the fostering service manager monitored delegated budgets as required.

A policy concerning possible conflict of interest was available

**Number of statutory notifications made to CSCI in last 12 months:**

X

**Death of a child placed with foster parents.**

X

**Referral to Secretary of State of a person working for the service as unsuitable to work with children.**

X

**Serious illness or accident of a child.**

X

**Outbreak of serious infectious disease at a foster home.**

X

**Actual or suspected involvement of a child in prostitution.**

X

**Serious incident relating to a foster child involving calling the police to a foster home.**

X

**Serious complaint about a foster parent.**

X

**Initiation of child protection enquiry involving a child.**

X

**Number of complaints made to CSCI about the agency in the past 12 months:**

X

**Number of the above complaints which were substantiated:**

X

**Standard 5 (5.1 - 5.4)**

**The fostering service is managed effectively and efficiently.**

**Key Findings and Evidence**

**Standard met?**

**3**

The manager had a clear written job description setting out duties and responsibilities. The manager does not hold any similar position with any other organisation. The level of delegation and responsibility of the manager and lines of accountability were clearly defined and understood by staff.

Arrangements were in place to identify the person in charge when the manager is absent. Staff interviewed reported that these arrangements worked in practice.

## Securing and Promoting Welfare

The intended outcome for the following set of standards is:

- The fostering service promotes and safeguards the child/young person's physical, mental and emotional welfare.

### Standard 6 (6.1 - 6.9)

The fostering service makes available foster carers who provide a safe, healthy and nurturing environment.

#### Key Findings and Evidence

Standard met?

3

Home and family assessments form part of the initial approval process, which provides the opportunity for the fostering staff to make an assessment that carers are able to provide safe and caring environments. Support visits and the foster carer annual reviews ensure the monitoring and continuation of this process. The review includes a formal health and safety check. Staff shortages during the summer months had meant that reviews are not fully up to date please refer to NMS 16.

Evidence seen during the course of the inspection indicates that foster homes are able to provide warm, comfortable and adequately furnished accommodation.

The inspector case tracked five children. Not all children placed had their own bedroom. The service had introduced guidance on the matching of children to placements. A child's need for space and privacy is assessed and recorded as part of the matching process. It was not clear from information provided to the inspector the ratio of single bedrooms to shared bedrooms and how this is monitored. The inspector advises that this is included as part of QA functions under regulation 42.

The foster carer preparation and training covers health and safety issues. First aid training is included as part of the core training programme. Staff shortages during the summer months had impacted on the team's capacity to deliver specific foster carer training, please refer to NMS 23.

The service makes available to foster carers interest free car loans. In interview, the family placement officers confirmed that they checked the insurance and Mot documentation of foster carers and, where necessary, make available funds to provide car seats for younger children. Examination of foster carers records evidenced that supervising social workers had carried out such checks.

The Foster Carer Agreement refers to the expectation that foster carers co-operate with inspections.

**Standard 7 (7.1 - 7.7)**

The fostering service ensures that children and young people, and their families, are provided with foster care services which value diversity and promote equality.

**Key Findings and Evidence****Standard met?****3**

From interviews with family placement officers/children's social workers, foster carers and the information and training materials included in the initial foster carer training programme, it was evident that the service endeavours to value diversity and promote equality. The service had the capacity to reproduce documents, information leaflets and guidance in a range of other languages and formats as needed.

The service provides short-term breaks/respice to support parents with disabled children and the service had recruited specific foster cares to provide such placements. In addition the service employs a dedicated family placement officer to support foster carers who provide placements for children with a disability. This post was vacant at the last inspection but had been filled in the latter part of 2004.

Feedback from interviews and the foster questionnaires indicate that for some foster carers the provision of equipment and adaptations had improved since the last inspection.

From interviews with foster carers, family placement officers and children's social workers, it was established that children and young people can have support, including finance to pursue personal interests and hobbies

**Standard 8 (8.1 - 8.7)**

Local authority fostering services, and voluntary agencies placing children in their own right, ensure that each child or young person placed in foster care is carefully matched with a carer capable of meeting her/his assessed needs. For agencies providing foster carers to local authorities, those agencies ensure that they offer carers only if they represent appropriate matches for a child for whom a local authority is seeking a carer.

**Key Findings and Evidence****Standard met?****3**

Interviews with supervising and children's social workers demonstrated that lengthy discussions did take place between different professionals about the needs of children in order to make matched placements. The service had written guidance on matching children to placements and a written record of matching considerations was produced.

Comments from interviews held with children's social workers indicated that they felt the service had difficulty in recruiting carers in the numbers or diversity to enable effective matching of children to foster cares in some cases. Particularly in relation to teenagers and children from different ethnic and cultural backgrounds.

Placing Social workers consulted through questionnaires (36 returned) with the exception of two all considered the partnership working with the fostering service to be very good/fairly good. In response to the question 'How well do you think the Foster carer/s is looking after the child most stated very well/quite well, two reported most of the time.

The fostering service acknowledged the need for introductions of children to placements and staff interviewed stated this happened wherever possible. Evidence seen indicated that for planned placements introductory visits do take place.

From interviews with foster carers family placement officers and children's social workers it was established that some foster carer had provided a personal profile. However this is not the same in all cases. The inspector advises that consideration is given to producing these for each foster carer. These can be of particular value when introduction of children to placements cannot be facilitated.

**Standard 9 (9.1 - 9.8)**

**The fostering service protects each child or young person from all forms of abuse, neglect, exploitation and deprivation.**

**Key Findings and Evidence**

**Standard met?**

**3**

North Lincolnshire Council had in place comprehensive Multi-Agency Child Protection Procedures and an Area Child Protection Committee. All staff employed had access to child protection training commensurate with their role.

From interviews with foster carers and evidence of the initial training and other training provided to foster carers, it was evident that foster carer training covers children who have been abused and safe caring skills.

Since the last inspection the fostering service had developed and implemented a placement agreement document, which details safe-care issues relevant to the specific child. The inspector was advised that safe-care practice is discussed with and formally agreed with children's social worker and with the child/young person. In the absence of a general household safe-care policy, the team will need to ensure more general issues are reflected and communicated to other residing in the home for example expectations around the wearing of dressing-gowns, access to bedrooms etc.

The training and assessment of carers includes guidance on corporal punishment and other forms of inappropriate control or punishment. In discussion with foster carers, it was evident that they had a knowledge and understanding of the issues and concerns about bullying. A procedure on dealing with bullying in foster care was available.

Foster carers spoken to indicated that they had written guidance on what to do if a child goes missing from home and understood the actions they needed to take should this occur. A written procedure on children missing from care was available.

**Percentage of foster children placed who report never or hardly ever being bullied:**

X

%



**Standard 10 (10.1 - 10.9)**

The fostering service makes sure that each child or young person in foster care is encouraged to maintain and develop family contacts and friendships as set out in her/his care plan and/or foster placement agreement.

**Key Findings and Evidence****Standard met?****3**

It was evident from the Choose to Foster training programme, the foster carer handbook and feedback from interviews with foster carers that the importance of contact is made clear to foster carers in their training and support from the family placement officer's reinforces this. Foster carers confirmed that financial support is provided to facilitate contact.

It was evident from interviews with foster carers, family placement officers and children's social workers that discussions do take place concerning contact arrangements. Feedback from foster carer interviews and questionnaires indicates that generally contact arrangements were agreed at the point of a placement commencing or following the initial placement meeting. However feedback also indicates that contact with families can be one of the hardest part of fostering.

**Standard 11 (11.1 - 11.5)**

The fostering service ensures that children's opinions, and those of their families and others significant to the child, are sought over all issues that are likely to affect their daily life and their future.

**Key Findings and Evidence****Standard met?****3**

It was evident from the Choose to Foster training programme and feedback from foster carers that the importance of consultation with children and young people is made clear to foster carers in their training. Similarly, it was evident that family placement officers seek out views of children who were fostered as well as the views of the foster carers own children. This was reinforced by the information received from the children's questionnaire and discussions held with children. The views of children are also sought as part of the Foster Carer Review process.

From interviews with social workers and foster carers, it was established that the service does endeavour to seek the views of children. Children are provided with written information about how to make a complaint and feedback from the children's questionnaires confirmed that they knew how to access the complaints system

**Standard 12 (12.1 - 12.8)**

The fostering service ensures that it provides foster care services which help each child or young person in foster care to receive health care which meets her/his needs for physical, emotional and social development, together with information and training appropriate to her/his age and understanding to enable informed participation in decisions about her/his health needs.

**Key Findings and Evidence****Standard met?**

4

The manager confirmed that no placements would be made that would prevent a child continuing to receive any specialist health care that they might need.

In interview foster carers reported that they generally received good quality and timely information concerning a child's health care needs. Foster carers are provided with information concerning consent to health treatment and in interview foster carers were able to demonstrated clarity concerning their responsibility in relation to health matters of children placed. Evidence of carers fulfilling their health care responsibilities to children placed with them was seen on files and other documentation examined.

Feedback from a 'Health Assessment Day' attended by both children in placement and foster carers showed this had been an enjoyable and very useful and informative event. Re-inforced by comments obtained from an inspector from the Commission for Social Care Inspection who had attended the day.

First Aid is included as part of the core programme of training available to foster carers. The fostering service has access to specialist medical advisors to who it can refer children to for individual advice and consultation and there is medical representation on the fostering panel.

**Standard 13 (13.1 - 13.8)**

The fostering service gives a high priority to meeting the educational needs of each child or young person in foster care and ensures that she/he is encouraged to attain her/his full potential.

**Key Findings and Evidence****Standard met?**

3

North Lincolnshire Council has a clear protocol for improving the life chances through education for Looked After Children. Education attainment is monitored through the quality protects programme.

In interview foster carers stated that they felt that the importance of education and supporting children in their education was prompted and emphasised by the fostering service. All foster carers interviewed were clear about their responsibilities in supporting educational development.

**Standard 14 (14.1 - 14.5)**

The fostering service ensures that their foster care services help to develop skills, competence and knowledge necessary for adult living.

**Key Findings and Evidence****Standard met?**

3

Foster carers are prepared by the fostering service through training, supervision, and written information for the preparation of young people towards independent living. The foster carer handbook gives guidance on aspects of this process.

All Looked After Children over the age of fifteen are referred to the specialist young Peoples Outreach Team. Staff employed in this team actively work with young people and their carers to prepare the young people in their consideration of accommodation and occupational needs. Pathway Plans are developed in partnership with the young person once they reach 16 years of age.

## Recruiting, Checking, Managing, Supporting and Training Staff and Foster Carers

The intended outcome for the following set of standards is:

- The people who work in or for the fostering service are suitable to work with children and young people and they are managed, trained and supported in such a way as to ensure the best possible outcomes for children in foster care. The number of staff and carers and their range of qualifications and experience are sufficient to achieve the purposes and functions of the organisation.

### Standard 15 (15.1 - 15.8)

Any people working in or for the fostering service are suitable people to work with children and young people and to safeguard and promote their welfare.

#### Key Findings and Evidence

Standard met?

3

As a local authority service, the fostering service is subject to and uses corporate policies and procedures. Warner principles concerning the recruitment of staff are complied with. All staff and carers are interviewed and references obtained. The personnel files of two new workers employed since the last inspection were examined as part of this inspection both contained necessary employment records.

Referees for foster carers are interviewed in person as part of their assessment. Proof of identity documents were being obtained for all new foster carers.

All supervising social workers held an appropriate social work qualification

Total number of staff of the agency:

13

Number of staff who have left the agency in the past 12 months:

X

### Standard 16 (16.1 - 16.16)

Staff are organised and managed in a way that delivers an efficient and effective foster care service.

#### Key Findings and Evidence

Standard met?

2

Management structures, lines of accountability and delegations of responsibilities of the service are defined and known to staff and carers.

A structured system for triggering and monitoring foster carer reviews was in place. However during the summer months of 2004 the team experienced significant staff shortages. Workloads had to be prioritised which had implications for keeping pace with reviewing activity. Interviews with family placements officers and records showed all reviews were not up to date.

The inspector was advised that all new approvals were presented to the panel. Foster carers have an opportunity to attend panel if they choose to.

Interviews with family placement officers confirmed staff had access to formal and regular supervision. Records seen confirmed this was the case. All staff interviewed reported that training was available.

Comments received from the manager and administrative staff indicated that the level of administrative support to the team was appropriate.

Comments of foster carers, family placement officers and children's social workers indicated that there is a range of medical, educational and other advice available for children and young people.

Comments of family placement officers and children's social workers demonstrated that each group generally understands the others role and responsibilities.

The local authority remains a primary provider of foster care placements and does not place children with independent fostering agencies.

#### **Standard 17 (17.1 - 17.7)**

**The fostering service has an adequate number of sufficiently experienced and qualified staff and recruits a range of carers to meet the needs of children and young people for whom it aims to provide a service.**

<b>Key Findings and Evidence</b>	<b>Standard met?</b>	<b>3</b>
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In interview the fostering service manager and staff indicated that there were sufficient numbers of qualified workers to carry out the full range of duties and responsibilities when the service is fully staffed.

It was established from staff interviews and documentation seen that the service had a proactive approach to recruiting foster carers to meet service demands. However the manager acknowledged that there is a need for more foster carers. This was reinforced by comments received from placing social workers via interviews and questionnaires.

Feedback from foster carer questionnaires indicated that some foster carers were concerned about the lack of recruitment of new foster carers in the right numbers. Others commented that foster carers should be more involved in training and supporting potential foster carers. This issue was highlighted in the last inspection.

The assessment process for foster carers is clearly set out in documentation provided to foster carers, in training and procedural guidance. The fostering service carries out competency-based assessments and these were in evidence on the foster carer files examined and address the areas outlined in NMS17.7 and 17.7

**Standard 18 (18.1 - 18.7)**

The fostering service is a fair and competent employer, with sound employment practices and good support for its staff and carers.

**Key Findings and Evidence****Standard met?****3**

The service employs corporate policies and procedures for staff recruitment and selection, please refer to comments detailed in NMS. In interview staff commented that they considered the local authority and their managers to be a fair and competent employers.

The local authority had a Looked After Children's Team, which operates extended operating times. This means that foster carers have access to a children's social worker up to 9pm.

Feedback from foster carer questionnaires and interviews indicate out of hours support arrangements had improved since the last inspection.

In interview foster carers reported that they felt the support provided by their family placement officer and in their absence the duty worker was helpful and valued by them.

**Standard 19 (19.1 - 19.7)**

There is a good quality training programme to enhance individual skills and to keep staff up-to-date with professional and legal developments.

**Key Findings and Evidence****Standard met?****3**

The Local Authority provides a clear pathway of training and development through induction, in service and post qualifying training. The inspector interviewed two workers employed since the last inspection. Both commented that they had had a clear and structured induction.

In interview staff reported that they felt supported by the team leaders and service manager. All staff had access to formal regular supervision and employee development reviews. Team meetings were held although less frequently during periods of staff shortages. Examination of a sample of team meeting minutes showed that these meetings addressed both management and practice issues.

In interview family placement officers reported that they felt that they were kept informed about new legislation and guidance.

**Standard 20 (20.1 - 20.5)****All staff are properly accountable and supported.****Key Findings and Evidence****Standard met?****3**

All staff were issued with job descriptions and contracts.

All staff interviewed confirmed that they received regular supervision and employee development reviews. Written records were maintained. Staff reported that they felt the service to be well managed.

All staff had access to relevant policies, procedures and practice guidance; in addition staff had access to the intranet as a means of keeping abreast of policy and legislative changes.

Recorded team meetings were held; minutes of these meeting were available.

**Standard 21 (21.1 - 21.6)****The fostering service has a clear strategy for working with and supporting carers.****Key Findings and Evidence****Standard met?****3**

Information and planning on all aspects identified in MNS 21.2, was in evidence.

The foster carer handbook issued to all carers provides an important and informative resource for carers.

In interview foster carers reported that they knew and understood the respective roles and responsibilities of the family placement officer and the children's social worker.

A system to trigger and monitor foster carer reviews was in place. Review reports are presented to the Fostering Panel. Please refer to comments detailed in NMS 6 and 16.

Feedback from foster carer questionnaires identified the support received from placing social workers as the least helpful aspect of support offered, mostly because of cancelled appointments, unreturned telephone calls, lack of recognition of foster carer role and turnover of social workers, resulting in children having changes in social workers and no opportunity to subsequently develop a relationship. These issues were highlighted in the previous inspection.

Feedback from interviews with family placement officers, placing social workers and questionnaires indicate that communication between these workers is considered to be generally to be satisfactory.

**Standard 22 (22.1 - 22.10)**

The fostering service is a managed one that provides supervision for foster carers and helps them to develop their skills.

**Key Findings and Evidence****Standard met?****2**

All foster carers had a named supervisor. All staff with responsibility for supervising foster carers had a social work qualification.

The fostering service has reviewed and revised its Foster Care Agreement to reflect the new National Minimum Standards and Requirements. The document had been revised to include details on the terms of the foster carers approval.

Foster carers were provided with a handbook, which provides foster carers with information and practice guidance on a broad range of issues pertinent to the role of a foster carer.

In interview family placement officers and foster carers reported that they do meet regularly and this was evidenced in the foster carer files examined by the inspector. However as previously indicated staff shortages meant that visits to foster carers had had to be prioritised. Some foster carers had not had a visit for periods of up to three months. The inspector was advised that when visiting was not possible telephone support was provided. Feedback from foster carer interviews and questionnaires showed foster carers were made aware of the temporary staff shortages within the team and of the arrangements to provide support in the absence of specific workers.

A system of out of hours support was available to foster carers, Feedback from foster carers via interviews and questionnaires indicate improvement have been noted since the last inspection due to the development of the LAC team.

Feedback from foster carers via questionnaires and interview indicated that they were informed about the complaints procedure and how to use it. This was also the view of children who responded via their questionnaire

Records of allegation of abuse were maintained and monitored. The service had a procedure for Management of Allegations of Abuse by Foster Carers. A policy framework for deregistration of a foster carer was available.

**Standard 23 (23.1 - 23.9)**

The fostering service ensures that foster carers are trained in the skills required to provide high quality care and meet the needs of each child/young person placed in their care.

**Key Findings and Evidence****Standard met?****2**

The fostering service had a well-designed approval-training programme. It includes provision for both adult members of the applicant's household, the applicants own children and is flexible in its delivery and includes safe caring.

A post-approval training programme had been designed. However evidence from staff and foster carer interviews, examination of documentation shows very little foster training had been delivered and accessed since the last inspection, which had resulted from staff shortages. The manager was aware of the implications of this for foster carers and children in placement. The inspector was advised that training would be given a high priority in the



coming year.

Again as previously highlighted staff shortages had also impacted on the team capacity to keep pace with reviewing activity. The manager was aware of the implications of this and the inspector was advised that any outstanding reviews would be carried out speedily.

## Records

The intended outcome for the following set of standards is:

- All appropriate records are kept and are accessible in relation to the fostering services and the individual foster carers and foster children.

### Standard 24 (24.1 - 24.8)

The fostering service ensures that an up-to-date, comprehensive case record is maintained for each child or young person in foster care which details the nature and quality of care provided and contributes to an understanding of her/his life events. Relevant information from the case records is made available to the child and to anyone involved in her/his care.

Key Findings and Evidence	Standard met?	3
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Foster carers are provided with Looked After Children's documentation and are made aware through training and procedural guidance of the need to ensure confidentiality of information and the importance of keeping records secure.

Feedback from foster carer questionnaires and interviews with foster carers indicated that some foster carers were not provided with sufficient information concerning the needs of children placed. Other commented that they felt that some information was deliberately omitted.

Foster carer confirmed that they were made aware of the need to maintain a records of children's placements and that they were provided with the necessary guidance and equipment to do this.

The foster carer handbook includes information on confidentiality, record keeping and other related matters

### Standard 25 (25.1 - 25.13)

The fostering service's administrative records contain all significant information relevant to the running of the foster care service and as required by regulations.

Key Findings and Evidence	Standard met?	3
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The service had a clear policy and procedures for establishing and maintaining case files. Records about complaints and allegations were held and maintained with an individual record sheet on each foster carer file to log these.

Separate records as detailed in NMS 25.2 were kept. Foster carers and children were made aware, through leaflets and procedures of how to gain access to their records.

Files looked at during the inspection were found to be well managed, documented and maintained. Storage and security arrangements were adequate.

All foster carer and staff files examined contained records of checks and references.

<b>Number of current foster placements supported by the agency:</b>			127
<b>Number of placements made by the agency in the last 12 months:</b>			X
<b>Number of placements made by the agency which ended in the past 12 months:</b>			X
<b>Number of new foster carers approved during the last 12 months:</b>			X
<b>Number of foster carers who left the agency during the last 12 months:</b>			X
<b>Current weekly payments to foster parents: Minimum £</b>	X	<b>Maximum £</b>	X

## Fitness of Premises for use as Fostering Service

The intended outcome for the following standard is:

- The premises used as offices by the fostering service are suitable for the purpose.

Standard 26 (26.1 - 26.5)

Premises used as offices by the fostering service are appropriate for the purpose.

**Key Findings and Evidence**

**Standard met?**

3

The premises are located in a village near to Scunthorpe. No adverse comments were received from foster carers regarding the buildings accessibility. The building lends itself to foster carer training and or formal/informal meetings and groups.

The office is available to provide for the matters detailed in NMS 26.3. In interview the administrative staff reported that storage and security arrangements are adequate.

Adequate insurance and or replacement arrangements are provided by the local authority

## Financial Requirements

The intended outcome for the following set of standards is:

- The agency fostering services are financially viable and appropriate and timely payments are made to foster carers.

### Standard 27 (27.1 - 27.3)

The agency ensures it is financially viable at all times and has sufficient financial resources to fulfil its obligations.

Key Findings and Evidence	Standard met?	3
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The Local Authority provides the service, therefore financial viability is accepted.

### Standard 28 (28.1 - 28.7)

The financial processes/systems of the agency are properly operated and maintained in accordance with sound and appropriate accounting standards and practice.

Key Findings and Evidence	Standard met?	3
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The services budget is subject to the accounting and auditing processes of the central financing section of North Lincolnshire Council.

The fostering service is allocated a budget on an annual basis, which is subject to regular monitoring, by the fostering service and administration manager.

**Standard 29 (29.1 - 29.2)**

Each foster carer receives an allowance and agreed expenses, which cover the full cost of caring for each child or young person placed with him or her. Payments are made promptly and at the agreed time. Allowances and fees are reviewed annually.

**Key Findings and Evidence**

**Standard met?**

3

The authority had written information on current foster allowances. Allowances are reviewed annually. Feedback from interviews conducted with foster carers and foster carer questionnaires indicate no specific concerns regarding payments and allowances. However of the 24 foster carers who returned a questionnaire 6 commented that the fostering service should provide more detailed information on what allowances are available and how to how to claim these.

Kinship carers are paid the same allowances as other foster carers.

## Fostering Panels

The intended outcome for the following set of standards is:

- **Fostering panels are organised efficiently and effectively so as to ensure that good quality decisions are made about the approval of foster carers, in line with the overriding objective to promote and safeguard the welfare of children in foster care.**

### Standard 30 (30.1 - 30.9)

Fostering panels have clear written policies and procedures, which are implemented in practice, about the handling of their functions.

#### Key Findings and Evidence

#### Standard met?

3

The inspector met with the panel chair, and observed a panel meeting. Panel members were observed to be welcoming to applicants and attempts were made to put them at ease.

The Fostering Panel policies and procedures reflected the Fostering Services Regulations and National Minimum Standards in terms of practical, organisational and legal implications in respect of membership and practice.

An independent person chairs the panel and the panel had medical representation All panel members had been CRB cleared.

Meetings of the panel are formally recorded and decisions/recommendations are placed on the relevant foster carer's file. Past panel minutes examined as part of this inspection were comprehensive and consistently recorded.

Arrangements were in place for the panel to receive service information on a quarterly basis.

## Short-Term Breaks

The intended outcome for the following set of standards is:

- When foster care is provided as a short-term break for a child, the arrangement recognises that the parents remain the main carers for the child.

### Standard 31 (31.1 - 31.2)

Where a fostering service provides short-term breaks for children in foster care, they have policies and procedures, implemented in practice, to meet the particular needs of children receiving short-term breaks.

Key Findings and Evidence	Standard met?
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This standard was not assessed on this occasion.



## Family and Friends as Carers

The intended outcome for the following set of standards is:

- **Local authority fostering services' policies and procedures for assessing, approving, supporting and training foster carers recognise the particular contribution that can be made by and the particular needs of family and friends as carers.**

### Standard 32 (32.1 - 32.4)

These standards are all relevant to carers who are family and friends of the child, but there is recognition of the particular relationship and position of family and friend carers.

<b>Key Findings and Evidence</b>	<b>Standard met?</b>	<b>3</b>
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It was evident from the interview with the fostering service manager and family placement officers and records seen, that the service does recognise the contribution of family and friend foster carers and endeavours to provide for their training and support needs in a sensitive way. Feedback from staff interviews and questionnaires highlighted that some kinship carers are reluctant to take up training opportunities. Feedback from foster carer interviews and questionnaires highlighted that they felt training offered was not considered to be relevant.

The assessment for kinship carers was provided in ways consistent with the training and support of other foster carers.

Policies and procedures for assessing, approving supporting and training foster carers were available and are applied to kinship carers.

**PART C**

**LAY ASSESSOR'S SUMMARY**

**(where applicable)**

**Lay Assessor** \_\_\_\_\_ **Signature** \_\_\_\_\_  
**Date** \_\_\_\_\_

**D.1 Registered Person's or Responsible Local Authority Manager's comments/confirmation relating to the content and accuracy of the report for the above inspection.**

We would welcome comments on the content of this report relating to the Inspection conducted on <enter date(s) of inspection here> and any factual inaccuracies:

Please limit your comments to one side of A4 if possible

**Action taken by the CSCI in response to the provider's comments:**

Amendments to the report were necessary

NO

Comments were received from the provider

NO

Provider comments/factual amendments were incorporated into the final inspection report

Provider comments are available on file at the Area Office but have not been incorporated into the final inspection report. The inspector believes the report to be factually accurate

**Note:**

In instances where there is a major difference of view between the Inspector and the Registered Provider responsible Local Authority fostering service Manager both views will be made available on request to the Area Office.

**D.2 Please provide the Commission with a written Action Plan by which indicates how statutory requirements and recommendations are to be addressed and stating a clear timescale for completion. This will be kept on file and made available on request.**

**Status of the Provider's Action Plan at time of publication of the final inspection report:**

Action plan was required

YES

Action plan was received at the point of publication

YES

Action plan covers all the statutory requirements in a timely fashion

YES

Action plan did not cover all the statutory requirements and required further discussion

Provider has declined to provide an action plan

Other: <enter details here>

**Public reports**

It should be noted that all CSCI inspection reports are public documents. Reports on children's homes are only obtainable on personal application to CSCI offices.

**D.3 PROVIDER'S AGREEMENT**

**Registered Person's or responsible Local Authority Manager's statement of agreement/comments: Please complete the relevant section that applies.**

**D.3.1 I \_\_\_\_\_ of \_\_\_\_\_ confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on the above date(s) and that I agree with the statutory requirements made and will seek to comply with these.**

**Print Name** \_\_\_\_\_  
**Signature** \_\_\_\_\_  
**Designation** \_\_\_\_\_  
**Date** \_\_\_\_\_

**Or**

**D.3.2 I \_\_\_\_\_ of \_\_\_\_\_ am unable to confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on the above date(s) for the following reasons:**

**Print Name** \_\_\_\_\_  
**Signature** \_\_\_\_\_  
**Designation** \_\_\_\_\_  
**Date** \_\_\_\_\_

Note: In instance where there is a profound difference of view between the Inspector and the Registered Provider both views will be reported. Please attach any extra pages, as applicable.

## Commission for Social Care Inspection

33 Greycoat Street

London

SW1P 2QF

Telephone: 020 7979 2000

Fax: 020 7979 2111

National Enquiry Line: 0845 015 0120

[www.csci.org.uk](http://www.csci.org.uk)

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