



Making Social Care  
Better for People

# inspection report

Fostering Services

## **London Borough of Barnet Fostering Service**

Barnet House  
1255 High Road  
Whetstone  
London  
N20 0EJ

10th 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**

London Borough of Barnet Fostering Service

**Address**

Barnet House, 1255 High Road, Barnet, London, N20 OEJ

**Local Authority Manager**

Ms Ruth Moher

**Tel No:**

020 8359 2000

**Address**

Barnet House, 1255 High Road, Barnet, London, N20 OEJ

**Fax No:**

**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 ?**

NO

**Date of last inspection**

7/1/04

<b>Date of Inspection Visit</b>		10th January 2005	<b>ID Code</b>
<b>Time of Inspection Visit</b>		09:30 am	
<b>Name of Inspector</b>	<b>1</b>	Mrs Angela Grier	079915
<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>		Sarah Roberts	

**Introduction to Report and Inspection**

**Inspection visits**

**Description of Fostering Service**

**Part A: Summary of Inspection Findings**

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

**Implementation of Statutory Requirements from last Inspection**

**Statutory Requirements from this Inspection**

**Good Practice Recommendations from this Inspection**

**Part B: Inspection Methods & Findings**

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

- 1. Statement of purpose**
- 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**
- 10. Short-term breaks**
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**Part D: Provider's Response**

**D.1. Provider's comments**

**D.2. Action Plan**

**D.3. Provider's agreement**

## 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 London Borough of Barnet Fostering Service. 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.

Barnet fostering service has a full time manager, two full time team managers and two part time team managers who job share. The pre inspection questionnaire showed there were 11 supervising social workers in the fostering teams supported by three outreach workers. At the time of the inspection the administrative support services for the social work teams were under review and a centralised system was being planned.

The statement of purpose indicates that there are 114 approved foster carers, a further 22 carers are in the process of assessment and 15 applicants are waiting to begin preparation training.

The statement of purpose describes the fostering team as part of the services provided to children and families which aims to provide placements in a family for children who cannot, either temporarily or permanently be cared for within their own family of origin.

## 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.)

This is the third inspection of the Barnet Fostering Service which began on 10<sup>th</sup> January 2005 and was completed on 21<sup>st</sup> January 2005.

At the previous inspection eight requirements were made. Of these six have been met and two are outstanding and will be restated in this report. At this inspection seven new requirements have been made with four recommendations.

The changes which were taking place in the whole of the Children's services last year are beginning to show positive results. The assistant divisional manager left in March 2004 and was replaced by the present manager. The inspector was advised that the assistant divisional manager has resigned and will leave the department by the end of March 2005. A replacement has been appointed and a handover planned. During this year a number of important changes have taken place and staff have confirmed to the inspector that they have felt supported by management during this time. At the end of 2004 the administrative staff for the Children's services teams were advised that the service was to be centralised. Consultation was taking place during the course of the inspection.

The fostering service continues to provide three teams of supervising social workers. The Assessment and Training team has two part time managers who job share and who also have specific responsibilities within the team. Staff vacancies have been a problem for the whole of the fostering service and has left some foster carers without support for some considerable period of time. The teen care team were reduced to one supervising social worker for a considerable period of time. One of the cases tracked by the inspector showed that both the young person in placement and the foster carer were without social work support. This was a time of upheaval in the placement and both carer and young person did not know how to address the problems. The inspector discussed these issues with the manager of the service.

There is a need to review the role of the Specialist Foster carers and consider how their skills can be fully utilised.

There was a poor response to the foster carer's questionnaires, only six foster carers responded and one placing officer. Four out of the six questionnaires highlighted issues which the inspector discussed with the carers either by direct interviews or by telephone and their responses are included in the report.

The register of foster carers and the panel minutes seen by the inspector indicated that there is an increasing number of kinship care cases and it may be necessary to formalise the arrangements for dealing with children who are placed with their family or friends to ensure that they are properly supported. As part of the case tracking process the inspector interviewed a relative carer and issues were raised which will be incorporated in the report. The appointment of a part time manager in the Assessment and Training team who is dedicated to the training of foster carers is a very positive move and a draft training programme has been produced.

Information on complaints had not been properly collated and correspondence on individual files was not in order.

The present manager has needed to deal with historical problems which reflected a lack of consistency in the decision making process and which appeared to highlight the lack of



experience of staff and a cohesive management policy.

Although there are more requirements in this report the inspector did confirm to the manager and the Divisional manager at the feedback session that many positive changes have taken place since the last inspection and plans are in place to build on this service. It is hoped that the new manager will be able to continue the progress that has been made.

The inspector wishes to thank all the staff of the fostering service for their cooperation during the inspection.

#### **Statement of Purpose [standard 1]**

**This standard was met.**

The statement of purpose is now considered to be a live document, changes required by the last inspection have been completed.

#### **Fitness to provide or manage a fostering service [2-3]**

**1 out of 2 standards were met.**

The staff file for the manager of the service did not have all the required information. The fostering service is managed by those with appropriate skills and experience.

#### **Management of the fostering service [standards 4-5]**

**2 out of 2 standards were met.**

The fostering service has been managed effectively and efficiently. Staff are clear about the level of accountability and systems are in place to monitor the effective use of the service.

#### **Securing and Promoting Welfare [standards 6-14]**

**8 out of 9 standards were met.**

Foster carers are provided with preparation training and support. The matching process is monitored but foster carers told the inspector that there was often very little information available to them to make an informed decision when emergency placements outside their approval were requested. Contact with families is encouraged and supported by the service. Vacancies in the Leaving Care team have left some young people without social workers.

#### **Recruiting checking managing, supporting and training staff and foster carers.**

**[Standards 15-23]**

**5 out of 9 standards were met.**

There are sound recruitment practices within the local authority. The organisation and management of the service is now more efficient and effective. However there have been a number of staff vacancies which have not been filled by Agency staff during the year leaving gaps in the service provided to carers. The training for foster carers is now controlled by the part time team manager of the Assessment and Training team. A programme has been devised for the coming year but there were difficulties finding suitable venues for programmes which were planned in the next few months. The records of complaints were not properly maintained and available for inspection and information on complaints was not on the foster carer's files

#### **Records [standards 24-25]**

**2 standards were not met.**

There are systems in place to monitor the case recordings but these systems do not appear to have been properly followed. This may be due to the lack of staffing. The inspector was told by the manager at the feedback session that two new staff had been appointed to the teams.

**Fitness of premises. [standard 26]**

Staff work closely with colleagues in the children and families section who are all located on the same floor.

**Financial requirements [standard 27]**

**This standard was met.**

The fostering service is part of the local authority and has sufficient financial resources to fulfil its obligations.

**Financial processes [standard 28]**

**This standard was met.**

The local authority has sound financial systems and appropriate accounting standards.

**Payment to Carers [standard 29]**

**This standard was met.**

Each foster carer receives an allowance. There is a written policy on fostering allowances which is reviewed annually.

**Fostering Panels [standard 30]**

**This standard was met**

The fostering panel membership has changed and includes people from a variety of backgrounds including a care leaver and an experienced foster carer. The medical advisor is now a non voting member. There are regular training sessions for the panel and although no annual report has been compiled for this year there is sufficient information to ensure that a quality assurance report can be produced for 2005.

**Short term breaks [standard 31]**

**This standard was not met.**

Short term respite care is provided by the Barnet Link and prospective placements are brought to the foster care panel. There is still some confusion regarding the departmental policy with regard to children sharing bedrooms on a respite care break.

**Family and Friends as Carers [standard 32]**

**This standard was met.**

This area of work is growing and the manager recognises the need to provide a consolidated approach to the work.

## **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:**

## Implementation of Statutory Requirements from Last Inspection

Requirements from last Inspection visit fully actioned?

NO

**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	
1	30	FS24	The manager must ensure that files are properly maintained as indicated in this standard and contain the information required in Regulation 30.	30.6.05
2	28[5][b]	FS31	The manager must ensure that the policies and procedures for respite care placements presented to panel are in line with departmental policy.	30.6.05

**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.**

<b>Condition</b>	<b>Compliance</b>	
<b>Comments</b>		

<b>Condition</b>	<b>Compliance</b>	
<b>Comments</b>		

<b>Condition</b>	<b>Compliance</b>	
<b>Comments</b>		

<b>Condition</b>	<b>Compliance</b>	
<b>Comments</b>		

<b>Lead Inspector</b>	<b>Angela Grier</b>	<b>Signature</b>	_____
<b>Second Inspector</b>	_____	<b>Signature</b>	_____
<b>Locality Manager</b>	<b>Mandy Jobling</b>	<b>Signature</b>	_____
<b>Date</b>	<b>21 March 2005</b>		_____

## 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	30	FS24	The manager must ensure that files are properly maintained as indicated in this standard and contain the information required in Regulation 30.  <b>This requirement is restated.</b>	30.6.05
2	28[5][b]	FS31	The manager must ensure that the policies and procedures for respite care placements presented to panel are in line with departmental policy.  <b>This requirement is restated.</b>	30.6.05
3	7 [2][c]	FS3	The responsible individual must ensure that full and satisfactory information is available in relation to the appointment of a manager.	30.6.05
4	34 [1][b]	FS8	The manager must ensure that all information relating to the child as set out in Schedule 6 is shared with the foster carer and is part of the foster placement agreement.	30.6.05
5	19 [a]	FS17	The manager must ensure there is a sufficient number of experienced and qualified staff to recruit and support a range of carers.	30.9.05

6	20 [5]	FS18	The manager must ensure that the CRB checks on foster parent and adult members of the household are monitored and that their files provide evidence of decisions taken regarding the statutory checks.	30.6.05
7	17 [1]	FS19	The manager must ensure that there is an ongoing programme of training for foster carers which is easy to access, encourages foster carers to develop their skills and recognises the needs identified in the foster carer's annual review.	30.9.05
8	18 [7]	FS22	The manager must ensure that a full record of complaints and their outcomes made over the preceding 12 months is available for inspection.	30.6.05
9	42 Schedule 7	FS25	The manager must ensure that a system is in place to monitor the matters set out in Schedule 7.	30.6.05

### 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
1	FS13	It is recommended that all new supervising social workers are given a copy of the Handbook for foster carers and given time to read it as part of their induction process.
2	FS15	It is recommended that HR draw up a new checklist which is properly maintained to ensure that staff files contain all the information required from this standard this would ensure that follow up medicals were requested and completed within the time frame.
3	FS21	It is recommended that the manager of the service send a letter to the carer once an allegation has been made against them, providing names and phone numbers of all support networks available.
4	FS30	It is recommended that the manager of the service and the chair of the panel provide a written protocol to panel members which explains what information will be sent to foster carers if the Head of Children's services over rules a panel decision.

\* 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.



**PART B****INSPECTION METHODS & FINDINGS**

The following inspection methods have been used in the production of this report

Number of Inspector days spent	11
Survey of placing authorities	NA
Foster carer survey	YES
Foster children survey	YES
Checks with other organisations and Individuals	NA
• Directors of Social services	NA
• Child protection officer	YES
• Specialist advisor (s)	NA
• Local Foster Care Association	NA
Tracking Individual welfare arrangements	YES
• Interview with children	YES
• Interview with foster carers	YES
• Interview with agency staff	NA
• Contact with parents	NA
• 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	YES
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	YES
Date of Inspection	10/1/05
Time of Inspection	09.00
Duration Of Inspection (hrs)	80

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

The manager told the inspector that the statement of purpose is an active document which is kept under regular review. The inspector was advised that one of the planned tasks for the coming year was to produce a child friendly copy of the statement of purpose. At present children are provided with books from the children's rights service by their placing social worker.

Please forward a copy of the new guide to the Commission and confirm how the guide will reach children and young people.

## 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

The assistant divisional manager is responsible for the overall management of the fostering service and has been in post for 10 months following the retirement of the previous assistant divisional manager. She has all the required qualifications. The manager told the inspector that she will be leaving her post at the end of March 2005. A replacement manager has been appointed and it is intended to provide a handover period to ensure that the service runs smoothly. The inspector wishes to be advised once the new manager takes up her post.

### 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?

2

The inspector saw the file for the manager of the fostering service. The file contained only one reference which was obtained when the manager was employed as an agency member of staff within the children and families service. The inspector checked this with the human resources dept. The explanation was that the Divisional Manager saw the second reference at the time of the initial period of agency employment but this was not copied on to the permanent staff file.

The responsible individual must ensure that full and satisfactory information is available in relation to the appointment of a manager.

## 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?

3

The manager is very clear about the lines of communication within the fostering service. There are regular managers meetings and a placement meeting which reviews the services provided. Financial procedures are reviewed regularly as part of the local authority monitoring systems. Quality performance is monitored by monthly statistics provided to the Director by the Assistant Divisional Managers. The new computer system Swift is being developed to provide management information systems.

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 new manager is very clear about her role within the service. The team managers confirmed that they knew who to contact in her absence. There was a job description on the staff file of the new manager.

## 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

The new assessment and training team work closely with the external recruitment consultant to assess and train prospective foster carers. Preparation training groups and checks on the family and the home are part of the assessment process. The independent reviewing officer advised the inspector that the Health and Safety form has been modified to focus on the issues within the home. The reviewing officer told the inspector that all health and safety recommendations have a deadline date to be met. On a file seen by the inspector there was evidence that a foster carer had been provided with training and support when caring for a baby with special needs.

### 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

Barnet Council has an equalities group. The manager told the inspector that each team has been asked to put together an equalities action plan with specific targets and purposes. The pre inspection questionnaire confirmed that children with disabilities are cared for within the Barnet Link scheme and if there is likely to be any additional expense to support the placement then this is discussed at the Placement Panel. Barnet Link carers are approved by the foster care panel. The manager told the inspector that the Barnet Link scheme is not part of the fostering service and do not have the same principles as the fostering service. The scheme is part of the Phase 2 review of services and new policies and procedures would need to be implemented.

**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?****2**

Matching children to foster carers is part of the process of planning placements through the Placement Panel and the Commissioning team. There is also a process when an emergency placement is provided and an exemption to the carer's approval has been agreed by the manager of the fostering service. If the placement continues the case is then considered by the Foster Care Panel. Concern was expressed by the Panel that children are being placed outside the original panel approval and is a 'fait accompli' by the time it reaches the panel. At a meeting of Foster Carers the issue of matching was also discussed and examples were given to the inspector of children placed with foster carers because they had vacancies rather than because there was a matching process. In some instances little was known about the background of the child.

The manager stated in the PIQ that when it is not possible to make a clear match between the child and the carer, a hierarchy of needs is considered and gaps will be addressed through other resources such as the Outreach Worker.

Discussions in the team meetings attended by the inspector confirmed that placements with 'outside of their approval' foster carers who have vacancies will be considered to enable the child to remain in the borough, to minimise the need to use external agencies and to fill a resource which was standing empty.

The manager must ensure that all information relating to the child as set out in Schedule 6 is shared with the foster carer and is part of the foster placement agreement.

**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**

The inspector attended two strategy meetings during the course of the inspection. It was clear that decisions taken in the past by supervising social workers regarding incidents involving foster carers were not acceptable. The inspector discussed the matter with the manager and it was accepted that some staff may need to update their child protection training.

A visit to a foster carer by the inspector revealed that minimal information was given to the new carers regarding the sexualised behaviour of the children. The foster carer described the information being provided on a post it note but has since discovered that the children's family were extremely well known to the department. A second foster carer described to the inspector contact by the fostering service to take a teenager when she was fostering a young child and that her questions regarding the safety of the intended placement were never fully answered.

No questionnaires were returned by young people/children to determine whether bullying takes place in foster homes. Foster carers interviewed by the inspector confirmed that they were aware of the possibility of bullying occurring in their homes.

<b>Percentage of foster children placed who report never or hardly ever being bullied:</b>	X	%
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<b>Standard 10 (10.1 - 10.9)</b>		
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.		
<b>Key Findings and Evidence</b>	<b>Standard met?</b>	3
Foster carers interviewed by the inspector and those who responded to the questionnaires confirmed that family contact is encouraged and supported whenever possible. The inspector attended a Placement Panel meeting where extra money was granted to facilitate transport between a residential home and the respite carer and parent. The inspector was told that the local family centre is being set up as a contact centre and staff in the Commissioning team are working on this and other venues in the borough.		

<b>Standard 11 (11.1 - 11.5)</b>		
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.		
<b>Key Findings and Evidence</b>	<b>Standard met?</b>	3
The Children's Rights Officer is employed by Barnados and contracted to work for Barnet to preserve the independence of the role. Over the last year there have been specific activities arranged during the holidays for children and young people who are fostered. The Independent Reviewing Officers work from the Listening to Children division. There was no response to the questionnaires from children or young people.		

<b>Standard 12 (12.1 - 12.8)</b>		
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.		
<b>Key Findings and Evidence</b>	<b>Standard met?</b>	3
One foster carer interviewed told the inspector of the support she was receiving in order to care for a child with difficult health needs. Another foster carer told the inspector that she had to find for herself specialised play group for a child with disabilities. On the files seen by the inspector there were recent health information records.		



**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

Foster carers seen by the inspector confirm that they are eager to support children in education. However foster carers also told the inspector that payments for school uniforms and extra curricular activities were extremely slow to be paid. One foster carer told the inspector that she was unaware of the possibility that school uniform costs would be met by the department and her supervising social worker was also unsure of the process. The inspector discussed this matter with the manager who confirmed that there had been a problem with this carer but the matter has now been resolved.

It is recommended that all new supervising social workers are given a copy of the Handbook for foster carers and given time to read it as part of their induction process. This would enable them to be more pro active in their support of foster carers.

**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

There have been a number of staff vacancies in the Leaving Care team and in the Teen Care fostering team over the last year. There were no completed questionnaires returned from young people. The inspector interviewed one young person during the course of the inspection who had been contacted by the Leaving Care team but no further action had been taken since then.

Interviews with foster carers confirmed that the staff vacancies in both teams had left them without support for a considerable period of time.

## 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

There have been a number of vacancies in the fostering service since the last inspection. One member of staff has been on long term sick leave for many months, one team manager recently took sick leave and will not return for some weeks. Foster carers talked to the inspector about the impact that staff shortages have on their work.

The staff files seen by the inspector indicated that staff did have relevant experience in working with children to become supervising social workers. Records of references and proof of identification are now being retained. HR practices have been changed over the last year as a result of recent new legislation, this will ensure that documents produced to the interview panel will also need to be produced to an HR representative for CRB approval and subsequently placed on a staff file if the applicant is successful.

The HR dept have been advised not to keep any information on the CRB checks on the staff files. There is now a separate system of back checking to update all CRB's. The number of the CRB and the clearance is noted on the staff file.

It is recommended that HR create a new checklist which is properly maintained to ensure that staff files contain all the information required from this standard this would ensure that follow up medicals were requested and completed within the time frame.

Total number of staff of the agency:

21

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

4

### 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?

3

The Commissioning team has an identified worker who checks on the suitability of outside agencies and monitors their performance. The manager told the inspector that the team is to pilot a new work load management system similar to one used in the Children's services. Supervising social workers advised the inspector that locating children's services and fostering and adoption in the same building has enabled a greater sharing of information between the teams. Staff confirmed that they receive regular supervision. Staff of the fostering service support training to carers. Annual foster carer reviews include a training section.

New and existing staff are becoming familiar with the new computer systems.

In December staff were advised that there would be a review of the team administrators.

During the inspection various meetings took place and staff expressed their concern about the way the process was taking place and the ultimate loss of individual team administrators. Foster carers often referred to the administrator as the first point of support when trying to contact their supervising social workers. The outcome of these meetings is intended to produce a more centralised administrative response.

**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.**

**Key Findings and Evidence**

**Standard met?**

**2**

There have been a number of vacancies in the fostering teams during the last year. The teencare team had only one supervising social worker for some considerable time. One vacancy is due to long term sick leave but mainly due to staff leaving and not being replaced by Agency staff until permanent staff were recruited. The manager told the inspector at the feedback session that the last two staff vacancies had been filled.

Foster carers had mixed experiences of the lack of staffing, some felt comfortable with the duty system others felt abandoned by the team and felt they were expected to sort things out for themselves. Foster carers felt more able to deal with the lack of a children's social worker if they had their own supervising social worker.

There is a retention scheme for staff and a bursary scheme with Middlesex University to train social workers.

Recruitment of foster carers is completed by the Assessment and Training team. At a team meeting attended by the inspector there were 5 outstanding Form F Assessments which needed to be allocated to the team or 'somebody else by agreement'. The team supports the foster carers through to their first review. The inspector was told that the team had not reached a full complement of staff since it was formed. There is no targeted recruitment of foster carers.

The fostering service has a team of Specialist foster carers. There appears to be some confusion among foster carers about this role. Foster carers told the inspector that they are asked to take a 'special' child but not paid a specialist rate. In some cases specialist foster carers are being used to care for 'ordinary children'. The manager told the inspector that the role of the specialist carer is being reviewed.

The manager must ensure there is a sufficient number of experienced and qualified staff to recruit and support a range of carers.

**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?****2**

There is an out of hours duty service provided by the fostering teams and there is an out of hours rota for management cover for this service.

The local authority is tightening up the HR policies and procedures for recruitment to ensure that the staff files contain all the necessary information. Copies of certificates and identification have been included in all new staff files from 1/5/04.

A new independent reviewing officer for foster carers has been appointed and is working on a system of collating all the information required to ensure the review is comprehensive and helpful and that decisions taken at the review are followed through.

One file seen by the inspector showed that a CRB taken out in 2003 on the partner of a carer had comments which would need investigation. There was no evidence that advice had been sought and an explanation approved. The new supervising social worker is now in the process of checking this information. There was no evidence of a procedure in place to deal with CRB's which are returned from carers and their families and which have 'difficult information'.

The manager must ensure that the CRB checks on foster parent and adult members of the household are monitored and that their files provide evidence of decisions taken regarding the statutory checks.

**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?****2**

The fostering service provided a programme of training for foster carers for the coming year. However there appears to be an immediate problem of obtaining suitable venues for the courses.

Foster carers told the inspector that training had not been forthcoming over the last year.

The manager told the inspector that there had been a review of the training department in the last year and now foster carers will receive training directly from the fostering service.

The job share manager of the Assessment and Training team has specific responsibility for the implementation of training for foster carers.

Staff told the inspector that there had been little training in the last year. Staff expressed frustration by the way training is arranged, they book a course but must wait to see if there are enough people before the course is confirmed or cancelled.

NVQ level 3 training has started for foster carers and residential care staff but the communication of the criteria for acceptance to these courses is not clear to foster carers.

Staff are beginning to consider how foster carers learn and the use of video/IT equipment.

Outreach workers offer specialised information to carers but this is not seen as formal training.

The manager has also arranged an NVQ level 4 management course which she hopes will start in March 2005 and which all managers will be expected to attend over a period of time.

The manager must ensure that there is an ongoing programme of training for foster carers which is easy to access, encourages foster carers to develop their skills and recognises the needs identified in the foster carer's annual review.

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

Staff confirmed that they receive regular supervision from their managers. There are regular team meetings but with the Teencare team recently decimated due to illness and vacancies the one remaining staff member was supervised by the assistant divisional manager. Team meetings have a set agenda. All staff receive a copy of the Barnet Code of Conduct when appointed and this was seen on the staff files. Staff told the inspector that they had six monthly reviews which contributed to their annual appraisal.

**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**

The inspector discussed the support provided to foster carers when an allegation is made against them. At the moment the supervising social worker should refer the carer to the NFA or to the local support groups. Information from carers to the inspector confirmed that this information was not always provided. The inspector suggested to the manager that a letter be sent to the carer once an allegation has been made against them, providing names and phone numbers of all support networks available. The first annual review of a foster carer is taken to the foster care panel. Subsequent reviews will be seen by the manager of the service who will decide if it is necessary to involve the panel. Foster carers expressed their dismay about the loss of the foster carer support groups.

**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**

The fostering service has a foster carer agreement. Two out of the four foster carer files seen by the inspector had signed copies of the agreement. The inspector saw a copy of the foster carers handbook. There were details on all files of the contact between the supervising social worker and the carers.

Carers once again complained to the inspector about the delay in obtaining agreement of extra payments and to receiving them.

Foster carers told the inspector that in some cases they were told to arrange their own respite care placements, others had respite care placements arranged for them.

There was very little information about complaints in the foster carers files. The information held by the manager about complaints related to complaints made since October 2004. The previous records could not be found. The inspector contacted the Complaints Officer for the borough and a list containing three complaints made last year was provided. The information did not show any outcomes. Three foster carers requested to speak to the inspector regarding concerns they had. These conversations took place by telephone and in each case the inspector asked the foster carer if they had made a formal complaint. It was clear that making a complaint was seen as a difficult process and one which either would compromise their supervising social worker or that they had been without a supervising social worker and did not feel confident that they would be listened to.

The inspector saw details on the file of a foster carer of one complaint with 29 outstanding

issues which has been under investigation since February 2004 and is still unresolved. No papers were available in the fostering service.  
The manager must ensure that a full record of complaints and their outcomes made over the preceding 12 months is available for inspection.

**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?**

**3**

Preparation groups are planned on a regular basis but there were problems for the February session which had not been resolved regarding the availability of suitable venues in the borough. Outreach workers offer individual foster carers specific advice which sometimes covers a training subject such as Life Story work, but this is not documented as training. The inspector was told that the 'training for trainers' course arranged for February had to be cancelled due to the lack of a suitable venue. The reviewing officer confirmed that training is included in the annual foster carer review.

Last year a day for the sons and daughters of foster carers to include them into the fostering process was organised and according to staff was very successful. A further activity day is planned for this year.

The training of foster carers has been allocated to the fostering service this year.

## 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?

2

There is a written policy on case recording but this is not always followed. Files seen by the inspector were often incomplete, the details of the children placed with the carer were often left blank. One file had very little information on the background of two children placed, the foster carer confirmed that she had been provided with very little information although the children and their family were well known to the department. Liason with the social worker for the children is easier since everyone is located in the same building.

Supervising social workers do not bring their files into supervision session. Foster carer files are reviewed by the reviewing officer prior to the carer's review. The reviewing officer is also involved in audits of files and is reviewing old files looking at 'hindsight' issues as a learning process.

The manager must ensure that files are properly maintained as indicated in this standard and contain the information required in Regulation 30.

### 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?

2

More use is being made of the computer system for record keeping and this enables records to be legible. The LAC forms are used for children. There is a system for the recording of checks and references but this is not updated regularly and does not show outcomes. A CRB check on the partner of a carer had not been followed through and finalised. The action plan from the last report stated that CRB's would be completed at the review of a foster carer there was no system to initiate this.

Records of complaints were not always recorded on the foster carers files. There were no records of any allegations on the files seen by the inspector as stated in standard 25.2.

The manager must ensure that a system is in place to monitor all the matters set out in Schedule 7.

<b>Number of current foster placements supported by the agency:</b>			114
<b>Number of placements made by the agency in the last 12 months:</b>			130
<b>Number of placements made by the agency which ended in the past 12 months:</b>			145
<b>Number of new foster carers approved during the last 12 months:</b>			24
<b>Number of foster carers who left the agency during the last 12 months:</b>			4
<b>Current weekly payments to foster parents: Minimum £</b>	316	<b>Maximum £</b>	368



## 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

Staff in the Looked After Children's team and the fostering service are located on the same floor in Barnet House. The team administrator structure was being reviewed at the time of the inspection and was causing concern among staff about the effect this will have on the fostering service. Concern was expressed to the inspector by staff at the possible loss of the recreation area at the end of the floor. The IT system is slowly being introduced to all staff and there is more equipment available. Certain health and safety issues regarding the building have been addressed by the appropriate channels.

## 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 fostering service is part of the local authority and is financially viable. Managers are invited to the monthly budget meetings to understand the budget process. The inspector was told that the payments to carers will be moved to the SWIFT computer programme in due course and the financial teams will be providing daily costings of each placement from 1/4/05.

### 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 local authority has systems in place to operate and maintain sound and appropriate accounting standards and practice. The manager of the service receives regular information on the financial state of the service. The service reviews the charging of fees and expenses for foster carers.

**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**

Foster carer payments are reviewed annually. There is a written policy on fostering allowances. There has been some confusion regarding extra payments for carers. The inspector saw information on foster carer files where decisions have been made by the previous manager which were not properly documented or based on policy. A lack of consistent and transparent policy has led to misunderstandings among foster carers. The manager of the service is aware of this and has been clear in her decision making. The lack of experience/knowledge of supervising social workers has also led to misunderstandings with individual carers. Reference to the Foster Carer's Handbook is essential to ensure that the policy of the service is clearly understood.

## 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 composition of the panel has changed since last year. The panel includes two councillors, a foster carer from a neighbouring borough and a care leaver. The medical officer now takes a non voting role in view of her increasing work load. She will email her concerns or opinions if she is unable to attend. There was no Quality Assurance report from last year. The new manager came into her post in March 2004 and has worked with the chair of the Panel to collate the information but has not produced a report. The chair has had meetings with the Head of Children's Services and the Divisional Manager and a decision was reached that the divisional manager would attend the panel twice a year. Panel training has taken place and a further session is planned for March.

The inspector had discussions with panel members who confirmed that there is no clear understanding of the role of the Head of Children's services over-ruling a panel decision. There was also discussions about the exemption process exercised by the manager of the service and brought to panel if the placement continued. The chair of the panel told the inspector that she has identified these and other issues which will be brought to the Panel training sessions.

It is recommended that the manager of the service and the chair of the panel provide a written protocol to panel members which explains what information will be sent to foster carers if the Head of Children's services over rules a panel decision.

The manager announced her resignation to the panel and advised that her successor would be appointed and a handover provided to ensure the continuity of the service.

## 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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The provision of short breaks for children is provided by the Barnet Link scheme. The foster care panel approves families who are offering respite care to children with disabilities and where the parents remain the main carers for the child.

There is still a lack of clarity between the panel, the department and the Barnet Link social workers who are part of the Children and Disabilities team regarding the sharing of bedrooms. The inspector was advised by the manager that consideration is being given to include this service in the fostering service in Phase 2 of the reorganisation. A time frame had not been provided for this decision.

The manager must ensure that the policies and procedures for respite care cases presented to panel are in line with departmental policy.

## 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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The inspector identified through the panel minutes and in the list of foster carers that there has been an increase in the number of children placed with family and friends. Previous inspections have not concentrated on this aspect of the service. The manager has written a comprehensive procedure to all staff to clarify the position between Regulation 38 placements leading to Kinship care placement.

The view of the staff interviewed suggests that there is a fragmented approach to kinship care. The divisional manager is aware of the increase in families providing this service.

**PART C**

**LAY ASSESSOR'S SUMMARY**

**(where applicable)**

NOT APPLICABLE AT THIS INSPECTION.

**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 of London Borough of Barnet Fostering Service conducted on 10 January 2005 and any factual inaccuracies:

Please limit your comments to one side of A4 if possible

NO COMMENTS HAVE BEEN RECEIVED FROM THE PROVIDER.

WE ARE WORKING ON THE BEST WAY TO INCLUDE PROVIDER RESPONSES IN THE PUBLISHED REPORT. IN THE MEANTIME RESPONSES RECEIVED ARE AVAILABLE ON REQUEST.



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

Amendments to the report were necessary	<input type="checkbox"/>
Comments were received from the provider	<input type="checkbox"/>
Provider comments/factual amendments were incorporated into the final inspection report	<input type="checkbox"/>
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	<input type="checkbox"/>

**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 18 April 2005, 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	<input type="checkbox"/>
Action plan was received at the point of publication	<input type="checkbox"/>
Action plan covers all the statutory requirements in a timely fashion	<input type="checkbox"/>
Action plan did not cover all the statutory requirements and required further discussion	<input type="checkbox"/>
Provider has declined to provide an action plan	<input type="checkbox"/>
Other: <enter details here>	<input type="checkbox"/>

**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 Paul Fallon of London Borough of Barnet for Barnet Fostering Service confirm that the contents of this report are a fair and accurate representation of the facts relating to the inspection conducted on 10 January 2005 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 Paul Fallon of London Borough of Barnet for Barnet Fostering Service 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 10 January 2005 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.

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