

**Assurance Map**

**Cluster – Children & Families Services (Children’s Social Work)**

<p align="center"><b>First Line of Defence (Do-ers)</b></p>	<p align="center"><b>Second Line of Defence (Helpers)</b></p>	<p align="center"><b>Third Line of Defence (Checkers)</b></p>
<ul style="list-style-type: none"> <li>• Professional Supervision in place for all CSW staff ensuring day to day service delivery.</li> <li>• Team Managers/SM’s oversight of finances for teams</li> <li>• Agreed health and safety procedures – all staff supported to familiarise as part of induction.</li> <li>• All staff involved in risk assessment process</li> <li>• Team Business Continuity Plans in place</li> <li>• Tracking and monitoring arrangements in place in all schools to track performance and delivery of statutory duties.</li> <li>• Learning from case reviews considered on single and multi-agency basis and embedded at practitioner level.</li> <li>• Voice of children and young people at the heart of service planning and improvement.</li> <li>• Regular analysis of CSW data to improvement planning on both single and multi-agency basis.</li> <li>• Staff supported to fulfil registration requirements to ensure continuous professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• Health and Safety guidance for services, including Lone Working</li> <li>• Identified health and safety team link for all teams</li> <li>• Child protection and safeguarding guidance and professional learning available</li> <li>• Range of policies/procedures for schools to support consistent practice</li> <li>• SM QA activity within teams and through professional supervision.</li> <li>• Multi-agency Quality Improvement activity</li> <li>• Service Business Continuity Plan</li> <li>• Improvement groups comprising central Officers and school staff identify and address emerging risks</li> <li>• Data dashboard and Risk Register discussed fortnightly by SMT</li> <li>• Risk Management Board review of Risk Register</li> <li>• Executive Board Structure</li> <li>• Regular finance meetings with Senior Leadership Team</li> <li>• Assurance Team</li> <li>• Committee reports</li> <li>• Regular contact with SWS and COSLA</li> </ul>	<ul style="list-style-type: none"> <li>• Care Inspectorate Inspections</li> <li>• HSE Covid-19 inspections</li> <li>• Health and Safety Team compliance visits to work settings</li> <li>• ECMT data reviews</li> <li>• Performance reports to Committee</li> <li>• Annual reporting of Risk Registers to Committee</li> <li>• Internal Audit Plan approved and overseen by Audit, Risk and Scrutiny Committee</li> <li>• Regular contact with Scottish Government OCSA Team</li> <li>• External Audit</li> <li>• Monthly budget print outs • Annual External Audit and report • Annual Internal Audit Plan approved and overseen by Audit, Risk and Scrutiny Committee</li> <li>• Audit Scotland and National Audit reports</li> </ul>