**Moderation Panel January 2023**

**Terms of reference:**

**Introduction:**

Kirklees Children’s Services are committed to making Kirklees an outstanding place in which children and families can thrive.

To help us achieve the consistent delivery of high-quality services, with children at the centre, we are committed to understanding what impact our services have on outcomes for children, young people, families and communities, to ensure that they receive the right support, at the right time and that we make a positive difference.

Shared feedback across Service Areas has been extrapolated from the learning events that have been undertaken. These have been triangulated back to service through practice and progress events in Children’s Social Care, team meetings and peer groups, discussion at Senior Leadership Team meetings and presentation at Quality Assurance Panel.

Through practitioner feedback received from Practice Learning Days, an overview of learning and a review of the activity within the Quality Assurance (QA) framework review, it has become apparent that more needs to be undertaken regarding the sharing of learning from the activity across the directorate.

Identified in the review of the QA framework, is the need for improved moderation and further structure surrounding audit activity. As a result, a Moderation Panel is to be established.

The purpose of the panel, held 6 weekly, is to ensure that there a shared understanding of what is best practice, assurance that we are able to determine where there areas for learning and share this learning throughout the organisation.

The focus of membership and terms of reference will ensure a cross directorate approach to moderation.

**Membership and Frequency**

These meetings will take place every 6 weeks.

There will be a core membership from representatives ( see table below) from across Children’s Services, including Family Support and Child Protection, Resources, Improvement and Partnership, Learning and Early Support and membership also includes a representative from Learning and Organisational development.

There will be an invitation on a rotational basis to other areas of practice as and when the panel are exploring thematic reviews. This could include Youth Engagement Services, Children with Disabilities, Child Protection or Children Looked After Independent Reviewing Officer Service Mangers etc. Consideration will also be given as to how best to evidence the voice of the child. The expected core attendees are outlined in the table below.

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| Name | Job Title |
| Robert Fordyce (Chair) | Principal Social Worker and Head of Service for Quality Assurance in Family Support and Child Protection. |
| Sara Miles | Head of Service for Quality Assurance and Safeguarding, in Resources Improvement & Partnerships.  Chair of Practice, Policies and Procedures and Learning and Development subgroups for the KSCP |
| Jenny Sneideris | Early Support Service Manager, Learning and Early Support |
| Maria Birch | Learning & Organisational development Service Manager-Childrens Services. Deputy chair of Learning and Development subgroup for the KSCP, member of Child Safeguarding Review panel. |
| Zoe Prince | Service Manager for Quality Assurance and Homes for Children- Manager for Childrens Rights Team. |
|  |  |
| Barbara McGregor | Business Support officer |

**Aim**

* To undertake moderation of the working groups standardised Learning Enabled Activity tool. This will allow for an accurate assessment of the standard of practice across the directorate and allow moderation to be undertaken in a robust manner.
* To sample several completed Learning Enabled Activity tools , from across the service, to be chosen and circulated 1 week in advance of the meeting. Quality Assure these using the agreed criteria and moderate the audit outcomes.
* Offer challenge and support
* Extrapolate themes and learning.
* To inform Performance Meetings focus and influence team Action Planning
* To offer assurance to Senior Managers regarding an understanding of the standard of practice within the service.
* To ensure a process is in place that examines if the activity presents evidence of any themes for learning, consistency in practice and whether we can measure our performance and practice effectively, appropriately and with consistency.
* The Moderation Panel outcomes will then triangulate with training, Key Lines of Enquiry for future Practice Learning Days, audit activity and any deep dives identified to be presented at Childrens Quality Assurance Activity. Feedback to the Learning Enabled Steering Group.
* The purpose is to up improve upon the quality of our audits to ensure that they have the greatest possible impact.

**Outcome:**

The findings from these 6 weekly meetings will be incorporated into the Practice and Progress Meetings, in addition to the Quarterly Service Managers learning Event. Feedback to the Learning Enabled Steering Group.

Findings will also be discussed at Senior Leadership Team meetings and there will be a Quarterly report identifying themes, learning, subsequent actions and impact, presented at Childrens Services Quality Assurance panel, completed on a rotational basis by the core attendees. This will ensure an appropriate line of sight to the Director of Children’s Services and Senior Leadership Team

Any areas of concern will be escalated to the relevant Senior Manager.

**End**

February 2023.