

My ref:

Your ref: CM 2001919/CP

Date: 23rd October 2019

Ian Arundale
Chairperson, Audit Committee
County Hall
Atlantic Wharf
Cardiff
CF10 4UW

Dear Mr. Arundale,

Delivery of Internal Audit Recommendations

Thank you for your letter dated 20th September 2019 in relation to outstanding internal audit recommendations. I am pleased to be able to provide you with an update in relation to each of the recommendations below:

Action 1 – Fully completed and authorised Pathway Plans

Pathway plan documents are recorded on CareFirst and systems are in place to ensure that they are reviewed and updated appropriately. Compliance with this requirement is monitored via the Directorate's quality assurance mechanisms, including Pathway Plan reviews and case audits. This action remained open as we are currently reviewing the Pathway Plan document, however, compliance with the audit action is not dependent upon this review being completed. The responsible Operational Manager will undertake a review to ensure compliance with this action by 31st March 2020 after which time the recommendation can be closed.

Action 2 - Framework of policies and processes in 'Leaving Care'

Action 3 – Policies in Leaving Care

It was intended that these actions would be address by a review of all policies and procedures that was planned in order to bring them up to date with new legislation. An external organisation was commissioned to undertake this work, but this did not proceed and the plans were superseded by a request for funding for temporary regional resource to develop policies, processes and procedures. Policy development across Cardiff and the Vale of Glamorgan has commenced and work to adapt policies to Cardiff will follow. The Leaving Care Policy was prioritised and is being finalised to reflect comments from CMT. The final version will be available by 30th November 2019 after which time these recommendations can be closed, bring forward the target date of 31st March 2020.

I understand that there is a further internal audit planned for Quarter 4, and hope that this will provide us with further assurance.

Yours sincerely,



Claire Marchant
Director of Social Services