

Improvement Plan – Inspection September 2025 Updated April 2026

Green -Complete **Blue**- in process **Red** not yet started

Task	Actions	Date to be Completed by	Person responsible	RAG status
MUST Priority Area for Development				
WBAS must ensure that quality-of-service reviews fully comply with Regulation 39(1) of the Local Authority Adoption Services (Wales) Regulations 2019, with effective arrangements in place for monitoring, reviewing, and improving the quality of the service, including the evaluation of engagement, incidents, complaints, and audits to inform future service development.		Ongoing	RAM	
WBAS must ensure that its records management arrangements fully comply with the requirements of Regulation 28(1) and Schedule 3 of the Local Authority Adoption Services (Wales) Regulations 2019	Record Management Policy to be Drawn up	Draft policy to be shared with the Three information LA Governance teams by 1 st December 2025.	RAM	Update - Policy drafted and send to NPT data officer for first consideration in January 2026

		To be presented to Management Board for final sign off February 2026		
Should - Improvements				
WBAS should continue to strengthen its use of WEP to ensure consistent and timely permanence planning.	WBAS WEP process maps finalised Focus within Marketing strategy on the recruitment of New WEP carers Learning Event on for professionals across the region to raise the profile of WEP and to share learning from the WEP cases worked by the region	10th November 2025 Ongoing May 2026	R&A FF TM RMO R&A TM RAM	Due to TM sickness this will be arranged for September 2026
WBAS should strengthen communication and written materials so that all adopters are fully informed about the range of adoption support services and entitlements available to them at every stage	Adoption support flyer to be designed Flyer to be sent to all community venues and services including statutory teams and education. Website pages on adoption support to be refreshed.	By end of November 2025 By December 2025	RMO Adoption Support Manager MRO	Information being sent out 1st February Work underway to be completed by July 2026

	Ways of introducing the voice of the adopted child and birth parents to be considered further.	1 st April 2026		panel. This to be discussed at the panel business meeting in April 2026
WBAS should ensure that ADM decisions are clearly recorded in the minutes, including analysis and rationale, to strengthen transparency and accountability in line with best practice.	Proforma to be developed for ADM decisions in respect of Matches and Adopter approvals	Immediate	RAM	Completed 10 th September -Proformas are in place.
WBAS should continue to strengthen its marketing strategy and ensure it remains dynamic, inclusive and aligned to national priorities to support the recruitment of sufficient adopters	Marketing strategy in place which is reviewed regularly. A full review of the marketing strategy will be presented to Board in April	New strategic plan will be developed in March 2026	MRO/R&A TM and RAM	Quarterly Review
WBAS should ensure the partnership agreement is updated as a priority to support effective governance and compliance.	Partnership agreement to be reviewed and amended	Management Board in Jan/Feb will approve updated Agreement	RAM WBAS Management Board	Draft to be presented to Board in April 2026 for wider approval by the 3 LA's
CIW requires that WBAS compile an improvement plan and share this with CIW by 30 December 2025	This plan will be updated and provided to CIW and reviewed at quarterly Management Board meetings	30 th December 2025	RAM	Provided to CIW in November 2025

