****

**CARDIFF AND VALE OF GLAMORGAN REGIONAL SAFEGUARDING BOARDs**

**ANNUAL PLAN**

2019 – 2020





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**INTRODUCTION**

This Annual Plan sets outs the strategic priorities, key actions, milestones and performance measures, along with the responsible partners and structure for the period April 2019 to March 2020. It takes into account both the current requirements placed on Safeguarding Children Boards and Safeguarding Adult Boards by Welsh Government and the statutory guidance in relation to Part 7 of the Social Services and Well-being (Wales) Act 2014. Under that guidance, Safeguarding Boards are required to produce annual plans, to be published prior to the beginning of each financial year, and to produce and publish an annual report each July evidencing progress made against the previous year’s Annual Plan. The Act, supplemented by the regulations, provides for when and how the annual plans and reports are to be published and prescribes the content of both the annual plans and the annual reports.

**This document is available in Welsh / Mae’r ddogfen hon ar gael yn Gymraeg.**

**OUR MISSION STATEMENT**

Cardiff and Vale of Glamorgan Regional Safeguarding Children Board will ensure that effective arrangements are in place to protect children within the region who are at risk of abuse, neglect or exploitation.

Cardiff and Vale of Glamorgan Regional Safeguarding Adults Board will protect adults within its area who have needs for care and support (whether or not a local authority is meeting any of those needs) and are experiencing, or are at risk of, abuse or neglect. The Board will aim to prevent those adults within its area, from becoming at risk of abuse, neglect or other kinds of harm and will provide the overall responsibility for challenging agencies to ensure effective measures are in place to protect and prevent.

To achieve these aims the Boards will:

* Promote the development of strategies to prevent risk effectively
* Ensure that agencies are able to challenge themselves and partners in delivering their individual and shared accountability for safeguarding effectively
* Ensure that the voice of the person is heard and recognised in its deliberations
* Promote a culture of critical analysis and review to ensure that lessons are learned when people suffer harm because of gaps in policy, systems or practice

**WHAT IS SAFEGUARDING?**

**Safeguarding** is about protecting children and adults from abuse or neglect. Everyone has a responsibility for safeguarding. Everyone should be protected from being hurt, put at risk of harm or abused, regardless of their age, gender, religion or ethnicity.

**Abuse**

Abuse is when someone does or says things to another person to hurt, upset or make them frightened. It can consist of single or repeated acts.

The abuse can be committed by anyone, but is usually from someone who is in a position of trust – a relative, friend, paid worker or volunteer.

Abuse can take many forms

* **Physical** (hitting, kicking, undue restraint, over or misuse of medication, or inappropriate sanctions).
* **Psychological / emotional** (threats of harm or humiliation, controlling relationships and isolation, verbal or racial abuse).
* **Sexual** (unwanted sexual activity which the adult at risk has not consented to/and or was pressured into consenting).
* **Financial** (theft, fraud or applying pressure around property or wills).
* **Neglect** (failure to meet the everyday needs of the individual at risk, failure to access medical care or services or failure to give prescribed medication).

**WHAT IS A SAFEGUARDING CHILDREN BOARD?**

The Cardiff and the Vale of Glamorgan Regional Safeguarding Children Board (RSCB) brings together representatives of each of the main agencies and professionals responsible for safeguarding children in our region.

As outlined in the Social Services and Well-being (Wales) Act 2014 – Working Together to Safeguard People guidance, the objectives of a Safeguarding Children Board are:

1. to protect children within its area who are experiencing, or are at risk of abuse, neglect or other kinds of harm, and
2. to prevent children within its area from becoming at risk of abuse, neglect or other kinds of harm.

In order to meet these objectives a Safeguarding Board has a number of functions that can be found in the Social Services and Well-being (Wales) Act 2014 – [Working Together to Safeguard People: Volume 1 – Introduction and Overview](http://gov.wales/docs/phhs/publications/160404part7guidevol1en.pdf).

**WHAT IS A SAFEGUARDING ADULTS BOARD?**

Cardiff and Vale of Glamorgan Regional Safeguarding Adults Board (C&V RSAB) is a multi-agency partnership comprising of statutory, independent and charitable organisations who work together to safeguard adults from abuse.

The role of the Board is to ensure the effective coordination of services to safeguard and promote the welfare of local adults who may be at risk of abuse and neglect within the Cardiff and Vale of Glamorgan area.

The Board aims to promote awareness and understanding of abuse and neglect among service users, carers, professionals, care providers and the wider community and works to generate community interest and engagement to ensure that Safeguarding is “Everyone’s Business”.

The main objectives of the Board, as outlined in the Social Services & Wellbeing (Wales) Act 2014 are:

1. to **protect** adults within its area who have needs for care and support (whether or not a local authority is meeting any of those needs) and are experiencing, or are at risk of, abuse or neglect
2. to **prevent** those adults within its area mentioned above, from becoming at risk of abuse or neglect

**MEMBERSHIP OF CARDIFF AND VALE OF GLAMORGAN SAFEGUARDING CHILDREN BOARD**

The membership complies with the guidance issued under Part 7 (Section 134(2) of the SS&WB Act 2014). A list of members is below:

|  |  |
| --- | --- |
| **Name** | **Position** |
| Local Authority |
| Claire Marchant **CO-CHAIR** | Director of Social Services, Cardiff |
| Lance Carver **CO-CHAIR** | Director of Social Services, Vale of Glamorgan |
| Deborah Driffield | Assistant Director of Children’s Services, Cardiff |
| Rachel Evans | Head of Service for Children and Young People Services, Vale of Glamorgan |
| Alys Jones | Operational Manager of Safeguarding and Review, Cardiff |
| Natasha James | Operational Manager of Safeguarding and Service Outcomes, Vale of Glamorgan  |
| Health Board |
| Jason Roberts | Deputy Executive Director of Nursing, Cardiff and Vale University Health Board |
| Linda Hughes-Jones | Head of Safeguarding, Cardiff and Vale University Health Board |
| Katina Kontos | Named Doctor safeguarding Children, Cardiff and Vale University Health Board |
| Ruth Walker | Executive Nurse Director, Cardiff and Vale University Health Board |
| Velindre NHS Trust |
| Jayne Elias | Assistant Director of Nursing & Service Improvement, Velindre NHS Trust |
| Susan Morgan | Executive Director of Nursing & Service Improvement, Velindre NHS Trust |
| South Wales Police |
| Stephen Murray | Superintendent for Eastern BCU, South Wales Police |
| Claire Evans | Superintendent, Central BCU, South Wales Police |
| Beth Aynsley | Independent Protecting Vulnerable Person Manager, South Wales Police |
| National Probation Service |
| Hannah Williams | LDU Head for National Probation Service |
| Jane Foulner | Senior Probation Officer for National Probation Service |
| Community Rehabilitation Company |
| Victoria Harris | LDU Head for Wales Community Rehabilitation Company |
| Education |
| TBC | Assistant Director of Education and Lifelong Learning, Cardiff |
| David Davies | Head of Achievement for All for School Improvement & Inclusion, Vale of Glamorgan  |
| Deborah Herald | Acting Head Teacher of Riverbank Primary School, Cardiff |
| Anna Davies | Deputy Head Teacher of Bryn Hafren Comprehensive School, Vale of Glamorgan  |
| National Safeguarding Team, Public Health Wales |
| Debbie Pachu | Designated Nurse for NHS Wales National Safeguarding Team, Public Health Wales |
| Alison Mott | Designated Doctor, National Safeguarding Team, Public Health Wales |
| Visas and Immigration |
| Kala Smith | Technical Specialist & UASC Lead for UK Visas and Immigration |
| Rhiannon Chatterton | Head of Asylum for UK Visas and Immigration |
| Housing |
| Pam Toms | Operational Manager of Housing Services, Vale of Glamorgan |
| Jane Thomas | Assistant Director, Housing & Communities, Cardiff  |
| Youth Offending Service |
| Paula Barnett | YOS Manager for Children and Young People Services, Vale of Glamorgan |
| Kate Hustler | YOS Manager for Children and Young People Services, Cardiff |
| Welsh Ambulance Service NHS Trust |
| Nikki Harvey | Head of Safeguarding for WAST |
| Third Sector |
| Tracy Holdsworth | Service Manager, NSPCC |
| Emma Phipps Magill | Service Manager, NYAS |
| Liz Baker | Assistant Director, Barnardo’s |
| Morgan Fackrell | Chief Executive of Cardiff Women’s Aid |
| Advisors in Attendance |
| Sheila Davies | Operational Manager for Legal & Democratic Services, Community Team Legal, Cardiff |

**MEMBERSHIP OF REGIONAL SAFEGUARDING ADULTS BOARD**

The membership complies with the guidance issued under Part 7 (Section 134(2) of the SS&WB Act 2014). A list of members is below:

|  |  |
| --- | --- |
| **Name** | **Position** |
| Local Authority |
| Lance Carver**CO-CHAIR** | Director of Social Services, Vale of Glamorgan |
| Claire Marchant**CO-CHAIR** | Director of Social Services, Cardiff |
| Amanda Phillips | Head of Resources and Safeguarding, Vale of Glamorgan |
| Suzanne Clifton | Head of Service for Adults, Vale of Glamorgan  |
| Louise Barry | Assistant Director of Adult Services, Cardiff |
| Alys Jones | Operational Manager of Safeguarding and Review, Cardiff |
| Natasha James | Operational Manager of Safeguarding & Service Outcomes, Vale of Glamorgan |
| Health Board |
| Ruth Walker | Executive Nurse Director, Cardiff and Vale University Health Board |
| Jason Roberts | Deputy Executive Director of Nursing, Cardiff and Vale University Health Board |
| Linda Hughes-Jones | Head of Safeguarding, Cardiff and Vale University Health Board |
| Suzanne Wood | Consultant, Cardiff & Vale Public Health Medicine |
| Jodie Dennis | Lead Nurse, Abertawe Bro Morgannwg Health Board |
| Velindre NHS Trust |
| Jayne Elias | Deputy Director of Nursing & Service Improvement, Velindre NHS Trust |
| National Safeguarding Team, Public Health |
| Debbie Pachu | Designated Nurse for NHS Wales National Safeguarding Team, Public Health Wales |
| South Wales Police |
| Claire Evans | Superintendent, Central BCU, South Wales Police  |
| Steve Murray | Superintendent, Eastern BCU, South Wales Police |
| Beth Aynsley | Independent Protecting Vulnerable Person Manager, South Wales Police |
| National Probation Service |
| Hannah Williams | LDU Head for National Probation Service |
| Community Rehabilitation Company |
| Victoria Harris | LDU Head for Wales Community Rehabilitation Company |
| HMP Cardiff |
| Helen Ryder | Governor |
| Welsh Ambulance Service Trust |
| Nikki Harvey | Named Professional for Safeguarding |
| South Wales Fire and Rescue |
| Shaun Moody | Group Manager Community Safety and Partnerships |
| Third Sector |
| Sandra Roberts | Vale Centre for Voluntary Services |
| Rachael Nicholson-Wright | Director of Action on Elder Abuse Cymru |
| Care Providers |
| Brian West | Chair of Vale of Glamorgan Care Homes/Care Forum Wales |
| Mandy Evans | Learning Disability & Supported Living Care Providers |
| Advisors in Attendance |
| Carolyn Goodall | Senior Lawyer, Legal Services, Vale of Glamorgan Council |

**Additional representatives form the following Sub Groups:**

* **CPR/APR Practice Review Sub Group**
* **Training Sub Group**
* **Audit Sub Group**
* **Communication and Engagement Sub Group**
* **Policies, Procedures and Protocol Sub Group**
* **Thematic Strategic Group**
* **Task and Finish Groups (as required)**

**STRUCTURE**

Regional Safeguarding Adult/Children Boards

Safeguarding Adults Business Planning

Group

Joint

Policies, Procedures and Protocols Sub Group

Joint

Communication and Engagement Sub Group

Joint

Training

Sub Group

Children’s Audit

Sub Group

Adult’s Audit

Sub Group

CPR/APR

Panels

Safeguarding Children Business Planning Group

Task and Finish Groups (as required)

Joint

CPR/APR

Sub Group

Children’s Thematic Group

Adult’s Thematic Group

**PRIORITY AREAS FOR 2019/2020**

**The four overarching priority areas of Cardiff and Vale of Glamorgan RSCB for 2019/2020 are:**

|  |  |
| --- | --- |
| **Priority 1** | **Workforce and Practice** |
| **Priority 2** | **Rights, Values and Voice of the Person** |
| **Priority 3** | **Independent Provider Sector** |

**How we intend to achieve these priorities is listed in our business plan below.**

**PRINCIPLES:**

**All priorities are in respect of the safeguarding process, unless stated otherwise.**

**All priorities are in respect of both safeguarding Children and Adults, unless stated otherwise.**

|  |
| --- |
| **Priority 1 – Workforce and Practice** |
| **Outcome:** People are safer as a consequence of the workforce being supported, skilled, capable and knowledgeable, in order to effectively safeguard children and adults in the region**Objective:** The board have assurances that there is effective inter-agency safeguarding practices, which are supported by policies and procedures, with robust multi-agency training.

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Actions needed** | **Timeline** | **Responsible** |
| **1** | Put mechanisms in place for multi-agency training to be developed and facilitated. Develop a multi-agency training and information strategy:* Ensure that multi-agency training is available to develop skills, resilience and confidence amongst the workforce.
* Develop a reciprocal training agreement between partner agencies
* Publish a joint training programme on the Board website
* Board partners commit to providing Practice Forums facilitated by identified partner agencies
* Dissemination of research, good practice and policy updates are co-ordinated to reach intended audiences to ensure knowledge base of practitioners is maintained and developed
 | March 2020June 2019 | **RSB Training Sub Group and Regional Workforce Partnership Board****Training Sub-Group and Communication & Engagement Sub-Group****Alys Jones** (Operational Manager for Safeguarding and Review, Cardiff)**Natasha James** (Operational Manager for Safeguarding and Service Outcomes, Vale of Glamorgan) |
| **2** | Disseminate lessons learned from Child Practice Reviews and Adult Practice Reviews amongst professionals from across the region to develop an understanding and awareness of the themes and trends that are prevalent within safeguarding practice. * Ensure all agencies are accountable for their participation in an effective review system through the creation of a multi-agency accountability framework
* The Board establishes effective systems for monitoring, holding to account and evaluating the impact of lessons from reviews.
 | Sept 2019 | **Alys Jones** (Operational Manager for Safeguarding and Review, Cardiff)**Natasha James** (Operational Manager for Safeguarding and Service Outcomes, Vale of Glamorgan)**Steve Murray** (Superintendent, Eastern BCU, South Wales Police)**CPR/APR Sub Group, Amanda Phillips** (Head of Resources and Safeguarding, Vale of Glamorgan) |
| **3** | Use a range of intelligence data information to understand strengths and challenges of our safeguarding systems to support continuous improvement.* Understanding and establishing a baseline of performance information for safeguarding, by:
* interrogating the data sets used by other boards
* Creating a QA framework for Board
* Develop a suite of performance indicators that feed into the Annual Report.
* Agree a systematic approach to capturing and promoting good practice and ensuring improvements are addressed
* Set a baseline regarding the active offer of advocacy and monitor.
 | March 2020 | **Alys Jones** (Operational Manager for Safeguarding and Review, Cardiff)**Natasha James** (Operational Manager for Safeguarding and Service Outcomes, Vale of Glamorgan)**Safeguarding Business Unit Manager****Adult Audit Sub-Group** |
| **4** | Implement the new All Wales Safeguarding Procedures ensuring local understanding and consistencyTo have agreed screening, evaluation and decision making policies for Cardiff and Vale Regional Safeguarding Boards and all organisations within. * Develop the document in a Task & Finish Group
* Seek agreement for document and plan implementation
* Training
* Audit plan put in place
 | From October 2019March 2020 | **All****Policies, Procedures and Protocols Sub-Group via Task & Finish Group****Children’s – Task and Finish Group to be led by Liz Baker, Barnardos****Adult’s – Task and Finish Group led Amanda Phillips & Louise Barry** |
| **5** | Effectively implement the exploitation strategy and take forward priority actions throughout the year. | Implement by June 2019 | **Joint Exploitation Thematic Group and Joint Training Sub-group** |
| **6** | Review if there is effective inter-agency safeguarding practice around homelessness  | Presentation on homelessness and safeguarding to Board in June 2019 | **Louise Barry/ Jane Thomas****Mike Ingram/Pam Toms** |

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| **Priority 2 – Rights, Values and Voice of the Person** |
| **Outcome:** Children, and adults who have care and support needs, feel heard and empowered within a safeguarding process**Objective:** To embed a rights based approach throughout the safeguarding system from individual practice to the work of the safeguarding board and everything in between |
|  |
| **No.** | **Actions needed** | **Timeline** | **Responsible** |
|  |  |  |  |
| **1** | Commission an expert organisation to scope current practices regarding the voice of the adult in relation to the safeguarding process, including the adult protection conferences **\*Adults** | Sept 2019, report by Dec 2019 | **Communication and Engagement Sub Group** |
| **2** | Map out stakeholder engagement and consultation processes in relation to existing user networks.Identify existing user networks that can be utilised to develop an ‘expert by experience’ advisory group. | Sept 2019Dec 2019 | **Communication and Engagement Sub Group** |
| **3** | Agree and implement recommendations from the NYAS report  | April 2019 | **Regional Safeguarding Board** |
| **4** | Ensure Child Protection processes take into account the lived experience of the child. | Sept 2019 | **Children’s Audit Sub-Group** |
|  |
| **Priority 3 – Independent Provider Sector**  |
| **Outcome:**  Assurance that the quality of care at home and in care homes is of a high standard**Objective:** Consistent and robust quality assurances across the region to inform safeguarding practice |
| **No.** | **Actions needed** | **Timeline** | **Responsible** |
|  |  |  |  |
| **1** | Align the two local authority protocols and adopt a RSB wide single provider performance protocol thus ensuring a consistent and robust Quality Assurance approach across the board’s area **\*Adults** | June 2019 | **Louise Barry** (Assistant Director for Adult Services, Cardiff)**Amanda Phillips** (Head of Resources and Safeguarding, Vale of Glamorgan) |
| **2** | Implement the Joint Escalating Concerns Procedure and present an overview of escalating concerns activity to the Board quarterly as a standing agenda action **\*Adults**  | From June 2019 | **Amanda Phillips** (Head of Resources and Safeguarding, Vale of Glamorgan)**Louise Barry** (Assistant Director for Adult Services, Cardiff) |
| **3** | Explore how the quality and availability of care and support services for children can be improved across the region from a safeguarding perspective**\*Children** | June 2019 | **Deborah Driffield****Rachel Evans** |
| **4** | Develop a regional Joint Escalating Concerns protocol for children | By September 2019 | **Angela Bourge** **Amanda Phillips** |
|  |  |  |  |

**BOARD BUDGET**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organisation** | **Proposed Contribution Combined (%)** | **Organisation Split** | **Current Contribution to RSCB Split(%)** | **Proposed Contribution Split (£)** |
|
|
|
| **Local Authorities** | 60% | Cardiff Council | 67% | £60,000.00 |
| Vale of Glamorgan Council | 33% | £30,000.00 |
| **SWP** | 10% | South Wales Police | 100% | £15,000.00 |
| **Health** | 25% | Cardiff and Vale UHB | 81.25% | £30,468.75 |
| Velindre NHS | 18.75% | £7,031.25 |
| **Probation** | 5% | Wales CRC | 50% | £3,750.00 |
| NOMS | 50% | £3,750.00 |
| **TOTAL** | 100% |   |   | £150,000 |

**CONTACT US:**

Please contact the Safeguarding Business Unit for any additional information/guidance via the following avenues:

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