



CARDIFF AND VALE OF GLAMORGAN REGIONAL
SAFEGUARDING BOARD

Annual Plan 2021-2022



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INTRODUCTION

This Annual Plan sets out the strategic priorities, key actions, milestones and performance measures, along with the responsible partners and structure for the period April 2021 to March 2022. 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 Annual Plan has a different emphasis to previous years due to the impact of the COVID 19 Global pandemic. Many agencies have begun to look back at the last twelve months and build a recovery plan to take services forward.

Here at C&V RSB we have used this time as an opportunity to *pause, reflect and refresh*.

This has enabled us to take stock of current achievements and ensure that the core business of the RSB has continued throughout, this will be detailed in our Annual Report.

This plan will outline our aspirations for the forthcoming year to enable the RSB to deliver on its most urgent emerging priorities. The *pausing* of many of our groups during the past year has enabled us to *reflect* about their effectiveness. We have noticed a change of strategic direction to cover the responses that individual and collective agencies have made to the safeguarding landscape that has emerged from the effects of the pandemic. To meet these new safeguarding demands, we need to *refresh* the structure which supports the work of the Board and re-align our strategic priorities. This will ensure our work is still relevant to our constituent agencies and supports their efforts to safeguard the most vulnerable in our society.

To achieve this, we will need to make several changes including a *refresh* of how we work to enable a streamlined structure which provides an effective governance, leadership, and reporting framework. This will include *reflection* about the Membership, Terms of Reference, and Remit of each of our groups. We understand that to manage this change at a time when all services continue to be under unprecedented operational pressures will not be easy. But we are confident that we can begin to deliver upon our strategic priorities if we start the process during this forthcoming year.

Many of our previous priorities were not completed due to the *pausing* of our normal working arrangements. As a result, we have *reflected* on how best to integrate them into our new strategic priorities and deliver outputs in this forthcoming year.

Whilst we acknowledge that during the forthcoming year, these changes may mean that our overarching work plan continues to be *paused*, we believe that these fundamental changes will make the RSB a much more robust multi-agency partnership. In future years, when all operating arrangements have been *refreshed*, this will enable the RSB to set the strategic

direction of safeguarding across the region whilst improving practice and providing the dissemination of learning to a wider audience of practitioners.

During this period of change we will ensure that our statutory responsibilities are fully met, and Board members are assured that safeguarding remains at the core of all services that are delivered.

We have included in this plan an aspirational organisation chart which we hope demonstrates that we are fully committed to using our Regional Safeguarding Board to set the strategic safeguarding agenda for the Cardiff and Vale of Glamorgan region in future years.

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 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).

SAFEGUARDING BOARD OBJECTIVES

The Cardiff and the Vale of Glamorgan Regional Safeguarding Boards bring together representatives of each of the main agencies and professionals responsible for safeguarding people 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:

- a) to protect children and adults within its area who have needs for care and support (whether or not a local authority is meeting any of those needs within its area who are experiencing, or are at risk of abuse, neglect or other kinds of harm, and
- b) to prevent children adults within its area who have needs for care and support (whether or not a local authority is meeting any of those needs 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](#).

SAFEGUARDING BOARD MEMBERSHIP

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:

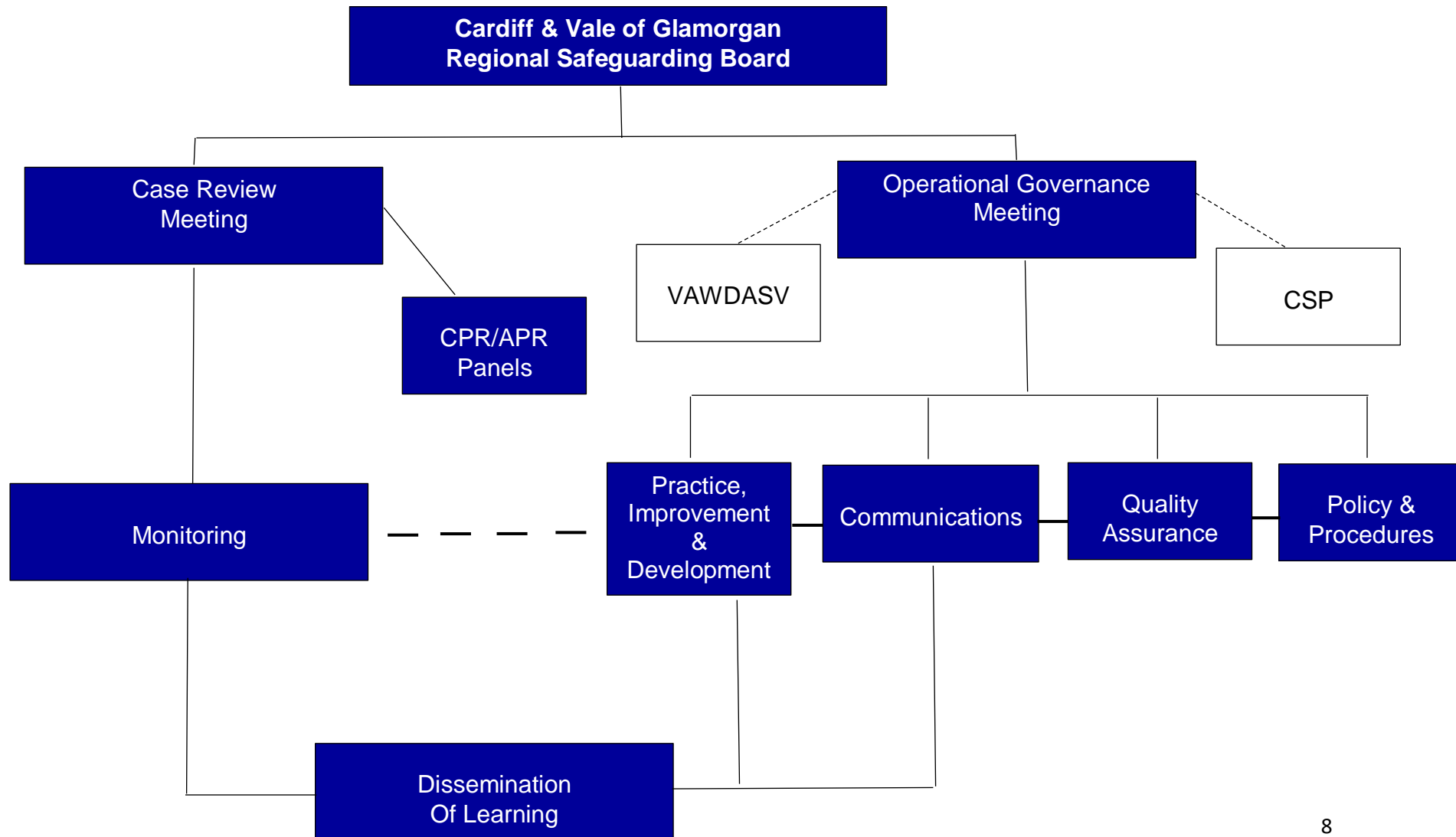
Name	Position
Local Authority	
Lance Carver CO-CHAIR	Director of Social Services, Vale of Glamorgan
Sarah McGill CO-CHAIR	Corporate Director People & Communities, Cardiff
Tracey Holdsworth CO-CHAIR	Head of Local Services Wales, NSPCC
Deborah Driffield	Director of Children's Services, Cardiff
Rachel Evans	Head of Service for Children and Young People Services, Vale of Glamorgan
Jade Harrison	Operational Manager of Strategic Improvement and Strategy, Cardiff
Natasha James	Operational Manager of Safeguarding and Service Outcomes, Vale of Glamorgan
Amanda Phillips	Head of Service, Social Services, Vale of Glamorgan
Suzanne Clifton	Head of Service for Adults, Vale of Glamorgan
Jane Thomas	Director of Adult Services, Cardiff
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
Nicola Edwards	Head of Nursing - Safeguarding, Abertawe Bro Morgannwg Health Board
National Safeguarding Team, Public Health Wales	
Claire Thomas	Designated Doctor for NHS Wales National Safeguarding Team, Public Health Wales
Velindre NHS Trust	
Annie Evans	Deputy Director of Nursing & Service Improvement, Velindre University NHS Trust
Nicola Williams	Executive Director of Nursing, Allied Health Professional and Health Science, Velindre University NHS Trust
South Wales Police	
Tim Morgan	Detective Superintendent, South Wales Police
John Lane	Independent Protecting Vulnerable Person Manager, South Wales Police
National Probation Service	
Hannah Williams	LDU Head for National Probation Service
Education	
Mike Tate	Assistant Director of Education and Lifelong Learning, Cardiff

David Davies	Head of Achievement for All for School Improvement & Inclusion, Vale of Glamorgan
Housing	
Nick Jones	Operational Manager of Housing Services, Vale of Glamorgan
Sandra Canham	Operational Manager, Strategy & Housing Need, Housing & Communities, Cardiff
Youth Offending Service	
Paula Barnett	YOS Manager for Children and Young People Services, Vale of Glamorgan
Angharad Thomas	YOS Manager for Children and Young People Services, Cardiff
Home Office	
Sian Kirk	Safeguarding Lead – Wales and South West Resettlement, Asylum Support and Integration Directorate
Her Majesty's Prison Service	
Helen Ryder	Governor, HMPS
Welsh Ambulance Service NHS Trust	
Nikki Harvey	Head of Safeguarding for WAST
South Wales Fire and Rescue	
Laura Thomas	Safeguarding Lead Officer, Community Safety
Third Sector	
Wendy DeBruin	Service Manager, NSPCC
Elly Jones	Service Manager, NYAS
Liz Baker	Assistant Director, Barnardo's
Morgan Fackrell	Chief Executive of Cardiff Women's Aid
Sandra Roberts	Vale Centre for Voluntary Services
Frances Beecher	Chief Executive, Llanmau
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	
Sheila Davies	Operational Manager for Legal & Democratic Services, Community Team Legal, Cardiff
Victoria Davidson	Operational Manager, Legal Services, Vale of Glamorgan

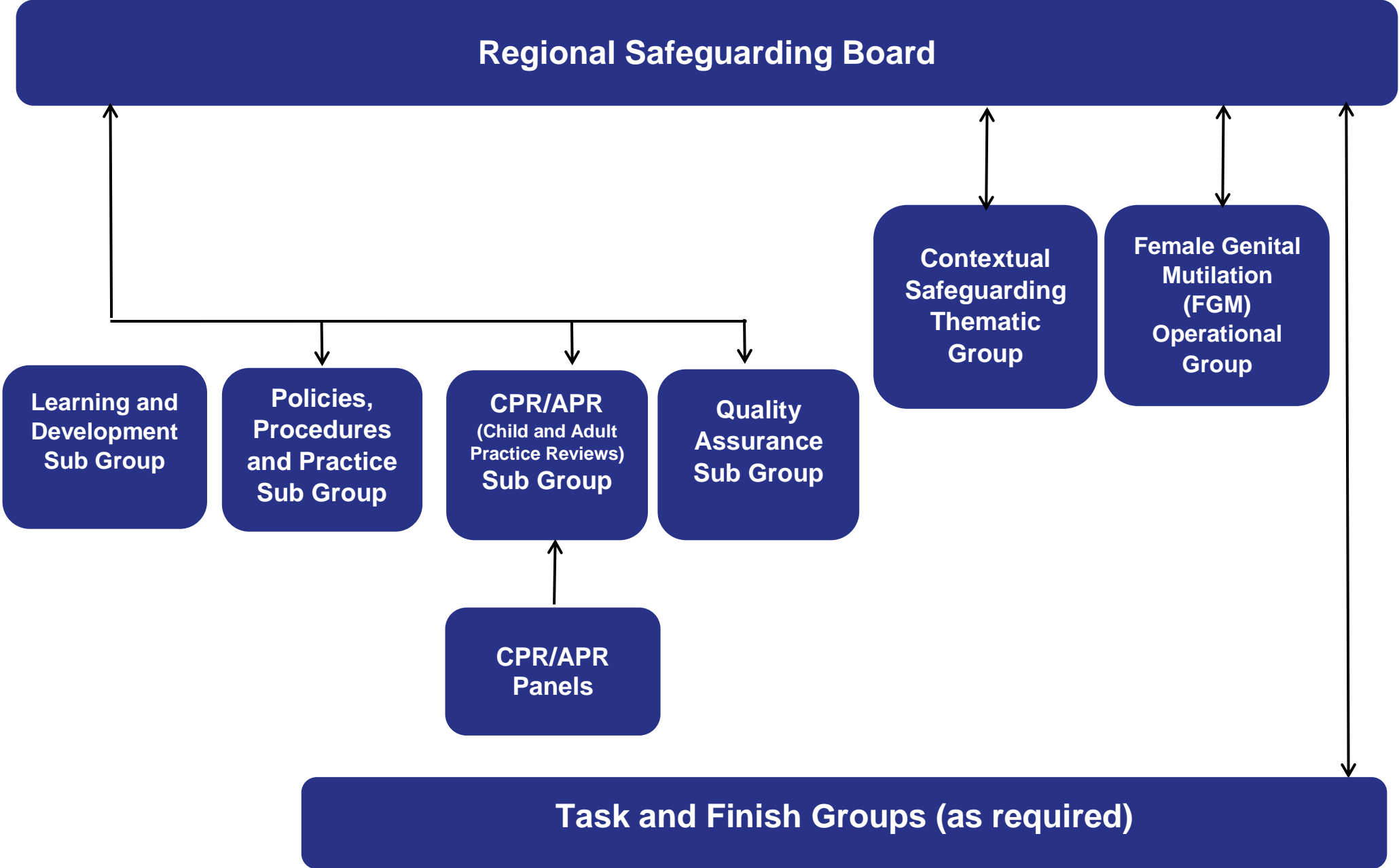
Additional representatives form the following Sub Groups:

- **CPR/APR Practice Review Sub Group**
- **Learning and Development Sub Group**
- **Quality Assurance Sub Group**
- **Policies, Procedures and Practice Sub Group**
- **Female Genital Mutilation Operational Group**
- **Contextual Safeguarding Thematic Strategic Group**
- **Task and Finish Groups (as required)**

PROPOSED NEW STRUCTURE



CURRENT STRUCTURE



PRIORITY AREAS FOR 2021/2022

The three overarching priority areas of Cardiff and Vale of Glamorgan RSCB for 2021/2022 are:

Priority 1	Responding to the emerging priority themes as a consequence of the COVID 19 pandemic with a particular focus on supporting improvements to mental health and well being
Priority 2	Listening to a diverse range of voices through consultation, participation and engagement
Priority 3	Facilitating improvements to practice with a clear line of sight on local and national learning

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 – Responding to emerging priority themes as a consequence of the COVID 19 pandemic, with a particular focus on supporting improvements to mental health and well-being

Objective: To ensure that we are able to direct our work to support both services and individuals in their recovery from the most critical adverse effects of the pandemic

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Links with Public Services Board and Community Safety Partnerships	Strategic governance for Cardiff and the Vale of Glamorgan between the RSB, PSBs and CSPs	1	Develop map of all meetings/groups that covers CSPs, PSBs and RSBs	Business Unit in conjunction with CSP and PSB Business Support	September 2021	
		2	Set up Chairs meetings for all Chairs of Boards to link in	Co-Chairs Business Unit	June 2021	
		3	Work closely with CSPs and Welsh Government to ensure robust regional approach to the Single Unified Safeguarding Reviews (SUSR) process	C&V RSB	April 2022	
Contextual Safeguarding	Implementation of Exploitation Strategy	4	Thematic Group set up to govern the work within the Exploitation Strategy	C&V RSB	May 2021	
		5	Develop robust action plan to accompany Exploitation Strategy and monitor this work	Contextual Safeguarding Thematic Group	July 2021	
		6	Disseminate strategy and action plan widely to all partners, PSBs and CSPs for implementation	Contextual Safeguarding Thematic Group, Business Unit and C&V RSB members	August 2021	

	Understanding in front line workforce across all tiers of partner organisations of contextual safeguarding and how it can be embedded into current practice	7	Develop 7 minute briefing on contextual safeguarding to be disseminated widely	Contextual Safeguarding Thematic Group	May 2021	
		8	Link in with Contextual Safeguarding Network, Welsh Government and materials developed, utilise these to reinforce understanding, adapt practice where necessary and raise awareness on website	Contextual Safeguarding Thematic Group	April 2022	
Transitional Safeguarding	Clear and consistent approach to transitional safeguarding	9	Task and Finish group to be convened to develop regional Transitional Safeguarding Protocol	Policies, Procedures and Practice Sub Group	June 2021	
		10	Develop and launch Transitional Safeguarding Protocol	Task and Finish Group & C&V RSB	April 2022	
Links with groups outside of the family and school settings	Strengthened links with groups outside of the family and school settings	11	Work closely with Corporate Safeguarding teams to ensure a consistent message is given to all groups (Faith, sports etc.) outside of the school setting on their responsibility in Safeguarding	Business Unit	September 2021	
		12	Work closely with Welsh Government, ensuring representation present at Faith Group Round Table and links with all faith groups are made	Business Unit	September 2021	

Mental Health	Adoption of the Immediate response Group protocol	13	Work with agencies across the region to review and revise the IRG protocol and implement across the region for suitable cases	PPG & Board Members	June 2021	
Suicide and self-Harm	Implement a regional strategy to improve communication between partner agencies when dealing with cases	14	Develop a strategy to ensure that linkages are made across partners and areas to improve responses for children and young people at risk	PPG & Board Members	March 2022	
Social Isolation	Facilitate improved links across the regional Social care workforce to ensure resources are available to the wider community and professionals	15	To build on the work achieved during national safeguarding week to use innovative approaches to reach those invisible in our communities	Engagement and communication Group	January 2022	
Well-being Of families	To ensure that as few people as possible are evicted due to the difficulties faced during the COVID 19 pandemic	16	Make stronger links with Housing providers to ensure that safeguarding is actively considered as part of the assessment process for access to services	Thematic Group	December 2021	

Priority 2 – Listening to a diverse range of voices through consultation, participation and engagement

Objective: For service users to be given an opportunity to engage with and inform the work of the Board.

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Feeling heard in the Safeguarding Process	The safeguarding process is accessible and allows for opportunities of engagement and	1	Ensure implementation of the accessible materials for children and adults for the Wales Safeguarding Procedures	All Board member agencies	May 2021	

	participation for children and adults who have care and support needs.	2	Develop and implement a feedback form to be used in the safeguarding process for adults and children (including protection conferences) – to be audited 6 months from implementation date	Task and Finish Group All Board member agencies	June 2021	
		3	Utilise map of existing work developed in 2019 (adults & children) and produce a report identifying further areas of development and making recommendations.	Task and Finish Group	September 2021	
		4	Following direction from the Board, focus on two key areas of development from the above and implement as necessary	All Board member agencies Task and Finish Group	April 2022	
Experts by Experience	Strengthened links with existing user networks of 'experts by experience' and increased participation of these networks in the work of the Board to inform work and focus	5	Board members to inform Business Unit of existing networks	All Board member agencies	May 2021	
		6	Business Unit to liaise with OPC and Children's Commissioners to utilise any additional networks	Business Unit	May 2021	
		7	Invite experts by experience to participate in Board meetings and sub groups to ensure work is informed by their experience	All Board member agencies Business Unit	April 2022	

		8	Use other opportunities (conferences, events etc.) to ensure practitioners have opportunities to hear from experts by experience	All Board member agencies Business Unit	April 2022	
Engagement and Participation for Children and Young People	Increased engagement and participation from children and young people in the work of the Board	9	Develop 'Engagement and Participation Framework'	Participation and Engagement Task and Finish Group	October 2021	
		10	Using the framework and work of the NYAS Young People Focus Group, identify most effective ways for the Board to engage with and ensure participation from children and young people	All Board member agencies Participation and Engagement Task and Finish Group	September 2021	
		11	Support the regional 'Safeguarding Ambassadors Project', providing opportunity for peer-to-peer promotion of Safeguarding, including the work of the Board	Children Services Education Business Unit	April 2021	

Priority 3 – Facilitating improvements to practice with a clear line of sight on Local and National Learning

Objective: To ensure that we use the learning that we discover to promote improvements to our regional policies, procedures and practice

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Wales Safeguarding Procedures	Mechanisms in place for Wales Safeguarding Procedures training to be delivered	1	Promote the Wales Safeguarding Procedures app	All Board member agencies & Business Unit	May 2021	
		2	Implement Training Strategy and WSP Training package from SCW/NP	C&V RSB Learning and Development Group	July 2021	
		3	Publish a joint training programme on the Board website	C&V RSB Learning and Development Group & Business Unit	January 2022	
		4	Monitor uptake of training within the Board Performance Data	C&V RSB Quality Assurance Sub Group	March 2022	
Learning from CPRs/APRs and MAPFs	Learning from CPRs/APRs is implemented	5	Improve quality of recommendations from reviews to ensure they are measurable and achievable	C&V RSB CPR/APR Sub Group Chairs, Reviewers and Panels	Ongoing (to commence April 2021)	Work underway through Monitoring Group
		6	Ensure escalation process in place for incomplete or out of timescale recommendations to the Board	C&V RSB CPR/APR Sub Group	May 2021	Work underway through monitoring Group

		7	Review recommendations from all CPRs/APRs to ensure they have been adequately completed	C&V RSB CPR/APR Sub Group All Board member agencies	July 2021	
		8	Develop learning framework for ensuring all recommendations are progressed and completed	C&V RSB CPR/APR Sub Group Business Unit	September 2021	
Areas of concern	Open communication at Board level	9	Review constitution to ensure Board members understand their responsibility of reporting any issues of concerns (e.g. staff capacity services of concern) in their areas to the Board routinely under the hot topics item	Business Unit All Board member agencies	June 2021	
		10	Ensure process in place of following up any non-compliance with the above.	Business Unit Co-Chairs All Board member agencies	October 2021	

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 University NHS Trust	18.75%	£7,031.25
Probation	5%		50%	£3,750.00
			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:

Address:


Cardiff and Vale Regional Safeguarding Boards Business Unit

Room 342

County Hall

Cardiff

CF10 4UW

 (02920) 871891

Email: CardiffandValeRSB@cardiff.gov.uk