

# CARDIFF AND VALE OF GLAMORGAN REGIONAL SAFEGUARDING BOARDS

# ANNUAL REPORT

# 2017 – 2018

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

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# FOREWORD

We are pleased to be able to present the second Safeguarding Annual Report for Cardiff and the Vale of Glamorgan.

At all levels, but particularly at the front line, professionals are encountering significantly rising referral pressures and challenging complexities that create new demands on expertise and skills, a trend that is echoed by our local courts and nationally.

Safeguarding Boards are by necessity evolving around phenomena such as; County Lines and its links with CSE, grooming of vulnerable adult, and human trafficking. More highly complex networks of abuse with multi-factorial features often involving highly diverse minorities are becoming a more regular feature in our Region.

These changing patterns and accelerating volumes are a real threat to safeguarding effectiveness. In this context, the determination and effectiveness of our front-line staff in all settings, is both commendable and reassuring. We cannot pretend however, that it is sustainable without further and substantial development and investment; good safeguarding comes at a price.

There are notable highlights and there is much to be confident about in the improving quality of leadership and professionalism at all levels. This is reflected in the new dynamism in the two boards, supported by a now properly established Business Unit. In this regard, the development events themselves have played a really important part in setting our direction and energising partners around a clear vision.

Recognising the inherent complexity of CPRs and APRs and the difficulty delivering final reports we have significantly strengthened our approach to ensure this is realised. It is clear that this is beginning to take real effect.

We are proud of our now well-established and creative CSE strategy and we are forging links nationally and internationally to ensure we are in the vanguard of what is a fast-changing area. We have been able to engage the local Mosques in a mutually beneficial dialogue that is the basis for a growing level of trust and confidence. Finally, we are pleased to be leading the review of the All Wales Adult and Child Protection Procedures and to be able to report that this is developing at an appropriate pace, with good support from colleague professionals across all agencies and regions.

While we can be proud of our achievements to date, we acknowledge that there is a great deal more to be done. We are confident that the Safeguarding Business Unit is now supporting the boards and their associated activity with marked success. We are in a much stronger position with regard to providing evidence of the work that we have completed in following our areas of priority. We believe we are now able to move forward at the pace we need to deliver focussed actions and to sustain and continue to develop strong relationships with children, adults, families, communities, professionals as well as other agencies, partnerships and Boards.

Tony Young

Lance Carver



Co-Chair & Director SS CC

Co-Chair & Director SS VoG

# WHAT IS SAFEGUARDING?

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

A child or adult at risk is abused or neglected when somebody inflicts harm, or fails to act to prevent harm.

Children and adults at risk could be at risk of abuse in a family, institutional or community setting, by those known to them or, more rarely, by a stranger.

## Adult at risk

The Social Services and Well-Being (Wales) Act 2014 states that an adult at risk is an adult who is experiencing or is at risk of abuse or neglect, has needs for care and support (whether or not the local authority is meeting any of those needs), and as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

## Abuse

“Abuse” means physical, sexual, psychological, emotional or financial abuse (and includes abuse taking place in any setting, whether in a private dwelling, an institution or any other place), and “financial abuse” includes:-

- having money or other property stolen;
- being defrauded;
- being put under pressure in relation to money or other property;

# INTRODUCTION

## WHAT ARE THE CARDIFF AND VALE OF GLAMORGAN REGIONAL SAFEGUARDING BOARDS?

There are two separate regional safeguarding boards covering the Cardiff and Vale of Glamorgan health board and local authority areas, one being responsible for safeguarding adults in the area and one for safeguarding children.

The Cardiff and Vale of Glamorgan Regional Safeguarding Children Board (RSCB) was established in April 2013 as a result of merging the two separate safeguarding children boards that covered the Vale of Glamorgan and Cardiff Council areas respectively and which had been in place since 2007. The Cardiff and the Vale of Glamorgan Regional Safeguarding Adults Board (RSAB) was established in 2015. Again, this regional board was the result of a merger of two previously separate boards in each of the local council areas.

The City of Cardiff Council's Director of Social Services hosts the Safeguarding Business Unit that supports the operation of both boards.

In both cases, these Regional Boards were established to reflect the new national safeguarding agenda in Wales and the priorities that flow from the requirements of the Social Services and Well Being (Wales) Act 2014 (SSWB).

Whilst the remit of each regional board is distinct in terms of focusing expertise, resources and attention on the needs of children and adults respectively and the membership of each reflects those distinct needs, both boards bring together the main agencies that have day-to-day responsibility for protecting children, young people and adults from abuse, neglect and other forms of harm. Although each board has a distinct identity and each requires different professional expertise to function effectively, the two boards also share common challenges and approaches in delivering safeguarding responsibilities, particularly in relation to those individuals in transition from childhood to adulthood. To ensure efficiency and engagement the boards are run back to back with appropriate agenda items shared.

## WHERE ARE WE NOW?

Our preparedness to challenge ourselves and through focussing a strategic grip upon emerging priorities (for example County Lines; 'In Search of Accountability', a Welsh Government commissioned review of the neglect of older people living in care homes investigated as the 'Operation Jasmine' review; Dementia and Human Trafficking) has played an important part in preparing for the SSWB Act. The annual plans for 17/18 were developed prior to feedback from the National Independent Safeguarding Board regarding the first annual report. It is recognised that these plans required development and more detailed actions required going forward. To facilitate this planning two development days were held and more focussed actions developed for future years.

## **i. Safeguarding Adults and Children Boards – Synergy and Partnership**

Both boards are facilitated by running board meetings consecutively under the chairpersonship of 'Co-Chairs' who share responsibility for both boards. This allows for a degree of continuity (the Director of Social Services Cardiff was chair of the RSAB from July 2015 until April 2017 and one of two vice chairs for the RSCB 2013 until April 2017) and shared expertise. It also recognises the spirit and intent of the SSWB Act as outlined below:

“There is one set of regulations for the functions and procedures of both Safeguarding Adults Boards and Safeguarding Children Boards. This is in line with the commitment to provide a framework for improving safeguarding arrangements for everyone and that any artificial barriers based on age begin to be broken down. It recognises that Boards will operate in parallel that arrangements for the Boards should allow sharing, exchange and joint-working on matters of mutual concern, and that this should be supported wherever possible by common functions and procedures.” (Part 7 of the Social Services and Well-being (Wales) Act 2014)

These new arrangements took effect in November 2017. Board members have subsequently reviewed these arrangements as part of the individual development days and subsequent board meetings. Partners concluded not only that the new arrangements saved time and repetition but also that it they afforded us the opportunity to address the increasing range of issues that affect both adults and children; so it was unanimously considered that this arrangement should continue.

## **ii. Safeguarding Business Unit**

The City of Cardiff Council Social Services Directorate hosts the Joint Safeguarding Business Unit (SBU) for the Boards and is funded on the basis of the National formula. The SBU is overseen by Cardiff's Operational Manager for Safeguarding and Review and is supported in its day-to-day work by the unit's Business Manager.

The newly appointed Operational Manager for Safeguarding and Review in Cardiff, the newly appointed Operational Manager for Safeguarding and Service Outcomes in the Vale, and the Business Manager for the Boards have brought a renewed energy, commitment and focus to the Board Business. The Boards now have a fully functional Safeguarding Business Unit as of September 2017, which comprises a Strategic Business Manager, two dedicated Strategic Business Coordinators and a Business Administrator.

# **ANNUAL REPORT**

This Annual Report reviews the strategic priorities, key actions and milestones, for the period April 2017 to March 2018. It takes into account both the current requirements placed on Safeguarding Boards by Welsh Government and the statutory guidance in relation to Part 7 of the [Social Services and Well-being \(Wales\) Act 2014 \(SSWBA\)](#). Under that legislation, Safeguarding Boards are required 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. The content of this report will cover all 14 points outlined in paragraph 209 in the SSWBA guidance, 'Working Together to Safeguard People – Volume I – Introduction and Overview'.

# MEMBERSHIP

## i. REGIONAL 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  |
|---|---|
| <b>Local Authority</b>                  |   |
| Tony Young <b>CO-CHAIR</b>              | Director of Social Services, Cardiff  |
| Lance Carver <b>CO-CHAIR</b>            | Director of Social Services, Vale of Glamorgan                                    |
| Irfan Alam                              | 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       |
| <b>Health Board</b>                     |   |
| Sheila Harrison                         | Acting Deputy Executive Nurse Director, 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                |
| <b>Velindre NHS Trust</b>               |   |
| Jayne Elias                             | Assistant Director of Nursing & Service Improvement, Velindre NHS Trust           |
| Susan Morgan                            | Executive Director of Nursing & Service Improvement, Velindre NHS Trust           |
| <b>South Wales Police</b>               |   |
| Steve 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              |
| <b>National Probation Service</b>       |   |
| Hannah Williams                         | LDU Head for National Probation Service   |
| Jane Foulner                            | Senior Probation Officer for National Probation Service                           |
| <b>Community Rehabilitation Company</b> |   |
| Victoria Harris                         | LDU Head for Wales Community Rehabilitation Company                               |
| <b>Education</b>                        |   |
| Jacqueline Turner                       | 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 |  |
|---|--|
| Linda Davies                                    | Designated Nurse, National Safeguarding Team (NHS Wales), Public Health Wales      |
| Alison Mott                                     | Designated Doctor, National Safeguarding Team (NHS Wales), 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                         |
| Kate Hustler                                    | Operational Manager of Housing Services, Cardiff                                   |
| Youth Offending Service                         |  |
| Paula Barnett                                   | YOS Manager for Children and Young People Services, Vale of Glamorgan              |
| Daniel Jones                                    | YOS Manager for Children and Young People Services, Cardiff                        |
| Welsh Ambulance Service NHS Trust               |  |
| Nikki Harvey                                    | Head of Safeguarding, 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 |

**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 (Child Sexual Exploitation) Strategic Group**
- **Task and Finish Groups (as required)**

## ii. REGIONAL SAEFGUARDING ADULT 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:

| <b>Name</b>                                      | <b>Position</b>  |
|--|--|
| <b>Local Authority</b>                           |  |
| Lance Carver<br><b>CO-CHAIR</b>                  | Director of Social Services, Vale of Glamorgan                                   |
| Tony Young<br><b>CO-CHAIR</b>                    | 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                                    |
| TBC  | 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        |
| <b>National Health Service</b>                   |  |
| Ruth Walker                                      | Executive Nurse Director, Cardiff and Vale University Health Board               |
| Sheila Harrison                                  | Acting Deputy Executive Nurse Director, Cardiff and Vale University Health Board |
| Linda Hughes-Jones                               | Head of Safeguarding, Cardiff and Vale University Health Board                   |
| Jodie Denniss                                    | Lead Nurse, Abertawe Bro Morgannwg Health Board                                  |
| Suzanne Wood                                     | Consultant, Cardiff & Vale Public Health Medicine                                |
| <b>Velindre NHS Trust</b>                        |  |
| Jayne Elias                                      | Assistant Director of Nursing & Service Improvement, Velindre NHS Trust          |
| <b>National Safeguarding Team, Public Health</b> |  |
| Linda Davies                                     | Designated Nurse, National Safeguarding Team (NHS Wales), Public Health Wales    |
| <b>South Wales Police</b>                        |  |
| 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             |
| <b>National Probation Service</b>                |  |
| Hannah Williams                                  | LDU Head for National Probation Service  |
| <b>Community Rehabilitation Company</b>          |  |
| Victoria Harris                                  | LDU Head for Wales Community Rehabilitation Company                              |
| <b>HMP Cardiff</b>                               |  |
| Danny Khan                                       | Governor   |
| <b>Welsh Ambulance Service Trust</b>             |  |
| Nikki Harvey                                     | Head of Safeguarding, WAST   |

|                             |  |
|-----------------------------|--|
| South Wales Fire and Rescue |  |
| Shaun Moody                 | Group Manager Community Safety and Partnerships          |
| Third Sector                |  |
| Rachael Nicholson-Wright    | Action on Elder Abuse                                    |
| 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 (N/A) Strategic Group**
- **Task and Finish Groups (as required)**

# **SAFEGUARDING CHILDREN:**

## **i. IDENTIFIED PRIORITIES**

As set out in the RSCB's 2017 – 2018 Annual Plan the Board identified the following priorities:

- 1. Effectiveness of Child Protection System**
- 2. Children on the edge of the Child Protection System**
- 3. Service User Participation**
- 4. Board Operations**

## **ii. ADDRESSING THE PRIORITIES**

Under each of these priorities, the RSCB set out a number of outcomes and objectives to ensure the priorities were tackled effectively and successfully. The RSCB is pleased to be able to evidence significant progress against key objectives, albeit the Board also recognises that some areas have not had the attention they require. Following the Development Day on 12<sup>th</sup> January 2017 and on reflection of the comments from the National Independent Safeguarding Board, members of the RSCB have ensured that these priorities have been assessed which has enabled the Board to develop a much more focused annual plan for 2018-2019 with SMART actions going forward.

### **1. Effectiveness of Child Protection System**

#### **Multi-Agency Dataset**

In 2017-2018, the RSCB set out to produce a multi-agency performance report that would be reported to the RSCB on a quarterly basis. To address this priority, the Board, has begun to establish a more focused core data set of key performance measures and gather data. The RSCB commissioned a professional from Cardiff Organisational Development Team in order to undertake a review and present a report of recommendations based on how this outcome could be best achieved. A report was produced and presented to Board in November 2017. During this review, links were made with other Safeguarding Boards in England (Darlington and Greater Manchester Safeguarding Boards) in order to gather examples on how this has been achieved in other areas. Examples were also sought from other Boards in Wales. The RSCB decided that in order for this work to progress, a common set of data and data framework would need to be developed. A task and finish group was set up in order to take this work forward. It was agreed that this key action would remain on the Annual Plan for 2018-2019 with the aim to obtain an initial overview of safeguarding involvement by member agencies, children and families.

#### **GP Surgery Safeguarding Concern**

An issue was raised in July 2017 surrounding the payments to General Practitioners (GP) for attending meetings and writing reports. This issue was debated at Board and Cardiff and Vale UHB representatives were actioned with finding a solution to this issue. This was resolved, and it was agreed that GPs would be attending and where they were unable to attend, a fully briefed representative would be sent on their behalf.

## **Multi-agency re-audit of children who have harmful sexual behaviour**

This audit was carried out and presented by Dr Alison Mott (Public Health Wales, National Safeguarding Team). The following recommendations were endorsed by the Board and will be integrated into the Board's existing work programme: -

- The RSCB needs to reinforce the requirement to follow the AWCPP in relation to children with sexually harmful behaviour particularly in relation to strategy meetings
- Good practice by Local Authorities needs to be shared with consideration of a common pathway for Cardiff and the Vale of Glamorgan
- It has been highlighted in discussions around this audit that there is a need for further training of professionals around the management of sexually harmful behaviour. It is necessary to teach and reinforce all professionals involved that there are clear pathways and procedures in relation to the alleged child perpetrators and that their needs should be met in the same way as that of the victims.
- It would be informative to evaluate the effect that MASH has had on the process with increased opportunity for multiagency communication
- The All Wales Child Protection Procedures (2008) need to be updated with regards to sexually harmful behaviour and the process around assessment and management of these young people.

It was agreed that there would be regular updates from Barnardo's on any work completed on this to come to the Board.

Under this priority, the RSCB also set out to agree a priority programme of activity to enable the Board to develop a continuous overall approach during the course of the plan. This resulted in ensuring the Children's Audit Sub Group was re-established and developed a Work Plan for 2018-2019 taking into account the rolling programme set out in the SSWBA and recommendations from CPR/MARF.

## **2. Children on the edge of the Child Protection System**

The Board felt that this priority needed to be approached in a more focused way within the next annual plan. However, despite this, a great deal of work has continued throughout this year on the Board's agenda, addressing the needs and issues arising in relation to this priority.

### **Female Genital Mutilation**

South Wales Police launched an awareness-raising event in March 2018 and opened invites to a range of different agencies. The event was excellently attended and informative with presentations from South Wales Police, C&V UHB, BAWSO, South West Regional FGM Strategic Lead and South Wales Police Joint Legal Services and the National FGM Centre. Cardiff and Vale of Glamorgan RSB Policies, Procedures and Protocols Sub Group have agreed to receive information from other FGM groups and review the Regional Guidance with the aim of updating this whilst liaising with the All Wales Procedures Project Team to align with any National policies.

### **Youth Justice Board Community Safeguarding and Public Protection Incidents Guidance**

This document was presented to the Board by the Manager of the Youth Offending Services in Vale of Glamorgan. The guidance is primarily for youth offending team

(YOT) managers / staff (or equivalent colleagues responsible for the delivery and or monitoring of youth justice services in the community) and Youth Justice Board (YJB) personnel. The purpose of the guidance is to set out what staff are expected to do in order to report information to the YJB if a child is involved in a safeguarding or public protection incident whilst under YOT supervision or on a YOT's caseload, or if they are charged with certain serious offences whilst not under YOT supervision or on a YOTs caseload. The guidance was presented to the Board for awareness raising and to confirm previously established practice i.e. that all such reports be considered by the board. It was agreed that this information will be considered by the Child and Adult Practice Review Sub Group and that key issues would be reported to the full Board when required.

### **Accommodation of Homeless 16 and 17-Year-Old Children**

This report was presented to the Board by the Manager of the Youth Offending Services in Vale of Glamorgan to inform the Safeguarding Children Board of the Vale of Glamorgan Council's position regarding the use of bed and breakfast accommodation for homeless 16 and 17-year-old children. The report captured a positive picture and gave the Board a good insight into the performance in relation to this issue across the region. The following recommendations were endorsed by the Board and will be integrated into the Board's existing work around the development of a coherent data set: -

- The RSCB notes and endorses the Vale of Glamorgan Council response to the HMIP Thematic Inspection.
- The RSCB asks Cardiff and the Vale of Glamorgan Council to provide performance and qualitative data, on an annual basis, in relation to the use of bed and breakfast accommodation for 16 and 17 year old children so that it can exercise appropriate scrutiny.

### **Elective Home Education**

Both Local Authorities have been working on ensuring the approach to this is robust and that the Board is fully updated on progress made in regards to Elective Home Education. Both Local Authorities have documents available to staff and provided a summary of progress to date and list of policies used to the Board in March 2018. A report was provided by Vale of Glamorgan to inform the RSCB's continuing consideration of the safeguarding implications related to elective home education and children missing education. The following recommendations were endorsed by the Board and will be integrated into the Board's existing work: -

- LA education departments to monitor school attendance data and promote full-time attendance for all children of compulsory school age by identifying children with poor attendance
- LA education departments to challenge any activity to reduce the potential for full-time attendance for all children of compulsory school age, such as inappropriate or illegal exclusion, inappropriate use of reduced timetables or encouragement of parents to withdraw their child from school for any reason
- LA education departments to pursue models of early intervention and conflict resolution to prevent children being withdrawn from school in favour of EHE or to become children missing education as a result of the breakdown of relationships between the parents and school or LA

- RSCB to develop a multi-agency protocol to provide a consistent regional approach to effective information-sharing and other processes to safeguard children who are electively home educated or missing education
- RSCB to promote effective multi-agency training to raise awareness of the importance of children attending school and the risks to children missing education, including some children identified as EHE
- RSCB to consider provision of multi-agency training and practice guidance that support practitioners in working effectively with complex, challenging and resistant families

As a result of this report the Policies, Procedures and Protocols Sub Group set up a task and finish group in order to develop the multi-agency policy that will be developed during 2018-2019. This Sub Group has also started work on reviewing and updating the "Protocol for Working with Families not Cooperating with Safeguarding issues".

### **Refugee/Migrant Children**

A request came from the National Safeguarding Board for an update on current practice within the region in terms of supporting families who have achieved refugee status. The request outlined concerns surrounding examples of where local authorities in Wales had threatened to take children into care rather than rehousing the whole family. Cardiff and Vale Regional Safeguarding Board responded to this confirming that both City of Cardiff and the Vale of Glamorgan Councils Children's Services departments are proud of their track record in supporting refugee and migrant children to remain living with their families where it is safe to do so. Both local authorities provide financial support to those families who have no access or recourse to public funds in order to ensure that the children are not left destitute and can remain living with their families safely.

### **Exploitation Sub Group**

Professionals from South Wales Police delivered a presentation to the RSCB and RSAB outlining the arising issues in terms of County Lines. Following this presentation, it was agreed that South Wales Police would provide an informed brief on the levels of prevalence going forward. Agencies were also requested to provide any updates or intelligence of their own in relation to County Lines. All members of the RSCB and RSAB agreed to disseminate information provided by SWP widely within their agencies. In addition, following this presentation to the Board and a request from the 'Think Safe!' team in Cardiff, C&V RSB agreed to set up a Thematic Sub Group to replace the Child Sexual Exploitation Sub Group in order to monitor the work around a range of forms of exploitation across the region whilst developing a strategy to address any issues.

### **Suicide and Self-Harm Prevention Strategy**

The RSCB were involved in the development of the 'Suicide and Self-Harm Prevention Strategy' following a presentation to the Board in November 2017. Members of the Board also attend a Suicide and Self-harm Steering group and ensure any issues arising within this are brought to the Board's attention.

### **The Prevent Agenda**

Links have been made with the Home Office Prevent Team and a presentation was delivered to the Board in March 2018. The Board members agreed to ensure the work within the Prevent team was considered within their agencies with particular emphasis on addressing any current training needs. Going forward, the Board will ensure links are made to the work of the Prevent team via their website and any pressing issues in relation to Prevent should be brought back to the Board for consideration.

### **Service User Story**

During 2017-2018, an emerging theme from Child Practice Reviews and an element of work that members of the RSCB agreed was important to keep a line of sight on, was the inclusion and consideration of the experience of the child within partner agencies. The Board members agreed that alongside other work ongoing within the individual agencies and the Sub Groups (Learning Workshops, Communication and Engagement Sub Group Work Plan etc.) to address this and the inclusion of this as a priority on the Annual Plan, it would be a key opportunity for each member agency to provide a service user story to the Board. This would provide an insight on the work being carried out and the experience of the child. Our first story is due to come to the Board meeting in May 2019. This work will remain a standing agenda item going forward.

### **Children in Police Custody Joint Working Agreement Document**

This document was presented to the C&V RSCB and although not endorsed by all agencies, it was agreed that work in terms of this would move forward with South Wales Police and Social Services working closely together to resolve any issues. It was agreed that the Safeguarding Children Board should have a line of sight of the data produced by South Wales Police in relation to Children in Police Custody and the outcome of this. The Safeguarding Board Business Unit are working closely with South Wales Police to ensure a robust system is in place in order to report this data to the Board in a timely manner. This data is likely to become embedded within the dataset framework currently being developed.

## **3. Service User Participation**

It was agreed that for the RSCB to be effective in this area; a number of key actions were needed to ensure a robust way forward. The RSCB relaunched the Communication and Engagement Sub Group to work collaboratively to cover the work of Adults and Children Safeguarding. This Sub-Group has developed a Work Plan for 2018-2019 taking into account the voice and contribution of young people and that feedback is used effectively.

It was important for the Board to ensure all public facing documents/materials were updated and accessible. This year was dedicated to ensuring this work happened. The RSCB website has been updated and a number of resources created to ensure the work of the Board is widely promoted.

Alongside this, a joint newsletter was published on behalf of the Adults and the Children Safeguarding Boards and will be produced by the Safeguarding Business Unit on a quarterly basis. The bulletins will aim to highlight new guidance, research and report on developments in safeguarding across the Children and Adults Boards. All the organisations who sit as members on the Boards contribute to the bulletin to promote and inform those individuals who work with both children and adults at risk, as well as provide information to the general public about the work of the Board.

### **National Safeguarding Week**

The RSCB can celebrate a very successful National Safeguarding Week for 2017-2018 with a number of different events taking place across the region, engaging both professionals and the public. The programme from the week can be found as Appendix # The key focus of the week was aimed at delivering awareness-raising events around various safeguarding themes in relation to Community Engagement, Modern Slavery, Mental Health & Resilience, Online Abuse & Exploitation and Domestic Abuse. The week

also reinforced the message that the safeguarding of children and vulnerable adults at risk is everyone's business. During the week, the Regional Safeguarding Children Board helped to promote the launch of the CASCADE publication of the CSE Review Report led by Dr Sophie Hallett. Planning arrangements for National Safeguarding Week 2018 have already convened with a Task and Finish Group being established by the Safeguarding Business Unit and the Communication and Engagement Sub Group. This group have met and agreed a work plan for 2018.

### **SWP Advocacy Service**

South Wales Police representatives presented a Business Case to the Board outlining options available to South Wales Police for an Independent Child Advocacy Service. The Business Case outlined previous funding arrangements. This Business Case was accompanied by a letter inviting financial support from the Board for the continuation of this service. The Board agreed to provide its support to the continuation of the Child Advocacy Services but took the view that the funding request should be a matter for the Public Service Boards to consider.

## **4. Board Operations**

The RSCB are proud of the achievement in terms of Board operations and the developments made to date.

The appointment of a Strategic Business Manager and the establishment of a Safeguarding Business Unit has had an immediate and positive impact on both the operation of the Board and activities undertaken on the Board's behalf. As a result of this, there has been significant improvement in the collaboration with other Regional and National Safeguarding Boards in Wales ensuring that good practice is continually shared.

The meetings of the adult and children's Boards are now co-chaired by the directors of Social Services in Cardiff and the Vale. These meetings are held on the same day with some overlap enabling joint matters to be considered by both boards. Board meeting agendas are concise, relevant and the focus is on strategic development. Membership is more secure and in terms of structure, governance and strategic focus, the Board is much better placed to meet the challenges that an area as populous and diverse as Cardiff and the Vale presents in ever-growing volumes.

Sub-groups are now operating in a more purposeful manner. Terms of reference documents and work plans have been developed for sub-groups as well as specific role profiles for the child and adult practice review sub-group. These have contributed to ensuring members have the necessary knowledge and skills to carry out work for these groups.

Work will continue throughout the year to develop terms of reference for Board members and to devise standardise induction programme (to include a newly established buddying system).

The Board now see this work as core business and it will not remain on the Annual Plan.

### iii. OTHER ACTIVITY AND BOARD DEVELOPMENT

#### Meetings

During 2017-2018 there were four RSCB Main Board meetings held with an additional Development Day being held to discuss key priorities to undertake self-assessment. The Business Planning Group met on three occasions. Across all meetings, there was good attendance from statutory partners.

#### Cardiff and Vale Regional Safeguarding Children Board Attendance

| Agency   | Attended | Missed | Delegates |
|--|----------|--------|-----------|
| Cardiff Children Services                              | 4        | 0      | 0         |
| Vale of Glamorgan Children Services                    | 3        | 1      | 0         |
| South Wales Police                                     | 4        | 0      | 2         |
| National Probation Service                             | 3        | 1      | 0         |
| Community Rehabilitation Company                       | 2        | 2      | 1         |
| Cardiff and Vale University Health Board               | 4        | 0      | 0         |
| Velindre NHS Trust                                     | 1        | 3      | 0         |
| Cardiff Education                                      | 4        | 0      | 1         |
| Vale of Glamorgan Education                            | 4        | 0      | 1         |
| Cardiff Housing  | 3        | 1      | 0         |
| Vale of Glamorgan Housing                              | 2        | 2      | 2         |
| Cardiff Youth Offending Service                        | 2        | 2      | 0         |
| Vale of Glamorgan Youth Offending Service              | 2        | 2      | 0         |
| Public Health Wales (National Safeguarding Team)       | 4        | 0      | 0         |
| Welsh Ambulance Team, NHS Trust                        | 3        | 1      | 1         |
| Barnardo's   | 2        | 2      | 0         |
| NSPCC  | 0        | 4      | 0         |
| National Youth Advocacy Service (NYAS)                 | 3        | 1      | 0         |
| UK Visas and Immigration                               | 2        | 2      | 0         |
| Cardiff Women's Aid                                    | 0        | 4      | 0         |
| National Independent Safeguarding Board Representative | 3        | 1      | 0         |

#### Development Day

On 12<sup>th</sup> January 2018, members of the RSCB took part in a Development Day facilitated by Professor Jan Horwath, Emeritus Professor of Child Welfare in the Department of Sociological Studies at the University of Sheffield, with aims to:

- To reflect on the achievements and challenges encountered by the Board in 2017
- To identify priorities for 2018
- To establish how the Board can demonstrate an understanding of safeguarding practice in the region.

There was much discussion during the day regarding priorities and focus of activity for the next business planning cycle. These discussions helped to inform the Annual Plan for 2018-2019.

The Development Day provided a good opportunity for Board members to build effective working relationships, share good practice and establish what the priorities for the Board

needed to be. This was a successful event and one that is already shaping the activity of the Board more effectively.

## Section 137 – Request for Information

Under Section 137 in the SSWBA, a Safeguarding Board may, for the purpose of enabling or assisting the Board to perform its functions, ask a qualifying person or body to supply specified information to which subsection (2) or (3) applies to—

- (a) the Board, or
- (b) a person or body specified by the Board.

This year C&V RSCB have not had to use any Section 137 requests.

## Safeguarding Children in the Region – Performance Data

The following data set is to be regarded as providing a very limited insight into a relatively narrow field of child protection practice and activity. The Board recognises the urgent need to resolve a clear and coherent multi-agency data set that enables more purposeful analysis and interrogation that enables the Board to reassure itself and the public that safeguarding practice is appropriately focused, resourced and effective. Developing this data set is underway as a key priority (see page 12).

### Number of registrations (as at March 2018) categorised:

| Category of Abuse            | Cardiff    | Vale of Glamorgan |
|------------------------------|------------|-------------------|
| Emotional abuse              | 83         | 37                |
| Neglect                      | 132        | 58                |
| Neglect and Emotional abuse  | 0          |                   |
| Physical abuse               | 8          | 6                 |
| Physical abuse and Neglect   | 0          | 6                 |
| Physical and Emotional abuse | 0          |                   |
| Sexual abuse                 | 8          | 2                 |
| Sexual and Physical abuse    | 3          | 0                 |
| Sexual Abuse and Neglect     | 0          | 3                 |
| Financial and Physical       |            | 1                 |
| Register at Birth            |            | 6                 |
| <b>Grand Total</b>           | <b>234</b> | <b>124</b>        |

### Number of professional allegations (from April 2017-March 2018):

|                                | Cardiff | Vale of Glamorgan |
|--------------------------------|---------|-------------------|
| No. of allegations made        | 90      | 28                |
| No. completed                  | 60      |                   |
| No. of initial strat. meetings | 72      |                   |

## **SAFEGUARDING ADULTS:**

Over the last year, work has been progressing on developing a robust and cohesive Adults board for the region whilst addressing the two priorities in the Annual Plan along with Core Business of the Board

### **i. IDENTIFIED PRIORITIES**

As set out in the RSCB's 2017 – 2018 Annual Plan the Board identified the following priorities:

- 1. Domiciliary and Nursing Home Care**
- 2. Safeguarding People with Dementia**

### **iv. ADDRESSING THE PRIORITIES**

#### **1. Domiciliary and Nursing Home Care**

##### **Domiciliary and Nursing Home Care Forums**

Within the Annual Plan, the RSAB recognised the need to engage with the sector via Domiciliary Care and Residential/Nursing Home Forums. In 2017-2018 The Forums have reconvened in the Vale of Glamorgan and Cardiff and the potential of bringing the two LA Forums together was discussed – at present it was felt that the commissioning models were too different so that we would not bring them together at this point.

##### **Domiciliary and Nursing Home Care Service User Engagement**

There is a piece of work ongoing to roll out the 'Your Choice' project for outcome based domiciliary care following a successful 12-month pilot within the Vale of Glamorgan. There is also a project within the Vale of Glamorgan in relation to a Physical Disability day service – 'New Horizons'; this project involves looking at how we can engage citizens better in order to shape their domiciliary care. This includes service users being included in carer interviews and developing their own standards for their expectations of carers when delivering care in people's homes. Much of this work this year has been overtaken by the development of pooled budgets for care homes hosted by Cardiff for 2018/19, improved communications across all partner agencies regarding fee setting has ensured that strong relationships are built with independent providers. The development of a joint contract has been superseded by the introduction of the Regulation and Inspection of Social Care (2016) Act.

##### **Domiciliary and Nursing Home Care RSAB Provider Performance Protocol**

In 2017-2018, work was completed to align the two local authority protocols and adopt a RSAB wide single Provider Performance protocol thus ensuring a consistent and robust approach across the board's area. The terminology across the region is consistent and information sharing regarding concerns about providers is consistently reported where necessary.

##### **Domiciliary and Nursing Home Care Commissioning, Contracting and Joint Training**

Representatives from each of Cardiff and the Vale's commissioning and contracting team attend their respective quality control and monitoring meetings to ensure effective information exchange and a clear line of sight on emergent concerns regarding safeguarding. The RSAB has considered the feasibility of combining these into a single Board wide Quality Assurance function but the nature of the meetings is much wider than safeguarding and reflects different business models that do not lend themselves to simple merger currently. The RSAB also recognised the need for robust joint training to ensure that all staff who are involved in investigations are able to gather and record evidence to PACE standards, whether or not a criminal investigation results. C&V UHB has delivered joint training to LA DLMs and Health DLMs. It has been recognised that this should be encouraged and developed further.

### **Domiciliary and Nursing Home Care Challenges Addressed**

The Board wanted to ensure that challenges faced across the Domiciliary Care sector are identified and in order to achieve this issued an action to identify the current capacity within the marketplace and this was completed in 2017-2018. As well as this, in order to ensure interim Adult Safeguarding processes across Cardiff and the Vale of Glamorgan are consistent and fit for purpose pending agreed national review of the All Wales Procedures a new A1 form is currently under review. Cardiff & Vale UHB has worked with Cardiff and Vale of Glamorgan LA to develop the current VA1 that is in use. Further joint working will continue to ensure partnership with statutory agencies to update this referral / duty to report form.

### **Pressure Ulcer Reporting**

Work on ensuring full and consistent implementation of the 'All Wales Guidance regarding Pressure Ulcer reporting and Investigation 2014' was convened and Cardiff & Vale of Glamorgan are striving to ensure that a robust process for reporting to the appropriate LA is in place across C&V UHB region. All Health Boards report Pressure Damage of Grade 3 & 4 to Welsh Government and complete an e DATIX form and a Root Cause Analysis investigation is undertaken. As all Health Boards across Wales C&V UHB are exploring how the referral process within the UHB and sharing the information with the LA can be improved.

A proposal was presented by C&V UHB to the Board outlining the following recommendations:

- Cardiff and Vale Regional Safeguarding Board to consider the proposed review of reporting Pressure Ulcer damage to LA
- Cardiff and Vale Regional Safeguarding Board to have assurance that if agreed the proposed reporting mechanism provides compliance with the Social Services and Well-being (Wales) Act 2014 and the duty to report
- If agreed Cardiff and Vale University Health Board prepares a plan of implementation across the UHB

It was agreed by the Board that there is a lot more to explore before making a final decision and so was decided that the Policies, Procedures and Protocol Sub Group would investigate this further and report to the full board.

## **2. Safeguarding People with Dementia**

The RSAB reflected on the appropriateness of this as a priority and corresponding action and it is felt that this is not the direct business of the RSAB (although a key area of interest) we would expect this to be picked up and monitored through the 3 year

dementia strategy and associated governance framework to monitor progress. It was agreed that areas of safeguarding people with dementia could be addressed under the priority of 'Workforce' in the 2018-2019 Annual Plan.

### **Dementia Friendly City**

Josef Prygodzicz, a Senior Health Promotion Specialist delivered a presentation on Dementia Friendly Status. A background to the Dementia Friendly City project was provided, which is a National programme overseen by the Alzheimer's Society. The programme involves working with local people and partners to create dementia friendly towns and cities. The overall aim of the programme is to create an environment that is more supportive of people affected by dementia. This programme has been taken forward in Cardiff and the Vale of Glamorgan. Cardiff West and Barry have been chosen as the two pilot areas as part of the 3 year Dementia Plan and the key outcomes of the pilots were explained. It was noted that Cardiff is working towards becoming the first dementia friendly city in the UK. In the Vale of Glamorgan, there is an overarching steering group. There will be a launch in May 2018, during National Alzheimer's Week and every effort is being made to encourage organisations to contribute towards the scheme and to raise awareness. The Board agreed that members should disseminate this information within their agencies and Josef's contact details were shared in order for the presentation to be delivered within individual organisations.

## ii. OTHER ACTIVITY AND BOARD DEVELOPMENT

### Meetings

During 2017-2018, the RSAB met on 4 occasions to include Main Board meetings and a Development Day to discuss key priorities to undertake self-assessment. The Business Planning Group met on three occasions. Across all meetings, there was good attendance from statutory partners.

### Cardiff and Vale Regional Safeguarding Adults Board Attendance

| Agency   | Attended | Missed | Delegates |
|--|----------|--------|-----------|
| Cardiff Adults Services                          | 2        | 1      | 0         |
| VoG Adult Services                               | 3        | 0      | 0         |
| South Wales Police                               | 3        | 0      | 0         |
| National Probation Service                       | 2        | 1      | 0         |
| Community Rehabilitation Company                 | 1        | 2      | 1         |
| Cardiff and Vale University Health Board         | 2        | 1      | 0         |
| Velindre NHS Trust                               | 0        | 3      | 0         |
| Public Health Wales (National Safeguarding Team) | 2        | 1      | 0         |
| Welsh Ambulance Service, NHS Trust               | 0        | 3      | 0         |
| MIRUS  | 1        | 2      | 0         |
| Care Homes                                       | 3        | 0      | 0         |
| South Wales Fire and Rescue Service              | 0        | 3      | 0         |
| Abertawe Bro Morgannwg Health Board              | 0        | 3      | 0         |
| Age Connect                                      | 1        | 2      | 0         |
| NISB   | 1        | 2      | 0         |

### Development Day

On 9<sup>th</sup> February 2018, members of the RSCB took part in a Development Day facilitated by Professor Jan Horwath, Emeritus Professor of Child Welfare in the Department of Sociological Studies at the University of Sheffield, with aims to:

- To consider progress made by C&VSAB
- To explore any emerging safeguarding issues
- To clarify priorities for 2018-2020.
- To establish how the Board can demonstrate its contribution to safeguarding improvements.

There was much discussion during the day regarding priorities and focus of activity for the next business planning cycle. These discussions helped to inform the Annual Plan for 2018-2019.

The Development Day provided a good opportunity for Board members to build effective working relationships, share good practice and establish what the priorities for the Board needed to be. This was a successful event and one that is already shaping the activity of the Board more effectively.

### Section 137 – Request for Information

Under Section 137 in the SSWBA, a Safeguarding Board may, for the purpose of enabling or assisting the Board to perform its functions, ask a qualifying person or body to supply specified information to which subsection (2) or (3) applies to—

- (a) the Board, or
- (b) a person or body specified by the Board.

This year C&V RSCB have not had to use any Section 137 requests.

## Adult Protection and Support Orders (APSO)

Under Section 127 in the SSWBA, “an authorised officer may apply to a justice of the peace for an order (“an adult protection and support order”) in relation to a person living in any premises within a local authority’s area. The purposes of an adult protection and support order are—

- (a) to enable the authorised officer and any other person accompanying the officer to speak in private with a person suspected of being an adult at risk,
- (b) to enable the authorised officer to ascertain whether that person is making decisions freely, and
- (c) to enable the authorised officer properly to assess whether the person is an adult at risk and to make a decision as required by section 126(2) on what, if any, action should be taken.

During 2017-2018, C&V RSAB did not need to use the powers under this section.

## Safeguarding Adults in the Region – Performance Data

The following data set is to be regarded as providing a very limited insight into a relatively narrow field of adult protection practice and activity. The Board recognises the urgent need to resolve a clear and coherent multi-agency data set that enables more purposeful analysis and interrogation that enables the Board to reassure itself and the public that safeguarding practice is appropriately focused, resourced and effective. Developing this data set is underway as a key priority (see page 12).

### Number of referrals categorised:

| Category of Abuse  | Cardiff     | Vale of Glamorgan |
|--------------------|-------------|-------------------|
| Emotional          | 298         | 43                |
| Financial          | 251         | 54                |
| Neglect            | 677         | 119               |
| Physical           | 473         | 120               |
| Sexual             | 85          | 33                |
| (blank)            | 0           | 1                 |
| <b>Grand Total</b> | <b>1784</b> | <b>370</b>        |

### Outcomes of referrals:

| Outcome of referral | Cardiff | Vale of Glamorgan |
|---------------------|---------|-------------------|
| Closed              | 696     | 283               |
| Investigation       | 90      | 68                |
| Further enquiries   | 185     | 39                |
| Contact to Mhub     | 301     |                   |

# COLLABORATION WORK:

## i. ADULT AND CHILDREN SAFEGUARDING AGENDA

As well as individual agendas for safeguarding adults and children, Cardiff and Vale of Glamorgan Safeguarding Boards have ensured its meetings allows for any overlap of issues and agenda items. Some of the agenda items that have been discussed jointly are:

### **Review of All Wales Children's and Adult's Safeguarding Procedures**

We are pleased to be leading the review of the All Wales Adult and Child Protection Procedures and to be able to report that this is developing at an appropriate pace, with good support from colleague professionals across all agencies and regions.

### **SSD-SWP Interface Proposal**

A proposal was taken to the Board for the Adult and Children's Boards to jointly commission a full day workshop for SWP and Cardiff staff facilitated by an external consultant. The workshop will bring together key frontline staff from across both of the statutory agencies. It was proposed that the Boards would need to:

- Commission independent Consultant to facilitate the day
- Fund a venue and refreshment arrangements
- Key staff across both Police and Social Services to be identified and supported to attend. These should include EDT, Bronze Officers, PPU Sergeants and MASH team members.

The outcomes of this workshop would be:

- Increased awareness and understanding of the different roles and responsibilities
- Agree any additional training and development that needs to be available to promote increased and improved joint working
- Agreed policy and procedures for frontline staff
- Opportunity to share good practice
- Improved management of expectations within professions
- Influence and guide the future Induction Programmes of personnel within the Police and Social Services
- Develop themes to guide the future action plans and activity of the various organisations and the Boards

The Boards considered the proposal and agreed the necessary funding and commitment to the event. Work has convened between South Wales Police and the Local Authority in order to arrange the workshop for later in 2018.

### **Faith Sector**

An official launch of the final Safeguarding policy for Mosques and other Islamic Studies Settings took place during National Safeguarding Week in partnership with the Muslim Council of Wales. A training plan was developed and delivered to Mosques. The success of this engagement now provides a basis for engaging the communities in similar developments concerning adult safeguarding and this has been well received by local leaders.



## **OTHER EMERGENT THEMES AND ONGOING WORK**

### **Robustness of complaints procedures**

A discussion was had on the robustness of the Regional Safeguarding Children Board's current complaints procedures and the need to align these with adult safeguarding. Work has been commissioned by the Policies, Procedures and Protocols Sub Group for a merged document to be developed.

### **Work of the IPCC (Independent Police Complaints Commission)**

Links were made in 2017 with Commissioners from the Independent Police Complaints Commission and a presentation made to both Boards. Links were made through individual agencies going forward with an agreement that any pressing issues would be brought back to the Boards.

### **CSSIW Interim Policy**

Members of Care Inspectorate Wales provided a presentation to the Board and reported on the CIW internal interim safeguarding arrangements. A background to the development of the Interim policy was provided. The Board members agreed to feedback any relevant information to CIW on the interim report.

### **Inspection Reports**

Board members address recommendations from the National Independent Safeguarding Board and their own concerns surrounding the openness and ability to monitor any issues arising from all individual agencies. Therefore, all partner agencies now regularly share any relevant inspection reports with summaries drawing the Boards attention to any issues or items to discuss at meetings ensuring these can be progressed and actioned as necessary.

### **Other Reviews/Teams**

- i. Child Death Review Team**
- ii. Domestic Homicide Reviews**
- iii. Procedural Response to Unexpected Deaths in Children (PRUDiC)**

The Board have made particular links with Community Partnership Teams in both regions, the Coroner, the Child Death Review Team and colleagues working within the PRUDiC process to ensure all appropriate information sharing is in place and robust processes are developed enabling the Board to have oversight of relevant data and information.

## **ii. WORK OF THE SUB GROUPS:**

Throughout 2017-2018, there has been a significant amount of work dedicated to the operation and outcomes of the individual sub-groups. All sub groups now have a work plan addressing priorities for the year, linking in to the Boards Annual Plans and any emerging themes and recommendations as a result of ongoing reviews.

### **Business Planning Groups**

**The Business Planning Group is key to the overall effectiveness of the Safeguarding Board in terms of delivering its objectives. The group will ensure that the priorities of the Board and the work of the Sub Groups are taken forward.**

It was agreed to include two Business Planning Groups within the RSB Structure to ensure that any operational issues can be addressed at these groups and any decisions

and strategic objectives could be forwarded to the RSCB and RSAB for decisions. The Boards are agreed that they each require a separate Business-planning group because of the need for attention to detailed issues of practice and a reliance on operational expertise relating to technical issues. In 2017-2018, each Business Planning Group met on 3 occasions where the progress of the Sub Groups was monitored and any challenge appropriately addressed. These groups also monitored and contributed to the development of the RSCB and RSAB Annual Plans whilst monitoring the progress on the previous year's priorities providing updates to the RSCB and RSAB where necessary.

## **Training Sub Group**

**This group works on behalf of the Safeguarding Boards to ensure the availability and delivery of high quality training on safeguarding adult and children issues to statutory, voluntary and independent agencies.**

During the period and again as part of our governance review this sub group was combined as a shared function across both boards in order to enhance efficiency and coherent delivery. Throughout 2017-2018, the Training Sub Group met on 5 occasions and carried out extensive work to ensure governance of the training programme across the region.

Early in 2017, the Training Sub Group initiated a Training Mapping Exercise to find out what Training was being offered by individual agencies. This piece of work continued into 2017-2018 and is currently helping to identify any good practice but also any gaps that the Training Sub Group will need to identify. Following on from this, the Training Sub Group are currently developing a training register that will highlight all training provided by all agencies across the regions and identify a multi-agency potential level 1 training that can be implemented across all parts of the Board region and its partner agencies. The Training Sub Group have identified a clear need to engage with academic sector across Cardiff and the Vale of Glamorgan to develop an understanding of current safeguarding research in place to guide future training, service and policy development needs. All training needs identified through completed Child and Adult Practice reviews are being implemented into the future work of the Sub Group.

## **RSCB Audit Sub Group**

**The aim of this group is to improve outcomes for children across Cardiff and the Vale of Glamorgan, by monitoring the effectiveness of the coordination between agencies in delivering their safeguarding responsibilities by implementing a multi-agency audit mechanism.**

The Boards are agreed that they each require a separate audit sub-group because of the need for attention to detailed issues of practice and a reliance on operational expertise relating to technical issues.

During the year 2017-2018, the RSCB Audit Sub group met on 2 occasions. Initial meeting took place on 25th September 2017 and the second 7th December 2017. The terms of reference were reviewed at the second meeting and the commitment of agencies to attend meetings and allocate the necessary resources to complete audits revisited. This will be monitored by the sub group and regular non-attendance will be reported to the Board. It was agreed that at the commencement of each audit the chair will write to each agency to lay out the groups expectations of them for the audits.

The work plan was developed further at the last meeting considering the audits outlined in the SWWBA and any arising issues from completed reviews. It was agreed that the sub group will carry out one or two audits a year depending on the size of the audit and whether or not an audit tool needed to be developed for it. These audits will form part of the rolling programme of audits but the group will check which of these are undertaken by member agencies to inform our decision-making. The sub group members have

agreed that we should concentrate on quality rather than quantity within our priorities. The work plan is in the process of being finalised and will set out the plan of work for 24 months.

The RSCB Audit Sub Group agreed on the following priorities:

**Priority 1 - Auditing Children who have had a CP Medical/are open to SARC to see if they proceeded to a CP Conference and if registered under what category specifically in relation to evidence of or being at risk of CSA.**

This is in response to the action plan from a Child Practice Review in which CSA was clearly felt evident but not evidenced within the Child Protection process. The purpose of the sub group audit will be to determine whether correct registration is now being applied and child protection plans are reflecting the concerns for the child particularly in relation to CSA.

**Priority 2 - Auditing children whose parents/guardians withdrew consent for a wellbeing assessment having agreed consent earlier in the referral process and checking if a referral was subsequently made to Children's Services after consent was withdrawn.**

This forms part of the Audit Sub Group Rolling Programme and is in line with an emerging theme from ongoing and completed reviews.

**Priority 3- Undertaking a CEF audit of a sample of cases subject to CSE procedures over a 12-month period.**

This priority came from a recommendation following a Multi-Agency Professional Forum and whilst the Sub Group have agreed to undertake work in relation to this recommendation, it was agreed that 25% of cases (which was originally recommended) would be too high and the group are currently reviewing this number.

**Priority 4 - Monitor audits and work being done in terms of quality assurance by individual agencies**

This priority was agreed to ensure the group had oversight of any ongoing quality assurance work by individual agencies ensuring information could be fed into the Board when necessary and work was not duplicated on any occasion.

## **RSAB Audit Sub Group**

**The aim of this group is to improve outcomes for adults across Cardiff and the Vale of Glamorgan, by monitoring the effectiveness of the coordination between agencies in delivering their safeguarding responsibilities by implementing a multi-agency audit mechanism.**

During the year 2017-2018, the RSAB Audit Sub group met on 4 occasions with the first meeting being later in 2017. Since then, the terms of reference were reviewed and the commitment of agencies to attend meetings and allocate the necessary resources to complete audits revisited. Throughout 2017-2018, the Sub Group have completed a Work Plan to cover 2018-2019, agreed the first audit to be achieved and established the audit tool to be used for this. The first audit to be completed will look at adults with repeat VA1 referrals and aims to establish whether the current process for safeguarding adults at risk within Cardiff & Vale is effective. The Sub Group have agreed the data set needed for this audit and are gathering data in relation to this. The audit will commence in April 2018 when data has been collect. The Sub Group are hoping to complete the Audit Report for June 2018.

The RSCB Audit Sub Group have agreed on the following priorities for 2018-2019:

- Adults with repeat VA1 referrals
- Number of referrals received from Care Homes providing care for people with Dementia in a care setting and the outcomes (thematic) – 2017-18
- Quality Assurance of VA1/Duty to Report
- Learning from Adult Practice Reviews considered

## **Communication and Engagement Sub Group**

**This group was set up to ensure that the links between the Regional Safeguarding Boards and the community are strengthened. This will include awareness raising and co-ordination of public engagement activity in consulting with children, adults at risk, their carers and professionals on matters relating to safeguarding.**

During the period, this sub group was combined as a shared function across both boards in order to enhance our ability to create and communicate a broad safeguarding narrative in respect of adults and children.

During 2017-2018, the Communication and Engagement Sub Group met on 4 occasions. The priorities for this Sub Group in 2017-2018 were to review and update the Terms of Reference, secure membership (to ensure representation from agencies across children and adult safeguarding), ensure a robust approach to National Safeguarding Week, develop a website for the RSAB whilst updating the current RSCB website and review and update the Communication Strategy to ensure inclusion of safeguarding Adults and Children. All of these priorities were met and achieved.

The previous RSCB Communication and Engagement Sub Group developed a communication strategy that was ready for use in 2016 and during 2017-2018; this strategy has been reviewed and amended to ensure Safeguarding Adults is fully embedded in this document. The strategy will be taken to the RSB meeting in May 2018 for ratification.

The Communication and Engagement Sub Group worked closely with the Business Unit and the Cardiff Web Team to update and redesign the original RSCB website and develop a new website for the RSAB. These websites were subsequently launched in February 2018 and are easily accessible for both the public and professionals. These websites will be maintained and updated by the Business Unit with the support of Board members and Sub Group members.

The Safeguarding Business Unit has created a range of merchandise (pens, post-it notes, bags, stands, lanyards, leaflets and posters) in order to advertise the RSCB and RSAB which were disseminated widely to the public and professionals during Safeguarding Week and subsequently via the Communication and Engagement Sub Group members ensuring all agencies make this information readily available.

As well as achieving the above priorities, the Sub Group have also been working closely with the Safeguarding Business Unit to develop the first quarterly newsletter. This newsletter was published in February 2018 and aims to update the public and professionals on the work of the Boards on a quarterly basis.

The Sub Group have started work on the Work Plan for 2018-2019. It was agreed that the priorities for this Sub Group in 2018-2019 would be:

- 1. Raising the Safeguarding Boards Profile**
- 2. Children, Young People and Family Engagement**
- 3. Adults, Carers and Practitioners Engagement**
- 4. Learning Lessons from Reviews**

## Child and Adult Practice Review (CPR/APR) Sub Group

The purpose of this Sub Group is to implement the statutory requirements outlined in the Social Services and Wellbeing (Wales) Act 2014, by considering if cases referred meet the criteria for an Adult/Child Practice Review. The group will also monitor any action plans arising from practice reviews and ensure they are progressed. Learning arising from reviews will be disseminated.

During the period and again as part of our governance review, this sub group was combined as a shared function across both boards.

During 2017-2018, the CPR/APR Sub Group met on seven occasions. Three of these meetings were extraordinary meetings dedicated to the discussion of Child Practice Review reports being submitted to the RSCB. The priorities for this Sub Group in 2017-2018 were to continue consideration of Child and Adult Practice Review referrals as they came in, monitor ongoing reviews, develop a clear CPR/APR guidance for professionals (to include role profiles for sub group members, Practice Review panel members, Chairs and Reviewers and templates for Practice Review documents) and to develop a rolling programme of workshops ensuring themes and learning from Practice Reviews are monitored and actioned.

All priorities were addressed and work commissioned to ensure these were actioned appropriately.

A rolling programme of workshops was agreed to cover the following themes arising from the Child Practice Reviews:

- **The Voice of the Child** (to cover disguised compliance, difficult conversations, capacity, voice of the child and involvement in plans)
- **Multi-agency/Inter-authority Working** (to cover sharing information, holistic approaches, meetings – attendance, reports and video-calling and suitable placements)
- **Planning, assessment and reviewing** (to cover assessment of the child and the family and carers, risk assessments, decision-making, point of contact and categorisation)

It was agreed that following these workshops, learning and recommendations would be taken to the Board in order to ensure practitioners views are captured and considered.

The first workshop on the Voice of the Child took place in November 2017 with the learning and recommendations from this workshop being developed into a report due to be shared with the Board in May 2018. The remaining workshops will take place between May 2018 and January 2019 with the view of adding to the programme when learning is shared from any Adult Reviews completed.

During the year, it was apparent that the children's board was facing a significant challenge at the beginning of the year in meeting a backlog in concluding a number of Child Practice Reviews (CPR). In addition to reflecting ineffective grip on the CPR/APR process, concerns about sourcing CPR/APR reviewers and authors and difficulties in the process for reaching Board agreement, it was clear above all that the absence of an effective joint boards' business unit for 2 years had been the critical factor in undermining the ability of the boards and CPR process to function effectively.

Significant strides have been made in unlocking these inter-related challenges creating real momentum in overcoming the CPR blockage and underpinning overall board effectiveness, these include -

- The establishment of a fully staffed and highly effective and energetic Joint Boards Business Unit
- Joining the boards' quarterly meetings to single day event with a strong focus on the key joint agenda priorities including policy, analysis, strategic development and the nuts and bolts of business effectiveness
- Stronger co-chairing arrangements led by Directors with specialist backgrounds in adult and children's safeguarding respectively
- Revised common sub-group structures led by appropriate senior board professionals and enabling more effective focus on delivering against annual priorities
- Decluttered board agenda to enable better decision-making greater participation, more clearly focused debate and promoting interagency learning and challenge
- Movement in the completion of outstanding CPRs
- A newly launched Website
- Refresh of Training across adults and children's professionals
- Development of a CPR/APR Guidance for all professionals which provides clear guidelines and governance

During 2017-2018, C&V RSCB were progressing 5 Child Practice Reviews including a review into the particularly high profile case in relation to the murder of Elsie Scully-Hicks. All CPR panels convened are working within particular timeframes with work ongoing to ensure timeliness of reviews is improved. Links have been made with Welsh Government on a number of occasions as requested in SWBA Guidance to notify them of the CPRs commissioned and collaborative work has been underway with other Regional Boards to ensure a robust approach to the CPR Panel process. The CPR/APR Sub Group acknowledge that work on Adult Practice Reviews is progressing, the Sub Group are already considering more referrals and we are confident that we can utilise the skills of our Sub Group members and other professionals to ensure an effective process is in process to manage these referrals.

**Number of Child Practice Reviews/ Multi-agency Professional Forums (from April 2017-March 2018):**

|                                  | <b>Cardiff</b> | <b>Vale of Glamorgan</b> |
|----------------------------------|----------------|--------------------------|
| <b>No. of referrals received</b> | 4              | 3                        |
| <b>CPRs Agreed</b>               | 0              | 0                        |
| <b>CPRs Ongoing</b>              | 5              | 1                        |
| <b>CPRs completed</b>            | 1              | 0                        |
| <b>MAPFS Agreed</b>              | 1              | 0                        |
| <b>MAPFs Ongoing</b>             | 2              | 0                        |
| <b>MAPFs Completed</b>           | 0              | 0                        |

**Number of Adult Practice Reviews/Multi-agency Professional Forums (from April 2017-March 2018):**

|                                  | <b>Cardiff</b> | <b>Vale of Glamorgan</b> |
|----------------------------------|----------------|--------------------------|
| <b>No. of referrals received</b> | 3              | 1                        |
| <b>APRs Agreed</b>               | 2              | 0                        |
| <b>APRs Ongoing</b>              | 2              | 0                        |
| <b>APRs completed</b>            | 0              | 0                        |
| <b>MAPFS Agreed</b>              | 0              | 1                        |
| <b>MAPFs Ongoing</b>             | 0              | 1                        |
| <b>MAPFs Completed</b>           | 0              | 0                        |

## **Making Links with Domestic Homicide Reviews**

A Child Practice Review was convened in 2017 where there were clear links with a Domestic Homicide Review (DHR). In order to ensure consistency and joint up working, the Child Practice Review Panel and Sub Group coordinated closely with Cardiff's Community Partnership Team during the process of these reviews. This is in line with SSWBA Guidance, Volume 2, Section 6.7 and 6.8.

## **Policies, Procedures and Protocols Sub Group**

**The group will contribute towards developing and reviewing policies and procedures in order to co-ordinate what is done by the partners and members of the Board, for the purposes of protecting adults and children and preventing abuse, neglect and other forms of harm to adults and children within the area of the Board. The group will also ensure that the RSCB and RSAB are fully engaged in the work around the national policies and procedures.**

During self-analysis later in 2017 and again as part of our governance review, the Boards agreed the need for a further Sub Group to fully engage in the process of the development of the All Wales Protection Procedures and the regional policies, procedures and protocols. It was agreed that this sub group was combined as a shared function across both boards in order to enhance efficiency and coherent delivery. During 2017-2018, this Sub Group met on 2 occasions. The priorities for this group were developing and agreeing terms of reference, ensuring membership included all relevant professionals for safeguarding adults and children, identifying policies, procedures and protocols currently adopted by the Regional Safeguarding Boards and identifying gaps and the need to review these documents. The Sub Group have already completed a significant amount of work in terms of identifying the range of policies and commissioning work into reviewing a number of these policies aligning children and adults where appropriate. The Sub Group are currently working on reviewing these documents and producing a list of current policies, procedures and protocols with updates on what documents are to be reviewed and by when. The Sub Group have agreed the Work Plan for 2018-2019 to include the following priorities:

- **Current Policies, Procedures, Protocols** (to include the scoping of policies, procedures and protocols already available in Cardiff, Vale of Glamorgan and All Wales and reviewing and updating current policies, procedures and protocols to ensure they are up to date and relevant)
- **Review policies, procedures and protocols from other regions and adopt as necessary** (to include the review of any new/updated policies from other regions and for these to be circulated to the Sub Group for discussion and recommendations to the RSCB and RSAB)
- **Review Recommendations** (to include any work commissioned by the Board for the Sub Group stemming from CPRs, APRs, MAPFs and any other relevant reviews)

During 2017-2018, the Sub Group reviewed and amended the North Wales Self-Neglect policy to align this with work in Cardiff and the Vale. This is due to be signed off by the Board in May 2018.

## **Child Sexual Exploitation Thematic Group**

**In order to monitor and evidence the work ongoing in relation to Child Sexual Exploitation and in response to Welsh Government's request for this to be a**

**priority of the Safeguarding Boards, RSCB established a multi-agency CSE Strategic Group.**

This CSE Strategic group was also responsible for the development and implementation of an Action Plan in relation to a Multi-agency Professional Forum (MAPF) commissioned in 2015. During 2017-2018, this group met on 4 occasions. During these meetings, the group focused on monitoring the CSE practice within the region and the MAPF Action Plan. Working closely with the Safeguarding Business Unit, this group were able to provide a substantial report to Welsh Government outlining the work ongoing throughout the region in relation to the 'National Action Plan to Tackle Child Sexual Exploitation (Wales)'. This report highlighted all the excellent work ongoing throughout partner agencies and provided evidence to support this. The group also work on ensuring the actions within the MAPF Action could be evidenced and signed off. Once this work was completed, the group agreed that CSE work was now core business within agencies and that they could satisfy the Board that there was a need to step this group down.

This proposal was taken to the Board in March 2018 and the Board agreed that this Thematic Group would be replaced with an Exploitation Thematic Group stemming across the work of Safeguarding Adults and Children.

### **iii. COLLABORATION WORK WITH OTHER SAFEGUARDING BOARDS AND WELSH GOVERNMENT**

Both the RSAB and RSCB work closely with a number of different areas to ensure effective functioning and the sharing of best practice.

#### **Other Regional Safeguarding Boards**

The links with other Regional Safeguarding Boards are getting stronger with the Business Managers across the regions meeting with Welsh Government on a quarterly basis and a lot of work ongoing to ensure the sharing of good practice and policies where appropriate. Child and Adult Practice Reviews are regularly shared to ensure learning is disseminated across the regions. The Business Managers are currently working on ensuring there is consistency across the regional safeguarding Boards in terms of format of all published documents (e.g. Annual Plans, Annual Reports and Policies and Procedures). The All Wales Business Coordinators also meet on a quarterly basis to discuss ongoing work and to ensure a robust approach to National Safeguarding Week.

As stated previously, links were also made with Darlington Safeguarding Board in order to share examples on multi-agency datasets.

Contact was made with the Safeguarding Board in Barnsley who had requested to use 'C&V RSCB Protocol for Fabricated Illness and Related Conditions' in order to develop their own protocol. The Policies, Procedures and Protocol Sub Group agreed to this however, the group made it clear to the Safeguarding Board in Barnsley that there is now an All Wales Protocol that is being used across Wales and that the 'C&V RSCB Protocol for Fabricated Illness and Related Conditions' is currently under review.

#### **National Independent Safeguarding Board**

Simon Burch, a representative from the National Independent Safeguarding Board attends Board meetings on a quarterly basis and acts a point of contact for the RSAB and RSCB. The National Independent Safeguarding Board has run a number of events of which Cardiff and Vale RSB have been represented. During National Safeguarding Week, the NISB ran a Safeguarding in Sport event that was well attended by professionals from Cardiff and Vale.

#### **Welsh Government**

Contact is made with Welsh Government on a regular basis to ensure they are updated on Child and Adult Practice Reviews as outlined in the SSWBA (2014). There are also links made during the bi-monthly meetings with Welsh Government and other Regional Board Business Managers.

# MANAGING RESOURCES

## i. BOARD BUDGET

In 2017-2018, the Board agreed funding from all agencies as follows:

| 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                       |
| <b>TOTAL</b>      | 100%                               |                           |  | £150,000                        |

## ii. BOARD EXPENDITURE

The above was used to manage the business of the Board to include the following:

| Expenditure   | Actual cost       |
|---|-------------------|
| <b>STAFFING COSTS</b>                               |                   |
| Strategic Business Manager                          | £39,606.07        |
| Children's Coordinator                              | £17,360.82        |
| Adult's Coordinator                                 | £17,360.82        |
| Administrator/s                                     | £14,101.96        |
| Extra   | £0.00             |
| <b>Total:</b>                                       | <b>£88,429.67</b> |
| <b>CHILD AND ADULT PRACTICE REVIEWS</b>             |                   |
| External reviewers                                  | £31,065.00        |
| Learning Events                                     | £876.48           |
| Administration materials (chronolator and printing) | £7,058.71         |
| <b>Total:</b>                                       | <b>£39,000.19</b> |
| <b>DEVELOPMENT</b>                                  |                   |
| Room/venue hire                                     | £2,956.83         |
| Refreshments for Staff & Meeting                    | £698.40           |
| Administration materials                            | £247.00           |
| <b>Total:</b>                                       | <b>£3,902.23</b>  |
| <b>ADMIN</b>  |                   |
| Electronics   | £669.98           |
| Travel  | £103.48           |
| Subsistence   | £53.24            |
| Other   | £1,037.92         |
| <b>Total:</b>                                       | <b>£1,864.62</b>  |
| <b>EXTRA</b>  |                   |
| Employers Liability Ins Premiums                    | £28.54            |
| Apprenticeship Levy                                 | £307.83           |
| Public Liability Insurance Premiums                 | £122.72           |
| Miscellaneous Insurance Premiums                    | £72.47            |
| Other (CRB checks, security services)               | £114.00           |
| <b>Total:</b>                                       | <b>£645.56</b>    |

**Total spend: £133,842.27**

## **CONTACT US**

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