

# CARDIFF AND VALE OF GLAMORGAN REGIONAL SAFEGUARDING BOARDS

# ANNUAL REPORT

# 2018 – 2019

**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 this Safeguarding Annual Report for Cardiff and the Vale of Glamorgan.

The work of the board has developed significantly over the last 12 months with a purposeful concentration on ensuring the day to day safeguarding business in the region is effective and that practice is up to date with current guidance.

We are pleased to be leading the review of the Wales Safeguarding 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. We are expecting that a full and balanced set of procedures for Wales will be widely available from November 2019.

While we can be proud of our achievements to date, we acknowledge that there is a still more to be done. We are confident that the Safeguarding Business Unit is supporting the boards and their associated activity. 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 have also made significant progress in dealing with a backlog of Child and Adult Practice reviews and more importantly ensuring that we oversee any associated improvements in practice

We believe we now have focussed actions and plans in place to develop a strong and effective safeguarding community across the region,

Claire Marchant



Co-Chair & Director SS CC

Lance Carver



Co-Chair & Director SS VoG

# WHAT IS SAFEGUARDING?

Safeguarding is about protecting children and adults from abuse or neglect. Whilst everyone has a responsibility for safeguarding children and adults at risk, accountability is vested in particular bodies and individuals. Regional Safeguarding Boards are accountable in statute for leadership of safeguarding in a region. 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

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

There are two 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.

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

These Regional Boards were established to reflect the legal requirements of the Social Services and Well Being (Wales) Act 2014 (SSWBWA). The work of the Boards flows from, and is informed by, national and local priorities.

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 young people in transition from childhood to adulthood in terms of the multi-agency nature of safeguarding and protection and the need to work with a range of non-statutory providers to protect and support. To ensure efficiency and engagement the boards are run back to back with appropriate agenda items shared. Over the last year, the shared elements of the board agendas have grown and developed.

### **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 and shared expertise. It also recognises the spirit and intent of the SSWBWA 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 arrangements have been in place since 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 they afforded the opportunity to address the increasing range of issues that affect both adults and children and so it was unanimously considered that this arrangement should continue.

## **Safeguarding Business Unit**

Cardiff Council Social Services Directorate hosts the Joint Safeguarding Business Unit for the Boards, which is funded based on the National formula. The Business Unit is managed by Cardiff's Operational Manager for Safeguarding and Review and the Business Manager is responsible for overseeing its day-to-day work.

The Operational Manager for Safeguarding and Review in Cardiff, the Operational Manager for Safeguarding and Service Outcomes in the Vale, and the Business Manager for the Boards bring an energy, commitment and focus to the Board Business. The Boards have a fully functional Safeguarding Business Unit, comprising of a Strategic Business Manager, two dedicated Strategic Business Coordinators and a Business Administrator.

## **ii. ANNUAL REPORT**

This Annual Report reviews the strategic priorities, key actions and milestones, for the period April 2018 to March 2019. 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:

<b>Name</b>	<b>Position</b>
<b>Local Authority</b>	
Claire Marchant <b>CO-CHAIR</b>	Director of Social Services, Cardiff
Lance Carver <b>CO-CHAIR</b>	Director of Social Services, Vale of Glamorgan
Deborah Driffield	Assistant Director of Children's Services, Cardiff
Rachel Evans	Head of Service for Children and Young People Services, Vale of Glamorgan
Alys Jones	Operational Manager of Safeguarding and Review, Cardiff
Natasha James	Operational Manager of Safeguarding and Service Outcomes, Vale of Glamorgan
<b>Health Board</b>	
Jason Roberts	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	
Debbie Pachu	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
Jane Thomas	Operational Manager of Housing Services, Cardiff
Youth Offending Service	
Paula Barnett	YOS Manager for Children and Young People Services, Vale of Glamorgan
Kate Hustler	YOS Manager for Children and Young People Services, Cardiff
Welsh Ambulance Service NHS Trust	
Nikki Harvey	Head of Safeguarding, 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 (Exploitation) Strategic Group**
- **Task and Finish Groups (as required)**

## ii. REGIONAL SAFEGUARDING 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 <b>CO-CHAIR</b>	Director of Social Services, Vale of Glamorgan
Claire Marchant <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
Louise Barry	Assistant Director of Adult Services, Cardiff
Alys Jones	Operational Manager of Safeguarding and Review, Cardiff
Natasha James	Operational Manager of Safeguarding & Service Outcomes, Vale of Glamorgan
<b>National Health Service</b>	
Ruth Walker	Executive Nurse Director, Cardiff and Vale University Health Board
Jason Roberts	Deputy Executive Nurse Director, Cardiff and Vale University Health Board
Linda Hughes-Jones	Head of Safeguarding, Cardiff and Vale University Health Board
Jodie Denniss	Interim Deputy Head of Safeguarding, Abertawe Bro Morgannwg University 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>	
Debbie Pachu	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>	
Helen Ryder	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 (Exploitation) Strategic Group**
- **Task and Finish Groups (as required)**

# MEETINGS AND ATTENDANCE

## i. Cardiff and Vale Regional Safeguarding Children Board Meetings

During the period March 2018 to March 2019, there were four RSCB Main Board meetings held with an additional Development Day being held to discuss key priorities and to undertake self-assessment. The Business Planning Group met on five occasions. Across all meetings, there was good attendance from statutory partners.

Attendance at Board and all sub groups is monitored by the Business Unit and reported so that any gaps in representation can be addressed in a timely manner.

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

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

### iii. Cardiff and Vale Regional Safeguarding Adults Board Meetings

During the period from March 2018 to March 2019, the RSAB met on 4 occasions to include Main Board meetings and a Development Day to discuss key priorities and to undertake self-assessment. The Business Planning Group met on five occasions. Across all meetings, there was good attendance from statutory partners.

Attendance at Board and all sub groups is monitored by the Business Unit and reported so that any gaps in representation can be addressed in a timely manner.

### iv. Cardiff and Vale Regional Safeguarding Adults Board Attendance

Agency	Attended	Missed
Cardiff Adult Services	4	0
VoG Adult Services	4	0
South Wales Police	4	0
National Probation Service	4	0
Community Rehabilitation Company	3	1
Cardiff and Vale University Health Board	4	0
Velindre NHS Trust	3	1
Public Health Wales (National Safeguarding Team)	3	1
Welsh Ambulance Service, NHS Trust	0	4
Care Providers	4	0
South Wales Fire and Rescue Service	0	4
Abertawe Bro Morgannwg University Health Board	3	1
Action for Elder Abuse Cymru	1	3
NISB	1	3

# **SAFEGUARDING CHILDREN:**

## **i. IDENTIFIED PRIORITIES**

As set out in the RSCB's 2018 – 2019 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 Engagement**
- 4. Learning Lessons from Reviews**

## **ii. ADDRESSING THE PRIORITIES**

Under each of these priorities, the RSCB set out a number of objectives and intended outcomes 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 require further development. Following a Development Day on 31<sup>st</sup> January 2019, members of the RSCB have ensured that each priority has been assessed and any objectives that require further attention have been carried forward to 2019-20 annual plan with SMART actions going forward.

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

The RSCB requires a mechanism to be established in order to provide assurance concerning the effectiveness of child protection practice in Cardiff and Vale of Glamorgan.

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

In 2018-2019, the RSCB set out to produce a multi-agency performance framework that would be reported to the RSCB on a quarterly basis.

The performance framework will allow the Board to analyse the information received in order to identify areas for improvement or good practice. A systematic approach to the provision of data to inform the framework is being agreed with partners. A number of different sub groups have had input into the performance framework as a way of ensuring the data is collected is meaningful and of use.

A quality assurance function is being developed and the performance framework will provide key information to target areas for further examination and inform audits. The dataset has been expanded to include quarterly figures from multiple agencies to enable effective trend analysis. The framework will continue to evolve to capture hot spots, the tracking of improvements identified through CPR, APR and MAPF recommendations, and will feed into the work-streams of the Audit Sub Groups for Children and Adults.

The performance framework is also being used as a business tool for the reporting of CPR, APR and MAPF progress and as a mechanism for tracking complaints and training attendance.

It was agreed that this on-going piece of work would remain on the Annual Plan for 2019-2020, with the aim of building further on the progress made in regards to providing a quarterly overview of safeguarding practice and the development of trend analysis.

## **Adverse Childhood Experiences (ACEs)**

As a result of a CPR recommendation, the Board wished to be assured that practitioners understand the relevance of ACEs and are aware of their long-term impact, as well as understanding the concepts of poly-victimisation and re-victimisation. Practitioners are required to apply this knowledge and give it due weight when assessing the risk to children and making decisions about their future.

In response to this multi-agency training was held, and the Board's newsletter was used to disseminate knowledge further. To further progress this work the Communication and Engagement sub group have engaged with the ACEs hub hosted by Public Health Wales in order to begin developing a suite of briefings that will incorporate guidance on ACEs and be made available to all partners.

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

The Board felt that this priority was key in establishing effective decision-making and assessment of need for safeguarding interventions.

### **Threshold Management**

In order to understand the operation of thresholds from the perspective of individual agencies the RSCB identified Education as an agency best placed to be the subject of the examination of referrals for care and support assessments. Representatives from the Board have been in discussions with Education with the intention of setting up a Task & Finish Group to progress this piece of work. A sample set of data from schools has been identified over a six-month period and the question set with which to interrogate the sample has been agreed. This work will be progressed by examining referrals from that agency in order to identify areas of concern, good practice and establishing clear next steps.

### **Female Genital Mutilation**

Following the excellently attended awareness-raising event in March 2018 featuring informative 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, the Board wished to expand this work further.

In order to progress the work on FGM, two task and finish groups across partner agencies were combined to create an FGM Operational Group focusing on a multi-agency approach to tackling FGM across Cardiff and the Vale. The group has met on two occasions and hopes to progress its work in 2019-20.

### **Young People in Police Custody**

South Wales Police and Cardiff Council are working together to produce a regional protocol in relation to Young People in Police Custody. The protocol will then be remitted to the Policies, Procedures and Protocols Sub Group with the intention of it becoming a regional multi-agency protocol.

### **The Prevent Agenda**

The Board hosted multi-agency training presented by The Wales Extremism and Counter Terrorism Unit in March 2019. The training was to raise awareness and understanding of the prevent agenda and to give a welsh context to counter terrorism. The Board have also

promoted the new Prevent referral form that was launched in March to assist with dissemination to all agencies.

### **Child/Young Person Experience**

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. As a result, Board members agreed to address this by each member agency providing a service user story to the Board. This would provide an insight on the work being carried out and the experience of the child. The first story came to the Board meeting in May 2019, delivered by Cardiff Council's 13+ team. This work remains as a standing agenda item going forward, with a presentation from midwifery services being due in early 2019.

## **3. Involvement of Children and Young People**

This priority continues from 2017-18, building on the good work resulting from the re-launch of the Communication and Engagement Sub Group, further development of the RSCB website and continuation of the successful introduction of the quarterly newsletter.

The focus for 2018-19 has been on understanding the level of engagement currently on going in individual agencies. Current engagement networks within each agency have been mapped by a task and finish group and is a readily available resource.

National Youth Advocacy Service Cymru (NYAS) were commissioned to produce a report to highlight methods to engage children and young people positively within the board, its decisions and work streams. Following the report, work will be undertaken in 2019-20 to take forward the development by producing a rights and participation framework in regards to participation and engagement.

Work has also taken place to develop a feedback form for children and young people involved in the child protection process. A pilot took place at the end of 2018-19 and the outcome will be presented to the Communication and Engagement Sub Group for consideration in early 2019-20.

Progress has been made in promoting the work of the Board by the further development of the website, with regular analytic reports being in place to provide intelligence on website usage and activity levels. The website is now an established portal for providing key information to the general public and a hub for safeguarding services in the region.

### **National Safeguarding Week**

National Safeguarding Week in 2018-19 was a huge success with a number of different events taking place across the region, engaging professionals as well as children and adults. The programme of events can be found in Appendix I of this report.

The key focus of the week was exploitation and awareness-raising events were delivered around this theme, including the Board's first annual children & young people's conference on 14<sup>th</sup> November, which was a huge success. Pupils from secondary schools across Cardiff and the Vale of Glamorgan were invited to attend. The conference was held at St Teilos High School in Cardiff and was opened by Keith Towler from the National Independent Safeguarding Board (former Children's Commissioner for Wales). The schools' CSE Ambassadors were invited to present at the conference and explained to the pupils about their role as ambassadors and about how to recognise the signs of exploitation. In line with the theme of exploitation, a number of interactive workshops were held on:

- Risk-taking and alcohol and substance misuse.
- Suicide prevention.
- Children's Rights
- Healthy relationships
- Safe Sharing (sexting etc.).
- Homelessness

Keynote speakers from St. Giles Trust, who were reformed gang members, spoke to the pupils about their lived experiences and the dangers of knife crime, gangs and in particular County Lines. Teachers subsequently reported that the conference had real impact on those who attended and due to its success, arrangements will be made to hold a further children & young people's conference during NSGW 2019.



*Dimitri Jordan, Jacob Riggons and Rebecca Miller, St Giles Trust at the Children and Young People's Conference.*

#### **4. Learning Lessons from Reviews**

The RSCB chose this objective in order to ensure the timely dissemination and implementation of learning arising from child practice reviews. The Board wanted to improve its ability to evidence how lessons are learned from reviews and to strengthen practice and safeguard children.

A CPR/APR Development Day was held in November 2018, facilitated by independent advisors, to discuss and provide clarity around the role of the CPR/APR Sub Group and the existing CPRAPR process. Actions from the day included producing role profiles for panel members, chairs and reviewers, which are signed to ensure that participants are fully aware of their responsibilities and requirements of the role. Role profiles for the CPRAPR sub group members have also been revised and the terms of reference for the group has been reviewed. One of the outcomes of the Development Day was the production of a presentation for wider teams and this has been rolled out by the Business Unit.

Five CPRs have been published in 2018-19, a significant achievement and is evidence of the Board processes working with improved effectiveness. The recommendations of all published CPRs have been collated by the Business Unit and extraordinary meetings of the CPR/APR sub group have been convened as a way of monitoring the progress of recommendations. Work is ongoing to improve the transparency around the implementation of recommendations further and a process review is underway to provide

reassurance to the Board that actions as a result of CPRs have been taken in a timely way.

In January 2019, a Regional Safeguarding Board Development Day was held and a part of this event focused on the themes arising from CPRs, APRs and MAPFs. This was to ensure that our actions for 19/20 focussed on the learning from these reviews. An exercise has taken place to collate any themes, and this resource will be maintained going forwards in order to give the RSCB an overview of any recurrent themes and to inform future learning.

### **iii. OTHER ACTIVITY AND BOARD DEVELOPMENT**

#### **Development Day**

On 31<sup>st</sup> January 2019, members of the RSCB took part in a Development Day, with aims to:

- To reflect on the achievements and challenges encountered by the Board in 2018-19
- To identify priorities for 2019-20
- To establish how the Board can demonstrate an understanding of safeguarding practice in the region.

The day provided an opportunity for Board members to discuss the completion of the Welsh Government Self Assessment Tool and to reflect on progress made during 2018-19.

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 2019-2020.

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 provides a small insight into a relatively narrow field of child protection practice and activity. Work has been ongoing in 2018-19 to establish a clear and coherent multi-agency data set that allows analysis that is more purposeful and interrogation to enable the Board to reassure itself and the public that safeguarding practice is appropriately focused, resourced and effective.

The performance data framework currently enables the monitoring of a range of indicators including: numbers of children on the child protection register for over two years, repeat referrals and de-registrations, as well as team performance data around

the timeliness of initial child protection meetings and review child protection meetings. The further development of this data set is a priority for 2019/2020.

**Number of Registrations by Category at the end of each quarter:**

Category of Abuse	Cardiff				Vale of Glamorgan			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Emotional abuse	101	105	96	82	31	35	33	41
Neglect	114	96	71	57	51	35	25	20
Neglect & Emotional abuse	0	0	0	0	0	0	0	0
Physical abuse	24	20	28	39	6	4	4	1
Physical abuse and Neglect	8	3	0	0	4	5	2	0
Physical and Emotional abuse	0	0	0	0	0	0	0	0
Sexual abuse	5	10	11	6	1	1	0	0
Sexual and Physical abuse	1	1	0	0	0	0	1	0
Sexual abuse and neglect	4	1	0	0	3	4	3	2
Grand Total	257	236	206	184	96	84	68	64

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

	Cardiff	Vale of Glamorgan
<b>No. of allegations made</b>	154	49
<b>No. completed</b>	55	47
<b>No. of initial strat. meetings</b>	49	49

# **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 2018 – 2019 Annual Plan the Board identified the following priorities:

- 1. Domiciliary and Care Home Sector**
- 2. Workforce**

## **ii. ADDRESSING THE PRIORITIES**

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

Within the Annual Plan, the RSAB recognised the need to be assured that the quality of care delivered by providers is of a high standard and a number of actions were agreed.

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

In both Cardiff and the Vale of Glamorgan safeguarding was established as a standing agenda item at provider forums and board representation agreed, with the attendance of respective Operational Managers for safeguarding invited to all forums.

#### **Care Provider Protocols**

Work has progressed in regards to aligning the two local authority care provider protocols with the intention of adopting a RSAB wide single provider performance protocol. This work will ensure a consistent and robust Quality Assurance approach and will result in the implementation of a Joint Escalating Concerns procedure. The work around this procedure is advanced and will be implemented and embedded across the region in 2019-20.

#### **CIW Inspection Reports**

Learning from relevant Care Inspectorate Wales (CIW) inspections within the region has been made available to the RSAB as reports are now taken to Board meetings on an exceptions basis. Once care homes are required to complete annual reports as a part of the new requirements under Regulation and Inspection of Social Care (Wales) Act (RISCA), these reports will be key to local authority contract monitoring, and exceptions will be reported to the Board from April 2020.

Work continues on the performance framework and as this expands performance indicators in relation to the resilience of the domiciliary care market will develop across the region, this work will continue in 2019-20.

#### **Domiciliary and Care Home Engagement and Involvement of People with Care and Support Needs**

In order to identify the voice of the adult and their carers and to gather feedback from adults about the quality of care they experience work has commenced within the Communication and Engagement Sub Group. Current networks within partner agencies are being mapped in order to inform priorities in 2019-20 and how best to take this work forward.

## **Advocacy**

The RSAB identified the objective of reviewing and understanding the lessons from current care home advocacy arrangements, exploring best practice across Wales with the intention of the development of a tool that captures residents' views, and feeding into contract monitoring arrangements in 2020. Progress has been made in scoping information around advocacy services, resulting in Board promotion of the Cardiff & Vale Advocacy Gateway via a presentation and newsletter article. Work continues within the Communication and Engagement Sub Group to develop advocacy arrangements further and a tool as part of the 2019-20 annual plan.

## **2. Workforce**

The RSAB requires assurances that there are effective inter-agency safeguarding practices, supported by policies, procedures and robust multi-agency training in respect of management of professional allegations.

### **Development of Policies and Procedures**

The development of procedures across the RSAB region has been advanced by the Policy, Procedures and Protocols Sub group. The group have worked to ensure that our workforce are supported to be aware of safeguarding duties, have policies, procedures and processes to reflect these duties, and that agencies have routes and mechanisms for ensuring appropriate responses and management of adult safeguarding referrals. This work will be continued in 2019-20 as the Wales Safeguarding Procedures are rolled out, implemented and embedded within each partner agency.

### **Multi-agency Training**

Multi-agency training is key to developing skills, resilience and confidence amongst the workforce. The Training Sub Group has established a register of all current training and made this easily accessible on the RSAB website. Successful multi-agency was facilitated by the RSAB in 2018-19 including Prevent training, County Lines and ACEs workshops which were attended by staff from all partners. The training gave opportunity for networking and improved multi-agency working.

### **Professionals Safeguarding Conference**

As a key event in National Safeguarding Week, the Professionals Conference was held on 14<sup>th</sup> November 2018 and was attended by staff from across all agencies. A number of excellent speakers delivered presentations on 'Cyber Crime and Fraud Awareness', 'Human Exploitation in the 21<sup>st</sup> century', 'Safeguarding Children in Sport', 'Independent Inquiry into Child Sexual Abuse' and 'Boys and Young Men at Risk of Sexual Exploitation'. The voices of the young men who participated in the latter presentation based on research by Barnardos were heard along with the experiences of a survivor of child sexual abuse.



*Professionals Conference held on 14<sup>th</sup> November 2018*

### **iii. OTHER ACTIVITY AND BOARD DEVELOPMENT**

#### **Development Day**

On 31<sup>st</sup> January 2019, members of the RSAB took part in a Development Day with aims to:

- To consider progress made by C&VSAB
- To explore any emerging safeguarding issues
- To clarify priorities for 2019-2020.
- To establish how the Board can demonstrate its contribution to safeguarding improvements.

The day provided an opportunity for Board members to discuss the completion of the Welsh Government Self Assessment Tool and to reflect on progress made during 2018-19.

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 2019-2020.

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 2018-2019, C&V RSAB did not need to use the powers under this section.

#### **Safeguarding Adults in the Region – Performance Data**

The following data set provides a small insight into a relatively narrow field of adult protection practice and activity. Work has been progressed in 2018-19 to establish a clear and coherent multi-agency data set that enables analysis that is more purposeful and interrogation to enable the Board to reassure itself and the public that safeguarding practice is appropriately focused, resourced and effective.

The performance data framework currently enables the monitoring of a range of indicators including: sources of safeguarding reports, places abuse occurred, persons alleged as responsible, as well as numbers of investigations and repeat referrals, plus other thematic data. Further development of this data set is ongoing (**see page 12**).

**Number of referrals to Adult Safeguarding received each quarter**

	Cardiff				Vale of Glamorgan			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Number of reports of an adult suspected of being at risk	369	352	276	238	133	160	144	186

**Category of abuse or neglect reported each quarter for adults aged 18-64**

	Cardiff				Vale of Glamorgan			
Category	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Physical	54	41	42	20	9	27	24	26
Sexual	15	14	18	8	7	6	4	11
Emotional/ Psychological	41	49	35	23	11	21	12	23
Financial	21	26	39	21	12	16	10	17
Neglect	40	45	42	34	11	16	11	13
Total	171	175	176	106	50	86	61	90
Of which:								
Domestic	37	47	53	29	5	23	16	13
Domestic and racial	0	3	0	0	0	0	0	0

**Category of abuse or neglect reported each quarter for adults aged 65+**

	Cardiff				Vale of Glamorgan			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Physical	59	59	33	45	34	20	9	9
Sexual	10	7	3	4	0	3	4	0
Emotional/ Psychological	34	46	27	36	5	9	12	24
Financial	37	46	36	38	9	7	14	23
Neglect	146	138	115	90	35	35	44	40
Total	286	296	214	213	83	74	83	96
Of which:								
Domestic	37	82	35	55	3	11	5	11
Racial	0	2	0	0	0	0	0	0

# COLLABORATION WORK:

## i. EXAMPLES OF COLLABORATIVE WORKING

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 continue to lead on this extensive piece of work and are able to report it is progressing well with good support from colleague professionals across all agencies and regions. We are on course for a national launch of the procedures during Safeguarding Week in November 2019.

### **VAWDASV Strategy**

The Violence Against Women, Domestic Abuse and Sexual Violence Act (Wales) 2015 laid out a requirement for local authorities and health boards to prepare regional strategies to tackle this issue. As a result the Cardiff and Vale of Glamorgan VAWDASV Strategy 2018-2023 has been developed and widely consulted on. The Board have received regular updates at meetings regarding the action plan in order to give oversight and assurance.

### **Office of Public Guardianship**

A presentation was delivered to the Adult Safeguarding Board on the results of recent research into professionals' understanding of the Office of the Public Guardian (OPG). As there has been low numbers of Lasting Power of Attorney (LPA) take up in much of Wales there is an identified need to raise awareness of OPG functions and the searchable register. In 2019-20, the Board will promote the planned OPG campaign to improve LPA take up in order to ensure professionals become better OPG informed.

### **Safeguarding Awards**

National Safeguarding Week concluded with a Safeguarding Awards ceremony as a way of celebrating individual and collaborative safeguarding achievements within the Cardiff and Vale of Glamorgan region.

Assistant Chief Constable Jon Drake opened the ceremony, and awards were presented by Chief Superintendent Steve Jones, Councillor Graham Hinchey and Councillor Susan Elsmore. A total number of 18 awards recognising those who had made outstanding contributions to safeguarding throughout the year were presented to staff from Cardiff and the Vale of Glamorgan Local Authorities, Cardiff and the Vale Health Board, South Wales Police and the third sector.



The success of the event has been shared with other Boards in Wales, many of whom hope to replicate the event in their regions in 2019-20.

## **OTHER EMERGENT THEMES AND WORK IN PROGRESS**

### **Development of complaints procedures**

Work has been commissioned by the Policies, Procedures and Protocols Sub Group for a merged document to be developed. The policy is in final draft and awaiting further comments from Legal, once received it will go to Board for ratification. Work on a complementary Business Support procedure and process has been undertaken in preparation for implementation.

### **Crime Prevention and Safety Awareness Roadshows**

As part of National Safeguarding Week, the Board, in collaboration with Cardiff West Neighbourhood Watch Association, hosted two Crime Prevention and Safety Awareness Roadshows. The aim of the events was to advise people to be aware of scams, swindles, cold callers, home security, personal safety, safeguarding young people and car theft.

The events took place at two locations in Cardiff and featured stands from South Wales Police, South Wales Fire and Rescue Service, British Transport Police, Age Cymru Handy Van Service, Welsh Water, Victim Support, Trading Standards, Telecare Cardiff and Meals on Wheels.

National Safeguarding Week also gave the opportunity for Neighbourhood Watch collaboration across the Vale, with an event jointly organised by Vale of Glamorgan Neighbourhood Watch Association and the Safer Vale Partnership. The event was based on the theme of Modern Day Slavery.



*Vale of Glamorgan Neighbourhood Watch Association, National Safeguarding Week 2018*

## **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**

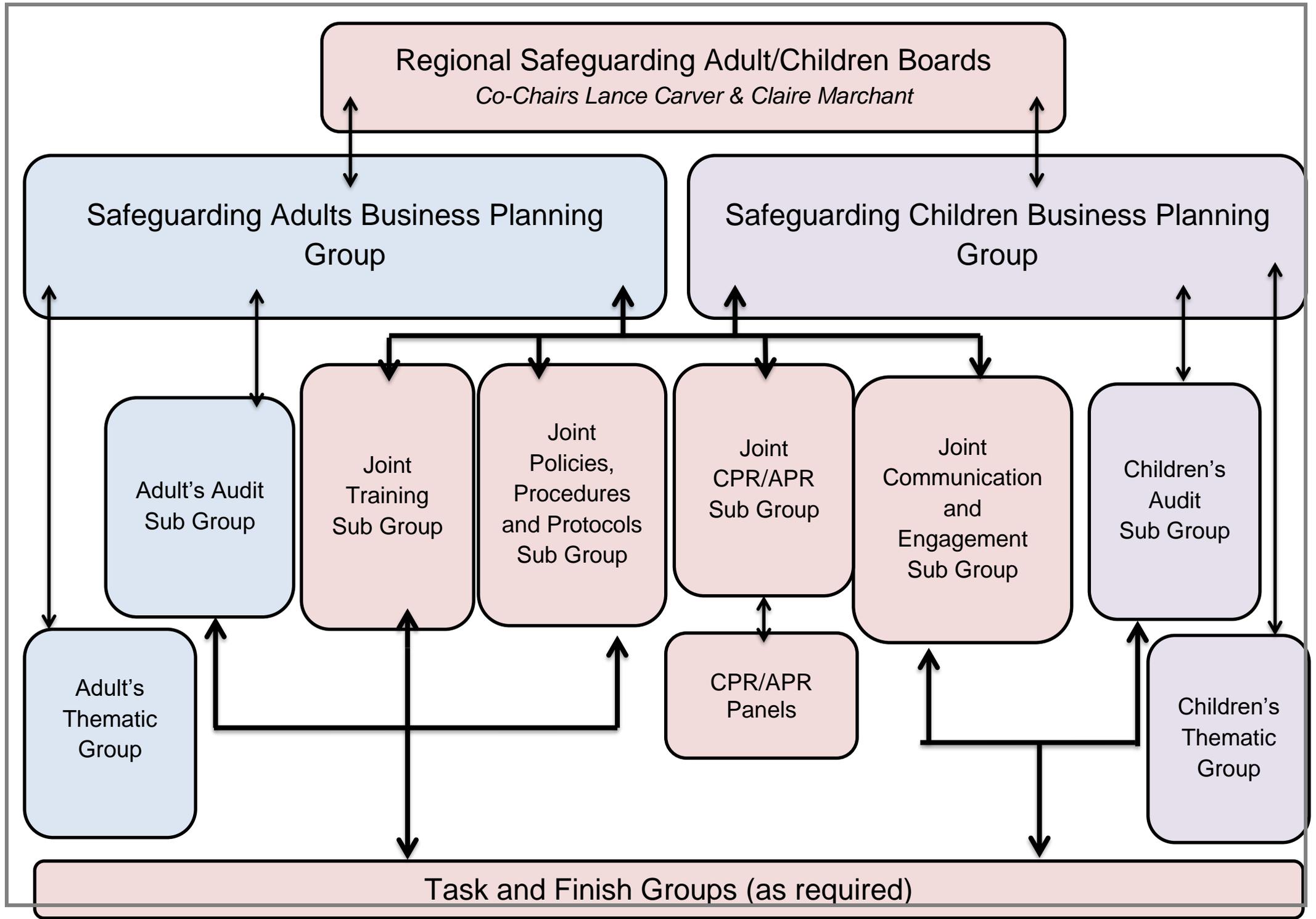
- i. Child Death Review Team**
- ii. Domestic Homicide Reviews**
- iii. Procedural Response to Unexpected Deaths in Children (PRUDiC)**

The Board have links with Community Safety 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. The Board monitors the PRUDiC and DHR processes initiated within its own region and ensures that they are followed to completion.

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

Throughout 2018-2019, there has been a significant amount of work dedicated to the operation and outcomes of the individual sub-groups. All sub groups have a work plan addressing priorities for the year, linking in to the Boards' Annual Plan and any emerging themes and recommendations as a result of ongoing reviews.

Please refer to the diagram on the following page illustrating our current sub group structure.



## **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.**

Two Business Planning Groups exist within the RSB Structure to ensure that any operational issues can be addressed and any decisions and strategic objectives could be forwarded to the RSCB and RSAB for decisions. During the year, each Business Planning Group met on 4 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, this sub group continued to work as a shared function across both boards in order to enhance efficiency and coherent delivery. Throughout 2018-2019, the Training Sub Group met on 6 occasions and carried out extensive work to ensure governance of the training programme across the region.

The training register compiled in 2017-18 is available for all partners and has been input on the RSB's website. Currently the majority of the training is primarily single agency, but with the option for other agencies to access as a way of providing network opportunities.

A resource from the Business Unit and a Board rep have been made available for the Social Care Wales workgroup developing a National Approach to Safeguarding Training.

Operational Managers Safeguarding for Cardiff and Vale have provided awareness training on behalf of the Board with the volunteers of the Syrian Resettlement Project in both regions.

## **Training funding from Welsh Government**

Cardiff and Vale RSB utilised the £10,000 training funding award from Welsh Government to deliver training for the implementation of Welsh Government policy and legislation during 2018-19 in a variety of ways. The grant has funded venues and activities including CPR/APR training, a workshop on Adverse Childhood Experiences, plus Prevent and County Lines training events.

## **Training and Development Strategy**

Work commenced during 2018-19 on the drafting of a Training and Development Strategy for Cardiff and Vale RSB. Forward planning has resulted in an initial proposal paper being presented to the RSB for agreement on the use of future grant monies and what training the RSB should commission directly in future years.

As a result of the work of the Training Sub Group in 2018-19, a clearer picture of training needs and implementation is now developing across partners.

## **RSB Children's 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.

During the year 2018-2019, the Children's Audit Sub group met on 6 occasions. The group developed the work plan considering the audits outlined in the SSWBA and issues arising from completed child practice reviews. The Children's Audit Sub Group agreed on the following priorities:

### **Priority 1 – Auditing a dip sample of all ICPC for a month (January 2018) to determine whether there are missed opportunities for correct registration of risk of sexual abuse.**

This audit was 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 audit was completed in Summer 2018 and its findings and action plan presented to Board in November 2018. The action plan is being implemented, with the effectiveness of recommendations being monitored by the Sub Group.

### **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.**

An audit tool has been prepared for this audit, however in discussions with partners it was established that there was an issue with the availability of critical data due to system changes. The partner involved has since rectified the issue so the audit will be rearranged once there is enough data to collate in order for the findings to be meaningful and the data sample reliable and proportionate enough to give weight to any conclusions drawn.

### **Priority 3 - Undertaking a CEF audit of CSE cases.**

This priority came from a recommendation following a Multi-Agency Professional Forum and RSCB asked the sub group to determine whether a framework produced as a part of the independent MAPF review was a beneficial tool for partner agencies to utilise in cases where there is CSE risk.

The audit took place in Spring 2019 with the findings and action plan to go to Board in early 2019-20.

### **Priority 4 – Monitor audits and work being done around quality 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. This priority will be carried forward to 2019-20, after the Sub Group's work plan has been refreshed and agreed with the Business Planning Group.

## **RSB Adult 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 2018-2019, the Adult Audit Sub group met on six occasions. The terms of reference have been reviewed and tweaked to include a quality assurance role, through consultation with Business Planning Group. The Sub Group's work plan was completed and included the following priorities:

### **Priority 1 – Repeat VA1 referrals**

The first audit was completed by the Sub Group in Summer 2018, unfortunately the outcomes were unclear. The audit was not able to provide assurances of robust processes across both Local Authorities and Health due to the documentation provided by agencies not being comparable. The audit did highlight how the recording of whether advocacy services have been offered requires improvement. The audit outcome has been shared by agencies and a further audit is recommended in twelve months to compare achievements.

### **Priority 2 – Number of referrals received from Care Homes providing care for people with Dementia in a care setting and the outcomes (thematic)**

A desktop review was undertaken of up to sixty referrals received by both local authorities and the audit considered if the referral identified that the adult at risk had dementia and whether appropriate safeguards were in place. The audit findings and action plan were presented to Business Planning Group and Board in early Spring 2019.

### **Priority 3 – Avoidable Pressure Ulcer Damage Grade 3 and 4**

This is an alteration to the original priority in the 2018-19 work plan as it was superseded by a Health pilot into pressure ulcer management. The Sub Group will now focus on unavoidable cases of pressure ulcer damage grade 3&4 that are not reported to the Regional Safeguarding Board (RSB). The audit will be undertaken on the 25<sup>th</sup> of July 2019 with the objective of providing assurance to the RSB that there are internal safeguarding mechanisms in place for individuals presenting with unavoidable pressure ulcer damage within Cardiff and Vale University Health Board. An audit tool has been developed based on the All Wales Risk Assessment Tool and will consider the number of referrals not reported between the pilot period of December 2018 to the end of June 2019. A cross section of cases from Cardiff/Vale, community/acute will be submitted for the audit.

### **Priority 4 – To consider learning from Adult Practice Reviews and MAPFs to improve future practice**

Two Adult Practice Reviews are due to be published in early 2019-20. The Adult Audit Sub Group will consider the learning arising from these APRs and consider an appropriate audit in order to provide quality assurance around the implementation of the recommendations.

### **Process Review and Self Evaluation**

Towards the end of 2018-19, the Sub Group wished to review its processes and reflect on the successes and challenges faced during the year. As a result, a process map clearly defining the audit process and links to Business Planning Group and Board was drawn up by the Business Unit at the request of the two audit groups. This has helped

clearly define the roles and interaction of the Sub Groups, Business Planning Group and Board.

The Sub Group finished 2018-19 with the completion of a self-evaluation tool to help inform the work plan for 2019-20 and identify improvements. The work plan in 2019-20 will also incorporate the monitoring of any relevant recommendations from the two APRs that are due to be published early in the year.

## 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 2018-2019, the Communication and Engagement Sub Group met on six occasions. The priorities for this Sub Group in 2017-2018 were to ensure an effective approach to National Safeguarding Week, further development of the website for the RSAB and RSCB, continue the regular publication of newsletters, and develop an RSB alert as a new means of communicating with professionals and to raise the Board's profile.

### National Safeguarding Week

National Safeguarding Week was on 12<sup>th</sup>-16<sup>th</sup> November 2018. The week was a huge success as the result of an effective task and finish group that arranged a programme of events around the theme of exploitation. A wide range of activities and awareness raising events were delivered across the regions, including a Children and Young People's Conference, Crime Prevention and Safety Awareness Roadshows, Professionals Conference, safeguarding awareness-raising sessions for the general public, safeguarding awards ceremony and many others.

The Sub Group and task and finish groups were instrumental in shaping the week as a whole and were particularly successful in engaging a wide range of agencies to deliver the events to a far-reaching audience of children, young people, professionals, parents and carers, and as well as other groups within the general public. In addition to raising awareness of issues relating to exploitation, the sub group successfully used National Safeguarding Week as an opportunity to raise awareness of the Regional Board.



*One of the many stands across Cardiff and the Vale of Glamorgan*



*A focus group held as a part of the Professionals Conference organised by Communication and Engagement Sub Group*

### **Seven Minute Briefings**

A key element of the RSB website development has been expansion to include seven minute briefings. A suite of briefings have been developed in order to address a variety of areas of safeguarding taking in to consideration recommendations from published child practice reviews. Subject matters include adolescent neglect, child exploitation, county lines, financial abuse, and more. The seven minute briefings continue to be added to on a regular basis.

### **The ‘Safeguarding Alert’**

A tool has been developed to act as a ‘Safeguarding Alert’ in order to highlight any new or updated procedures, policies or protocols, or safeguarding reminders to professionals. The template has been agreed by Business Planning Group and will be launched in early 2019-20.

### **Newsletters**

The Communication and Engagement Sub Group and Business Unit have been responsible for the publication of quarterly newsletters throughout 2018-19. The newsletter has been a vehicle for the dissemination of learning from CPRs, the promotion of the Board, signposting to the website, advertisement of multi-agency training opportunities.

### **Communication and Engagement Strategy**

A joint communication and engagement strategy for Children and Adults has been written and is now awaiting the completion of an Equalities Impact Assessment and consultation exercise. Once complete this will go to Board for ratification followed by dissemination within each partner agency.

### **Children, Young People and Family Engagement**

The Sub Group have contributed to this Board objective by completing a scoping exercise to understand the level of engagement currently ongoing in individual agencies.

A feedback form to capture young people's experiences of the Child Protection system has been developed and is being piloted in Cardiff and the Vale of Glamorgan.

### **Adults, Carers and Practitioners Engagement**

A task and finish group has been convened to map a process on how to engage with people and local groups and relevant work streams. This work will continue into 2019-20.

### **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 2018-2019, the CPR/APR Sub Group met on seven occasions. Two of these meetings were extraordinary meetings dedicated to the discussion of recommendations from published Child Practice Review. The priorities for this Sub Group in 2018-2019 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 and to develop a rolling programme of workshops ensuring themes and learning from Practice Reviews are monitored and actioned.

This year the CPR/APR Sub Group faced the significant challenge of addressing a backlog in concluding a number of child practice reviews as well as dealing with new CPR and APR referrals. The backlog had been caused by an ineffective grip on the CPR/APR process in previous years, concerns about sourcing CPR/APR reviewers and authors plus difficulties in the process for reaching Board agreement. Considerable progress has been made in addressing these inter-related challenges resulting in great strides towards clearing the backlog.

The Business Unit was effective in driving the CPR/APR process forwards. In 2018-19, five Child Practice Reviews were completed, including a particularly high profile case that took considerable planning and resources to publish. The timeliness of the review process has significantly improved, evidenced by the two current adult practice reviews in process due to be published in early Summer 2019, within a calendar year of referral.

#### **Number of Child Practice Reviews/ Multi-agency Professional Forums (from April 2018-March 2019):**

	<b>Cardiff</b>	<b>Vale of Glamorgan</b>
<b>No. of referrals received</b>	6	2
<b>CPRs Agreed</b>	2	1
<b>CPRs Ongoing</b>	2	1
<b>CPRs completed</b>	4	1
<b>MAPFS Agreed</b>	2	0
<b>MAPFs Ongoing</b>	1	0
<b>MAPFs Completed</b>	0	0

## Number of Adult Practice Reviews/Multi-agency Professional Forums (from April 2018-March 2019):

	Cardiff	Vale of Glamorgan
No. of referrals received	3	1
APRs Agreed	0	0
APRs Ongoing	2	0
APRs completed	0	0
MAPFS Agreed	0	1
MAPFs Ongoing	0	1
MAPFs Completed	0	1

### Recommendations from reviews

The CPR/APR Sub Group has established a rolling programme of extraordinary meetings to focus on the monitoring of existing recommendations from CPRs and MAPFs, plus those from reviews published throughout 2018-19. To facilitate these meetings and to further support the recommendation monitoring process, the Business Unit have created and maintain a recommendation spreadsheet in order to ensure that actions are forwarded to the appropriate sub group or professional and that resulting updates are captured. This tool has been instrumental in allowing the identification of themes within CPR recommendations, and in providing an overview of any recurrent issues.

### Consolidation of the CPRAPR process

To further promote understanding of the CPRAPR process the Business Unit have attended a number of managers meetings throughout the region to deliver a presentation providing guidance on the CPRAPR process and governance. The programme of presentations continues on a rolling basis.

### Learning workshops

A programme of learning workshops has been introduced to provide opportunity to reflect on themes arising from Child and Adult Practice Reviews. This work will continue into 2019-20.

### 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 2018-19, this group met on four occasions. The priorities for this group were as follows:

- **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)

The Sub Group have reviewed a number of policies for Board's ratification. These include the Resolution of Professional Differences and Self Neglect Policy. A chronology tool and guidance have been developed to facilitate multi-agency analysis, subject to Board's ratification.

Task and finish groups have been set up to work on the Self Neglect Policy and the policy on Working with Hostile and Uncooperative Parents.

As more CPRs and APRs are published, the Sub Group will develop and review protocols and procedures following recommendations agreed by the Board. These are standing agenda items for Sub Group meetings to ensure progress is monitored.

### **Wales Safeguarding Procedures and Practice Guides**

The Sub Group will be utilised to consult on the current procedures review, with the responsibility of co-ordinating responses from the RSB to the Project Team. Similarly, the Sub Group will co-ordinate the RSB responses to the Wales Safeguarding Procedures Practice Guides on children in specific safeguarding circumstances.

### **Exploitation Thematic Group**

**Following the work completed by the Board's CSE Strategic Group in 2017-18, it was agreed that CSE work was now core business within agencies. As a result, it was agreed by Board that this group would be replaced with an Exploitation Thematic Group covering exploitation and risk of exploitation of children and adults at risk.**

During 2018-19, the thematic group met on four occasions and has been focusing on the priority of writing a regional exploitation strategy.

A task and finish group was tasked with drafting the strategy with members from multiple agencies all contributing. A scoping exercise took place to identify all exploitation data being collected across agencies. The group collated examples of good practice across Cardiff and the Vale of Glamorgan and focussed on how best to create a strategy that reflects all areas of exploitation, whilst being a practical document that sets clear regional priorities.

The group has now reconvened to consider the strategy and to begin developing an action plan. It is expected that the strategy be presented to Board in Autumn 2019.

### **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 continue to strengthen. All Regional Safeguarding Board Managers meet regularly to share good practice, discuss areas of development and identify emerging national safeguarding trends. The Cardiff and Vale RSB Business Coordinators have worked collaboratively with their counterparts across Wales to plan National Safeguarding Week, developing regional themes and sharing good practice.

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).

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

Simon Burch, a representative from the National Independent Safeguarding Board attended Board meetings on a quarterly basis and acted as a point of contact for the RSAB and RSCB. This ceased towards the end of 2018-19, due to the current NISB reaching the end of its tenure. The Board is looking forward to building another strong working relationship with the newly appointed NISB members in 2019-20.

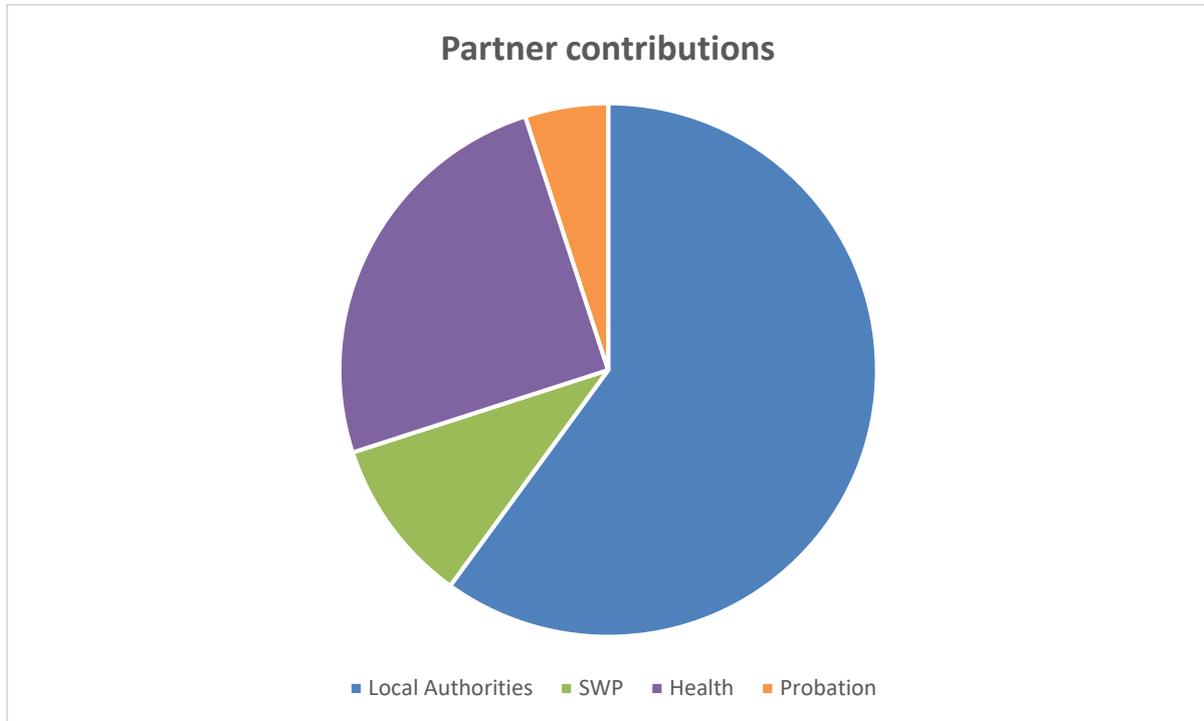
#### **Welsh Government**

The Business Unit continue to work closely with Welsh Government in the last year via attendance at regular briefing meetings. 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

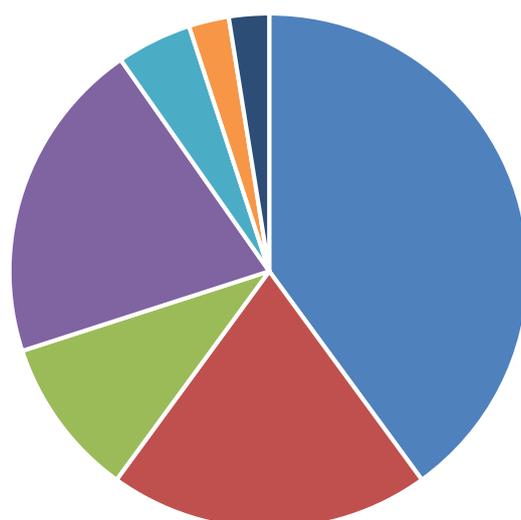
## i. BOARD BUDGET

Cardiff and Vale Regional Safeguarding Board uses the national funding formula to assess and identify annual financial contributions from statutory partner agencies. The graph and chart below show how the Board agreed funding from all agencies in 2018-19:



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>	<b>100%</b>			<b>£150,000</b>

Organisation income split



■ Cardiff Council     
 ■ Vale of Glamorgan Council     
 ■ South Wales Police  
■ Cardiff and Vale UHB     
 ■ Velindre NHS     
 ■ Wales CRC  
■ NOMS

## ii. BOARD EXPENDITURE

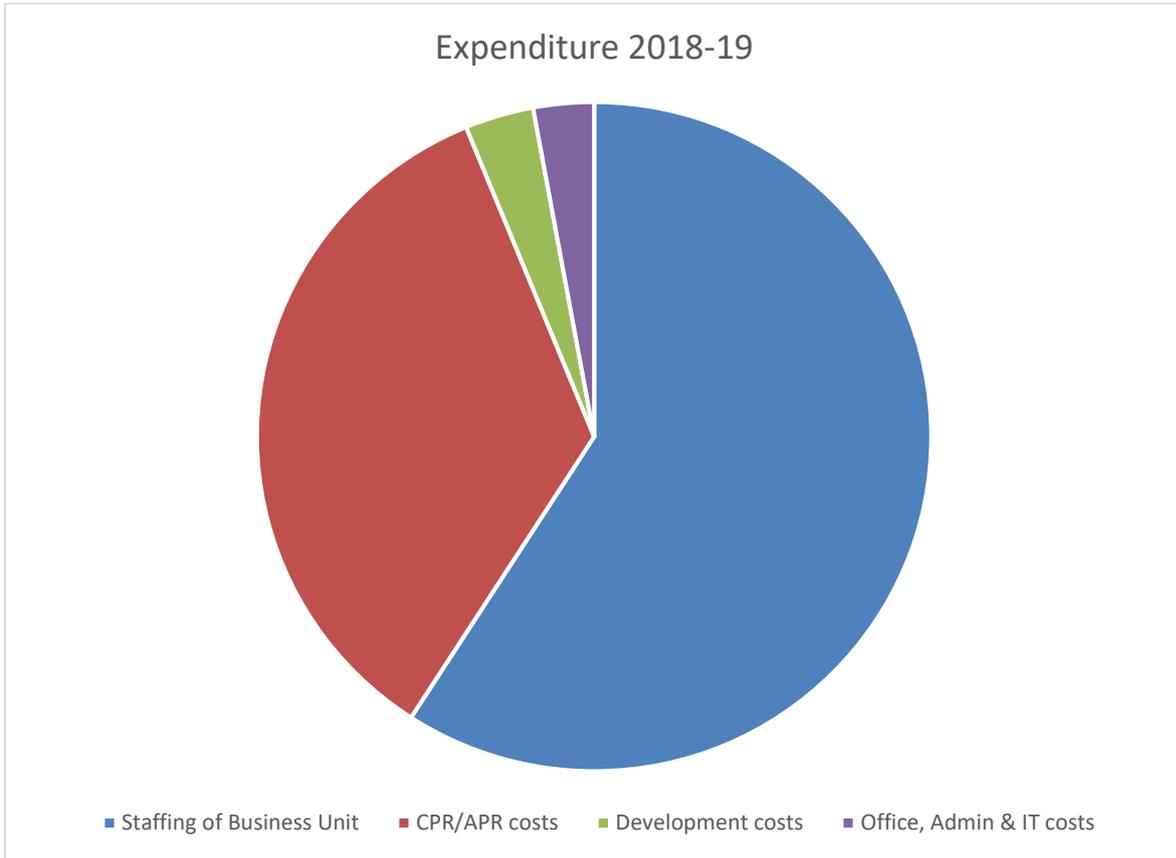
The above funds were used to manage the business of the Board to include the following:

Expenditure	Actual cost
<b>STAFFING COSTS</b>	
Strategic Business Manager	£24,826.40
Business Coordinators	£41,482.30
Administrator	£14,857.70
Extra	£433.51
<b>Total:</b>	<b>£81,166.40</b>
<b>CHILD AND ADULT PRACTICE REVIEWS</b>	
External reviewers	£44,803.84
Learning Events	£529.16
Administration materials (chronolator and printing)	£2,913.60
<b>Total:</b>	<b>£48,246.60</b>
<b>DEVELOPMENT</b>	
Room/venue hire	£3,597.02
Refreshments for Staff & Meeting	£592.00
Administration materials	£400.00
<b>Total:</b>	<b>£4,589.02</b>
<b>ADMIN</b>	
Electronics	£1,238.74
Travel	£53.22
Subsistence	£74.37
Other	£2,675.45
<b>Total:</b>	<b>£4,041.78</b>

EXTRA	
Employers Liability Ins Premiums	£33.31
Apprenticeship Levy	£472.58
Public Liability Insurance Premiums	£141.83
Miscellaneous Insurance Premiums	£73.28
Other (CRB checks, security services)	£433.51
<b>Total:</b>	<b>£1,154.51</b>

**Total spend:**

**£139,198.31**



# CONTACT US

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

**Address:**

**Cardiff and Vale Regional Safeguarding Boards Business Unit**

**Room 342**

**County Hall**

**Cardiff**

**CF10 4UW**



(02920) 871891

**Email: [CardiffandValeRSB@cardiff.gov.uk](mailto:CardiffandValeRSB@cardiff.gov.uk)**

# **GLOSSARY**

**ACEs** – Adverse Childhood Experiences

**APR** – Adult Practice Review

**CPR** – Child Practice Review

**CIW** – Care Inspectorate Wales

**CSA** – Child Sexual Abuse

**CSE** – Child Sexual Exploitation

**DHR** – Domestic Homicide Review

**DoLS** – Deprivation of Liberty Safeguards

**FGM** – Female Genital Mutilation

**IMR** – Independent Management Review

**LPA** – Lasting Power Attorney

**MAPF** – Multi-Agency Professional Forum

**MASH** – Multi Agency Safeguarding Hub

**NISB** – National Independent Safeguarding Board

**NSGW** – National Safeguarding Week

**NYAS** – National Youth Advocacy Service

**OPG** – Office of the Public Guardian

**PHW** – Public Health Wales

**PRUDiC** – Procedural Response to Unexpected Death in Childhood

**RISCA** – Regulation and Inspection of Social Care (wales) Act 2016

**RSAB** – Regional Safeguarding Adult Board

**RSCB** – Regional Safeguarding Children’s Board

**SSWBA** – Social Services and Well-being (Wales) Act 2014

**VAWDASV** – Violence Against Women, Domestic Abuse and Domestic Violence

Monday 12 <sup>th</sup> November 2018			
Time	Name of Event & Description	Target audience	Venue
09:00 – 12:00	Velindre NHS Trust Stalls	General Public	Cardiff City Stadium Blood Donation Trailer
09:00 – 16:30	Cardiff Housing – Information stands	Tenants and those at risk of becoming involved in County Lines	Star Hub
09:00 – 17:00	Vale Housing – information stands <ul style="list-style-type: none"> <li>• Neighbourhood Teams</li> <li>• Money Advice Service</li> </ul>	Tenants and those at risk of becoming involved in County Lines	Civic Centre Holton Road Barry
09:00 – 17:00	Information Stands – Cardiff and Vale University Health Board	General Public	Cardiff Royal Infirmary and Penarth and Barry Young People’s Clinics
09:00 – 13:00	CSA Workshop facilitated by Lucy Faithful Foundation – delivering CSA awareness and prevention sessions to professionals and frontline workers.	Multi-Agency Professionals	TBC
13:00 – 14:00	Your Child’s Online World	General Public – specifically parents of children aged 9+	Cardiff Central Library
13:00 – 15:00	Domestic Abuse of Older People: A Hidden Problem	Velindre Staff	TBC
09:30 – 16:30	White Ribbon Campaign Stalls	General Public and Professionals	Llandough Hospital
10:00 – 12:00	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	Pontalun Close, Barry
13:00 – 15:00	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	Pendine Close Barry

**Tuesday 13<sup>th</sup> November 2018**

<b>Time</b>	<b>Name of Event &amp; Description</b>	<b>Target audience</b>	<b>Venue</b>
09:00 – 16:30	Cardiff Housing – Information stands	Tenants and those at risk of becoming involved in County Lines	Powerhouse Hub
09:00 – 17:00	Vale Housing – information stands <ul style="list-style-type: none"> <li>• Neighbourhood Teams</li> <li>• Money Advice Service</li> </ul>	Tenants and those at risk of becoming involved in County Lines	Civic Centre Holton Road Barry
08:30 – 12:30	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	St Luke’s Avenue, Penarth
09:30 – 16:30	White Ribbon Campaign Stalls	General Public and Professionals	University Hospital of Wales
14:00 – 16:00	Frauds & Financial Abuse – what it is and how to help	Older person’s forums and local groups	Cardiff Central Library
16:00 – 17:00	Your Child’s Online World	General Public – specifically parents of children aged 9+	Albert Road Primary School Penarth

**Wednesday 14<sup>th</sup> November 2018**

<b>Time</b>	<b>Name of Event &amp; Description</b>	<b>Target audience</b>	<b>Venue</b>
09:00 – 12:00	Velindre NHS Trust Stalls	General Public	Velindre Cancer Centre
09:00 – 16:30	Cardiff Housing – Information stands	Tenants and those at risk of becoming involved in County Lines	Llanishen Hub
09:00 – 17:00	Vale Housing – information stands <ul style="list-style-type: none"> <li>• Neighbourhood Teams</li> <li>• Money Advice Service</li> </ul>	Tenants and those at risk of becoming involved in County Lines	Civic Centre Holton Road Barry
10:00 – 14:00	Young People’s Conference <ul style="list-style-type: none"> <li>• Hafan Cymru – Spectrum Project Workshop – workshop for young people on CSE</li> <li>• Demitri Jordan &amp; Jacob Riggans – St Giles Trust</li> <li>• CSE Ambassadors</li> </ul>	School Years 7, 8 and 9	St Teilos School
10:00 -13:00	Safeguarding Awareness Raising	Parents and Members of the Mosque Community	Dar ul Isra Muslim Educational and Community Centre
10:00 – 13:00	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	Williams Crescent Barry
11:00 – 14:00	Crime Prevention and Safety Awareness Roadshow	Public – all ages	Christchurch Church Hall Lake Road North Lakeside Cardiff
14:00 – 17:00	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	Buttrills Road Barry
18:00 – 20:00	Coffee Evening and Presentation on the various forms of Exploitation	Community Groups (Including: Neighbourhood Watch, Rural Watch, Airport Watch, Paws on Patrol)	Station 20 (Community Room) Cardiff Bay Police Station
18:00 – 20:00	Safer Vale Team – Safeguarding Awareness Evening	General Public 18+	Barry Fire Station
19:00 – 20:30	Promoting Public Safety and Security through Local Watch Co-ordination	<ul style="list-style-type: none"> <li>• All Local Watch Co-ordinators</li> <li>• South Wales Police</li> </ul>	Emergency Services Building Port Road West Barry

**Thursday 15<sup>th</sup> November 2018**

<b>Time</b>	<b>Name of Event &amp; Description</b>	<b>Target audience</b>	<b>Venue</b>
09:00 – 16:30	Cardiff Housing – Information stands	Tenants and those at risk of becoming involved in County Lines	Central Hub
09:00 – 17:00	Vale Housing – information stands <ul style="list-style-type: none"> <li>• Neighbourhood Teams</li> <li>• Money Advice Service</li> </ul>	Tenants and those at risk of becoming involved in County Lines	Civic Centre Holton Road Barry
08:30 – 12:30	Vale Home’s Safeguarding Awareness Events	Tenants and those at risk of becoming involved in County Lines	Rhoose Community Centre
09:00 – 13:00	Professional’s Conference <ul style="list-style-type: none"> <li>• NSPCC – Safeguarding Children in Sport</li> <li>• Barnardos - Boys 2 Messages from research</li> <li>• Sue James - Independent Inquiry into Child Sexual Abuse</li> <li>• Modern Slavery</li> <li>• Frauds and Scams</li> </ul>	Professionals	Committee Rooms 1 & 2 County Hall Cardiff CF10 4UW
10:00 – 11:00	Your Child’s Online World	General Public – specifically parents of children aged 9+	Barry Central Library
11:00 – 14:00	Crime Prevention and Safety Awareness Roadshow	Public – all ages	Ararat Church Main Hall Whitchurch Common Cardiff
14:00 – 16:00	Frauds & Financial Abuse – what it is and how to help	Older person’s forums and local groups	Council Chamber Civic Offices Holton Road Barry CF63 4RU
16:00 – 19:30	Velindre NHS Trust Stalls	General Public	Welsh Blood Service Llantrisant

**Friday 16<sup>th</sup> November 2018**

<b>Time</b>	<b>Name of Event &amp; Description</b>	<b>Target audience</b>	<b>Venue</b>
09:00 – 16:30	Cardiff Housing – Information stands	Tenants and those at risk of becoming involved in County Lines	Central Hub
09:00 – 17:00	Vale Housing – information stands <ul style="list-style-type: none"> <li>• Neighbourhood Teams</li> <li>• Money Advice Service</li> </ul>	Tenants and those at risk of becoming involved in County Lines	Civic Centre Holton Road Barry
10:00 – 12:00	Frauds and Financial Abuse: what it is and how to help	Professionals, staff and partners	Committee Room 1 County Hall Cardiff CF10 4UW
10:00 – 11:00	Your Child's Online World	General Public – specifically parents of children aged 9+	Llanrumney Hub Cardiff
18:00	Safeguarding Awards Evening	Professionals, 3 <sup>rd</sup> Sector Employees, Volunteers & Members of the Community i.e. Foster Carer, Campaigner etc.	4 <sup>th</sup> Floor Lounge Cardiff Central Police Station

## Are you concerned about someone?

If you suspect that a **child** or **young person** is being harmed or is at risk of being harmed then you have a duty to report it immediately. All calls concerning worries about children are treated seriously. Contact your local Safeguarding Team on the numbers provided below:

**Vale of Glamorgan:** 01446 725202  
**Cardiff Multi-Agency Safeguarding Hub (MASH):** 029 2053 6490

### Opening Hours:

Monday – Thursday 08:30 – 17:00  
Friday – 08:30 – 16:30

If you suspect that an **adult** is being harmed or is at risk of being harmed then you have a duty to report it immediately. All calls concerning worries about vulnerable adults at risk are treated seriously. Contact your local Safeguarding Team on the numbers provided below:

**Vale of Glamorgan:** 01446 700111  
**Cardiff Multi-Agency Safeguarding Hub (MASH):** 029 2053 6490

### Opening Hours:

Monday – Thursday 08:30 – 17:00  
Friday – 08:30 – 16:30

To contact Children or Adults Services outside office hours, at weekends and bank holidays, ring:  
**Emergency Duty Team** on **02920 788570**

**If you suspect that a child, young person or an adult is at immediate risk of harm call 999 and speak to the Police.**

If you would like to report a non-urgent incident, or have a problem or general query, you can call 101, the 24 hour non-emergency number for the Police. **Use 101 when the incident is less urgent than 999.**

**REMEMBER – Safeguarding is everyone's business!**

For more information and advice, visit: [www.cardiffandvalersb.co.uk](http://www.cardiffandvalersb.co.uk)