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## AGENDA

**Committee** CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

**Date and Time of Meeting** TUESDAY, 24 SEPTEMBER 2019, 4.30 PM

**Venue** COMMITTEE ROOM 4 - COUNTY HALL

**Membership** Councillor Lee Bridgeman (Chair)  
Councillors Cunnah, Joyce, Morgan, Naughton, Phillips, Taylor, Singh and Parkhill

Patricia Arlotte (Roman Catholic representative), Carol Cobert (Church in Wales Representative), Karen Dell'Armi (Parent Governor Representative), Matthew Richards (Parent Governor Representative)

*Time approx.*

**1 Declarations of Interest**

To be made at the start of the agenda item in question, in accordance with the Members' Code of Conduct.

**2 Apologies for Absence**

To receive apologies for absence.

**3 Minutes (Pages 5 - 10)**

To approve as a correct record the minutes of the previous meeting.

**4 Wales Audit Office report - review of corporate arrangements for safeguarding of children (Pages 11 - 38)** 4.35 pm

To enable Members to receive a copy of the report and assess its impact on Children's services.

**5 Cardiff & Vale of Glamorgan Regional Safeguarding Board Annual Report -2018-2019 (Pages 39 - 92)** 5.15 pm

To undertake a review and assessment of the work undertaken as set out in the annual report.

- |           |                                                                                                                                                                                                                                                                                     |         |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| <b>6</b>  | <b>Children's Services Quarter 1 Performance Report</b> ( <i>Pages 93 - 136</i> )                                                                                                                                                                                                   | 6.00 pm |
|           | To undertake monitoring of the Council's performance on Children's Services for quarter 1, 2019-20.                                                                                                                                                                                 |         |
| <b>7</b>  | <b>Signs of Safety - progress</b> ( <i>Pages 137 - 152</i> )                                                                                                                                                                                                                        | 6.45 pm |
|           | To enable Members to undertake a review of the progress being made in the implementation of Signs of Safety.                                                                                                                                                                        |         |
| <b>8</b>  | <b>Way Forward</b>                                                                                                                                                                                                                                                                  | 7.15 pm |
|           | To review the evidence and information gathered during consideration of each agenda item, agree Members comments, observations and concerns to be passed on to the relevant Cabinet Member by the Chair, and to note items for inclusion on the Committee's Forward Work Programme. |         |
| <b>9</b>  | <b>Work Programme 2019-2020</b> ( <i>Pages 153 - 162</i> )                                                                                                                                                                                                                          | 7.25 pm |
|           | For Members to review and approval the programme of meetings for the next municipal year.                                                                                                                                                                                           |         |
| <b>10</b> | <b>Correspondence</b> ( <i>Pages 163 - 204</i> )                                                                                                                                                                                                                                    |         |
|           | For Members to consider correspondence sent and received since the last Committee meeting and receive an update on any items outstanding.                                                                                                                                           |         |
| <b>11</b> | <b>Forward work programme</b> ( <i>Pages 205 - 214</i> )                                                                                                                                                                                                                            |         |
|           | For Members to confirm agenda items for the next four consecutive regular Committee Meetings.                                                                                                                                                                                       |         |
| <b>12</b> | <b>Urgent Items (if any)</b>                                                                                                                                                                                                                                                        | 7.30 pm |
| <b>13</b> | <b>Date of next meeting</b>                                                                                                                                                                                                                                                         |         |
|           | The next scheduled meeting of the Committee is on Tuesday 8 October 2019 at 4.30 pm.                                                                                                                                                                                                |         |

**Davina Fiore**

**Director Governance & Legal Services**

Date: Wednesday, 18 September 2019

Contact: Mandy Farnham,

02920 872618, Mandy.Farnham@cardiff.gov.uk

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

CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

9 JULY 2019

Present: Councillor Bridgeman (Chairperson),  
Councillors Cunnah, Joyce, Morgan, Naughton, Taylor and Singh

Co-opted Members: Carol Cobert (Church in Wales representative)  
and Rebecca Crump (Parent Governor Representative)

The Chairperson thanked Rebecca Crump for her service to the Committee as a Parent Governor Representative and noted that her views and experience have benefited the Committee greatly.

15 : APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Mike Phillips, Patricia Arlotte (Roman Catholic Representative) and Karen Dell'Armi (Parent Governor Representative).

16 : DECLARATIONS OF INTEREST

No Declarations of Interest were made in accordance with the Members' Code of Conduct.

17 : MINUTES

The minutes of the meeting held on 11 June were approved by the Committee and signed by the Chairperson.

18 : CARDIFF CHILDREN'S SERVICES STRATEGY

The Chairperson welcomed Graham Hinchey (Cabinet Member, Children & Families), Claire Marchant (Director, Social Services) and Deborah Driffield (Interim Assistant Director, Children's Services) to the meeting.

The Interim Assistant Director provided Members with a [presentation](#) during which she emphasised the reshaping and restructuring of the service delivery model.

Members were invited to comment, seek clarification, or raise questions on the information received. Those discussions are summarised as follows:

- Members discussed the Unicef Child Friendly City strategy; what was being done to ensure that children are aware of their rights and that their voices will be heard and the training that will be rolled out to staff, initially to Managers at the end of the month, by Unicef.
- Members referred to the commitment to recruit more local authority foster carers and how that was to be achieved. Members were advised that there are 4 elements involved in the recruitment drive for new foster carers; the first is to encourage people to have a conversation about becoming a foster carer which is being managed

by marketing and communication taking place in the Council, Ikea, Tweets and Google adds for example; the second is to consider the payment received by foster carers, it has been necessary to revise the fee structure to consolidate the fees; thirdly it has been necessary to look at the operating model to ensure that any prospective foster carers receive a professional response to their enquiry which is both timely and informative to ensure that the information received is of the same standard as that provided by independent fostering agencies (IFAs); and finally that there is training provided and ongoing support throughout the process.

Members also noted that there were currently 10 assessments ongoing at the present time and further events planned for the coming weeks with current foster carers to discuss matters such as supported lodgings and finders fees. In relation to finders fees, something used by IFA's, any fee would have to be competitive.

- Members queried whether consideration should be given to accessing bigger organisations, for example, academic institutions such as universities as an opportunity to recruit new foster carers.
- Members discussed the foster care model in Scotland, whilst Scotland still use IFAs, they are not for profit IFAs. Members were keen to examine the Scottish model more closely but noted that it was to be raised through the Core Cities network.
- Members queried the low rates of Kinship Care in Wales and the reasons for that. Members were advised that significant improvements have been made in relation to the number of Kinship carers, the figure has increased by at least 20 recently. It is necessary to ensure that the right support is in place for those carers. Members noted that more parental responsibility was given to those who become Special Guardians rather than Kinship Carers, however, it is still important to ensure that there is ongoing support to the family which has been the reason for the breakdowns occurring previously.
- Members were pleased to note that the Out of County Placement Inquiry was incredibly helpful in informing the strategy and had an impact at every level.
- Members noted that the strategy appears to focus on children who are looked after, and queried what it meant to children out of the care system who were also experiencing stresses and strains. The Director advised that it is about all children and young people. It is necessary to look through the lenses of all children. Whilst the strategy is sets out a number of priorities, it is also about building on current strengths.
- Members asked whether current staffing levels were adequate and were advised that the levels of staffing is constantly reviewed. Whilst it is accepted that Social Workers are important, it is also necessary

to ensure that there is a good skill mix within the teams. The currently operating model is being reviewed together with senior management arrangements, and recruitment is taking place at the present time. Obviously the increase in number of Children Looked After (CLA) does have an impact on resource requirement.

AGREED – That the Chairperson writes to the Cabinet Member on behalf of the Committee expressing their comments and observations discussed during the Way Forward.

19 : 21ST CENTURY SCHOOLS BAND B: EARLY YEARS, PRIMARY AND SECONDARY PROVISION TO SERVE ADAMSDOWN AND SPLOTT

The Chairperson welcomed Councillor Sarah Merry (Deputy Leader & Cabinet Member, Education, Employment and Skills), Nick Batchelar (Director, Education and Lifelong Learning) and Richard Portas (Programme Director, School Organisation Programme) to the meeting.

The Chairperson invited Councillor Merry to make a statement in which she advised that it was a sufficiency of school places in that area and the condition of the buildings that necessitated the proposals contained within the report; in particular that Willows High School becomes an 8 form entry school and transfers to Tremorfa Park; St Albans Catholic Primary School closes; and the capacity at Baden Powell Primary School is increased and the school is also transferred to Tremorfa Park.

Members were invited to comment, seek clarification, or raise questions on the information received. Those discussions were summarised as follows:

- Members sought information as to how many pupils were currently at St Albans Catholic Primary School and where was it envisaged they would go. The Programme Director advised that here were currently 172 pupils on role, it was anticipated that the majority of pupils would go to Baden Powell Primary School however, the Diocese has indicated that there will be places in St Peters and St Johns. It is anticipated that 29 pupils will transfer to another faith school.
- In relation to the significantly enhanced community facilities to be located on the new school site Members were keen to be assured that lessons had been learned from mistakes made at other schools. Officers accepted that the need to consider best practice and learning from previous situations was paramount. It was noted that here needs to be consistency across the City. Where significant public investment is being made communities should have equality of access and it should not be for the school to decide when the community can access the facilities.

AGREED – That the Chairperson writes to the Cabinet Member on behalf of the Committee expressing their concerns and observations discussed during the Way Forward.

The Chairperson welcomed Councillor Sarah Merry (Deputy Leader & Cabinet Member, Education, Employment and Skills), Nick Batchelar (Director, Education and Lifelong Learning) and Richard Portas (Programme Director, School Organisation Programme) to the meeting.

The Chairperson invited Councillor Merry to make a statement in which she referred to the change in Cardiff's schools position moving from 17<sup>th</sup> place to 3<sup>rd</sup> place over the last few years and wished to thank the hard work undertaken by all but that it was now necessary to move forward again with Cardiff 2030 being the new 10 year vision.

Members were provided with a [presentation](#) which took Members through the plans for the development of the ten year vision for education in Cardiff together with the stakeholder engagement undertaken so far.

Members were invited to comment, seek clarification, or raise questions on the information received. Those discussions are summarised as follows:

- Members queried impact of the new curriculum and the role of the consortium on the vision for 2030. The Director advised that the consortium delivers training and development functions through various grants; they work largely with teachers, however, half of the workforce in schools are not teachers and it is important that the consortium services local authorities well.

The consortium is an important vehicle for Cardiff to realise its ambitions in relation to Education, whilst it is the remit of this Committee to scrutinise the authority, it is also necessary to scrutinise and call other providers to account.

- Members discussed Welsh Government funding for the new curriculum which appears to concentrate on funding for the training of staff and were advised that there may be some funding from Welsh Government for ICT, infrastructure and equipment. Cardiff will require significant investment for that and it will need to be across the whole school estate. There will need to be an audit very soon.
- Members sought clarification about the university style education for some years being proposed and were advised that the point of the debate about 2030 is to challenge what education may look like. Schools have not fundamentally changed in their organisation over the last 150 years. The traditional class room setting is not necessarily the answer for the future. The Open University model of remote learning has been in existence for some time and could be applied in creative ways, for example learners who are not able to be in school for health reasons.
- Members discussed the impact of Qualification Wales on the Cardiff 2030 vision and the new curriculum. It was noted that they were closely involved, assessment is an important part of the process.

There has to be an appropriate fit between the approach to learning that is being developed and the assessment at 16. Consideration is also being given to post 16 learning, it is not wise to have a radical approach to learning and assessment up to 16 and then revert back to the old system in relation to further education.

- Members expressed concerned about the mental health and well-being of pupils particularly on the basis of the increase in the use of tutors. It is a pressure on pupils. Officers were also concerned that if there is a proliferation of tutors serving communities, the tutoring could be compensating for mediocre teaching.
- Members discussed post school learning and adult education. It was noted that Cardiff 2020 focussed on statutory schooling and for some secondary school was not always fruitful. It is important to have pathways to re-enter learning, the Council have been working with a group of young people to support them back into training or employment. Some of the pathways are not a priority in terms of funding, however, the Council has a responsibility to use some government funding to adult learning.
- Members discussed the engagement with parents for Cardiff 2020 and noted that there is now much wider engagement with young people and parents.
- Members were advised that work is being done with ISOS, who provide advice in relation to education, to formulate the thinking for Cardiff 2030.
- Members discussed where the comparators and should be, and whether they should be local or global. Officers indicated that England and Wales are vastly different; the reality is that we should be pushing ourselves as far as we can. Given that Cardiff is the capital city there are a large number of opportunities.
- Members discussed the importance of governance. The governance framework is not going to change in the near future and that new ways of governance should be developed within the existing legislative framework for example ensuring that good strong Governors are appointment to the Governing Body and that that Body is representative of the community.

AGREED – That the Chairperson writes to the Cabinet Member on behalf of the Committee expressing their comments and observations discussed during the Way Forward.

21 : CORRESPONDENCE UPDATE

AGREED – To note the correspondence report.

22 : FORWARD WORK PROGRAMME

AGREED – To note the content of the updated Forward Work Programme

23 : URGENT ITEMS (IF ANY)

No urgent items were tabled.

24 : WAY FORWARD

Members discussed the information received and identified a number of issues which the Chairman agreed would be included in the letters that would be sent, on behalf of the Committee, to the relevant Cabinet Members and Officers.

25 : DATE OF NEXT MEETING

AGREED – To note the next scheduled meeting of the Children and Young People Scrutiny Committee as the 24 September 2019 at 4.30 pm.

The meeting terminated at 7.15 pm



**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**24 September 2019**

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**Local Authority Arrangements to support Safeguarding of Children –  
City and County of Cardiff Council**

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**Reason for the Report**

1. This report provides a copy of the Inspection Report resulting from a Follow-up review of corporate arrangements for the safeguarding of children – Cardiff Council undertaken during April 2019 by the Wales Audit Office. A copy of the Review Report is attached at **Appendix A**, together with the a copy of the feedback to the report provided by the Director of Social Services and Audit Manager attached at **Appendix B**.

**Issues**

2. The review was undertaken to seek assurance that the Council has effective corporate arrangements in place for safeguarding children. They considered the findings of our 2014 report into the Council's arrangements to support safeguarding of children. They also considered the Council's progress in implementing the recommendations contained in the Auditor General's report, 'Review of Corporate Safeguarding Arrangements in Welsh Councils' (July 2015)
3. The review sought to answer the question: Has the Council acted upon the recommendations and proposals for improvement contained in the national and local reports of the Auditor General published in 2014 and 2015.

4. Overall the Wales Audit Office found that: “The Council has been slow to implement a number of our previous recommendations and proposals for improvement, but has made progress in recent months. We have identified some further proposals for improvement to strengthen aspects of the Council’s safeguarding arrangements”.

5. The report provides six proposals for improvement, namely:

P1. The Council should improve its approach to safeguarding training in the following ways:

- Get staff through mandatory safeguarding training more quickly and take forward the work identified by the Corporate Safeguarding Board to collate a percentage breakdown of safeguarding training compliance within each Council Directorate
- Ensure it centrally collates safeguarding training records for those staff and volunteers who have had face to face safeguarding training as well as the e-learning safeguarding training;
- Clarify when mandatory safeguarding training for staff and members needs to be refreshed;
- Consider ways in which it could extend its safeguarding training offer, for example building on the planned Child Sexual Exploitation awareness training to be given to taxi drivers, and to provide safeguarding training to (for example) those working in the night time economy;
- Accelerate the mandatory completion of Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 (VAWDASV) training

P2 The Council’s corporate safeguarding intranet pages could be strengthened by providing:

- a link to the Corporate Safeguarding Policy;
- information on the lead officer for corporate safeguarding, the lead member for corporate safeguarding and the Corporate Safeguarding Board;
- and

- information on where to report concerns or to find out further information.
- P3 The Council should strengthen its Recruitment and Selection Policy in relation to safeguarding and safe recruitment.
- P4 The Council should strengthen its safeguarding contractual provisions by being more explicit about its safeguarding training requirements.
- P5 The Council should ensure it is able to record and monitor volunteer information centrally, including any training records and Disclosure and Barring Service checks for volunteers.
6. The Review Report, also includes an assessment of progress against the recommendations from the Wales Audit Office's 2015 report and an assessment of progress against the proposals for improvement from the 2014 report. The assessments are attached at **Appendix A** pages 5 to 18.
7. A copy of the Council's comments on the draft report, provided by the Director of Social Services and Audit Manager, together with the changes to text that were subsequently made to the draft report, copy attached at **Appendix B**.
8. The directorate has already stated to develop an action plan to address the proposals for improvement and the Director of Social Services will provide a verbal briefing on the work undertaken to date.

### **Scope of Scrutiny**

9. The scope of this scrutiny is to receive the review report from the Wales Audit Officer and to note the proposals for improvement, and to pass on any observations, comments or recommendations to the Director of Children's Services.

## Way Forward

10. Ian Phillips, Performance Audit Lead, Wales Audit Office has been invited to present the review report, copy attach at **Appendix A & B** to committee and answer any questions members may have
11. Councillor Chris Weaver Cabinet Member for Finance, Modernisation and Performance, including Corporate Safeguarding; Graham Hinchey (Cabinet Member for Early Years, Children & Families) has been invited and may make a statement. Claire Marchant, Director of Social Service, Deborah Driffield Interim assistant Director Children's Services and Chris Pyke, Audit Manager, Internal Audit have also been invited to comment on the Audit Report, and to explain the actions being developed to address the areas for improvement.
12. Members are invited to consider the information set out in the attached report and presented to Committee and to identify any issues on which they would wish to receive further information or include in the Committee's forward work programme.

## Legal Implications

13. The Scrutiny Committee is empowered to enquire, consider, review and recommend, but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to the Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by

the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Financial Implications**

- 14.** The Scrutiny Committee is empowered to enquire, consider, review and recommend, but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

### **RECOMMENDATION**

The Committee is recommended to consider the contents of the report attached at **Appendices A & B** together with any information presented at the meeting, and provide the Cabinet Member, Director of Social Services and Head of Internal Audit with any comments, concerns or recommendations.

**Davina Fiore**

Director of Governance and Legal Services

16 September 2019

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WALES AUDIT OFFICE  
SWYDDFA ARCHWILIO CYMRU

Archwilydd Cyffredinol Cymru  
Auditor General for Wales

# Follow-up review of corporate arrangements for the safeguarding of children – **Cardiff Council**

Audit year: 2018-19

Date issued: June 2019

Document reference: 1244A2019-20

This document has been prepared for the internal use of Cardiff Council as part of work performed in accordance with section 17 of the Public Audit (Wales) Act 2004 and section 18 of the Local Government (Wales) Measure 2009.

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The section 45 Code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales and the Wales Audit Office are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at

[infoofficer@audit.wales](mailto:infoofficer@audit.wales).

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

This document is also available in Welsh.

The team who delivered the work comprised Ian Phillips and Sara-Jane Byrne under the direction of Huw Rees.



# Contents

The Council has been slow to implement a number of our previous recommendations and proposals for improvement, but has made progress in recent months. We have identified some further proposals for improvement to strengthen aspects of the Council's safeguarding arrangements

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# Summary report

## Summary

### What we reviewed and why

- 1 We undertook this review to seek assurance that the Council has effective corporate arrangements in place for safeguarding children. We considered the findings of our 2014 report into the Council's arrangements to support safeguarding of children<sup>1</sup>. We also considered the Council's progress in implementing the recommendations contained in the Auditor General's report, 'Review of Corporate Safeguarding Arrangements in Welsh Councils' (July 2015)<sup>2</sup>.
- 2 We undertook the review during April 2019.

### What we found

- 3 Our review sought to answer the question: Has the Council acted upon the recommendations and proposals for improvement contained in the national and local reports of the Auditor General published in 2014 and 2015?
- 4 Overall we found that: The Council has been slow to implement a number of our previous recommendations and proposals for improvement, but has made progress in recent months. We have identified some further proposals for improvement to strengthen aspects of the Council's safeguarding arrangements.

### Proposals for improvement

#### Exhibit 1: proposals for improvement

The table below sets out the proposals for improvement that we have identified following this review.

Proposals for improvement	
P1	<p>The Council should improve its approach to safeguarding training in the following ways:</p> <ul style="list-style-type: none"><li>• Get staff through mandatory safeguarding training more quickly and take forward the work identified by the Corporate Safeguarding Board to collate a percentage breakdown of safeguarding training compliance within each Council Directorate;</li></ul>

<sup>1</sup> Auditor General for Wales, **Local Authority Arrangements to Support Safeguarding of Children – Cardiff Council**, October 2014

<sup>2</sup> Auditor General for Wales, **Review of Corporate Safeguarding Arrangements in Welsh Councils**, July 2015

## Proposals for improvement

- Ensure it centrally collates safeguarding training records for those staff and volunteers who have had face to face safeguarding training as well as the e-learning safeguarding training;
- Clarify when mandatory safeguarding training for staff and members needs to be refreshed;
- Consider ways in which it could extend its safeguarding training offer, for example building on the planned Child Sexual Exploitation awareness training to be given to taxi drivers, and to provide safeguarding training to (for example) those working in the night time economy;
- Accelerate the mandatory completion of Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 (VAWDASV) training.

P2 The Council's corporate safeguarding intranet pages could be strengthened by providing:

- a link to the Corporate Safeguarding Policy;
- information on the lead officer for corporate safeguarding, the lead member for corporate safeguarding and the Corporate Safeguarding Board; and
- information on where to report concerns or to find out further information.

P3 The Council should strengthen its Recruitment and Selection Policy in relation to safeguarding and safe recruitment.

P4 The Council should strengthen its safeguarding contractual provisions by being more explicit about its safeguarding training requirements.

P5 The Council should ensure it is able to record and monitor volunteer information centrally, including any training records and Disclosure and Barring Service checks for volunteers.

# Summary report

## Assessment of progress against the recommendations from our 2015 report

The Council has been slow to implement a number of our previous recommendations and proposals for improvement, but has made progress in recent months. We have identified some further proposals for improvement to strengthen aspects of the Council's safeguarding arrangements

Exhibit 2: proposals for improvement from the 2015 report to strengthen aspects of the Council's safeguarding arrangements

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
R1 Improve corporate leadership and comply with the Welsh Government policy on safeguarding through:	
<ul style="list-style-type: none"><li>the appointment of a senior lead officer who is accountable for safeguarding and protecting children and young people with corporate responsibilities for planning improvements;</li></ul>	Met: The Director of Social Services fulfils this role.
<ul style="list-style-type: none"><li>the appointment of a lead member for safeguarding;</li></ul>	Met: The Cabinet Member for Finance, Modernisation and Performance has Corporate Safeguarding within his portfolio.

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
<ul style="list-style-type: none"> <li>regularly disseminating and updating information on these appointments to all staff and stakeholders.</li> </ul>	<p>Partially met – an area for improvement identified.</p> <p>The Council's Corporate Safeguarding Policy provides information about the roles of the senior lead officer and lead member for corporate safeguarding. The Council has confirmed that they provide information about these roles via training and staff updates on the Council's intranet.</p> <p>In line with the revision of the Corporate Safeguarding Policy, the Council have begun to issue regular safeguarding bulletins to staff.</p> <p>The Council's corporate safeguarding intranet pages could be strengthened as set out in P2 above.</p>
<p>R2 Ensure there is a corporate-wide policy on safeguarding covering all council services to provide a clear strategic direction and clear lines of accountability across the council.</p>	<p>Met:</p> <p>The Council revised its Corporate Safeguarding Policy in January 2019. It is a comprehensive document that provides clear strategic direction and clear lines of accountability across the Council.</p>
<p>R3 Strengthen safe recruitment of staff and volunteers by:</p>	
<ul style="list-style-type: none"> <li>ensuring that Disclosure and Barring Service (DBS) checks and compliance with safe recruitment policies cover all services that come into contact with children;</li> </ul>	<p>Partially met – an area for improvement identified.</p> <ul style="list-style-type: none"> <li>The Council has a DBS Policy that is clear on respective responsibilities, although it is overdue a review (the date for review is May 2016). The Council acknowledge the need to review this policy.</li> <li>The Council has a Recruitment and Selection Policy that is also overdue a review (the date for review is November 2016). The Council recognise the need to update this policy and have stated that the policy is currently under review in line with safe recruitment changes. The Council's view is that its corporate recruitment process covers many items under safer recruitment. We do not disagree with that viewpoint, but we believe that</li> </ul>

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	<p>safeguarding matters should feature more prominently in the Recruitment and Selection Policy.</p> <ul style="list-style-type: none"> <li>• The Council's Corporate Safeguarding Policy refers to a Safe Recruitment Policy but this policy does not exist.</li> <li>• The Council has recognised an existing weakness in its arrangements in that it has not had a Volunteering Policy. However, one has been drafted and is due to be published shortly.</li> </ul>
<ul style="list-style-type: none"> <li>• creating an integrated corporate compliance system to record and monitor compliance levels on DBS checks; and</li> </ul>	<p>Partially met – an area for improvement identified.</p> <ul style="list-style-type: none"> <li>• There is no central system for volunteers but the forthcoming Volunteering Policy is intended to rectify that and the Council should maintain its focus in this regard.</li> <li>• The Council stores information to record and monitor compliance levels on DBS checks in respect of corporate employees on DigiGOV. However, it holds other employees' information on the SAP system and is currently transferring that information to DigiGOV. It expects to complete that exercise in the next two or three months.</li> </ul>
<ul style="list-style-type: none"> <li>• requiring safe recruitment practices amongst partners in the third sector and for volunteers who provide services commissioned and/or used by the council which are underpinned by a contract or service level agreement.</li> </ul>	<p>Met, but with further work ongoing:</p> <ul style="list-style-type: none"> <li>• The revised Corporate Safeguarding Policy sets out that the Council will ensure that safe recruitment standards are applied and monitored within the contractual arrangements in services that are commissioned by the Council or through support grants.</li> <li>• The Council has provided examples of contracts that contain clauses in respect of DBS checks, including volunteers whom the contractor may engage.</li> <li>• The Council recognises that there is work still to do in this area, particularly in non Social Services Directorates. The Council's Resources, Commissioning and Procurement service is working to</li> </ul>

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	strengthen safeguarding clauses that are included in tender documentation and contracts.
R4 Ensure all relevant staff, members and partners understand their safeguarding responsibilities by:	
<ul style="list-style-type: none"> <li>ensuring safeguarding training is mandated and coverage extended to all relevant council service areas, and is included as standard on induction programmes;</li> </ul>	<p>Met, but some areas for improvement identified.</p> <ul style="list-style-type: none"> <li>Safeguarding training is mandatory for all staff (either via e-learning or face to face training) and the Council expects this training to be completed within the first three months of employment.</li> <li>There have been discussions within the Council that the mandatory safeguarding training should be refreshed every three years. However, no decision has yet been taken on this and the Council needs to clarify when mandatory safeguarding training for staff and members needs to be refreshed.</li> <li>As at March 2019, the Council provided us with a figure of 3818 out of 6227 members of staff who had completed the e-learning mandatory safeguarding training. This is just over 61%. The Council should accelerate the rate of compliance with the completion of its mandatory safeguarding training. The Corporate Safeguarding Board progress report of January 2019 has identified that further work is required in order to gather a percentage breakdown of all staff within departments who have successfully completed the training. The Council has not provided figures that we requested for staff who have had face to face safeguarding training.</li> <li>Shared Regulatory Services (SRS) has plans to run more bespoke safeguarding related training events. The SRS will be undertaking a programme of training and awareness of Child Sexual Exploitation within the taxi community and will train SRS officers to recognise exploitation,</li> </ul>

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	<p>slavery or trafficking during the course of their work. However, the Council should consider further ways in which it could extend its safeguarding training offer, building on these proposals. For example, consider providing safeguarding training to those working in the night time economy.</p> <ul style="list-style-type: none"> <li>• To date, safeguarding training for members has not been mandatory, and take up of the previous round of safeguarding training in 2017 was poor with only 15 members attending. However, in January 2019 the Democratic Services Committee confirmed that safeguarding training is to be mandatory for members going forward and it is proposed that members will receive that training by July 2019.</li> <li>• The elected member role description has recently been updated to include information in respect of safeguarding and about members being a corporate parent.</li> <li>• It is a Welsh Government requirement that training in respect of the Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 (VAWDASV) is mandatory for all staff, but currently only 54% of staff have completed it. See PFI 1.</li> </ul>
<ul style="list-style-type: none"> <li>• creating a corporate-wide system to identify, track and monitor compliance on attending safeguarding training in all council departments, elected members, schools, governors and volunteers; and</li> </ul>	<p>Partially met:</p> <ul style="list-style-type: none"> <li>• With regard to staff in Council departments, the mandatory safeguarding training is an e-learning module that is hosted and monitored by the Council's academy training resources.</li> <li>• Any staff who are unable to access the e-learning should have face to face training but the Council is not collating such training completion figures centrally;</li> <li>• With regard to elected members, as set out above, safeguarding training has only recently become mandatory, but members are able to access the e-learning training. Face to face training will be offered to members</li> </ul>



Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	<p>on request and records of that will be held by the Member Services Team.</p> <ul style="list-style-type: none"> <li>• Schools' staff have access to the e-learning training. There is also more advanced training available. There is a Level 2 'Basic awareness presentation' that is delivered annually in schools by the Child Protection Lead in each school. Schools currently hold those records but from September 2019 the Council will store those records centrally to ensure compliance. There is also Level 3 'Designated Senior Person' training and these training records are held centrally.</li> <li>• Governor training is not mandated at a national level, however the Council is proactive with regard to governor training and provides three central safeguarding training sessions a year for school governors. This training is delivered by the Education Safeguarding Team (EST). Governor training for the 2019-20 academic year will have three levels; Level 1 is 'School context' delivered by the Head teacher or Designated Senior Person, Level 2 is a 'Basic Awareness Presentation' delivered by the EST for Chairs of Governors and Child Protection Leads and Level 3 is 'Part IV Process Training' delivered for Chairs of Governors. Any safeguarding training delivered by the EST is logged by Governor Services.</li> <li>• The draft Volunteering Policy states that volunteers will be required to carry out the safeguarding e-learning training or face to face training. The e-learning is on the 'Academy' system and so will be captured centrally. The Council has not clarified its current arrangements for safeguarding training for volunteers or where records of such training are held.</li> </ul>

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
<ul style="list-style-type: none"> <li>requiring relevant staff in partner organisations who are commissioned to work for the council in delivering services to children and young people to undertake safeguarding training.</li> </ul>	<p>Not met – an area for improvement identified.</p> <p>The Council's contractual provisions in respect of safeguarding do not include specifying what safeguarding training is required.</p>
<p>R6<sup>3</sup> Improve accountability for corporate safeguarding by regularly reporting safeguarding issues and assurances to scrutiny committee(s) against a balanced and council-wide set of performance information covering:</p> <ul style="list-style-type: none"> <li>benchmarking and comparisons with others;</li> <li>conclusions of internal and external audit/inspection reviews;</li> <li>service-based performance data;</li> <li>key personnel data such as safeguarding training, and DBS recruitment checks;</li> <li>the performance of contractors and commissioned services on compliance with council safeguarding responsibilities.</li> </ul>	<p>Partially met:</p> <ul style="list-style-type: none"> <li>It is only recently that the Council has made progress in implementing this recommendation.</li> <li>With effect from the first quarter of 2019-20, there is to be a corporate safeguarding performance framework, with corporate safeguarding performance measures, that will be reported to the Corporate Safeguarding Board and, potentially, scrutiny. The framework will enable consideration of service-based performance data and of personnel data, such as safeguarding training compliance and safe recruitment compliance.</li> <li>In January 2019, a Corporate Safeguarding Board progress report went to two scrutiny committees and to Cabinet and, going forward, there will be a report at least annually. Prior to this, there was only one corporate safeguarding annual report in 2015-16; such reports were difficult to produce as relevant information was not readily available from Directorates.</li> <li>The Corporate Safeguarding Board progress report included consideration of progress against our previous recommendations.</li> </ul>

<sup>3</sup> Welsh Government were responsible for responding to recommendation 5 so that is not included above

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	<ul style="list-style-type: none"> <li>• The January 2019 Internal Audit report on corporate safeguarding was reported to Senior Management Team and the Social Services Quality and Performance meeting.</li> <li>• Scrutiny has carried out some safeguarding related Task and Finish inquiries on topics such as Child Sexual Exploitation and Human Trafficking.</li> <li>• Within Social Services, contract monitoring includes the performance of contractors and commissioned services on compliance with Council safeguarding responsibilities, but, to date, this has not been the case across other Directorates. The new corporate safeguarding performance framework should help to improve arrangements in that there will be measures to identify the 'number of safeguarding issues raised with licensed/commissioned/partnership service' and a 'qualitative report on resolution of safeguarding issues'.</li> </ul>
<p>R7 Establish a rolling programme of internal audit reviews to undertake systems testing and compliance reviews on the council's safeguarding practices.</p>	<p>Partially met:</p> <ul style="list-style-type: none"> <li>• The Council has been slow to respond to this recommendation from a corporate-wide perspective. Until recently Internal Audit has not undertaken any reviews on the Council's corporate safeguarding arrangements. However, Internal Audit published a report on the Council's corporate safeguarding arrangements in January 2019 and will be doing a follow-up of that review in 2019-20. An Internal Audit review of recruitment is also planned for 2019-20.</li> <li>• Internal Audit has undertaken testing of compliance and controls in respect of safeguarding in high risk areas within the Social Services and Education and Lifelong Learning directorates. A representative from Internal Audit used to attend the Corporate Safeguarding Board meetings. Whilst this is no longer the case, Internal Audit can request the agendas and minutes of the Corporate Safeguarding Board meetings</li> </ul>

Recommendations from the 2015 report	Wales Audit Office assessment of Council's progress
	and we understand Internal Audit reviewed these papers as part of its corporate safeguarding audit.
<p>R8 Ensure the risks associated with safeguarding are considered at both a corporate and service level in developing and agreeing risk management plans across the council.</p>	<p>Partially met:</p> <ul style="list-style-type: none"> <li>• Although safeguarding is a risk on the Corporate Risk Register, the Council has been slow to respond to this recommendation at a service level outside of the Social Services Directorate.</li> <li>• Social Services has a SBAR (Situation, Background, Analysis, Recommendation) model to help identify risks, and the Council intends to implement a similar system across all Directorates from 2019-20.</li> <li>• Directorates other than Social Services do not have safeguarding as a Directorate level risk, including Education.</li> <li>• The revised Corporate Safeguarding Policy has introduced a new self-evaluation process, which should help Directorates to identify safeguarding risk areas.</li> <li>• From April 2019 safeguarding, will be included in all Directorate's senior management assurance statements.</li> <li>• The new corporate safeguarding performance framework has a performance measure of 'Number of safeguarding risks identified in directorate risk register' and this should help to give the Corporate Safeguarding Board better oversight of Directorate level safeguarding risks. The Corporate Safeguarding Board intends to establish and maintain a safeguarding risk register.</li> </ul>

## Assessment of progress against the proposals for improvement from our 2014 report

Exhibit 3: proposals for improvement in our 2014 local report issued to the Council in October 2014

Proposals for improvement in our 2014 local report issued to the Council in October 2014	Wales Audit Office assessment of Council's progress
P1 Ensure the Council develops effective arrangements to monitor, evaluate and challenge information and performance of safeguarding.	See narrative against recommendation 6 above.
P2 The Council should clarify who designated officers with responsibility for safeguarding are.	<p>Met:</p> <ul style="list-style-type: none"> <li>• The Council has established a Designated Safeguarding Leads Group which met for the first time in November 2018. This comprises all officers at Operational Manager level and the role of the Designated Safeguarding Lead Officers is to lead on safeguarding matters in their service areas.</li> <li>• The Corporate Safeguarding Policy sets out that there are Directorate Safeguarding Lead Officers to act as an overarching source of safeguarding advice and support for staff in their service areas.</li> <li>• The Local Authority Designated Officer is the service manager for safeguarding.</li> </ul>
P3 Improve the range, quality and coverage of safeguarding performance reporting to provide adequate assurance that corporate arrangements are working effectively.	See narrative against recommendation 6 above.

Proposals for improvement in our 2014 local report issued to the Council in October 2014	Wales Audit Office assessment of Council's progress
P4 Improve the work of the Council's scrutiny committees to ensure it is providing assurance on the effectiveness of the Council's corporate safeguarding arrangements.	See narrative against recommendation 6 above.
P5 Ensure all elected members and staff who encounter children on a regular basis receive training on safeguarding and child protection issues and the Council's corporate policy on safeguarding.	See narrative against recommendation 5 above.
P6 Identify and agree an appropriate internal audit programme of work for safeguarding across the Council.	See narrative against recommendation 7 above.



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**Reference:** 1244A2019-20

**Date issued:** June 2019

## Cardiff Council: Follow-up review of corporate arrangements for the safeguarding of children– draft report – feedback

Exhibit 1: Council comments on the ‘follow-up review of corporate arrangements for the safeguarding of children’ draft report in an email from Claire Marchant dated 31 May 2019, plus additional comments from Chris Pyke received on 14 June 2019, and the Wales Audit Office’s response

Report text	Council Comments E-mail from Claire Marchant, 31 May 2019	Wales Audit Office response
<p><b>R3: Strengthen safe recruitment of staff and volunteers</b></p>	<p>Cardiff Council acknowledge that there is a need to update our DBS and Recruitment policy. We would welcome, however, that the report makes comment on and shows that the council's current Recruitment policy is under review in line with safe recruitment changes. We would also wish to stress that many items covered under safer recruitment are already included in our corporate recruitment process.</p>	<p>Changes to text in draft report are tracked:</p> <p>Partially met – an area for improvement identified.</p> <ul style="list-style-type: none"> <li>• The Council has a DBS Policy that is clear on respective responsibilities, although it is overdue a review (the date for review is May 2016). <u>The Council acknowledge the need to review this policy.</u></li> <li>• The Council has a Recruitment and Selection Policy that is also overdue a review (the date for review is November 2016) <del>and it should be strengthened as set out in P3 above.</del> <u>The Council recognise the need to update this policy and have stated that the policy is currently under review in line with safe recruitment changes. The Council's view is that its corporate recruitment process covers many items under safer recruitment. We do not disagree with that viewpoint, but we believe that safeguarding matters should feature more prominently in the Recruitment and Selection Policy.</u></li> <li>• The Council's Corporate Safeguarding Policy refers to a Safe Recruitment Policy but this policy does not exist.</li> <li>• The Council has recognised an existing weakness in its arrangements in that it has not had a Volunteering Policy. However, one has been drafted and is due to be published shortly</li> </ul>

<p><b>R7: Establish a rolling programme of internal audit reviews and to undertake systems testing and compliance reviews on the council's safeguarding priorities</b></p>	<p>The commentary on the work of internal audit is so concise that it may mislead the reader of the report, as it does not credit any audit work other than the recent corporate safeguarding audit:</p> <ul style="list-style-type: none"> <li>• The original recommendation was in respect of a rolling programme of internal audit reviews. Accordingly, it is important that the findings reflect that whilst a corporate safeguarding audit has not been undertaken until recently, the Internal Audit service has been undertaking testing of compliance and controls in respect of safeguarding in high risk areas as part of standard audit test programmes. In particular, compliance and control testing has been undertaken within audits in the Social Services and Education and Lifelong Learning directorates.</li> <li>• The report should also take into account that the Internal Audit team undertakes assurance and consultancy work. For instance, there was a period of time following the original report when a Principal Auditor attended Corporate Safeguarding Board Meetings to provide advice and guidance, and to identify the higher risk areas for audit planning.</li> </ul> <p>We would, as a council, therefore, appreciate that the above comments are considered and commented on within the body of the report.</p> <p>{Subsequent comments from Chris Pyke received 14 June 2019 were also taken into account. He said 'The Principal Auditor attended the Corporate Safeguarding Board through the financial year 2015/16. The Head of Finance became the acting Audit Manager in April 2016, and commenced attending the Board. The current Audit Manager appointed in October 2018, reports to the Head of Finance, and whilst he has full rights of access has agreed with the Head of Finance that he will not attend the Board per se but would be advised should an agenda be of particular audit interest. Minutes and papers can be requested by Internal Audit as and when required, and have been reviewed as part of the recent Corporate Safeguarding audit.</p>	<p>Changes to text in draft report are tracked:</p> <p>Partially met:</p> <p>The Council has been slow to respond to this recommendation <u>from a corporate-wide perspective</u>. Until recently Internal Audit has not undertaken any reviews on the Council's corporate safeguarding arrangements. However, Internal Audit published a report on the Council's corporate safeguarding arrangements in January 2019 and will be doing a follow-up of that review in 2019-20. An Internal Audit review of recruitment is also planned for 2019-20.</p> <p><u>Internal Audit has undertaken testing of compliance and controls in respect of safeguarding in high risk areas within the Social Services and Education and Lifelong Learning directorates. A representative from Internal Audit used to attend the Corporate Safeguarding Board meetings. Whilst this is no longer the case, Internal Audit can request the agendas and minutes of the Corporate Safeguarding Board meetings and we understand Internal Audit reviewed these papers as part of its corporate safeguarding audit.</u></p>
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Report text	Council Comments E-mail from Claire Marchant, 31 May 2019	Wales Audit Office response
	In respect of the compliance and control testing in Social Services and Education and Lifelong Learning Directorates, further information is included on the following pages.}	

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**24 SEPTEMBER 2019**

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**Corporate Safeguarding Board – Annual Report 2018/19**

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**Reason for the Report**

1. The Children and Young People Scrutiny Committee is responsible for scrutinising the performance of Children's (Social) Services. This report provides the Members with a copy of the draft Corporate Safeguarding Board's Annual report 2018/19 covering all of Social Services, prior to its consideration by Cabinet, copy attached at **Appendix A**.

**Background**

2. 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 terms of reference were agreed as:
  - i. Ensure the compliance of all Council Directorates with key safeguarding requirements in relation to children and vulnerable adults.
  - ii. Support the Statutory Director of Social Services in the discharge of his/her wider safeguarding duties.
  - iii. Support HR in the delivery of key vetting and barring requirements and workforce development.

- iv. Provide an Annual Corporate Safeguarding Report, setting out the performance of all Directorates, in relation to vetting and barring, staff safeguarding training, and the operation of front-line services in terms of their effectiveness in identifying and referring safeguarding concerns.
  - v. Review and develop relevant corporate safeguarding standards and policy.
  - vi. Review and develop appropriate corporate safeguarding performance measures.
  - vii. Advise the Head of the Paid Service and recommend relevant action in relation to corporate safeguarding standards and policy.
  - viii. Promote effective cross Directorate safeguarding practice particularly in terms of information sharing and data collection, front-line operational awareness, staff training and wider partnership engagement.
3. The Cardiff & Vale Regional safeguarding Children's Board (RSCB) has met on four occasions during 2018-19 to work towards implementing the Annual plan. This report will therefore provide an annual summary of the progress made against the annual plan.

## **Issues**

4. The draft Annual Report, copy attached at **Appendix A**, includes the following elements:
- a. what is safeguarding? – page 5
  - b. introduction
    - i. What are the Cardiff and Vale of Glamorgan Regional Safeguarding Boards? – Page 6
    - ii. Annual Report - Page 7
  - c. membership
    - i. Regional Safeguarding Children Board – pages 8-9
  - d. meetings and attendance
    - i. Regional Safeguarding Children Board Meetings – Page 12

- ii. Regional Safeguarding Children Board Attendance – page 12
- e. safeguarding children:
  - i. Identified Priorities – page 14
  - ii. Addressing the Priorities – Pages 14 - 17
  - iii. Other Activity and Board Development – Pages 18 - 19
- f. collaboration work
  - i. Adults and Children Safeguarding Agenda – pages 24 - 27
  - ii. Work of the Sub Groups – Pages 27 - 37
  - iii. Collaboration work with other safeguarding boards and Welsh Government – page 37
- g. managing resources
  - i. Board Budget
  - ii Board Expenditure

## **Evaluation**

5. In the RSCB's 2018 – 2019 Annual Plan the Board identified the following priorities:
  - a. Effectiveness of Child Protection System
  - b. Children on the edge of the Child Protection System
  - c. Service User Engagement
  - d. Learning Lessons from Reviews
  
6. The Under each of these priorities, the RSCB has 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 31st 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.

## **Scope of Scrutiny**

7. The scope of this scrutiny is to consider the proposed Draft Corporate Safeguarding Board Annual Report – 2018/19, and assess whether the Board has appropriately addressed the priorities that it agreed. Members may also wish to assess that appropriate actions were put in place to address the Welsh Audit Office's recommendations.
8. Members may also wish to review and assess the key achievements for the year, and pass any observations, comments or recommendations to the Chair of the Board, Cllr Hinchey and the Director of Social Services with regards to the progress made.

## **Way Forward**

9. Members are invited to consider the information set out in the attached report at **Appendix A** and to identify any issues on which they would wish to receive further information.
10. Councillor Graham Hinchey (Cabinet Member for Corporate Services and Performance) has been invited and may make a statement. Claire Marchant, Director of Social Services and Deborah Driffield, Interim Assistant Director , Children's services, have been invited to comment on the Annual report.

## **Legal Implications**

11. The Scrutiny Committee is empowered to enquire, consider, review and recommend, but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to the Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any



procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Financial Implications**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend, but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

### **RECOMMENDATION**

The Committee is recommended to consider the contents of the Corporate Safeguarding Annual report attached at **Appendices A** and provide the Cabinet Member and Director of Social Services with any comments or concerns, prior to the Cabinet's consideration of the report.

**Davina Fiore**

**Director of Governance and Legal Services**

**16 September 2019**

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**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

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. 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:

Name	Position
<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**

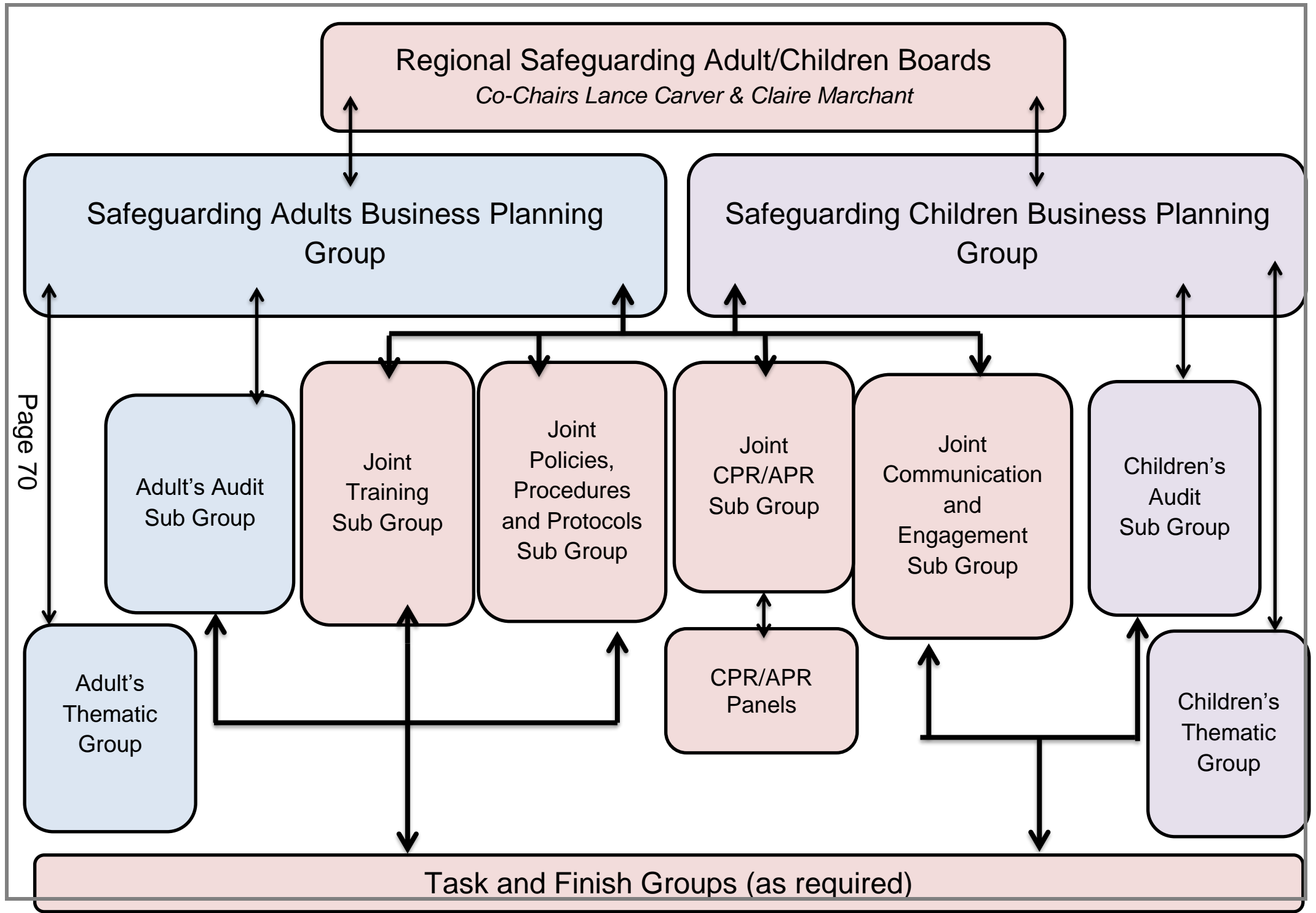
- i. Child Death Review Team**
- ii. Domestic Homicide Reviews**
- iii. Procedural Response to Unexpected Deaths in Children (PRUDiC)**

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.

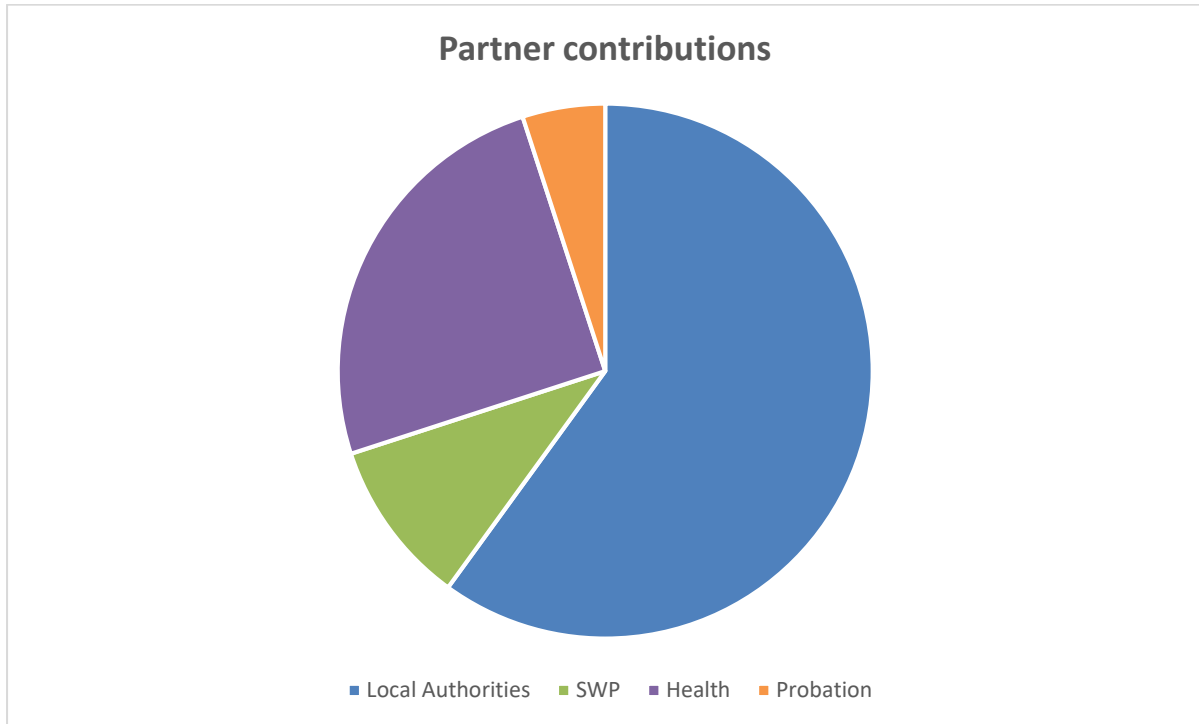
#### **Welsh Government**

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

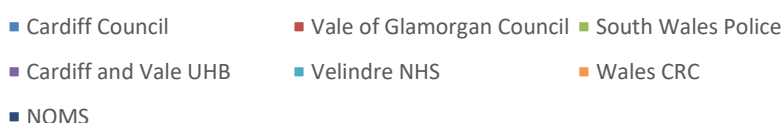
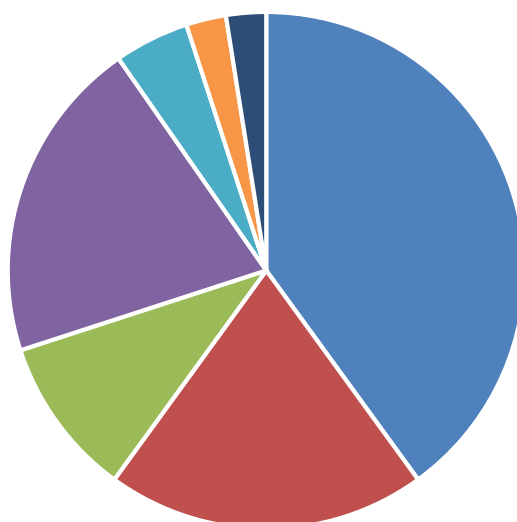
Cardiff and Vale Regional Safeguarding Board uses the national funding formula to assess and identify annual financial contributions from statutory partner agencies. The graph and chart below show how the Board agreed funding from all agencies in 2018-19:



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



## ii. BOARD EXPENDITURE

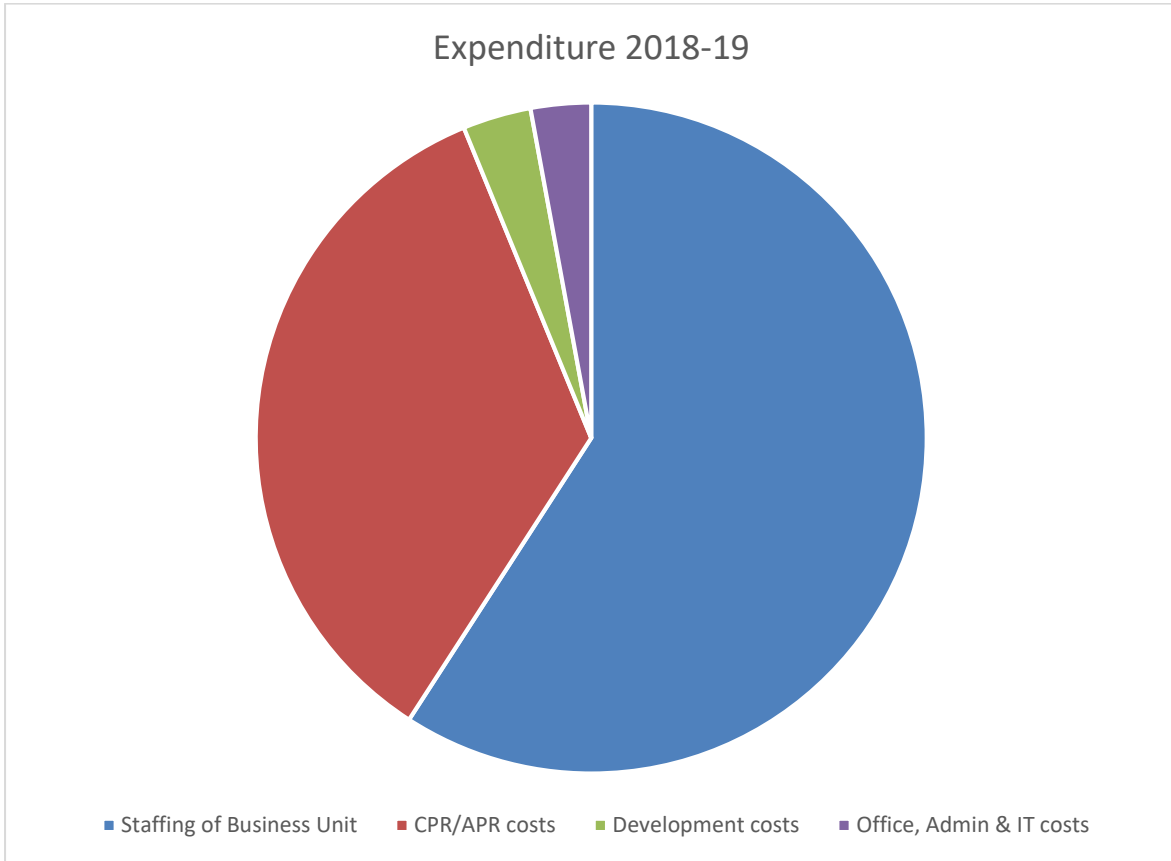
The above funds were used to manage the business of the Board to include the following:

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:

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## **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)

**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**24 September 2019**

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**Children's Service Quarter 1 Performance 2019/20**

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**Reasons for the Report**

1. The Director of Social Services will introduce and present the Quarter 1 performance report for Children's services. This report will enable the Committee to assess the progress being made in improving outcomes for children in need and children being looked after.

**Background**

2. The Committee undertakes a review of the performance of children's services on a quarterly. A new format of reporting was started last year following discussions with Director of Social Services, scrutiny officer and Members.

**Issue – performance reporting**

3. The ongoing development of the Cardiff Performance Management Framework has brought into line the monitoring and evaluation of progress against commitments set out in the Corporate Plan and the performance indicators set to assist in the understanding of the overall performance position of the Council. This range of performance data relating to Children's Services is contained in **Appendix A** to this report.
4. The performance report for the performance during quarter 1, April - June, attached at **Appendix A**, has been constructed to highlight areas which are working well, what the directorate is worried about and what the directorate needs to do in delivering the Strategic Directorate priorities, associated performance indicators, and commentaries

## **Scope of Scrutiny**

5. The scope of the scrutiny of this report is for the Committee Members to review the information provided to the Committee and to provide any comments, concerns or recommendations to the Cabinet Member or Director of social services.

## **Way Forward**

6. At the meeting Councillor Graham Hinchey (Cabinet Member for Children and Families), Claire Marchant (Director of Social Services) and Deborah Driffield, (Interim Assistant Director of Social Service Children's Services) will be in attendance to make a presentation and answer any questions Members may wish to ask.
7. Members may wish to review the information presented at the meeting and determine whether there are any comments, concerns or recommendations which they would like to pass on to the Cabinet Member or Director of Social Services.

## **Financial Implications**

8. There are no direct financial implications arising from this report. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. These financial implications will need to be considered before any changes are implemented.

## **Legal Implications**

9. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the

powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Recommendation**

The Committee is recommended to review the information provided in the report, appendix and at the meeting and provide any comments, concerns or recommendations to the Cabinet Member and Director of Social Services.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**16 September 2019**

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# Children's Services Performance Report

Quarter 1 2019-20



### What's working well?

- Soft launch of **Early Help Gateway** in April - recruitment process for Family Support element of the Cardiff Family Advice Service completed and staff training and development is in progress. Staff morale is good and positive feedback has been received from families. Care Inspectorate Wales (CIW) visited the Family Support Service in April 2019. The feedback received in their annual letter noted that “early help preventative measures had undergone significant development over the past 12 months ... We observed a team culture where the voice of the child is central to practice. We heard about work with families where positive outcomes were achieved, and saw examples of extremely positive feedback from families who had received interventions.”
- **Children's Services Strategy “Delivering Excellent Outcomes”** developed with engagement with children and young people from the Bright Start Forum, 11 Plus Team and the Adolescent Resource Centre in readiness for consideration by Cabinet early in Quarter 2.
- **Fostering Fortnight** was held during Quarter 1 to raise awareness of the in house fostering service and recruit new foster carers to Cardiff. At present, the number of children in in house fostering remains relatively stable, although the number of enquiries has increased - there were 15 full assessments ongoing at 30<sup>th</sup> June 2019.

### What are we worried about?

- The **interface and relationship between MASH / Support4Families and Family Help / Gateway** needs strengthening to ensure consistent and correct step up and step down mechanisms.
- More work to do fully embed **rights and participation** in everything we do from practice to strategy and to communicate effectively.
- Supply of the **right type of services** for our most vulnerable children, including the lack of appropriate placement provision, scarcity of residential and foster care provision in a timely way to meet the needs of children and young people with more complex needs.
- **Social Worker vacancies in Children's Services** - for Quarter 1 stand at 31.6% and result in an over reliance on agency social workers.
- Capacity within the **Independent Reviewing Officer Service** to complete timely children looked after review reports is challenging.
- **Challenges in the Children Looked After Service** as the service prepares to move into a locality model.
- Management of **demand and complexity** of caseloads.
- Numbers of **children waiting for adoption** 12 months after Placement Order made (51, 31 of whom are not yet placed).

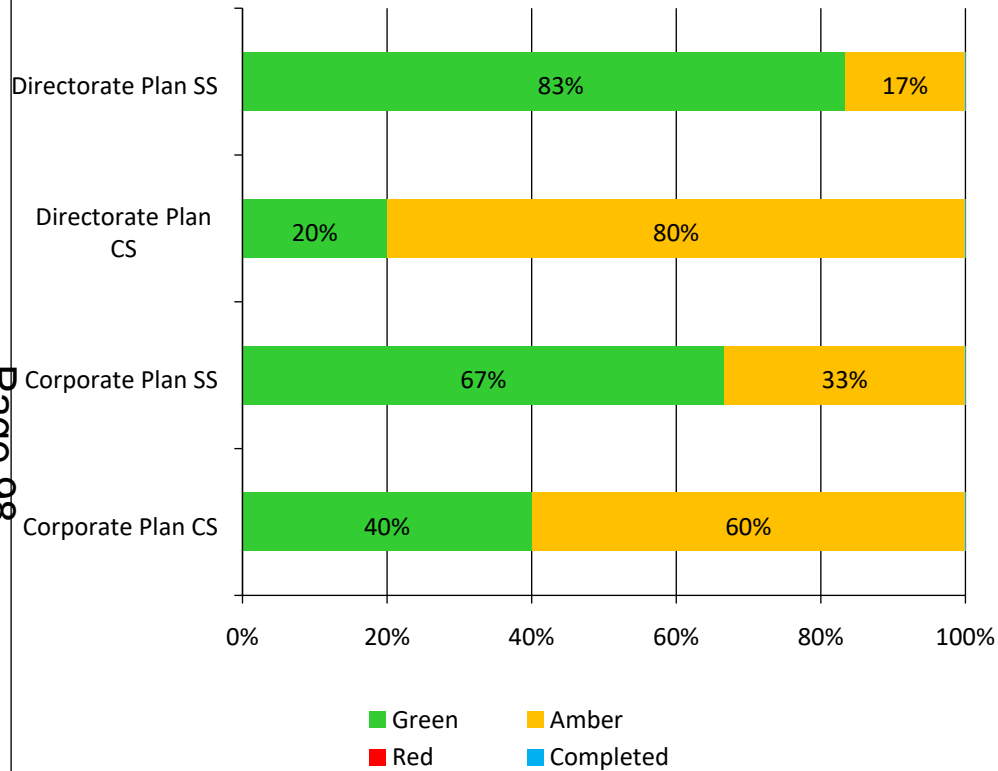


## What do we need to do?

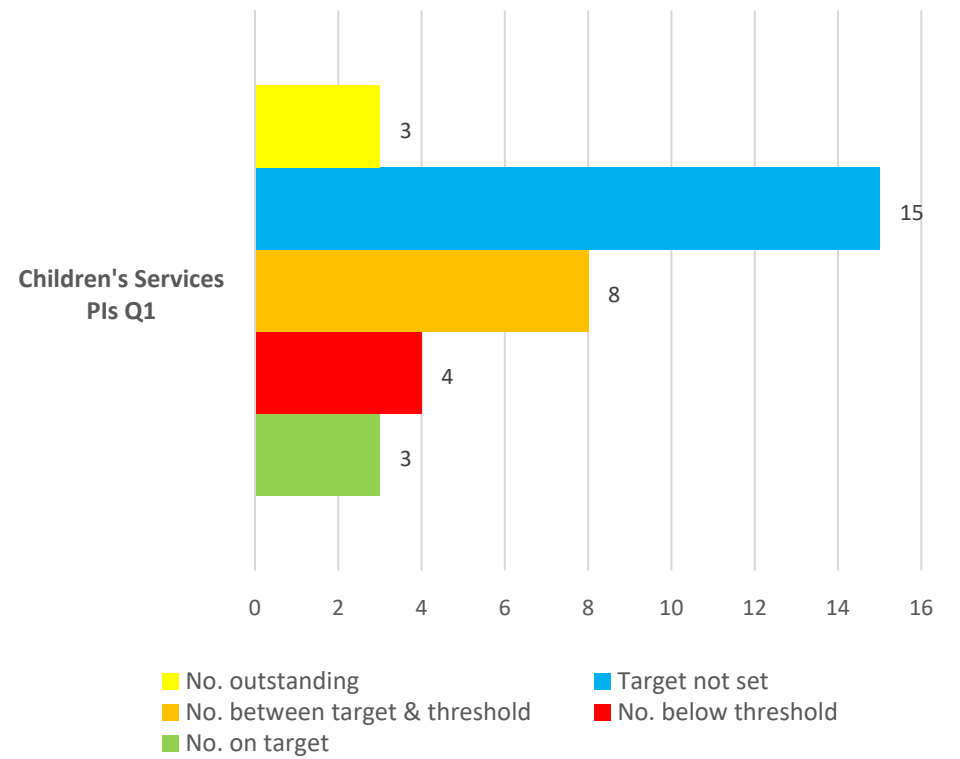
- Continue to work with the Institute of Public Care to explore **best practice procedures** and embed these into the service.
- Implement the **Mind Of My Own app** which will give young people an instant and convenient way to express their views, wishes and feelings, and social workers a smart way to record them.
- Implement the priorities in the **Commissioning Strategy**, including development of emergency placement options.
- A post to drive forward **recruitment and retention** was recruited to during Quarter 1 and a second post that will focus on workforce planning activities was also appointed to in the same recruitment process. Staff will be in post in Quarter 2 to support the delivery of the recruitment and retention strategy. New **secondment scheme** has been introduced with very good progress made - additional places have been offered and taken up by unqualified staff wishing to undertake the social work degree.
- **Independent Reviewing Officer service** action plan under review.
- Proposal being developed to address **challenges in the Children Looked After Service** by bringing in a targeted team to take cases of workers who are on sick or maternity leave or otherwise not covered. This will relieve the pressure on duty and support social workers to ensure that existing care plans are up to date and reflect the needs of the young person.
- Continue embedding **Signs of Safety**.
- Adoption Services now have a clearer understanding of the **children on Placement Orders** where plans need to be reviewed. We also are now more effectively utilising early linking and matching tools to ensure harder to place children can be placed within families earlier.
- Implement **new staffing structure and locality working**.

# Quarterly Performance

## Progress against Corporate Plan & Directorate Delivery Plan Actions



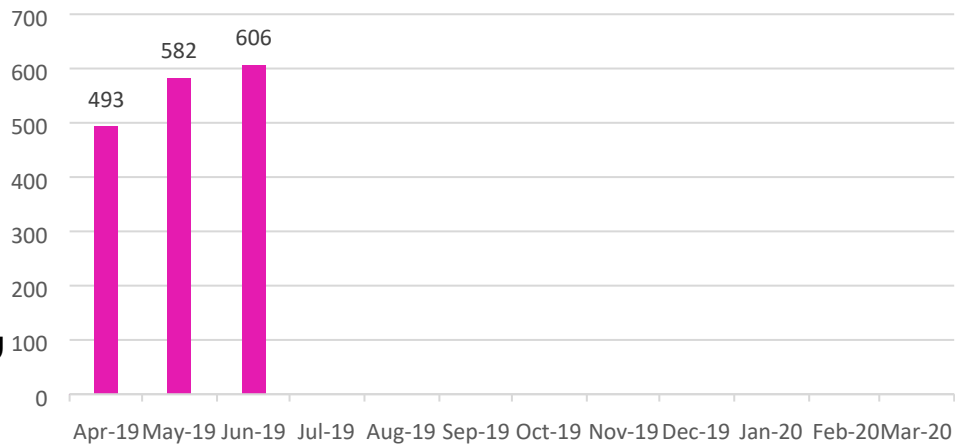
## Performance Indicator Overview Quarter 1



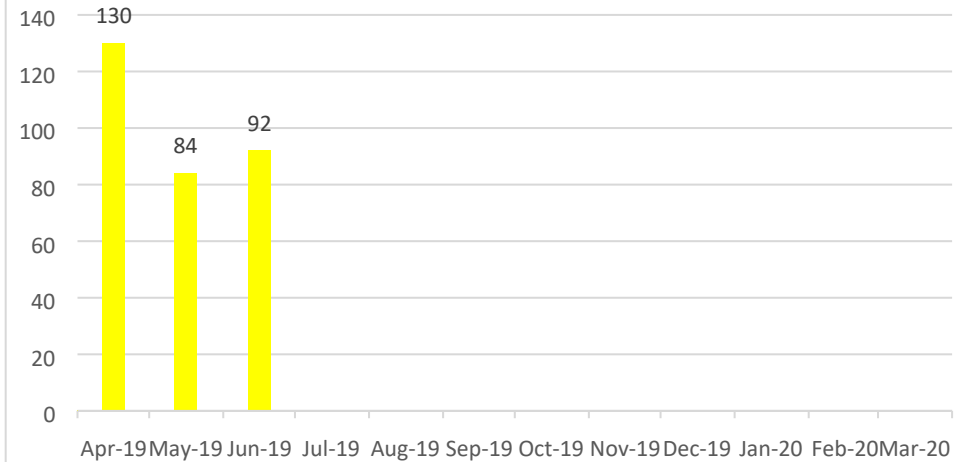
15 PIs with no target as not appropriate

# Key Performance Indicators – Corporate Plan

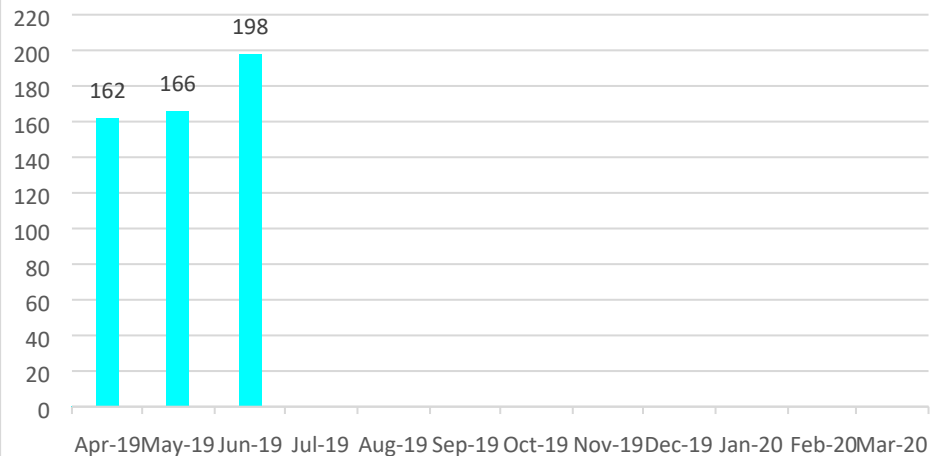
## Early Help 1 The number of people supported through the Gateway



## Early Help 2 The number of people supported by the Family Help Team



## Early Help 3 The number of people supported by the Support4Families Team.

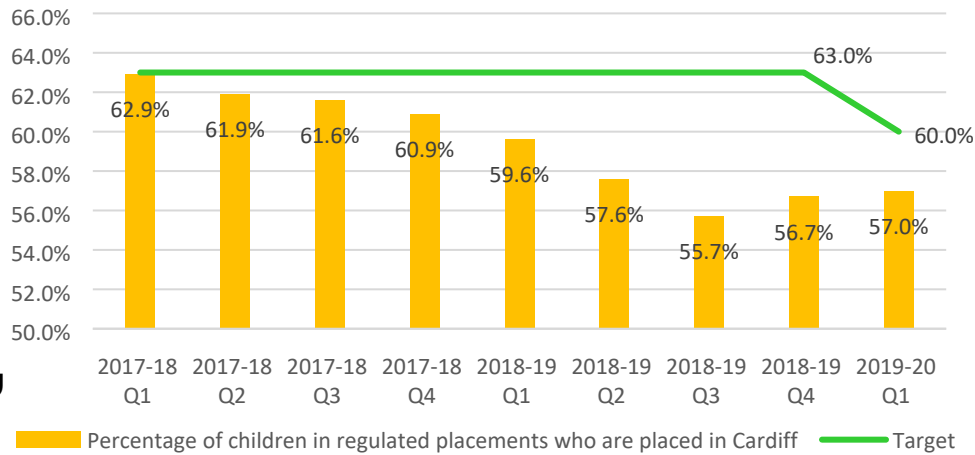


Early Help 1 The number of people supported through the Family Gateway = 1,681 = The number of enquiries and well-being contacts.

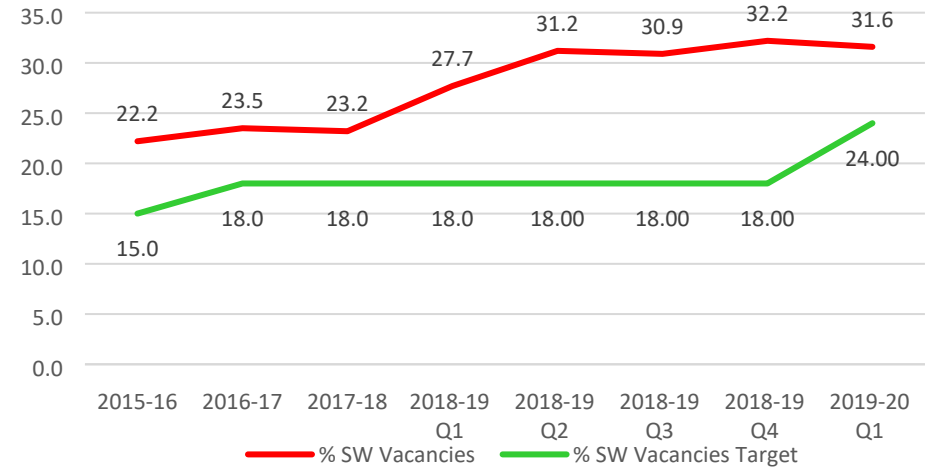
Early Help 2 The number of people supported by the Family Help Team = 306.  
No of households = 202.

Early Help 3 The number of people supported by the Support4Families Team = 526.  
No of households = 298

CS LAC 58 Percentage of children in regulated placements who are placed in Cardiff



Staff 1 The percentage of social worker vacancies in all teams



YOS 2 The percentage of children re-offending within six months of their previous offence.

Under development.

CS LAC 58 The percentage of children in regulated placements who are placed in Cardiff = 57.0% (385 / 676) The PI counts only children placed within the LA boundaries and excludes children placed in neighbouring authorities close to their home area and attending Cardiff schools. Please see page 23 for a breakdown of placements.

Staff 1 = 31.6% vacancy rate for Qu 1. For more detail, please see Workforce section pg 25.

YOS 2 -The percentage of children re-offending within six months of their previous offence. Under development.

What's working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>• Soft launch of Early Help Gateway in April.</li> <li>• Support4Families have received positive feedback from families.</li> <li>• Embedding young carers pathway into Early Help arrangements.</li> <li>• Safe Families for Children on target for launch in September.</li> <li>• Work is underway to analyse demand by area and align localities to GP and school Education clusters.</li> <li>• Youth Offending Service partnership with Children's Services, Youth Services and Education.</li> </ul>	<ul style="list-style-type: none"> <li>• The interface and relationship between Support4Families and Family Help / Gateway needs strengthening to ensure consistent and correct step up and step down mechanisms.</li> <li>• Capacity of Support4Families staff could be exceeded if step up / step down procedures are not robust enough.</li> <li>• Young carer awareness of available support.</li> <li>• Ensuring all staff within Early Help are trained and aware of the confirmed pathway for young carers.</li> <li>• High and complex caseloads of social workers in Intake &amp; Assessment and transition of cases between Multi Agency Safeguarding Hub (MASH) and Intake &amp; Assessment.</li> <li>• Youth offending prevention sessions within schools are taking place on an ad-hoc basis.</li> <li>• More work to do fully embed rights and participation in everything we do.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to work with IPC to explore best practice procedures and embed these into the service</li> <li>• Work with staff within Early Help and multi-agency partners to establish clear processes for each stage.</li> <li>• Raise awareness and increase publicity with young carers regarding the support available.</li> <li>• Confirm member of staff with responsibility and handover current action plan for progression (appointed in July)</li> <li>• Co-location of MASH and I&amp;A.</li> <li>• Develop a co-ordinated response to delivery of prevention interventions across Cardiff.</li> <li>• Implement the Mind Of My Own app which will give young people an instant and convenient way to express their views, wishes and feelings, and social workers a smart way to record them.</li> </ul>
SSWB 24 Percentage of Well-being assessments completed within statutory timescales		SSWB 25 Percentage of children supported to remain living within their family

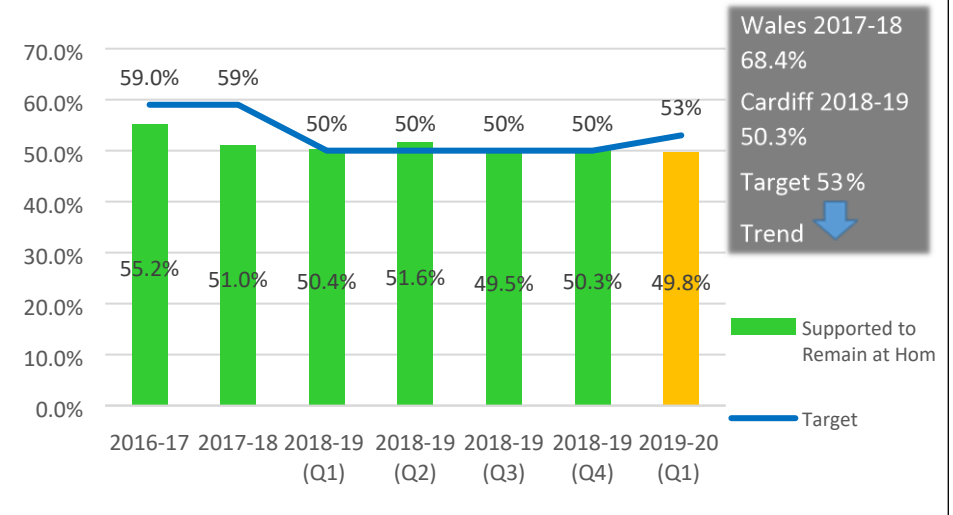
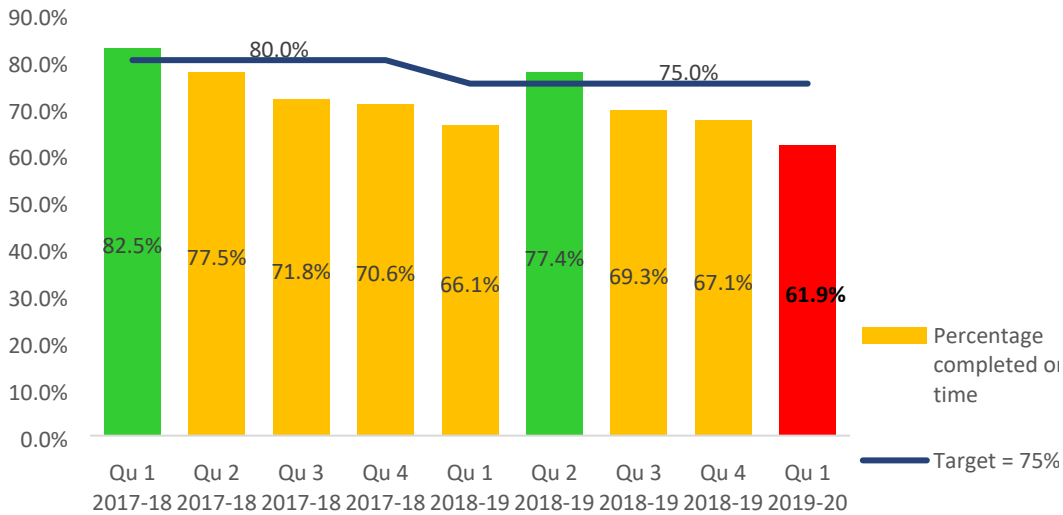
Wales 2017-18

88.0%

Cardiff 2018-19

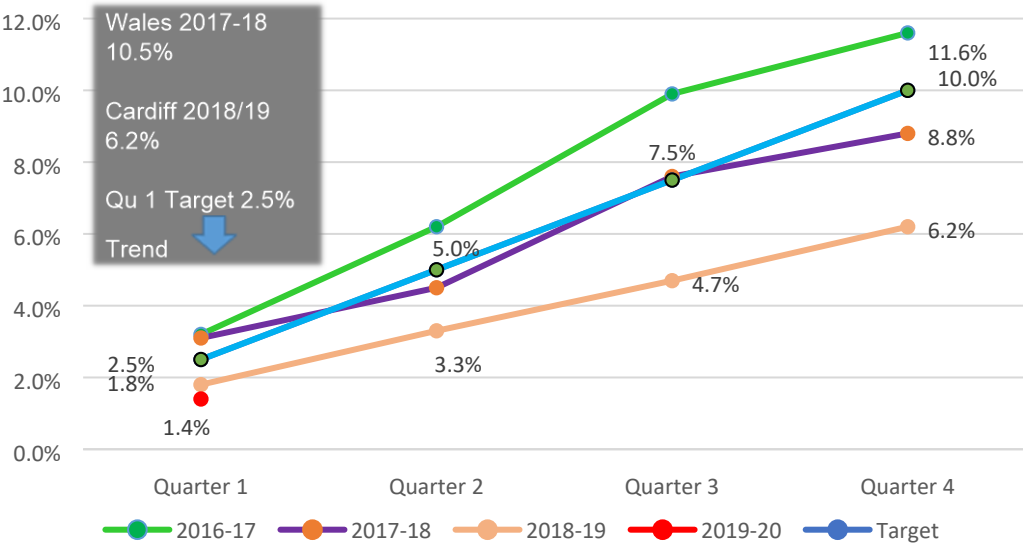
70.1%

Target 75.0%



**SSWB 26 Percentage of children looked after returned home from care during the year**

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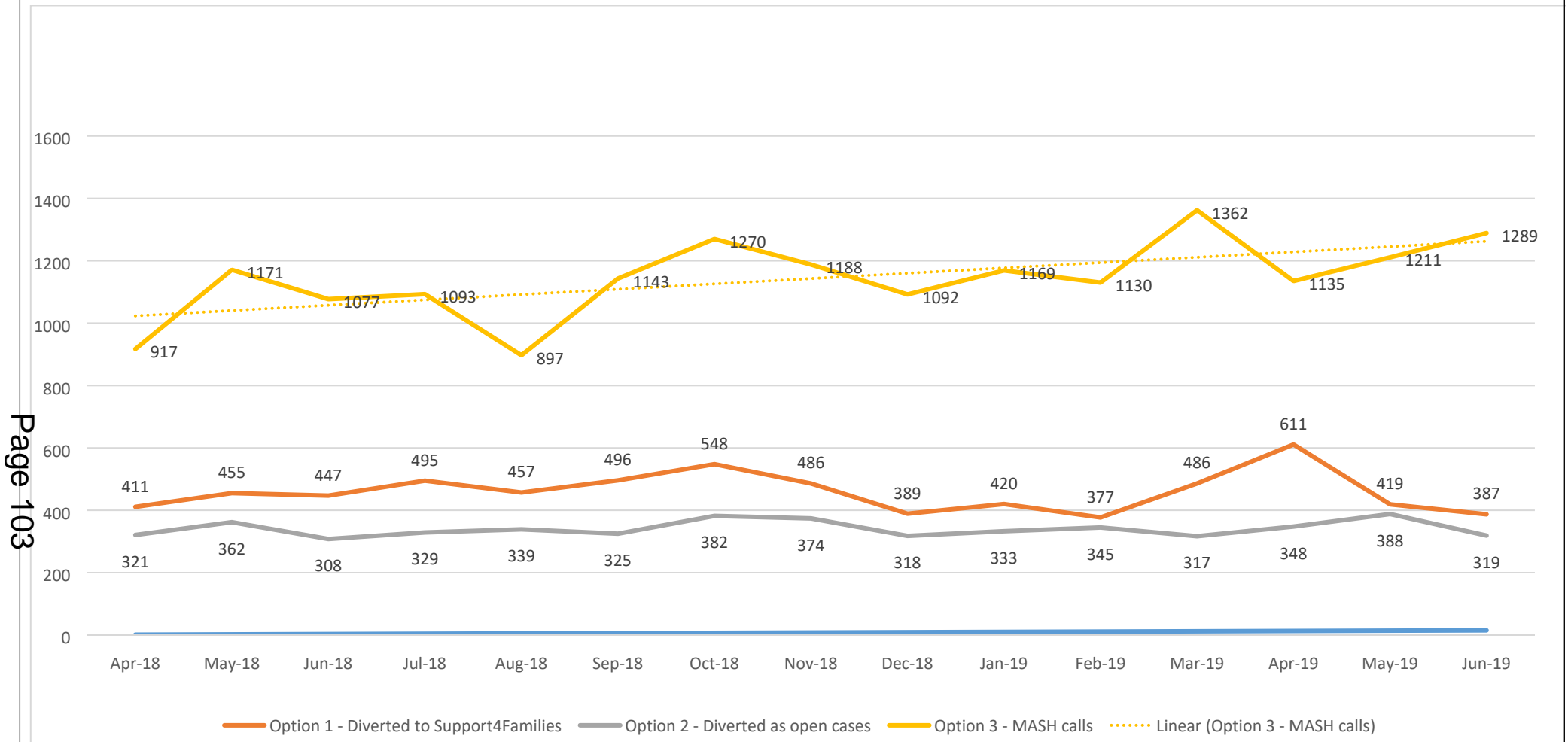


SSWB 24 = 61.9% (493 / 797) of **well-being assessments** were completed within 42 days, during Quarter 1. There has been a 7% increase in the number of assessments that were completed this quarter, 797 compared to 742 during Quarter 4. This is in the context of a 2% decrease in the number of contacts requiring assessment, 675 compared to 690 in Quarter 4. The number of well-being assessments that were incomplete at the end of Quarter 1 was 461 a decrease of 11% from 519 at the end of Quarter 4, of which 135 and 154 were respectively out of time. All well-being assessments that come in are screened for priority and acted upon accordingly.

SSWB 25 = % of **children supported to remain living within their family** = 928 / 1,862. Of the 1,862 children with a Care and Support Plan at 30<sup>th</sup> June 2019, 928 were being supported to live at home (i.e. were not being looked after).

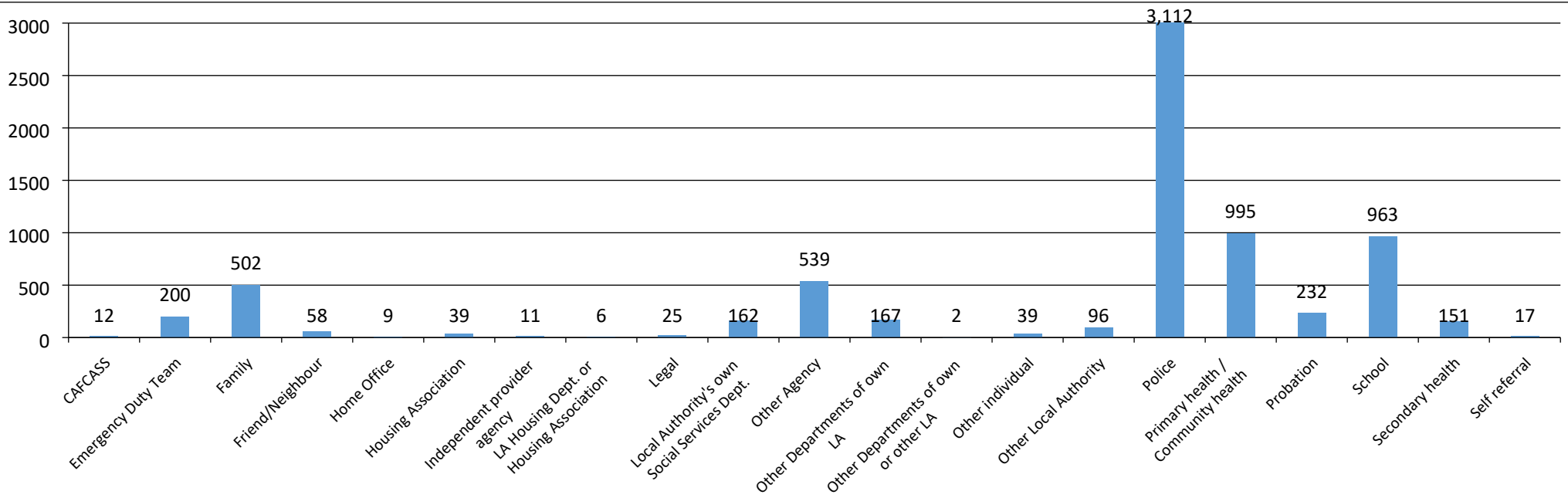
SSWB 26 = 1.4% of **children looked after returned home from care** during this quarter = 14 / 969. Of the 969 children who have been looked after during this quarter, 14 have returned home. This PI is cumulative and performance improves as we progress throughout the year. In addition to the 14 children who were returned home from care, 154 children were in the care of their parents, but remain subject to a Care Order, and 113 children were placed with relative carers. It is noted that our judiciary have indicated a reluctance to discharge Care Orders, and continue to make new Care Orders as opposed to other orders, e.g. Supervision Orders.

## Support4Families and MASH diverted calls

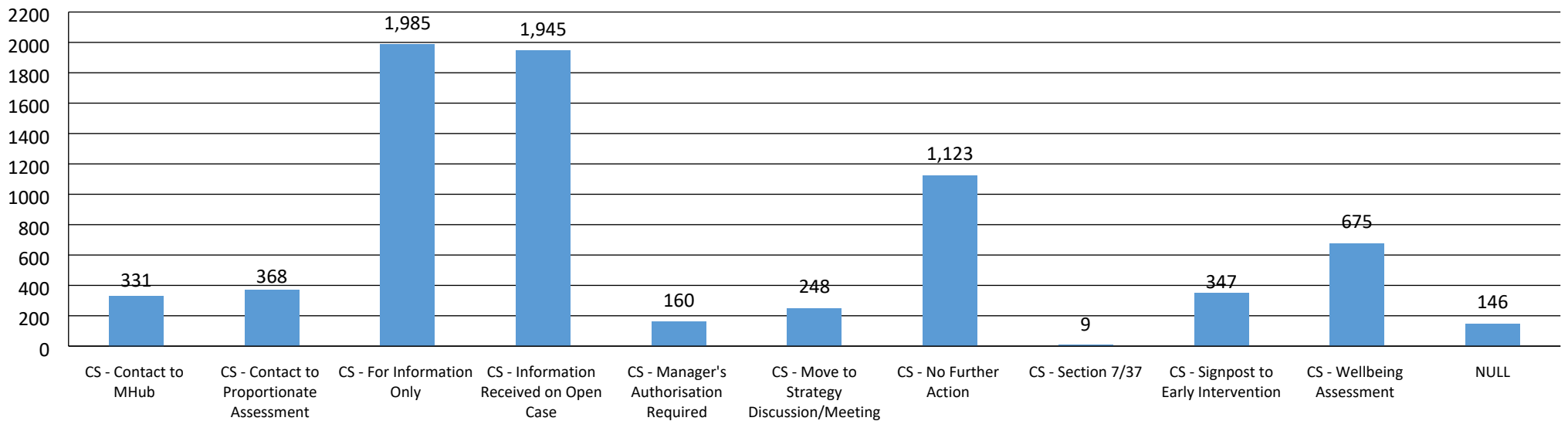


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## Source of Well-being Contacts / Referrals during Quarter 1



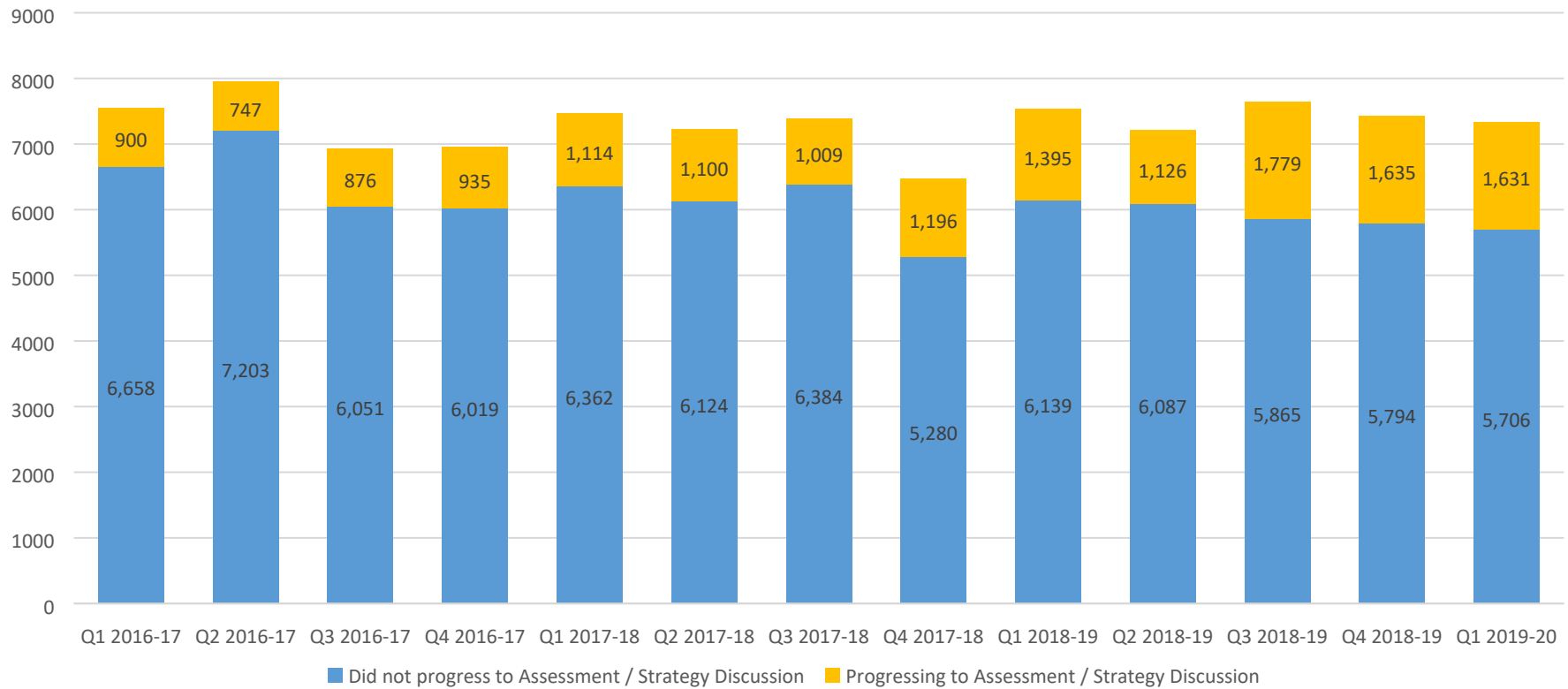
Outcome of Well-being Contacts / Referrals during Quarter 1





## Proportion of Contacts Requiring Assessment

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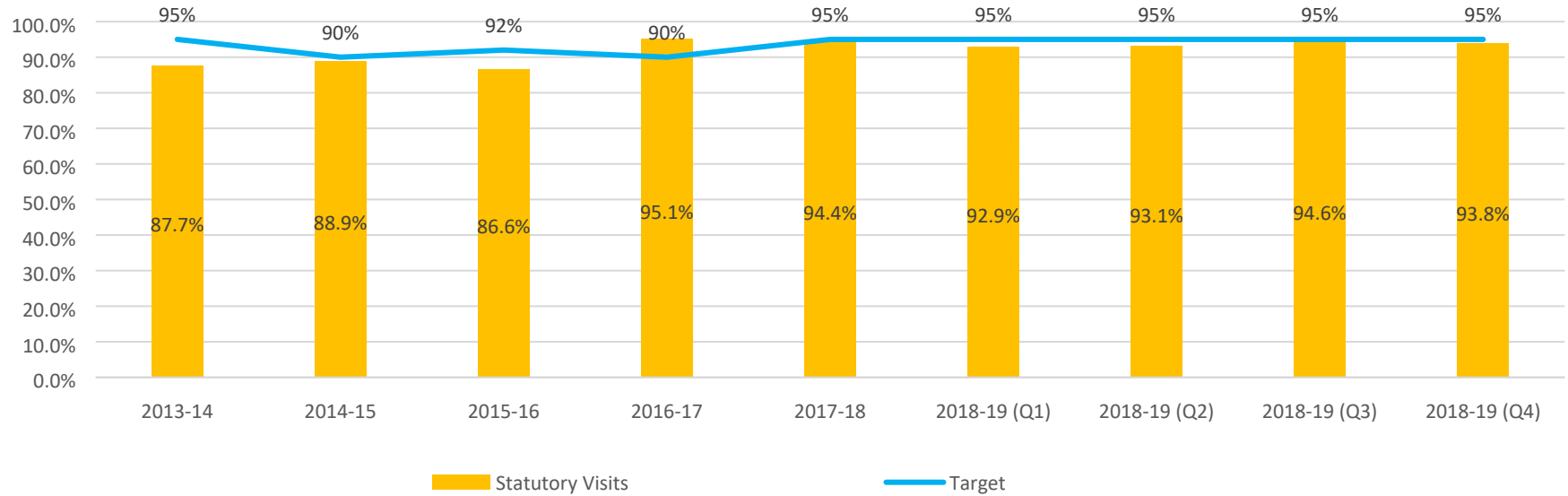


### Assessment and outcome focused care planning / Care & Support – including Transition

During Quarter 1, 22.2% (1,631 / 5,706) of contacts have progressed to assessment / strategy discussion, compared to 22.0% (1,635 / 5,794) last quarter.

What's working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>• Signs of Safety breakfast and lunchtime briefing sessions being delivered.</li> <li>• Signs of Safety Reflection Meetings where Court proceedings have been initiated embedded in practice.</li> <li>• Multi-agency working in relation to young people with additional learning need, e.g. joint person centred planning training with Health and Education.</li> </ul>	<ul style="list-style-type: none"> <li>• Management of demand and complexity of caseloads.</li> <li>• Delay in development of procedures for care planning.</li> <li>• Recent spike in emergency cases being issued to Court.</li> <li>• Capacity within the Independent Reviewing Officer Service to complete the backlog of children looked after review reports, alongside maintaining timely production of reports from recent reviews (SBAR in place).</li> <li>• Need to improve consistency in IROs raising challenge and preventing drift in all cases.</li> <li>• Engagement of partners regarding development of joint Transition Protocol.</li> <li>• Current lack of provision in the market to secure services for Child Health &amp; Disability Team</li> </ul>	<ul style="list-style-type: none"> <li>• Continue embedding Signs of Safety.</li> <li>• Care planning document consulted on and finalised – due for sign off from CMT and implementation in Quarter 2.</li> <li>• Review of emergency cases being issued to Court to be undertaken to determine the reasons for the increase and ensure that all appropriate preventative actions were taken.</li> <li>• SBAR regularly reviewed. Issue escalated to recommend increased staffing capacity within the team to cover sickness absence and additional duties.</li> <li>• Advice shared with IROs in team meetings and will be monitored.</li> <li>• Continue to engage with Health through the Transition Review Interface Group Pilot.</li> <li>• Domiciliary Care Project Group to consider these services and identify the preferred model for commissioning services</li> </ul>

SCC/025 The percentage of statutory visits to children looked after due in the year that took place in accordance with regulations



N.B. Quarter 4 2018/19 data is provisional, Quarter 1 2019/20 is pending

## Key Stats

During Quarter 1, the percentage of well-being assessments completed within statutory timescales = 61.9% (493 / 797)

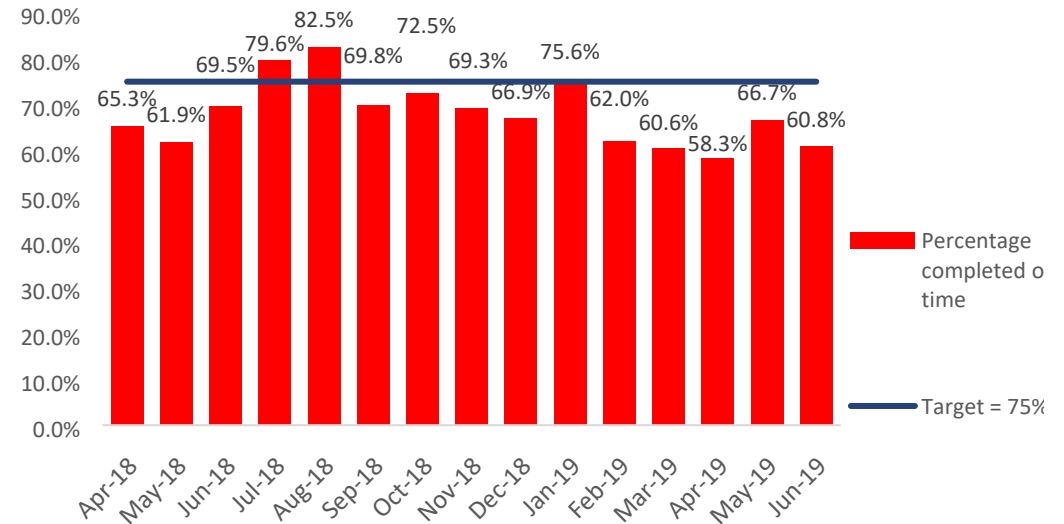
Target = 75%

The number of incomplete well-being assessments at end of Quarter 1 was 461, 135 of which were out of time.

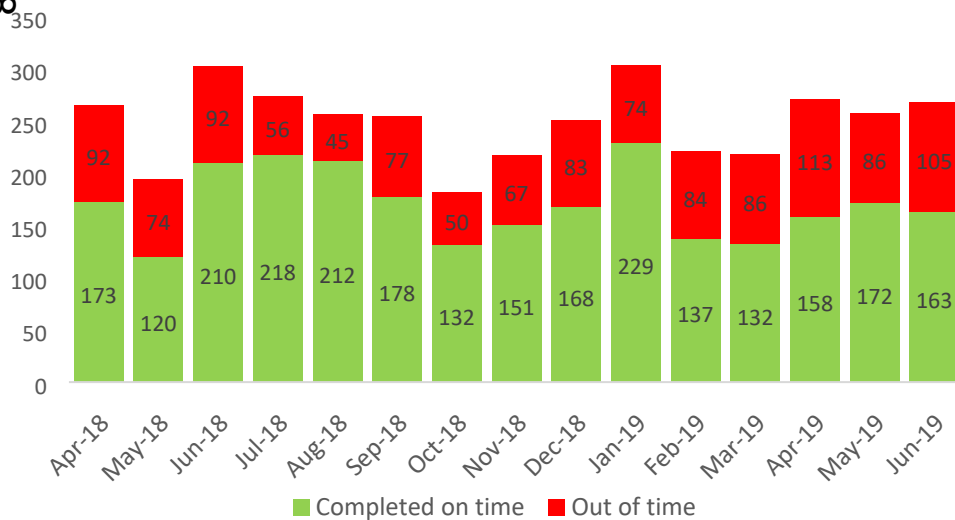
No. of children and young people in receipt of Direct Payments during Quarter 1 = 155.

Number of children and young people working towards Direct Payments at Quarter 1 = 32.

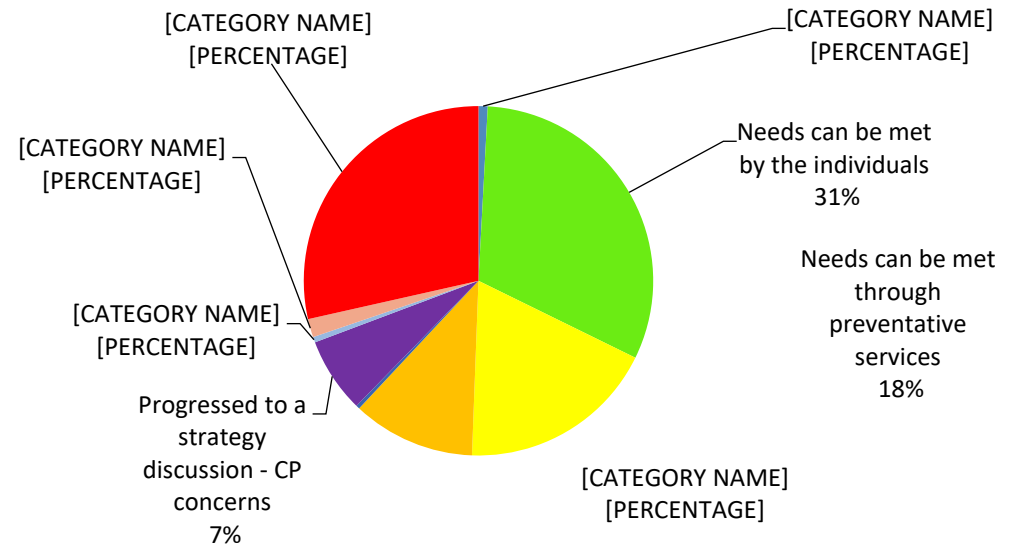
## Percentage of well-being assessments completed within statutory timescales



## Number of well-being assessments completed during the month



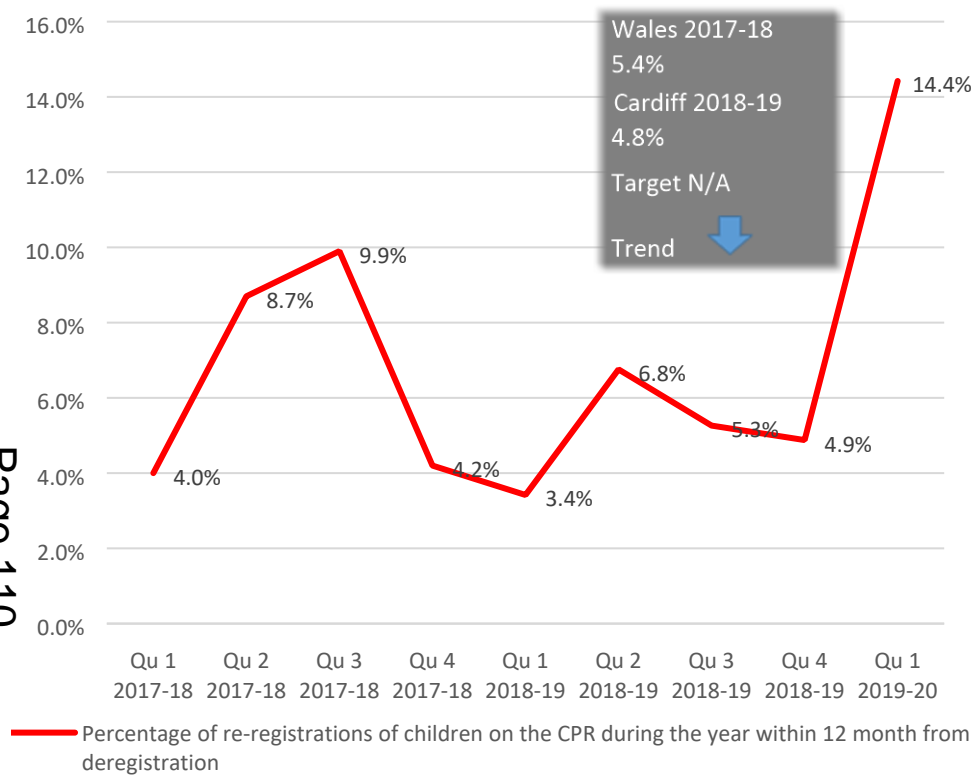
## Well-being assessments completed by outcome during Quarter 1



## Safeguarding

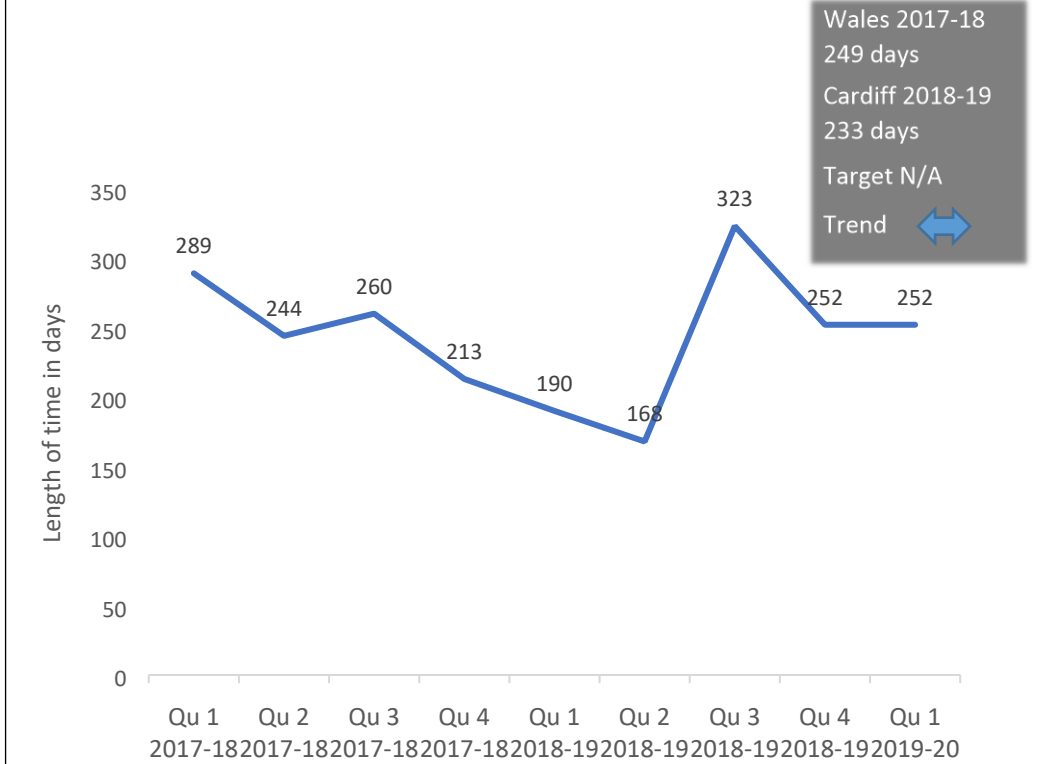
What's working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>• 100% of children on the Child Protection Register allocated a social worker.</li> <li>• Education Safeguarding Officers are now based in the Directorate with their roles firmly embedded within the Safeguarding team. This has resulted in better communication and a more timely flow of information to ensure schools and education departments are given the best advice and guidance in regard to safeguarding.</li> <li>• Final draft of 'Wales Safeguarding Procedures' completed and will be presented to the Wales Safeguarding Procedures Project Board for sign off.</li> <li>• Partnership involvement in developing the Exploitation Strategy.</li> <li>• Child Sexual Exploitation e-learning module made available via the Academy.</li> <li>• Children's QAF provides clear guidance for managers around their responsibility to quality assurance activity.</li> </ul>	<ul style="list-style-type: none"> <li>• The role of the Multi Agency Safeguarding Hub (MASH) and the relationship between MASH and Intake &amp; Assessment.</li> <li>• By not developing an appropriate response to non-familial safeguarding (contextual / exploitation) we run the risk of not appropriately safeguarding young people and vulnerable adults.</li> <li>• Ensuring consistency of quality assurance mechanisms across Social Services where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider the future role of MASH in the context of Children's Services and wider Statutory Partnerships.</li> <li>• Work in partnership to develop effective systems and processes to address non-familial risk</li> <li>• Session planned for Quarter 2 to map out areas of consistency across Social Services.</li> </ul>

**SSWB 27 Percentage of re-registrations of children on Child Protection Register during the year and within 12 months from deregistration**



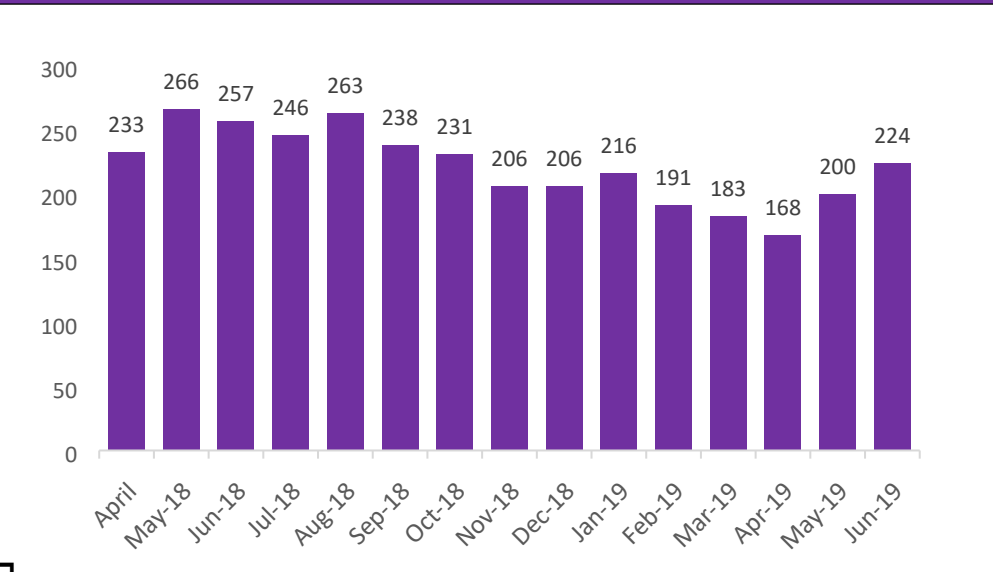
15 / 104 = 14.4%. 15 of the 104 children registered during Quarter 1 had been on the CPR within the previous 12 months. The 15 consisted of four sibling groups, one sibling group of 8, one of 3 and 2 of 2 siblings.

**SSWB 28 Average length of time for all children who were on the Child Protection Register during the year.**

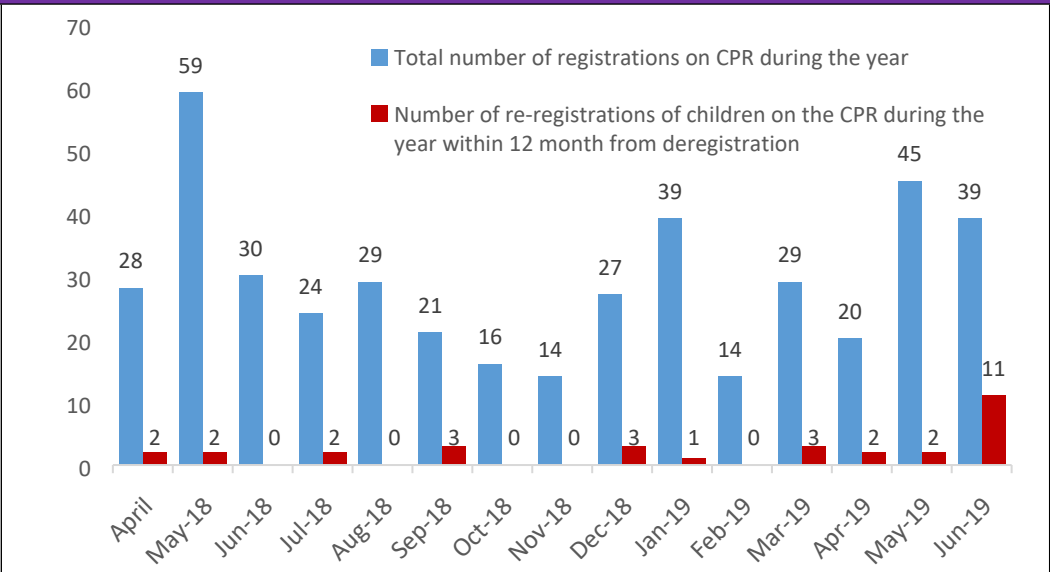


The average length of time on the CPR for the 63 children who were deregistered during Quarter 1 was 252 days.

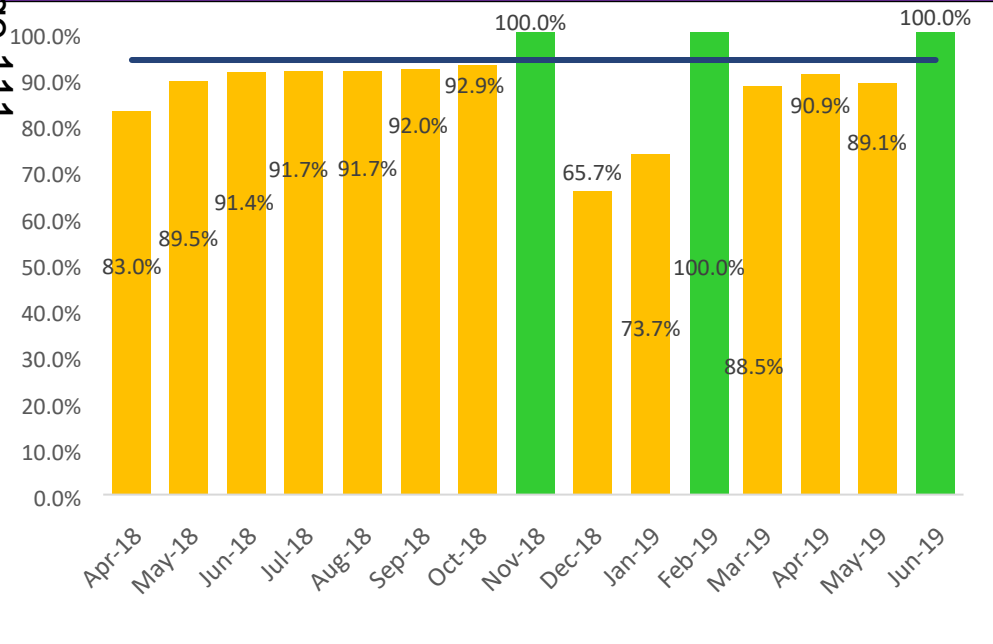
### Number of children on the Child Protection Register



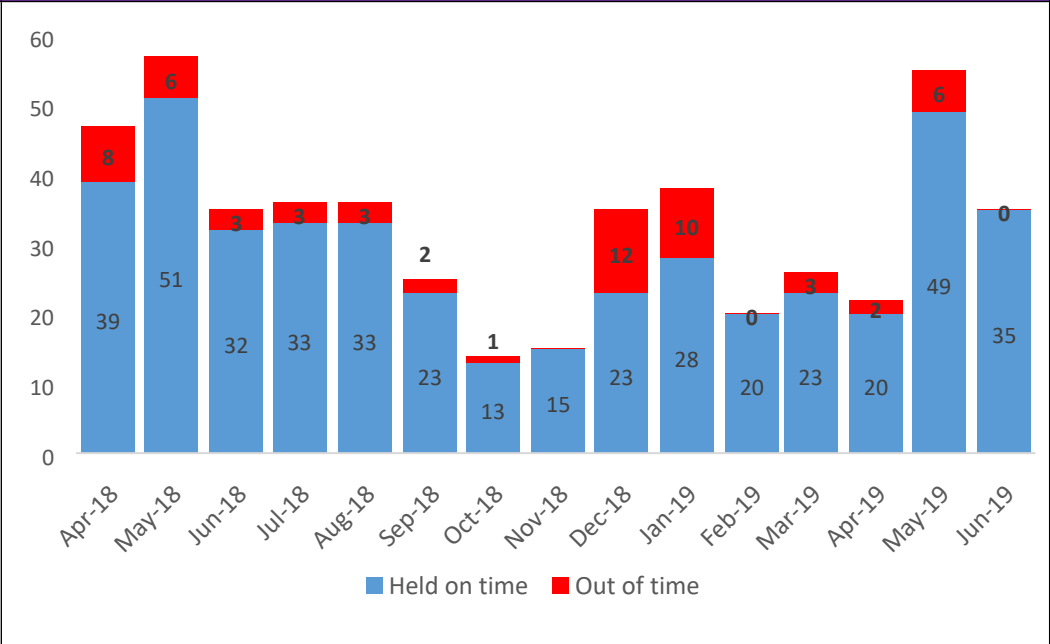
### Number of children registered and re-registered onto the Child Protection Register



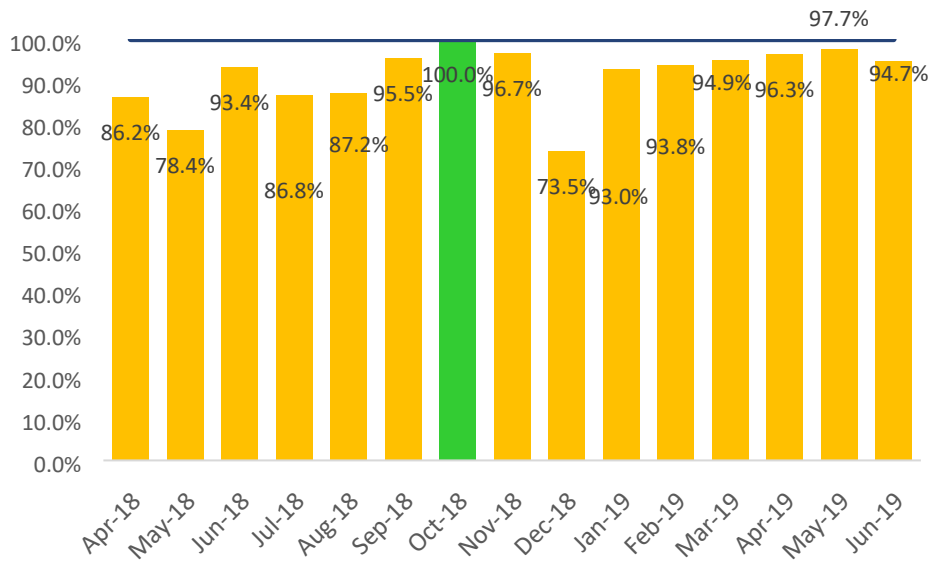
### Percentage of Initial Case Conferences held on time



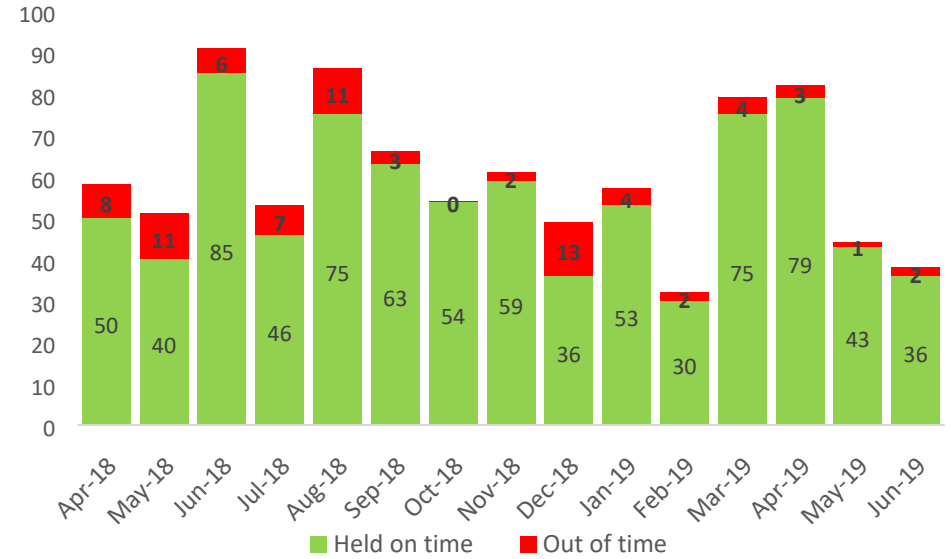
### Number of Initial Case Conferences due in month & held on time



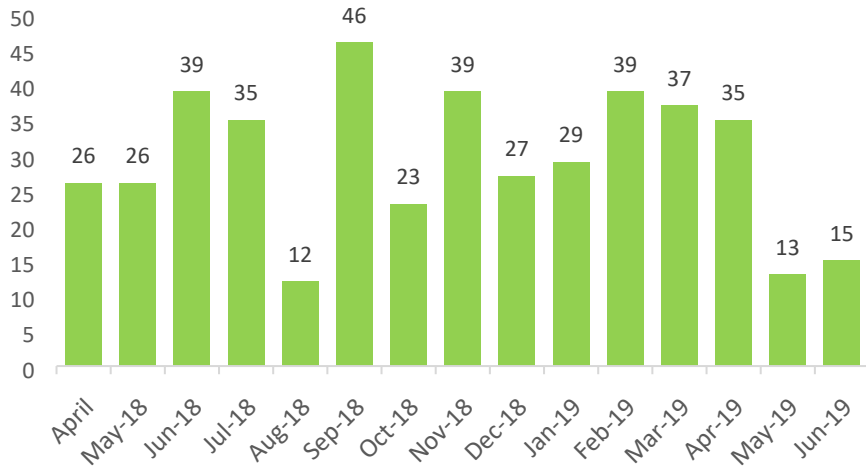
### Percentage of Child Protection Reviews held on time



### Number of Child Protection Reviews due and held on time during the month



### Number of children removed from the Child Protection Register



% of Initial Case Conferences held on time = 92.9% (104 / 112)

All of the 8 late conferences, which included 3 sibling groups, have since been held. 2 of the late conferences were due to the availability of the chair, 2 were postponed to enable a translator to attend, 1 to ensure a parent could attend and 3 were due to administrative error.

% of Child Protection Reviews held on time = 96.3% (158 / 164)

6 reviews for 2 siblings groups and 1 individual were late during the quarter. 1 review was postponed due to the case proceeding to PLO. 1 sibling group of 2 had their reviews postponed to ensure the social worker could attend. 1 sibling group of 3 had their reviews postponed due to the chair's sickness. All reviews have since been held.



## Children Looked After

What's working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>Children Looked After (CLA) service has started operating as one service, no longer 0-14 and 14+, this gives them more cohesion and removes the transfer of young people to a new social worker at age 14.</li> <li>Expertise is developing within the CLA service in readiness for the move to locality teams. Workers are starting to specialise in areas such as working with young men on the edge of homelessness, Child Sexual Exploitation and supporting children to know how to protect themselves, and adoption / life story work. These specialist workers will work alongside case managers to enrich the team and support case managers to have confidence with challenging work. Also intended that this will support targeted interventions to expedite safe return home for CLA.</li> <li>Cardiff are the lead authority for a new Personal Adviser group that has been started up in the Vale, Valleys and Cardiff area to share good practice across the region. The group was set up by Cardiff to facilitate discussion with other Local Authorities to explore best practice. The</li> </ul>	<ul style="list-style-type: none"> <li>Delay in updating CareFirst when children become looked after / change placement. This needs to be resolved to ensure whereabouts of child are up to date and accurate and to support the development of real time reporting.</li> <li>Supply of the right type of services for our most vulnerable children, including scarcity of fostering and residential provision for children and young people with more complex needs. This has resulted in a high number of children and young people placed out of area and children being placed in inappropriate provision, e.g. 14 out of 36 new agency residential placements from January – June 2019 were because no fostering placements were available. This has a significant impact on the Children's Services overspend.</li> <li>Processes to step children down from being looked after need further development.</li> <li>High numbers of children looked after placed with parents.</li> </ul>	<ul style="list-style-type: none"> <li>Practice guidance for social workers under development. Management instruction to be issued.</li> <li>Implement the priorities in the Commissioning Strategy, including development of emergency placement options.</li> <li>Systematically review out of area placements, agency placements and in house fostering placements.</li> <li>Shift the balance of care to ensure that children's needs are met with the lowest safe level of statutory intervention.</li> <li>Review systems in place to ensure all opportunities for family (kinship) placements are explored.</li> <li>Senior managers to meet with providers to shape the market.</li> <li>Implement reunification planning – work scheduled to start in Quarter 2.</li> <li>Dedicated team to review placements with parents will be at full complement in Quarter 2.</li> </ul>

other authorities are looking to Cardiff who have made some really positive developments in this area recently, including:

- Group of care experienced mums supported to set up their own Mother and Baby group.
- Work being undertaken with the Department for Work and Pensions regarding Universal Credit and entitlements for young people.
- Work to teach life skills and support independence for care leavers; currently using limited facilities available at Hafan Gobaith; hoping to expand this work when PA Service moves to the Adolescent Service.

Corporate Comms supporting the recruitment of foster carers with increased media activity on various social platforms (15 full assessments ongoing at the end of Quarter 1).

- Improved performance management of Fostering Services via monthly performance reports.

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>● Permanency planning for children and young people is under developed.</li> <li>● Numbers of children waiting for adoption 12 months after Placement Order made (51, 31 of whom are not yet placed).</li> <li>● Delay in obtaining Adoption Orders for children placed for adoption.</li> <li>● A number of children with significant needs are not receiving the right education provision - this is more problematic for children placed out of county.</li> <li>● Links need to be made with learning development and training academy to further promote the educational and vocational attainment potential of every care leaver.</li> <li>● Challenges in the Children Looked After Service as the service prepares to move into a locality model resulting in the percentage of children looked after allocated to a social worker falling from 100% to 97.7% at 30<sup>th</sup> June 2019.</li> <li>● Need to ensure correct recording of school information on CareFirst in readiness of</li> </ul> | <ul style="list-style-type: none"> <li>● Develop robust permanency planning arrangements.</li> <li>● We now have a clearer understanding of the children on Placement Orders where plans need to be reviewed. We also are now more effectively utilising early linking and matching tools to ensure harder to place children can be placed within families earlier.</li> <li>● Systems are under development to capture this information at review to reduce drift.</li> <li>● Joint Children's Services and Education Management meetings to be introduced to dovetail education into our planning at earlier stages within the child's journey and support effective monitoring of this.</li> <li>● A strategy to engage and disseminate what needs to happen will be formulated to ensure that educational and training need and unmet need are addressed at the earliest opportunity.</li> <li>● Proposal being developed to address challenges in the Children Looked After Service by bringing in a targeted team to take cases of workers who are on sick or maternity leave or otherwise not covered. This will relieve the pressure on duty and support social workers to ensure that existing care plans are up to date and reflect the needs of the young person.</li> </ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

transfer responsibility for PEPs to Education in September.

- The following are unavailable this quarter:
  - % of parent / person with PR who were engaged regarding their child’s looked after review.
  - % of children/ young people who were engaged regarding their looked after review.

- Address delays in minutes being completed for children looked after reviews.
- Develop a clear plan around how we intend to engage with children and young people and their families and how we can support meaningful participation. We can link this into the Child Friendly Cities programme.

**Key Stats**

934 children looked after.

71 starts of being looked after this quarter.

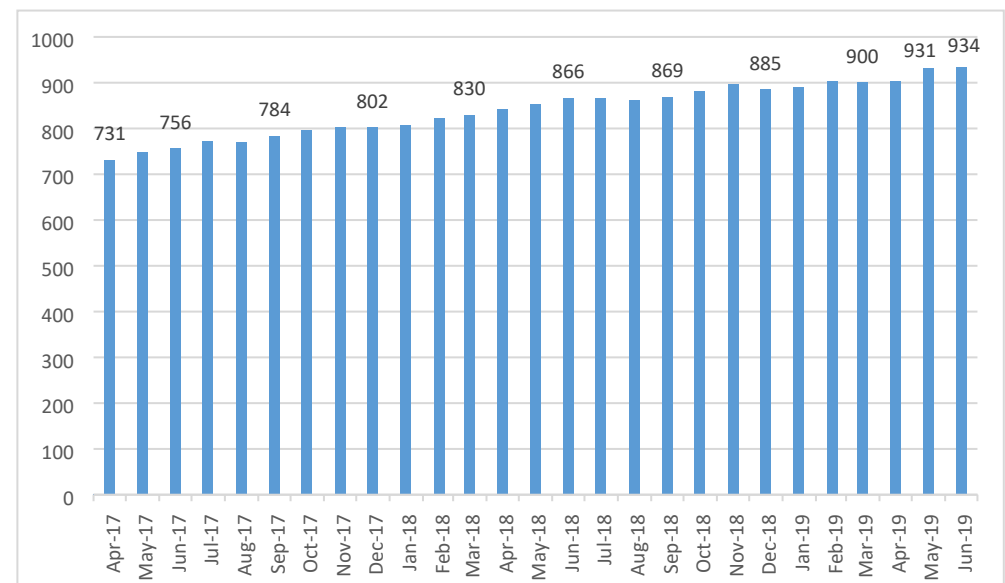
39 ends of being looked after this quarter.

385/ 676 (57.0%) children looked after in regulated placements are placed within Cardiff, increasing to 78.1% when taking neighbouring authorities into consideration.

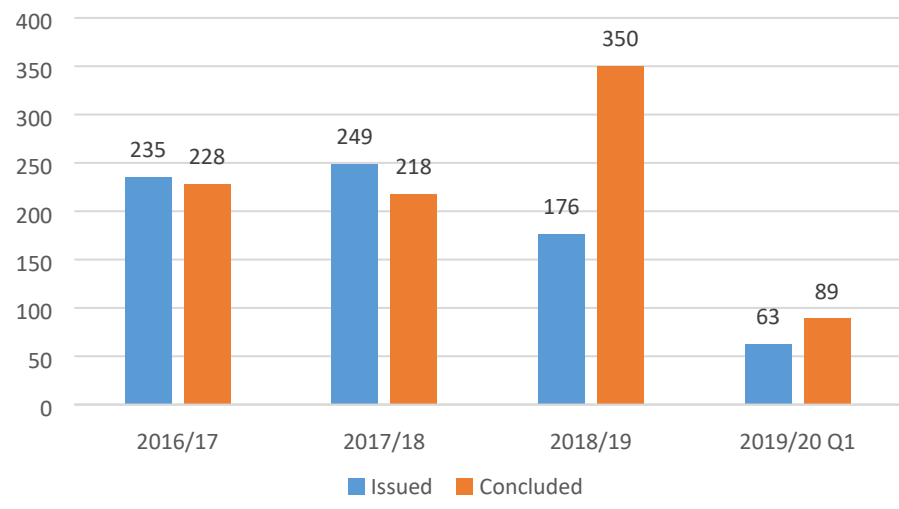
97.7% of children looked after allocated to a social worker.

Permanence secured for 7 children through adoption since 1<sup>st</sup> April 2019.

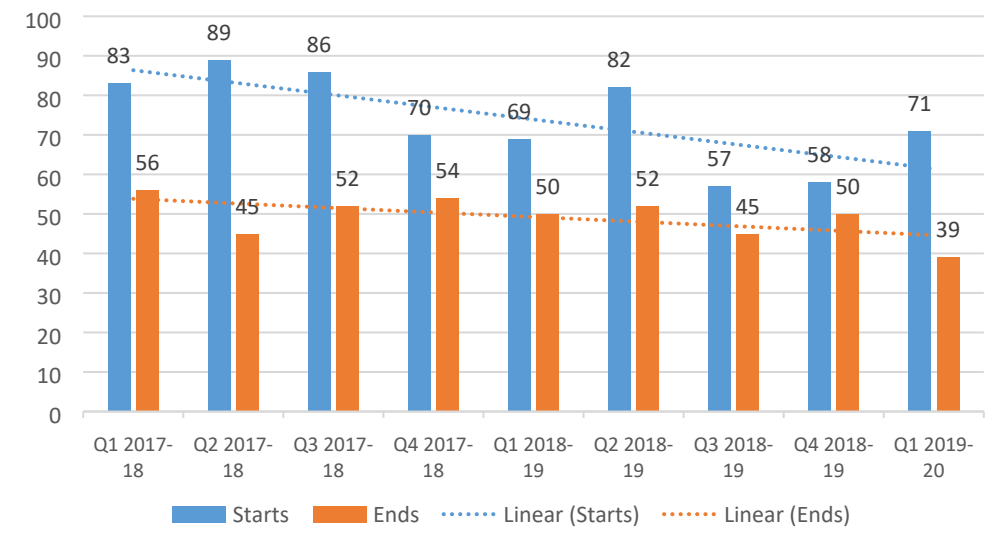
**Number of children looked after**



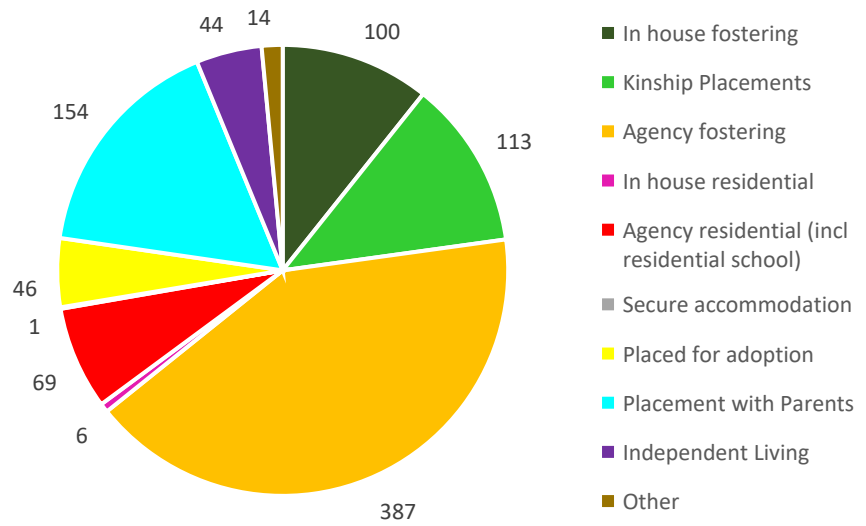
### Care Proceedings issued and concluded during year



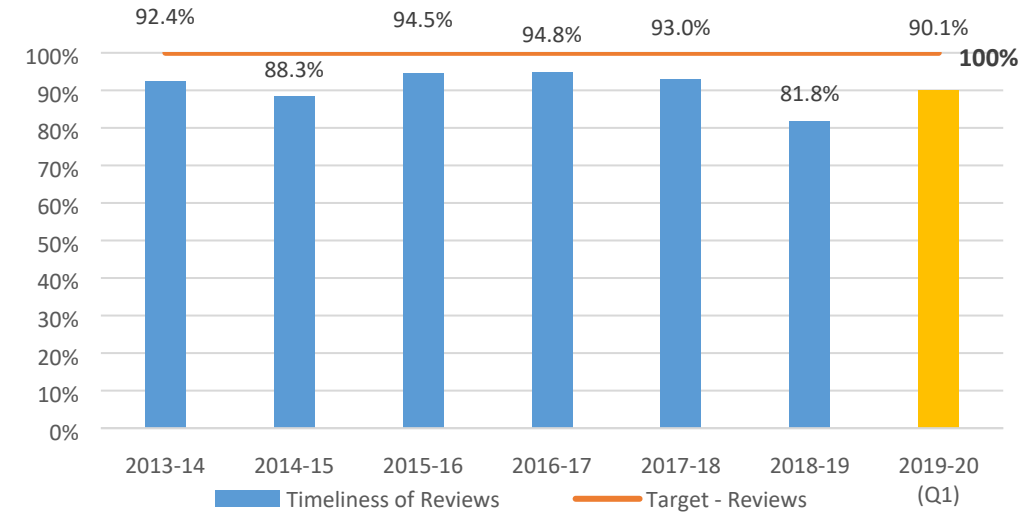
### Starts and ends of being looked after



### Breakdown of placements by type



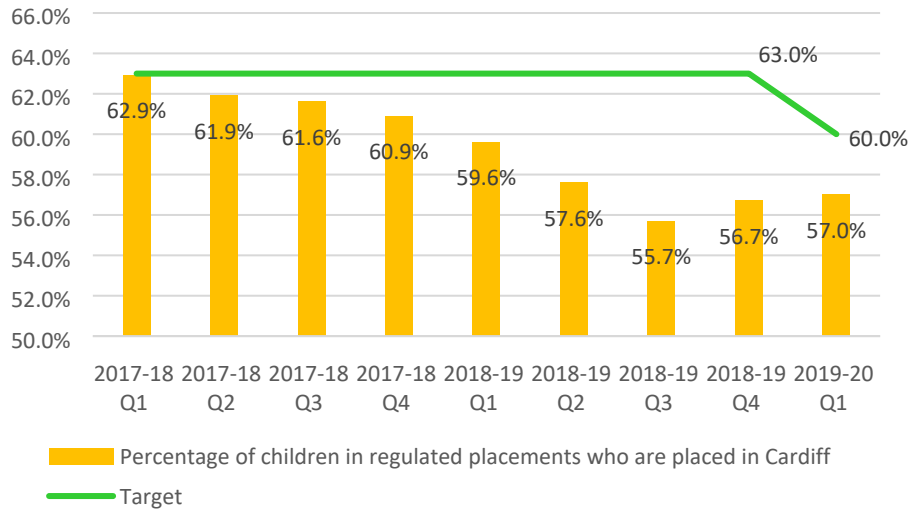
### Timeliness of Children Looked After Reviews



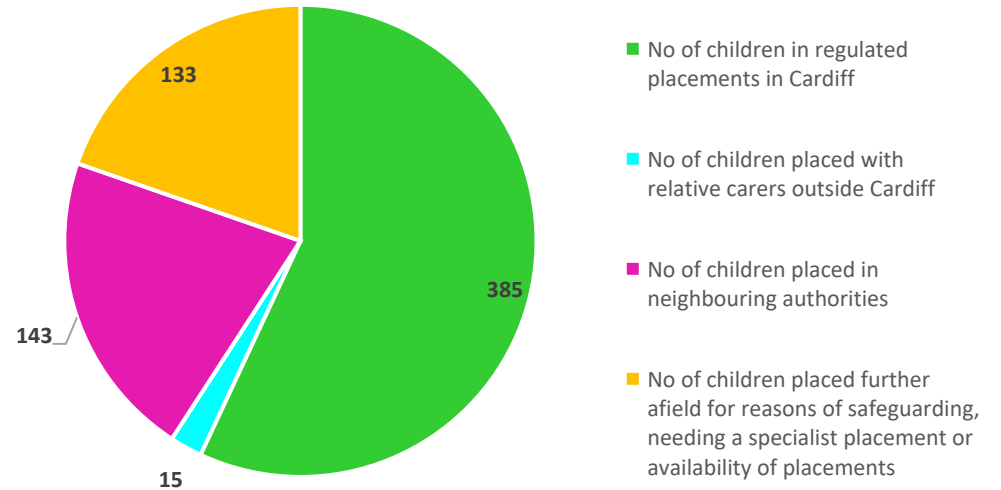
N.B. Quarter 1 2019/20 data is provisional

# Workforce

## Percentage of children in regulated placements who are placed in Cardiff



## Breakdown of all children in regulated placements



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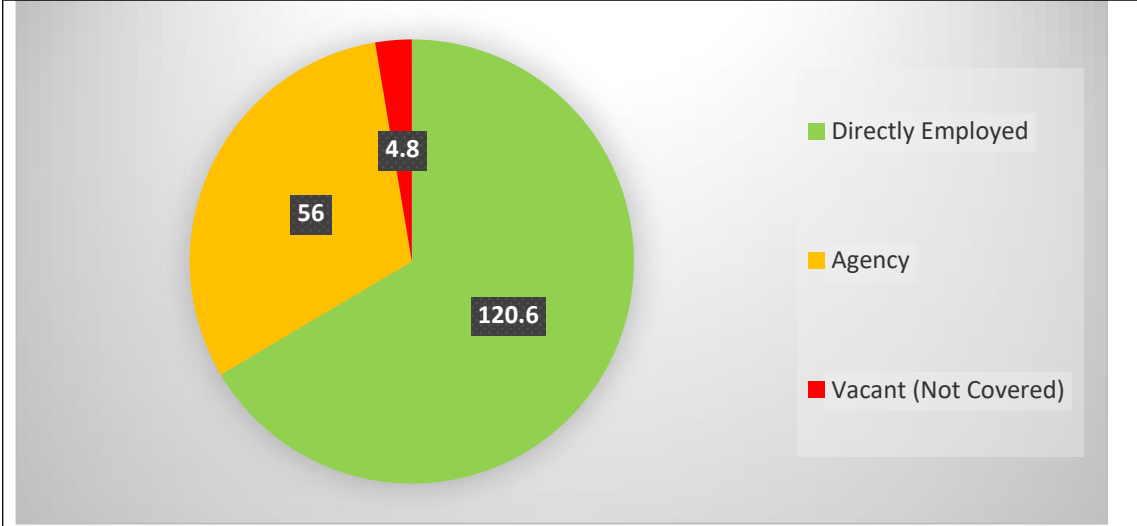
What's working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>Recruitment of agency social workers to permanent positions.</li> <li>Internal promotion of social workers.</li> <li>Number of students who stay with Cardiff upon qualifying.</li> </ul>	<ul style="list-style-type: none"> <li>The number of social work vacancies = 60.8 as at end of June 2019. 33.5% against a target of 24% for 2019/20.</li> <li>Over reliance on agency social workers = 56 agency social workers as at June 2019 = 30.9% of social workers are agency staff.</li> </ul>	<ul style="list-style-type: none"> <li>A post to drive forward recruitment and retention has been recruited to and a second post that will focus on workforce planning activities was also appointed to. Staff will be in post in Quarter 2 to support the delivery of the recruitment and retention strategy. New secondment scheme has been introduced with very good progress made - additional</li> </ul>

- Working well with marketing and media colleagues.
- Mentoring staff during their first three years of practice.
- 23 staff are being supported to follow the Continuing Professional Education + Learning (CPEL) pathway during 2018/19.
- Improved data collection in relation to workforce.
- PA service are a stable staff team; when they do leave, it tends to be for progression.

- Improve exit interview data - good progress has been made on developing mechanisms to gather relevant information, and some intelligence has proved useful. Further work is required to ensure supportive systems are in place in order to be fully informed.
- Supervision audit undertaken in Quarter 4 to improve our supervision data.
- Sickness levels this quarter have increased to 4.77 FTE days lost; annual forecast is 20.52 FTE days lost which exceeds Children’s target of 12.9 considerably and is the highest across the council.

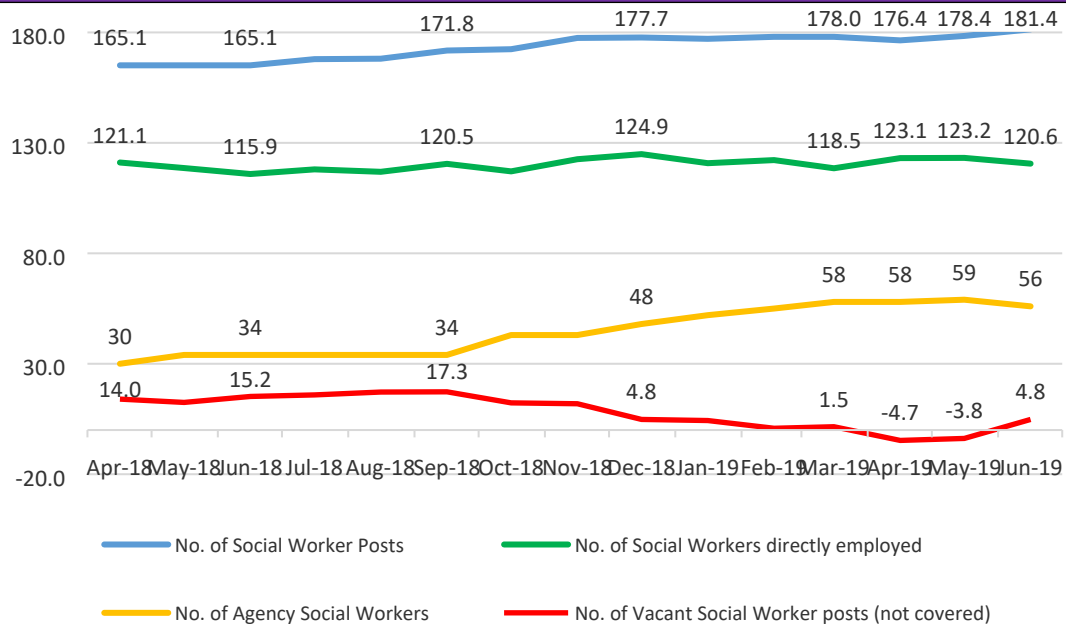
- places have been offered and taken up by unqualified staff wishing to undertake the social work degree.
- Further develop systems to capture and understand the reasons why people are leaving.
  - Action plan to be developed and implemented.
  - Sickness is monitored in detail at weekly Children’s Management Meetings. Further analysis to be undertaken to better understand the issues around long term sickness.

**Children’s Services Workforce – Social Worker posts Grade 7, 8 9 As at June 2019.**



Number of Social Worker posts on Establishment	
Directly Employed	120.6
Total No of Agency Workers	56
Vacant (Not Covered)	4.8

## Children's Services establishment, social workers, agency workers and vacancies not covered



The total number of Social Work posts has increased by 3.4 from 178.0 to 181.4 during quarter 1.

The number of Social Workers directly employed has increased by 2.1 from 118.5 to 120.6

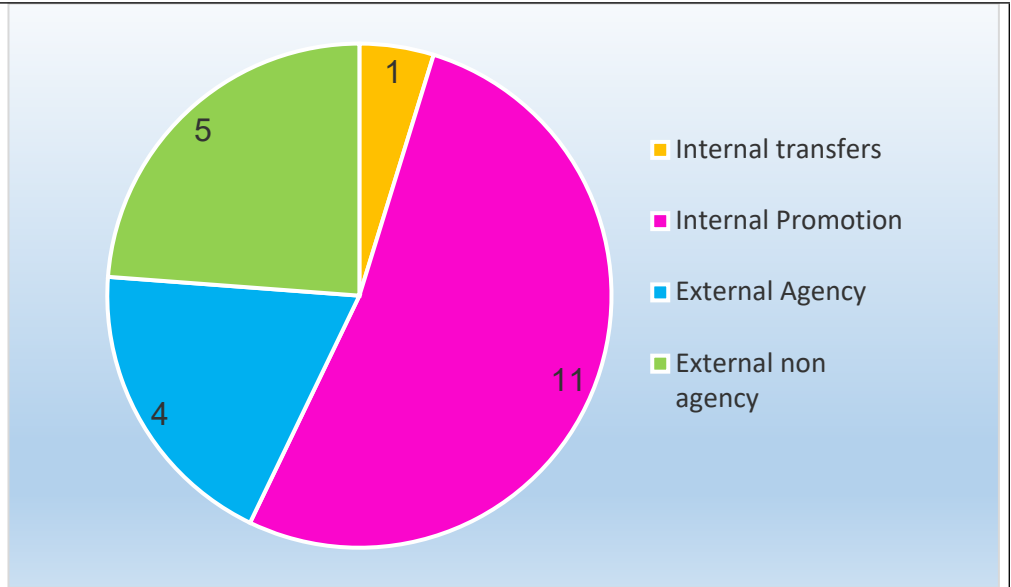
The number of Agency Staff employed has decreased by 2 from 58 to 56.

The number of Vacancies not covered has increased from 1.5 to 4.8.

Please note this is assuming that 56 agency staff employed are covering vacancies.

Headlines:	21 Social Worker posts filled this quarter.
	9 Social Worker posts filled by external candidates
	5 Social Workers left Local Authority over the quarter.

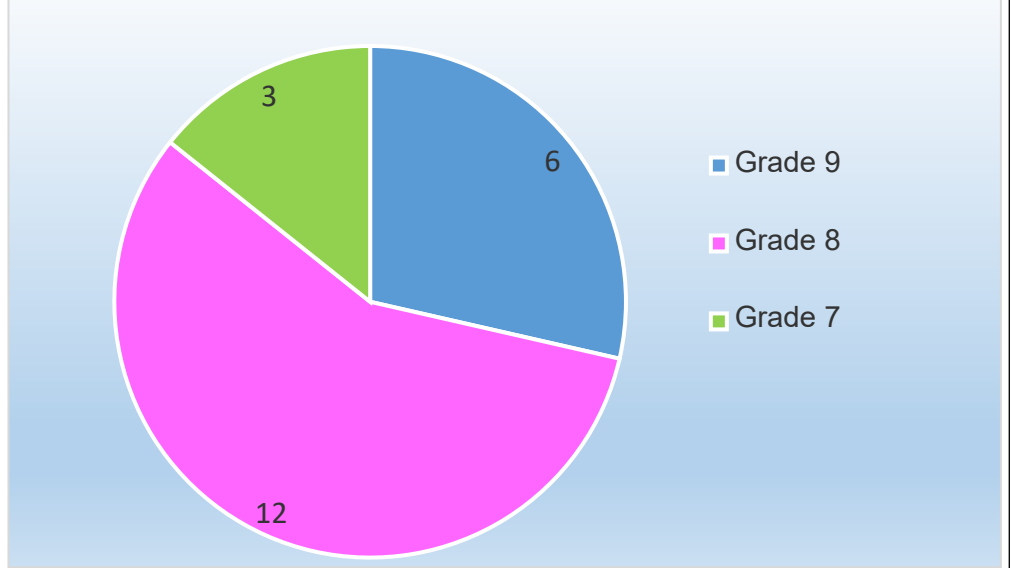
	Internal transfers	Internal Promotion	External Agency	External non Agency	Total appointments made
Appointments made	1	11	4	5	21



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Breakdown by grade of Social Worker posts filled 01.04-30.06.19

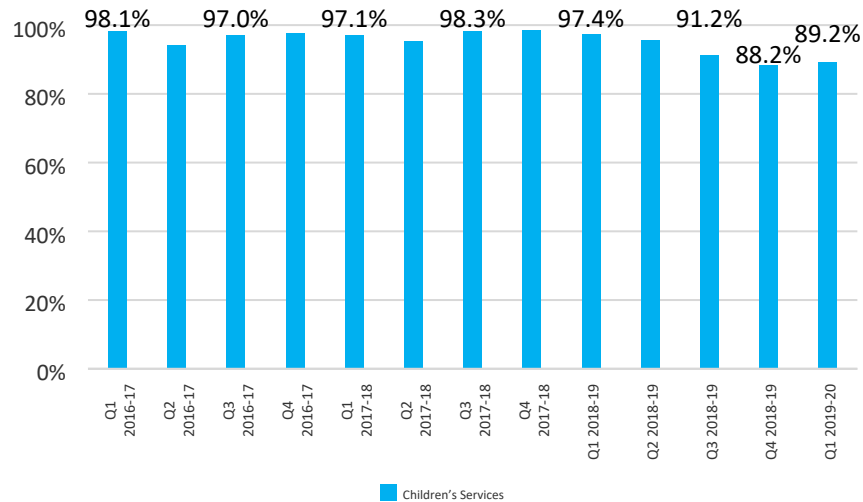
	Internal transfers	Internal Promotion	External Agency	External non Agency	Total
Grade 9		5	1		6
Grade 8	1	6	1	4	12
Grade 7			2	1	3
Total	1	11	4	5	21





# Sickness

## Return to work interviews



As at quarter 1, 33 / 37 return to work interviews held, 4 pending.

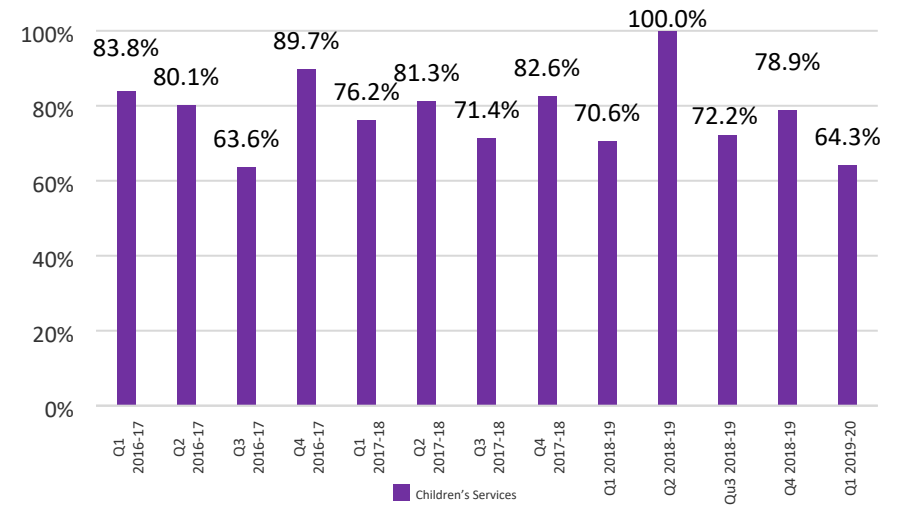
Source: Digigov

FTE Target = 12.9	Q1 2019-20	Q2 2019-20	Q3 2019-20	Q4 2019-20
CS Sickness FTE days lost per person	4.77			
CS Sickness FTE days lost per person forecast	20.52			

Qu 1's result for 2018/19 = 2.66, this year's 1<sup>st</sup> quarter result of 4.77 shows an increase of 2.11 days lost to sickness.

Corporate HR Data

## Sickness stage interviews completed

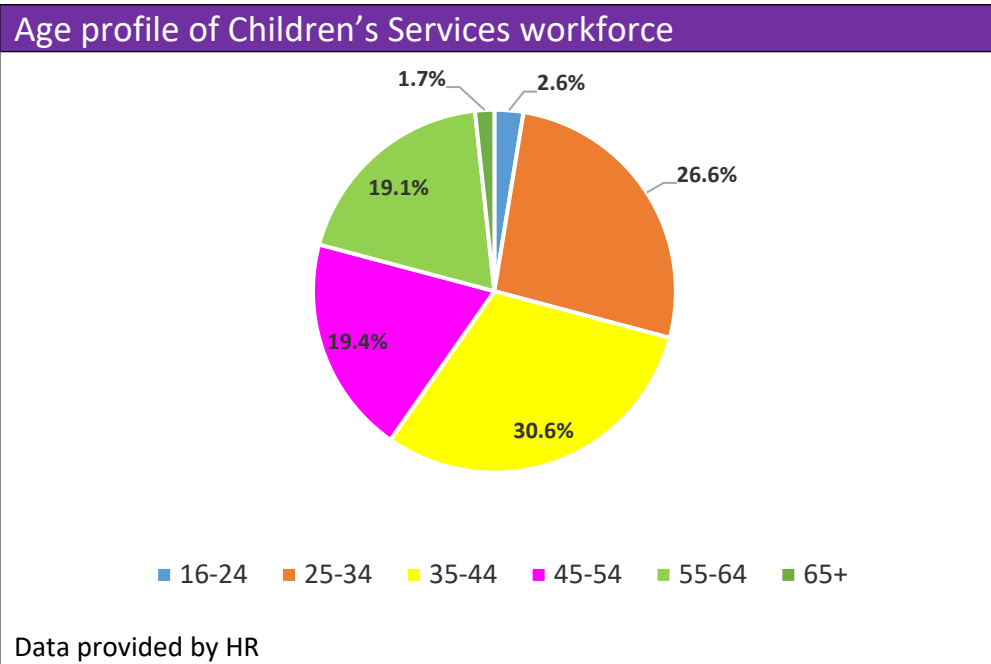
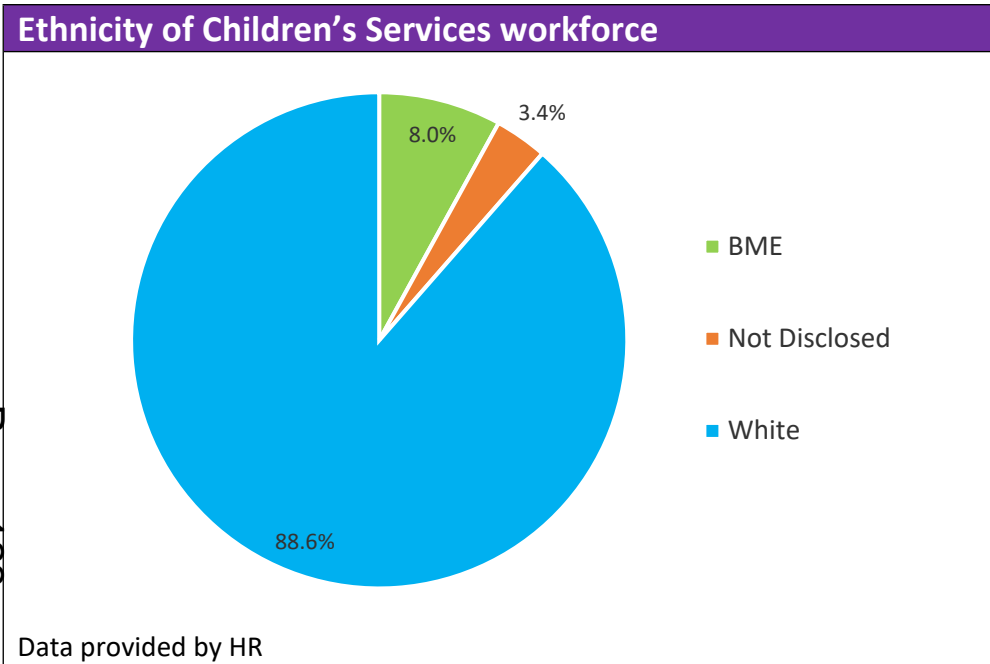


As at quarter 1, out of 14 triggers hit, 9 stage interviews were held. 1 missed, 3 were pending and 1 was not conducted (discounted).

Source: Digigov

# Profile of Children's Services staff

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As at 30<sup>th</sup> June 2019.

What is working well?	What are we worried about?	What do we need to do?
<ul style="list-style-type: none"> <li>Quality Assurance Framework in place.</li> <li>Letter received from Ombudsman recognising good practice in relation to complaints – no action required in 2018-19.</li> </ul>	<ul style="list-style-type: none"> <li>Ensuring consistency of quality assurance mechanisms across Social Services where appropriate.</li> <li>Policies and procedures require updating.</li> </ul>	<ul style="list-style-type: none"> <li>Session planned for Quarter 2 to map our areas of consistency across Social Services.</li> <li>Lead officer to take this forward in post.</li> </ul>

Case file audits
To be progressed

Training
To be progressed

Supervisions
To be progressed

Exit interviews
To be progressed

Social Worker's given reasons for leaving employment:

Exit Reasons	2016-2017			2017 -2018			2018-2019			Quarter 1 2019-2020		
	PRINCIPAL SOCIAL WORKER	SOCIAL WORKER	Total	PRINCIPAL SOCIAL WORKER	SOCIAL WORKER	Total	PRINCIPAL SOCIAL WORKER	SOCIAL WORKER	Total	PRINCIPAL SOCIAL WORKER	SOCIAL WORKER	Total
Alternative Employment	3	10	13	2	11	13	0	13	13	0	4	4
Dismissal - Long Term Absence	0	1	1	0	1	1	0	1	1	0		0
Following Maternity Leave	0	0	0	0	0	0	0	1	1	0		0
No Reason Given	0	3	3	0	2	2	0	4	4	0	1	1
Normal Retirement	0	2	2	0	2	2	0	2	2	0		0
Personal Reasons	1	2	3	2	4	6	1	7	8	0		0
<b>Total</b>	<b>4</b>	<b>18</b>	<b>22</b>	<b>4</b>	<b>20</b>	<b>24</b>	<b>1</b>	<b>28</b>	<b>29</b>	<b>0</b>	<b>5</b>	<b>5</b>



# Children's Services Performance Report Quarter 1 2019-20



Gweithio dros Gaerdydd, gweithio gyda'n gilydd  
Working for Cardiff, working together



# Summary - Key Messages from the Report

## Good news:

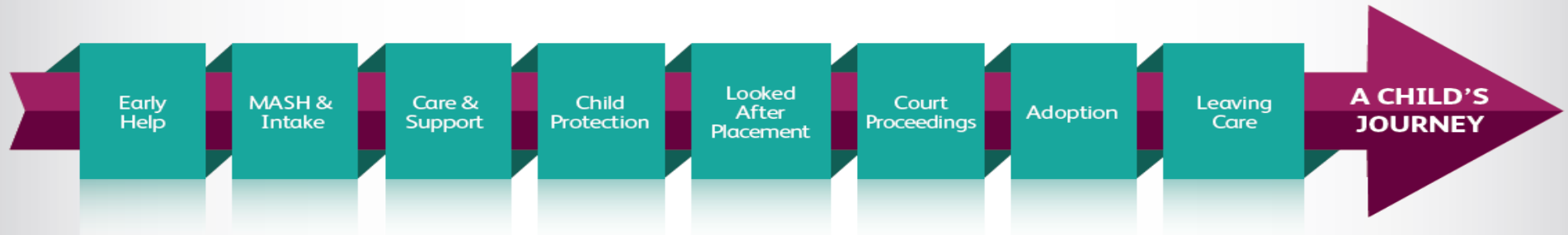
- Positive feedback from CIW activity at Family Support Service
- Children's Services Strategy finalised
- Fostering Fortnight – 15 full assessments ongoing at 30<sup>th</sup> June

## Issues to monitor:

- Demand and complexity of cases
- Timeliness of well-being assessments – noted that performance will not improve and will potentially deteriorate until ongoing out of time assessments are completed
- Allocation of children looked after to social workers
- Lack of placement sufficiency
- Children looked after returned home from care
- Social worker vacancies



# Strategic Vision

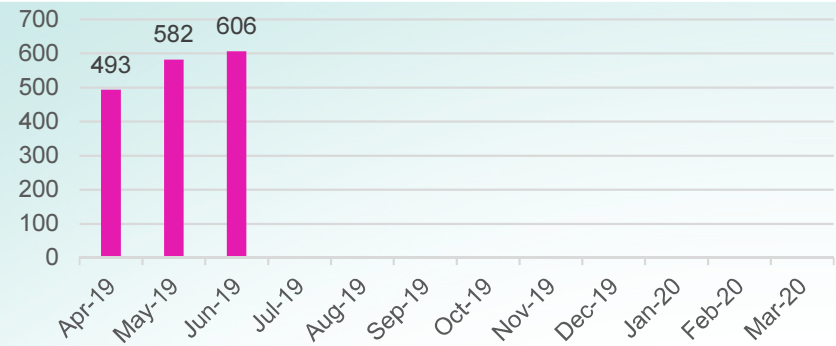


- Set of scorecards being developed to support each stage of the child's journey.
- Supported by development of core data

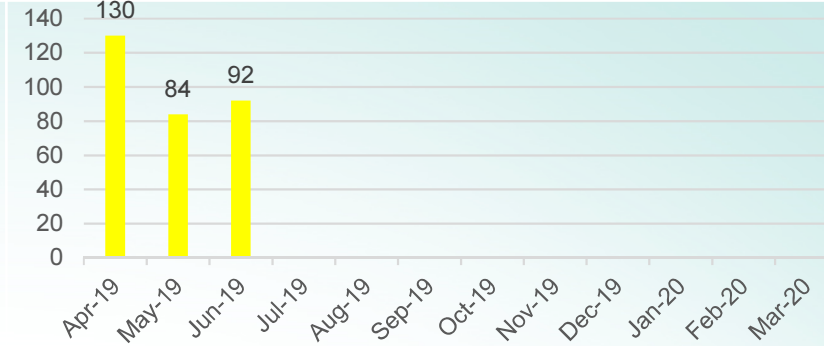


# Key Performance Indicators – Corporate Plan

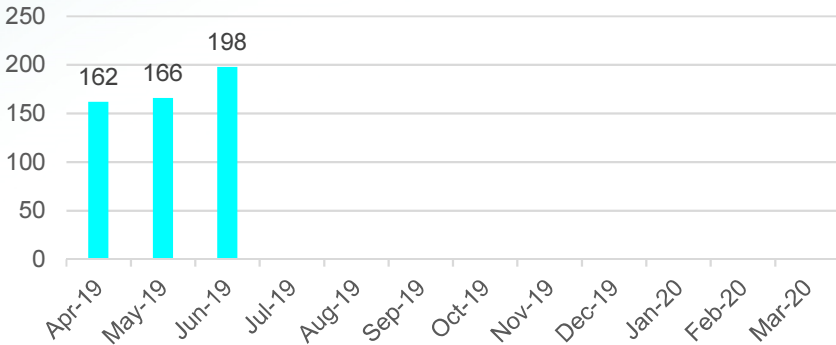
**Early Help 1 The number of people supported through the Gateway**



**Early Help 2 The number of people supported by the Family Help Team**



**Early Help 3 The number of people supported by Support4Families.**



Early Help 1 The number of people supported through the Family Gateway = 1,681 = The number of enquiries and well-being contacts.

Early Help 2 The number of people supported by the Family Help Team = 306.  
No of households = 202.

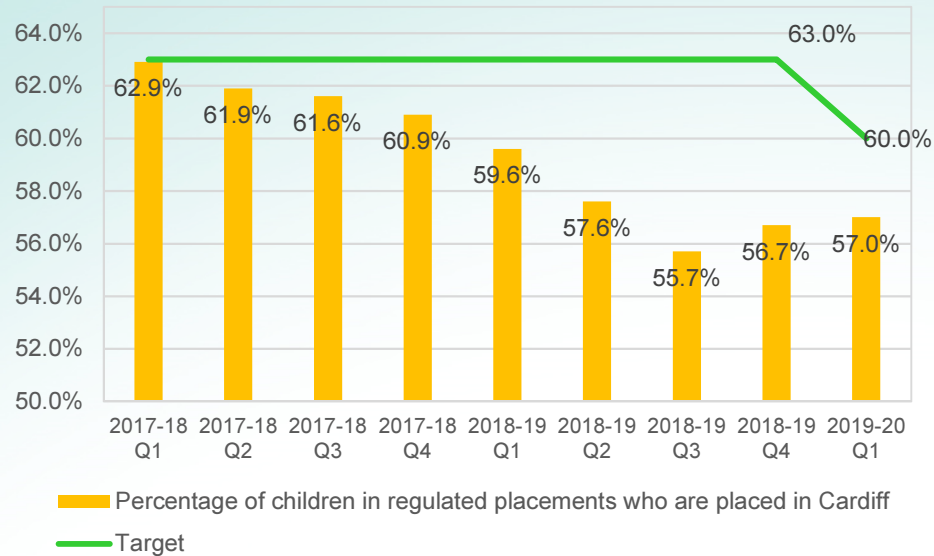
Early Help 3 The number of people supported by Support4Families = 526.  
No of households = 298





# Key Performance Indicators – Corporate Plan

Percentage of children in regulated placements who are in Cardiff

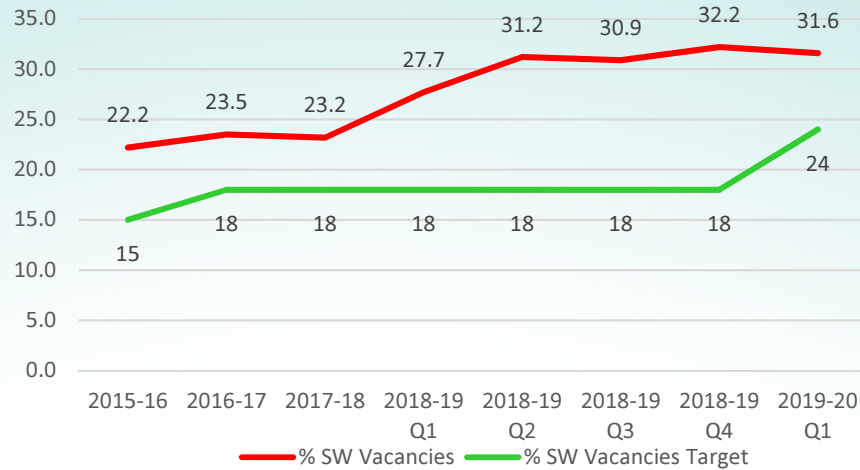


This PI only counts children in regulated placements who are placed within the LA boundaries. When children placed in neighbouring authorities are included, the figure increases to 78.1%.



# Key Performance Indicators – Corporate Plan

The percentage of social worker vacancies in all teams



During Quarter 1:

21 Social Worker posts filled, 9 by external candidates.

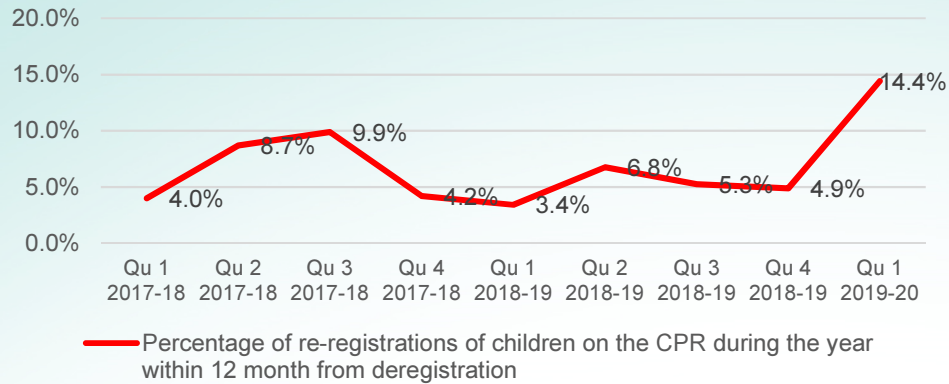
At 30<sup>th</sup> June there were 60.8 social worker vacancies; 56 agency social workers were employed, leaving 4.8 posts not covered.

The number of Social Workers directly employed has increased by 2.1 from 118.5 to 120.6



# Key Performance Indicators – Directorate Delivery Plan

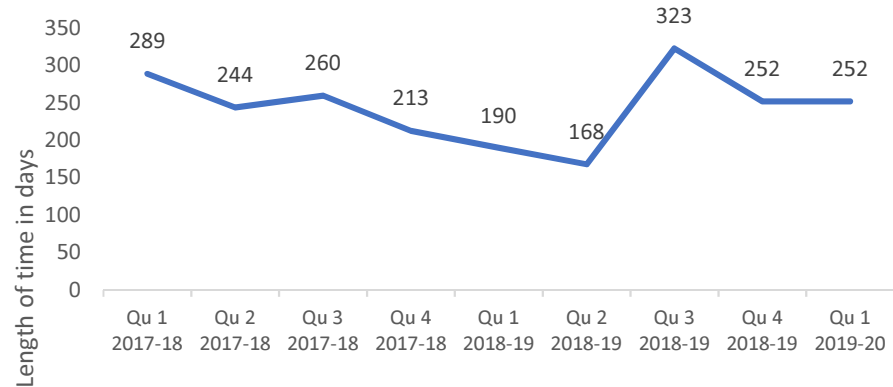
**Percentage of re-registrations of children on Child Protection Register during the year and within 12 months from deregistration**



15 of the 104 children registered during the year had been on the CPR within the previous 12 months. The 15 consisted of four sibling groups: one sibling group of 8, one of 3 and 2 of 2 siblings.

The average length of time on the CPR for the 63 children who were deregistered during the year was 252 days

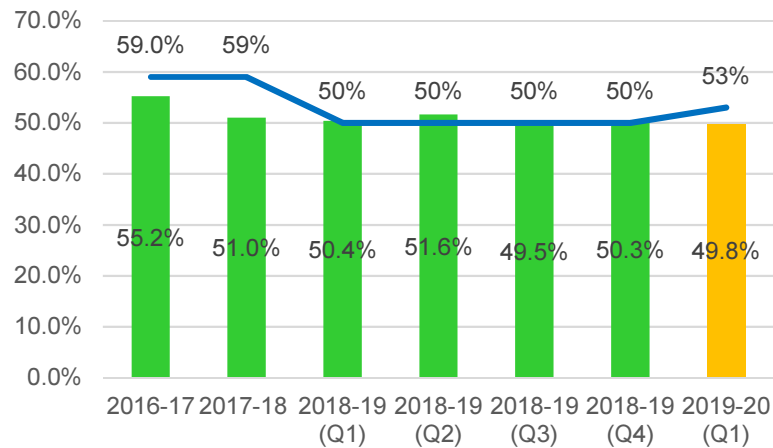
**Average length of time on the Child Protection Register for all children who were de-registered during the year**



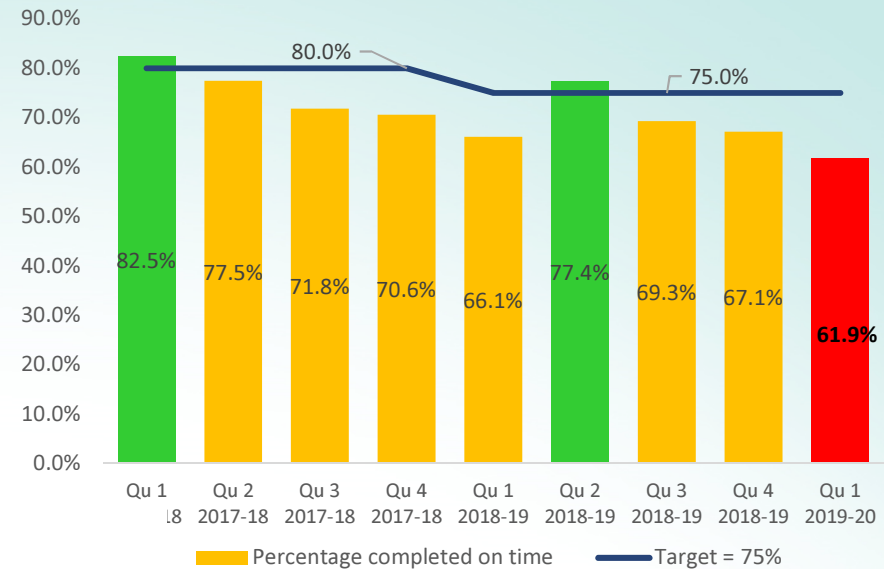
# Key Performance Indicators – Directorate Delivery Plan

7% increase in number of assessments completed in Quarter 1; 797 compared to 742 during Quarter 4. This is in the context of a 2% decrease in the number of contacts requiring assessment; 675 compared to 690 in Quarter 4. 461 wellbeing assessments were incomplete at the end of Quarter 1 - a decrease of 11% from 519 at the end of Quarter 4; of which 135 and 154 respectively were out of time.

## Percentage of Children supported to remain living within their family



## Percentage of Well-being assessments completed within statutory timescales

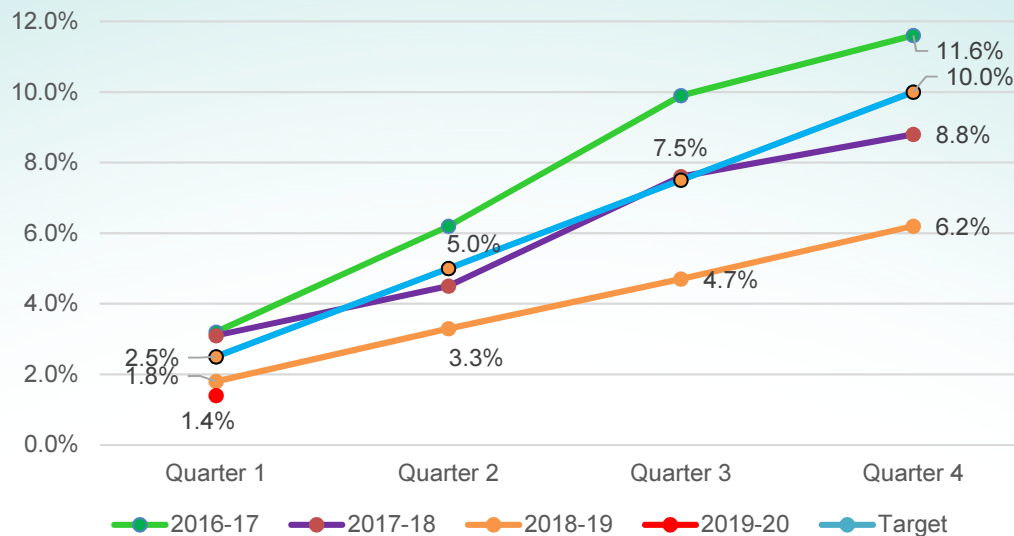


Of the 1,862 children with a Care and Support Plan at 30<sup>th</sup> June 2019, 928 were being supported to live at home (i.e. were not being looked after).



# Key Performance Indicators – Directorate Delivery Plan

Percentage of children looked after returned home from care during the year



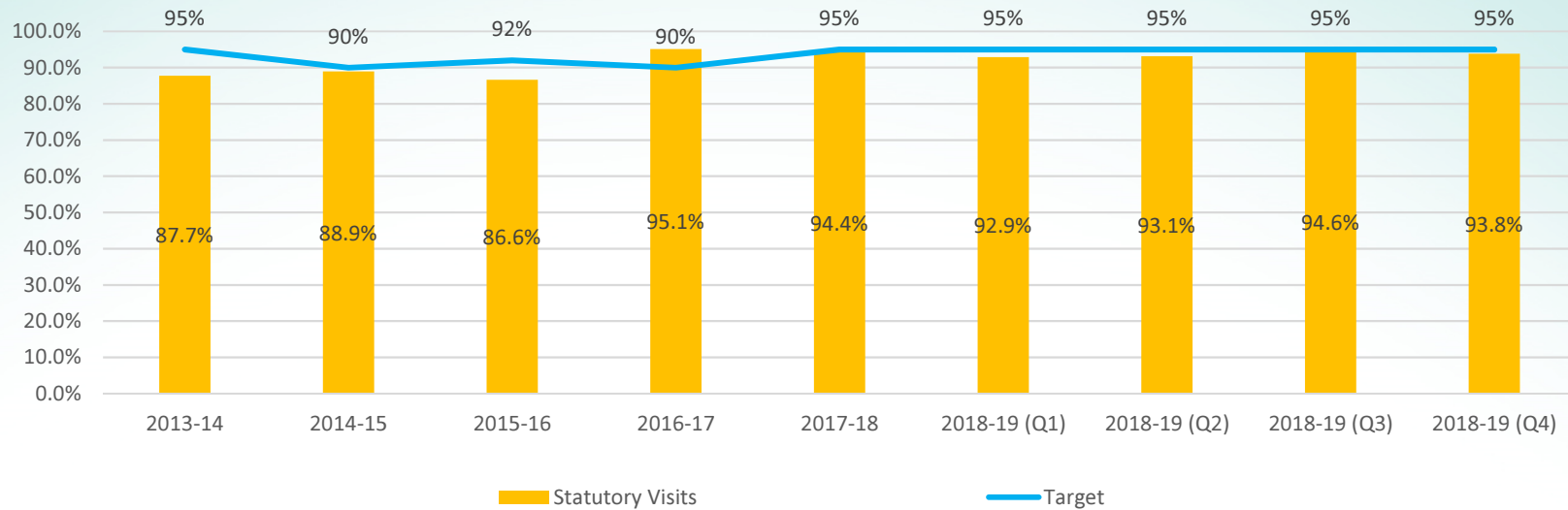
Of the 969 children who have been looked after during the quarter, 14 have returned home. In addition to the 14 children who were returned home from care, 154 children were in the care of their parents, but remain subject to a Care Order, and 113 children were placed with relative carers. It is noted that our judiciary have indicated a reluctance to discharge Care Orders, and continue to make new Care Orders as opposed to other orders, e.g. Supervision Orders.





# Key Performance Indicators – Directorate Delivery Plan

Percentage of statutory visits to children looked after due in the year that took place in accordance with regulations



Quarter 4 2018/19 is provisional, Quarter 1 2019/20 is pending



**CYNGOR CAERDYDD  
CARDIFF COUNCIL****CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

24 September 2019

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**IMPLEMENTATION OF SIGNS OF SAFETY in CARDIFF COUNCIL**

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**Purpose of the Report**

1. As part of the Children & Young People Scrutiny Committee 2018-19 Work Programme, the Committee requested a briefing report on the Continuing implementation with key partners of the “Signs of Safety” model, a strengths-based whole-service methodology for working with children and families in need of care and support.

**Background**

2. Signs of Safety is an integrated framework for the way children’s services work. It sets out the principles for practice; the disciplines for practitioners’ application of the approach; provides a range of tools for assessment and planning, decision making and engaging children and families; and describes the processes through which the work is undertaken with families and children, including work with partner agencies. This practice returns child protection intervention to being the catalyst that initiates behaviour change by families.
3. The three principles address key challenges of the work
  - a. Working relationships are paramount: to enable honest and respectful discussions of concerns and worries.
  - b. Thinking critically: to minimize error a culture of shared reflective practice and a willingness to admit you may be wrong is needed. Risk assessment is a core task and requires constant balancing of the strengths and dangers in a family to avoid the common practice problems of drifting into an overly negative or positive view of the family.
  - c. Based on everyday experience: assessment and safety planning is grounded in the everyday lived experience of the child.  
The core assessment tool is the ‘Three Columns’, an easy to understand

framework that is completed by the worker, family and other key professionals exploring 4 key questions:

- What are we worried about?
- What's working well?
- What needs to happen?
- Judgment, typically, on a scale of 0-10 considering how serious the professionals, the family and key people believe the situation is for the child?

4. Having developed a detailed understanding of how the family is functioning and a shared agreement of what needs to change, the next step is to undertake safety planning.. The aim is to create a proactive, structured and monitored process that provides parents involved in child protection matters with a genuine opportunity to demonstrate that they can provide care for their children in ways that satisfy the child protection service. The safety plan is a specific set of rules and arrangements that describe how the family will go about and live its everyday life that shows everyone, the professionals, and the family's own support people how the children will be safe in the future.

### **Implementing signs of safety in Cardiff Council**

5. To successfully implement Signs of Safety, it was agreed that a project approach would be adopted to help embed the framework across the service. A project team has been established to work alongside a Signs of Safety consultant and project leads assigned to the four key areas of the implementation:
  - A strategic approach to offering training and knowledge to staff and partner agencies
  - Defining what to communicate, to whom, how, and when, throughout implementation
  - Ensuring processes, forms, and policies are amended to reflect values of Signs of Safety
  - Ensuring mechanisms are in place to report successful adoption of the framework



6. A steering group approach has also been agreed as a means of developing internal forms and processes to best assist the implementation of Signs of Safety. The group membership has been established and includes staff across the service, including representation from the Intake & Assessment team; Looked After Children Teams (0-14 & 14+); Family Information Support Service; Integrated Family Support Team; Fostering; ARC; Personal Adviser Service; Multi-Agency Safeguarding Hub; Youth Offending Service; Business Support; and Training.
  
7. A detailed implementation plan has been produced to help shape how Signs of Safety is embedded into everyday practice. A verbal briefing will be presented on the progress being made to implement Sign's of Safety across all of children's services.

### **Scope of Scrutiny**

8. This report enables the Committee to review, assess and comment of the continued implementation of the Signs of Safety in Cardiff Council. In particular Members may wish to inquiry whether, the approach enables, practitioners to focus on the strengths, whilst considering actual and potential harm experienced by the child(ren), Encourages a strong emphasis in creating opportunities for children to be involved in the process, Promotes the need for children and families to remain together where it is safe for them to do so, and will achieve the desired outcomes as highlighted in the approach.

### **Way Forward**

9. Councillor Graham Hinchey (Cabinet Member for Children & Families) and Claire Marchant (Director of Social Service) Deborah Driffield (Interim Assistant Director), will present the briefing report to the Committee, and will be available to answer any questions Members may have.
  
10. This report and verbal briefing will also enable Members to provide any comments, concerns or recommendations to the Cabinet Member for Children & Families and Director of Social Services around the implementation of the approach.

## **Legal Implications**

11. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **Financial Implications**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet will set out any financial implications arising from those recommendations.

## **RECOMMENDATION**

That Committee reviews the information provided at the meeting and offer any recommendations, comments or advice to the Cabinet Member and / or Director of Social Services.

**Davina Fiore**

Director of Governance and Legal Services

18 September 2019



# Signs of Safety in Cardiff



# What is working well?

139 Reflection Meetings have been held with Social Workers.

These meetings help social workers to focus on what is really concerning them about the issues in the family and how this impacts on the child and what the social worker wants to see to ensure that the family are able to keep the child safe.

# Feedback comments

- I found the meeting helped me to focus on the safety elements within the family.
- Helped to focus on what I am really worried about.
- Helped to focus on what work I need to do with family.
- Would be great to do these meetings with every (child and family) case.
- Made me realise that I can do this with more of my cases.
- Actually helped me to reassess if children need to remain on the Child Protection Register.
- Decided that we did not need at this stage to start the PLO process as there is still a chance for the family to change.

# Staff Briefings

- The team have currently organised and delivered 40 briefing sessions which have all been well attended.
- The topics cover all aspects of the model and allow for practice as well as informing staff who may not have attended training.
- Also enables staff to share their experiences of using the tools and helps to increase confidence.
- These sessions have been attended by 90 members of staff including Social Workers, Support Workers and staff from education services.

# Feedback

- “The facilitator was fantastic and her presentation was easy to understand – both the PowerPoint presentation and the way that she explained things. It wasn’t made boring, she allowed plenty of input and we were all able to laugh and feel comfortable.”
- “.....found them very useful and explained terms that I’d heard but wouldn’t have been able to properly explain”
- ‘The briefing was very informative. It was very detailed. The briefing was with regards to how to complete a chronology. I feel more able to do this now.’
- ‘The content was sharp and to the point . The facilitator’s timing ran the sessions to everyone’s level . The information was detailed and informative. The idea of drop in sessions suited my work diary. The sessions were the right length of time. I would not make any changes. I hope that there are more sessions in the future’

- A 5 day intensive Signs of Safety course was held in October and was attended by 50 members of staff
- Four 2 day Signs of Safety Introductory courses have been held and a further two have been organised
- All 2 day courses have been fully booked and well attended
- 5 induction sessions and 5 team briefings have taken place.
- Briefings have also taken place with “Early Help” team and School based counsellors
- Second Celebration Event to be held in January 2020.



# What are we worried about?

- Some staff are reluctant to use tools in practice when working with families and children/young people.

(This appears to be linked with confidence in practicing aspects of the model)

- Limited funding for ongoing training
- Currently unable to report on impact on children and families.
- “Buy in” and understanding from other professionals, including courts/judiciary.

# What needs to happen?

- Provide more briefings for teams and share good practice
- Provide briefings for schools, MASH and police
- Mapping sessions with team managers
- Facilitate peer case reflection/supervision

# Next Steps

## **Short-term plan :**

- Provide briefings to staff to improve the analysis of risks and decision making using a Signs of Safety model within parenting assessments.
- Provide briefings for other partners and agencies so that they have an awareness of the model and language
- Work with universities, practice assessors
- Work with education (Designated Safeguarding Person) to raise awareness in schools
- Attend Team meetings to cover updates, barriers, group supervision, Words & Pictures.

## **Longer-term plan**

- Signs of Safety to be embedded in practice
- Cardiff to have fully adopted the safety and strengths model
- Develop a reporting system to gather feedback and look at the impact Signs of Safety is having on families

# Cost Avoidance

## W Siblings (15 & 13 years old)

Expense	Cost
Court	£365.52
Foster placement	£1000 weekly
Panel	£171.58
LAC Review	£351.54
Allowances	£1454.46 (+ 363.62 weekly)
Total	
Annual	£2782.62 (+ £1363.62 weekly)
	£67,096.86

## B.R 16 years old

Expense	Cost
Conference	£234.36
Court	£365.52
Residential placement (out of area)	£4700 weekly
Panel	£171.81
LAC Review	£351.54
Allowances	£884.52 (+ £221.13 weekly)
Total	
Annual	£2007.75+ £4921.13 weekly
	£238,221.99

## D Siblings (6 & 9 years old)

Expense	Cost
Meeting	£234.36
Court	£365.52
Foster placement	£1000 Weekly
Panel	£171.81
LAC Review	£351.54
Allowances	£1272 (+£318 weekly)
Total	
Annual	£2394.52+ £1318 weekly
	£65,658.52

## R Siblings (13 & 10 years old)

Expense	Cost
Conference	£234.36
Court	£365.52
Foster placement	£1000 weekly
Panel	£171.81
LAC Review	£351.54
Allowances	£1363.24 (+ £340.81 weekly)
Total	
Annual	£2486.47 (+£1340.81 weekly)
	£66,845.35

# Comments about Signs of Safety

- Social workers have said that families have responded well to the model. Families feel as though they are more involved in the process and that they are not being told what to do.
- “ It’s brilliant – family really getting on board now whereas before they would avoid me “
- “Families love it and understand why we ( CS) are involved”

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL****CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

24 September 2019

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**COMMITTEE'S WORK PROGRAMME 2019 - 2020**

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**Purpose of the Report**

1. The Council's Constitution states (Scrutiny Procedure Rule 7) that each Scrutiny Committee will set its own work programme. The Children & Young People Scrutiny Committee's terms of reference provide the Committee with the responsibility for the scrutiny of a number of specific service areas. The Committee is also responsible for the scrutiny of a number of policies and strategies that affect children and young people in Cardiff, plus it can undertake investigations into any matters relating to the children and young people of Cardiff.
2. This report provides the Committee with the outcome of the Members' consideration of the many issues that it could scrutinise. At a forum meeting of the Committee on 9 September, Members reviewed the possible items and the resulting list has been populated into the calendar, attached at **Appendix A**, for the Committee's consideration and approval. Members may also wish to approve the commissioning of the proposed Task & Finish Inquiry, as identified in **paragraph 10**.

**Background**

3. Scrutiny plays an essential role in promoting accountability, efficiency and effectiveness in the Council's decision making process and the way in which it delivers services. The main roles of the Scrutiny Committees are:
  - Holding the Cabinet and officers as decision-makers to account.
  - Being a 'critical friend', through questioning how decisions have been made to provide a 'check and balance' to decision makers, adding legitimacy to the decision making process.
  - Undertaking reviews of Council services and policy.
  - Undertaking reviews to develop Council services and policies.

4. The Committee at its meeting on 11 June 2019 agreed to hold a meeting of the whole Committee, in forum mode, to consider items and issues for inclusion on the potential work programme for this municipal year. The Committee, at its forum meeting on 9 September, prioritise the consideration of various performance reports, potential policy development work and potential scrutiny inquiry, for the year. Each item was reviewed by the Members and prioritised using a list of items developed from a number of specific areas:
  - Prior Year Committee agendas
  - Requests from previous Committee meeting letters
  - Governance items
  - Cabinet Forward Plan
  - Suggestions from Committee Members
  - Suggestions from Council Directors
  - Suggestions from external stakeholders
  
5. The Committee also agreed that to aid in focussing the agendas more effectively and maximising the impact of the scrutiny of each item at Committee, Members would adapt the way that some issues would be scrutinised by some reports and briefings to be sent to Members prior to the Committee meeting for their consideration and comment. Should any concerns or questions be raised these would be highlighted at the Committee meeting to enable Cabinet Members and Officers to respond in a timely manner.
  
6. The resultant list of items was then added to a work plan calendar, copy attached at **Appendix A** to form a work plan for the full year. Arising from the annual programme a more detailed four monthly work programme will be published to enable interested parties to be aware of the issues being considered. As a result the work programme will be reviewed by Committee every three months and the resultant four monthly programme approved for publication.
  
7. Detailed below is a schedule of items which includes the task identified under the four work areas of the Committee, namely:



- **Corporate Plan and budget development and delivery** – This enables Members to review, challenge and analysis of the Council’s key policy documents affecting Children & Young People.
- **Performance and Improvement** – These reports enable the Committee to receive inspection reports, regularly review service area performance information, identify areas for further investigation and appraise the effectiveness of improvement actions and their implementation.
- **Progress and briefing reports** – These report provide the Members with a briefing on each key area together with a progress report setting out the achievements to date, challenges identified and future actions.
- **Reports from external bodies** – These reports enable the Committee to receive draft copies of partnership, consortium and joint working annual reports, to review objectives and outcomes and assess the impact of the partnerships’ work.

## Issues

8. The work programme for each Scrutiny Committee identifies various types of scrutiny investigations. Members of the Committee have consistently committed to regularly monitor and review corporate strategies, budget proposals and their delivery, performance and improvement reports, governance reports and reshaping services proposals. The Members agreed to continue this approach and identified a number of areas for consideration by the Committee and these subsequently agreed with Directors, as detailed below:

## Corporate Plan and Budgetary development and delivery

- Corporate Plan – February 2020
- Draft Budget 2020/21 – February 2020.
- The Children’s Service element of the Social Services Delivery Plan 2020/21 - May 2020
- The Education Delivery Plan - June 2020

## Performance and Improvement - information and monitoring reports

### Education

- Provisional School Results – October 2019
- Performance of Cardiff Schools –, Annual statutory performance report to include briefings on Closing the Gap, NEETs and EOTAS, - January 2020.
- Consortium performance update, in January 2020.

### Children's Services

- Children Services Quarterly performance reports, September 2019, December 2019 to include a briefing on Kinship (March 2020) briefing on the MASH (May 2020).
- Social Care Director's Statement, - July 2020.

## Progress and briefing reports

- Wales Audit Office safeguarding report – September 2019
- Signs of Safety progress report – September 2019
- Curriculum and skills training briefing, - October 2019.
- Consortium Review report – October 2019
- Child Friendly Cardiff progress briefing – November 2019
- Fostering review progress report – November 2019
- Early Year intervention and prevention progress report – December 2019
- Youth Offending service review briefing – December 2019
- Recruitment of welsh speaking teachers consortium briefing – January 2020
- ALN progress report – January 2020 & June 2020
- Ty Storrie update – March 2020
- Outcome focussed care progress report – March 2020
- Children's disability briefing – May 2020
- Child poverty Briefing – May 2020
- Children's services resources progress report – May 2020
- Cardiff 2030 progress report – June 202
- Progress report on the implementation of the Out of County Placement report recommendations - July 2020.

## Reports from partnership bodies monitoring

- Safeguarding Annual report. – September 2019
- Corporate Parenting Annual Report – December 2019
- Regional Adoption Service Annual Report – December 2019
- South Central Consortium annual report - January 2020.
- Families' First Annual Report – July 2020
- Integrated Family Support Annual Report – July 2020

## Pre-decision Scrutiny of Draft Cabinet Reports

### Education

- Cardiff 2030 Vision and Strategy - October 2019
- School Organisation Plans – as and when.

### Children's Services

- Children Services Commissioning Strategy – October 2019.

## Pre-Decision Scrutiny and Call-in

The Committee may also wish to undertake an evaluation of proposals prior to their consideration by the Cabinet, or prior to their implementation. Under these circumstances the issues can require detailed scrutiny and the Chair of the Committee will identify which items the Committee can have the most impact on. As such the work programme has included sufficient flexibility to enable the Committee to undertake this work effectively. Currently there are no items identified on the Cabinet Forward plan.

9. The Committee Members, at the Forum meeting considered a number of potential inquiries, these included:
- Admission numbers, catchment areas and school capacity
  - Fostering Placements
  - Recruitment and retention of social workers

- The use of schools for sport (joint with Economy & Culture Scrutiny Committee)

Following discussions around each of the suggested inquiries the members agreed to undertake an inquiry which would help aid in the development of work force planning in respect of Children's services front line staff. This inquiry was suggested by the Director of Social Services and supported by the Committee Chairman and forum Members. The proposal is to work in partnership with the Social services Directorate to develop a plan to enable the Council to train, recruit and retain social workers thereby ensuring an appropriate establishment.

The Committee may wish to consider and agree whether or not to:

- a. Hold a Task & Finish Inquiry to develop of work force planning in respect of Children's services front line staff
- b. To work in partnership with the Social Services Directorate, and the University
- c. To receive evidence from stakeholders and young people on the key aspects of the policy.
- d. To report its findings to Cabinet.

The anticipated outcomes from the review of the workforce plan for Children's services staff has been identified as:

- To improved recruitment and retention of social workers across Children's Services;
- Reduce the reliance on agency workers;
- Ensure a stable and effective work force within Children's services.

## **WAY FORWARD**

10. It is suggested that the Committee considers agreeing the task & finish and scrutiny topics as proposed **in paragraph 9** of this report, and further agrees the draft timetable of issues for the Committee as set out in **paragraph 8** above and summarised in **Appendix A**.

## **LEGAL IMPLICATIONS**

11. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and

review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

## **FINANCIAL IMPLICATIONS**

12. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended:

- To consider the information set out in **Paragraph 9** of the report and agree the proposed Work Plan Timetable for 2019/20 as set out in **Appendix A**.
- To agree to undertake the Task & Finish Group Inquiry as set out in **Paragraph 10**, in accordance with Part 1 of the Scrutiny procedure rules,
- To receive further work programme update to enable a four monthly work programme to be published quarterly.

**Davina Fiore**

**Director Governance and Legal Services**

**16 September 2019**

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Scrutiny Work Streams	24 September 2019	08 October 2019	12 November 2019	10 December 2019	14 January 2020	11 February 2020 Budget meeting	19 March 2020		12 May 2020	09 June 2020	14 July 2020
Corporate and Budget Development						Budget and Corporate Plan				Education / consortium delivery plan	
									Children's services delivery plan		
Performance and Improvement		provisional school results - briefing			Schools Annual Report to include closing the gap, Neets & EOTAS						
	Children's Services Performance report Q1			Children's Services Performance report Q2 + Kinship			Children's Services Performance report Q3 + MASH update		Children's Services Performance report Q4		
					Consortium performance						
<u>Progress / briefing reports</u>	WAO safeguarding report	New Curriculum Training	Child friendly Cardiff update	Early Year intervention, prevention update	Recruitig Welsh speaking teachers - briefing from consortium		Ty Storie update		Children's disability briefing	Cardiff 2030	
	Signs of Safety briefing	Consortium review report	Fostering review - progress briefing	Youth Offending Service review - briefing	ALN Progress		Outcome focussed care update		Child poverty update	ALN Progress	
									Children's services resources - progress		
Cabinet Responses				Child Mental Health and Wellbeing report			Child Mental Health and Wellbeing response				Out of County Report - progress
Governance of partnerships and consortium				Corporate parenting Annual Report							Families First Annual Report
				Regional adoption service Annual Report							Intragated Family Support Annual Report

Scrutiny Work Streams	24 September 2019	08 October 2019	12 November 2019	10 December 2019	14 January 2020	11 February 2020 Budget meeting	19 March 2020		12 May 2020	09 June 2020	14 July 2020
Cabinet reports pre-scrutiny		Cardiff 2030 Vision and Strategy					draft corporate parenting strategy				
			Children's services commissioning Strategy				Admissions Policy				
School organisation draft cabinet reports		SOP	SOP	SOP	SOP	SOP	SOP		SOP	SOP	SOP
Joint Committee's											
											Director off social services Annual Report
	Corporate safeguarding Annual Report										
Committee Improvement Inquiries											
Child Mental Health and Wellbeing											
Next inquiry											

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Corporate		Performance & Information
Pre- Decision - Cabinet		progress reports
Updates from previous Scrutiny		Governance
Potential Task & Finish Inquiry		Panel meetings



**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**24 SEPTEMBER 2019**

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**CORRESPONDENCE UPDATE – INFORMATION REPORT**

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**Background**

1. Following most Committee meetings, the Chair writes a letter to the relevant Cabinet Member or officer, summing up the Committee's comments and recommendations regarding the issues considered during that meeting.
2. Committee letters and their responses are now included with the Committee papers on the internet, to ensure that all documents relating to the Committee meeting are accessible and public.

**Issues**

3. Committee letters are sent following discussions around the key points raised in the Committee during the Way Forward section of the meeting, and are linked to the formal minutes of the meetings. Responses received from Cabinet Members and external witness, where appropriate, are also copied to the papers for the relevant meeting Children and Young People Scrutiny Committee papers and are evidenced in future reports or copied to Members if requested. A copy of the letters sent and responses received during the past month are attached.

## **Legal Implications**

4. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations.

## **Financial Implications**

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

## **RECOMMENDATIONS**

The Committee is recommended to note and review the responses received to the recent letters sent by the Committee, and refer any further questions or concerns to the relevant Cabinet Member or Director.

**DAVINA FIORE**

**Director of Governance and Legal Services**

**18 September 2019**



County Hall  
Cardiff,  
CF10 4UW  
Tel: (029) 2087 2087  
  
Neuadd y Sir  
Caerdydd,  
CF10 4UW  
Ffôn: (029) 2087 2088

Date 18 June 2018

My Ref SS/CYP/AH

Councillor Graham Hinchey  
Cabinet Member for Children and Families  
County Hall  
Atlantic Wharf  
CARDIFF  
CF10 4UW

Dear Graham

On behalf of the Committee, I would like to thank you and Deborah Driffield, Interim Assistant Director – Children’s services for attending the Children and Young People Scrutiny Committee on 11 June 2019 to present the **Children’s Services Quarter Four Performance report** and **Directorate Delivery Plan**.

The Committee have asked that I pass on their sincere thanks and appreciation for the open and honest approach taken to discussing performance issues. Members welcomed the Interim Assistant Director views on areas that would benefit from future analysis by the Committee.

During the question and answer session of the meeting, Officers were not able to fully respond to Members questions, I would therefore be please if you could provide the following information:

- A copy of the recent letter sent to the First Minister, to be sent to the Chairman,
- Details of those children who have Sensory problems and how they are supported to attend the school of their choice.
- A briefing paper on the outcome from the follow-up calls made to potential foster carers.
- A briefing paper on the development of the Young Carers strategy/plan.

I would also like to take this opportunity to inform you that the Committee will be developing its work programme over the summer and the Chairman will be asking to meet with the Director and Interim Assistant Director to discuss areas for further scrutiny.

I hope that these comments, advice and requests for future reports, will be of use and will help support you and the Directorates work in improving outcomes for children. The Committee looks forward to receiving a response to this letter within the next month.

Yours sincerely

A handwritten signature in black ink, appearing to read 'L. BRIDGEMAN', is written over a light grey rectangular background.

**COUNTY COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Children and Young People Scrutiny Committee**

CC: Claire Marchant – Director of Social Services  
Ceri Tanti – Cabinet Support Officer  
Deborah Driffield – Interim Assistant Director for Children’s Services

**SWYDDFA CYMORTH Y CABINET  
CABINET SUPPORT OFFICE**



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Fy Nghyf / My Ref : CM41788

Dyddiad / Date: 14th August 2019

Cllr Lee Bridgeman  
Chair of the CYP Scrutiny Committee  
C/O Members Services  
County Hall  
Cardiff  
CF10 4UW

Annwyl / Dear Lee

**Children & Young People Scrutiny Committee - Q4 Performance Report and  
Directorate Delivery Plan**

Thank you for your letter dated 18<sup>th</sup> June 2019 on behalf of the members of the Children and Young People Scrutiny Committee following its meeting on 11<sup>th</sup> June.

I would like to thank members for their constructive comments and I am pleased to provide the following response to your queries below.

A copy of the recent letter sent to the First Minister is attached, along with a briefing paper on the outcome from the follow-up calls made to potential foster carers, and a briefing paper on the development of the Young Carers strategy / plan.

In relation to children with sensory problems, it is the responsibility of the Education Directorate to identify appropriate provision which will depend of the specifics of the sensory impairment. Children's Services attend the regular Education Reviews and undertake Well-being Assessments, all of which assist to inform if the provision is meeting the child's needs. The transportation of children to and from school is an element of the Education Review which is

**ATEBWCH I / PLEASE REPLY TO :**

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall, Glanfa'r Iwerydd / Atlantic Wharf, Caerdydd / Cardiff, CF10 4UW,  
Ffon / Tel: (029) 2087 2420

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

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discussed and agreed. Children's Services work alongside colleagues in Transport to ensure service delivery.

The Director and Interim Assistant Director look forward to meeting with you to develop the Scrutiny work programme over the summer.

Yn gywir / Yours sincerely



**Councillor / Y Cynghorydd Graham Hinchey**  
**Cabinet Member for Children & Families**  
**Aelod Cabinet dros Blant a Theuluoedd**

**SWYDDFA CYMORTH Y CABINET  
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref : CM41738

Dyddiad / Date: 13th June 2019

Mark Drakeford, First Minister  
Julie Morgan AM, Minister for Social Services

Annwyl / Dear Mark and Julie

**Children's Services in Cardiff Council**

Following on from our recent discussions regarding children's services I would like to reiterate our commitment in Cardiff to ensuring that children and families get the right help at the right time in the right place and that at the heart of our vision is the key principle (enshrined in legislation) that children should be brought up by their parents or family and friends unless it is not in their best interests to do so.

We welcome the ongoing dialogue that has been taking place with colleagues from Welsh Government around this and have prepared this response in the ongoing spirit of partnership working.

We are aware that we need to develop our approach to participation both for parents and their children and we have a number of plans in place to drive forward this area of work including a new mobile app which allows children and young people to engage and participate in decisions that affect them in a way that is more natural for them.

We have clear plans in place to 'shift the balance of care' towards supporting more children to remain living with parents and extended family or friends. However, one of the current problems with the way LAC statistics are reported is that they do not differentiate those children living with their parents on a care order and those children living in foster care or residential care on a care order. So for example in Cardiff we have 150 children who have been through the court

**ATEBWCH I / PLEASE REPLY TO :**

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**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

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process but have been enabled to remain living with their parents on a care order which enables the local authority to share decision making with the parents in situations that require significant support and safeguarding. We believe these children should not be included in the LAC statistics as the key principle of keeping children with parents has been adhered to albeit with intensive support and monitoring.

We would also ask for consideration to be given to the way we capture information in relation to the number of children who are placed on care orders with family and friends (kinship care). These children, whilst being offered the support and safeguarding of being looked after are living with close relatives or family friends and are not placed away from their families. We have introduced systems to increase the number of kinship placements and so this is counter-intuitive to the current LAC reduction targets that do not differentiate between children that remain with their families and those that do not.

We would also like to draw your attention to another couple of anomalies when reporting the number of children that live outside of Cardiff as this includes children that are placed on care orders with parents and also with family and friends, again this would appear to be counter-intuitive. The other issue is in relation to actual geography with a number of children being placed outside of Cardiff and therefore being classified as out of area but in reality these children are only a short distance away from their community of origin and often still attend their local schools and colleges. The example of a child from Grangetown being placed in Penarth, rather than further away in the north of the Cardiff, highlights my view that "close to home" or within 20 miles is a more appropriate measure than the blunt term "out of county". The significant variations of population and geographical sizes of local authorities across Wales also needs to be taken into account, including the differences in property prices and (therefore) placement costs. Finally in relation to young people placed out of area it has to be recognised, especially in relation to the risks posed by exploitation, that some young people (including those trafficked) cannot be safely accommodated in their local communities.

Similar to other local authorities Cardiff is striving to shape and influence the market in relation to fostering and residential care. Local authorities are struggling to compete with the 'for-profit' sector and costs are being continually driven upwards by a demand led situation. A review of where children are placed across Wales shows an apparently fragmented approach to placement planning with most local authorities hosting other local authority's children whilst placing their own children outside of area in other local authority's areas. I am aware that some of these issues are being progressed via the Ministerial Advisory Group, but we would welcome the opportunity to discuss this in more detail and to review other models of commissioning placement provision, including those currently being used in Scotland. Officers and I would welcome a joint visit and participation in any such review.

We also discussed the benefits of better marketing of care roles within Wales - improving Social Worker recruitment, retention and reducing the high levels of our agency workforce. This could include closer working with our High Schools, Colleges, Universities and Public Service Partners. A national pay spine would

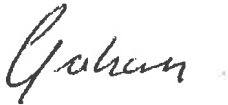


reduce the fluidity and competition of staff moving between neighbouring authorities.

In conclusion, we welcome the drive to refocus on the key principles of keeping children with their families wherever it is in their best interests to do so. It would be helpful if the reporting data measured how many children had been supported to continue to live with their parents, family and friends rather than, as at present, report on the type of legislation they are placed under.

At a previous meeting there was some discussion about visiting some of our resources and we would welcome the opportunity for you to meet some of our staff and families. Please do let me know if this is still something that would be of interest.

Yn gywir / Yours sincerely



**Councillor / Y Cynghorydd Graham Hinchey**  
**Cabinet Member for Children & Families**  
**Aelod Cabinet dros Blant a Theuluoedd**

**Cardiff Council  
Social Services**

**Briefing Note re: Fostering**

As part of the Authority's public budget consultation earlier in the year, the public were asked 'if they were interested in learning more about becoming foster carers'.

Sixty individuals expressed an interest and they were contacted via email and invited to an event at County Hall. The event was chaired by Deborah Driffield, Councillor Hinchey and Kate Hustler and stalls were available giving information about not only fostering, but also When I am Ready, Supported Lodgings and Into Work Services. Existing foster carers also attended the event to share their experiences of being a foster carer.

The event attracted seven individuals, one of whom went on to make an application. Their application has since been put on hold, due to a change in the family's circumstances.

In addition to this, one individual contacted the fostering team directly and made an application; this application is still ongoing and will be concluded shortly.

Further emails will be sent to the cohort to determine if they are still interested.

Online and social media marketing continues to be the most effective way of communicating and recent activity in this area has resulted in an increase in enquiries and 15 new foster care applications being received.

The Fostering Team are committed to attending events to raise the profile of the service and will be at this year's PRIDE, as well as events in the community.

## **Briefing Note re: Young Carers Strategy / Plan**

The Young Carers Strategy / Plan seeks to deliver on the needs of young carers in Cardiff. It is proposed that Integrated Care Fund (ICF) monies will assist Cardiff to work on a regional basis with our partners in the Vale of Glamorgan through the identification of dedicated strategic and operational resource to lead on Young Carers.

Cardiff have reviewed their pathway for young carers in relation to the Social Services and Well-being (Wales) Act 2014. Funding has been sought to deliver on two key areas of need in developing a response to young carers; namely the strategic development of a young carer's pathway and focus, and the development of a direct service provision to young carers. Additionally, Cardiff is developing arrangements for the identification and screening of young carers across Cardiff, as part of its new Early Help arrangements.

### **Identification of young carers / early help front door**

Cardiff will resource capacity within its new and developing early help front door arrangements to screen for young carers. This function will be undertaken by members of the core team with all posts within the team will undertaking this function. Demand for assessments will be closely monitored and activity data collected by the early help front door will be used to inform the strategic developmental work that will be undertaken by a Change Manager and will also be used to inform the development of future direct services for Young Carers.

### **Young Carers Service**

We propose to develop specifications and tender for a dedicated team of workers to undertake young carers assessments proportionate to their needs and deliver a holistic support service, specifically designed to the needs of the young carer and considering the needs of their family.

### **Young Carers Summary of Achievements in 2018/19**

- Pathway into services through the Early Help Gateway defined and ratified on 24<sup>th</sup> June 2019. Early help staff informed of training options available, including the online training module. Requests have begun to come through this route.
- Statutory assessments to be undertaken by the Support4Families team where requested / required.
- Funding for dedicated Grade 8 post available – expressions of interest sought.
- Meeting with YMCA, existing providers of Young Carers service. YMCA currently work with approximately 170 young carers offering a range of services including 1-1 support, respite / time out, twice weekly Youth Clubs and a 'Skills for Life' programme. YMCA staff have been briefed on the Gateway referral process and are happy to use this route.
- Meetings held with colleagues in Education and the Youth Service to look at school data, referrals and services for Young Carers.
- ICF monies to be used to hold consultation events with Young Carers to determine what services are needed.
- Tender for commissioned service to enhance Young Carer's experience to go out following consultation. Market sounding exercise underway.

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Date 18 June 2019

My Ref SS/CYP/NN

Councillor Sarah Merry  
Cabinet Member Education, Employment & Skills  
County Hall  
Atlantic Wharf  
CARDIFF  
CF10 4UW

Dear Sarah,

Thank you for attending the Children and Young People Scrutiny Committee on 11 June 2019 for consideration of the **Directorate Delivery Plan 2019-2020** and answering Member's questions.

The Committee notes the Officer's view that the Directorate Delivery Plan clearly identifies the Strategic Directorate Priorities, as well as identifying the senior officer leading on an issue. We acknowledge that some adjustments are required as not all information was available to the time of publication.

During the way forward section of the meeting the members asked that I write to you requesting that the Directorate Delivery Plan includes some additional information, which members required specific monitoring was required, namely:

- That the Directorate Delivery Plan includes a measure and target for ethnic minority groups, as set out in the annual report.
- That the Directorate Delivery Plan does not include the measures and targets on the attendance of Looked after children

In addition the Committee identified some areas that they wished to scrutinise in more detail, later this year, and agreed to request briefing papers and reports on:

- Children & young people who are Educated Other than at School (EOTAS), to include the definition, their attainment, makeup, numbers and number of Children being looked after.
- Work to be undertaken to help the recruitment of teachers who can teach through the medium of Welsh.

The Committee also expressed some concern around the development and implementation of the new curriculum, and agreed to request that the representative from the Central South Consortium attends a future meeting of the Committee to brief the members on the work being carried out, to implement the new curriculum. I will write to the consortium separately.

I would also like to take this opportunity to inform you that the Committee will be developing its work programme over the summer and the Chairman will be seeking to meet with the Director and to discuss areas for further scrutiny.

I hope that these comments, advice and requests for information detailed above will be of use and support in improving outcomes for Cardiff's pupils, and I look forward to your response, together with the additional information requested, within the next month.

Yours sincerely

**COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Children and Young People Scrutiny Committee**

A handwritten signature in black ink, appearing to read 'L. Bridgeman', with a long horizontal flourish extending to the right.

CC: Nick Batchelor – Director, Education & Lifelong Learning  
Suzanne Scarlett - Partnerships & Performance Manager (OM)  
Natalie Stork - Performance & Information Management  
Jo Watkins – Cabinet Business Manger  
Melanie Jackson – Cabinet Support Officer

**SWYDDFA'R DIRPRWY ARWEINYDD  
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM41811

Eich Nghyf / Your Ref:

Dyddiad / Date: 17th July 2019

Cllr Lee Bridgeman  
C/O Members Services  
County Hall  
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Annwyl / Dear Lee

**Scrutiny - Directorate Delivery Plan 2019 - 2020**

Thank you for the Scrutiny Committee response to the Directorate Delivery Plan, presented by the Education Directorate to the Children and Young People's Scrutiny Committee on 11<sup>th</sup> June.

In response to the additional information:

- That the Directorate Delivery Plan includes a measure and target for ethnic minority groups, as set out in the annual report.  
As noted, the performance of 14 ethnic groups is reported in the Annual Performance Report of Cardiff Schools, which includes Traveller/Roma pupils. Targets for individual pupils are set by the school and collected. To respond to this query, we will aggregate the targets for Traveller/Roma pupils for the end of Key Stage 2 and Key Stage 4, and provide these to the Committee once available.
- That the Directorate Delivery Plan does not include the measures and targets on the attendance of Looked after children  
The attendance of Looked After Children is a key performance measure collected and reported by the Children's Services directorate against an annual target, which is 95%. This key performance measure will also now be included in the Education Directorate Plan. Within the Education Directorate, individual pupil attendance for Looked After Children is tracked via a virtual school.

**ATEBWCH I / PLEASE REPLY TO:**

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Deputy Leader's Office, Room 525, County Hall, Atlantic Wharf, Cardiff CF10 4UW Ffôn/Tel (029) 2087 2501

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

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With regard to the areas the Committee wished to scrutinise in more detail, later this year through briefing papers and reports:

- Children & young people who are Educated Other than at School (EOTAS), to include the definition, their attainment, makeup, numbers and number of Children being looked after.

Phil Norton, Achievement Leader for Early Help and Targeted Support, has confirmed that he will attend a future meeting to provide an overview of progress to delivering the EOATAS Action Plan. We will wait to hear from the Committee when this will be in the new academic year.

- Work being undertaken to help the recruitment of teachers who can teach through the medium of Welsh

We are liaising with the Central South Consortium to bring an update on work being undertaken to help the recruitment of Welsh Medium teachers to the Committee.

The Committee's request to the Central South Consortium to attend a future meeting to provide an update around the development and implementation of the new curriculum is welcomed. There is currently a Welsh Government Consultation out to provide feedback on the new curriculum:

[https://hwb.gov.wales/draft-curriculum-for-wales-2022/?\\_ga=2.160713470.296532856.1561733116-1618760224.1519296871](https://hwb.gov.wales/draft-curriculum-for-wales-2022/?_ga=2.160713470.296532856.1561733116-1618760224.1519296871)

The Director of Education will work with you to help finalise your work programme for the New Year. We look forward to working with you to jointly explore areas that are likely to have the greatest impact on improved outcomes for Children and Young People.

Yn gywir / Yours sincerely



**Councillor / Cynghorydd Sarah Merry**  
**Deputy Leader / Dirprwy Arweinydd**  
**Cabinet Member for Education, Employment & Skills**  
**Aelod Cabinet Dros Addysg, Cyflogaeth a Sgiliau**



My Ref: Scrutiny/Correspondence/MJH

12 June 2019

Councillor Sarah Merry  
Cabinet Member - Education and Skills  
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CF10 4UW



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Dear Sarah

On behalf of the Committee, I would like to thank you for attending the Children and Young People Scrutiny Committee on 11 June 2019, to provide an opening statement and answering questions on the **School Organisation Proposals: (Band B) - Redevelopment of Cantonian, Woodlands and Riverbank Schools - draft Cabinet Report.**

I would also like to welcome Richard Portas, Programme Director for School Organisation Programme, to his first meeting and thank him and Michele Duddridge-Friedl, Operational Manager Planning and provision, for the presentation and answers to Members questions.

Following the Members consideration of the report and answers to questions the Committee agreed to **commend the report to Cabinet.** Members did however note that Cabinet will receive a subsequent report on further proposals to increase the number of special school places for primary age children with complex learning needs.

The Committee, considered that the consultation undertaken for these proposals was excellent and officers should be thanked for all the work that they had done to make the consultation a success.

The Members did however wish to be assured that the proposals, for all three schools, will be able to provide sufficient capacity for the foreseeable future. The Committee also requested that the Cabinet ensures that the Special Schools will provide as wider scope of provision as possible.

The Members also requested that the Cabinet clearly identifies the future use of the vacated school sites, as Members considered that they should continue to be of benefit to the Local Community.

The Committee would be pleased if you could enable that the contents of this letter are made available to Cabinet when it considered the report at its meeting on 13 June 2019.

Yours sincerely

A handwritten signature in black ink, appearing to read 'L. BRIDGEMAN', written over a light grey rectangular background.

**COUNTY COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Children and Young People Scrutiny Committee**

CC: Nick Batchelar, Director of Education and Lifelong learning  
Richard Portas, Programme Director for School Organisation Programme  
Jo Watkins – Cabinet Business Manger  
Michele Duddridge-Friedl, Operational Manager Planning and provision

**SWYDDFA'R DIRPRWY ARWEINYDD  
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM41742

Eich Nghyf / Your Ref:

Dyddiad / Date: 11th July 2019

Cllr Lee Bridgeman  
C/O Members Services  
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Annwyl / Dear Lee

**CYP Scrutiny 11 June 2019**

Thank you for your letter of 12 June 2019 in respect of the proposals for Cantonian High School, Riverbank Special School and Woodlands High School.

I am grateful for the positive feedback from the Committee recognising how officers have engaged with the local community, schools and young people on these proposals, and I hope that the engagement with stakeholders on future proposals can continue to improve.

The committee requested a subsequent report on further proposals to increase the number of special school places for primary age children with complex learning needs, primarily as a result of the reduction of proposed places for Riverbank Special School from 140 to 112 pupils following the consultation.

The Cabinet Report of 13 December 2018 detailed how the expansion of Cantonian High School would provide sufficient mainstream places to meet the demand for places from within its catchment area, and would contribute surplus places to serve the south of the city and parts of the new Plasdwr housing development. The expansion of Riverbank, Woodlands and the Specialist Resource Base at Cantonian will contribute a significant increase in the number of places available for pupils with varied and complex needs who require a place within specialist provision, through the Band B investment period.

**ATEBWCH I / PLEASE REPLY TO:**

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Deputy Leader's Office, Room 525, County Hall, Atlantic Wharf, Cardiff CF10 4UW Ffôn/Tel (029) 2087 2501

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The proposed reduction in the number of places at Riverbank Special School will allow an increase in the outdoor space available for learners, identified as a high priority for pupils at each of the school. However, sufficient places must still be made available for those pupils who would otherwise have accessed Riverbank Special School. Further proposals will therefore be brought forward at the earliest opportunity to provide additional permanent places for children with complex learning needs.

As the proposals for transferring and expanding Riverbank and Woodlands are at formative stages, the future use of the existing school sites has not yet been identified. However, I can assure you that the existing sites will be considered for education and other uses before any disposal. I will ensure that Members are updated on how these vacated sites will benefit their communities when this is further progressed.

Yn gywir / Yours sincerely



**Councillor / Cynghorydd Sarah Merry**  
**Deputy Leader / Dirprwy Arweinydd**  
**Cabinet Member for Education, Employment & Skills**  
**Aelod Cabinet Dros Addysg, Cyflogaeth a Sgiliau**

My Ref: Scrutiny/Correspondence/JointScrutinyJuly19

5 July 2019

**Councillor Susan Elsmore**

Cabinet Member Social Care, Health & Well-being

**Councillor Graham Hinchey**

Cabinet Member Children & Families

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Dear Susan and Graham,

**JOINT CYPSC/CASSC MEETING – 26 JUNE 2019 – LOCAL AUTHORITY SOCIAL SERVICES ANNUAL REPORT 2018-19**

As Chair of the joint meeting of the Children & Young People and Community & Adult Services Scrutiny Committee, I wish to thank you and officers for attending Committee and providing Members with an opportunity to scrutinise the Local Authority Social Services Annual Report 2018/19, prior to its consideration by Cabinet on the 11<sup>th</sup> July.

Overall, Members were pleased with the progress outlined in the Annual Report and agreed to **commend the report to Cabinet and Council**. The Joint Committee's considered that the report clearly referenced many of the issues, concerns and progress that both committees have identified throughout the year, and agreed that the report was an accurate reflection of the Directorate. Members wish to echo your gratitude to the work done by yourselves, senior officers and the overall workforce in its bid for continuous improvement. Following consideration of the Annual Report, Members of the Committee have requested that I feedback the following comments, observations and requests for further information to you.

**Format and content of the report**

Members note that the format of the report is nationally prescribed however wish to reiterate that some areas were repetitive. Members felt the report would benefit from refinement, which in turn would improve its impact and deliver messages more robustly.

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

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The Committee also expressed their surprise at the length of the Director of Social Services Introduction to the report, and considered that an introduction should be more concise.

The Committee also agreed that additional comparative data, for previous years, should be included for Learning Disability Support Living (page 25).

### **Children's services**

Following consideration of the report and information provided at the meeting, Members wish to highlight a number of issues, which they felt required further information, or will be considering as part of their work programming discussions to request further briefing reports, these included:

Additional information to be included with the response letter:

- An assessment of the reasons for the low response rate for 18+ (page 24)
- A briefing on Families First identifying its impact on families over the last year (page 85)

Issues that the Committee's will be considering during their discussions on the items to include in the 2019-2020 work programme:

- That the Committee will include the pre-decision scrutiny of the children's commissioning strategy (Page 20) at its September 2019 meeting, as members would appreciate the opportunity to influence the contents of the report prior to its consideration at Cabinet.
- The report clearly sets out as key challenge for the directorate its future budget, especially at a time of increasing demand (Page 20). The Members agreed that they would be requesting a briefing paper on the financial planning proposals, together with an update on the transformational bid proposals and further bids and transformation grant.
- Members noted that the Directorate was undertaking a review the Corporate Parenting Strategy, by December 2019 (page59) and the Committee wished to be actively involved in the review, as it had been involved in the original review.
- The Committee has previously been concerned at the impact that the Early Help service. Members requested that a briefing report to cover; the alignment of the 'preventative' and early help services; governance for the Welsh Government; Families First Programme alignment with Supporting People, Flying Start and other

preventative grant funding streams; as well as the impact and outcome from the work of the Early Help service, to a future meeting of the Committee.

- Finally the Committee welcomed the a briefing to members on the implementation and success of the signs of safety model that was now being implemented across children's services together with the work to embed the Strength Based model in Adult Services. The Committee requested a briefing not necessarily at Committee of the impact of the two models together with some case studies highlighting the clear impact the models were having.

### **Adult Services**

- A key achievement is stated as “the implementation of the recommendations of the Community Services Review in collaboration with the University Health Board, regarding the future model of Community Mental Health Services in order to effectively support and deliver community based mental health services by March 2020”. Members were informed that this was work in progress and requested a progress report at a future meeting of the Community and Adult Services Committee.

### **Across Social Services**

- Within the meeting, questions were raised in terms of the statistics surrounding complaints, with particular reference to the sharp increase of complaints in children's services. Members were advised that although the numbers for children service stage one complaints have risen, they are resolved at any early stage. Although Members are pleased with the effective resolution rate, Members of Children and Young People Scrutiny Committee wish to request a briefing note (*in line with Community and Adults Services request – Chair's letter 18 June 2019*) which provides a breakdown of the complaints received during 2018/19.
- With regard to the recruitment and retention of social workers, which is a recurring area of concern across both Committees, Members wish to emphasise the importance and possible connection of the cultural change within the workforce and staff retention. Members would advise that this intention of a cultural change requires an intent focus and continuous monitoring with an awareness that it may help inform the continuous challenge of staff retention and recruitment. The Committee agreed to request in response to this letter, an assessment on how the cultural changes being brought in are impacting on the retention of staff.

To summarise, this letter requests:

- A briefing note which provides a breakdown of the stage one Children Services complaints received during 2018/19
- A briefing on Families First identifying its impact on families over the last year (page 85)
- With regard to staff retention, an assessment on how the cultural changes currently being embedded across the workforce may be affecting the retention of staff.
- A meeting with the director to discuss items for CYPSC's work programme for the next 12 months.

Thank you again to you and officers for attending. I hope you find our comments and recommendations useful.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. BRIDGEMAN', with a long horizontal line extending to the right.

**COUNTY COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Joint Meeting of CYPSC and CASSC**

CC: Cllr Shaun Jenkins, Chair of CASSC  
Claire Marchant – Director, Social Services  
Louise Barry – Assistant Director, Adult Services  
Deborah Driffield – Assistant Director, Children Services  
Jo Watkins – Cabinet Business Manger  
Cabinet Office



**SWYDDFA CYMORTH Y CABINET  
CABINET SUPPORT OFFICE**

Fy Nghyf / My Ref: CM41882

Dyddiad / Date: 14th August 2019



Neuadd y Sir  
Caerdydd,  
CF10 4UW  
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Cardiff,  
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Councillor Lee Bridgeman  
Chairperson: Joint Meeting of CYPSC and CASSC  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW

Annwyl / Dear Lee,

**Re: Joint Children & Young People and Community & Adult Services  
Scrutiny Committee Meeting – 26<sup>th</sup> June 2019**

Thank you for your letter of 5<sup>th</sup> July following our attendance with the Director at the Joint Scrutiny Committee on 26<sup>th</sup> June to consider the Local Authority Social Services Annual Report for 2018-19.

We would like to thank members for their constructive comments and we are pleased to provide the following response to your queries below.

In reply to your comments, observations and recommendations please see enclosed briefing notes in relation to Children's Services complaints (Appendix A) and Families First (Appendix B).

With regard to staff retention; reasons for leaving are captured via exit interviews where staff are willing to give them. A recent analysis of exit questionnaires and formal exit interviews found that the predominant exit reason over the last 3 years has been due to finding alternative employment, followed by personal reasons and normal retirement. Staff are often reluctant to give an exit interview, and the reason for leaving is not always given by those who do. This analysis was followed up by a post exit telephone review in June 2019 which supported previously recorded exit reasons, these being money – cost of living / transport.

**ATEBWCH I / PLEASE REPLY TO :**

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall  
Glanfa'r Iwerydd / Atlantic Wharf , Caerdydd/Cardiff, CF10 4UW  
Ffon / Tel: (029) 2087

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

**WORKING FOR CARDIFF, WORKING FOR YOU**

The Council welcomes correspondence in Welsh, English or bilingually. We will ensure that we communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to delay.



Benchmarking work has been undertaken to understand how Cardiff's Social Worker salaries compare to those in other neighbouring Local Authorities and development work is underway to consider the most appropriate way of addressing the findings, understanding that whilst salary levels are key to recruitment and retention, other key elements must also be addressed such as support, supervision and mentoring; particularly as a small number of social workers cited high caseloads and work-related stress as a reason for leaving.

Whilst no interviews to date have cited cultural changes as the reason for leaving, recent anecdotal feedback suggests that there has been some staff turnover as a result of this. Work is being undertaken to better understand whether this applies to directly employed staff or agency staff and action will be taken to support workers through the changes by ensuring regular, transparent communication, opportunities for staff to provide feedback and ask questions (e.g. through the Ambassador Group) and working to ensure that changes are embedded with minimal disruption for staff. A social worker staff survey has recently been issued and the feedback from this will be used to inform recruitment and retention strategies going forward.

The Director looks forward to meeting with you to develop CYP's work programme for the next 12 months.

Yn gywir / Yours sincerely,



**Councillor / Y Cynghorydd Susan Elsmore**  
**Cabinet Member for Social Care, Health & Well-being**  
**Aelod Cabinet dros Ofal Cymdeithasol, Iechyd a Lles**



**Councillor / Y Cynghorydd Graham Hinchey**  
**Cabinet Member for Children & Families**  
**Aelod Cabinet dros Blant a Theuluoedd**

**Appendix A - Children's Services Complaints**

We are pleased to enclose a briefing note which provides a breakdown of the stage one Children's Services complaints received during 2018/19.

Table 1, below, defines complaints by category and the number of categories reflects the variety of complaints made to the service.

A complainant 'disputing a decision' made by the Local Authority (for example, the outcome of an assessment or child placement) was the most dominant theme within complaints and accounted for over a quarter (25.9%) of complaints made during the year.

'Staff attitude / behaviour' and 'poor communication' were also common themes as they accounted for just under a quarter (23.3%) of complaints made whereas a complainant's 'relationship with a social worker' accounted for 14.1% of complaints. Over a third of complaints therefore relate to a perceived lack of customer care from a staff member. General 'standard of service' (overall rather than a specific staff member) accounted for 9.2% of complaints.

Table 2 shows the number of complaints received by team. 65 complaints were received regarding the Child in Need Service whereas 43 were received about the Children Looked After Service and 34 about the Intake & Assessment Service. In relation to Child Health & Disability Services, there were 15 complaints during 2018/19.

Finally, table 3 displays the outcome of complaints during 2018/19. 41.6% of Children's Services complaints were not upheld whereas only 1 in 4 complaints (25.9%) were upheld in part. Just over 1 in 5 complaints (22.1%) were upheld.

**Table 1 – Complaint by Category**

<b>Category</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
Disputing decision (eligibility / assessment outcome / child placement etc.)	13	15	8	12	<b>48</b>
Staff Attitude / behaviour / standard of service (individual) / poor communication	12	5	12	14	<b>43</b>
Relationship with social worker	5	7	5	9	<b>26</b>
Standard of service (general rather than specific staff member)	1	1	7	8	<b>17</b>
Objection to change / closure	0	0	5	3	<b>8</b>
Data Protection / Inappropriate information sharing	0	2	4	1	<b>7</b>
Delay	1	3	2	1	<b>7</b>
Multi	2	2	0	2	<b>6</b>
Lack of available service provision	2	1	0	1	<b>4</b>
Procedures not followed	1	2	1	0	<b>4</b>
Complaint about charging / finance	2	0	2	0	<b>4</b>
Impact of application of policy	1	0	1	0	<b>2</b>
Inaccurate recording / information on file	0	2	0	0	<b>2</b>
Withdrawn	2	0	0	0	<b>2</b>
Other	4	1	0	0	<b>5</b>
<b>Total</b>	<b>46</b>	<b>41</b>	<b>47</b>	<b>51</b>	<b>185</b>

**Table 2 – Complaint by team**

<b>Team</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
MASH	0	0	1	1	2
Intake & Assessment	8	10	10	6	34
Child in Need	13	15	16	21	65
Child Health & Disability	8	4	2	1	15
11+	1	0	0	0	1
Children Looked After	8	5	12	18	43
Fostering	1	0	0	0	1
NFA via LA	1	0	0	0	1
Adoption	1	1	1	0	3
Personal Advisor Services	0	0	0	1	1
Safeguarding	1	1	3	1	6
Finance	1	0	0	0	1
Various	3	5	2	2	12
<b>Total</b>	<b>46</b>	<b>41</b>	<b>47</b>	<b>51</b>	<b>185</b>

**Table 3 – Complaint Outcome**

<b>Outcome</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>Total</b>
Not upheld	14	21	20	22	77
Part upheld	10	10	10	18	48
Upheld	13	6	11	10	40
Issues considered in court arena	6	2	3	1	12
No PR so unable to answer complaint	1	2	3	0	6
Out of time	2	0	0	0	2
<b>Total</b>	<b>46</b>	<b>41</b>	<b>47</b>	<b>51</b>	<b>185</b>

**Cardiff Council**  
**Social Services**  
**Appendix B - Families First Update 2018/19**

Families First is a Welsh Government funding stream that provides help and support for families children and young people across the City. The services funded are designed to provide locally-based advice, information and support to help families who need it most by tackling difficulties early and stopping them escalating.

Welsh Government has identified 2 population outcomes for the programme to report against as critical indicators of success. They are that;

- 1. Children, young people and families are healthy and enjoy well-being*
- 2. Families are confident, nurturing, resilient, and have healthy relationships*

2018/19 has been a transitional year, with a suite of new services commissioned at the end of 2017/18 which commenced on 1<sup>st</sup> April 2018. The service offer for 2018/19 comprised of:

- **Cardiff Team Around the Family plus a Support for Families** (Delivered by Tros Gynnal Plant and Children's Services) Offering a gateway to services for families and family support with improved links to Social Services delivery improving the step up and step down process.
- **Cardiff Parenting Service** (Delivered by Communities and Housing Directorate) – This service is now delivered alongside Flying Start Provision which has seen benefits in the number of parents able to access provision. Delivering evidence based programmes in groups and a 1-1 home visiting service.
- **Disability Focus Package** (Delivered by Action for Children) This is a continuation of the previous programme and has delivered well throughout the year offering key working, parenting and youth support for families where the key need involves a child with a disability.
- **Disability Welfare Benefits Advice** (Delivered by Cardiff Council within Cardiff Advice Service) Offering support to individuals looking for advice and support with accessing benefits. This service supports individuals through the tribunal process.
- **Family Wellbeing Service** (Delivered by Barnardos) Offering counselling and wellbeing support to families including counselling for young people.
- **Cardiff Youth Support** (Delivered by Cardiff Education Directorate) Delivering pre and post 16 youth mentoring support and support to those Educated Other than at School.
- **Healthy Relationships Service** (Delivered by YMCA) Delivering support in relation to relationships and sexual health both in a 1-1 and group setting.
- **Youth Homelessness and Family Mediation Service** (Delivered by Llamau) Supporting young people who have experienced family relationship issues through mediation and advice.
- **Youth Information Service** (Delivered by Promo Cymru) Provision of a youth information website and associated social media, produced by young people through workshops at schools and youth settings.
- **Volunteer Based Family Support** (Delivered by Home Start Cardiff) Supporting families with young children with low level advice and support through volunteers in the home.

## Families First Outcomes

In addition to these services a contribution was made to the new RISE project to support a pregnant women's Independent Domestic Violence Advocate (IDVA).

In 2018/19 the Families First funding enabled 12,509 families, young people and parents, to access support. This includes over 2,738 families affected by a disability that accessed specialist support through the Disability Focus package.

The below highlights some of the key outcomes in relation to the impact services have had on the families and individuals they worked with.



## 2018-19 Performance

### How is anybody better off?

**94%**  
(61 of 65)

reported their financial situation had stabilised or improved

**99%**

participant parents reported an improved ability to support their child's learning and development needs  
(253 of 256)

**919**

parents took part in a parenting intervention

**93%** (109 of 117)

participant parents completed 75% or more of sessions in an evidence based parenting programme

**87%** (3,853 of 4,415)

reported an improvement in resilience

**£36,900** saved and an additional **£5,352** benefits claimed through the Welfare Benefits Advice Service

**85%**

reported improved emotional / mental wellbeing  
(4,118 of 4,865)

families affected by a disability reported an improvement in family resilience  
(81 of 81)

**100%**

secondary school children improved their school attendance  
(91 of 139)

**65%**

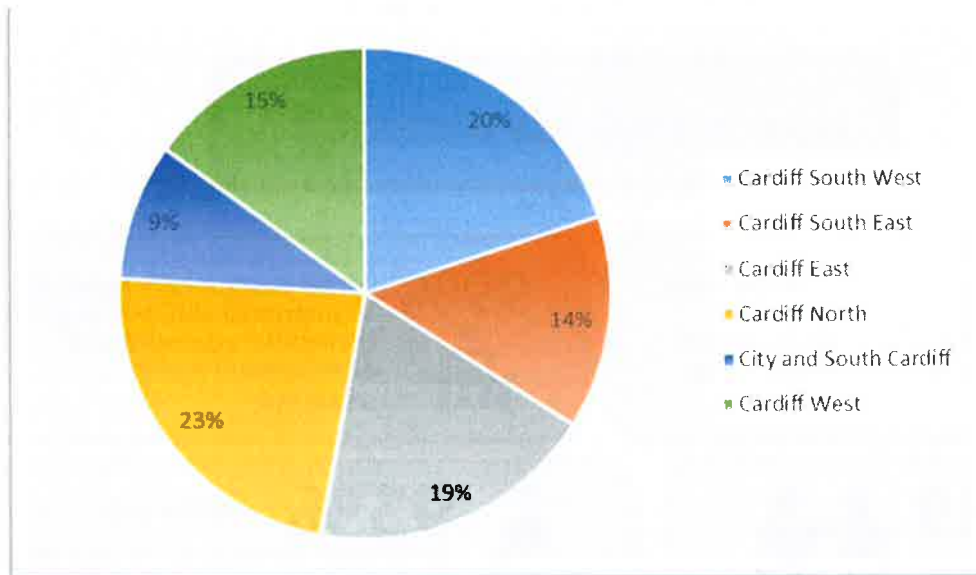
**93%** (223 of 241)

families reported an improvement in family resilience

**94%** (522 of 554)

reported they could contribute to changes in their lifestyles behaviours

Based on data received to date, the below table highlights the areas of the city where families who benefitted resided. As illustrated, the services provided benefit all areas of the city.



### Next steps

Further to a cabinet report on 11<sup>th</sup> October 2018 the Cardiff Family Advice and Support service is now operational having commenced on 1<sup>st</sup> April. This innovative new service comprises of three key areas:

- A Family Gateway service responding to all referrals and enquiries and offering information and advice.
- A closely linked Family Help service to respond promptly to families who need some short term support, including signposting, practical assistance and help with parenting.
- A Family Support Service which is able to work with families with more complex problems where there is a risk that without intensive support a more significant intervention would be needed.

A full launch of the service is to take place in the autumn.



Date 11 July 2019

My Ref SS/CYP/AH

Councillor Graham Hinchey  
Cabinet Member for Children and Families  
County Hall  
Atlantic Wharf  
CARDIF, CF10 4UW



County Hall  
Cardiff,  
CF10 4UW  
Tel: (029) 2087 2087

Neuadd y Sir  
Caerdydd,  
CF10 4UW  
Ffôn: (029) 2087 2088

Dear Graham

On behalf of the Committee, I would like to thank you for the statement that you provided, as you were not able to attend the meeting. I would also like to thank Claire Marchant, Director of Social Services and Deborah Driffield, Interim Assistant Director – Children's services for attending the Children and Young People Scrutiny Committee on 9 July 2019 to present the **Cardiff Children's Services Strategy 2019-2022, draft Cabinet report**.

Following the Members consideration of the report and answers to questions the Committee agreed to **commend the report to Cabinet**. Members did however have some of suggestions to support the implementation of the strategy.

The Committee wished to remind the Directorate that it is important at all times to ensure that young people are aware of their rights.

The Committee is aware that in Scotland there is a different model for children's services, the Members suggested that officers should work together to organise a fact finding mission to a Scottish Local Authority, to gain an understanding of their operational models and how they can help in Cardiff.

Finally the Committee requested a briefing paper, for members, on the proposals for a Fostering finding fee once the Directorate has completed its market research.

The Committee would be pleased if you could enable that the contents of this letter are made available to Cabinet when it consider the report at its meeting on 11 July 2019

Yours sincerely

**COUNTY COUNCILLOR LEE BRIDGEMAN**

**Chairperson – Children and Young People Scrutiny Committee**

CC: Claire Marchant – Director of Social Services  
Deborah Driffield – Interim Assistant Director for Children's Services  
Jo Watkins – Cabinet Business Manger

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Fy Nghyf / My Ref: CM42004

Dyddiad / Date: 25th July 2019

Councillor Lee Bridgeman  
C/O Members Services  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW

Annwyl/Dear Lee

**CYP Consideration of Cardiff Children's Services Strategy 2019-2022**

Thank you for your letter following Children & Young People Scrutiny Committee in July, and for commending the above strategy to Cabinet. I confirm that your letter was made available at the Cabinet meeting of 11th July.

I appreciated the suggestions made by members of the committee to support the implementation of the strategy. I will ensure that I refer to CYP committee feedback and that these suggestions are taken into account as we move forward with the projects and our Strategic Plan.

Yn gywir / Yours sincerely

**Councillor / Y Cynghorydd Graham Hinchey**  
**Cabinet Member for Children & Families**  
**Aelod Cabinet dros Blant a Theuluoedd**

**ATEBWCH I / PLEASE REPLY TO :**

Swyddfa Cymorth Y Cabinet / Cabinet Support Office, Ystafell / Room 518, Neuadd y Sir / County Hall  
Glanfa'r Iwerydd / Atlantic Wharf , Caerdydd/Cardiff, CF10 4UW  
Ffon / Tel: (029) 2087 2420

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

**WORKING FOR CARDIFF, WORKING FOR YOU**

The Council welcomes correspondence in Welsh, English or bilingually. We will ensure that we communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to delay.



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My Ref: Scrutiny/Correspondence/MJH

11 July 2019

Councillor Sarah Merry  
Cabinet Member - Education and Skills  
County Hall  
CARDIFF  
CF10 4UW



County Hall  
Cardiff,  
CF10 4UW  
Tel: (029) 2087 2087

Neuadd y Sir  
Caerdydd,  
CF10 4UW  
Ffôn: (029) 2087 2088

Dear Sarah

On behalf of the Committee, I would like to thank you for attending the Children and Young People Scrutiny Committee on 9 July 2019, to provide an opening statement and answering questions on the **School Organisation Proposals: Band B: Early Years, Primary and Secondary school provision to serve Adamsdown and Splott – draft Cabinet Report.**

I would also like to thank Nick Batchelar, Director of Education and Lifelong Learning, and Richard Portas the Programme Director for the School Organisation Programme, for the presentation of the report and answers to Members questions.

Following the Members consideration of the report and answers to questions the Committee agreed to **commend the report to Cabinet.** Members did however note that Cabinet will receive a subsequent report on the outcome of the consultation, which the Committee would also wish to consider.

The Committee would be pleased if you could enable that the contents of this letter are made available to Cabinet when it consider the report at its meeting on 11 July 2019

Yours sincerely

**COUNTY COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Children and Young People Scrutiny Committee**

CC: Nick Batchelar, Director of Education and Lifelong learning  
Richard Portas the Programme Director for the School Organisation Programme  
Jo Watkins – Cabinet Business Manger

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**SWYDDFA'R DIRPRWY ARWEINYDD  
DEPUTY LEADER'S OFFICE**

Fy Nghyf / My Ref: CM41928

Eich Nghyf / Your Ref:

Dyddiad / Date: 21st August 2019

Cllr Lee Bridgeman  
C/O Members Services  
County Hall  
Atlantic Wharf  
Cardiff  
CF10 4UW

Annwyl / Dear Lee

**SOP: Band B Earl Years, Primary & Secondary School Provision To Serve  
Adamsdown & Splott**


Thank you for your letter of 11 July 2019 in respect of the Cabinet Report on Early Years, Primary and Secondary school provision to serve Adamsdown and Splott that was presented to the Children and Young People Scrutiny Committee on 9 July 2019.

I am pleased to confirm that the consultation on these proposals will begin in September 2019. The consultation will run for a minimum of 6 weeks, providing an opportunity for the Council to explain the proposal and for all parties to ask questions and learn more about the proposal.

Parents, staff and governors at the schools affected will be consulted, and the public, local residents, local businesses and others who have an interest in the community will also have an opportunity to have their say on the proposal.

I would anticipate that, following consultation, a further report on the outcome of this consultation will be prepared for consideration by the Cabinet, and by the Children and Young People Scrutiny Committee, in December 2019.

Yn gywir / Yours sincerely



**Councillor / Cynghorydd Sarah Merry  
Deputy Leader / Dirprwy Arweinydd  
Cabinet Member for Education, Employment & Skills  
Aelod Cabinet Dros Addysg, Cyflogaeth a Sgiliau**

**ATEBWCH I / PLEASE REPLY TO:**

Swyddfa'r Dirprwy Arweinydd, Ystafell 525, Neuadd y Sir, Glanfa'r Iwerydd, Caerdydd CF10 4UW  
Deputy Leader's Office, Room 525, County Hall, Atlantic Wharf, Cardiff CF10 4UW Ffôn/Tel (029) 2087 2501

**GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI**

Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

**WORKING FOR CARDIFF, WORKING FOR YOU**

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Neuadd y Sir  
Caerdydd,  
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Date 11 July 2019

My Ref SS/CYP/NN

Councillor Sarah Merry  
Cabinet Member Education, Employment & Skills  
County Hall  
Atlantic Wharf  
CARDIFF  
CF10 4UW

Dear Sarah,

I would like to thank you and Nick Batchelar, Director of Education and Lifelong Learning for attending the Children and Young People Scrutiny Committee on 9 July 2019 to explain the continued development of the **Education Strategy - Cardiff 2030**.

The Members welcomed the opportunity to continue to be involved in the development of the strategy. The Members also appreciated the discussions which followed the presentation, the exchange of views and ideas.

The Committee agreed that they wished to continue to be involved in the development of a new vision for education and learning in the City, "Cardiff 2030"..

Yours sincerely

**COUNCILLOR LEE BRIDGEMAN**  
**Chairperson – Children and Young People Scrutiny Committee**

CC: Nick Batchelor – Director, Education & Lifelong Learning  
Jo Watkins – Cabinet Business Manger

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**CYNGOR CAERDYDD  
CARDIFF COUNCIL**

**CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE**

**24 SEPTEMBER 2019**

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**COMMITTEE FORWARD WORK PROGRAMME UPDATE**

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**Background**

1. This report calls on Members to agree the Committee's Forward Work Programme for the next regular meeting together with an indicative list for the following three months.
2. The Head of Democratic Services has requested that each scrutiny Committee agrees the latest list of items proposed for the next regular meetings and an indication of the items proposed for the following regular meeting, as set out in **Appendix A** and agree for this to be published.

**Way Forward**

3. The Committee has been developing its work programme over the summer months and has formally agreed the items for September 2019 – July 2020 at this meeting.
4. Members may wish to discuss the contents of the Forward Work Programme update attached at **Appendix A** and agree the list of items for the next four months.

**Legal Implications**

5. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct legal

implications. However, legal implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any legal implications arising from those recommendations. All decisions taken by or on behalf of the Council must (a) be within the legal powers of the Council; (b) comply with any procedural requirement imposed by law; (c) be within the powers of the body or person exercising powers on behalf of the Council; (d) be undertaken in accordance with the procedural requirements imposed by the Council e.g. Scrutiny Procedure Rules; (e) be fully and properly informed; (f) be properly motivated; (g) be taken having regard to the Council's fiduciary duty to its taxpayers; and (h) be reasonable and proper in all the circumstances.

### **Financial Implications**

6. The Scrutiny Committee is empowered to enquire, consider, review and recommend but not to make policy decisions. As the recommendations in this report are to consider and review matters there are no direct financial implications at this stage in relation to any of the work programme. However, financial implications may arise if and when the matters under review are implemented with or without any modifications. Any report with recommendations for decision that goes to Cabinet/Council will set out any financial implications arising from those recommendations.

### **RECOMMENDATIONS**

The Committee is recommended to:

- i. To review and approve the contents of the updated Forward Work Programme attached at **Appendix A**;

**DAVINA FIORE**

**Director of Governance and Legal Services**

**18 September 2019**

# CHILDREN & YOUNG PEOPLE SCRUTINY COMMITTEE - DRAFT FORWARD WORK PROGRAMME

24 September 2019 – 10 December 2019

If you would like to share your experiences or views regarding the items being considered please contact [Scrutiny.viewpoints@Cardiff.gov.uk](mailto:Scrutiny.viewpoints@Cardiff.gov.uk)

Meeting Dates	Type of Scrutiny	Title and Description of Report	Invitees & Consultees	Directorate Contact Officer
(a)		(b)	(c)	(d)
24 Sep 19	Monitoring Performance & Progress	<p><b>Local Authority Arrangements to support Safeguarding of Children – City and County of Cardiff Council</b></p> <p>An item to formally receive a copy of the Wales Audit Officer safeguarding report To receive the views of the Director of Social Services on the implication of the report’s recommendations.</p>	<p>Wales Audit Office representative</p> <p>Cabinet Member – safeguarding</p> <p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer <a href="mailto:Mhutchings@cardiff.gov.uk">Mhutchings@cardiff.gov.uk</a></p>
24 Sep 19	Monitoring Performance & Progress	<p><b>Corporate Safeguarding Board Annual Report 2018-2019</b></p> <p>An item to enable the Committee to review and assess the work of the Corporate Safeguarding Boards as set out in its annual report 2018-2019</p>	<p>Cabinet Member Safeguarding</p> <p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer <a href="mailto:Mhutchings@cardiff.gov.uk">Mhutchings@cardiff.gov.uk</a></p>

<b>Meeting Dates</b>	<b>Type of Scrutiny</b>	<b>Title and Description of Report</b>	<b>Invitees &amp; Consultees</b>	<b>Directorate Contact Officer</b>
(a)		(b)	(c)	(d)
<b>24 Sep 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Signs of Safety</b></p> <p>A Member progress report on the on the Continuing implementation with key partners of the “Signs of Safety” model, a strengths-based whole-service methodology for working with children and families in need of care and support</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>24 Sep 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Children’s Services Quarter one Performance</b></p> <p>To enable members to monitor, assess and challenge the Directorate’s performance over the first quarter of 2019-20 of its key performance indicators</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>24 Sep 19</b>	<b>Committee Work Programme Item</b>	<p><b>Draft Annual Work Programme 2019/20</b></p> <p>An item to review the proposals contained within Draft Work Programme 2019/20. Members will be</p>	<p>Members of Cardiff’s Children &amp; Young people Scrutiny Committee</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>

<b>Meeting Dates</b>	<b>Type of Scrutiny</b>	<b>Title and Description of Report</b>	<b>Invitees &amp; Consultees</b>	<b>Directorate Contact Officer</b>
(a)		(b)	(c)	(d)
<b>08 Oct 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>School Provisional Results 2018-19</b></p> <p>An item to be briefed on the provisional school results for 2018-2019 across Cardiff's Schools</p>	<p>Deputy Leader and Cabinet Member for Education, Employment and Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>08 Oct 19</b>	<b>Pre-Decision Scrutiny</b>	<p><b>Cardiff 2030 Vision and Strategy</b></p> <p>To enable member to undertake the pre-decision scrutiny of the draft vision and strategy prior to its consideration by Cabinet and to provide feedback to Cabinet.</p>	<p>Deputy Leader and Cabinet Member for Education, Employment and Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>08 Oct 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Child Friendly City – Progress Report</b></p> <p>A briefing report enabling members to assess and review the progress being made in enabling Cardiff to achieve Child Friendly Status.</p>	<p>Deputy Leader and Cabinet Member for Education, Employment and Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>

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(a)		(b)	(c)	(d)
<b>08 Oct 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>New Curriculum for Schools - Briefing</b></p> <p>An item to provide an update on the Training being provided for the new curriculum and progress in its implementation.</p>	<p>Deputy Leader and Cabinet Member for Education, Employment and Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>12 Nov 19</b>	<b>Pre-Decision Scrutiny</b>	<p><b>Children's Services Commissioning strategy</b></p> <p>An item to carry out pre decision scrutiny on the Council's draft Children's services commissioning strategy, and to provide feedback to Cabinet.</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>12 Nov 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Fostering Review – Progress report</b></p> <p>An item to provide an update on the progress being made in reviewing fostering across Cardiff..</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>



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(a)		(b)	(c)	(d)
<b>12 Nov 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Cardiff Friendly City</b></p> <p>To provide members with the opportunity to be updated on the progress being made in achieving the child friendly status for Cardiff</p>	<p>Deputy Leader and Cabinet Member for Education, Employment and Skills</p> <p>Director of Education and Lifelong Learning</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>10 Dec 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Children's Services Quarter two Performance</b></p> <p>To enable members to monitor, assess and challenge the Directorate's performance over the second quarter of 2019-20 of its key performance indicators and to include and assessment of Kinship.</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>10 Dec 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Early Help intervention and prevention progress report</b></p> <p>To enable the members to review and assess progress being made to achieve the Directorate priority on Early Help, intervention and prevention support and services set out in the Directorate delivery plan</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>

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(a)		(b)	(c)	(d)
<b>10 Dec 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Youth Offending service review update</b></p> <p>To enable the members to review and assess progress being made to the service review of the Youth Offending Services as set out in the Directorate delivery plan</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>10 Dec 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Corporate Parenting Annual Report</b></p> <p>To receive, assess and review a copy of the Corporate Parenting annual report prior to its consideration by Cabinet</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>
<b>10 Dec 19</b>	<b>Monitoring Performance &amp; Progress</b>	<p><b>Regional Adoption Service Annual Report</b></p> <p>To receive, assess and review a copy of the Regional Adoption Service Annual Report prior to its consideration by Cabinet</p>	<p>Cabinet Member for Children and Families</p> <p>Director of Social Services</p>	<p>Martyn Hutchings Principal Scrutiny Officer</p> <p>Mhutchings@cardiff.gov.uk</p>

## TASK & FINISH INQUIRY

<p><b><u>Task and Finish Group – Child Mental Health</u></b></p> <p>Ongoing - A task group to improve the services and support for children and young people evidencing child mental health and wellbeing issues.</p>	<p><b>Membership</b></p> <p>Councillor Michael Phillips – Chairman, Councillor Lee Bridgeman, Rebecca Crump Patricia Arlotte, Karen Dell’ Armi Councillor Rhys Taylor, Councillor Ashley Lister, Rose Whittle – Head of Operations &amp; Delivery, Community Child Health Cardiff &amp; Vale University Health Board Representative, Katie Simpson, CAMHS Repatriation Project Manager, C&amp;V UHB, Ffion Humphreys - Youth Council, Fahadi Mukulu – Youth Council Jenny Hughes, Senior Achievement Leader Inclusion Finn Madell – Service Manager, Safeguarding Services</p>
<p><b><u>Task &amp; Finish Group inquiry</u></b></p> <p>The Committee will agree the next inquiry at its meeting on 24 September, expected to start in November</p>	

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