



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

Annual Plan

2020-2021



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INTRODUCTION

This Annual Plan sets out the strategic priorities, key actions, milestones and performance measures, along with the responsible partners and structure for the period April 2020 to March 2021. It takes into account both the current requirements placed on Safeguarding Children Boards and Safeguarding Adult Boards by Welsh Government and the statutory guidance in relation to Part 7 of the Social Services and Well-being (Wales) Act 2014. Under that guidance, Safeguarding Boards are required to produce annual plans, to be published prior to the beginning of each financial year, and to produce and publish an annual report each July evidencing progress made against the previous year's Annual Plan. The Act, supplemented by the regulations, provides for when and how the annual plans and reports are to be published and prescribes the content of both the annual plans and the annual reports.

The situation in relation to COVID-19 is likely to have an impact on Cardiff and Vale of Glamorgan Regional Safeguarding Boards and their ability to achieve some objectives laid out in the following Annual Plan. This is something that can be reviewed throughout the coming year.

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

OUR MISSION STATEMENT

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

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

To achieve these aims the Boards will:

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

WHAT IS SAFEGUARDING?

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

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

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

Abuse can take many forms

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

SAFEGUARDING BOARD OBJECTIVES

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

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

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

In order to meet these objectives a Safeguarding Board has a number of functions that can be found in the Social Services and Well-being (Wales) Act 2014 – [Working Together to Safeguard People: Volume 1 – Introduction and Overview](#).

SAFEGUARDING BOARD MEMBERSHIP

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

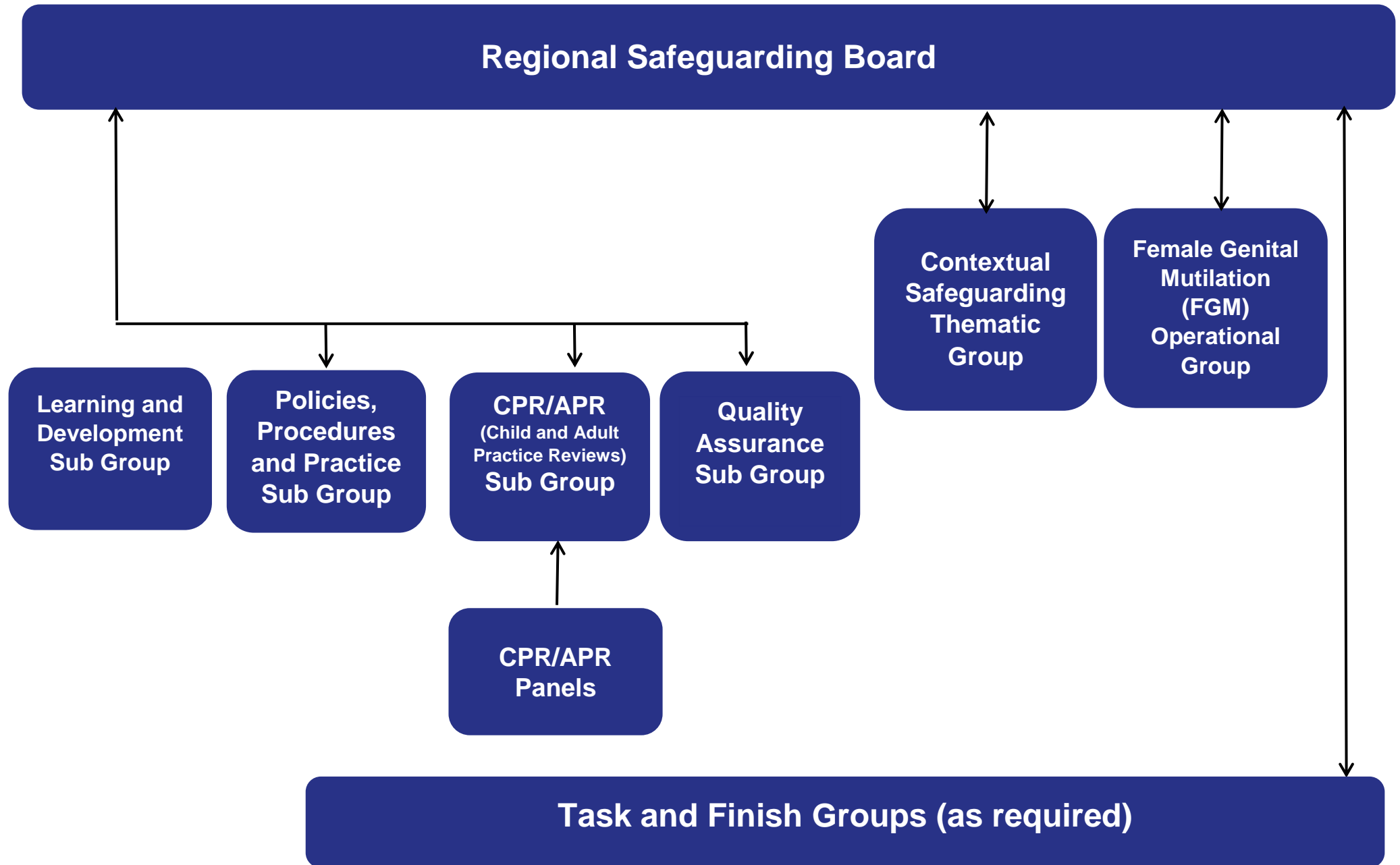
Name	Position
Local Authority	
Claire Marchant CO-CHAIR	Director of Social Services, Cardiff
Lance Carver CO-CHAIR	Director of Social Services, Vale of Glamorgan
Deborah Driffield	Assistant Director of Children's Services, Cardiff
Rachel Evans	Head of Service for Children and Young People Services, Vale of Glamorgan
Jade Harrison	Operational Manager of Strategic Improvement and Strategy, Cardiff
Natasha James	Operational Manager of Safeguarding and Service Outcomes, Vale of Glamorgan
Amanda Phillips	Head of Resources and Safeguarding, Vale of Glamorgan
Suzanne Clifton	Head of Service for Adults, Vale of Glamorgan
Louise Barry	Assistant Director of Adult Services, Cardiff
Health Board	
Jason Roberts	Deputy Executive Director of Nursing, Cardiff and Vale University Health Board
Linda Hughes-Jones	Head of Safeguarding, Cardiff and Vale University Health Board
Katina Kontos	Named Doctor Safeguarding Children, Cardiff and Vale University Health Board
Ruth Walker	Executive Nurse Director, Cardiff and Vale University Health Board
Nicola Edwards	Head of Nursing - Safeguarding, Abertawe Bro Morgannwg Health Board
National Safeguarding Team, Public Health Wales	
Linda Davies	Designated Nurse for NHS Wales National Safeguarding Team, Public Health Wales
Dr Nigel Farr	National Safeguarding GP, NHS Wales National Safeguarding Team, Public Health Wales
Velindre NHS Trust	
Jayne Elias	Assistant Director of Nursing & Service Improvement, Velindre University NHS Trust
Susan Morgan	Executive Director of Nursing & Service Improvement, Velindre University NHS Trust
South Wales Police	
Esyr Jones	Detective Superintendent for Eastern BCU, South Wales Police
Beth Aynsley	Independent Protecting Vulnerable Person Manager, South Wales Police
National Probation Service	
Hannah Williams	LDU Head for National Probation Service
Education	
Mike Tate	Assistant Director of Education and Lifelong Learning, Cardiff
David Davies	Head of Achievement for All for School Improvement & Inclusion, Vale of Glamorgan

Housing	
Pam Toms	Operational Manager of Housing Services, Vale of Glamorgan
Laura Garvey-Cubbon	Housing Strategy Manager, Housing & Communities, Cardiff
Youth Offending Service	
Paula Barnett	YOS Manager for Children and Young People Services, Vale of Glamorgan
Finn Madell	YOS Manager for Children and Young People Services, Cardiff
Home Office	
Sian Kirk	Safeguarding Lead – Wales and South West Resettlement, Asylum Support and Integration Directorate
Her Majesty's Prison Service	
Helen Ryder	Governor, HMPS
Welsh Ambulance Service NHS Trust	
Nikki Harvey	Head of Safeguarding for WAST
South Wales Fire and Rescue	
Laura Thomas	Safeguarding Lead Officer, Community Safety
Third Sector	
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
Sandra Roberts	Vale Centre for Voluntary Services
Richard Thomas	Care & Repair Cardiff and Vale of Glamorgan
Frances Beecher	Chief Executive, Llanmau
Care Providers	
Brian West	Chair of Vale of Glamorgan Care Homes/Care Forum Wales
Mandy Evans	Learning Disability & Supported Living Care Providers
Advisors in Attendance	
Sheila Davies	Operational Manager for Legal & Democratic Services, Community Team Legal, Cardiff
Victoria Davidson	Operational Manager, Legal Services, Vale of Glamorgan

Additional representatives form the following Sub Groups:

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

STRUCTURE



PRIORITY AREAS FOR 2020/2021

The three overarching priority areas of Cardiff and Vale of Glamorgan RSCB for 2020/2021 are:

Priority 1	Workforce and Practice
Priority 2	Rights, Values and Voice of the Person
Priority 3	Strengthening Links & Contextual Safeguarding

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

PRINCIPLES:

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

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

Priority 1 – Workforce and Practice

Outcome: People are safer as a consequence of a sufficient workforce being supported, skilled, capable and knowledgeable, in order to effectively safeguard children and adults in the region

Objective: The board have assurances that there is effective inter-agency safeguarding practices, which are supported by policies and procedures, with robust training and that, there is a sufficient workforce.

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Wales Safeguarding Procedures	Mechanisms in place for Wales Safeguarding Procedures training to be delivered	1	Promote the Wales Safeguarding Procedures app	All Board member agencies & Business Unit	May 2020	
		2	Implement Training Strategy and WSP Training package from SCW/NP	C&V RSB Learning and Development Group	July 2020	
		3	Publish a joint training programme on the Board website	C&V RSB Learning and Development Group & Business Unit	July 2020	
		4	Monitor uptake of training within the Board Performance Data	C&V RSB Quality Assurance Sub Group	December 2020	
Learning from CPRs/APRs and MAPFs	Learning from CPRs/APRs is implemented	5	Improve quality of recommendations from reviews to ensure they are measurable and achievable	C&V RSB CPR/APR Sub Group Chairs, Reviewers and Panels	Ongoing (to commence April 2020)	

		6	Ensure escalation process in place for incomplete or out of timescale recommendations to the Board	C&V RSB CPR/APR Sub Group	May 2020	
		7	Review recommendations from all CPRs/APRs to ensure they have been adequately completed	C&V RSB CPR/APR Sub Group All Board member agencies	July 2020	
		8	Develop learning framework for ensuring all recommendations are progressed and completed	C&V RSB CPR/APR Sub Group Business Unit	September 2020	
Areas of concern	Open communication at Board level	9	Review constitution to ensure Board members understand their responsibility of reporting any issues of concerns (e.g. staff capacity services of concern) in their areas to the Board routinely under the hot topics item	Business Unit All Board member agencies	June 2020	
		10	Ensure process in place of following up any non-compliance with the above.	Business Unit Co-Chairs All Board member agencies	June 2020	

Priority 2 – Rights, Values and Voice of the Person

Outcome: Children, and adults who have care and support needs, feel heard and empowered where there are safeguarding concerns

Objective: Provide children, young people and adults with an opportunity to engage with and participate in the work of the Board and within the safeguarding process.

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Feeling heard in the Safeguarding Process	The safeguarding process is accessible and allows for opportunities of engagement and participation for children and adults who have care and support needs.	1	Ensure implementation of the accessible materials for children and adults for the Wales Safeguarding Procedures	All Board member agencies	May 2020	
		2	Develop and implement a feedback form to be used in the safeguarding process for adults and children (including protection conferences) – to be audited 6 months from implementation date	Task and Finish Group All Board member agencies	June 2020	
		3	Utilise map of existing work developed in 2019 (adults & children) and produce a report identifying further areas of development and making recommendations.	Task and Finish Group	September 2020	
		4	Following direction from the Board, focus on two key areas of development from the above and implement as necessary	All Board member agencies Task and Finish Group	April 2021	
Experts by Experience	Strengthened links with existing user networks of 'experts by experience' and increased participation of these networks in the work of	5	Board members to inform Business Unit of existing networks	All Board member agencies	May 2020	
		6	Business Unit to liaise with OPC and Children's Commissioners to utilise any additional networks	Business Unit	May 2020	

	the Board to inform work and focus	7	Invite experts by experience to participate in Board meetings and sub groups to ensure work is informed by their experience	All Board member agencies Business Unit	April 2021	
		8	Use other opportunities (conferences, events etc.) to ensure practitioners have opportunities to hear from experts by experience	All Board member agencies Business Unit	April 2021	
Engagement and Participation for Children and Young People	Increased engagement and participation from children and young people in the work of the Board	9	Develop 'Engagement and Participation Framework'	Participation and Engagement Task and Finish Group	July 2020	
		10	Using the framework and work of the NYAS Young People Focus Group, identify most effective ways for the Board to engage with and ensure participation from children and young people	All Board member agencies Participation and Engagement Task and Finish Group	September 2020	
		11	Support the regional 'Safeguarding Ambassadors Project', providing opportunity for peer-to-peer promotion of Safeguarding, including the work of the Board	Children Services Education Business Unit	April 2020	

Priority 3 – Strengthening Links & Contextual Safeguarding

Outcome: Consistency in the way that people are safeguarded across Cardiff and the Vale of Glamorgan.

Objective: Make stronger links with Public Services Boards (PSBs) and Community Safety Partnerships (CSPs) to understand and respond effectively to safeguarding risks to people, assessing environmental and exploitation risks to align contextual safeguarding.

Priority Area	Outcome	No.	Actions	Responsible	Deadline	Evidenced outcome
Links with Public Services Board and Community Safety Partnerships	Strategic governance for Cardiff and the Vale of Glamorgan between the RSB, PSBs and CSPs	1	Develop map of all meetings/groups that covers CSPs, PSBs and RSBs	Business Unit in conjunction with CSP and PSB Business Support	September 2020	
		2	Set up Chairs meetings for all Chairs of Boards to link in	Co-Chairs Business Unit	June 2020	
		3	Work closely with CSPs and Welsh Government to ensure robust regional approach to the Single Unified Safeguarding Reviews (SUSR) process	C&V RSB	April 2021	
Contextual Safeguarding	Implementation of Exploitation Strategy	4	Thematic Group set up to govern the work within the Exploitation Strategy	C&V RSB	May 2020	
		5	Develop robust action plan to accompany Exploitation Strategy and monitor this work	Contextual Safeguarding Thematic Group	July 2020	
		6	Disseminate strategy and action plan widely to all partners, PSBs and CSPs for implementation	Contextual Safeguarding Thematic Group, Business Unit and C&V RSB members	August 2020	
		Understanding in front line workforce across all tiers of partner organisations of	7	Develop 7 minute briefing on contextual safeguarding to be disseminated widely	Contextual Safeguarding Thematic Group	May 2020

	contextual safeguarding and how it can be embedded into current practice	8	Link in with Contextual Safeguarding Network, Welsh Government and materials developed, utilise these to reinforce understanding, adapt practice where necessary and raise awareness on website	Contextual Safeguarding Thematic Group	April 2021	
Transitional Safeguarding	Clear and consistent approach to transitional safeguarding	9	Task and Finish group to be convened to develop regional Transitional Safeguarding Protocol	Policies, Procedures and Practice Sub Group	June 2020	
		10	Develop and launch Transitional Safeguarding Protocol	Task and Finish Group & C&V RSB	April 2021	
Links with groups outside of the family and school settings	Strengthened links with groups outside of the family and school settings	11	Work closely with Corporate Safeguarding teams to ensure a consistent message is given to all groups (Faith, sports etc.) outside of the school setting on their responsibility in Safeguarding	Business Unit	September 2020	
		12	Work closely with Welsh Government, ensuring representation present at Faith Group Round Table and links with all faith groups are made	Business Unit	September 2020	

BUDGET

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

CONTACT US

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

Address:

Cardiff and Vale Regional Safeguarding Boards Business Unit

Room 342

County Hall

Cardiff

CF10 4UW

☎ (02920) 871891

Email: CardiffandValeRSB@cardiff.gov.uk