



## **SOCIAL CARE, HEALTH AND WELLBEING CABINET BOARD**

*Immediately Following Scrutiny Committee on  
THURSDAY, 11 OCTOBER 2018*

**COMMITTEE ROOMS A/B - NEATH CIVIC CENTRE**

1. Appointment of Chairperson
2. Declarations of Interest
3. Minutes of Previous Meeting (*Pages 3 - 10*)
4. Western Bay Safeguarding Boards Annual Report 2017 - 2018  
(*Pages 11 - 50*)  
  
*Report of the Director of Social Services, Health and Housing*
5. Forward Work Programme 18/19 (*Pages 51 - 54*)
6. Urgent Items  
Any urgent items (whether public or exempt) at the discretion of the Chairperson pursuant to Statutory Instrument 2001 No 2290 (as amended).
7. Access to Meetings  
To resolve to exclude the public for the following items pursuant to Regulation 4 (3) and (5) of Statutory Instrument 2001. No. 2290 and the relevant exempt paragraph 13 of Part 4 of Schedule 12A to the Local Government Act 1972.

## **Part 2**

8. Proposal to Externally Commission Payroll, Managed Account and Suitable Person Services (*Pages 55 - 68*)

*Private Report of the Head of Commissioning, Support and Direct Services*

9. The Manager's Report on Hillside Secure Children's Home (*Pages 69 - 90*)

*Private Report of the Director of Social Services, Health and Housing*

10. The Children's Home (Wales) Regulations 2002 (*Pages 91 - 118*)

*Private Report of the Director of Social Services, Health and Housing*

**S.Phillips**  
**Chief Executive**

**Civic Centre**  
**Port Talbot**

**4 October 2018**

### **Cabinet Board Members:**

**Councillors:** A.R.Lockyer and P.D.Richards

#### **Notes:**

- (1) *If any Cabinet Board Member is unable to attend, any other Cabinet Member may substitute as a voting Member on the Committee. Members are asked to make these arrangements direct and then to advise Democratic Services staff.*
- (2) *The views of the earlier Scrutiny Committee are to be taken into account in arriving at decisions (pre decision scrutiny process). The Chairperson and Vice Chairperson of the relevant Scrutiny Committee will be invited to be present at this meeting.*

## EXECUTIVE DECISION RECORD

### SOCIAL CARE, HEALTH AND WELLBEING CABINET BOARD

13 SEPTEMBER 2018

#### **Cabinet Members:**

Councillors: A.R.Lockyer (Chairperson) and P.D.Richards

#### **Officers in Attendance:**

A.Jarrett, K.Warren, A.J.Thomas, J.Woodman-Ralph, N.Jones

#### **Invitees:**

Cllr.S.Freeguard (Scrutiny Vice Chair)

#### 1. **APPOINTMENT OF CHAIRPERSON**

Agreed that Cllr.A.R.Lockyer be appointed Chairperson for the meeting.

#### 2. **MINUTES OF PREVIOUS MEETING**

That the minutes of the 2 August 2018 be noted by Committee.

#### 3. **DIRECTOR'S ANNUAL REPORT**

##### **Decision:**

That the report be noted by Committee.

#### 4. **WESTERN BAY YOUTH JUSTICE AND EARLY INTERVENTION ANNUAL PLAN 2018-19**

##### **Decision:**

That the Western Bay Youth Justice and Early Intervention Youth Justice Plan 2018-2019 be commended to Council for approval.

### **Reason for the Decision:**

To enable the Western Bay Youth Justice and Early Intervention Service on behalf of Neath Port Talbot County Borough Council to undertake its duties to deliver youth justice services in line with the Crime and Disorder Act 1998. Services include preventing children and young people from entering the youth justice system, supervising young people in the community, the secure estate, supporting families and victims in partnership with other agencies.

### **Implementation of Decision:**

The decision will be implemented after the 3 day call in period.

## 5. **QUARTERLY PERFORMANCE INDICATORS - CHILDREN AND YOUNG PEOPLE SERVICES**

### **Decision:**

That the report be noted.

## 6. **QUARTERLY PERFORMANCE INDICATORS - ADULT SERVICES**

### **Decision:**

That the report be noted.

## 7. **COMMISSIONING OF LEARNING DISABILITY SERVICES**

### **Decisions:**

1. That the Head of Commissioning, Support and Direct Services take the lead in commencing a procurement exercise in order to establish a framework for the provision of supported living schemes and specialist domiciliary care services for people with a learning disability, which can be capable of being used by Neath Port Talbot County Borough Council and Abertawe Bro Morgannwg University Health Board;

2. That following the procurement process, the Head of Commissioning, Support and Direct Services be granted delegated authority to enter into a framework agreement with the bidder(s) evaluated as offering the most economically advantageous tender (taking into account the quality and cost of the bids), for the provision of supported living and specialist domiciliary care service for people with a learning disability;
3. That when the framework has been established the Head of Commissioning, Support and Direct Services to use the framework, where appropriate to purchase supported living and specialist domiciliary care services;
4. That subsequent to the establishment of the framework, the Head of Commissioning, Support and Direct Services use the framework to commence a mini-competition for the re-procurement of existing supported living schemes and specialist domiciliary care services for people with a learning disability;
5. If required, public consultation be undertaken to implement the proposal;
6. That the Head of Commissioning, Support and Direct Services enter into an agreement with Abertawe Bro Morgannwg University Health Board to lead and host the framework.

### **Reason for Decisions:**

Undertaking a procurement exercise to establish a framework for supported living schemes and specialist domiciliary care services for people with a learning disability will ensure that the Council is legally compliant when purchasing these services. In addition, this will ensure that the Council is best placed to continue meeting the needs and demands of those that require these services through the purchasing of high quality and financially sustainable services.

Re-procuring supported living schemes and specialist domiciliary care services for people with a learning disability provides an opportunity to review current services and ensure that they are best placed to meet current and future needs. In addition, the re-procurement exercise will ensure that the Council is compliant with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.

If the decision results in a change to the type or level of service, entering into a public consultation will ensure that the views and opinions of the public inform the Council's decision making.

Entering into an arrangement with ABMU Health Board in regards to the development and hosting of the framework will offer protection to the Council in the event of a dispute between partner authorities.

**Implementation of Decisions:**

That the decisions will be implemented after the three day call in period.

**Consultation:**

There was no requirement under the Constitution for external consultation on this item but there may be a requirement to undertake public consultation if it is identified that the procurement exercise represents a change to the nature or level of service. However, at this stage it is not believed that the procurement exercise will result in a change to the nature or level of service as the services are based on the service users care plan.

As detailed in the decisions point 5 Officers will undertake a public consultation exercise if there is an identified need to do so.

To ensure co-production in the commissioning of services, officers will undertake engagement with all key stakeholders, including those that use services and their families/carers. Feedback from this engagement will support both the establishment of the framework and the purchasing of services through the framework.

8. **FORWARD WORK PROGRAMME 2018/19**

**Decision:**

Noted

9. **ACCESS TO MEETINGS**

**Decision:**

That pursuant Regulation 4 (3) and (5) of Statutory Instrument 2001 No. 2290, the public be excluded for the following item of business which involved the likely disclosure of exempt information as defined in Paragraph 14 of Part 4 of Schedule 12A to the Local Government Act 1972.

10. **CONTRACTUAL ARRANGEMENTS FOR NEATH PORT TALBOT CARER RELATED SERVICES (EXEMPT UNDER PARAGRAPH 14)**

**Decisions:**

1. That the Head of Commissioning, Support and Direct Services be granted delegated authority to enter into a new contract with NPT Carers Service for the provision of Carer related services until 31 March 2018, with an option to extend this contract for a further period of up to 12 months;
2. That if required a public consultation to be undertaken to support the recommissioning and procurement of Carer related services;
3. That subsequent to a review of the current Carer related services, a competitive open procurement exercise be commenced to re-procure these services;
4. That following the procurement process, the Head of Commissioning, Support and Direct Services be granted delegated authority to enter into a new contract(s) with the bidder(s) evaluated as offering the most economically advantageous tender (taking into account the quality and cost of the bids) for the provision of Carer related services.

**Reason for Decisions:**

To enable the Council to enter into a new contract with NPT Carers Service will provide the Council with a legally binding agreement setting out the approved terms of working with NPT Carers Service and ABMU Health Board. This will offer protection to the Council in the event of a dispute and ensure that the provider delivers in line with the Council's expectations.

### **Implementation of Decisions:**

That the decision will be implemented after the three day call in period.

### **Consultation:**

There is no requirement under the Constitution for external consultation on this item but following a review of the current service mode, there may be a requirement to undertake public consultation if it is identified that the new service model to be commissioned requires a change to the nature or level of service.

## 11. **REVIEW OF HOMECARE SERVICES (EXEMPT UNDER PARAGRAPH 14)**

### **Decisions:**

1. That the Head of Commissioning, Support and Direct Services undertake a review and consider options in regards to the Councils Homecare Service model;
2. That the Head of Commissioning, Support and Direct Services as part of the review and consideration of options commences engagement and communication with the Homecare Workforce.

### **Reason for Decisions:**

To ensure that we have a sustainable Homecare service that is able to meet the changing needs and demands of our local population and to ensure that the workforce has an opportunity to shape and inform decision making in regards to the future Homecare model.

### **Implementation of Decisions:**

The decision will be implemented after the three day call in period.

## 12. **PROPOSED NEW LEASE FROM TAI TARIAN (EXEMPT UNDER PARAGRAPH 14)**

### **Decision:**

That approval be granted in principle to renew the Lease for a further 5 years on terms and conditions to be agreed by the Head of Property and Regeneration in consultation with the Head of Commissioning, Support and Direct Services.



**Reason for Decision:**

The reason for the decision is to enable the Service to enter into a lease agreement with Tai Tarian for 32 Southville Road, Port Talbot SA12 7DS for the continuation of the service.

**Implementation of the Decision:**

That the decision will be implemented after the three day call in period.

**CHAIRPERSON**

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## NEATH PORT TALBOT COUNTY BOROUGH COUNCIL SOCIAL CARE HEALTH & WELL-BEING CABINET BOARD

11<sup>th</sup> October 2018

**Report of the Director of Social Services, Health & Housing –  
Andrew Jarrett**

### **Matter for Information**

**Wards Affected:** All Wards

### **Western Bay Safeguarding Boards' Annual Report 2017 - 2018**

#### **Purpose of Report**

The purpose of this report is to present Members with the Western Bay Safeguarding Boards' Annual Report 2017 – 2018.

#### **Background**

The Western Bay Safeguarding Board was established in April 2013 following direction from Welsh Government to regionalise, initially, safeguarding Children's Boards as recommended within sustainable social services white paper 2011/12.

Neath Port Talbot County Borough Council is identified in the Social Services and Wellbeing Act (Wales) 2014 as being the lead partner responsible for establishing effective regional safeguarding boards for the Western Bay area.

#### **Executive Summary**

The SSWA regulations and codes of practice issued under part 7 (Safeguarding) clearly set out requirements on Safeguarding Boards to produce and publish an annual report at 31<sup>st</sup> July each year.

The completed Annual Report was published on the 31<sup>st</sup> July 2018. The report is a reflection of the work of the Board, where it has achieved its objectives and what needs to be taken forward to this year's business plan. The report sets out what has been achieved against its strategic priorities and also provides an overview of performance of the Board against its core business requirements.

**Financial impacts**

Within the Annual Report there is section which highlights the details of a multi-agency budget.

**Equality impact assessment**

Not applicable.

**Workforce impacts**

There are no anticipated workforce impacts arising from this report.

**Legal impacts**

There are no legal impacts in relation to this report.

**Risk Management**

There are no known risks associated with this item.

**Consultation Outcome**

Not applicable.

**Sustainability Appraisal**

Not applicable

**Recommendation**

Not applicable – for information only.

**Reasons for Proposed Decision**

Not applicable – for information only.

**Implementation of Decision**

Not applicable – for information only.

**Appendices**

Appendix 1 – Western Bay Safeguarding Boards' Annual Report

**Background Papers**

None

**Officer Contact**

For further information on this report item, please contact:

Rebecca Shepherd, Directorate Support Officer, Telephone: 01639 763042 Email: [r.shepherd@npt.gov.uk](mailto:r.shepherd@npt.gov.uk)

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**WBSAB**



# WESTERN BAY SAFEGUARDING BOARDS' ANNUAL REPORT 2017-18

## 1. Introduction

Welcome to the Western Bay Safeguarding Boards' (WBSBs) annual report 2017/18.

The Social Services and Wellbeing (Wales) Act 2014 (SSWA 2014) sets out the legislative requirements for Safeguarding Boards in Wales to produce an annual report to reflect back over the work of the Safeguarding Boards against its annual plan each year.

Working Together to Safeguard People – Volume 1 underpins the legislation in relation to Part 7 (Safeguarding) of the Act: Working Together to Safeguard People was issued under sections 131 and 130 of the Act and is known as Guidance on Safeguarding.

Volume 1 sets out the requirements for Safeguarding Children and Adult Boards, including its functions and procedures and the requirement to have annual plans and annual reports.

The purpose of the annual report [and annual plans] is twofold; it is to be a useful tool of accountability and to be a useful tool for evaluation. In this context accountability has three components. They are:-

Accountability to the public;

Accountability to the statutory agencies from which the Safeguarding Board partners are drawn; and

Accountability to the inspectorate bodies.

The Guidance also sets out what is required to be included in the Boards' annual reports (and plans) and so this report, in compliance with the 14 points<sup>1</sup> listed, will reflect back over the work of the Boards during the period April 2017 – March 2018. It will highlight achievements against its set priorities for the period, the impact of those achievements and how the Boards have exercised their functions. To ensure a fuller picture of safeguarding across the region it is recommended that this report is considered alongside the Statutory Director of social services reports.

## 2. Membership

This annual report will report on the functions and achievements of both the Western Bay Safeguarding Adults Board (WBSAB) and the Western Bay Safeguarding Children Board (WBSCB); however the time period reported on both Boards were separate Boards.

*The membership of the **Safeguarding Adults Board** during 2017/18:*

Susan Cooper – Chair of WBSAB & Local authority representative for Bridgend County Borough Council (BCBC)

Andrew Jarrett – Local Authority Representative for Neath Port Talbot (NPT)

David Howes – Local Authority representative for Swansea Council

Alex Williams – Swansea Adult Services Representative and Chair of Policy, Procedure & Practice Management Group (PPPMG)

Jacqueline Davies – Bridgend Adult Services Representative

Cathy Dowling - Interim Deputy Director of Nursing and Patient Experience, Abertawe Bro Morgannwg University Health Board (ABMUHB)

Dr Lorna Price – Public Health Wales Representative

Claire Evans – South Wales Police Representative

Eirian Evans – National Probation Service Representative

David Bebb – Wales Community Rehabilitation Company Representative

Karen Williams – Independent Mental Capacity Advocacy Representative

Danielle Lock – Swansea Council for Voluntary Services (SCVS) Representative

Bethan Lindsay-Gaylard – Domestic Abuse Representative

Lisette Saunders/ Graham Barrett – Secured Estate Representatives

Diane Purnell – Provider

Jaqueline Orrells - Provider

Chris Rees - Provider

Christian Heinrich & Inti Zirga - Provider

Sue Hurley – Practice Review Management Group (PRMG) Chair

Lynne Doyle – Joint Strategic Training Group (JSTG) Chair

Terri Warrilow – Quality & Performance Monitoring Management Group (QPMMG) Chair

Rhiannon Thomas – Wales Ambulance Service Trust (WAST) Representative

*The membership of the **Safeguarding Children Board** during 2017/18:*

Nick Jarman<sup>2</sup>/Andrew Jarrett Director of Social Services Neath Port Talbot County Borough Council – Chair

Supt Simon Belcher South Wales Police (Western Basic Command Unit) – Vice Chair

Supt Claire Evans - South Wales Police (Central Basic Command Unit)

Eirian Evans - Assistant Chief Executive National Probation Service

Daphne Rose - Designated Nurse, National Safeguarding Team, Public Health Wales

Karen Minton - Services Manager, NSPCC

Sarah Bowen - Strategic Manager, Barnardo's

Clare Hopkins - Voluntary Sector Representative Swansea CVS

Caroline Dyer - Youth Offending Services Manager, Western Bay Youth Offending Service

Jason Evans - Head of Young Offenders Institute HMP Parc

Alison Davies - Manager of Hillside Secure Unit

Susan Cooper - Director of Social Services Bridgend County Borough Council

Laura Kinsey - Head of Children's Services Bridgend County Borough Council

Aled Evans - Lead Director Children & Young People Neath Port Talbot County Borough Council

Keri Warren -Head of Children's Services Neath Port Talbot County Borough Council

Dave Howes - Chief Officer Social Services, Swansea Council

Nick Williams - Chief Officer Education Department, Swansea Council

Julie Thomas - Head of Children's Services, Swansea Council

Cathy Dowling - Interim Deputy Director of Nursing and Patient Experience, ABMUHB

Dr Matt Stevens - Assistant Medical Director, Primary Care

Ian Smith - Named Professional Safeguarding Children Public Health Wales

Ali Morris - Domestic Abuse Coordinator, Swansea Council

Virginia Hewitt - Head of Safeguarding ABMUHB

Lynne Doyle - Learning, Development and Training Manager NPTCBC

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<sup>2</sup> Nick Jarman left his position as Director of Social Services in Neath Port Talbot in October 2017. Upon appointment to the position Andrew Jarrett also took on the role of Chair of the Safeguarding Children Board.



### **3. Action we take to achieve outcomes**

The Boards use a programme management approach to achieve the outcomes set out in their business plans. The Boards act as a representative group at strategic level holding overarching responsibility for safeguarding within their organisations and across the regional partnership. In order to achieve the outcomes required the Board had developed a structure to ensure it is best placed to fulfil its requirements. The Boards and their management groups have terms of reference which are reviewed annually to ensure they are fit for purpose and aligned with legislation. The Chairs of the Boards also hold the statutory director roles in one of the local authorities within the Board area. All Board members have a role profile which they are required to sign at the point of induction so as to ensure they understand their agency's commitment to the work of the Board.

Each strategic Board has a Policy Procedure Practice Management Group (PPPMG) and a Quality Performance and Monitoring Management Group (QPMMG). In addition there is a single Joint Training Management Group (JSTG) and during this year a proposal was agreed to merge the Adult Practice Review and Child Practice Review groups to form a single Practice Review Management Group (PRMG). This group now ensures a consistent and timely approach to practice review referrals, identifying reviewers, panel members and Chairs. The group now operates on behalf of both boards to fulfil Board functions and has a quality assurance role in scrutinising practice review reports and action plans to ensure smooth sign off, completion and publication. Agencies represented on the Board take lead responsibilities by chairing a management group and so there are chairs from local authority, health board and police.

The Boards have individual business plans where overarching desired outcomes are set alongside what action is required to achieve the outcomes. Actions are separated into allocated management groups or allocated to individuals. This strategic plan is then broken down into individual management group work plans which are reviewed at each meeting, milestones checked and achieved and risks/issues and achievements reported to Board meetings using status report templates.

#### **4. How have we implemented our annual plans?**

The WBSAB reviewed its Business plan at the end of March 2018 to determine what targets had been met. The table below identifies the status against the improvement actions required.

## WBSAB Summary of Improvement Actions for 2017/18

<b>Strategic Priority 1 – Governance</b>					
Priority Area	Actions	Who is responsible?	Timeline	Outcome	Status (March 18)
<b>1.1 Develop a performance Framework</b>	<ul style="list-style-type: none"> <li>• Establish what an effective performance framework looks like</li> <li>• Develop a draft performance framework</li> <li>• Pilot the framework for usefulness</li> </ul>	Quality and Performance Monitoring sub group	May 2017	The WBSAB has a performance framework that allows for local audit, data collection, analysis & regularly reports to the Board. This will allow the Board to establish whether each statutory agency is performing well and effectively safeguarding vulnerable adults.	A performance framework is in place and has been used to deliver some basic performance information.
<b>1.2 Effective data collection &amp; analysis</b>	<ul style="list-style-type: none"> <li>• The Quality and Performance Management Subgroup will collect data and analyse on a regular basis</li> <li>• The subgroup will ensure data is collected from multi agencies on a range of themes such as Deprivation of Liberty Safeguards (DoLS), Anti Slavery, Human Trafficking, Domestic Abuse, Sex workers</li> <li>• Analysis will be able to</li> </ul>	Quality and Performance Monitoring sub group	September 2017	The Board will be fully informed about the specific groups of adults which require safeguarding focus	Performance data and analysis has been produced and reviewed by the Board. The Performance Framework remains under review to assist the Board to identify a more sophisticated set of performance data requests.

	identify trends, peaks and themes within specific groups in order to make recommendations for audit and focus				
<b>1.3 Develop consistency of practice across the work of the Safeguarding Board</b>	<ul style="list-style-type: none"> <li>• Ensuring a consistent complaints policy.</li> <li>• Ensuring that we implement the new Adult Protection and Support Order (APSO) and Adult at Risk procedures consistently</li> <li>• Consistency of approach in the application of DoLS</li> </ul>	Policy, Procedure & Practice Subgroup	March 2018	Consistency of Practice	In progress – Awaiting final versions of some safeguarding practice guidance following consultation from Welsh Government aligned with the SSWA 2014.

## Strategic Priority 2: Establish Links with Partner Agencies

Priority Area	Actions	Who is responsible?	Timeline	Outcome	Status
<p><b>2.1</b>  <b>Ensure that the Board is informed of relevant reports local and national e.g. Older Persons Commissioner “A place called home”, Flynn Report “In search of Accountability” and makes necessary link with other Boards/ partnership (WBSCB, Domestic Violence Forum, National Independent Safeguarding Board)</b></p>	<ul style="list-style-type: none"> <li>Establish links with the National Independent Safeguarding Board (NISB)</li> <li>Receive reports from other Boards/partnerships as appropriate in order to share good practice and area for learning and improvement</li> <li>Receive reports from agencies where safeguarding has been investigated and recommendations have been made</li> <li>Both WBSAB and WBSCB feed into the Business Management Unit as necessary</li> </ul>	<p>Business Management Unit / Chair / Subgroup Chairs</p>	<p>March 2018</p>	<p>Improved collaboration, shared knowledge and understanding, transparency of agency working</p>	<p>Complete – NISB representative sits at WBSAB and is informed of our work. Partnership reporting is a standing agenda item for the Board.                      Agencies are empowered to share safeguarding reports for information and transparency</p>
<p><b>2.2</b>  <b>Ensure Adult Practice Reviews (APR's) are undertaken appropriately, lessons learned and disseminated</b></p>	<ul style="list-style-type: none"> <li>Update the Board as appropriate</li> <li>Dissemination information</li> <li>Co-ordinate a learning event</li> <li>Ensure that we have a sufficient pool of suitably</li> </ul>	<p>Strategic Training Management Group</p>	<p>Ongoing</p>	<p>Improved Learning and Sharing Information</p>	<p>Complete – Welsh Government has issued Adult Practice Review guidance which is being used across the region to identify areas for improved practice.</p>

to all agencies as appropriate	<p>trained individuals to carry out Adult Practice Reviews.</p> <ul style="list-style-type: none"> <li>Develop a complaints procedure for APRs</li> </ul>	Policy Procedure & Practice Management Group	June 2017		
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### Strategic Priority 3: Engage with Citizens and Providers

Priority Area	Actions	Who is responsible?	Timeline	Outcome	Status
<p>3.1 The WBSAB ensures that citizens, providers and the wider workforce are fully informed &amp; engaged in the work of the Safeguarding Board.</p>	<ul style="list-style-type: none"> <li>Publicise the work of the Board – use safeguarding week as a vehicle to do this</li> <li>Proactively recruit to the Board</li> <li>Safeguarding Conference</li> <li>Proactively encouraging the feedback from citizens and providers on policy development and proposed changes in practice</li> </ul>	Business Management Unit / Chair / Subgroup Chairs	Ongoing	Greater engagement and consultation to service users, carers and providers. The Board need to be proactively seeking views and contributions and an appropriate representative to sit on the Board.	In progress – A communications plan is being developed to enable public engagement and the promotion of Safeguarding. It is intended that a launch will take place during Safeguarding Week - November

**The Children Board held a different structured business plan for this period and used the 4 Ps approach to identifying required outcomes and associated actions:**

**Priority one - Neglect**

<b>Priority 1 - Neglect</b>				
<b>Prepare – Outcome:</b>				
Operational arrangements and practitioner tools are in place and understood in order to ensure a timely approach and appropriate responses to indicators of neglect				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
<b>1.a</b> National Assessment Tools are used consistently and effectively to manage neglect in children and young people	1.a(i) Consider the promotion of Graded Care Profile 2 (GCP2) as a single neglect assessment tool for effectiveness and make recommendations to the Board.	May 2017	Policy Procedure Practice Management Group	WBSCB considered GCP2 but agreement could not be reached on whether to sign up to it.
	1.a (ii) Develop multi agency practice guidance to assist the use of any neglect assessment tools agreed for implementation.	December 2017	Policy Procedure Practice Management Group	
<b>1.b</b> There are clear and seamless Step up – step down arrangements between early intervention/prevention resources and statutory child in need processes	1.b(i) Local authority Early Intervention and Prevention Strategies across the region have a consistent approach to step up – step down arrangements which are sensitive to local needs and services.	September 2017	Quality & Performance Management Group	Audit of Step Up/Step Down process postponed until 2018/19 to allow more time to embed.
	1.b(ii) Cases which appear “stuck” in early intervention and prevention services to be audited using a peer review process against local strategies to ensure the right level of intervention is applied.	December 2017	Quality & Performance Management Group	

## PRIORITY 2 - CHILD SEXUAL EXPLOITATION (CSE)

The WBSCB has developed mechanisms for responding to CSE and assessing effectiveness of partner agencies in identifying and managing CSE cases by adopting the Bedfordshire CSE assessment tool. The following aligns with Welsh Government's CSE action plan but also takes into account the work already achieved and underway through the Bedfordshire CSE assessment.

<b>OVERARCHING OUTCOME:</b> <b>All children and Young People resident or visiting the region who are subject to or at risk of Child Sexual Exploitation are identified and safeguarded effectively, consistently and at the earliest opportunity.</b>	
<b>PREPARE</b>	WBSCB assumes CSE to be present and has specific objectives to support:- <ul style="list-style-type: none"><li>- The identification of children and young people subject to or at risk of CSE</li><li>- A range of appropriate responses and resources designed to improve the well-being for children subject to or at risk of CSE:</li></ul>
<b>PREVENT</b>	WBSCB has a prevention programme and responsive services in place to help children and young people a risk of CSE and their families
<b>PROTECT</b>	WBSCB actively protects children and young people from CSE, by ensuring all agencies work together to achieve the continuity and effectiveness of services for those children and young people subject to or at risk of CSE
<b>PURSUE</b>	WBSCB and partner agencies have a clear and shared understanding about how they contribute to the disruption and prosecution of perpetrators and to the support of victims who have suffered CSE



## ACTION PLAN

<b>1 Child Sexual Exploitation</b>				
<b>2.1 Prepare – Outcome:</b> WBSCB assumes CSE to be present and has specific objectives to support:-				
<ul style="list-style-type: none"> <li>- The identification of children and young people subject to or at risk of CSE</li> <li>- A range of appropriate responses and resources designed to improve the well-being for children subject to or at risk of CSE</li> </ul>				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
2.1a WBSCB and partner agencies have established a strategic response to tackle CSE that reflects statutory guidance and aims to prevent and protect children from abuse.	2.1a(i) WBSCB to actively pursue the review of statutory guidance undertaken by Welsh Government to ensure it accurately reflects new legislation.	July 2017	Business Manager	Complete
	2.1a(ii) WBSCB to actively contribute to and agree revisions of the All Wales CSE protocol and definitions within All Wales Child Protection Procedures	July 2017	Policy Procedure Practice Management Group T&FG	Complete
	2.1a(iii) WBSCB to implement revisions to the All Wales CSE protocol and definitions within All Wales Child Protection Procedures effectively across the region	November 2017	Policy Procedure Practice Management Group	Delays in Welsh Government impact on achievement of this action.
2.1b WBSCB and partner agencies have established operational arrangements and practitioner tools to support the identification of CSE and enable a timely range of appropriate responses.	2.1b (i) Associated actions within the national CSE action plan to be coordinated through WBSCB's Bedfordshire action plan (a CSE assessment tool designed by the University of Bedfordshire which has been adopted by WBSCB)	June 2017	Gwella Project Manager	Complete
	2.1b(ii) Undertake a service analysis of demand and need to include those resulting from risk/impact of CSE	June 2017	Gwella Project Manager	Complete
	2.1b(iii) Review the availability and usefulness of risk assessment processes/tools and improvement action	September 2017	Gwella Project Manager	Delays in Welsh Government impact on achievement of this action.

	taken as needed			
2.1c WBSCB and partner agencies contribute to a national shared dataset informed through local evidence and intelligence to improve understanding, profiling and response to CSE.	2.1c(i) WBSCB regularly collates CSE data in line with the national CSE data set and report to Welsh Government on prevalence and analysis	Ongoing	Quality Monitoring & Review Group	Complete
<b>1.2 Prevent – Outcome:</b> WBSCB has a prevention programme and responsive services in place to help children and young people a risk of CSE and their families				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
2.2a Agencies preparedness for the implementation of the Social Services and Wellbeing (Wales) Act 2014 includes a focus on the wellbeing outcomes of children subject to or at risk of CSE	2.2a(i) Associated actions within the national CSE action plan to be coordinated through WBSCB's Bedfordshire action plan  2.2a(ii) Develop a best practice approach to LAC placements of children and young people (at high risk of CSE) through effective communication and cooperation arrangements with awareness of Care Planning, Placement and Case Review (Wales) Regulations 2015 (out of area notifications and panel requirements)	June 2017  April 2017	Gwella Project Manager  Gwella Project Manager	Complete  CSE Prevention Strategy may have addressed some of this?

<b>1.3 Protect – Outcome:</b>				
WBSCB actively protects children and young people from CSE, by working together to achieve the continuity and effectiveness of are plans for those children and young people subject to or at risk of CSE				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
2.3a WBSCB and partner agencies promote the wellbeing of children and young people who are subject to or at risk of CSE including those at greater risk of CSE as a result of their vulnerabilities.	2.3a(i) Associated actions within the national CSE action plan to be coordinated through WBSCB's Bedfordshire action plan	Ongoing	Gwella Project Manager	Complete
2.3b CSE is considered as part of any risk management process/mechanisms	2.3b(i)SCB to be assured that children, young people and their families are supported through a responsive child protection/care and support plan aimed at reducing risk based on individual need	July 2017	Quality & Performance Management Group	Complete
2.3c WBSCB and partner agencies have identified a range of services available/needed, to help those children and young people affected by CSE in their locality	2.3c(i) Undertake a needs assessment that enables the Board to understand: - service demand in relation to children and young people at risk of CSE - the impact and effectiveness of the activity and services available to help those affected by CSE in their locality - identify any gaps in service and areas for development	May 2017	Gwella Project Manager	This information is captured via the CSE data collection process/Gwella Reading list/CSE data analysis
2.3d WBSCB and partner agencies hold to account for their contribution to the safety and protection of children and young people subject to CSE and challenge practice shortfalls	2.3d(i) Evaluate the differences and/or improvements made by changes in guidance, operational systems and practice reviews makes to outcomes for children and young people	December 2017	Quality & Performance Management Group/Child Practice Review Management Group/Gwella Project Manager	Complete

<b>1.4 Pursue – Outcome:</b>				
WBSCB and partner agencies have a clear and shared understanding about how they can contribute to the disruption and prosecution of perpetrators and to the support of victims through a consistent child centred approach				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
2.4a Crown Prosecution Service, Police and partners work collaboratively to deliver quality and timely investigations that meets the needs of the victim and brings the abusers to justice	2.4a(i) Ensure that professionals are equipped to understand the CPS structure and to gather high quality evidence consistently and in accordance with Achieving Best Evidence.	May 2017	Strategic Training Management Group	Achieving Best Evidence discussed at Joint Strategic Training Group (JSTG)
	2.4a(ii) Develop a memorandum of understanding between partner agencies and the CPS Rape and Serious Sexual Offences Unit (RASSO) Unit	July 2017	Policy Procedure Practice Management Group	Not complete
2.4b WBSCB and partners to work with South Wales Police to identify and disrupt perpetrators targeting young people in our communities	2.4b(i) Formalise multi agency arrangements including the use of Multi Agency Sexual Exploitation (MASE)/Risky Behaviour Panel (RBP) meetings to effectively manage CSE risk and protect vulnerable young children within their locality Develop working relationships between WBSCB and licencing, trading standards and the night time economy to strengthen enforcement and adherence of licencing laws	July 2017	Policy Procedure Practice Management Group	Child Sexual Exploitation and Missing Persons (CSE MISPERs) Group established. Business Management Unit (BMU) attended Risky behaviour Panel Meetings in NPT and Strategic Group in BCBC. Swansea yet to establish MASE/RBP
		July 2017	Chair/Business Manager	

**PRIORITY 3 - Missing Children/Managing Risk Taking Behaviours**

<b>OVERARCHING OUTCOME:</b> Children and Young People living and visiting the region who go missing are located swiftly and safety plans are in place to reduce the risks associated with Missing Children.	
<b>PREPARE</b>	WBSCB has a campaign to raise awareness of the dangerousness of children who go missing and the associated risks with of exclusion, crime, sexual exploitation, trafficking, radicalisation and forced marriage.
<b>PREVENT</b>	WBSCB promotes the connection between Adverse Childhood Experiences (ACEs) and the increased risk of going missing and other associated risk taking behaviour.
<b>PROTECT</b>	WBSCB actively protects children who go missing or who are absent by locating them swiftly and returning them to a place of safety.
<b>PURSUE</b>	Partners actively use the legislation available (Anti Slavery Act, Human Trafficking, Forced Marriage etc) to pursue perpetrators and accomplices who exploit children who go missing.

## ACTION PLAN

<b>Missing Children/Managing Risk Taking Behaviour:</b>				
<b>3.1 Prepare – Outcome:</b> WBSCB has a campaign to raise awareness of the dangerousness of children who go missing and the associated risks with of exclusion, crime, sexual exploitation, trafficking, radicalisation and forced marriage.				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (March 18)</b>
3.1a Staff and member of the public are aware of the impacts and risks associated with episodes of missing children/young people	3.1a(i) Develop a safeguarding awareness campaign which covers the risks of crime, exploitation, trafficking, radicalisation etc associated with missing episodes	November 2017	Communications Task & Finish Group (Comms T&FG)	Radio Campaign during SGW17
	3.1c(ii) Roll out awareness through a planned launch during safeguarding week with a plan for future events/promotions	November 2017	Comms T&FG	Complete
3.1b Targeted Campaigns highlighting Anti-Slavery, Trafficking and Counter Terrorism cover the key safeguarding issues in relation to children	3.1b(i) Promote links through partnership reporting to incorporate safeguarding into related awareness raising campaigns.	June 2017	Comms T&FG	Partnership Reporting Template in place and relationships built.
	3.1b(i) Collate data supplied and managed in other fora in relation to safeguarding children. (ie. Trafficking, Multi Agency Risk Assessment Conference (MARAC), National Referral Mechanism (NRM) referrals etc)	March 2018	Quality & Performance Management Group	Partners contributed to radio campaign and other SGW17 events
<b>3.2 Prevent – Outcome:</b>				
WBSCB promotes the connection between Adverse Childhood Experiences (ACEs) and the increased risk of going missing and other associated risk taking behaviour.				
<b>Outcome</b>	<b>Actions Needed</b>	<b>Timescales</b>	<b>Responsibility</b>	<b>Status (march 18)</b>
3.2a Children who have suffered Adverse Childhood Experiences are risk assessed routinely prevent risk taking behaviour and future missing episodes.	3.2a(i) Develop practice guidance which allows consideration of children who have experienced ACE to have a risk assessment which considers risk taking and missing behaviours.	February 2018	Policy Procedure Practice Management Group	Not complete
	3.2a(ii) Undertake an audit of outcomes for children who have suffered adverse experiences to determine what preventative measures have been considered in	February 2018	Quality & Performance Management Group	

	relation to risk taking behaviours			
<b>3.3 Protect – Outcome:</b> WBSCB actively protects children who are absent or go missing by locating them swiftly and returning them to a place of safety.				
3.3a The WBSCB will follow and embed national guidance in relation to Safeguarding Children who are absent or missing developed as part of the All Wales Procedures Review	3.3a(i) Link with the commissioned Safeguarding Board responsible for the development and review of protection procedures to nominate WBSCB as the lead for development of safeguarding absent/missing children.	July 2017	Business Manager/ Policy Procedure Practice Management Group	Complete & ongoing
	3.3a(ii) Develop a task and finish group to work on the development of national policy in relation to absent/missing children on behalf of the National Procedures Group	July 2017	Policy Procedure Practice Management Group	Delays in Welsh Government impact on achievement of this action.
	3.3a(iii) Work in partnership with the commissioned Safeguarding Board to consult on the work of the T&FG to ensure the national policy is fit for purpose.	March 2018	Policy & Procedure Management Group (T&FG)	Ongoing
<b>3.4 Pursue – Outcome:</b> Partners actively use the legislation available (Anti Slavery Act, Human Trafficking, Forced Marriage, Sexual Offences Act etc) to pursue perpetrators and accomplices who exploit children who go missing.				
3.4a An increase in recorded crime associated with relevant safeguarding legislation such as Anti Slavery, Trafficking etc	3.4a(i) Identify what training and awareness is delivered to partners across the region in relation to new legislation and its uses.	October 2017	Strategic Training Management Group	Complete
	3.4a(ii) Actively promote the use of associated laws to pursue perpetrators and accomplices linked to children who are absent/ go missing and are /at risk of exploitation.	October 2017	Strategic Training Management Group	Complete

## 5. What have we achieved during 2017/18?

During this period both Boards have been extremely active. The Western Bay **Safeguarding Adults Board** received a presentation on Adverse Childhood Experiences (ACEs) to further understand the pathways some people follow before becoming Adults at Risk. This was intended to encourage the Board's member agencies to consider ACEs when managing adults at risk and improve on how we can work proactively with a preventative approach to safeguarding and protection.

The Board learned from the lessons identified through a Review of the Blood Glucometry Investigations which took place within the Health Board.

The background issues were:

### **Background**

- Identification of an issue with the monitoring and recording of blood glucose measurements in a ward at a hospital.
- Complex and wide ranging internal process ensued that included a multi-agency Protection of Vulnerable Adults referral, investigation by South Wales Police with a judicial process involving prosecution of individuals, the suspension from duty and referral of a number of nurses to the Nursing & Midwifery Council (NMC) with several subsequent disciplinary investigations and hearings.

### **Learning points**

The learning points were:

- Knowledge & experience of Safeguarding at Executive level.
- Leadership of Protection Of Vulnerable Adults (POVA) process essential.
- POVA threshold decisions critical.
- Quality, not quantity, of Designated Lead Managers (DLM).
- Determination of process to be followed must be based on evidence and in accordance with the 2014 Act.
- In unique POVA situations seeking Regional or Welsh Government Safeguarding advice should be the expectation.
- Information to Regional Board restricted as deemed 'privileged' due to police investigations.
- Issues around HR policies.



- Need for effective management of intellectual property and equipment, and agreed processes for access to information.

The impact of the issues identified have been far reaching and also identified lessons for Police in how “Gold” meetings are led. Lessons were not specific to safeguarding practice however agencies were able to learn and disseminate this learning. These lessons were also shared with NISB for wider dissemination.

The Boards recognised disconnects with them and other partnerships locally and regionally. Throughout this period both Boards have proactively worked with 3 community Safety Partnerships, Western Bay Anti Human Trafficking Forum, Domestic Abuse forums, Western Bay Area Planning Board and also local Channel Panels. This work continues to develop however a partnership reporting framework has been developed and is now in place. This allows CSPs to share information and updates regarding Domestic Homicide Reviews as well as allowing the Safeguarding Boards a more holistic view of what other partnerships are focussing on and responding to in relation to safeguarding.

Deprivation of Liberty Safeguards (DoLS) remained a theme throughout this period and in particular the issue regarding medical spend has been highlighted and focussed upon. Through the Safeguarding Adults Board the issues about the significant cost associated with medical interventions for DoLS assessments has been highlighted alongside the lack of additional resources nationally to respond to this. The issue is one that remains live with Welsh Government and NISB. Partners also learned lessons following the experience of one local authority being subject to High Court Challenge over DoLS.

Across Western Bay There are two adult male prisons, a young offenders institute and a children’s secure home. The National Probation Services and Community Rehabilitation Company are both active contributors to the Safeguarding Boards and whereas there is no requirement for us to invite prison governors safeguarding guidance highlights that it is likely to be helpful to both members and governors to ensure people in the secure estate are safeguarded effectively. Governors from Parc Prison and HMP Swansea are members of the WBSAB and representatives from Parc YOI and Hillside secure also sit on the WBSCB.

### **WBSAB Policies, Protocols & Practice Guidance**

Item	Numbers
Number of PPPs developed	2

Number of current PPPs reviewed for ratification	0
Number of PPPs revised and Published	2

**Adult Practice Reviews:**

Item	Numbers
Adult Practice Reviews started	6
Adult Practice Reviews Completed	1
Adult Practice Reviews Published	1

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The **Safeguarding Children Board** continued to receive data and analysis of Child Sexual Exploitation activity across the region and established a CSE/MisPers meeting to focus on the completion of the Welsh Government CSE action plan and development of a CSE strategy.

Focus from the Children Board on children detained in police custody overnight achieve a substantial reduction in detentions and more cooperation on local residential and foster homes to support young people during this period. The Board promoted the mandatory Violence Against Women, Domestic Abuse and Sexual Violence (VAWDASV) training to ensure compliance across agencies.

Issues about how the Board receives information in relation to unexpected child deaths was resolved with the agreement that a summary of Procedural Response to Unexpected Death's in Children (PRUDiC) information will be supplied via the Practice Review Group. This has assisted the Board in ensuring that they are informed of unexpected child deaths and can be confident that practice review decisions can be made.

The **Children Board** responded to a request for information from the Independent Inquiry into Child Sex Abuse (IICSA) and also received a presentation from IICSA in relation to the Truth Project. The Truth Project is a strand of the IICSA which intends to reach out to the general public and engage those who may have suffered or witnessed Child Sex Abuse historically. Members were able to support this project and promote its intentions across their agencies to ensure those who come forward are offered appropriate support and advice.

The issues connected with County Lines first came to the **Boards'** attention in November highlighting some local areas of our region as having high level of activity relating to county lines. This included targeting vulnerable adults, recruiting young people and exploiting people into running and dealing drugs. Awareness raising campaigns were quickly undertaken to highlight these issues across agencies with posters displayed in hospitals, Local government buildings and GP surgeries etc. A focussed pursuit of offenders saw South Wales Police search over 80 addresses locally making over 70 arrests. Targeted operations and disruption initiatives are ongoing with SWP working closely with Police in Manchester, Liverpool and London.

### **WBSCB Policies, Protocols & Practice Guidance**

Item	Numbers
Number of PPPs developed & Published	2
Number of current PPPs reviewed for ratification & publication	7
Number of PPPs revised and Published	2

### **Child Practice Reviews:**

Item	Numbers
Child Practice Reviews started	5
Child Practice Reviews Completed	2
Child Practice Reviews Published	1*

\*One of the two reviews completed was not published as a result of a direct request by child Subject. Instead, to ensure learning can be shared and disseminated a lessons learned document has been completed along with an action plan. The documents will be circulated nationally following approval at PRMG and agreement at Board.

## **6. What themes have been identified and what has changed as a result?**

An adult practice review report and action plan were presented to the **Safeguarding Adults Board** following an incident which took place in a private residential care home between two vulnerable learning disabilities residents. The incident included a significant sexual assault by one on the other. The review identified:

- The need for placement panel processes to ensure each case was able to be considered by case managers who already manage placements at the home.
- A compatibility risk assessment is carried out when a new resident is placed in a care setting particularly when placed from out of the area. This should reduce the risks of potential assaults of this nature.
- Accountability for Personal Behaviour Support Plans which require review needs to be strengthened and updated regularly to ensure the most current issues are being addressed.

The review also identified the need for safeguarding standards to be embedded into the Regional Quality Framework for care homes across the region. There was a recommendation for training for Police Officers responding to such issues as in this case it was evident that the police response was slow and so forensic evidence was lost. Finally a need for improved advocacy and communication with family members when such issues arise was considered. These issues have been embedded into an action plan which is reviewed by PRMG on a 6 monthly basis. Improvements and practice changes will be monitored.

The outcomes of an internal review within the Health Board was presented to share the identified lessons and themes arising from within. The internal review took place following the murder conviction of a health board worker who at the time of conviction, was serving a suspension for alleged sexual assaults of learning disability patients. The scope of the review covered:

- Employment History
- Management of Allegations
- Governance Processes
- Lessons and Actions

A detailed account was given to the Board of the findings of the internal investigation which was well received and considered to be thorough, open and transparent with potential lessons for all.

The lessons learned and service improvements made were:

- Patient Safety look back exercise
- Recruitment processes
- Safeguarding processes
- Incident reporting and escalation procedures
- Culture & staff attitude
- Patient Experience
- Restructure & Governance

The **Safeguarding Children Board** also received 2 Child Practice Reviews during this period. One was in relation to a baby who suffered a fractured skull considered to be a non-accidental injury and the other in relation to familial child sex abuse.

The learning points arising from these reviews are:

- Perinatal response and management service (PRAMS): will copy the referrer and Health Visitor into letters to patients when a PRAMS service is offered, this will allow professionals to actively encourage parents to attend.
- Parents & family engagements should be used to provide them with a clear understanding of each stage of the child protection process so that they can understand decision making rationale.
- A scoping exercise is taking place to scope the viability of a flagging system on GP records to improve sharing of PNNs (police protection notifications)
- There was a reminder to professionals to treat bruising to the ear with suspicion of non-accidental injury.
- Health practitioners were reminded to think about safeguarding /child protection as part of a differential diagnosis for children who are frequent attenders to their service.
- Family structures and genograms should be used routinely and be available on files to enable practitioners a better understanding of family dynamics.
- Practitioners were reminded that screening of referrals should be undertaken to include presenting circumstances alongside existing information and history.
- Children's files should have an up to date chronology of information available on their electronic records.
- Equal weight and consideration should be given to referrals made by family, friends and anonymous sources as those given by professionals.
- The out of hours team staff were reminded of their responsibilities to ensure a collaborative response with police to emergency child protection records.
- Challenge to "good enough" parenting needs improvement and consistency of approach to mothers and fathers needs improvement to assist the recognition of disguised compliance.
- The quality of record keeping is essential and must be promoted
- Schools should ensure consistent and efficient transfer of a child's records when moving schools.

## **7. Learning & Training**

Messages from audits and practice reviews are disseminated via agency representatives that sit on the respective group.

In addition, the Boards have a joint training group which is responsible for the overseeing of multi-agency and single agency safeguarding training. A pod of 28 accredited agency based trainers has been developed who can deliver Child Sexual Exploitation training across Western Bay. Agencies with trained staff now include the three local authorities of Safeguarding Boards, South Wales Police, NPT YOS and third sector partners such as Action For Children, National Society for the Prevention of Cruelty to Children (NSPCC), Calan Domestic Violence Service (Calan DVS), Neath Port Talbot Council for Voluntary Service (NPTCVS), Women's Aid, NPT Children's Rights Unit, and Swansea's Team around the Family.

The training group have arranged Train the Trainer events for roll out of training across Western Bay in:

Modern Slavery / Human Trafficking; County Lines; and Child Sexual Exploitation.

There has been the development of a Violence Against Women, Domestic Abuse, Sexual Violence (VAWDASV) 2 hour Group 1 training package which can be delivered across agencies and the roll out of VAWDASV e-learning module;

The Training group have set up a communication and engagement subgroup and supported regional training on Adult Protection Support Orders (APSO) and managing young people engaged in sexually harmful behaviour.

## **8. Who have we worked with?**

The Western Bay Safeguarding Boards have a large network of organisations and partnerships who are engaged nationally, regionally and locally. There are structures in place to work alongside the National Independent Safeguarding Board and Welsh Government to ensure a strategic function and national collaboration. The Safeguarding Boards have established a partnership reporting framework whereby at each meeting the local and regional partnerships feed into the Board on the work that they do and any relevant safeguarding matters that may have arisen through local Community Safety Partnerships, Western Bay Anti Human Trafficking Forum, Domestic Abuse Forums and the Area Planning Board. This has given the Board a connectivity and understanding of the focus of other partners and partnerships and enabled it to limit duplication and ensure a full safeguarding response is undertaken when required. This also allows the Board to link the annual planning arrangements

with the priorities of others and therefore able to focus on what is important both locally and regionally.

## 9. Participation

Both Safeguarding Boards routinely invite people to participate in its work through the engagement of families subject to Practice Review. A high proportion (95%) of families, invited to contribute, meet with reviewers and give a view on how services and interventions could have been improved but also a lot went well.

The Adults Board also links with a regional citizens panel set up to invite the general public to contribute and be consulted on the work of agencies around them. It is this channel specifically which identified the need for improvements on our website particularly in relation to the inference of domestic abuse against women and not men. The citizen was invited to attend the Adults Board and consider a presentation on the Violence Against Women, Domestic Abuse and Sexual Violence Act in order that we could learn together about the violence perpetrated against women because of their gender alongside the wider aspect of domestic abuse perpetrated across genders. This also allowed us to review the information on our website and how it is displayed.

Other examples of participation is when the Western Bay Area Planning Board held an “engage to empower” (e2E) event to engage substance misuse service users who also have mental health issues to contribute to the development of dual diagnosis strategy and interventions:

*‘The e2E Network is a Western Bay regional group of volunteer service users who are or have experienced substance misuse issues. Members of the Network gather feedback from service users across the region via services and local forums and provide an independent voice for service users on the development and delivery of services.*

*Over the last few years people who have both mental health and substance misuse support needs have expressed concern, disappointment and frustration at the lack of understanding and delivery of services to support them in their recovery.*

### **key messages:**

- **Integrated services:** *Substance Misuse with mental health services or run 3 core services i.e. Mental Health; Substance Misuse & Dual Diagnosis. All services need to work as an integrated service to ensure people are seen in a holistic approach.*

- **Workforce Development:** Train staff to a good consistent level of competency, GPs were identified as needing better understanding of Dual Diagnosis. Deliver the joint training required to improve awareness and skills of staff and volunteers; more respect between everyone is required as is Investment in current or new staff leading to a change to institutional attitudes.
- **Communication** needs to be better; keep service users & staff informed; improve or develop link up between substance misuse agencies and mental health services
- **Access:** Improved access to Primary Mental Health Teams; timely interventions, this may require a change to service priorities.

❖ **Outcomes achieved:**

- Good engagement from both service users and service providers
- People felt valued and confident to have a say
- People gained knowledge about dual diagnosis
- People increased their awareness of the Welsh Government Framework for the Treatment of People with a Co-occurring mental Health and Substance Misuse problem
- People increased awareness of the Public Service Board consultation on well-being plans
- People provided a range of views gathered to inform the APB Dual Diagnosis Implementation group, contributing positively to service development.’  
(Western Bay Engage to Empower Network Nov 17)

## 10. Section 137 Requests for Information

Section 137 of the SSWA provides a Safeguarding Board with the power to request specified information from a qualifying person or body provided that the purpose of the request is to enable or assist the Board to perform its functions. A “qualifying person or body” must be likely or have a real possibility that they hold information which enables the Board to fulfil its functions.

Since enactment the Western Bay Safeguarding Boards have not formally used its powers under Section 137 of the Act. So far the Boards and their management groups have been able to request information using the agreements within the terms of reference for each and has therefore made many requests for information to support its work in audit, quality assurance and practice reviews. These requests for information have always been acknowledged and information supplied.



It is anticipated however that the introduction of the General Data Protection Regulations (GDPR) due to be implemented in May 2018 will have an impact on how information is shared with the Boards. The Boards will need to consider the use of its powers under Section 137 to ensure effective information sharing in the future.

## 11. Implementation of Advice and Guidance

Throughout the year the Board has implemented the statutory guidance issued at the end of 2016 in relation to Volumes 2 & 3 of the Safeguarding Guidance. The revision of Child Practice Review guidance and the completion of Adult Practice Review guidance has been implemented across agencies when undertaking reviews.

The National Independent Safeguarding Board (NISB) also published its second annual report in December 2017 based on the annual reports published by the Safeguarding Boards. Although the report did not make specific recommendations the observations made within have allowed this Board to review how information is presented and has therefore been a good guidance note to follow when developing future plans and reports. The NISB summit was informative and inclusive and provided advice and guidance on leadership and engagement from the agencies on the Board. During the period 2017/18, there has been no direct advice/guidance issued by NISB to the Safeguarding Board chairs across Western Bay.

## 12. Board Member Agency Contribution

2017/18 Budget Breakdown of Contributions		
Notes	Income And Expenditure	Original Budget 2017/18
<b>INCOME – Funding</b>		
<b>Local Authority Contribution 60 % = £89,406</b>		
<b>Breakdown as per population:</b>		
	Swansea council 46%	£41,127
	NPT CBC 27%	£24,140
	Bridgend CBC 27%	£24,140
	ABMUHB	£37,253
	South Wales Police	£14,901
	National Probation Services	£ 3,725
	Community Rehabilitation Services	£ 3,725

1	<b>Total Funding</b>	<b>£149,010</b>
2	Contribution from Reserve	<b>£ 36,316</b>
3		
	<b>TOTAL INCOME</b>	<b>£185,326</b>

## **Attendance**

Attendance at Board is monitored against the signed role profiles which members sign up to. The role profile indicates that members agree to attend 75% of Board meetings. During this period most agency representatives achieved 80% or more attendance at meetings with only one member attending less than 20%. However, Agency representation achieved 100% attendance identifying therefore that members who have been unable to attend have been alternatively represented.

When requested, Board member representatives provided the following information regarding their contribution to safeguarding and the Boards:

### **City & County of Swansea**

The City and County of Swansea is a proactive member of both Safeguarding Boards; provides a significant financial contribution; with membership prioritised by the statutory Director of social services and the heads of both children and adult services.

The various sub groups are supported by officers of the Council from across social services, education and corporate services including that one sub group is led by the Head of adult services.

Through the varied participation of officers, the work and products of the board are disseminated and embedded within business as usual policy and practice of the Council.

Routine updates on the work of the board are provided to the Corporate Safeguarding Board (Co-chaired by the statutory Director and Cabinet Member), the Public protection Executive Board (chaired by the Chief Executive) and Scrutiny committees.

Safeguarding is the number one priority of the Council, embedded within the Corporate Plan and with wide ranging performance information routinely monitored by the Corporate Management Team and Cabinet.

The City and County of Swansea have provided safeguarding training for more than 95% of its staff and Elected Members and there are safeguarding leads identified across every area of the Council.

Swansea have adopted the United Nations Convention on the Rights of the Child (UNCRC) and have implemented the Signs of Safety Child protection practice framework within children social services and a signs of well-being equivalent within early help. These initiatives are helping us to ensure that the voice of the child is absolutely at the heart of our safeguarding approach with families.

We are in the early stages of implementing an adults equivalent approach – Swansea's 'doing what matters' practice framework with a similar ambition of ensuring adult voice, choice and control are at the centre of our safeguarding arrangements for adults, their families and carers.

### **Swansea Education (Children Board only)**

Swansea Education Department has demonstrated complete commitment to the priorities of the Safeguarding Board. Representatives have attended meetings and participated in Child Practice Reviews as required. Officers have contributed to planning practice reviews and learning events as well as preparation of reports for publication in relation to child practice reviews both for Swansea cases and as reviewers and panel members for other reviews. Officers have prepared school and education staff in order to ensure that outcomes at child practice review learning events has been meaningful and objectives have been met.

All policy and practice procedures agreed by the Board have been disseminated to Swansea schools as a priority. The Education Department has completed a Section 135 assessment. Officer participation in Board and sub group meetings/activities is considered to be essential to ensure that up-to-date guidance and policy can be disseminated to schools and it is pleasing that no Swansea school has been identified with any safeguarding issue during Estyn inspection since 2017.

### **Welsh Ambulance Service**

The Welsh Ambulance Services NHS Trust (WAST) achieves the Safeguarding objectives of each Regional Safeguarding Board by effectively working together to ensure good outcomes for people who have contact with our service within the Board Region.

Our activity during 2017-18 to prevent, protect and support individuals and their families within the Western Bay Safeguarding Board region has included the following:

WAST Child at Risk Referrals to Local Authority	359
WAST Adult at Risk Referrals to Local Authority	95
WAST Adult Social Care Need Referrals to Local Authority	196
WAST Contacts facilitated to “Live Fear Free”	7

WAST opportunity for increased engagement has been promoted by attendance at the Regional Board meetings and involvement in the associated work plans. This has included participation as panel members in 5 Adult Practice Reviews and 1 Domestic Homicide Review.

Learning from the Reviews is coordinated by WAST Safeguarding Strategic Group to ensure dissemination throughout the organisation. WAST staff have attended the Learning Events held which has ensured the voice of our practitioners has directly contributed to the Review, that practitioners can hear the perspectives of the family and that with other Multi agency attendees they are able to reflect on what happened and identify learning for future practice. All Learning is incorporated into WAST Safeguarding training, policies and procedures as appropriate.

### **Western Bay Youth Offending Service**

Western Bay Youth Justice and Early Intervention Service are active members of the safeguarding board. Caroline Dyer, Service Manager, chairs the children quality and performance sub group of the board. Daniel Morgan, pre-court operational manager, is a member of the child practice review group. Mark Robinson, senior practitioner is a member of the joint training sub group.

### **NSPCC**

The NSPCC representative are full members of the main board and are also represented on the Practice Review sub group and the Misper/CSE focus working group. The NSPCC representative shares information with the board as appropriate – such as information on the Child Practice Review/Serious Case Review Repository, and the Graded Care Profile (GCP) Neglect Tool. The NSPCC representative acted as a mentor for the first adult practice review (until bereavement leave) and has

previously authored two in conjunction with other partners. The NSPCC representative has sat on Child Protection Registration appeal boards, and has offered the NSPCC rooms as a resource to the Board and sub groups where required and is an active contributor and participant in respect of the work of the Board.

### **National Probation Service (NPS)**

Our Local Delivery Unit (LDU) consists of two safeguarding boards, Cwm Taf and Western Bay. We always ensure we have the relevant grade of staff attending the board meetings and relevant sub groups. The information gathered at these meetings is cascaded to the managers at our monthly strategic and operational management meetings. Managers are tasked with cascading all relevant information, including new policies and procedures to operational staff. We attend all relevant APR and CPR panel meetings and share learning from these cases in the LDU's Best Practice Learning Group. On a National basis all learning from APR and CPR's from both England and Wales are collated by our public protection team and themes of learning are disseminated throughout the organisation. In addition to being part of a panel we have also been independent chairs and a number of senior staff have completed the reviewer training.

All staff are required to complete mandatory Her Majesty's Prison and Probation Service (HMPPS) safeguarding training, this includes e-learning and face based learning. Staff also complete the multi-agency training provided by safeguarding boards. NPS have staff based in the Multi Agency Safeguarding Hub (MASH) at Cwm Taf, Bridgend and are involved in the daily MARAC's at Swansea and Neath/Port Talbot. As a result staff are able to respond quicker to any safeguarding concerns that have included recalling perpetrators to prison. This also enables us to make swift referrals at Court as we are informed immediately of the pending cases. NPS across the board understand how instrumental safeguarding is to our daily business of public protection and victim safety. This permeates from the Senior Managers to operational staff who recognise that safeguarding is a fundamental part of their day to day work. This ensures staff prioritise attendance at child protection conferences, contributing to core groups, and sharing of information pertaining to risks with all the necessary agencies.

### **Neath Port Talbot Education, Leisure and Lifelong Learning Directorate**

The directorate takes its safeguarding responsibilities seriously and as such takes a proactive role in the work of the Board. During the 2017/18 year the directorate's safeguarding officer was a member of the Policy, Procedure and Practice Group; Quality and Performance Management Group and Practice Review Group. She chaired two Child Practice Reviews and one Adult Practice Review for the Board in addition to being a reviewer and panel member at other Reviews.

The Board's business priorities and the promotion of safeguarding awareness topics are included as part of the directorate's peer review school safeguarding health checks that every school in Neath Port Talbot is required to undergo every two years. These priorities and their delivery are cross referenced during each school visit to monitor for compliance. Non-compliance requires the completion and monitoring of a tailored action plan.

The directorate and a number of schools took an active part in safeguarding week which included hosting coffee mornings with parents and carers to promote safeguarding activities and awareness raising amongst pupils. A truancy patrol in Neath town centre was arranged with Police colleagues during the week to promote better attendance at school and aimed at highlighting and promoting the links between truancy and safeguarding.

The directorate's safeguarding officer has been successful in obtaining a job elsewhere, however, a successor from a similar background in another local authority has recently been appointed who will commence duties at the end of July.

### **Barnardo's Cymru**

Within Barnardo's Cymru there are a variety of mechanisms to ensure the work of the board is distributed across the organisation at a National and Regional level. As Assistant Director for Western Bay services I chair a quarterly Locality meeting whereby I bring together operational, support and corporate staff and I have a standing safeguarding agenda item where I will share information and updates as relevant for both the Barnardo's Safeguarding group and WBSCB. I am also the new National Safeguarding Lead for Cymru and therefore will have access to the National Safeguarding Leads group for Barnardo's and can ensure information is shared accordingly. CPR's are shared both at a strategic and practitioner level and reflective practice sessions are held in team meetings to develop better understanding and standards.

### **ABMUHB**

ABMU Health Board continues to work collaboratively with Western Bay Safeguarding children and Adult Boards during the reporting period (2017/18).

WBSC/AB sub groups – participation at all of these by ABMU HB’s Corporate Safeguarding Team. The Head of Safeguarding chairs the WBSCB PPP group and one of the Safeguarding Specialist Nurses is deputy chair of the joint Training group.

For example

- Deprivation of Liberty Safeguards (DoLS) Collaborative work has included Multi agency guidance and updates on case law.
- Review of many policies and participation in joint audits
- Working together within adult and child Practice Review processes as panel members, chair and reviewers. Participating in Learning Reviews and Extraordinary Board Meetings and with the facilitation of learning outcomes/recommendations
- Developing a multi- agency Strategy for child sexual exploitation and has jointly reviewed Joint Serious Case Review undertaken by Newcastle Safeguarding Board and will be part of proposed scoping exercise
- Participation through PPP sub group All Wales Protection Procedures Task and Finish Groups regarding domestic abuse
- Multi agency ‘Lunch & Learning’ sessions on Trafficking, CSE & Children’s Charter during Safeguarding week – November 2017
- Presentation to PPP group regarding the evaluation of ABMU HB’s ‘Ask & Act’ pilot - VAWDASV (Wales) Act 2015
- Presentation to PRMG - seven minute briefing Co-sleeping – same presented to WBSCB
- Presentation to WBSAB regarding ABMU HB’s KW Review

ABMU takes a proactive approach to collaboration and works closely with the Western Bay Safeguarding Boards on many levels to ensure contribution and commitment to fulfilling the functions of the Board.

### **Bridgend County Borough Council**

Bridgend County Borough Council is a proactive member of both the Children’s and Adults Boards. The Statutory Director of Bridgend is the chair of the Western Bay Safeguarding Adults Board. Membership of both safeguarding boards is prioritised by the Director and senior officers of the Council who sit on both boards and also attendance at the Boards sub groups, one sub group is led by the Adult Safeguarding Manager.

Safeguarding is a priority of Bridgend Council which is reflected in the Corporate Safeguarding Policy. Whilst the Social Services and Wellbeing Directorate lead on dealing with enquiries there are Corporate Champions in all directorates. This policy covers all functions and services of the Council and applies to all Council employees, elected members, foster carers, individuals undertaking work placements and volunteers working within the Council.

All Bridgend CBC staff are required to undertake a safeguarding awareness e-learning module as part of their induction.

A range of training to support effective practice in safeguarding children and adults is available to individuals who may come in to contact with persons from vulnerable groups during the course of their work. From April 2017 – March 2018 there were 2,632 attendances at safeguarding training events. Examples of training delivered includes:

- Safeguarding Adults at Risk
- Safeguarding Children at Risk
- Modern Slavery Human Trafficking
- County Lines

Bespoke courses are held for specific groups of workers for example: Child Sexual Exploitation awareness for taxi drivers

### **Neath Port Talbot Council**

Neath Port Talbot Council is a dedicated member of both Safeguarding Boards; with the Director of Social Services chairing the Children's Board and membership prioritised by the heads of both children and adult services.

Safeguarding is the main priority of the council and is embedded within the corporate plan. Performance is consistently monitored by Cabinet, Scrutiny Committees and the Corporate Performance Team.

The various sub groups are attended by representatives from across the Council who are actively involved in disseminating and embedding the work of the Board within every day practice of the Council.



Neath Port Talbot Council have provided Safeguarding training to its staff both within adults and children's services and to its Elected members. This is a rolling programme to ensure that both current and new staff receive up to date training.

Neath Port Talbot are leading the way in Wales in relation to gathering people's personal outcomes with the view of working with people to develop their unique care plans. The council are successfully working closely with partner agencies to embed Outcome Based Practice across Neath Port Talbot, so that service users have a voice in relation to what matters to them.

### **13. Use of resources**

The statutory safeguarding guidance provides agencies and the Board with a funding formula which ensures that the finances of the Board can be contributed to effectively. The table displayed under contributions specifies the financial contribution to the Western Bay Safeguarding Boards.

It is acknowledged resources used to support the work of the Regional Safeguarding Board are not confined or restricted to financial contributions from statutory partner agencies. The Regional Safeguarding Board Chairs, Executive Board Members, Sub Group Chairs and members provide a significant amount of the time to support the board and its work. This is often in addition to their identified professional roles and day to day responsibilities. The variable and diverse nature of boards work makes this difficult to report on within a quantifiable and measurable resource context and is not always obviously visible to other professionals and agencies. The process, management and publication of child and adult practice reviews, as well as the development of regional protocols and policies are just some examples of safeguarding board work and projects that require high levels of professional input, knowledge and expertise.

### **14. Adult Protection & Support Orders**

Adult Protection and Support Orders (APSOs) have been developed within Part 7 of the Social Services and Wellbeing Act to improve the ability to protect adults who may be at risk.

The purposes of an APSO 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.

Regulations specify that Safeguarding Board annual reports should include information on the number of APSOs applied for, how many were made, and how effective they were.

To date, the Western Bay Safeguarding Adults Board or its partner agencies within have not applied for an Adult Protection and Support Order.

Social Care, Health and Wellbeing Cabinet Committee

**2018/2019 FORWARD WORK PLAN (DRAFT)**

**SOCIAL CARE, HEALTH AND WELLBEING CABINET BOARD**

<b>DATE</b>	<b>Agenda Items</b>	<b>Type (Decision, Monitoring or Information)</b>	<b>Rotation (Topical, ,Annual, Biannual, Quarterly, Monthly)</b>	<b>Contact Officer/ Head of Service</b>
<b>8 Nov</b>	Complaints & Representations Annual Report 2016 - 17	Monitoring	Annual	Leighton Jones/ Angela Thomas
	Homelessness Strategy	Decision	Topical	Angela Thomas/ Chele Howard
	Quarterly Performance Indicators	Monitoring	Quarterly	Ian Finnermore/ Angela Thomas

**Social Care, Health and Wellbeing Cabinet Committee**

<b>DATE</b>	<b>Agenda Items</b>	<b>Type (Decision, Monitoring or Information)</b>	<b>Rotation (Topical, ,Annual, Biannual, Quarterly, Monthly)</b>	<b>Contact Officer/ Head of Service</b>
<b>6 Dec 18</b>	Complaints & Representations Annual Report 2016 - 17	Monitoring	Annual	Leighton Jones/ Angela Thomas
	Homelessness Strategy	Decision	Topical	Angela Thomas/ Chele Howard
	Quarterly Performance Indicators	Monitoring	Quarterly	Ian Finnermore/ Angela Thomas

**Social Care, Health and Wellbeing Cabinet Committee**

<b>DATE</b> <b><u>2019</u></b>	<b>Agenda Items</b>	<b>Type</b> <b>(Decision, Monitoring or Information)</b>	<b>Rotation</b> <b>(Topical, Annual, Biannual, Quarterly, Monthly)</b>	<b>Contact Officer/ Head of Service</b>
<b>10 Jan 19</b>	Hillside Managers Report	Monitoring	Quarterly	A.Jarrett
	Hillside (The Children Home Wales)	Monitoring	Quarterly	A.Jarrett
	Neath Port Talbot's Plan for Children and Young People Services 2018 – 2021 (Results of Consultation)	Decision	Topical	Keri Warren/ Chele Howard
	Neath Port Talbot's Plan for Adult Social Care 2018 – 2021 (Results of Consultation)	Decision	Topical	Chele Howard/ Angela Thomas

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