

## RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

### MUNICIPAL YEAR 2016/17

#### CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE

22<sup>nd</sup> March 2017

<b>Agenda Item No. 4</b>
<b>Progress made by the Council in response to the Wales Audit Office Report:</b>
<b>Local authority arrangements to support safeguarding children follow up</b>

#### REPORT OF:-

**GROUP DIRECTORS, COMMUNITY AND CHILDREN'S SERVICES and  
CORPORATE AND FRONT LINE SERVICES**

**Author: Paul Griffiths**

#### **1. PURPOSE OF THE REPORT**

The purpose of this report is to up date the Children and Young People Scrutiny Committee on the progress being made by the Council to address the 'proposals for improvement' made by the Wales Audit Office (WAO) in its report 'Local Authority arrangements to support safeguarding children follow up'.

#### **2. RECOMMENDATIONS**

It is recommended that Members:

- 2.1 Review the adequacy of the progress made by the Council to address the 'proposals for improvement' made within the WAO report 'Local authority arrangements to support safeguarding children follow up' (**Appendices A to C**).

#### **3. ARRANGEMENTS FOR MONITORING WAO PROPOSALS FOR IMPROVEMENT**

- 3.1 The Council recognises the important role WAO Reports play in supporting on-going improvement to governance and service delivery, and uses the oversight of Scrutiny Committees and Audit Committee and monitor progress and oversee the adequacy of arrangements.

- 3.2 In line with the above, further to a WAO Report and accompanying Council response being considered by Cabinet, unless otherwise agreed, both sets of information will be reported to a designated Scrutiny Committee and also Audit Committee. For Members information, the respective roles of Scrutiny Committees and Audit Committee are set out below.

#### Scrutiny Committees

- 3.3 The role of the designated Scrutiny Committee is to review and challenge the progress the Council is making toward implementing agreed actions and also consider what impact their implementation is having. Members will note that where the designated Scrutiny Committee determine there are matters of a 'governance' or 'internal control' nature that require further review, it is able to refer these to Audit Committee for consideration.

#### Audit Committee

- 3.4 The Council's Audit Committee is responsible for forming an opinion on the adequacy of the arrangements for monitoring 'proposals for improvement' reported by the WAO, for example, assessing the adequacy of the suite of information that has been reported and assessing how clear are the arrangements for monitoring progress. Similar to that set out in 3.3 above, where Audit Committee consider there are 'progress' or 'impact' related matters that require further review, Audit Committee are able to refer these to the designated Scrutiny Committee for review.

### **4. WAO REPORT - LOCAL AUTHORITY ARRANGEMENTS TO SUPPORT SAFEGUARDING CHILDREN FOLLOW UP**

- 4.1 Cabinet at its meeting of 2<sup>nd</sup> November 2016 considered the WAO Report 'Local authority arrangements to support safeguarding children follow up' and recommended that the Report and associated Council Delivery Plan (addressing the WAO proposals for improvement) be referred to the Children and Young People Scrutiny Committee.
- 4.2 For Members information, the 2<sup>nd</sup> November 2016 Cabinet Report and accompanying WAO Report is attached as Appendix A, the Council's up dated corporate Safeguarding Delivery Plan is attached as Appendix B and the Council's up dated corporate Safeguarding Risk Register is attached as Appendix C.
- 4.3 For the specific purposes of this report, the Children and Young People Scrutiny Committee are requested to review and challenge the progress the Council is making toward implementing agreed actions and also consider what impact their implementation is having.

**5. CONCLUSIONS**

- 5.1 The Council recognises the important role WAO Reports play in supporting on-going improvement to governance and service delivery, and uses the oversight of Scrutiny Committees and Audit Committee to monitor progress and oversee the adequacy of arrangements.
- 5.2 With specific regard to the Council's scrutiny function, it is the role of the Children and Young People Scrutiny Committee to review and challenge the progress the Council is making toward implementing the 'proposals for improvement' as set out within the WAO Report 'Local authority arrangements to support safeguarding children follow up', and in doing so play an integral part in supporting improved outcomes.

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**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL****CABINET****2<sup>ND</sup> NOVEMBER 2016****WALES AUDIT OFFICE – LOCAL AUTHORITY ARRANGEMENTS TO SUPPORT  
SAFEGUARDING CHILDREN FOLLOW UP****REPORT OF GROUP DIRECTOR CORPORATE & FRONTLINE SERVICES, AND  
GROUP DIRECTOR COMMUNITY & CHILDREN'S SERVICES IN DISCUSSION WITH  
THE RELEVANT PORTFOLIO HOLDER, COUNCILLOR A MORGAN****Author:** Lesley Lawson, Performance Manager**1. PURPOSE OF THE REPORT**

This report updates Cabinet on the outcome of the follow-up visit undertaken by the Wales Audit Office ("WAO") in respect of the Local Authority's Arrangements to Support Safeguarding of Children, together with a progress report in respect of actions taken to address overall recommendations in relation to our Corporate Safeguarding responsibilities.

**2. RECOMMENDATIONS**

It is recommended that Cabinet:

- 2.1 Consider the content of the WAO report '*Local Authority arrangements to Support Safeguarding of Children follow up*'
- 2.2 Review and challenge the Council's progress to date against the planned actions as set out in the Corporate Safeguarding Delivery Plan endorsed by Cabinet in March 2016.
- 2.3 Refer the WAO report and associated Delivery Plan to Audit Committee to further challenge the overall governance arrangements in place.
- 2.4 Refer the WAO report and associated Delivery Plan to the Children and Young People Scrutiny Committee.

### 3. **REASONS FOR RECOMMENDATIONS**

- 3.1 To ensure that Cabinet is aware of WAO findings and recommendations and is able to challenge the progress made to date in respect of actions taken to improve the Council's Corporate Safeguarding arrangements, which specifically include arrangements for safeguarding children as per the WAO review, but also ensure that adults are safeguarded and protected.
- 3.2 Safeguarding and protecting children and adults at risk is a key priority for Rhondda Cynon Taf County Borough Council and 'is everyone's business'.

### 4. **BACKGROUND**

- 4.1 Since October 2014, the Council has received three reports from the Wales Audit Office in respect of its safeguarding arrangements:

1.	Assessment of RCT's Arrangements to Support Safeguarding of Children	Local Report, issued October 2014
2.	'Review of Corporate Safeguarding Arrangements in Wales'	National Report, issued in July 2015
3.	Follow up of Assessment of RCT's Arrangements to Support Safeguarding of Children	Local Report, issued in May 2016

- 4.2 In 2014, the Wales Audit Office (WAO) conducted a '*Review of Local Authority Arrangements to Support Safeguarding of Children*' and produced individual reports in respect of arrangements in each local authority.

- 4.3 The local report issued to Rhondda Cynon Taf set out four recommendations:

1. Develop a Corporate Safeguarding Policy that clearly specifies roles, responsibilities and procedures for safeguarding.
2. Ensure all safeguarding risks are identified; ensure corporate and service level risks are integrated; and agree actions to mitigate these.
3. Improve the range, quality and coverage of safeguarding performance reporting to provide adequate assurance that systems are working effectively.
4. Ensure all elected members and staff who come into contact with children on a regular basis receive training on safeguarding and child protection issues and the Council's corporate policy on safeguarding.

- 4.4 An update of actions taken to address these recommendations, was reported to the Children and Young People's Scrutiny Committee on 21 March 2016 and a link to a report for that meeting is attached below:  
<http://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/ChildrenandYoungPeopleScrutinyCommittee/2016/03/21/Reports/Item3ArrangmentsforSafeguardingChildren.pdf>

- 4.5 Subsequent to the publication of the local report on '*Arrangements to Support Safeguarding of Children*', in July 2015, the Wales Audit Office issued a national report '*Review of Corporate Safeguarding Arrangements in Wales*'.

- 4.6 The recommendations contained in this national report superseded the recommendations in the earlier local report and helped to inform the Council's current Corporate Safeguarding arrangements.
- 4.7 The development of the Council's Corporate Safeguarding arrangements, which included a programme of accountability, policy development, training and communication, was set out in a report to Cabinet on 17<sup>th</sup> March 2016. At this meeting, Cabinet adopted the Corporate Safeguarding Policy, endorsed a Delivery Plan and Corporate Safeguarding Risk Register. Cabinet also recommended that the Corporate Safeguarding Policy be presented to the Corporate Parenting Board on the 11<sup>th</sup> April 2016. Links to these reports are included below:

<http://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/Cabinet/2016/03/17/Reports/AgendaItem11CorporateSafeguarding.pdf>

<http://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Meetings/CorporateParentingBoard/2016/04/11/CorporateParentingBoard11Apr2016.aspx>

## 5. CURRENT POSITION

- 5.1 The Wales Audit Office's follow up review of '*Local Authority arrangements to Support Safeguarding of Children*' took place in February 2016. Following the review, a report was sent to the Council in May 2016. A copy of the report is provided at Appendix 1. The report concluded that: '***The Council is strengthening its corporate arrangements to support the safeguarding of children and is making progress in addressing our previous proposals for improvement.***'
- 5.2 Given the timing of the publication of the report in May 2016, covering work carried out in its review in February 2016, the progress made in implementing the Corporate Safeguarding Delivery Plan was not fully reflected in the Wales Audit Office follow up report.
- 5.3 Work continues to address the recommendations made by the WAO within the overarching plans to strengthen and communicate the Council's Corporate Safeguarding arrangements
- 5.4 Cabinet is requested to consider the attached updated Corporate Safeguarding Delivery Plan (Appendix 2) and Risk Register (Appendix 3), which provides an update in respect of progress made and next steps.

## 6. EQUALITY AND DIVERSITY IMPLICATIONS



6.1 An Equality Impact Assessment screening form has been prepared for the purpose of this report. It has been found that a full report is not required at this time.

## **7. CONSULTATION**

7.1 No specific consultation required at this time.

## **8. FINANCIAL IMPLICATION(S)**

8.1 Additional costs are likely given the scale and depth of training required, but these can be met from within existing resources.

## **9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

9.1 Extracted from Safeguarding Policy:

- Social Services and Well Being Act 2014
- Education Act 2002 – plus 'Keeping Learners Safe' -The role of local authorities, governing bodies and proprietors of independent schools under the Education Act 2002
- Children Act 1989 and 2004,
- 'Safeguarding Children: Working Together under the Children Act 2004'.
- 'In Safe Hands' 2000
- Section 17 of the Crime and Disorder Act 1998,
- Mental Capacity Act 2005
- Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015
- Housing Act 2004
- Licensing Act 2003
- Human Rights Act 1998

## **10 LINKS TO THE COUNCILS CORPORATE PLAN/OTHER CORPORATE PRIORITIES/SIP/FUTURE GENERATIONS – SUSTAINABLE DEVELOPMENT.**

10.1 Links to the 'PEOPLE' priority of the Council's Corporate Plan.  
Links to the 'SAFETY' Theme and 'SAFEGUARDING' Outcome of the current Single Integrated Plan.



Aligns with the Prevention aspect and the Healthier/More Equal/Cohesive Wales goals as set out in the Future Generation Act.

## 11. **CONCLUSION**

- 11.1 The Council has made positive progress in implementing its Corporate Safeguarding arrangements which is evidenced in the Delivery Plan and Risk Register updates.



Archwilydd Cyffredinol Cymru  
Auditor General for Wales



WALES **AUDIT** OFFICE  
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# Improvement Assessment 2015-16: Local Authority Arrangements to Support Safeguarding of Children Follow-Up

## **Rhondda Cynon Taf County Borough Council**

**Issued:** May 2016

**Document reference:** 328A2016

## Status of report

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This document has been prepared as part of work performed in accordance with statutory functions.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000. The section 45 Code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties.

In relation to this document, the Auditor General for Wales and the Wales Audit Office are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at [info.officer@audit.wales](mailto:info.officer@audit.wales).

The team who delivered the work comprised Tim Buckle and Colin Davies.

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The Council is strengthening its corporate arrangements to support the safeguarding of children and is making progress in addressing our previous proposals for improvement.

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# Summary report

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1. In October 2014 we reported our local findings to Rhondda Cynon Taf County Borough Council (the Council) following our review of **Local Authority Arrangements to Support Safeguarding of Children**. The study focused on answering the following question: 'Do the Council's governance and management arrangements provide assurance that children are safeguarded?'
2. In reporting our findings we made four proposals for improvement to the Council that are set out below.

P1	Develop a Corporate Safeguarding Policy that clearly specifies roles, responsibilities and procedures for safeguarding.
P2	Ensure all safeguarding risks are identified; ensure corporate and service level risks are integrated; and agree actions to mitigate these.
P3	Improve the range, quality and coverage of safeguarding performance reporting to provide adequate assurance that systems are working effectively.
P4	Ensure all elected members and staff who come into contact with children on a regular basis receive training on safeguarding and child protection issues and the Council's corporate policy on safeguarding.

3. In February 2016 we reviewed the Council's progress in addressing the above proposals for improvement. We asked the question: 'Has the Council made progress in addressing the proposals for improving arrangements to support safeguarding of children?' We found that: 'The Council is strengthening its corporate arrangements to support the safeguarding of children and is making progress in addressing our previous proposals for improvement.' We came to this conclusion because the Council has:
  - developed a draft Corporate Safeguarding Policy;
  - developed a draft corporate safeguarding risk register, and intends to incorporate service risks into its service delivery plans;
  - identified key corporate performance measures for safeguarding, although not all of the measures are finalised; and
  - begun to deliver a training programme for staff, and there are plans to deliver training for elected members from May 2016.
4. Our findings are outlined in [Appendix 1](#).

# Appendix 1

## Proposals for improvement and findings

Proposal for improvement	Follow-up findings
<p>P1 Develop a Corporate Safeguarding Policy that clearly specifies roles, responsibilities and procedures for safeguarding.</p>	<p><b>In progress – the Council has developed a draft Corporate Safeguarding Policy</b></p> <ul style="list-style-type: none"> <li>• The Council has developed a draft policy and intends to finalise this subject to Cabinet approval, in March 2016. The policy sets out the roles and responsibilities of a range of stakeholders.</li> <li>• The draft policy also sets out the governance arrangements for safeguarding with reference to the Cwm Taf Safeguarding Children Board, the Cwm Taf Safeguarding Adult Board, the Council's Overview &amp; Scrutiny Committee and the Director for Social Services.</li> <li>• The policy also sets out contact details for officers/members who have a concern regarding safeguarding.</li> </ul>
<p>P2 Ensure all safeguarding risks are identified; ensure corporate and service level risks are integrated; and agree actions to mitigate these.</p>	<p><b>In progress – the Council has developed a draft corporate safeguarding risk register, and intends to incorporate service risks into its service delivery plans</b></p> <ul style="list-style-type: none"> <li>• The Council has developed a draft corporate safeguarding risk register for safeguarding.</li> <li>• The Council intends to identify service risks in children and adult services through the service self-evaluation process and include identified risks in the subsequent service delivery plans. However, as the delivery plans have not yet been finalised for 2016-17 it is too early to review the robustness of these arrangements.</li> </ul>
<p>P3 Improve the range, quality and coverage of safeguarding performance reporting to provide adequate assurance that systems are working effectively.</p>	<p><b>In progress – the Council has identified key corporate performance measures for safeguarding, although not all of the measures are finalised</b></p> <ul style="list-style-type: none"> <li>• The Council has identified key corporate measures, although these are not yet all clearly defined.</li> <li>• It has not yet set targets for the measures as 2016-17 will be a baseline year.</li> </ul>

#### Proposal for improvement

P4 Ensure all elected members and staff who come into contact with children on a regular basis receive training on safeguarding and child protection issues and the Council's corporate policy on safeguarding.

#### Follow-up findings

**In progress – the Council has begun to deliver a training programme for staff, and there are plans to deliver training for elected members from May 2016**

- The Council has begun to develop and deliver a training programme for staff.
- It will produce a training programme for elected members by April 2016 with a rolling training programme to be implemented from May 2016.



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<b>Corporate Safeguarding arrangements – Delivery Plan 2016/17</b>	
<b>What are we trying to achieve, the outcome</b>	The implementation of a framework that will protect Children and adults at risk across Rhondda Cynon Taf.
<b>Why we need to do it:</b>	<i>The number of children on the child protection register reduced by 22 (5%) in 2014-15 (449 compared to 471). However, the long term trend for Rhondda Cynon Taf is high and currently has the highest rate of child protection registration in Wales. (457 at 30th Sept 2016)</i> <i>The number of children in care reduced by 10% during 2014-15 but Rhondda Cynon Taf has the 4<sup>th</sup> highest rate of looked after children in Wales. (665 at end of Sept 2016/17 compared to 633 CLA at end of June 2016/17)</i> <i>We have increased the number of adult protection referrals where risk has been managed and is above the Welsh Average. However, the number of referrals increased from 180 in 2013/14 to 200 in 2014/15 (201 in 2015/16) (Performance amongst the best in Wales for % of adult protection referrals where the risk has been managed, 100%)</i>
<b>Which of the Council's Priorities, as outlined in the Council's Corporate Plan, will this plan support?</b>	<b>People</b> – promoting independence and positive lives for everyone
<b>Which of the current Single Integrated Plan Theme(s) will this support</b>	<b>Safety theme</b> <i>Safeguarding outcome Children and Adults at risk are protected from harm</i>
<b>To which of the Wellbeing of Future Generations Act Well-being Goals does this plan contribute?</b>	A <b>Healthier/More Equal/Cohesive</b> Wales
<b>What difference will delivery of this objective make to Service Users/ residents of Rhondda Cynon Taf</b>	Children and adults at risk across RCT are protected from harm.
<b>Risks – extracted from (CS RR)</b>	<ol style="list-style-type: none"> <li>1. If robust performance monitoring and management arrangements in respect of corporate safeguarding are not in place then the ability to track progress, ensure on-going review and scrutiny could be hindered.</li> <li>2. If staff do not possess the relevant skills and knowledge in respect of identifying and reporting a potential safeguarding issue then the safety of a child and/or an adult at risk may be compromised.</li> <li>3. If the Council cannot demonstrate delivery of training to all relevant staff then its ability to evidence robust and adequate training in respect of corporate safeguarding is hindered.</li> <li>4. If safeguarding concerns are not reported to an appropriate central service then the consistency in respect of how these are assessed and managed could be compromised which could result in the safety of a child and/or an adult at risk being compromised.</li> </ol>

<b>How will we measure our progress against the outcome</b>		<b>Data</b> 15/16	<b>2016/17 Target</b>	<b>Owner</b>
<b>Description</b>		<i>if available</i>		
<b>PI</b>	<p>% of (non specialised) staff trained in Corporate Safeguarding</p> <ul style="list-style-type: none"> <li>• Basic Level</li> <li>• Management Level</li> </ul>	<p>Management briefings delivered to 560</p> <p>Managers</p>	50% of managers and staff trained	DH
<b>PI</b>	<p>Measure around people who</p> <ul style="list-style-type: none"> <li>• Are aware of their responsibilities in respect of Safeguarding</li> </ul> <p><b>Found it easy to access information if they had reason to report</b> eg I know what to do if I have concerns about..similar to extract from WAO Childrens report.</p>		TBD	DH
<b>Survey Results</b>	<p>Links to above,</p> <ul style="list-style-type: none"> <li>• Staff survey</li> <li>• WAO measures (Children's Report)</li> </ul>		TBD	
<b>Inspection Feedback</b>	<p>The findings from the follow up on the WAO Study report issued in October 2014.</p> <p>These findings from the follow up were issued in May 2016. The fieldwork for the follow up was carried out in February 2016. The progress between February and May was not reflected in the WAO report.</p>	<p>Extract from WAO Report</p> <p><b>'The Council is strengthening its corporate arrangements to support safeguarding of children and is making progress in addressing our previous proposals for improvement' because</b></p> <ol style="list-style-type: none"> <li>1. Developed a draft Corporate Safeguarding Policy</li> <li>2. Developed a draft CS risk register and intends to incorporate service risks into its service Delivery Plans</li> <li>3. Identified key corporate performance measures for safeguarding although not all of the measures have been finalised</li> <li>4. Begun to deliver a training programme for staff and there are plans to deliver training for elected Members from May 2016</li> </ol>		

**NB any measures used to demonstrate and scrutinise progress within Cabinet Performance reports will be subject to a Data Assurance Process which will include review of target setting rationale**

Action		Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete
1	Put in place robust governance and scrutiny that will deliver strengthened Council wide Safeguarding arrangements for Children and Adults at Risk.	1.1	<ul style="list-style-type: none"> <li>Identify and confirm lead officer accountability for Corporate Safeguarding.</li> <li>Identify and confirm lead Cabinet Member accountability for Corporate Safeguarding.</li> </ul>	Complete Complete	CL AM	COMPLETE
		1.2	<b>Establish a working group</b> that is tasked with critically reviewing the Council's current Corporate Safeguarding arrangements, taking into account the recommendations received from the Wales Audit Office, and putting in place a delivery plan for improvement where they are identified.	Complete	CL	COMPLETE
		1.3	<b>Produce a Corporate Safeguarding Delivery Plan</b> setting the out the required actions and measures for improvement: <ul style="list-style-type: none"> <li>submit it to Cabinet for approval</li> <li>put in place appropriate scrutiny arrangements by ensuring that Corporate Safeguarding is included within the workplan of the Overview &amp; Scrutiny Committee.</li> <li>Ensure that the risks to achieving the Delivery Plan are set out in a Corporate Safeguarding Risk Register</li> </ul>	Complete 17/3/2016 Complete Complete	CL KM MC	COMPLETE
		1.4	<b>Agree and distribute a template</b> that can be used across the Council to collect information in respect of Corporate Safeguarding activity that can be used to inform the Director of Social Services Annual Report. <b>Previously 31/3/2016 agreed to extension 22 April 2016</b>  <b>Include agreed template in SSE for SLT</b>  <b>Establish information collection and reporting arrangements</b> to inform the Annual Corporate Safeguarding aspects of the Director's Report	31/7/2016  31/3/2016	SLT  LAL/LP	COMPLETE
		1.5	Ensure that the Corporate Safeguarding arrangements are subjected to Internal Audit review during 2016/17.	Complete	MC	COMPLETE

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete	
2	Put in place a Corporate Safeguarding Policy that reflects the Council's overarching Safeguarding responsibility and the service specific policies already in place.	2.1	<b>Establish those existing policies</b> that need to be reflected within Corporate Safeguarding Policy	Complete	LP/LAL	COMPLETE
	2.2	<b>Devise a draft Corporate Safeguarding Policy</b>  <b>Submit draft Policy for review and approval by Cabinet.</b> To be accompanied by the Corporate Safeguarding Delivery Plan and Risk Register.	Complete  March 2016	LP/LAL  LP/LAL	COMPLETE	
	2.3	<b>Deliver Initial Briefing sessions on Corporate Safeguarding</b> with Senior Managers as part of Manager briefing sessions <i>(First session took place on 11 February 2016)</i>	Feb/March 2016	DH	COMPLETE	

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete
<p><b>Increase awareness of staff, elected Members, volunteers, partners and contractors of Corporate Safeguarding and whistle blowing across all Council services</b></p> <p><b>Officer Training</b></p>	3.1	Identify staff that require different levels of training/information on Safeguarding	April 2016	DH	<b>COMPLETE</b>
		Produce programme(s) of training for staff identified	April 2016	DH	
		Prioritise and implement rolling training programme – original date May 2016 extended to July 2016 in 22/4 meeting *e learning and face to face training launched	*October	DH	
<p><b>Elected Member training</b></p>	3.2	a) Provide a report in respect of elected Members' Corporate Safeguarding training requirements to Democratic Services Committee (24.3.2016)	Complete	DH/LAL	Complete
		b) Provide a briefing note to Members in respect of DBS Checks	May 2016	RE	Complete
		c) Develop programme and schedule of training	May 2016	DH	
		d) Ensure elected Member Corporate Safeguarding responsibilities are included in role descriptions to be agreed as part of the constitution following AGM in May	July	AW (in KM absence)	Complete
	NEW @3/5	e) consider options for ongoing engagement and training/awareness raising in respect of their responsibilities for Safeguarding	October 2016	DH/KM	Complete
	@ 28/11	f) ensure Safeguarding is included in induction arrangements post election	May 2017	DH/KM	Complete

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete
Record of Training undertaken	3.3	<p><b>Develop/implement arrangements that will ensure that all</b> information about staff and elected Members trained in respect of Corporate Safeguarding responsibilities is reported quarterly to the SSG.</p> <p>Provisional data                      e learning launched to 1,929, 45 in progress, 978 not yet started                      ** require face to face training                      ****school staff will be trained by existing school arrangements</p>		DH	Awaiting final data
	3.4	<p><b>Review HR policies</b> to ensure that the reference to Corporate Safeguarding requirements is included where necessary                      Original date April 2016 extended to September in April meeting                      28/11 further extension of deadline to December to accommodate Welsh translation</p> <p>NEW                      Added on 24/8                      List of all policies considered by HR to be provided to Corporate Safeguarding Group</p>	<p>Sept 2016                      Revise Dec 2016</p> <p>Sept</p>	<p>RE</p> <p>RE</p>	<p>50% of policies remaining for translation</p> <p>List to be provided to Group</p>
	3.5	<p><b>Agree internal 'branding' and campaign</b> for Safeguarding to include IT and non IT access methods eg</p> <p>Intranet pages                      Payroll insert booked for May 2016                      Source</p>	<p><b>Complete</b></p> <p>Complete                      Complete                      Complete</p>	<p>LAL</p> <p>LAL                      CD                      AB</p>	<b>COMPLETE</b>
	3.6	<p><b>Start to implement campaign</b> to align/introduce Council wide training programme</p>	April 2016	CD	<b>COMPLETE</b>

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete
	NEW@ 23/5 3.6 a	<p>Agree approach to roll out of Policy through NETConsent</p> <p>Clarify Users requiring consent (4,000 staff in place) Agree approach e.g. staggered/prioritise Identify how queries/declines will be managed (eg shared in box)</p> <p>Implement – (staggered roll out starting October) To be progressed in consultation with HR prompting</p>	<p>July 2016</p> <p>September 2016</p> <p>October 2016 Revise Feb 2017</p>	<p>CL/GI</p> <p>LAL</p> <p>LAL</p>	<p>Complete</p> <p>Complete</p> <p>Initial NET consent test complete. Roll out delayed to avoid confusion with HR reminders in respect of E learning completion</p>
<b>Procurement and commissioning</b>	3.7	For all relevant contracts, <b>ensure that the Council's Corporate Safeguarding Policy is included.</b>	Post Cabinet approval	SL	<b>COMPLETE</b>
<b>Recruitment</b>	3.8	<b>Ensure that recruitment processes enable</b> the safe recruitment of all staff	April 2016	RE	<b>COMPLETE</b>
<b>Evaluation</b>	3.9	<p><b>Test the extent that staff and managers are aware of their Corporate Safeguarding responsibilities</b> as part of the staff survey scheduled for 2017</p> <p>NB This action will be dependent on the progress of the training programme</p>	TBD	LAL/DH	To be addressed in 2017 survey

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete	
		3.10 NEW @23/5	Revise MASH data collection processes to identify sources of staff contact to MASH (both children's and adults) that will help to establish the impact of training and awareness raising on Keeping children and adults at risk Safe  Review process six months after implementation (October 2016) to ensure systems are fit for purpose	December 2016  April 2017	LP/JN  LP/JN	Complete  On target





STRONG HERITAGE | STRONG FUTURE  
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## APPENDIX C

# RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL

## Corporate Safeguarding Risk Register

**1. Introduction**

- 1.1 This Corporate Safeguarding risk register sets out the key risks to Rhondda Cynon Taf County Borough Council in achieving its vision of delivering embedded Corporate Safeguarding arrangements.
- 1.2 The risks are categorised in terms of their likelihood and impact.
- 1.3 The aim is to manage each risk so as to reduce the likelihood and/or the impact, by putting measures in place to support and delivery robust governance arrangements in respect of Corporate Safeguarding.
- 1.4 In addition to the risks set out in this register, there are operational risks that are managed within the Children's and Adult's Service Directorates respectively.
- 1.5 All risks across the Council are subject to a periodic review.
- 1.6 Risks change over time – new ones emerge or existing risks become more or less significant as a result of external or internal factors. This Corporate Safeguarding Risk Register is a living document; it is reviewed regularly, monitored and updated.

Rhondda Cynon Taf County Borough Council – Corporate Safeguarding Risk Register

RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL'S CORPORATE SAFEGUARDING RISK REGISTER									
CSRR REF	RESPONSIBLE OFFICER	RISK DESCRIPTION	POTENTIAL CONSEQUENCES	Original Risk Rating			Current Risk Rating		
				I	L	RATING	I	L	RATING
1	Chris Lee & Giovanni Isingrini	If robust performance monitoring and management arrangements in respect of corporate safeguarding are not in place then the ability to track progress, ensure on-going review and scrutiny could be hindered.	Reportable major injuries to several people or death of an individual.  Intervention in a key service.  National adverse publicity / bad press.	4	4	16	4	2	8
<b>UP DATE (INCORPORATING ACTIONS TAKEN TO MANAGE)</b>									
<p>A report was provided to Cabinet at its meeting on <a href="#">2<sup>nd</sup> November</a> setting out actions being taken to address recommendations in relation to corporate Safeguarding responsibilities.</p> <p>A more detailed Safeguarding Delivery Plan has been put in place to manage and monitor the implement of key actions for this area; the latest Delivery Plan up date shows that, overall, positive progress is being made and at the same time recognising that a number of actions are 'on-going' (this being reflective of the significance of specific actions e.g. providing safeguarding training to several thousand members of staff).</p> <p>No change to the risk score at this stage.</p>									

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CSRR REF	RESPONSIBLE OFFICER	RISK DESCRIPTION	POTENTIAL CONSEQUENCES	Original Risk Rating			Current Risk Rating		
				I	L	RATING	I	L	RATING
2	Chris Lee & Giovanni Isingrini	If staff do not possess the relevant <b>skills and knowledge</b> in respect of <b>identifying and reporting a potential safeguarding issue</b> then the safety of a child and/or an adult at risk may be compromised.	Reportable major injuries to several people or death of an individual.  Intervention in a key service.  National adverse publicity / bad press.	4	4	16	4	3	12
<b>UP DATE (INCORPORATING ACTIONS TAKEN TO MANAGE)</b>									
<p>Work is on-going to deliver face to face safeguarding training to members of staff and a safeguarding section has been incorporated into Manager Briefing sessions that have been undertaken during the year to date.</p> <p>A specific e-learning module has been created and is being rolled out to staff members that have access to a PC.</p> <p>The <a href="#">Service Self Evaluation Template</a> has been updated to include a section on corporate Safeguarding. The template requests Service Managers to identify additional training needs with the submissions managed corporately to enable training to be planned and delivered as efficiently as possible.</p> <p>No change to the risk score at this stage.</p>									

Children and Young People Scrutiny Committee Agenda - 22nd March 2017  
Rhondda Cynon Taf County Borough Council – Corporate Safeguarding Risk Register

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CSRR REF	RESPONSIBLE OFFICER	RISK DESCRIPTION	POTENTIAL CONSEQUENCES	Original Risk Rating			Current Risk Rating		
				I	L	RATING	I	L	RATING
3	Chris Lee & Giovanni Isingrini	If the Council cannot <b>demonstrate delivery of training</b> to all relevant staff then its ability to evidence robust and adequate training in respect of corporate safeguarding is hindered.	Intervention in a key service.  National adverse publicity / bad press.	4	3	12	4	3	12
<b>UP DATE (INCORPORATING ACTIONS TAKEN TO MANAGE)</b>									
Work is on-going to compile the information from training sessions delivered to date.									
No change to the risk rating.									

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CSRR REF	RESPONSIBLE OFFICER	RISK DESCRIPTION	POTENTIAL CONSEQUENCES	Original Risk Rating			Current Risk Rating		
				I	L	RATING	I	L	RATING
4	Chris Lee & Giovanni Isingrini	If safeguarding concerns are not <b>reported to an appropriate (central)</b> service then the consistency in respect of these being assessed and managed could be compromised which could result in the safety of a child and/or an adult at risk being compromised.	Reportable major injuries to several people or death of an individual.  Intervention in a key service.  National adverse publicity / bad press.	4	3	12	4	3	12
<b>UP DATE (INCORPORATING ACTIONS TAKEN TO MANAGE)</b>									
Testing staff awareness and understanding is a theme that is being developed as part of the e-learning module introduced. Work is required to collate the feedback received and use this information to assess the level of awareness / understanding.  No change to the risk score.									