

## **AGENDA ITEM 4**

### **RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

#### **CABINET**

**19<sup>TH</sup> MAY 2016**

#### **CWM TAF SAFEGUARDING BOARDS ANNUAL PLANS 2016/17**

**REPORT OF THE GROUP DIRECTOR, COMMUNITY AND CHILDREN'S SERVICES IN DISCUSSION WITH THE RELEVANT PORTFOLIO HOLDERS, COUNCILLOR FOREY AND COUNCILLOR HOPKINS**

**AUTHOR: NICOLA KINGHAM, CWM TAF SAFEGUARDING BOARD BUSINESS MANAGER, TEL NO: 01443 484550**

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

- 1.1 The purpose of the report is to share with Cabinet the Annual Plans for 2016/17 for the Cwm Taf Safeguarding Children Board (CTSCB) (Appendix 1) and the Cwm Taf Safeguarding Adults Board (CTSAB) (Appendix 2)

#### **2. RECOMMENDATIONS**

It is recommended that the Cabinet:

- 2.1 Notes the content of the Cwm Taf Safeguarding Boards Annual Plans for 2016/17.
- 2.2 Endorses the priorities identified for 2016/17.

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

- 3.1 The Cwm Taf Safeguarding Boards are required to produce Annual Plans setting out their priorities for the coming year. This is a statutory requirement from 6th April 2016 when the Social Services and Wellbeing (Wales) Act 2014 came into force.

#### **4. BACKGROUND**

- 4.1 The Cwm Taf Safeguarding Adults Board (CTSAB) is the multi-agency partnership which has responsibility for safeguarding adults at risk in Rhondda Cynon Taf and Merthyr Tydfil.

- 4.2 The Cwm Taf Safeguarding Children Board (CTSCB) is the multi-agency partnership which has responsibility for safeguarding children in Rhondda Cynon Taf and Merthyr Tydfil.
- 4.3 The Boards monitor how well agencies and other partnerships undertake their work with regard to safeguarding children and adults at risk and ensures safeguarding is embedded in all working practices.

## 5. **ANNUAL PLANS 2016/17**

- 5.1 The purpose of the annual plan is to be a useful tool of accountability and for evaluation. The guidance produced under Part 7 of the new Act requires the annual plan to include the following information:
- a list of members;
  - the outcomes the Safeguarding Board proposes to achieve;
  - a summary of any improvement the Safeguarding Board proposes to make to enable it better to fulfil its objectives;
  - the amount of expenditure which the Safeguarding Board is likely to incur in order to achieve its objectives;
  - a description of how the Safeguarding Board proposes to collaborate with other persons or bodies;
  - when and how the Safeguarding Board will give children and adults who are, or may be, affected by the exercise of its functions, the opportunity to participate in its work.
- 5.2 Each annual plan should be drafted with the aim that there should be one plan and one report each year for each Safeguarding Board.
- 5.3 **Cwm Taf Safeguarding Children Board (CTSCB)**

The Annual Plan for the CTSCB sets out the following priority outcomes for 2016/17:

1. The Board has a robust structure and clear governance arrangements in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014.
2. Children and young people who are particularly vulnerable have been identified and the Board is assured that there are measures in place to protect them and to prevent them from becoming further at risk.
3. The Board is proactive in engaging with its communities and children and young people are given the opportunity to participate in the work of the Board.

4. The Board is assured that there are effective inter-agency safeguarding practice and processes in place, supported by robust quality assurance and information sharing systems
  5. The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce.
  6. The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of it objectives.
- 5.4 The plan also set out the specific details of how the Board aims to address these priorities during 2016/17.
- 5.5 Cwm Taf Safeguarding Adults Board (CTSAB)

The Annual Plan for the CTSAB sets out the following priority outcomes for 2016/17:

1. The Board has a robust structure and clear governance arrangements in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014.
  2. The Board anticipates and identifies where there may be specific groups of adults at risk and in need of safeguarding and works with service providers to develop earlier identification and preventative services.
  3. The Board is proactive in engaging with its communities and people are given the opportunity to participate in the work of the Board.
  4. The Board is assured that there are effective inter-agency safeguarding practice and processes in place, supported by robust quality assurance and information sharing systems
  5. The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce
  6. The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of it objectives.
- 5.6 The plan also sets out the specific details of how the Board aims to address these priorities during 2016/17.

5.7 It can be noted from the above that the priority outcomes for each Board are almost identical. This reflects the ongoing work both regionally and nationally to align the work of the Boards and to provide a framework for improving safeguarding arrangements for everyone. The guidance under Part 7 of the Act recognises that Boards will operate in parallel, that arrangements for the Boards should allow sharing, exchange and joint-working on matters of mutual concern, and that this should be supported wherever possible by common functions and procedures. This collaborative work is already underway in Cwm Taf.

**6. EQUALITY AND DIVERSITY IMPLICATIONS**

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

**7. CONSULTATION**

7.1 During 2015/16 both Boards have been working collaboratively in preparation for the new Act. This year, the Children and Adults Boards held their first joint Development Day to identify the priority areas for 2016/17. This culminated in an agreed list of outcomes which have formed the basis of the Annual Plans.

**8. FINANCIAL IMPLICATION(S)**

8.1 The Cwm Taf Safeguarding Boards for Adults and Children have agreed a budget to support both Boards in 2016/17.

8.2 The Boards are jointly funded by the statutory partners as set out below:

<b>Budget for 2016/17</b>				
Staffing Costs		154,660		
Accommodation Costs		5,800		
General Expenditure		15,550		
<b>Total Costs</b>		<b>176,010</b>		
<b>Contributions from Partners</b>	<b>% Split</b>	<b>Amount</b>	<b>% Split</b>	<b>Total</b>
Rhondda-Cynon-Taf CBC	60%	105,606	80%	84,485
Merthyr Tydfil CBC			20%	21,121
Cwm Taf UHB	25%	44,003		44,003
South Wales Police	10%	17,601		17,601
Probation Service	5%	8,801		8,801
<b>Totals</b>	<b>100%</b>	<b>176,010</b>	100%	<b>176,010</b>

**9. LEGAL IMPLICATIONS OR LEGISLATION CONSIDERED**

- 9.1 The new Social Services and Wellbeing (Wales) Act 2014 has set a new direction in the establishment of regional safeguarding boards across Wales. The Act defines the functions of the Boards and sets out new requirements, including the setting up of a National Independent Safeguarding Board.

**10. LINKS TO THE COUNCILS CORPORATE PLAN/OTHER CORPORATE PRIORITIES/SIP**

- 10.1 Both Boards have contributed to elements of the work of the Local Service Board by reporting on safeguarding activity. The Boards link to the Single Integrated Plan for Rhondda Cynon Taf - Delivering CHANGE – A -: Safeguarding: Children and Adults at risk are protected from harm.

**11. CONCLUSION**

- 11.1 The Business plans for the Cwm Taf Safeguarding Boards aim to set out the priorities of the Boards for 2016/17 and also aim to address the requirements of the Social Services and Wellbeing Act.

**Other information:**

***Relevant Scrutiny Committee***

- Health and wellbeing scrutiny committee
- Children and Young People Scrutiny Committee

**LOCAL GOVERNMENT ACT 1972**

**AS AMENDED BY**

**THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**RHONDDA CYNON TAF COUNTY BOROUGH COUNCIL**

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**19<sup>TH</sup> MAY 2016**

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**Item:**

**CWM TAF SAFEGUARDING BOARDS ANNUAL PLANS 2015/16**

**Background Papers:**

**CTSCB Annual Plan 2016/17 and CTSAB Annual Plan 2016/17**

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BWRDD DIOGELU PLANT CWM TAF  
CWM TAF SAFEGUARDING CHILDREN BOARD

**BDPCT**  
BWRDD  
DIOGELU PLANT CWM TAF

**CTSCB**  
CWM TAF  
SAFEGUARDING CHILDREN BOARD

**CYNLLUN BLYNYDDOL  
ANNUAL PLAN  
2016 - 2017**



**Appendix 1****INTRODUCTION**

The Cwm Taf Safeguarding Children Board (CTSCB) is the multi-agency partnership which has responsibility for safeguarding children in Rhondda Cynon Taf and Merthyr Tydfil.

The CTSCB operates within the statutory guidance set out in Section 139 of the Social Services and Wellbeing (Wales) Act 2014<sup>1</sup> and in exercising its functions under the Act the CTSCB will have due regard to the United Nations Principles for Older Persons and the United Nations Convention on the Rights of the Child.

The CTSCB monitors how well agencies and other partnerships undertake their work with regard to safeguarding children and ensures safeguarding is embedded in all working practices.

This Annual Plan will support the evaluation of the work of the Board and will make it accountable to the public, statutory partner agencies and to the inspectorate bodies.

The CTSCB will make this Annual Plan public by placing it on the Cwm Taf Safeguarding Boards website ([www.cwmtafsafeguarding.org](http://www.cwmtafsafeguarding.org)).

**OUR VISION**

***To ensure that children and young people in Cwm Taf, up to the age of 18, are protected from abuse, neglect or other kinds of harm and are prevented from becoming at risk of abuse, neglect or other kinds of harm and they live in an environment that promotes their wellbeing.***

***The Cwm Taf Safeguarding Children Board will work within the ethos of Voice and Control and engage with, listen to and hear the views of children and young people.***

**Giovanni Isingrini (Co-Chair)**  
**Director of Community and Children's**  
**Services**  
**Rhondda Cynon Taf CBC**

**Lisa Curtis-Jones (Co-Chair)**  
**Chief Officer (Social Services)**  
**Merthyr Tydfil CBC**

<sup>1</sup> From hereon in known as 'the Act'

**Appendix 1****THE STRUCTURE OF THE CWM TAF SAFEGUARDING CHILDREN BOARD**

The Lead Partner of the CTSCB is Rhondda Cynon Taf (RCT) County Borough Council. The CTSCB is chaired jointly by the Director of Community and Children Services (RCT County Borough Council) and the Chief Officer for Social Services (Merthyr Tydfil County Borough Council). The membership of the Board complies with the guidance issued under Part 7 (Section 134(2) of the Act and is as follows:

<b>CWM TAF SAFEGUARDING CHILDREN BOARD MEMBERSHIP</b>	
Director of Community & Children Services (RCT) - Co-Chair	Rhondda Cynon Taf CBC The Pavilions, Clydach Vale, Rhondda Cynon Taf, CF40 2XX
Chief Officer for Social Services (Merthyr Tydfil) - Co-Chair	Merthyr Tydfil CBC Unit 5, Pentrebach Merthyr Tydfil, CF48 4TQ
Head of Safeguarding, Cwm Taf University Health Board - Vice Chair	Cwm Tâf University Health Board LHB Headquarters, Ynysmeurig House Abercynon, CF45 4SN
Head of Children's Services (MTCBC)	Merthyr Tydfil CBC Unit 5, Pentrebach Merthyr Tydfil, CF48 4TQ
Executive Nurse Director Cwm Taf University Health Board	Cwm Taf University Health Board LHB Headquarters Ynysmeurig House, Abercynon, CF45 4SN
Superintendent	South Wales Police Pontypridd Police Station, Berw Road, Pontypridd, CF37 2TR
Assistant Chief Executive	National Probation Service 4 -9 Broadway Pontypridd, CF37 1BA
Assistant Chief Executive	South Wales 2, Wales Community Rehabilitation Company Bridgend Probation Office, Tremains House, Tremains Road, Bridgend, CF31 1TZ
Chief Officer	Voluntary Action Merthyr Tydfil (VAMT), Voluntary Action Centre, 88-90 High Street, Pontmorlais, Merthyr Tydfil, CF47 8UH
CTSB Business Manager	Ty Catrin, Maritime Industrial Estate Maesycoed Pontypridd, CF37 1NY
Director of Place and Transformation (MTCBC)	Merthyr Tydfil CBC Civic Centre, Castle Street, Merthyr Tydfil, CF47 8AN

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<b>CWM TAF SAFEGUARDING CHILDREN BOARD MEMBERSHIP</b>	
Service Director, Adult Services (RCTCBC)	Rhondda Cynon Taf CBC Ty Elai, Dinas Isaf East, Williamstown Tonypany, CF40 1NY
Head of Safeguarding & Support (RCTCBC)	Tŷ Catrin, Maritime Industrial Estate, Maesycloed, Pontypridd, CF37 1NY
Safeguarding Manager, Adults and Children (MTCBC)	Merthyr Tydfil CBC Unit 5, Pentrebach Merthyr Tydfil, CF48 4TQ
Head of Cwm Taf Youth Offending Service	Youth Offending Service Unit 2 Fairway Court Tonteg Road Treforest Industrial Estate Pontypridd, CF37 5UA
Service Director for Schools and Community (RCTCBC)	Rhondda Cynon Taf CBC Tŷ Trevithick Abercynon, CF45 4UQ
Head of Service - Learning (MTCBC)	Merthyr Tydfil CBC, Unit 5, Triangle Business Park, Pentrebach, Merthyr Tydfil, CF48 4TQ
Service Director, Adult Services (RCTCBC)	Rhondda Cynon Taf CBC Community Services Municipal Buildings, Llewellyn Street, Pentre, CF41 7XW
Head of Legal - Community Care and Children (RCTCBC)	Rhondda Cynon Taf Legal Services Taff Ely Principal Office Court House Street Pontypridd
Manager / Interlink Chair	TEDS (Treatment & Education Drug Service), Engine House, Depot Road, Aberdare, CF44 8DL
Designated Nurse for Safeguarding Children and LAC	Public Health Wales Unit 1 Charnwood Court Heol Billingsley Parc Nantgarw Cardiff, CF15 7QZ.
Named Professional for Safeguarding	Welsh Ambulance Services NHS Trust Ty Conwy /Conwy House 1st Floor, Castle Court Phoenix Way Swansea, SA7 9LA

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The CTSCB has a well-established Sub Group structure in place to support the delivery of its objectives and to carry out its functions effectively. This enables the Board to focus on its overall responsibility of setting the strategic direction for Board partner agencies and challenging them on the effectiveness of safeguarding measures.

The responsibilities of each of the Sub Groups are as follows:

**Operational Committee** - ensures that the business and functions of the Board are carried out effectively. In delivering this Annual Plan, the Operational Committee will ensure that the outcomes and improvement priorities of the Board and the work of the Sub Groups are taken forward.

**Quality Assurance and Standards Sub Group** - encourages high standards of practice through the auditing, monitoring and evaluation of performance and reviewing the work undertaken by partner agencies to safeguard and promote the welfare of children across Cwm Taf.

**Case Review Group** - ensures that the CTSCB discharges its functions in relation to Child Practice Reviews and promotes a positive culture of multi-agency learning and more effective sharing of that learning. The Group also ensures that action plans arising from reviews are monitored and implemented.

**Protocols and Procedures Sub Group** - this is a joint Children and Adults Group that is responsible for developing, reviewing and updating policies, protocols and procedures to co-ordinate what is done by each representative body to safeguard children and adults.

**Training and Communications Sub Group** - has a responsibility to ensure that safeguarding training is co-ordinated and delivered to a consistently high standard, and that a process exists for evaluating the effectiveness of training.

## **THE MULTI AGENCY SAFEGUARDING HUB (MASH)**

The Cwm Taf Multi-Agency Safeguarding Hub (MASH) is the single point of contact for all professionals to report safeguarding concerns, across Cwm Taf.

The MASH is the first point of contact for new safeguarding concerns and has significantly improved the sharing of information between agencies, helping to protect the most vulnerable children and adults from harm, neglect and abuse.

The MASH directly receives safeguarding concerns from professionals such as teachers and doctors; as well as members of the public and family members via Rhondda Cynon Taf CBC and Merthyr Tydfil CBC contact centres.

A MASH Senior Managers Group (SMG) has also been set up to oversee the ongoing development of the Multi Agency Safeguarding Hub (MASH) to ensure it continues to achieve its goal to improve safeguarding and promote the welfare of children, young people

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and adults at risk. The Group reports to the Cwm Taf Safeguarding Boards and escalates risks and issues as appropriate.

**WHAT ARE OUR MAIN OBJECTIVES?**

The key objectives of the CTSCB, as defined by the Act are:

- a) to protect children within Cwm Taf who are experiencing, or are at risk of abuse, neglect or other kinds of harm, and
- b) to prevent children within Cwm Taf from becoming at risk of abuse, neglect or other kinds of harm.

These key objectives will underpin the work of the CTSCB in the coming year. The Board will also operate under existing guidance in relation to children at risk of harm and the powers and duties under the Children Act 1989, in particular the duty under section 47 of that Act.

Section 130 (4) of the Act defines a 'child at risk' as a child who:

- a) is experiencing or is at risk of abuse, neglect or other kinds of harm, and
- b) has needs for care and support (whether or not the authority is meeting any of those needs).

The CTSCB aims to meet its objectives in the coming year by:

- Being clear about what outcomes it is seeking to achieve and what the statutory partners should deliver in relation to safeguarding children and young people in Cwm Taf
- Challenging relevant agencies to ensure that there are effective measures in place in to protect children
- Anticipating and identifying where there may be children and young people at risk and working with service providers to develop earlier identification and preventative services.
- Working together in partnership with children, young people and the community and promoting inter-agency approaches to working with community groups and organisations where there may be populations at risk of harm

**Appendix 1****WHAT OUTCOMES DO WE WANT TO ACHIEVE THIS YEAR?**

The CTSCB has identified the following as its priority outcomes to support the achievement of its objectives for the coming year:

- 1. The Board has a robust structure and clear governance arrangements in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014.**
- 2. Children and young people who are particularly vulnerable have been identified and the Board is assured that there are measures in place to protect them and to prevent them from becoming further at risk.**
- 3. The Board is proactive in engaging with its communities and children and young people are given the opportunity to participate in the work of the Board.**
- 4. The Board is assured that there are effective inter-agency safeguarding practice and processes in place, supported by robust quality assurance and information sharing systems**
- 5. The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce**
- 6. The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of its objectives.**

**HOW DO WE INTEND TO ACHIEVE THESE OUTCOMES?**

Our Plan to achieve these outcomes is set out on the following pages.

**Appendix 1****OUR PLAN FOR 2016/17****Outcome 1: The Board has a robust structure and clear governance in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014****What does this mean?**

The Act sets out the core functions of a Board which incorporate an extensive range of activities. To enable the Board to carry out these functions there must be a structure in place to support the successful implementation and delivery of its work programme. Responsibility for a Board's effectiveness lies with the Board on a corporate basis and with each Safeguarding Board partner individually.

The Board is required to co-ordinate the activities of each person or body represented in relation to protecting and preventing abuse, neglect or other kinds of harm to children and to ensure the effectiveness of those activities. In turn, each Safeguarding Board partner has a responsibility to take all reasonable steps to ensure that the Board on which it is represented is operating effectively.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>1.1 Governance</b>	The CTSCB is well established and makes links to the Single Integrated Plans within each local authority via the Cwm Taf Local Service Board.  The CTSCB has agreed its terms of reference and role profiles are in place for Board members.	There needs to be a clear link between the CTSCB and the new statutory Public Service Board (PSB).  The CTSCB must respond to the outcomes of the review of strategic partnerships.  There is a need to ensure that terms of	CTSCB to ensure that there is a clear line of reporting governance in place to enable it to continue its role of holding agencies to account	Cwm Taf Safeguarding Children Board	Reports to PSB
			CTSCB to respond to the strategic review of partnerships		Alignment of partnerships work completed and actions implemented
			Ensure that the Terms of Reference and membership of the Board are reviewed and updated		Terms of Reference reviewed and approved
			Develop an induction pack for new Board members		Induction pack developed and approved

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		reference, chairing arrangements and role profiles for Board members are up to date and agreed by all.	Role profiles to be agreed by all Board members		Role profiles reviewed and approved
<b>1.2 Reporting</b>	The Board's Sub Groups currently report on a quarterly basis to the Board via the Operational Committee. The Annual Report for the Board is completed each year.	Ensure that reports are consistent and are demonstrating outcomes.	Introduce a consistent scorecard reporting system for all Sub Groups that sets out measurable performance targets and outcomes.	Operational Committee	Quarterly outcome-focussed scorecards presented to the Operational Committee
		The Annual Report for 2015/16 needs to be published by 31 July 2016.	Complete and publish the Board's Annual Report by 31 July 2016		Annual Report completed
<b>1.3 Risks</b>	There is currently a risk register in place for the CTSCB	The risk management process needs to be further developed to ensure that this is continuously monitored and reviewed by all Board members	Develop new risk register and agree with Board.	Operational Committee	Risks and mitigating actions are identified Risks are managed, reduced or eliminated
			Ensure that all sub groups contribute and update the risk register.		
			Place as a standing item on the Operational Committee agenda and escalate risks to the Board as appropriate.		
<b>1.4 Safeguarding Business Unit</b>	The current Business Unit consists of 2 members of staff that have historically supported the CTSCB only.	The Business Unit support structure needs to be strengthened to ensure the Board (as well as the Adults Board)	Establish new structure of Business Unit and appoint staff as appropriate	Cwm Taf Safeguarding Boards Business Manager	New staff appointed

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		is well supported and compliant with the Act.	Secure appropriate funding contributions from partner agencies to support the effective operation of the Unit.		Partner agreements in place	
<b>1.5 Policies &amp; Procedures</b>	The CTSCB Policies and Procedures Sub Group (PPG) is well established and has a work programme in place that is monitored on a quarterly basis. The Group has recently expanded its remit to incorporate adults policies and procedures.	The work programme of the Sub group needs to be further developed to incorporate the Adults policies and procedures.	Develop the work programme of the PPG to include Adults and MASH policies and procedures.	Protocols and Procedures Sub Group	Joint work programme in place.  Policies and procedures reviewed in accordance with the timescales included in the work programme	
			Ensure that the Group responds to any changes to the All Wales Procedures for children and adults as a result of the Act.			Quarterly reports submitted to the Operational Committee
			New scorecard reporting format to be developed			Training/awareness raising requirements are remitted to the Training and Communications Sub group as appropriate
			Ensure that the PPG continues to review and update policies and procedures and makes recommendations on appropriate training/awareness raising			
<b>1.6 Social Services &amp; Wellbeing Act</b>	The Act will come into force on 6 April 2016. An action plan is already in place to ensure that the Board is compliant	Actions contained within the SS&WB action plan to be implemented accordingly	SS&WB Action Plan to be monitored by the Boards Reports to be presented to the Board via Operational Committee on a quarterly basis and risks/issues escalated where required	SS&WB Act Task and Finish Group	Quarterly highlight reports and progress on actions presented to the Board on a quarterly basis. To include risks and issues requiring escalation.	

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**Outcome 2: Children and young people who are particularly vulnerable have been identified and the Board is assured that there are measures in place to protect them and to prevent them from becoming further at risk**

**What does this mean?**

Keeping children who may have needs for care and support safe is everyone's responsibility. This means feeling safe and being safe with those with whom they live and who support and care for them, as well as being safe in environments outside the home where they may live, travel, play, learn, work or undertake sport, cultural, leisure and other activities. This responsibility lies primarily within the family or with carers and within the wider community. However, there are some groups of children who are particularly vulnerable, perhaps as a result of their own behaviour or as a result of compromised parenting. The Board has a responsibility to ensure that a proportionate response is adopted to protect these groups of young people and actions are in place to prevent them from becoming at further risk of abuse, neglect or harm.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>2.1 Neglect</b>	Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.  The CTSCB acknowledges that some parents will require extra support from services to ensure that their children are cared for adequately.	Improved interventions need to be in place to address the 'Toxic Trio' - domestic abuse, mental ill-health and substance misuse - which have been identified as common features of families where neglect or harm to children has occurred. They are viewed as indicators of increased risk of harm to children and young people.	Improve the usage of the Assessment Tool for Neglect	Quality Assurance Sub Group	Improved use of the Assessment Tool for Neglect
			Develop a toolkit to deal with the escalation of challenging cases	Protocols and Procedures Sub Group	Toolkit developed and published on the website
			Carry out audits of cases where neglect is a recurring theme	Quality Assurance Sub Group	Number of audits completed
			Share learning from audits and reviews	Training and Communications Group	Number of learning events held where neglect was a theme
			Ensure that training incorporates lessons from neglect cases and how interventions can be put in place to address the issues	Training and Communications Group	Number of training programmes that include the theme of neglect

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			Ensure that actions arising from the national neglect work is implemented	Operational Committee	Report to Board on outcome of national neglect work
			Identify a Board member to champion this work	Cwm Taf Safeguarding Children Board	Board member identified
<b>2.2 Child Sexual Exploitation</b>	<p>Child sexual exploitation (CSE) is a type of child abuse. It happens when a young person is encouraged, or forced, to take part in sexual activity in exchange for something.</p> <p>A National CSE Action Plan has recently been published to address CSE in Wales. The CTSCB has addressed this on a regional basis by producing its own action plan.</p>	<p>The CTSCB action plan needs to be progressed further as annual reports will be required by the Welsh Government. In addition, data collection of CSE cases needs to be carried out and reported to the Welsh Government</p>	Progress with CTSCB Action Plan for CSE, ensuring that it complies with the Welsh Government's National Action Plan and the '4 Ps' to Prepare, Prevent, Protect and Pursue.	CSE Task Group	Action plan implemented and monitored  Annual Report on CSE submitted to Welsh Government
			Progress with data collection monthly returns	Cwm Taf Safeguarding Boards Business Unit	Monthly returns submitted to Welsh Government
			Develop the toolkit for challenging cases to include the SERAF risk assessment tool for all cases where CSE is a risk	Protocols and Procedures Sub Group	Toolkit on challenging cases developed Number of SERAF assessments carried out
			Progress development of an effective Perpetrator Management Programme in line with the CSE Action Plan	CSE Task Group	Perpetrator Management Programme in place
			Identify a Board member to champion this work	Cwm Taf Safeguarding Children Board	Board member identified

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<b>2.3 Suicide and Self Harm</b>	The Cwm Taf UHB currently co-ordinates a Reduction of Suicide and Self Harm multi-agency Steering Group which delivers elements of the Talk to Me 2 Strategy, considers critical incidents, bereavements and cases of self harm and the delivery of training in this area	Partnership working is vital in supporting children and young people at risk of harming themselves.  There is a need to improve links between the current steering group and the CTSCB.	Consideration to be given to bringing the Steering group functions into the CTSCB structure.	Cwm Taf Safeguarding Children Board	Governance arrangements established for Steering Group functions
			Review the Strategy and Self Harm Strategy on a Cwm Taf regional basis		Local Strategy reviewed to deliver Children's elements of Talk to Me 2.
			Identify a Board member to champion this work		Board member identified
<b>2.4 Looked After Children</b>	The proportion of looked after children across Cwm Taf averages at 135 per 10,000 population. This figure is over a third more than the Welsh average. While we will always need to safeguard and look after some children, we believe that, by working more effectively together with our partner agencies we can reduce the number of children who end up needing intensive interventions.	Placing a child into care is often the best outcome for them but more needs to be done to ensure that all children in care are healthy and safe, have the same opportunities as their peers and can move successfully into adulthood. Families with emerging difficulties need support earlier and more effectively, and help to build up their resilience and independence	Monitor the safeguarding element of the Cwm Taf LAC Prevention Strategy with a goal to improve partnership working and ensure more children and young people remain living within their family or kinship network, and achieve positive outcomes	Cwm Taf Safeguarding Children Board	LAC Prevention Strategy approved by the Board, Lead identified and safeguarding element monitored on a quarterly basis.
			Listen to children and young people about how services are delivered.		
			Identify a Board member to champion this work		

**Appendix 1****Outcome 3: The Board is proactive in engaging with its community and children and young people are given the opportunity to participate in the work of the Board****What does this mean?**

A Safeguarding Board should ensure that it develops knowledge and understanding of its objectives and of the nature and scope of abuse, neglect and other kinds of harm in its area.

These are important steps in fostering relationships and building mutual trust between a Safeguarding Board and its community, and raising awareness throughout the area of the need to protect and prevent abuse and harm to children and adults who may have needs for care and support.

Children who are, or may be, affected by the exercise of a Safeguarding Board's functions must be given the opportunity to participate in the Board's work. Safeguarding Boards must work within the ethos of the theme of Voice and Control which underpins the Act to support people to achieve their personally identified outcomes.

Priority Area	Where are we now?	What needs to improve?	What do we need to do?	Who is responsible?	How will we measure success?
<b>3.1 Communications Strategy</b>	Communications and marketing is currently the responsibility of the Training and Communications Sub Group.	There is a need to improve the methods by which the Board publicises its work by engagement and collaboration with other agencies and by discussions with users and members of the public.	Carry out a review of the current Training and Communications Sub Group remit	Training and Communications Group	Review of training and communications completed and recommendations implemented
	The Board currently seeks opportunities to promote its work	There is a need to review the approach taken to communications to ensure that it sits within the correct governance structure of the Board.	Develop a joint children and adults Communications and Engagement Strategy.  Ensure that all communications are developed to suit the audience, ensuring readability and translated into Welsh.		Communications and Engagement Strategy developed and implemented

**Appendix 1**

<b>3.2 Safeguarding Boards Website</b>	The new Cwm Taf Safeguarding Boards website was launched in November 2015. This is a joint website with the Cwm Taf Safeguarding Adults Board.	The website needs to be regularly updated and developed to support the Board's Communication Strategy	Website to be updated and maintained, including Welsh translation.  Partners to be encouraged to contribute to the ongoing development of the website.	Cwm Taf Safeguarding Boards Business Unit	Number of hits on website  Feedback received via the website
<b>3.3 Participation</b>	The Board currently engages with children and young people on an ad hoc basis via existing groups such as the Youth Forum and LAC groups	At least once a year Safeguarding Boards must give children the opportunity to participate in one or more events of the boards work.	Links to be made with the Cwm Taf Public Engagement Group and existing groups in Cwm Taf, including the newly established Citizens Panel	Training and Communications Group	Participation included in the Board's Communication Strategy.
			Each Board meeting to consider opportunities for engaging with children and young people Evaluation process to be developed to ensure that feedback received is meaningful	Cwm Taf Safeguarding Children Board	Record of Board discussions to include participation of children and young people  Number of children and young people participating in the work of the Board
			Safeguarding Week 2016 to involve an event for children and young people	Training and Communications Group	Engagement activities to be evaluated
<b>3.4 Safeguarding Week</b>	The Safeguarding Boards hosted Safeguarding Week	Plans are underway for Safeguarding Week 2016. Consideration is to be	Safeguarding Week to be held in 2016, to include a professionals/ stakeholder event and a public	Training and Communications Group	Safeguarding Week held and evaluated

**Appendix 1**

	2015, the first of its kind in Wales.	given to this being a national event	event.		
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**Outcome 4: There is effective inter-agency safeguarding practice and processes in place that are supported by robust quality assurance and information sharing systems**

**What does this mean?**

Safeguarding Boards are required to co-ordinate the activities of each person or body represented on the Board in relation to protecting and preventing abuse, neglect or other kinds of harm to children and to ensure the effectiveness of those activities. They have an overall responsibility for challenging relevant agencies in an area so that:

- there are effective measures in place in to protect children who are experiencing harm or who may be at risk as the result of abuse, neglect or other kinds of harm, and
- there are effective inter-agency co-operation in planning and delivering protection services and in sharing information.

Priority Area	Where are we now?	What needs to improve?	What do we need to do?	Who is responsible?	How will we measure success?
4.1 MASH	The Cwm Taf Multi-Agency Safeguarding Hub (MASH) was launched in 2015 and has significantly improved the sharing of information between agencies, helping to protect children and adults from harm, neglect and abuse.	With the MASH being fully operational for almost a year, there is a need to evaluate its impact to date and review the current processes to ensure that they are achieving positive outcomes. A MASH Senior Managers Group has been set up to oversee this.	Carry out a process mapping exercise to review the effectiveness to date	MASH Senior Managers Group	Process mapping completed and a proposal in place to make appropriate changes
			Carry out an evaluation of the MASH, to include feedback from service users and professionals		Evaluation carried out with recommendations for further development and improvement
			Embed the performance of the MASH into the work of the CTSCB's QA Sub Group		MASH data incorporated into the QA Scorecard
4.2 Information Sharing	WASPI Information Sharing agreements are in place within the MASH	There is a need to ensure that adequate systems are in place to enable the effective sharing of safeguarding information	Consider areas for development, including agreements between third sector organisations and	Operational Committee	Information Sharing protocols in place

**Appendix 1**

		amongst all agencies	other statutory agencies.  Develop wider information sharing arrangements between other local authority MASH		
<b>4.3 Escalation processes</b>	The CTSCB has approved a number of protocols and tools to manage risky or challenging cases	There is a need to ensure that there is an appropriate escalation procedure in place which is consistently applied across all cases where risks are not being reduced	Carry out a review of current processes of escalating cases, taking into consideration the use of peer group/multi-agency supervision	Protocols and Procedures Sub Group	Protocol/toolkit for resolving challenging cases approved by the Board
<b>4.4 Quality Assurance</b>	The CTSCB's Quality Assurance and Standards Group (QASG) monitors, audits and quality assures the effectiveness of local organisations' and individuals' work to safeguard and promote the wellbeing of children and young people across Cwm Taf.	There is need to continue the work of the QASG through the monitoring and evaluation of performance and carry out audits, as appropriate, to ensure that there are improved outcomes for the child. This work will be captured and monitored via a new scorecard reporting format.	Agree the format for the new scorecard reporting format	Quality Assurance Sub Group	QASG reporting scorecard in place
			Develop the QASG work programme for the coming year		QASG work programme in place
			Complete quarterly reports to monitor performance		Quarterly reports submitted to Operational Committee
<b>4.5 Systems</b>	A new Information System for social care and some elements of the NHS is to be introduced by the end of 2017. The NHS has	Systems to support safeguarding need to be updated and modernised to comply with the forthcoming changes.	Operational services to link in with Information systems work being undertaken in preparation for CCIS for Wales.	Local Authority Leads  Cwm Taf	PI & reporting framework requirements are met.  MHub is fit for purpose.

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	multiple, some still paper-based, systems.	The MASH Mhub data sharing platform requires further development, including the roll out of Mhub for Cardiff MASH and of wider MASH ICT systems to ensure that these are fit for purpose.	Work with Information Teams within local authorities to ensure that PI & reporting requirements can be met.	Safeguarding Children Board	
	The Welsh Government is introducing a new Safeguarding Performance framework from April 2016.		MHub upgrades to be completed		
	The MASH Mhub system is currently in place.				

**Outcome 5: The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce**

**What does this mean?**

As part of developing a positive culture of learning and development, a Safeguarding Board should ensure that information is widely disseminated within the workforce to inform them about best practice and learning arising, reviews, audits and other Board activities. It should also ensure that practitioners are receiving or have access to the training they need in child protection and the prevention of abuse, neglect or other forms of harm.

Understanding the nature and extent of abuse, neglect and other forms of harm and the effectiveness of services to prevent and protect children from harm are fundamental to improving the knowledge base of a Safeguarding Board and ensuring informed decision making. A Safeguarding Board should therefore provide for research and evaluation studies either, in some cases, by undertaking or commissioning small scale studies or by co-operating with and encouraging agencies to co-operate with studies being undertaken locally or nationally.

Priority Area	Where are we now?	What needs to improve?	What do we need to do?	Who is responsible?	How will we measure success?
5.1 Research	The CTSCB currently contributes to research on an ad-hoc basis, for example, responding to	The CTSCB may seek to develop relationships with academic and other policy and research organisations to	Consider ways of commissioning research or linking into existing research	Training and Communications Group	Number of research opportunities identified

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	consultations and contributing to national work.	influence and promote good practice.	Consider ways of utilising individual research projects		
<b>5.2 Training</b>	The CTSCB has a well established Training and Communications Sub Group which ensures that there is a clear process for managing the identification of training needs; feeding these into the planning and commissioning of training; and the evaluation of multi agency child protection / safeguarding training.	The Board's strategy for training should take account of the training needs of practitioners, themes and learning arising locally or nationally from audits, child practice reviews, investigations and research findings.	Consider methods for carrying out a training needs assessment to identify gaps in current provision	Training and Communications Group	Training Needs Assessment considered
			Develop and maintain training calendar and report on progress and evaluations		Training calendar in place and progress reports presented to the TCG on a quarterly basis
<b>5.3 Information</b>	The CTSCB's main source of information to professionals and the public is the website.  There are leaflets available and a bi-annual E-Bulletin is produced.	The provision of Information Advice and Assistance is central to the Act. The CTSCB needs to ensure that people have easy access to high-quality information.  Information will need to be up to date and relevant.	Ensure that the website is regularly updated to include accessible information that is easy to read and complies with Welsh Language requirements. To include updates on new and emerging issues	Training and Communications Group	Updates to website completed and are translated into Welsh
			Produce a bi-annual E-Bulletin for professionals for both adults and children safeguarding		Two E-Bulletins produced

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			Existing leaflets reviewed and updated and new leaflets developed		Number of leaflets reviewed, updated or developed
			Identify opportunities to provide information on the Board e.g. press/newsletter articles		Number of articles published
<b>5.4 Learning</b>	The CTSCB ensures that learning from Child Practice Reviews, case audits and inspections is shared with practitioners on a multi-agency basis	There is a need to continue with this responsibility to ensure that information is widely disseminated within the workforce.	Plan, develop and implement Learning Events and Multi Agency Practitioner Forums (MAPF) where appropriate	Training and Communications Group	Number of learning event and MAPF carried out during the year
<b>5.5 Child Practice Reviews</b>	The Case Review Group ensures that the CTSCB discharges its functions in relation to Child Practice Reviews (CPRs).	There is a need to ensure that the Board complies with any updates to the Welsh Government Child Practice Review Guidance and that action plans are in place to monitor the recommendations from Child Practice Reviews.	Ensure that CPR actions plans are monitored and implemented	Case Review Group	Number of actions plans monitored
			Ensure that formal recommendations are made to the Co-Chairs of the CTSCB if reviews are to be undertaken.		Number of Child Practice Reviews carried out in accordance with the Welsh Government guidance
			Ensure the functions of the PRUDiC guidance have been discharged.		PRUDiC checklist completed for all cases

**Appendix 1****Outcome 6: The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of its objectives****What does this mean?**

Effective collaboration and multi-agency working are pre-requisites to the delivery of a Board's responsibilities.

Some activities, including child practice reviews, may involve co-operating or collaborating with other Safeguarding Boards or similar bodies in other countries of the United Kingdom which work under different jurisdictions and different policies and procedures. In these circumstances, great care will be required to ensure clarity about the processes and accountability involved in such joint work.

A Safeguarding Board should address these issues through its Board partners and bodies represented on the Board where an agency is providing services in Wales to citizens from other countries of the United Kingdom who may have experienced abuse or be vulnerable or at risk of harm. The role of the Board and its members is to ensure that service providers are aware of their responsibilities and take into account the different policies and procedures applying in each country, keeping the needs of a child or adult who has needs for care and support at the centre.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>6.1 Partnerships</b>	The Board is currently contributing to a review of all partnerships in the Cwm Taf area.  Links are also in place to the Single Integrated Plans and the Social Services and Wellbeing Implementation Plan.	There needs to be a clear matrix in place for the delivery of all strategic functions, including safeguarding, across Cwm Taf.  Links also need to be made to the newly established Public Service Board (PSB).	Ensure that clear links are in place with partnerships and that the safeguarding function forms part of these links.  Ensure that partnership links include the statutory and voluntary sectors	Cwm Taf Safeguarding Children Board	Partnership Review completed and contribution of Safeguarding Boards is evident
<b>6.2 Adults Board (CTSAB)</b>	The Act has one set of regulations for the functions and	There is a need to develop a commitment to provide a framework for improving	Continue to Identify opportunities for integration	Cwm Taf Safeguarding Children	Joint Board meetings held Joint Sub Groups developed Joint initiatives in place e.g.

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	<p>procedures of both Safeguarding Adults Boards and Safeguarding Children Boards. The CTSAB is more recently established than the CTSCB and is still undergoing development.</p> <p>Opportunities for collaboration between both Boards are being identified.</p>	<p>safeguarding arrangements for everyone and that any artificial barriers based on age begin to be broken down.</p> <p>Opportunities need to be sought for the Board to operate in parallel and arrangements for the Boards should allow sharing, exchange and joint-working on matters of mutual concern, and that this should be supported wherever possible by common functions and procedures.</p>		Board	website, safeguarding week, communications
<b>6.3 National Independent Safeguarding Board</b>	<p>The Act sets out the responsibilities of this newly created Board. It will work alongside Safeguarding Adults Boards and Safeguarding Children Boards to secure consistent improvements in safeguarding policy and practice throughout Wales.</p>	<p>Although the Safeguarding Boards are not accountable to the National Independent Safeguarding Board they must give an account of their activity to the National Board and supply it with any information or shared learning it requests.</p>	<p>Establish effective links between the CTSCB and the National Board</p>	<p>Cwm Taf Safeguarding Children Board</p>	<p>Requests for information responded to within timescales Collaborative initiatives completed</p>
<b>6.4 Regional and other</b>	<p>There are a number of networks currently in</p>	<p>The Board should continue to work co-operatively or act jointly</p>	<p>Continue with existing networks and evaluate</p>	<p>Cwm Taf Safeguarding</p>	<p>Number of cross border protocols developed</p>

**Appendix 1**

<p><b>National Safeguarding Boards</b></p>	<p>place that the Board contributes to. These include:</p> <ul style="list-style-type: none"> <li>▪ The All Wales Procedures Group</li> <li>▪ Business managers network</li> <li>▪ SWP Safeguarding Children Group</li> </ul>	<p>with other Boards and seek opportunities to further collaborate with the aim of achieving a more coherent and consistent approach across Wales.</p>	<p>effectiveness</p> <p>Identify opportunities for further collaboration</p>	<p>Children Board</p>	<p>Number of collaborative initiatives with other Boards</p>
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**Appendix 1****OUR RESOURCES FOR 2016/17**

The Cwm Taf Safeguarding Boards for Adults and Children have agreed a budget to support both Boards in 2016/17. The Business Manager for the Boards will manage this budget within the financial regulations set by Rhondda Cynon Taf CBC, the Lead Partner for the Boards.

The Boards are jointly funded by the statutory partners i.e. both Merthyr Tydfil and Rhondda Cynon Taf local authorities, Cwm Taf University Health Board, South Wales Police National Probation Service and the Community Rehabilitation Company.

The details of the budget for 2016/17 are set out below:

<b>Budget for 2016/17</b>	
Staffing Costs	154,660
Accommodation Costs	5,800
General Expenditure	15,550
<b>Total Costs</b>	<b>176,010</b>

<b>Contributions from Partners</b>	<b>% Split</b>	<b>Amount</b>	<b>% Split</b>	<b>Total</b>
Rhondda-Cynon-Taf CBC	60%	105,606	80%	84,485
Merthyr Tydfil CBC			20%	21,121
Cwm Taf UHB	25%	44,003		44,003
South Wales Police	10%	17,601		17,601
Probation Service	5%	8,801		8,801
<b>Totals</b>	<b>100%</b>	<b>176,010</b>	<b>100%</b>	<b>176,010</b>

**HOW TO REPORT A CONCERN**

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

**For Members of the Public call:**  
**Rhondda Cynon Taf: 01443 425003**  
**Merthyr Tydfil: 01685 725000**

Opening Hours:  
 Monday - Thursday 8.30am - 5.00pm  
 Friday - 8.30am - 4.30pm

**For Professionals call the MASH:**  
**Rhondda Cynon Taf: 01443 742928**  
**Merthyr Tydfil: 01685 743619**

**Appendix 1****Out of Hours Emergencies** (for both RCT and Merthyr Tydfil):

To contact Children's Services outside office hours, at weekends and public holidays, ring **Cwm Taf Emergency Duty Team on 01443 743665.**

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

If it is found that a child is being abused or is at risk of significant harm professionals will work together with the family to ensure that the child can be protected.

If you would like to report a non-urgent incident however, or have a problem or general query, you can call 101, the 24 hour non-emergency number for the police.

Further information can be found at [www.cwmtafsafeguarding.org](http://www.cwmtafsafeguarding.org) or you can e-mail [cwmtafsafeguarding@rctcbc.gov.uk](mailto:cwmtafsafeguarding@rctcbc.gov.uk)

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BWRDD DIOGELU OEDOLION CWM TAF  
CWM TAF SAFEGUARDING ADULTS BOARD

**BDOCT** **CTSAB**  
BWRDD CWM TAF  
DIOGELU OEDOLION CWM TAF SAFEGUARDING ADULTS BOARD

**CYNLLUN BLYNYDDOL**  
**ANNUAL PLAN**  
**2016 - 2017**



## INTRODUCTION

The Cwm Taf Safeguarding Adults Board (CTSAB) is the multi-agency partnership which has responsibility for safeguarding adults at risk in Rhondda Cynon Taf and Merthyr Tydfil.

The CTSAB operates within the statutory guidance set out in Section 139 of the Social Services and Wellbeing (Wales) Act 2014<sup>1</sup> and in exercising its functions under the Act the CTSAB will have due regard to the United Nations Principles for Older Persons and the United Nations Convention on the rights of persons with disabilities.

The CTSAB monitors how well agencies and other partnerships undertake their work with regard to safeguarding adults at risk and ensures safeguarding is embedded in all working practices.

This Annual Plan will support the evaluation of the work of the Board and will make it accountable to the public, statutory partner agencies and to the inspectorate bodies.

The CTSAB will make this Annual Plan public by placing it on the Cwm Taf Safeguarding Boards website ([www.cwmtafsafeguarding.org](http://www.cwmtafsafeguarding.org)).

### **OUR VISION**

***To ensure that adults in Cwm Taf, over the age of 18, are protected from abuse, neglect or other kinds of harm and are prevented from becoming at risk of abuse, neglect or other kinds of harm and they live in an environment that promotes their wellbeing.***

***The Cwm Taf Safeguarding Adults Board will work within the ethos of Voice and Control and engage with, listen to and hear the views of adults.***

**Giovanni Isingrini (Co-Chair)  
Director of Community and Children's  
Services  
Rhondda Cynon Taf CBC**

**Lisa Curtis-Jones (Co-Chair)  
Chief Officer (Social Services)  
Merthyr Tydfil CBC**

<sup>1</sup> From hereon in known as 'the Act'

**Appendix 2****THE STRUCTURE OF THE CWM TAF SAFEGUARDING ADULTS BOARD**

The Lead Partner of the CTSAB is Rhondda Cynon Taf (RCT) County Borough Council. The CTSAB is chaired jointly by the Director of Community and Children Services (RCT County Borough Council) and the Chief Officer for Social Services (Merthyr Tydfil County Borough Council).

The membership of the Board complies with the guidance issued under Part 7 (Section 134(2) of the Act and is as follows:

<b>CWM TAF SAFEGUARDING ADULTS BOARD MEMBERSHIP</b>	
Director of Community & Children's Services (RCT) - Co-Chair	Rhondda Cynon Taf CBC The Pavilions, Clydach Vale, Rhondda Cynon Taf, CF40 2XX
Chief Officer for Social Services (Merthyr Tydfil) - Co-Chair	Merthyr Tydfil CBC Unit 5 Pentrebach, Merthyr Tydfil, CF47 9AN
Executive Nurse Director Cwm Taf University Health Board	Cwm Taf University Health Board LHB Headquarters, Ynysmeurig House, Abercynon, CF45 4SN
Superintendent	South Wales Police Pontypridd Police Station, Berw Road, Pontypridd, CF37 2TR
Assistant Chief Executive	National Probation Service 4 -9 Broadway Pontypridd, CF37 1BA
Assistant Chief Executive	South Wales 2, Wales Community Rehabilitation Company Bridgend Probation Office, Tremains House, Tremains Road, Bridgend, CF31 1TZ
Chief Officer	Voluntary Action Merthyr Tydfil (VAMT), Voluntary Action Centre, 88-90 High Street, Pontmorlais, Merthyr Tydfil, CF47 8UH
CTSAB Business Manager	Rhondda Cynon Taf CBC Ty Catrin, Maritime Industrial Estate Maesycloed Pontypridd, CF37 1NY

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<b>CWM TAF SAFEGUARDING ADULTS BOARD MEMBERSHIP</b>	
Head of Safeguarding, Adults and Children	Cwm Tâf University Health Board LHB Headquarters, Ynysmeurig House Abercynon, CF45 4SN
Service Director Adult Services	Rhondda Cynon Taf CBC Ty Elai, Dinas Isaf East, Williamstown Tonypany, CF40 1NY
Safeguarding Manager	Merthyr Tydfil CBC Unit 5, Pentrebach Merthyr Tydfil, CF48 4TQ
Head of Public Protection & Housing	Merthyr Tydfil CBC Civic Centre, Castle Street, Merthyr Tydfil, CF47 9AN
Head Of Community Housing Services	Rhondda Cynon Taf CBC Ty Elai, Dinas Isaf East, Williamstown Tonypany, CF40 1NY
Adult Safeguarding Service Manager	Rhondda Cynon Taf CBC Ty Elai Dinas Isaf East, Williamstown Tonypany, CF40 1NY
Named Professional for Safeguarding	Welsh Ambulance Services NHS Trust Ty Conwy /Conwy House 1st Floor, Castle Court Phoenix Way Swansea, SA7 9LA

The CTSAB has a Sub Group structure in place to support the delivery of its objectives and to carry out its functions effectively. This will enable the Board to focus on its overall responsibility of setting the strategic direction for its partner agencies and challenging them on the effectiveness of safeguarding measures.

The responsibilities of each of the Sub Groups are as follows:

**Operational Committee** - key to the overall effectiveness of the CTSAB. In delivering this Annual Plan, it will ensure that the priorities of the Board and the work of the Sub Groups are taken forward and that performance is managed.

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**Deprivation of Liberty Safeguards (DoLS) Sub Group** - ensures that the objectives for DoLS under the mental Health Act 2005 are implemented and quality assured.

**Adults Quality Assurance (AQA) Group** - monitors the effectiveness of local individuals' and organisations' practice within the Adults at Risk process through performance analysis and quality assurance.

**Adult Review Group (ARG)** - ensures that the CTSAB discharges its functions in relation to Adult Practice Reviews and promotes a positive culture of multi-agency learning and more effective sharing of that learning.

**Adults Learning and Development (ALD) Sub Group** - ensures that there is a clear process for managing the identification of training needs; feeding these into the planning and commissioning of training; and the evaluation of multi agency adult safeguarding training to ensure it is consistently meeting local need.

**Protocols and Procedures Group** - this is a joint Children and Adults Group that is responsible for developing, reviewing and updating policies, protocols and procedures to co-ordinate what is done by each representative body to safeguard children and adults.

## **THE MULTI AGENCY SAFEGUARDING HUB (MASH)**

The Cwm Taf Multi-Agency Safeguarding Hub (MASH) is the single point of contact for all professionals to report safeguarding concerns, across Cwm Taf.

The MASH is the first point of contact for new safeguarding concerns and has significantly improved the sharing of information between agencies, helping to protect the most vulnerable children and adults from harm, neglect and abuse.

The MASH directly receives safeguarding concerns from professionals such as teachers and doctors; as well as members of the public and family members via Rhondda Cynon Taf CBC and Merthyr Tydfil CBC contact centres.

A MASH Senior Managers Group (SMG) has also been set up to oversee the ongoing development of the Multi Agency Safeguarding Hub (MASH) to ensure it continues to achieve its goal to improve safeguarding and promote the welfare of children, young people and adults at risk. The Group reports to the Cwm Taf Safeguarding Boards and escalates risks and issues as appropriate.

## **WHAT ARE OUR MAIN OBJECTIVES?**

The key objectives of the CTSAB, as defined by the Act are:

- a. To protect adults within its area who:
  - i. have needs for care and support (whether or not a local authority is meeting any of those needs), and

**Appendix 2**

- ii. are experiencing, or are at risk of, abuse or neglect, and
- b. To prevent those adults within its area from becoming at risk of abuse or neglect.

Section 126(1) of the Act defines an 'adult at risk' as an adult who:

- a. is experiencing or is at risk of abuse or neglect,
- b. has needs for care and support (whether or not the authority is meeting any of those needs), and
- c. As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

This definition of an adult at risk replaces the definition of a 'vulnerable adult' included within 'In Safe Hands' (Welsh Assembly Government 2000).

The CTSAB aims to meet its objectives in the coming year by:

- Being clear about what outcomes it is seeking to achieve and what the statutory partners should deliver, in relation to safeguarding adults at risk in Cwm Taf.
- Being clear about what elements of safeguarding adults at risk of significant harm, the SAB is accountable for and which elements the other strategic partnerships are accountable for and monitoring and reviewing their effectiveness.
- Challenging relevant agencies to ensure that there are effective measures in place in to protect adults at risk.
- Ensuring that there is effective inter-agency co-operation in planning and delivering protection services and in sharing information.
- Working together in partnership with the community and promoting inter-agency approaches to working with community groups and organisations where there may be populations at risk of harm.

**Appendix 2****WHAT OUTCOMES DO WE WANT TO ACHIEVE THIS YEAR?**

The CTSAB has identified the following as its priority outcomes to support the achievement of its objectives for the coming year:

- 1. The Board has a robust structure and clear governance arrangements in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014.**
- 2. The Board anticipates and identifies where there may be specific groups of adults at risk and in need of safeguarding and works with service providers to develop earlier identification and preventative services.**
- 3. The Board is proactive in engaging with its communities and people are given the opportunity to participate in the work of the Board.**
- 4. The Board is assured that there are effective inter-agency safeguarding practice and processes in place, supported by robust quality assurance and information sharing systems.**
- 5. The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce.**
- 6. The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of its objectives.**

**HOW DO WE INTEND TO ACHIEVE THESE OUTCOMES?**

Our Plan to achieve these outcomes is set out on the following pages.

**Appendix 2****OUR PLAN FOR 2016/17****Outcome 1: The Board has a robust structure and clear governance in place that supports its effective operation and its compliance with the Social Services and Wellbeing (Wales) Act 2014****What does this mean?**

The Act sets out the core functions of a Board which incorporate an extensive range of activities. To enable the Board to carry out these functions there must be a structure in place to support the successful implementation and delivery of its work programme. Responsibility for a Board's effectiveness lies with the Board on a corporate basis and with each Safeguarding Board partner individually.

The Board is required to co-ordinate the activities of each person or body represented in relation to protecting and preventing abuse, neglect or other kinds of harm to adults and to ensure the effectiveness of those activities. In turn, each Safeguarding Board partner has a responsibility to take all reasonable steps to ensure that the Board on which it is represented is operating effectively.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>1.1 Governance</b>	The CTSAB continues to develop its structure in preparation for the implementation for the new Act. Work has been carried out to link the Board to the Single Integrated Plans within each local authority via the Cwm Taf Local Service Board. Terms of reference are in place for the Board and Sub Groups.	There needs to be a clear link between the CTSAB and the new statutory Public Service Board. The CTSAB must respond to the outcomes of the review of strategic partnerships. There is a need to ensure that terms of reference, chairing arrangements and role profiles for Board members are in place and agreed by all.	CTSAB to ensure that there is a clear line of reporting governance in place to enable it to continue its role of holding agencies to account.	Cwm Taf Safeguarding Adults Board	Reports to PSB.
			CTSAB to respond to the strategic review of partnerships.		Alignment of partnerships work completed and actions implemented.
			Ensure that the Terms of Reference and membership of the Board are reviewed and updated.		Terms of Reference reviewed and approved.
			Develop an induction pack for new Board members.		Induction pack developed and

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					approved.
			Role profiles to be developed and agreed by all Board members.		Role profiles reviewed and approved.
			Sub group work programmes, linking to this Annual Plan to be developed.		Sub group work programmes developed and approved.
<b>1.2 Reporting</b>	The Board's Sub Groups currently report on a quarterly basis to the Board via the Operational Committee. The Annual Report for the Board is completed each year.	Ensure that reports are consistent and are demonstrating outcomes.	Introduce a consistent scorecard reporting system for all Sub Groups that sets out measurable performance targets and outcomes.	Operational Committee	Quarterly outcome-focused scorecards presented to the Operational Committee.
		The Annual Report for 2015/16 needs to be published by 31 July 2016.	Complete and publish the Board's Annual Report by 31 July 2016.		Annual Report completed.
		Partner agencies need to demonstrate to the Board how they are discharging their safeguarding responsibilities.	Ensure Partner Agencies report to the Board on the outcomes of inspections/reviews and any actions that need to be implemented		Inspection reports and reviews considered and monitored.
<b>1.3 Risks</b>	A risk register is not currently in place for	There needs to be a risk management process	Develop risk register and agree with Board.	Operational Committee	Risks and mitigating actions are identified.

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	the CTSAB.	developed to ensure that risks are identified and are continuously monitored and reviewed by all Board members.	Ensure that all sub groups contribute and update the risk register. Place as a standing item on the Operational Group agenda and escalate risks to the Board as appropriate.		Risks are managed, reduced or eliminated.
<b>1.4 Safeguarding Business Unit</b>	The current Business Unit consists of 2 members of staff that have historically supported the CTSCB only.	The Business Unit support structure needs to be strengthened to ensure the Board (as well as the Adults Board) is well supported and compliant with the Act.	Establish new structure of Business Unit and appoint staff as appropriate.	Cwm Taf Safeguarding Boards Business Manager	New staff appointed.
			Secure appropriate funding contributions from partner agencies to support the effective operation of the Unit.		Partner agreements in place.
<b>1.5 Policies &amp; Procedures</b>	The CTSCB Policies and Procedures Sub Group (PPG) is well established and has a work programme in place that is monitored on a quarterly basis. The Group has recently expanded its remit to incorporate adults' policies and procedures.	The work programme of the Sub group needs to be further developed to incorporate the Adults policies and procedures.	Develop the work programme of the PPG to include Adults and MASH policies and procedures. Ensure that the Group responds to any changes to the All Wales Procedures for children and adults as a result of the Act.	Protocols and Procedures Sub Group	Joint work programme in place. Policies and procedures reviewed in accordance with the timescales included in the work programme.
			New scorecard reporting format to be developed.		Quarterly reports submitted to the Operational Committee.
			Ensure that the PPG continues to		Training/awareness

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			review and update policies and procedures and makes recommendations on appropriate training/awareness raising.		raising requirements are remitted to the Learning and Development Sub group as appropriate.
<b>1.6 Social Services &amp; Wellbeing Act</b>	The Act will come into force on 6 April 2016. An action plan is already in place to ensure that the Board is compliant	Actions contained within the SS&WB action plan to be implemented accordingly	SS&WB Action Plan to be monitored by the Boards Reports to be presented to the Board via Operational Committee on a quarterly basis and risks/issues escalated where required	SS&WB Act Task and Finish Group	Quarterly highlight reports and progress on actions presented to the Board on a quarterly basis. To include risks and issues requiring escalation.
<b>1.7 National Policies and Procedures</b>	The National Assembly guidance 'In Safe Hands' and the Wales Interim Policies and Procedures for the Protection of Vulnerable Adults are no longer fit for purpose.	The two national documents are in need of updating as a consequence of the Social Services and Wellbeing Act.	CTSAB to contribute to the revision and updating of these documents.	Cwm Taf Safeguarding Adults Board/ Welsh Government/ ADSSC	New national policy and procedures are in place.

**Outcome 2: The Board anticipates and identifies where there may be specific groups of adults at risk and in need of safeguarding and works with service providers to develop earlier identification and preventative services.**

**What does this mean?**

Keeping adults who may have needs for care and support safe is everyone's responsibility. This means feeling safe and being safe with those with whom they live and who support and care for them, as well as being safe in environments outside the home where they may live, travel, play, learn, work or undertake sport, cultural, leisure and other activities.

The role of the CTSAB in terms of prevention through the exercise of its functions should include promoting effective multi-agency support and working

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with service providers to develop earlier identification and preventative services.

The Board will work with providers of services such as domiciliary care, residential care or third sector commissioned services to ensure staff are aware of the potential for abuse, what to look out for, how to report it and whistle blowing policies.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>2.1 Preventative Services</b>	There are currently various initiatives taking place across different agencies and departments, but at present there is no shared knowledge of these projects.	There needs to be a range of cross-cutting preventative services that are joined up.  The CTSAB needs to improve its knowledge of all projects aimed at improving public awareness of safeguarding issues.	Map all statutory & third sector safeguarding initiatives and maintain a central register.	Operational Committee	A Register is developed & maintained.  Any new initiatives are reported to the Board.
<b>2.2 No Place Like Home</b>	The Older Person's Commissioner produced a report in 2014 entitled 'No Place like Home' with the aim of improving the care and support of older people in care homes.  The Cwm Taf University Health	The CTSAB needs to address the key areas for improvement relating to adult safeguarding linked to emotional abuse and care of people with dementia.	Raise awareness and provide training opportunities for Care Home staff linking dementia care and emotional abuse.	Operational Committee	Training that supports dementia care and raises issues of emotional abuse made available to the care home sector.

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	Board (CTUHB) has developed an action plan based on the recommended areas for improvement.		Consider the further rolling out of a QA tool for residential care.		QA tool developed and adopted by the CTSAB.
<b>2.3 Operation Jasmine</b>	<p>Operation Jasmine considered the large scale abuse of older people in a number of care homes in the Gwent valleys. Dr Margaret Flynn produced a report in 2015 'In search of accountability' which had some specific recommendations for Safeguarding Boards.</p> <p>An event was held in November 2015 looking at the whole report and some suggestions were made to the Board about what actions it should consider.</p>	There is a need to progress the actions contained in the response that the CTSAB wrote to the Welsh Government.	Review the feedback from the 'In search of accountability event' to consider priorities for action.	Operational Committee	<p>Priorities for action are agreed.</p> <p>Those actions not already in the business plan are incorporated into the business plan with timescales for delivery.</p>
			Ensure that the actions for Safeguarding Boards within the report have been completed.		
<b>2.4 Sexual Violence and Domestic Abuse Governance arrangements</b>	As part of the Cwm Taf wide partnership review consider if the governance for DA SV should sit within the remit of Safeguarding.	The CTSAB need to work with the Cwm Taf Sexual Violence and Domestic Abuse Executive to review existing arrangements for management	Agree the governance arrangements for Sexual Violence & Domestic Abuse.	Task and finish group from CTSAB, CTSCB and SVDAF Executive	The future governance arrangements for Sexual Violence & Domestic Abuse are agreed

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			If agreed, integrate the work into the operational delivery framework of the Safeguarding Boards.	group.	If agreed, work is included in operational delivery framework.
<b>2.5 Suicide and Self Harm</b>	<p>There is an ongoing review of strategic partnerships across Cwm Taf region, in order to deliver the required Public Service Boards and the need to rationalise partnerships.</p> <p>The strategic lead for people 0-24 years lies with the CTSCB. For people over 24 the lead is with the Together for Mental Health partnership.</p>	<p>We need to consider the links between the Safeguarding Boards and Together for Mental Health partnership to ensure that the links and roles of the SCB, SAB and Together for Mental Health partnership are clear and understood.</p>	<p>Review the current governance arrangements for the Suicide and Self Harm Steering Group to ensure a good fit between the three groups with responsibilities or interests in suicide and self harm prevention.</p>	Cwm Taf Safeguarding Adults Board	<p>Clarity of governance arrangements to address suicide and self harm issues.</p>
			<p>With the Together for Mental Health partnership review the existing Critical Incident Protocol following the publication of the revised Welsh Government Strategy for the Reduction of Suicide and Self Harm.</p>		<p>Critical Incident protocol reviewed and approved by the Board.</p>
			<p>With the Together for Mental Health partnership evaluate the implementation of the protocol.</p>		<p>Evaluation of the protocol completed.</p>

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<b>Outcome 3: The Board is proactive in engaging with its community and people are given the opportunity to participate in the work of the Board</b>					
<b>What does this mean?</b>					
A Safeguarding Board should ensure that it develops knowledge and understanding of its objectives and of the nature and scope of abuse, neglect and other kinds of harm in its area.					
These are important steps in fostering relationships and building mutual trust between a Safeguarding Board and its community, and raising awareness throughout the area of the need to protect and prevent abuse and harm to adults who may have needs for care and support.					
Adults who are, or may be, affected by the exercise of a Safeguarding Board's functions must be given the opportunity to participate in the Board's work. Safeguarding Boards must work within the ethos of the theme of Voice and Control which underpins the Act to support people to achieve their personally identified outcomes.					
<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>3.1 Communications Strategy</b>	Communications and marketing does not currently come under the responsibility of a particular Sub Group. At present, this is picked up by the Learning and Development Sub Group.	There is a need to improve the methods by which the Board publicises its work by engagement and collaboration with other agencies and by discussions with users and members of the public.	Carry out a review of the current Training and Communications Sub Group remit	Learning and Development Group	Review of training and communications completed and recommendations implemented
			Develop a joint children and adults Communications and Engagement Strategy.		Communications and Engagement Strategy developed and implemented
		There is a need to review	Ensure that all communications are		

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		the approach taken to communications to ensure that it sits within the correct governance structure of the Board.	developed to suit the audience, ensuring readability and translated into Welsh.		
<b>3.2 Safeguarding Boards Website</b>	The new Cwm Taf Safeguarding Boards website was launched in November 2015. This is a joint website with the Cwm Taf Safeguarding Children's Board.	The website needs to be regularly updated and developed to support the Board's Communication Strategy.	Website to be updated and maintained, including Welsh translation.  Partners to be encouraged to contribute to the ongoing development of the website.	Cwm Taf Safeguarding Boards Business Unit	Number of hits on website.  Feedback received via the website.
<b>3.3 Participation</b>	The Board currently engages with children and young people on an ad hoc basis via existing groups such as the Youth Forum and LAC groups.	At least once a year Safeguarding Boards must give children the opportunity to participate in one or more events of the boards work.	Links to be made with the Cwm Taf Public Engagement Group and existing groups in Cwm Taf, including the newly established Citizens Panel.	Learning and Development Group	Participation included in the Board's Communication Strategy.
			Each Board meeting to consider opportunities for engaging with children and young people. An evaluation process to be developed to ensure that feedback received is meaningful.	Cwm Taf Safeguarding Adults Board	Record of Board discussions to include participation of adults.  Number of adults participating in the work of the Board

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			Safeguarding Week 2016 to involve an event for adults.	Learning and Development Group	Engagement activities to be evaluated.
<b>3.4 Safeguarding Week</b>	The Safeguarding Boards hosted Safeguarding Week 2015, the first of its kind in Wales.	Plans are underway for Safeguarding Week 2016. Consideration is to be given to this being a national event.	Safeguarding Week to be held in 2016, to include a professionals/ stakeholder event and a public event.	Learning and Development Group	Safeguarding Week held and evaluated.

**Outcome 4: There is effective inter-agency safeguarding practice and processes in place that are supported by robust quality assurance and information sharing systems**

**What does this mean?**

Safeguarding Boards are required to co-ordinate the activities of each person or body represented on the Board in relation to protecting and preventing abuse, neglect or other kinds of harm to adults at risk and to ensure the effectiveness of those activities. They have an overall responsibility for challenging relevant agencies in an area so that:

- there are effective measures in place in to protect adults who are experiencing harm or who may be at risk as the result of abuse, neglect or other kinds of harm, and
- There is effective inter-agency co-operation in planning and delivering protection services and in sharing information.

The Safeguarding Board takes responsibility for overseeing regionally Deprivation of Liberty Safeguards under the Mental Health Act 2005 so that people who do not have capacity to make decisions about where they live because of a mental disorder are appropriately safeguarded.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>4.1 MASH</b>	The Cwm Taf Multi-Agency Safeguarding Hub (MASH) was launched in 2015 and has significantly improved the sharing of information	With the MASH being fully operational for almost a year, there is a need to evaluate its impact to date and review the current processes to	Carry out a process mapping exercise to review the effectiveness of the MASH processes to date.	MASH Senior Managers Group	Process mapping completed and a proposal in place to make appropriate changes.

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	between agencies, helping to protect children and adults from harm, neglect and abuse.	ensure that they are achieving positive outcomes. A MASH Senior Managers Group has been set up to oversee this.	Carry out an evaluation of the MASH, to include feedback from service users and professionals.		Evaluation carried out with recommendations for further development and improvement.
			Embed the performance of the MASH into the work of the CTSAB's AQA Sub Group.		MASH data incorporated into the QA Scorecard.
<b>4.2 Information Sharing</b>	WASPI Information Sharing agreements are in place within the MASH.	There is a need to ensure that adequate systems are in place to enable the effective sharing of safeguarding information amongst all agencies.	Consider areas for development, including agreements between third sector organisations and other statutory agencies.  Develop wider information sharing arrangements between other local authority's MASH.	Operational Committee	Information Sharing protocols in place.
<b>4.3 Escalation processes</b>	The Escalating concerns protocol relating to care homes is now 5 years old.	The protocol needs to be reviewed to ensure that there is an appropriate multi-agency escalation procedure regarding increasing concerns about the operation of a care home.	Update the escalating concerns protocol.	Protocols and Procedures Sub Group	Revised escalating concerns protocol is in place and being applied by all agencies .
	There is a protocol in place in relation to the Resolution of Professional Differences.	The existing protocol is in need of revision.	Carry out a review of the Resolution of Professional Differences Protocol.	Protocols and Procedures Sub Group	Revised protocol is in place and disseminated to all agencies.
	A CSSIW recommendation following an inspection of	Improved communication is required where there are	Develop an appropriate protocol to improve communication and	Protocols and Procedures	A protocol is in place and being used

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	Safeguarding in RCT identified the need for discussions between agencies to confirm process and procedure where there are systemic failures in care settings, resulting in multiple safeguarding referrals, and where the police are investigating.	multiple safeguarding referrals within a care home to ensure that people are appropriately safeguarded.	decision making where there are multiple safeguarding concerns.	Sub Group	appropriately.
<b>4.4 Quality Assurance</b>	The CTSAB's Adults Quality Assurance Group (AQA) monitors, audits and quality assures the effectiveness of local organisations' and individuals' work to safeguard and promote the wellbeing of adults.	There is need to continue the work of the AQA through the monitoring and evaluation of performance and carry out audits, as appropriate, to ensure that there are improved outcomes for the person.	Agree the format for the new scorecard reporting format.	Adults Quality Assurance Sub Group	AQA reporting scorecard in place
			Develop the AQA work programme for the coming year.		AQA work programme in place
			Complete quarterly reports to monitor performance.		Quarterly reports submitted to Operational Committee
<b>4.5 Systems</b>	A new Information System for social care and some elements of the NHS is to be introduced by the end of 2017. The NHS has multiple, some still paper-based, systems.  The Welsh Government is introducing a new Safeguarding Performance	Systems to support safeguarding need to be updated and modernised to comply with the forthcoming changes.  The MASH Mhub data sharing platform requires further development, including the roll out of Mhub for Cardiff MASH and of wider MASH ICT	Operational services to link in with Information systems work being undertaken in preparation for CCIS for Wales.	Local Authority Leads  Cwm Taf Safeguarding Adults Board	PI & reporting framework requirements are met.  MHub is fit for purpose.
			Work with Information Teams within local authorities to ensure that PI & reporting requirements can be met.		

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	framework from April 2016.  The MASH Mhub system is currently in place.	systems to ensure that these are fit for purpose.	MHub upgrades to be completed.		
<b>4.6 Adult Protection and Support orders</b>	The Social Services and Wellbeing Act introduces the Adult Protection and Support Order (APSO) to allow prescribed officers to apply for a court order to enter a property to assess whether there is an adult at risk at the property.	Following final statutory guidance the CTSAB needs to implement a process to implement APSO's.	Establish a process to authorise an APSO.	Cwm Taf Safeguarding Adults Board	A protocol and process is in place to manage APSO applications.
			Appoint and ensure training is provided for authorised officers.		There is a pool of authorised officers to apply for and carry out an APSO.
<b>4.7 Deprivation of Liberty Safeguards (DoLS)</b>	The Deprivation of Liberty Safeguards (DoLS) Sub Group oversee the implementation of the Safeguards across the Merthyr CBC, RCT CBC and Cwm Taf UHB.	The work of the DoLS Sub Group needs to progress and reporting structures need to be in place for reporting to the CTSAB.	Establish scorecard reporting to the SAB.	DoLS Sub Group  DoLS QA Sub Group	Sub Group reporting is established.
			DoLS QA group to develop performance reporting and audit programme.		Audit tool developed and agreed.
			Review training requirement for DoLS.		Training requirements and provision reviewed.

**Outcome 5: The Board ensures that safeguarding inter-agency training and dissemination of learning and research is used to support a more confident and knowledgeable multi agency workforce**

**What does this mean?**

As part of developing a positive culture of learning and development, a Safeguarding Board should ensure that information is widely disseminated within the workforce to inform them about best practice and learning arising, reviews, audits and other Board activities. It should also ensure that practitioners are receiving or have access to the training they need in adult protection and the prevention of abuse, neglect or other forms of harm.

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Understanding the nature and extent of abuse, neglect and other forms of harm and the effectiveness of services to prevent and protect adults at risk from harm are fundamental to improving the knowledge base of a Safeguarding Board and ensuring informed decision making. A Safeguarding Board should therefore provide for research and evaluation studies, either by undertaking or commissioning small scale studies or by co-operating with and encouraging agencies to co-operate with studies being undertaken locally or nationally.

<b>Priority Area</b>	<b>Where are we now?</b>	<b>What needs to improve?</b>	<b>What do we need to do?</b>	<b>Who is responsible?</b>	<b>How will we measure success?</b>
<b>5.1 Research</b>	The CTSAB does not currently undertake or commission research in a coherent way; research opportunities are ad hoc in nature.	The CTSAB seek to develop relationships with academic and other policy and research organisations to influence and promote good practice and to make more coherent use of post graduate work from colleagues in all agencies.	Make better use of staff undertaking post graduate dissertations requiring them to research work on current safeguarding issues.	Learning and Development Sub Group	Research opportunities identified.
			Consider other ways of commissioning research or linking into existing research.		
<b>5.2 Training</b>	The Adults Learning and Development (ALD) Sub Group has been established, membership agreed and Terms of Reference approved. The remit of this group is to	Work needs to progress to develop the ALD work programme. This needs to involve a review and analysis of the training needs of practitioners. A strategy for safeguarding training should	Develop the ALD work programme.	Learning and Development Sub Group	ALD Work programme in place.
			Consider methods for carrying out a training needs assessment to identify gaps in current provision		Training Needs Assessment considered.

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	ensure that multi-agency safeguarding training is developed and delivered.	take account of themes and learning arising locally or nationally from audits, adult practice reviews, investigations and research findings.	Develop a training calendar and ensure that this is updated regularly to reflect emerging themes, lessons learned etc.		Training calendar in place Level 1 and 2 Training updated Number of multi-agency training events Number of people attending training.
<b>5.3 Information</b>	The CTSAB's main source of information to professionals and the public is the website.  There are leaflets available and a bi-annual E-Bulletin is produced.	The provision of Information Advice and Assistance is central to the Act. The CTSAB needs to ensure that people have easy access to high-quality information.  Information will need to be up to date and relevant.	Ensure that the website is regularly updated to include accessible information that is easy to read and complies with Welsh Language requirements. To include updates on new and emerging issues.	Learning and Development Sub Group	Updates to website completed and are translated into Welsh.
			Produce a bi-annual E-Bulletin for professionals for both adults and children safeguarding.		Two E-Bulletins produced.
<b>5.4 Learning</b>	One of the objectives of the ALD group is to ensure that learning is disseminated on a multi-agency basis.	The CTSAB needs to ensure that learning from Adult Reviews, case audits and inspections is shared with practitioners on a multi-agency basis.	Develop a format for a Multi Agency Practitioner Forum (MAPF) to disseminate learning.	Learning and Development Group	MAPF developed Events delivered.
<b>5.5 Adult Practice Reviews</b>	The Adult Review Group ensures that the CTSAB discharges its functions in relation to Adult Practice	There is a need to ensure that the Board complies with any updates to the Welsh Government Adult Practice	Ensure that existing APR action plans continue to be monitored.	Adult Review Group	Number of actions plans monitored.

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	Reviews (APRs).	Review Guidance and that action plans are in place to monitor the recommendations from Adult Practice Reviews.	Ensure that formal recommendations are made to the Co-Chairs of the CTSAB if reviews are undertaken.		Number of Adult Practice Reviews carried out in accordance with the Welsh Government guidance.
			Identify staff from partner agencies who can undertake the roles of reviewers and Panel chairs.		

**Outcome 6: The Board actively pursues opportunities for collaborative working with other agencies, partnerships and boards to support the pursuance of its objectives**

**What does this mean?**

Effective collaboration and multi-agency working are pre-requisites to the delivery of a Board's responsibilities. Some activities, including adult practice reviews, may involve co-operating or collaborating with other Safeguarding Boards or similar bodies in other countries of the United Kingdom which work under different jurisdictions and different policies and procedures. In these circumstances, great care will be required to ensure clarity about the processes and accountability involved in such joint work.

Priority Area	Where are we now?	What needs to improve?	What do we need to do?	Who is responsible?	How will we measure success?
<b>6.1 Safeguarding Children's Boards (CTSCB)</b>	The Act has one set of regulations for the functions and procedures of both Safeguarding Adults Boards and Safeguarding Children Boards. The CTSAB is more recently established than the CTSCB and is still	There is a need to develop a commitment to provide a framework for improving safeguarding arrangements for everyone and that any artificial barriers based on age begin to be broken down.	Continue to identify opportunities for integration.	Cwm Taf Safeguarding Adults Board	Joint Board meetings held Joint Sub Groups developed Joint development days held Joint initiatives in place e.g. website, safeguarding week, communications.

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	<p>undergoing development.</p> <p>Opportunities for collaboration between both Boards are being identified.</p>	<p>Opportunities need to be sought for the Board to operate in parallel and arrangements for the Boards should allow sharing, exchange and joint-working on matters of mutual concern, and that this should be supported wherever possible by common functions and procedures.</p>			
<b>6.2 National Independent Safeguarding Board</b>	<p>The Act sets out the responsibilities of this newly created Board which will act as an advisory board for the Welsh Government. It will work alongside Safeguarding Adults Boards and Safeguarding Children Boards to secure consistent improvements in safeguarding policy and practice throughout Wales.</p>	<p>Although the Safeguarding Boards are not accountable to the National Independent Safeguarding Board they must give an account of their activity to the National Board and supply it with any information or shared learning it requests.</p>	<p>Establish effective links between the CTSAB and the National Board.</p>	<p>Cwm Taf Safeguarding Adults Board</p>	<p>Requests for information responded to within timescales Collaborative initiatives completed.</p>
<b>6.3 Regional and other National Safeguarding Boards</b>	<p>The CTSAB is newly developed and to date has not undertaken any joint work with other regional or national boards. There has been some collaboration between the APR and Gwent MAPPA</p>	<p>The CTSAB has a responsibility to share learning with other Safeguarding Boards as appropriate. The Board needs to consider ways of working with other Boards with the aim of achieving a more coherent and consistent approach</p>	<p>Consider opportunities to establish links between the CTSAB and other boards.</p>	<p>Cwm Taf Safeguarding Adults Board</p>	<p>Collaborative initiatives completed.</p>

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	(Multi Agency Public Protection Arrangements) SMB.	across Wales.			
<b>6.4 Public Service Boards</b>	There is an ongoing review of strategic partnerships across Cwm Taf region in order to deliver the required Public Service Boards and the need to rationalise partnerships.	The SAB needs to work with the review group and the emerging PSB to support the transition.	Ensure that the role of the SAB is understood by the PSB and that the links and relationships with the Community safety partnership and Mental Health strategic group are clear and understood.	Cwm Taf Safeguarding Adults Board	There is a clear structure and accountability for all aspects of Safeguarding in the Cwm Taf region.

**Appendix 2****OUR RESOURCES FOR 2016/17**

The Cwm Taf Safeguarding Boards for Adults and Children have agreed a budget to support both Boards in 2016/17. The Business Manager for the Boards will manage this budget within the financial regulations set by Rhondda Cynon Taf CBC, the Lead Partner for the Boards.

The Boards are jointly funded by the statutory partners i.e. both Merthyr Tydfil and Rhondda Cynon Taf local authorities, Cwm Taf University Health Board, South Wales Police National Probation Service and the Community Rehabilitation Company.

The details of the budget for 2016/17 are set out below:

<b>Budget for 2016/17</b>	
Staffing Costs	154,660
Accommodation Costs	5,800
General Expenditure	15,550
<b>Total Costs</b>	<b>176,010</b>

<b>Contributions from Partners</b>	<b>% Split</b>	<b>Amount</b>	<b>% Split</b>	<b>Total</b>
Rhondda-Cynon-Taf CBC	60%	105,606	80%	84,485
Merthyr Tydfil CBC			20%	21,121
Cwm Taf UHB	25%	44,003		44,003
South Wales Police	10%	17,601		17,601
Probation Service	5%	8,801		8,801
<b>Totals</b>	<b>100%</b>	<b>176,010</b>	<b>100%</b>	<b>176,010</b>

**HOW TO REPORT A CONCERN**

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

**For Members of the Public call:****Rhondda Cynon Taf: 01443 425003****Merthyr Tydfil: 01685 725000**

## Opening Hours:

Monday - Thursday 8.30am - 5.00pm

Friday - 8.30am - 4.30pm

**For Professionals call the MASH:****Rhondda Cynon Taf: 01443 742928****Merthyr Tydfil: 01685 743619**

**Appendix 2****Out of Hours Emergencies** (for both RCT and Merthyr Tydfil):

To contact Children's Services outside office hours, at weekends and public holidays, ring **Cwm Taf Emergency Duty Team on 01443 743665**.

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

If it is found that a child is being abused or is at risk of significant harm professionals will work together with the family to ensure that the child can be protected.

If you would like to report a non-urgent incident however, or have a problem or general query, you can call 101, the 24 hour non-emergency number for the police.

Further information can be found at [www.cwmtafsafeguarding.org](http://www.cwmtafsafeguarding.org) or you can e-mail [cwmtafsafeguarding@rctcbc.gov.uk](mailto:cwmtafsafeguarding@rctcbc.gov.uk)

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