

Corporate Safeguarding within the Vale of Glamorgan Council

Annual Report

April 2017 – March 2018

Introduction

The purpose of this report is to reflect on progress made over the past financial year in relation to safeguarding activity across the Vale of Glamorgan Council. The report outlines key activities on a corporate basis.

Section A outlines the safeguarding activity within Social Services.

Section B outlines the activity in relation to Learning and Skills.

Section C outlines the response for the Resources Directorate.

Section D outlines the Corporate Safeguarding Policy.

A. Safeguarding in Social Services

1. This section of the update brings together the safeguarding activity that has taken place across the three Divisions of the Social Services Directorate during the period **October 2017 – March 2018**.
2. The following activities will be addressed in turn:
 - Child Protection Registration
 - Allegations against professionals (Part IV, All Wales Child Protection Procedures)
 - Child Sexual Exploitation
 - Protection of Adults at Risk (formally POVA)
 - Audit
 - Consultation
 - Cardiff and Vale Safeguarding Children Regional Board
 - Cardiff and Vale Safeguarding Adults Regional Board.

Child Protection

3. The statutory safeguarding responsibilities which the Social Services Directorate performs on behalf of the Council continue to be fulfilled to a high

standard. This is yearly evidenced within our performance indicators for the year 2017/18, and has built on the previous year's results.

4. All referrals to Children and Young People Services are received by the Intake and Family Support Team. A decision on their appropriateness, priority and subsequent management should be made within 24 hours. The Local Authority performance in respect of this screening process was above target at 99.49% consistent with the first two quarters, with the annual performance at 99.73%
5. As shown in the table below, for the period April 2017 – March 2018, 2602 referrals were received by the Division. Of these, 293 progressed to a strategy meeting and/or an investigation under section 47 of the Children Act 1989.

Activity	April 2017 – September 2017	October 2017 – March 2018
Number of referrals received	552	2050 **
Number of referrals that progressed to a strategy discussion/section 47 investigation	143	150
Number referred for a child protection conference	71	50
Number of conferences held within timescale	69	46

**** The new Welsh Community Care Information System (WCCIS) was introduced in November 2017. The recording and reporting of referrals has changed in terms of referrals received on open cases and how these are counted. Hence, the significant increase in referral numbers.**

6. 50 child protection conferences held between October 2017 and March 2018, 92% (46) of these were held within the statutory timescale. For initial conferences, this is within fifteen days of the last strategy discussion or meeting; for review conferences, it is within three months of the initial conference and thereafter at no more than six monthly intervals.

Allegations against ‘professionals’

7. Part 4 of the All Wales Child Protection Procedures provides the framework of actions to be taken when there are child protection concerns in specific circumstances. For the period October 2017 to March 2018 there were 14 new referrals which met the threshold for consideration under Section 4.3 which concerns allegations of the abuse of children by professionals/staff members. There were 5 cases that carried over into this period. In total 19 referrals were dealt with during this time period. (March 2017 – September 2017 – information was included in previous report).

The sources of these 19 referrals are detailed in the table below:

Foster Carers	Education (school age children)	Voluntary Youth Services	Residential worker	Private Care sector	Police	Other
In-house 4	Teachers 2 LSA 1	2	3	1		2 Confidential 1 Could not be established who 1 LA Family worker 1 LA Youth Worker 1 Doctor

- In the cases of the five foster carers, all 5 concluded at the end of that period with no police action. All 5 cases were referred back to the Fostering Panel for consideration as per current process.
- In the case of the LSA, that was not concluded in this time period.
- In the case of the one youth worker this concluded with no further action by police. The allegation was not substantiated and the matter was referred back to the employer.
- In the cases of the 3 residential workers, the allegations were of a physical assault, the matters were investigated and were not substantiated.
- In the case of the 1 doctor these are allegations of sexual abuse within the family and this matter has not concluded.
- Of the 2 teachers, 1 was not substantiated the other was not a criminal offence but would be an employment issue.
- In the case of the Scout volunteer a serious allegation of a sexual assault was made by an adult. This was investigated by Police and had not been concluded in the timeframe.
- In the case of multiple possible perpetrators, this was in regard to a child with learning difficulties who is transported to school in Penarth. The child was found to have finger-tip bruising on his knee and the medical opinion was that it had been caused non accidentally. Before the bruise was discovered he had come from his foster home, been transported by school transport, sat next to

other pupils older than himself, been in school for several hours. The child in question had communication difficulties so could not assist the investigation, no one who had seen him that morning had noted him being distressed at anytime or any particular incident noted. It was determined that a single individual could not be identified and could have been the older child he sat next to on the bus could not be ruled out entirely. The school and transport providers were asked to re-examine their arrangements and to be more conscious of his supervision.

- The Football coach was charged with a physical assault but subsequently found not guilty by Magistrates. It was acknowledge however that he had not managed the incident well and that the club would need to review their procedures and guidance for their coaches in the future management of the children.
 - The Family Worker where there were concerns about a person who was working with vulnerable families. The person was considered as there were child protection concerns about the person’s own children. The matter did conclude and was referred back to HR. The person was subsequently reassigned administrative work in another Department.
 - There were 2 people with matters of a confidential nature both have not yet fully concluded.
8. As at 31st March 2018, 10 have been concluded and nine are on-going. The outcome of the 10 cases concluded are detailed in the table below. None of the new cases for the year involved criminal charges. There will be cases that have more than one outcome e.g. HR processes with employer and referred to professional/regulatory body. Confirmation of final sanctions for those allegations found to be substantiated are awaited from the relevant organisation/Professional Regulator.

Dismissal, de-registration, loss of licence (notified to DBS and /or professional/regulatory body)	Retracted - no further action	Referred back to fostering panel	HR processes with employer	Cautioned by Police or Charged with an offence	No Further Action by the Police – no further information/not enough evidence
1	0	5	3	1	9

Child Sexual Exploitation

9. Child Sexual Exploitation (CSE) is a key priority area for the Regional Safeguarding Children’s Board. It has established a strategic sub-group, led by the South Wales Police and includes representatives from the NHS, Probation and Social Services to address operational issues. The Board will also take a

keen interest in the pan-Wales group established by the Children's Commissioner, which has brought together representatives from across Wales to look at issues requiring national policy and leadership. The Director of Social Services for the Vale of Glamorgan has been a member of this group. National developments continue under the new Centre of Expertise on Child Sexual Abuse launched by the UK Home Office and led by Barnardo's. The Centre will become the authoritative source of research and knowledge on tackling child sexual abuse and exploitation.

10. In January 2017, Welsh Government commissioned a review of the Wales Safeguarding Children and Young People from Sexual Exploitation (CSE) Statutory Guidance, definition and associated SERAF protocol. This review was undertaken by Cascade, the launch of the review report along with recommendations was launched during National Safeguarding Week (12th November 2017 – 17th November). It is anticipated that this report will seek to clarify how guidance is working in practice and identify ways in which it could be improved to ensure it is fit for purpose across all sectors.
11. At a local level, we comply fully with the All Wales Child Protection Procedures in addressing cases of suspected child sexual exploitation. In this context a Vale of Glamorgan Child Sexual Exploitation Policy has been developed and implemented. Where children/young people are considered to be at risk of child sexual exploitation, an assessment of risk using the SERAF (Barnardo's) tool is undertaken. Scores of 11+, which are indicative of 'significant risk', are referred automatically to the Directorate's Principal Officer in Protection and Policy. She convenes and chairs a multi-agency strategy meeting under the All Wales Child Protection Procedures.
12. To ensure that we are giving due consideration to children or young people about whom there are concerns but where there is not a 'significant risk' score on SERAF, we have additional arrangements in place. This asks any agency or professional body referring a case to consider whether there are concerns about child sexual exploitation. If this is the case, the ensuing assessment will consider these issues and the case will be referred to the Principal Officer in Protection and Policy, who will consider the level of intervention required. This might range from the provision of support services to proceeding with a strategy meeting involving relevant professionals. In addition, the new process allows us to capture more effectively data about the number of children where there are sexual exploitation concerns.
13. There have been 5 referrals received by the Protection and Policy Officer during this period of October 2017 through March 2018 with 10 cases carrying over from 2017/18 where concern of CSE has been a significant feature. Of the 15 children one was male and 14 were female, with the age range of 12 yrs through to 17 yrs. Of the 15 children, 4 were children who were Looked After and five were subject to child protection registration. Of the 5 new referrals, 2 had been re-referred. Of the new cases all were deemed to be vulnerable to CSE, but none resulted in a prosecution of any perpetrator/s.
14. The numbers remain consistent as with previous years and are in keeping with the general profile of those at risk of CSE and those who perpetrate CSE.

15. The response to each young person included consideration by South Wales Police of any criminal matters; assessment; consideration of the need to use child protection procedures; and support to be provided by Social Services and voluntary organisations as children in need of care and support. Where ongoing concerns were identified, review strategy meetings took place for each young person. Most alleged victims are aged 13-17 and they share common characteristics such as alcohol/drug use, family breakdown, poor attendance at school, low self-esteem, self-harm/suicidal thoughts and inappropriate use of the internet and mobile phones. Suspects are usually male and aged 19-40.
16. In the Vale of Glamorgan there is an established Multi-Agency Taskforce Group, and dedicated CSE/Missing South Wales Police team including a Barnardo's advocate working alongside Police officers. Health safeguarding officers, (ensuring links with the Sexual Abuse Referral Centre and Looked After Children), Vale of Glamorgan Education, Youth Service, Youth Offending, Children's Social Work and relevant Licencing and Probation staff also attend the Taskforce Group meetings. This arrangement has established regular information-sharing within the Vale of Glamorgan every other month and with Bridgend on a monthly basis because of the higher numbers of children identified. The Principal Officer Protection and Policy, now chairs this group.
17. On the evidence currently available, most children who have been the subject of CSE strategy meetings to date have not been victims of organised abuse.
18. CSE is an area where significant developments are happening at pace. The Police have developed a sophisticated data base/problem profile which pinpoints links between children at risk and suspected perpetrators of abuse across the Force area. Added to this, the Welsh Government instructed all local authorities to undertake a three month CSE data gathering exercise to evaluate the CSE occurrence in Wales (December 2015 – March 2016) and this information has been adapted to link in with the Police data, thus ensuring consistency across the sector. This data exercise has continued into the current period led by the LSCB Business Officer. This real-time intelligence will allow all agencies to target work to protect potential victims, to investigate criminal acts and to disrupt the activity of perpetrators. Early information from the system indicates that the problems in adjoining local authority areas occur on a wider-scale and that, outside the Vale of Glamorgan, there is some association with specific geographical locations or groups.
19. One of the challenges for professionals working with children and young people who are most vulnerable is helping them to acknowledge that they are or risk being exploited. A programme has been delivered to children in schools to raise awareness, especially regarding online abuse which involves their peers.

Protection of Adults at Risk (formally Protection of Vulnerable Adults)

20. New safeguarding duties under the Social Services and Well-being (Wales) Act now apply to adult protection, as safeguarding is preventative as well as protective. Safeguarding is wider than the essential focus on those most at risk or needing protection from abuse, neglect and harm. Safeguarding now includes ensuring the provision of safe and effective care; protecting from

abuse, neglect and harm; optimising well-being, voice, choice and control, and preventing impairment of health and development.

21. Safeguarding is everyone’s business. However, the Act sets out particular duties for Local Authorities and relevant partner agencies e.g. Health and Police, working with adults. The Social Services and Well-Being (Wales) Act, places a duty to report an adult at risk for all relevant partners for the Local Authority. There is a new duty for a Local Authority to make enquiries if it has reasonable cause to suspect that a person within its area (whether or not ordinarily resident there) is an adult at risk.
22. Adult protection data is prepared for the Safeguarding Adults Board on a quarterly basis. The total number of adult protection referrals during April 2017 to March 2018 was 375; an average of 31 per month. As shown in the table below, there has been an increase in referrals year on year. We are mindful of the potential for an increase in referrals of adult safeguarding concerns as a result of the legislative changes and we have reviewed our team structure and processes to ensure the best possible response. The referral rates include all cases and, those that remain open at the end of the financial year, and therefore, will not always concur with National Welsh Government PI figures seen in other data within the document. However, there will be further scrutiny of the date to ensure that the safeguarding enquiries are captured within future reporting.

2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
235	300	357	323	318	375

Source of referrals

23. Referrals are received via Contact One Vale (C1V) in close liaison with the Adult Safeguarding Team (formally POVA) and Case Management teams regarding relevant involvements as appropriate with adult protection procedures. The majority of referrals are received from service providers, residential/nursing homes. The secondary sources are Hospitals and Police referrals.

Gender distribution of referrals

24. The 2011 Census indicates that there were 61,522 (48.7%) males and 48,140 (51.3%) females in the Vale of Glamorgan. The gender distribution of adult protection referrals is shown in the table below.

	Male	Female
Q1	41%	59%
Q2	31%	69%
Q3	42%	58%
Q4	38%	62%
Average	38%	62%

Age distribution of referrals

	18-64	65-74	75-84	85+
Q1	46%	8%	26%	20%
Q2	38%	11%	15%	36%
	18 – 64	65+		
Q3	33%	67%		
Q4	23%	77%		
Average	35%	65%		

Ethnicity of subject referred

25. The 2011 Census indicates that 4.4% of the population in the Vale of Glamorgan identify as being from a non-white background. Less than 3% of referrals are recorded as relating to adults from a non-white background.

Comment:

26. The status of findings from allegations are often the element of safeguarding that poses most frustration and/or distress for victims and their families. An inconclusive finding, for example, does not suggest the abuse incident did not occur, but merely that no formal evidence or probability can be drawn from the case to provide a proved outcome. Communication and engagement with the victim and/or their family is crucial at this stage to ensure that the victim is believed, and to reassure them that any future information which may come to light can result in the matter being reconsidered if appropriate.
27. The duties placed on the Local Authority by the SSWBA, has resulted in a significant increase in the number of safeguarding enquiries being undertaken, this has resulted in increased numbers of citizens coming to the attention of the Local Authority, where historically they would not have. From April 2019, we will also include data relating to S.126 enquiries being undertaken.

Audit

28. The Children and Young People Services Division, Adult Services Division and the former Business Management and Innovation Division have in place an audit framework and monitoring arrangements, carried out at quarterly intervals, to ensure that robust information is available about their safeguarding work and other areas of service. Auditors meet six weeks prior to the date of the audit, and the subject area is agreed.
29. The Regional Safeguarding Board will also identify areas of audit that will focus on specific safeguarding themes. The Adult and Children Audit Sub Groups will provide the work plan for these audits across the next twelve months and relevant information/findings will be included in future annual reports.
30. Audit activity in the first two quarters of the year related to risk assessments in Adult Services and assessments within Children and Young People Services. In terms of the risk assessment, audit recommendations were made to ensure that risk assessments are updated when significant events occur and that the management and reduction of risks are clearly documented. The audit found in most cases, review of risk assessments was appropriate and evidence of the citizens' voice were present. The Children and Young People Services' assessment audit identified good practice in terms of evidence that children were being seen alone (where appropriate) and the involvement of significant people in the assessments were documented. It was noted that with the introduction of the Social Services Well-being (Wales) Act, the 'What Matters' questions for children needs to be further embedded in assessments. There were further recommendations made in terms of consistency of recording key data in assessments in terms of ethnicity/nationality which will be rectified with the introduction of the WCCIS system that will ensure core data sets are consistently recorded.
31. From September 2017-March 2018, audits were planned to explore the quality of Part 6 care plans, however an inspection took place in April 2018, and these were examined as a result by inspectors. Inspection reports are awaited. Further audits are planned for August 2018 regarding Re-referral and Quality of standard wellbeing assessments (including S 47). This will be carried out from a sample of children who have had an assessment and/or s47 since January 2018. For Adult Services, an audit is planned to explore assessments of capacity in relation to residential services. A sample will be drawn from a list of Learning disability citizens who have moved into a Residential setting in the last 12 months – (July 1st 2017- 30th June 2018), and Learning disability citizens who have moved into Supported Living in the same timescale. In addition we will look at cases from Longer Term Care Services who have moved into residential care in the same timescale.
32. Two further audits for Adults and Children and Young People Services are currently being carried out using a detailed audit tool that focuses on the qualitative aspects of 10 cases. Reports will be prepared in due course.

Consultation

33. The process for consultation with service users and professionals is well established within Social Services. The implementation of the Social Services and Well-being (Wales) Act 2014 has involved a considerable focus upon qualitative surveys which were circulated between November 2017 and March 2018. The questions for the exercise are determined by the Welsh Government and in relation to safeguarding, include the question *“Do you feel safe?”* For example, *“Do you feel cared for and safe from anyone who can hurt you or treat you badly, both inside and outside your home?”* This question is included in the adults, carers and children’s and young people’s questionnaires. Of adults who had received support from the CRT service, most people (78%) said they felt safe but (5%) did not. All safety concerns related to mobility and a fear of falling. For the mainstream adults’ questionnaire, 76% said they felt safe but some did not, mainly because they have mobility issues and are afraid of falling. In some cases, people have experienced violence and aggression near where they live so feel vulnerable.
34. 87% of young people who responded to the measures said they felt safe. 16 (89%) of the parents responded agreed that their social worker notices what is working well in their family regarding the care, safety and wellbeing of their children, however two did not agree. 68% of carers said they felt safe, and where they did not, this was due to mobility issues of their own.
35. The process for themed consultation has been continued in addition to the performance measures, and where possible, the same questionnaires have been distributed to citizens in areas such as Day Services, Residential and Community Resource Service with additional service specific questions incorporated where appropriate. Outcomes will be collated for the end of 2018. Citizens from other service areas have continued as they will not be consulted as part of the qualitative measures work. Priorities are still identified by senior management and may be led by recent inspection findings or service developments. These areas included Residential Services, Foster Carers, Flying Start and Adult Placement.
36. Further consultation with service users is planned to take place during 2018 focusing on the experience/effectiveness of advocacy in children and adult safeguarding.

Multi-Agency Risk Assessment Conference (MARAC)

37. The domestic violence MARAC is a meeting where agencies talk about the risk of future harm to people experiencing domestic abuse and if necessary their children, and draw up an action plan to help manage that risk.
38. In the Vale of Glamorgan, an effective and embedded fortnightly MARAC Meeting takes place, chaired by the South Wales Police Detective Inspector for Public Protection, with relevant agency staff in attendance including Social Services staff. An agenda and accompanying cases of concern list is circulated prior to the meeting, to enable agencies to source and bring any relevant information, to assist in risk assessing and action planning.

Update on the Cardiff and Vale Safeguarding Children Board

39. The Regional Board is in a very busy consolidation and delivery phase. Due to the retirement of the Director of Social Services in Cardiff, Lance Carver, Director of Social Services, Vale of Glamorgan, has been chairing both adult and children boards. There has been a small Business Unit in place to work with partner agencies to develop sub-group activity and meaningful performance information.
40. The Board has a programme of audit which examines the effectiveness of all agencies working together under the All Wales Child Protection Procedures. The Audit Sub-Group has undertaken an audit of cases of children whose names were removed from the child protection register but re-registered within a 12 month period. Recommendations have been made to the Board and an action plan has been developed. Implementation will be monitored via the business planning group. The Board recently published its annual report and action plan.
41. Final Guidance has now been issued on line by Welsh Government for Child Practice Reviews and similarly for Adult Protection Reviews. These are a number of CPR/APR's underway with several of these published early 2018 and several more due for publication imminently. The board ensures that learning and recommendations from these reviews are disseminated and each board agency has responsibility for implementation and reporting of this within their own agencies.
42. The new **Working Together to Safeguard People Guidance** under the new Social Services and Well-being (Wales) Act 2014 has now been published. The Handling Individual Cases for Children At Risk and Adults At Risk has now been released. The guidance provides advice on what should happen if an individual has concerns about the well-being or welfare of a child or an adult at risk.
43. Meanwhile, the Cardiff and Vale Safeguarding Boards have successfully secured the bid from Welsh Government to produce the revised National procedures for adult and child protection, linked to the above guidance. The project board has met regularly throughout 2017/18 and key persons from across the regional area and beyond are contributing to this project.

Update on the Cardiff and Vale Safeguarding Adults Regional Board

44. Chaired by the Director of Social Services, Vale of Glamorgan on behalf of the region, the Regional Board is in a very busy period of development. Three workshops have been held, led by an external facilitator, Jan Horwath, Emeritus Professor in the Department of Sociological Studies at the University of Sheffield, to develop the necessary arrangements to identify the themes, actions and sub-groups needed to take forward the work of the Board. This is a key requirement of the Social Services and Well-being (Wales) Act 2014, achieved in advance of the legislation coming into effect. The Board has recently submitted its Annual Plan to the National Safeguarding Board.

45. Upon analysis of the outcomes of the three workshops facilitated by Professor Horwath the main priorities for the annual plan have been determined. There is a combined 3 year Action Plan under the Boards Governance and Strategic Priorities 2017-20 for these key areas.
44. The rise in Adult Protection (formally POVA) referral rates is indicative of increases nationally. This is due to a number of reasons including an increase in awareness resulting in more people reporting, concern that austerity measures may have resulted in deterioration in the quality of care provision, and improved data gathering and reporting of local performance information.
45. To date, under the new Social Services and Well-being (Wales) Act 2014, there have been no clear examples that the new arrangements have picked up matters that would not have been apparent previously. The process, however, has ensured that some professionals, as a result of the Duty to Report regulation, who would previously have dealt with some situations differently, are now bringing cases to the attention of the existing adult protection (POVA) team. This trend is expected to continue.
46. It is also envisaged in aiming for ensuring consistency across Safeguarding that the Part 4 arrangements for adults working with children under the All Wales Child Protection Procedures could be adopted similarly in Adult Services thus ensuring a consistent approach across all vulnerable groups.
47. In the Vale of Glamorgan, arrangements have been established with C1V to ensure that adult safeguarding referrals are managed under a single point of access process. This ensures that all referrals are progressed appropriately, and diverted to the right service at the right time. The ultimate aim is that such arrangements will lead to a reduction in the inappropriate referrals that have previously come through to the Adult Safeguarding Team, and as such will allow the team to prioritise their work accordingly. The Social Services and Well-being (Wales) Act also requires enquiries to be undertaken in response to safeguarding concerns being identified. These are referred to as S126 (7 day enquiries) and these enquiries form part of the new performance measure data.
48. A new requirement being introduced by Health in community settings regarding health acquired Grade 3/4 pressure damage, is likely to increase workload, as these cases will go to strategy discussion under current adult protection (formally POVA) procedures, and the Duty to Report regulation. The Board will closely monitor the impact and effectiveness of this process.

Adult Protection and Support Orders

49. The Social Services and Well-being (Wales) Act 2014 contains a new Order that can be obtained from the Magistrates Court. The Order allows for a private conversation with a suspected adult at risk; to find out if that suspected adult at risk is free to make their own decisions and to assess whether they are an adult at risk.
50. The Order allows an authorised officer to enter most premises, including registered settings and people's homes so that conversation can be had. Other

people living in that home can also be asked to leave in order to make sure that the conversation is private. It is expected that such an Order will only be obtained in exceptional circumstances.

51. It has not been necessary to apply for any Adult Protection and Support Orders to date in the Vale of Glamorgan.

B: Safeguarding in Learning and Skills

1. Safeguarding activity in the Learning and Skills Directorate continues to evolve in response to continuous review and the requirements of national, regional and local developments in legislation, guidance and policy.
2. The Directorate Management Team routinely monitors operational safeguarding practice across the Directorate, including during a standing safeguarding agenda item at monthly DMT meetings that has a particular focus on safer recruitment, safeguarding training and allegations against employees and volunteers
3. Mandatory safeguarding training is delivered consistently across the Directorate to standards set by Cardiff and Vale of Glamorgan Regional Safeguarding Board (RSB) and all employees and volunteers are expected to comply with statutory and local guidance in relation to safeguarding children and adults.
4. Directorate safeguarding policies and procedures remain under continuous review and subject to regular update in response to local practice and national developments in legislation and statutory guidance. Policies, guidance and standard forms are available to support safeguarding practice for all employees and volunteers in the Directorate, Schools, Youth Service, Libraries and Adult Community Learning (ACL) for consistency in practice across the Directorate. The adoption, implementation and review of a Model Safeguarding Policy for schools consistent with the Vale Corporate Safeguarding Policy is monitored to track compliance.
5. The DSP/DDSP role continues to operate effectively across the Directorate, with appropriate annual training made available as required. The role initially was established in all schools in accordance with Welsh Government statutory guidance but has been extended to apply elsewhere within the Directorate. Available evidence indicates that the confidence of officers operating in these roles is developing appropriately, with improved quality of referrals to Children and Young People Services and effective participation in multi-agency safeguarding meetings. There is an established expectation that the Designated Senior Person for Child Protection (DSP), Deputy DSP, and Designated Safeguarding Governor (DSG) for every school and Directorate team attends annual Level Two Safeguarding Training appropriate for their role, based on course content and learning outcomes set by Cardiff and Vale of Glamorgan RSB. Level Two training for DSPs and DDSPs is delivered three times each academic term. DSPs and DDSPs have access to a programme of single-agency subject-specific Level Three safeguarding training delivered termly, with content developed in response to national, regional and local priorities. DSPs and DDSPs also are expected to attend multi-agency safeguarding training to develop their knowledge and understanding of partnership working to safeguard children, although the availability of this training continues to be severely restricted by a significant reduction in the RSB training programme since 2014. School DSP/DDSPs are trained to deliver Level One training to all school-based staff, including caretakers and kitchen staff, on a whole-school basis as part of the school inset programme. This system of cascade training is the only effective model to operate within existing resources. Available data indicates that school-based and other directorate

DSPs/DDSPs attend training as required and appears to reinforce the effective operation of safeguarding systems and processes.

6. Schools continue to develop a recognised Safeguarding Team that includes DSP, DDSP and DSG. Schools are encouraged to identify and promote membership of this team for all staff so that all employees and volunteers are clear about the mechanism for reporting safeguarding concerns, including the process for escalating safeguarding concerns outside the school where necessary. Schools are encouraged to include their Designated Safeguarding Governor in development of the Safeguarding Self Evaluation Report (SER), review of policies and compliance with training expectations and in monitoring the effectiveness of safeguarding practice within the school.
7. Training for all Directorate staff is monitored and attendance data recorded to enable instant review of all safeguarding training received by staff throughout the Directorate, including in every school. Annual Level One Safeguarding training is delivered to all school-based employees and volunteers on a cascade model by DSPs and DDSPs trained by the Safeguarding Officer. Annual Level One Safeguarding training for all Directorate staff is delivered by the Safeguarding Officer and on a cascade model with the assistance of training officers in ACL, who have been trained to deliver Level One Safeguarding Training identical to that available to school-based staff. Level Two Safeguarding Training for relevant staff in the Directorate, Youth Service, Libraries and ACL is delivered on several occasions every academic term, to maximise the opportunities for attendance. Termly Level One Safeguarding training is available for Directorate staff and anyone unable to attend within their own service area. In addition to Level One or Two Safeguarding training, a termly programme of specialist safeguarding training on relevant subjects has been established, including content relating to RLCB annual priorities and national themes. This programme is available to all Directorate staff, including school-based colleagues. Current training priorities for the Learning and Skills Directorate include Neglect, Radicalisation and Extremism, Sexual Exploitation, Criminal Exploitation, Modern Slavery/Human Trafficking and Violence against Women, Domestic Abuse & Sexual Violence.
8. The Directorate Safeguarding Officer continues to support School Governing Bodies in fulfilling statutory responsibilities in relation to safeguarding. In partnership with the Governor Support Unit, termly safeguarding training is provided for all governors, including those in the DSG role. The development of twilight training for governors delivered in schools and available to governors of local clusters to promote accessibility remains popular and attendance rates have improved. Other training for Governors, Youth Service and other specific groups is delivered at times and venues to promote accessibility, including in the evening and on weekends. A new programme of safeguarding training and advice has been developed to support the introduction of Community Libraries. All training is evaluated and reviewed to facilitate regular development and ensure that safeguarding training is fit for purpose and meets Directorate need. Training for Governors continues to be evaluated positively.
9. The twice-termly DSP Forum continues to offer an opportunity for all Directorate staff with a specific safeguarding role to share information and

receive briefings on relevant subjects. The Forum is repeated each term, to allow schools to release DSP and DDSPs to attend without being absent from the school on the same date. The Forums are well-attended and participant evaluation forms indicate that the Forum is valued by safeguarding colleagues. The continuing objective is to develop the knowledge and confidence of DSPs, DDSPs and DSGs in their specific safeguarding roles. The participation of local independent educational establishments in the DSP Forum to ensure consistency in safeguarding practice across Vale educational provision has been acknowledged by Welsh Government as good practice.

10. Schools are encouraged and supported to develop a Safeguarding Self-Evaluation Report (SER) as an essential tool for monitoring safeguarding compliance and to review the SER termly to ensure that up-to-date information is available on all aspects of the school's safeguarding practice. Support is available to schools in the development and review of the Safeguarding SER, particularly in advance of Estyn inspection visits. Adoption and review of the SER is monitored termly. All schools recently inspected by Estyn have been successful in relation to consideration of safeguarding practice, including the quality of SERs and the effectiveness of procedures to safeguard children.
11. Following the introduction of a local safeguarding audit tool based on minimum expectations of safeguarding practice for use across the Directorate, Welsh Government recently commissioned *People & Work* to develop a national safeguarding audit tool for completion on a regular basis by all schools in Wales. This tool has been piloted by Vale schools as part of a national consultation process and will be approved by Welsh Government for use across Wales by the end of 2018. The audit informs the monitoring of policy and training compliance and assists schools in developing an effective Safeguarding SER. Data provided by the audit informs an understanding of the effectiveness of safeguarding and well-being in schools and elsewhere within the Directorate and enables officers to identify areas of good practice as well as areas for development in safeguarding practice.
12. The Directorate continues to demonstrate regulatory compliance in relation to licensing children in employment and entertainment, including the licensing of chaperones. The Directorate has made significant changes to licensing practice since the introduction of the Children (Performances and Activities) (Wales) Regulations 2015 to ensure that the process for scrutinising licence applications is as robust as practicable. The Directorate continues to participate in national discussions to achieve consistency in licensing practice across local authorities in Wales.
13. The Directorate continues to invest considerable effort in supporting schools to achieve compliance with Safer Recruitment. Compliance rates have improved significantly since 2014, although it has not been possible to sustain consistent 100% compliance. Processes for escalating Safer Recruitment non-compliance issues within the Directorate have achieved improved compliance but anything less than 100% compliance is unacceptable. The Safeguarding officer has made recent recommendations to the Corporate Safeguarding Group intended to strengthen the Corporate Safer Recruitment Policy. The Safeguarding Officer also continues to negotiate with HR/Transact to ensure consistent and effective

implementation of the Corporate Safer Recruitment Policy across all Directorate and school appointments.

14. The Directorate is engaged in ongoing work to support School Governing Bodies and Head Teachers in the development of effective relationships with organisations providing out-of-school activities on school premises, such as breakfast clubs, after-school clubs, sports and music clubs, etc., with the intention of encouraging compliance with nationally recognised best practice and registration with CIW wherever possible. This activity represents the Directorate's commitment to safeguarding the welfare of children in all settings, inclusive of services that extend beyond the school day.
15. The Directorate has established a safeguarding web presence on Hwb, the Welsh Government digital platform for Wales, to provide all Directorate staff with easy access to all relevant safeguarding materials, including national guidance, local policies and training materials. The virtual Safeguarding Network will allow access to safeguarding material and resources by school-based and Directorate staff, dissemination of training opportunities and facilitation of online safeguarding debate.
16. The Directorate continues to work with schools and partner agencies to develop mechanisms for promoting key safeguarding messages with children and their families. This development is particularly important because of the significant role of families in supporting the safety of children, including online safety in the context of child sexual exploitation and the exploitation of children associated with criminal activity.
17. The Safeguarding Officer and other senior officers continue to represent the Directorate at the Cardiff and Vale of Glamorgan RSB and on all RSB sub-groups, thereby strengthening working relationships with partner agencies. The Directorate is recognised as making a valuable contribution to the work of the RSB and for consistent attendance at meetings. Directorate officers also participate actively in the Corporate Safeguarding Group. The Safeguarding Officer also contributes to the Wales Safeguarding in Education Group and to national and regional multi-agency working groups in relation to Child Sexual Exploitation, Modern Slavery/Human Trafficking, Children in Employment and Entertainment and Elective Home Education. The Safeguarding Officer also participates in local multi-agency activity such as the Cohesion and Engagement Steering Group, VAWDA Steering Group and Channel Panel. Throughout 2018, the Safeguarding Officer has participated in national groups working on revised editions of key All-Wales safeguarding and child protection guidance documents. Participation in national and local groups ensures that the Directorate has access to up-to-date safeguarding information and is able to influence the development of national and local strategies and guidance.
18. The Vale of Glamorgan domestic abuse Multi-Agency Risk Assessment Conference (MARAC) continues to develop and refine its processes and the participation of a Learning and Skills officer enables appropriate information-sharing to develop robust support for children experiencing the effects of domestic abuse. Schools recognise the importance and value of MARAC, responding promptly and appropriately to requests for information. The standard form developed by the Safeguarding Officer to facilitate provision of

relevant information focusing specifically on perceived risks to a child is recognised as helpful to the MARAC process and has been adopted by a local project managing standard risk domestic abuse cases that do not reach MARAC threshold. Vale schools continue to receive Police Protection Notifications (PPNs) from South Wales Police, which significantly enhance knowledge of the child's lived experience in relation to domestic and missing person incidents and allow the development of appropriate support for the relevant child.

19. Vale schools continue to engage with Hafan Cymru, commissioned by the Welsh Government to deliver an educational programme called Spectrum in schools across Wales. The Spectrum project delivers Healthy Relationship lessons in response to the introduction of the Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015. All Vale schools are encouraged to integrate the Spectrum programme into the school curriculum from September 2015. Atal Y Fro continues to support Vale schools, including the provision of high quality individual work with specific children affected by domestic violence. Regrettably, the ability of Atal Y Fro to deliver healthy relationships and awareness training in schools has been significantly curtailed by resource and funding issues. This loss has been acknowledged by schools.
20. The Directorate continues to develop specific relationships with statutory and third sector partner agencies in the interests of maximising available resources to support effective safeguarding practice. Recent partnership working with Public Health Wales, Hafan Cymru and Atal Y Fro enabled the provision of a large-scale training event in April 2017 to support awareness of the Adverse Childhood Experiences model of intervention.
21. The Directorate continues to prioritise the management of allegations of abuse against teachers and other members of staff in accordance with Part IV of the All Wales Child Protection Procedures 2008. A database is maintained to monitor progress of professional abuse cases which meet the threshold for consideration. The database is updated with all new cases to inform the Directorate Senior Management Team. A training course to support schools in managing allegations of abuse against staff is available. A leaflet developed in partnership with Human Resources to provide advice and support for teachers and other staff being investigated in relation to an allegation has been recognised as good practice by trade unions.
22. The Safeguarding Officer continues to liaise closely with colleagues from the Education Welfare Service, Behavioural Support Team and Wellbeing Coordinator in relation to safeguarding concerns arising from attendance, physical intervention and Elective Home Education issues respectively. The Directorate continues to monitor the effectiveness of the Team Teach Physical Intervention model and training remains available for all schools to improve the ability of school staff to use de-escalation techniques to manage challenging behaviour. Work continues to evaluate the safeguarding implications for children subject to fixed-term or permanent exclusions. The Safeguarding Officer also liaises with senior officers with responsibility for wellbeing and nurture, to ensure that all activity relating to child welfare is linked and supported. The Directorate continues to review the effectiveness of anti-bullying

strategies and recognises the impact of unresolved bullying on wellbeing outcomes for children.

23. The Safeguarding Officer continues to enjoy effective working relationships with other agencies. In particular, work with the Vale of Glamorgan Children and Young People Services (CYPS) continues to flourish, with open communication and appropriate information-sharing recognised as established practice. Appropriate Directorate participation in Strategy Meetings, Child Protection Conferences and Core Groups is valued by the RSB, Social Services and CYPS and schools continue to build effective relationships with social workers. The Safeguarding Officer meets termly with colleagues from CYPS to review safeguarding practice, share information and refine working practices. The Safeguarding Officer also participates in multi-agency interface meetings with colleagues from CYPS, the police and health to maintain open communication, address practice issues and refine collaborative working practices. This forum also enables the Directorate to participate in discussion about the development of Multi-Agency Safeguarding Hubs in neighbouring LAs. The Safeguarding Officer participates in the multi-agency CSE Professional Interest Group, Vale CSE Taskforce and RSB Exploitation Strategic Group to develop effective practice to safeguard children at risk of exploitation and share intelligence with other agencies.
24. The Safeguarding Officer continues to participate in Corporate activity to enhance safeguarding practice across the Council. The Safeguarding Officer's Recommendation to include DBS information on revised Council staff ID cards, to inform visitor risk assessments undertaken by schools and other bases, has contributed to the development of schools as safe places for children. The Safeguarding Officer continues to work with colleagues from Civil Protection and the Welsh Extremism and Counter Terrorism Unit (WECTU) to develop enhanced building security procedures for schools and other Directorate bases in response to increased terrorism threat levels and other security risks. The Directorate currently is working with schools and colleagues from Health and Safety to develop enhanced safety measures for off-site school activities, particularly involving visits to London or other major cities, and lock-down procedures in response to terror threat or other local emergency.
25. The Safeguarding Officer continues to work with Directorate colleagues to develop the link between the Directorate's traditional safeguarding function and a broader wellbeing agenda. Considerable work has been undertaken over the past two years to strengthen the support provided to children Educated Other Than At School (EOTAS), to ensure that all children not attending mainstream school have access to a programme of engagement and education suitable to their needs. This work includes valuable contributions from colleagues in CYPS, FACT and YOS. The Directorate also continues to work with all Vale schools to address the safeguarding and wellbeing risks associated with exclusion and all forms of unauthorised absence from school.
26. The Safeguarding Officer continues to champion changes to practice, including a continuing move from paper to electronic safeguarding records within the Directorate and in schools, for improved information security and to allow robust interrogation of data. The Safeguarding Officer has developed an extensive package of written support for all employees and volunteers in

Learning and Skills, including standard forms, report templates guidance notes and briefing papers, updated as required to reflect developing legislative and regulatory frameworks.

27. The Safeguarding Officer supports a developing national educational agenda to raise awareness and understanding of the significance of attachment and the impact of trauma, to promote an early identification and early intervention preventative model to improve safeguarding and wellbeing outcomes for children.
28. The development of a robust and consistent approach to safeguarding across all parts of the Directorate remains a priority.

C: Managing Director and Resources Directorate

The Managing Director and Resources Directorate report outlines ongoing progress in relation to compliance with the Council's Safer Recruitment Policy for the period 1st April 2017 to 31st March 2018 in comparison to the same period last year.

Overall Compliance – April 2017 to March 2018 (Schools and Corporate Services)

Compliance with the policy for April 2017 to March 2018 for all appointments was 95%, compared to 95% from the same reporting period last year (April 2016 to March 2017). A full breakdown of figures can be found in Table 1.

Table 1: Compliance Rates for Corporate and Schools New Starters

Month	Number of new starters under Safer Recruitment	Number of employees with all documentation or RA in place	April 2017 to March 2018	April 2016 to March 2017
April	17	16	94%	89%
May	16	15	94%	87%
June	16	16	100%	89%
July	17	15	88%	100%
Aug	11	11	100%	100%
Sept	116	114	98%	96%
Oct	21	21	100%	96%
Nov	33	33	100%	90%
Dec	10	10	100%	100%
Jan	40	32	80%	97%
Feb	15	13	87%	92%
Mar	7	7	100%	100%
Total	319	303	95%	95%

Schools

1. Compliance with the policy for April 2017 to March 2018 for school appointments was 93%, compared to 94% from the same reporting period last year. This represents a decrease in of 1%.

2. Members will note that for the month of September (which represents the highest recruitment activity within the school academic year), compliance was 98% which as an improvement in comparison to September 2016 compliance which was 96%.
3. Members will note that in individual months in the second half of the financial year, compliance rates reduced to 74% in January 2018 (96% in previous year) and reduced to 86% in February 2018 (90% in previous year). This can be attributed to non-compliance by particular schools (which were informed of this) and this has highlighted the need to monitor appointments at the start of each term to ensure compliance.
4. The current escalation process requires a discussion with the Head Teacher regarding non-compliance followed up by letter from the Director of Learning and Skills.
5. A full breakdown of figures can be found in Table 2.

Table 2: Compliance Rates for Schools New Starters

Month	Number of new starters under Safer Recruitment	Number of employees with all documentation or RA in place	April 2017 to March 2018	April 2016 to March 2017
April	13	12	92%	80%
May	4	3	75%	50%
June	5	5	100%	89%
July	5	3	60%	100%
Aug	0	0	100%	100%
Sept	101	99	98%	96%
Oct	16	16	100%	100%
Nov	23	23	100%	86%
Dec	4	4	100%	100%
Jan	31	23	74%	96%
Feb	7	6	86%	90%
Mar	4	4	100%	100%
Total	213	198	93%	94%

Corporate

6. The compliance rate for Corporate Services for April 2017 to March 2018 was 99%. This is an improvement when compared to the same reporting period last year (April 2016 to March 2017 was 97%).
7. A full breakdown of figures can be found in Table 3.

Table 3: Compliance Rates for Corporate New Starters

Month	Number of new starters under Safer Recruitment	Number of employees with all documentation or RA in place	April 2017 to March 2018	April 2016 to March 2017
April	4	4	100%	100%
May	12	12	100%	100%
June	11	11	100%	89%
July	12	12	100%	100%
Aug	11	11	100%	100%
Sept	15	15	100%	100%
Oct	5	5	100%	86%
Nov	10	10	100%	100%
Dec	6	6	100%	100%
Jan	9	9	100%	100%
Feb	8	7	88%	100%
Mar	3	3	100%	100%
Total	106	105	99%	97%

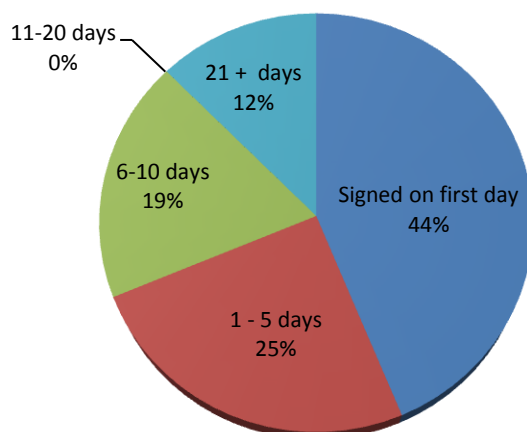
Return of Risk Assessments (Schools and Corporate Services)

8. The Risk Assessment can be administered in either hard or electronic format. The majority of Risk Assessments continue to be submitted via email by both Corporate Services and Schools. This process provides an efficient method of submitting the risk assessment form, whilst providing greater accountability and removes any costs/delays with postage.

9. Currently all Schools, have access to the Council's StaffNet and/or a Vale of Glamorgan email address to allow them to submit the Risk Assessment form electronically.
10. As part of the audit, Human Resources also monitor the return of risk assessments for both Schools and Corporate services. Over the 12 month reporting period of April 2017 to March 2018, 16 new starters commenced employment without all the required checks in place or a signed risk assessment as allowed for by the policy. In comparison to the same 12 month period last year, 13 appointments commenced employment with documentation outstanding and without a Risk Assessment in place prior to start date.
11. Out of the above 16 non-compliant Safer Recruitment appointments, it is disappointing to note that there has been a small increase in risk assessments being conducted on or after the first day of employment. This increase can be attributed to the drop in compliance in January 2018 where 2 Risk Assessments were completed on the first day and 6 risk assessments were completed after the first day. The two "21 plus days" cases were due to the new starter paperwork not being received prior to commencement of employment from the same service area and the service was notified of the process to ensure compliance in future appointments.
12. The below tables show the breakdown of when non-compliant Risk Assessments have been signed for the two reporting periods.

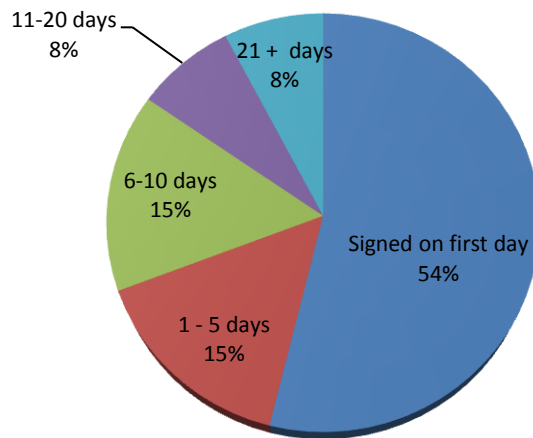
April 2017 to March 2018

Number of days on or post the employee's start date when the risk assessment or all documentation was received (Schools and Corporate)



April 2016 to March 2017

Number of days on or post the employee's start date when the risk assessment or all documentation was received (Schools and Corporate)



On-going measures

13. In the last few months HR have recently worked on developing our processes digitally and one of the main projects has been to implement an electronic transfer system for DBS checks. This will speed up the DBS check which forms part of the pre-employment checks. The system will provide an electronic portal where applicants are able to apply for a DBS check online, allow checks to be approved and tracked by the Council, and the disclosure will be returned in the majority of cases within 24/48 hours. This system will be implemented in autumn 2018.
14. The e-learning facility is available to all Vale of Glamorgan Council employees who have access to the Council's StaffNet through the new iDev system. Currently all Schools (excluding Stanwell), have access to the Council's StaffNet to enable access the e-learning facility.
15. The Safer Recruitment escalation process requires Human Resources to identify and monitor outstanding documentation at the 8th, 10th and 12th calendar week following the employee taking up employment. Discussions are then held with the Head Teacher who in turn meets with the member of staff and confirms the outcome with Human Resources. The Directorate Safeguarding Officer for Learning and Skills is also informed at the 8th week. Human Resources continue to monitor weekly and also inform the Chair of Governors and Safeguarding Governor if the documentation remains outstanding at the 10th week and 12th week. At the time of reporting there are no schools appointments and one corporate appointment at the 8th / 10th / 12th week.
16. Communication with Head Teachers is also on-going, for example when necessary including the item on the agenda for Head Teacher meetings, Head Teacher steering group meetings and Designated Senior Person for child protection DSP Forum meetings attended by school safeguarding leads.

17. In addition, compliance of the policy is discussed at each corporate safeguarding group meeting to continually review the effectiveness of the policy.

Developments since the last report

18. An update is provided to a number of stakeholders (e.g. Safeguarding Officer, HR) on the compliance rates each week to ensure continual focus is made on increasing compliance.
19. The Council is committed to ensuring that Safeguarding is the responsibility of everyone. As a result work is ongoing to inform new starters of their need to complete the applicant sheet of the Risk Assessment process. This will ensure a balance of responsibility for both recruiting managers and employees in the Safeguarding of children and service users who require support or who are particularly vulnerable.

Conclusion

20. Compliance with the Safer Recruitment Policy remains less than the expected 100% compliance on a consistent basis. The measures outlined in this report will need to continue to be applied to support this.
21. Compliance in corporate services remains high and this will need to be closely monitored going forward to ensure this continues.

D Corporate Safeguarding Policy

1. The Corporate Safeguarding Policy has been ratified and implemented across the Council. The policy has been promoted through the use of StaffNet and Core Brief to ensure that all staff are aware of their responsibilities in regards to individuals considered to be 'at risk'.
2. The Social Services and Well-being (Wales) Act 2014 has broadened the definition of the former Protection of Vulnerable Adult terminology. This is replaced by the phrase of 'adults at risk'. This means that there will be adults at risk who require safeguarding and protecting, but are not considered to meet 'threshold' in relation to our former Protection of Vulnerable Adults procedures.
3. The corporate safeguarding policy and accompanying leaflets advise staff of their responsibilities within the legislation and provide them with direction as to how to make referrals and enquiries to ensure that such individuals come to our attention and we are able to support in the most appropriate way.
4. The Council's Corporate Safeguarding Group continue to meet and are working through an action plan to ensure that tasks retain momentum and progress is tracked at the quarterly meetings. There is good representation of Directorate's within the membership of the Group and the support for the action plan is satisfactory.
5. The Corporate Safeguarding Group is now considering mechanisms to monitor compliance of the Corporate Safeguarding Policy for all relevant staff, contractors and volunteers. This is a key area also identified in the annual audit completed in quarter 4 of the year. The objectives of the audit were to undertake an assessment of the Council's overall operating model for safeguarding to evaluate the Council's safeguarding performance. The review included the safeguarding arrangements in place for vulnerable adults as well as children.
6. The scope of the review included: the Corporate Safeguarding Group, Governance Arrangements, Departmental Training and Awareness and Departmental Processes and Procedures.
7. The audit review concluded which a satisfactory rating of Reasonable Assurance for the Council's overall safeguarding performance and an appropriate Management Implementation Plan is in place which the Corporate Safeguarding Group will carry forward, implement and monitor.