

**Corporate Safeguarding arrangements – Delivery Plan
2016/17**

<p>What are we trying to achieve, the outcome</p>	<p>The implementation of a framework that will protect Children and adults at risk across Rhondda Cynon Taf.</p>
<p>Why we need to do it:</p>	<p><i>The number of children on the child protection register reduced by 22 (5%) in 2014-15 (449 compared to 471). However, the long term trend for Rhondda Cynon Taf is high and currently has the highest rate of child protection registration in Wales. (455 at 30th June 2016)</i> <i>The number of children in care reduced by 10% during 2014-15 but Rhondda Cynon Taf has the 4th highest rate of looked after children in Wales. (633 CLA at end of June 2016/17 compared to 623 at end of 2015/16)</i> <i>We have increased the number of adult protection referrals where risk has been managed and is above the Welsh Average. However, the number of referrals increased from 180 in 2013/14 to 200 in 2014/15 (201 in 2015/16) (Performance amongst the best in Wales for % of adult protection referrals where the risk has been manage, 100%)</i></p>
<p>Which of the Council’s Priorities, as outlined in the Council’s Corporate Plan, will this plan support?</p>	<p>People – promoting independence and positive lives for everyone</p>
<p>Which of the current Single Integrated Plan Theme(s) will this support</p>	<p>Safety theme <i>Safeguarding outcome Children and Adults at risk are protected from harm</i></p>
<p>To which of the Wellbeing of Future Generations Act Well-being Goals does this plan contribute?</p>	<p>A Healthier/More Equal/Cohesive Wales</p>
<p>What difference will delivery of this objective make to Service Users/ residents of Rhondda Cynon Taf</p>	<p>Children and adults at risk across RCT are protected from harm.</p>
<p>Risks – extracted from (CS RR)</p>	<ol style="list-style-type: none"> 1. If robust performance monitoring and management arrangements in respect of corporate safeguarding are not in place then the ability to track progress, ensure on-going review and scrutiny could be hindered. 2. If staff do not possess the relevant skills and knowledge in respect of identifying and reporting a potential safeguarding issue then the safety of a child and/or an adult at risk may be compromised. 3. If the Council cannot demonstrate delivery of training to all relevant staff then it’s ability to evidence robust and adequate training in respect of corporate safeguarding is hindered. 4. If safeguarding concerns are not reported to an appropriate central service then the consistency in respect of these are assessed and managed could be compromised which could result in the safety of a child and/or an adult at risk being compromised.

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

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

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

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2	Put in place a Corporate Safeguarding Policy that reflects the Council's overarching Safeguarding responsibility and the service specific policies already in place.	2.1	Establish those existing policies that need to be reflected within Corporate Safeguarding Policy	Complete	LP/LAL	COMPLETE
	2.2	Devise a draft Corporate Safeguarding Policy	Submit draft Policy for review and approval by Cabinet. To be accompanied by the Corporate Safeguarding Delivery Plan and Risk Register.	Complete March 2016	LP/LAL LP/LAL	COMPLETE
	2.3	Deliver Initial Briefing sessions on Corporate Safeguarding with Senior Managers as part of Manager briefing sessions <i>(First session took place on 11 February 2016)</i>	Feb/March 2016	DH	COMPLETE	

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<p>Increase awareness of staff, elected Members, volunteers, partners and contractors of Corporate Safeguarding and whistle blowing across all Council services</p> <p>Officer Training</p>	3.1	Identify staff that require different levels of training/information on Safeguarding	April 2016	DH	Complete
		Produce programme(s) of training for staff identified	April 2016	DH	Complete
		Prioritise and implement rolling training programme – original date May 2016 extended to July 2016 in 22/4 meeting *e learning and face to face training launched	*October	DH	Ongoing
<p>Elected Member training</p>	3.2	a) Provide a report in respect of elected Members' Corporate Safeguarding training requirements to Democratic Services Committee	Complete	DH/LAL	Complete
		b) Provide a briefing note to Members in respect of DBS Checks	May 2016	RE	Complete
		c) Develop programme and schedule of training	May 2016	DH	Complete
		d) Ensure elected Member Corporate Safeguarding responsibilities are included in role descriptions to be agreed as part of the constitution following AGM in May	July	AW (in KM absence)	Complete
	NEW @23/5	e) consider options for ongoing engagement and training/awareness raising in respect of their responsibilities for Safeguarding	October 2016	DH/KM	On target

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete
Record of Training undertaken	3.3	<p>Develop/implement arrangements that will ensure that all information about staff and elected Members trained in respect of Corporate Safeguarding responsibilities is reported quarterly to the SSG.</p> <p>Provisional data e learning launched to 1,443 1,456 staff on 3 October , 380 outstanding to be picked up by the end of the year 2,000 require face to face training 3,400 school staff will be trained by existing school arrangements</p>	July 2016 to accommodate 1 st quarter data	DH	Provisional Baseline *3,600 staff trained to date
	3.4	<p>Review HR policies to ensure that the reference to Corporate Safeguarding requirements is included where necessary</p> <p>Original date April 2016 extended to September in April meeting</p> <p>NEW Added on 24/8 List of all policies considered by HR to be provided to Corporate Safeguarding Group</p>	Sept 2016	RE	On target
	3.5	<p>Agree internal 'branding' and campaign for Safeguarding to include IT and non IT access methods eg</p> <p>Intranet pages Payroll insert booked for May 2016 Source</p>	<p>Complete</p> <p>Complete Complete Complete</p>	<p>LAL</p> <p>LAL CD AB</p>	COMPLETE
	3.6	<p>Start to implement campaign to align/introduce Council wide training programme</p>	April 2016	CD	COMPLETE

Action	Ref	Key Milestones/Sub Actions	Delivery Date	Responsible Officer	Progress if not complete	
		NEW@ 23/5 3.6 a	Agree approach to roll out of Policy through NETConsent	July 2016	CL/GI	Complete
		Clarify Users requiring consent (4,000 staff in place) Agree approach e.g. staggered/prioritise Identify how queries/declines will be managed (eg shared in box)	September 2016	LAL	Complete	
		Implement – (staggered roll out starting October)	October 2016	LAL	On target	
Procurement and commissioning	3.7	For all relevant contracts, ensure that the Council's Corporate Safeguarding Policy is included.	Post Cabinet approval	SL	COMPLETE	
Recruitment	3.8	Ensure that recruitment processes enable the safe recruitment of all staff	April 2016	RE	COMPLETE	
Evaluation	3.9	Test the extent that staff and managers are aware of their Corporate Safeguarding responsibilities as part of the staff survey scheduled for 2017 NB This action will be dependent on the progress of the training programme	TBD	LAL/DH		
	3.10 NEW @23/5	Revise MASH data collection processes to identify sources of staff contact to MASH (both children's and adults) that will help to establish the impact of training and awareness raising on Keeping children and adults at risk Safe Review process six months after implementation (October 2016) to ensure systems are fit for purpose	December 2016	LP/JN	Complete	
			April 2017	LP/JN	On target	