

Legal and Regulatory Services /
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Ask for / Gofynnwch am: Jeannie Monks

Our ref / Ein cyf:
Your ref / Eich cyf:

Date / Dyddiad: 19th November 2014

Dear Councillor,

CHILDREN & YOUNG PEOPLE OVERVIEW & SCRUTINY COMMITTEE

A meeting of the Children & Young People Overview & Scrutiny Committee will be held in the Council Chamber, Civic Offices, Angel Street, Bridgend CF31 4WB on **Tuesday, 25th November 2014 at 2.00 pm.**

AGENDA

1. Apologies for Absence
To receive apologies for absence (to include reasons where appropriate) from Members/Officers.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members Code of Conduct adopted by Council from 01 September 2008. (Including whipping declarations).
3. Minutes of Previous Meetings 3 - 20
To receive for approval the minutes of the meetings of Children & Young People Overview and Scrutiny Committee held on the 2nd September and the 13th October 2014.
4. Change Programme 21 - 28
Invitees:
D McMillan - Corporate Director - Children
Councillor H David - Cabinet Member Children and Young People
N Echanis - Head of Strategy Commissioning and Partnerships
T Haddon - Flying Start Manager
N Sutton - Principal Officer - Business and Management Support
M Hatcher - Group Manager – Inclusion
5. Annual Report of the Regional Safeguarding Children's Board 29 - 74
Invitees:
D McMillan - Corporate Director

Councillor H David - Cabinet Member Children and Young People
C Turner - Head of Safeguarding and Family Support
N Echanis - Head of Strategy Commissioning and Partnerships

6. Forward Work Programme

75 - 78

7. Urgent Items

To consider any item(s) of business in respect of which notice has been given in accordance with Part 4 (paragraph 4) of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency.

Yours faithfully

P A Jolley

Assistant Chief Executive Legal and Regulatory Services

Distribution:

Councillors:

DK Edwards
EP Foley
CA Green
DM Hughes
PN John

Councillors

M Jones
DG Owen
G Phillips
CE Rees
RL Thomas

Councillors

HJ Townsend
C Westwood
DBF White
RE Young

MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND ON TUESDAY, 2 SEPTEMBER 2014 AT 2.00PM

Present:

Councillor E P Foley – Chairperson

D K Edwards	M Jones	C Westwood
C A Green	G Phillips	R Young
D M Hughes	R L Thomas	
P N John	H J Townsend	

Registered Representatives & Co-opted Members:

Mr T Cahalane (Roman Catholic Church)
Mr R Thomas (Primary School Parent Governor)
Mr W Bond (Special School Parent Governor)
Mr K Pascoe

Officers:

R Keepins - Scrutiny Officer
A Rees - Senior Democratic Services Officer - Committees

Invitees:

Councillor H J David - Cabinet Member - Children and Young People
C Turner - Head of Safeguarding and Family Support
N Echanis - Head of Strategy, Partnerships and Commissioning
J Brooks - Group Manager Business Support
R Davies - Group Manager Business Strategy and Performance
C Dyer - Youth Offending Team Manager

122 APOLOGIES FOR ABSENCE

Apologies were received from the following Members for the reasons so stated:

Councillor D B F White	-	Work Commitments
D McMillan (Corporate Director Children)	-	Leave
Mr H Daniel	-	Work Commitments
Mr R Thomas	-	Work Commitments

123 WELCOME

The Chairperson welcomed Councillor D M Hughes who was attending her first meeting of the Committee and welcomed Rachel Keepins, Scrutiny Officer who had returned from maternity leave.

124 DECLARATIONS OF INTEREST

Mr W Bond declared a personal interest in agenda item 6 – Rota Visiting and item 7 – Learner Travel Policy as his daughter is a user of both services.

Mr T Cahalane declared a personal interest in agenda item 7 – Learner Travel Policy as his children are users of the service.

125 MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Children and Young People Overview and Scrutiny Committee of 10 June 2014 were approved as a true and accurate record.

126 PLACEMENTS AND PERMANENCY STRATEGY

The Head of Safeguarding and family Support presented a report on the Placements and Permanency Strategy which aimed to reduce the numbers of Looked After Children in Bridgend.

He reported that a project manager had been appointed for a 14 month period to manage the strategy. He reassured the Committee that despite the high level of Looked After Children in the County Borough children were taken into care for the right reasons to ensure their safety and protection. He stated that the Council would only take a child into care as a last resort but in some cases would have to take that decision when it was correct to do so, however there would always be a cohort of looked after children.

The Head of Safeguarding and Family Support informed the Committee that the Project Manager appointed would be leading on the Strategy and the PLO Process and he was grateful for the Support of the Committee in securing this additional resource.

The Committee questioned the level of permanency of staffing the team responsible for delivering the Strategy. The Head of Safeguarding and Family Support informed the Committee that there was no permanency team and there were currently three vacancies for social workers, it was aimed to recruit experienced practitioners. He informed the Committee that he had recently presented certificates to 3 first year social workers that had completed their first year in practice and had had mixed reactions as not all had been able to protect all of them. He stated that the Council was able to attract newly qualified social workers as it was considered innovative and fresh in its approach. However there was a need to provide newly qualified social workers with support and that due to pressures on the Service, newly qualified social workers had been allocated Looked After Children cases.

The Committee questioned whether other agencies had signed up to the Placement and Permanency Strategy and questioned the ownership of the Strategy. The Head of Safeguarding and Family Support stated that the Placement and Permanency Strategy is an inter-agency strategy which is owned by the Western Bay Safeguarding Board and overseen by the LAC Strategy Board. The Committee asked how the Strategy could be escalated to Chief Executive level, due to demands being placed on the Looked After Children and the national picture. The Committee considered that there was good day to day management of Looked After Children by the agencies but there was a need for the strategic leaders to consider the strategic leadership of the Strategy. The Head of Safeguarding and Family Support informed the Committee that he regularly briefed the Chief Executive on Looked After Children as it is a Corporate priority and stated that he would welcome the opportunity of presenting the Placement and Permanency Strategy to the Local Service Board. He informed the Committee that Police Officers are trained in relation to the completion forms for Looked After Children and each morning a designated social worker will meet with the Police Inspector for Child Protection in relation to Looked After Children cases reported in the previous day. He stated that the service had been commended. The Head of Safeguarding and Family Support stated that there were key recurrent themes of substance and alcohol misuse which were considered by the Western Bay Safeguarding Board in relation to Looked After Children. The Committee considered that the national picture in relation to Looked After Children needed strategic leadership.

The Committee questioned the reasons for the vacancies for social workers. The Head of Safeguarding and Family Support informed the Committee that the vacancies were attributable to some resignations and also dismissals. Some staff had left the Authority to seek promotion in other local authorities. He informed the Committee that approximately 40% of social workers employed by the Authority did not live within the County Borough. He also informed the Committee that the Safeguarding Teams had been reorganised from four to five teams as the teams were previously quite large. Funding had been received to recruit an additional Manager which enabled the Authority to have greater interaction with other agencies. He stated that having smaller teams brought about a lack of resilience, in relation to sickness absence for example, and therefore the move was currently being reconsidered.

The Committee expressed concern if there were resilience issues within the Service. The Cabinet Member Children and Young People informed the Committee that the Workforce Development Group was addressing issues of resilience in safeguarding. He reassured the Committee that the Council was not in a state of crisis and that although it had an inexperienced workforce, all authorities struggled to recruit experienced social workers. He stated that the Workforce Development Group was at its early stages and that a recruitment campaign was being developed nationally for the recruitment of social workers. The Head of Safeguarding and Family Support reassured the Committee that newly qualified social workers were mentored both as a group and individually. He stated that whilst it was difficult to protect social workers they were given support in complex cases and that all the team managers were co-located. It was aimed to recruit experienced social workers and that agency staff were being used in order to keep children safe.

The Committee questioned whether staff were worried about the Western Bay Project. The Head of Safeguarding and Family Support informed the Committee that social workers were fully engaged in the Regional Adoption Service and that the Youth Offending Service across Western Bay was at an advanced stage. He stated that the vacancies had not come about as a result of pressure being put on staff and that there had been a number of internal promotions. He informed the Committee that social work is very challenging work.

The Committee questioned whether there was any evidence to show that the process to identify young people on the edge of care and the reallocation of funding to offer respite as a preventative edge of care service was working. The Head of Strategy Partnerships and Commissioning informed the Committee that work had commenced to look at children on the edge of care, with 20 children being targeted and it was likely that the target would be exceeded and they would be able to remain with their families. She stated that she would be happy to provide figures to the Committee in relation to the Edge of Care Project. The Head of Strategy, Partnerships and Commissioning also informed the Committee that the Early Intervention Strategy had been written and would be presented to the next meeting of the Corporate Parenting Committee. The Committee considered the need for Corporate Parenting reports to be presented to this Committee.

Concern was expressed by the Committee that the average days lost due to sickness across the Children's Directorate was 11.4 days exceeding the target of 9.1 days since the CSSIW Inspection. The Cabinet Member - Children and Young People reassured the Committee that the impetus had not been lost in relation to sickness absence across the Children's Directorate. He stated that there had been significant investment in the Children's Directorate since it had left the protocol by increasing the number of Safeguarding Teams. He stated that there was always a need to improve, but he was reassured by the CSSIW regarding the review of safeguarding arrangements. He was also reassured that the Council was keeping children safe, but was concerned at the rise of the numbers of Looked After Children. There was a need to focus energies to ensure that children who have returned to their families are kept safe and to minimise the risk of

that approach. He was confident that the Authority's social workers will take a child at risk into care.

The Committee questioned whether exit interviews were conducted with social workers who are leaving the Authority. The Head of Safeguarding and Family Support confirmed that exit interviews were conducted with social workers leaving the Authority. He informed the Committee that due to the nature of social work, many social workers suffer from professional burn out, but equally other social workers thrived on working in a highly pressurised response environment, whilst other social workers go down the management route and some social workers leave to work in other areas of social work. He informed the Committee that a cohort of local Looked After Children were surveyed who felt that their social worker did the best for them.

The Committee questioned whether the increase in foster caring would benefit the Adoption Service. The Head of Safeguarding and Family Support informed the Committee that there was still a need to increase 'In House' foster carers, however, they had had recent success, with seven sets of foster carers crossing over from the independent sector in the last few months equating to approximately 20-25 placements for children. This had been achieved despite foster carers in the independent sector earning more than local authority ones. In addition to this, Resolutions Fostering Service had disbanded and 17 out of 19 foster carers chose to continue to foster through the Council. The Head of Safeguarding and Family Support informed the Committee that the adoption service is one of the highest performing services in Wales and it had doubly exceeded its target, with 25 children being adopted. He stated that there was an expectation by the Deputy Minister that the Adoption Service delivers. He also informed the Committee that there was a need to focus on where a child had been placed with foster carers and that 29 children had ceased to become Looked After Children, but were subject to family arrangements orders. The Cabinet Member Children and Young People informed the Committee that the timescale for adoption was now in months and that a very robust process was in place. He informed the Committee that he was reassured by the Head of Safeguarding and Family Support in light of recent events in Rotherham.

Conclusions: Following the Committee's consideration of the report and its appendices, Members wished to make the following conclusions:

- Members requested that they receive the updated action plan in which other agencies have now been identified under certain workstreams.
- Members recognised the day to day links and work between social services and the police, however commented that these were informal arrangements. In order to ensure that the police are more involved in children's services, the Committee recommends that a Senior representative of the Police Force be sought to sit on the Permanency and Placement Board.
- Members highlighted the high rate of LAC within the Borough, with Bridgend reportedly being the fourth highest in Wales for numbers of LAC. Members commented that the numbers indicate a variety of issues at a local level that are directly linked to child protection such as domestic violence, mental health issues and alcohol and drug misuse.
- Whilst recognising the multi-agency involvement in the Strategy, Members proposed the need to raise the profile of the growing numbers of LAC with all organisations involved; recommending

that the Strategy be held by Chief Officers of all organisations with one clear Strategic Lead. The issue of rising numbers of LAC should thus inform the work of key strategic partnership boards such as the Local Service Board and the Community Safety Partnership Board; ensuring that all partners are committed to working together under the same priorities and ensuring clear lines of accountability and responsibility.

- Members expressed concern over the workforce resilience and retention to take forward and achieve the Placement and Permanency Strategy and its associated actions. Members agreed they would consider this in more detail at their next Committee meeting under the item on the Social Services Workforce Plan.
- The Committee requested that they receive the latest figures for the Edge of Care Project informally.

127 IMPLEMENTATION OF A SINGLE YOUTH OFFENDING SERVICE ACROSS WESTERN BAY

The Scrutiny Officer presented a report relating to the Western Bay Youth Justice and Early Intervention Service. The Head of Strategy Partnerships and Commissioning reported on progress being made with the creation with Western Bay Youth Justice and Early Intervention Service. The Cabinets of Swansea, Neath Port Talbot and Bridgend Councils in April 2014 gave agreement for the amalgamation to take place. The Management Board is chaired by the Director of Social Services of Neath Port Talbot County Borough Council with Bridgend being the Lead Authority. She stated that there had been a great deal of activity to progress the amalgamation, however, the recruitment of the overall Group Manager and three Locality Managers had been delayed due to ongoing negotiations with the trade unions in relation to the staffing structure beneath the Locality Managers. A point had now arisen whereby the Group Manager would be appointed as a Bridgend County Borough Council employee.

The Committee referred to Bridgend being the Lead Authority and responsible for the pooled budget and questioned what would happen if there was an overspend. The Head of Strategy Partnerships and Commissioning informed the Committee that Swansea Council had not achieved its savings and the authorities were indemnified before it assumed any responsibility.

The Committee questioned the reason for the high costs of the service of Neath Port Talbot Council. The Youth Offending Team Manager explained this was due to them occupying two buildings instead of one building. She stated that once the merger was in place there would be continuous savings.

The Committee questioned the contributions made to the Youth Offending Service from its partners. The Youth Offending Team Manager stated that contributions were made to the service with the provision of staff, with only a small amount of monetary input. The Head of Strategy Partnerships and Commissioning informed the Committee that there were a number of grant sources which fund the Youth Offending Service and it was not all Council funded.

The Committee questioned whether scrutiny arrangements had been developed in relation to the single Youth Offending Service. The Head of Strategy Partnerships and Commissioning informed the Committee that scrutiny arrangements for the project would need to be resolved at Board level.

Conclusions:

The Committee concluded to revisit the item in approximately 12 months to consider the following:

- Concerns over funding for the YOS given the uncertainty over the future funding positions for the three Local Authorities.
- The Governance Structure of Western Bay and where Scrutiny fits into this structure.

128 **ROTA VISITING**

The Scrutiny Officer presented a report on Rota Visiting in relation to the Council's Children's Social Care establishments.

A Committee Member, as an advocate of young people, expressed a preference for more opportunities for Members to visit children's homes. The Head of Safeguarding and Family Support informed the Committee that there is a requirement for premises to be visited once a month. The Group Manager - Business Support confirmed the arrangements for establishments to be visited once a month, however there were ten teams of Members and eleven homes to visit. The Group Manager - Business Support stated that additional Rota Visits per month could be scheduled.

The Committee stated that the Health and Wellbeing Overview and Scrutiny Committee had considered an opt out system in relation to Rota Visiting. The Group Manager - Business Support informed the Committee that she was awaiting the outcome of this Committee prior to progressing the opt in/out system proposed.

Conclusions:

Members expressed disappointment at the overall number of Members involved in the Rota Visiting Scheme as well as the turnout of Members for scheduled visits, both equating to less than half.

Given that each Member is a Corporate Parent and therefore has legal responsibilities under the Children Act 2004 for the care of all Looked After Children within the County Borough, the Committee felt that more Members should be signing up to the Rota Visiting Scheme.

Following their discussions with Officers, the Committee determined to make the following suggestions for changes to the Rota Visiting Scheme to try and increase the numbers of Members involved and try to encourage more Members to attend the scheduled visits:

- An 'Opt Out' system rather than an 'Opt In' one, where Members would be automatically signed up to the scheme unless they requested otherwise;
- An expressed preference from Members as to whether they would prefer to visit Children's housing establishments or Adults;
- An expression from Members as to how many visits they could undertake in a month.

129 LEARNER TRAVEL POLICY

The Scrutiny Officer presented a report in relation to the composition with regard to Learner Travel arrangements in Bridgend.

The Committee questioned the timing of the consultation which was to commence on the 29 September when many of the governing bodies would have held their statutory meetings by that date. The Group Manager Business Strategy and Performance confirmed the timescale for the consultation period of the 29 September to the 15 December, which had to fit in with the Admissions Policy and should that timescale not be met it would delay the Learner Travel Policy by a further year. He confirmed that once the consultation ends it would be brought back to this Committee prior to a decision being made to Cabinet. As part of the consultation, there would be public meetings with the Youth Council.

The Committee noted the appointment of a Project Manager which recognised the importance of the Policy and requested an assurance that the new Policy would be written in plain English. The Group Manager Business Strategy and Performance confirmed that the Communications Team had been engaged in the Policy and that the questions in the Consultation would be written for a reading age of 9 years to ensure it was understood by all and that there was sufficient explanation behind the questions.

The Committee questioned the lack of reference to transport of 14 to 19 year olds. The Head of Strategy Partnerships and Commissioning informed the Committee that 14 to 19 year old pupils in Learning Pathways would not be affected by the Policy and that schools would make those arrangements for travel and share costs. However the Policy would look at post 16 education.

The Committee considered that there was a need to have equality of treatment with the further education sector, which would be part of the consultation.

The Committee questioned whether there would be additional funding for transporting students to college. The Head of Strategy Partnerships and Commissioning informed the Committee that should there be a decision to remove funding for travel for post 16 education, the college may fund it themselves. The Committee questioned whether post 16 transport would be considered as a whole or would post 16 schools and post 16 further education be considered as separate entities. The Group Manager Business Strategy and Performance informed the Committee that post 16 education would be treated as one regardless of whether students were attending school or college.

The Committee questioned whether the reduction in costs to Learner Travel by Neath Port Talbot and Swansea councils had been considered. The Head of Strategy Partnerships and Commissioning informed the Committee that very few local authorities had undergone the process of reviewing Learner Travel following the new guidance as many had already changed their policies to the statutory minimum a number of years ago. The Authority had looked at these but have also been looking at the experiences of councils in England. She added that there has been no evidence in either England or Wales that indicates any reduction in the take up of post-16 education following the removal of post-16 transport.

Conclusions: Following consideration of the report and the planned consultation process, the Committee concluded to make the following suggestions to Officers:-

- That the proposals are set out clearly and in plain English so that all consultees, such as parents, teachers, pupils etc can easily understand them and are able to provide an informed response;

- To ensure consistency of treatment with other teaching unions, the University and College Union be included in the Consultative Panel Focus Group;
- That Bridgend College representatives and Parent Governors be included in the Focus Groups;
- That in addition to e-mails being sent to Councillors, an informative e-mail is also sent to all Governors to inform them of the consultation exercise and the proposals;
- That Head Teachers are contacted and asked to bear in mind that the date of the start of the consultation may be after their School Governors termly meeting and therefore an additional meeting may be required to consider the proposals.

Members also proposed that the Further Education Sector be approached at the earliest possible convenience to determine whether they could contribute to transport costs for pupils.

130 INFORMATION REPORT - PERFORMANCE

The Scrutiny Officer reported on the year-end performance relating to its area of responsibility.

Conclusions: The Committee noted the content of the Information Report and Appendices.

131 SOCIAL SERVICES ANNUAL REPORTING FRAMEWORK

The Scrutiny Officer presented a report which updated the Committee on the work of the Joint Research and Evaluation Panel held on the Social Services Annual Reporting Framework in June 2014.

The Head of Safeguarding and Family Support thanked the scrutiny process for its examination of the Social Services Annual Reporting Framework. He stated that the response of the CSSIW was awaited and that he would report their response to the Committee.

Conclusion: The Committee agreed that it would like to receive informally the CSSIW's response to the Council's Social Services Annual Reporting Framework.

132 FORWARD WORK PROGRAMME UPDATE

The Scrutiny Officer presented a report which detailed the items to be considered at the meeting on the 13 October 2014 and sought confirmation on the information required for the meeting of the Committee on the 25 November 2014.

Conclusion:

The Committee noted the topics to be considered at the meetings scheduled for the 13 October 2014 and 25 November 2014.

The Committee also agreed to include the following items onto its annual FWP:

- Governor Support
- Central South Consortium
- Pupil Deprivation

The meeting closed at 4.57pm.

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MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES, ANGEL STREET, BRIDGEND ON MONDAY, 13 OCTOBER 2014 AT 2.00PM

Present:

Councillor E P Foley – Chairperson

D K Edwards
C A Green

R L Thomas
G Phillips

C Westwood
D B F White

Registered Representatives & Co-opted Members:

Mr W Bond (Special School Parent Governor)
Mr H Daniel (NAS/UWT)
Mr K Pascoe
Mr R Thomas (Primary School Parent Governor)

Officers:

R Keepins - Scrutiny Officer
J Monks - Democratic Services Officer - Committees

Invitees:

Councillor H J David - Cabinet Member - Children and Young People
D McMillan - Corporate Director – Children
C Turner - Head of Safeguarding and Family Support
N Echanis - Head of Strategy Commissioning and Partnerships
D Beeke - Workforce Development Manager

133 APOLOGIES FOR ABSENCE

Apologies were received from the following Members:

134 DECLARATIONS OF INTEREST

None.

135 EARLY INTERVENTION AND PREVENTION STRATEGY

The Corporate Director – Children presented a report to update the Committee on the progress made to develop a Strategy to define the activity around the early intervention and prevention services in Bridgend. The Strategy for Bridgend, known as “Early Help in Bridgend”, was attached at Appendix 1 to the report.

The Head of Strategy Commissioning and Partnerships explained the concept of early intervention, which basically consists of local practitioners from across different services, working together to respond to incidents which require multi-agency responses so that they are able to effectively provide an all-encompassing service for vulnerable children and families. These multi-agency community teams would be able to identify difficulties and intervene before those difficulties reached the point where it could seriously affect the wellbeing and development of a child. Each family would be allocated a key Family Support Worker who would be the main contact and support for the family throughout, continuing to coordinate the family needs for as long as support is required.

She informed Members that considerable investment had been put into early intervention over the last few years; part of which involved moving the support services into hubs within the Borough so that services are community based and more easily accessible. She advised that detailed reports would be available for Members in the next few weeks to explain the Strategy in more depth, including some background and case studies set against the levels of need.

The Committee queried why there did not appear to be any connection with the Western Bay collaboration.

The Head of Strategy Commissioning and Partnerships confirmed that there were good links within Western Bay, with the potential in the future to roll out some initiatives that had already proved successful in Swansea. She explained that the Directorate was in the process of being restructured, with all services reporting to one Group Manager instead of several Managers and Heads of Service as was the case before. This move would result in significant financial savings, mainly in the management structure of the teams, which will preserve early intervention services. She stressed that if the Authority were to disinvest from those services, it would place more pressure on the LAC service in the future.

The Corporate Director – Children explained how the two strategies (Early Intervention and Prevention Strategy and the LAC Placements and Permanency Strategy) would work together, helping to meet the needs of families with complex needs by early intervention. She advised that they were working to manage demand as the Directorate was now expected to find an extra £5m in savings, which equates to a third of the controllable budget for the Children's Directorate. She advised that with the whole reorganisation of the Directorate, the multi-agency community teams would be able to devise individual holistic plans, personalised for each child and their family

The Committee enquired about the makeup of the hubs and how they would prove more sustainable than if services remained centralised.

The Head of Strategy Commissioning and Partnerships advised that the hubs were already in the development stage, based in three locations: Pyle Life Centre; Coleg Cymunedol Y Dderwen and the East Hub will be at Civic. Various support services would be based within those hubs and Officers were currently going through an exercise to establish how to develop them.

The Committee asked about the financial implications on the budget for Early Intervention in view of the Directorate having to find approximately £8m in savings. The Committee further asked for details of the £1.5m unidentified savings, and asked where that was coming from.

The Head of Strategy Commissioning and Partnerships explained that most of the budget for Early Intervention was grant funded, made up of various grants including permanent grants for programmes such as Flying Start and Families First, which could fund many of the support services. As well as core funding, there was also the Integrated Family Support grant, which is a year-on-year budget. Focus was to stop chasing short term grants and look at more stable long terms ones.

The Cabinet Member – Children and Young People advised that Flying Start, Families First and Integrated Family Support were the flagship projects of the Welsh Government, introduced during the current term of office. He therefore did not anticipate any reductions in funding to those programmes during the current term of office, and on the contrary expected a continuous expansion to Flying Start. The Chairperson commented that the Children's Minister's recent statement supported this.

The Committee asked what actions were being taken within the Strategy to involve the wider sector and voluntary organisations such as youth clubs.

The Head of Strategy Commissioning and Partnerships advised that it was limited at the moment; however the intention was to engage with the volunteer sector in all areas and work closely with the Youth Support services, particularly around the restructure. It was also the intention to consult with partners, including health colleagues, in how to populate the action plan.

One Member was concerned where the funds would come from, should there be an over-spend in the Directorate's budget again this year.

The Head of Safeguarding and Family Support advised that the Authority had a significant number of LAC and there were a number of children in Bridgend who were not achieving their potential. He informed Members that there were two aims: to prevent children suffering harm and entering the care system and a permanency plan for LAC. For the Strategy to work successfully, it requires engagement from all professionals, as with the right family support, some of those children could be returned to their families, and once the Strategy is embedded, it was hoped to reduce the number of LAC. However, he stressed that he could not predict what was in the future and gave Members an example of three children from one family within the Borough who were taken into care this week for their safety, just as the number of LAC was reducing.

The Corporate Director – Children advised that at this time of year the Directorate was looking towards next year's budget requirements. She highlighted that there were sometimes pressures in relation to unexpected costs which affect the budget, such as new legislation around pay scales for night time workers working in the Authority's residential homes. She informed Members that they were making strides to increase the number of in-house foster carers, as foster places within the private sector cost twice as much. There had been some success during recent months with 122 independent foster placements being reduced to 100. The other pressure was in Court proceedings, as children very often had therapeutic needs where specialist care is required; however there were processes in place to ensure best value from such providers.

Conclusions:

- Members requested that the links to the Western Bay project through the IFSS are made more explicit within the Strategy.
- The Committee requested that more consideration is given towards the potential future savings from Early Intervention and Prevention work and that this be incorporated into the action plan. Members agreed they would be considering the financial savings when the item is revisited.
- Members expressed concern over the action plan for the Strategy in that it did not contain direct links to outcomes, or have any clear actions that could be monitored and used as evaluative evidence. The Committee therefore requested that priority be given to the development of local indicators and outcomes and that these are clearly laid out and agreed by all partner agencies under the strategy to ensure that there are defined priorities and targets for all to meet and monitor.
- The Committee requested that they revisit the item in 12 months' time, at which point they requested that they receive evaluative evidence of outcomes from the Strategy including any impact on the numbers of LAC within the County Borough and any financial savings that have been achieved through preventative work.

136 **RECRUITMENT AND RETENTION OF SOCIAL WORKERS**

The Head of Safeguarding and Family Support presented a report to update the Committee on work being undertaken in relation to the recruitment and retention of Social Workers, and the

actions undertaken and planned to address these issues. He commented that his team were pleased at the interest the Committee had taken in their work over the years.

He advised that the biggest resource in the Directorate were the staff and it was important that they had the competence and confidence to carry out their various roles. Recruiting and retaining qualified Social Workers was a constant feature over the past five years. He explained that the fundamental issue was that most of the Social Workers are in their first or second year post qualifying, which brought about challenges in supporting them in a highly emotionally charged environment. He explained that the Directorate worked closely to engage with the other Directorates in getting proactive to address the recruitment and retention challenges.

The Committee asked whether internal training programmes continued for new Social Workers.

The Workforce Development Manager advised that the existing Social Care Workers could apply to access the Social Work Trainee position, which replaced the former secondment scheme which had run for many years; however, Managers felt that it was difficult to continue to support this programme, as it would involve those seconded to under social work training to attend two days a week in College and placements in addition to this, with the remaining team members having to manage the workload. This year the Directorate had embarked on a traineeship programme whereby 213 applications were received for just one position. The benefit of doing it this way dedicated training is provided during the period of employment, with opportunities to move around different service areas. Bids will be made to access external funding to enhance that programme further.

The Committee commented on the retention of Social Workers in that there did not appear to be a breakthrough in solving the problem. The Committee further asked why the Children's Social Worker post was treated in the same way as other Social Workers, as there did not seem to be any recognition.

The Workforce Development Manager explained that there were different pay scales across the 22 local authorities in Wales for Social Workers and information gained from exit interviews suggested that this was not the reason provided on why Social Workers were leaving the Authority. There was financial recognition paid to them, after two years' experience, recognising that they are able to work at a higher level and are given more diverse and challenging caseloads.

The Committee asked whether the new arrangements for flexible working hours had affected Social Workers, and if they were provided with administrative assistance so that they were not tied down with paperwork.

The Head of Safeguarding and Family Support advised that there had been some negative feedback from Social Workers on the flexible working hours scheme, as they had lost the ability to have two days off per month. However, they have now all been issued with their own laptop and would be able to work from home.

Conclusions:

1. Members complimented the new induction programme for newly qualified social workers but expressed the need to ensure that all accessed this programme in order that they are protected in their first year in practice and thus encourage them to remain with the authority.
2. Members commented on some of the issues expressed by social workers including the time taken on paperwork and asked that consideration be given to whether there is capacity for providing more admin assistance to social workers.

3. Some Members expressed concerns over management issues, in particular, the need for better communication between managers and practitioners. This was evident from the lack of engagement with the Exit Interview process as well as some of the comments expressed by Officers which inferred that the consultation process in regard to re organising the service had not always been sufficient. Members commented that re organisation, poor due process and consultation arrangements have caused a few issues in this service and will no doubt have had an impact on the retention of Social Workers.

Members, however, noted the comments made by the Head of Safeguarding and Family Support regarding recent improvements; accommodation issues addressed, caseloads being of a reasonable number, regular newsletters to staff and regular meetings with staff. As a result, the Committee:

- a) Complimented these efforts and encouraged their continuation;
 - b) Stressed that any future re-organisation would need to include a better consultation of the workforce;
 - c) Proposed that the Exit Interview process be reviewed to try and achieve a higher response rate.
4. Members welcomed the new Social Worker Traineeship that had been introduced and recommended that this be expanded, increasing the number of traineeships with a loyalty clause that they are contracted to the local authority for two years following their training.
 5. The Committee asked the Scrutiny Officer to explore whether further information could be presented to the Committee in relation to the Council's flexible working policy and how it relates to social workers.

Recommendation:

The Committee recommends that Chief Officers and Cabinet Members engage-with and lobby Welsh Government, WLGA/ADSS and CCW to achieve systemic changes in the following areas:

- A standardised set of salary scales and conditions in line with the systems used for teachers for all social workers in Wales to ensure a 'no-poaching' approach, similar to that which is being introduced for foster carers whereby payments are harmonised across local authorities.
- Place a duty on all Welsh local authorities to provide adequate practice placement opportunities for students going into children's safeguarding to better prepare them for their future career and also compel all authorities to provide a proportionate number of training placements.

137 MEMBER AND SCHOOL ENGAGEMENT PANEL

The Scrutiny Officer presented a report outlining a revised plan for the Member School Engagement Panel which included information on the new National Schools Categorisation System which would incorporate the principles of the Secondary School Banding.

The Corporate Director – Children advised that until now there had been no categorisation of Primary Schools by WG. The Secondary Schools had been banded from 1, being the best, to 5, , and the Borough currently had one school in Band 5, Coleg y Dderwen. She explained that the national categorisation being introduced in January 2015 would make the system more robust and include Primary Schools. There were three steps for categorisation:

- Analysing data in relation to performance;

- Looking at ability and capacity of a school to improve
- Categories are colour coded to red, amber, yellow or green.

She advised that the Authority's own consortium had for the past 18 months been using the categorisation of the letters A, B, C and D in order to work out how much support schools need. It had been refined this year and she was confident that the Authority's own categorisation system was similar to the National Schools Categorisation System, using the same metrics as the Welsh Government. She was therefore aware of which schools in the Borough were in the red category and the decision made collectively with the other Directors across the consortium was that all schools in the red category would be treated the same in terms of Statutory powers of intervention. She reported that during the past academic year she had used the statutory powers available to intervene three times in different schools, which showed that the Authority was taking a harder line.

The Committee asked whether local government support would be disseminated and work undertaken by consortia, and if so, whether a parent who had concerns about a particular school would turn to the consortia or the local authority concerned for support.

The Corporate Director – Children explained that the Welsh Government brought out the national model for regional working which clearly set out the role of consortia, and the role of the LA, and the rationale being consistent in terms of functions across all local authorities in Wales; each being allocated the same amount of funding. Within the national model a number of areas currently sit outside and are delivered by the Authority, including Governor Support Services, Learning Pathways 14-19 and HR for schools. Councils had until April 2015 to determine how those functions would be transferred to the consortium. She explained that each Local Authority within the Consortia led on a particular area and hers was the 14-19 work. In terms of the Governor Support services, she advised that it would make sense to centralise some work, such as training and stated that she was fighting to retain some local provision so that parents are able to contact local Officers with their concerns. She advised that she would be in a position to report to Cabinet around February/March on the implications for the Authority.

In response to a question from Members, she explained that Wales Audit Office was embarking on a review of best value across all consortia..

Conclusions:

1. The Committee agreed to re-establish the Member and School Engagement Panel with a new approach and criteria as set out in the report including the incorporation of Primary Schools as well as Secondary schools.
2. Members also requested to receive a report in the New Year on any changes to the Consortia, detailing what services are being transferred to them, as well as Estyn's report on the Consortium when it is published.

138 **APPOINTMENT OF REGISTERED REPRESENTATIVE TO THE CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE**

The Scrutiny Officer presented a report to inform the Committee that Mr Kevin Pascoe has been nominated for appointment as the Secondary School Parent Governor Representative on the Children and Young People Overview and Scrutiny Committee. The vacancy has arisen due to the resignation of the former representative, Mr Geraint Isaac. Following an election held in accordance with the Parent Governor Representatives and Church Representatives (Wales) Regulations 2001, Mr Pascoe was nominated for appointment as the Secondary School Parent Governor Representative. It was therefore proposed that he be appointed to the Committee as their representative with voting rights.

Recommendation:

That the Committee would recommend to Council the appointment of Mr Kevin Pascoe as the Secondary School Parent Governor Representative to the Children and Young People Overview and Scrutiny Committee for a term of four years.

139 FORWARD WORK PROGRAMME UPDATE

The Scrutiny Officer presented a report outlining the items due to be considered at the next meeting of the Committee on the 25th November 2014, and further sought confirmation of the invitees to attend the subsequent scheduled meeting to be held on the 17th December 2014.

Conclusions:

The Committee noted the topics due to be considered at the meeting of the Committee scheduled for the 25th November 2014 and acknowledged the invitees to attend the subsequent meeting on the 17th December 2014.

The meeting closed at 4:40pm.

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE

25 NOVEMBER 2014

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL & REGULATORY SERVICES

CHILDREN'S DIRECTORATE CHANGE PROGRAMME

1. Purpose of Report

- 1.1 To inform Members of the Committee about the Children's Directorate Change Programme.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities.

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 3 April 2013 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 At its meeting on 28 April 2014, the Committee received a report informing them of changes to the Inclusion Programme Board and the Inclusion Service. This report detailed the consultation that was undertaken to restructure the Inclusion Service which presented proposals for the best way forward, given the current financial situation, in meeting the needs of our children and young people within the budget constraints of the Medium Term Financial Strategy to deliver budget savings.
- 3.2 The outcome of the restructure was that the work of the Inclusion Board had been incorporated into the new Children's Change Programme Board.
- 3.3 The Children's Change Programme Board was established in April 2014 and incorporated other Boards as well as the Inclusion Programme Board including the Early Action Programme Board.
- 3.4 The purpose of the Children's Change Programme Board is to bring together a programme of systemic change to improve outcomes for every child, and reflects wide agreement about what those outcomes should be, as set out in the priorities in Children's Directorate business plan.

4. Current Situation / proposal.

- 4.1 Attached at Appendix A is a report from the Children's Directorate detailing the Children's Change Programme.

4.2 When examining the report, Members may wish to consider the following points when formulating their questions to the officers:

- (a) How far do the savings identified under this project contribute towards the total savings required from the Children's Directorate under the Medium Term Financial Strategy?
- (b) What is being done to mitigate the risk of not meeting the shortfall in savings targets, as identified in Appendix C?
- (c) How is the Children's Change Programme being communicated to partner organisations to ensure they are signed up to achieving the priorities, savings and improved outcomes identified?
- (d) How is the Children's Change Programme being communicated to the public in terms of the need to transform and prioritise services within the resources available?

5. Effect upon Policy Framework and Procedure Rules.

5.1 The work of the Children and Young People Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

6.1 The equality implications are outlined in the officer's report attached as Appendix A.

7. Financial Implications

7.1 The financial implications are outlined in the officer's report attached at Appendix A.

8. Recommendation

The Committee is asked to:

- i. Consider and discuss the information within the attached report;
- ii. Explore issues consistent with its challenge and support role;
- iii. Determine whether it wishes to make any comments or recommendations relating to the report.

Andrew Jolley,
Assistant Chief Executive – Legal & Regulatory Services
2014

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Background Documents:

Reports to the Corporate Resources and Improvement Overview and Scrutiny Committee
– Bridgend Change Programme, 13 October 2013 & 5 June 2014

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BRIDGEND COUNTY BOROUGH COUNCIL**REPORT TO CHILDEN & YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE****25 NOVEMBER 2014****REPORT OF THE CORPORATE DIRECTOR – CHILDREN****CHILDRENS DIRECTORATE CHANGE PROGRAMME****1 Purpose of Report**

- 1.1 The purpose of this report is to update Committee on the Childrens Directorate Change Programme.

2 Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 This report links to the following corporate improvement priorities:
- Working together to raise ambitions and drive up educational achievement.
 - Working with children and families to tackle problems early.
 - Working together to make the best use of our resources.

3 Background

- 3.1 In April 2014 the Children's Directorate moved to a new senior leadership staffing structure. The key feature of the changes was to realign functions to drive efficiencies and to ensure that we can support a whole system approach for the delivery of children's services. This will also ensure that we can provide greater opportunities for us to work closer with partners across the public, voluntary and private sectors to work together in a fully integrated way.

The new structure for the Directorate focuses on the priorities that we have identified that cannot be compromised. We have considered the best way to ensure that these priorities are protected in light of the impact of the wider public sector financial cuts which will clearly impact on services for children, young people and their families. We are therefore making some difficult decisions about what we can maintain, reduce or stop delivering in line with the budget reductions. Where we can, we are committed to protecting front line children's services, especially those that support early intervention and the safeguarding of children, protecting them from harm. What is important is the quality of outcomes for our families. Value for money is our key measure, not who provides the service.

As the public sector recession bites the Directorate and other partners need to work together to address both the threats and explore the opportunities. We are facing unprecedented financial constraints, yet in some areas increased customer demand. Traditional budget mechanisms will not be enough to meet the challenge. We are therefore embracing a fundamentally different approach.

Amongst these enormous challenges and uncertainty we have to move away from traditional activities and structures, to consider innovative, lower cost and in some cases radical solutions.

In many respects, in order to survive and prosper we need to quickly become very different. We need to be clearer about our core purpose and stop delivering, or secure alternative ways of providing non-core services that do not directly support this.

We need to openly explore different delivery options such as shared services, arm's length organisations, and collaborative contracts with the third sector. Income generation and traded services need to be exploited as allowed for within legislation.

The renewed focus of the Childrens Directorate as set out in our business plan is on the transformation of children's services, with a strong focus on early intervention and prevention and the development of a whole system approach to ensure that the needs of all our children and young people will be met at the earliest opportunity. We are mindful that as a Directorate we should celebrate the business process of change, constantly reviewing our priorities, and changing what we do to meet the needs, aspirations and choices of our children, young people and their families.

4 Current situation/proposal

- 4.1 The Childrens Change Programme Board was established in April 2014. This Board replaced a number of other boards that were in existence and included the Inclusion Programme Board and the Early Action Programme Board.
- 4.2 The purpose of the Childrens Change Programme Board is to bring together a programme of systemic change to improve outcomes for every child, and reflects wide agreement about what those outcomes should be, as set out in the priorities in Childrens Directorate business plan.

The board is chaired by the Corporate Director, Childrens Services. Both Heads of Service and the 9 Group Managers in the Directorate are members of the Board. A number of Change Champions are also members of the Board.

Change Champions are staff volunteers who communicate clear consistent messages and may look at themes such as performance management, communication, and value for money to identify best practice and recommend what this should look like at BCBC. This work then feeds into the overall Childrens Change Programme Board. The role of the change champion is to inspire those around them to embrace the change. They are members of staff who understand the need for change and who want the change implementation to succeed, and can see that the change will be beneficial to the council.

The change champions are the natural marketers for organisational change and act as catalysts for others. They will speak positively about the change, show that it can be done and support colleagues at an informal level. Change Champions are valuable in being able to illustrate how as a Directorate Management Team we are connecting the Childrens Change Programme to staff experience in a direct way.

The Childrens Change Programme Board is project managed with a number of programmes and within each programme is number of projects and work streams. It is these projects and work streams that are driving the transformation – the whole system approach.

The Childrens Change Programme Board is determined to drive whole-system change through clear leadership and effective change programmes. Strong leadership will secure genuinely joint outcome-focused vision, full engagement of all key partners, and clear lines of accountability.

The Childrens Change Programme Board will systematically monitor and evaluate results, challenge itself and others where progress is slow and be sensitive and responsive to the practicalities of front line delivery. In terms of governance, the Board reports into the Programme Management Board which is chaired by the Chief Executive and attended by all Corporate Directors.

- 4.3 Real progress has been made in implementing the structural and systemic changes needed to drive improved outcomes. In April 2014 Estyn wrote to the Chief Executive following the Estyn monitoring visit in March 2014. Estyn noted *'the pace of change is increasing under the leadership of the new director.'* This needs to be progressed with rigour and pace and the cultural changes needed to drive these changes through to demonstrable improvements in outcomes need to be sufficiently embedded.

5 Effect upon Policy Frameworks and Procedure Rules

- 5.1 This has been considered but as there are no new or changed services policy / functions in this report, it is therefore not applicable at this time.

6 Equality Impact Assessment

- 6.1 This has been considered but as the report is for information purposes, an assessment is not deemed necessary at this stage.

7 Financial Implications

- 7.1 The change programmes and change projects are intrinsically linked to the Medium Term Financial Strategy for example the education transport review and the ALN review for provision for vulnerable learners. Some of these savings have already been achieved and others are in the MTFs for the next 3 years as identified savings.

8 Recommendations

- 8.1 Cabinet Committee is recommended to note and consider the content of this report.

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Background documents: none

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE

25 NOVEMBER 2014

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL & REGULATORY SERVICES

WESTERN BAY SAFEGUARDING CHILDREN'S BOARD

1. Purpose of Report

- 1.1 To present the Committee with the Annual report of the Regional Safeguarding Children's Board including evidence of the process for quality assurance as well as an update on the governance arrangements surrounding the Board.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities.

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 3 April 2013 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 At its meeting on 11 February 2013, the Committee received a report from the Children's Directorate presenting the 2011-12 Annual Report of the Local Safeguarding Children's Board. This report also provided information over the plans for the future regionalisation of the Board which was held its first meeting in April 2013.
- 3.2 Members held considerable detailed discussion around the last Local Annual Board report and made the following observations, conclusions and proposals for the regionalisation of the Board:
 1. Members expressed concern over the absence of encouragement for the Third Sector's involvement in the LSCB meetings. Given the contribution of the Third Sector in frontline services, the Committee recommended that the new Regional Board actively seek to encourage and involve them in the work of the Board at every opportunity.
 2. Members were pleased to hear that the new Regional Board had secured future funding from the Police toward the overall budget of the SCB, however, they expressed the wish to revisit this to determine the extent of this contribution.
 3. The Committee requested that they receive the outcome of the research being carried out by a PhD Student into the factors and patterns relating to serious incidents involving young people known to the Youth Offending Service.

4. Members expressed concern over the report in that there appears to be no data analysis or evaluative commentary to indicate how the work of the SCB has informed strategic planning or helped develop preventative services for children and young people.
5. Members also expressed concern over the democratic disconnection of the Regional Board in that there appear to be no plans for the involvement of Scrutiny. Given the fact that the work of the SCB involves children of Bridgend, and significant investment from BCBC, Members believe that some process needs to be determined to ensure that there is suitable accountability with the involvement of Scrutiny.
6. The Committee therefore put forward some initial suggestions and requests:
 - a) That in the first instance, the Committee receives the draft Bridgend SCB Annual Report for 2012-13 before it is published. The role of the Committee in receiving this would be to act as a 'Critical Friend' and provide comments and proposals, as the Committee has done so with the Annual Social Services Report, which can assist in producing a more user friendly document.
 - b) This process could then be considered by the Regional Board when producing its future Annual Report for 2013-14 so that, once again, Members have early sight of the report and can assist by carrying out their 'critical friend' role.
7. Members expressed concern over the lack of evaluative evidence within both reports indicating any progress with the outcomes and findings of Serious Case Reviews or likewise any evidence that the quality of interventions is beginning to improve. The Committee recommend that future Annual Reports or updates to Scrutiny need to include this evidence.
8. The Committee request that as part of the Corporate Resources and Improvement Research and Evaluation Panel into Workwise, consideration is given to determining the barriers to implementation, such as those in Children's Social Services in relation to streamlining processes for Social Workers.

4. Current Situation / proposal.

- 4.1 Attached at Appendix A is a report from the Directorate detailing the Regionalisation of the Safeguarding Childrens Board including its first Annual report for 2014, the Business Plan and the Board's Terms of Reference.
 - a) *In terms of reporting to each Local Authority's Local Service Board, the report states that these arrangements are 'inconsistent however each receives progress updates when required.' When is the WBSCB 'required' to report to their Local Service Board and who 'requires' them, and why are the reporting arrangements inconsistent?*
 - b) *The report also states that 'LA scrutiny committees provide oversight and scrutiny of SCB arrangements through their respective representatives however this should be strengthened through consistent reporting framework mechanisms.' How is a more consistent approach being developed, what does this involve and when is this to be introduced?*

- c) *Whilst the structure for the Western Bay Safeguarding Children’s Board has been established and strategic priorities agreed, to what extent is relationship building taking place at a practitioner level to ensure that future partnership arrangements are strong and effective?*
- d) *If we were to attach a RAG (Traffic light – Red Amber Green) status to the WBSCB Business Action Plan, where would the main ‘REDS’ be in relation to Bridgend and the other two local authorities, in terms of being not ‘on track’ with objectives, actions and priorities?*
- e) *How many referrals have Bridgend made to the Regional Board and what has been the outcome of these?*
- f) *What impact has the Regionalisation of the Board had on Bridgend’s Safeguarding and Family Support Services – both positive and negative?*

5. Effect upon Policy Framework and Procedure Rules.

- 5.1 The work of the Children and Young People Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

- 6.1 The equality implications are outlined in the officer’s report attached as Appendix A.

7. Financial Implications

- 7.1 The financial implications are outlined in the officer’s report attached at Appendix A.

8. Recommendation

The Committee is asked to:

- i. Consider and discuss the information within the attached report;
- ii. Explore issues consistent with its challenge and support role;
- iii. Determine whether it wishes to make any comments or recommendations relating to the report.

**Andrew Jolley,
Assistant Chief Executive – Legal & Regulatory Services
2014**

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Background Documents:

None

BRIDGEND COUNTY BOROUGH COUNCIL**REPORT TO CHILDREN & YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE****25 NOVEMBER 2014****REPORT OF THE CORPORATE DIRECTOR – CHILDREN****WESTERN BAY SAFEGUARDING CHILDREN BOARD****1 Purpose of Report**

- 1.1 The purpose of this report is to provide information to Committee regarding the Western Bay Safeguarding Children Board Annual Report and Business Plan which was published on 31st July 2014. The report also provides information about the governance arrangements that are in place to ensure the effectiveness of the Board's activity

2 Connection to Corporate Improvement Objectives/Other Corporate Priorities

- 2.1 This report links to the following corporate improvement priorities:
- Working together to raise ambitions and drive up educational achievement.
 - Working with children and families to tackle problems early.
 - Working together to make the best use of our resources.
 - Working together to tackle health issues and encourage healthy lifestyles.

3 Background

- 3.1 The Western Bay Safeguarding Children Board (WBSCB) was established in April 2013 preceding the implementation of the Social Services and Wellbeing (Wales) Act 2014 at the request of Welsh Government. Section 7 of the Act will require that Safeguarding Boards publish a business plan and report based on Board performance annually. Due to its successful early establishment the WBSCB had structures and processes set up to fulfil the requirements of the Act and was one of the first Boards in Wales to produce and publish the reports as required. (The Annual Report can be found at Appendix A, and the Business Plan at Appendix B).
- 3.2 The Business Plan focusses on how the Board will respond to its strategic priorities and has been developed to enable monitoring of its implementation against desired outcomes. The annual report evidences the performance and structure of the work of the Board and identifies where further focus should lie. The Annual Report also reviewed the strategic priorities for the Board and influenced the Board's direction for the coming year.
- 3.3 Members will be aware that prior to April 2013, Bridgend County Borough Council had its own stand-alone Local Safeguarding Children Board (LSCB). However,

following the direction from Welsh Government to respond to the white paper; “Sustainable Social Services: Framework for Action” and the development of the “Social Services and Wellbeing Act 2014”, the decision was taken to collaborate with the two other Local Authorities within the Western Bay region. Welsh Government made it clear that new Regional Safeguarding Children Boards had to be established within the current Welsh Health Board footprints. Hence, the WBSCB was therefore established and became fully operational in April 2013.

- 3.4 The Board works with three Local Authorities, three Youth Offending Services, one Health Board, one Police force (two Basic Command units), the National Probation Service, Welsh Ambulance Service, the Safeguarding Children Service (Public Health Wales) and voluntary sector organisations.
- 3.5 Since its establishment the Board has been chaired by the Local Authority Director for Social Services for Neath/Port Talbot County Borough Council. It has been agreed that chairing arrangements will rotate between Local Authorities’ Social Services Directors on a two year basis.
- 3.6 At present, reporting arrangements into each Local Authority’s Service Board are currently inconsistent; however each receives progress updates when required along with access to the Board’s Annual Report and Business Plan.
- 3.7 Prior to the Board becoming operational, Terms of Reference were developed and agreed for WBSCB to promote the requirement for accountability and to ensure agencies are clear in their definitions of professional challenge and to hold agencies to account. These Terms of Reference are reviewed annually to ensure they remain fit for purpose. (A copy of the current Terms of Reference can be found at Appendix C).
- 3.8 Each Board member is required to sign up to a Member Role Profile to which they are individually accountable in relation to their contribution to the Board and attendance at Board meetings. The Board also has measures within its “Performance and Impact Framework” which assist in reporting activity of Board members against elements within their role profiles. This allows the Board to demonstrate multi agency working at a strategic level.
- 3.9 To ensure that the business of the WBSCB is managed effectively, the Board has established a dedicated Business Management Unit which is financed through the Board’s budget. At present the Business Management Unit comprises of a Strategic Business and Development Manager, a Strategic Business Co-ordinator and two administrators. In addition to servicing the business requirements of the WDSCB, the Business Management Unit also provides support to the Western Bay Safeguarding Adult Board. The Business Management Unit was established alongside both the regional Boards in April 2013 and is carefully monitored by the Strategic Business Manager to ensure its structure and functions remain fit for purpose

4 Current situation/Governance arrangements

- 4.1 In terms of governance arrangements for the WBSCB these have been established in business arrangements and strategic priorities. The Performance and Impact Framework requires the Board to monitor its performance against standards set by

Welsh Government within a self- assessment reporting framework known as the “SAITv6” Tool. This tool sets standards aimed at assisting the Board to ensure that arrangements are in place to support the business and structure of the Board in terms of membership, finance and process.

- 4.2 Membership is checked to be compliant with the requirements within Chapter 4, Safeguarding Children: Working Together under the Children Act 2004. This prescribes the statutory membership of the Board and dictates that attendance is monitored and is regularly reported to Welsh Government. Each member is required to sign a role profile. To ensure that each member is clear about their role and responsibility as a Board member all members were encouraged to attend an induction process prior to the establishment of the WBSCB. Since implementation all new members have each received an induction and signed a role profile.
- 4.3 Since the Board’s establishment each statutory agency has been represented at each meeting with only three members sending deputies on one occasion. Individually, most members have achieved their agreed attendance record of two thirds.
- 4.4 Prior to each Board meeting, a structured agenda is prepared and status reports from each of its management groups is provided in written format prior to the meeting. For each of the management groups, activity is monitored via the Business Management Unit using action registers. At present, the Board has the following management Groups;
- Child Practice Management Group
 - Child Practice Review Group
 - Policy Procedure practice Management Group
 - Audit and Evaluation Group
 - Strategic Training Management Group
 - Participation and Engagement Group.
- 4.5 During each Board meeting, the chairperson of each of the above groups present an update report.
- 4.6 Each year, the WBSCB is required to publish an annual report which summarises the work of the Board but also details the strategic priorities for the coming year. To date, only one annual report has been published in July 2014.

5 Effect upon Policy Frameworks and Procedure Rules

- 5.1 This has been considered but as there are no new or changed services policy / functions in this report, it is therefore not applicable at this time.

6 Equality Impact Assessment

- 6.1 This has been considered but as the report is for information purposes, an assessment is not deemed necessary at this stage.

7 Financial Implications

- 7.1 Each year the budget for the WBSCB budget is developed and agreed by all Board Member agencies as the effectiveness of the Safeguarding Board is dependent on effective management and co-ordination. Therefore the primary cost for the Board is staff. Both the Western Bay Safeguarding Children Board and Western Bay Safeguarding Adult Board share a Business Management Unit which is funded through the Safeguarding Boards multi agency financial contributions, which are agreed annually. Due to this arrangement and the level of consistency across both safeguarding Boards, a single budget was developed and agreed for this financial year, 2014-15. The contribution that Bridgend County Borough Council makes to the Board is £27,815.32 from the Safeguarding and Family Support core budget.

8 Recommendations

- 8.1 Children and & Young People overview and Scrutiny Committee is recommended to note the content of this report and associated appendices.

Deborah McMillan
Corporate Director - Children

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Background papers

Appendix A - WBSCB Annual Report 2014
Appendix B - WBSCB Business Action Plan
Appendix C - WBSCB Terms of Reference



Western Bay Safeguarding Children Board

Annual Report 2014

Document Author:
Issue Date:

WBSCB
31st July 2014

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Foreword

This is the Annual Report for the first full year of the Western Bay Safeguarding Children Board.

It has been a great privilege to be the Board Chairman, during a period of establishment and mobilisation.

As the report shows, much has been achieved in a New Way of Working through the willingness, effort and commitment of all the Agencies.

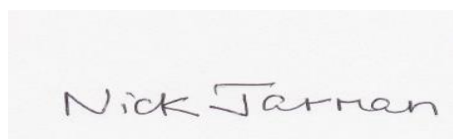
Our key aim is for the Safeguarding Board to be effective and have a demonstrably positive impact upon the safety and wellbeing of Children and Young People. Four of many examples I could point to are:

- An Outstanding Board is modern, efficient and responsive.
- Providing real challenge to all of the agencies, individually and collectively. This is the core purpose of a Safeguarding Board.
- Really ensuring that Agencies work together, share information and that we don't repeat the mistakes of the past.
- Anticipating and dealing with safeguarding issues (e.g. Child Sexual Exploitation); not reacting to them.

One of the major challenges for this, or any other Safeguarding Board is to get everyone's attention and thus make a difference. For this reason the WBSCB is run in a very business-like way, with a streamlined, priority-driven programme; and emphasis upon results and outcomes, not process.

The Board is not a Provider Organisation; it is an Enabler. That is to say it is there to make sure that things happen and vice versa. So for example, the Board cannot and should not 'provide' training; but it ensures that where required, agencies do.

The Councils, agencies and public which the Board serves have a right to expect an effective, value for money Children's Safeguarding Board, with a clear sense of purpose. That's exactly how we started and will continue.

A rectangular box containing a handwritten signature in blue ink that reads "Nick Jarman".

Nick Jarman
Chairman

1. Introduction

The Western Bay Safeguarding Children Board (WBSCB) was established in April 2013 following the direction from Welsh Government to respond to the white paper: Sustainable Social Services: a Framework for Action and the development of the Social Services and Wellbeing (Wales) Act 2014. It works with three local authorities, three Youth Offending Services, one Health Board, one Police force (two Basic command units), the National Probation Service, Welsh Ambulance Service, the Safeguarding Children Service (PHW) and voluntary sector organisations. Since its establishment it has been chaired by a Local Authority Director for Social Services from one of the local authorities. The chairing arrangements will rotate between LA Social Services Directors on a 2 year basis.

The reporting arrangements into each LA's Service Board or equivalent are currently inconsistent however each receives progress updates when required. LA scrutiny committees provide oversight and scrutiny of SCB arrangements through their respective representatives however this should be strengthened through consistent reporting framework mechanisms.

The Terms of Reference developed for WBSCB promote the requirement for accountability and are clear in their definitions of professional challenge and holding to account. These Terms of Reference are reviewed annually to ensure they remain fit for purpose. Each Board member is required to sign up to a member Role Profile to which they are individually accountable in relation to their contribution to the Board and attendance at Board meetings. The Board also has measures within its Performance and Impact Framework which assist in reporting activity of Board members against elements within their role profiles. This allows the Board to demonstrate multi agency working at a strategic level.

The Board's business is managed through a dedicated Business Management Unit which is financed through the Board's budget. The Business Management Unit currently consists of one Strategic Business and Development Manager, one Strategic Business Coordinator and two administrators and within these arrangements the unit provides support to both the WBSCB and the Western Bay Safeguarding Adult Board. The Business Management Unit was established alongside both the regional Boards in April 2013 and is carefully monitored by the Strategic Business Manager to ensure its structure and functions remain fit for purpose.

2. Summary and Evaluation of WBSCB's effectiveness and activity

2.1 Governance:

The WBSCB has established itself in governance, business arrangements and strategic priorities. The Performance and Impact Framework requires the Board to monitor its performance against standards set by Welsh Government within the SAITv6 Tool and against its own strategic priorities. These standards assist the Board in its assurances that arrangements are in place to support the business and structure of the Board in terms of membership, finance and process. Membership is checked to be compliant with the requirements within Chapter 4 Safeguarding Children: Working Together under the Children Act 2004 and attendance is monitored. Each member has a signed role profile and at establishment all members were offered an opportunity for induction. Due to members' experience and membership at other SCBs not many members took up the offer. Since implementation however, where new members have been identified, each has received an induction and signed a role profile.

Since its establishment each statutory agency has been represented at each meeting with only 3 members sending deputies on one occasion. Individually most members have achieved their agreed attendance record of two thirds however there are some members who have not fulfilled the agreed attendance as signed up to in their role profiles.

The Board has a structured agenda and status reports from each of its management groups is provided in written format with the Chair attending as a Board member to outline progress. Activity for each of the management groups is monitored via the Business Management Unit using action registers and activity is high in most groups:

2.2 Child Practice Review Management Group

The Child Practice Review Management Group is chaired by the Designated Nurse within Safeguarding Children's Services Public Health Wales. In January 2013 the Child Practice Review Guidance which replaced Chapter 10 Safeguarding Children: Working Together under the Children Act 2004 was implemented. The Child Practice Review Management Group meets monthly and has developed referral and decision making processes to manage cases consistently across the region. The processes are aligned with the National Child Death Review processes and PRUDiC processes to ensure that all child deaths are reported via this group. In addition the CPRMG is notified of any community safeguarding incidents reported to the Youth Justice Board by the Western Bay Youth Justice and Early Intervention Service.

In interpreting the new guidance the CPRMG has a process by which Multi Agency Professional Fora take place in specific cases where it has been

identified that lessons for future practice can be learned. These processes allow a much more transparent and robust approach to reviewing cases that do not meet the threshold for a concise or extended child practice review however there is an identified risk of exhausting capacity very quickly through this process.

Since its implementation the CPRMG has considered 20 separate cases for review at the time writing the status of each is outlined below:

Historic CPR	1
Extended CPR	1
Concise CPR	4
Multi Agency Professional Forum	4
No review	6
More information required	4

In accordance with the WBSCB's Performance and Impact Framework the performance information is recorded below:

Measure	Number	Comment & Analysis
How many cases have been considered for Review during the year	20	There has been a significant increase in referrals since the new guidance has been implemented.
How many cases considered were referred to multi agency professional forums?	4	These cases were identified as not meeting a threshold for review but had identified opportunities to improve future practice.
How many were recommended to WBSCB Chair for concise or extended review?	6	Just over a quarter of all cases referred were identified as meeting the criteria in the new guidance.
How many reviews were completed during the year?	0	The historical, extended and concise reviews are at different stages of completion based on their start dates.
How many concise or extended reviews were completed within the 6 month timescale?	0	The CPRMG is continuing to learn lessons in relation to how to manage the reviews. The date of the first panel meeting to drafting the output report may very well meet the timescales set out in guidance however; coordinating reviews in an environment of restricted resources and capacity has impacted on establishing panels and bringing the reports to Board.

Were all learning events attended appropriately?	No	Not all learning events have been attended by all required attendees. This has been mainly due to sickness absence or practitioners who have moved on. In addition the CPRMG has been made aware of the difficulties faced by general practitioners invited to separate learning events including the practical and financial impact within individual GP practices. The Board is currently working with leads within the ABMUHB to resolve matters and is assured that any issues of non-attendance is not due to an unwillingness to engage.
What proportion of staff evaluation from learning events was positive?	95%	Evaluations of the learning events have identified that practitioners found attendance at learning events to be positive, helpful and reflective. Practitioners have said that the overall experience has assisted closure and that they feel safe and supported in their contributions to identifying practice improvements. The evaluations which were not positive focussed on accommodation issues or missed opportunities from absent practitioners which would have increased value.

2.3 Policy Procedure Practice Management Group

The PPPMG is chaired by the Assistant Nurse Director for Safeguarding within ABMUHB and has a focussed work plan and library. In its first year of establishment the group has considered/developed and recommended ratification on 14 separate pieces of work and has implemented the following protocols/practice guidance documents:

- Managing Neglect
- Guidelines on the Production of Policies and Protocols
- Working with Uncooperative Families
- Children Visiting Secure Psychiatric hospitals
- Resolution of Professional Differences
- Birth Planning Guidance
- Safeguarding Protocol for non-statutory organisations

- Protocol for the Supervision of Children with Child Protection Concerns in Hospitals
- Risk taking Behaviour Practice Guidance

In accordance with the WBSCB's Performance and Impact Framework the performance information is recorded below:

Measure	Number	Comment & Analysis
How many Protocols/Policies does WBSCB have in place at end of year?	14	The PPPMG has focused on quick wins over the first 15 months by identifying what was in place across the 3 historic SCB areas and amending them to make sure they are fit for purpose across Western Bay. This has allowed practitioners to move quickly into more consistent working arrangements in each of these areas.
What percentages of Protocols/Policies/Procedures which require review have been reviewed during the year?	0%	As this is the first year of establishment review dates have been identified but not yet reached.
How many Protocols/Policies/Procedures have been developed and ratified at WBSCB during the year?	14	This is the first year of establishment.
How many protocols/policies/procedures have been passed to WBSCB for information purposes?	3	The WBSCB has agreed that PPPMG will not routinely consider individual agency documents for information however there is an anomaly from Parc Prison who is required via YJB to submit documents to the SCB for agreement.
What percentage of the work plan completed during the year?		The PPPMG does not have an annual work plan but rather a rolling work plan and library which is added to and updated at each meeting. Within the work plan all but 2 pieces of work were completed in agreed timescales. Delays are being closely monitored by the Board.

2.4 Audit and Evaluation Management Group

The Audit and Evaluation Management Group is Chaired by the Safeguarding, Reviewing and Quality Assurance Principal Officer in Children and Young People's Services (NPTCBC). Upon establishment of the new regional arrangements outstanding audit requirements arising from serious case reviews were collated. Local priorities for audit were also considered and a 15 month audit plan has been developed to address legacy audit requirements, local requirements and statutory requirements. This busy group meets monthly to address a key area for audit.

Audits began in earnest following the development of the audit plan and agreed audit tools and so far this group has produced 3 evaluation reports on the following areas:

- Pre-birth core assessments which have led to initiating care proceedings;
- Cases considered under the statutory guidance of Children at risk from Sexual Exploitation; and
- Children on the Child Protection Register for over 2 years

A smaller sample of looked after children who were subject to a strategy meeting have been examined however an additional sample is required prior to the overall evaluation.

In accordance with the WBSCB's Performance and Impact Framework the performance information is recorded below:

Measure	Number	Comment & Analysis
In addition to cases identified within the work plan, how many cases have been referred for case audit or review during the year?	0	Cases are not currently referred into this group. The CPRMG has used the mechanism of multi-agency professional forum for those cases which require lower level audit/review in order to alleviate pressure on this group.
How many cases have been escalated to CPRMG	0	Case audits have been routinely identified through the work plan
How many cases have been subject to audit at year end?	84	Average cases reviewed per month are 16 since

		implementation of the work plan in September.
Does WBSAB audit plan have identified outcomes set against the plan?	No	Outcomes have not yet been set.
If so, what audit outcomes have been realised against the plan?	N/A	

2.5 Strategic Training Management Group

The Strategic Training Management Group has faced significant challenge over the previous 12 months particularly in its attempts to provide effective levels of safeguarding training over such a large workforce area. This group is working closely with the CPRMG to deliver a multi-agency shared learning event in May 2014 based on the findings of recent serious case reviews and child practice reviews and is currently reviewing its terms of reference and strategic direction.

There is a call to merge the group with that of the WBSAB to develop a more strategic approach to safeguarding training for the Board. This will focus on identifying areas of training and areas of need, developing and quality assuring consistent packages of training and even branding to assist smaller and voluntary organisations in the training they deliver.

2.6 Communication & Engagement Management Group

This group did not exist in previous structures prior to regionalisation and was developed in response to the previous CSSIW and Joint Inspection reports into LSCBs in Wales.

The group was originally chaired by the Business Coordinator from within the Business Management Unit however this was an interim arrangement to assist in the coordination and set up of the website etc. Staff turnover and continued debates on membership have had an impact on progress and a decision has been made by the Board that the status of this group will change. Following the completion of work outlined below the group will become dormant other than for advice and assistance in publications and awareness raising campaigns.

The Draft Communication Strategy and Draft Media Protocol need to be finalised, ratified and operational to assist both the Safeguarding Children Board and the Safeguarding Adult Board. These documents require consideration in its widest sense to promote the work of the Safeguarding Boards whilst also managing media interest in the publication of reviews and so a task and finish group will continue to develop these.

The Communication & Engagement Management Group has achieved the following:

- Development of a website for both WBSCB and WBSAB: www.wbsb.co.uk
- Coordinated a successful launch of the Safeguarding Children Board
- Planned and arranged the launch conference for the Safeguarding Adult Board including securing a speech from the Deputy Minister in Welsh Government
- Developed a newsletter for the whole workforce intended to be produced quarterly
- Designed and produced promotional merchandise to promote the Boards

3. Participation and Engagement

Article 12, UN Convention on the Rights of the Child (**UNCRC**) states Parties shall assure to the child who is capable of forming his or her own views the right to express those views freely in all matters affecting the child, the views of the child being given due weight in accordance with the age and maturity of the child.

For this purpose, the child shall in particular be provided the opportunity to be heard in any judicial and administrative proceedings affecting the child, either directly, or through a representative or an appropriate body, in a manner consistent with the procedural rules of national law.

WBSCB is keen to ensure that wherever possible children and young people actively engage in the work of the Board as well as the services its member agencies provide. During the previous 12 months the Board has taken advice from groups of children and young people when developing information leaflets and its website and local authority participation officers are collating information on the vast types of children's participation currently being undertaken across the region. The WBSCB also recognises its role in holding individual agencies to account in relation to participation and engagement and below is a list of examples/case studies of how WBSCB member agencies undertake their responsibilities in participation and engagement with young people.

Case Study 1 - ABMU HB Primary Care:

The Primary care section 28 audit includes a question on whether general practices have a patient participation group (which can include young people). The ABMU HB Primary Care Forum is looking at ways of engaging with young people using social media such as Facebook & Twitter.

Case Study 2 - City and County of Swansea Council

The Council has adopted the UNCRC. A city wide consultation with children has been undertaken via the 'Big Conversation'.

Children services have a dedicated participation officer who facilitates and supports a number of participation events involving councillors, Looked after children, care leavers, children in residential care, children who are fostered, foster carers and their birth children & children subject to special guardianship. This includes an annual awards ceremony for looked after children. Also schools are required to have School Councils in place to obtain feedback from pupils. An on-line Student Survey has been developed to obtain feedback on a variety of matters from children and young people of statutory school age.

We also commission an additional service through a supported housing provider through which we have established a peer mentoring program for care leavers. This program enables young people to achieve a qualification that recognises their skills either as peer mentors or as individuals with skills to live independently.

We continue to implement the signs of safety safeguarding practice framework which places the voice of children and their families' right at the heart of our social work interventions and includes an emphasis on constantly seeking feedback from parents and children on the effectiveness of our interventions. We take an approach of appreciative enquiry which is captured through interviews with parents and children, sometimes filmed. We are part of an international fidelity study of the Signs of Safety practice framework. This will include an analysis of the feedback we receive from parents via questionnaires.

Swansea's Youth Offending Service has been working with Swansea University to embed a children's rights approach to all Youth Offending Service practice with children and young people.

Case Study 3 - Neath Port Talbot County Borough Council:

An NPT Children and Young People Services protocol for participation, engagement and advocacy has been developed and ratified in September 2013. It is being implemented following consultation with NPT Youth Council.

Children and young people who are eligible for access to advocacy and representation are now advised of this independent support as part of standard social work practice.

Information on the advocacy offer and access to advocacy and representation service is now routinely collected to track independent advocacy and representation access.

The contract specification for advocacy and representation has recently been re-drafted to include the tracking of service user participation and involvement and outcomes for children and young people as a consequence of their involvement.

NPT children placed in external commissioned foster and residential care placements have the opportunity to engage in 360 degree reviews of commissioned service delivery (facilitated by the 4Cs regional commissioning team) and are encouraged to score providers on their ability to deliver on health, education, family, social, emotional, personal identity, self-care and safeguarding in their placement. Their views are critical in deciding where an external provider is placed within the national tier system.

LAC and Leaving Care Teams have had a range of engagement events and focus groups for children and young people to gauge their view of internal services.

Work has started and is continuing with the Participation and Engagement Officer of NPT CVS to develop a range of methodology to get a wide selection of views from children and young people who are looked after, leaving care or children in need who receive internal and external commissioned services in NPT.

Case Study 4 – National Probation Service:

Over the last twelve months Wales Probation were fully committed to ensuring that safeguarding of children and YP was integral to all of its work with offenders. Strategically the Excellence in public protection and offender management safeguarding work stream produced an All Wales Protocol and Practice Direction that enhanced the governance framework and practitioner engagement in safeguarding. Its principles and expectations are contributing to improving outcomes which are co-terminus with safeguarding Board business actions plan across Wales.

Case Study 5 – Community Voluntary Services:

NPT CVS employs the Children and Young People and Families Participation Officer on behalf of the Think Families Partnership and works closely with children and their families as a result of this. The Participation Officer provides support to organisations and partner agencies to take forward participation and engagement strategies and consultation with children young people and their families. CVS also facilitates the Participation, Engagement and Advocacy Partnership as well as the Youth Council (in conjunction with the Youth Service) which is the official voice of children and young people in Neath Port Talbot.

Case Study 6 - NSPCC:

The NSPCC based at Swansea but covering the whole Western Bay Region have a participation group “Kidz Zone Cymru” which meet four times a year during school holidays. The group plan and implement their own work, participate in the selection and recruitment of all NSPCC staff, and also undertake some external consultation where the topic is felt to be relevant to the group. They have looked at topics such as neglect, safe recruitment, artwork for our service centre, and have produced a very powerful anti-smacking DVD. One of the groups has been selected to sit on the National Social Services Citizens Panel representing young people.

4. Review of Strategic Priorities

At its establishment the WBSCB agreed the following Strategic priorities. At the time the Board recognised that some areas for priority were actually set out in the core functions however to ensure a stable and successful establishment to regional arrangements made them a priority over the first 12 months of development.

WBSCB STRATEGIC PRIORITY	OBJECTIVE	DESIRED OUTCOME	Review comment
Legacy	All legacy issues from each LSCB across Bridgend, NPT and Swansea are picked up and addressed or incorporated into the development of the Western Bay Safeguarding Children Board	<ul style="list-style-type: none"> • A clear and strong position for Western Bay SCB to address local SCB issues within its development and planning arrangements • WBSCB to be assured that local safeguarding children issues are not lost in transition. 	<ul style="list-style-type: none"> • All legacy issues are now completed and where applicable incorporated into WBSCB's core business. • Recommend removal as a strategic priority
Delivering on expectations of the Social Services and Wellbeing (Wales) draft Bill	An established WBSCB which clearly complies with requirements from the draft Bill and is established to effectively undertake its statutory functions to safeguard children across Bridgend, NPT and Swansea.	<ul style="list-style-type: none"> • Committed on-going budget which is contributed to by all statutory partners • A strong and effective Business Management Unit to coordinate Board functions. • A successful SAIT evaluation which evidences the effectiveness of the WBSCB. 	<ul style="list-style-type: none"> • SAIT event needs to be arranged for autumn 2014. Budgets have been agreed for 2014/15 and WBSCB is meeting its core functions. • Recommend removal as a strategic priority
Neglect	To promote more effective intervention in cases of neglect and to have a better understanding of the different natures and extent of neglect across Bridgend, NPT and Swansea.	<ul style="list-style-type: none"> • A single approach to neglect throughout partner agencies. • Children who are at risk or likely to be at risk of significant harm through neglect are better protected responsively with permanence plans • Families who show signs of neglect are identified earlier and managed more effectively through 	<ul style="list-style-type: none"> • National reviews remain on-going and WBSCB performance data suggests Neglect should remain a priority regionally. • Recommend Neglect remains a strategic priority

		multi agency interventions.	
Child Sexual Exploitation	<p>To ensure full implementation of the statutory All Wales Safeguarding Children and young people from Sexual Exploitation Protocol.</p> <p>To understand the extent to which children are involved in CSE across Western Bay.</p> <p>To have an effective prevention strategy in place to identify risk early and provide appropriate services for children identified as at risk.</p> <p>To have inter-disciplinary training package in place for all professionals who work with children to help recognise and respond to symptoms of CSE.</p>	<ul style="list-style-type: none"> • Children/YP who are identified as being sexually exploitation are effectively safeguarded from on-going exploitation. • Less children/YP become sexually exploited. • Children who are identified as at risk of CSE are provided with effective services and interventions to prevent them becoming exploited. 	<ul style="list-style-type: none"> • CSE remains a UK wide priority. Regionally significant progress has been made to seek assurance, raise awareness and promote focus however the WBSCB's performance information suggests that this should remain a priority regionally • Recommend CSE remains a strategic priority
Babies who become LAC	<p>To better understand the demographics across the region</p> <p>To promote the ethos of permanence during early stages of birth planning.</p> <p>To provide a steer to early intervention services on prioritising babies/unborns at risk of becoming LAC</p>	<ul style="list-style-type: none"> • All babies with targeted services have an appropriate plan for permanence at the earliest stage • Early intervention services support and contribute to improving permanence for babies who remain at home 	<ul style="list-style-type: none"> • Birth planning guidance has been developed and is in place. Work remains outstanding for managing injuries in non-mobile babies. • Recommend Babies who become LAC to remain a strategic priority
Parental Substance Misuse	To establish clear links and reporting mechanisms from	<ul style="list-style-type: none"> • Better understanding of the work carried out by substance misuse 	<ul style="list-style-type: none"> • <i>WBSCB is currently working with its partners in</i>

	Area Planning Boards in Bridgend, NPT and Swansea to be assured that work is on-going to promote the wellbeing of children living in families affected by substance misuse.	<p>agencies.</p> <ul style="list-style-type: none"> • Clear line of accountability for the responsibility of safeguarding children affected by substance misusing parents. • Full implementation of applicable Hidden Harm Recommendations 	<i>Mental Health Services to establish outcomes in this area</i>
Domestic Abuse	To establish clear reporting mechanisms between the DA forums and WBSCB/WBSAB to better understand the extent of domestic abuse across Bridgend, NPT and Swansea. To develop arrangements within DA forums in their awareness raising events particularly White Ribbon Day (25 th November) to raise awareness of the impact of Domestic Abuse on children and families across the Western Bay area.	<ul style="list-style-type: none"> • Strengthened reporting information mechanisms for both Safeguarding Boards • Confidence across both Safeguarding Boards on DA arrangements and responses particularly the cross cutting issues for both adults and children • Accreditation across Western Bay region for the White Ribbon Campaign town award • Improved recognition and response to domestic abuse incidents 	<ul style="list-style-type: none"> • Domestic Abuse is an expanding area of work which requires a bigger focus from both WBSCB and WBSAB. • Recommend Domestic Abuse remains a strategic priority
Parenting Capacity including parental Mental Health and Learning Disabilities	To develop stronger relationships between services for adults with MH or LDs who are parents. To consider parenting capacity assessments for multi-agency groups who provide services to both adults and children. Family support services and interventions recognise and respond to whole family needs to support permanence of CYP.	<ul style="list-style-type: none"> • Families where MH and LD have been identified are supported across service areas to improve permanence for CYP. • Improved understanding and appropriate responses to parenting capacities for those identified with Mental Health or Learning Difficulties 	<ul style="list-style-type: none"> • <i>WBSCB is currently working with its partners in Mental Health Services to establish outcomes in this area</i>

5. Budget

The WBSCB budget for 2014/15 has been developed and agreed. The effectiveness of the Safeguarding Board is dependent on effective management and coordination and therefore the primary cost for the Board is staff. Both the Western Bay Safeguarding Children Board and Western Bay Safeguarding Adult Board share a Business Management Unit which is funded through the Safeguarding Board multi agency functions. Due to this arrangement and the level of consistency across both safeguarding Boards, a single budget has been developed and agreed for 2014/15 which intends to service both Board arrangements. Below is the agreed budget set in April 2014:

Projected Expenditure WBSCB & WBSAB 2014/15						
Staffing Costs (including on costs):					Income:	
Strategic Business Manager		£44,766				
Business Coordinator		£31,271			Local Authority Contribution	£ 83,446.00
SAB Administrator		£25,059			ABMUHB	£ 41,723.00
SCB Administrator		£25,059			South Wales Police	£ 16,391.00
					National Probation Services	£ 7,450.00
Serious Case Reviews/CPRs						
Average 10 CPRs per year @ £1500		£15,000			2013/14 Balance c/f	£ 30,822.00
Average 5 APRs per year @£1500		£7,500				
Communications/Participation						
	Including Facilitation and Stationery	£ 9,000.00				
	Publications	£ 5,000.00				
	including office equipment/stationery/supp ort & licences	£ 3,500.00				
travel/subsistence/mobiles						
	including office equipment/stationery/supp ort & licences	£ 3,500.00				
Total		£169,655				£ 179,832.00



Western Bay Safeguarding Children Board

Business Plan 2014-15

Business and Action Plan

Core Business

When establishing a Business Action Plan the Western Bay Safeguarding Children Board must take into account the requirements set out by Welsh Government in relation to Safeguarding Children Board core functions. The core functions of a Board incorporate a range of activity including the contribution to developing and monitoring national policies and procedures; auditing practice; gathering, analysing, disseminating and communicating information; undertaking child practice reviews and thematic reviews; reviewing the performance of the Board in carrying out its objectives and reviewing and ensuring training and staff development is provided.

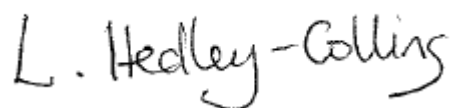
For the purpose of undertaking its core functions the Board considers this as its "Core Business" which is undertaken through its established Management Groups: Child Practice Review, Policy Procedure & Practice, Audit and Evaluation, Strategic Training and Communication & Engagement. It is therefore expected that the management groups establish, monitor and report to the Board against individual work plans to undertake Core Business while also addressing actions arising from the Board's strategic Business and Action Plan in place to respond to the Board's strategic priorities.

Strategic Priorities

Ultimately the WBSCB must demonstrate that it makes a definite, positive impact upon safeguarding and prioritising the wellbeing of children and young people.

In reviewing its strategic priorities the WBSCB has identified a set of outcomes focussed objectives and desired outcomes in order to measure success and improvement. Each objective has a set of milestones and a responsible person or group in order to take forward the objectives.

This business action plan will be reviewed against its desired outcomes early in 2015 in order to meet the requirements of the Social Services and Wellbeing (Wales) Act 2014 which are to publish an annual business plan at the end of March and annual report in July each year.



Lisa Hedley-Collins
Strategic Business Development Manager
Western Bay Safeguarding Children Board
Western Bay Safeguarding Adult Board
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Western Bay Safeguarding Children Board Strategic Priorities 2014/15

STRATEGIC PRIORITY	OBJECTIVE	DESIRED OUTCOME
Neglect	To promote more effective intervention in cases of neglect and to have a better understanding of the different natures and extent of neglect across Bridgend, NPT and Swansea.	<ul style="list-style-type: none"> • A single approach to neglect throughout partner agencies. • Children who are at risk or likely to be at risk of significant harm through neglect are better protected responsively with permanence plans • Families who show signs of neglect are identified earlier and managed more effectively through multi agency interventions.
Child Sexual Exploitation	<p>To ensure full implementation of the statutory All Wales Safeguarding Children and young people from Sexual Exploitation Protocol.</p> <p>To understand the extent to which children are involved in CSE across Western Bay.</p> <p>To have an effective prevention strategy in place to identify risk early and provide appropriate services for children identified as at risk.</p> <p>To have inter-disciplinary training package in place for all professionals who work with children to help recognise and respond to symptoms of CSE.</p>	<ul style="list-style-type: none"> • Children/YP who are identified as being sexually exploitation are effectively safeguarded from on-going exploitation. • Less children/YP become sexually exploited. • Children who are identified as at risk of CSE are provided with effective services and interventions to prevent them becoming exploited.

Babies who become LAC	<p>To better understand the demographics across the region To promote the ethos of permanence during early stages of birth planning. To provide a steer to early intervention services on prioritising babies/unborns at risk of becoming LAC</p>	<ul style="list-style-type: none"> • All babies with targeted services have an appropriate plan for permanence at the earliest stage • Early intervention services support and contribute to improving permanence for babies who remain at home
Domestic Abuse	<p>To establish clear reporting mechanisms between the DA forums and WBSCB/WBSAB to better understand the extent of domestic abuse across Bridgend, NPT and Swansea. To develop arrangements within DA forums in their awareness raising events particularly White Ribbon Day (25th November) to raise awareness of the impact of Domestic Abuse on children and families across the Western Bay area.</p>	<ul style="list-style-type: none"> • Strengthened reporting information mechanisms for both Safeguarding Boards • Confidence across both Safeguarding Boards on DA arrangements and responses particularly the cross cutting issues for both adults and children • Accreditation across Western Bay region for the White Ribbon Campaign town award • Improved recognition and response to domestic abuse incidents

Western Bay Safeguarding Children Board Business Action Plan 2014/15			
Objective	Milestones to achieve	Responsible Person/Committee	Timescale
To promote more effective intervention in cases of neglect and to have a better understanding of the different natures and extent of neglect across Bridgend, NPT and Swansea.	<ul style="list-style-type: none"> • Monitor and report on neglect activity across the region via 6 monthly performance reports • Audit CP plans for children who are re registered on the Child Protection Register under the category of Neglect • 	Strategic Business Manager Audit and Evaluation Management Group	Ongoing (next report due November)
To ensure full implementation of the statutory All Wales Safeguarding Children and young people from Sexual Exploitation Protocol.	<ul style="list-style-type: none"> • Following work already completed regarding CSE, seek further assurances from agencies that the statutory guidance is implemented and used effectively in recognising and responding to CSE • Hold to account agencies who are unable to evidence full implementation 	Chairman Chairman	July 2014 September 2014
To understand the extent to which children are involved in CSE across Western Bay. To have an effective prevention strategy in place to identify risk early and provide appropriate services for children identified as at risk.	<ul style="list-style-type: none"> • Monitor, analyse and report on CSE activity across the region via 6 monthly performance reports • Review what is in place across Wales • Set up a multi agency task and finish group to produce a prevention strategy 	Strategic Business manager Policy Procedure and Practice Management Group	Ongoing (next report due November) September 2014

	<ul style="list-style-type: none"> • Implement an agreed CSE prevention strategy across the region • 	Policy Procedure and Practice Management Group	March 2015
To have inter-disciplinary training package in place for all professionals who work with children to help recognise and respond to symptoms of CSE.	<ul style="list-style-type: none"> • Identify funding for train the trainer accredited training • Establish and train a pool of committed trainers to respond to the needs for CSE training • Roll out extensive CSE training for staff across the region • 	Strategic Business Manager Strategic Training Management Group Strategic Training Management Group	May 2014 September 2014 December 2014
To better understand the demographics in relation to pregnancies/unborn babies which may require interventions across the region	<ul style="list-style-type: none"> • Collect and report data regarding the demographics via the 6 monthly performance report • Identify levels of high vulnerability and targets for early interventions 	Strategic Business Manager Board members	November 2014
To promote the ethos of permanence during early stages of birth planning.	<ul style="list-style-type: none"> • Ensure that the ethos of permanence and early intervention is appropriately referenced in the WBSCB's Birth Planning Guidance • Actively promote Permanence for Children through awareness campaigns and website • 	Policy Procedure & Practice Management Group Business Management Unit	August 2014 Ongoing
To provide a steer to early intervention services on prioritising babies/unborns at risk of becoming LAC	<ul style="list-style-type: none"> • Write to early intervention/early years service leads requiring that: • Mothers who are pregnant/unborn babies who are at risk of becoming LAC are prioritised to receive focussed early intervention support services where considered 	Chairman (monitored via Strategic Business Manager)	July 2014

	<p>appropriate;</p> <ul style="list-style-type: none"> • “Babies at risk of becoming LAC” is made a strategic priority within its contribution to the Single Integrated Plans • Performance information is collected and reported to WBSCB on interventions • 		
To establish clear reporting mechanisms between the Domestic Abuse forums and WBSCB to better understand the extent of domestic abuse across Bridgend, NPT and Swansea.	<ul style="list-style-type: none"> • Establish routine status reporting to WBSCB on its agenda • Work across the WBSCB and WBSAB to focus on cross cutting areas of domestic abuse (forced marriage, honour based violence, trafficking etc) • Add domestic abuse into the WBSCB’s performance and Impact Framework for collection and analysis via 6 monthly performance reports • 	<p>Strategic Business Manager</p> <p>Nominated Domestic Abuse Lead</p> <p>Strategic Business Manager</p>	<p>July 2014</p> <p>Ongoing/regular</p> <p>September 2014</p>
To raise awareness of the impact of Domestic Abuse on children and families across the Western Bay area.	<ul style="list-style-type: none"> • Work with the DA forums across the region in their awareness raising campaigns, leaflets etc 	WBSB Business Management Unit	September/November 2014
To support each local authority area in the accreditation process for the White Ribbon Campaign	<ul style="list-style-type: none"> • Raise the profile of the White Ribbon Campaign across all Western Bay areas • Collect information within performance reporting on the White Ribbon Status for each LA area. • 	<p>Nominated Domestic Abuse Lead</p> <p>Strategic Business Manager</p>	<p>September/November 2014</p> <p>January 2015</p>

<p>To promote and support early intervention to prevent offending and reoffending by young people, especially, to do everything to support driving down reoffending rates.</p>	<ul style="list-style-type: none"> • Work with the regional Youth Offending Service to raise awareness and ensure interagency cooperation and intervention. • Hold agencies to account for their contributions to reducing offending and reoffending. • Add offending and reoffending into WBSCB's performance and impact framework for collection and analysis via 6 monthly reports 	<p>WBSCB Chairman and Regional YOS Manager</p>	<p>Ongoing</p>
		<p>WBSCB Chairman and Regional YOS Manager</p>	<p>Ongoing</p>
		<p>Strategic Business Manager</p>	<p>September 2014</p>

July 2014



WESTERN BAY SAFEGUARDING CHILDREN BOARD

TERMS OF REFERENCE

Reviewed May 2014

1. CONTEXT

Each Safeguarding Children Board is a statutory body, and is part of a wider strategy for safeguarding and promoting the welfare of children, the duty under Children Act 2004 ((s) 28) with which all children's services authorities and their partner agencies are charged. The Social Services and Wellbeing (Wales) Act 2014 will be implemented fully by 2016 and sets out expectations for regional Safeguarding Board arrangements across Local Authority areas to improve sustainability within the wider Health Board footprint. The Western Bay Safeguarding Children Board has been developed to build safeguarding arrangements across the Swansea, Neath Port Talbot and Bridgend local authority areas in response to requirements from Welsh Government and in preparation of the implementation of the Act.

2. COMMITMENT AND VALUES

Western Bay Safeguarding Children Board is committed to the UNCRC and believes in the 7 Core Aims for all children and young people which state that they should:

- have a flying start in life
- have a comprehensive range of education, training and learning opportunities
- have the best possible health, free from abuse, victimisation and exploitation
- have access to play, leisure, sporting and cultural activities
- be treated with respect and have their race and cultural identity recognised
- have a safe home and community that supports physical and emotional wellbeing
- not be disadvantaged by poverty

Western Bay Safeguarding Children Board is committed to working to relevant legislation whilst ensuring the circumstances of children, young people and their families are appropriately considered locally across Swansea, Neath Port Talbot and Bridgend.

Western Bay Safeguarding Children Board (WBSCB) will focus on its statutory role to protect those children who are suffering, or at risk of suffering significant harm whilst playing a key role, along with other partnerships, in contributing to the broader agenda of the wellbeing and safeguarding of children.

WBSCB will be committed to the objectives required of all Safeguarding Children Boards established under Section 28 and 31 of the Children Act (2004) which include:

- That key people and bodies make arrangements to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children.
- To co-ordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area of the authority by which it is established; and
- To ensure the effectiveness of what is done by each such person or body for those purposes.

3. PRINCIPLES TO GUIDE ACTIONS AND BEHAVIOURS

The WBSCB will use the following guide when undertaking its roles and functions:

- Foster a relationship of mutual trust and understanding amongst the persons or bodies represented on the Board in relation to safeguarding and promoting the welfare of children across Swansea, Neath Port Talbot and Bridgend.
- Co-operate with other Boards and any similar bodies where the Board considers it would be of mutual benefit;
- Seek advice or information where the Board considers that to be desirable for the purpose of any of its functions;
- Clarify the roles and responsibilities of members ensuring adequate representation from agencies and local areas in meetings and a commitment to sharing the workload;
- Create an environment where members are able to professionally challenge and be challenged on their work as a board member;
- Be reflective and self-evaluative;
- Be efficient by avoiding duplication and reducing bureaucracy;
- To adopt national guidance where possible to reduce local differences;
- Focus attention on those aspects where most improvement needed;
- Use a range of methods (newsletters, website etc) to ensure effective communication with a range of audiences eg. General public, practitioners, children and young people;
- Recognise and build on the safeguarding responsibilities of member organisations;

4. FUNCTIONS

Safeguarding Children: Working Together Under the children Act 2004 (4.19) identifies the specific functions of LSCBs. Western Bay Safeguarding Children Board is committed to performing these functions whilst considering the local circumstances of children and young people in the local authority areas of Swansea, Neath Port Talbot and Bridgend. The core functions are:

1. To raise awareness throughout the Western Bay region of the need to safeguarding and promote the welfare of children and to provide information about how this might be achieved.
2. To disseminate information about best practice in safeguarding and promoting the welfare of children.
3. To develop procedures to strategically coordinate what is done by each representative body for the purposes of safeguarding and promoting the welfare of children within the Western Bay Region including procedures in relation to information sharing.
4. To consult with children and young people to ensure that their views in relation to their safety and well being influence the priorities of the Board.
5. Through annual Section 28 Audit and governance structures, review the efficacy of the measures taken by each person or body represented on the Board to coordinate what they do, for the purposes of safeguarding and promoting the welfare of children within the Western Bay Region and to make whatever

recommendations it sees fit to those persons or bodies in light of such a review in order to improve outcomes for children.

6. Through professional challenge¹, hold agencies to account² in relation to their section 28 responsibilities through annual audit and the monitoring of individual agency performance.
7. To undertake Child Practice Reviews to identify learning and service improvements for the outcomes of children.
8. To monitor the extent to which any recommendations made in a review under the preceding three bullet points are being or have been met.
9. To develop the criteria for measuring performance and outcomes for children throughout the Western Bay region in relation to safeguarding and promoting the welfare of children and young people;
10. To undertake, support or commission research into safeguarding and promoting the welfare of children;
11. To identify and ensure the delivery of multi agency training needs of those working in the Western Bay Region to assist in safeguarding and promoting the welfare of children;
12. To participate or identify independent senior managers to contribute to Child Protection Conference Appeals panels when requested to do so in accordance with All Wales Child Protection Procedures (Chapter 5.2.1)

5. WBSCB STRUCTURE

5.1 WBSCB Membership

Membership of the Board consists of the Lead professionals from the agencies outlined in the Childrens Act (2004). Individually members are responsible for ensuring that effective and appropriate two way communication processes are in place for dissemination within their organisation, service area or across area they are representing as a Board member.

If unable to attend, members must ensure that their designated deputy attends on their behalf. Designated Deputies should be identified at the beginning of membership and hold sufficient position to act and make decisions on behalf of the Member / organisation.

Membership of the WBSCB, its Management Groups and corresponding members can be found in

¹ Professional Challenge - The responsibility to inquire in a respectful, constructive manner as to the practices of partner agencies and the Board, which is received positively and answered honestly to assist practice and improve the lives of children and young people.

² Holding to Account - When there has been identified issues in professional or organisational standards which are set out in national guidance (or gaps in statutory expectations), Western Bay Safeguarding Children Board will require assurances in the delivery of actions and a plan with regular review.

Appendix 1

5.2 WBSCB Management Groups

In order to effectively achieve the WBSCB statutory functions and requirements of its core business and that of the business action plan the following management groups have been established:

- a) Policy, Procedure and Practice Management Group
- b) Strategic Training Management Group
- c) Quality Assurance Management Group
- d) Child Practice Review Management Group
- e) Communication and Engagement Management Task & Finish Group

These Management Groups will be chaired by a member of the WBSCB Core Membership and will also be held accountable for delivering the Management Group's work plans. In the event that the Chair of a Management Group is not a member of the WBSCB they will become a core member by virtue of their role as Chair of a Management Group.

The membership of the Management Groups and their subsidiary task and finish groups will comprise of personnel within organisations that have the skills and/or expert knowledge to support the overall objective and outcomes of the Management Groups.

Each Management Group will have its own Terms of Reference approved by the WBSCB Core Membership.

A diagram of the WBSCB structure and inter-relationships is provided in **Appendix 2**

6. BUSINESS PLAN

The WBSCB will devise a business action plan to deliver on its key objectives which also complements the objectives within each Local Authority Children's Services Business Plans and the areas attributed to Children and Young People with each LA single integrated plan. The business plan will set objectives to meet its strategic priorities and direct the management group work plans in their objectives. The Management Group work plans will be developed to undertake the Board's core functions and key objectives, be measurable and be monitored and reviewed by the board through regular highlight reports.

7. FINANCE

The Children Act 2004 clearly states that in order to function effectively LSCBs need to be supported with adequate and reliable resources.

Statutory partners as set out in Section 33 of the Children Act 2004 Western Bay Safeguarding Children Board may:

- Make payments towards expenditure incurred by, or for the purposes connected with WBSCB, either directly, or by contributing to a fund out of which payments may be made;
- Provide staff, goods, services, accommodation or other resources for purposes connected with WBSCB.

Other organisations may make contributions, which will vary to reflect their own resources and local circumstances.

It is acknowledged that whilst the Board requires the commitment of both types of resources an annual budget is central to its operation. Therefore a pooled budget will be agreed and reviewed in advance of each new financial year, managed by the Board's Strategic Business Development Manager.

Where guidance is available in respect of resource commitments it will be considered by the Board in the context of local and regional circumstances.

8. METHODS OF WORKING

A rotational Chair will be appointed and will fulfil the criteria of chairing described in Safeguarding Children: Working Together Under the Children Act 2004 (p123). The tenure of the Chair will be 2 years.

A Vice Chair will also be appointed from a different member organisation on the Board. The Vice Chair will work closely with the Chair and will take on the role at the end of tenure.

The WBSCB will be managed and supported by a dedicated Business Management Unit consisting of a full time Strategic Business & Development Manager, Strategic Business Development Coordinator and Secretary/Administrator.

8.1 Agenda and Reports

Board meetings will be held bi monthly. Where possible the venue for meetings will be held central within the Western Bay Region. Dates and venues will be identified and circulated annually.

Agendas will be planned in advance by the Chair and Strategic Business & Development Manager. Any member of WBSCB can request items to be placed on the agenda of a Board meeting by submitting a written report at least two working weeks before the meeting.

Agendas and report will be circulated one week prior to the meeting.

8.2 Minutes

Minutes will be taken of all Board meetings and actions arising from Board meetings will be circulated within two weeks. Management Group meetings will be recorded using action log methodology against the structured work plans to assist highlight reporting.

8.3 Quoracy/Attendance

The Board requires all statutory agencies to be represented for the meeting to be quorate. Meetings which are considered not to be quorate will be cancelled. Attendance by members and their deputies will be monitored and the Chair of WBSCB will bring issues of attendance to the attention of the chief officer of the relevant agency if considered appropriate by the Board.

9. GOVERNANCE AND ACCOUNTABILITY

Local Authorities currently hold responsibility under s13 (1) of the children Act (2004) to establish a Safeguarding Board for their area. The Social Services and Wellbeing (Wales) Act 2014 will issue guidance and definitions for regional safeguarding Boards where there is more than one local authority area. The guidance will include roles and responsibilities for the “lead” authority and its partners. Western Bay Safeguarding Children Board is being established in accordance with this and should be continually reviewed until the Act becomes law in 2016.

Each local authority will identify a body or representative member with responsibility for local oversight and engagement which can be held to account by the WBSCB.

The WBSCB will agree processes for and will monitor its progress and performance through a range of mechanisms including:

- Regular reporting to the each Local Authority LSB or equivalent Executive Board including issues in need of resolution at a higher/ local level
- Local Authority and other partner scrutiny arrangements
- Regular status reports
- Performance Framework
- Business Planning
- Undergoing an annual self audit using the All Wales LSCB Self Assessment & Improvement Tool
- Section 28 responsibilities audit

The WBSCB will coordinate effectiveness of organisations work to safeguard and promote the welfare of children however it is not accountable for their operational work. Therefore each board partner retains their existing lines of accountability for safeguarding and promoting the welfare for children by their services.

Board Partners will be responsible for ensuring that the named individual for their service is appointed and that appropriate mechanisms for communicating the work of the Board is effectively and appropriately disseminated.

Board members will be required to bring to the attention of the Board, any planned or unplanned inspections into safeguarding arrangements within their organisations and share with the Board the outcomes of these inspections.

As part of their membership WBSCB members and representatives agree to:

- Abide by the Board Terms of Reference
- Commit to the role of WBSCB member by adhering and signing the agreed Member Job Description/role profile
- Attend and actively participate in all relevant Board meetings
- Listen, value and respect other opinions and expertise
- Contribute to appropriate professional challenge

- Be prepared to critically challenge and test assumptions and proposals to ensure sound decision-making occurs.
- Contribute to the ongoing development of the WBSCB through commitment to participate in training and planning events.
- Support the Management Groups and wider partnerships, participating and contributing to their ongoing training, development and planning.
- Be accountable for leading, implementing or influencing WBSCB policies and protocols within their agency
- Ensure agency resourcing and contribution to resourcing is adequate and appropriate.
- Ensure strategic agency issues are brought to the attention of the Board.
- Maintain a clear focus on the safeguarding needs of children.
- Meet deadlines as agreed by the WBSCB.
- Contribute to the Board business plan.
- Agree any response to media enquiries with constituent agencies as appropriate.
- Declare a conflict of interest at any time this may arise.

Each Agency will be responsible for monitoring the performance of its own representative(s) and must have procedures for considering reports from its representatives in order to identify any action necessary by the agency or WBSCB.

The WBSCB is also aware that it may be required to provide information to the Welsh Government on children's safeguarding matters from time to time³.

10. REVIEW OF ARRANGEMENTS

The WBSCB Terms of Reference will be reviewed at least annually in alignment with the Welsh Government Self Assessment and Improvement Tool standards.

APPENDIX 1 - WBSCB Members and Representatives

Core WB SCB Members

Organisation	Post	Name	Area of Responsibility
NPTCBC	Director of Social Services Health & Housing	Nick Jarman	Chairman

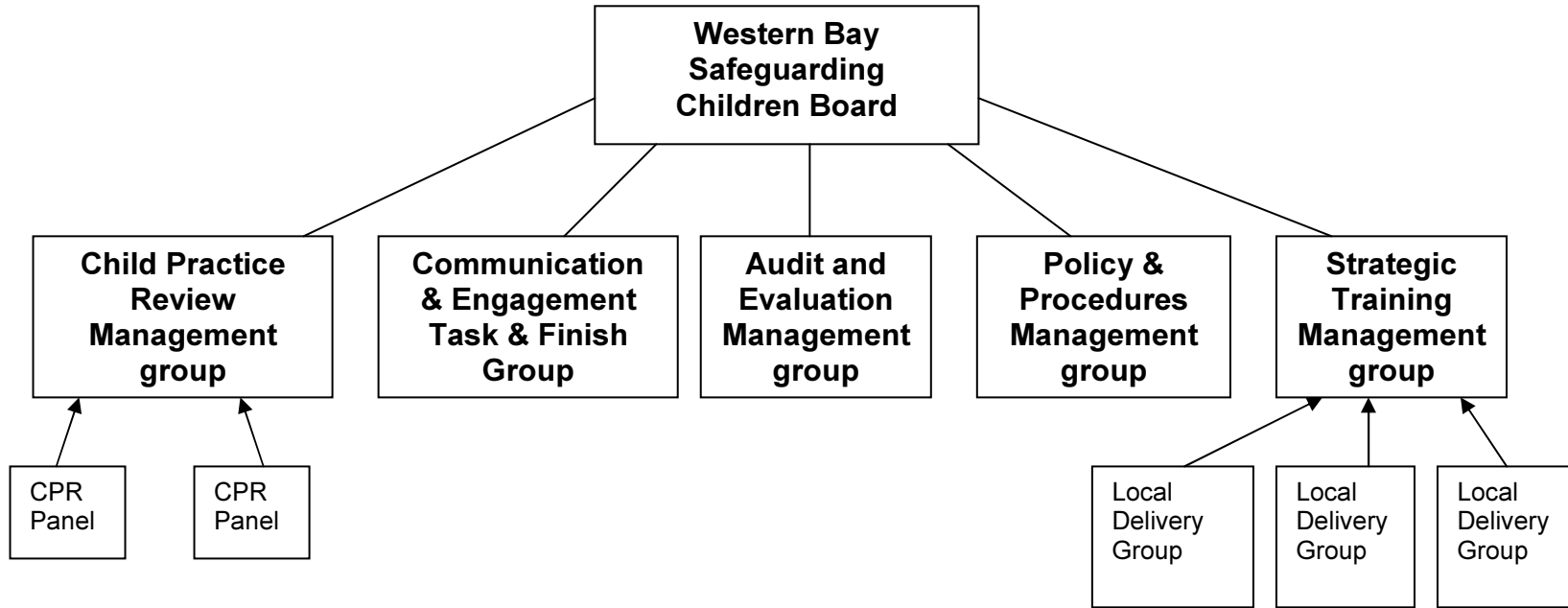
³ Welsh Assembly Government, Safeguarding Children: Working Together Under the Children Act 2004, p122.

South Wales Police	Superintendent	Simon Belcher	South Wales Police representative/Vice Chair
National Probation Service	Assistant Chief Executive	Eirian Evans	Probation Service representative
Children's Safeguarding Services Public Health Wales	Designated Nurse Child Protection and Looked After Children	Daphne Rose	Public Health Wales and Child Practice Review management Group representative
Children's Safeguarding Services Public Health Wales	Designated Doctor Child Protection and Looked After Children	Lorna Price	Public Health Wales representative
NSPCC	Services Manager	Karen Burrows	Voluntary sector representative
Barnardo's	Strategic Manager	Sarah Bowen	Voluntary sector representative
CVS	NPT CVS	Jill Harding	Local Voluntary Sector representative across WB
Youth Offending Service	Youth Offending Services Manager	Caroline Dyer	Swansea, NPT and Bridgend Youth Offending services
Prison Service	Senior Manager Parc HMPYOI	Robert Bevan	Person and youth offending services Swansea, NPT and Bridgend
Bridgend Local Authority	Director of Social Services & Lead Director for CYP	Susan Cooper	Local Authority representative Bridgend CBC
Bridgend County Borough Council	Head of Children's Services	Colin Turner	Children's Services Representative Bridgend CBC
Bridgend County Borough Council	Director of Children's services	Deborah McMillen	Local Authority representative BCBC
NPT County Borough Council	Lead Director Children & Young People	Aled Evans	Local Authority representative NPTCBC
NPT County Borough Council	Head of Children and young people's services	Andrew Jarrett	Children's Services Representative NPTCBC

City & County of Swansea	Chief Officer Social Services	Deborah Driffield	Local Authority representative CCOS
City & County of Swansea	Chief Officer Education	Arwyn Thomas	Local Authority representative CCOS
City & County of Swansea	Head of Child and Family Services	Dave Howes	Children's Services representative CCOS
ABMUHB	Assistant Nurse Director	Nicola Williams (Cathy Dowling as interim)	Health Board representative
ABMUHB	Assistant Medical Director Primary Care	Dr Jo Parker	Health Board Representative – Primary Care
ABMUHB	Head of Mental Health Nursing	Grace Sansom	Health Board Representative – Mental Health
Welsh Ambulance Service Trust	Named Professional Safeguarding Children	Ian Smith	WAST representative
Swansea Domestic Abuse Forum	Domestic Abuse Coordinator	Ali Morris	Domestic Abuse Forum: Swansea, NPT and Bridgend
City & County of Swansea	Principal Officer Staff Development and Training	Hywel Jones	Strategic Training Management Group representative
NPT County Borough Council	Principal Officer Quality, Performance and Safeguarding	Laura Kinsey	Audit and Review Management Group representative

APPENDIX 2

**Western Bay SAFEGUARDING CHILDREN BOARD
STRUCTURE**



BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY COMMITTEE

25 NOVEMBER 2014

REPORT OF THE ASSISTANT CHIEF EXECUTIVE – LEGAL & REGULATORY SERVICES

FORWARD WORK PROGRAMME UPDATE

1. Purpose of Report

- 1.1 The report presents the items due to be considered at the Committee's meeting to be held on 17 December 2014 and seeks confirmation of the information required for the meeting to be held on 6 January 2014.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities.

- 2.1 The key improvement objectives identified in the Corporate Plan 2013-2017 have been embodied in the Overview & Scrutiny Forward Work Programmes. The amended Corporate Improvement Objectives adopted by Council on 3 April 2013 formally set out the improvement objectives that the Council will seek to implement between 2013 and 2017. The Overview and Scrutiny Committees engage in review and development of plans, policy or strategies that support the Corporate Themes.

3. Background.

- 3.1 At its meeting on 10 June 2014, the Children and Young People Overview and Scrutiny Committee determined its Annual Forward Work Programme for 2014-15.

4. Current Situation / proposal.

Meetings of the Children and Young People Overview and Scrutiny Committee

- 4.1 In relation to the Committee's next meeting, scheduled to be held on 17 December 2014, the table below lists the items to be considered and the invitees due to attend.

Topic	Invitees	Specific Information Requested	Research to be Undertaken by the Overview & Scrutiny Unit

Draft Budget Consultation Process	Deborah McMillan, Corporate Director - Children's Services Cllr Huw David, Cabinet Member Children & Young People Colin Turner, Head of Safeguarding and Family Support Nicola Echanis, Head of Strategy Commissioning and Partnerships	Draft budget proposals 2015-16	
Overview of Half Yearly Performance 2014/15	Deborah McMillan, Corporate Director - Children's Services Cllr Huw David, Cabinet Member Children & Young People Colin Turner, Head of Safeguarding and Family Support Nicola Echanis, Head of Strategy Commissioning and Partnerships	Quarter 2 Directorate Performance Report	
Corporate Plan	Deborah McMillan, Corporate Director - Children's Services Cllr Huw David, Cabinet Member Children & Young People Colin Turner, Head of Safeguarding and Family Support Nicola Echanis, Head of Strategy Commissioning and Partnerships	BCBC Corporate Plan	

4.2 The table below lists the items to be considered and the invitees due to attend in respect of a Special meeting of the Committee due to be held on 6 January 2014.

Topic	Invitees	Specific Information Requested	Research to be Undertaken by the Overview & Scrutiny Unit
Annual School Performance Report 2013-14	Deborah McMillan, Corporate Director - Children's Services Cllr Huw David, Cabinet Member Children & Young People Paul Wolstenholme, Bridgend Link Adviser Hannah Woodhouse, Managing Director CSC Robert Hopkins, School Improvement CSC Jeremy Thompson, Headteacher, Oldcastle Primary/CSC Challenge Adviser	Consortiums Annual School Performance Report for 2013-14	

5. Effect upon Policy Framework and Procedure Rules.

5.1 The work of the Children and Young People Overview and Scrutiny Committee relates to the review and development of plans, policy or strategy that form part of the Policy Framework and consideration of plans, policy or

strategy relating to the power to promote or improve economic, social or environmental well being in the County Borough of Bridgend.

6. Equality Impact Assessment

6.1 There are no equality impacts arising from this report.

7. Financial Implications

7.1 None.

8. Recommendation

The Committee is asked to:

- (i) Note the topics due be considered at the meeting of the Committee scheduled for 17 December 2014 and confirm if it requires any additional specific information to be provided by the invitees listed or the Overview & Scrutiny Unit;
- (ii) Determine the invitees to be invited to attend, any specific information it would like the invitees to provide and any research that it would like the Overview & Scrutiny Unit to undertake in relation to a Special meeting of the Committee, scheduled to be held on 6 January 2014.

Andrew Jolley,
Assistant Chief Executive – Legal & Regulatory Services
2014

Contact Officer: Rachel Keepins
Scrutiny Officer

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Background Documents:

None

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