

**CAERPHILLY COUNTY BOROUGH COUNCIL
CORPORATE SAFEGUARDING BOARD
FORWARD WORK PROGRAMME 2021/22 – Reviewed March 2022**

Appendix 2

	Recommendation	Action	Who	Progress / Completion	RAG Status
1	Delivery of Safe Recruitment Training	Human Resources to finalise training via the Regional Safeguarding Outreach Officer for the Disclosure and Disbarring Service (DBS) and training dates are made available	Human Resources	DBS Disclosure Briefing Session took place via Management Network on the 01.02.22, this will link in with Caerphilly's Safe Recruitment Policy. A Barring Workshop for Managers took place on the 16.03.22	GREEN
2	Corporate Safeguarding Training	Corporate Safeguarding Framework to be updated in line with revisions to available training	Nicola Barrett	Framework has been updated to reflect changes in training delivery and requires sign off by Board. Due to changes with training packages, this links to codes in Itrent and liaison is taking place with Human Resources for the codes to be amended to reflect the updated framework	AMBER
		Designated Safeguarding Officers to complete safeguarding training data collection feedback sheets on an annual basis to inform Annual Report	Designated Safeguarding Officers	Submission date for 2021/2022 was 08.04.22. All Designated Safeguarding Officers are aware of this.	AMBER
		Tier 1 basic safeguarding awareness video to be fully available in Welsh and English	Nicola Barrett	English and Welsh versions are now available on the Intranet under the safeguarding tab.	GREEN

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				The video needs to be accessed via Edge and not internet explorer.	
		Updated basic awareness training to Corporate Management Team, Elected Members, Management Network via Tier 1 video	Nicola Barrett	This will be delivered after the elections in May 2022.	RED
		Consider delivery of Tier 3 training as this has not been available due to covid 19	Designated Safeguarding Officers / Nicola Barrett	<p>Advanced Adult Safeguarding Training- Tier 3, is being consistently delivered via the Adult Safeguarding Team. This is being delivered through a virtual basis.</p> <p>Tier 3 for Children’s safeguarding is now available virtually via Gwent Safeguarding Board and this can be accessed by all employees who require Tier 3 training. Dates for this training are sent out via the Gwent Safeguarding Board Information exchange which is sent to all Designated Safeguarding Officers on a weekly basis.</p>	GREEN

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		Monitoring of training delivery via all Tiers under the framework and any issues raised at DSO development group	Designated Safeguarding Officers	<p>The ongoing Covid 19 pandemic and staffing pressures have impacted service areas delivery of training relating to Tier 2. A further 4 dates have been agreed for Tier 2 training to be delivered via Deb Lewis Child Protection Coordinator and Mike Portlock Team Manager to assist service areas.</p> <p>Consideration is also being given to setting up sessions via Teams to deliver Tier 1 training, using the Basic Awareness video.</p> <p>Tier 3 training has already been outlined as above.</p>	AMBER
		WG implementation of a National Safeguarding Training Framework	Corporate Safeguarding Board/ Nicola Barrett/ Designated Safeguarding Officers	WG have advised of the development of a framework akin to the VAWDASV training framework, this is due to be implemented in November 2022, with consultation in April 2022 This sets out training standards across all agencies.	RED

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				<p>WG, in association with Social Care Wales have made available Group A which is an eLearning module, which is in line with CCBC's Tier 1 training. This has not been rolled out or made available in Caerphilly to date. Further work is required to consider the framework and how this can be implemented in Caerphilly.</p> <p>Mike Portlock and Deb Lewis have completed the eLearning package for Group A and have provided positive feedback. This is aligned to the current Tier 1 training, however is more general rather than Caerphilly specific.</p>	
3	Self-Assessment Tool	Designated Safeguarding Officers to review action plan for service area on a quarterly basis within service area	Designated Safeguarding Officers / Nicola Barrett	<p>Updated Self Assessments for 2021/22 to be submitted by the 8th of April 2022 to inform the annual report.</p> <p>All Designated Safeguarding Officers are aware of this and</p>	AMBER

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				should include a review of the action plans	
		Designated Safeguarding Officers to update self-assessment on an Annual Basis to feed into the Corporate Safeguarding Board Annual Report	Designated Safeguarding Officers	Self-assessment submission date is the 8.4.2022	AMBER
		Designated Safeguarding Officers to raise any issues in the quarterly Development Meetings	Designated Safeguarding Officers	This matter is ongoing. No specific issues being raised currently, however the completion of the updated self-assessments will raise any issues that need further consideration.	AMBER
		Self-Assessment tool to be reviewed in line with Regional Corporate Safeguarding Work	Nicola Barrett	A regional self assessment tool is to be considered as part of ongoing work across the regional leads meetings	RED
4	Corporate Safeguarding Internal Audit	Findings of internal audit to be feedback to Corporate Safeguarding Board and actions considered by all Designated Safeguarding Officers	Internal Audit / Nicola Barrett / Designated Safeguarding Officers and service areas	Corporate Safeguarding Internal audit is in the process of being rolled out. Outcome of the audit will feed into the forward work plan once	AMBER

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				available and will be made available to Board.	
5	Media Campaign	Discussions with Communications about use of a media campaign to promote safeguarding across the Council	Communications Team / Nicola Barrett	Media campaign regarding safeguarding was rolled out via social media and internally communication during safeguarding week in November 2021. Further discussion will be held with Communications Team to consider on going media campaign for 2022/23	GREEN
6	Learning Management System	Monitor progress of the project linked with Welsh Government regarding implementation of a new Learning Management System in order to record all safeguarding training undertaken by all staff	Digital Services/ Workforce Development Team/ Nicola Barrett	Project is ongoing, Jane Haile provides updates as the project progresses. A product has been identified to meet the needs identified with a demonstration taking place on the 1.3.22. This will have financial implications for the Council as a whole. Updates will be provided to Board members when available to support safeguarding training.	AMBER

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7	Increase knowledge of the Designated Safeguarding Officers in respect of Safeguarding	Invite speakers on safeguarding topic's to Development Group	Nicola Barrett	<p>Presentation on the 12th of January 2022 via Mike Portlock regarding the Gwent Regional To Report Or Not To Report Threshold Guidance in relation to submitting DTR's.</p> <p>Presentation from Nicola Wadley the National Referral Mechanism Pilot Coordinator is due to take place on the 7.3.2022.</p>	GREEN Ongoing
8	Corporate Safeguarding on a regional basis	Links with Corporate Safeguarding Leads in Gwent Region to look at consistency of practice.	Nicola Barrett/ Corporate Safeguarding regional counterparts	Initial Meeting took place on the 27.1.2022, with a further meeting planned for the 24.3.22	RED
		Consider regional self-assessment tool	Nicola Barrett	A regional self assessment tool is to be considered as part of ongoing work across the regional leads meetings	RED
		Consider aligning corporate safeguarding training for consistency	Nicola Barrett	Yet to be actioned	RED
		Develop comparison key data set.	Nicola Barrett	To be reported to the Board	RED

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9	Corporate Safeguarding Policy	Policy to be updated to reflect changes in Gwent Safeguarding Board, current safeguarding issues e.g. Child Exploitation and once updated to be agreed by Board and published.	Nicola Barrett	The Policy has been updated, is available on the intranet and has been translated into Welsh.	GREEN