



Llywodraeth Cymru
Welsh Government

National Approach to Statutory Advocacy (National Approach)

TASK AND FINISH GROUP 2015-2021

Legacy Document

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Purpose of Legacy Report

Work on developing the National Approach to Statutory Advocacy began in 2015 as a recommendation from the 2014 ‘Missing Voices: Right to be Heard’ (the report by the Children’s Commissioner for Wales on independent advocacy services for children and young people in the care system).

A distinct Task and Finish Group (T&FG) was established comprising Association of Directors of Social Services (ADSS) Cymru, Children’s Commissioner for Wales (CCfW) and Welsh Government to prepare an outline implementation plan for consideration. This included identifying the key components to a National Approach to Statutory Advocacy (National Approach), including a framework for commissioning, aligned to a National Standards, Outcomes and Performance Framework (the Framework) drawing on the existing National Standards for Advocacy and the previous Commissioning Guidance.

The National Approach to Statutory Advocacy has been in place since July 2017, and addresses the issue of access, availability, and supply and demand, as well as meeting the requirements of the United Nations Convention on the Rights of the Child (UNCRC).

In 2018, the T&FG was re-instated to continue the Welsh Government’s commitment to securing a sustainable approach to advocacy, which has never faltered since we started this journey back in 2015. Let us remember that the focus is about ensuring children across Wales get a consistent service, which the Welsh Government has fully backed from the outset.

Advocacy is not a new provision for local authorities, it is their **statutory duty**, but as part of the National Approach, we have developed an active offer of advocacy for children and young people underpinned by statutory guidance and regulations. This provision enables local authorities to provide a national consistent approach to advocacy support.

It further ensures a consistency and coordination of services across the six regions through a common service specification and a performance-reporting template, providing for uniform and consistent local, regional and national quantitative and qualitative evidence reporting.

Sharing learning from professional experience and networks was invaluable and membership consisted of ADSS Cymru, Welsh Local Government Association (WLGA), the six Local Authority Regions, Tros Gynnal Plant (TGP) Cymru, NYAS Cymru, together with representatives from CCfW, Voices from Care Cymru, and the Children & Young People’s Advocacy Providers Group (CYPAPG).

As a group, we all believe that advocacy has a vital role to play in ensuring that children and young people’s voices are heard about what matters to them. This means having a say in the decisions that are made about their care and support needs and about the quality of the services they receive.

Our motivation in this legacy document is to provide insights into how over the last five years, members of the Task & Finish Group(s) (T&FG) have enacted their duties.

The document sets out the achievements that have been made and the impact these decisions have had upon children and young people, when they become looked after or become the subject of child protection enquiries leading to an initial child protection conference to support them to make their views, wishes and feelings known.

We hope also that in looking back and sharing our journey, our successor Group may add impetus to the next phase of the National Approach advocacy across Wales.

The Vision for the National Approach to Statutory Advocacy (National Approach)

On behalf of Welsh Government, Dr Mike Shooter undertook a strategic review of the evidence in relation to Independent Professional Advocacy Services for children and young people in 2014. Following this review, Ministers invited local government (via Association of Directors for Social Services (ADSS) Cymru, to bring forward a model for securing a national approach to Statutory Independent Professional Advocacy Services (SIPAS) for looked after children and specified groups of children in need.

To take this work forward an advocacy Task and Finish Group (T&FG), chaired by ADSS Cymru, was established in December 2014 and consisted of representatives from ADSS Cymru, including a Director of Social Services and a number of Heads of Children's Services, the Children's Commissioners for Wales Office, Welsh Government, Care and Social Services Inspectorate (CSSIW) Wales, WLGA and Advocacy Providers.

It was tasked with developing the key components to a National Approach which should be aligned to a Standards and Outcomes Framework and exploring the recommendation of the 'active offer' from the 2014 'Missing Voices: Right to be Heard' report. The National Approach model was to be delivered through lead authorities within the existing Social Services Regional Improvement Collaboratives. The Welsh Government provided the resource of a seconded post, to undertake the role of the project manager.

Membership of the group was expanded to include a Director of Social Services, Heads of Children's Services (HOCS) as representatives from each of the regions, representatives from CSSIW, the third sector advocacy providers, WLGA and Cascade – Cardiff University.

A key principle underpinning the work of the Group was to ensure the involvement and engagement of children and young people at key stages during the development and delivery of the National Approach. This was taken forward through members' engagement, consultation and participation with existing children and young people's groups at local and regional levels.

As part of their work, the T&FG identified, reviewed and designed the component parts required to commission and deliver consistent regional statutory independent professional advocacy services across Wales in line with legislation and guidance.

This included developing the key components of a National Approach to advocacy, aligned to a Standards and Outcomes Framework.

The group was asked to explore:

- the recommendation from ‘Missing Voices: Right to be Heard’ (the 2014 report by the Children’s Commissioner on independent advocacy services for children and young people in the care system) in respect of an ‘active offer’; and
- how to deliver the National Approach model at a regional level through lead authorities within the existing Social Services Regional Improvement Collaboratives.

The work of the T&FG led to the development of a Business Case.

The National Approach is supported by a Framework that is underpinned by the Social Services and Wellbeing (Wales) Act 2014, namely through lead authorities within the Regional Partnership Boards.

A Senior Leadership Group of key stakeholders oversaw design and implementation of the Framework. Welsh Government confirmed their commitment by providing funding to support the provision of advocacy, in particular the ‘active offer’.

ADSS Cymru secured the agreement of fellow Directors of Social Services across Wales.

Developments would explore and identify the recommendation of the ‘active offer’ and improving pro-active corporate parenting. The office of the CCfW shared their analysis of the local authorities’ responses to their most recent update of Missing Voices with the T&FG.

It was envisaged that the National Approach would be delivered through lead authorities within the existing six regional improvement collaboratives. The T&FG should also develop a common format for implementation plans in

each of the six collaboratives, together with arrangements to support each collaborative to implement individual action plans and for the co-ordination of developments to ensure consistent implementation.

It was agreed the immediate focus would be to secure the existing “statutory” advocacy entitlements. Consideration to upscale to broader “universal” advocacy included under the provisions of the Social Services and Well-being (Wales) Act 2014 would form part of future consideration.

ADSS Cymru and WLGA produced an Implementation Plan to progress the National Approach, which was agreed by all local authorities in Wales.

The Implementation Plan identified key components to a National Approach to Statutory Advocacy (National Approach), including a framework for commissioning aligned to a National Standards and Outcomes Framework (the Framework). These would draw on the existing National Standards for Advocacy and the previous Commissioning Guidance.

Each of these components are as important as one another, and there must be no separation or dilution of the existing model, which is intended to secure a national approach to commissioning and delivery of independent professional advocacy services in Wales.

Key Components of a National Approach

The T&FG identified and developed the following key components:

- **National Standards and Outcomes Framework (the Framework)** – including an approach to the ‘active offer’ of advocacy identified in ‘Missing Voices’ and mapping of the Framework to the Well-being Statement that underpins the Social Services and Well-being (Wales) Act 2015.
- **Service Specification** – (providing consistent specifications for commissioning of services).
- **A Range and Level Mechanism** – (service capacity) which we applied to the eligible population locally and regionally assists with gauging service capacity requirements and associated costs.
- **Performance Reporting Template** – delivering the evidence and statistics identified within the Framework for service quality and performance monitoring purposes and associated guidance.

Documents relating to the National Approach are available at gov.wales/task-finish-group-tfg-national-approach-statutory-advocacy-children-and-young-people

National Standards and Outputs Framework

The National Approach has been in place since implementation in July 2017.

In 2018 it was agreed by the then Minister for Children and Social Care, that under the auspices of the Ministerial Advisory Group (MAG) – Improving Outcomes for Looked After Children Welsh Government should establish a Task and Finish Group (T&FG). The purpose and remit of the T&FG was to advise on the implementation, review and monitoring of the effectiveness of the National Approach to Advocacy which includes the active offer element.

During its lifetime, the T&FG contributed to Ministerial advice through the MAG on progress of the National Approach on a quarterly basis following each meeting.

The Terms of Reference (TOR) of the 2018-2021 T&FG are available at **Annex A**.

The Framework mapped to the Well-being Statement that underpins the Social Services and Well-being (Wales) Act 2014 and demonstrates how local authorities can evidence the way children and young people are supported to achieve their well-being outcomes by accessing advocacy i.e. ‘Securing rights and entitlements’, ‘Protection from abuse and neglect’.

It serves as a cornerstone for all the other components within the National Approach in order to identify and inform local needs as part of commissioning arrangements across the six collaborative areas.

The Framework builds upon the National Standards for the Provision of Children’s Advocacy Services (2003). A consultation on an earlier version of the Framework was completed but publication was delayed due to the changing environment.

The earlier consultation had confirmed that stakeholders were satisfied with the outcome statements. A request from children and young people that the priority order should be re-considered was revised to read as follows:

1. Children and young people find good quality advocacy easily available and accessible.
2. Children and young people have their privacy and confidences respected and their well-being safeguarded and protected.
3. Children and young people are valued for their diversity, treated with respect and all forms of discrimination against them are challenged.
4. Children and young people are empowered and their rights, wishes and feelings are championed.
5. Children and young people participate in the design, planning, delivery, monitoring and evaluation of advocacy services.

A further consultation on the Framework took place in 2017. **National standards and outcomes framework for children and young people.**

The revised Framework published on 20 August 2019 includes the above Outcome Statements and further identifies a number of supplementary standards in support of each. The service children and young people can expect as a result of each standard is detailed, followed by a description of how both the commissioners and the independent professional advocacy providers can evidence that they are meeting those standards and delivering on the overarching Outcome Statements.

The Framework includes a requirement to deliver the 'active offer' as identified in 'Missing Voices – A Right to be Heard' (2014) along with a clear definition of how a one-to-one, face-to-face meeting with the independent professional advocacy service should be facilitated.

National Standards and Outcomes Framework for Children and Young People in Wales.

Definition of an Active Offer

The following definition of an active offer was agreed by T&FG members at a meeting, which took place on 05 April 2019.

Children and young people are entitled to an active offer of advocacy from a statutory Independent Professional Advocate (IPA) when they become looked after or become the subject of child protection enquiries leading to an Initial Child Protection Conference.

The allocated social worker will:

- inform the child or young person of this entitlement;
- provide information about the service;
- ensure the child or young person is aware that the advocacy service will be provided with sufficient information to be able to make contact with them unless they specifically decline this service i.e. opt out;
- make a record of any decision by the child or young person to opt out of this service and why;
- provide contact details for the child and young person to the Advocacy Service.

The advocacy service will:

- contact the child or young person to arrange to make the 'active offer';
- have an 'active offer' meeting with the child or young person;
- record the reasons why meetings are declined;
- record the outcome of the active offer meeting;
- provide advocacy support as agreed with the child or young person;
- confirm with the social worker whether or not a meeting has taken place.

Opting out does not mean that the child or young person is no longer entitled to an advocate. If the child or young person decides at a later stage that they wish to access advocacy, the social worker will provide the advocacy service with their details to allow them to arrange an introductory meeting with the child or young person.

In addition to the active offer, all children who have a care and support plan are entitled to access advocacy services as well, and their social worker will discuss this directly with them.

The Active Offer Process

Social Worker	Independent Professional Advocate (IPA)	Independent Reviewing Officer (IRO)
<p>Inform the child or young person of this entitlement</p> <hr/> <p>Provide information about the service</p> <hr/> <p>Ensure the child or young person is aware that the advocacy service will be provided with sufficient information to be able to make contact with them unless they specifically decline this service i.e. opt out</p> <hr/> <p>Make a record of any decision by the child or young person to opt out of this service and why</p> <hr/> <p>Provide contact details for the child and young person to the Advocacy Service</p>	<p>Contact the child or young person to arrange to make the 'active offer'</p> <hr/> <p>Have an 'active offer' meeting with the child or young person</p> <hr/> <p>Record the reasons why meetings are declined</p> <hr/> <p>Record the outcome of the active offer meeting</p> <hr/> <p>Provide advocacy support as agreed with the child or young person</p> <hr/> <p>Confirm with the social worker whether or not a meeting has taken place</p>	<p>Check and Record whether active office meeting has taken place</p> <hr/> <p>Check child or young person has sufficient understanding of the active offer</p> <hr/> <p>Advocacy accessed yes/no</p> <hr/> <p>Reasons why not if known</p> <hr/> <p>Is an advocacy referral required now?</p> <hr/>

The above is based on the following simple three-stage business process:

- Social Worker provides information to the child/young person about independent advocacy and advises that NYAS Cymru/ Tros Gynnal Plant (TGP) Cymru will be in contact and makes a referral to the relevant advocacy provider;
- Advocacy Provider ‘contacts’ the child/ young person to provide information about advocacy and make the Active Offer to meet – recording reasons why this is not taken up as appropriate;
- Advocacy Provider undertakes Active Offer meeting;
- IRO/Independent Chair checks and records that the Active Offer has been made.

The agreed definition of the active offer was included in the updated Social Services and Well-being (Wales) Act 2014 Part 10 Code of Practice (Advocacy) published in December 2019 and is available at [social-services-and-well-being-wales-act-2014-part-10-code-of-practice-advocacy.pdf](#).

A National Approach Service Specification

The group has developed a comprehensive Service Specification to be utilised as a standard template for all regionally commissioned independent professional advocacy services. The service specification delivers on the requirements of the Standards and Outcomes Framework.

The specification can be further enhanced from region to region through the commissioning of additional services, which can be identified in the appendices. Other services such as Independent Visitor Services can be included with separate

service description and clearly identified additional funding. Similarly, additional non-statutory use of advocacy support such as within Family Group Conferencing can also be identified within the appendices with separately identified funding levels. In this way the assumptions and calculations that the proposed Range and Level mechanism is based on will not be diluted by unaccounted for demands on capacity.

A National Approach Performance Reporting

The National Reporting Template is one of the main elements of the National Approach to Statutory Advocacy. It was introduced in order to ensure that commissioners of advocacy services across Wales receive consistent data in relation to the delivery and take up of Independent Professional Advocacy Services in their area.

A reporting template has been developed for use by independent professional advocacy services enabling them to consistently capture data required for reporting on performance and quality monitoring.

Agreed performance measures have been included as part of the National Reporting template. The template is able to convert demographic and performance data into graphs for presentation within quarterly and annual quality monitoring meetings alongside qualitative commentary, anecdotal feedback and case studies. These reports can be aggregated for regional and/or national reporting providing for consistency of statistics across Wales.

The following performance measures were agreed by the T&FG and included in the National reporting template:

Local Authority Data	
Number of eligible children and young people aged five years and over who: <ul style="list-style-type: none"> • Become Looked After • Become subject of Child Protection Conference 	
Number of eligible children and young people who receive Active Offer information and are notified that Advocacy Provider will be in contact	
Number of eligible children and young people referred to Advocacy Provider	
Advocacy Provider data	
Number of Active Offer 'contacts' made with children and young people	
Number of Active Offer 'Meetings' held with children and young people	
Capture reasons why Active Offer Meeting not taken up	
Number of active offer meetings not progressing to independent professional advocacy	
Number that progress to ongoing Advocacy support being provided	
Number of Issue Based Advocacy Referrals received: <ul style="list-style-type: none"> • Care and Support • Care and support protection • Looked After Children • Care leavers 	

Guidance aimed at service providers accompanies the National Reporting Template to ensure a joined up approach between advocacy providers in relation to completion of the National Reporting Template and to ensure local authority commissioners know what to expect from it [gov.wales/task-finish-group-tfg-national-approach-statutory-advocacy-children-and-young-people](https://www.gov.wales/task-finish-group-tfg-national-approach-statutory-advocacy-children-and-young-people)

The National Reporting Template is intended to be the only report received by commissioners of advocacy services each quarter. An annual report using the same template will also be completed by the service provider.

Welsh Government has provided funding for Tros Gynnal Plant (TGP) Cymru to collate the quarterly statistics for the T&FG, and to collate the All Wales Annual Reports.

Annex B provides details of the data collected via the All Wales Annual Reports for 2019-20, and 2020-21.

A Range and Level Assessment Mechanism (Service Capacity)

In 2015, the group commissioned Cordis Bright to design and develop a tool to assist commissioners in calculating the capacity requirements for their local/regional independent professional advocacy service. They worked closely with both the advocacy providers on the group and the local authority representatives including Heads of Children's Services.

The tool produced a unit cost for an 'advocacy hour', which included adjustments for travel, out of county placements and working with children with additional needs. The tool was then applied to the population levels as identified by the numbers of Looked after Children (LAC) now referred to as Children Looked After (CLA), children on the Child Protection Register (CPR) and Children in Need (CiN) within each local authority. Management/Coordination costs and admin functions were calculated and shared across each region to maximise efficiency savings.

Financial Allocations

The implementation of the National Approach has been costed at between £1 million and £1.1 million. At the Children, Young People and Education Committee's Inquiry into Statutory Provision, in 2017, the then Cabinet Secretary for Communities and Children gave a commitment that Welsh Government would make a contribution of up to £550k to the Social Services Regional Collaboratives to deliver the active offer in full and support the approach. The rest of the funding comes from the Local Authorities' own funds.

Since 2017, Welsh Government has provided, on an annual basis, £550k to the National Approach. A grant award letter (GAL) is allocated to each of the six regional leads.

Annex C provides a breakdown of the funding provided to each of the six Regions during the lifetime of the T&FG between 2017 and 2021, based on the agreed formula funding. The total commitment and spend during this time was £2.2m.

Summary of Action Points arising from Meetings

A summary of all Action Points agreed during the lifetime of the T&FG are available at Annex D.

Despite extensive searches, the current secretariat have been unable to locate any documents relating to the signing off of some actions that had remained open. At the final meeting on 25 January 2021, the T&FG agreed that as future operations in the subsequent 5 years, which related to the open actions had been agreed, a decision was reached that it was acceptable to close the open action points.

Any open action points from the last meeting on the 25 January 2021 will be carried forward to be completed by the new Group The National Provider Forum (NPF) which will continue the National Approach work.

Next Steps

This report highlights the breadth and scale of the work undertaken by the Advocacy T&FG, in establishing the National Approach.

Whilst the Advocacy T&FG has now concluded, the strategic focus on delivering duties in respect of advocacy will remain. To achieve this a National Provider Forum (NPF) was established, chaired by Welsh Government. The forum will meet on a six monthly basis.

Under the NPF, a Regional Provider Fora (RPF) has been established in each of the six Regions, which will provide the mechanism to manage and deliver the advocacy service that is specific to the needs of the Region. In addition, this will provide a forum for discussions on commissioning, and the Range and Level Mechanism. The RPF will be chaired by a Director of Social Services (or equivalent) as the Commissioner of the service. Meetings will take place quarterly.

It is proposed that both the National and Regional Provider Forum groups include provider and commissioner representation.

Upon the agreement of this approach, Terms of Reference for the NPF were drafted for consideration at the first meeting held in June 2021.

Annex A

Terms of Reference (2018-2021)

Task & Finish Group (T&FG) Terms of Reference (TOR) or Statement of Principles (SOP) (Agreed Updated 01.07.2019, Updated 22.07.2020, meetings held via Microsoft Teams from March 2020).

1. Background

On behalf of Welsh Government, Dr Mike Shooter undertook a strategic review of the evidence in relation to Independent Professional Advocacy Services for children and young people in 2014. Following this review, Ministers invited local government (via Association of Directors of Social Services (ADSS) Cymru) to bring forward a model for securing a national approach to SIPAS for looked after children and specified groups of children in need.

An advocacy Task and Finish Group (T&FG) was established to take this work forward, chaired by ADSS Cymru. The T&FG took responsibility for developing the key components of a National Approach to advocacy, aligned to a Standards and Outcomes Framework. The group was asked to explore:

- the recommendation from ‘Missing Voices: Right to be Heard’ (the report by the Children’s Commissioner on independent advocacy services for children and young people in the care system) in respect of an ‘active offer’; and
- how to deliver the National Approach model at a regional level through lead authorities within the existing Social Services Regional Improvement Collaboratives.

The work of the T&FG led to the development of a Business Case.

The National Approach is supported by a Framework that is underpinned by the Social Services and Wellbeing (Wales) Act 2014, namely through lead authorities within the Regional Partnership Boards.

Design and implementation of the Framework was overseen by a Senior Leadership Group of key stakeholders. Welsh Government confirmed their commitment by providing funding to support the provision of advocacy, in particular the active offer, with the then Cabinet Secretary for Communities and Children and the Minister for Social Services and Public Health agreeing to funding of up to £550k to support the National Approach for 2017-18.

The Cabinet Secretary for Communities and Children agreed that the funding of £550k would be transferred into the Revenue Support Grant (RSG) in 2018-19 or 2019-20 dependent upon progress with implementation.

2. Meetings and Membership of the Group

Meetings

Meetings were scheduled quarterly with agenda and papers being circulated at least four days in advance to ensure members have sufficient time to read and consider their content.

Meeting were held at Welsh Government, Cathays Park, Cardiff. Provisional meeting dates were agreed, but were subject to change should the Chair be unavailable. Meetings were held on the following dates:

Meeting date	Time	Location
21 February 2018	12:30 – 14:00	Room: 4.07, CP2
9 April 2018	13:00 – 15:00	Room: Caernarfon, CP2 (VC)
26 June 2018	10:30 – 12:30	Room: Conference Room 5 CP2 (VC)
17 September 2018	13:00 – 15:00	Room: Cydweli CP2 (VC)
23 November 2018	13:30 – 15:00	Room: 40.03 CP2 (VC)
5 April 2019	11:00 – 12:30	Room: 4.03 CP2 (VC)
18 October 2019	10:00 – 12:00	Room: Transport Room 2.20, CP2 (VC)
13 March 2020	11:00 – 13:00	Room: Ynys Mon, CP2/Aberystwyth (VC)
23 July 2020	09:00 – 10:30	Microsoft Teams
20 November 2020	13:00 – 14:15	Microsoft Teams
25 January 2021	10:00 – 11:15	Microsoft Teams

Membership of the Group

1. Membership was by invitation. We sought a range of perspectives and expertise in this area and the following nominations were received and agreed by the Chair.

2. The Group's core membership was as follows:

Member	Organisation
Albert Heaney (2018-2020) (Chair)	Chief Social Care Officer for Wales, Welsh Government
Alistair Davey (2020-2021) (Chair)	Deputy Director of Social Services and Integration, Welsh Government
Sean O'Neill	Children & Young People's Advocacy Providers Group (CYPAPG)
Rachel Thomas	Children's Commissioner's Office (February 2018 – April 2019)
Elizabeth Flowers	Children's Commissioner's Office (new representative from April 2019)
Jackie Murphy	Advocacy Providers Tros Gynnal Plant (TGP) Cymru
Sharon Lovell	Advocacy Providers NYAS Cymru
Deborah Jones	Voices from Care Cymru
Stewart Blythe	WLGA
Dave Howes	ADSS Cymru Advocacy Lead
Regional Partnership Representatives	Region
Marian Hughes	North Wales (February 2018 – April 2019)
Craig Macleod	North Wales (new representative from April 2019)
Joanna Harris	Mid & West Wales
Ann Batley	Cwm Taf (from February 2018 – May 2019)
Annabel Lloyd	Cwm Taf (new representative from July 2020)
Christopher Francis	Western Bay
Rachel Evans/Karen Conway	Cardiff & Vale
Gareth Jenkins	Gwent

Welsh Government	
Liz Pearce	Head of Safeguarding & Advocacy, Welsh Government (February 2018 – October 2019)
Sarah Cooper	Head of Safeguarding & Advocacy, Welsh Government (from December 2019)
Ruth Akers (Secretariat)	Advocacy Policy Manager, Welsh Government

Note: Members could send a representative if unable to attend, but this needed to be agreed by the Chair prior to the meeting.

3. Role of Individual Members:

- To bring individual practical experience and expertise to the group.

4. Role of the Task & Finish Group:

- To monitor and drive implementation, and review the effectiveness of the National Approach to Advocacy for Children and Young People.
- Contribute to ministerial advice to the Minister for Children and Social Care through the MAG on progress of the National Approach on a quarterly basis following each meeting.
- Identify the what works well in implementation of the National Approach and the barriers that exist.
- Contribute to further development of the National Approach.
- Consider regional performance information.

5. Responsibilities:

- It was the responsibility of individual members to contribute on behalf of and feedback to the groups they represented.
- This ensured key stakeholders contributed to the work and were kept fully informed of developments and progress achieved by the group. Members were required to feedback on this activity at meetings.
- Regular information updates were to be produced to ensure key stakeholders, including children and young people were kept informed of developments and progress.

6. Final Product/Timeline:

- Complete this work by 2021.

Annex B

All Wales Report 2019-2020

Collated Annual Report April 2019 – March 2020

Headline Report

This report is the first annual report detailing pan-Wales advocacy activity. While statistics are available for last year, due to changes to the National Reporting Template mid-year, it has not been possible to collate them in a single document.

During the 2019-2020 financial year, statutory advocacy services offered two types of advocacy intervention: the Active Offer and Issue Based Advocacy (IBA). It is positive to report that between April 2019 and March 2020 a total of 4963 children and young people (CYP) accessed advocacy. Some 1634 CYP received the Active Offer, with 1243 CYP accepting the Active Offer and progressing to IBA. A further 3329 CYP accessed IBA, presenting with 4792 issues.

These figures demonstrate an increase across all activity when compared to the previous year:

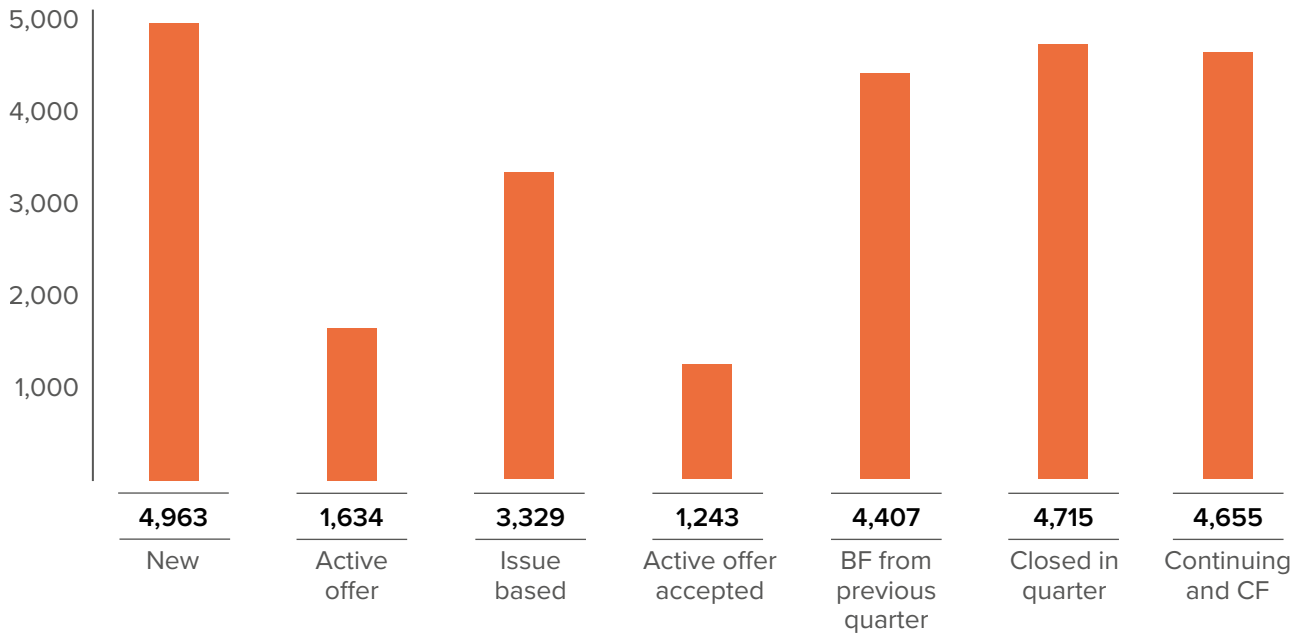
- Active Offers referrals increased by 62.1% from 1008.
- The number of Active Offers accepted increased by 66.1% from 748.
- The number of CYP accessing IBA increased by 45.6% from 2286.
- The number of issues presented increased by 57% from 3051.

During the year, IBA services were accessed by 1733 CYP who had never accessed advocacy previously. More Children Looked After (CLA) accessed IBA than any other eligible group, however more CYP in the Child Protection arena received the Active Offer.

The following charts capture the demographic information in relation to CYP accessing advocacy services as well as some detail around the types of issue requiring support.

Annual Report April 2019 – March 2020

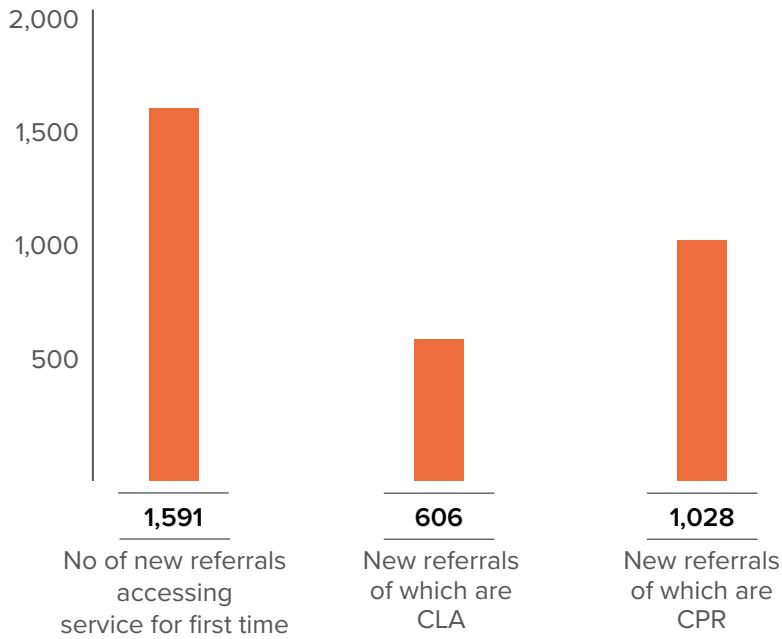
1a. Advocacy Cases – Young People



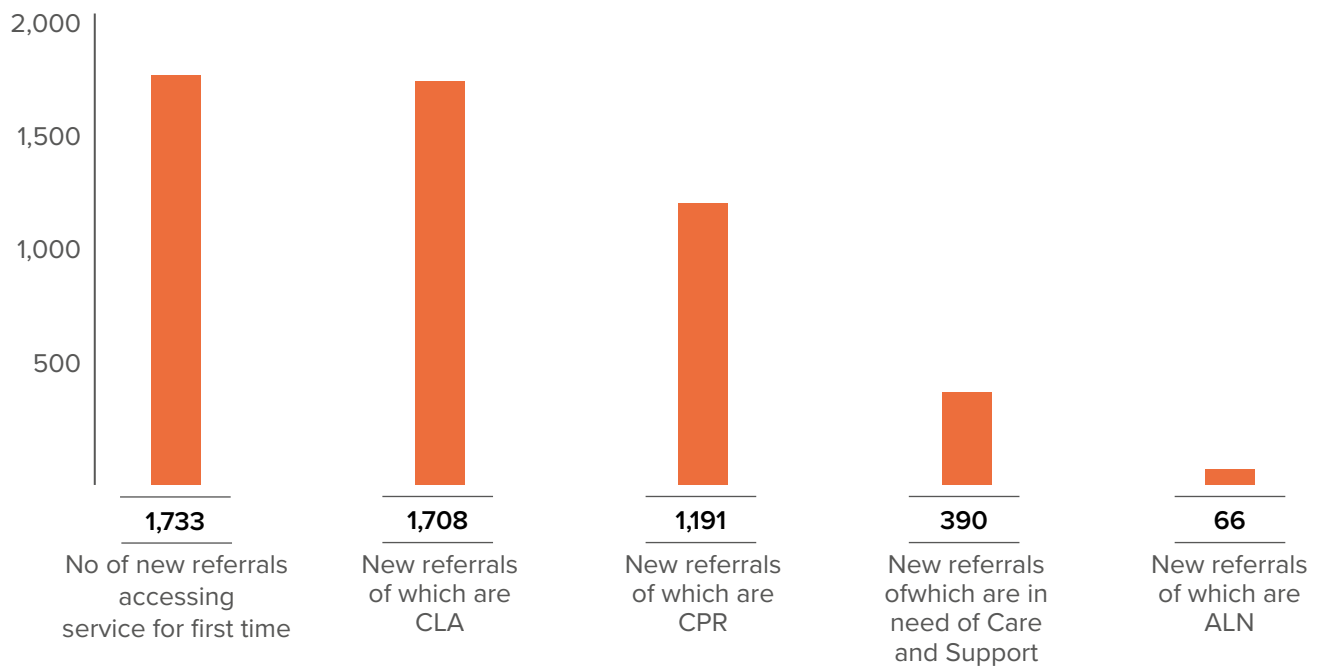
1b. Advocacy Cases – Interventions



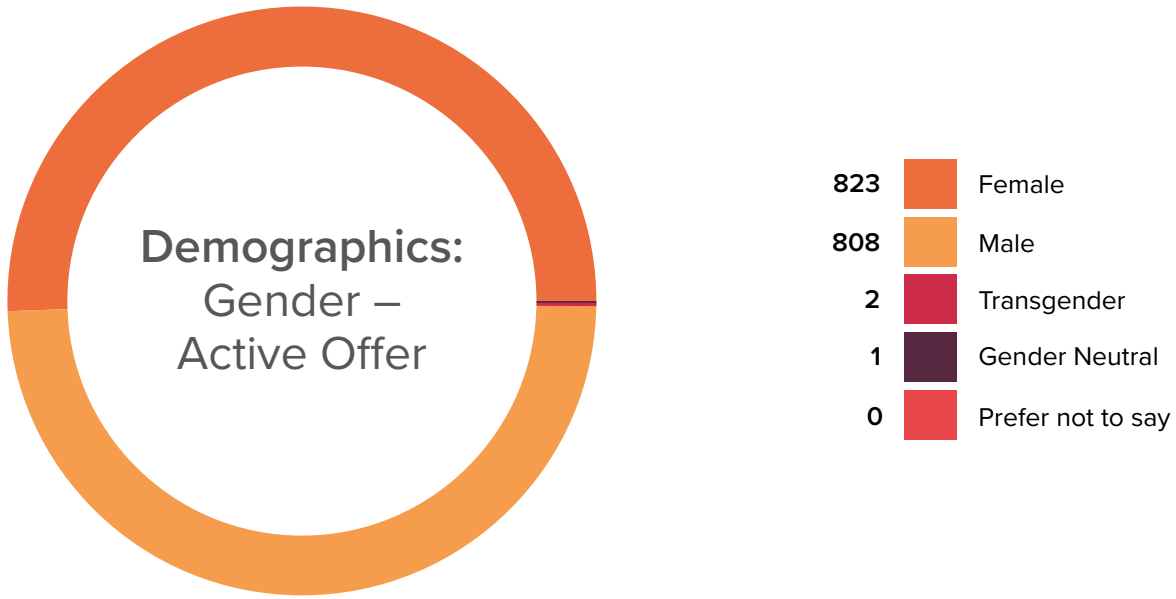
2a. Eligibility Criteria: Active Offer



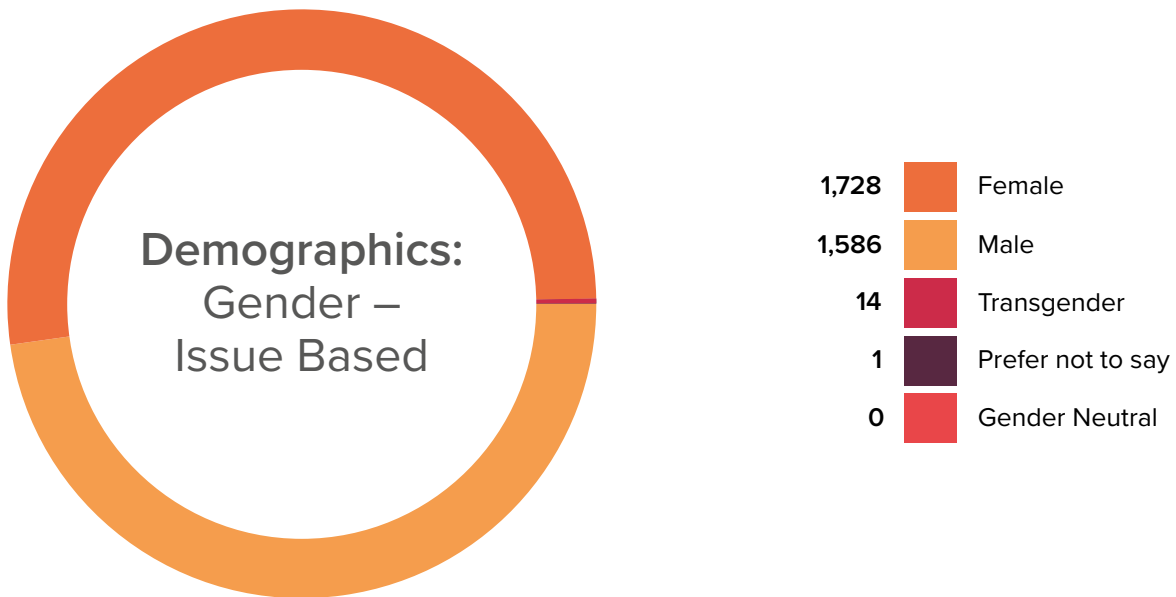
2b. Eligibility Criteria: Issue Based



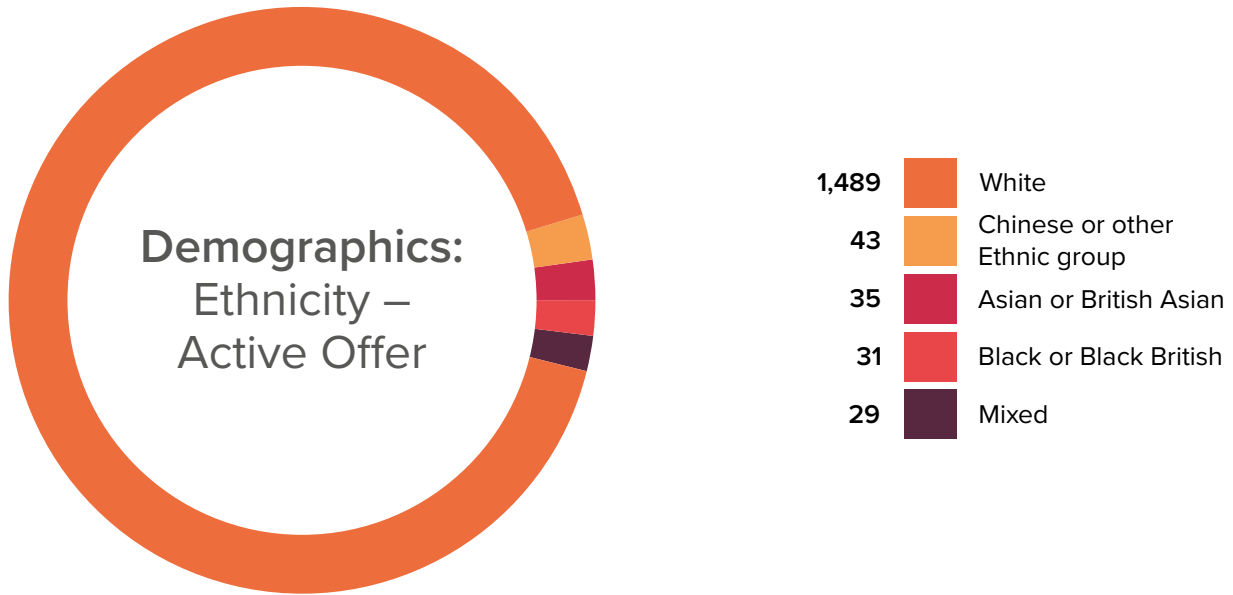
3a. Demographics: Gender – Active Offer



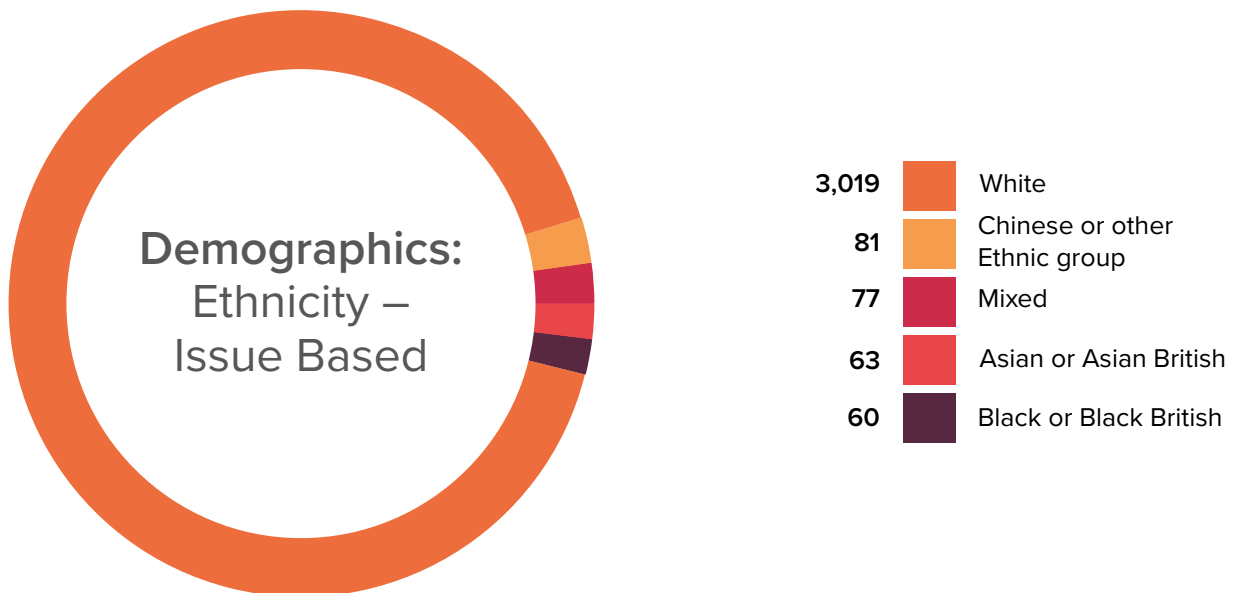
3b. Demographics: Gender – Issue Based



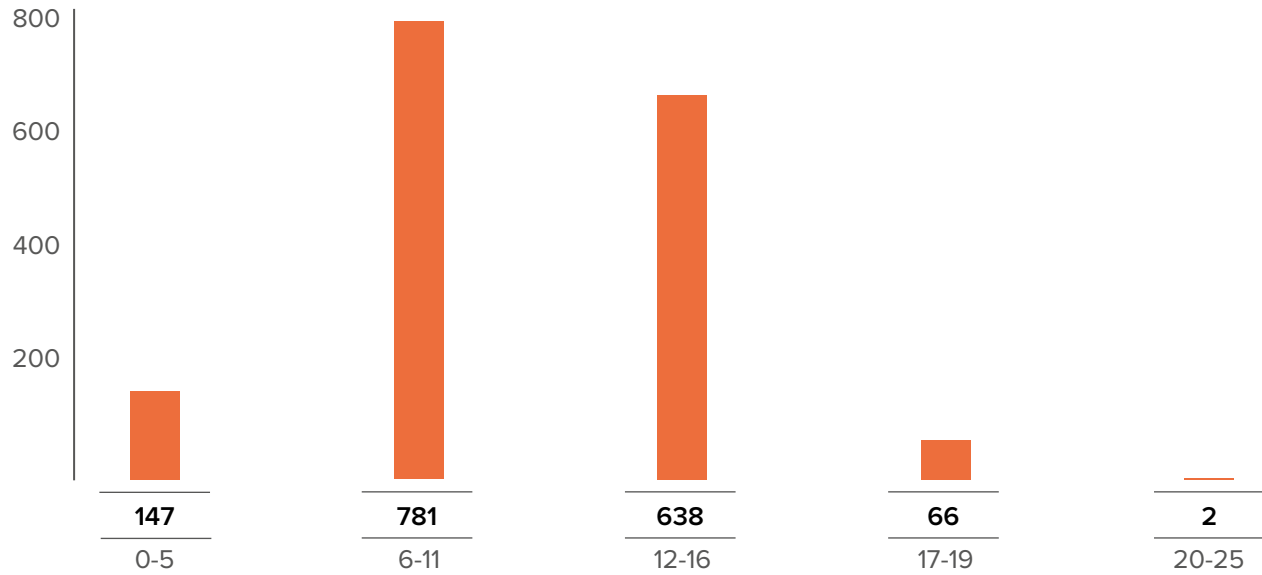
3c. Demographics: Ethnicity – Active Offer



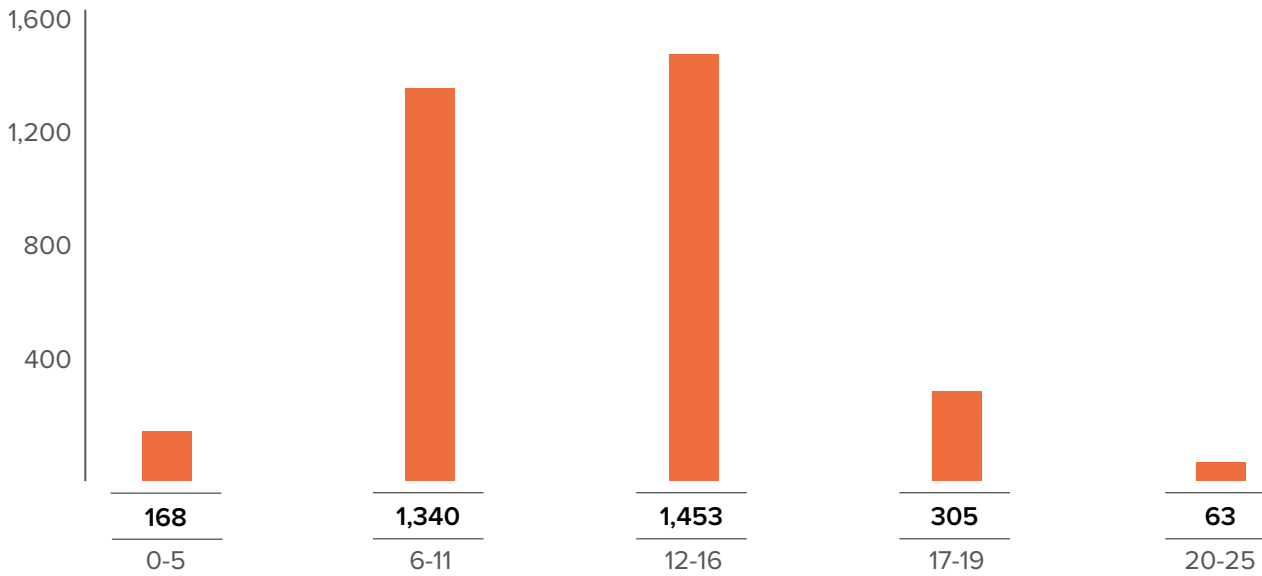
3d. Demographics: Ethnicity – Issue Based



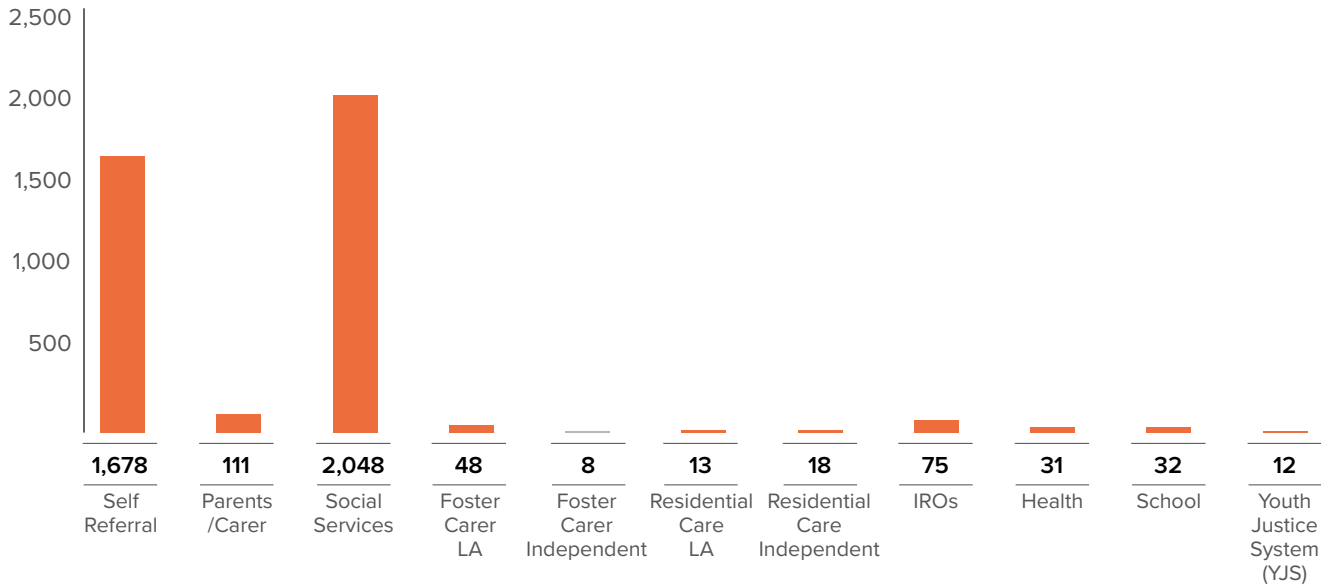
3e. Demographics: Age – Active Offer



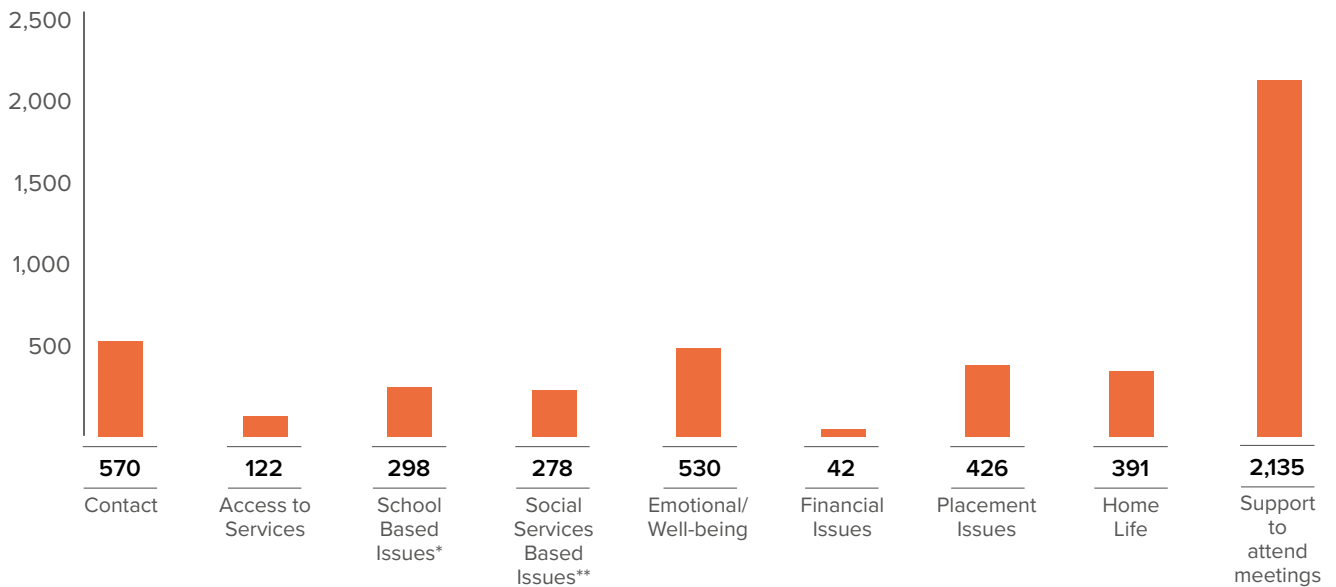
3f. Demographics: Age – Issue Based



4. Referral Source – Issue Based only



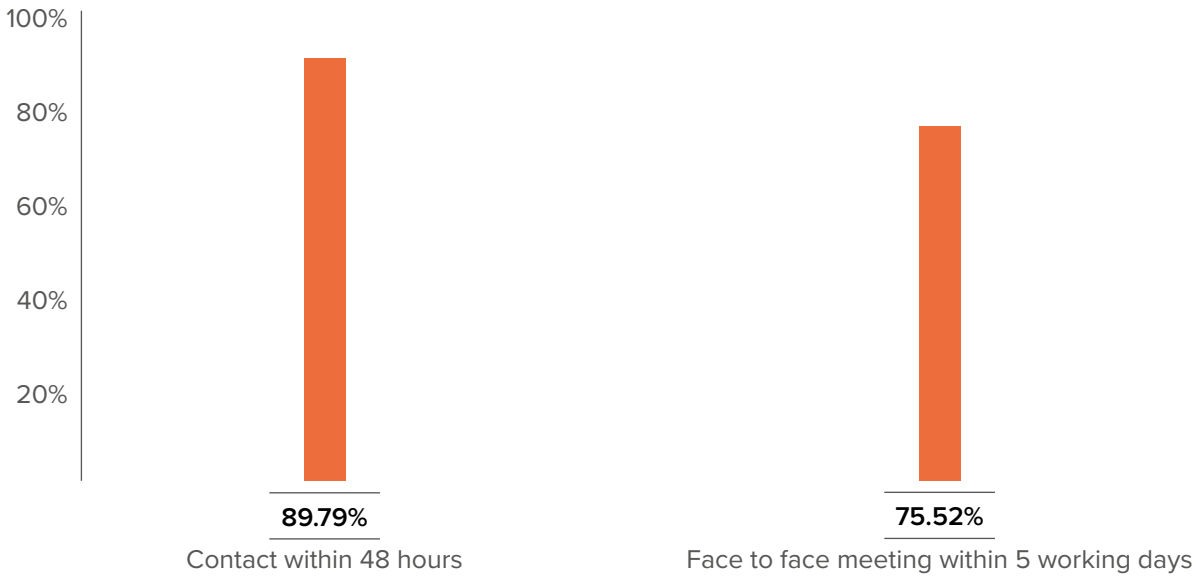
5. Nature of Primary Issue Presented



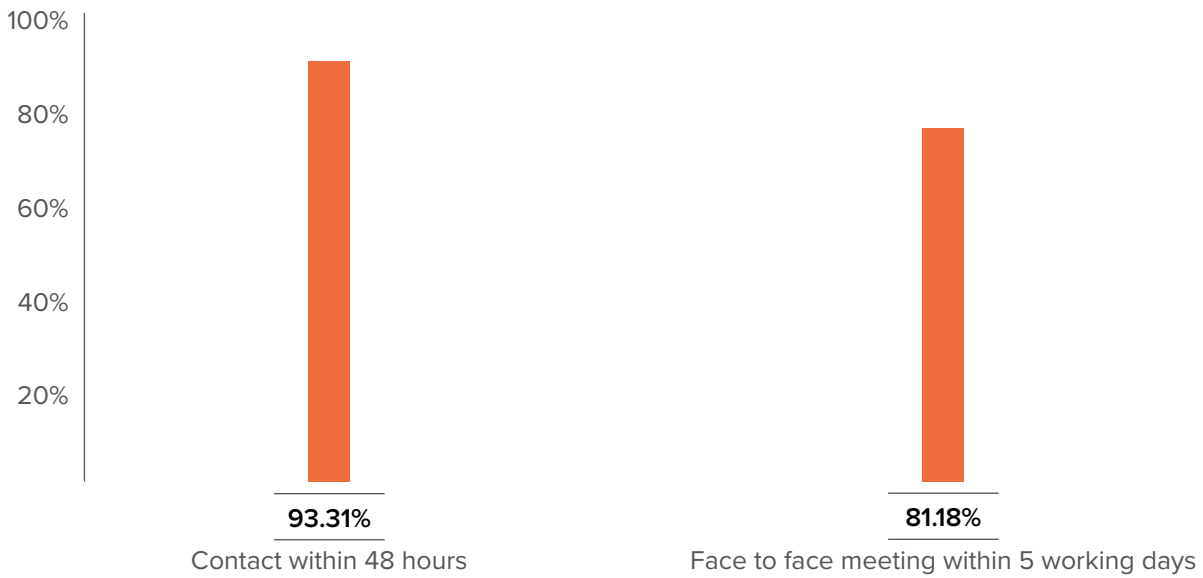
* School based issues including: SEN/ALN, exclusions, bullying, transport.

** Social Services based issues including: relationship with worker, care plan, service provided.

6a. Service Performance – Active Offer



6b. Service Performance – Issue Based



Collated Annual Report April 2020 – March 2021

Headline Report

This is the second annual report detailing pan-Wales advocacy activity. The start of the financial year saw a further amendment to the National Reporting Template which has allowed us to capture some additional data in relation to the Active Offer.

During the 2020-2021 financial year, statutory advocacy services continued to offer two types of advocacy intervention: the Active Offer and Issue Based Advocacy (IBA).

Issue Based Advocacy

It is positive to report that between April 2020 and March 2021 a total of 3960 children and young people (CYP) accessed Issue Based Advocacy (IBA), presenting with 5707 issues.

Active Offer

Some 2160 CYP were referred for the Active Offer. A total of 1535 meetings took place with 1200 CYP deciding to pursue IBA following the Active Offer meeting.

We have been advised that 2562 CYP became eligible for the Active Offer during the year. However, this figure does not represent the true figure as not all Local Authorities shared their figures every quarter. The sharing of figures has improved quarter on quarter throughout the year, with 18 Local Authorities sharing figures by year end.

When compared to last year's figures we see that:

- The number of CYP accessing IBA increased by 19% from 3329.
- The number of issues presented decreased by 11% from 6425.
- Active Offers referrals increased by 32% from 1634.
- The number of Active Offers accepted decreased by 3.5% from 1243.

Slightly more CLA (1726) accessed IBA than any other eligible group. However, this was closely followed by CYP in the Child Protection arena (1675) meaning that IBA referrals for CYP in the Child Protection arena increased by 40.5% this year from 1191.

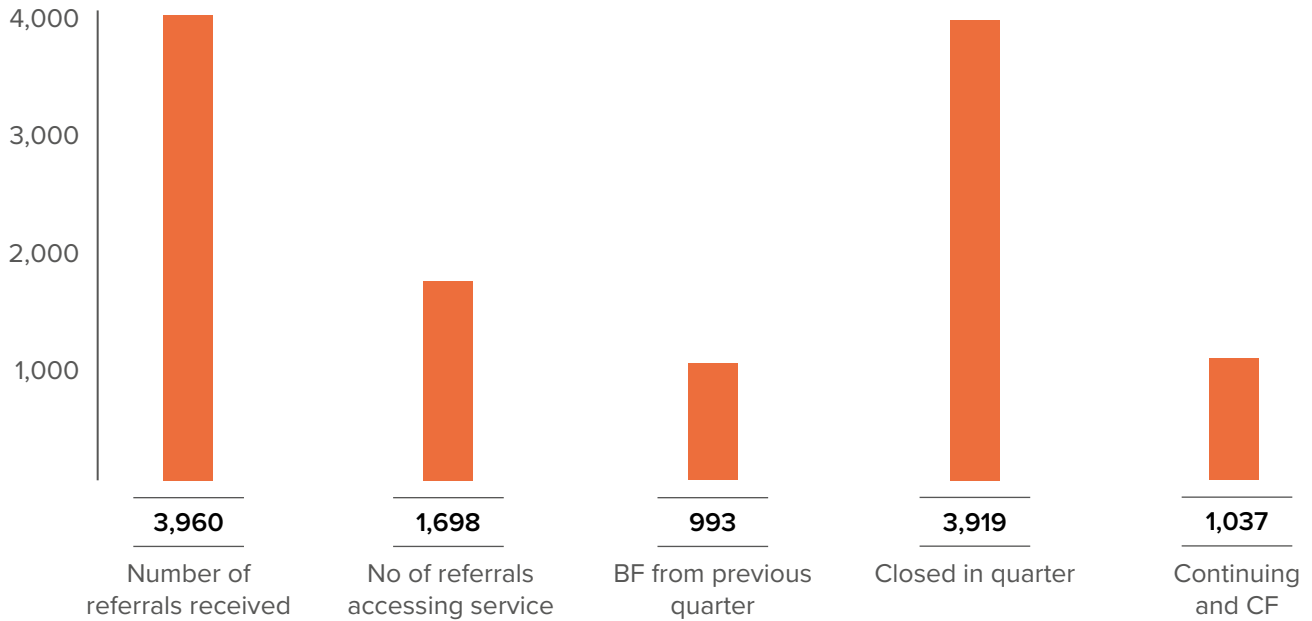
Active Offer referrals for CYP in the Child Protection arena also increased this year – by 55% from 1028 – meaning that once again more CYP in the Child Protection arena were referred for the Active Offer than CLA. Active Offer referrals for CLA decreased by 5% from 606.

Service Delivery

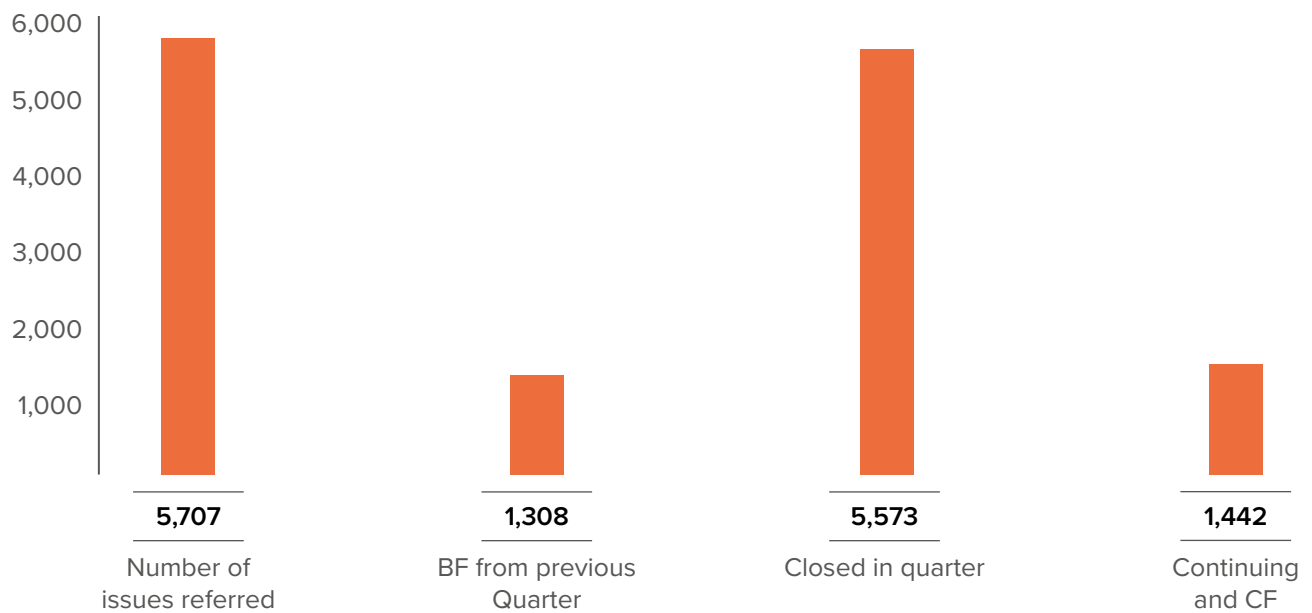
As a result of COVID-19, advocacy providers have for the most part, undertaken virtual advocacy interventions for much of the year. However, during quarters three and four face-to-face interventions resumed with children and young people who were not able to engage virtually for a variety of reasons, including age and/or ability, access to equipment, safeguarding or confidentiality.

Annual Report April 2019 – March 2020

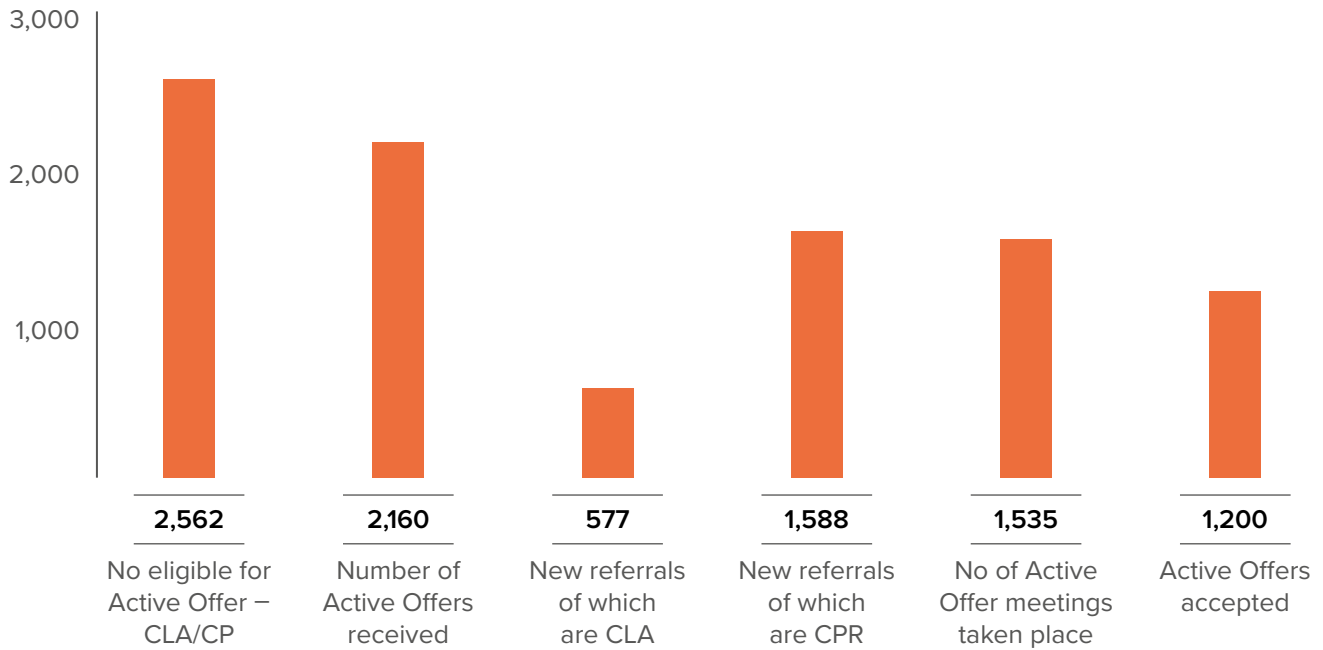
1a. Advocacy Cases: Young People – Issue Based Advocacy



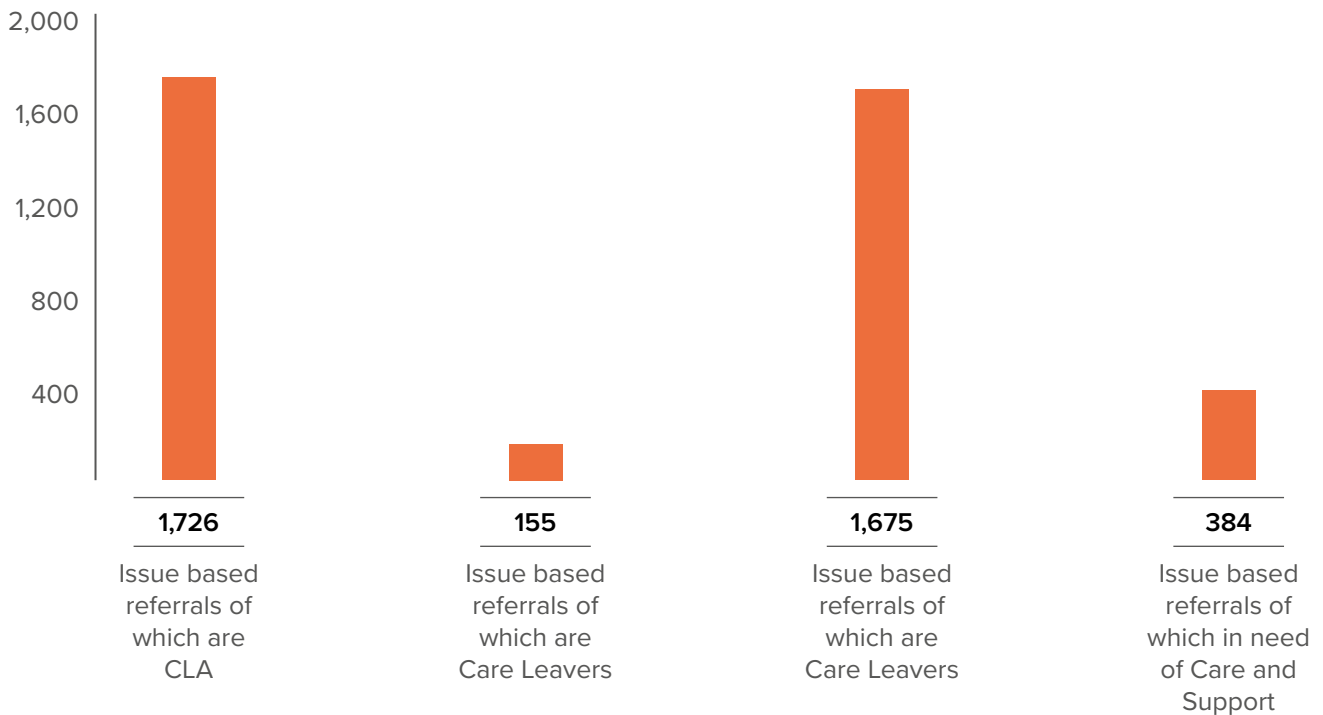
1b. Advocacy Cases: Interventions – Issue Based Advocacy



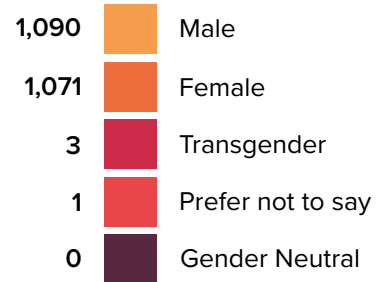
2a. Eligibility Criteria: Active Offer



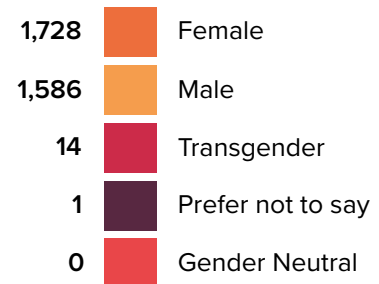
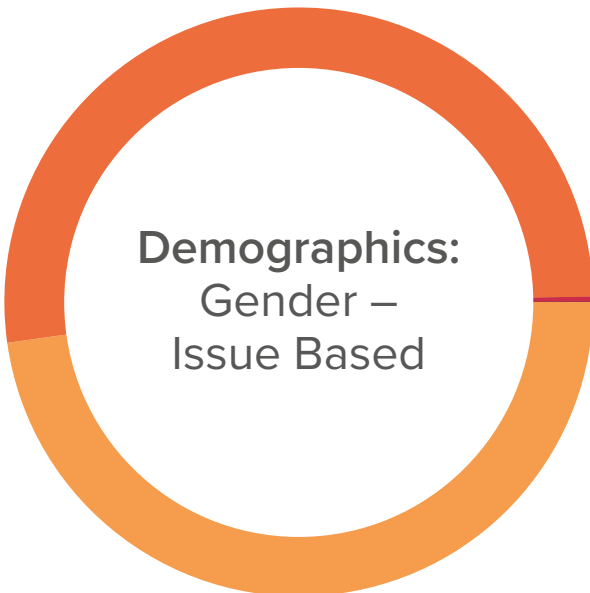
2b. Eligibility Criteria: Issue Based



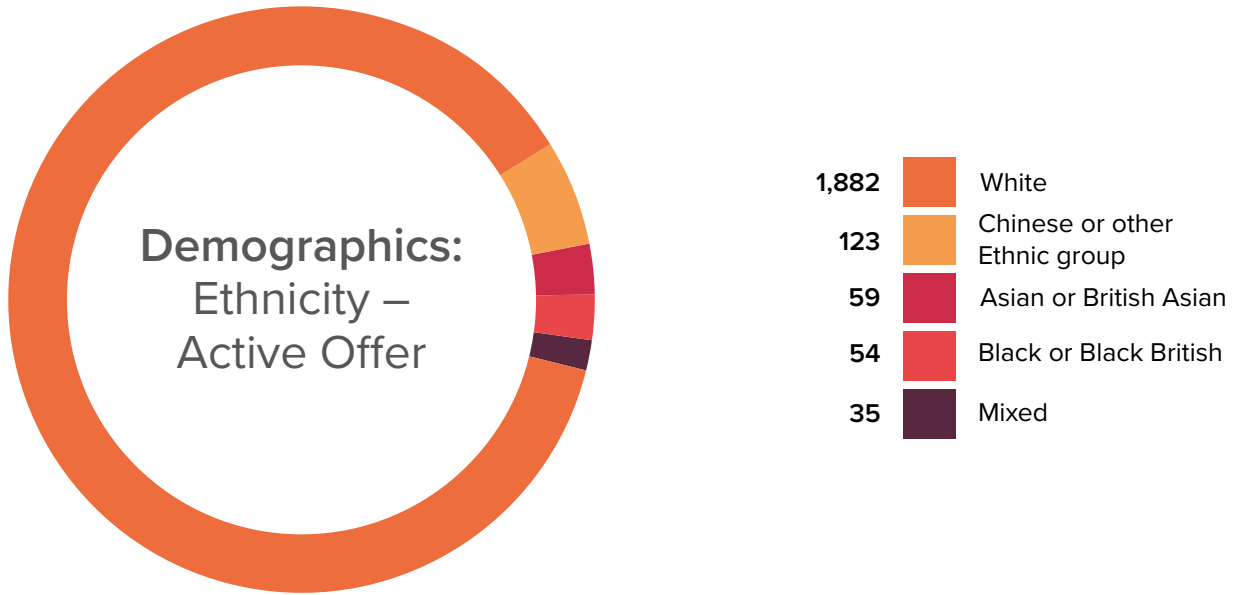
3a. Demographics: Gender – Active Offer



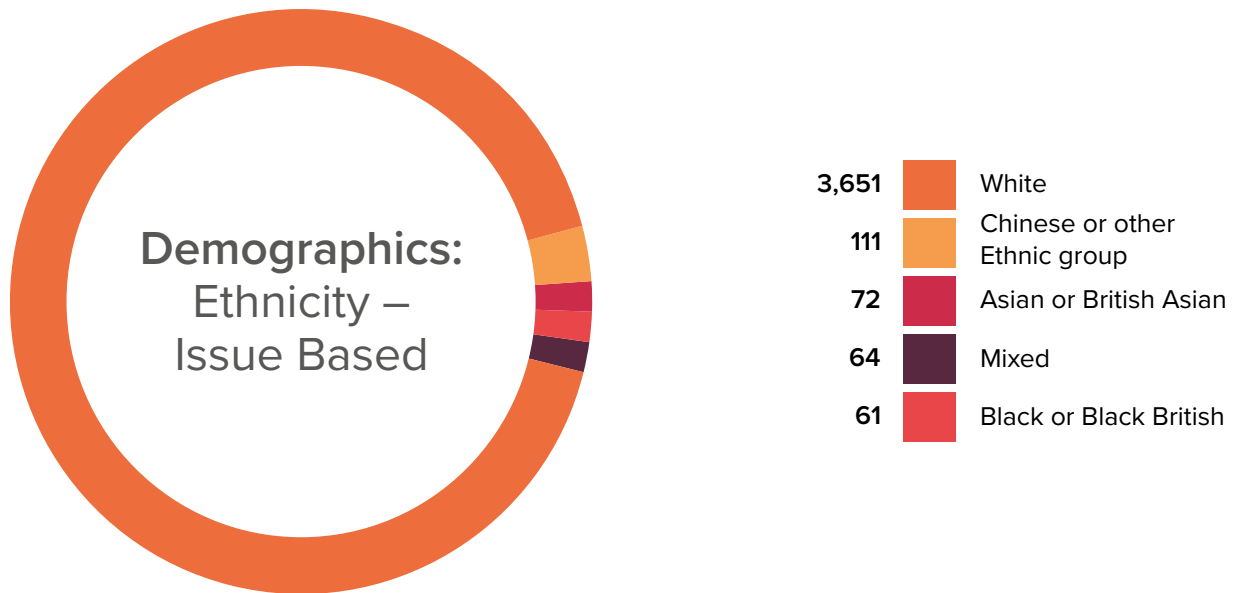
3b. Demographics: Gender – Issue Based



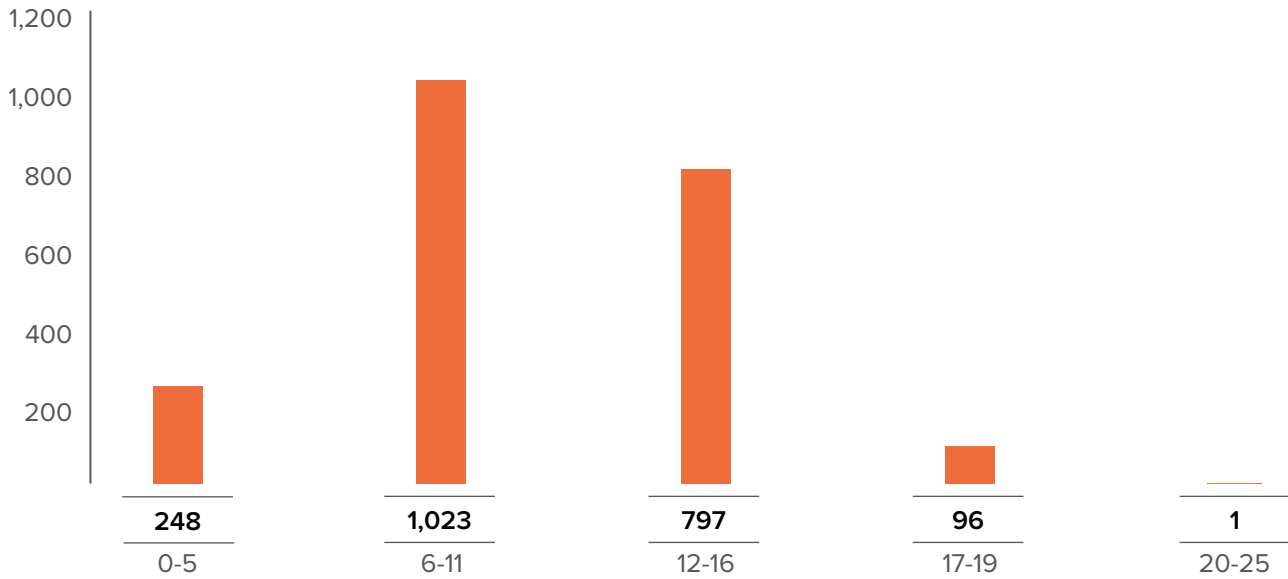
3c. Demographics: Ethnicity – Active Offer



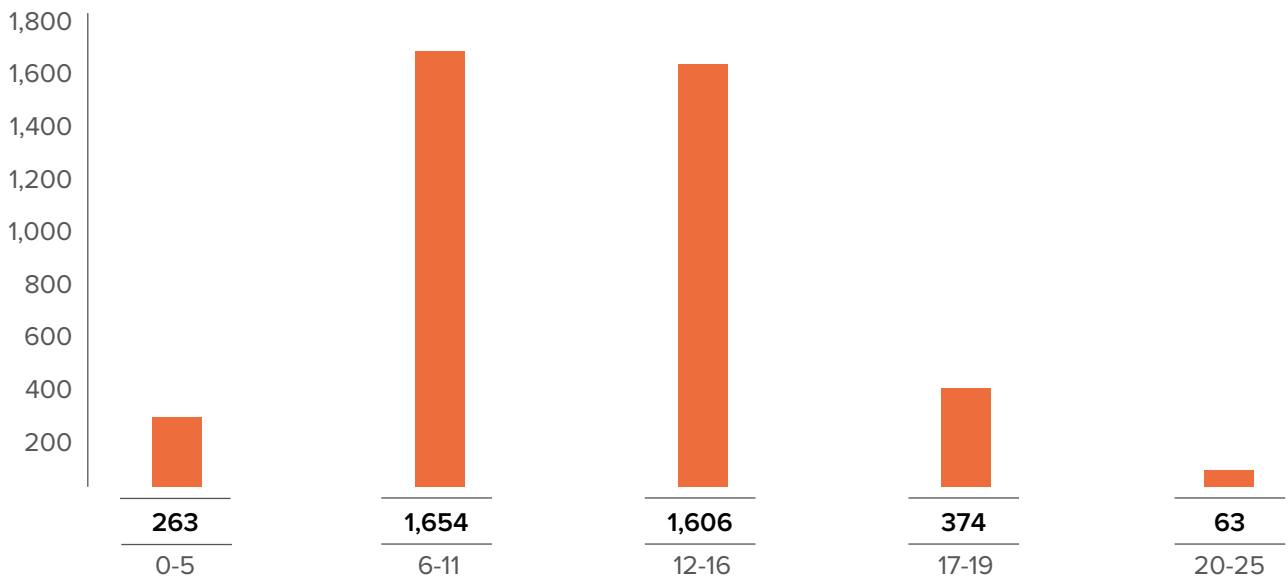
3d. Demographics: Ethnicity – Issue Based



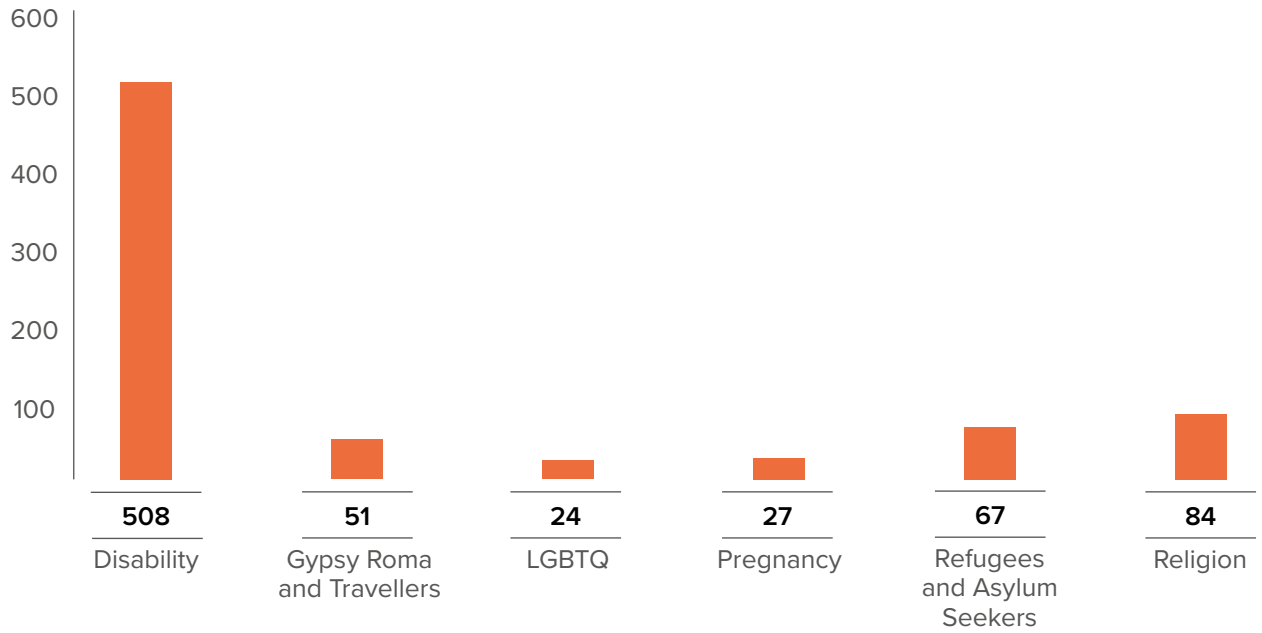
3e. Demographics: Age – Active Offer



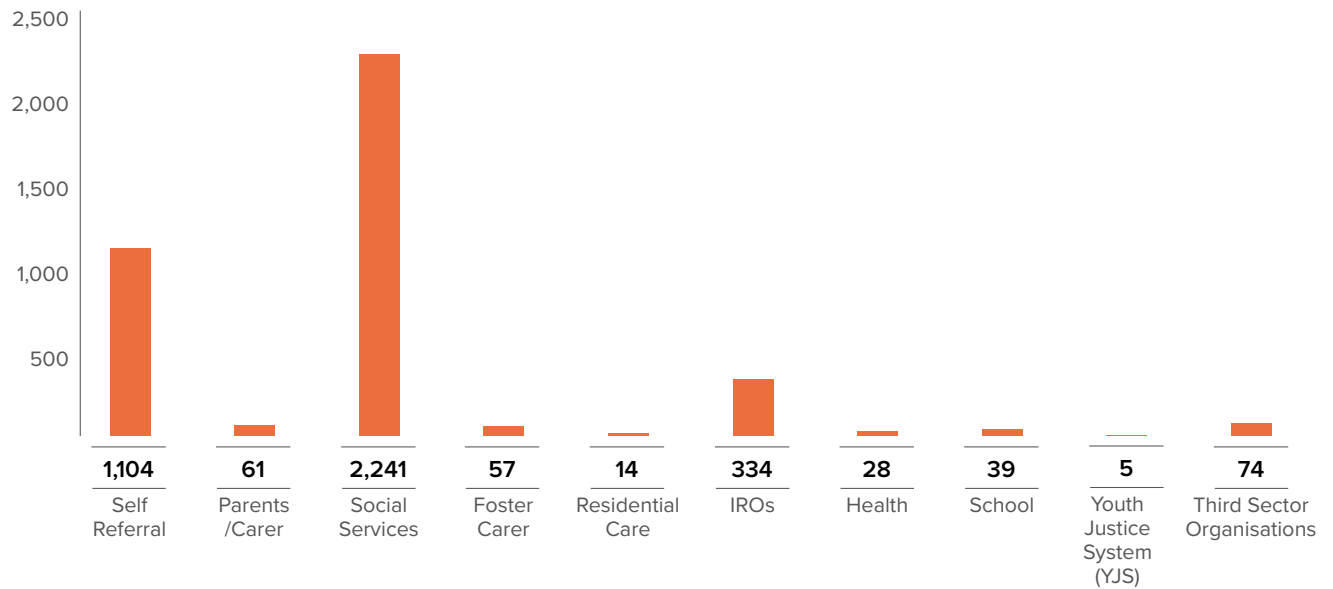
3f. Demographics: Age – Issue Based



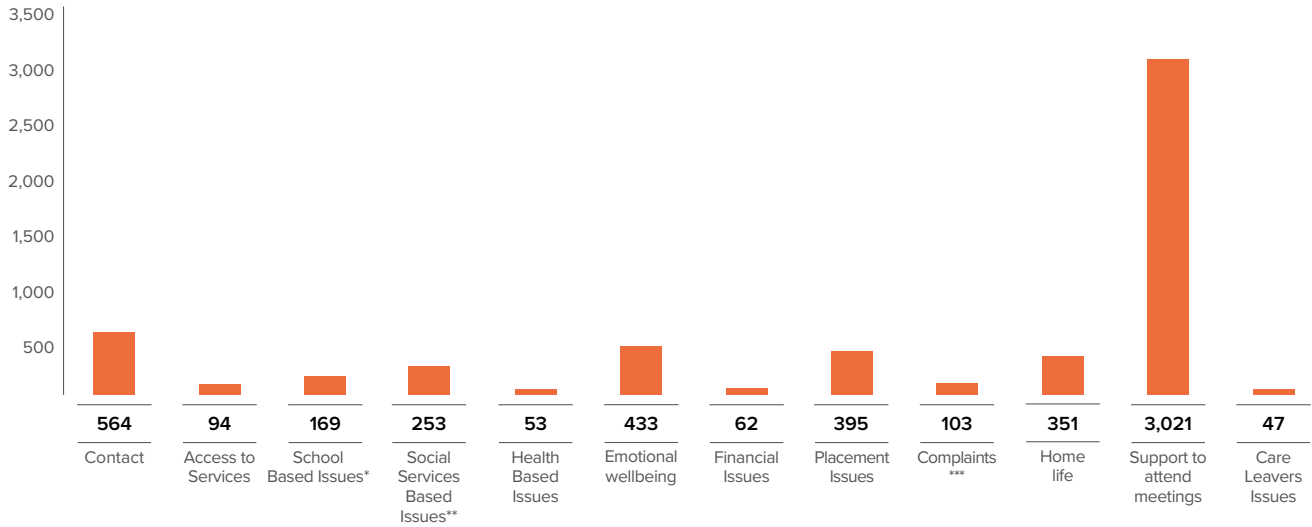
4. Protected Characteristics



5. Referral Source per young person – Issue Based only



6. Issues Presented

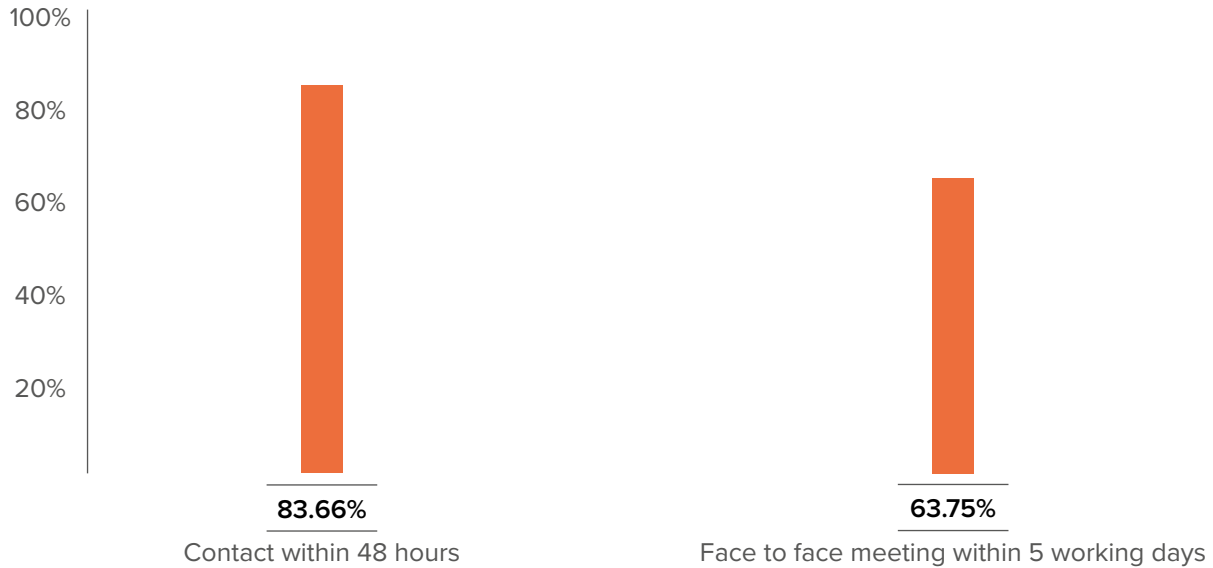


* School based issues including: Special Educational Needs (SEN)/Additional Learning Needs (ALN), exclusions, bullying, transport.

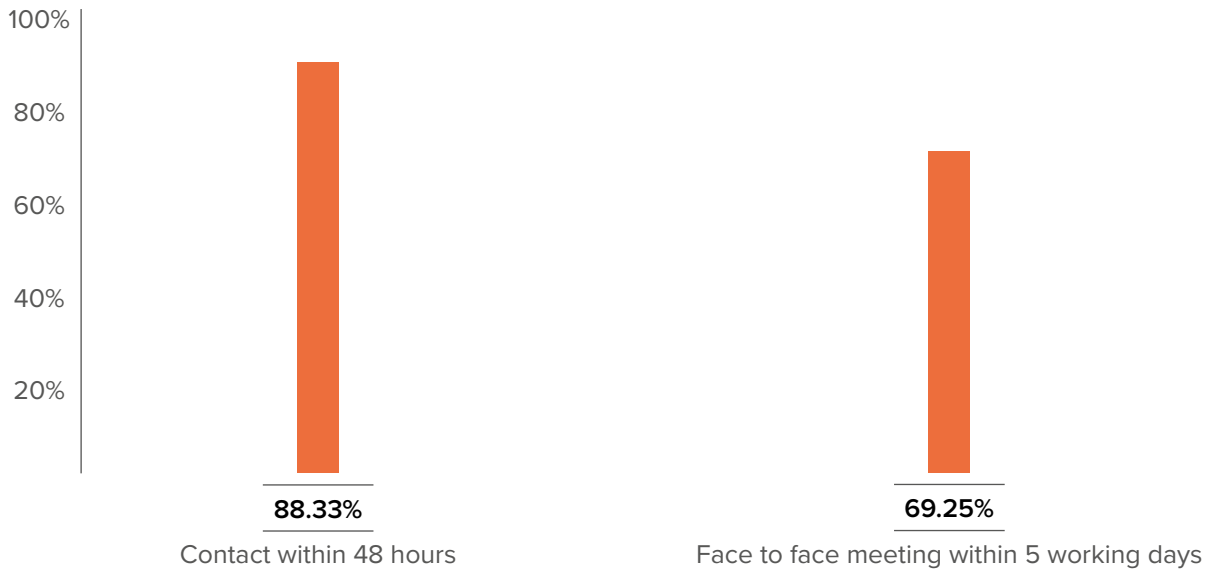
** Social Services based issues including: relationship with worker, care plan, service provided.

*** Complaints refer to any complaints made against statutory services, including Social Service, Police, Health, YJS.

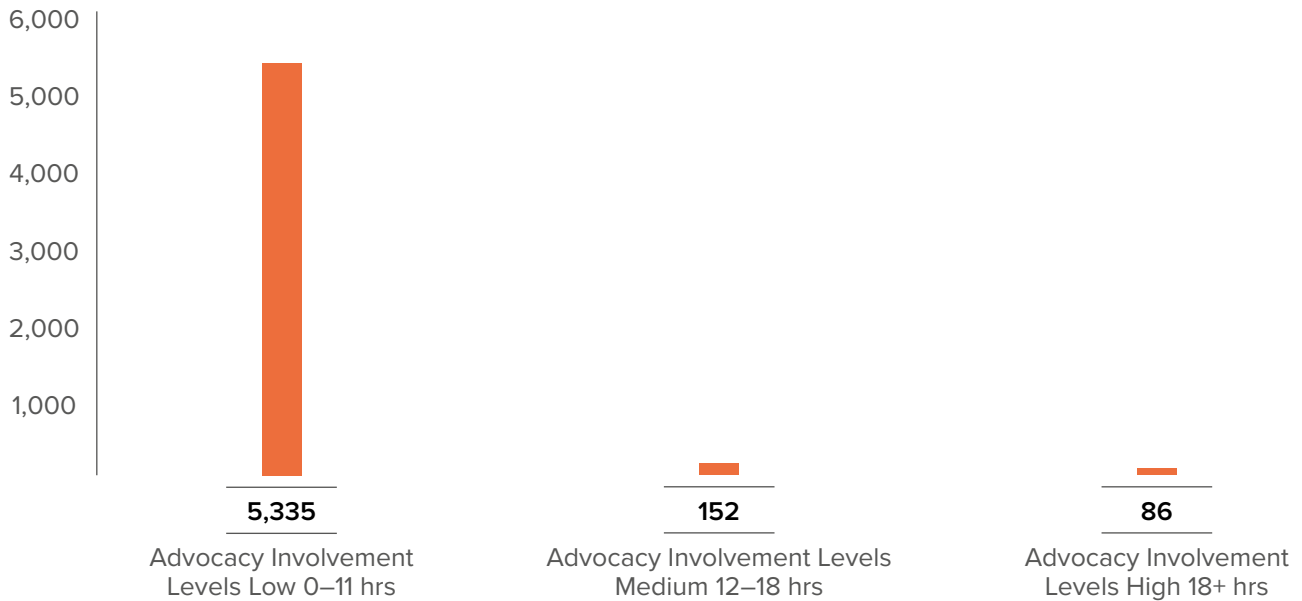
7a. Service Performance – Active Offer



7b. Service Performance – Issue Based



8. Level of Advocacy Intervention at point of Issue Closure



Annex C

Active Offer (AO) funding Allocations: 2017-2021

The implementation of the National Approach has been costed at between £1 million and £1.1 million. At the Children, Young People and Education Committee's Inquiry into Statutory Provision, the Cabinet Secretary for Communities and Children gave a commitment that Welsh Government (WG) would make a contribution of up to £550k to the Social Services Regional Collaboratives to deliver the active offer in full and support the approach. The rest of the funding will come from the Local Authorities' (LA) own funds. The distribution while the funding is provided as a grant will be in line with the formula applied to children's services which has been agreed by WLGA and ADSS Cymru.

Awarded Annual Costs	LA Ongoing Advocacy	LA Active Offer contribution	Total LA Ongoing Advocacy & LA Active Offer contribution	WG Indicative Grant Allocation Active offer 2017-18	WG Indicative Grant Allocation Active offer 2018-19	WG Indicative Grant Allocation Active offer 2019-20	WG Indicative Grant Allocation Active offer 2020-21	Total Indicative Grant Allocation Active offer 2017-21
	(2015 Range & Level Tool) method used to calculate out the Active Offer							
North Wales Region – Lead Gwynedd County Council								
Isle of Anglesey	£41,464	£6,199	£47,663	£10,653	£10,653	£10,653	£10,653	£42,612
Gwynedd	£73,976	£8,328	£82,304	£16,295	£16,295	£16,295	£16,295	£65,180
Conwy	£65,341	£8,312	£73,653	£17,459	£17,459	£17,459	£17,459	£69,836
Denbighshire	£45,108	£6,868	£51,976	£17,641	£17,641	£17,641	£17,641	£70,564
Flintshire	£52,537	£8,062	£60,599	£22,417	£22,417	£22,417	£22,417	£89,668
Wrexham	£69,855	£8,109	£77,964	£24,554	£24,554	£24,554	£24,554	£98,216
Total WG AO grant for region	£348,281	£45,878	£394,159	£109,019	£109,019	£109,019	£109,019	£436,076

Awarded Annual Costs	LA Ongoing Advocacy	LA Active Offer contribution	Total LA Ongoing Advocacy & LA Active Offer contribution	WG Indicative Grant Allocation Active offer 2017-18	WG Indicative Grant Allocation Active offer 2018-19	WG Indicative Grant Allocation Active offer 2019-20	WG Indicative Grant Allocation Active offer 2020-21	Total Indicative Grant Allocation Active offer 2017-21
	(2015 Range & Level Tool) method used to calculate out the Active Offer							
Gwent Region – Lead Caerphilly County Borough Council								
Caerphilly	£107,841	£12,620	£120,461	£37,580	£37,580	£37,580	£37,580	£150,320
Blaenau Gwent	£56,996	£7,458	£64,454	£16,186	£16,186	£16,186	£16,186	£64,744
Torfaen	£80,199	£10,329	£90,528	£19,669	£19,669	£19,669	£19,669	£78,676
Monmouthshire	£34,312	£4,479	£38,791	£9,595	£9,595	£9,595	£9,595	£38,380
Newport	£78,723	£11,819	£90,542	£35,145	£35,145	£35,145	£35,145	£140,580
Total WG AO grant for region	£358,071	£46,705	£404,776	£118,175	£118,175	£118,175	£118,175	£472,700
Mid & West Wales Region (MWW) – Lead Powys County Council								
Powys	£110,946	£13,300	£124,246	£15,105	£15,105	£15,105	£15,105	£60,420
Ceredigion	£43,683	£5,146	£48,829	£8,774	£8,774	£8,774	£8,774	£35,096
Pembrokeshire	£57,357	£9,111	£66,468	£19,422	£19,422	£19,422	£19,422	£77,688
Carmarthenshire	£91,803	£10,008	£101,811	£28,753	£28,753	£28,753	£28,753	£115,012
Total WG AO grant for region	£303,789	£37,565	£341,354	£72,054	£72,054	£72,054	£72,054	£288,216

Awarded Annual Costs	LA Ongoing Advocacy	LA Active Offer contribution	Total LA Ongoing Advocacy & LA Active Offer contribution	WG Indicative Grant Allocation Active offer 2017-18	WG Indicative Grant Allocation Active offer 2018-19	WG Indicative Grant Allocation Active offer 2019-20	WG Indicative Grant Allocation Active offer 2020-21	Total Indicative Grant Allocation Active offer 2017-21
	(2015 Range & Level Tool) method used to calculate out the Active Offer							
Western Bay Region (WB) – Lead Swansea Council Funding revised in April 2019 to reflect the move of Bridgend from WB Region to CTM Region								
Swansea	£164,561	£20,215	£184,776	£42,111	£42,111	£42,111	£42,111	£168,444
Neath Port Talbot	£136,617	£14,370	£150,987	£26,941	£26,941	£26,941	£26,941	£107,764
Bridgend	£100,536	£100,536	£201,072	£24,984	£24,984	£2,082	£0	£52,050
Total WG AO grant for region	£401,714	£135,121	£536,835	£94,036	£94,036	£71,134	£69,052	£328,258
Cwm Taf Morgannwg Region (CTM) – Lead Rhondda Cynon Taf County Borough Council Funding revised in April 2019 to reflect the move from WB Region to CTM Region								
Rhondda Cynon Taf	£236,459	£36,742	£273,201	£49,055	£49,055	£49,055	£49,055	£196,220
Merthyr Tydfil	£68,875	£7,182	£76,057	£14,121	£14,121	£14,121	£14,121	£56,484
Bridgend	£305,334	£43,924	£349,258	£0	£0	£22,902	£24,984	£47,886
Total WG AO grant for region	£305,334	£43,924	£349,258	£63,176	£63,176	£86,078	£88,160	£300,590
Cardiff & the Vale of Glamorgan (C&V) – Lead Vale of Glamorgan Council								
Vale	£45,154	£7,499	£52,653	£19,452	£19,452	£19,452	£19,452	£77,808
Cardiff	£225,408	£33,383	£258,791	£74,091	£74,091	£74,091	£74,091	£296,364
Total WG AO grant for region	£270,562	£40,882	£311,444	£93,543	£93,543	£93,543	£93,543	£374,172
TOTALS	£1,987,751	£350,075	£2,337,826	£550,003	£550,003	£550,003	£550,003	£2,200,012

Annex D

National Approach to Advocacy Task & Finish Group

Summary of Actions 2014-2015 Implementation

Date of meeting	Action	Update	Date completed
09/12/2014	Gabe Conlon to brief Naomi Alleyne on the decisions made at the meeting.		Completed.
	Hywel ap Dafydd (HaD) to provide a digest of current recommendations and undertake analysis of responses received from local authorities by 28 February 2015.	Active Offer was the primary outstanding recommendation.	Completed.
	George Jones (GJ) to clarify the scope of the project in terms of the 'active offer' and the expectation that every child in the care system would receive a visit from an advocate.		Completed.
	GJ to identify authorities involved in pilot study of the 'active offer'.	Ceredigion pilot commenced 1/01/15.	
	GJ and HaD to consider the points raised in the discussion about the 'active offer'.		Completed.
	GJ to advise Gabe Conlon (GC) of contact for Children & Young People's Advocacy Providers Group (CYPAPG).		Completed.

Date of meeting	Action	Update	Date completed
	GC to invite Children & Young People's Advocacy Providers Group (CYPAPG) and CSSIW to join the task and finish group.	Pam Clutton will represent CSSIW at future meetings. AL agreed to representation by 2 members from AWAPG.	Completed.
	GJ to suggest contact for the Children & Young People's Committee of the Assembly.		Completed.
	GC to prepare draft TOR for discussion and agreement.		Part completed/ carried forward (cf) to 27/02/15.
	GC to draft project.		Completed.
	GJ to identify a location, at Welsh Government Offices, Cathays Park for meeting on the 23 January and confirm details with GC.		Completed.
2015			
23/01/2015	GJ to discuss secondment situation and support requirements with Welsh Government.	GJ now functioning as dedicated Project Manager. ALR will provide Welsh Government support.	Completed.
	AL to contact CSSIW.		Completed.
	GJ to send invitation to Advocacy Providers forum.	GJ had met with SL and JM to update and explain remit of TF&G.	Completed.
	GJ to draft TOR/Principles statement.	Circulated for comment.	Completed.

Date of meeting	Action	Update	Date completed
	GJ to contact CASCADE regarding research and invite to take up membership.	GJ met with CASCADE. GJ suggested, in view of capacity issues within CASCADE. This should be addressed at a future meeting.	Part completed. Membership to be discussed at future meeting.
	GJ to circulate 'Missing Voices: Towards a National Approach for Advocacy'.	Missing Voices: Towards a National Approach shared with members.	Completed.
	HaD to clarify regarding wider circulation of 'Missing Voices: Towards a National Approach for Advocacy'.		Completed.
	GJ and HaD to work together to ensure clarity of terminology across components.	HaD and GJ had met and would continue to do so to ensure consistency of terminology.	Completed.
	GJ to circulate draft National Standards and Outcomes Framework (the Framework).	Work on development of the Framework is ongoing.	Completed.
	GJ to continue to develop the implementation plan and discuss the possibility of a workshop for the next meeting with Cascade.	Workshop at meeting 10/04/15.	Completed.
	GJ to liaise with AL for a suitable future meeting dates and circulate to the group.	Future dates/venues/ attendees agreed. List circulated March 2015.	Completed.
27/02/2015	ALR to amend meeting note (23/1/15) PE job title to Director of Social Services.	Amended.	Completed.
	GJ to meet Anne Crowley to discuss workshop and ask that accountability/governance be covered.	GJ met also email correspondence.	Completed.

Date of meeting	Action	Update	Date completed
	CASCADE as member of TF&G to be discussed at future meeting. (ALR)	Agenda item May meeting.	C/F.
	GJ to meet with future co-opted members to update on aims, progress etc.		Ongoing.
	GJ to offer to meet Pam Clutton (PC), Tracy Jelfs (TJ), Daisy Seabourne (DS) and Leighton Rees (LR) ahead of next meeting.	GJ met with DS & T/C with PC – March 19th meeting sufficient for TJ.	Completed.
	AL to agree Terms of Reference.	23/4 Updated to include additional outcomes identified during CASCADE workshop.	Completed.
	ALR to develop stakeholder list for Communications Plan and circulate for agreement.	Revised Plan circulated 31/03/15.	Completed.
	ALR to include R&I Bill (developments re advocacy) as a standing agenda item for future meetings.	Agenda item from April onwards.	Completed.
	Discussion at next meeting on setting up sub-group/workshop on the active offer (ALR).	Agenda item 11/04/15.	Completed.
	CT to share recent judgement from Lord Mumby (LM) with members.	Circulated 09/04/15.	Completed.
	GJ to amend the Performance Framework: cyp outcomes to be moved to the left hand side; Appendix A (the Framework) to be added.	Amends made.	Completed.
	CT to circulate key T&FG documents to Heads of Service for discussion at next Heads of Service meeting in March.	GJ attended HoCS 19/03/15.	Completed.
	GJ to send offer of meeting/briefing with LR.	Email sent 3/3/15 (above meeting may suffice).	Completed.

Date of meeting	Action	Update	Date completed
10/04/2015	ALR to amend Note of previous meeting P3-Active Offer-bullet 3.		Completed.
	Members to share draft Performance Framework as widely as possible. Feedback comments/suggested amends.		Completed.
	GJ to clarify: what a Care Pathway looks like; what is the distinction between LAC and CiN; whether Passported Groups still exist.	Information sent to members 23/4/15.	Completed.
	GJ to clarify eligibility for statutory advocacy support for: Young Carers (as CiN) for advocacy support; CiN with mental health issues; CiN in need of care and support; SEN; Health.	Information sent to members 23/4/15.	Completed.
	GJ to ask Albert Heaney to take forward/give steer on NHS representation on the Group.	AH response sent to members 23/4/15.	Completed.
	T&FG to develop script for wider consultation on activity. Agenda item May meeting.	Draft script sent.	In hand. Completed.
	DS to update Association of Directors of Education in Wales (ADEW).		
	T&FG to discuss/agree priority list for advocacy support and make representation to Welsh Government.		
	ALR to add Youth Workers to the 'Triangle of Need'.		Completed.

Date of meeting	Action	Update	Date completed
11/05/2015	TFG/HoCS to write to contacts in Health and Education (copy to SLG) to update on progress and invite engagement at a local/regional level. GJ to draft.	GJ drafted, CT agreed. Final version sent to TFG 28/5.	Completed.
	GJ to draft paper for Technical Group flagging up issue of cyp from o/s Wales, placed in Wales and unable to access advocacy services.	Paper sent to David Pritchard Welsh Government, SRO for the Regulation and Inspection of Social Care (Wales) Bill. 29/5.	Completed.
	SL to provide sentence to replace Gillick competency in the active offer paper.	Paper amended.	Completed.
	GJ to email Anne Crowley re representing CASCADE on TFG.		Completed.
	National Standards and Outcomes Framework (the Framework) to be shared with Welsh Government policy leads. ALR.		Completed.
	Draft Performance Framework to be shared with TFG.		Completed.
	GJ to speak to WLGA or ask external organisation to review the Performance Reporting template.		Completed.
	TFG to agree/have view on the membership of each Regional Collaborative/ commissioning partnership and their commissioning cycle by July meeting.		Completed.
	GJ to further explore involving Cordis Bright and to liaise/link with Welsh Government Policy lead and WLGA on the Population Needs Assessment under the Act.		Completed.

Date of meeting	Action	Update	Date completed
	GJ to ensure Cordis Bright factor in rurality weighting alongside other factors when calculating unit costs.		Completed.
	Cordis Bright to be invited to give presentation at future meeting.		Completed.
	Refine the Script for the Active Offer and re-circulate.		Completed.
	GJ to liaise with Naomi-for advocacy to be included on agenda at next meeting of ADSS Cymru June 12th.		Completed.
	Amend CYP version of the definition of the Active Offer.		Completed.
	ALR to identify new date for September meeting.		Completed.
09/10/2015	Action: CH to share with HoCs the key used on anonymised tables so they could self-identify.		

Summary of Actions 2018-2021 Monitoring

Date of meeting	Action	Update	Date completed
21/02/2018	Members agreed the TOR subject to removal of the wording SIPAS and inserting Independent professional advocacy services instead (Secretariat).	Welsh Government to include a further date and circulate revised copy to members.	Completed.
	Invite Debbie Jones (DJ), Voices from Care Cymru to become a member (Secretariat).	Welsh Government to contact.	Completed.
	Draft revised definition of active offer and circulate to members (Secretariat).	Welsh Government to draft revised definition of active offer circulated to Members.	Completed.
	Chair suggested and members agreed that it would be beneficial to re-visit the original proposals as to active offer, and to invite Phil Evans to the next meeting (Secretariat).	At 9.5.18 meeting decided to invite Dave Howes to attend the next meeting rather than Phil Evans. Members want Dave to be invited to all future meetings.	Completed.
	Gareth Jenkins (GJ) agreed to provide an initial draft of potential performance measures, which Welsh Government would share with Members, so Members could review, and agreed what the performance measure would be. Welsh Government & GJ. Welsh Government to circulate the draft from Gareth so members could come up with a broad list of what the performance measures would be.	Draft potential performance measures received and circulated for comments.	Completed.

Date of meeting	Action	Update	Date completed
	Welsh Government to look into whether the active offer criteria could be extended to include adoption disruption breakdown (Secretariat).	Discussed at meeting.	Completed.
	At a future meeting the Range and Level Toolkit to be revisited. Need to have clearer guidance on the split between active offer and development.	To be arranged for the next meeting Agenda item for 23 November.	Completed.
09/04/2018	DJ had some comments, which were not related to the draft definition, but were in relation to statutory advocacy, peer advocacy etc. AD suggested that she circulate them to the Chair after the meeting DJ.	DJ to email comments to Chair. Comment sent to Chair, item to be discussed at the Technical Group on the 3rd August.	Completed.
	Welsh Government to update Annex B of the Framework using the narrative from the draft definition of active offer document and circulate to Members (Secretariat).	To be arranged and circulated to Members.	Completed.
	It was agreed that a Task & Finish Sub-Group be convened, to interpret and review the National Performance Template (Secretariat).	Welsh Government to request nomination for sub-group. Sub-group met on 1.5.2018 and will feed back to next T&FG meeting on 26 June.	Completed.
	Practice Standards for IRO's have been updated.	Practice standards have been updated and final draft expected on 22 June.	Completed.
	Members who were present provided an update for their regions Regional Leads (RLs).	Regional leads to email an update to Ruth Akers (RA).	Completed.

Date of meeting	Action	Update	Date completed
26/06/2018	It was agreed to invite Dave to all future meetings in his role as ADSS Cymru Advocacy Lead AP – It was agreed to invite Dave to all future meetings in his role as ADSS Cymru Advocacy Lead (Secretariat).	Letter sent to DH.	Completed.
26/06/2018 & 17/09/2018 (update)	GJ will arrange for the Report to be revised further and create the database and Welsh Government will circulate to the Group.	Circulated with Agenda for 17/9/2018 meeting. (Update) GJ updated the members on the database creation. It was unclear whether the database will work outside Caerphilly. To be tested by SL and SD. If it does not work Welsh Government will need to consider creating a database that is accessible to all.	Completed.
26/06/3018 & 17/09/2018 (update)	It was agreed that the Report should be accepted and available for use by the 3rd quarter. All members.	Will be updated when Report is available. Agreed at 17.09.18 meeting that the Report will be piloted from Q3. Update – GJ to send the National Reporting Template to NYAS and TGP to test. SD and SL to let LP and RA know if it was successful or not.	Completed.

Date of meeting	Action	Update	Date completed
17/09/2018	A separate meeting with the Regional Leads and Finance Officers with complete the Grant Monitoring Reports, to discuss discrepancies and issues. (Secretariat).	Welsh Government. Meeting held 8 October. Revised template issued and agreed and now in use.	Completed.
	Health board boundary change implications for Bridgend advocacy commissioning and service level agreements.	Welsh Government to discuss this further with Bridgend CBC.	Completed.
23/11/2018	NW to submit a written update Anne Flanagan (AF).	Update provided at 5.4.2019 meeting.	Completed.
	National Report – It was agreed that members consider who it should be circulated to and bring back their proposals to the next meeting.	Agenda item for next meeting (see AP's 26 & 27).	
	All members Active Offer Guidance – definition relating to Child Protection issues. Welsh Government to revise the definition and circulate to the whole group for confirmation that they are all in agreement.	Revised and issued.	Completed.
	Use of Range and Level Toolkit Ann Batley (AB) to consider as part of the current Cwm Taf commissioning process and feedback. (AB)	Agenda item for next meeting.	Completed.
	Next meeting of 22/1/2019 to be changed. A revised date will be circulated early in the New Year. (Secretariat).	Meeting arranged for February. Revised to April.	Completed.

Date of meeting	Action	Update	Date completed
2019			
05/04/2019	Circulation of All Wales Report. Sean O'Neill (SO) will draft a protocol on sharing the All Wales report information and bring back to the group. AH suggested that ADSS Cymru could formally own the information and that the information provided should remain objective, factual and descriptive, particularly if it is to be incorporated into the Local Authority Performance and Improvement Framework in due course. (SO)	Update at 18.10.2019 meeting – The Group welcomed the opportunity to draft a 'protocol' or 'all wales plan' but agreed that further work was required in advance of this to: a) Review and update existing documents produced as part of the National Approach (2016). b) Identify and respond to the gaps amongst the existing suite of documents produced as part of the National Approach.	OPEN (this action will c/f to the National Forum Group).
	Circulation of All Wales Report. Sharon Lovell (SL) indicated that the Advocacy Providers Group would work on producing a list of recipients for this information and report back to the Task and Finish Group. (SL)	As above.	OPEN (this action will c/f to the National Forum Group).
	Range and Level Toolkit. Joanna Harris (JH) said she is happy to take work forward in this area, when the Powys review their contract. (JH)	Update at 18.10.19 meeting This action point will be taken forward when Powys Review their Contract.	OPEN (this action will c/f to the National Forum Group).
	Service Specification. David Howes (DH) agreed to take the service specification back to ADSS Cymru with a view to considering its fitness for purpose. (DH)	Update provided at 18.10.2019 meeting (recorded in minutes).	Completed.

Date of meeting	Action	Update	Date completed
18/10/2019	Working group be reconvened to look at suggested improvements to the Reporting template to take account of the current situation. (Secretariat)	Meeting arranged for 10 December – Gareth Jenkins-Chair; Sarah Durrant, Sharon Lovell.	Completed.
	Secretariat to discuss with Dave Howes (DH) whether it was feasible to reconvene the commissioners group to discuss the points raised in the CYAPG document. (Secretariat)	A meeting arranged 20 December to discuss how to progress.	Completed.
2020			
13/03/2020	Budgets & finance – clarity paper – providing evidence of what was agreed when the National Approach was agreed in 2017, to include clarifying the historic funding from Welsh Government. (Secretariat)	Paper tabled for 23/7/2020.	Completed.
13/03/2020	Sarah Durant (SD) to update and circulate a final revised Template to include suggestions made at the meeting, and circulate a final version to members. (SD)		Completed.
13/03/2020	Chris Francis (CF) to further revise the service Specification and circulate to members. Members to respond to CF by 27 March. (CF)	Tabled for sign off at 23/7/2020 meeting. – Members requested time to consider. See AP 39.	Completed.

Date of meeting	Action	Update	Date completed
13/03/2020	Future arrangements.	Welsh Government to prepare a paper for the final meeting looking at scoping out possibilities for any future group, future arrangements and scoping out. (Secretariat) Paper to be resubmitted at November meeting see AP 41.	Completed.
13/03/2020	Welsh Government to prepare a clarity paper – Commissioning Framework Guidance. (Secretariat)	See AP 40	Completed.
13/03/2020	Budgets & finance – Welsh Government to prepare a clarity paper – providing evidence of what was agreed when the National Approach was agreed in 2017, to include clarifying the historic funding from Welsh Government. (Secretariat)	Draft paper presented at 23/7/2020 meeting. To be populated and available for the next meeting in November, date to be agreed. See also AP 41.	Completed.
23/07/2020	Regional Report – SD said that the statistics covering the initial COVID-19 period would be available by mid-August. (SD)	SD to share the report with RA who will circulate to the members Enclosed with Agenda for 20.11.20 meeting.	Completed.
23/07/2020	Service Specification – SD stated that she felt there was not enough reference to non-instructed advocacy in the document and asked if the group wanted to consider inclusion, as previously it was included in an appendix.	SD agreed that she would be happy to provide CF with an introductory paragraph for inclusion.	Completed.
23/07/2020	Service Specification – It was agreed that members could have some further time to look at the Service Specification as a couple of the regions were ready to recommission, a timescale of 2 weeks was given with the aim for the document to be finalised and agreed within the next 3 weeks (by 13th August).	Members to feed back any comments to CF by 13 August. (Agreed Service Specification issued to members 8/9/20).	Completed.

Date of meeting	Action	Update	Date completed
23/07/2020	Commissioning Framework paper – Members to provide feedback on paper including comments on the Rationale and any comments relating to the Range and Level Tool.	To be provided to the Secretariat by mid-September (11 September) in order to present the final paper at the next meeting in November 2020. (feedback tabled for 20/11/20 meeting).	Completed.
23/07/2020	Legacy paper – Members to provide feedback including on the Rationale and comments relating to the Range and Level Tool. Paper to be re-presented at November meeting.	Members to provide feedback to the Secretariat by 11 September. (final document circulated 20/11/20).	Completed.
23/07/2020	Secretariat to issue AP's by mid-August few weeks before the next meeting. Would like November to be the final meetings before we go to the new group.	Draft minutes & AP's circulated to members 4/8/20.	Completed.
23/07/2020	Secretariat to circulate dates for a November meeting.	Email sent to members 30/7/20.	Completed.
20/11/2020	Secretariat to revisit action points section of the Legacy document.		Completed.
20/11/2020	Draft TOR to share after the meeting.	Circulated to members via Email 26/11/20 any comments to secretariat by 21/12/20.	Completed.
20/11/2020	Get a date in early January for a meeting.	Email circulating dates sent to members 30/11/20.	Completed.

Date of meeting	Action	Update	Date completed
2021			
25/01/2021	Draft minutes of 20/11/20.	Members to provide comments to secretariat by close of play on Wednesday 27th January.	Completed.
25/01/2021	Documents which reflect the National Approach that should be available on websites.	Secretariat to double check with members which documents they feel should reflect the National Approach. Email sent to secretariat – 2 members confirmed.	Completed.
25/01/2021	Legacy document.	Legacy document to be updated to include any actions from this meeting, and circulated to members as a final version before submitting to design team.	Completed.
25/01/2021	Dates for new group during 2021. First meeting to be held in June and to be 6 monthly.	Secretariat to circulate diary marker for 2021 meetings. 2 dates set up 11 June and 10 December.	Completed.
25/01/2021	Revised TOR to be finalised and circulated to members prior to next meeting.	Revised TOR to be circulated prior to next meeting.	Completed.
25/01/2021	EF CCfW to send link to the CCfW Coronavirus and me, Survey Secretariat to circulate to the group/stakeholders.	Secretariat to circulate. Email sent 26/1/21.	Completed.

Glossary of Terms

Active Offer (AO)

All Wales Advocacy Providers Group (AWAPG)

Association of Directors of Social Services (ADSS Cymru)

Brought Forward from previous Quarter – (BF from previous Quarter)

Care and Social Services Inspectorate Wales (CSSIW) since 2018 referred to as Care Inspectorate Wales (CIW)

Children and young people (CYP)

Children’s Commissioner for Wales (CCfW)

Children on the Child Protection Register (CPR)

Children in Need (CiN)

Children Looked After (CLA) previously referred to as Looked after Children (LAC)

Continuing and Carried Forward (Continuing and CF)

Foster Carer Local Authority (Foster Carer LA) A

Grant award letter (GAL)

Heads of Children’s Services (HOCS)

Issue Based Advocacy (IBA)

Independent Professional Advocate (IPA)

Independent Reviewing Officer (IRO)

Local Authorities (LA)

Ministerial Advice Group (MAG)

National Approach to Statutory Advocacy (National Approach)

National Standards Outcomes and Performance Framework/ National Standards and Outcomes Framework (the Framework)

National Provider Forum (NPF)

New referrals of which are Children Looked After (CLA)

New referrals of which are Additional Learning Needs (ALN)

Regional Provider Fora (RPF)

Special Educational Needs (SEN)

Statutory Independent Professional Advocacy Services (SIPAS)

Task & Finish Group (T&FG)

Terms of Reference (TOR) United Nations Convention on the Rights of the Child (UNCRC)

Welsh Government (WG)

Welsh Local Government Association (WLGA)

Youth Justice Service (YJS)