1. Overview of Project

Why are you doing this, what problem(s) are you trying to solve and what do you expect to achieve?

The Vulnerable Families project will seek to identify those families which require support and interventions from a number of statutory and third sector partners. The aim will be to develop a more integrated approach to maximise resources, reduce costs and provide a more effective joined-up service for families.

The project will utilise the methodology used by Troubled Families in England which has focussed interventions on those families which have been referred by specialist agencies as having 2 of the 6 following problems:

- parents and children involved in crime or anti-social behaviour
- children who have not been attending school regularly
- children who need help
- adults out of work or at risk of financial exclusion and young people at risk of worklessness
- families affected by domestic violence and abuse
- parents and children with a range of health problems

The intention will be for partner organisations to work with families in ways the evidence shows is more effective, such as:

- joining up local services
- dealing with each family’s problems as a whole rather than responding to each problem, or person, separately
- appointing a single key worker to get to grips with the family’s problems and work intensively with them to change their lives for the better for the long term
- using a mix of methods that support families and challenge poor behaviour

Phase 1 of the project will focus on:

- the analysis of families in Cardiff which meet 2 or more of the identified criteria. This will involve establishing an Information Sharing Protocol across partner organisations including the City of Cardiff Council, Cardiff & Vale UHB and South Wales Police.
- mapping of existing resources across the city (including Integrated Family Support, Families First, Flying Start, Team around the Family, Independent Domestic Violence Advocates, Key Workers, Learning Coaches, Health Visitors etc) which could be utilised to support more targeted interventions on vulnerable families.
2. **What is the authority to undertake this Project?**
   *Links to Corporate Objectives, Service Area Business Plan, relevant Strategy or Report*

The Cardiff Partnership Board agreed to undertake a Vulnerable Families Project at its meeting on 17th October 2014. In addition, the Cardiff & Vale of Glamorgan Joint LSB identified the project as one of the key workstreams in the Work Programme agreed on 28th October 2014. As such, the need for increased targeted action across partners on vulnerable families will be an identified priority within the ‘refreshed’ Statutory What Matters Single Integrated Plan.

The focus on vulnerable families is also consistent with the City of Cardiff’s Corporate Plan 2015-2017 which includes a priority of ‘Supporting Vulnerable People’.

3. **Additional Information**
   *This could include anticipated sources of funding, costs, resources, known risks, special instructions and timescales*

An initial meeting has taken place between partners and the Troubled Families Co-ordinator in Bristol City Council in December 2014 to learn more about their experiences in England. Contact has also been established with Manchester City Council.

The data analysis element of Phase 1 will require the commitment from senior managers across partners to enable the establishment of an Information Sharing Protocol and subsequent sharing of data to develop the profile of families in Cardiff. Bristol City Council has shared their ISP which can be adapted for use in Cardiff.

Funding has been identified within the Families First Programme for 2015/16-2016/17 to support a Vulnerable Families Co-ordinator to support the project. This post will be recruited once the necessary job creation process has been completed.

4. **Next Steps**
   *Detail the next steps (e.g. activities needed for Project initiation)*

The next steps will be to establish a small multi-agency Project Team oversee the data collection exercise and develop the Information Sharing Protocol.
### Project Mandate

#### Document History

<table>
<thead>
<tr>
<th>Date</th>
<th>Version</th>
<th>Author</th>
<th>Amendments</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Assurance Comments:

<table>
<thead>
<tr>
<th>Assured by:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Approval to Proceed to Next Stage

<table>
<thead>
<tr>
<th>Approved by Project Executive:</th>
<th>Project Reference:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Decision Ref:</td>
</tr>
<tr>
<td>Date Approved by Programme Board:</td>
<td>Decision Ref:</td>
</tr>
<tr>
<td>Date Approved by BCM (if applicable):</td>
<td>Decision Ref:</td>
</tr>
<tr>
<td>Decision</td>
<td>Request Amendment</td>
</tr>
<tr>
<td></td>
<td>Approved for Project Initiation</td>
</tr>
</tbody>
</table>

**Comments**