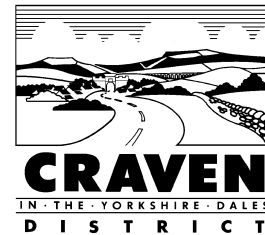


Policy Committee – 15 December 2015



CRAVEN COMMUNITY REVISED SAFEGUARDING POLICY & PROCEDURES

Report of the Chief Executive
Lead Member : Richard Foster

Ward(s) affected: All

1. **Purpose of Report** –

The report seeks approval for a revised Safeguarding Policy & Procedures and for formal adoption of the Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy and Procedures.

Recommendations –

Members are recommended to:

- 2.1 Note the content of the report
- 2.2 Approve the revised Safeguarding Policy and Procedures set out in Appendix A
- 2.3 Formal adoption of the Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy and Procedures 2015 attached at Appendix B

2. **Background**

- 3.1 Craven District Council has a duty to ensure that its functions, and any services provided on its behalf, are discharged with regard to the need to safeguard and promote the welfare of children as set out in Section 11 of the Children Act 2004.
- 3.2 The council also has a duty under the Care Act 2014 to work with partners to ensure that adults at risk of abuse receive protection and support.
- 3.3 At a County level safeguarding is overseen by two strategic partnerships these are the North Yorkshire Safeguarding Children's Board (which is a statutory requirement of the Children Act 2004) and the North Yorkshire Safeguarding Adults Board (which is a statutory requirement under the new Care Act 2014).
- 3.4 North Yorkshire County Council is the lead authority with responsibility to safeguard children and adults at risk but District Councils also contribute to improving outcomes for children and adults at risk through functions such as Housing & Homelessness, Licensing, Environmental Health, Sports & Leisure, Community Safety, Community Engagement and Revenues & Benefits.
- 3.5 The Council has had a Safeguarding Policy and Procedures since July 2010.

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This integrated policy and procedures reflects the Council's responsibilities to both children and adults at risk and sets out how we will meet them. In order to ensure that all staff are aware of their Safeguarding responsibilities the following measures are in place:-

- The Policy and Procedures sets out which key members of staff have specific safeguarding responsibilities and provides contact details so that all staff and Members can contact them to discuss concerns.
- A safeguarding leaflet has been produced for distribution to all staff (especially those who do not use computers as part of their job) and Members explaining what steps to take if they have a safeguarding concern.
- All new staff are required to complete an online Safeguarding basic awareness course and are required to read the Council's Safeguarding Policy and Procedures.
- As part of their annual performance review existing staff are asked if they have undertaken safeguarding training.
- At induction or annual review managers are required to identify whether staff require any additional safeguarding training in relation to their specific post and inform HR.
- When recruiting new staff HR follow Safer Recruiting best practice.

- 3.6 In line with the need to review this policy on a regular basis and due to changes in relevant legislation and guidance, (in particular the Care Act 2014), a revised policy and procedures have now been developed.
- 3.7 The revised policy and procedures is set out in Appendix A to this report and has been developed in consultation with District Council Safeguarding Lead Officers Liaison Group which includes representatives of North Yorkshire Safeguarding Children's Board and the North Yorkshire Safeguarding Adults Board.
- 3.8 The attached policy confirms the Council's zero tolerance approach to abuse, and reaffirms our commitment to ensuring that allegations, disclosures or suspicions of abuse are dealt with appropriately, and that victims of abuse are supported.
- 3.9 The procedure sets out how the Council will ensure this commitment is delivered; primarily through its staff, (through appropriate recruitment, employment and training), together with effective procedures for identifying and referring potential cases of abuse to the relevant statutory agency.
- 3.10 The revised policy and procedure will be embedded through appropriate awareness raising and training to staff, volunteers and Members.
- 3.11 The Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy and Procedure 2015 attached at Appendix B has also been developed in response to the Care Act 2014 and replaced the previous North Yorkshire Safeguarding Adults Policy and Procedure 2009.
- 3.12 During December 2015 the Council will be required to carry out self-assessments of their Children and Adults at Risk Safeguarding policies, procedures and work plans.

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Following completion of these two audits an action plan will be developed for any areas where further work is required. This action plan will also set out how staff, volunteers and Members will be made aware of the Councils revised Safeguarding Policy and Procedures and Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy and Procedure.

3.13 **Conclusion**

The Council has a duty, under the Childrens Act 2004 and Care Act 2014, to ensure its functions, and services provided on its behalf, are discharged with regard to the need to safeguard and promote the welfare of children and adults at risk of abuse.

3.14 The Safeguarding Policy and Procedures in Appendix A set out how the Council will fulfil these commitments.

3.15 Members are therefore requested to:-

- 1) Note the content of the report
- 2) Approve the Safeguarding Policy and Procedures set out in Appendix A
- 3) Formally adopt the Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy and Procedure attached at Appendix B.

Implications

4 Implications

Financial and Value for Money (vfm) Implications

Whilst basic awareness training is free there may be a cost implication to provide advanced training for staff with key safeguarding and wellbeing responsibilities.

4.1 Legal Implications

Craven District Council has a duty to ensure that its normal functions are discharged having regard to safeguarding and promoting the welfare of children in the area as set out in Section 11 of the Children Act 2004 and to meet requirements of the Care Act 2014. Adoption of this Policy & Procedures will set out the Councils commitment to meeting these duties and requirements.

4.3 Contribution to Council Priorities

Ensuring that the Council meets its Safeguarding duties supports its priority to work with communities and improve the opportunities available to residents. It also supports the corporate values to treat everyone with respect and act with integrity and honesty.

4.4 Risk Management –

The Council has had a Safeguarding Policy and Procedures since July 2010. In line with the need to review this policy on a regular basis, a revised policy and procedures have now been developed to cover safeguarding for both children and

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adults at risk. This will continue to ensure that the Council has policies and procedures in place to mitigate risks associated with its duties under Section 11 of the Children Act 2004 and in meeting the requirements of the Care Act 2014.

5. **Consultations with Others** –

The policy and procedures set out in Appendix A to this report have been developed in consultation with District Council Safeguarding Lead Officers Liaison Group which includes representatives of North Yorkshire Safeguarding Children's Board and the North Yorkshire Safeguarding Adults Board.

6. **Access to Information: Background Documents** –

7. **Author of the Report** –

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8. **Appendices** –

Appendix A – Craven District Council Children & Adults At Risk Safeguarding Policy and Procedures

Appendix B – Safeguarding Adults West and North Yorkshire & York Multi-Agency Policy & Procedure (if you wish to receive a paper copy of this Appendix, please contact Democratic Services).