

COMMUNITY AND SOCIAL AFFAIRS COMMITTEE

13 NOVEMBER 2013

REPORT OF HEAD OF COMMUNITIES AND NEIGHBOURHOODS

THE LEICESTERSHIRE DISTRICT AND BOROUGH COUNCIL'S POLICY & PROCEDURES FOR CHILD SAFEGUARDING AND THE PROTECTION OF ADULTS IN NEED OF SAFEGUARDING

1.0 PURPOSE OF REPORT

- 1.1 To present to members the revised version of the Leicestershire District and Borough Council's Child Safeguarding and Welfare Policy and Procedures and Melton Borough Council's Policy and Procedures for Concerns regarding the Welfare of an Adult and the Protection of Adults in need of Safeguarding

2. RECOMMENDATIONS

- 2.1 **Members approve the Leicestershire District and Borough Council's Child Safeguarding and Welfare Policy and Procedures (Appendix A)**
- 2.2 **Members approve the Melton Borough Council's Policy and Procedures for Concerns regarding the Welfare of an Adult and the Protection of Adults in need of Safeguarding (Appendix B)**
- 2.3 **Members approve the Melton Borough Councils Safeguarding Training Plan (Appendix C)**
- 2.4 **Members approve that the Chief Executive will have delegated authority to approve future annual updates of the policies**

3.0 KEY ISSUES

- 3.1 The Leicestershire District and Borough Council's Children's and Adults Safeguarding Policies and Procedures have been refreshed following the new Working Together to Safeguard Children 2013 guidance and to reflect new referral processes within CYPS through First Response.
- 3.2 The Leicestershire District and Borough Council's Children's and Adults Safeguarding Policies and Procedures are for Melton Borough Council staff, elected members, volunteers or anyone working on behalf of, delivering a service for or representing the Council.
- 3.3 Historically the safeguarding policy in place across the districts was a joint policy covering children and adult safeguarding. Previous versions of the policy have also been more heavily child focussed. By separating the child and adults safeguarding policies and procedures a greater focus is given to adult specific safeguarding policies and practice. Staff from across the districts have welcomed this change.
- 3.4 A safeguarding training package has been developed across the Leicestershire District Councils into three levels; Gold, Silver and Bronze. Nominated individuals from each district have been trained as 'train the trainers' who will then be able to deliver these three levels of safeguarding training to all staff within their organisation. The safeguarding training package incorporates the updates to the policies and new guidance from Working Together 2013 as well as the improved focus on adult safeguarding procedures.
- 3.5 The legal obligations concerning children and young people are underpinned by Section 11 of the Children Act 2004. Section 11 of the Children Act 2004 places a duty on; Local authorities and district councils that provide Children's and other types of services, including children's and adult social care services, public health, housing, sport, culture

and leisure services, licensing authorities and youth services and a range of organisations and individuals to ensure their functions, and any services that they contract out to others are discharged having regard to the need to safeguarding and promote the welfare of children. At an organisational or strategic level the key features are;

- The welfare of children and young people is the primary concern
- All children and young people have the right to protection from abuse
- Local Agencies, including those in universal services and those providing services to adults with children, should understand their role in identifying emerging problems and sharing information with other professionals to support early identification and assessment. (*Working Together 2013*)
- It is everyone's responsibility to report any concerns about abuse
- Professionals working in universal services have a responsibility to identify the symptoms and triggers of abuse and neglect, to share that information and work together to provide children and young people with the help they need. (*Working Together 2013*)
- All incidents of alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately
- All personal data will be processed in accordance with the requirements of the Data Protection Act 1998

3.6 The Policy and Procedures for Concerns regarding the Welfare of an Adult and the Protection of Adults in need of Safeguarding is underpinned by No Secrets 2010 which sets out a code of practice for the protection of vulnerable adults. The policy is based on the following principles; All adults in need of safeguarding have the right to live their lives free from abuse of any description, all agencies and individuals that have contact with adults in need of safeguarding have a duty to protect them from abuse, where abuse is reported or suspected by any person, in any agency, the response will be prompt and in line with multi agency procedures. At an organisational or strategic level the key features are;

- The welfare of adults in need of safeguarding is the primary concern.
- All adults in need of safeguarding, irrespective of their age, culture, disability, gender, language, racial origin, socio-economic status, religious belief and/ or sexual orientation have the right to protection from abuse.
- It is everyone's responsibility to report any concerns about abuse.
- All incidents of alleged poor practice, misconduct and abuse will be taken seriously and responded to swiftly and appropriately.
- All personal data will be processed in accordance with the requirements of the Data Protection Act 1998.
- The terms staff, elected members and volunteers is used to refer to employees, district councillors, volunteers and anyone working on behalf of, delivering a service for, or representing the Council.

The adoption of the proposed policies incorporates the key features as outlined in Section 3.5 and 3.6 above and will ensure and embed the duty to safeguard children and vulnerable adults within Melton. To manage the implementation of the policies and procedures a structure involving trained Designated Safeguarding Officers, a Lead Professional and a Senior Lead Officer will communicate to the Chief Executive and also through to the Leicestershire & Rutland Local Safeguarding Children Board.

3.7 Melton Borough Council is a statutory agency of the Leicestershire and Rutland Local Safeguarding Children's Board (LSCB) as defined in Section 13 of the Children Act 2004.

3.8 To increase sustainability, the established joint working arrangements between the Leicestershire districts will ensure that adequate resources are in place to review the policy on a regular basis; this will guarantee that it meets legislative and best practice requirements. Equally, the strength of this approach is that single policy implementation

across the districts will simplify the process for employees who move between authorities. This approach is also supported by the NSPCC and Leicestershire County Council.

4.0 POLICY & CORPORATE IMPLICATIONS

4.1 This policy links directly into the council's priority of Improving the Wellbeing of Vulnerable People, and Melton's Sustainable Community Strategy priority of working with young people to make a positive contribution.

5.0 FINANCIAL & OTHER RESOURCE IMPLICATIONS

5.1 Staff time will be required to train all members of staff and elected members at the relevant level.

6.0 LEGAL IMPLICATIONS/POWERS

6.1 Section 11 of the Children Act 2004 places a duty on key persons and bodies to make arrangements to ensure that in discharging their functions, they have regard to the need to safeguard and promote the welfare of children

7.0 COMMUNITY SAFETY

7.1 Safeguarding children and vulnerable adults is clearly linked into community safety and this policy links into ensuring their well-being.

8.0 EQUALITIES

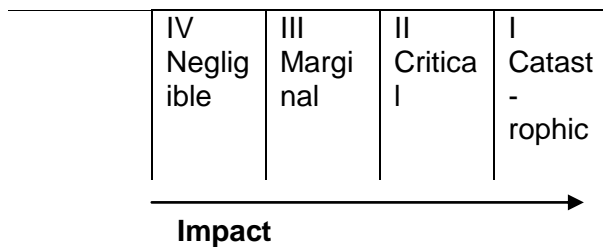
8.1 An Equalities Impact Assessment has been undertaken on both policies and no direct or indirect discrimination has been found to result from these policies.

9.0 RISKS

9.1 A detailed risk register will be drawn up for this project.

Probability

Very High A					Risk No.	Description
High B					1	Actions and procedures within the policy are not followed.
Significant C					2	Loss of key staff
					3	Staff not trained to the correct level of competence
					4	Impact of a high number of referrals on budgets
Low D		2, 3				
Very Low E		4	1			
Almost Impossible F						



10.0 CLIMATE CHANGE

10.1 There are no climate change issues directly arising from this report.

11.0 CONSULTATION

11.1 This policy has undergone consultation with the District Implementation Group (DIG) i.e. All District and Borough Councils in Leicestershire.

12.0 WARDS AFFECTED

12.1 All wards are affected

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Date: 25th October 2013

Appendices: Appendix A – Leicestershire District and Borough Council’s Child Safeguarding and Welfare Policy and Procedures
 Appendix B – Melton Borough Council’s Policy and Procedures for Concerns regarding the Welfare of an Adult and the Protection of Adults in need of Safeguarding
 Appendix C - Melton Borough Councils Safeguarding Training Plan

Reference: X: Committees/CSA/2013-14/131113/HR-Safeguarding children & Adults

Background Papers None