

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – TUESDAY, 13 JUNE 2017

Title of report	CHILDREN, YOUNG PEOPLE AND ADULT SAFEGUARDING REPORT 2016/17
Key Decision	a) Financial No b) Community Yes
Contacts	Councillor Trevor Pendleton (Safer North West Partnership Chair and Portfolio Holder for Regeneration and Planning) trevor.pendleton@nwleicestershire.gov.uk Director of Services 01530 454555 steve.bambrick@nwleicestershire.gov.uk Head of Community Services 01530 454832 john.richardson@nwleicestershire.gov.uk
Purpose of report	To ensure that Cabinet has an overview of safeguarding systems and structures in NWLDC
Reason for Decision	To comply with the council's constitution and statutory duty to safeguard children and vulnerable people, as detailed in the Children Act 2004 and Working Together to Safeguard Children 2013.
Council Priorities	Value for Money Homes and Communities
Implications: Financial/Staff Link to relevant CAT Risk Management Equalities Impact Screening Human Rights Transformational Government	The community safety team co-ordinate the work No links to a CAT Safeguarding is on the Corporate Risk Register and monitored quarterly An Equality Impact screening has been undertaken and will continue to be reviewed The policy seeks to address any human rights raised via the reporting system N/A.
Comments of Deputy Chief Executive	Report is satisfactory

Comments of Deputy Section 151 Officer	Report is satisfactory
Comments of Monitoring Officer	Report is satisfactory
Consultees	<ul style="list-style-type: none"> - The Leicestershire and Rutland Safeguarding Boards. - Designated Safeguarding Officers
Background papers	None
Recommendations	THAT CABINET NOTE AND SUPPORT THE SAFEGUARDING PROGRAMME

1.0 INTRODUCTION

- 1.1 North West Leicestershire District Council is a statutory partner on the Leicestershire and Rutland Safeguarding Boards and the Leicestershire districts and boroughs are represented on the Children's Safeguarding Board by Charnwood Borough Council and for the Adult Safeguarding Board by Melton Borough Council. North West Leicestershire District Council (NWLDC) is required under the Children Act 2004 Practice Guidance to update a Senior Board Level Lead who takes responsibility for the organisation's Safeguarding responsibilities.
- 1.2 The District and Boroughs each have officers who coordinate safeguarding action in their own organisation and as a county wide partnership. They ensure alignment of policies, reporting and training across the county. The operational Safeguarding officer for NWLDC is the Community Safety Team Leader.

2.0 BACKGROUND

- 2.1 The Cabinet received annual reports on the work of the safeguarding team, the last report was considered at its meeting on 20 September 2016. It is intended to align the annual reporting to the year end and this report is in line with this timeline. Since the last report there have not been any major changes to the practice guidance that sits alongside the Children Act 2004, Working Together, which was updated and refreshed in 2015. However, the Leicestershire and Rutland Safeguarding Boards have implemented practice guidance and refreshed monitoring and auditing processes to ensure that partner agencies continue to be compliant with required standards. District and Borough Councils undertook an audit in May 2016 to ensure we are complying with all of the statutory legislation. The feedback from the audit in January 17 raised the issue of all Districts requiring a competency framework and training package, this is currently being implemented by the Councils Safeguarding team and Human Resources.

3.0 RESOURCES

- 3.1 All Designated Safeguarding Officers (DSO's) attend quarterly internal meetings and manage their own safeguarding areas. Some of the officers have further safeguarding roles which require additional time and is detailed below:

Role	Details of DSO involvement	Estimated time required
All DSO's	Internal DSO meeting to discuss current practice, changes, implement actions, consider barriers and learning from cases and to support other DSO's	Approximately 1.5 hours per week for casework, DSO training and refresher events.
Head of Community Services	The Children Act 2004 requires the involvement of a senior officer. To check and challenge, act as a conduit for information sharing and corporately champion the work of Safeguarding. Attends Safeguarding Action Group.	All internal DSO meetings Safeguarding Action Group meeting – quarterly, safeguarding training or events as appropriate.
Stronger and Safer Communities Team Manager	Lead professional safeguarding officer as identified in Children Act 2004. To manage and refresh Safeguarding systems. Responsible for the development of the DSO's, administrate meetings, link with external safeguarding partners and Safeguarding board members. Attends Safeguarding Action Group.	Average 3 hours per week
Senior HR Officer	Manages the information, collates and analyses safeguarding concerns. Responsible for the welfare support of the DSO's and other staff with safeguarding issues. Responsible for any whistle blowing concerns regarding safeguarding, designs, administrates and delivers training. Actively Manage cases. Attends Safeguarding Action Group	2 hours per week on average which could vary if there is a specific officer related incident to deal with.
Community Safety Team Leader	Operational lead and links to external partners on issues such as Child Sexual Exploitation and Domestic Violence. Regularly managing cases. Responsibility for ensuring the process is fit for purpose and the welfare of the staff.	In line with other community safety duties
Children and Vulnerable People's officer	Links to external partners on issues such as Child Sexual Exploitation and Domestic Violence. Regularly managing cases. Attends Safeguarding Action Group. SaveLives DASH trained. On internal Safeguarding communications group. Designs and delivers informal training	8 hours plus In line with other community safety duties

3.2 The Council recognises the priority of the Safeguarding work and supports the DSO's at the times when their safeguarding cases take priority over other work areas.

3.3 Safeguarding has an allocated annual training budget of £2,500 which funds the required training of new and existing DSO staff and other staff within the organisation.

4.0 SAFEGUARDING MEETING STRUCTURE

4.1 **DSO Meetings** - The NWLDC DSO group meets quarterly to discuss internal procedures, blockages, good practice, training requirements and to consider individual cases.

4.2 **Safeguarding Action Group** - This meeting is attended by the Corporate Lead for Safeguarding ensuring that there is a link through to the Corporate Leadership Team, they meet on a quarterly basis with the lead professional safeguarding officer, the HR

safeguarding lead and the Children and Vulnerable People's officer who manage the safeguarding cases to provide governance. They provide a valuable review of cases and give feedback to ensure that we provide the best possible service for vulnerable clients and ensure we have discharged our safeguarding duties.

5.0 SAFEGUARDING TRAINING

- 5.1 NWLDC follows and trains staff to the competency framework formulated by the Local Safeguarding Boards of Leicester, Leicestershire and Rutland. This framework is published on the Safeguarding Boards website.
- 5.2 All officers at NWLDC are expected to have a basic awareness of Safeguarding, this is delivered via an e-learning module on Learning Pool our online learning resource and is available to staff at all times. Training was rolled out over 2016. It is important that all staff have this basic awareness in order to be compliant with our statutory responsibility detailed in the Children Act 2004 practice guidance 'working together'.
- 5.3 Some staff require a more in depth level of training to attain the competency framework. This is delivered in house as part of the Silver and Gold safeguarding courses, in addition a bespoke short course for managers and the Corporate Leadership Team is available.
- 5.4 It should not be assumed that an officer attending training is then fully competent to the necessary level. Training is a key part of building up competency but there are many other examples that could also be utilised such as ongoing experience, attending case conferences, working with other DSO'S and sharing experience, delivering training to other staff or writing about a safeguarding experience for a case study. It is important to measure this level of competency outside of a training environment and to record and assess on an ongoing basis. Consideration should be given to assessing the DSO after training to ensure a common standard.
- 5.5 Additionally it is important that attendance at internal or external training that has a link to safeguarding is recorded by team leaders and managers as this also builds competency and for some roles is essential for them to be gaining level 3 training.
- 5.6 Our safe recruitment practices use the Disclosure and Barring Service (DBS). The senior HR officer has mapped the staff roles at NWLDC to identify the competency needs of officers across all levels and departments.
- 5.7 In 2016 we recruited additional DSO's from NWLDC, however due to the number of staff changing roles; the number of available DSO has only increased slightly than the previous year. The Additional staff have been trained and are undertaking a short period of on the job training. We currently have 14 active DSO staff (detailed on Appendix 1) that are completing the daily referrals, we will keep the numbers under review to ensure there are sufficient available.

6.0 SAFEGUARDING CASE MANAGEMENT

- 6.1 A number of vulnerable people of all ages are assisted on a weekly basis by the delivery of the safeguarding strategy this relies on the goodwill of the staff involved.

The council has received favourable feedback from Social Services on the standard of our referrals and we have made a difference in the local community, this good work is not publicised due to the highly sensitive nature however the following are results we have achieved to date:

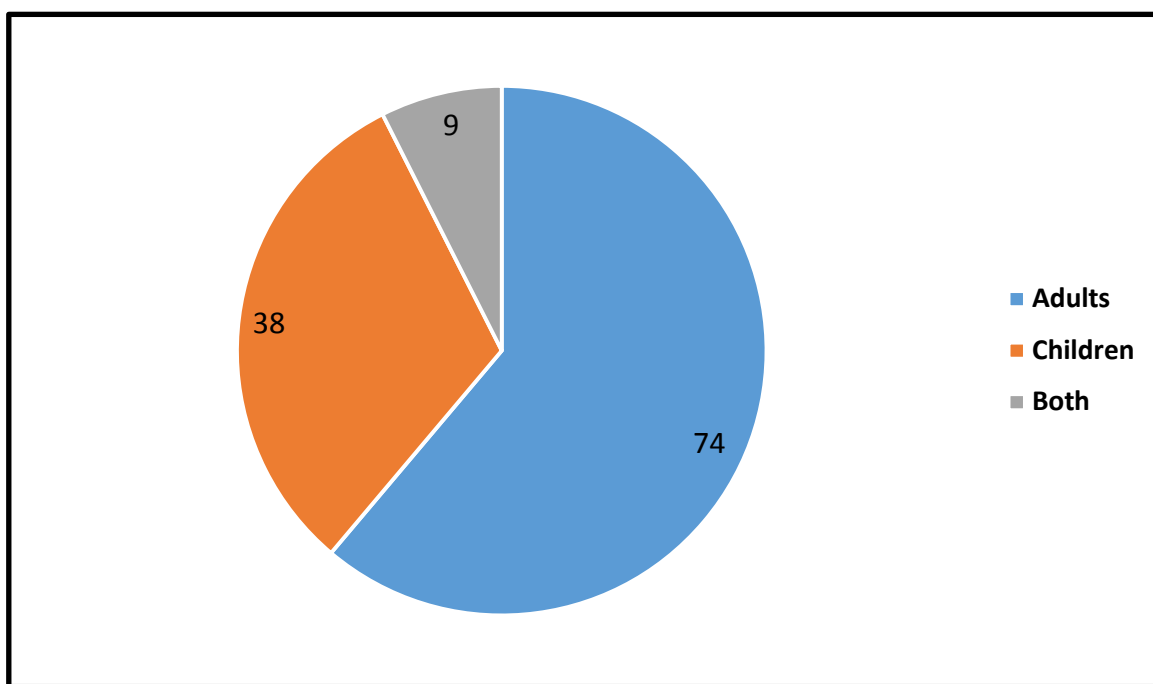
- Getting help to a disabled resident who had not been able to eat for 3 days
- Helping a family escape domestic abuse

- Getting a commode for a resident who was using a bucket for a toilet
- Supporting an elderly resident with mental health problems obtain day support
- Helping a family move from a house which was uninhabitable

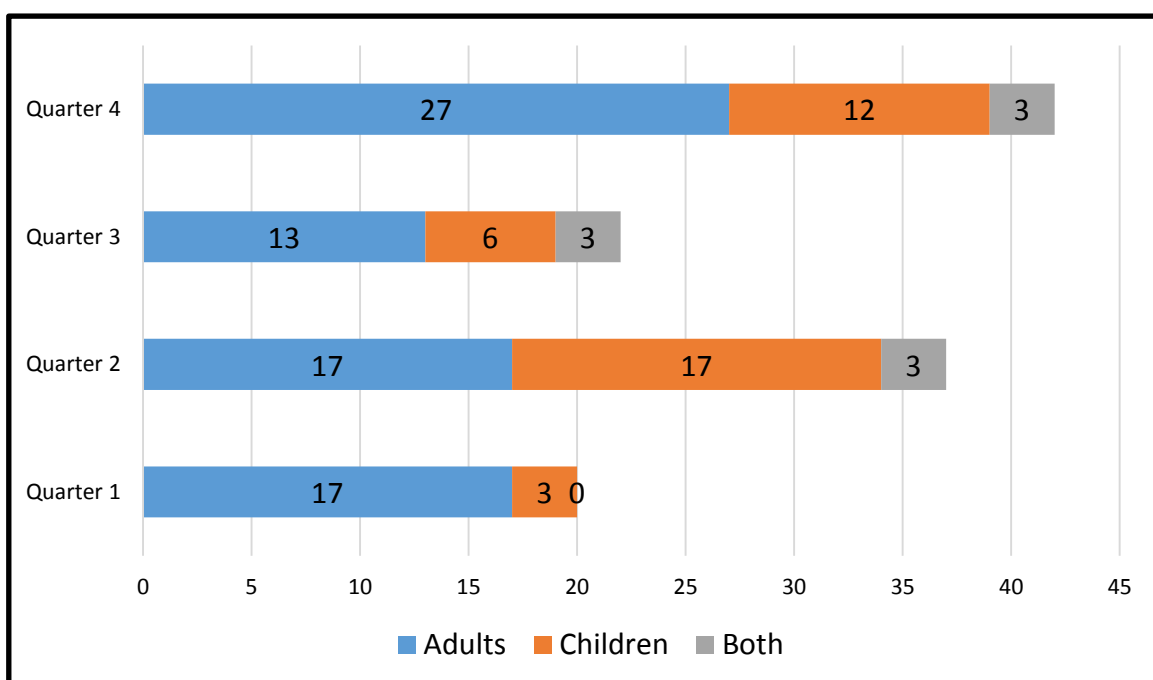
6.2 There is a high risk to the reputation of council if the process is not maintained, monitored and kept up to date. The training and the swift response given to safeguarding reports ensure as far as possible the positive outcomes we have currently maintained.

2016/17 Safeguarding Incident data

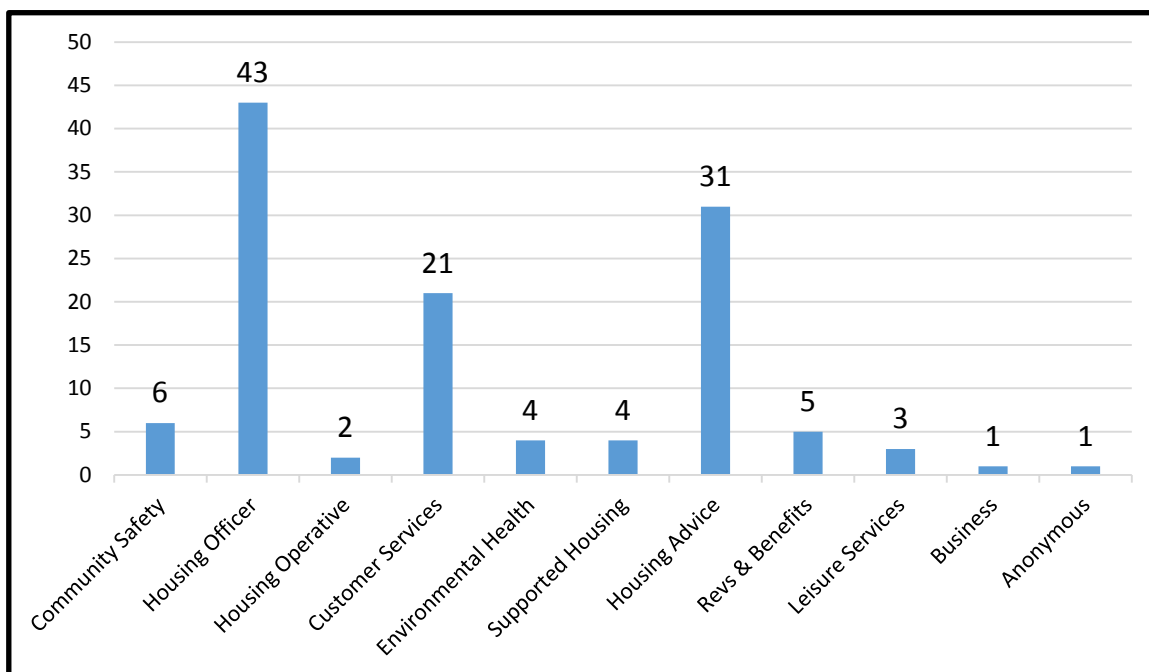
6.3 This chart details the total number of incidents or concerns reported to DSO's in 2016/17



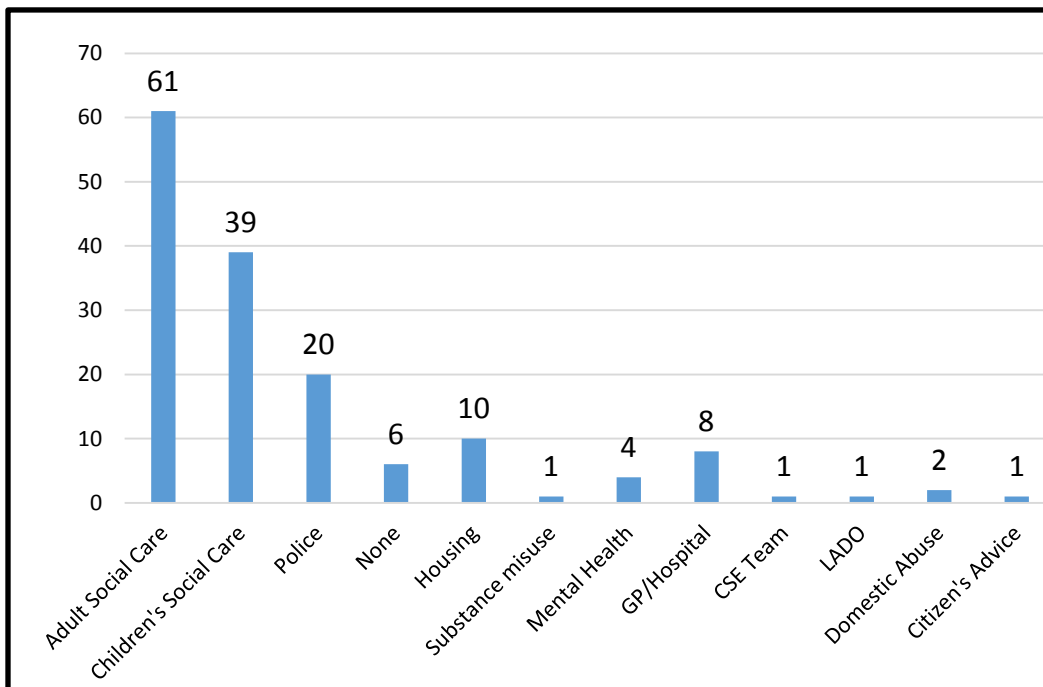
6.4 The graph below shows the quarterly breakdown of incidents for 2016/17. The spike of referrals in Q4 reflects the same pattern as previous years and is also in line with stats from other agencies, as there is an increase in people accessing services after Christmas.



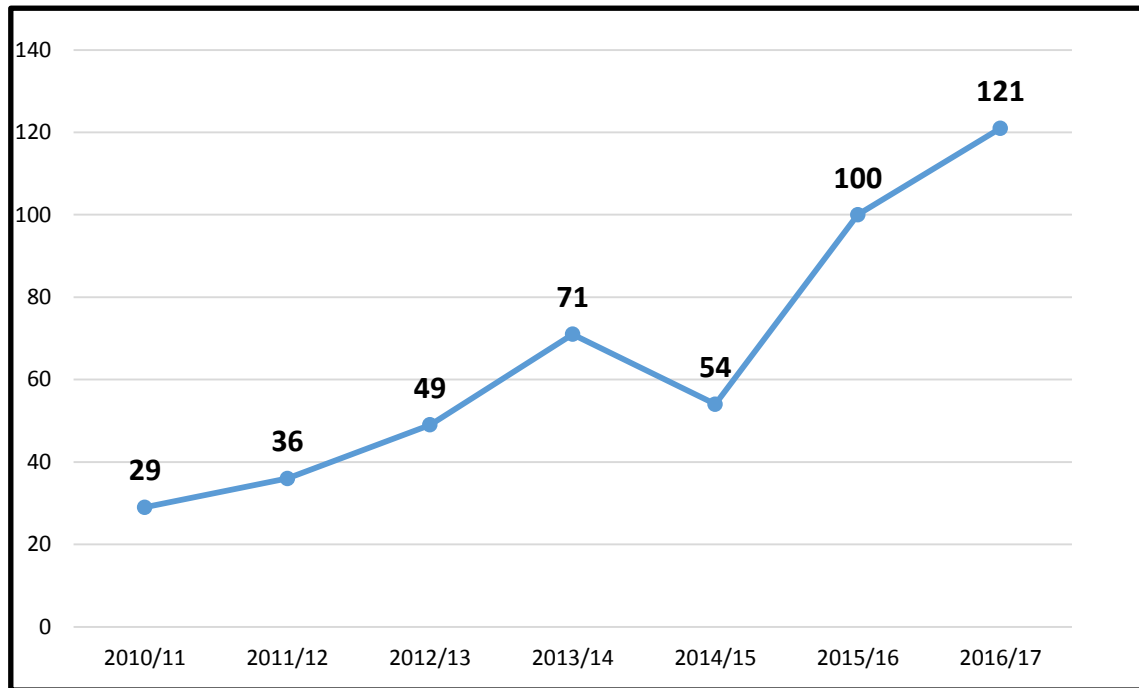
6.5 The chart below details the breakdown of referrals made to DSO's from departments within the council, a high number of referrals come via housing services, and this is to be expected as they have high contact rates with people in the community.



6.6 This chart details the number of referrals made to agencies/services from DSO's or other officers. The number of referrals out is often higher than the number of referrals in as one incident form could lead to more than one referral being made, e.g. to the police, social care and to Domestic Abuse (DA) services.



6.7 This graph shows the total number of referrals made to DSO's over the last 7 years. This graph demonstrates an upward trend over the years which we have expected and is likely due to increased staff awareness and/or the need to record incidents they are dealing with. Further research will be completed over the coming months to investigate the reason for the increased reports.



- 6.8 Officer time for DSO's to undertake their roles including attending relevant training courses are not currently recorded, this is now being considered in order to consider the overall impact.
- 6.9 Costs of DSO training for new DSO's – remains at approx £400 per person, this is met from the DSO training budget. Free training is sourced wherever possible for ongoing training of DSO staff and other interested parties.

Current Designated Safeguarding Officers

Officer	Position	Service	Ext number
Andrea Cave	Administration & Finance Coordinator	Community	534
Alison McCafferty	Housing Choices Advisor	Housing	569
Amanda Shakespeare-Ensor	Senior HR Advisor	Human Resources	524
Bhavana Short	Licensing Officer	Environmental Health - Licensing	832
Chris Brown	Team Manager	Stronger & Safer Communities	696
Charlotte Keedwell	Community Safety Officer	Stronger & Safer Communities	831
Dea Stanley	Housing Officer	Housing	810
Duncan Gibb	Commercial Manager	Leisure	328
Gillian Haluch	Community Safety Officer - Children and Vulnerable Adults Officer	Stronger & Safer Communities	490
Jason Knight	Team Manager	Leisure & Parks	602
Mary Chapman	Customer Services Officer	Customer Services	407
Miriam Bentley-Rose	Community Safety Officer – Equalities	Stronger & Safer Communities	501
Paul Collette	Team Leader – Community Safety	Stronger & Safer Communities	719
Zara Barnes	Physical Activity Development Officer	Leisure	606