



## **Safeguarding People- Corporate Policy Statement Newport City Council (October 2017)**

### **Purpose:**

This statement document has been developed to provide information about children and adults who may be at risk of harm, abuse or neglect, and our duties as a Council to help and support those who may be at risk of harm.

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# Safeguarding People- Policy Statement Newport City Council

## (October 2017)

Newport City Council is committed to ensuring that everyone living in the Newport area is safe and protected and that our statutory responsibilities to safeguard children and adults at risk are effectively met. In recent years, the role of the Local Authority has been extended beyond specific duties to children and “vulnerable adults” to now also include a broader range of adults “at risk”, there are also new legal responsibilities for safeguarding in relation to domestic abuse, exploitation, radicalisation, forced marriage, trafficking and modern slavery.

Safeguarding children and adults from abuse is everybody’s business. We all share a responsibility, both corporately and individually, to ensure that all children and adults are treated with respect and protected from others who may abuse them. We are committed as a council to ensure that our statutory obligations in respect of safeguarding are effectively embedded across all service areas of the council and affirm through our corporate priorities and service delivery that “Safeguarding involves us all”. All Newport City Council employees (including voluntary staff members), elected members, and contractors who come into contact with children or adults at risk in the course of their work understand and, whenever necessary, take action to safeguard and promote their wellbeing. It is the responsibility of all employees and members, to acknowledge this policy statement and associated policies, participate in any relevant training or learning offered, and adhere to associated safeguarding procedures, reporting any concerns, incidents or allegations in accordance with the associated procedures.

The council is one partner in the multiagency approach to safeguarding so it is vital that we work collaboratively with other agencies to achieve our safeguarding aims. Newport City Council works pro-actively in collaboration with our partners, the [South East Wales Safeguarding Children Board](#), the [Gwent Wide Adult Safeguarding Board](#), and the Violence Against Women Domestic Abuse and Sexual Violence Board in order to ensure that statutory guidance is followed, safeguarding awareness is promoted, and good practices are enacted council wide and that both the children and adult’s workforces practice safely and effectively. On an operational level, in 2017 Newport became the pilot local authority to develop a Multi Agency Safeguarding Hub (MASH), with the aim to improve closer partnership working and clear accountability within agencies, providing faster, more co-ordinated and consistent responses to safeguarding concerns, ensuring citizens are kept safe with their well-being outcomes met. The MASH will become operational by the end of 2017 and the pilot project will then inform the rollout of further hub’s across the region.

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## What is safeguarding and who are we safeguarding?

Safeguarding is about protecting children and adults from abuse or neglect and educating those around them to recognise the signs and dangers. Safeguarding means protecting people's health, wellbeing and human rights, and enabling them to live free from harm, abuse and neglect (Care Quality Commission, 2014).

Abuse can be intentional or unintentional; active or passive; part of a pattern of behaviour or a single incident. Abuse is any form of physical, sexual, emotional/ psychological mistreatment or lack of care (Neglect) that leads to injury, harm, or potential risk of harm. Abuse can happen to anyone regardless of their age, race, gender or ability and it can happen anywhere – in the home, at school, during leisure activities, in an institution or community setting by those known to them (including family members and professionals) or, more rarely, by a stranger.

Further information on the definitions of abuse and neglect are referenced within the suite of safeguarding policies which accompany this Policy statement and in the associated mandatory safeguarding training for all staff.

## ***Wellbeing and Safeguarding***

The Social Services and Well-being (Wales) Act 2014 (hereon SSWB 2014) has introduced new duties in respect of making provisions to improve and promote the “well-being” outcomes of a person (including a child) with needs for care and support. “Well-being”, in relation to a person, means well-being in relation to any of the following areas:

- physical and mental health and emotional well-being;
- protection from abuse and neglect;
- education, training and recreation;
- domestic, family and personal relationships;
- contribution made to society;
- securing rights and entitlements;
- social and economic well-being;
- suitability of living accommodation.

In relation to a child, “well-being” also includes—

- physical, intellectual, emotional, social and behavioural development;
- “welfare” as that word is interpreted for the purposes of the Children Act 1989.

In relation to an adult, “well-being” also includes—

- control over day to day life;
- participation in work.

### ***Safeguarding Children***

The definition of a “child” is any child or young person who has not reached their 18<sup>th</sup> birthday (SSWB 2014). Therefore safeguarding responsibilities still apply to those young people who have reached their 16<sup>th</sup> birthday even if they live independently, are in further education, are in the armed forces, are in hospital or in custody in the secure estate, this does not change their status or entitlement to protection under the legislation. The definition of a “child at risk” is;

“a child who—

(a) is experiencing or is at risk of abuse, neglect or other kinds of harm, and

(b) has needs for care and support (whether or not the authority is meeting any of those needs)” **S130 (4)**

### ***Safeguarding Adults at Risk***

For the purposes of this policy an adult is a person aged 18 years and over. A vulnerable adult becomes an “adult at risk” when they:

- are experiencing or are at risk of abuse or neglect;
- have the need for care and support (whether or not the authority is meeting any of those needs); and
- as a result of those needs is unable to protect him/herself against the abuse or neglect or the risk of it.

## ***Violence Against Women, Domestic Abuse and Sexual Violence***

Anyone who experiences violence against women, domestic abuse and sexual violence deserves an effective and timely response from all Public Services (Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015). The protection of victims and support for people affected is underpinned by the “Ask and Act” duty placed on public service staff to “Ask” adult service users (inclusive of those young people aged 16 years and above) about the possibility of specific forms of abuse and to “Act” so suffering and harm as a result of the violence and abuse is reduced.

## ***Modern Slavery***

The Modern Slavery Act 2015 provided a modern definition of “slavery” and human trafficking and placed a new duty on Local Authorities – shared with police bodies and the Gangmasters Licensing Authority – to notify the Secretary of State upon developing reasonable grounds to believe that a person may be a victim of slavery or human trafficking. Modern day slavery encompasses slavery, sexual exploitation, human trafficking, forced labour and domestic servitude. The National Referral Mechanism (NRM) is a framework for identifying victims of human trafficking or modern slavery and ensuring they receive the appropriate support, Newport City Council is a first responding agency who is responsible for identifying and taking action via the NRM process where there are concerns that a person may be a victim of trafficking or slavery.

## ***Counter Terrorism and Radicalisation- The Prevent Duty***

The Counter-Terrorism and Security Act 2015 contains a duty on specified authorities to have due regard to the need to prevent people from being drawn into terrorism. This is also known as the Prevent duty. Prevent is about safeguarding people and communities from the threat of terrorism. At the heart of Prevent is safeguarding children and adults and providing early intervention to protect and divert people away from being drawn into terrorist activity. Newport City Council works in collaboration with the Police and local partners to protect the public, prevent crime and to promote strong, integrated communities.

## **The responsibilities of Newport City Council**

Newport City Council has a duty to safeguard and promote the welfare of all children and adults who may be at risk of harm. The Council ensures that everyone working with or on behalf of children and adults at risk are competent and appropriate to do so. Newport City Council conducts a robust Safer Recruitment Policy and Practice and Disclosure and Barring

Service (DBS) disclosures are undertaken for employees in accordance with statutory and regulatory requirements and provisions contained in the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Checks are also undertaken to ensure that staff, where appropriate, are registered with relevant professional and other bodies e.g. Social Workers and Teachers.

Safeguarding responsibilities are emphasised for all employees from the point of recruitment and throughout their employment. There are clear lines of accountability, responsibility and support regarding safeguarding throughout the authority and these are achieved via relevant staff guidance, codes of conduct (including disciplinary procedures) and specific safeguarding policies and procedures which all staff must adhere to.

Newport City Council has a range of policies and guidance available to promote and support staff to raise concerns about the safety and welfare of children and adults, this includes the [Whistle Blowing Policy](#) in respect of reporting concerns/ suspicions relating to employees or contractors. The Council also hosts safeguarding information pages on the Council Internet in order to provide information to the general public.

All employees complete basic safeguarding awareness training and this is completed via the Council's induction programme. More specialist single and inter-agency training opportunities are available for those who work routinely with children and young people or vulnerable adults at a level appropriate to their role and responsibilities. The council has also committed to establishing nominated "Safeguarding Champions" in all service areas whose roles ensure that the basic principles of safeguarding remain a regular feature within their service area's agenda so that 'safeguarding' becomes embedded into core business irrelevant of the service area, and all staff know who to talk to and what to do should they have a concern. Elected members, led by the lead members for children and for adults, have a responsibility to be aware of and support the Council's safeguarding responsibilities and to scrutinise how these are carried out in the planning and delivery of services.

Newport City Council ensures that any services commissioned or contracted upon its behalf have clear safeguarding responsibilities, this includes an expectation that any person or organisation using Council resources or premises adheres to the Council's safeguarding standards. In line with the Prevent duty – to stop people becoming involved in terrorist activity or supporting violent extremism in all its forms – the council will ensure it does not work with, or allow its premises to be used by organisations engaged in extremist activity or those that express extremist, hate motivated or discriminatory ideology or beliefs. This is the responsibility of all employees and council members.

### **Safeguarding responsibilities of all employees of Newport City Council**

Newport City Council expects all employees to take reasonable steps to ensure that the safety and wellbeing of the children and adults they may come into contact with is upheld and that all employees (paid or voluntary) recognise and respond to their duty of care to

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these people. This includes a duty to behave in a manner that does not threaten, harm or put people at risk of harm from others. All employees also have a responsibility to conduct themselves in their private lives in a manner that does not compromise their position in the workplace or call in to question their suitability to work with children or vulnerable adults.

All employees are expected to report any concerns they may have for the protection and/or welfare of children and vulnerable adults. Each service area has a “Safeguarding Champion” and/ or designated officer or trained staff member responsible for safeguarding, this person offers advice and guidance and is responsible for ensuring procedures are followed regarding concerns about child/vulnerable adult abuse, including allegations against members of staff.

All employees are expected to adhere to the specific Safeguarding Corporate Policies in respect of children and adults at risk (listed below), in addition to other relevant authority policies/ procedures/ guidance, all of which are referenced and available via the following documents:

- Safeguarding- Child Protection Policy and Procedures (2017)
- Safeguarding in Education Policy (2017)
- Safeguarding- Vulnerable Adults Policy and Procedures (2014) (*need to amend title*)

Specific procedural guidance in relation to reporting concerns of abuse for both children and adults at risk is detailed within these policies.

## **Monitoring**

This Policy statement and the associated safeguarding policies will be reviewed one year after implementation and then two yearly via Children/ Adult Service Management Team in order to ensure that any changes in legislation, practice or any other Council requirements are incorporated and implemented.

The responsibility for maintaining an overview of safeguarding arrangements across the Council has been delegated to the Joint Learning, Caring and Leisure and Community Planning and Development Scrutiny Committees. The main responsibilities of the Group are to ensure that robust arrangements for safeguarding children and adults are in place within and across the Council by monitoring the performance of each element of the services provided and to comment on planned activity for the coming period.

## **Contacts and Further Information**

If a child or adult is in immediate danger then contact the Police in the first instance and in an emergency situation call: 999.

If you suspect that abuse is occurring or there has been a disclosure of abuse this matter must be prioritised and responded to by reporting to the Child Care Duty and Assessment Team or Adult's First Contact Team within 24 hours.

Should concerns relate to a professional (whether they work with children or adults) the matter should be reported via Child Care Duty and Assessment or Adult's First Contact Team.

Child Care Duty and Assessment Team are based in The Civic Centre (Floor 2, East Wing) and contactable via the Contact Centre on 01633 656656 (between 8.30am- 5pm). If out of hours you should contact the Emergency Out of Hours Service on 0800 328 4432.

Adult First Contact Team are based in The Civic Centre (Floor 2, East Wing) and contactable via the Contact Centre on 01633 656656 (between 8.30am- 5pm). If out of hours you should contact the Emergency Out of Hours Service on 0800 328 4432.

**NB.** Newport City Council are also the pilot local authority for developing a Multi Agency Safeguarding Hub (MASH), where multi agencies, including Children and Adult Social Services, Police, Health, Education and other partner agencies, work collaboratively to assess and action safeguarding referrals at the first point of contact. This new project will commence from January 2018. All Employees will be provided with regular updates and bulletins in respect of the MASH and if there are any changes regarding how safeguarding concerns are reported/ communicated as the pilot project develops this information will be clearly disseminated and associated policies/ procedures updated accordingly.

Further information about safeguarding can be found on Newport City Council's Internet [Home Page](#) and via the [safeguarding children](#) and [safeguarding adult's](#) Internet home pages.