Management Response

Local Authority: Newport City Council
Report title: Corporate Safeguarding arrangements for children follow up
Issue date: June 2019

Ref	Proposal for Improvement	Intended outcome/ benefit	High priority (yes/no)	Accepted (yes/no)	Management response	Completion date	Responsible officer
1	**R3** Strengthen safe recruitment of staff and volunteers by: • ensuring that Disclosure and Barring Service (DBS) checks and compliance with safe recruitment policies cover all services that come into contact with children; • creating an integrated corporate compliance system to record and monitor compliance	Ensure that the Council can assure itself that safe recruitment is carried out across all relevant service areas, including the use of contractors and volunteers	Yes	Yes	As part of Newport City Council's on-going commitment to ensure safeguarding involves us all, the Safeguarding Champions network will confirm the arrangements for contractors and volunteers in all areas. In collaboration with HR we will examine all of our key policies, procedures and guidance documents including the Safe Recruitment of Volunteers Policy; Safer Recruitment Guidance and Volunteer Recruitment Guidance to ensure	31st March 2020	HR & OD Manager Head of Corporate Safeguarding Service Manager Procurement and Payments Service Manager Contracts and Commissioning

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	levels on DBS checks; and • requiring safe recruitment practices amongst partners in the third sector and for volunteers who provide services commissioned and/or used by the council which are underpinned by a contract or service level agreement.				that appropriate DBS checks are completed and to ensure volunteers are registered on a central database and aligns to the Corporate Safeguarding policy. Consideration of the inclusion for all volunteers across the council to go through a recruitment process such as in adult social care will require corporate management agreement. The alternative for CMT will be the consideration of a central system to record and register all volunteers for the Council. Data from the system will be used to support the Council's annual Safeguarding report to demonstrate the number of volunteers supporting the Council. We will utilise our Safeguarding Champions forum to		Corporate Management Team

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					communicate the volunteer requirements and expectations of service areas. There are many avenues for communication and all will be covered, Senior Leadership Team, Corporate Management team Council staff newsletter and intranet pages. We will ensure that our Procurement and commissioning processes, contracts, SLAs and other agreements ensure "safer recruitment" processes are adhered to and assurances provided by the relevant providers / contractors.		
2	**R4** Ensure all relevant staff, members and partners understand their safeguarding responsibilities by: • ensuring safeguarding training is mandated and coverage extended to all relevant council	Ensure that induction and ongoing training is provided to relevant staff, members, contractors and volunteers so that all can deliver their	Yes		All employees and members are required to undertake training as outlined in our policy statement, We are undertaking a project to continue the development of our Safeguarding Training Framework for Members, Staff,		Head of Corporate Safeguarding in conjunction with HR & OD. Contract and Commissioning services

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	service areas, and is included as standard on induction programmes; • creating a corporate-wide system to identify, track and monitor compliance on attending safeguarding training in all council departments, elected members, schools, governors and volunteers; and • requiring relevant staff in partner organisations who are commissioned to work for the council in delivering services to children and young people to undertake safeguarding training.	responsibilities in relation to Corporate Safeguarding of children.			Contractors and Volunteers. This includes the development of the e-learning training package to be launched 2019/20. As part of the project we are examining how we can link the appropriate level of training to the relevant roles in the organisation and the Council's Clear Review (Personal Performance Review system). Services commissioned on behalf of the Council already have appropriate safeguarding checks and due diligence undertaken before they are appointed. We will consider how the new Framework can be applied to contractors and services to ensure that their staff have undertaken appropriate training which could include our		

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					e-learning package where appropriate. We would be looking for assurance with our contract and commissioning services that these are all addressed within the initial procurement processes. Council Members are required to complete the necessary safeguarding training when it is launched as stated in our Policy statement. The data from the e-learning training will be reported in the Council's annual report and service areas will receive regular monitoring reports to inform them of which staff has / has not completed the training.		
3	**R6** Improve accountability for corporate safeguarding by regularly reporting safeguarding	Provide a clear picture of the performance of the Council against its	Yes	Yes	Using the data obtained from the e-learning training packages and HR data we will incorporate high level data analysis in the	31st March 2020	Head of Corporate Safeguarding

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	issues and assurances to scrutiny committee(s) against a balanced and council-wide set of performance information covering: • benchmarking and comparisons with others; • conclusions of internal and external audit/inspection reviews; • service-based performance data; • key personnel data such as safeguarding training, and DBS recruitment checks; and • the performance of contractors and commissioned services on compliance with	Corporate Safeguarding policy and identify areas for further development.			Council's annual Safeguarding Report. Service areas will receive regular monitoring reports. Bench marking against other LA's will require further work due to Welsh Government reviewing Wales safeguarding procedures and protocols. These will be developed after the launch of the new procedures due 2020. We will continue to exception report in our annual report data where measures are deemed to be amber or red in meeting their targets, as requested by our Members. Internal Audit reports are reported to the Council's Audit Committee, Strategic Director, and Head of Service. Where recommendations and further	Presentation in October 2019 to scrutiny Presentation to Cabinet in November 2019	

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	council safeguarding responsibilities				action is required, these are followed up in accordance with the Internal Audit procedure. Where Contractors / Commissioners are inspected and recommendations raised these are monitored and reported into Social Services with necessary escalation processes in place where improvements are not made. There are exit clauses in their contracts should they not meet our required standards. These would be reported as necessary in the annual report. We work closely with Care Inspectorate Wales and if concerns are raised the appropriate regulatory body are notified and part of the escalation and resolution process.		

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					This is due to the specific requests of Scrutiny and Committees requesting that the Annual SG report should only detail the red/ critical measures from the action plans and requested that there was a reduction in the amount of information provided (ie. no individual team plans where safeguarding performance data, eg. Local Authority Designated Officer referrals in regard to professionals of concern data, would have been presented). • The data set compiled in the original annual SG report was requested to be amended in the secondary report and again in the most recent version. All reports have contained safeguarding data based on the former performance measures, the current performance measures are		

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					from the Directors Report for Social Services. Previous versions have attempted to present measures as directed by WAO recommendations but at Scrutiny request not all of this data was in the report if it was not red/critical measure and at their request not to provide individual team plans where the majority of the local data measures on our performance would be captured (eg. Number of professional strategy meetings; etc.) - We do not provide performance of contractors or commissioned services as standard but if issues were identified this would be highlighted within internal audit or inspection reporting.		

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					We will ensure that all future reporting within the annual SG report (19/20 onwards) meets WAO recommendations ensuring that members have specific data and information in a larger report.		