

Committee:	Cabinet	Date: Thursday, 5 September 2024
Title:	Safeguarding Children, Young People and Adults Policy and Reporting Procedure and Booklet	
Portfolio Holder:	Cllr Sutton, Portfolio Holder for Communities and Local Partnerships	
Report Author:	Carla Claydon, Community Partnership Manager	Key decision: No

Summary

- 1.2 The purpose of this paper is to inform Members about the new Safeguarding Children, Young People and Adults Policy and Reporting Procedure that sets out how Uttlesford District Council (UDC) will identify and respond to Safeguarding concerns.
- 1.3 The policy has been updated to reflect changes in UDC and District procedures; there have been no relevant changes in legislation. A booklet has been produced to inform and support staff in recognising and responding to safeguarding concerns.
- 1.4 The current policy, approved in 2019, has expired and a desktop review has been undertaken.
- 1.5 The safeguarding of children and adults is an inter-agency responsibility involving the City, Borough and District councils, Essex County Council, the Essex Safeguarding Children Board, and the Essex Safeguarding Adults Board.
- 1.6 The implementation of the policy will be supported with safeguarding training for staff, and Councillor briefings.
- 1.7 The policy runs in parallel with UDC's Whistleblowing Policy and Procedure, Safer Recruitment Procedure and Modern Day and Human Trafficking Statement 2024/2025.

2. Recommendations

- 2.1. For Cabinet to approve the Safeguarding Children, Young People and Adults Policy and Reporting Procedure.

3. Financial Implications

- 3.1 There are no costs associated with the implementation of the Safeguarding Children, Young People and Adults Policy and Reporting Procedure and booklet.

4. Background Papers

- 4.1 The Previous Safeguarding Policy dated 2019: [Safeguarding Policy](#)

5. Impact

Communication/Consultation	A communications plan will be developed to launch the new Policy and Procedure, and booklet.
Community Safety	This proposal is not thought to have an impact on community safety.
Equalities	An equalities impact assessment has been developed to support this Policy and Procedure.
Health and Safety	This proposal is not expected to have any health and safety implications.
Human Rights/Legal Implications	This proposal is not expected to have a negative impact on human rights, nor legal implications.
Sustainability	This policy will be updated, as required, in response to changes in legislation and/or internal processes.
Ward-specific impacts	This proposal will not have any specific impact any wards.
Workforce/Workplace	The workforce or workplace will be informed and will be expected to adhere to the new Policy and Procedure.

6. Situation

Context

- 6.1 UDC plays a key role in ensuring that the people we work with, and provide services to, can live a life free from harm, exploitation, and abuse, have their rights protected and live in an environment where they can achieve their full potential.
- 6.2 The Safeguarding Children, Young People and Adults Policy and Reporting Procedure replaces the previous Safeguarding Policy and Procedure (2019)
- 6.3 The policy and guidance will provide a consistent approach across the Council with regard to how we identify and respond to safeguarding concerns.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Reputational risk in not having a current Policy and Procedure.	Low	1	The policy & procedure has been updated.
Staff not following the correct Procedure.	Low	2	Staff will continue to receive regular training, have a copy of the booklet, and will be supported UDC's Safeguarding Officer.

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.