

Appendix 3

Section 11 - Self Assessment Audit 2022

CSAP Pan-Lancashire Section 11 Safeguarding Audit 2022

Name and Designation of Person completing Audit?
Sarah Astin-Wood Localities & Policy Manager

Name of Organisation?
Pendle Borough Council

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Contact number?
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Theme 1. Leadership

1.1 Is there a named senior person in your service or organisation to champion the safeguarding of children?
Yes

1.2 Is there a system in place that allows your organisation to monitor safeguarding ideas and take initiatives forward whilst enabling changes in practice and within the workings of the organisation?
Yes

1.3 Are you confident that staff in your organisation are aware of who the Senior Named Safeguarding Officer is?
Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Leadership
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

Safeguarding update is received by Management Team and Policy and Resources Committee twice a year, with opportunities make suggestions to enable change.
Senior Named Safeguarding Officer is named in our Safeguarding policies.

Actions identified to improve based on the RAG self assessment:

Reinforce contact details of Senior Named Safeguarding Officer in staff training.

Theme 2. Commitment

2.1 Does the organisation have a statement of safeguarding responsibilities and is it visible in policies & guidance

Yes

2.2 Do safeguarding policies and guidance refer to the CSAP multi-agency procedures?

No

2.3 Do staff and volunteers have access to all the organisations relevant policies and procedures?

Yes

2.4 Are services delivered by the organisation designed to safeguard and promote the welfare of all children?

N/A

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Commitment
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Amber - Partially Compliant

Provide your supporting comments here:

Our Safeguarding Policies are joint with Liberata and Pendle Leisure Trust. They have been cascaded to staff as appropriate, including outsourced services delivered by Liberata, and are available on the intranet and internet.

Our safeguarding policies don't currently refer to CSAP. * this can be picked up in refresh in May/ June 2022

PBC policies are available on both the intranet and internet and staff and Members are made aware of this during training, and when any updates occur. The safeguarding 'flowchart of action' is posted in key areas in Council buildings

As a district Council, Pendle does not provide services directly for children, except through our Leisure service delivered by Pendle Leisure Trust. Pendle Leisure Trust safeguards and promotes the welfare of children and has safeguarding policies and procedures in place.

Actions identified to improve based on the RAG self assessment:

Include CSAP arrangements in safeguarding policy refresh

Theme 3. Accountability and Governance

3.1 Does the organisation have policies and procedures that clearly show how to report welfare or safety concerns about children?

Yes

3.2 Are Safeguarding responsibilities included in job descriptions and responsibilities for positions which have safeguarding responsibilities?

N/A

3.3 Can you evidence how the organisation ensures safeguarding provisions have been considered for those services/activities which it may commission and may have regulatory responsibility (i.e. Provision of safe taxi/private hire vehicles/private ambulances)

Yes

3.4 Are Safeguarding priorities contained in the organisation's main or strategic plan/s?

N/A

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Accountability & Governance
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

See section 1 & 2.

Safeguarding isn't part of a standard JD and there's no specific reference to it in recruitment training. This is because districts do not provide children's services and do not work directly with children and young people.

Safeguarding provision is included in our taxi licensing procedures and externally funded PBC managed programmes such as the Holiday Activities & Food programme and PASTA programme.

Actions identified to improve based on the RAG self-assessment:

Corporate procurement policy and procedures to be reviewed to strengthen safeguarding in PBC grant programmes.

Theme 4. Service Development and Review

4.1 In the delivery of services (including decisions made on behalf of service users), is the voice of the child / family regularly sought through participation and joint decision-making activities?

N/A

4.2 Are the views of children and their families sought when the organisation is developing, reviewing and commissioning services including any changes in procedures, policies and strategies that impact on an individual's life (and that of their families)?

Yes

4.3 Are services and any new pieces of work developed to ensure equal access for all sectors of the community?

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Service Development Review
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

As a District Council, Pendle does not provide children's services or work directly with children and young people.

Life in Pendle survey to collate views on council services. Community Engagement policy now in place and takes account of the above

Actions Identified to improve based on the RAG self-assessment:

None

Theme 5. Training

5.1 Have all staff received level 1 safeguarding training at induction (or within the specified organisation time frame) and do they know how to identify safeguarding needs and recognise/report abuse?

No

5.2 Does your organisation have a compulsory safeguarding training programme for all levels of the organisation?

Yes

5.3 Do you keep records of the safeguarding training attended by each staff member?

Yes

5.4 Have all appropriate staff received level 2 and above multi agency training?

Yes

5.5 Have all the appropriate staff in your organisation attended Basic Awareness Training for Trauma Informed Practice as provided by Lancashire VRN?

No

5.6 For agencies which provide their own Safeguarding Level 1 and 2 training, can you assure the Partnership that the training is compliant in line with the priorities of CSAP?

<https://panlancashirescb.proceduresonline.com/chapters/contents.html>

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Training

Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Amber - Partially Compliant

Provide your supporting comments here:

Currently refreshing safeguarding policies and staff and Member training programme

All Pendle taxi drivers receive on-line safeguarding training, focusing on CSE and Human Trafficking. This is mandatory for all new drivers in obtaining a license. Refresh training required for all existing taxi drivers every 3 years

Actions identified to improve based on the RAG self-assessment:

2022 Refresh training for all staff and members to be covered as part of Safeguarding Policy review process

Theme 6. Supervision

6.1 Does your organisation have a staff supervision policy in place for staff identified as requiring supervision that meets CSAP guidance standards?

https://panlancashirescb.proceduresonline.com/chapters/p_supervision.html

N/A

6.2 Do all staff working with children receive appropriate, regular and reflective supervision (including reviews of practice) according to organisational policy?

N/A

6.3 Are effective complaints procedures in place so that children/staff/volunteer feel able to raise concerns about organisational effectiveness/concerns (including whistle blowing)?

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Supervision
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

Whilst the Council does not have a staff supervision policy which meet CSAP guidance, it is felt that staff supervision policy is robust and effective, when considering its safeguarding responsibilities. There are not known to be any staff working directly with children but if there were, they would receive required supervision.

Our Whistleblowing policy is referenced in our Safeguarding Policy

Actions Identified to improve based on the RAG self-assessment

None

Theme 7. Safe Recruitment

7.1 Are all recruiting staff appropriately trained in safe recruitment?

Yes

7.2 Have all DBS checks been carried out and updated in accordance with legal requirements?

Yes

7.3 Does the organisation ensure staff are aware of the procedures for dealing with allegations made against staff?

Yes

7.4 Is the role of the LADO understood and procedures in place?

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Safe Recruitment
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

All roles are DBS checked where they meet the criteria but that is very very few for the council.

Staff cannot take a full part in the recruitment process unless they have completed our recruitment and selection training. This covers the DBS process

Actions Identified to improve based on the RAG self assessment:

None. DBS checks are more relevant to Pendle Leisure Trust

Theme 8. Multi-Agency Working

8.1 Does the leadership encourage/enable joint working?

Yes

8.2 Is your organisation regularly represented within multi-agency safeguarding meetings and discussions?

No

8.3 Do staff understand when to make a referral for a child in need or at risk?

Yes

8.4 Do staff know when to undertake or make a referral for an Early Help assessment?

Yes

8.5 Do staff understand when to engage effectively with MASH/CADS or its equivalent in your area?

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Multi-Agency Working
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Green - Fully Compliant

Provide your supporting comments here:

A reduction in multi-agency forums and meetings along with service and staff changes at LCC have had an impact on known local knowledge and the effectiveness of interagency working.

Some of the multi-agency meetings that exist in Pendle are:

Burnley and Pendle CE Awareness Group. This includes partners from Police, LCC Children Families and Wellbeing and CSC, and we are looking at how to engage with the business sector (McDonald's, hotels, B&B's etc). We've done some awareness work before with leaflets etc and also held a couple of events. We will ensure this is translated to our staff by again incorporating spotting signs and how to report in the new safeguarding training package.

Transforming Lives Panel - meets monthly to consider adults with complex needs

Domestic Abuse Forum – meets quarterly

Genga/Serious Organised Crime Panel – meets bi-monthly

Pendle Youth Forum – meets quarterly

Pendle Dementia Positive Pendle – meets quarterly

Pendle Community Safety Partnership – meets quarterly

Pendle Community Cohesion Action Network – meets quarterly

Pendle Displaced Persons Steering Group – meets quarterly

Early Help a key focus of PBC's Safeguarding policies. Good relationship with CFW staff locally

Actions Identified to improve based on the RAG self assessment:

None. Whilst we rarely attend safeguarding meetings, we would do so when required. For the most part, staff will contact their line manager or designated safeguarding officer, who will decide whether to refer to Early Help. .

Theme 9. Information Sharing

9.1 Does your agency have evidence of robust single agency protocols and agreements in place with regards to Information Sharing?

Yes

9.2 Does your agency have evidence of robust multi agency protocols and agreements in place with regards to Information Sharing?

No

9.3 Do your practitioners understand their responsibilities and when to share information?

Yes

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to Information Sharing
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Amber - Partially Compliant

Provide your supporting comments here:

Awaiting the updated Safer Lancashire ISP which will provide multi-agency protocols and agreements for information sharing

Single agency protocol for information sharing in place between PBC and Libertata

Information is shared with consent, and using the appropriate channels, such as the Genga Panel, ASBRAC/Transforming Lives Panel.

Pendle Council is signed up to the Lancashire Resilience Forum Data Sharing Agreement

Staff are increasingly aware of their responsibilities under GDPR regulations, through presentations and online training.

Actions Identified to improve based on the RAG self assessment:

Awaiting the updated Safer Lancashire ISP which will provide multi-agency protocols and agreements for information sharing

Theme 10. CSAP Priorities

10.1 Are the staff within your agency supported and enabled to recognise the signs of Neglect and understand the impact of Neglect on Children?

Yes

10.2 Are the staff within your agency supported and enabled to recognise the signs of Exploitation and understand the impact of exploitation on Children?

Yes

10.3 Are the staff within your agency supported and enabled to recognise the signs of domestic abuse and understand the impact of domestic abuse on Children?

Yes

10.4 Are staff within your organisation aware of where they can access learning and information from CSPR's?

No

10.5 Are staff within your organisation able to implement the learning from CSPR's?

No

Based on the answers provided to the above questions, please provide a RAG self-assessment for your agency in relation to CSAP Priorities
Note: If you have answered 'Not Applicable' to any of the above questions, you should include explanatory comments here (e.g. 3.3 - N/A: No services are commissioned)

Amber - Partially Compliant

Provide your supporting comments here:

10.1- 10.3 covered in the staff & Member Safeguarding training

Actions Identified to improve based on the RAG self assessment:

Where relevant, incorporate learning from CSPRs into staff and Member safeguard training and reference to CSPRs in our safeguarding policy.

Feedback

1. Did you prefer completing the online submission to the previous Word document version?

Yes – Prefer to complete online

3. To what extent has the Self-Assessment tool been useful to improve your service in respect of safeguarding?

2- Very useful

5. Based on your responses, are there any areas in your organisation that you have recognised requires developing and updating?

The main difference from our last submission is the Training section, which is now an Amber rather than Green due to the imminent policy review and consequent training refresh to be rolled out in the Summer.

6. As part of the Action Planning and Assurance activity, CSAP intend to undertake a further piece of scrutiny/review which will be peer led. Would you be interested in taking part in this process?

No

7. Do you have any further feedback in relation to the audit process?

As previously raised at Lancashire District Safeguarding Leads meeting, some sections of this assessment aren't relevant for district councils as we don't deliver Children's Services. This is reflected in our submission.