

Report Title	Annual Safeguarding Update
Meeting	Executive
Meeting Date	23 July 2026
Report Author	Gill Dickson
Directorate	Chief Executive's
Lead Executive Member(s)	Communities Portfolio- Cllr Lord
Wards Affected	All
Public. Part Exempt, or Fully Exempt	Public
Appendices (if any)	

1. Executive Summary

To provide an annual update to Members on the implementation of the 2025-28 Safeguarding policy for children, young people and adults, along with the associated implementation process.

2. Recommendations

For the reasons set out in this report, Executive is recommended to:

Note the content of this report and raise any issues for consideration.

Acknowledge that safeguarding is everyone's responsibility and that all Members commit to attending the Annual Member Safeguarding Awareness session in September 2026.

Information: the Rationale & Evidence for the Recommendations

- 2.1 This update follows the last report on 30 June 2025, and includes updates on:
 - Pendle Borough Council Safeguarding Policy and procedures
 - Staff and Member Safeguarding Training update
- 2.2 In June 2025, Pendle Borough Council approved the Safeguarding Policy for Children, Young People and Adults. To support implementation of the policy, a safeguarding training programme was developed for staff and Elected Members.

- 2.3 The policy was implemented through a Safeguarding Refresher Training Programme, which commenced in September 2025. The programme aimed to increase awareness of safeguarding responsibilities, reporting procedures, Early Help pathways and the Council's safeguarding arrangements.
- 2.4 The Council's Safeguarding Procedure Poster was reviewed and updated to reflect current reporting arrangements. The revised poster has been displayed across all Council buildings to improve visibility of safeguarding procedures and reporting pathways.
- 2.5 An online Safeguarding Incident Recording Form was introduced to strengthen the corporate recording and oversight of safeguarding concerns referred to LCC. The form also captures Early Help referrals made by staff to external agencies. As this represented a new reporting process, information on the use of the form was included within the Safeguarding Awareness Training delivered to staff and Elected Members.
- 2.6 Since the introduction of the online Safeguarding Incident Recording Form in September 2025, staff have recorded four safeguarding and/or Early Help concerns through the system. Of these, one resulted in a direct referral to Lancashire County Council Children's Services, while the remaining three were signposted to appropriate Early Help services, with consent obtained for those services to make contact with the individuals concerned.

Staff & Member Safeguarding Training update

Training for all staff and Elected Members

- 2.7 An awareness session for Members, which included Prevent, was delivered in September 2025. 16 Members attended the face to face session with a further 3 attending a follow up on-line session.
- 2.8 Members Safeguarding training is included in the Annual Member Training programme with the 2026 Awareness session planned for 23 September 2026.
- 2.9 The Safeguarding Policy was introduced to EMT in September 2025. The Safeguarding Awareness presentation was then cascaded by Managers to their teams, all undertaking a quiz to demonstrate completion of the training. 92% of staff had completed the training by 31st March 2026.

Training for front line staff

- 2.10 Since the last Executive Safeguarding update, an in-depth face to face training session was delivered in December 2025. This was for front-facing staff to familiarise them with the revised Safeguarding reporting and

recording process. 32 staff from across Housing & Environmental Health, Regulatory Services and Operational Services attended.

- 2.11 The training was bespoke to district council needs, focusing also on Early Help support and pathways. It combined both Adults and Children Safeguarding and facilitated by a specialist trainer with costs met by the corporate training budget.
- 2.12 An annual Safeguarding Communications Plan has now been developed to ensure all staff receive regular reminders on their Safeguarding duties and the importance of promoting Early Help to prevent escalation of issues.

Training for Taxi Drivers

- 2.13 The number of new taxi drivers who have undertaken Child Sexual Exploitation' Level 1 on-line training in the past year is approximately 465.
- 2.14 Of the 1,396 licensed drivers who must undertake CSE refresher training every 3 years for their licence to be renewed, 340 undertook the refresher training in the past year.

Next steps

- 2.15 Pendle Borough Council recognises the importance of ensuring that safeguarding remains a visible priority across the organisation. It is essential that all staff understand their safeguarding responsibilities and the vital role they play in identifying concerns and supporting households to access Early Help services, helping to prevent issues from escalating.
- 2.16 As such, an annual Safeguarding Communications Plan has been developed to ensure Safeguarding remains prominent across the organisation. The plan will deliver regular, consistent communications that reinforce staff safeguarding responsibilities, promote a positive safeguarding culture, and build confidence in recognising, responding to, and reporting safeguarding concerns, as well as identifying opportunities for Early Help support before issues escalate.

Link to Council Plan Priorities: (Providing High Quality Services and Facilities, Proud and Connected Communities and Places, Good Growth and Housing and Healthy Communities)

3.1 Providing High Quality Services and Facilities

By ensuring that staff and Elected Members understand their safeguarding responsibilities and know how to identify and respond to concerns, the Council can provide services that are safe, inclusive, and meet the needs of vulnerable residents.

3.2 Proud and Connected Communities and Places

Through partnership working, early intervention, and community engagement, the Council contributes to identifying and addressing risks to vulnerable individuals, helping to build community confidence and reduce social isolation.

3.3 Good Growth and Housing

Safe and secure housing is a key protective factor for children, young people, and adults at risk. The Council's housing, environmental health, and regulatory functions provide opportunities to identify safeguarding concerns and ensure that vulnerable residents receive appropriate support and intervention.

3.4 Healthy Communities

By identifying concerns at an early stage and facilitating access to support services, the Council helps to protect vulnerable individuals from abuse, neglect, exploitation, and harm.

4 Implications

4.1 Financial Implications

None arising from this report

4.2 Legal and Governance Implications

Pendle Borough Council has a statutory duty to safeguard children (Children Act 2004) and adults (Care Act 2014)

4.3 Climate and Biodiversity Implications

None arising from this report

4.4 Human Resources Implications

None arising from this report

4.5 Equality and Diversity Implications

Safeguarding could be a particular issue in more deprived Pendle wards where other geographical inequalities exist

5. Consultation

5.1 Not required for annual update report

6. Alternative Options Considered

Not required for annual update report

7. Statutory Officer Sign off (please put an x in the relevant box below)

Section 151 Officer	X
Monitoring Officer	X

8. Background Documents

[Pendle Borough Council Safeguarding Policy 2025-28](#)

Contact Officers

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