

## Organisational response form

**Report title:** Follow-up review of Corporate Arrangements for Safeguarding – Carmarthenshire County Council

**Date:** October 2023

**Document reference:** 3788A2023

Ref	Recommendation	Organisational response Please set out here relevant commentary on the planned actions in response to the recommendations	Completion date Please set out by when the planned actions will be complete	Responsible officer (title)
R1	<p><b>R1 Roles, responsibilities and governance arrangements</b></p> <p>a) The Council should clarify who will be the Lead Member for corporate safeguarding and ensure the following:</p> <ul style="list-style-type: none"> <li>- that the Council constitution sets out clearly who the Lead Member for corporate safeguarding is and that it is consistent with the Council's Corporate Safeguarding Policy;</li> <li>- that corporate safeguarding is reflected in the relevant Cabinet Member and related scrutiny committee portfolio responsibilities;</li> <li>- that information about the Lead Member role for corporate safeguarding is communicated to all staff and stakeholders, including updating the Council website.</li> </ul>	<p>Clarification provided- Lead member for corporate safeguarding confirmed as Cabinet Member for Health and Social Services – Cllr Jayne Tremlett.</p> <p>Corporate Safeguarding Policy to be refreshed to ensure Lead Member for Corporate Safeguarding role and responsibilities are explicit.</p> <p>Health and Social Services Cabinet Member and Scrutiny Committee Portfolios to be refreshed to ensure Corporate Safeguarding responsibilities are explicit.</p> <p>Communication plan to be developed to ensure refreshed Corporate Safeguarding Policy (including Lead Member role) is communicated to all staff and stakeholders. Website to be refreshed (work already commenced)</p>	<p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Partially Completed. Target Date - End of January 2024</b></p>	<p><b>Director of Communities (Statutory Director)</b></p> <p>“</p> <p>“</p> <p>“</p>

	<p>This will help to clarify responsibilities and facilitate accountability.</p> <p>b) The Council should update its Corporate Safeguarding Policy to ensure that the governance arrangements and oversight for corporate safeguarding are clearly set out, including identifying which scrutiny committee will have oversight of corporate safeguarding arrangements.</p> <p>c) The Council should ensure that the name of the Corporate Safeguarding Officers Group is used consistently in its documentation on safeguarding to ensure clarity and avoid any confusion.</p> <p>d) The Council should assure itself that the Corporate Safeguarding Officers Group is discharging its role effectively and in accordance with its Terms of Reference.</p>	<p>Corporate Safeguarding Policy to be refreshed and to include updated governance structure (including Health and Social Services Scrutiny Committee responsibilities).</p> <p>Corporate Safeguarding Officers Group membership to be refreshed and re-named <b>Corporate Safeguarding Group</b>. This will be consistently used on all safeguarding documentation and communications.</p> <p>Corporate Safeguarding Group assurance framework to be developed.</p> <p>Annual report submitted to Corporate Management Team and Health and Social Services Scrutiny Committee</p>	<p><b>Completed</b></p> <p><b>Completed and ongoing</b></p> <p><b>Feb 2024</b></p> <p><b>May 2024</b></p>	<p>“</p> <p>“</p> <p>“</p> <p>“</p>
<b>R2</b>	<p><b>R2 Safe recruitment of staff and volunteers</b></p> <p>a) The Council needs to strengthen its current arrangements for monitoring compliance with DBS</p>	<p>Action to review, refresh and approve:</p> <ul style="list-style-type: none"> <li>- DBS Guidance document</li> <li>- Safer Recruitment Policy</li> </ul>	<p><b>Completed</b></p>	<p><b>Assistant Chief Executive</b></p>

	<p>checks for staff and particularly for volunteers and put in place effective corporate oversight arrangements to ensure that safe recruitment practices are being followed to protect service users.</p> <p>b) The Council should review its revised process of using risk assessments to allow staff to work prior to the required DBS checks being received (that it introduced in response to challenges presented during the Covid-19 pandemic), to assure itself that it has safe recruitment arrangements in place, that are fully complied with, and which do not expose the Council and its service users to risk.</p> <p>c) The Council should assure itself that it has arrangements in place to ensure that contractual provisions in relation to safeguarding are adhered to and those commissioned to do work on behalf of the Council are fulfilling their safeguarding responsibilities, thereby minimising the risk to the Council and its residents.</p>	<p>- Ex offenders' Policy</p> <p>- Volunteering Policy</p> <p>CSG to review use of risk assessments- DBS Policy to clearly set out considerations for working prior to DBS check- amendments agreed and DBS policy updated and approved.</p> <p>Review DBS policy to ensure explicit reference to contractors safeguarding responsibilities.</p> <p>Review/ update contracting policy to ensure Safeguarding responsibilities are explicit in all contracts.</p> <p>Establish a framework for monitoring compliance- eg spot check on contactors on site</p>	<p><b>End of Jan 2024</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>January 2024</b></p> <p><b>January 2024</b></p>	<p>“</p> <p>“</p> <p>“</p> <p>“</p> <p>“</p>
<b>R3</b>	<p><b>R3 Safeguarding training</b></p> <p>The Council should ensure that there is effective corporate oversight of compliance with safeguarding training provided to all staff, Elected Members, school</p>	<p><b>Establish a framework for gathering safeguarding training data including compliance with National Safeguarding</b></p>	<p><b>March 2024</b></p>	<p><b>Assistant Chief Executive</b></p>

	governors and volunteers to assure itself that safeguarding responsibilities are understood.	<b>Training Framework and evaluate effectiveness.</b>		
<b>R4</b>	<p><b>R4 Reporting on corporate safeguarding</b></p> <p>The Council should strengthen its reporting on the effectiveness of its corporate arrangements for safeguarding to Corporate Management Team and Elected Members, including the provision of performance information. This will help to strengthen the Council's oversight and assurance arrangements for corporate safeguarding and ensure it applies its Corporate Safeguarding Policy in practice.</p>	<b>Refresh corporate safeguarding performance measures to ensure they are relevant and provide appropriate assurances to CMT /Scrutiny Committee.</b>	<b>Partially completed. Target date end of Jan 2024</b>	<b>Director of Communities (Statutory Director)</b>
<b>R5</b>	<p><b>R5 Risk management</b></p> <p>a) The Council should consider whether a specific corporate safeguarding risk should be reinstated on its corporate risk register to strengthen corporate oversight.</p> <p>b) The Council should assure itself that all departments are fully considering safeguarding risks and, if appropriate, include those risks in the departmental risk registers. Such risks can then be managed and mitigated.</p>	<p>Re introduce corporate safeguarding Risk register</p> <p>Refresh framework for identifying safeguarding risks for inclusion on risk register.</p> <p>Refresh process for mitigating or escalating corporate safeguarding Risks. CSG to consider introduction of annual departmental safeguarding Audits</p>	<p><b>January 2024</b></p> <p><b>January 2024</b></p> <p><b>Partially completed</b></p>	<p><b>Director of Corporate Services</b></p> <p>“</p> <p>“</p>