

**Classification:** Public

**Key Decision:** No

## **Gravesham Borough Council**

**Report to:** Cabinet  
**Date:** 9 September 2024  
**Reporting officer:** Carly Theis, Lead Safeguarding Officer  
**Subject:** Updated Safeguarding Policy

### **Purpose and summary of report:**

To present an updated version of the Safeguarding Policy.

### **Recommendations:**

1. Cabinet is asked to approve the Safeguarding Policy for adoption and publication.

<b>Key Implications:</b>	
<b>Item</b>	<b>Implications</b>
<b>Legal</b>	The Working Together to Safeguard Children (2018) document and the Care Act (2014) place a statutory duty on local authorities to follow Safeguarding procedures.
<b>Finance and Value for Money</b>	No additional funding is required.
<b>Corporate Plan</b>	This Policy links to all three objectives from the Corporate Plan; One Borough, One Community and One Council.
<b>Climate Change</b>	None identified at this stage.

## **1. Introduction**

- 1.1 As part of Kent and Medway Safeguarding Adults Board (KMSAB) Self-assessment of organisational arrangements to safeguard and promote the wellbeing of adults at risk (SAF) Peer Review, Gravesham Borough Council received several recommendations in relation to updating sections of our Safeguarding Policy.
- 1.2 This review has prompted us to revisit the Policy, update it accordingly, and make any necessary changes.

1.3 Gravesham Borough Council's latest Safeguarding Policy was written in 2021 so the Policy is also due to be updated.

## 2. Policy Updates

2.1 We have added additional information including;

- Support for carers - Gravesham Borough Council recognises the importance of carers and the challenge that carers face on a daily basis, whether that be giving unpaid care to someone who is over the age of 18, caring for a child with additional needs/disabilities or caring for a vulnerable family member. Support is available through Gravesham Borough Council's partnership with KMSAB [Information and Support for Carers and](#) also at [Kent Support for Carers](#).
- Advocacy Services – [The Advocacy People](#) are an independent charity providing free and confidential services in Kent, they help to understand individual situations and provide tailored support and advice. This includes advocacy for people with mental health or who lack capacity, advocacy for children and young people, and care, support, and safeguarding advocacy.
- The Dual Diagnosis Protocol - The purpose of this protocol is to support effective and well-coordinated services for people with co-occurring mental health and substance misuse disorders. Gravesham Borough Council aims to ensure that all individuals with such co-occurring issues receive appropriate support that is suitable for their individual needs [Kent and Medway Joint Working Protocol for Co-occurring Mental Health and Substance Misuse Disorders](#).
- Links to KMSAB Policies and Procedures including their escalation policy
- Information around SAR's – Gravesham Borough Council must arrange for there to be a review of a case involving an adult in the Borough with needs for care and support if there is reasonable case for concern about how the council, council members or other persons, worked together to safeguard the adult, and they either died and the council knows or suspect that the death resulted from abuse or neglect, or the adult is still alive but the council knows or suspects that the adult has experienced serious abuse or neglect. All employees of the Council must fully co-operate and contribute to the carrying out of a review with a view to identifying the lessons to be learnt from the adult's case, and also applying those lessons to future cases.
- Self-neglect and Hoarding - a wide range of behaviours may constitute self-neglect including neglecting to care for one's personal hygiene, health or surroundings and behaviour such as hoarding.
- Making Safeguarding Personal – undertaking a person-centred approach when dealing with any safeguarding concerns.
- The Mental Capacity Act - mental capacity refers to a person's ability to understand information and make decisions about their life. It can also mean the ability to communicate decisions about their life. The Mental Capacity Act 2005 (MCA) is the law that protects a person who is not able to make decisions because they lack the capacity.
- Care Needs Assessments – If you think someone requires any care and/or support needs GBC can complete a referral for a free care needs assessment.

- Managing allegations from people in a position of trust (PIPOT) – Any concerns about the welfare of a child or adult at risk arising from alleged abuse by an employee or Member of the council must be reported immediately to the HR team which will lead an investigation in consultation with the Chief Executive, Designated Safeguarding Officer and KCC Local Authority Designated Officer (LADO) in the case of a child. In the case of alleged abuse in respect of an adult, HR will immediately notify the CEO, Designated Safeguarding Officer and Lead Safeguarding Officer, who will make an immediate report to Adult Social Care under section 42 of the Care Act. Please see The KMSAB guidance [Managing Concerns around People in Positions of Trust](#).

2.2 The layout of the policy has also been changed and any dated quotes/legislation amended accordingly.

### **3. Appendices**

3.1 The following documents are to be published with the report:

GBC Safeguarding Policy 2024

### **4. Background Documents**

4.1 The following background documents were used:

GBC Safeguarding Policy 2021

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<b>Secondary Implications</b>	
<b>Risk Assessment</b>	Safeguarding legislation requires certain responsibilities to be fulfilled as a minimum and that due regard be given to Government guidance issued in carrying out duties. Failure to discharge the duty imposed may result in the Secretary of State giving directions for the purpose of enforcing the performance of the duty.
<b>Data Protection Impact Assessment</b>	<p><i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i></p> <p>a. Does the project/change being recommended through this paper involve the processing of <a href="#">personal data</a> or <a href="#">special category data</a> or <a href="#">criminal offence data</a>? A definition of each type of data can be found on the Information Commissioner's Office website via the above links. No</p> <p>b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice? N/A</p> <p>c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at <a href="mailto:gdpr@medway.gov.uk">gdpr@medway.gov.uk</a>. N/A</p>
<b>Equality Impact Assessment</b>	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No</p> <p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. Yes – This policy directly supports equality by promoting the safeguarding of both children and adults at risk.</p> <p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>
<b>Crime and Disorder</b>	N/A
<b>Digital and website implications</b>	This policy will need to be published on GBC internet and the staff intranet.
<b>Safeguarding children and vulnerable adults</b>	Yes this is the safeguarding policy which highlights how all children and adults at risk are to be safeguarded.