



## Overview and Scrutiny Committee

Notice of a Meeting, to be held in the Council Chamber, Civic Centre, Tannery Lane, Ashford, Kent TN23 1PL on Tuesday 28<sup>th</sup> March 2017 at 7.00pm.

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The Proposed Members of this Committee are:-

Cllr Chilton (Chairman)

Cllr Michael (Vice-Chairman)

Cllrs. Adby, Burgess, Feacey, Hicks, A. Howard, W. Howard, Krause, Link, Mrs. Martin, Sims.

### Agenda

- |   | <b>Page<br/>Nos.</b> |
|---|----------------------|
| 1. <b>Apologies/Substitutes</b> – To receive Notification of Substitutes in accordance with Procedure Rule 1.2(iii)                             |                      |
| 2. <b>Declarations of Interest:-</b> To declare any interests which fall under the following categories, as explained on the attached document: | (i)                  |
| a) Disclosable Pecuniary Interests (DPI)  |                      |
| b) Other Significant Interests (OSI)  |                      |
| c) Voluntary Announcements of Other Interests   |                      |
| See Agenda Item 2 for further details   |                      |
| 3. <b>Minutes</b> – to approve the Minutes of the Meeting of this Committee held on the 28 <sup>th</sup> February 2017                          |                      |

### **Part I – Matters Referred to the Committee in Relation to Call-In of a Decision made by the Cabinet**

None for this meeting

### **Part II – Responses of the Cabinet to Reports of the Overview and Scrutiny Committee**

None for this Meeting

### **Part III – Ordinary Decision Items**

4. Safeguarding Children and Adults at Risk

## **Part IV – Information/Monitoring Items**

5. Programme Setting for Overview & Scrutiny (Discussion)
6. Future Reviews and Report Tracker and Topic Selection Flowchart

**Declarations of Interest (see also “Advice to Members” below)**

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct as adopted by the Council on 19 July 2012, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted). However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency reasons alone, such as:

- Membership of outside bodies that have made representations on agenda items, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: an effect on the financial position of a Member, relative, close associate, employer, etc; OR an application made by a Member, relative, close associate, employer, etc, would both probably constitute either an OSI or in some cases a DPI].

**Advice to Members on Declarations of Interest:**

- (a) Government Guidance on DPI is available in DCLG’s Guide for Councillors, at [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/240134/Openness\\_and\\_transparency\\_on\\_personal\\_interests.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/240134/Openness_and_transparency_on_personal_interests.pdf)
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, with revisions adopted on 17.10.13, and a copy can be found in the Constitution at <http://www.ashford.gov.uk/part-5---codes-and-protocols>
- (c) If any Councillor has any doubt about the existence or nature of any DPI or OSI which he/she may have in any item on this agenda, he/she should seek advice from the Corporate Director (Law and Governance) and Monitoring Officer or from other Solicitors in Legal and Democratic Services as early as possible, and in advance of the Meeting.

## Overview and Scrutiny Committee

Minutes of a Meeting of the Overview and Scrutiny Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **28<sup>th</sup> February 2017**.

### Present:

Cllr. Chilton (Chairman)

Cllrs. Burgess, Feacey, Hicks, A. Howard, Krause, Link, Mrs. Martin, Michael, Mrs. Webb.

In accordance with Procedure Rule 1.2 (iii) Cllr. Mrs Webb attended as Substitute Member for Cllr. Adby.

### Apologies:

Cllrs. Adby, Shorter.

### Also Present:

Cllr. Bradford, Smith.

Detective Inspector Andrew Bidmead - Kent Police, Elizabeth Tweed – Chair of the Ashford Domestic Abuse Forum, Head of Health Parking & Community Safety, Health Parking and Community Safety Manager, Health, Parking and Community Safety Manager, Senior Policy, Performance & Scrutiny Officer, Corporate Scrutiny and Overview Officer, Member Services Officer.

## 318 Declaration of Interest

Councillor	Interest	Minute No.
Feacey	Made a "Voluntary Announcement" as the Chairman of the Ashford Volunteer Bureau.	320

## 319 Minutes

### Resolved:

**That the Minutes of the Meeting of this Committee held on the 24<sup>th</sup> January 2017 be approved and confirmed as a correct record.**

## 320 Community Safety Partnership Annual Update

The Head of Health Parking & Community Safety introduced this item and said how positive it was to be able to share with the Committee the work that the Community

Safety Partnership (CSP) had undertaken over the past year and welcomed feedback from Members to help develop plans for the next year. The Chairman then opened up this item for discussion, and the following questions/comments were made:

- The Health Parking and Community Safety Manager confirmed that there were nine partner organisations that made up the structure of the Community Safety Partnership Group.
- A Member asked whether in-depth investigations had been undertaken into slavery and domestic abuse in the borough. DI Bidmead confirmed that a police operation was ongoing to tackle these issues in both urban and rural areas and so far this year approximately 16 individuals had been rescued from slavery. The Head of Health Parking & Community Safety explained that Anti-Social Behaviour (ASB) was still a priority for the CSP but compared to other areas in the County, Ashford had the lowest levels of ASB and the emphasis was to maintain this strong position.
- Elizabeth Tweed explained that the One Stop Shop (OSS) was based at the Willow Centre in Brookfield Road and funding had been granted from ABC for the post of OSS & Freedom Programme Co-ordinator. Initially this was £50,000 per annum for 3 years and they were pleased to learn that Cabinet had agreed to fund this post permanently.
- In response to a question asking whether the operation to tackle slavery included traveller sites, DI Bidmead confirmed that they were included and this could often be linked to operations around organised crime in those areas.
- One Member noted that the table on Page 7 could be clearer if the data were instead displayed by borough. The Health Parking and Community Safety Manager explained that the table indicated where the OSS's were located, but would group by borough in future reports.
- DI Bidmead discussed the increase in hate crimes after the Brexit vote and confirmed that the number of incidents reported had almost doubled. Although this was clearly a concern, the incidents were mainly low level, and this was thought to be a result of members of the public feeling more confident when expressing their personal opinions since the Brexit vote. An Independent Police Advisory Group had been formed to provide support to victims.
- A Member asked for clarification on the 101 telephone service and why some users had experienced such a long wait for their call to be answered. DI Bidmead explained that the service had encountered problems last year but procedures had now been reviewed and a new web contact method had been introduced. Since June last year the average answer time had improved from 5 minutes to 1 minute. Another Member noted that if Police Community Support Officer's (PCSO's) were available after 6pm, this might help ease the pressure on the 101 service. DI Bidmead explained that a

new policing model was expected from September 2017, which could help to alleviate the problem. Currently 22 PCSO's were routinely employed in the borough.

- The Chairman asked if there had been any impact following the decision to remove PCSO's from Parish Council meetings. DI Bidmead explained that the PCSO's were still communicating with Parish Councils and information was made available on the police website for them to use at meetings. He went on to explain that with current financial restraints it was more beneficial for the PCSO's to be out on the job, rather than attending meetings.
- In response to a question regarding reduced resources for youth projects and ASB, the Head of Health Parking & Community Safety spoke about the importance of supporting our partners working with young people such as Early Help & Preventative Services. Reference was also made to the Troubled Families Programme and Local Children's Partnership Group.
- A Member queried the figures relating to visits made to the OSS's and Elizabeth Tweed confirmed that 316 people visited the Centre in 2014/2015. They were conscious that some clients were "hard to reach" either geographically or because of their culture, and there were plans to recruit an outreach worker in order to help with this problem.
- In response to a question regarding Road Safety figures in the report, the Head of Health Parking & Community Safety clarified that 'Crashes – all ages' referred to the number of collisions whereas 'Casualties – all ages' referred to the number of people injured.
- A Member asked if there were any plans to implement a programme to rehabilitate the perpetrators of domestic abuse. Elizabeth Tweed said that there was a pilot programme being run in Medway costing £20k, the results of which would be reviewed to determine effectiveness before running such a programme in Ashford.
- Members discussed the feedback they had received from residents around lack of visibility of police officers in the area, but all agreed that this was inevitable considering the financial restrictions placed on the police. They reinforced the importance of encouraging the general public to report all incidents as quickly as possible using the channels available to them.
- The Head of Health Parking & Community Safety talked in more detail about the priorities recommended for 2017/2018 and explained that there was no additional funding beyond that provided by the Kent Police and Crime Commissioner. Additional funding for projects would have to be sourced from CSP partners.
- The Chairman asked if any specific measures were in place to tackle shoplifting and robberies taking place around the town centre. DI Bidmead reported that there were plans to re-design the town centre area and put on extra patrols. Although the number of robberies and thefts had remained

fairly constant, better results were seen throughout December and January 2016 after increasing patrols in the town. He did acknowledge that policing needed to improve in retail areas.

- The Health Parking and Community Safety Manager reported that there had been no impact on crime figures regarding the KCC decision to switch off lights in certain areas of the borough, however KCC were now installing LED lights and so they were being switched back on. He also confirmed that the police had reviewed their figures and could find no appreciable increase in Anti-Social Behaviour relating to alleyways.
- The Portfolio Holder thanked the Head of Health Parking & Community Safety and both Health Parking and Community Safety Managers for their work on the CSP. He assured Members that a good working relationship had been built with the local police force and he was confident that this would only get better going forward. Reporting rates of domestic abuse had increased, which showed that the public had more confidence when reporting these types of crimes. Funding had been secured from the Kent Police & Crime Commissioner, and this only served to demonstrate the strength of the CSP and the forward thinking of ABC.

**Resolved:**

**That the Report be noted.**

## **321 Quarter 3 Performance Report**

The Senior Policy, Performance & Scrutiny Officer introduced this item and explained that Members would be receiving an online Questionnaire to complete ahead of the Performance Dashboard entering its second year.

The Chairman opened up the item for discussion and the following questions/comments were made:

- A Member commented that the report was very good, but referred to Page 46 and advised that “Footfall” should instead read “Town Centre Footfall”.
- The Chairman asked if Members should be concerned that figures indicating levels of food business hygiene had dropped over the last year. The Head of Health Parking & Community Safety and the Senior Policy, Performance & Scrutiny Officer assured the Committee that there were natural fluctuations within the figures and that overall standards remained extremely good so there was no need for concern. All food businesses within the borough had to be registered and inspected and the results were displayed as a Food Hygiene Rating which was publically available via the council’s website.
- A Member commented that if the information from the report was to be made public, then there would need to be succinct differentiation between Ashford and the Ashford Borough.

- A Member commented that it could be useful for the report to contain the actual number of new homes built.
- A Member enquired whether the new property to provide temporary accommodation to homeless people had been purchased yet. The Senior Policy, Performance & Scrutiny Officer confirmed that this was still being considered.

**Resolved:**

**That the Report be noted.**

## **322 Future Reviews and Report Tracker and Topic Selection Flowchart**

The Chairman told the Committee that the Safeguarding Report would be given at the next meeting. Members asked when they could expect air quality and pollution to be discussed. The Corporate Scrutiny and Overview Officer explained that it was hoped that a draft document could be presented to the Committee by early summer 2017.

**Resolved:**

**That the Report Tracker be received and noted.**

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**Agenda Item No:**

**Report To:** Overview and Scrutiny Committee

**Date:** 28 March 2017

**Report Title:** Safeguarding Children and Adults at Risk – The Council's Role and Partnership Working

**Report Author:** James Hann – Health, Parking and Community Safety Manager

**Portfolio Holder:** Cllr Bradford – Portfolio Responsibility for Highways, Wellbeing and Safety



**Summary:** Safeguarding is the process of protecting children, young people and adults at risk from abuse or neglect, preventing impairment of their health and development, and ensuring they are growing up and developing in circumstances consistent with the provision of safe and effective care - enabling them to have optimum life chances.

This report provides members with an introduction to the council's responsibilities and highlights some of the work carried out in the last 15 months

**Key Decision:** No

**Affected Wards:** All Wards

**Recommendations:** The Overview and Scrutiny Committee is asked to note the information contained within this report.

**Policy Overview:** The council has a Safeguarding Policy that supports the council, its officers, elected members and volunteers in fulfilling their statutory responsibilities.

**Financial Implications:** The work is primarily carried out within service budgets, although Management Team did agree an additional £7,000 for Level Two Safeguarding training.

**Risk Assessment** Not applicable.

**Background Papers:** The self assessment and peer review required under Section 11 of the Children Act 2004 is available in the Member Room

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## **Agenda Item No.**

**Report Title:** Safeguarding Children and Adults at Risk – The Council’s Role and Partnership Working

### **Purpose of the Report**

1. In 2015 the audit partnership recorded as “weak” the council’s safeguarding activities, procedures and policies. While there was no indication that the council had put anyone at risk, its training, awareness, policies, procedures and recording needed an urgent update to ensure they reflected the safeguarding challenges faced by the council. Officers from across the council have undertaken a significant amount of work over the last fifteen months and the subsequent review undertaken by the auditors recorded the council’s safeguarding as “sound”.
2. This report provides the committee with:
  - an overview of the council’s role and responsibilities
  - accountability and governance
  - an indication of the work that has been carried out since the audit in December 2015
  - referrals made since April 2016
  - future work

### **Background**

3. Over the last few years the safeguarding agenda has become increasingly high profile with significant political and media focus at a national as well as local level. In response to this, duties placed on councils and other agencies have been extended.
4. The Children Act 1989 states that the child’s welfare is paramount and that every child has a right to protection from abuse, neglect and exploitation. Statutory guidance on making arrangements to safeguard and promote the welfare of children under Sections 10, 11 and 13 of the Children Act 2004 specifies what is required of local authorities.
5. The Care Act 2014 codified the principle of wellbeing and placed safeguarding adults’ duties on a statutory basis. The council’s policies and procedures are governed by this Act, which provides the legal framework for how local authorities (in this case Kent County Council) and other parts of the public sector, including the borough council, should protect adults at risk of abuse or neglect.
6. The Counter-Terrorism Act 2015 dictates that all local authorities are vital to the Prevent work which exists to reduce the risk of people being drawn into terrorism, while under the Modern Slavery Act 2015 the council has a statutory duty to report and provide notification to the National Crime Agency about any potential victims of modern slavery or trafficking.

7. Taken together, these legislative provisions place on local authorities and their partners stringent responsibilities regarding the general safeguarding of both children and adults at risk.
8. The introduction of the Care Act 2014, which came in to effect from April 2015 and the publication of national guidance such as “Working Together”, plus the council’s own audit prompted a review of the council’s existing safeguarding arrangements.

## **Ashford Borough Council’s Safeguarding Policy**

9. A revised over-arching Safeguarding Policy was adopted in April 2016. It provides a clear understanding of the council’s role and the procedures required to respond appropriately to this increasingly complex and challenging subject.
10. The policy supports the council, its officers, elected members and volunteers in fulfilling their statutory responsibilities under the Care Act 2014, the Children Act 2014 and the Working Together to Safeguard Children 2015 statutory guidance.
11. The policy was brought up to date to align with recent changes in national policy, and best practice from around the county. It also drew on the collaborative work being undertaken across the council, reflected local working arrangements with the relevant statutory partners and responded to the audit recommendations.
12. The council believes that safeguarding is ‘everybody’s business’ and is committed to ensuring children, young people and adults at risk are protected from abuse and are provided with opportunities to thrive. As a part of this ambition, officers have undertaken a programme of work to revise its detailed operational procedures, embraced best practice, and provided additional support to members, employees and volunteers to deliver our responsibilities around this agenda.

## **Accountability and Governance**

13. Ultimately, accountability for safeguarding under the work of Ashford Borough Council falls to the Chief Executive. The Chief Executive and Senior Management Team are responsible for ensuring the council’s responsibilities and procedures are implemented, monitored and consistently reviewed. Also, the Chief Executive is responsible for nominating an officer to represent the Council on the Local Child and Adult Safeguarding Boards and relevant subgroups.
14. The Designated Safeguarding Officer is responsible for dealing with reports or concerns about the protection of children, young people and adults at risk appropriately and in accordance with the procedures that underpin the Safeguarding Policy.

15. A group of Lead Safeguarding Officers was established to support the Designated Safeguarding Officer and they hold responsibility for safeguarding within different areas of the council's operations:
- Adults at risk
  - Children
  - Domestic Abuse
  - Child Sexual Exploitation
  - Prevent (preventing extremism)
  - Contracts
  - Commissioning
16. All members, employees and volunteers are responsible for carrying out their duties in a way that actively safeguards and promotes the welfare of children, young people and adults at risk. They must also act in a way that protects them from wrongful allegations of abuse as far as possible. They must bring safeguarding concerns to the attention of the Designated Safeguarding Officer.

## **Actions Taken**

17. Lead Officers and other staff have been implementing an action plan to deliver key improvements in the council's safeguarding governance, policy making, procedures, working practices and monitoring.
18. Along with the adoption of a revised Safeguarding Policy a considerable amount of work has been undertaken in the last 15 months. The following provides some of the key achievements:
- Reviewed and agreed revise procedures for recruitment, staff checks and whistle-blowing;
  - In January 2016 the council's Senior Management Team considered and approved updated Personnel Policies, revised in light to the recent legislative and policy changes relating to safeguarding;
  - In March 2016 the Joint Consultative Committee also received and approved these changes;
  - Set up a safe, confidential and robust monitoring system for council referrals to ensure all referrals were recorded in one place;
  - Introduced quarterly reports to the Senior Management Team and an annual report to elected members;
  - Broadened the role of the Designated Safeguarding Officer role to champion the corporate importance of safeguarding and promoting the welfare of children and vulnerable adults throughout the organisation and externally;
  - Transferred the role of the Designated Safeguarding Officer to the Health, Parking & Community Safety Service in order to maximise linkages with the wider community safety agenda;
  - Established a Lead Safeguarding Officer group to champion safeguarding and provide points of contact within the council;

- Developed, adopted and implemented a safeguarding training strategy (refer below for more detail);
- Coordinated awareness training for child sexual exploitation training for partners;
- Delivered Freedom programmes and Recovery Toolkit sessions (a psycho-educational resource which includes a cognitive behavioural therapy module) to victims of domestic abuse;
- Established a Lead Member role to address safeguarding;
- Ensured that safeguarding was a priority for the Community Safety Partnership (CSP) and established working parties on Child Sexual Exploitation (CSE), Prevent, Domestic Abuse and Human Trafficking and Modern Slavery which have their own tactical delivery plans and which are reviewed quarterly at the CSP;
- Updated our intranet to provide best practice guides, links to current referral forms and contact details for Lead Safeguarding Officers;
- Held regular Lead Safeguarding Officer meetings to encourage collaborative working, strong communication links and sharing of best practice;
- Promoted safeguarding awareness via the online staff magazine covering for example the role of Lead Safeguarding Officers and promoting who they are; and finally
- Developed guidance on the role of the Lead Safeguarding Officers.

## Training

19. A key area that has been strengthened is staff safeguarding awareness training. A complementary staff training strategy was developed and investment allocated to support professional training.
20. To date 95% of staff (406 people) have completed their Level One Safeguarding e-learning. A further 23 members of staff still need to complete their training.
21. In addition, 116 of 133 members of staff have been trained in Level Two Safeguarding.
22. From 2017 this training becomes a business as usual session and courses will be run regularly in order to ensure those people that are new to a role or who have not attended a session for any reason are appropriately trained. While we cannot say that 100% have been trained, we are in a very strong position and have ensured a focus on those members of staff who are more likely to face safeguarding concerns as a consequence of their area of work.
23. The following training sessions were completed by the council's Designated and Lead Safeguarding Officers:
  - KSCB Child Protection for Designated Staff – Designated Safeguarding Officer and the Lead Safeguarding Officer for Children
  - KSCB Alcohol Awareness - Lead Safeguarding Officers
  - KSCB Basic Awareness of Child & Adult Sexual Exploitation – e-learning - Lead Safeguarding Officer for CSE

- KSCB Child Trafficking & KSCB Essential Safeguarding - Early Help to Referral – Designated Safeguarding Officer
- Co-located CSE team - CSE - Designated Safeguarding Officer
- DA perpetrator training course (5 days) - Lead Safeguarding Officer for Domestic Abuse

## Partnership Working

24. The council's Lead Safeguarding Officer for Prevent, the Designated Safeguarding Officer and Community Safety Support Officers have held several multi-agency Workshops to Raise Awareness of Prevent (WRAP) Workshops for the Kent Safeguarding Children Board (KSCB), providing training for approximately 200 people. Attendees have included elected members, staff from the Department of Work and Pensions, Kent Fire and Rescue Service, Kent County Council (KCC) Wardens, foster agencies, schools and other partners.
25. The Community Safety Partnership's Prevent Working Group meet to update the actions on the plan and the Lead Safeguarding Officer for Prevent meets Kent Police regularly to ensure the relationships are maintained.
26. Officers from across the council have worked with KCC Specialist Social Services and the Child Sexual Exploitation co-located team to provide awareness training for taxi drivers. 60 taxi drivers were trained by a police trainer on child sexual exploitation awareness and how to spot and report concerns, with good feedback from drivers and press coverage on local television news.
27. A comprehensive summary of the partnership work undertaken on tackling domestic abuse was presented to the Cabinet on the 25 January 2017. A link to the copy of this report is available at <https://secure.ashford.gov.uk/committeesystem/ViewAgenda.aspx?MeetingId=3092>

## Referrals

28. The council follows the Kent-wide referral procedures as set out in Kent County Council's "*Multi-agency Safeguarding Adults Policy, Protocols and Guidance for Kent and Medway*" and "*Kent and Medway Safeguarding Children Procedures*" for making referrals.
29. There are a range of referral routes and forms available depending on the nature of the safeguarding incident in question. Access to these are provided on the council's intranet (<http://abcinside/index.php/abc-services/health-parking-community-safety/safeguarding>)
30. The council's Safeguarding Policy requires each referral to be recorded on a database (called Locata) in addition to making the referral to the relevant agency.
31. Training has been provided on the use and appropriate referral system to ensure the correct information is captured. There has been some concern that

while staff are submitting referrals to the appropriate agencies, some staff are not recording them on Locata. Further reminders and staff training are planned.

32. There have been 17 referrals by council officers between April 2016 and March 2017. They have primarily concerned adult safeguarding.

### **Section 11 audit**

33. The council has a responsibility under section 11 of the Children Act 2004 to complete a comprehensive bi-annual self assessment on safeguarding. This focuses on the need to have in place safe systems and safe processes; for example, by ensuring safe recruitment of staff, by providing appropriate training and by having up to date policies which all staff know how to access.
34. The self assessment is peer reviewed by other local authorities and professionals specialising in safeguarding. Most public bodies, such as the police, fire service, education and health services have the same requirement to complete the assessment.
35. In March 2017 the council was informed that it was at 100% compliance. A copy has been made available in the Member Room.

### **Future Work**

36. Officers are working on the introduction of a robust, but proportionate protocol to cover the safeguarding aspects relevant to our procurement processes. Guidance, questions for contractors (for example at pre-qualification stage) and template clauses for contracts have been produced. Subject to a final check by Legal Services these will be implemented for use in procurement and contracts entered into from April 2017.
37. As stated above the majority of referrals are made for adults at risk. Officers continue to develop their understanding of the adult safeguarding process, when criteria are met for referral and what support is available for those adults that we identify as being at risk. We are working with KCC's Safeguarding Coordinator for the Ashford, Canterbury and Coastal team to help strengthen our understanding.
38. We plan to provide awareness sessions on the council's risk register. This is the database that officers check before visiting premises in order to ensure that there are no known safety concerns. This register is being re-badged viSit SAFE in order to distinguish it from other risk based systems. This is planned to take place over spring 2017.
39. Finally we plan to continue to undertake awareness campaigns on safeguarding.

### **Conclusion**

40. Ashford Borough Council believes that safeguarding is 'everybody's business' and is committed to ensuring children, young people and adults at risk are

protected from abuse and are provided with opportunities to thrive. As a part of this ambition, officers have undertaken a programme of work to revise the council's policy and procedures, embrace best practice, and support members, employees and volunteers to deliver our responsibilities around this agenda.

## **Recommendations**

41. This report is noted.

## **Portfolio Holder's Views**

42. This corporate approach and effort alongside the partnership working is seen as good practice by our peers and such work must continue to ensure the council helps to protect the most vulnerable within our community and continues to meet its responsibilities.
43. I would like to take this opportunity to acknowledge the officers' dedication and hard work. Special thanks go to the Human Resources Manager for her work on revising the recruitment and whistle-blowing procedures, the Learning and Development Officer for devising and delivering the training strategy, the Senior Housing Options Managers for her work on the Locata database, the Senior Policy, Performance & Scrutiny Officer for the revision to the policy, the communication team for their support in raising awareness, all the Lead Safeguarding Officers for taking on the extra responsibilities and the Designated Safeguarding Officer for leading this work and ensuring the council meets its responsibilities. This report represents an opportunity to acknowledge their hard work which protects the most vulnerable within our community.

## **Lead Member's Views**

44. It is very reassuring to see the council's position in relation to safeguarding. It's clear that a huge amount of work and effort have gone into it.

**Contacts:** Designated Safeguarding Officer – James Hann  
Safeguarding Management Team Champion – Christina Fuller

# Overview and Scrutiny Committee

## Report Tracker – 28 March 2017

Report Title	Date due to O&S	Head of Service/ Report Author	Lead O&S Member / Taskgroup	Scope of what is to be scrutinised	Further details / current position
Safeguarding	March 2017	Health, Parking & Community Safety			Requested by Cabinet as part of a revised policy
Overview and Scrutiny 2017/18 Work Programme	March 2017	Policy and Performance		At its meeting of 27 <sup>th</sup> September 2016 the O&S Committee agreed that it would set an annual work programme.	
Report of Budget Scrutiny Task Group on Universal Credit	Post-April 2017	Housing, Finance (Revenues and Benefits)		The O&S Committee wishes to have an update report on the roll out of Universal Credit.	
Overview & Scrutiny Annual Report	May 2017	Policy and Performance		The Council's Constitution requires the O&S Committee to make an annual report to full Council.	Statutory requirement

### Other Items

Report Title	Scope of what is to be scrutinised	Further details / current position
Health and Wellbeing within the Borough	The Committee has expressed an interest in the Kent and Medway Sustainability and Transformation Plan	The Kent and Medway Sustainability and Transformation Plan has now been published although only in draft format. A timetable for public engagement on the plan will be published in 2017.

Staff pressures within the Council	Management Team to give further consideration to staffing in terms of cross service and strategic interdependencies in liaison with the Committee.	Recommendation of Budget Scrutiny Task Group agreed by Cabinet 9 <sup>th</sup> February 2017 (minute 285/2/17 refers)
An Air Quality Strategy for Ashford	The Borough Council's Environmental Health team has requested the Committee's assistance in preparing an Air Quality Strategy for Ashford.	Initial research has been undertaken and an Officer working group will meet later this month.

## Recommendation Tracker (agreed recommendations)

Report		
Budget Scrutiny Task Group (2017/18 budget) – Cabinet minute 285/2/17 refers		
Recommendation	Responsibility for implementation	Achievement/Completed
(iii) Services be requested to include staff resource as a separate and individual risk within the risk register for each service	Heads of Service	
(iv) Consideration of staffing within the Strategic Risk Register be enhanced		
(v) The PID process be endorsed as a compulsory first step for determining the viability of all new and proposed Council projects	Cabinet, Programme Manager	
(vi) An overview of progress made in delivering the Council's project programme be added as a regular agenda item to the Cabinet and Overview and Scrutiny Committees' agendas	Programme Manager, Member Services	
(vii) The need for further consideration of cross service and strategic interdependencies to be taken forward by Management Team in liaison with the Overview and Scrutiny Committee	Management Team	
(viii) The existing apprenticeship and graduate schemes in place across the Council be continued and extended where these were possible.	Head of HR, Communications and Technology	