

<b>MERSEYSIDE FIRE &amp; RESCUE AUTHORITY</b>			
<b>MEETING OF THE:</b>	<b>POLICY AND RESOURCES COMMITTEE</b>		
<b>DATE:</b>	<b>27 JULY 2017</b>	<b>REPORT NO.</b>	<b>CFO/051/17</b>
<b>PRESENTING OFFICER:</b>	<b>DEPUTY CHIEF FIRE OFFICER</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>GUY KEEN TEL: 4615</b>	<b>REPORT AUTHOR:</b>	<b>KEVIN JOHNSON</b>
<b>OFFICERS CONSULTED:</b>	<b>DEB APPLETON (STRATEGY AND PERFORMANCE) RIA GROVES (LEGAL SERVICES) PHILOMENA DWYER (PROFESSIONAL STANDARDS)</b>		
<b>TITLE OF REPORT:</b>	<b>REVIEW OF SAFEGUARDING POLICY &amp; PROCEDURES</b>		

<b>APPENDICES:</b>	<b>APPENDIX A:</b>	<b>SI 0713 SAFEGUARDING ADULTS AND CHILDREN</b>
	<b>APPENDIX B:</b>	<b>PERPOL09</b>
	<b>APPENDIX C:</b>	<b>WORKFORCE DEVELOPMENT STRATEGY 2017 – 2020</b>
	<b>APPENDIX D:</b>	<b>EQUALITY IMPACT ASSESSMENT</b>

### **Purpose of Report**

1. To request that Members approve the recommendations of this report relating to the refresh of the Merseyside Fire and Rescue Authority (MFRA) Safeguarding policy and associated procedure(s).

### **Recommendation**

2. That Members;
  - a. Approve the consolidation of Service Instruction (SI) 0712, 0713 and 0714 into a new single Service Instruction;
  - b. Approve the draft revision of PROPOL09 Safeguarding Policy; and
  - c. Approve the implementation of a Workforce Development Strategy for Safeguarding.

### **Introduction and Background**

3. The Children Act (2004) Section 11 places a statutory obligation on agencies to safeguard and promote the welfare of children and young people whilst carrying

out their normal functions. The Care Act 2014 places the same statutory duty on the local authority and public sector to safeguard adults at risk.

4. MFRA has a statutory duty to comply with paragraph 3.
5. In line with the MFRA's high level of commitment to Safeguarding a task and finish group was established in February 2017 to review the Service's policies and procedures in respect of Safeguarding in line with national best practice.
6. The task and finish group chaired by the Area Manager Community Risk Management (CRM), included senior managers from CRM, Strategy and Performance, People and Organisational Development and the Legal team.
7. The review group have produced a new single Service Instruction (SI) (Appendix A), a revised Policy (Appendix B) and a Safeguarding Workforce Development Strategy (Appendix C).
8. The new SI amalgamates the following previous instructions
  - a. SI 0712 (Safeguarding Designated Officers),
  - b. SI 0713 (Safeguarding Adults) and
  - c. SI 0714 (Safeguarding Children and Young People)
9. The aim of rationalising the instructions into a single SI is to provide greater clarity and consistency whilst removing bureaucracy and the potential for duplication and contradiction.
10. The SI sets out MFRA's commitment to ensuring it has appropriate procedures in place to deal with the safeguarding of Adults at Risk and Children.
11. Significant improvements to the procedure include the identification of designated officers (Section 9), and a simplified yet more robust reporting procedure (Section 6) which addresses previous issues including:
  - a. Overly complex reporting procedure which contributed to confusion and errors in reporting; and
  - b. Gaps where the reporting mechanism was over-reliant on individual named officers (a potential point of failure).
12. The Policy and the Procedure sets out MFRA's commitment to ensuring all members of staff receive appropriate training and competencies that are suitable and relevant to the individual's role and responsibilities within the organisation.
13. The mechanism for the provision of training and development to achieve these competencies is set out in the Safeguarding Workforce Development Strategy 2017-2020 (Appendix C).

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**Equality and Diversity Implications**

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14. Equality Impact Assessment submitted via portal on 30/05/2017.

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**Staff Implications**

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15. It is recommended that all MFRA employees (including Elected Members and volunteers) should receive training that is relevant to their role within the organisation.

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**Legal Implications**

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16. Legal Services formed part of a Task and Finish Group that considered all legal aspects of the Service Instructions and PROPOL09 policy.
17. It is very important that the Children Act and the Care Act are complied with and that all agencies coming into contact with vulnerable people understand the vital need for safeguarding policies and procedures to be implemented and reviewed on an annual basis and in the light of ongoing issues.

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**Financial Implications & Value for Money**

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18. Whilst the majority of training can be delivered via an online awareness session, there will be advanced training required for senior officer and frontline MFRA staff.
19. Safeguarding is an organisational responsibility which will result in an overarching financial cost for training.
20. Costs of training are expected to be absorbed from within existing Training budgets and where necessary complemented by funding from CRM budget lines.

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**Risk Management, Health & Safety, and Environmental Implications**

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21. Safeguarding concerns are reported to Fire Control whilst MFRA staff are on scene supported by a Safeguarding Adult Concern form being completed on the portal.
22. A Duty Group Manager is informed of any immediate significant risk of harm safeguarding issues to for instant response.
23. No immediate risk of harm safeguarding responses are dealt with by Safeguarding Officers during office hours. All risks are reduced to lowest possible level.

24. MFRA is committed to helping the most vulnerable in our communities by reporting safeguarding concerns and working with partners in a multi-agency approach. By doing so we are able to reduce or eliminate the risk and allow individuals to live safely in their own homes in the communities of Merseyside.

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## **BACKGROUND PAPERS**

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<b>SI 0712</b>	Safeguarding Designated Officers
<b>SI 0713</b>	Safeguarding Adults
<b>SI 0714</b>	Safeguarding Children and Young People The Care Act 2014 Children Act 2004 Children and Families Act 2014

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## **GLOSSARY OF TERMS**

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<b>CRM</b>	The Community Risk Management Directorate of MFRA
<b>MFRA</b>	Merseyside Fire and Rescue Authority
<b>SI</b>	Service Instruction