

To: City Executive Board
Date: 20 June 2017
Report of: Assistant Chief Executive
Title of Report: Oxford City Council Safeguarding Report 2016/17

Summary and recommendations	
Purpose of report:	To report on the progress made on the Oxford City Council's Safeguarding Action Plan 2016/17
Key decision:	Yes
Executive Board Member:	Cllr Tom Hayes, Board Member for Community Safety
Corporate Priority:	Strong and Active Communities
Policy Framework	None
Recommendations: That the City Executive Board resolves to:	
1. Note the key achievements of the Safeguarding work delivered through Oxford City Council during 2016/17	
2. Agree the Safeguarding Action Plan 2017/18 set out in Appendix 1	

Appendices	
Appendix 1	Oxford City Council's Safeguarding Action Plan 2017/18
Appendix 2	Oxford City Council participation in Safeguarding Boards and Working Groups

Background

1. For Oxford City Council safeguarding and the wellbeing of children and vulnerable adults is a corporate priority and the Council is actively striving towards best practice in this area of work. The Council is acutely aware that the needs in the city are very different to elsewhere in Oxfordshire. In particular in relation to abuse, neglect, PREVENT (the prevention of radicalisation programme), modern slavery, and the many other forms of exploitation. It is also aware of the impact of poverty on safeguarding risk.
2. Safeguarding children and vulnerable adults is a core responsibility of Oxfordshire County Council. The development, delivery and quality monitoring of this area of service provision is the responsibility of the Oxfordshire Safeguarding Children

Board (OSCB) and Oxfordshire Safeguarding Adults Board (OSAB). Oxford City Council is represented on both of these Boards and as a key partner actively contributes to safeguarding and the promotion of health and wellbeing of children and vulnerable adults within the city.

Introduction

3. This report aims to:
 - Highlight the key achievements and progress made in relation to the safeguarding work delivered by Oxford City Council this year inclusive of the recommendations made by the Scrutiny Committee on 16 June 2016.
 - Share the results of the external safeguarding self-assessment 2016 (Section 11).
 - Focus on areas identified for further improvement in 2017/18: collated within an action plan attached at Appendix 1.
 - Consider challenges and risks in relation to external service changes and actions identified within the plan.

Self-Assessment 2016 (Section 11)

4. The Council is legally required to complete an annual self-assessment to evidence standards in the quality of our safeguarding work. This year the Self- Assessment Audit was a joint audit between the OSCB and OSAB. The Council is required to evidence its standard of work in the following areas:
 1. Leadership, Strategy and Working Together
 - a. Senior management have commitment to the importance of safeguarding and promoting the welfare of children and adults with care and support needs
 - b. There is a clear statement of the agency's responsibility towards children and adults with care and support needs and this is available to all staff
 - c. Local Safeguarding Board Effectiveness
 2. Commissioning, Service Delivery and Effective Practice
 - a. Service development takes into account the need to safeguard and promote welfare and is informed, where appropriate, by the views of children and adults with care and support needs & families
 - b. There is effective inter-agency working to safeguard & promote the welfare of children and adults with care and support needs
 - c. There is effective information sharing
 - d. Commissioning arrangements are robust, effective and cost-effective
 - e. Thematic Issue: Transport of children and adults with care and support needs
 3. Performance & Resource Management
 - a. There is effective training on safeguarding & promoting the welfare of children and adults with care and support needs for all staff working with or, depending on the agency's primary functions, in contact with children and adults with care and support needs

- b. Safer recruitment procedures including vetting procedures and those for managing allegations are in place
 4. Outcomes for, and Experiences of, People Who Use Statutory Services
 - a. People's experiences of safeguarding
5. Oxford City Council's Assessed Standards were as follows:

Standard\Agency	1A	1B	1C	2A	2B	2C	2D	2E	3A	3B	4A
Oxford City Council	B	G	B	G	G	B	G	B	G	B	G

- Blue** – the standard/compliance point is fully met and can be evidenced as completed
Green – the standard/compliance point is near completion or fully met but cannot be evidenced at this point.
Amber – the standard/compliance point is not met but work has begun or work is underway but has experienced delays in completion.
Red – the standard/compliance point is not met, work is not underway and there are issues with commencing work.

The full Section 11 Assessment is available in the link below

www.oxford.gov.uk/safeguardingselfassessment

Key achievements to note 2016/17

6. The Action Plan 2016/17 included recommendations from:
 - The Section 11 Self-Assessment
 - Oxfordshire Safeguarding Children's Board Serious Case Review
 - Oxford City Council's Scrutiny Committee
7. All of the actions identified within Oxford City Council's Safeguarding Action Plan 2016/17 have been completed or are in progress. Details are provided below.

Working in Partnership

8. The council's external partnership working continues to strengthen through regular attendance at strategic and operational Boards and Working Groups. These include OSCB and OSAB Working Groups which drive forward the Boards key areas of work on Performance Management, Policy Development and Training. (See Appendix 2).
9. The Council's Policy and Partnership Manager has also actively participated in a number of operational steering groups on behalf of the districts, including the Multi-Agency Safeguarding Hub (MASH) and helped shape the new model for MASH.
10. Active participation in these groups provides the Council with an opportunity to ensure that it knows what changes are taking place, that it is clear about the impact

of the changes on its service areas and that it is able to influence the development of services in the city.

Safeguarding Training Programme

11. Oxford City Council has a comprehensive safeguarding training package. Total number of staff that have received safeguarding training between 01/04/16-31/03/17 is 624.
12. Participation in the appropriate level of safeguarding training is compulsory and this is tracked and monitored through Itrent (the Council's Human Resources ICT System).
13. A safeguarding training package has been developed and delivered for elected members through the year. All current members have attended one of these sessions.
14. Oxford City Council will be recognised within the OSAB annual report for its good practice in responding to the identified safeguarding training needs and actively sourcing and delivering it.

Licensing standards

15. Oxford City Council has led the development of the Joint Operating Framework for Taxi Licencing. The aim is to have standard requirements for safeguarding measures for all taxi services across the Oxfordshire local authorities. It includes an agreed level of checks, standard training packages and improved information sharing across agencies. This is now well developed and monitored by OSCB.

Language schools

16. Cllr Dee Sinclair and the Community Safety Team have played a key part in the Language School Forum this year, driving forward a set of actions to further develop partnerships with language schools and encourage a consistent safeguarding framework in language schools across the city. A full report on this work was presented to Scrutiny Committee in December 2016.

Hotel Watch

17. Oxford City Hotel Watch was established to build closer relationships with Thames Valley Police, Oxford City Council and the hotel industry. It is aimed at helping to identify offences that take place in hotels and other forms of accommodation and to protect vulnerable people from exploitation.

Central recording system

18. It is essential moving forward that the Council is able to centrally collate concerns raised within teams as well as external referrals /requests for assessment/welfare checks. This would give the Council the ability to recognise pockets across the city

that perhaps have high numbers of safeguarding concerns and be able to feed this knowledge into local plans when developing service provision.

19. This will remain a priority for the year ahead as the Council has experienced challenges with the proposed IT system planned to enable us to implement a central recording system,. The problem stems from the need to ensure information contained within the system is secure.

Safeguarding co- coordinator role

20. This role actively supports internal and external partnerships and has taken a lead in the support and progression of the Council's Safeguarding Action Plan.
21. Areas of focus this year have been:
 - Review and updating of internal training packages and undertaking an evaluation of the City Council's Training Programme
 - Securing funding and the delivery of 'Mental Capacity Training' for key frontline staff (to ensure that staff are aware of their legal responsibilities under the Mental Capacity Act and for them to have the knowledge to apply them in their everyday practice)
 - Designing a format for a central data base for tracking concerns and referrals made
 - Contributing to the development of external assessment tools and OSAB training packages
 - Collating and presenting reports on behalf of the districts councils (on training)
 - Working across the Council's service areas to guide consistency of approach
 - Facilitating and developing the role of the Named Safeguarding Officers Group
 - Completion of the Section 11 Self- Assessment
 - Completing a safeguarding audit of the Youth Ambition service.

Priorities to focus on 2017/18

22. The year ahead is one of challenge and change. The structure of Oxfordshire County Council's services both for children and adults at risk have been redesigned. This has included closure of some prevention and early intervention services. The impact of these changes on children and vulnerable adults are as yet unclear and will need to be closely monitored and evaluated.
23. These changes and the developing outcomes will influence our safeguarding responsibilities and work priorities in the coming year. The Safeguarding Action Plan 2017/18 is attached as Appendix 2.
24. The key areas of focus include:
 - Ensuring that our policies and procedures are up to date and reflect changes internally and externally.
 - Ensuring that our Safeguarding Training Programme continues to meet the needs of staff , is kept up to date and evaluated.

- Ensuring that departmental safeguarding policy and procedures align with the corporate policy and procedures and introduction of a central reporting system.
- Developing a Safeguarding Communication Strategy that delivers key Safeguarding messages throughout the year (to staff and local residents) and to ensure that relevant information is provided in a child friendly format.
- Ensuring that there is effective and integrated working with the Oxford Community Safety Partnership Strategies and Plans.
- Reviewing procurement and grant processes to ensure that they are compliant with safeguarding requirements.
- Agreeing and prioritising which safeguarding assessment tools are to be used (for example Child Sexual Exploitation and Neglect) and to enable staff to use them effectively.
- Ensuring volunteers are provided with opportunities to have the safeguarding training they require.

Risks and Challenges

25. Due to the fast pace of change, we will need to ensure:

- Changes to services, policies and procedures are well communicated to staff across the organisation
- Staff are able to use the new assessment tools when required.
- The sharing of safeguarding information is not impacted by the changes taking place in Oxfordshire County Council's service delivery.
- IT structure/support is able to support the implementation of a central recording system without additional cost.

Financial implications

26. The Council has committed within the budget to make an annual contribution towards the running costs of the OSCB of £10,000 and the OSAB of £10,000. The City Council has two active trainers who contribute to the OSCB training pool.

Legal issues

27. There are no legal implications arising from the report.

Equalities impact

28. There are no proposed changes to Oxford City Council's Safeguarding Policy.

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Background Papers:	
1	Oxford City Council Section 11 Self- Assessment 2016

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