

DERBY HOMES SAFEGUARDING AUDIT

Report of the Director of Housing and Customer Service

1. SUMMARY

- 1.1 The City Board approved Derby Homes Safeguarding Policy in August 2011.
- 1.2 Derby City Council has responsibility for safeguarding children and vulnerable adults and works in partnership with other organisations to achieve this. Whilst Derby Homes adheres to the Council's policies, procedures and referral routes, our policy outlines the way Derby Homes' incorporates safeguarding into our services.
- 1.3 The Policy was audited in September 2011 by the Council's Internal Audit section.

2. RECOMMENDATION

That the City Board notes the actions taken following the Audit Report recommendations.

3. MATTER FOR CONSIDERATION

- 3.1 The audit was completed as part of the Council's 2010/2011 Audit Plan. Safeguarding was identified as a high risk matter through Audit's risk assessment of all Derby Homes' control systems and with reference to the strategic risk register. The level of risk is due in part to the fact that Safeguarding is a highly sensitive issue with potentially severe consequences.
- 3.2 The audit focused on assessing Derby Homes' strategic governance arrangements to ensure that our approach was properly defined and planned for implementation.
- 3.3 The Auditor's report concluded that all areas reviewed were found to be adequately controlled. Internal controls were in place and operating effectively and risks against the achievement of the objectives were well managed.
- 3.4 The report contained three recommendations from areas which were all considered to be low risk:
 - 1. Derby Homes' Safeguarding Policy was incomplete with respect to providing a complete overview on its strategy for delivering its policy on safeguarding and formally adopting the Derby and Derbyshire Safeguarding Children Procedures and the Derby Safeguarding Adults Board Procedures and Guidance
 - 2. The issues identified by Derby Homes as the organisation's commitment to safeguarding were not recorded in a formal implementation plan showing the

identified performance measures, the required actions, target dates and responsible officer.

3. There was not a clearly defined reporting arrangement in place for updating Senior Officers on the progress made on the implementation of the safeguarding policy.
- 3.5 The recommendations have been addressed and are included in the Safeguarding Action Plan 2011/2012 which is attached in Appendix 1.
- 3.6 The Safeguarding Action Plan was also presented to Derby Homes Audit Committee.

The areas listed below have no implications directly arising from this report:

Consultation
Financial and Business Plan
Legal and Confidentiality
Council
Personnel
Environmental
Equalities Impact Assessment
Health & Safety
Risk
Policy Review

If Board members or others would like to discuss this report ahead of the meeting please contact the author, or Phil Davies, Chief Executive, phil.davies@derbyhomes.org – Phone: 01332 888528

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Background Information: none

Supporting Information: Derby Homes Safeguarding Policy was approved on 25 August 2011

SAFEGUARDING ACTION PLAN 2011/12

APPENDIX 1

Objective	Actions	Responsibility	Timescale	Updates
Ensure that Safeguarding is discussed at a Senior level and is linked to Derby Homes' overall objectives.	Present a Safeguarding update report to the Senior Management Team on a quarterly basis.	Lorraine Testro	December 2011	Completed: A report went to the Senior Management Team in October and a further one has been prepared for January. This will continue on a quarterly basis.
Ensure that Safeguarding is discussed regularly at an operational level.	Ask Managers to include Safeguarding as a regular agenda item at team meetings.	Lorraine Testro	November 2011	Completed: This is being monitored by the Senior Management Team.
	Ensure Safeguarding is discussed at the Operational Managers meeting.	Lorraine Testro	September 2011	Completed: Lorraine provides an update at each meeting.
Ensure that all Safeguarding leads and champions are trained to level 3 in Children's Safeguarding practice.	Access relevant courses through Derby Children's Safeguarding board.	Lorraine Testro	December 2011	Derby Homes has access to the Safeguarding Board training programmes. A plan is now in place to ensure that relevant staff are requested to attend.

Objective	Actions	Responsibility	Timescale	Updates
	Ensure that all staff are booked on a relevant training course.	Lorraine Testro	March 2012	All of the safeguarding champions are booked on advanced child protection courses.
Ensure that all new staff receive Safeguarding training and that all other staff receive updated training every 3 years.	Meet with Personnel to incorporate Safeguarding training into Derby Homes' overall training plan.	Lorraine Testro	November 2011	Completed: Personnel have a plan in place to ensure that all staff within Derby Homes are trained to a suitable standard and that refresher training takes place every 3 years.
Ensure that Safeguarding statistics are produced and distributed to Safeguarding leads, champions, Operational Managers and staff	<p>Prepare monthly statistics and distribute to champions, Safeguarding leads and relevant Operational Managers.</p> <p>Provide an update to IT for the intranet on a quarterly basis.</p>	<p>Lorraine Testro</p> <p>Lorraine Testro</p>	<p>August 2011</p> <p>September 2011</p>	<p>Completed – An update is now being sent on a monthly basis.</p> <p>Completed – Information is now on the intranet and was updated at the beginning of January.</p>