

MINUTES OF A MEETING OF THE
LOCAL JOINT PANEL HELD IN THE
COUNCIL CHAMBER, WALLFIELDS,
HERTFORD ON WEDNESDAY 26 MARCH
2014, AT 2.30 PM

PRESENT: **Employer's Side**

Councillors M Alexander, A Jackson,
J Thornton and J Ranger

Staff Side (UNISON)

A Stevenson (Chairman)
S Ellis

OFFICERS IN ATTENDANCE:

Lorraine Blackburn	- Democratic Services Officer
Emma Freeman	- Head of People and Property Services
Adele Taylor	- Director of Finance and Support Services

19 **SAFEGUARDING CHILDREN AND VULNERABLE ADULTS POLICY**

The Secretary to the Employer's Side presented a report by the Head of Communications, Engagement and Cultural Services regarding a number of revisions to the Safeguarding Children Policy which had been approved in 2010. The policy had now been combined with policies relating to vulnerable adults. The Secretary to the Employer's Side provided a summary of revisions.

In response to a request for clarification on the new policy from Councillor A Jackson on allegations of abuse by a member of staff, the Secretary to the Employer's

Side explained that the first stage in the process would be a call to the Police which would be followed by the Council initiating its own processes. The Director of Finance and Support Services commented that the Council would have to be mindful of Police activity when carrying out its own processes.

In response to a query from Councillor M Alexander regarding instances when a Member might observe what they believed to be instances of abuse, the Director of Finance and Support Services commented that a Member might observe as a third party something that they felt merited attention as they might suspect that there was abuse going on. However, the decision as to whether this merited further investigation lay with the Council's officers listed in the report now submitted. The Secretary to the Employer's Side confirmed that specialist training would be provided for both staff and Members. The issue of DBS (Disclosure and Barring Services) checks was discussed in relation to Members and Officers and it was agreed that the process would be confirmed to members of the Panel.

The Panel Chairman, Andrew Stevenson sought confirmation that the Policy would be published on the Council's website. The Director of Finance and Support Services confirmed that she would speak to the Head of Communications, Engagement and Cultural Services around the communication strategy. In response to a query regarding Level 2 checks and "Outside Officers", the Director of Finance and Support Services said that she would provide a written response.

Councillor J Ranger queried whether all organisations receiving Council funding would have to provide a Statement of Policy and Procedure regarding safeguarding policies in place. The Director of Finance and Support Services confirmed that it applied to all organisations. Councillor Ranger stated that it would be helpful to those organisations to provide them with some form of template as this could be a difficult task for some smaller organisations. The Director of Finance and

Support Services agreed to follow up with detail of the process with the relevant officer and would provide a written response to Councillor J Ranger.

Councillor J Ranger suggested that the Policy be reviewed in three year’s time, which was in line with other Council policies. This was supported.

The Panel the report, as amended.

RECOMMENDED – that the Policy, as amended and as set out in Essential Reference Paper “B”, be approved.

20 APOLOGIES

Apologies for absence were submitted from Councillor L Haysey and Jenny Francis.

21 MINUTES

RESOLVED – that the Minutes of the meeting held on 3 December 2013 be approved as a correct record and signed by the Chairman.

22 CHAIRMAN'S ANNOUNCEMENTS

It was noted that there were no reports to consider by the Secretary to the Staff Side.

The meeting closed at 3.00 pm

Chairman
Date