

## ANNEX E: THE ROLE OF DISTRICT COUNCILS IN SAFEGUARDING CHECKLIST

The Local Government Association<sup>1</sup> recommends that district councils should be able to demonstrate the following at a policy level:

<b>Demonstrate</b>	<b>Council Response</b>
Senior management commitment to the importance of safeguarding and promoting children's welfare	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
A clear statement of the council's responsibilities towards children, available for all staff	<i>See Section 3 'Policy Statement' of Council's Safeguarding Policy and Annex C: Staff and Elected Member Roles and Responsibilities</i>
A clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
Service development that takes account of the need to safeguard and promote welfare - and is informed by the views of children and families safe recruitment procedures	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
Training on safeguarding and promoting the welfare of children for all staff working with, or in contact with, children and families, including work on case studies - for example, housing professionals being the first to make contact with Victoria Climbié effective inter-agency working to safeguard and promote the welfare of children	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
Effective information sharing.	<i>See Section 4 'Effective Information Sharing' of Safeguarding Policy</i>

As important as is the role of frontline district council staff, volunteers and contractors may also come into contact with children and young people in a variety of ways. In

<sup>1</sup> [http://www.local.gov.uk/safeguarding-children/-/journal\\_content/56/10180/3511516/ARTICLE](http://www.local.gov.uk/safeguarding-children/-/journal_content/56/10180/3511516/ARTICLE)

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addition to having had Disclosure Barring Scheme (DBS) checks, they will need appropriate training on:

<b>Demonstrate</b>	<b>Council Response</b>
Issues of safe working practices and on creating safe environments for children	<i>See Annex C: Staff and Elected Member Roles and Responsibilities</i>
Indications that a child may require safeguarding from harm	<i>See Annex F 'Types of Abuse of Children and Adults' of Council's Safeguarding Policy</i>
Contact details for advice about referral	<i>See Annex A 'Flow Chart for Reporting Disclosures' and Annex E 'Essential Contacts, Lead Agencies and Protocols' of Council's Safeguarding Policy</i>
Sharing information	<i>See Section 4 'Effective Information Sharing' of Council's Safeguarding Policy</i>
Managing and reducing risk.	<i>See Council's Safeguarding Policy</i>

Although the children's services authority convenes the LSCB, district councils in the local government area are key partners and are expected to fulfill their duties under the Children Act 2004.

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### Expectations for district councils

District councils undertaking a 'stock take' of their safeguarding arrangements might want to consider the following questions.

<b>Question</b>	<b>Answer</b>
Do you have a senior manager with responsibility for championing, safeguarding and promoting the welfare of children?	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
What are the lines of accountability for ensuring the safeguarding of children and young people?	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
Do elected members and managers know what responsibility the council has in relation to safeguarding?	<i>See Annex C 'Staff and Elected Members Roles and Responsibilities' of Council's Safeguarding Policy</i>
Are all staff well informed about their responsibilities for ensuring the safeguarding of children and do they know what to do?	<i>See Section 6 'Approach to Implementing the Policy' of Council's Safeguarding Policy</i>
How do you know that you have safe recruitment practices?	<i>See Annex E: Essential Contact, Lead Agencies and Protocols</i>
Have you collaborated with the other districts in your area to ensure effective representation and feedback within the children's trust arrangement at children services authority level?	<i>Member of Worcestershire District Councils Network. District Council representative on Worcestershire Safeguarding Children Board</i>
Have you identified individual and joint district planning priorities as part of the consultation on the children and young people's plan?	<i>Member of Worcestershire District Councils Network. District Council representative on Worcestershire Safeguarding Children Board</i>
Does your district take an effective part in the LSCB - how do you know?	<i>Member of Worcestershire District Councils Network. District Council representative on Worcestershire Safeguarding Children Board</i>

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<b>Question</b>	<b>Answer</b>
Is the LSCB helping you achieve your objectives - for instance, by supporting sharing of expertise? Is service development taking account of the need to safeguard and promote welfare?	<i>Member of Worcestershire District Councils Network. District Council representative on Worcestershire Safeguarding Children Board</i>
Is service planning and monitoring informed by the views of children and families?	<i>Yes service planning and monitoring is informed by all of our communities including children and families</i>
Have you reviewed your policies, procedures and practices for safeguarding and promoting the welfare of children as part of delivering your services?	<i>Periodic reviews are in place</i>