



Inshore Fisheries and  
Conservation Authority

# Safeguarding policy

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Version 0.1

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# 1. Introduction

- 1.1. Safeguarding is everyone's responsibility and all staff who, during the course of their employment have direct or indirect contact with children and vulnerable adults, or who have access to information about them, have a responsibility to safeguard and promote the welfare of children and vulnerable adults.
- 1.2. A child is legally defined as 'any person who is under the age of 18 years'.
- 1.3. The broad definition of a vulnerable adult is 'a person who is 18 years of age or over, and who is or may be in need of community care services by reason of mental or other disability, age or illness and who is or may be unable to take care of him/herself, or unable to protect him/herself against significant harm or serious exploitation'.
- 1.4. All employees of Cornwall IFCA will, as part of their job, have the potential for direct or indirect contact with children and/or vulnerable adults, or will have access to information about them. Therefore this policy applies to all employees, volunteers and contractors of Cornwall IFCA.

## 2. Statutory framework

- 2.1. This procedure sets out the way in which Cornwall IFCA ensures the safeguarding agenda is applied to staff and volunteers who are engaged on the business of Cornwall IFCA.
- 2.2. Safeguarding Children:
  - 2.2.1. Cornwall IFCA is a Committee of Cornwall Council and as such under the Children Act 2004, it has a statutory duty to make arrangements to ensure all its functions are discharged having regard to safeguarding and promoting the welfare of children in Cornwall – this includes all services directly provided and those commissioned by Cornwall IFCA.
  - 2.2.2. Cornwall IFCA subscribes to the 'Statutory Guidance on making arrangements to safeguard and promote the welfare of children under Section 11 of the Children Act 2004' in the "monitoring and inspection of arrangements to safeguard and promote welfare"
- 2.3. Safeguarding Vulnerable adults:
  - 2.3.1. The rights of vulnerable adults to live a life free from neglect, exploitation and abuse are protected by the Human Rights Act 1998. Specifically, a vulnerable adult's right to life is protected (under Article 1); their right to be protected from inhuman and degrading treatment (under Article 3); and their right to liberty and security (under Article 5).

## 3. Responsibility

### 3.1. Chief Officer

3.1.1. It is the responsibility of the Chief Officer to ensure that Safeguarding is embedded in everything Cornwall IFCA delivers. The Chief Officer is also responsible for ensuring that adequate resources for the implementation of Safeguarding are made available for Cornwall IFCA. They also have ultimate responsibility for ensuring that Cornwall IFCA complies with the appropriate legislation, policies and standards in relation to the Safeguarding agenda.

### 3.2. Safeguarding Advocates

3.2.1. The responsibilities of the Safeguarding Advocates are as follows:

- Develop and maintain an awareness of safeguarding issues with vulnerable adults and children;
- Support Cornwall IFCA to comply with appropriate legislation, policies and standards in respect of safeguarding;
- Respond appropriately to concerns/allegations raised by employees in relation to safeguarding ; and
- Share, contribute to and influence the direction of safeguarding initiatives within Cornwall IFCA, and across the wider Council.

### 3.3. All Managers

3.3.1. All managers, supervisors and team leaders with permanent or temporary supervisory responsibility must ensure that:

- All staff understand that the safeguarding agenda applies to every body who works at Cornwall IFCA; and
- That all staff have access to information and training to ensure that they are able to fulfil their duties under the safeguarding agenda.

### 3.4. All Staff

3.4.1. All staff, whether temporary or permanent, are responsible for ensuring that we are doing all we can to protect the most vulnerable members of our society as the safety of children, young people and vulnerable adults is our shared responsibility.

## 4. Implementation

### 4.1. Disclosure Barring Service (DBS) checks

4.1.1. DBS checks have replaced Criminal Records Bureau (CRB) Checks. Cornwall IFCA does not routinely undertake DBS checks

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on staff. It is a principle of DSB checks that they are only undertaken for eligible roles. Cornwall IFCA will review the need for DBS checks if and when appropriate circumstances occur (eg. resulting from an individual risk assessment for work experience placement).

#### 4.2. Safeguarding Advocates

- 4.2.1. The lead Safeguarding Advocate (or a substitute) will participate in any joint Alternative Service Delivery body meetings to represent Cornwall IFCA
- 4.2.2. The Safeguarding Advocates will participate in safeguarding meetings and seminars (including the six monthly advocate events hosted by the council) to ensure Cornwall IFCA is up to date with council policy and national legislation.
- 4.2.3. The Safeguarding Advocate will provide updates, information and briefings to staff to ensure adequate awareness within Cornwall IFCA.

#### 4.3. Audit

- 4.3.1. Cornwall IFCA will, if required, contribute to the annual LSCB Section 11 Return and Safeguarding Adults Audit returns with evidence of good practice and examples of positive working.

#### 4.4. Training

- 4.4.1. All staff will be trained in safeguarding in accordance with their level of contact with children, young people or vulnerable adults. Advocates will receive additional training. Training needs will be included in the Staff Appraisal system.

## 5. Monitoring

#### 5.1. Action Plans

- 5.1.1. Appropriate action plans will be developed and monitored to deal with potential issues and general awareness rising. There will be a link between action plans and the Staff Appraisal system. The Action Plan will be the responsibility of the Safeguarding Advocate.

#### 5.2. Monitoring

- 5.2.1. Cornwall Council compliance with the safeguarding agenda will be monitored at the Corporate Safeguarding Group and will be supported by the Alternative Service Delivery Group Safeguarding group, which has representatives from each of the "family" of Cornwall Council organisations (including Cornwall IFCA). Progress against the Cornwall IFCA Safeguarding Action Plan will be monitored through the performance management of the Safeguarding Advocate who will be required to detail progress against the action plan at twice yearly intervals.

- 5.2.2. Twice a year (outside of exceptional incidents) the Safeguarding Advocate will meet with the senior management team to present and discuss any issues arising, the general outline of any referrals or advice arising from staff concerns and to present any development or changes to the Safeguarding agenda.
- 5.2.3. Staff training and development will be monitored via the Staff Performance Management and Development Programme.

If you would like this information  
in another format please contact:

**Cornwall IFCA**  
**Chi Gallos**  
**Hayle Marine Renewables Business Park**  
**North Quay**  
**Hayle**  
**Cornwall TR27 4DD**

Telephone: **01736 336842**  
Email: [enquiries@cornwall.gov.uk](mailto:enquiries@cornwall.gov.uk)  
[www.cornwall-ifca.gov.uk](http://www.cornwall-ifca.gov.uk)