

# **NEATH PORT TALBOT COUNTY BOROUGH COUNCIL**

## **Cabinet Scrutiny Committee**

**November 2023**

**Head of People & Organisational Development – Sheenagh Rees**

### **Matter for Information**

#### **Wards Affected:**

All Wards

#### **Safeguarding training for all employees**

##### **1. Purpose of Report**

The purpose of this report is to provide an update on Safeguarding Awareness Training for all staff, as requested by Members.

##### **2. Executive Summary**

Group A training (basic safeguarding awareness launched in Nov 2021) is mandatory for all staff working in social care (Wales Safeguarding Procedures and Part 7 of the Social Services & Well-being Wales Act), to be refreshed every 3 years. Safeguarding training is mandated for all council staff from the Corporate Safeguarding Group (Recommendation from Audit Wales). The 3 year cycle for this training began in 2021/22. The Corporate Learning, Training & Development Team are responsible for the provision of appropriate training to meet the identified need; Accountable Managers and Heads of Service are responsible for ensuring that their employees complete appropriate training at the appropriate time, and including training designated as mandatory.

##### **3. Background information**

The Social Services and Well-being (Wales) Act 2014 came into force on 6 April 2016. The Act provides the legal framework for improving the well-

being of people who need care and support. The Act is made up of 11 parts, with Part 7 relating to safeguarding. This legislation provides the framework for the Wales Safeguarding Procedures.

Accompanying the Act, Welsh Government has published statutory safeguarding guidance, Working Together to Safeguard People and The Wales Safeguarding Procedures for children and adults at risk of abuse and neglect. The Procedures help practitioners apply the Social Services and Wellbeing (Wales) Act 2014 and the statutory safeguarding guidance.

In line with the Wales Safeguarding Procedures, Social Care Wales has been leading on the development of the national safeguarding training, learning and development standards.

The standards were developed because:

- There were no multi-agency, national standards for safeguarding training, learning and development in place;
- There was a lack of consistency in the design, content and provision of safeguarding training, learning and development across organisations in Wales;
- There was confusion around the appropriate levels of safeguarding training, learning and development for the workforce.

The standards have been split into six groups, A to F, (currently in place for Groups A-C) that reflect the roles and responsibilities of people who may be involved in safeguarding practice.

Group A – gives a practical understanding of safeguarding. This is for all staff who join a public or voluntary sector organisation or agency in Wales. The training, learning and development standards are also suitable for those in private sector settings, volunteers and elected members of local authorities. They need to have a basic level of awareness of safeguarding and know how to report a concern

Completing the eLearning training module for Group A will enable everyone to:

- explain the term 'safeguarding'
- recognise abuse or the risk of abuse, harm, or neglect

- know what actions to take if they witness or suspect abuse, harm, or neglect, or if someone tells them they are being abused
- demonstrate a basic understanding of the laws concerning safeguarding
- recognise that they have a duty to report abuse, harm, or neglect.

#### 4. Current Position

The table below sets out compliance for the period 1st April 2021 – 30th September 2023:

Directorate	Headcount	Percentage
Chief Officers	9	28%
Education Leisure & Lifelong Learning	3,507	94%
Environment & Regeneration	311	26%
Social Services Health & Housing	813	68%
Strategy & Corporate Services	304	64%
<b>Total Workforce</b>	<b>4,944</b>	<b>74%</b>

#### 5. Roles and responsibilities

It is a mandatory requirement for all staff to complete the training and to renew this training on a 3 year cycle.

The Corporate Learning, Training and Development Team (the Training Team) are responsible for ensuring that sufficient training places are available for those that require face to face training, and where e learning is appropriate, that employees know how to access this. The Training Team have arrangements in place to help employees who do not have their own digital equipment to access e learning.

It is the role of Accountable Managers to ensure that employees undertake the training that is provided. Heads of Service should monitor compliance with mandatory training. The Training Team will provide data upon request to aide monitoring.

Employees have a responsibility to comply with requests to undertake training, and to engage with the training that is provided. Employees are provided with information about mandatory training at induction and courses are regularly promoted on Viva Engage and in The Sway employee bulletin. The Employee Self Service facility on iTrent empowers employees to take control of their own learning and view their own training records.

## **6. Financial impact**

No implications

## **7. Integrated impact assessment**

There is no requirement to undertake an Integrated Impact Assessment as this report is for monitoring / information purposes’.

## **8. Workforce impacts**

The intention behind completion of the training is to have a positive impact on all employees of the Council. Safeguarding is everyone’s responsibility. Staff know what the term safeguarding means, they know what to look out for and know who to report to. All staff will be able to recognise signs of abuse and follow protocols for reporting, making a safer NPT and meeting corporate plan and wellbeing objectives.

## **9. Legal impacts**

The provision of training helps the council meet statutory requirements.

## **10. Risk Management impacts**

No impact.

## **11. Crime and Disorder Impacts**

No impact.

## **12. Counter Terrorism Impacts**

No impact.

## **13. Consultation**

There is no requirement for external consultation on this item.

## **14. Recommendation**

Members to note the information within the report.

## **15. Appendices**

No appendices

## **16. Officer contacts**

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