

**Surrey Heath Borough Council**  
**Employment Committee**  
**8 February 2022**

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**Safeguarding Policy and Procedure**

<b>Head of Service</b>	Louise Livingston –Head of HR, Performance & Communications
<b>Report Author:</b>	Jayne Boitout – Community Partnership Officer
<b>Key Decision:</b>	No
<b>Wards Affected:</b>	n/a

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**Summary and purpose**

This report provides the Joint Staff Consultative Group with information regarding the Council's Safeguarding Policy and Procedure.

The Safeguarding Policy and Procedure sets out guidance and reduces the risk of harm to adults and children from abuse and/or other types of exploitation while supporting individuals to maintain control over their lives and enabling them to make informed decisions without coercion.

The Policy complements and supports the agreed multi-agency procedures set out by the Surrey Safeguarding Children Partnership and Surrey Safeguarding Adults Board which is governed by a set of key principles and themes, designed to ensure that people who are at risk experience the process in such a way that it is sensitive to individual circumstances, is person centred and outcome focussed.

**Recommendation**

The Committee is advised to RESOLVE that the Safeguarding Policy and Procedure, as set out at Annex A to this report, be agreed.

**1. Background and Supporting Information**

- 1.1 The Safeguarding Policy and Procedure has been updated in line with changes in processes and/or guidance, and wherever possible to simplify to ensure of clearer guidance when used as a reference document.

**2. Reasons for Recommendation**

- 2.1 The revised Policy and Procedure is proposed to ensure that processes suggested follow latest guidance available, and this is to be reviewed annually to retain this standard.

### **3. Proposal and Alternative Options**

- 3.1 The Committee is advised to agree the revised Policy, with or without any further amendments it considers appropriate.

### **4. Resource Implications**

- 4.1 n/a

### **5. Other Considerations and Impacts**

#### **Environment and Climate Change**

- 5.1 n/a

#### **Equalities and Human Rights**

- 5.2 Equality Impact Assessment completed

#### **Community Engagement**

- 5.3 n/a

#### **Annexes**

Annex A - Safeguarding Policy and Procedure

#### **Background Papers**

n/a