

Meeting	Community Development Committee
Date	7 th July 2026
Report Title	Safeguarding Partnership – Limited Assurance Review
Agenda Reference	15
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Recommendations

Council is asked to:

1. Note the purpose of the Swindon Safeguarding Partnership Competence Framework and annual assurance process.
2. Note the successful completion of the 2026/27 Adult and Child Safeguarding Quality Assurance Checklists.
3. Note the safeguarding arrangements currently in place across the Council.
4. Note the recommendation that Members and relevant officers undertake regular Safeguarding Awareness training.
5. Note that the completed assurance documentation will be submitted to the Swindon Safeguarding Partnership by 10 July 2026 and retained within the Council's safeguarding records.

Purpose

To inform Council of the completion of the Swindon Safeguarding Partnership (SSP) Safeguarding Quality Assurance Checklists for Adults and Children and to provide assurance that the Council has appropriate safeguarding arrangements, policies, training and procedures in place.

The Swindon Safeguarding Partnership has developed a Competence Framework for Safeguarding Children and Adults to:

- Enable partner organisations to systematically review and provide assurance that staff, Members and volunteers maintain appropriate safeguarding competence and access suitable training to fulfil their safeguarding responsibilities.
- Provide a consistent framework for quality assuring safeguarding training delivered by organisations and agencies across Swindon.
- Inform the levels of multi-agency safeguarding training offered by the Swindon Safeguarding Partnership.

The framework sets out the agreed minimum safeguarding competence standards expected of partner organisations and applies to staff, Members and volunteers. Organisations working with both adults and children are required to complete annual Quality Assurance Checklists for each area.

Background

The Swindon Safeguarding Partnership requires all partner organisations to complete annual Safeguarding Quality Assurance Checklists for Adults and Children as part of its assurance framework. The completed checklists demonstrate that organisations have appropriate safeguarding policies, procedures, training and governance arrangements in place and identify any areas for further development.

Following a review of the requirements, Haydon Wick Parish Council has assessed itself as compliant and competent against the required standards for both Adult and Child Safeguarding. The completed assurance documentation will be submitted to the Swindon Safeguarding Partnership by the required deadline of 10 July 2026.

Current Safeguarding Arrangements

The Council has several safeguarding measures in place to support staff, volunteers and members of the public. These include:

- Jo Newman is the Council's Level 3 Safeguarding Champion and undertakes regular safeguarding training, sharing knowledge and guidance with the volunteer team.
- All volunteers have completed the appropriate Disclosure and Barring Service (DBS) checks.
- Safeguarding controls and procedures have been incorporated into activity risk assessments where appropriate.
- Jo Newman, Laura Cutter and Georgina Morgan-Denn have completed Mental Health First Aid training.
- During the past six months, several safeguarding-related concerns have arisen and have been managed promptly, appropriately and in accordance with Council procedures.
- Where additional guidance is required, officers seek advice from Swindon Borough Council officers and partner agencies. The Council also benefits from regular engagement through Community Café initiatives, including Live Well, Public Health and Adult Social Care.
- The completed Quality Assurance Checklists demonstrate that the Council meets the safeguarding competencies expected by the Swindon Safeguarding Partnership for organisations working with both adults and children.

These measures provide assurance that safeguarding responsibilities are actively managed and embedded throughout the Council's services and activities.

Training and Development

Whilst current arrangements provide a good level of assurance, it is recommended that safeguarding awareness training continues to be developed across the organisation.

It is proposed that:

- The Community Development Team attend basic Safeguarding Awareness training to support the delivery of youth-related activities.
- Senior Managers attend safeguarding awareness training to strengthen knowledge from a management and HR perspective.
- Receptionist be identified as an appropriate first point of contact for safeguarding queries, with any concerns subsequently being escalated to Jo Newman in her role as Safeguarding Lead, in accordance with the Council's safeguarding procedures.

Regular refresher training will help ensure that Members, officers and volunteers remain confident in recognising safeguarding concerns and responding appropriately.

Document Management

The completed Safeguarding Quality Assurance Checklists will be submitted to the Swindon Safeguarding Partnership by 10 July 2026 and retained within the Council's safeguarding records by the Safeguarding Lead to provide an audit trail and support future annual assurance exercises.