

Agenda item 17: To appoint the Council's Safeguarding Officer

Background:

The Safeguarding Policy¹ states:

1h - The Council will appoint on an annual basis a lead safeguarding officer or member. The appointment will be made at the annual meeting of the Council. Please refer to Appendix 3 for details of the rules and duties of the Lead Officer.

Appendix 3:

ROLES AND DUTIES OF LEAD OFFICER

The Lead Officer will be the Council's safeguarding champion. They will promote good safeguarding practice within the Council which will include but may not be limited to the following:

1. Ensuring that they attend appropriate training relevant to the role and as necessary promote then provision of appropriate training for other staff and members of the Council.
2. Monitor and review the Council's Policy and when necessary recommend appropriate changes thereto.
3. Ensure the correct application of the Child Welfare/Safeguarding Policy within the Council.
4. Act as a first point of contact within the Council for third parties to contact with any Child Welfare/Safeguarding concerns.
5. Act as a first point of contact within the Council for staff and members to contact with any Child Welfare/Safeguarding concerns.
6. Liaise with other agencies as required in connection with Child Welfare and Safeguarding matters.
7. Ensure that appropriate records are kept of all issues of a safeguarding nature that may arise.

The appointed officer is currently the Clerk.

Recommendation:

That the Council considers the above information and resolves to appoint the Clerk as the council's safeguarding officer.

¹ Safeguarding Policy and Procedure, V1.2, approved 03/02/21.