



Rhondda Cynon Taf County Borough Council

Corporate Safeguarding Policy

November 2023

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1 Introduction

- 1.1 Safeguarding is everyone's business whether they work for, or on behalf of, the Council.

If a child, young person, or adult is in immediate danger, the Emergency Services (Police, Ambulance, Fire and Rescue) must be contacted immediately by calling 999.

- 1.2 The Council expects all its employees, elected members, commissioned services, suppliers, and contractors to be aware of their safeguarding responsibilities, to be alert to children or adults at risk of harm and to act when they suspect someone is at risk of abuse or harm. Details of what to do if you suspect someone is at risk of harm are set out in Appendix I.
- 1.3 Corporate Safeguarding describes the policy commitment and arrangements that this Council has in place to ensure that all our services and employees play their part in safeguarding and promoting the well-being of children and adults who may be at risk of harm.
- 1.4 The Leader of the Council is the lead elected member and portfolio holder for Corporate Safeguarding. The Council has put in place robust governance for corporate safeguarding through its Corporate Safeguarding Group, chaired by the Chief Executive who is the Council's Safeguarding Champion, and through its wider democratic processes including Scrutiny and Cabinet.

What is Safeguarding?

- 1.5 Safeguarding involves both the protection of children and adults who need care and support from abuse, neglect or other kinds of harm and the prevention of children and adults from becoming at risk of abuse, neglect, or other kinds of harm.
- 1.6 The definitions of a child and adult at risk and the types of harm and/or exploitation are included in Appendix II.

Purpose of this Policy

- 1.7 The safeguarding of children and adults at risk is a priority for Rhondda Cynon Taf County Borough Council.
- 1.8 This Corporate Safeguarding Policy provides a framework for every Service within the Council setting out responsibilities in relation to safeguarding children and adults at

risk as well as the methods by which the Council is assured that it is fulfilling its duties.

- 1.9 This policy applies to all Rhondda Cynon Taf employees, elected members, volunteers, and suppliers/service providers procured to deliver services on behalf of the Council.

Principles

- 1.10 This policy considers the following key principles:

- Every child and adult (whatever their background, culture, age, disability, gender, sexual orientation, gender identity, ethnicity, religious belief) has a right to participate in a safe society without any violence, fear, abuse, bullying or discrimination.
- Every child and adult have the right to be protected from harm, neglect, exploitation, and abuse.
- Everyone working for the Council and our elected members have a responsibility to protect children and adults from abuse and neglect and work in a way that promotes and supports their best interests.
- The Council will invest in preventative and early intervention services and is committed to prevent situations arising where abuse, neglect or harm may occur.
- The Council will act in response to any reported safeguarding concerns to ensure children and adults at risk are safe and protected.

2 Strategic Context

- 2.1 At a strategic level, this approach to safeguarding supports the delivery of the Council's well-being objectives as set out in the Corporate Plan. [The Council's Corporate Plan](#)
- 2.2 It also supports the priorities set out in the Cwm Taf Wellbeing Plan and the Cwm Taf Morgannwg Safeguarding Board Strategic Plan. [CTMSB Strategic Plan 2023-2026](#).
- 2.3 At an all-Wales level, keeping people safe contributes to the Wellbeing goals as set out in the Wellbeing of Future Generations (Wales) Act to improve the economic, social, environmental, and cultural well-being of Wales.

3 Related legislation, policy, and guidance

- 3.1 Legislation that is contained within the various Acts and guidance enshrine the right to

protection from abuse¹. The legal starting point in achieving this objective is professionals' duty to report² allegations of abuse and neglect. The law also identifies the Local Authority as the lead organisation³ in making enquiries to identify whether an individual is at risk and in coordinating the response to protect. In practice, this is never achieved in isolation or without clear leadership and accountability⁴ for the work that is equally set out in law, along with the duty to cooperate and collaborate⁵ with others.

3.2 Good practice in safeguarding brings together all activity aimed at promoting safe practice with vulnerable groups and preventing abuse and neglect. Safeguarding is governed by a framework of legislation; the Wales Safeguarding Procedures and is delivered through our corporate policies. The Council has specific policies that support our employees to discharge their safeguarding responsibilities, including those listed at Appendix IV.

3.3 The intention is that this Corporate Safeguarding Policy will supplement and not replace any responsibilities already set out in legislation, policy, or guidance.

4 Our Framework

4.1 The two key objectives of this policy are:

- a) To set out how Rhondda Cynon Taf County Borough Council will meet its obligations towards the safeguarding of children and adults.
- b) To give assurances to the public, elected members, employees, volunteers, and people carrying out work on behalf of the Council that there are sound arrangements in place to safeguard children and adults.

4.2 The Council will implement these objectives via the following framework:

¹ Human Rights Act 1999 and United Nations Convention on the Rights of the Child (UNCRC)

² Social Services and Wellbeing (Wales) Act 2014

³ Children Act 1989 and Social Services and Wellbeing (Wales) Act 2014

⁴ Children Act 2004

⁵ Children Act 1989, 2004 and Social Services and Wellbeing (Wales) Act 2014



Leadership & Culture

- 4.3 Safeguarding is everyone’s business. All the Council’s employees, elected members, commissioned services, suppliers, and contractors are to be aware of their safeguarding responsibilities, to be alert to children or adults at risk of harm and to act when they suspect someone is at risk of abuse or harm.
- 4.4 The Leader of the Council is the lead elected member and portfolio holder for Corporate Safeguarding. The Council has put in place robust governance for corporate safeguarding through its Corporate Safeguarding Group, chaired by the Chief Executive who is the Council’s Safeguarding Champion.

Governance, Scrutiny & Performance Management

- 4.5 The RCT Corporate Safeguarding Group is responsible for ensuring that the Council carries out its responsibilities, as set out in this Corporate Safeguarding Policy. The Group is chaired by the Chief Executive and has membership drawn from across the Council’s core functional responsibilities.
- 4.6 The Council will discharge its wider strategic statutory safeguarding responsibilities through its membership of the Cwm Taf Morgannwg Safeguarding Board (CTMSB). The Board has a statutory duty to develop an Annual Plan [CTMSB Strategic Plan 2023-2026](#) on a regional basis and has an overall responsibility for challenging relevant

agencies in relation to the measures that are in place to safeguard children and adults at risk.

4.7 The Council's Democratic process for challenge is its Scrutiny function. The Overview & Scrutiny Committee will receive an annual report describing how the Council has discharged its corporate safeguarding responsibilities. Through its robust performance management arrangements, the Council will be able to demonstrate the impact of its work and be accountable to elected members.

Professional Practice & Service Standards

4.8 In undertaking their work for the Council all employees, elected members and service providers/contractors must comply with relevant professional practice requirements, codes of conduct and service standards where they apply.

4.9 The Wales Safeguarding Procedures [Safeguarding Wales](#) set out arrangements for responding to safeguarding concerns about;

- those whose work, either in a paid or voluntary capacity, brings them into contact with children or adults at risk.
- Individuals who have caring responsibilities for children or adults in need of care and support and their employment or voluntary work brings them into contact with children or adults at risk.

4.10 These procedures also support the Council's internal disciplinary procedures and provide guidance to deal appropriately with any concerns or allegations of professional abuse, neglect or harm and to ensure that all allegations of abuse made against employees or volunteers working with children, young people and adults at risk are dealt with in a fair, consistent and timely manner.

4.11 Children, young people, and adults live, learn, work, play and visit a wide range of settings in their neighbourhoods and communities. The Council with other public bodies will consider the risks that environments may present to children, young people, and adults. Our staff, volunteers and contractors will be the "eyes and ears" of the Council as they go about their jobs. Employees are equipped with safeguarding training, so they have a good basic understanding of what to do if they observe or are concerned about a potential safeguarding risk.

4.12 There are several service specific safeguarding considerations across the Council:

a) Licensing

The Council's Statement of Licensing Policy 2020-25 [Licensing Policy](#) set out how the Council will discharge its duties under the Licensing Act 2003, including its expectations of the licensed trade in respect of safeguarding. The Council will carry out its functions with a view to promoting the four licensing objectives. The objectives are: -

- Prevention of crime and disorder,
- Protection of Public safety
- The prevention of public nuisance, and
- The protection of children from harm

The Council works with a wide range of businesses and business leaders across Rhondda Cynon Taff. People working in these businesses may meet children and adults at risk of harm. People who work in these industries may be able to identify signs of exploitation and other forms of abuse. The Council will encourage licensed premises and other businesses to provide safeguarding training for their employees. All taxi drivers licensed by the Council are required to undertake a SQA level 2 certificate, "Introduction to the role of the professional taxi driver and private hire driver", which includes safeguarding training. Safeguarding advice for the taxi trade can be found here: [Safeguarding Advice for the Taxi Trade](#)

b) Planning

The Council in undertaking its planning authority duty will shape and influence where new licensed premises are located, the location of buildings and the design of public spaces to minimise opportunities for people to be harmed.

c) Schools and other Education Settings

Education settings play a key role in safeguarding and each setting will have a Child Safeguarding Policy which is updated annually by delegated representatives on behalf of the Cwm Taf Morgannwg Safeguarding Board and adopted by the Governing Body/Management Committee. Section 175 of the Education Act 2002 requires Local Authorities and Governing Bodies of maintained schools to have arrangements in place to safeguard and promote the welfare of children.

Governing Bodies and school employees must have regard for this guidance when fulfilling their responsibilities for safeguarding and promoting the welfare of children. The Welsh Government [Keeping Learners Safe](#) guidance details the responsibilities of Local Authorities, Governing Bodies and proprietors of independent schools.

The Council will support schools in meeting their safeguarding duty through compliance processes including Internal Audit as well as advice and guidance via a dedicated Education function within MASH, and Local Authority Designated Lead Officers.

The Council also support the safeguarding of learners and their families via policies and processes for:

- Children Missing Education
- Child Performance Licensing, Child Employment Permits and Chaperones
- Education Other than at School (EOTAS)

d) Procurement

In consultation with the relevant service area, the Procurement Service will assess whether the requirements of this Corporate Safeguarding Policy will apply to any new contracting arrangement. Depending on the nature of specific contracts, the level of pre-appointment checks / required governance practices may vary.

- For those contracts where this Policy applies, the Council will have in place appropriate contract management arrangements as detailed in the contract terms and conditions.
- Following the appointment of a supplier / service provider the purpose of contract monitoring arrangements will be to ensure that supplier / service provider is managing their responsibilities as set out to them within the relevant tender documents and contract of engagement.

e) Digital & ICT

The Council understands that digital provides additional concerns for safeguarding and keeping employees safe using digital systems is a key requirement. Digital safety has become a worldwide risk for users of technology. To address this safeguarding risk the Council has several policies to provide appropriate guidance to employees.

There are several policies and processes that are issued to support the safeguarding of employees and residents.

- All solutions purchased by the authority must undertake a Security Assessment. The assessment evaluates information safety and security against NCSC guidance.
- The Council issues mandatory policies to support safeguarding.
- The Council also monitors and records usage to support safeguarding.

f) Partnerships & Multi Agency Safeguarding Hub (MASH)

The Council will work in partnership through the CTM Regional Safeguarding Board and its associated governance arrangements to ensure that effective measures are in place to safeguard children and adults across the region, challenge partners and provide accountability. The Council commits resources to this regional collaboration and the Multi Agency Safeguarding Hub (MASH) which brings together different agencies to enable fast information sharing with the purpose of making an efficient and informed decision to safeguard children and adults at risk.

Workforce, Recruitment & Selection

- 4.13 The Council will ensure that all employees and elected members understand their responsibilities in relation to safeguarding children and adults. All employees are required to undertake mandatory safeguarding training (children and adults) as well as the level 1 violence against women, domestic abuse, and sexual violence training. Managers must ensure that this training forms part of the induction process for new employees.
- 4.14 The Council has developed a Standards document based on the National Safeguarding Training Standards developed by Social Care Wales, [National safeguarding training, learning and development standards](#) . This sets out the training standards for Safeguarding, required by RCT Council employees and contracted providers, who have a varied range of levels of contact with and responsibility for children and or parents /carers, and adults. These will include those who, in their work or volunteering, have limited contact with children, young people, their parents/carers and adults at risk, but have no specific responsibility for them, to those who have the highest levels of responsibilities for them, including at strategic level.

4.15 The Council will ensure that safe recruitment processes are in place to prevent, wherever possible, unsuitable people from working in or volunteering for certain roles, particularly roles that involve children or adults at risk. This includes:

- Disclosure and Barring Service checks,
- Recruitment and selection training for managers,
- References and checks prior to employment,
- Reviewing recruitment and selection procedures regularly and auditing effectiveness.

5 Confidentiality

5.1 Information sharing is vital for the safeguarding of children and adults at risk. The Council is committed to complying with data protection law which allows it to use and share personal information only where we have a proper and lawful reason for doing so. The Data Protection legislation does not put barriers in place for sharing information but enhances individuals' rights to have their personal information processed fairly, lawfully, and transparently.

5.2 As a matter of good practice employees should inform the child, their parent or adult at risk about their service's policy on how information will be shared and seek consent.

5.3 Confidential information can be shared without consent if it is required by law, or directed by a court, or if the benefits to a child or young person that will arise from sharing the information outweigh both the public and the individual's interest in keeping the information confidential. In practice, where there are concerns that a child or adult at risk may be experiencing abuse or neglect, it will be lawful for that information to be shared. Welsh Government has produced a fact sheet regarding this issue. It can be found at [information sharing to safeguard children and adults](#)

5.4 Employees should seek advice from their Line Manager or Information Management Team if they are in any doubt about sharing personal information.

6 Roles and responsibilities

6.1 All employees, elected members, volunteers and suppliers/service providers (procured to deliver services on behalf of the Council) have the duty to report

concerns about abuse and neglect.

6.2 Children's Services has the responsibility for receiving and responding to new concerns about children and Adult Services has the responsibility for receiving and responding to new concerns about adults at risk. The responsibilities of key roles in the Council are set out in Appendix III:

APPENDIX I – What to do if you suspect someone is at risk.

If a child, young person, or adult at risk is in immediate danger, the Emergency Services (Police, Ambulance, Fire and Rescue) must be contacted immediately by calling 999.

All those employed by, or working on behalf of, the Council should be alert to the possibility of abuse. An individual may become concerned about a child or an adult at risk in several ways:

- The person may tell you,
- The person may say something that worries you,
- A third party may voice concerns,
- You may see something that concerns you,

Any person with concerns regarding the safety of a child/adult at risk, **OR** the behaviour of a colleague towards a child/adult at risk, has a responsibility to report this immediately.

01443 425003 (adults) 01443 425006 (children)

E-mail:

adultsatrisk@rctcbc.gov.uk (adults)

IAATeam@rctcbc.gov.uk (children)

After 5.00pm, Monday to Friday and on weekends and Public Holidays contact the Emergency Duty Team on 01443 743665 or email:

SocialWorkEmergencyDutyTeam@rctcbc.gov.uk

We all have a responsibility to report safeguarding concerns, regardless of a person's status, profession, or authority. Any concerns about the conduct or behaviour of a practitioner/person in a position of trust must be reported to social services or the police.

APPENDIX II - What constitutes abuse and/or exploitation.

Social Services and Well-being Act 2014 part 7 - Working Together to Safeguard People

Section 128 of the Act imposes a duty to report adults at risk

The Act imposes a new duty on relevant partners to report to a local authority if it is suspected that an adult is an adult at risk.

An “adult at risk”, is an adult who:-

- (a) is experiencing or is at risk of abuse or neglect;
- (b) has needs for care and support (whether or not the authority is meeting any of those needs); and
- (c) as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

Section 130 of the Act imposes a duty to report children at risk

The Act defines a ‘child at risk’ as a child who:

- (a) is experiencing or is at risk of abuse, neglect or other kinds of harm; and
- (b) has needs for care and support (whether or not the authority is meeting any of those needs).

Section 197(1) of the Act provides definitions of ‘abuse’ and ‘neglect’:

“**abuse**” means physical, sexual, psychological, emotional or financial abuse (and includes abuse taking place in any setting, whether in a private dwelling, an institution or any other place), and

“**neglect**” means a failure to meet a person’s basic physical, emotional, social or psychological needs, which is likely to result in an impairment of the person’s well-being (for example, an impairment of the person’s health or, in the case of a child, an impairment of the child’s development);

The following is a non-exhaustive list of examples for each of the categories of abuse and neglect:

- **Physical abuse** - hitting, slapping, over or misuse of medication, physical harm may also be caused by fabricating or inducing an illness, undue restraint, or inappropriate sanctions. The use of physical punishment toward children is now illegal in Wales. [Ending physical punishment in Wales | GOV.WALES](#)
- **Sexual abuse** - rape and sexual assault or sexual acts to which the person has not or could not consent and/or was pressured into consenting;
- **Psychological/Emotional abuse** - threats of harm or abandonment, coercive control, humiliation, verbal or racial abuse, isolation or withdrawal from services or

supportive networks; coercive control is an act or pattern of acts of assault, threats, humiliation, intimidation or other abuse that is used to harm, punish or frighten the victim

- **Neglect** - failure to access medical care or services, negligence in the face of risk-taking, failure to give prescribed medication, failure to assist in personal hygiene or the provision of food, shelter, clothing; emotional neglect
- **Financial abuse** - Financial or material abuse, including theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions, or benefits. This will normally only be applicable to adults at risk but may apply to a child in circumstances such as a parent/carer using a child's inheritance in a way that does not contribute to the child's wellbeing.

Child Sexual Abuse (CSA)

Child sexual abuse involves forcing or enticing a child to take part in sexual activities, whether or not the child is aware of what is happening. This includes physical contact, penetrative or non-penetrative acts; non-contact activities including online harm, such as involving children in looking at, or in the production of, pornographic material or watching sexual activities or encouraging children to behave in sexually inappropriate ways.

Violence against Women, Domestic Abuse and Sexual Violence (VAWDASV)

The Violence against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015 defines Domestic Abuse as being abuse where the victim is or has been associated with the abuser. The abuse can be physical, sexual, psychological, emotional or financial abuse.

Witnessing domestic abuse is child abuse. It is important to understand that if a child is at risk, action must be taken.

Violence Against Women describes types of abuse and violent acts that are primarily or exclusively experienced by women (also known as gender-based violence).

Sexual Violence is any unwanted sexual act or activity such as sexual exploitation, sexual harassment, or threats of violence of a sexual nature.

Suicide and Self Harm

There is no universal definition of self-harm and different strategies, policies and research use different definitions. The Welsh Assembly Government definition is "the intentional self-poisoning or self-injury irrespective of the nature of motivation or degree of suicidal intent".

Self-Harm behaviour regardless of intent is one of the top five reasons for medical admission in the UK. It is more common in females and the risk of repetition is high – up to 40% will go in to repeat ('Talk to Me 2' Strategy for Wales, 2015-2020).

The Talk to Me 2 Strategy defines suicide as "a death resulting from an intentional self-inflicted act".

Suicide is a major cause of death amongst the 15 to 44 age group in Wales. In 2010-2012,

it accounted for almost one in five deaths ('Talk to Me 2' Strategy, for Wales 2015-2020).

Forms of Exploitation

Provided below are definitions of the different types of exploitation (list is not exhaustive). Please see Wales Safeguarding Procedures for more detailed information and relevant practice guides for more information. [Safeguarding Wales](#)

- **Online Grooming:** Online grooming is term used broadly to describe the tactics abuse deploy through the internet to exploit children. It can happen quickly or over time, but at its core it is a process of exploiting trust to shift expectations of what safe behaviour is and leveraging fear and shame to keep a child silent. It is a difficult but important reality to face so that we can take steps to stop it.

Technology did not create grooming—the process has existed in offline abuse—but the variety of platforms in existence, and the prominence of digital environments in our lives, has increased abusers' reach and opportunity.

Adults seeking to abuse children will go where kids are. As a result, grooming can theoretically happen just about anywhere online.

Predators can reach children in video game chats, possibly creating fictional personas to develop a sense of kinship with victims or portraying themselves as a trustworthy adult in a place where other adults are largely absent.

With the popularity of live streaming across online platforms, an interaction may start as something that feels harmless to the child, such as encouraging specific dance moves to the latest hit or celebrating a new gymnastics routine. However, this type of action can quickly turn into something more concerning when an innocent moment is captured and shared elsewhere online or the interaction continues on over the course of time, with boundaries being pushed along the way.

Perhaps this is why online grooming can also be one of the most challenging issues to understand - it's so varied, and sometimes it feels like it can happen anywhere that children interact with the online world.

- **Sexual Exploitation:** This is a form of sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18, or adult with care and support needs, into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Sexual exploitation does not always involve physical contact; it can also occur through the use of technology.
- **Missing people:** The definition of missing:
 - "Anyone whose whereabouts cannot be established will be considered missing until located and their well-being confirmed." (College of Policing, APP)

- There a number of immediate risks associated with going missing, which could include:
- Involvement in criminal activities;
- Victim of abuse;
- Victim of crime, for example through sexual assault and exploitation;
- Alcohol/substance misuse;
- Deterioration of physical and mental health;
- Missing out on education;
- Sexual and financial exploitation as a result of trafficking.

South Wales Police are the lead agency responsible for the initial risk assessment and management of missing person enquiries and the ensuing investigation to locate the person. The College of Policing Authorised Professional Practice (APP) places all missing persons within a continuum of risk ranging from 'no apparent risk' (previously referred to as 'absent'), through to 'high risk' cases requiring immediate, intensive collaborative action. The risk assessment for missing persons is a guide to the appropriate level of response based on initial and ongoing risk assessment in a case. Actively reviewing risk levels on an ongoing basis remains important for all agencies involved to enable them to assess changing circumstances and respond accordingly. While adults can be deemed to be 'no apparent risk' South Wales Police and partners do not deem a child to be 'No apparent risk' or 'Low risk'. Given their age and associated vulnerability they will be classified as either 'Medium' or 'High'.

• **Serious Youth Violence:** There are several definitions that describe 'Serious Youth Violence' but the one element that they all have in common is that they all focus on the **age** of the person involved in the incident and the **gravity** of the offence:

Serious Youth Violence is defined as '*any offence of most serious violence or weapon enabled crime, where the victim is aged 1-19*' i.e. murder, manslaughter, rape, wounding with intent and causing grievous bodily harm. 'Youth violence' is defined in the same way, but also includes assault with injury offences.

Young people associated with gangs are highly vulnerable. Sexual violence amongst peers is commonplace and it is used as a means of power and control over others, most commonly young women. Young people affected by or associated with gangs are at high risk of sexual exploitation and violence and will require safeguarding. Sexual exploitation is used in gangs to exert power and control over members / Initiate young people into the gang / exchange sexual activity for status or protection / entrap rival gang members by exploiting girls and young women and inflict sexual assault as a weapon in conflict.

A gang is defined as 'a relatively durable, predominantly street-based group of young people who: 1. see themselves (and are seen by others) as a discernible group; 2. engage in criminal activity and violence; 3. lay claim over territory (not necessarily geographical but can include an illegal economy territory); 4. have some form of identifying structural feature; and 5. are in conflict with other, similar, gangs.

- **Criminal Exploitation:** Criminal Exploitation occurs where an individual or group takes advantage of an imbalance of power to coerce, control, manipulate or deceive a

child, young person or an adult into any criminal activity: (a) In exchange for something the victim needs or wants, and/or (b) For the financial or other advantage of the perpetrator or facilitator (such as to support serious organised crime and/or terrorism), and/or (c) Through violence or the threat of violence to ensure compliance. The victim may have been criminally exploited even if the activity appears consensual. Criminal Exploitation does not always involve physical contact; it can also occur using technology and/or social media. Because they are more likely to be easily detected, individuals who are exploited are more likely to be arrested and criminalised for criminal behaviour, than those individuals or groups who are exploiting them. Individuals who are being criminally exploited can be involved, linked to or considered to be (by themselves or others) as part of a “gang”. It is important when children or adults identify or are identified as being affected or involved with gang-related activity that involves the use of actual or threatened violence and/or drug dealing that professionals also consider that they may be victims of criminal exploitation. Criminal exploitation is broader than but often part of organised crime and county lines.

- **Organised Crime & County lines:** Organised Crime is “serious crime planned, coordinated and conducted by people working together on a continuing basis. Their motivation is often, but not always, financial gain.” Organised crime groups are “organised criminals working together for a particular criminal activity or activities.” County lines is a term used to describe gangs and organised criminal networks involved in exporting illegal drugs into one or more importing areas within the UK, using dedicated mobile phone lines or other form of “deal line”. They are likely to exploit children and adults to move, [locally supply] and store the drugs and money. They will often use coercion, intimidation, violence (including sexual violence) and weapons.
- **Cuckooing:** This term is “named after the nest stealing practices of wild cuckoos. It describes the situation where a county lines dealer ‘takes over’ accommodation located in the provincial drugs market, using it as a local dealing base.” (Coomber and Moyle: 2017) An individual or group can do this by taking over the homes of local adults and families through an abuse of power or vulnerability by coercion, control and/or force so that they can provide a base for the supply of drugs into the local community. This places the adult and/or families at an increased risk of eviction (if they are in social or privately rented housing) and isolation from their communities due to the anti-social activity it can create. Cuckooing often forms part of wider ‘county lines’ activity and is also a form of criminal exploitation.
- **Modern Slavery:** Modern slavery is the illegal exploitation of people for personal or commercial gain. It covers a wide range of abuse and exploitation including sexual exploitation, domestic servitude, forced labour, criminal exploitation and organ harvesting. Victims of modern slavery can be any age, gender, nationality and ethnicity. They are tricked or threatened into work and may feel unable to leave or report the crime through fear or intimidation. They may not recognise themselves as a victim.
- **Human Trafficking:** Article 3 of the Palermo Protocol (2000) defines trafficking as follows: “Trafficking of persons” shall mean the recruitment, transportation, transfer, harbouring or receipt of persons, by means of the threat or use of force or other forms of coercion, of abduction, of fraud, of deception, of the abuse of power or of a position

of vulnerability or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation. Exploitation shall include, at a minimum, the exploitation of the prostitution of others or other forms of sexual exploitation, forced labour or services, slavery or practices similar to slavery, servitude or the removal of organs.

- **Hate Crime:** The term 'hate crime' can be used to describe a range of criminal behaviour where the perpetrator is motivated by hostility or demonstrates hostility towards the victim's disability, race, religion, sexual orientation or transgender identity. These aspects of a person's identity are known as 'protected characteristics'. A hate crime can include verbal abuse, intimidation, threats, harassment, assault and bullying, as well as damage to property. The perpetrator can also be a friend, carer or acquaintance who exploits their relationship with the victim for financial gain or some other criminal purpose.

Harmful practices related to tradition, culture, religion, or superstition

- **'Honour' Based Abuse:** The concept of 'honour' is a deeply held belief within many families and communities and those who are perceived to dishonour their family or community by their behaviour can be subject to abuse, emotional abuse and death. 'Honour' crime involves abuse and/or violence, including murder, committed by people who want to defend the reputation of their family or community. It can also take the forms of intimidation, coercive control or blackmail. Honour killing is the murder of a person accused of "bringing shame" upon their family.
- **Forced Marriage:** Forced marriage is an unacceptable cultural practice; it is child abuse and a form of violence against women and girls. Forced marriage is illegal in the UK. For the purpose of the criminal law in England and Wales, forced marriage is one which occurs without the full and free consent of one or both parties. Forced Marriage can involve both males and females.
- **Female Genital Mutilation:** Female Genital Mutilation is also known as Female Circumcision or Female Genital Cutting (FGC) and is a traditional cultural practice. The procedure causes severe short and long term health consequences, including difficulties with childbirth, causing danger to the mother and child and mental health problems. FGM has no health benefits, and it causes significant harm. It involves removing and damaging healthy and normal female genital tissue and interferes with the natural functions of girls' and women's bodies. Generally speaking, the health risks increase with increasing severity of the procedure, although the psychological effects may be similar whether or not the procedure is physically severe.

Prevent/Extremism: 'Extremism' is defined in the 2011 Prevent Strategy as vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas. 'Violent Extremism' is defined by the Crown Prosecution Service (CPS) as:

"The demonstration of unacceptable behaviour by using any means or medium to express views, which:

- “Encourage, justify or glorify terrorist violence in furtherance of particular beliefs;
- Seek to provoke others to terrorist acts;
- Encourage other serious criminal activity or seek to provoke others to serious criminal acts:
- Foster hatred which might lead to inter-community violence in the UK.”

There are a number of offences that can be considered when dealing with violent extremism. They include offences arising through spoken words, creation of tapes and videos of speeches, internet entries, chanting, banners and written notes and publications. The main offences employed to date have been soliciting murder and inciting racial hatred.

‘Radicalisation’ refers to the process by which a person comes to support terrorism and extremist ideologies associated with terrorist groups. Radicalisation is usually a process not an event.

APPENDIX III – Relevant Council Policies

- Whistle-Blowing Policy,
- Recruitment & Selection Policies,
- Dealing with Domestic Abuse & Sexual Violence,
- Regional Safeguarding Board Policies and Procedures for Safeguarding children, young people, and adults at risk,
- Cwm Taf Morgannwg Schools Safeguarding Policy,
- Social media policy,
- Information Security Policy
- Data Protection Policy
- Security Incident and Event Reporting
- Internet and Email Acceptable Use Policy
- Acceptable use of Office 365 Teams v1.2
- Office 365 Teams Live Events Protocol
- Password Management Standard

APPENDIX IV – Roles & Responsibilities

ROLE IN THE COUNCIL	RESPONSIBILITIES
<p>Lead Member for Corporate Safeguarding - the Leader of the Council</p>	<p>The Lead Member will work closely with and take professional advice from a range of Senior Officers within the Authority, as appropriate.</p> <p>The Lead Member will liaise and consult with other Cabinet Members on individual matters likely to affect their portfolios as set out in the Council’s Scheme of Delegation.</p>
<p>The Chief Executive</p>	<p>To act as the ‘champion’ for Corporate Safeguarding.</p> <p>Ensure that there are effective safeguarding arrangements in place, including policies and procedures, that those policies and procedures are implemented, that there are effective governance arrangements in place and that all statutory requirements are being met.</p> <p>Work with the Council's Statutory Director for Social Services to ensure there are effective arrangements to safeguard and protect children and adults at risk across the Council. Specifically to:-</p> <ul style="list-style-type: none"> • monitor the implementation of and compliance with this Policy across the Council • ensure that there is a corporate safeguarding training programme in place • set clear lines of accountability, • ensure that there are lead safeguarding managers within each service area • ensure that the Council implements the UN Convention on the Rights of the Child. • ensure that annual service reports are prepared • ensure that the annual corporate safeguarding report for Scrutiny is delivered
<p>Statutory Director of Social Services</p>	<p>This role, as defined by the Social Services and Well-Being Act 2014, is fulfilled by the RCT Director of Community and Children’s Services and has the final and indivisible accountability to safeguard children and adults at risk. The annual service reports will be an opportunity for challenge and used to inform the ‘Director of Social Services - Annual Report’.</p>

	<p>Work with the Council's Chief Executive to ensure there are effective arrangements to safeguard and protect children and adults at risk across the Council. Specifically to:-</p> <ul style="list-style-type: none"> • monitor the implementation of and compliance with this Policy across the Council • ensure that there is a corporate safeguarding training programme in place • set clear lines of accountability • ensure that there are lead safeguarding managers within each service area • ensure that the Council implements the UN Convention on the Rights of the Child. • ensure that annual service reports are prepared • ensure that the annual corporate safeguarding report for Scrutiny is delivered
<p>Directors, Service Directors and Heads of Service</p>	<p>Through their Management Teams, will be responsible for ensuring that all the statutory requirements in terms of safeguarding children and adults at risk are addressed. They are also responsible for putting in place appropriate systems within their service areas that ensure compliance with this policy:</p> <ul style="list-style-type: none"> • Ensuring appropriate training is delivered. • Communicating information about who employee need to contact and making sure this information is reviewed regularly so that is up to date and accurate. • Compiling a report in respect of their Safeguarding arrangements that will be used to inform the Director of Social Services' Annual Report.
<p>Managers</p>	<ul style="list-style-type: none"> • Recruiting employees/volunteers in accordance with relevant HR policy, including (where required) Disclosure and Barring Service checks. • Ensuring safeguarding is part of every employee/volunteer's induction. • Identifying employees/volunteers who are likely to come into contact with children or adults at risk as part of their role. • Ensuring training is delivered commensurate with role. • Ensuring that all employees/volunteers are aware of how to report safeguarding concerns and to whom

	<ul style="list-style-type: none"> • Provide advice to employees/volunteers on how to report a safeguarding concern • Ensuring that all employees/volunteers are aware of the Council's Whistleblowing Policy • Ensuring that employees/volunteers are aware that they must conduct themselves in a manner which safeguards and promotes the wellbeing of children, and adults at risk. • Providing employees/volunteers with guidance about reporting safeguarding concerns as required.
Service Commissioners	Ensure that contractual arrangements specify responsibilities in relation to safeguarding in accordance with this policy and existing commissioning policies.
Contractors, sub-contractors or other organisations funded by, or on behalf of, the Council	Arrange checks through the Disclosure and Barring Service (where required) and ensure that their employee comply with regulatory and contractual arrangements relating to safeguarding children and adults at risk. Contractors are also responsible for informing relevant managers of the Council about any concerns they may have and to refer such safeguarding concerns to the MASH.
Elected Members	<p>Should attend training in respect of safeguarding children and adults at risk and additional safeguarding training needs, e.g. in relation to their portfolios will be addressed as part of ongoing Personal Development Reviews.</p> <p>Should report any safeguarding concerns in accordance with this Policy.</p>
Employees	<p>Should attend training in respect of safeguarding children and adults at risk and additional safeguarding training needs, e.g. in relation to their portfolios will be addressed as part of ongoing Personal Development Reviews.</p> <p>Should report any safeguarding concerns in accordance with this Policy.</p>