

**Committee Name and Date of Committee Meeting**

Cabinet – 17 November 2025

**Report Title**

Corporate Safeguarding Protocol

**Is this a Key Decision and has it been included on the Forward Plan?**

Yes

**Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director of Finance and Customer Services

**Report Author(s)**

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**Ward(s) Affected**

Borough-Wide

**Report Summary**

The Corporate Safeguarding Protocol has been reviewed. The Protocol acts as a framework for the Council to ensure that safeguarding is embedded across all services and that staff, contractors, elected members and volunteers understand their responsibilities and the different forms that abuse can take.

The report outlines the main changes and updates made to the Corporate Safeguarding Protocol.

**Recommendations**

1. That Cabinet approve the updated Corporate Safeguarding Protocol.

**List of Appendices Included**

Appendix 1 Corporate Safeguarding Protocol  
Appendix 2 Equality Screening Part A  
Appendix 3 Equality Screening Part B

**Background Papers**

Corporate Safeguarding Protocol 2022

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Corporate Safeguarding Protocol**

### **1. Background**

- 1.1 The Corporate Safeguarding Protocol was approved by Cabinet on 21 November 2022.
- 1.2 The report specifies that the Council has a duty to make appropriate arrangements to safeguard and promote the welfare of children, young people and adults. The Council believes that every child, young person and adult, regardless of their background, age, culture, sexual orientation, gender identity or religious belief should be able to live and participate in safe society without any fear, violence, abuse, bullying, discrimination or exploration.
- 1.3 The Protocol acts as a framework to ensure that safeguarding is embedded across all services and that senior leaders, employees, managers, contractors, elected members and volunteers understand the different forms that abuse can take. This includes awareness of their roles and responsibilities for safeguarding and ensures that support is in place to develop and maintain this understanding in the evolution of safeguarding responsibilities, legislative alignment, and operational improvements.

### **2. Key Issues**

- 2.1 The Corporate Safeguarding Protocol has been reviewed in line with legislation and considered at the Corporate Safeguarding Champions Meeting that is chaired by safeguarding leads for Adults and Children's Services.
- 2.2 The changes in the Protocol from November 2022 and the revised version are detailed below.

#### **2.3 Section 1 Foreword**

Leadership and Governance Updates

- Chief Executive changed from Sharon Kemp (2022) to John Edwards (2025).
- Updated pictures of the Leader and Chief Executive

#### **2.4 Section 4 Legislative Context – Adults and Children's Types of Abuse and Neglect**

Legislative and Policy Alignment

- Updated statutory reference from "Working Together to Safeguard Children 2018" to "Working Together to Safeguard Children 2023".
- New section titled "Legislative Context – Adults and Children's Types of Abuse and Neglect" added in 2025.
- Safeguarding Practice Enhancements
  - Expanded explanation of the Channel Programme and its local implementation.
  - Assessment tool updated from "Early Help Assessment" to "Family Assessment of Need".

- Confirmation of mandatory annual data protection e-learning for staff.

2.5 Section 5 Safeguarding Children and Young People  
Children's Participation

- The revised version emphasises involvement of children in care and care leavers in service development.

2.6 **Section 6 Adults Safeguarding Board (SAB)**

- The revised version now includes a detailed breakdown of SAB functions and responsibilities.

**3. Options considered and recommended proposal**

3.1 It is recommended that Cabinet agree the revisions to the Corporate Safeguarding Protocol.

3.2 The Protocol has been updated in accordance with changes in legislation and therefore there are no other options available for consideration.

**4. Consultation on proposal**

4.1 The protocol has been reviewed in line with legislation and has been reviewed and considered at the Corporate Safeguarding Champions Meeting that is chaired by safeguarding leads for Adults and Children's Services.

4.2 Engagement and consultation has taken place with the Strategic Leadership Team meeting which includes the Council's Statutory Officers.

**5. Timetable and Accountability for Implementing this Decision**

5.1 Subject to approval the revised Corporate Safeguarding Protocol will be published internally.

**6. Financial and Procurement Advice and Implications**

6.1 There are no direct financial implications due to the recommendations in the report.

6.2 The procurement considerations associated with this report are included in section 8.3 of the Corporate Safeguarding Protocol.

**7. Legal Advice and Implications**

7.1 The Corporate Safeguarding Protocol is consistent with relevant legislation in particular the Care Act 2014, Children Act 1989 and 2004 and the Statutory Guidance, Working Together to Safeguard Children (2018). Otherwise, there are no direct legal implications arising from the recommendation within this report.

## **8. Human Resources Advice and Implications**

- 8.1 Learning and development interventions are in place to ensure roles and responsibilities are understood in relation to safeguarding and that processes are in place to ensure matters can be raised.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 The Corporate Safeguarding Protocol ensures positive impacts for safeguarding children, young people and vulnerable adults across Rotherham. The protocol provides a framework for the Council's safeguarding commitment and ensures all staff, elected members, contractors and volunteers are aware of their role and responsibilities in identifying and reporting potential safeguarding concerns.

## **10. Equalities and Human Rights Advice and Implications**

- 10.1 Officers have had regard to equalities and human rights implications throughout development of the safeguarding statement. The safeguarding statement makes clear that everyone should be able to live and participate in a safe society without any fear, violence, abuse, bullying, discrimination or exploitation, irrespective of their background or protected characteristics.

## **11. Implications for CO2 Emissions and Climate Change**

- 11.1 There are no direct implications resulting from the recommendations in this report.

## **12. Implications for Partners**

- 12.1 The Rotherham Together Partnership has a Safeguarding Partnership Protocol in place, which sets out how strategic partnership bodies work in a coordinated manner, working collaboratively to avoid duplication and ensure consistency. This includes Rotherham Safeguarding Children Partnership, Rotherham Safeguarding Adults Board, Rotherham Health and Wellbeing Board, Rotherham Children and Young People's Partnership and the Safer Rotherham Partnership.

## **13. Risks and Mitigation**

- 13.1 As referenced in the statement, safeguarding is everyone's business. The statement sets out roles and responsibilities for all Council Officers and includes key information on how to report any concerns.
- 13.2 In order to maintain a working knowledge of their roles and responsibilities, there will be review of the development interventions to support safeguarding awareness across the Council as well as regular corporate communications on the subject.

#### 14. Accountable Officers

Lynsey Linton, Assistant Director, Human Resources.

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	John Edwards	23/10/25
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	22/10/25
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	22/10/25

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