



Rhuddlan Town Council – Safeguarding Policy

Reviewed 8/5/25

Context for the policy.

Rhuddlan Town Council's duties and activities often mean that councillors and/or officers may have meetings with or gain information about vulnerable adults that need care and/or support.

Therefore, it is important that councillors and officers know how to respond if they see a potential safeguarding issue.

The main aims of the policy are:

- To prevent harm and reduce the risk of abuse or neglect to vulnerable adults with care and support needs.
- To stop abuse and neglect wherever possible.
- To address the causes of abuse or neglect.

The basics of adult safeguarding

The Care Act 2014 sets out 6 principles underpinning all safeguarding action:

- Empowerment
- Prevention
- Proportionality
- Protection
- Partnership
- Accountability

It also refers to 10 types of abuse:

- Physical,
- Sexual,
- Financial,
- Discriminatory,
- Psychological,
- Organisational,
- Domestic,
- Modern slavery,
- Neglect
- Self-neglect.

It must be remembered that adults are not the same as children. They have complex lives and being safe is only one of the things they want for themselves. Any safeguarding action needs to keep the person at the centre in their best interests – it should be not a process imposed on them.

Rhuiddlan Town Council's Procedure

This is based on what is usually referred to as the “4 Rs”:

Respond:

- Take emergency action if someone is at immediate risk of harm/in need of urgent medical attention. Dial 999 for emergency services. The Safeguarding lead should be informed about any emergency situations after they have been resolved – there should be no delay in persons taking emergency action.
- Get brief details about what has happened and what the adult would like done about it, but do not probe or conduct a mini-investigation.
- Seek consent from the adult to act and to report the concern. Consider whether the adult may lack capacity to make decisions about their own and other people's safety and wellbeing. If you decide to act against their wishes or without their consent, you must record your decision and the reasons for this.

Report:

- Reports about potential safeguarding issues should be made to the Town Clerk, who will normally be the “safeguarding lead”. However, if the area of concern relates to actions of the Town Clerk, then the Council's Mayor will act in this role.

Record:

- The “safeguarding lead” will record appropriate information regarding the potential safeguarding issue.
- Any records and associated information will be confidential and will be held and shared in ways where the alleged abuser will not have access to the records.

Refer:

- The designated “safeguarding lead” will make a decision (subject to the provisions outlined above regarding emergency action) about referring the concern to either Denbighshire County Council's Social Services team or the Police if a crime has been committed.
- The designated “safeguarding lead” should keep a record of the reasons for referring the concern or reasons for not referring.
- In making a decision whether to refer or not, the designated safeguarding lead should take into account the adult's wishes and preferred outcome; whether the adult has mental capacity to make an informed decision about their own and others' safety and the safety or wellbeing of children or other adults with care and support needs

Roles and responsibilities

- A copy of this policy will be issued to all councillors, officers, any volunteers and appropriate contractors.
- It is expected that all councillors, officers, any volunteers and appropriate contractors will report their safeguarding concerns.
- The aim is that all councillors, officers, any volunteers and appropriate contractors will 'make safeguarding personal', that is, adopt a person-centred approach to safeguarding.
- It is not the responsibility of Rhuddlan Town Council to conduct its own safeguarding investigation, this will be undertaken by either Denbighshire County Council or the Police
- If the person who identifies and reports a potential safeguarding issue is not satisfied by the actions taken by Rhuddlan Town Council, they have the right to refer their concerns directly to Denbighshire County Council or the Police.
- It is important to keep the vulnerable adult at the centre, by involving them and keeping them informed at all stages.

Contacts

The main contacts are:

- Town Clerk – Steve Wilson, Hwb Rhuddlan, Clos David Owen, Rhuddlan, LL18 2UJ.
clerk@rhuddlantowncouncil.gov.uk
07775 673706
- Mayor – contacted via Clerk as above