Lichfield District Council

Safeguarding Children and Adults at Risk of Abuse and Neglect

Annual Report and Action Plan 2025/26

October 2026

Introduction

All Lichfield District Council (LDC) and Lichfield West Midlands Services (LWM) officers are responsible for reporting safeguarding concerns directly to the children and adult safeguarding protection agencies, or the Police if they think someone is at immediate risk. When a referral is made the officer must complete the council's safeguarding referral form. These are logged for monitoring and reporting purposes as well as reviewed to see if any further action from the council is needed.

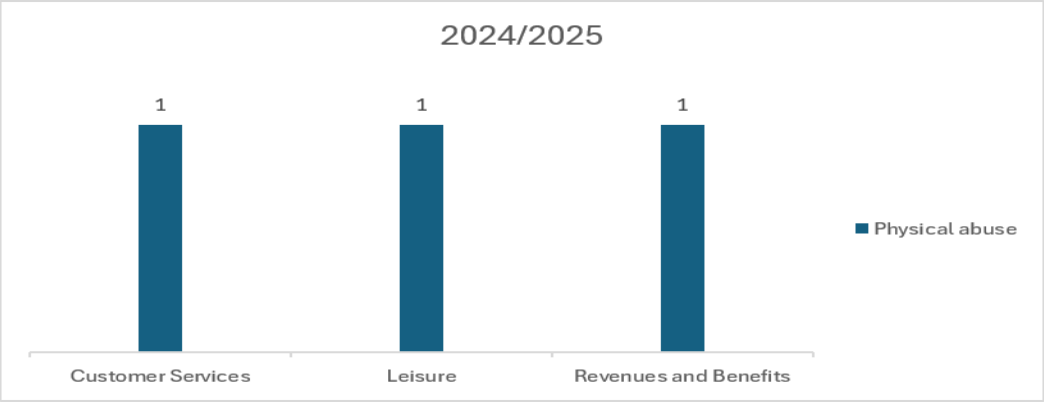
Referral activity for 1 August 2024 – 31 March was reported to Leadership Team in June 2025 by Lucy Robinson (Designated Safeguarding Lead) and Sarah Sleigh (Deputy DSL). Reporting is now by financial year, and this report covers referral activity 1st April 2025-31st March 2026.

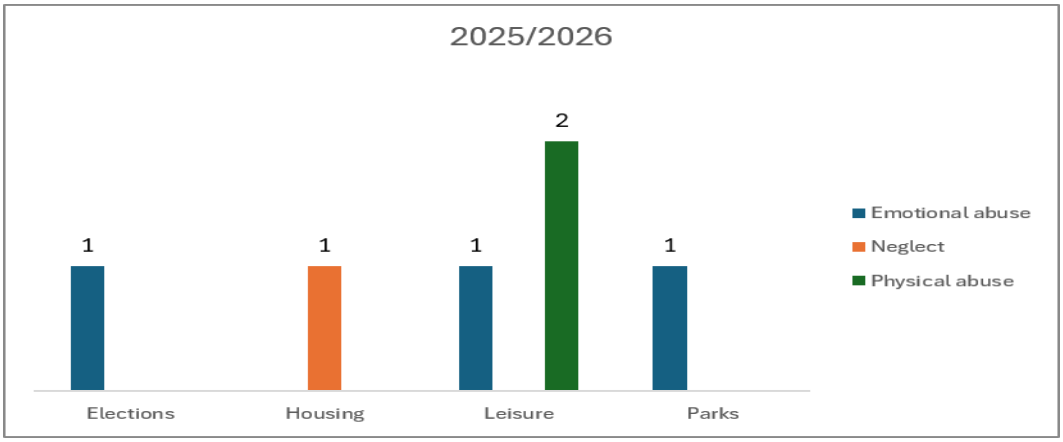
Analysis of referrals

Six safeguarding cases were reported via the generic safeguarding mailbox during the year, broadly comparable with three safeguarding reports in the previous eight-month reporting period. Six safeguarding referrals were made; five related to children and one an adult. All of the allegations concerned members of the public and were not concerning council staff.

However, as in previous years there were concerns reported about welfare and wellbeing rather than safeguarding. In this situation if a child or adult is not at risk of abuse, neglect or harm but still needs support, they can be referred to Early Help Support for children or the Staffordshire Cares Team for adults. Two cases reported during the year were adult welfare concerns.

<u>Breakdown of safeguarding referrals by team 2024/25 and 2025/26:</u>





Safeguarding action plan update and Internal Audit recommendations

We have continued to work through our action plan to strengthen our approach to safeguarding and all outstanding recommendations from the Internal Audit report have now been completed. These include:

- Updating and streamlining the policy and procedure documentation
- Reviewing training requirements for roles and continuing to ensure all departmental leads and deputies have completed required training.
- Updating / improvements to checking which posts need DBS checks across LDC and LWMTS including checks when role changes
- LDC's safeguarding policy was sent to all DCH tenants and requested confirmation that this has been seen.

During 2026/27 we will:

- Keep the safeguarding policy and procedures under review to ensure they remain current and accessible
- Send out a staff questionnaire on safeguarding awareness to assess the culture of LDC and LWM that we will encourage completion of through the Directorate Leads.
- Continue to work with the DSL for LWM to align policies and procedures
- Maintain oversight of safeguarding training
- Continue to monitor referrals
- Continue to work with departmental leads to reinforce awareness of reporting processes and responsibilities