

Charity No: 1203185
Company No: 14241649

THE NORTHERN POWERGRID FOUNDATION

(the "Charity") SAFEGUARDING POLICY

Date adopted: 17 July 2024

Purpose

The Charity is committed to supporting individuals and organisations to bring change in their own local community and, through our grant-making, in particular, we have a strong commitment to protect those most at risk.

The purpose of this policy is to set out the expectations and requirements incumbent on organisations that we fund, in order to protect individuals, and particularly vulnerable groups. The policy also provides colleagues with guidance on our approach to safeguarding and how we respond to any concerns.

It is the responsibility of everyone that works for the Charity to take steps to ensure that those benefitting from our funding are not harmed and to report safeguarding concerns where they believe a colleague or someone they have come into contact with has experienced (or is at risk of) abuse, neglect, or significant harm.

Lead Trustee

A Lead Trustee will be appointed to provide oversight of safeguarding and to lead on any incident investigation and reporting.

Lead Trustee	David Wilkin
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Applicability

This policy applies to anyone working on the behalf of the Charity, including Trustees and staff (be that of Northern Powergrid or the Charity) or volunteers.

Partner organisations and organisations to whom the Charity provides funding will be required to have their own safeguarding procedures that must, as a minimum, meet the standards outlined below, and include any additional legal or regulatory requirements specific to their work. These include, but are not limited to other UK regulators, if applicable.

Safeguarding should be appropriately reflected in other relevant policies and procedures.

Principles

- We commit to take appropriate steps to safeguard everyone connected with our work and to act in response to concerns that compromise our culture of safety and that of those involved with the groups we support.
- We do not tolerate practices which promote or facilitate abuse, harm and/or exploitation by grant recipients, their staff or persons associated with them.
- We endeavour to ensure that everyone acting on behalf of the Charity is suitable for the role and has the support and training they need to fulfil their responsibilities to keep people safe.
- We endeavour to take appropriate steps to ensure that the groups we fund have proportionate and appropriate safeguards in place and that they are implemented.
- We all have a collective responsibility for creating a culture in which people not only feel safe, but are also able to speak up, if they have any concerns.

Working With Other Organisations

The Charity expects other organisations with whom we work, including grant recipients, to:

- Take all steps within their power to ensure that vulnerable groups with whom they come into contact are protected and kept safe;
- Ensure that all vulnerable groups have the same protection regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identify, or any other characteristic;
- Comply with government and regulatory guidance that applies in relation to safeguarding;
- Have relevant safeguarding policies in place which are robustly enforced and reviewed annually or when relevant changes to legislation occur (whichever is earlier), including (where relevant) working with vulnerable groups;
- Demonstrate a commitment to safer recruitment and provide their staff and volunteers (including trustees) with training on safeguarding;
- Have in place a process for recording and dealing with incidents, and report to us (on an anonymised basis) any significant safeguarding incident that occurs in relation to a project that the Charity has wholly or partly funded; and
- Provide appropriate evidence of their compliance with the above if requested.

In working with other organisations, including any grant recipients, we will comply with Charity Commission guidance by carrying out relevant due diligence and having a written agreement that sets out:

- Our relationship.
- The role of each organisation.
- Monitoring and reporting arrangements.

The Charity recognises that third parties with whom we work, and grant recipients will vary widely in terms of their size, the resources available to them, and the frequency and contexts in which they work with vulnerable groups, and the types of vulnerable groups that they work with. The Charity therefore acknowledges that the manner and the extent to which third parties and grant recipients meet and adopt the expectations set out above will be different to the manner and the extent to which other organisations meet and adopt them.

The Charity will provide a copy of this policy to all grant recipients and third parties to whom this policy applies and ask them to confirm their understanding and commitment to it.

Types of Abuse

Abuse can take many forms, such as physical, psychological or emotional, financial, sexual or institutional abuse, including neglect and exploitation. Types of risks and harm and signs that may indicate the different types of abuse can be found in Appendix 1 and 2.

Reporting Concerns

- If a crime is in progress, or an individual is in immediate danger, call the police, as you would in any other circumstances.
- If any beneficiary, or beneficiary of a grant recipient, makes a concern known to a member of our team, that team member must alert the Lead Trustee as soon as possible.
- For employees of the Charity, make your concerns known to your supervisor. If you feel unable to do so, speak to a Trustee.
- The Trustees are mindful of their reporting obligations to the Charity Commission in respect of Serious Incident Reporting and, if applicable, other regulators. They are aware of the Government guidance on handling safeguarding allegations.

Responsibilities

Trustees are aware of and will comply with the Charity Commission guidance on safeguarding and protecting people and also the 10 actions trustee boards need to take to ensure good safeguarding governance.

All Trustees have a legal duty to act prudently which means that they must take all reasonable steps within their power to ensure that those who come into contact with the Charity, including those benefiting from our funding, are not harmed. In support of this, a lead Trustee will be given responsibility for the oversight of all aspects of safety, including whistleblowing and Health and Safety at Work. This will include:

- Creating a culture of respect, in which everyone feels safe and able to speak up.
- An annual review of safety, with recommendations to the Board as required.
- Receiving reports as required, to ensure this and related policies are being applied consistently.
- Providing oversight of any lapses in safeguarding.
- Ensuring that any issues are properly investigated and dealt with quickly, fairly and sensitively, and any reporting to the Police/statutory authorities is carried out.
- Leading the organisation in way that makes everyone feels safe and able to speak up.
- Ensuring safeguarding risk assessments are carried out and appropriate action taken to minimise these risks, as part of the risk management processes.
- Ensuring that all relevant checks are carried out in recruiting staff and volunteers.
- Planning programmes/activities to take into account potential safeguarding risks, to ensure these are adequately mitigated.
- Ensuring that all appointments that require DBS clearance and safeguarding training are identified, including the level of DBS and any training required.
- Ensuring that a central register is maintained and subject to regular monitoring to ensure that DBS clearances and training are kept up-to-date.
- Ensuring that safeguarding requirements (e.g. DBS) and responsibilities are reflected in job descriptions, appraisal objectives and personal development plans, as appropriate.
- Listening and engaging, beneficiaries, staff, volunteers and others and involving them as appropriate.
- Responding to any concerns sensitively and acting quickly to address these.
- Ensuring that personal data is stored and managed in a safe way that is compliant with data protection regulations, including valid consent to use any imagery or video.
- Making staff, volunteers and others aware of:
 - The safeguarding procedures and their specific safeguarding responsibilities on induction, with regular updates/reminders, as necessary.
 - The signs of potential abuse and how to report these.

Everyone. Is to be aware of the procedures, undertake any necessary training, be aware of the risks and signs of potential abuse and, if you have concerns, to report these immediately (see above).

Online Safety

We will identify and manage online risks by ensuring:

- Staff and Trustees understand how to keep themselves safe online. We may use high privacy settings and password access to meetings to support this.
- The online services we provide are suitable for our users. For example, use age restrictions and offer password protection to help keep people safe.
- The services we use and/or provide are safe and in line with our code of conduct.
- We protect people's personal data and follow data protection legislation.
- We have permission to display any images on our website or social media accounts, including consent from an individual, parent, etc.

- We clearly explain how users can report online concerns. Concerns may be reported using this policy, or direct to a social media provider using their reporting process. If you are unsure, you can contact one of these organisations, who will help you.

Dealing with breaches of this policy

The Charity reserves the right, at any time, to request evidence from any person engaged by the Charity, or with whom we work, of their compliance with the law, this policy and good safeguarding practice. If the Charity does not receive that evidence within a reasonable timeframe, or we are not satisfied with the evidence that has been received, we may:

- where we are concerned about something, report them to the relevant authorities, where considered appropriate;
- take such action as may be necessary to ensure the ongoing safety of the Charity's beneficiaries;
- take such action as is necessary to recover any funds given (including legal action); and
- withdraw any future funding committed.

Statutory Guidance

[Gov.UK – The role of other agencies in safeguarding](#)

[CC: Infographic; 10 actions trustees need to take.](#)

[CC: Safeguarding duties of charity trustees](#)

[CC: Safeguarding - policies and procedures](#)

[CC: How to protect vulnerable groups](#)

[CC: Managing online risk.](#)

Appendix 1 – Types of risk and harm

- Sexual harassment, abuse and exploitation
- A charity's culture, which may allow poor behaviour and poor accountability
- People abusing a position of trust they hold within a charity
- Bullying or harassment
- Health and safety
- Discrimination on any of the grounds in the Equality Act 2010
- Data breaches, including those under General Data Protection Regulations (GDPR)
- Domestic abuse
- Self-neglect
- Physical or emotional abuse
- Extremism and radicalisation
- Forced marriage
- Modern slavery and human trafficking
- Female genital mutilation

Appendix 2 – Signs of Abuse

Physical Abuse.

- Bruises, black eyes, welts, lacerations, and rope marks.
- Broken bones.
- Open wounds, cuts, punctures, untreated injuries in various stages of healing.
- Broken eyeglasses/frames, or any physical signs of being punished or restrained.
- Laboratory findings of either an overdose or under dose medications.
- Individual's report being hit, slapped, kicked, or mistreated.
- Vulnerable adult's sudden change in behaviour.
- The caregiver's refusal to allow visitors to see a vulnerable adult alone.

Sexual Abuse.

- Bruises around the breasts or genital area.
- Unexplained venereal disease or genital infections.
- Unexplained vaginal or anal bleeding.
- Torn, stained, or bloody underclothing.
- An individual's report of being sexually assaulted or raped.

Mental Mistreatment/Emotional Abuse.

- Being emotionally upset or agitated.
- Being extremely withdrawn and non-communicative or non-responsive.
- Nervousness around certain people.
- An individual's report of being verbally or mentally mistreated.

Neglect.

- Dehydration, malnutrition, untreated bed sores and poor personal hygiene.
- Unattended or untreated health problems.
- Hazardous or unsafe living condition (e.g., improper wiring, no heat or running water).
- Unsanitary and unclean living conditions (e.g., dirt, fleas, lice on person, soiled bedding, Faecal/urine smell, inadequate clothing).
- An individual's report of being mistreated.

Self-Neglect.

- Dehydration, malnutrition, untreated or improperly attended medical conditions, and poor personal hygiene.
- Hazardous or unsafe living conditions.
- Unsanitary or unclean living quarters (e.g., animal/insect infestation, no functioning toilet, faecal or urine smell).
- Inappropriate and/or inadequate clothing, lack of the necessary medical aids.
- Grossly inadequate housing or homelessness.
- Inadequate medical care, not taking prescribed medications properly.

Exploitation.

- Sudden changes in bank account or banking practice, including an unexplained withdrawal of large sums of money.
- Adding additional names on bank signature cards.
- Unauthorized withdrawal of funds using an ATM card.
- Abrupt changes in a will or other financial documents.
- Unexplained disappearance of funds or valuable possessions.
- Bills unpaid despite the money being available to pay them.
- Forging a signature on financial transactions or for the titles of possessions.
- Sudden appearance of previously uninvolved relatives claiming rights to a vulnerable adult's possessions.
- Unexplained sudden transfer of assets to a family member or someone outside the family.
- Providing services that are not necessary.
- Individual's report of exploitation.