

## **Torbay Safeguarding Adults Board Business Plan 2013/14**

### **Introduction**

The Government has set out six principles to govern the actions of Adult Safeguarding Boards:

- Empowerment – taking a person-centred approach, whereby users feel involved and informed.
- Protection – delivering support to victims to allow them to take action.
- Prevention – responding quickly to suspected cases.
- Proportionality – ensuring outcomes are appropriate for the individual.
- Partnership – information is shared appropriately and the individual is involved.
- Accountability – all agencies have a clear role.

The Safeguarding Adults Board expects a new legal requirement to be created for health, social care and police services to work together through Safeguarding Adults Boards to achieve the principles set out in the Government's Safeguarding Adults Policy 2012.

The Experts by Experience sub group has carried out work with a range of service users which will be used to inform the TSAB of people's priorities for keeping and feeling safe from abuse and neglect. The information gained from this work, from other reports highlighting Safeguarding concerns, such as Winterbourne View and the Francis Report and from local learning from Serious Case reviews will be used to identify priorities for safeguarding vulnerable adults and protecting the human rights of people with disabilities and long term health problems.

The TSAB faces the challenge of achieving these aims in another year of major change in the NHS, and continuing financial restrictions in all public services.

**Priorities**

The Devon Safeguarding Adults Board has identified the following priorities for strategic development.

- 1. Ensuring good governance as a statutory body**
- 2. Learning, improvement and training**
- 3. Prevention**
- 4. Policy, performance and practice standards**

Each of these support the Governments 6 principles for Safeguarding Adults.

**Work-plan from April 2013 to April 2014**

**1.Ensuring clear governance as the statutory body responsible for Safeguarding Adults in Torbay**

	<b>What we are going to do</b>	<b>Lead Responsibility/sub group</b>	<b>By when</b>	<b>Measurement of progress to be used</b>	<b>Strategic Outcome Demonstrator</b>	<b>Links to other workstreams/updates</b>
1	To review the membership of TSAB in the light of changing organisation structures and accountabilities to ensure full representation and accountability.	Executive Group	July 2013	TSAB has commitment to representation on a regular basis from key partners to provide system wide assurance.	Confirmation of partner organizations represented at TSAB and updated terms of reference for the Board.	
2	Accountability in reporting arrangements from all membership ( carried	Executive Group	July 2013	All partner organizations to provide information to	To develop a reporting scorecard that allows benchmarking against agreed standards for	Discussed at SAB, to include in 2013/14 next business plan. Develop SAB performance

Systems and practice group 17.1.12

	forward from 2012 Work Plan)			evidence performance against agreed standards	all agencies (Policy and Practice subgroup to develop)	metrics
3.	Develop links with the Health and Wellbeing Board	Executive Group	July 2013	Agreement in place regarding reciprocal communication and accountabilities	Shared strategy direction	
4..	Expectations of roles and responsibilities in Safeguarding 'top to bottom'	Executive Group	Sept 2013		Everyone has clarity regarding their roles and responsibilities in safeguarding ranging from that of a citizen to a member of the SAB.	Katie Ogilvie survey completed. This will inform development of revised SAB member responsibility document. To include in SAB Business plan for 2013
5.	Review business support and business management capacity	Executive Group	July 2013	Costed recommendation	TSAB will have sufficient administrative support to function effectively	

## 2.Learning ,Improvement and Training

	What we are going to do	Lead Person/subgroup	By when	Measurement of progress to be used	Strategic Outcome Demonstrator	
6.	<b>MCA/DoLs Training and awareness</b> : To deliver a training plan the aims of which are to provide appropriate levels of awareness, knowledge and expertise across all staff groups, Training will reflect national competency	MCA Subgroup Training subgroup	Sept 2013	Implementation and evaluation of training plan	A training plan provides Awareness, Introduction, Workshops, Case Law updates, Chairing skills and Best Interest Assessor qualification. A range of training methods are employed and evaluation of training undertaken MCA/MHA/Safeguarding	Draft MCA training plan developed and presented to TSDCT integrated safeguarding committee. Need to ensure CCG engagement. Meetings underway to finalise strategy.

Systems and practice group 17.1.12

	framework for MCA				interface is an integral part of this training	
7	<b>Best Interest Meetings:</b> Put in place guidance and templates for Best Interest Meetings that enable clarity and aid decision making.	MCA Subgroup Training subgroup	Sept 2013	Clarity about when there is a need for Best Interest meetings	There will be guidance and templates for Best Interest Meetings that enable clarity and aid decision making.	Progress report received in June. Delia and Nicky Griffin to update  Link to CQUIN 13/14 regarding Shared Decision Making
8	<b>DoLs screening tool.</b> Put in place DoLs screening tool for use in assessments and reviews to improve identification of concerns about individuals..	MCA Subgroup Training subgroup	Sept 2013	Screening tool in place and evidence of use	SAB will be assured that DoLs applications will be made whenever appropriate.	
9	<b>Police Safeguarding review Implementation</b>	Policy and Practice subgroup	Dec 2013	Options to be clarified and presented to full SAB for decision about future service direction.	Agree strategic direction for Safeguarding Adults Services in the light of the findings of the Police Review	

**3. Prevention**

	<b>What we are going to do</b>	<b>Lead Person/subgroup</b>	<b>By when</b>	<b>Measurement of progress to be used</b>	<b>Strategic Outcome Demonstrator</b>	
10	Ensure that information and advice is available to citizens to enable them to take appropriate action to safeguard	Prevention	March 2013	Alerts regarding financial abuse will reduce	SAB will have confidence that there is appropriate support available for citizens to protect themselves better.	

Systems and practice group 17.1.12

	themselves eg Lasting Power of Attorney					
11	Ensure access to appropriate training and advice and opportunity to share best practice amongst independent providers.	Prevention	Sept 2013	There will be a forum to promote best practice and sharing of expertise for quality assurance of independent care providers. Evidence of learning	Assurance that independent sector provides have opportunity to develop best practice	Link to Winterbourne View Action Plan
12	Prevention through commissioning, provision and monitoring of high quality care	Prevention	Sept 2013	Implement a joint health and social care system for assurance of independent care providers, supported by audit and measurement delivered in partnership	Assurance that independent sector provides have opportunity to develop best practice	Link to Winterbourne View Action Plan
13	Develop strategy to tackle hate and mate crime	Prevention	Dec 2013	Measures in place to increase awareness and establish mechanisms for reporting and investigation.	Assurance that this aspect of Safeguarding is receiving due attention and action.	

**4. Policy, Performance and Practice Standards**

	<b>What we are going to do</b>	<b>Lead Person</b>	<b>By when</b>	<b>Measurement of progress to be used</b>	<b>Strategic Outcome Demonstrator</b>	<b>Jan 2013 update</b>
14	Consistency in reporting tools/templates/guidance	Policy and Practice subgroup	Sept 2013	Reporting scorecard for all organisation to enable a consistent approach to monitoring quality and performance.	The Board and members will be able to review performance and share any learning with others in key performance initiatives creating a continuous cycle of quality improvement.	Work underway to review SAB reporting template
15	Adapt and take account of new and emergency recommendations and guidance from local, regional and national reports	Policy and Practice subgroup	Ongoing	Evidence from partner organisations that recommendations from Winterbourne View and Francis reports are included in practice and policies. Audit requirement to be put in place	Policy and practice guidance across all partner organizations will be updated on a regular basis to reflect recommendations.	

Systems and practice group 17.1.12

16	Recognition of: Sub-cultures Ethnic diversity Religious diversity Cultural diversity	Policy and Practice subgroup	Sept 2013	To undertake a robust equality impact assessment on a sample of 5 policies to ensure compliance with equality impact assessment requirement.	Policies and practice recognize sub cultures	Update from SAB members required
17	Understand the experience of individuals who have been part of Safeguarding Adults procedures	Experts by Experience	Oct 2013	Report and recommendations of improvements required	Experience understood and used to inform practice	
18	Use the outcomes of the Experts by Experience Group to improve Safeguarding Adult services	Policy and Practice subgroup Experts by Experience	Jan 2014	Implement recommendations of improvements into practice guidance as appropriate	Experience understood and used to inform practice	

Systems and practice group 17.1.12

--	--	--	--	--	--	--