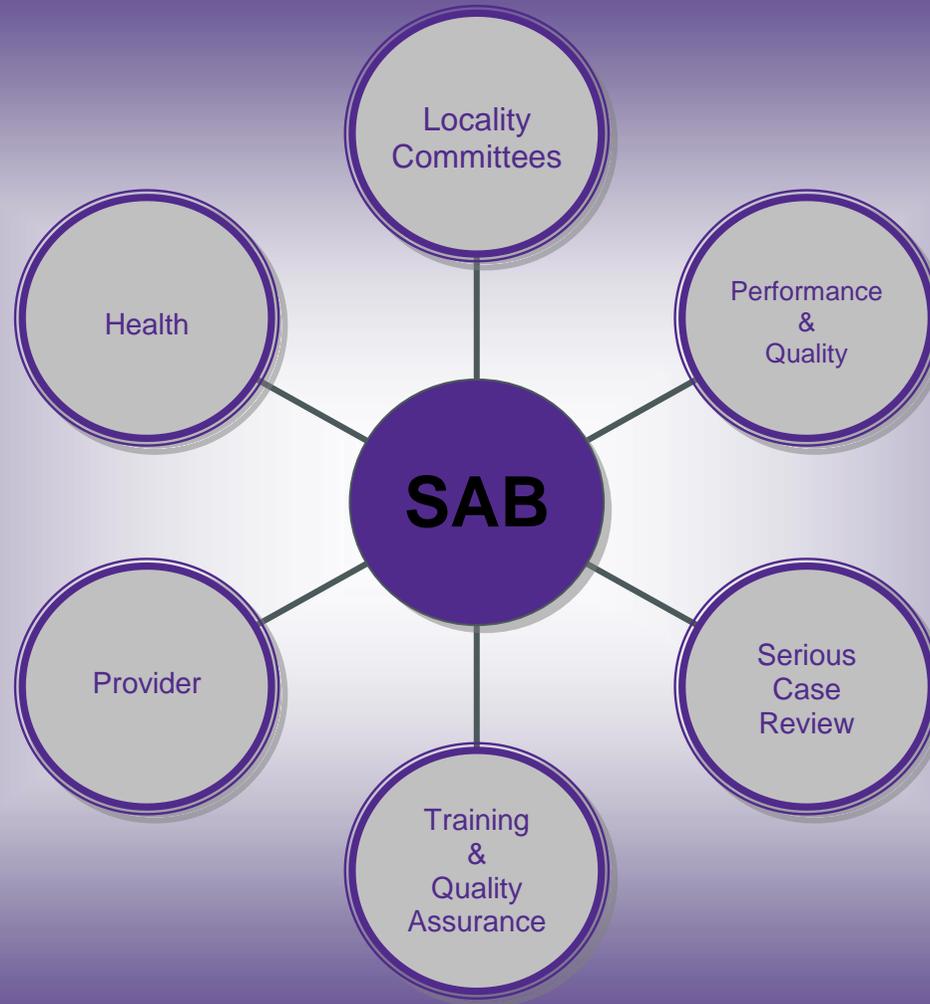




**Safeguarding Adult Board**  
**Business Plan**  
**2012 - 2014**

# Safeguarding Adult Business Plan 2012 - 2014

## Safeguarding Adult Board Subgroups



# Safeguarding Adult Business Plan 2012 - 2014

Protecting vulnerable people is a corporate priority for Suffolk County Council

The safeguarding adults objectives have been developed from the Adult and Community Services Priorities for 2012 - 2014

- Ensure safe commissioning for 2012 – 2014
- Create integrated care commissioning and development processes with the NHS in Suffolk which will deliver better commissioning outcomes and reduce high cost demand
- Contribute to the planning for the transfer of public health responsibilities to SCC and the Health and Wellbeing Board in Suffolk.
- Review and establish all staffing structures and workforce development, to ensure safeguarding adults at risk of abuse remains a key priority.

Objectives	Business Plan Actions	Actions	Responsibility
1. Implement recommendations following review of the Board	<p>Raise the profile of the SAB, which should be independent and able to influence vision, direction, strategy and decision-making across safeguarding adults by:</p> <ul style="list-style-type: none"> <li>• Review accountability and governance and identify clearer roles and responsibilities of SAB members and to ensure that they have influence within their own organisations.</li> <li>• Review membership</li> <li>• Monitor board attendance</li> <li>• Strengthen Leadership and Planning</li> <li>• Highlight areas of good practice</li> </ul>	<p>The appointment of an Independent chair to oversee a robust two year business plan in order to:</p> <ul style="list-style-type: none"> <li>• Develop a board that delivers clear leadership and which encourages effective working relationships between different organisations and professional groups through producing a revised Terms of Reference and Partnership Agreement</li> <li>• Ensure that structure and administration of the board assists members to make decisions, challenge practice and work in partnership. This should include effective administration.</li> </ul>	SAB
			SAB Chair
			SAB Chair

## Safeguarding Adult Business Plan 2012 - 2014

Objectives	Business Plan Actions	Actions	Responsibility
	<ul style="list-style-type: none"> <li>• Agree Job / Person Profile for Independent Chair</li> <li>• Review Terms of Reference for the Board</li> <li>• Review Partnership agreements</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure effective Board development. Review training programme, including training offered to partner agencies including the voluntary sector.</li> <li>• Review Board funding arrangements to establish sound financial footing.</li> </ul>	SAB
2. Communication Strategy	<ul style="list-style-type: none"> <li>• Ensure customer feel confident and assured that residential and nursing care services are safe</li> <li>• Review Financial arrangements and future funding of the SAB</li> <li>• Agree a training and quality assurance framework</li> <li>• Promote and raise awareness of safeguarding issues and holding to account partner organisations in respect of their responsibilities to prevent harm to adults at risk of abuse.</li> </ul>	<ul style="list-style-type: none"> <li>• Establish a board communication plan. Building on positive messages reported in the media and that good practice is acknowledged and celebrated within the care sector</li> <li>• Introduce the Merit award for Practicing Dignity in Care. Dignity and Safeguarding Ambassadors to report to the SAB on the outcomes of the project</li> <li>• Ensure the work of the board co-operates and collaborates with strategic objectives of partners and other multi-agency organisations.</li> <li>• Promote and support 'whistle blowers'.</li> <li>• Review board website and public/professional information.</li> </ul>	SAB Chair
3. Develop partnerships to achieve wider	<ul style="list-style-type: none"> <li>• Increase partnerships with inter-faith groups</li> </ul>	<ul style="list-style-type: none"> <li>• A member of the Safeguarding Adults Team to attend Bishops Safeguarding Panel.</li> </ul>	SAB

## Safeguarding Adult Business Plan 2012 - 2014

Objectives	Business Plan Actions	Actions	Responsibility
<p>knowledge of best practice</p>	<ul style="list-style-type: none"> <li>• Increase wider community engagement including Black and Minority Ethnic groups.</li> <li>• Increase engagement with Community Mental Health Trusts.</li> <li>• Increase engagement with voluntary and community groups.</li> <li>• Ensure that care sector training is relevant, consistent and up to date for staff working in all care settings.</li> <li>• That the necessary lessons are learnt from incidents and investigations –</li> </ul>	<ul style="list-style-type: none"> <li>• The Board to explore further opportunities to engage with Black and Minority Ethnic group's through convening a 'task and finish' workshop event.</li> <li>• Stronger partnerships and training opportunities to be explored with the Safeguarding Team. Review of referral process and accountability to be undertaken with the Norfolk and Suffolk Trust.</li> <li>• Commission effective training for independent care homes managers and staff.</li> <li>• Ensure delivery of topical learning events from serious incidents and serious case reviews</li> <li>• Engage with voluntary groups, including 'experts by experience' to explore opportunities to ensure safety and dignity within institutional settings, including monitoring nature of complaints received and how they were responded to.</li> </ul>	<p style="text-align: center;">A.S Team</p>

## Safeguarding Adult Business Plan 2012 - 2014

Objectives	Business Plan Actions	Actions	Responsibility
	<ul style="list-style-type: none"> <li>Develop training programmes to support best practice in child safeguarding within adult services.</li> </ul>	<ul style="list-style-type: none"> <li>Safeguarding Vulnerable Groups Training to be offered to services which work with families across children and adult services to be rolled out.</li> </ul>	
<p>4. Review of safeguarding adults' agenda</p>	<ul style="list-style-type: none"> <li>Review of policy for the serious case reviews.</li> <li>Review of safeguarding agenda in line with new statutory duties following Law Commission's Recommendations.</li> <li>Ensure the SAB's core values and strategic direction is focused on / based on dignity and respect.</li> <li>That staff feel able to report concerns and poor practice without fear of repercussions</li> <li>Consider implication of Adult and Community Services lean review for safeguarding including other partner service</li> </ul>	<ul style="list-style-type: none"> <li>Scope for 'Learning lessons events' to be undertaken in partnership with Children and Young People Directorate.</li> <li>Review of Serious Case Review policy to be reviewed by the Serious Case Review sub-group</li> <li>Play a key role in the scrutiny and method of care quality monitoring within Suffolk</li> <li>Meetings with key partners for learning disability services to consider the findings of the Winterbourne Serious Case Review.</li> <li>Develop robust Whistle-Blowing policy and support services.</li> <li>Law Commission proposed changes are closely monitored the full implications of which are not yet clear.</li> </ul>	<p>AS Team</p> <p>AS Team</p> <p>SAB</p>

## Safeguarding Adult Business Plan 2012 - 2014

Objectives	Business Plan Actions	Actions	Responsibility
	<p>reviews e.g. CCG's, co-ordination of Norfolk/Suffolk Police collaboration.</p> <ul style="list-style-type: none"> <li>• Consider future resourcing and structure of safeguarding within the Adult and Community Services review.</li> <li>• That care provider services are less target driven and more focused on achieving quality outcomes and a positive experience for their vulnerable customers.</li> </ul>	<ul style="list-style-type: none"> <li>• Safeguarding Adults Team engaged with lean reviews meetings as required</li>   <li>• Through the Merit Award Project – Customers are able to feedback their experiences of services honestly and openly</li> </ul>	<p>SAB</p>

# Safeguarding Adult Business Plan 2012 - 2014

Protecting vulnerable people is a corporate priority for Suffolk County Council

The safeguarding adults objectives have been developed from the Adult and Community Services Priorities for 2012 - 2014

- Develop and modernise to deliver quality and safe services within the resources available and to ensure that safeguarding adults remains a priority.
- Increase the momentum for safe personalisation.

Objectives	Work streams	Outcomes	Responsibility
1. Further develop quality assurance and safeguarding systems.	<ul style="list-style-type: none"> <li>• Provider sub-group development following review of SAB governance arrangements.</li> <li>• Regular case audits.</li> <li>• Consistent robust data analysis.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with newly appointed Chair of the SAB to review sub-groups, reporting and membership.</li> <li>• Existing sub-groups to continue to report to the ASB.</li> <li>• The Safeguarding Team continue to undertake case audits.</li> <li>• Undertake lean review of safeguarding referral system, and consideration to be given to Safeguarding Adults / Adult and Community Services inclusion in the proposed Multi-Agency Safeguarding Hub.</li> </ul>	SAB
2. Development of a comprehensive approach to risk assessment and risk	<ul style="list-style-type: none"> <li>• Establish and maintain a multi-agency risk-register.</li> <li>• Ensure training plan reflects training and</li> </ul>	<ul style="list-style-type: none"> <li>• The board to agree scope and terms of reference see above</li> </ul>	SAB

## Safeguarding Adult Business Plan 2012 - 2014

Objectives	Work streams	Outcomes	Responsibility
management. 3. Support prevention and personalisation agendas for Safeguarding Adults	<p>guidance for operational staff and managers.</p> <ul style="list-style-type: none"> <li>• Institutional abuse</li> <li>• Dignity in care</li> <li>• Financial abuse</li> <li>• Young adults with additional needs</li> <li>• Transitions</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction of the Dignity Safeguarding Ambassadors and implement the Dignity in Care Merit Award Programme. Report action and findings to the SAB.</li> <li>• See above. Ambassador to be proactive in the promotion of dignity in care amongst provider services including Hospital</li> <li>• Financial abuse workshops completed, additional workshops to be arranged throughout 2012 -2013.</li> <li>• Engagement from Safeguarding Adults Manager with transitions protocol review ongoing including engagement with the Autism Strategy.</li> <li>• See above.</li> </ul>	
4. Listen and learn from customer views	<ul style="list-style-type: none"> <li>• Analysis / learning from case recording regarding customer views.</li> <li>• Further develop systematic approached to learning from customer experience of care services.</li> </ul>	<ul style="list-style-type: none"> <li>• Analyse data through the Performance and Quality sub group.</li> <li>• Work plan to be explored and agreed through the SAB Plan 2012-14.</li> </ul>	AS Team