

## Cheshire East Safeguarding Adult's Board Business Plan 2013/14

Why we have an LSAB	What we will do	How we will do it	What we need to do this	
<p>The Cheshire East LSAB was formed as a response to <i>No Secrets</i> which was published in 2000 by the Department of Health and the Home Office as guidance under Section 7 of the Social Services Act 1970. The <i>No Secrets</i> guidance placed a duty on local authorities to take the lead in developing an interagency approach to the investigation of the abuse of vulnerable adults. In 2012, The government committed to make multi-agency adult safeguarding boards mandatory by putting them on a statutory footing. Further guidance is expected this year.</p> <p style="text-align: center;"><b>co-ordinate &amp; ensure effectiveness of arrangements to</b> <b>KEEP VULNERABLE</b> <b>ADULTS SAFE</b> <b>in Cheshire East</b></p> <p><i>Local Safeguarding Adult's Boards 'should determine policy, co-ordinate activity between agencies, facilitate joint training, and monitor and review progress'</i> <i>"No Secrets" Department of Health / Home Office 2000</i></p>	<b>What we do</b>			
	<ul style="list-style-type: none"> <li>➤ Local Policy &amp; Procedures</li> </ul> <p>Including responses to concerns about a VA's safety, training, recruitment and supervision, allegations concerning staff, and cooperation with neighbouring authorities Boards, etc.</p>	<p>Agree core set of multi-agency policies &amp; procedures, keep up-dated, develop new policies when necessary.</p> <p>Monitor and evaluate the above ensuring arrangements are of use and effective.</p>	<p>Protection sub-group with ToR and membership, process of Board oversight, on-line Procedures Manual, communication channels</p> <p>Local multi-agency commitment to provide capacity</p>	
	<ul style="list-style-type: none"> <li>➤ Promote safeguarding in local planning</li> </ul>	<p>Connect with LSCB, CEDAP, H&amp;WB, Health Watch etc</p>	<p>Identified links processes &amp; protocols. Performance and JSNA information</p>	
	<ul style="list-style-type: none"> <li>➤ The LSAB will work in partnership with other boards promoting the safety of residents, such as the Safer CE Partnership.</li> </ul>	<p>Working with indentified partnerships supporting national initiatives where appropriate, such as The Prevent Agenda: Preventing Violent Extremism.</p> <p>establish clear lines of governance and accountability between the range of strategic partnership Boards</p> <p>ensure 'joined up' planning and priorities</p>	<p>Recognised links, procedures &amp; processes</p> <p>Agreed document outlining pathways for communication and reporting structure</p>	
	<p><b>learning and Improvement Framework</b></p> <ul style="list-style-type: none"> <li>➤ Serious Case Reviews &amp; Reflective Reviews</li> <li>➤ Self-neglect forums</li> </ul>	<p>Using systems methodology developed from SCIE approach conduct SCRs and other Reflective Reviews, develop Task &amp; Finish work to respond to recommendations and track progress.</p>	<p>SCR sub-group, Board process for oversight, commitment of partners, pool of trained reviewers.</p> <p>Budget or contingency for training and provision of external Lead Reviewer</p>	
	<p><b>Effectiveness of safeguarding activity</b></p> <ul style="list-style-type: none"> <li>➤ Effective response and outcomes to safeguarding triggers across agencies and aim to prevent abuse</li> <li>➤ Annual Self-Assessment audit</li> <li>➤ QA of safeguarding practice</li> </ul>	<p>Conduct Self-neglect reviews on cases that have been identified as having been subject to 'serious self-neglect that could result in significant harm/ death' or 'continual refusal to engage with essential services'.</p> <p>Multi-agency audit programme</p>	<p>Multi agency meeting to critique any care plan and to consider options for encouraging engagement with the vulnerable adult. Agreement from multi-agency partners to maintain the forum and commit to attend meetings even in cases were VA is not known to their service area.</p>	
	<ul style="list-style-type: none"> <li>➤ Annual Report</li> </ul>	<p>Scrutinise reports at Board /Meetings</p> <p>Self-Assessment Audit tool</p> <p>Monitor key Performance Indicators</p>	<p>Reporting from multi-agency partners at Board</p> <p>IIQA sub-group with ToR and membership. partnership agreement to share performance information in a way which is timely</p> <p>IIQA sub-group with ToR and membership. partnership agreement to share performance information timely</p>	
	<ul style="list-style-type: none"> <li>➤ Training effectiveness</li> </ul>	<p>Scrutinise and analyse performance</p> <p>Summarise all Board business throughout the year</p>	<p>Board Minutes, Performance Reports,</p>	
	<ul style="list-style-type: none"> <li>➤ Review of Adult Safeguarding Training by single-agency training with a view to a needs assessment/ business case for a future multi-agency LSAB Training programme</li> </ul>	<p>Review of Adult Safeguarding Training by single-agency training with a view to a needs assessment/ business case for a future multi-agency LSAB Training programme</p>	<p>Joint Training sub-group with ToR and membership</p>	
	<b>What we want to do (our local objectives)</b>			
	<ul style="list-style-type: none"> <li>➤ <b>Maintain a focus on Adult Safeguarding in challenging financial climates and organisational change</b></li> </ul>	<p>Establish a robust approach to identify multi-agency risks, including impact of cuts on services/budgets</p>	<p>Reporting from multi-agency partners at Board on organisational/ funding changes within their settings and the sharing of associated Risk Assessments.</p> <p>Risk management process</p>	

	➤ <b>Strengthen the Governance of the board</b>	Review the Board's accountability and governance processes	Task and finish group assessing the identifying processes of governance for the LSAB's development/Determine seniority of Board members
	➤ <b>Service Users voice</b>	Strengthen and further develop the No Secrets Reference Group as a reference group for the board/fellow sub-groups. Explore wider consultation opportunities and links with local Healthwatch	No Secrets Reference Group sub-group with TOR and membership
	➤ <b>Public awareness raising of Adult Safeguarding</b>	Multi agency Safeguarding Conference Campaigns – Action Against Elder Abuse, Financial Crime, Hate Crime and Mental Health Awareness Day Work with voluntary sector	Conference Planning Group Prevention sub-group with TOR and membership
	➤ <b>Outcomes focus</b>	The LSAB approach to safeguarding clearly has an outcome based focus founded on the 'Outcomes Visual Work' developed by the NSRG	Gain assurances that all staff across agencies are working to the LSAB Outcomes Performance reporting includes outcomes measures There is an emphasis on outcomes throughout all strategies, plans and progress reporting
	➤ <b>Whole Family safeguarding approach: to identify joint working initiatives across LSAB/LSCB/CEDAP.</b>	Increased alignment of work where appropriate to ensure duplication in functions, policies, procedure and processes for both boards and CEDAP and its partner agencies is reduced.	Joint Chair, shared sub-groups
	➤ <b>Respond to local statistical Safeguarding data. Focusing in the following 4 areas –</b> <b>1. Financial Abuse</b> <b>2. the abuse of Service Users perpetrated by fellow Service Users</b> <b>3. Numbers of substantiated cases that have resulted in no further action for the alleged perpetrator</b> <b>4. Concerns that Multi-agency data may be inconsistent.</b>	The LSAB will respond to local concerns and identify opportunities to develop resources/protocols in response to concerns  The LSAB will seek regular assurance from partners regarding the effective multi-agency practice.	Effective sub-groups with ToR and membership, process of Board oversight, and functioning communication channels
	➤ <b>Safeguarding Disability: The LSAB &amp; LSCB and its partner agencies recognise that particular groups of people are potentially more vulnerable than the general population. Such groups may require a specific focus to ensure that they are safeguarded and their welfare is promoted. Disability has been highlighted as one such group.</b>	In order to provide a specific focus on disability, the LSAB/CB will set up a sub group which draws together practitioners from a range of agencies. This sub group will review current safeguarding arrangements for disabled children & adults within the borough.	Joint subgroup with Tor and membership
<b>What we might have to do (contingency)</b>			
	➤ <b>Serious Case Review</b>	Using systems methodology developed from SCIE approach	SCR sub-group, budget, procedure & tools, capacity

What we will do	Benefits/Outcome if we do	Risks if we don't
<b>What we do</b>		
➤ Local Policy & Procedures	Cheshire East Adults are safer: Vulnerable adults needing protection receive it.	Vulnerable Adults in Cheshire East are not kept or made safe.
➤ Promote safeguarding in local planning	Vulnerable adults receive early help, thus avoiding more intrusive intervention.	Death/serious abuse of a Vulnerable Adult
<b>learning and Improvement Framework</b> ➤ Serious Case Reviews & Reflective Reviews ➤ Self-neglect forums	Resources are deployed efficiently and effectively. Cheshire East will have a skilled and confident multi-agency workforce which is able to respond appropriately All agencies know what is expected of them and what steps to take	System dominated by high level Adult Safeguarding referrals and high numbers of Care concerns, lack of co-ordination and clarity of roles.  Unwillingness of staff to engage with safeguarding roles and issues.
<b>Effectiveness of safeguarding activity</b> ➤ Impact of Early Help ➤ Annual Self-Assessment audit ➤ QA of safeguarding practice	Safeguarding systems adapt to incorporate new learning, mistakes are not repeated. Continuous development and improvement boosts staff morale.  Board decisions are based on good information about the operations of safeguarding services	Conflict between organisations  Reputational damage to services, single- and multi-agency leadership
➤ Training effectiveness	Board is reassured that partners are set up to respond effectively and in a coordinated way to safeguarding concerns.	
➤ Annual Report	Workforce across the partnership and beyond receives consistent and good quality training CE Chief Exec, H&WBB, and Police & Crime Commissioner receive an accurate view of safeguarding activity. Board demonstrates accountability.	
<b>What we want to do (our local objectives)</b>		
➤ <b>Maintain a focus on Adult Safeguarding in challenging financial climates and organisational change</b>	effective responses to Safeguarding concerns, improved experience of services by Vulnerable adults	We miss opportunities – Vulnerable adults fail to receive protection
➤ <b>Strengthen the Governance of the board</b>	Senior Members and key multi-agency senior officers communicate how Adult Safeguarding contributes to the wellbeing of individuals in Cheshire East	The Board does not have the necessary governance in place to ensure it operates effectively or efficiently  The Board does not have the capacity to plan and carry out its strategy and objectives
➤ <b>service users voice</b>	Adults who use services feelings, needs, and wishes better understood and responded to, and are used to inform service developments and improvements.	Services are less responsive, miss opportunity for crucial information for improvement
➤ <b>Public awareness raising of Adult Safeguarding</b>	Public/ professionals Safeguarding knowledge heightened/ Abuse and neglect of VA becomes less frequent	Cheshire East community and professionals have a lack of knowledge/awareness of safeguarding issues
➤ <b>Outcomes focus</b>	Outcomes are defined by the individuals concerned. Focusing on outcomes personalises safeguarding.	The safeguarding process fails to put individuals in control/ and does not engage people who use services in the design of its services
➤ <b>Whole Family safeguarding approach: to identify joint working initiatives across LSAB/LSCB/CEDAP.</b>	Improved experience of services by families in Cheshire East.	We miss opportunities to intervene effectively
➤ <b>Respond to local statistical Safeguarding data. Focusing in the 4 stated areas</b>	Responding to the local data will ensure that vulnerable adults in the Cheshire East borough are safe from harm and abuse	We miss opportunities to respond to local concerns/ plan accordingly on a multi-agency basis.
➤ <b>Safeguarding Disability</b>	Improved Safeguarding experiences by disabled individuals in Cheshire East	The safeguarding process fails disabled individuals
<b>What we might have to do (contingency)</b>		
➤ Serious Case Review	The Board develops a learning mechanism in adult safeguarding.	Inadequate preparation for SCRs risks failure to operate within timeframes, drift of focus, loss of cost control, and loss of opportunity to improve

## FINANCE 2013/14

“Safeguarding Adults: a National Framework of Standards” (ADASS 2005) states in Standard 1 –  
***‘The Partnership ensures that sufficient resources are available to meet its strategic/ forward plan’***

This budget plan only details financial contributions to the LSAB and does not take into account board members time or ‘funding in kind’  
 from our voluntary sector partners or Service User representatives.

The budget was set by the Board on 20<sup>th</sup> March 2013

### Financial contributions for 13/14:

Organisation	Amount
Cheshire East Council	16,000
South CCG	5,600
East CCG	5,600
Police	7,000
East Cheshire Hospital Trust	5,600
Mid Cheshire Hospital Trust	5,600
Cheshire Wirral Partnership	5,600
Cheshire Probation	3,000
Cheshire Fire and Rescue	1,000
<b>Total contributions</b>	<b>55,000</b>
<b>12/13 Carry Forward</b>	<b>12,320</b>
<b>TOTAL BUDGET</b>	<b>£67,320</b>

### Predicted Budget Spend 13/14

	Detail	Annual budget
<b>LSAB Independent Chair</b>	half of 3 days a month at £500 a day	£9,000
<b>Business Officer</b>	Full time Grade 8	approx. £35,000 including staffing costs
<b>Business Admin</b>	0.5 FTE Grade 4	approx. £10,000 including staffing costs
<b>Travel</b>	Occasional car user 52,2p/mile	£1,200
<b>Management</b>	Business Officer managed by LSCB Business Manager	£1,800
<b>Communications</b>		£3,000
<b>SCR allocation</b>		£7,000
<b>Total</b>		<b>£67,000</b>