



**Leeds Safeguarding
Adults Board**

Annual Plan 2015/16

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**Leeds Safeguarding
Adults Board**

1. LSAB Vision

The vision statement of the Leeds Safeguarding Adults Board is:

Leeds – A Safe Place For Everyone

The Safeguarding Adults Board sets out, each year, how it will work towards achieving this vision in its Annual Plan.

2. LSAB Annual Plan 2015/16

The Annual Plan is a dynamic document, reviewed at each Board Meeting and updated according to national developments in safeguarding, continuous learning and emerging priorities.

Achievements against each priority are tracked using the following rating scale:

Green	Amber	Red
Action on track	Action delayed	Action not being achieved

In the event that any individual, group or organisation feels that the Annual Plan omits important priorities or actions for Leeds, they can write to the Chair of the Leeds Safeguarding Adults Board, detailing their recommendations.

Chair of the Safeguarding Adults Board,
c/o Safeguarding Adults Partnership Support Unit,
2nd Floor,
2 Great George Street,
Leeds,
LS2 8BA

LSAB.Chair@leeds.gov.uk

3. Strategic Priorities

The Board's Annual Plan is based around 4 strategic priorities. The strategic priorities support the Board to work towards achieving its vision for Leeds, and have been set following consideration of the report of the Local Government Association, Peer Challenge of Safeguarding in Leeds, which took place during November 2014.

These strategic priorities are:

- A. Reduce the risk of abuse within our communities
- B. Raise awareness of safeguarding adults and how to report abuse
- C. Support adults at risk to end abuse and achieve the changes they want
- D. Learn from people's experiences to help others

3a. Reduce the risk of abuse within our communities

The Safeguarding Adults Board serves to promote safeguarding arrangements within all services and the right to live a life that is free from abuse. Board member organisations, through service specifications and commissioning arrangements, seek to ensure that all services have the appropriate safeguards in place. The Board recognises the benefits of establishing common safeguarding standards during 2015/16 in support of this work.

As part of ensuring the provision of safe services, the Board also identifies the need to embed the role of the Designated Adults Safeguarding Manager (DASM), and provide for appropriate responses where a 'person in a position of trust' may pose a risk within the course of their duties.

Desired outcome for citizens:



"I am safe within my community and the services I access"

Success during 2015/16 would be:

- The Safeguarding Adults Board provides safeguarding standards for inclusion in service specifications and commissioning standards.
- Designated Adults Safeguarding Managers (DASM) roles are implemented.
- Agreed arrangements are in place to respond to risk posed by 'persons in position of trust'.
- Awareness of safeguarding adults is promoted within the city.
- Board members provide assurance through self-assessment of safeguarding arrangements in place.
- Learning and Improvement audits support partners to ensure their training and development meets the required standards.

3b. Raise awareness of safeguarding adults and how to report abuse

The Safeguarding Adults Board has undertaken significant work during 2014/15 to promote awareness of safeguarding adults and improve confidence as to how to report safeguarding concerns. There is a trend of year on year increases in the number of concerns reported. However there is a need to continue this proactive approach, ensuring that all those potentially at risk of abuse or neglect within our communities are aware of safeguarding adults, and know how to seek help for themselves or others. This will require building on current campaigns and communications to develop targeted approaches and more interactive engagement forums/events.

Desired outcome for citizens:



“I receive clear and simple information about what abuse is,
and how I can get help”

Success during 2015/16 would be:

- There is evidence of planned citizen engagement that promotes safeguarding adults and the work of the Board
- Priority is given to engage with communities and groups in greatest need.
- The Board can demonstrate that clear and simple information is available for the citizens of Leeds.
- There is improved understanding of when ‘poor quality care’ should be reported and responded to within safeguarding adults procedures, which can be measured within multi-agency audits.

3c. Support adults at risk to end abuse and achieve the changes they want

Multi-agency safeguarding adults policy and procedure for West Yorkshire and North Yorkshire was introduced for 2015/16 with a much stronger focus on supporting the adult at risk achieve the changes they want. This now requires us to ensure our supporting guidance and protocols support this approach.

The Learning and Improvement Framework needs to be developed to ensure new approaches are carried forward by skilled practitioners when responding to issues of abuse and neglect, empowering the adult at risk to make decisions about their safeguarding needs and keeping him/her at the centre of the process.

The Board has worked to develop its approach to performance and quality assurance, developing improved approaches to trend analysis and undertaking targeted audits. The Board recognises the need to build on these approaches to ensure standards of practice are maintained. This will require a multi-agency approach to measuring and evaluating practice, with a stronger focus on the safeguarding experience and outcomes achieved for the adult at risk.

Desired outcome for citizens:



“I am confident that professionals will work together and with me to get the best result for me”

Success during 2015/16 would be:

- Practice guidance and protocols are updated to support the revised multi-agency safeguarding adults policy and procedures
- Learning and Improvement Framework and plan is finalised promoting good practice
- Board partners are able to demonstrate ‘Making Safeguarding Personal’.
- Multi-agency audit improves practice across agencies.

3d. Learn from people’s experiences to help others

Surveys have been developed to gather the views of adults at risk and others about their experience of safeguarding adults. However, currently these are only offered where a case conference meeting is held. These need to be reviewed in light of changes to the multi-agency procedures, and offered more widely to gather information about people’s experiences to inform the development of good practice.

The Safeguarding Adults Board has an established process for conducting Safeguarding Adults Reviews. The Board recognises the need to ensure the learning from Safeguarding Adults Reviews as well as other sources, such as an analysis of case conferences and multi-agency file audits is widely shared and results in improved practice.

Desired outcome for citizens:



‘I am confident that my feedback will help others’

Success during 2015/16 would be:

- Adults at risk and other relevant parties are provided with opportunities to give feedback on their experiences.
- Learning from range of sources, including feedback from people’s experiences and learning from Safeguarding Adults Reviews is used to improve safeguarding practice across the partnership.

4. LSAB Commitments

In delivering its Annual Plan the Board makes the following commitments to the citizens of Leeds as to how it will work to achieve its aims.

LSAB Commitments:

The Board and its sub-groups have adopted the following principles in their work:

Empowerment:

We will place the adult at risk at the centre of all our work as a Board.

Prevention:

We will reduce the risk of abuse in our services and our communities.

Proportionality:

We will work to ensure that safeguarding responses reflect the outcomes desired by each individual.

Protection:

We will protect people who need and want help to be protected.

Partnership:

We will work hand in hand with communities and partners to make Leeds a safe city for all.

Accountability:

We will work together effectively, explaining our decisions and showing how we are making a difference

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1. Reduce the risk of abuse within our communities

Key actions:	Target Date	Lead	Progress (comments and rating)	
1.1 Designated Adults Safeguarding Manager (DASM) roles and arrangements for managing risk posed by a person in a position of trust are agreed and implemented.		Quality and Performance Sub-group		Green
1.2 The Safeguarding Adults Board provides common safeguarding standards for services / commissioners in Leeds, exploring the potential for a Safeguarding Kite Mark.		Quality and Performance Sub-group		Green
1.3 Annual member self-assessment is used by Board members organisations to review safeguarding systems in place.		Quality and Performance Sub-group		Green
1.4 Learning and Improvement Audit process is established to ensure partner safeguarding training and development meets the standards required by the LSAB		Learning and Improvement Sub-group		Green

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2. Raise awareness of safeguarding adults and how to report abuse

Key actions:	Target Date	Lead	Progress (comments and rating)	
2.1 Map out service user and carer networks / forums to support citizen engagement planning.		Citizen Engagement Sub-group		Green
2.2 Develop a citizen engagement plan, including both communications and engagement events (e.g. attendance at forums).		Citizen Engagement Sub-group		Green
2.3 Identify communities of interest that are under-represented within safeguarding and undertake promotional work in an area of greatest need.		Citizen Engagement Sub-group		Green
2.4 Review existing publicity materials (e.g. leaflets) with members of the community, to ensure accessibility and compatibility with Care Act		Citizen Engagement Sub-group		Green
2.5 Develop understanding of the thresholds between 'poor quality' and 'safeguarding' to support adults in the most appropriate way.		Board Workshop		Green

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3. Support adults at risk to end abuse and achieve the changes they want

Key actions:	Target Date	Lead	Progress (comments and rating)	
3.1. Multi-agency arrangements support effective work in safeguarding adults from abuse or neglect				
A. Develop and embed 'front door safeguarding hub' working arrangements to provide coordinated responses to adults at risk		Board Member Organisations		Green
B. Multi-agency working protocol agreed between NHS Trusts and Adults Social Care setting out respective responsibilities under the multi-agency safeguarding policy and procedures.		Quality and Performance Sub-group		Green
C. Practice Guidance is updated to ensure compatibility with revised multi-agency safeguarding adults policy and procedures.		Quality and Performance Sub-group		Green
D. Skilled workforce development is promoted through a revised Learning and Improvement Framework that incorporates Making Safeguarding Personal and Think Family approaches.		Learning and Improvement Sub-group		Green
3.2 The Quality and Assurance Framework establishes performance measures in relation to Making Safeguarding Personal and the multi-agency procedures.		Quality and Performance Sub-group		Green
3.3 Develop multi-agency file audit programme to ensure Making Safeguarding Personal and the wider multi-agency procedures are being implemented appropriately and practice standards maintained.		Quality and Performance Sub-group		Green
3.4 Review reporting processes to ensure the Board is informed of developing trends and key performance data, enabling targeted responses to safeguard adults at risk.		Quality and Performance Sub-group		Green

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4. Learn from people's experiences to help others

Key actions:	Target Date	Lead	Progress (comments and rating)	
4.1 Review and develop systems to ensure that adults at risk, and other relevant people, are provided with the opportunity to give feedback on their experiences of safeguarding		Citizen Engagement Sub-group		Green
4.2 The Safeguarding Adults Reviews Policy and Toolkit is reviewed to ensure compatibility with the Care Act, and provides for effective learning from people's experiences.		Safeguarding Adults Review Sub-group		Green
4.3 Agreed mechanisms provide for learning from Safeguarding Adults Reviews to be effectively shared across the partnership.		Learning and Improvement Sub-group		Green
4.4 The Learning and Improvement Plan is informed by learning from Safeguarding Adults Reviews, Case Conference analysis, peoples individual experiences and other sources.		Learning and Improvement Sub-group		Green