

Leicestershire and Rutland  
Safeguarding Adults Board  
Business Plan 2015-16

This plan is in the process of being updated following feedback from the Board, scrutiny groups etc.

For the most recent version please go to:

<http://lrsb.org.uk/scbannualreports>

## Introduction

I am pleased to present the LRL SAB Business Plan for 2015/16. The Plan is intended primarily to set out the key outcomes and impact that the Board wishes to achieve across the next year to ensure that adults in Leicestershire and Rutland are safe. It does not show business as usual items unless they are addressing an issue that has been highlighted for specific or remedial work within 2014/15.

Following three integrated LSCB and SAB Business Plans that we have presented since agreement more closely to align the two Safeguarding Boards in 2012, this year we revert to a plan that seeks to clearly show the work of the two Boards as independent business units. The plans still maintain a number of priority issues that are common to both Boards. The decision more clearly to distinguish the business of each board is being driven by the fact that both Boards are now subject to statutory frameworks that are different. The LRLSCB is also subject to review by Ofsted and this has implications for the quality assurance frameworks that each Board works to.

The formulation of this Business Plan has been undertaken with the engagement of members of both Boards and other stakeholders. It aims to articulate the key improvement objectives that will underpin our work in the period 2015/16 and, most importantly, to set out the actions that will be taken to address these priorities. This increased emphasis on specific actions is also intended to ensure that we are more explicit about the outputs, outcomes and impact that the Boards intend to achieve. This, we believe, will strengthen our ability better to quality assure, performance monitor and risk manage the work of the Boards and their impact on safeguarding service delivery and on safeguarding outcomes for children, young people and adults.

The priorities in this Business Plan have been identified against a range of national and local drivers including:

- National policy drives to strengthen safeguarding arrangements and the role of SABs
- Recommendations from regulatory inspections;
- The outcomes of Serious Case Reviews and Serious Incident Learning Processes (SILPs) and other learning review processes – emerging from both national and local reports;
- Evaluations of the impact of previous Business Plans and analysis of need in Leicestershire and Rutland;
- Priorities for action emerging from Quality Assurance and Performance Management arrangements operated by both Boards;
- Responses to the views of stakeholders including the outcomes of engagement activities;
- Best practice reports issued by Ofsted, ADCS and ADASS

Having considered these matters members of the Boards have agreed to reflect the five priorities within our performance management framework within this plan. These priorities are:

Priority 1: To be assured that 'Safeguarding is Everyone's Responsibility'

Priority 2b - To be assured that adults in need of safeguarding are safe, including assurance of the quality of care for any adult supported by registered providers

Priority 3 – To be assured that services for children, services for adults and services for families are effectively coordinated to ensure children and adults are safe

Priority 4: To be assured that our Learning and Improvement Framework is raising service quality and outcomes for children, young people and adults

Priority 5: To be assured that the workforce is fit for purpose

This Business Plan sets out the key actions proposed to support work in support of these objectives with a view to further enhancing the impact of the two Boards in supporting improved outcomes in safeguarding the children, adults and communities of Leicestershire and Rutland. Safeguarding is everyone's business. Never has it been more critical for LSCBs and SABs to show strong, robust and effective leadership in securing the safeguarding and well-being of our communities. This Business Plan is intended to set a clear framework within which this leadership can be delivered. The collaborative support of all agencies is essential to securing the impact this Business Plan seeks.

I commend the Plan to all partners and look forward to your support in achieving our goals.

Paul Burnett

Independent Chair, Leicestershire and Rutland LSCB and SAB

**Priority 1: To be assured that ‘Safeguarding is Everyone’s Responsibility’ Board Sponsor: \_\_\_\_\_**

Ref. no.	In 2015/16 we will:	To achieve this we will:	To evidence this we will measure:	Who will lead?	Timescale	Risk	Progress
	Be assured that The Board and partner agencies are fully compliant with the Care Act.	Delivery of the Care Act workplan, including: <ul style="list-style-type: none"> <li>o Continued Development of an outcome focused performance management framework</li> <li>o Develop a new Training strategy.</li> </ul>	Audit partner’s implementation of the Care Act (SAAF).  Devise audit for testing  implementation of MSP across partner agencies.	Executive group	March 2016		
	Be assured that Effective Board arrangements remain in place to provide strategic leadership.	Review of adults business plan to ensure it is Care Act compliant.  Review structure of adults safeguarding board subgroups to ensure priorities discussed at the Board development session can be met.	Audit the Board against the SCIE recommendations for the operation of SABs	Executive group	July 2015		
1.1	Be assured that the Better Care Together programme incorporates, promotes, measures and evaluates on Safeguarding outcomes within its improvement plans.	Clearly identify the measures and indicators of safeguarding benefits that can be delivered through the Better Care Together Programme and agree with BCT a quality assurance and performance framework that will enable this to be reported appropriately  Ensure a two way flow of	Reports to the LSCB and SAB twice per year that identify safeguarding outcomes.	Board	March 2016		

		information between the SAB to the BCT Board					
1.2	Enable members of the public in Leicestershire and Rutland to be aware/understand what constitutes a safeguarding concern/alert /referral with a view to increasing appropriate reporting	Deliver an awareness raising media campaign through website and other media to enable a better understanding of Safeguarding Adults. To gauge the appetite to complete this action on a LLR basis and respond accordingly. Monitor the ratio of safeguarding alerts and referrals between statutory and community settings.	Public awareness by increased website traffic.  The number and proportion of alerts and referrals that arise from statutory/regulated services and those from the community	Engagement Group  SEG	Media campaign delivered by December 2015		
1.3	Listen and report what members of the public say about their experience of safeguarding, and evidence how these views impact on Board priorities and plans of action. The engagement activity of the board will also be increased.	Promote the extension of service user engagement within and across agencies and ensure that the SAB is sighted on the outcomes of this work. Better joining together of work around public 'listening' in agencies, this to include commissioners and providers in health Run direct engagement events to supplement the information from partner organisations Engage with Healthwatch and other service user bodies to ensure that safeguarding issues are included in their	The quantity and quality of engagement activity across Leicestershire and Rutland.	Engagement group	March 2016		

		work and the Board is sighted and acts on the findings of this work.					
1.4	All agencies are compliant with safeguarding standards and expectations as monitored through the Safeguarding Adults Assurance Framework	Sustain currently compliant performance and improve levels of compliance where agencies self-assessed themselves not fully compliant in the 2015 audit.	SAAF audit 2016	SEG	March 2016		

<b>Priority 2b - To be assured that adults in need of safeguarding are safe, including assurance of the quality of care for any adult supported by registered providers</b> <b>Board Sponsor: _____</b>							
Ref. no.	In 2015/6 we want to achieve:	To achieve this, we will:	To evidence this we will measure:	Who will lead?	Timescale	Risk	Progress
2b.1	Assurance that thresholds are understood and provide proportionate assistance and risk management to adults	Monitor referral rates – core data set to be defined to ensure understanding and assure safety Ensure effective system in place to provide feedback to	The quantity and quality of feedback forms. the outcome of a thresholds audit	Executive SEG	December 2015		

	in need of safeguarding.	referrers by LA – monitor number of feedback forms through PMF to SEG					
2b 2	Implementation of the new care act compliant safeguarding procedures across Leicestershire and Rutland and assure ourselves that they are effective	Publish the procedures online via Policy Partners and update the procedures following initial feedback; Produce new training resources to support the roll out of the new procedures; Deliver multi agency training	Feedback on the procedures via direct contact forms. Numbers of visits to the procedures website.	Procedures and Development subgroup.	October 2015  March 2016		
2b. 3	Assurance that Adults are safe in care, including residential establishments, care homes and nursing homes?	Request quarterly reports as part of the performance monitoring framework.	Monitor through CQC data and contract compliance data - report through PMF and SEG	SEG	Quarterly		
2b. 4	Assurance that adults are safe in the community	Request quarterly reports as part of the performance monitoring framework.	Monitor referral rates as proportion of all referrals and monitor through PMF to SEG	SEG	Quarterly		
2b. 5	Assurance that DoLs are effectively managed to ensure safety of adults without capacity	Request quarterly reports as part of the performance monitoring framework.	Monitor number and trends and report through PMF to SEG	SEG	Quarterly		

2b6	Be assured that the increasing number of DoLS referrals can be managed across Leicestershire and Rutland.	Seek assurance from across the partnership that DOLS referrals are being managed effectively and within timescales.	Reported via the performance management report	SEG	Quarterly		
2b.7	Participate in the NHS England MCA/DoLS Programme to contribute to improvements in the implementation of MCA and DoLS across Leicestershire, Rutland, Leicester City and Lincolnshire	Receive quarterly reports on the progress and impact of the Programme's 5 work streams	Programme Evaluation process	SEG/Executive	Quarterly		
2b.7	Be assured that recommendations from Winterbourne are fully embedded in safeguarding practice	Request quarterly reports as part of the performance monitoring framework.	Monitor repeating of compliance audit with recommendations through PMF to SEG	SEG	Quarterly		



<b>Priority 3 – To be assured that services for children, services for adults and services for families are effectively coordinated to ensure children and adults are safe</b> <b>Board Sponsor: _____</b>							
Ref. no.	In 2015/6 we want to achieve:	To achieve this, we will:	To evidence this we will measure:	Who will lead?	Timescale	Risk	Progress
3.2	<b>Transition to adult services:</b> Care leavers and disabled young people are appropriately supported by children's services to work towards independence Disabled young people successfully transition to be supported in adult services where this is appropriate	Monitor the contribution of all agencies to Care leavers and young people transitioning to adult services and ensure that good practice is disseminated, risks identified and mitigated Engage with young people and adults at risk	Agreed core data set through the SEG (impact and outcomes) Feedback from young people and adults at risk Feedback from front line practitioners	SEG	March 2016		
3.3	<b>Think Family:</b> Children and young people and adults at risk are safe, especially as they transition between or across services Children and adult services being alert to and aware of the safeguarding needs of those in families other than their direct client – i.e. do adult services staff consider the safeguarding needs of	Develop shared understanding about pathway of children and young people who transition between services Monitor through agreed core data set Review LSCB multi-agency procedures Raise awareness amongst agencies about potential vulnerability of these children, young people and agencies at risk Ensure that the trainers networks are fully engaged and delivery this aspect of the	Agreed core data set through the SEG (impact and outcomes) Effectiveness of practice through single and multi-agency audit reports Feedback from children and young people Feedback from front line practitioners	Procedures Subgroup	December 2015		

	children in the household and do children's services staff consider the safeguarding needs of adults in relation to children's needs.	training					
3.4	<p><b>Domestic Abuse: Multi-Agency Risk Assessment Conference (MARAC):</b> Fully coordinated response to people who are at risk of domestic abuse Improved attendance and participation by agencies at MARAC</p>	<p>Monitor the impact and outcomes of people who are supported through Domestic Abuse services Seek assurance from the Leicestershire Domestic Abuse Partnership that the Domestic Abuse Strategy is being delivered appropriately Monitor through agreed core data set provided by MARAC Work with the Safer Communities Partnerships and Board to develop pathways and procedures for services to young people at risk of or who experience domestic abuse in their peer relationships Ensure that the procedures reflect the new referral pathway Monitor through agreed core data set</p>	<p>Agreed core data set through the SEG (impact and outcomes)</p> <p>Agreed core data set through the SEG (impact and outcomes)</p>	<p>SEG</p> <p>Procedures sub group</p>	<p>December 2015</p> <p>December 2015</p>		

**Priority 4: To be assured that our Learning and Improvement Framework is raising service quality and outcomes for children, young people and adults**

**Board Sponsor:** \_\_\_\_\_

Ref. no.	In 2015/6 we want to achieve:	To achieve this, we will:	To evidence this we will measure:	Who will lead?	Timescale	Risk	Progress
4.1	Ensure that outcomes for vulnerable adults are improved through the application of the Learning & Improvement Framework	Ensure that learning from audit, SCRs and other reviews is shared and embedded. Increase methods of delivering and sharing key messages.	Test the impact of learning through the QA and PM framework including targeted audits to test impact.	SCR subgroup Executive	March 2016		
4.2	Seek assurance that NHS settings such as Dentists and opticians are receiving and embedding appropriate recommendations from SCRs and other review processes	Identify existing communication channels that are used by NHS colleagues to provide relevant information	Request feedback from a sample of NHS settings	Executive group	March 2016		
4.3	Implement and update the learning and improvement framework	Convene a task and finish group to review and make recommendations	Proportionate type of review is used to deal with a case – proportionate response to the particular case	SCR subgroup	December 2015		

Priority 5: To be assured that the workforce is fit for purpose							
Board Sponsor: _____							
Ref. no.	In 2015/6 we want to achieve:	To achieve this, we will:	To evidence this we will measure:	Who will lead?	Timescale	Risk	Progress
5.1	Embed the new Training strategy and develop an adult training subgroup across LLR	Establish a new subgroup to jointly plan LLR adult safeguarding. training.	The Quality and quantity of training offered.	Executive	March 2016		
5.2	Be assured that the adult safeguarding training competency framework is understood and accessible to all practitioners	Esures all practitioners understand the framework and test how easily understood and accessible practitioners find the competency framework Seek and use feedback on existing framework and how to improve accessibility, e.g. electronic tool	Audit compliance and understanding across a range of provider services.	SEG	March 2016		
5.3	Seek assurance that supervision of workers and cases is good.	Develop a set of standards that commissioners should include in their contracts and include L & D competency framework for safeguarding training e.g. incorporate the markers of good practice	Request reports for inclusion with the performance management framework	SEG	October 2015		
5.4	Be assured that Caseloads are appropriate and manageable.	Collect and analyse case load data and compare with statistical neighbours.	Present the findings to SEG.	SEG	December 2015		