

**LEICESTERSHIRE AND RUTLAND SAFEGUARDING ADULTS BOARD BUSINESS PLAN APRIL 2020 to MARCH 2021**

**1. Safeguarding Adults Spotlights**

Regular (6-weekly) spotlights to better understand the local context for key safeguarding adults areas of practice.

What will success look like?

The SAB collectively develop an enhanced understanding of key areas and issues relating to safeguarding adults in the locality. Partners use knowledge and information gained to ensure positive outcomes for local adults at risk of abuse and neglect.

Key Deliverables	Lead	Activity	Timescale
1. SAB meetings to be adjusted to allow for regular spotlights to take place.	Partnership Business Office Manager	Move from quarterly SAB meetings to 6-weekly SAB meetings	In place by August 2020
2. Identify key safeguarding adults areas of practice for meeting spotlights.	LRSAB Independent Chair	All SAB members to use information received from SAB subgroups, local and national safeguarding adults reviews, and local/national networks to determine spotlight focus throughout the year.	Ongoing throughout 2020/21
3. Spotlight sessions to determine additional work for SAB subgroups / task and finish groups / additional assurance required from partners / good practice to be shared.	LRSAB Independent Chair	All SAB members to use information from spotlight sessions to determine additional work for SAB subgroups and/or set up task and finish groups and/or seek additional assurance from partners.	Ongoing throughout 2020/21

## 2. Responding to Changing Need

Ensuring the SAB is able to respond effectively to changing need

What will success look like?

We will have a SAB with structures and governance flexible enough to be able to respond effectively to changes in need, especially in light of COVID-19

Key Deliverables	Lead	Activity	Timescale
1. Ongoing reflection of SAB governance and structures to ensure they are meeting the needs of the partnership in changing circumstances.	Partnership Business Office Manager	Business office to arrange 6-weekly SAB meetings and where availability allows, also arrange statutory partner every 6 weeks. Ensure agenda items intermittently at both meetings throughout the year to allow for reflection on SABs structures and governance.	Meetings in place by August 2020

## 3. Meeting Statutory Responsibilities & Maintaining Business as Usual

Ensuring core duties under the Care Act 2014 are met and that the strategic plan is enacted via business as usual

What will success look like?

Core responsibilities under the Care Act 2014 will have been met, including publishing a strategic plan, publishing an annual report, and undertaking safeguarding adults reviews. Core business undertaken in line with strategic plan.

Key Deliverables	Lead	Activity	Timescale
1. Conduct any safeguarding adults review in accordance with Section 44 of the Care Act 2014 and ensure that learning is identified	Case Review Group Chair	Business as usual including commissioning and overseeing safeguarding adults  Finalise and adopt SAR policy and template documents	Ongoing throughout the business year. In line with statutory guidance.  October 2020
2. Publish Annual Report	Partnership Business Office Manager	Annual report to be written by Business Manager, and signed off by LRSAB, prior to being published on LRSAB website.	Publication by September 2020

3. Publish Strategic Plan	Partnership Business Office Manager	Oversee sign off and publication of strategic plan	Publication by September 2020.
4. Multi-agency Safeguarding Adults Training	Business Office	<p>Arrange multi-agency training and conferences.</p> <p>Facilitate trainers network and publish Safeguarding Matters.</p> <p>Ensure appropriate Liberty Protection Safeguards (LPS) training is offered in line with any proposals made by the Local Implementation Network (LIN)</p>	<p>Ongoing throughout the business year.</p> <p>In preparation for Liberty Protection Safeguards (LPS) legislation being implemented</p>
5. Receiving assurance that local safeguarding arrangements are in place as defined by the Care Act 2014 and statutory guidance	<p>Partnership Business Office Manager LLR Performance Subgroup Chair</p> <p>LLR Multi-Agency Assurance Subgroup Chair</p>	<p>Establish LLR performance subgroup with Leicester SAB</p> <p>Lead on the core business of delivering assurance to the LSAB is delivered effectively</p> <p>Undertake multi-agency safeguarding adults audits in line with SAB priorities</p>	<p>October 2020</p> <p>Ongoing throughout the business year.</p> <p>Ongoing throughout the business year.</p>
6. Engaging with our diverse communities	<p>Partnership Business Office Manager</p> <p>Business Office / LLR Performance Subgroup</p>	<p>Determine ways to interface with and hear from people who use services and other members of the public</p> <p>Review ethnicity and other equality and diversity related data regarding safeguarding alerts and enquiries.</p>	<p>Ongoing throughout the business year.</p> <p>January 2021</p>
7. Maintaining multi-agency policies and procedures	LLR Policies and Procedures Subgroup Chair	Reviewing, developing and maintaining inter-agency safeguarding adults policies and procedures via the <u>Multi Agency Policies and Procedures (MAPP)</u>	Ongoing throughout the business year.

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