

**REPORT OF THE CHAIR OF THE ADULT SOCIAL CARE AND HEALTH
COMMITTEE****REVISION OF THE SAFEGUARDING ADULTS PROCEDURES AND
GUIDANCE****Purpose of the Report**

1. This report asks Policy Committee to approve the revised Safeguarding Adults procedures and guidance which were endorsed by Adult Social Care and Health Committee on 12th May 2014.

Information and Advice

2. The Nottinghamshire safeguarding adults procedures were last revised in 2010. Since that time there have been some significant developments in this area of work. In addition to the Care Bill, which will make it a legal requirement for local authorities to 'make enquiries', the Local Government Association (LGA) and Association of Directors of Adult Social Services (ADASS) have begun shifting the focus of adult safeguarding work towards a person centred approach in recent years.
3. The development of the Making Safeguarding Personal agenda was '*drawn up in response to feedback from people using safeguarding services, stakeholders and practitioners that the focus of safeguarding work was on process and procedure. People using safeguarding services wanted a focus on a resolution of their circumstances, with more engagement and control*' (Making Safeguarding Personal, Sector Led Improvement, LGA ADASS, April 2013).
4. Additionally, Nottinghamshire participated in national research to identify best practice around Making Safeguarding Personal which explored the best ways of working with people in this way.
5. Taking account of the Care Bill and the making safeguarding personal agenda, a Lean Plus approach was taken to inform the review. This involved extensive consultation with a full range of staff, partner agencies and service users which has resulted in a less bureaucratic system (both in terms of the procedure & guidance and the Framework-i process).
6. In practice, this will mean:
 - Working towards outcomes that the person wants to help them manage the risk of abuse and/or neglect;

- Greater emphasis on ensuring that the person is fully involved with all decisions;
- Greater autonomy for practitioners to determine the best approach;
- More tools to help provide the relevant response;
- A proportionate response to allegations of abuse, meaning gathering evidence to ascertain whether abuse has occurred or not will be required less frequently;
- Where investigative work is required, there is greater clarity around partner agency roles and responsibilities;
- Better recording of safeguarding work;
- A process that is easier to navigate, making it easier to complete appropriately and within timescales.

7. This has been done by making the following key changes and additions to the procedures and guidance:

- A new 'initial discussion' section to determine if it is possible to meet with the adult at risk at the very beginning of the process;
- Shifting the focus of the process to consider a 'safeguarding plan' to manage future risk to individuals at the start rather than the end;
- Providing specific guidance on when an investigation should take place, and what type of investigation this should be, for example a disciplinary or criminal investigation;
- The creation of a root cause analysis tool and information sharing tool to help staff provide a proportionate response to concerns;
- Replacing the role of 'investigating officer' with the role of 'safeguarding officer' to reflect the changing approach to the procedures;
- Replacing the 'safeguarding plan' meeting with a 'case conference' to reflect the changing approach to the procedures;
- Changing terminology from 'vulnerable adult' to 'adult at risk' to reflect the term used in the Care Bill;
- A complete overhaul of the associated social care electronic records system (framework-i) to reflect the changes and aid staff who are required to record cases.

8. Feedback from the consultation along with the working group of managers and practitioners has been extremely positive.

9. The revised procedures and guidance are listed as background papers to the report, and can be viewed on the County Council website on this link:

<http://www.nottinghamshire.gov.uk/dms/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/3317/Committee/475/SelectedTab/Documents/Default.aspx>

Other Options Considered

10. Consideration was given to a less robust review of the procedures and retaining much of the same process. However, revising the procedures in line with the Making Safeguarding Personal agenda better serves those vulnerable individuals who have been subjected to abuse.

Reason/s for Recommendation/s

11. The recommendations are as a result of the Care Bill, and the LGA ADASS work stream in relation to Making Safeguarding Personal.

Statutory and Policy Implications

12. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Crime and Disorder Implications

13. Adult abuse is often a crime and this proposal strengthens our approach to allegations of abuse.

Financial Implications

14. Implementation of this process will be done by existing staff and replaces the existing system. Therefore, there are no financial implications to agreeing the revised procedures and guidance.

Human Resources Implications

15. Guidance has been produced to support staff to use the revised procedures. There will be an implementation plan which will include supporting staff in a variety of ways including new development opportunities.

Human Rights Implications

16. Adult abuse is an infringement of an individual's human rights. This proposal strengthens our approach to allegations of abuse, ensuring that the person is always at the centre of all the work we do.

Public Sector Equality Duty implications

17. Please see the Equality Impact Assessment for 'Updating the Adults Multi-Agency Safeguarding Policy, Procedures and Guidance'.

Safeguarding of Children and Vulnerable Adults Implications

18. By its very nature, this procedure and guidance aims to reduce the risk to vulnerable adults. It also makes reference to the safeguarding of children and informs staff of their duties in respect to this.

Implications for Service Users

19. This procedure and guidance aims to have a positive impact on service users as it changes the emphasis of the approach staff will take in relation to dealing with safeguarding concerns. This will result in an approach which focuses on the views of the service user throughout the process and works towards outcomes identified by them, enabling them to manage the risk of future abuse and/or neglect.

RECOMMENDATION/S

Policy Committee is asked to:

- 1) Approve the changes to the multi-agency safeguarding adults' procedures and guidance which were endorsed by Adult Social Care and Health Committee on 12th May 2014.

Muriel Weisz

Chair of Adult Social Care and Health Committee

For any enquiries about this report please contact: Stuart Sale, 0115 977 4594.

Constitutional Comments (SLB 21/05/2014)

20. Policy Committee is the appropriate body to consider the content of this report.

Financial Comments (KAS 20/05/14)

21. The financial implications are contained within paragraph 14 of the report.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

The following documents can be viewed on the County Council website at:

<http://www.nottinghamshire.gov.uk/dms/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/3317/Committee/475/SelectedTab/Documents/Default.aspx>

- Nottinghamshire Safeguarding Adults at Risk Procedures - FINAL DRAFT
- Nottinghamshire Safeguarding Adults at Risk Procedural Guidance - FINAL DRAFT
- Making Safeguarding Personal, Sector Led Improvements (*LGA ADASS, April 2013*)
- Making Safeguarding Personal 2013-14 – Executive Summary (*LGA ADASS, April 2014*)

Electoral Division(s) and Member(s) Affected

- All