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| NCSAB RGB | **Nottingham City Safeguarding Adults Board**  **Strategic Plan 2019-2022**  **Annual Action Plan**  **Year 1 (2019-2020) - Initiating** |

**Annual Action Plan for 2019- 20 – following Board, 19th March 2019**

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| **RAG Rating key** | |
| **Clear** | Work is underway and, in the judgment of the lead individual/subgroup is expected to be completed within the agreed timescale |
| **Red** | Work is underway however, is not expected to be completed within the agreed timescale. In the judgement of the lead individual/subgroup either   * The deadline will be missed by more than three months and / or * The impact of missing this deadline is likely to be significant |
| **Amber** | Work is underway however, is not expected to be completed within the agreed timescale. In the judgement of the lead individual/subgroup either   * The deadline will be missed by less than three months and / or * The impact of missing this deadline is unlikely to be significant |
| **Green** | Action completed |
| **Blue** | Action not yet commenced. |

|  | **What do we want to achieve** | **What we are going to do** | **Who will lead** | **Timescale** | **RAG rating**  **(**🡻🡹🡺) | | **Updates** |
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| **Strategic Priority 1) Prevention** | | | | | | | |
| **1.1** | To identify and mitigate risks to effective multi-agency safeguarding in Nottingham | To create a new Risk Register with Board members, linked to achieving the new Strategic and Annual Plans, that will involve Board members in active identification, mitigation and tracking of risks by allocating specific responsibilities. This will often be to funding organisations’ reps. | Board Chair and Board Manager | Develop the Risk Register at the first 2019-20 Board |  |  |  |
| **1.2** | To assist the Voluntary and Community Sector in safeguarding adults | a) To improve co-ordination between statutory and VCS organisations involved in safeguarding – including a potential liaison meeting of safeguarding leads, review of information sharing, transitions/handovers, overlap of training programmes.  b) To improve the training offer to the VCS – online module/s, available info on Board website | ASC and NCVS/VAPN – ASC to identify a lead staff member, who will establish an exploratory meeting through NCVS/VAPN with safeguarding leads and, if judged feasible, develop a joint plan of action for the remainder of the year and report to BMG.  TLI Subgroup – TLI subgroup Chair and Board Manager to define Year 1 actions and report to BMG | Progress report to first 2019-20 Board  Progress report to first 2019-20 Board |  |  |  |
| **1.3** | To increase public awareness of adult safeguarding | To review the Communications and Engagement strategy and identify priority actions, including to and with new and developing communities in the City and a refresh of engagement. | TLI subgroup | Report to July BMG |  |  |  |
| **1.4** | To reduce specific risk areas | a) Explore the possibilities of funding for a developmental pilot social work post to assist with safeguarding vulnerable adults in HMP Nottingham  b) Learn the specific lessons and implement actions arising from Equinox and the IICSA report when published  c) Financial abuse and scams – to review existing investigation and support services for adults with safeguarding needs and training for staff and report to the Board | Current Chair aiming to determine whether an agreed bid can be put forward by end of March 2019; if this progresses, leads will be ASC and HMP Nottingham, with NHCFT  ASC and Police  NCC Trading Standards and Police | Progress report to first 2019-20 Board  6 monthly Equinox SMG reports to Board and report to Board after IICSA Report publication  Report to December Board |  |  |  |
| **1.5** | To learn from serious incidents and ensure that learning is embedded across the partnership | d) Identify multi-agency learning from local early intervention approach to social isolation and national pilots and develop ‘Top Tips’ for assisting with social isolation and safeguarding  Conduct of SARs and complex case reviews, receiving reports and deciding on actions. Learning from local, regional and national SARs, DHRs, SCRs, and other significant events. This includes ensuring that lessons learned are disseminated in learning & development initiatives through the TLI subgroup. | ASC  SAR subgroup, involving other subgroups as appropriate and reporting through BMG | Update report to September Board  As required |  |  |  |
| **Strategic Priority 2) Assurance** | | | | | | | |
| **2.1** | Assurance that Safeguarding arrangements in the City are effective, person centred and outcome focussed.  The Board receives assurance from all partner agencies on the effectiveness of their safeguarding arrangements | a) To implement, and review the effectiveness of, the replacement to the SAAF – the Partnership Assurance Tool, (with the County SAB)  b) To review the implementation of the Board’s 4 quadrant performance framework and determine specific actions that would improve the Board’s information  c) Monitor and evaluate trends in S42 referrals  d) All partner agencies to provide assurance that risks to safeguarding arrangements through budget reductions and organisational and service change have been mitigated. | QA subgroup, reporting to BMG  QA subgroup, reporting to BMG  QA subgroup, reporting to BMG  Board Manager to lead annual ‘start of year’ survey | Report to July BMG  Report to October BMG  Report to October BMG  Report to first 2019-20 Board |  |  |  |
| **2.2** | Assurance that arrangements in specific areas ensure good adult safeguarding practice | a) Explore with the local Children’s safeguarding leads mutual learning/best practice with regard to young people and young adults 18-25 who may be vulnerable to exploitation and coercion, including involvement in serious violence and criminal exploitation. This work to be undertaken with reference to Dartington Research in Practice ‘Transitional Safeguarding – adolescence to adulthood’ and ‘Think Family’ principles.    b) Integrated Care System – to seek assurance that consideration of safeguarding is integral to change processes, particularly on mental health and self-care, and establish an assurance reporting process from the ICS to the Board, perhaps jointly with NSAB.  c) To seek assurance on local approaches to people who are homeless or rough sleeping who may have safeguarding needs – commissioning of services, understanding of responsibilities, pathways for referral and assessment, implementation of the London guidance.    d) Assurance on case planning for people released from prison who have Care Act eligible safeguarding needs: report to Board on the work of the CDP Offender Homelessness Strategic Group  e) Recruitment and HR processes – assurance that best practice on safeguarding is integral to local recruitment and to organisational processes concerning allegations against people in positions of trust. Develop an approach with County SAB for assurance and development of best practice e.g. a questionnaire or guidance  f) Assurance report on care home monitoring and interventions (annual report as required following Autumn Grange SAR)  g) Assurance that areas of practice that are not directly accountable to this Board give due attention to adult safeguarding (e.g. FGM, DSVA, Prevent, Modern Slavery, Suicide reduction, Advocacy  h) DoLs – Assurance on local implementation of legislative changes once established. | Board Chair with City Council and Police - plan and establish a Task and Finish group or other change process, to report to Board  Board Chair with CCG and ASC.  Nottingham City Council and SAR subgroup  Probation and DLNR CRC  Board Manager with NHCFT and Police  ASC and CCG  Board Chair and Board Manager to review existing process  ASC | First report to September Board  Report on progress to September Board  BMG in April to review this area of the plan following the March Board item and SAR subgroup case review.  Report to September Board at latest  Progress report to September Board  Report to first 2019-20 Board  Review at April BMG  Report to Board as and when changes are required. |  |  |  |

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| **Strategic Priority 3) Making Safeguarding Personal** | | | | | | | |
| **3.1** | The Board is assured of strong multi-agency commitment to MSP across the partnership.  The principles of MSP are embedded in local safeguarding practice and make safeguarding person-centred and outcome focussed. | 1. Review progress against national MSP guidance and available data and identify priority actions for Nottingham 2. Determine minimum local feedback on practice required to inform judgement of effectiveness 3. Present regular case studies to the Board 4. Commissioned advocacy agency to report annual summary of activity to Board | QA Subgroup  QA subgroup  SAR subgroup to identify suitable cases    Board Manager and NCC commissioning | Initial scoping report on a) and b) to July BMG  Ongoing  December Board |  |  |  |
| **Strategic Priority 4) Working arrangements for the safeguarding partnership in Nottingham** | | | | | | | |
| **4.1** | To have effective Board arrangements in place | a) Annual review and statement of Board effectiveness and impact, and of Board member engagement, championing and challenge.  b) Two-yearly review of Board Chair performance | Board Chair  NCC and Board Chair | March 2020 Board  In 2020-21 |  |  |  |
| **4.2** | To maintain resources to enable the Board to fulfil its statutory requirements | Confirm partner funding for Board in 2020-21 | Funding partners | For December  Board |  |  |  |