

## Annex A

## Adult Safeguarding - Assurance questions

<b>Requirements</b>	<b>Evidence of arrangements in place</b>	<b>Improvements planned</b>
Clear and identifiable lead for Safeguarding Adults at senior level	Director of Adults Children and Education is a member of Safeguarding Adults Board. Assistant Director Assessment and Safeguarding holds operational and strategic lead for adults safeguarding agenda	
Multi agency partnership with all statutory agencies represented, with Terms of Reference	Safeguarding Adults Board meets quarterly. Terms of Reference agreed. Membership includes Cabinet Member for Health Housing and Adult Social Care, Assistant Director Adults Assessment and Safeguarding, health commissioners, NHS and Independent health providers, Police, Fire, and Independent Care Group.  CYC representatives have 100% attendance over the past year	Voluntary Sector Representation to be added to the Board Membership

<p>Clear links with Local Strategic Partnership</p>	<p>The link to the Safer York partnership is weak In future it is expected that the Safeguarding Board will also need to develop links to the new Health and Well Being Board</p>	<p>A Strategic Priority for the Board 2012 -13 is to develop links with new Health and Well Being Board and its associated groups, and improve links to Community Safety arrangements</p>
<p>Appropriate support and co-ordination in place for Safeguarding Adults Partnership</p>	<p>Gill Collinson appointed as Independent Chair 2011 for 2 year term, joint funded by CYC, PCT and Police. Administrative support provided by the Director's PA Assistant Director Assessment and Safeguarding and Group and Service Manager support the Board</p>	
<p>Multi Agency policy and procedures and strategic plan in place and regularly reviewed Serious Case protocol in place</p>	<p>Mufti Agency policy and procedures available on York Safeguarding Adults website (<a href="http://www.safeguardingadultsyork.org.uk">www.safeguardingadultsyork.org.uk</a>)</p> <p>Reviewed during the year and new protocol agreed to clarify the Lead agency responsibilities of the Council in respect of Safeguarding referrals from partner organisations. All are now referred to the Council for formal decision, advice and support on response needed.</p>	

	This is in place and available on the website ( link above)	
Annual review of partners progress by Partnership	<p>Assurance Framework this year.</p> <p>Annual report 2011-12 in progress will include reports from all partners.</p> <p>This report and any recommendations from HOSC will be the CYC report</p>	
Consultation arrangements with service users on policy and procedures	Limited at present	Feedback arrangements for customers who have experienced safeguarding in development and part of 2012-13 service plan for Assessment and Safeguarding Service
Active promotion of Safeguarding within the community and links to crime prevention and MAPPA (Multi Agency Protection Panel Arrangements)	<p>Dedicated website <a href="http://www.safeguardingadultsyork.org.uk">www.safeguardingadultsyork.org.uk</a> with information for residents and professionals – content reviewed early 2012.</p> <p>Safeguarding board engagement in raising awareness about bogus callers – promoting use of door hangers.</p>	<p>Improved web based customer information planned for later in the Summer – My Life My Choice</p> <p>Independent Chair of Safeguarding Board will be meeting with Chair of Safer York Board to review joint priorities and agendas</p>

	Safeguarding Manager is a member of MAPPA Panel	
Internal safeguarding policy and procedures regularly reviewed and in line with multi agency procedures	<p>Findings and learning from complaints and Ombudsman's Report during 2011 indicated some discrepancies between practice and multi agency procedures.</p> <p>Internal procedures reviewed 2012 to address these issues and reflect changing practice with new dedicated Safeguarding Team</p>	Implement new City of York internal procedures
Clear management arrangements in place to respond to safeguarding concerns	<p>New dedicated Safeguarding team in place since November 2011. Accountable through Service Manager and Group Manager to Assistant Director assessment and Safeguarding. All alerts are assessed by Safeguarding Service Manager. All investigations are undertaken by care Managers from the Safeguarding Team. Investigations are planned and overseen, on a rota basis, by service managers from across adult social care.</p>	

<p>Policy and procedures to reduce the risk of safeguarding and abuse incidents</p>	<p>Policies and procedures are in place regarding: Serious incidents, accidents health and safety, challenging or violent behaviour, personal and intimate care, moving and handling, control and restraint medication, handling customers' money, risk assessment and management.</p> <p>Similar procedures are required of commissioned services as part of service specifications</p>	<p>Opportunities for sharing intelligence on quality assurance in residential and nursing care between health and social care will be developed.</p> <p>Safeguarding Board has identified training and support around managing challenging behaviour in residential care homes as a priority for Workforce development and commissioners</p>
<p>Criminal Record Bureau (CRB) and Protection of Vulnerable Adults (POVA) checks undertaken on relevant staff and volunteers, professional registration monitored and staff code of conduct setting standards of expected behaviour</p>	<p>HR undertakes CRB and POVA checks for staff on employment and provide reminders for updating checks.</p> <p>POVA notifications and GSCC reports are made by the Safeguarding manager where agreed through Safeguarding Conferences.</p>	<p>Professional registration to be reviewed through supervision and annual appraisals by line managers.</p>

<p>Workforce development and training strategy in pace and staff undertaking required safeguarding training</p>	<p>Framework for training is based on the roles of alerter, referrer, investigator, and conference chair. CYC ACE Workforce Development Unit have developed Strategy and programme for all partners</p> <p>New training provider secured 2012</p>	<p>National Competency framework under consideration by all partners</p>
<p>Support and advice available to customers using Direct payments to employ their own staff</p>	<p>Direct payment customers offered one off payment to undertake CRB checks.</p> <p>Support available from ILS (Independent living Scheme) on employment good practice</p>	<p>York will be part of a national research project looking at Safeguarding and Personalisation agendas in three local authorities</p>
<p>Safeguarding requirements of contracted providers clear and monitored</p>	<p>Integral part of specification, including policies and procedures to prevent abuse.</p> <p>Commissioners and contract team informed of alerts /referrals involving commissioned providers with joint investigations where quality of care concerns. Repeat concerns addressed through contract monitoring and improvement plan requirements.</p>	