

Annex A Assurance questions

Requirements	Evidence of arrangements in place	Improvements planned
<p>Clear and identifiable lead for Safeguarding Adults at senior level</p>	<p>Director of Health and Wellbeing is a member of Safeguarding Adults Board. Assistant Director Assessment and Safeguarding holds operational and strategic lead for adults safeguarding agenda</p>	
<p>Multi agency partnership with all statutory agencies represented, with Terms of Reference</p>	<p>Safeguarding Adults Board meets quarterly. Terms of Reference in place. Membership includes Cabinet Member for Health and Community Engagement, Director Health and Wellbeing, Assistant Director Adults Assessment and Safeguarding, health commissioners, NHS and Independent health providers, Police, and Independent Care Group, CVS and Healthwatch York</p>	<p>Task and Finish sub group set up to review membership and TOR in light of Care Act Guidance (received in draft form 6/6/14). Any changes to be agreed at December Board meeting</p>

	<p>Chair addresses any attendance concerns through agencies</p> <p>Since last July there has been just 1 absence by a senior CYC representative at the Board meeting</p>	
Clear links with Local Strategic Partnership	<p>Chair and CYC Lead officer now sit on the new City of York Domestic Violence Board</p> <p>Chair has attended Health and Wellbeing Board to present the Annual report</p>	Maintain the links and develop further joint work
Appropriate support and co-ordination in place for Safeguarding Adults Partnership	<p>Independent Chair, joint funded by CYC, Vale of York Clinical Commissioning Group and Police.</p> <p>Kevin McAleese jointly appointed with effect from April 2013 Administrative support provided by the Assistant Director's support assistant.</p> <p>Assistant Director Assessment and Safeguarding and Group and Service Manager support the Board</p>	Review of support to all partnership Boards, including Safeguarding Adults Board has been jointly commissioned by Directors of Health and Wellbeing and Director of Children's Services Education and Skills.

<p>Multi Agency policy and procedures and strategic plan in place and regularly reviewed</p>	<p>Multi Agency policy and procedures available on York Safeguarding Adults website (www.safeguardingadultsyork.org.uk)</p> <p>Procedures were reviewed by a multi agency task group and revised procedures agreed in December 2013.</p> <p>A three year strategy was agreed in March 2014, based on the Local Government Association (LGA) and ADASS guidance issues in March 2103. This is also available on the York Safeguarding Adults Board website . An action plan sits alongside the strategy</p>	<p>Strategic Plan will be reviewed to ensure it complies with new Care Act guidance</p>
<p>Serious Case protocol in place</p>	<p>This is in place and available on the website (link above). Protocol updated in March 2013 to reflect joint approach to Domestic homicide Reviews, with Community Safety and Children’s Safeguarding Board</p>	<p>Protocol will be reviewed by the Board’s Task and Finish sub Group , in line with Care Act Guidance</p>

<p>Annual review of partners progress by Partnership</p>	<p>Assurance Framework for the Board was developed in 2012, to ensure all partner agencies have appropriate governance and operational arrangements in place.</p> <p>The Board's Annual report was published March 2013 with review of activity, progress, and confirmation of assurance from all partners</p> <p>This report to HOSC and any recommendations from HOSC will constitute the CYC report for 2014</p>	<p>Next year's Annual Report for the Board will include reports from partners on their activity and progress</p>
<p>Consultation arrangements with service users on policy and procedures</p>	<p>Health watch York is now a full member of the Board and will enable greater involvement of residents in the development of policy and procedures.</p> <p>CYC Safeguarding team are involved in 'Making Safeguarding Personal' approach, and have signed up to the LGA programme at Bronze level.</p>	<p>Engagement through Health watch for policy and procedure review and development</p>

	<p>This will move practice toward an outcome based approach, which starts by finding out what the alleged victim wishes to happen.</p>	
<p>Active promotion of Safeguarding within the community and links to crime prevention and MAPPA (Multi Agency Protection Panel Arrangements)</p>	<p>Dedicated website www.safeguardingadultsyork.org.uk with information for residents and professionals – content reviewed early 2013.</p> <p>Quarterly monitoring of site usage by the Safeguarding Board shows over a thousand visitors a month on average, and multiple pages visited.</p> <p>Connect to Support information website signposts people to Safeguarding support and advice</p> <p>Safeguarding Manager is a member of MAPPA Panel</p> <p>Police team now based in West Offices and closer working as a multi agency hub is developing</p>	<p>Website review and Information development planned for this year</p>

<p>Internal safeguarding policy and procedures regularly reviewed and in line with multi agency procedures</p>	<p>Internal procedures reviewed in line with revised multi agency procedures</p>	<p>Annual check of multi agency procedures planned by December and review of internal procedures aligned with this</p>
<p>Clear management arrangements in place to respond to safeguarding concerns</p>	<p>Dedicated Safeguarding team in place since November 2011. Accountable through Service Manager and Group Manager to Assistant Director Assessment and Safeguarding.</p> <p>All alerts are considered by a Manager. All investigations are undertaken by Care Managers from the Safeguarding Team.</p> <p>Investigations are planned and overseen, on a rota basis, by service managers from across adult social care.</p> <p>Capacity remains an issue with high levels of alerts being received by the team. There have been delays in some complex investigations in the last year.</p>	<p>Streamlining of processes and management actions is under way and should be complete in September</p>

	<p>Additional temporary capacity has been added to the team, whilst work to streamline processes is undertaken, with support through the regional sector led improvement programme.</p> <p>We have recently addressed the need for more timely liaison with the police on some alerts, and feedback has been that this has immediately improved</p>	
<p>Policy and procedures to reduce the risk of safeguarding and abuse incidents</p>	<p>Policies and procedures are in place for in house services 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 all commissioned services as part of service specifications.</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 advice in place for checks for CYC staff on employment and provide reminders for updating checks.</p> <p>Professional registration for social lies with liaison with Health Care Professions Council (HCPC). Professional registration is reviewed through supervision and annual appraisals by line managers.</p> <p>Notifications and HCPC reports are made by the Safeguarding manager where agreed through Safeguarding Conferences.</p>	<p>Social work re-registration will take place September – December 2014</p>
<p>Workforce development and training strategy in place and staff undertaking required safeguarding training</p>	<p>Framework for training is based on the roles of alerter, referrer, investigator, and conference chair. CYC Workforce Development Unit has developed Strategy and programme for all partners. Training report reviewed at each Board meeting.</p>	<p>Review training offered to ensure it supports a more personalised approach and shares lessons learned from Making Safeguarding Personal programme with all partners</p>

	<p>New training provider secured 2012, with improved feedback from course participants.</p> <p>National Safeguarding Competency framework has been mapped against Council and Social Work frameworks, and integrated wherever possible. Training plan for CYC staff to reflect competency framework.</p> <p>Annual appraisals ensure staff are undertaking required training, and feed in to training plans.</p> <p>Multi agency work underway to support partners adopt the Competency Framework within their own workforce strategies</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 necessary checks.</p> <p>Support available from ILS (Independent Living Scheme) on employment good practice.</p>	<p>York is part of a national research project looking at Safeguarding and Personalisation agendas in three local authorities expected to report in 2014.</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>	
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