

Kirklees
Safeguarding Adults
Board



**Partners in
preventing
abuse and
neglect**

Annual report
2017 - 2018

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Introduction from the Chair

This annual report identifies progress made over the past 12 months against the intentions we have laid out in the strategic plan and to lay out our work programme for the next 12 months against our updated 3-year strategic plan.



Over the next year we will be focusing on the following:

- Use of data and better evaluation of the safeguarding effectiveness for individuals, and our own effectiveness as a board. Our performance framework is being refined to enable the board to focus on key priority areas.
- Making safeguarding personal is a key priority and we want to do better at understanding on how safeguarding interventions are effecting outcomes for adults who experience abuse and neglect
- Continued strong collaboration with Kirklees other strategic partnerships and community engagement on transition issues and other areas of common ground relating to safety and community wellbeing.

It is essential that the board continues to provide even-handed and objective oversight, and challenges wherever issues of poor practice and unsatisfactory outcomes are identified. We are clear about our function as system leaders with others to work towards achieving our primary aim to keep the people of Kirklees safe. As an outward facing board we are committed to collaborative ways of working.

This Annual Report will be submitted to the Health and Wellbeing Board and Overview and Scrutiny Panel. Board members will take it through their own governance boards and in addition, as required by the Care Act 2014, it will be shared with the Chief Executive and the leader of the local authority, the local policing body and Healthwatch Kirklees.

Mike Houghton-Evans
Independent Chair



Talking about Kirklees

Around 437,000 people live in Kirklees (2017). It encompasses the two major centres of Huddersfield and Dewsbury, and smaller towns of Batley, Birstall, Cleckheaton, Denby Dale, Heckmondwike, Holmfirth, Kirkburton, Marsden, Meltham, Mirfield and Slaithwaite. It is a place where:

- The population has increased by 11.5% since 2002, (9.1% from 2005) and is projected to rise by a further 5.1% by 2030 (6% by 2033).
- Projected increases are largest in 16-24 and the over 65s, particularly 85 and over.
- Over three-quarters of the population are of White British ethnicity.
- One in ten people is of Pakistani ethnicity.
- Life expectancy is increasing but there are inequalities – those in the least deprived areas live longer than those in more deprived areas.
- Demand for suitable and affordable accommodation outstrips supply.
- Asylum Seekers and European economic migrants are contributing to the emergence of new communities within Kirklees, though indications are that migration from the EU has declined in the last two years.

There are a number of significant factors affecting local health and wellbeing of these people. These include the economic challenges facing the country and impact on those who are more vulnerable; the increasing numbers of older people and their needs for care and support. 1 in 6 adults in Kirklees are carers.

Kirklees Council and its Partners have developed two important strategies to respond to these challenges, and the opportunities available as well, The Joint Health and Wellbeing Strategy (JHWS) and the Kirklees Economic Strategy (KES).

These two strategies set their own priorities and actions. They cover different ground and do different things, yet are connected.

At the heart of both is commitment to achieve a shared aim, that, ***‘No matter where they live, people in Kirklees live their lives confidently, in better health, for longer and experience less inequality’.***

It aims for people to have control and manage life challenges, be resilient and feel connected to others, and for them feel safe and included. The Kirklees Adults Board has its Strategic Plan, as required by the Care Act 2014, which takes into account this local background and context.

Governance and Accountability

What is the Kirklees Safeguarding Adults Board and what does it do?

The Kirklees Safeguarding Adults Board (KSAB) brings together the main organisations working with Adults at risk including the Local Authority, West Yorkshire Police and Health Agencies. Its core purpose is to help and protect adults at risk in its area.

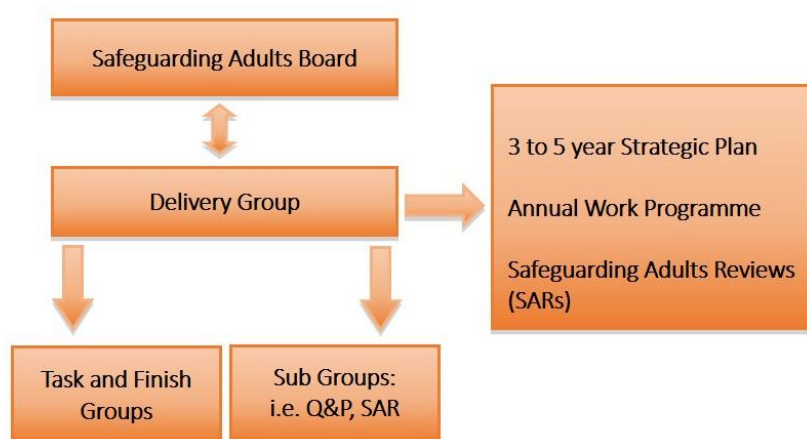
The Board has overall governance of the policy, practice and implementation for Safeguarding. It also has a key role in promoting the wider agenda so that Safeguarding is seen as a responsibility for everyone. This year the Board has held four meetings and an additional development session

In accordance with Care Act guidance, the Independent Chair reports quarterly to the Local Authority Chief Executive on the work of the board. The board also has a formal relationship with the Health and Wellbeing Board ensure effective accountability of its work

Individual Board members take responsibility for reporting through their own organisations, including the submission of annual progress reports to their executive management body/board. This is to ensure that Adult Safeguarding requirements are integrated into their organisation's overall approach to service provision and service development.

Each organisation actively plans and monitors its work around safeguarding, which contributes to evidence for the board's performance framework and the board's annual challenge event. The Board calls partners to account for their approach to safeguarding adults through regular reporting and through the challenge event.

The Board is supported by an infrastructure – put in place 18 months ago that oversees and enables delivery of the work programme, coordinates Sub-Groups and Task-and-Finish Groups and provides analysis and intelligence for the Board.



As an effective strategic partnership partners jointly chair and constitute the membership of the Delivery Group and the Sub Groups. The Delivery Group is chaired by the vice chair of the board and this group co-ordinates the development and implementation of priorities outlined in the strategic plan.

Our Members

The Board is made up of senior officers nominated by each member organisation. They are required to sign a membership agreement, which reflects the Board's constitution, and information sharing agreement.

Members have sufficient delegated authority to effectively represent their agency and to make decisions on their agency's behalf. If they are unable to attend Board meetings for any reason they send, with the chairs permission, a nominated representative of sufficient seniority.

During 2017 - 18 the following agencies and organisations were members of the Kirklees Safeguarding Adults Board:

- Kirklees Council Adult Social Care
- Kirklees Council Commissioning and Health Partnerships
- Kirklees Council Streetscene and Housing
- West Yorkshire Police
- West Yorkshire Fire and Rescue Service
- NHS North Kirklees Clinical Commissioning Group
- NHS Greater Huddersfield Clinical Commissioning Group
- South West Yorkshire Partnership NHS Foundation Trust
- Calderdale and Huddersfield NHS Foundation Trust
- The Mid Yorkshire Hospitals NHS Trust
- NHS England
- Locala Community Partnerships

We had strengthened our arrangements for lay membership on the Board and recruited a second lay member. The aim was to give greater emphasis to this role and its value in providing critical challenge to decision-making, provide a service user and carer perspective and play an active role in the work of the Board, including supporting our Independent Chair at number of high profile events. One lay member was also on the Board of Healthwatch and was able to provide useful links to that organisation. Tragically we lost a long-standing lay member through illness and attempts to recruit were unsuccessful. This has led us to reconsider the Board approach to engagement and there is now consideration to establish a more formal reference group including users by experience.

The expectation is that all members attend all Board meetings and despite continuous, rapid organisational change in all partner agencies there has been excellent attendance. If for any reason members have been unable to attend their nominated deputy has usually attended.

The following attend in an advisory capacity:

- Kirklees Council Legal Services
- Kirklees Safeguarding Partnership Manager
- Kirklees Safeguarding Partnership Deputy Manager
- Business Support Manager

During 2017-18 Sub-Groups of the Board were:

- Delivery Group
- Safeguarding Adults Review
- Training and Development
- Quality and Performance

All of these groups have multi-agency membership. The Sub-Groups have met regularly in between each board meeting.

The Safeguarding Adults Network and the Dignity in Care and Dementia Networks are also Sub-Groups of the Board. Their roles are to act as an information exchange and to share learning and good practice for a wider group of agencies across the partnership. This year two network events have been held.

Task and Finish Groups work in partnership with other Boards in Kirklees, including planning and delivering Safeguarding Week 2017, and across West, North Yorkshire, and York concluding the work on updating our Regional Policy and Procedures.



Our vision

The Care Act 2014 aims to:

- Promote people's wellbeing
- Enable people to prevent and postpone the need for care and support
- Put people in control of their lives so they can pursue opportunities to realise their potential

Making Safeguarding Personal aims to develop a safeguarding culture that focuses on the outcomes desired by people with care and support needs who may have been abused.

We have recognised that we need to look further into the role people play in embedding the 'Making Safeguarding Personal' approach across agencies, by establishing and developing a broader engagement strategy, having a focus on qualitative reporting on outcomes as well as quantitative measures, encouraging person-centred approaches to working with risk and making sure policies and procedures are in line with a personalised safeguarding approach.

'The citizens of Kirklees, irrespective of age, race, gender, culture, religion, disability or sexual orientation are able to live with their rights protected, in safety, free from abuse and the fear of abuse'

This Vision is based on these fundamental principles along with the [Joint Health and Wellbeing Strategy \(JHWS\)](#) and the [Kirklees Economic Strategy \(KES\)](#).

Our focus is on creating a culture where:

- Abuse is not tolerated
- Following the principles of 'Making Safeguarding Personal', there is common understanding and belief of what to do when abuse happens.

To make this vision a reality it is essential that agencies work together to:

- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Ensure that they safeguard adults in a way that supports them in making choices and having control about how they want to live
- Proactively take steps to stop abuse or neglect
- Ensure they have a competent and able workforce
- Raise public awareness recognising the value local communities can play in prevention and early intervention.



We work to the recognised Six Safeguarding Principles:

1. Empowerment

People being supported and encouraged to make their own decisions and give informed consent

2. Prevention

It is better to take action before harms occurs

3. Proportionality

The least intrusive response appropriate to the risk presented

4. Protection

Support and representation for those in greatest need

5. Partnership

Local solutions through services working with their communities – communities have a part to play in preventing, detecting and reporting neglect and abuse

6. Accountability

Accountability and transparency in safeguarding practice

These principles underpin the delivery of our vision.

Our key priorities and achievements

This section of the report outlines our key priorities and summarises what we have achieved over the year.

Our priorities are to:

1. Provide strategic leadership and effective collaboration including working productively across Kirklees in safeguarding adults

We are committed towards the Board and its members being visible and outward facing. We also ensure that we work effectively with other strategic partnerships.

Key achievements include:

- ✓ Continuing to work closely with other strategic partnerships on themed areas
- ✓ Joint partnership work with the West and North Yorkshire and City of York Safeguarding Adults Boards and implementation of new Joint Multi – Agency Safeguarding Adults Policy and Procedures
- ✓ Carried out engagement activities to improve our understanding of and gain evidence of community awareness of safeguarding.
- ✓ Developed an Engagement Strategy

And next?

- Continuing to strengthen links and work closely with other strategic partnerships on themed areas
- Develop the Engagement Strategy further to include Communication and to improve community involvement
- Explore alternative methods for Lay membership

2. Gain assurance that adults are safeguarded through timely and proportionate responses to concerns of abuse or neglect, with support for individuals to have informed choices

We continue to work toward Safeguarding Practice being focused on outcomes and experience, not process. And that people who have experienced harm are empowered and feel outcomes are improved.

Key achievements include:

- ✓ New Joint Multi – Agency Safeguarding Adults Policy and Procedures have been written to further strengthen the focus of safeguarding to be personalised and following the principles of ‘Making Safeguarding Personal’
- ✓ Case file audits show improvement in working towards the principles of ‘Making Safeguarding Personal’.

And next?

- Continuing to drive improvement of practice in line with 'Making Safeguarding Personal'
- Continue to undertake audits and build intelligence/data that evidence Making Safeguarding Personal principles are being applied and proportionate and timely response
- Develop ways of gaining the views of people who have experienced abuse to ensure that support follows the principles of 'Making Safeguarding Personal'.

3. Support the development of and retain oversight of Preventative Strategies that aim to reduce instances of abuse and neglect

This is an essential priority area and we continue to support work on prevention and early intervention as well as financial abuse and domestic abuse.

Key achievements include:

- ✓ Continuing to Share learning from our Safeguarding Adults Reviews
- ✓ Raised awareness in collaboration with the Kirklees Safeguarding Children Board in regards to Safer recruitment
- ✓ Held a successful network event regarding "Dignity In Care".
- ✓ Developed short film **"little things make a difference"** as part of the see me and care campaign
- ✓ Highlighted domestic abuse in particular in regards to those over the age of 50
- ✓ Delivered training on controlling, coercive or threatening behaviour in conjunction with the domestic abuse partnership
- ✓ Developed and implemented guidance on use of covert medication
- ✓ Engagement Strategy was signed off
- ✓ Contributed to the Kirklees wider prevention and early intervention work through participation in the work of the newly formed Joint Integration Board – Health, Social care and Housing.

And next?

- Continue to contribute to the Kirklees wider prevention and early intervention work through participation in this work
- Continue with networking events as a key way of engaging and getting key messages to professionals from across the system
- Re-energise 'See Me and Care Campaign' and the 'Dignity in Care' work streams
- Continue to engage with the community and implement the Communication and Engagement Strategy to raise awareness and support prevention
- Refresh self-neglect protocol and include practitioner toolkit
- Refresh Hoarding protocol
- Improve guidance on pressure ulcers and safeguarding
- Improve the Safeguarding Adults Review Framework

4. Promote multi-agency workforce development and consideration of specialist training that may be required

This year we said we continue with networking events as a key way of engaging with professionals across the system and evaluate the impact of multi-agency training.

Key achievements include:

- ✓ We have continued to run well-attended multi-agency network events
- ✓ Continued to deliver learning through our Workforce development plan
- ✓ Evaluated our delivery of workforce development and developed a Multi-Agency Learning and Improvement Framework
- ✓ Used innovative ways of delivery training for example An Old Lady Sings; delivering powerful messages about domestic abuse using performance
- ✓ Delivered training that promoted and embedded 'Making Safeguarding Personal' further
- ✓ Held a successful network event regarding dementia

And next?

- Develop methods of sharing and embedding learning from Safeguarding Adults Reviews
- Continue to embed Making Safeguarding Personal
- Develop a tool to evaluate the effectiveness of the Multi-Agency Learning and Improvement Framework

5. Gain assurance of effectiveness of partners' safeguarding arrangements and improvement plans

Last year, we said we would commence work looking at how to analyse data from our partner agencies, so we can increase our understanding of the prevalence of abuse and neglect and ensure the Board assurance mechanisms enabled it to hold agencies to account.

Key achievements include:

- ✓ Incorporate more partner performance data into the Boards Data Dashboard reports
- ✓ Commenced work on evaluating the impact of wider data sources in understanding the prevalence of abuse and neglect
- ✓ Sought assurance from Partners through holding a challenge event.
- ✓ Continued to monitor improvement plans in relation to Safeguarding Adults Reviews or similar reviews

And next?

- Continue to establish ways of analysing and interrogating data on safeguarding notifications that increase the SAB's understanding of prevalence of abuse and neglect locally that builds up a picture over time to improve the Boards Data Dashboard reports
- Commission a Peer Challenge
- Use analysis from data interrogation as the basis for recommending the commissioning of targeted audit

Work we have undertaken throughout 2017/18

This section highlights of some of the work that has been completed over the year. It is organised around the key priorities described in the previous section.

1) Leadership and collaboration

Our Independent Chair says:

“Board members are clear that as system leaders constructive collaboration with others ensures that as a strategic partnership we strive towards achieving our primary aim to keep the people of Kirklees safe The safeguarding board role is to effectively identify and challenge areas of poor practice and where unsatisfactory outcomes are identified”

Our members

We continue to build on work we started when we appointed our first Independent Chair 3 years ago to the focus being to ensure that the Board and its members are accountable, visible and outward facing. This is greatly assisted through the work of the Vice Chair, a position taken by one of the Board’s statutory partners.

The Vice Chair is appointed for a period of 3 years, and acts as deputy to the Independent Chair. This ensures consistent leadership across the partnership. In the absence of the Independent Chair, the Vice Chair will chair meetings of the KSAB, and provide impartial support and advice when requested.

The Vice Chair also plays a key part in the development of the Delivery Group by leading and chairing it, and undertakes a leadership role in the continued development of our partnership work.

The Delivery Group is a key part of the Board’s infrastructure and was created to strengthen partnership ownership of the Boards’ work. It co-ordinates the development and implementation of objectives and priorities outlined in the strategic plan, establishes Sub-Groups, Task-and-Finish Groups and public engagement arrangements, as appropriate; and helps drive the development of good practice in Safeguarding Adults work.

Our lay members have been key attenders of Board meetings and other meetings where the lay member’s perspective is crucial. They assess evidence and information provided at meetings to form views and opinions; they ask appropriate questions on issues at Board meetings and contribute to the formulation of Board decisions.



Lay membership engagement has proved to be invaluable for the board. We lost a long-standing lay member this year and attempts to recruit a new lay member have proved problematic. This has provided the opportunity to consider alternatives to the current arrangement of 2 lay members on the board and whether there are better arrangements for the future such as establishing a reference group with lay and 3rd sector representation to support the work of the board.

The Board now consistently publishes its minutes. This provides transparency of the Board's actions and achievements and those of its partner agencies. We hope this is one way, which increases public awareness of the independent nature of the Board, and how it seeks assurances from its members regarding safeguarding issues.

Working with Healthwatch Kirklees and developing our Engagement Strategy:

In last year's annual report we reported that we had broken new ground when Healthwatch independently evaluated how much learning had taken place in Kirklees following a Safeguarding Adults Review. This was a very successful exercise, which led to some further work on the SAR improvement plan.

Healthwatch now regularly support our Independent Chair and lay member at our annual Challenge Events, when partners are asked to account for the work they have undertaken. This ensures an additional level of transparency and scrutiny. We will continue to work in partnership with Healthwatch and our local third sector as we fully implement our Communication and Engagement Strategy over the coming year.

Healthwatch Kirklees is the independent consumer champion for the public in Kirklees, on matters relating to Health and Social Care. It has a seat on the Health and Wellbeing Board and contributes to feedback as part of commissioning and decision making for local Health and Social Care Services.

'Stronger together – working for a safe and healthy Kirklees' – Working effectively with other strategic partnerships and the Police and Crime Commissioner:

There are five Boards who work to promote safe and healthy communities across Kirklees. Whilst each Board has its own specific roles, the Boards also have shared values and, often, shared priorities and areas of work.

The Boards already work together in helping to keep local people safe and healthy within strong and supportive communities. At the same time, we recognise that closer, more formal links will support our work and achieve a wide range of benefits- contributing to a shared ethos of being person-centred with a focus on individual, family and community wellbeing.

The five Kirklees Boards are the Safeguarding Children's Board, the Safeguarding Adult's Board, the Community Safety Partnership, the Health and Wellbeing Board and the Children's Trust.

Safer Kirklees brings together the Council Kirklees Neighbourhood Housing, West Yorkshire Police, Fire and Rescue Service, the Office for the Police and Crime Commissioner and Offender Management Services to work with local people to collectively make Kirklees a safer place. Its work focusses on reducing crime, talking anti-social behaviour, improving confidence and protecting people from serious harm.

Protecting people from serious harm includes a wide range of areas including domestic abuse, child sexual exploitation, human trafficking, female genital mutilation and preventing violent extremism.

All of these areas require community safety partners to work in collaboration with those from Adults and Childrens to safeguard people at the earliest stage. The Kirklees Safeguarding Children Board provides the framework for making sure that effective services are provided by partner agencies, including Kirklees Council, Health Organisations, West Yorkshire Police, West Yorkshire Probation, and the voluntary/community sector, to safeguard and promote the welfare of children in Kirklees, particularly protection from harm.

Three years ago, the Community Safety Partnership and the Safeguarding Boards for Adults and Children recognised the need to work collaboratively to ensure there were effective strategic and operational connections to keep people safe and protect them from harm at the earliest opportunity.

Since then we have had some strategic workshops to take stock of the current position and identify areas where we needed to ensure we focused on. The work that we do feeds in to the outcomes of the Health and Wellbeing Boards and the Children's Trust.

As a result of this work, we ensured there were better connections with some of the areas mentioned above and for other areas we have ensured full involvement on cross cutting themes which has helped towards:

- Making each body more effective and efficient for the people of Kirklees
- Providing a better understanding of shared agendas
- Increasing co-ordination between the Boards
- Reducing duplication of work
- Making better use of time and resources
- Streamlining governance arrangements
- Developing new training opportunities.

Undertaking joint partnership work with the West and North Yorkshire and City of York Safeguarding Adults Boards

This was a root and branch review and update of the procedures to which Kirklees played a lead and active role. The new Multi–Agency Safeguarding Adults Policy and Procedures are now in place and have been fully adopted across the region. These procedures deliver effective, proportional, person centred approaches that support people to be safe and promote their wellbeing.

Interface between Safeguarding Adults Board and Domestic Abuse

A significant proportion of people who need safeguarding support do so because they are experiencing domestic abuse. Despite the clear overlap between work to support people experiencing domestic abuse and safeguarding adult work, the two have tended to develop as separate professional fields. The Care Act 2014 requires clear strategic and practice links to be made between the approaches.

Links to the Kirklees Safeguarding Adults Board remain strong and key areas of progress are:

- A short, independent report was commissioned to ensure those cases eligible for MARAC, and where the adult had care and support needs were identified and that an appropriate response was provided. Generally, the interface between MARAC and Adult Safeguarding was evident with some good practice demonstrated. However, there were also some recommendations, which are currently being considered and implemented.
- The **Safer Later Lives report** focuses on the impact of domestic abuse and older people which can often be very different because of their systemic invisibility and cultural or generational views. As a result of this, a number of practice recommendations have been taken forward.
- This also prompted two joint pieces of work to raise awareness which were planned to coincide with 2017 Safeguarding Week
 - An Old Lady Sings: a monologue performance scripted to make audience members to think about the impact of domestic abuse throughout the course on an older lady's life and the experience of this through her eyes. This was followed by an overview of the Safer Later Lives report given jointly by council and police safeguarding leads and concluded with a Q & A session with domestic abuse specialists. This was a really interactive and unique way of raising awareness of this issue which led to healthy discussions and very positive feedback.
 - Lecture by Professor Brid Featherstone (Huddersfield University) this session was to encourage attendees to consider the impact of domestic abuse across the life course. The session booked up within a day of being advertised, demonstrating the appetite that professionals have in this subject and again, excellent feedback was received.

The success of both these events has been noted and we are exploring options for being able to repeat them in the future.

Promoting a learning culture by undertaking Safeguarding Adults Reviews, and sharing the learning from them

The KSAB Safeguarding Adults Review (SAR) framework sets out the criteria for when the Board must or may commission a SAR and a menu of options for conducting one. It also includes how learning from our SARs and from other SARs nationally will be acted on in Kirklees.

We continue to share learning through newsletters and network events, and by commissioning specific pieces of work in relation to sharing learning, but this area in which the MALIF and our Communication and Engagement Strategy will make an increasing contribution.

Working with The Police and Crime Commissioner – supporting our approach to joint work

Safeguarding is a theme that runs throughout the West Yorkshire Police and Crime Plan (refreshed 2017). The Police and Crime Commissioner (PCC) sees that whilst there are distinct differences between Adult and Children’s Boards and also Community Safety Partnerships, there are also increasing opportunities for improved working together, shared strategies and problem solving. The PCC’s office continues to actively support our work with the other partnerships here in Kirklees. Our Independent Chair has periodic meetings with the PCC to facilitate good communication between the Board and his office.



Working with elected members

The Board's leadership role involves demonstrating that there is recognised and active leadership by the Local Authority on Adult Safeguarding and that elected members and officers are knowledgeable about safeguarding and keep abreast of local and national developments.

Our Independent Chair meets quarterly with the local authority Chief Executive and in addition, the Cabinet Member for Health, Wellbeing and Communities receives regular briefings around safeguarding performance, current safeguarding issues and challenges in Health and Social Care. She also receives a regular update report on key board activities and local and national developments. Cabinet members played a key leadership in our launch of Safeguarding Week.

As in previous years, the KSAB Annual Report was presented to the Health and Wellbeing Board and The Health and Social Care Scrutiny Panel.

Safeguarding issues have continued to be an important part of development opportunities for Councillors. Core Safeguarding training on the role of Councillors was offered to all new Councillors in 2016. This will continue to be part of induction packages to ensure that all new Councillors have an early introduction to Safeguarding issues and understand their role and how to respond appropriately. A core session was also held in March 2017, targeted at the few Councillors who had been unable to attend previous sessions. A further core session took place in July 2017. A series of factsheets on cross cutting themes, such as Human Trafficking and Female Genital Mutilation are being developed on a range of subjects for elected members.

Continuing our links with NHS England

NHS England has been a member of the Kirklees Safeguarding Adults Board for some years. It is the policy lead for NHS Safeguarding, working across Health and Social Care, leading and defining improvement in Safeguarding practice and outcomes. It has an assurance role for Safeguarding in healthcare and also in sharing and promoting best practice. The Government sets out a number of objectives relating to safeguarding which NHS England is legally obliged to pursue.

These are set out in the revised **Safeguarding Vulnerable People Accountability and Assurance Framework** published by NHS England in July 2015.

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2) Assurance that adults are safeguarded and supported to have choice

~ A moment to reflect ~
Making Safeguarding Personal
– What does good look like?

Making Safeguarding Personal means adult safeguarding:

- is person-led
- is outcome-focused
- engages the person and enhances involvement, choice and control
- improves quality of life, wellbeing and safety.

Making Safeguarding Personal must not simply be seen in the context of formal safeguarding enquiries but in the whole spectrum of safeguarding activity, including prevention.

These statements, provided by the Department of Health, are a useful aid for us to reflect on our practice - wherever we work;

'I am asked what I want as the outcomes from the safeguarding process and these directly inform what happens'

'I receive clear and simple information about what abuse is, how to recognise the signs and what I can do to seek help'

'The least intrusive response appropriate to the risk presented'

'I am sure that the professionals will work in my interest, as I see them and they will only get involved as much as needed'

'I get help and support to report abuse and neglect. I get help so that I am able to take part in the safeguarding process to the extent to which I want'

'I know that staff treat and personal and sensitive information in confidence, only sharing what is helpful and necessary'

I am confident that professionals will work together and with me to get the best result for me'

'I understand the role of everyone involved in my life and so do they'

Making Safeguarding Personal (MSP) is the key driver in making sure that adults are supported to have a choice. It is about making sure that people are at the centre of and are better informed about what Safeguarding is. The Care Act reinforced the key principles of MSP, by requiring person centred practice.

A part of national work underpinning this is 'The Making Safeguarding Personal (MSP) Temperature Check' which was commissioned by the Association of Directors of Adult Social Services. This was undertaken in the form of a 'coaching conversation'. Kirklees, along with many other Local Authorities, participated in this project.

The Board has a responsibility to assure itself that an effective and accountable safeguarding system operates within Kirklees. This includes having an assurance that the partnership complies with the implementation of government guidance and legislation and implements recommendations from major national reviews.

Key Highlights:

- **Joint Multi-Agency Safeguarding Adults Policy & Procedures**

The **Combined Area Multi-Agency Safeguarding Policy and Procedures** have undergone a substantial review this year bringing it up to date, incorporating changes to Care Act Guidance which have come about since the Care Act was first introduced and other linked agendas. We worked collaboratively with 6 other Safeguarding Adults Boards (Leeds, Wakefield, Calderdale, Bradford, North Yorkshire and City of York) and all have adopted this policy and procedures so that there is consistency across the combined area in the way in which adults are safeguarded from neglect or abuse.

Briefing sessions were held across Kirklees for all staff working in the sector to alert them to the key difference between the old and new policy and procedures.



- **Audit Activity:**

In order to gain assurances about the adherence to policy and procedures and that adults are safeguarded in a way that gives them choice, adherence to Making Safeguarding Personal there is a range of audit activity that has taken place over the year.

Key themes of audit activity included:

- Quality of recording
- Management of risk and protection planning
- Proportionality/ reasoned decision making and appropriate intervention signposting and actions taken
- Appropriate involvement of agencies
- Appropriate use of procedures
- Use of Mental Capacity assessments
- Use of advocacy and providing appropriate support
- Views of the person or organisation alleged to have caused harm
- Checking the adult at risk was the focus of the intervention following principles of Making Safeguarding Personal (MSP)
- Checking the adult at risk was supported, listened to and their outcomes were met

The audits have shown improvement in practice and recording. Practice is following the principles of: Making Safeguarding Personal; ensuring people are supported, mental capacity is being considered, as well as multi-agency involvement. There is continued work to ensure monitoring and improvement that ensure the adult at risk is the focus of any work.

There have been two specific audits which have been looking at the interface with Safeguarding Adults and Domestic Abuse. The audits revealed there was effective multi-agency working with significant information sharing and joint work as part of the MARAC and safeguarding processes and where safeguarding procedures have been exited appropriately and the case continued to be supported through the MARAC response. Furthermore a recommendation was made to ensure that the recording system for concerns prompted practitioners to consider domestic abuse and MARAC at the point of initially working with people. The second audit findings revealed that practitioners in these circumstances were considering domestic abuse and the local authority recording system had robust prompts to remind people to consider domestic abuse as part of dealing with safeguarding concerns.

Furthermore, audit activity and the KSAB challenge event focused on Making Safeguarding Personal.

- **New recording systems**

Adult social care supported to ensure recording systems and practice focuses on making safeguarding personal. This included new forms, learning events and follow on audit activity.

3) Preventative Strategies

Learning from our Safeguarding Adults Reviews

The Board has continued to give high profile to work on preventing abuse and neglect. By developing a series of strategies to prevent abuse or neglect, and by supporting a number of initiatives, including learning from Safeguarding Adults Reviews, we aim to improve the quality of care and prevent safeguarding issues arising in the first place.

When an adult who needs care and support either dies or suffers serious harm, and when abuse or neglect is thought to have been a factor, Kirklees Safeguarding Adults Board needs to undertake a Safeguarding Adults Review.

Sometimes Safeguarding Adult Boards will also arrange for a SAR to take place in other situations where they feel there need to be lessons learnt about the way organisations worked together to support the person who suffered harm.

The KSAB have published a Safeguarding Adult Review (SAR) and improvement plan following the death of Mr G. The actions on the improvement plan have all been carried out.

This case involves a white British adult male (Mr G) who suffered a brain injury due to hypoxia during a cardiac arrest in 2008 / 2009; this resulted in him requiring constant care and support. Mr G moved in with his brother, Male M and Female P in their home in Kirklees. There had been no contact between the brothers for up to 20 years.

Male M and Female P have multiple convictions for various offences including fraud, theft, assault, and burglary; there are also many safeguarding and domestic violence records relating to them both on West Yorkshire Police's local system.

Mr G was referred to Kirklees Adult Social Care and some services were provided. During a period of time MR G absconded and was found and discharged to Male M's care.

Social Care Assessment requested by Mr G's GP and a safeguarding concern relating to a facial bruise was received from the day care service by Kirklees Adult Social Care

A further anonymous safeguarding concern received on by Kirklees Adult Social Care, regarding care and treatment concerns of Mr G and a facial bruise.

Home visit by Kirklees Adult Social Care. Mr G found to be cold and unwell; admitted to respite care. Admitted to Intensive Care Unit with septicaemia. A few days later Mr G died. A forensic Post Mortem determined the primary cause of death to be peritonitis, and malnutrition as a secondary cause.

The report and improvement plan can be found on the [Kirklees Safeguarding Adults](#) webpage.

The Safeguarding Adults Board has been kept apprised of this piece of work because of the crossover with the Safeguarding Adults Review. A number of other actions have been undertaken by partner agencies and the Board is still monitoring improvements made. They include multi-agency actions to improve coordination of all the different services there are to support Care Homes, to prevent issues of abuse in care settings arise in the first place, and to provide a better coordinated response if a Care Home sadly closes.

The Board is still maintaining an oversight of a recommendation from a Serious Case Review published in 2014, where an elderly man with dementia (Mr F) died in tragic circumstances.

The Dementia Challenge in Kirklees: A joint dementia strategy, (2015 - 2020) incorporates a comprehensive action plan, which sets out the actions required to improve the health, wellbeing and experience of services by individuals living with dementia and of the people who care for someone living with dementia and the recommendations identified following this Serious Case Review.

Continuing to support a partnership approach to Early Intervention and Prevention

Last year we committed, through the work across the 3 Boards, to ensure the KSAB supports the work of the council's Early Intervention and Prevention Programme (EIP).

EIP aims to address problems at the earliest opportunity before they escalate, to work in partnership to improve outcomes for everyone, and help more people in the most appropriate way with the limited amount of money available to public bodies. It involves doing things differently; focusing more on prevention as well ensuring people are kept safe. The Board continues to receive regular updates on the Early Intervention and Prevention approach and to work to support and influence this work programme.

Refreshing the 'See ME and Care' campaign

Kirklees Safeguarding Adults Board began the first 'See ME and Care' campaign in 2013, with phase 2 following soon after in 2014.

A key prevention approach - The campaign (targeted at health and social care workers) is about challenging poor practice in care and promoting a message for staff about treating people how you would want your own family and friends to be treated. It is part of the continuing work to promote Dignity In Care and to prevent adults at risk being abused. In 2014 the campaign focused on sharing good practice and was widened to include other partner agencies, re-enforced by training and awareness programmes for staff.

Following a positive evaluation of the most recent campaign, the Board decided to refresh the campaign and the brief was to make it relevant to everyone.

Everyone has their own part to play in the lives of others, be they; care workers, the police, mobile library staff, boiler repair men, housing staff, people coming to read the utility meter, neighbours - everyone.

With this in mind, KSAB teamed up with Curtain Up Players (a local community drama group) and Huddersfield based media company, Quickfoot Films, to produce a short film.

Written and performed by members of Curtain Up Players, the film highlights a very real situation that could, and does happen every day in family life.

The powerful message “Little things make a difference” can be viewed at www.kirklees.gov.uk/seemeandcare.

The Board extends special thanks to Curtain Up Players for taking time to be part of this campaign.

Many issues can be dealt with quickly and resolved immediately. The ‘See ME and Care’ campaign encourages staff to take responsibility for their actions, noticing when things are not quite right, challenging others and taking action, and if necessary raising the issue with their manager.

As part of this campaign the Board has a checklist ‘Early Indicators of Concern Form’ to be used by professionals across the Safeguard Partnership when visiting care settings within Kirklees.

The information from these forms is collated by partner agencies and used to form an overview of practices within care settings. This is a really useful way of addressing and recording concerns about poor practice before it becomes abusive.

Promoting safer and value based recruitment

One of the areas where we can focus on when thinking about preventing abuse happening is in encouraging safe recruitment practices for all. KSAB jointly with the Kirklees Safeguarding Children Board actively promote helpful advice to ensure effective and safe recruiting.

We published a ‘Spotlight on Safer recruitment’ feature which was shared online, and circulated via the KSAB newsletter to all relevant and interested staff and partner agency contacts. The feature included information about SAFER jobs; a non-profit organisation created by the Metropolitan Police and supported by DWP and other government and industry organisations, which raises awareness and combats criminal activities that may be attempted on those seeking a job, those within the recruitment industry or through the services provided by the industry. It also include comprehensive information on writing job adverts which clearly displays dedication towards safeguarding and safer recruitment, shortlisting candidate, interviewing candidates, pre-appointment checks and the candidate’s induction.

Partnership approach to communications the use of social media

KSAB carried out extensive research into social media practices of Safeguarding Adults Boards nationally and the merits of using a variety of platforms, linking in with Healthwatch to seek

their views and advice in relation to their experience. The resulting report presented all findings to the board which concluded that because SABs are an umbrella for the partner agencies who work together to safeguard Adults, SABs do not need their own social media accounts but instead should tap into pre-existing groups/sites. The following recommendations were proposed in the report and were agreed:

- KSAB utilises partner media Twitter and Facebook accounts
- KSAB encourages partner agencies to use their accounts more
- KSAB provides partner agencies with material to share to their followers
- KSAB produces an annual calendar/timetable highlighting key messages to share
- KSAB should compile a list of groups outside the partner circulation to reach more people.

Monitoring Deprivation of Liberty pressures

Deprivations of Liberty Safeguards (DoLS) are part of the Mental Capacity Act 2005. The aim of DoLS is to ensure that if a person's life is being so restricted that their liberty is taken from them, there should be an independent assessment and authorisation process for the deprivation.

DoLS is a lengthy and complex process which if not followed precisely can lead to individuals, particularly in care home and hospitals, being unlawfully deprived of their liberty. This is a breach of Article 5 of the Human Rights Act.

The Board has had an approach for a number of years now where any work around Mental Capacity has been integrated into the work of its sub-groups, and any activity around Deprivation of Liberty Safeguards (DoLS) has been reported as part of the Annual Report.

There continues to be a significant national increase as a result of a Supreme Court Judgement which widened the pool of those who might be considered to be deprived of their liberty. The Local Authority, who leads on this process, has undertaken specific actions to monitor activity and risk assess the demand. The Board has ensured it is regularly updated about the impact of the continuing increase in the number of Deprivation of Liberty Safeguards (DoLS) applications being received by the Council and the risks associated with this increase.



4) Multi-agency workforce development and specialist training

Feedback from practitioners who have attended our training.

Safeguarding Adults at Risk - Undertaking Enquiries in the Workplace:

"The training was the most interesting/useful training I have attended for a long time. The different teaching methods used encouraged a high level of engagement. Really enjoyed, even though a difficult topic."

Safeguarding Adults at Risk - Basic Awareness:

"It's good to have a refresher in Safeguarding as I have learnt something new, which has changed since I last attended."

Hoarding Awareness:

"Very interesting. Plenty of time for discussion. Heather is very good and as it is her role was able to give examples of real life situations. Very good and informative."

Multi-agency workforce development and specialist training

Training in 2017 – 2018

The Training Sub Group aims to deliver and implement a strategic approach to workforce development and learning, support partner agencies in raising the skills and competencies of staff and volunteers, and promotes inter agency collaboration.

It also contributes to the implementation of multi-agency policy, procedures and guidance to safeguard adults at risk from abuse or neglect in Kirklees, and help them to live a life free from abuse and neglect.

The sub group oversees the development of the board's workforce development plan and ensures all training it commissions or delivers is consistent with policy and promotes best practice. It also ensures that Mental Capacity Act (MCA) and Making Safeguarding Personal are integral to the delivery of all safeguarding learning events. It links to other areas of training, for example Dignity in Care and Deprivation of Liberty and also focuses on learning from our Safeguarding Adults Reviews.

It works in partnership with the Kirklees Safeguarding Children Board training work stream and Kirklees Community Safety Partnership on shared agenda/delivery where appropriate.

Multi-agency learning is complex, and the Care Act enables Boards to rethink the approach laid down in 'No secrets' statutory guidance of 2009. Last year the sub group commenced a major piece of work on evaluating the whole multi-agency approach to learning, and to develop a learning framework to help the Board have a more up to date approach. This year the Training Sub Group have been focusing on how to action the recommendations from the evaluation and put into practice the learning framework. The next section summarises key safeguarding training activity for 2017 – 2018.

Key workforce development achievements 2017 – 2018

Joint Multi-Agency Safeguarding Adults Policy & Procedures West Yorkshire, North Yorkshire and York

In April 2018 the new Joint Multi-Agency Safeguarding Adults Policy & Procedures were launched. To support the implementation a series of Train the Trainer events and briefing sessions were delivered.

All adult safeguarding courses were updated to reflect the changes with a particular focus on Making Safeguarding Personal (MSP) and ensuring Mental Capacity is considered. The updated courses aim to give professionals the skills and confidence to assess, report and support adults at risk of abuse. The courses are available to all partners of the KSAB with a particular focus on the voluntary and smaller private sectors who may not have the resources to provide this essential training. The Safeguarding Adult's Basic Awareness Workbook has also been updated to reflect these changes.

Multi Agency Learning Improvement Framework (MALIF)

Professionals and organisations involved in safeguarding adults work need to reflect on the quality of their services and learn from their own practice and that of others. Good practice should be shared so that there is a growing understanding of what works well. Conversely, when things go wrong there needs to be a rigorous, objective analysis of what happened and why, so that important lessons can be learnt and services improved to reduce the risk of future abuse and neglect. In March 2017 the Training Sub Group developed the MALIF to support this objective and to provide a framework for further developing learning cultures across the partnership. Its effectiveness and implementation will be reviewed in December 2018.

Learning from our Safeguarding Adults Review (SAR)

The KSAB Safeguarding Adults Review Framework sets out the criteria for when KSAB must or may commission a SAR; a menu of options for conducting SARs, guidance on how adults at risk and their families and staff involved will be supported in SARs; how learning from our SARs and from other SARs nationally will be acted on in Kirklees.

The KSAB published a report following its serious case review concerning Mr G in 2017. The lessons from this have been incorporated into adult safeguarding courses and further briefings are planned for 2018.

The Safeguarding Adults and Dignity in Care Networks

The Safeguarding Adults and Dignity in Care Networks are now well established with regular attendees and a wide range of representation from organisations across Kirklees. The events continue to attract over 100 attendees, who enjoy the opportunity of new learning and to reflect upon their own practice. The 2017 DIC Network focused upon 'Promoting Dignity to Avoid Institutionalised Care'.

The board is grateful to all those who give freely of their time to speak and on occasions, travel considerable distance, to ensure the continued success of our Network Events.

Forced Marriage, Female Genital Mutilation and Honour Based Violence (FM, FGM &HBV)

The Kirklees FGM strategy 2016 produced by Kirklees Safeguarding Adults Board, Kirklees Safeguarding Children Board and Community Safety Partnership is focused on preventing FGM through education, and identifying women and girls at risk so that they can be protected from harm. Throughout 2017 / 2018 briefings on FM, FGM and HBV were delivered and further sessions are planned. This is in line with government guidance that all practitioners who work with affected women and girls, or those at risk, and with their families should receive education and training.

Controlling Coercive Behaviour in an intimate or family relationship (CCB)

The Care Act requires us to consider domestic abuse as a form of adult abuse. This means we need to think much more closely about our practice and make links between what were often, two separate areas of work. The latest area for us to reflect on is how much we know about controlling and coercive behaviour in an intimate or family relationship - it is now included as an offence. Throughout 2017 briefings on CCB were delivered to front line professionals and further sessions are planned. All adult safeguarding courses have been updated to ensure that the impact of CCB is understood and taken into account during assessment of adults with care and support needs. Oversight of the effectiveness of partners' safeguarding arrangements and improvement plans.

5) Oversight of the effectiveness of partners' safeguarding arrangements and improvement plans

Our Independent Chair says:

"As an effective strategic partnership this is a fundamental role for the board. We must act at arms lengthly and ensure that we challenge poor practice and do all we can to facilitate improvement".

The KSAB have continued to seek assurances of safeguarding arrangement and monitor improvements plans. The structure of the KSAB allows for the relevant sub groups to ensure improvement plans are completed and are reportable to the Delivery Group. Completed improvement plans are signed off by the KSAB

Our Independent Chair

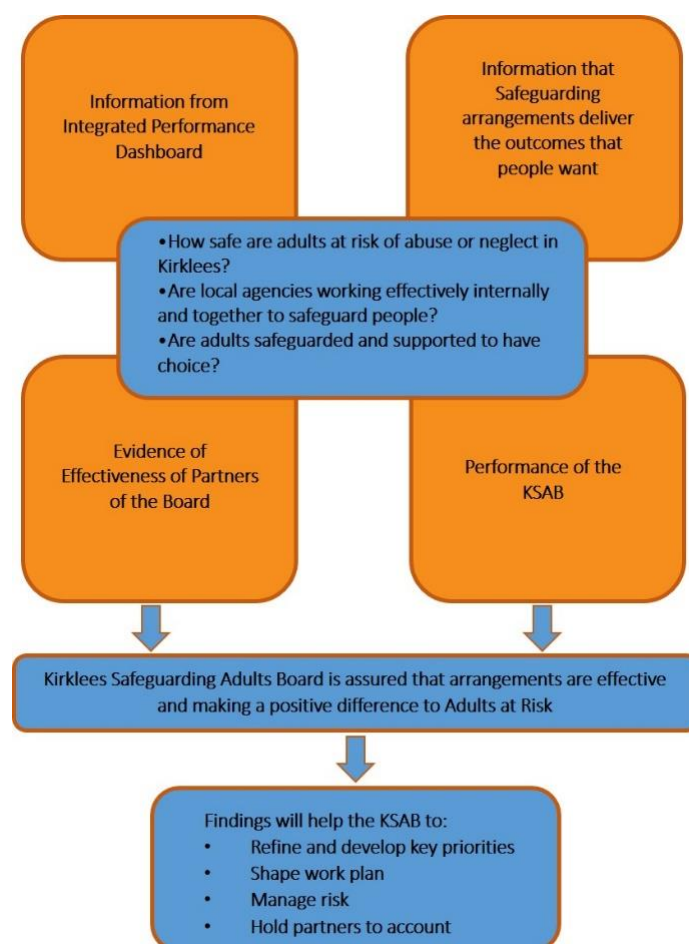
In accordance with Care Act guidance, the Independent Chair reports quarterly to the Local Authority Chief Executive about the work of the Board, including presenting the Annual Report to the Health and Wellbeing Board and to Scrutiny Panel.

Quality Assurance Framework

The Quality Assurance Framework is designed to enable the board to check that Safeguarding arrangements are effective and are delivering the outcomes that people want. The framework is the mechanism by which the board will gain assurance of the effectiveness of the Safeguarding work of statutory and other partner agencies, and that the board is meeting its key priorities.

The Quality Assurance Framework ensures that there are methodologies in place to ensure performance. It enables the board to triangulate a variety of information, both about quantity and quality, from different sources to objectively evaluate the effectiveness of arrangements, rather than relying on a single means of assessment.

The Framework consists of 4 key areas, which are all interlinked.



Integrated Performance Dashboard

The KSAB has a Performance Dashboard which is continually being improved to ensure the KSAB has ways of analysing and interrogating data on safeguarding notifications that increase the SAB's understanding of prevalence of abuse and neglect locally that builds up a picture over time.

Are Safeguarding arrangements delivering the outcomes that people want?

As well as audit activity that has taken place over the year which has shown safeguarding practice continues to improve and ensuring in MSP is embedded in to practice, the KSAB now have an Engagement Strategy which has been implemented with ongoing work to establish links with users and the community. There has also been ongoing work to ensure learning from Safeguarding Adults Reviews (SARs) and other similar reviews is evaluated and embedded into service and practice.

Evidence of Effectiveness of Partners of the Board

This year the Board Challenge Event was led by the Independent Chair and supported by the Director of Healthwatch Kirklees. At this event Board members are asked to account for performance in their own agencies – particularly in the area of Making Safeguarding Personal. Feedback has been incorporated into the update of the 3-year strategic plan.

All members of the Board were asked to complete a self-assessment tool and this formed the basis of the challenge event undertaken in February

Key themes arising from self-assessment and further exploration through challenge event

MSP is being embedded across the partnership, however there is still work to be done

It was said that whilst organisations felt that staff were working to the principles it was difficult to evidence this through recording.
Some comments made:

- *Still work to be done*
- *General assumption that all frontline staff apply MSP in their work – poor recording may not reflect this. Changes in way of recording are required*
- *Mandatory inclusion in training to new starters, slow roll out to long serving staff*
- *Culture change - recognition that it needs to become part of culture not box ticking exercise (constant relaying of MSP message)*

Dissemination of learning from Safeguarding Adults Reviews

Organisations are able to evidence a wide range of excellent channels of sharing learning in regards to SARs, but few were able to evidence effectiveness of learning from messages relayed.

Main channels used across the partnership:

- Newsletters
- Business unit reports
- Governance meetings
- Forums
- Training evaluations/supervision
- Learning lessons events

Some comments made:

- *Some policy change has resulted from shared learning*
- *Looking at ways of ensuring shared learning is effective and embedded – culture change*
- *Uncertainty on whether learning is getting to frontline staff*

Key areas that partners deemed as amber were discussed:

- **Strategy**

Partners are looking at their organisation's safeguarding strategy and implementation plan; requiring further work, updating or developing.

- **Systems**

Implementation of planned prompts into internal systems to assist their staff in recording Safeguarding and in particular MSP

- **Training**

Look at training versus effectiveness

Changes to training in relation to competency of dealing with safeguarding

Key collective themes partners are planning to develop over the coming year:

- Embedding MSP into daily work routine
- More involvement with cross cutting agendas
- System changes for recording purposes
- Mental Capacity Act and self-neglect
- Revised training plans
- Safeguarding at Leadership meetings

Performance of the KSAB

The KSAB and its sub groups have been well attended and by the appropriate members. The work has been delivered to the strategic plan. There are plans to have an independent peer review in 2018/19.

| Agency | Attendance (percentage) | | | | |
|---|-------------------------|----------|------|------|----------|
| | Board | Delivery | SAR | Q&P | Training |
| Chair - Mike Houghton-Evans | 75% ¹ | N/a | N/a | N/a | N/a |
| Kirklees Council - Safeguarding Adults Partnership Team | 100% | 100% | 100% | 100% | 100% |
| Kirklees Council – Economic Resilience - Housing Services | 100% | N/a | 83% | 75% | 0% |
| Kirklees Council - Director of Commissioning, Public Health and Adult Social Care | 75% | N/a | N/a | N/a | N/a |
| Kirklees Council - Social Care and Wellbeing for Adults | 75% | 83% | 100% | 75% | 100% |
| Kirklees Council - Legal Services | 75% | N/a | N/a | N/a | N/a |
| Calderdale and Huddersfield NHS Foundation Trust | 100% | 25% | N/a | 50% | 75% |
| Greater Huddersfield & North Kirklees Clinical Commissioning Groups | 100% | 100% | 67% | 75% | 50% |
| The Mid Yorkshire Hospitals NHS Trust | 75% | N/a | N/a | 100% | 100% |
| South West Yorkshire Partnership NHS Foundation Trust | 100% | N/a | N/a | 75% | 50% |
| West Yorkshire Police | 100% | 67% | 67% | 50% | 50% |
| West Yorkshire Fire and Rescue Service | 75% | N/a | N/a | N/a | N/a |
| Locala Community Partnerships | 100% | N/a | N/a | 75% | 75% |
| NHS England | 100% | N/a | N/a | N/a | N/a |
| General Practitioner | 0% | N/a | N/a | N/a | 0% |
| Lay Membership ² | 75% | 100% | N/a | N/a | N/a |

¹ There is a deputy chair that covers when the chair is unable to attend

² Lay membership - 25% of KSAB and 33% of Delivery Group attendances provided by written comments rather than physical attendance (pre-agreed)

Resourcing the Kirklees Safeguarding Adults Board

Statutory partners share the cost for the effective operation of the board. The following report was received and approved by the KASB in April 2018.

The board is a statutory formal strategic partnership and resourcing of the board and its work is a partnership responsibility. This is separate to partners' individual safeguarding responsibilities. Resourcing the work of the board can be through financial contribution as well as in kind e.g. though providing human resource input or venues.

It is the responsibility of the Local Authority to work with partners to ensure that there is an

effective safeguarding board in place. The capacity to support the board will ultimately rest with the Local Authority. In accordance with the Care Act, partnership funding will therefore contribute to this capacity.

As a strategic partnership it is important that the board infrastructure, sub-groups and task and finish groups are seen as a partnership responsibility both in sharing the chairing of these groups and ensuring appropriate participation.

It is important to have a clear understanding of the resource requirements to ensure the board can operate effectively and deliver the agreed work programme. This is the basis for agreeing contribution levels required with partners and should be reviewed annually as the work programme is agreed.

The KSAB Strategic Plan 2017-20 outlines the main areas requiring partner support and investment, which are as follows:

- Development, review and updating of local policies and procedures
- Board professional and administrative/secretarial support
- Support to task-and-finish and sub-groups, including engagement activity
- Ensuring capacity for multi-agency training and development
- Providing the Board with Quality and Assurance reports through the preparation and analysis of data provided by all partners
- Legal advice to the Board
- Funding of the Independent Chair
- Costs associated with commissioning Safeguarding Adults Reviews
- Themed audits commissioned as determined through the Board
- Independent evaluation of effectiveness of changes introduced following Safeguarding Adults Reviews

Not included in the in the Gross Expenditure is the continued requirement for additional partner's infrastructure resources utilised to support the Board - for example; dedicated input for collection/coordination/analysis and preparation of partnership data is essential to enable the Board to deliver its statutory quality and safety assurance role provided by the business performance unit, legal advice to the KSAB provided by Kirklees legal services. Equally, promotion of the board's work through the use publicity, materials, and occasional campaigns aimed at preventing abuse and having an effective on-line presence is essential.

Agency achievements

Kirklees Council Adult Social Care

Clearer understanding of end to end system with practitioner led re-design work, now becoming embedded

Independent review reported "Good screening - leading to good decision making", "Experience, consistency and proportionate responses are evident" "Senior Safeguarding Consultants received as a positive resource". "Maximise the opportunity for reflective practice and develop practice standards to support new model" and "Continue to embed MSP and support partners to embed MSP"

Clearer understanding of operational pressures and performance, some improvement but challenge remains

Increased emphasis on locality working offers opportunities to improve prevention and partnership working

Recent Peer review challenged the importance of co-production with people who use services and their carers

Joint work with the 2 Kirklees CCGs to create a single approach to Quality Assurance and investment in the care home sector including 'Early Support'

Domiciliary care contracts have been retendered - greater focus on quality, personalisation with financial investment to improve pay, training and working arrangements

Continued system leadership in embedding new ways of working, through ensuring safeguarding is promoted and understood across all social work teams

Continue to embed an organisational (and partnership) culture of quality improvement and 'no surprises', through opportunities for learning from incidents and reviews

North Kirklees and Greater Huddersfield Clinical Commissioning Groups

Developed a 'Covert Medications' guide. Development of care home early intervention policy

Scrutiny of safeguarding arrangements and improvement plans with commissioned providers

Developed a suite of template policies for GP Practices to utilise including: MSP, MCA/DoLS, Prevent, Domestic abuse Facilitate the Health Alliance: for staff working in main provider safeguarding roles

Bi-annual GP Safeguarding Leads meetings. Developed a Safeguarding Adults at Risk workbook to support practice staff

CCG Safeguarding Team were audited in 2017 to provide assurance that the CCG comply with the NHS England guidance' Assurance was delivered in all areas audited

Engaged in work to deliver safeguards to people who are health funded and living within supported living arrangements and may be being deprived of their liberties.

Continued to deliver work supporting the progression of DoLS applications to the Court of Protection for NHS funded clients.

We Chair and participate in the Delivery Group, and have continued engagement with all the main subgroups of Board

West Yorkshire Police

Continue with dedicated adult safeguarding team consisting of a DI, 3 DS and 29 Constables and all safeguarding matters within the District are referred to the Police Adult Safeguarding Unit for further assessment and dissemination

All safeguarding matters within the District are referred to the Police Adult Safeguarding Unit for further assessment and dissemination and Successful prosecutions for crime related offences

We work towards the protecting and safeguarding vulnerable adults as a key priority as well as supporting victims and witnesses by tackling crime and making sure offenders are dealt with appropriately

We proactively deliver on WYP Strategic Plans

3 dedicated misper coordinators

Working towards a dedicated domestic abuse team

All front line officers have been trained domestic abuse and vulnerability and this is a rolling training programme

Increase in MH nurses physically being present in the Police Control Hub at peak periods

DRAMM established and now co-located within MASH/ Front Door for children

The DRAMM is a daily meeting taking place Monday to Friday due to partner commitments, albeit it should be spread out to 7 day cover. The DRAMM assess all medium and high risk DV incidents and is in effect a strategy meeting to address the action that should be taken

| Kirklees Council Housing Services | Calderdale & Huddersfield NHS Foundation Trust | South West Yorkshire Partnership NHS Foundation Trust |
|--|---|---|
| <p>We have around 40 members of staff from both Housing Services and KNH, who have come forward to take on a safeguarding “champion” role</p> | <p>Policies on Domestic Abuse, Adult Safeguarding and Supervision have been updated</p> | <p>SWYPFT have been accredited with the West Yorkshire Quality Mark in relation to our training package for domestic abuse and our policies to support both service users and staff</p> |
| <p>Our champions act as a “go to” person for their team or area of work. Their role is to raise awareness and offer signposting and guidance not to take on cases directly</p> | <p>Implemented MCA/DoLS training and reviewed level 3 Adults safeguarding training package</p> | <p>The Safeguarding Team have co-produced and delivered ‘Parental Mental Health’ training with the Local Authority Families Team, Kirklees</p> |
| <p>Our champions have developed a number of fact sheets and information resources, held awareness raising activities, regularly contribute to staff newsletters and recently, organised and held the first Champions Network</p> | <p>Actively involved throughout Safeguarding week</p> | <p>In March 2018 SWYPFT hosted a Safeguarding Conference which focussed on Human Trafficking, CSE, raising awareness of people with Learning Disabilities around the potential for exploitation and issues of consent, Radicalisation and Honour Based Violence</p> |
| <p>Reviewed KNH processes in relation to recording, monitoring and reviewing Domestic Abuse including MARAC. Workshops to explain the purpose of MARAC and the process took place in November 2017. This resulted in improved early intervention and risk management of medium to high risk cases at MARAC</p> | <p>Hosted a Trust wide event - Mental Capacity and Mental Health in the acute setting</p> <p>Implemented MCA/DoLS training as part of the Essential Skills Framework</p> | <p>The Safeguarding Team have merged the adult and children’s safeguarding link professional forums and opened these forums up to partner organisations, thus promoting a rich and diverse body of experience and expertise</p> |
| <p>Work is underway with the champions to produce a workflow/flowchart which can be to logging of all DA concerns accurately and identify partners who can support customers</p> | <p>A team member won the CHFT Star award for innovative practice – setting up the Domestic Abuse Hub in Calderdale. Received Chief Superintendent Commendation Award for this contribution</p> | <p>The Safeguarding Team have merged the adult and children’s safeguarding link professional forums and opened these forums up to partner organisations, thus promoting a rich and diverse body of experience and expertise</p> |
| <p>KNH have completed a self-assessment identifying good practice and areas for improvement around supporting tenants and staff experiencing domestic abuse. KNH have committed to achieving the West Yorkshire Domestic abuse quality standard and expect to achieve this by the end of 2018</p> | <p>Implemented a Trust wide Network of Safeguarding Champions</p> <p>Improved Safeguarding and Prevent Health Wrap training compliance at all levels. Deliver NICE guidance Domestic Abuse training</p> | <p>The Safeguarding Team developed a self-neglect/hoarding presentation following a serious incident to enable staff to learn from the incident and support them with future decision making</p> <p>SWYPFT supported West Yorkshire Safeguarding Week; delivering a presentation on “Perinatal mental health and Safeguarding”</p> |
| <p>Awareness raising and case studies highlighting best practice for MSP, Hoarding and self-neglect have been featured in briefly speak and staff matters as part of the communication strategy. This has improved KNH understanding and knowledge in these areas</p> | <p>Developed monthly virtual newsletter delivering key messages</p> | <p>The Safeguarding Team developed a self-neglect/hoarding presentation following a serious incident to enable staff to learn from the incident and support them with future decision making</p> <p>SWYPFT supported West Yorkshire Safeguarding Week; delivering a presentation on “Perinatal mental health and Safeguarding”</p> <p>The Trust exceeded the new 85% training target for PREVENT as set by NHS England and achieved 93% and have produced a case study for NHS England to utilise in training</p> |
| <p></p> | <p></p> | <p>The Safeguarding Team have produced and disseminated a number of briefings around a number of subject areas, including Harmful Sexual Behaviour, Parenting as an abuse Survivor and Sexual Exploitation of boys and young men</p> |

Mid Yorkshire Hospitals NHS Trust

Established a mechanism to record all contacts and queries received by the Safeguarding Adult team from staff within the organisation

Positive feedback from (CQC) following their inspection of the Trust in May 2017 regarding the safeguarding function in the Trust. The CQC noted that staff knowledge of MCA and DoLS was good

Awarded an outcome of 'Significant Assurance' by Audit Yorkshire following their audit of safeguarding in 2016, which was also rated 'Significant Assurance'

Developed a mechanism whereby In-patient areas can submit requests for DoLS authorisations to the Safeguarding Team electronically whilst retaining the ability to see these requests

Improved compliance with PREVENT WRAP3 awareness across the Trust to 62% (March 2018) from a figure of 28.5% March 2017)

Maintained levels of compliance with Safeguarding Adult training throughout the year – 95% for Level 1 and 82% for Level 2 (March 2018)

Continued to provide 'reasonable adjustments' for in-patients and elective surgical procedures for people living with a Learning Disability, with positive feedback from patients and carers

Continued to work with the Mental Health Act Offices at South West Yorkshire Partnerships NHS Foundation Trust to maintain compliance with the requirements of the Mental Health Act

Was a key partner in the planning and delivery of Safeguarding Network events in Kirklees and Wakefield

Maintained strong partnership work with Kirklees adult social care through undertaking case file audits with the local authority to quality assure the safeguarding response.

Locala Community Partnerships

The Safeguarding Adults at Risk Policy was updated this year to included information how to respond to self-neglect, hoarding concerns and early indicator of concerns

A revised safeguarding template was introduced into all adult service electronic health records that promotes person centred care in line with Making Safeguarding Personal when concerns are identified

A data base of early indicators of concerns has been maintained and the information provided to the Care Home Early Support and Prevention Group Meeting

An adult core assessment template was introduced from September that incorporates a consent page with explicit reference to the Mental Capacity Act to support practitioner assessments

Safeguarding team developed a process where all incidents where adult safeguarding concerns have been indicated have been reviewed to ensure all appropriate actions have been taken and followed up if further intervention is required

Flow charts and procedures on safeguarding adult issues e.g. what to do if you are worried about an adult at risk, DoLS, Forced marriage etc. were developed and are readily available to all colleagues on the staff intranet

Worked closely with operational managers to promote the safeguarding adult agenda within the business units. Used multiple ways of disseminating learning from incidents e.g. patient safety summits, electronic newsletter and briefings

West Yorkshire Fire & Rescue Service

WYFRS) Safe and Well Visit programme was launched in April 2017. We continued to deliver fire prevention safety advice but extended focus to include the identification of additional risk factors and vulnerabilities that may have adverse impact on an individual's health and well-being

These visits resulted in the fitting of appropriate interventions or equipment, tailored advice and information and referrals to specified partners for targeted support The additional areas of risk that we and our partners in identified are: Falls and Mobility; Smoking cessation; Cold homes; Crime prevention; Social isolation

The Safe & Well Programme has already strengthened our links with Adult Social Care and Safeguarding in Kirklees and it will be a priority for us to review our formal partnership agreement and referral pathways to reflect these changes

WYFRS have been lead partner in organising a review of Kirklees Hoarding Panel's Terms of Reference and referral procedures. The review process introduced a more structured and coordinated response to individuals referred into panel and the new procedures are due to be formally ratified in May 2018

In response to a number of fatalities across the region including Kirklees, relating to smoking and the use of paraffin-based skin products, WYFRS have produced an awareness raising video which is being disseminated to key partners across the District, health and care professionals

NHS England

A North region newsletter is now circulated weekly to safeguarding professionals. Learning is also shared with GP practices via quarterly Safeguarding Newsletters, and annually safeguarding newsletters for pharmacists, optometrists and dental practices across Yorkshire and the Humber are produced

An annual North region safeguarding conference is hosted by NHS England North for all health safeguarding professionals, this year's event included learning on neglect, hoarding and asylum seekers. Due to the success of last years named GP conference in Yorkshire and the Humber NHS England North also held a conference for named GPs to share good practice and learning; topics included homelessness, domestic violence, travelling families and safeguarding

Designated safeguarding professionals are jointly accountable to CCGs and NHS England and oversee the provision of safeguarding training for primary care medical services. The main source of training for other primary care independent contractors is via e-learning training packages

NHS England, in 2017/18, updated and circulated to health colleagues the Safeguarding Adults pocket book which is very popular amongst health professionals and has launched the NHS Safeguarding Guide App and a North region safeguarding repository for health professionals. A training needs analysis has also been undertaken to ensure all NHS England employees receive appropriate levels of safeguarding training

A number of leadership programmes for designated safeguarding professionals have been commissioned by NHS England in addition to a 2 day resilience course. The CSE training provided by BLAST 'Not Just Our Daughters' has also been provided for front line health professionals

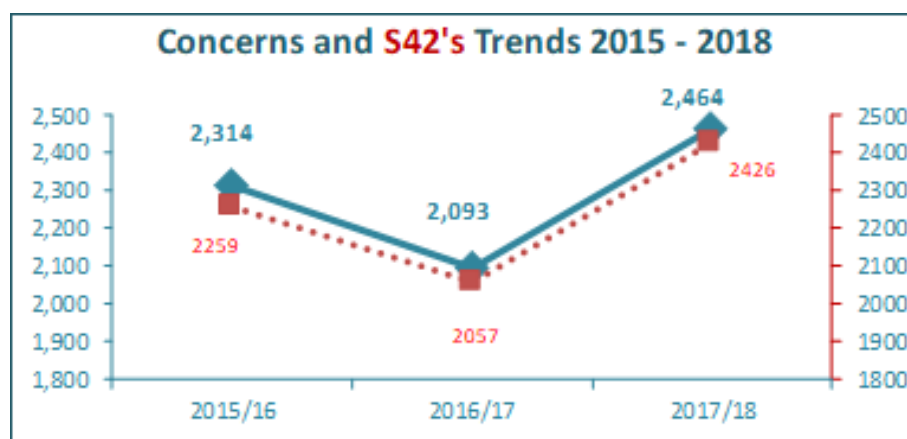
NHS England Yorkshire and the Humber have appointed an Independent Care Sector (ICS) Lead to support organisations in the delivery of the Enhanced Health in Care Homes framework. The key work streams in this programme for the ICS leads are the delivery of the red bag scheme and the roll out of an electronic bed state tool.

Complaints and Concerns NHS England Customer Contact Centre review all complaints and concerns received and identify those containing a safeguarding element for appropriate action. Following receipt of complaints and concerns at NHS England North local offices these are reviewed again and any safeguarding concerns identified are referred to the safeguarding lead for review and appropriate action. Priorities in 2017/18 around complaints were: NHS England North regional safeguarding team in partnership with NHS England local offices reviewed and agreed a standard process for the management of safeguarding concerns within complaints.



Appendix 1 – Safeguarding and Deprivation of Liberty information

Safeguarding concerns 2017/2018



A concern is a sign of suspected abuse or neglect that is reported to the council or identified by the council.

An enquiry is where a concerns has met the care act criteria called section 42 enquiries:

(a) the adult has needs for care AND support (whether or not the authority is meeting any of those needs)

AND

(b) the adult is experiencing, or is at risk of, abuse or neglect

AND

(c) as a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

An enquiry is the action taken or instigated by the local authority in response to a concern that abuse or neglect may be taking place. An enquiry could range from a conversation with the adult, right through to a much more formal multi-agency plan or course of action. In the majority of cases the enquiries have been dealt with through minimum intervention

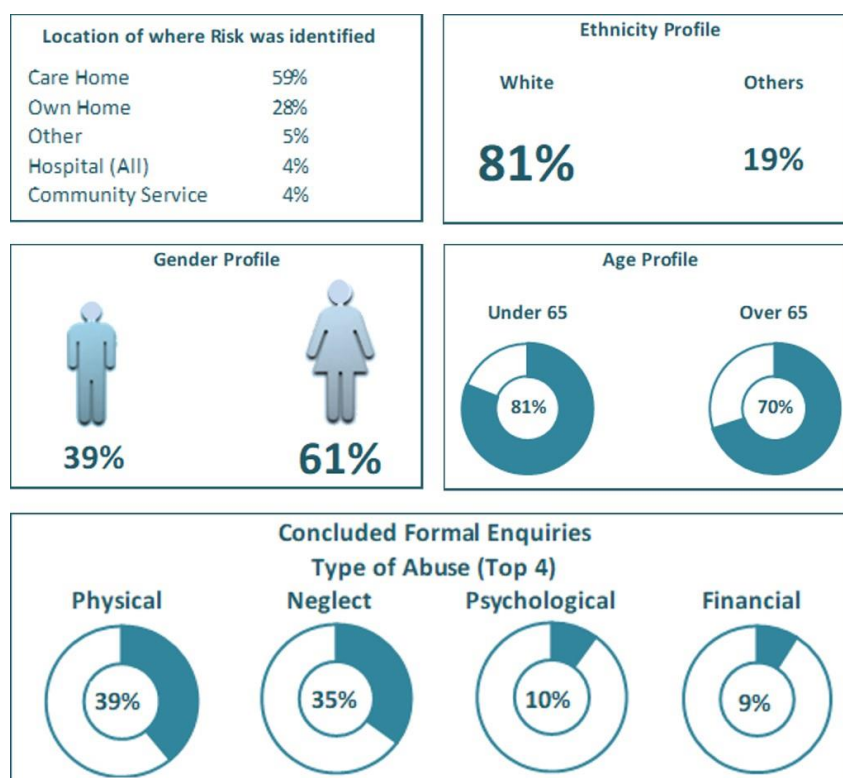
The KSAB have been working towards refining their data on enquiries. Previously the data only showed the enquiries that involved a formal multiagency plan. However now we have captured all cases where concerns met the Care Act criteria. This does not mean that that cases of abuse have risen significantly in the Kirklees areas.

Both regionally and nationally there is ongoing work in regards to interpretation of the care act and what a section 42 enquiry as this is open to interpretation and the KSAB is involved in this work.

While continuing to make sure people are safe, we are continued to move away from encouraging our wider partners 'to refer if in doubt' to thinking more about the reason why

they may wish to raise a concern with the local authority, and to consider consent of the adult at risk and the best way of achieving their desired outcomes.

Some caution must be exercised in comparing data over time, due to changes in the definition and requirements of national returns.



Risk Outcomes

Risk Removed 10%

This refers to cases where, after action has been taken to support management of risk, the circumstances which made the person vulnerable have been fully addressed and the individual is no longer subject to that specific risk

Risk Reduced 85%

This refers to cases where, after action has been taken to support management of risk, the level of risk has reduced or the circumstances which made the individual vulnerable have been mitigated. Again, there may be valid reasons why a risk is reduced rather than removed

Risk Remains 5%

This refers to cases where, after action has been taken to support management of risk, the circumstances causing the risk are unchanged and the same degree of risk remains. There may be valid reasons why a risk remains, one of these being individual choice

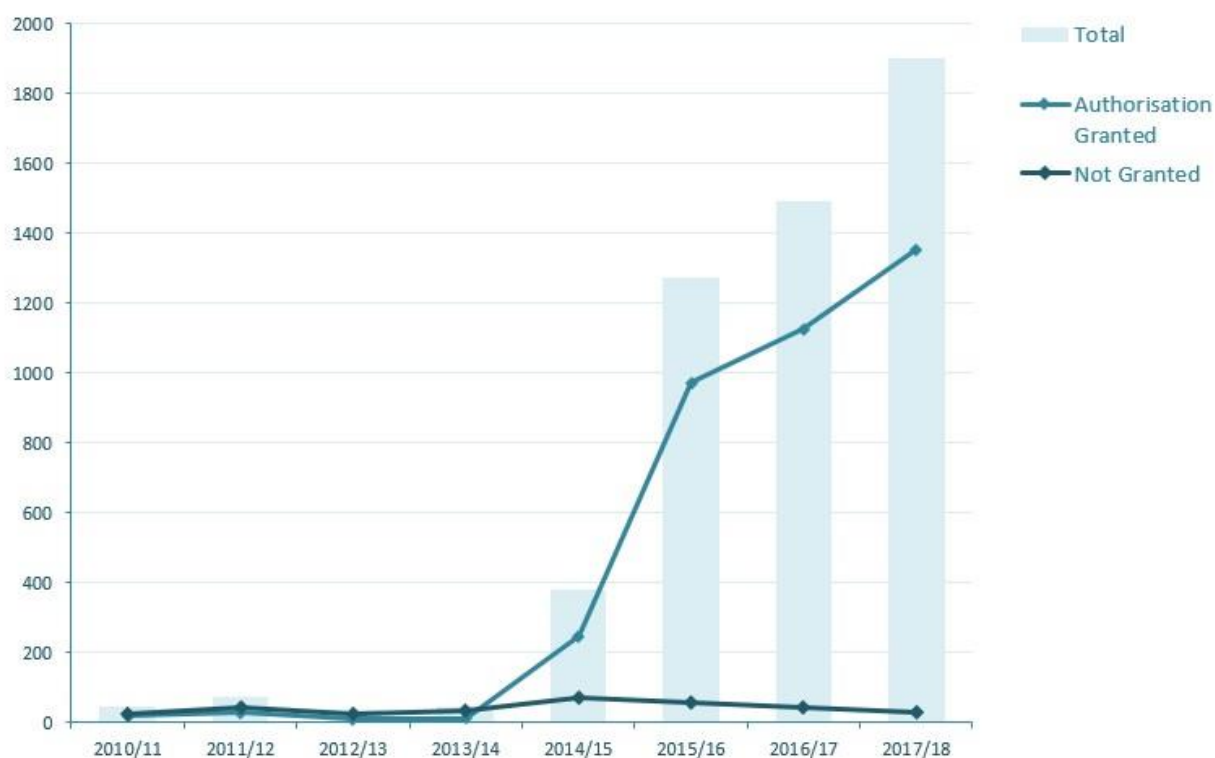
No Further Action Taken under Safeguarding 0%

This will usually refer to those cases where the formal conclusion recorded was unfounded, there insufficient evidence or the enquiry ceased at individuals request.

Deprivation of Liberty 2017/2018:

| Year | Authorisation Granted | Not Granted | Total of 'Other' | Total |
|---------|-----------------------|-------------|------------------|-------|
| 2010/11 | 20 | 24 | - | 44 |
| 2011/12 | 28 | 46 | - | 74 |
| 2012/13 | 11 | 27 | - | 38 |
| 2013/14 | 13 | 33 | - | 46 |
| 2014/15 | 247 | 73 | 320 | 382 |
| 2015/16 | 973 | 59 | 240 | 1272 |
| 2016/17 | 1127 | 42 | 323 | 1492 |
| 2017/18 | 1355 | 30 | 516 | 1901 |

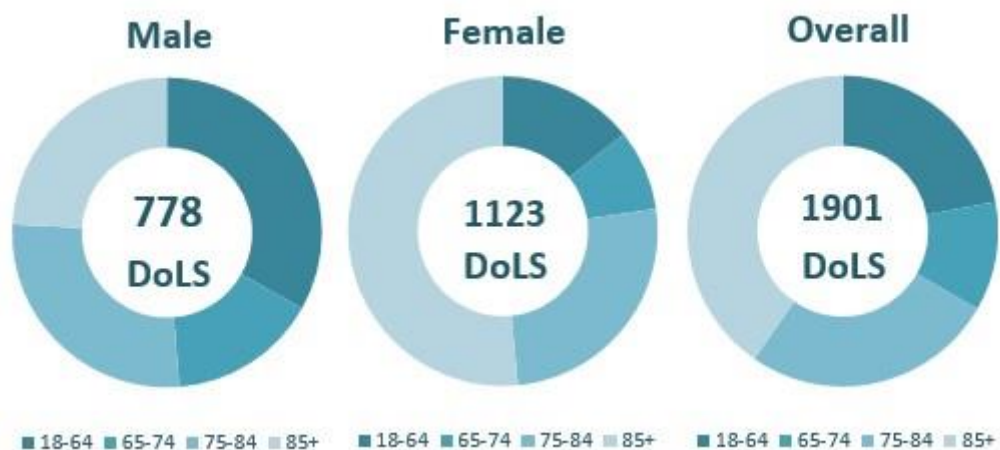
NB: 'Other' refers to requests that were either withdrawn due to change of circumstance or where request that were awaiting sign off at the end of the reporting period. (This information has only been recorded since 2014). The total number of request received was 1928. The figure on the table is for allocated applications.



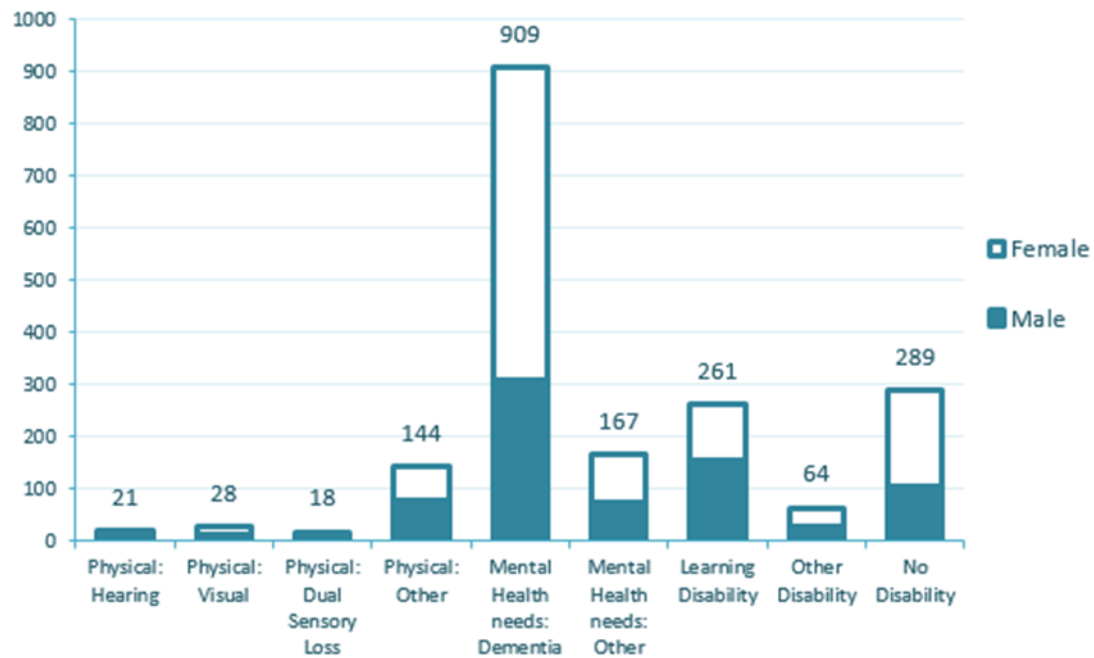
Requests for Deprivation of Liberty authorisations received by the Local Authority have continued to increase over the year.

All Local authorities have significant challenges in meeting the demand.

The following trends follow the same patterns nationally.

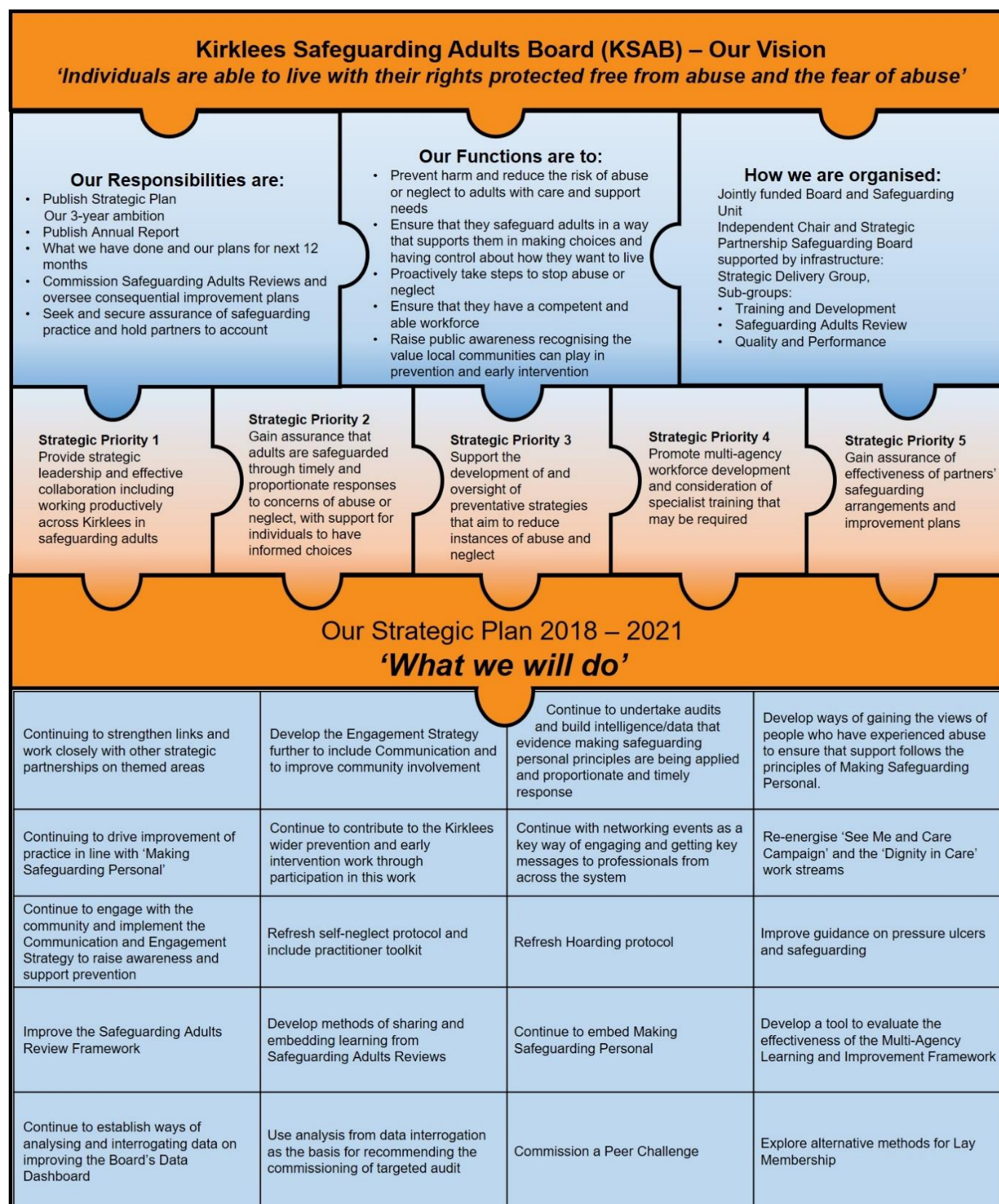


| | Male | Female | All |
|-------|-------|--------|------|
| 18-64 | 258 | 160 | 418 |
| 65-74 | 121 | 95 | 216 |
| 75-84 | 211 | 289 | 500 |
| 85+ | 188 | 579 | 767 |
| | 778 | 1123 | 1901 |
| | 40.9% | 59.1% | |



| | Male | Female | All |
|-------------------------------|------|--------|------|
| Physical: Hearing | 11 | 10 | 21 |
| Physical: Visual | 14 | 14 | 28 |
| Physical: Dual Sensory Loss | 6 | 12 | 18 |
| Physical: Other | 76 | 68 | 144 |
| Mental Health needs: Dementia | 308 | 601 | 909 |
| Mental Health needs: Other | 73 | 94 | 167 |
| Learning Disability | 156 | 105 | 261 |
| Other Disability | 29 | 35 | 64 |
| No Disability | 105 | 184 | 289 |
| | 778 | 1123 | 1901 |

Appendix 2 - Strategic Plan Overview 2018-21



Appendix 3 - KIRKLEES SAFEGUARDING ADULTS BOARD

Board members June 2018

| Name | Job Title | Service/Organisation |
|---------------------|--|--|
| Mike Houghton-Evans | Independent Chair | Kirklees Safeguarding Adults Board |
| Penny Woodhead | Chief Quality & Nursing Officer Vice Chair | Greater Huddersfield Clinical Commissioning Group |
| Helen Geldart | Head of Service | Kirklees Council Housing Services |
| Lindsay Rudge | Deputy Chief Nurse, Corporate Nursing | Calderdale and Huddersfield NHS Foundation Trust |
| Clive Barrett | Head of Safeguarding | The Mid Yorkshire Hospitals NHS Trust |
| Julie Warren Sykes | Assistant Director of Nursing and Quality | South West Yorkshire Partnership NHS Foundation Trust |
| Amanda Evans | Service Director for Adult Social Care Operations | Kirklees Council |
| Penny Renwick | Lay Member | Member of the public |
| Marianne Huison | Superintendent – Crime & Protecting Vulnerable People | West Yorkshire Police |
| Richard Parry | Strategic Director for Adults and Health | Kirklees Council |
| Tanya Simmons | District Prevention Manager - Kirklees | West Yorkshire Fire & Rescue Service |
| Clare Jones | Director of Nursing & Quality | Locala |
| Chloe Haigh | Senior Nurse NHS England Yorkshire & Humber | NHS England North (Yorkshire and Humber) |
| Asif (Ash) Manzoor | Service Manager - Safeguarding Adults Board and Partnerships | Kirklees Council/ Kirklees Safeguarding Adults Board |
| Razia Riaz | Senior Legal Officer | Kirklees Council Legal Services |
| Nikki Gibson | Head of Safeguarding | Yorkshire Ambulance Service NHS Trust |

Kirklees Council Adult Social Care – Reporting a Concern

Gateway to care

First point of contact for reporting safeguarding adults concerns and for advice and support:

Tel: 01484 414933

[For further information on how to report a safeguarding concern](#)

Kirklees Safeguarding Adults Board

(not for reporting safeguarding concerns)

Kirklees Safeguarding Adults Board

4th Floor, Civic Centre 1, High Street, Huddersfield, HD1 2NF

Tel: 01484 221717

Email: protection@kirklees.gov.uk

Please do not report safeguarding concerns to this email address or telephone number)

www.kirklees.gov.uk/safeguarding

Police

Emergencies:

Always dial 999 in an emergency where there is a danger to life, or a crime is in progress.

This number is available 24 hours a day, 7 days a week.

From a mobile phone, please dial 999 or 112.

Non-Emergencies:

Telephone 101 (24 hours a day, 7 days a week) for non-emergencies where:

- police attendance is required
- to report a crime
- to report other incidents

West Yorkshire Police Safeguarding Unit

The team of specialist police officers have expertise in supporting the vulnerable and in partnership working.

Tel: 01924 335075

Where possible please use the email address below which is checked daily:

ea.safeguarding@westyorkshire.pnn.police.uk