

Oldham

Adult Safeguarding Board



Business Plan

April 2018 – March 2019

Published: September 2018

Author: Lia Chelminiak, Business Intelligence Service

Issued: September 2018

Review Date: April 2019



Contents

| | |
|---|---|
| Contents | 2 |
| 1. Introduction | 4 |
| 1.1. Strategic Objectives | 4 |
| 1.1.1. Focus on Safety & Wellbeing | 4 |
| 1.1.2. Seeks Assurance of Effective Leadership & Partnership Working | 4 |
| 1.1.3. Raise the Profile of Making Safeguarding Personal | 4 |
| 1.1.4. Promote Participation | 4 |
| 1.1.5. Raise the Public Profile of Adult Safeguarding | 4 |
| 1.1.6. Ensure Safeguarding Adults is a Key Part of the Integration Agenda | 4 |
| 1.2. Priorities | 4 |
| 1.2.1. Prevention and wellbeing | 4 |
| 1.2.2. Transitions | 5 |
| 1.2.3. Making safeguarding personal | 5 |
| 1.2.4. Integration and safeguarding | 5 |
| 1.2.5. Domestic abuse | 5 |
| 1.2.6. Prevent | 5 |
| 2. Delivery of the Business Plan | 6 |
| 2.1. Delivery of the Business Plan | 6 |
| 2.1.1. Safeguarding Adult Review – Chair Janine Campbell (CCG) | 6 |
| 2.1.2. Operational, Policy & Procedure – Chair Janine Campbell (OMBC) | 6 |
| 2.1.3. Performance – Chair Matt Drogan (OMBC) | 6 |
| 2.1.4. Quality Assurance and Audit – Chair Lia Chelminiak (OMBC) | 6 |
| 2.1.5. Workforce Development – (TBC) (OMBC) | 6 |
| 2.1.6. PR and Comms – Chair Danny Inglis (GMP) (Joint with LSCB) | 6 |
| 2.1.1. Prevention & Wellbeing – Leads Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK) | 6 |
| 2.1.2. Transitions – Lead Susannah Meakin (OMBC) | 6 |
| 2.1.3. Making Safeguarding Personal – Lead Karen Lloyd (OMBC) | 6 |
| 2.1.4. Integration & Safeguarding - Lead Mark Warren (OMBC) | 6 |
| 2.1.5. Domestic Abuse – Lead Jill Beaumont (OMBC) | 6 |
| 2.1.6. Prevent - Lead Bruce Penhale (OMBC) | 6 |
| 2.2. Reporting | 6 |
| 3. Business Plan | 7 |

1. Introduction

The Oldham Safeguarding Adults Board (OSAB) has identified its strategic objectives, priorities and areas of focus within the OSAB Three-Year Strategy Statement April 2018 – March 2021. These are as follows:

1.1. Strategic Objectives

As a partnership we will:

1.1.1. Focus on Safety & Wellbeing

Focus on safety and wellbeing, supporting Oldham to define how it will prevent the abuse and neglect of adults.

1.1.2. Seeks Assurance of Effective Leadership & Partnership Working

Seek assurance that effective leadership and partnership working is in place to prevent abuse and neglect and respond to adults who are at risk of or experiencing abuse and neglect.

1.1.3. Raise the Profile of Making Safeguarding Personal

Raise the profile of the Making Safeguarding Personal approach and lead culture change for safeguarding adults in Oldham.

1.1.4. Promote Participation

Promote participation, listening to and engaging with people who have experienced abuse or neglect, gaining the perspectives of stakeholders, and seeking assurance that individualised, empowering outcomes are being achieved.

1.1.5. Raise the Public Profile of Adult Safeguarding

Promote safeguarding adults to the public through effective communication, including benchmarking the local perceptions of confidence that the public has in our safeguarding efforts.

1.1.6. Ensure Safeguarding Adults is a Key Part of the Integration Agenda

Ensure that safeguarding adults is actively recognised, considered and responded to as a key part of the integration agenda for health and social care in Oldham.

1.2. Priorities.

1.2.1. Prevention and wellbeing

The board recognise that preventative safeguarding has the capacity to enhance resilience to abuse and neglect and empower individuals and communities to safeguard themselves.

The board therefore gives priority to a prevention strategy. It will focus on prevention through community engagement which supports early identification of new safeguarding issues,

engagement with the development of the prevention offer for adults across Oldham, and leading on the delivery of key messages to front line staff.

1.2.2. Transitions

The board will continue to maintain oversight of the transitions agenda and priorities via links to existing working groups. In addition the board will expand its prioritisation of this area of work from a focus on learning disabilities to all areas of need. The board will also consider the need for a joint transitions subgroup with the Local safeguarding Children's Board.

1.2.3. Making safeguarding personal

The Making Safeguarding Personal (MSP) approach is an agenda for change aimed at achieving a cultural shift in the way we work with adults who are experiencing or at risk of abuse and neglect. It emphasises the need to move away from process led safeguarding practice and systems, to person centred, interventions based practice which uses preventative, wellbeing and safety approaches to meet the desired outcomes of adults at risk.

The approach requires all organisations to engage with people about the outcomes they want from the point of first contact, and drives safeguarding work which supports people to be in control and can make decisions for themselves about their wellbeing and safety.

1.2.4. Integration and safeguarding

Under Oldham's local arrangements for integration it is proposed that all policy and board arrangements for safeguarding adults transfer to a new Joint Commissioning team which will bring together on an initial co located basis the OMBC and CCG commissioning and quality services. Operationally it is proposed that safeguarding enquires will be undertaken via the Community Alliance provider.

Both locally and regionally current conversations on what partnership models for safeguarding practice look like raise as many questions as answers.

The model adopted in Oldham will present both opportunities and challenges and need to be shaped by ongoing dialogue. The board will lead this dialogue, which will be informed through horizon scanning and the emergence of a wider evidence base around integration both locally and nationally.

1.2.5. Domestic abuse

The board will continue to maintain oversight of the Domestic Abuse agenda and priorities via links to existing working groups.

1.2.6. Prevent

The board will continue to maintain oversight of the Prevent agenda and priorities via links to existing working groups.

2. Delivery of the Business Plan

This Business Plan details how these strategic objectives, priorities and areas of focus will be delivered upon over the 2018/2019 financial year.

2.1. Delivery of the Business Plan

Delivery of these strategic objectives and priorities will be driven by the following sub-groups, supported by the SAB Executive. In order to link the agendas and priorities across the OSAB and the LSCB, joint sub-groups, where appropriate, are in place. The sub-groups are as follows:

- 2.1.1. Safeguarding Adult Review – Chair Janine Campbell (CCG)
- 2.1.2. Operational, Policy & Procedure – Chair Janine Campbell (OMBC)
- 2.1.3. Performance – Chair Matt Drogan (OMBC)
- 2.1.4. Quality Assurance and Audit – Chair Lia Chelminiak (OMBC)
- 2.1.5. Workforce Development – (TBC) (OMBC)
- 2.1.6. PR and Comms – Chair Danny Inglis (GMP) (Joint with LSCB)

Each sub-group will have in place a delivery plan, demonstrating how it will deliver on its priorities and monitoring progress.

Where additional delivery groups are already established, these will report back to the SAB via the nominated board member, through the Executive. These include groups in relation to:

- 2.1.1. Prevention & Wellbeing – Leads Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK)
- 2.1.2. Transitions – Lead Susannah Meakin (OMBC)
- 2.1.3. Making Safeguarding Personal – Lead Karen Lloyd (OMBC)
- 2.1.4. Integration & Safeguarding - Lead Mark Warren (OMBC)
- 2.1.5. Domestic Abuse – Lead Jill Beaumont (OMBC)
- 2.1.6. Prevent - Lead Bruce Penhale (OMBC)

2.2. Reporting

Reporting on Business Plan progress will be undertaken on a regular basis, via the Executive Board. Sub-groups will be required to submit bimonthly highlight & exception reports for review and, where required, discussion. Groups and areas of work around priorities will be required to report on an appropriate basis, as agreed separately with the Chair.

3. Business Plan

| PRIORITY 1: PREVENTION & WELLBEING | | | | | | |
|------------------------------------|------------------------------|---|-------------|---|--|-----|
| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Focus on Safety & Wellbeing | Consult Jill Beaumont regarding outcome of the Early Help Review and the community based initiatives, and summarise | July 2018 | Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK) | This will be completed by the Lead Findings will identify how the outcomes will impact | A |
| | Focus on Safety & Wellbeing | Review and summarise the current Thriving Communities and community enablement work | July 2018 | Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK) | This will be completed by the Lead Key dates and timelines will be identified to link into and provide feedback | A |
| | Focus on Safety & Wellbeing | Undertake an options appraisal to assess how adult safeguarding will be impacted by outcomes of the wider work streams and how to link into these | August 2018 | Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK) | This will be undertaken by the Lead Actions will be undertaken by the Lead and members of the Safeguarding Board. These will be reported on key dates to the Executive Board and the necessary forums for each work stream. | G |
| | Focus on Safety & | Contribute to the development of a | October | Julie Farley | This will be completed | G |

| | | | | | | |
|--|-----------------------------|---|---------|---|--|---|
| | Wellbeing | prevention strategy/offer through community engagement work streams | 2018 | (Healthwatch) & Yvonne Lee (Oldham Age UK) | through engagement with the work streams If necessary a Safeguarding Prevention & Early Intervention Strategy can be developed by the members of the Safeguarding Board, informed by the above findings | |
| | Focus on Safety & Wellbeing | Deliver key messages to front line staff | Ongoing | Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK) | Key updates will be provided to staff and this will support the wider service redesign Communicated via email | G |

| PRIORITY 2: TRANSITIONS | | | | | | |
|-------------------------|--|--|----------------|---|---|-----|
| | Strategic Priority Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Seeks Assurance of Effective Leadership & Partnership Working | Review and revision of pathways relating to transitions from children's to adult services | September 2018 | OMBC / Oldham Cares Susannah Meakin Team Managers | Revised process map and pathway documented | A |
| | Seeks Assurance of Effective Leadership & Partnership Working | Review and revision of policies relating to transitions from children's to adult services | March 2019 | OMBC / Oldham Cares Susannah Meakin Team Managers | Revised policies in place | R |
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | Undertake an options appraisal to ensure further integration of services impacts positively on transitions | September 2019 | OMBC / Oldham Cares Susannah Meakin Team Managers | SEND partnership and Children and Young People's Health and wellbeing boards in place – adult and children services represented at these boards. Options appraisal actioned and reported to these boards. | A |
| | Seeks Assurance of Effective Leadership & Partnership Working | Undertake action around predictive modelling work to understand cohorts and levels of need post 14+ | March 2019 | OMBC / Oldham Cares Susannah Meakin | Predictive model in place | R |

| | | | | | | |
|--|--|--|--|---------------|--|--|
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | | | Team Managers | | |
|--|--|--|--|---------------|--|--|

| PRIORITY 3: MAKING SAFEGUARDING PERSONAL | | | | | | |
|--|---|--|----------------|--|--|-----|
| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Raise the Profile of Making Safeguarding Personal | To review and map what currently exists across the partnership for the engagement of service users | June 2018 | MSP sub-group Lorna Barry | LB to complete mapping of existing engagement with service users across the partnership This commenced April 2018 | A |
| | Raise the Profile of Making Safeguarding Personal | Review and assess findings from the mapping exercise and determine what user groups could be engaged by the OSAB | August 2018 | MSP sub-group Chair (Karen Lloyd) | Mapping to be reviewed by sub-group and LB Sub-group also to review information available on other partnerships and examples of best practise | G |
| | Raise the Profile of Making Safeguarding Personal | Undertake an options appraisal for how service user engagement can be undertaken by the OSAB and its sub-groups | September 2018 | MSP sub-group Chair (Karen Lloyd) | To be completed by the sub-group and reported to the Executive Board | R |
| | Promote Participation | | | | | |
| | Raise the Profile of Making Safeguarding Personal | Undertake action in engaging individual sub-groups with service users | December 2018 | MSP sub-group Chair (Karen Lloyd) Input from all sub- | MSP sub-group will map how service user engagement will feed into individual sub-groups To be completed by the sub-group | R |

| | | | | | | |
|--|---|--|------------|-----------------------------------|--|---|
| | Promote Participation | | | groups | and individual sub-group Leads and reported to the Executive Board | |
| | Raise the Profile of Making Safeguarding Personal | Ensure engagement with service users when required for the individual sub-groups on an ongoing basis | March 2019 | MSP Sub-group Chair (Karen Lloyd) | This will be actioned by the sub-group and reported to the Executive Board An action plan can be developed to keep this ongoing by the sub-group and will be continued through sub-group Leads at the Executive Board | G |
| | Promote Participation | | | | | |

PRIORITY 4: INTEGRATION & SAFEGUARDING

| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
|--|--|---|-------------------------|---|--|-----|
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | <p>All policy and board arrangements for safeguarding adults transfer to a new Joint Commissioning team which will bring together on an initial co located basis the OMBC and CCG commissioning and quality services.</p> <p>The local authority's statutory requirements in relation to safeguarding as set out in the Care Act 2014 (and Mental Capacity Act 2005) continue to be the responsibility of the DASS, with the integration of safeguarding arrangements built into the Safeguarding Adult Board three year strategy and twelve month business plan. Monthly meetings between the DASS and the independent chair of the board will provide additional assurance around integration and safeguarding.</p> | From April 2018 onwards | Oldham Cares Strategic Commissioning Function – Helen Ramsden | <p>Teams collocated at Ellen House (April 2018)</p> <p>Discussion around roles and responsibilities (May 2018)</p> | |
| | Ensure Safeguarding Adults is a Key Part of the | Opportunities to improve safeguarding performance, activity and processes arising from colocation are identified and acted upon, in the best interests of | Ongoing | Oldham Cares Strategic Commissioning Function – | | |

| | | | | | | |
|--|--|---|------------|---|---|--|
| | Integration Agenda | the partnership, and with Making Safeguarding Personal at the core. | | Helen Ramsden | | |
| | | All newly develop contractual requirements and specifications, for jointly commissioned services, reflect responsibilities of both commissioners and providers in relation to safeguarding | Ongoing | Oldham Cares Strategic Commissioning Function – Helen Ramsden | Planning in progress for new jointly commissioned contracts for care home placements, care at home and extra care housing, to be implemented from April 2019. New contract clauses and specifications include safeguarding requirements – July 2018 Associated monitoring tools reflect contractual safeguarding requirements – December 2018 | |
| | | Activity relating to safeguarding and quality concerns in care homes is improved leading to improvements in outcomes, by benefiting from co-located expertise working in a more co-ordinated way | Ongoing | Oldham Cares Strategic Commissioning Function – Helen Ramsden | | |
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | Mental Health Integration: health & social care have been integrated for a number of years, but the precise structure continues to be reviewed and will be further linked to the primary care clusters as part of overarching | March 2019 | OMBC / Oldham Cares Susannah Meakin | Identification of revised system and data arrangements. Updated training timetable. | |

| | | | | | | |
|--|---|--|----------------|---|---|--|
| | <p>Seeks Assurance of Effective Leadership & Partnership Working</p> | <p>integration of Oldham Cares.</p> <p>A Mental Health Review was undertaken in 2017 and improvements to safeguarding were identified as a key area, with specific requirements for data improvements and training.</p> <p>Monthly meetings between the DASS and the independent chair of the board will provide additional assurance.</p> | | | | |
| | <p>Ensure Safeguarding Adults is a Key Part of the Integration Agenda</p> | <p>Learning Disability services integration – the service, collocated in October 2017 will, through a workforce redesign, be a single line managed service, with PCFT as lead provider. An audit of safeguarding practise will be undertaken and appropriate training and guidance provided to ensure statutory responsibilities are met.</p> <p>Monthly meetings between the DASS and the independent chair of the board will provide additional assurance.</p> | <p>Ongoing</p> | <p>Oldham Cares Susannah Meakin</p> | <p>Teams co-located from October 2017. Recruitment ongoing.</p> | |

| | | | | | |
|--|---|--|-------------------|--|---|
| | <p>Ensure Safeguarding Adults is a Key Part of the Integration Agenda</p> | <p>There will be 5 clusters in place from July 2018, the clusters will consist of health and social care staff. Cluster based working across health and social care will ensure those Oldham residents at risk of harm in the community are supported with a person centred integrated approach. Ensuring making safeguarding personal is central to good practice.</p> <p>Monthly meetings between the DASS and the independent chair of the board will provide additional assurance.</p> | <p>April 2018</p> | <p>Oldham Cares & PAHT Jayne Ratcliffe & Susannah Meakin</p> | |
| | <p>Ensure Safeguarding Adults is a Key Part of the Integration Agenda</p> | <p>The Social care Lead at the hospital will raise the profile of the safeguarding adult's agenda across all hospital wards. This includes working with health colleagues to identify pathways to the Integrated Discharge team (IDT). Safeguarding Adults will be highlighted as one of the pathways to ensure the patients are referred to the team is a</p> | <p>March 2019</p> | <p>Oldham Cares & PAHT Jayne Ratcliffe & Tabatha Darmon</p> | <p>The Social Care Lead for the Integrated discharge team has also undertaken the safeguarding training. Audit of the pathways to take place.</p> <p>A business analyst is working with the Adult Social Care element of the Multi Agency Safeguarding Hub (MASH) to identify the links between</p> |

| | | | | | | |
|--|--|---|-------------------|---|--|--|
| | Seeks Assurance of Effective Leadership & Partnership Working | <p>safeguarding concern is identified</p> <p>The integration activity will seek to ensure safeguarding (including referrals, responses, communication with those involved) continues to be prioritised</p> <p>Monthly meetings between the DASS and the independent chair of the board will provide additional assurance.</p> | | | the MASH and the clusters, MASH and the Integrated Discharge team based at the hospital and MASH and QASH. | |
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | Ensure all social care staff receive the two-day mandatory safeguarding training from April 2018 | April - Sept 2018 | <p>Oldham Cares</p> <p>Jayne Ratcliffe</p> <p>Susannah Meakin</p> <p>Val Little</p> | Training take-up updates | |
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | Audit of the impact of integration on the safeguarding agenda in Oldham | Sept 2018 | Oldham Cares | There is potential for the Policy, Procedures & operational Sub-Group to support in providing tests and questions that support the audit | |

PRIORITY 5: DOMESTIC ABUSE

| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
|--|------------------------------|--|-----------|-------------------------------|--|-----|
| | Focus on Safety & Wellbeing | <p>Mapping the victim a pathway building on what is there already. Identifying what is available and offered to victims under the categories of High, Medium and Low.</p> <p>Identify gaps in the support offered to specific groups</p> | June 2018 | <p>DVSP Jill Beaumont</p> | Report summarising pathways and provision by cohort, and identifying gaps | G |
| | Focus on Safety & Wellbeing | Look how support publicised and made available to the public, link in to the website. | June 2018 | <p>DVSP Jill Beaumont</p> | Report summarising communications and awareness raising activity | G |
| | Focus on Safety & Wellbeing | What are the links with the smaller groups, how are they utilized and how is the service quality assured | June 2018 | <p>DVSP Jill Beaumont</p> | Report summarising community group provision, their utilisation, linkages, and quality assurance | G |
| | Focus on Safety & Wellbeing | <p>Review Strive: What happens in relation to Strive (GM volunteer-based model) and make sure it continues.</p> <p>The Major's office has agreed 3 years funding For Strive to continue. There will be a</p> | TBC | <p>DVSP Jill Beaumont</p> | Report outlining results of first cluster roll-out and proposals for Oldham implementation, including linkage to the partnership offer and the Intensive Support Early Help Team | G |

| | | | | | | |
|--|-----------------------------|--|------------|-----------------------|-------------------|---|
| | | Commission for a single organisation to roll out the volunteer model. This will be done in clusters with the first in Trafford, Stockport and Wigan, and Oldham included in the second Cluster | | | | |
| | Focus on Safety & Wellbeing | Evaluation of the Victim Champions Network and Community Connectors Projects. | June 2018 | DVSP Jill Beaumont | Evaluation Report | G |
| | Focus on Safety & Wellbeing | Evaluation of Project Choice – This will have its own evaluation next year. A full evaluation will be undertaken GM Level | Nov 2018 | DVSP Jill Beaumont | Evaluation Report | |
| | Focus on Safety & Wellbeing | Understand honour-based violence, FGM and forced marriage in Oldham – how prevalent, how is it recorded and reviewed. | March 2019 | DVSP Jill Beaumont | Briefing | |
| | Focus on Safety & Wellbeing | To develop Multi-Agency Guidance which incorporates minimum standards Look at a multi-agency policy or guidance around domestic violence (incorporating Adult Social Care) | | DVSP Jill Beaumont | | |
| | Focus on Safety & Wellbeing | To develop a task and finish group to look at data and performance | April 2018 | DVSP Jill Beaumont | | G |

| | | | | | | |
|--|-----------------------------|--|---------------|-----------------------|-----------------------------------|---|
| | | management. | | | | |
| | Focus on Safety & Wellbeing | Monitor and evaluation of the Reframe Project (MMU commissioned) | December 2018 | DVSP Jill Beaumont | Formal Evaluation Report | G |
| | Focus on Safety & Wellbeing | Map current tools of assessment for victims, perpetrators and children. Identify any differences in assessment tools resulting in potentially different offers and thresholds. To task to individuals within each service to look at and report back, information then be collated together. | 31/3/2018 | DVSP Jill Beaumont | | |
| | Focus on Safety & Wellbeing | Identifying roles and responses across all agencies at standard/medium and high risk. | 30/6/2018 | DVSP Jill Beaumont | | |
| | Focus on Safety & Wellbeing | Developing a Multi-Agency Triage model that appropriately links to MASH | 30/09/2018 | DVSP Jill Beaumont | Recommendations and options paper | |

| PRIORITY 6: PREVENT | | | | | | |
|---------------------|---|---|------------|---------------------------------------|--|-----|
| | Strategic Priority Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Seeks Assurance of Effective Leadership & Partnership Working | Annual report on Prevent to Safeguarding Adults Board | May 2018 | Prevent Steering Group, Bruce Penhale | Annual Report | A |
| | Focus on safety and wellbeing | Support the Greater Manchester rollout of Operation Dovetail (local authority led approach to Prevent safeguarding which was piloted in Oldham) | March 2019 | Prevent Steering Group, Bruce Penhale | Update April 2018 GM working group established with Oldham involvement Agreement with Home Office to commence 6 month GM pilot in September 2018 Agreement in principle to TUPE Oldham Channel Co-ordinator into team | A |
| | Promote participation | Undertake programme of engagement activity to build community understanding and confidence in Prevent | March 2019 | Prevent Steering Group, Bruce Penhale | Update April 2018 Consultation event undertaken with VCF sector on GM Commission on challenging extremism and promoting social cohesion 21/3/18 | A |
| | Focus on safety and wellbeing | Staff in partner organisations trained on Prevent in order to understand | March 2019 | Prevent Steering Group, Bruce | Update April 2018 During 2017/18 17 WRAP | A |

| | | | | | | |
|--|--|---|--|---------|---|--|
| | | their responsibilities for safeguarding | | Penhale | <p>sessions held attended by 521 people.</p> <p>8 further sessions scheduled for April – July 2018</p> <p>300 staff attended Prevent session at Council staff conference January 2018</p> | |
|--|--|---|--|---------|---|--|

SUB GROUP: OPERATIONAL, POLICY & PROCEDURE

| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
|--|------------------------------|---|---------|---|--|-----|
| | Focus on Safety & Wellbeing | To review the revised safeguarding procedures and materials, with a focus on implications for wider multi-agency policies, and any required adaptations as health and social care integration continues | Ongoing | Operational Subgroup Janine Campbell | Review paper summarising reflections and recommendations | |
| | Focus on Safety & Wellbeing | To review any multi agency policies and procedures as agreed by the SAB. | Ongoing | Operational Subgroup Janine Campbell | The Person in a Position of Trust is the policy and procedure currently being reviewed | |
| | Focus on Safety & Wellbeing | To ensure collaboration with the relevant subgroups in order to publicise new policies and agree any learning requirements. | Ongoing | Operational Subgroup Janine Campbell | | |
| | Focus on Safety & Wellbeing | The Subgroup will discuss operational topics and areas for development. Any potential organisational concerns will be escalated to the executive subgroup as will any barriers to improving outcomes for adult at risk in Oldham. | Ongoing | Operational Subgroup Janine Campbell | Exception and highlight reporting | |

| SUB GROUP: PERFORMANCE | | | | | | |
|------------------------|---|---|-----------|--|---|-----|
| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Seeks Assurance of Effective Leadership & Partnership Working | Finalise four performance indicator suites, to illustrate and track the breadth of safeguarding adults activity undertaken across the partnership | May 2018 | Performance Sub Group Matt Drogan (Chair) | Four Performance Indicator documents | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Support the OSAB in the development of a 2018/2019 Performance Dashboard | May 2018 | Performance Sub Group Matt Drogan (Chair) | Agreed Performance Dashboard indicator list | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Provide a Performance Report reflecting 2017/2018 Q4 activity | July 2018 | Performance Sub Group Matt Drogan (Chair) | Q4 Performance report | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Provide a summary of 2017/2018 performance data for the Annual Report | July 2018 | Performance Sub Group Matt Drogan (Chair) | Annual Performance report | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Deliver a Performance Dashboard and accompanying Performance Report for the OSAB for 2018/2019 | Sept 2018 | Performance Sub Group Matt Drogan | Q1 Performance Dashboard and report | |

| | | | | | | |
|--|---|---|-----------|---|--|--|
| | | Q1 | | (Chair) | | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Deliver a Performance Dashboard and accompanying Performance Report for the OSAB for 2018/2019 Q2 | Nov 2018 | Performance Sub Group Matt Drogan (Chair) | Q2 Performance Dashboard and report | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Deliver a Performance Dashboard and accompanying Performance Report for the OSAB for 2018/2019 Q3 | Mar 2019 | Performance Sub Group Matt Drogan (Chair) | Q3 Performance Dashboard and report | |
| | Seeks Assurance of Effective Leadership & Partnership Working | Works with the Audit and Scrutiny Sub Group Chair to determine appropriate areas for audit based on what data is indicating | Quarterly | Performance Sub Group Matt Drogan (Chair) | Audits identified and undertaken by Audit and Scrutiny Sub Group | |

SUB GROUP: QUALITY ASSURANCE & AUDIT

| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
|--|---|--|-----------|------------------------------------|---|-----|
| | Seeks Assurance of Effective Leadership & Partnership Working | Review the Terms of Reference for the Quality Assurance and Audit sub-group, updating where required | July 2018 | QA & A Sub Group Lia Chelminiak | Confirmed or updated Terms of Reference | |
| | | Develop a core set of products and tools for the audit of cases and assessment and assurance of quality in safeguarding activity undertaken across the partnership | July 2018 | QA & A Sub Group Lia Chelminiak | Set of products and tools, to be defined | |
| | | Ensure the delivery and completion of the Safeguarding Peer Review with Stockport | July 2018 | QA & A Sub Group Lia Chelminiak | Oldham Peer Review Report, plus an overall report summarising findings from both Oldham and Stockport | |
| | | Complete the delivery of a safeguarding case file audit around the theme of Domestic Abuse | July 2018 | QA & A Sub Group Lia Chelminiak | Case file audit findings report | |
| | | Undertake a safeguarding case file audit around the theme of execution of new policy and procedures | Sept 2018 | QA & A Sub Group (TBA) | Case file audit findings report | |
| | Seeks Assurance of | Undertake a safeguarding case file | Nov | QA & A Sub | Case file audit findings report | |

| | | | | | | |
|--|--|---|---------------|------------------------------|---------------------------------|--|
| | Effective Leadership & Partnership Working | audit around the theme of MSP | 2018 | Group (TBA) | | |
| | | Undertake a safeguarding case file audit around the theme of the Mental Capacity Act (MCA) and Deprivation of Liberty Safeguards (DOLS) | Jan 2019 | QA & A Sub Group (TBA) | Case file audit findings report | |
| | | Undertake a safeguarding case file audit around the theme of prevention & wellbeing | March 2019 | QA & A Sub Group (TBA) | Case file audit findings report | |

| SUB GROUP: WORKFORCE DEVELOPMENT | | | | | | |
|----------------------------------|--|--|------|--|---|-----|
| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Focus on safety and wellbeing | To raise awareness of and embed the multi-agency Safeguarding Adults Policy, Procedures and practice Guidance | | All partner organisations | April 2018 – policy, procedures and practice guidance was signed off by senior managers and Board | G |
| | | To raise awareness of the National Competency Framework for Safeguarding Adults and the Mental Capacity Act | | All partner organisations | Briefing to be written to support the implementation of the frameworks across the partnership | A |
| | Ensure Safeguarding Adults is a Key Part of the Integration Agenda | To review the SA multi-agency training strategy to ensure all partners are aware of learning and development priorities | | All partner organisations | An update of the training strategy to be completed by May Board | A |
| | Seeks Assurance of Effective Leadership & Partnership Working | To develop a robust evaluation of all safeguarding adults learning and development across the partnership | | Members of the SA WD subgroup with the support of the Performance subgroup | | R |
| | | To develop a recording procedure to capture how partnership organisations ensure their workforce is competent in safeguarding adults | | Members of the SA WD subgroup with the support of the | | R |

| | | | | | | |
|--|--|--|--|----------------------|---|---|
| | | work | | Performance subgroup | | |
| | | To ensure that commissioned enhanced training is multi-agency in approach and relevant people in specific roles attend training once every 3 years | | Karen Lloyd | Enhanced training has been commissioned and pilot sessions have been arranged and will be evaluated | A |

| SUB GROUP: PR & COMMS | | | | | | |
|-----------------------|--|---|------|----------------------------|--|-----|
| | Strategic Objectives Linkage | Key Actions | Date | Lead Body & Representative | Evidence of Action Taken and Date | RAG |
| | Raise the Profile of Making Safeguarding Personal Raise the Public Profile of Adult Safeguarding Promote Participation | To develop a multi-agency brand for the board; promoting its purpose. Initially this will be through revision of the website | | PR & Comms Sub Group | | |
| | | Develop a joint (between Children's and Adults) safeguarding communications and engagement strategy based on the three-year strategies, identifying key stakeholder groups, communication priorities, and identifying preferred communication channels (of which, online is expected be one). This will include scope to respond to communications needs that emerge throughout the period, from the Board and sub groups | | PR & Comms Sub Group | | |
| | | Develop joint safeguarding board branding based on the values and vision etc outlined in the Strategies | | PR & Comms Sub Group | | |
| | | Develop a joint website, using the branding, and structured to facilitate the communications priorities | | PR & Comms Sub Group | Agreement has been obtained that having a safeguarding page for the group would be a | |

| | | | | | | |
|--|--|---|--|-------------------------------------|---|--|
| | | <p>outlined in the strategy</p> <p>Explore potential for linking a public site with a portal arrangement for specified members to access shared resources</p> <p>Incorporate web analytics into the site design, to enable tracking of access and use of site pages, and review as required</p> | | | <p>positive move. This needs to be agreed by our organisations.</p> <p>Costs have been obtained to create a shared safeguarding landing page with the LSCB, which will provide a platform for us to build from.</p> | |
| | | <p>Development of communication materials, as required, in appropriate formats as per the Strategy</p> | | <p>PR & Comms Sub Group</p> | | |