

# OASB Business Plan RAG Rating 2018-19

PRIORITY 1: PREVENTION & WELLBEING						
	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	1.1 Focus on Safety & Wellbeing	Consult Julie Farley 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	Target cohort groups have been identified Revised TOR is still in draft form and has been shared with sub-group members Draft Action Plan has been completed and shared with subgroup members.
	1.2 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	Effective review of existing services will take place.
	1.3 Focus on Safety & Wellbeing	Undertake an options appraisal to assess how adult safeguarding will be	August 2018	Julie Farley (Healthwatch) &	This will be undertaken by the Lead	A framework for Adult Safeguarding

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		impacted by outcomes of the wider work streams and how to link into these		Yvonne Lee (Oldham Age UK)	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.	Prevention has been established. Which outlines the target cohort groups and what sort of prevention activity would be required to have a meaningful impact on the risk of abuse or neglect
	1.4 Focus on Safety & Wellbeing	Contribute to the development of a prevention strategy/offer through community engagement work streams	October 2018	Julie Farley (Healthwatch) & Yvonne Lee (Oldham Age UK)	This will be completed 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	<b>Key Components</b> identified: Awareness raising and  Early intervention
	1.5 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	This action is dependent on completion of point 4 in the ToR

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PRIORITY 2: TRANSITIONS						
	Strategic Priority Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	2.1 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	Children's and Adults are due to have a virtual meeting once a date has been agreed. Children's Board Manager as sent an invite.
	2.2 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	Cath Millington and Susannah Meakin have met to discuss the social care interface for young people progressing through transition known to social care children with disabilities team etc. key areas of development are engagement between adult and children's services

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						at an early point (year 9) and also training to staff on the Care Act.
	2.3 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.	Task is dependent on completion of 2.2
	2.4 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 Team Managers	Predictive model in place	Task is dependent on completion of 2.1
	2.5 Ensure Safeguarding Adults is a Key Part of the Integration Agenda					

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PRIORITY 3: MAKING SAFEGUARDING PERSONAL						
	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	3.1 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 Karen Lloyd	KL to complete mapping of existing engagement with service users across the partnership  This commenced October 2018	The MSP subgroup is newly established and the action plan is in the process of being written in order for Board to consider.
	3.2 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	For Board to consider and agree the MSP subgroup ToR and Action Plan for 2018-2019.
	3.3 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	SP subgroup will work closely and undertake some joint working with the Prevention and Wellbeing subgroup.
	3.4 Promote Participation					

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	3.5 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-groups	MSP sub-group will map how service user engagement will feed into individual sub-groups To be completed by the sub-group and individual sub-group Leads and reported to the Executive Board	SP subgroup will work closely and undertake some joint working with the Prevention and Wellbeing subgroup.
	3.6 Promote Participation					
	3.7 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	Will involve service users and carers in the MSP agenda
	3.8					

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**PRIORITY 4: INTEGRATION & SAFEGUARDING**

	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	4.1 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>	Integration plans and co-location arrangements have been successful.
	4.2 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 the	Ongoing	Oldham Cares Strategic Commissioning Function – Helen		Safeguarding Training for Cluster Leads will be delivered in

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Integration Agenda	partnership, and with Making Safeguarding Personal at the core.		Ramsden		June 2019
	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	<p>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.</p> <p>New contract clauses and specifications include safeguarding requirements – July 2018</p> <p>Associated monitoring tools reflect contractual safeguarding requirements – December 2018</p>	This task is dependent on completion of 4.2
	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		This task is dependent on completion of 4.2
4.3 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 integration of Oldham Cares.	March 2019	OMBC / Oldham Cares Susannah Meakin	<p>Identification of revised system and data arrangements.</p> <p>Updated training timetable.</p>	This task is dependent on completion of 4.2

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	4.4 Seeks Assurance of Effective Leadership & Partnership Working	<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>				
	4.5 Ensure Safeguarding Adults is a Key Part of the Integration Agenda	<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>	Ongoing	Oldham Cares Susannah Meakin	Teams co-located from October 2017. Recruitment ongoing.	This task is dependent on completion of 4.2

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	<p>4.6 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 &amp; PAHT Jayne Ratcliffe &amp; Susannah Meakin</p>		<p>All Cluster teams have been co-located. East, West, South and Central community cluster teams were located in October. North team was the final team was co-located on 22 October.</p>
	<p>4.7 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 safeguarding concern is identified</p> <p>The integration activity will seek to ensure</p>	<p>March 2019</p>	<p>Oldham Cares &amp; PAHT Jayne Ratcliffe &amp; 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 the MASH and the clusters, MASH and the Integrated Discharge team based at the hospital</p>	<p>This action is dependent on completion of the safeguarding review.</p>

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	4.8 Seeks Assurance of Effective Leadership & Partnership Working	safeguarding (including referrals, responses, communication with those involved) continues to be prioritised Monthly meetings between the DASS and the independent chair of the board will provide additional assurance.			and MASH and QASH.	
	4.9 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	Oldham Cares Karen Lloyd Janine Campbell Sue Massell Sui Yip Andrea Buckley Wendy Stevens	Training take-up updates	Simon will provide SAM training on 21st and 31st January at the Development Academy
	4.10 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	This action is dependent upon completion of the Safeguarding Review.

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PRIORITY 5: DOMESTIC ABUSE						
	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	5.1 Focus on Safety & Wellbeing	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.  Identify gaps in the support offered to specific groups	June 2018	DVSP Bruce Penhale	Report summarising pathways and provision by cohort, and identifying gaps	Draft Domestic Abuse Action Plan update as Draft on July 2018
	5.2 Focus on Safety & Wellbeing	Look how support publicised and made available to the public, link in to the website.	June 2018	DVSP Bruce Penhale	Report summarising communications and awareness raising activity	This action is dependent upon the completion of 5.1
	5.3 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	DVSP Bruce Penhale	Report summarising community group provision, their utilisation, linkages, and quality assurance	This action is dependent upon the completion of 5.1
	5.4 Focus on Safety &	Review Strive: What happens in relation to Strive (GM volunteer-based	TBC	DVSP	Report outlining results of first cluster roll-out and proposals for	

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	Wellbeing	model) and make sure it continues. The Major's office has agreed 3 years funding For Strive to continue. There will be a 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		Bruce Penhale	Oldham implementation, including linkage to the partnership offer and the Intensive Support Early Help Team	This action is dependent upon the completion of 5.3
	5.5 Focus on Safety & Wellbeing	Evaluation of the Victim Champions Network and Community Connectors Projects.	June 2018	DVSP Bruce Penhale	Evaluation Report	This action is dependent upon the completion of 5.1
	5.6 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 Bruce Penhale	Evaluation Report	This action is dependent upon the completion of 5.1
	5.7 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 Bruce Penhale	Briefing	This action is dependent upon the completion of 5.1
	5.8 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 Bruce Penhale		There remains an open invitation to other stakeholders

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						across the borough and other organisations may be invited to attend for specific work streams or activity
	5.9 Focus on Safety & Wellbeing	To develop a task and finish group to look at data and performance management.	April 2018	DVSP Bruce Penhale		This action is dependent on completion of 5.8
	5.10 Focus on Safety & Wellbeing	Monitor and evaluation of the Reframe Project (MMU commissioned)	December 2018	DVSP Bruce Penhale	Formal Evaluation Report	This action is dependent on completion of 5.8
	5.11 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 Bruce Penhale		This task is dependent on completion of 5.1
	5.12 Focus on Safety &	Identifying roles and responses across	30/6/2018	DVSP		The Partnership

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	Wellbeing	all agencies at standard/medium and high risk.		Bruce Penhale Wendy Stevens Janine Campbell		will meet on a bi-monthly basis. In the event of a specific issue arising which requires discussion or activity an extraordinary meeting will be convened.
	5.13 Focus on Safety & Wellbeing	Developing a Multi-Agency Triage model that appropriately links to MASH	30/09/2018	DVSP Bruce Penhale Wendy Stevens Janine Campbell	Recommendations and options paper	This action is dependent on completion of the safeguarding review.

## PRIORITY 6: PREVENT

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	Strategic Priority Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	6.1 Seeks Assurance of Effective Leadership & Partnership Working	Annual report on Prevent to Safeguarding Adults Board	May 2018	Prevent Steering Group, Bruce Penhale	Annual Report	The Prevent Steering Group has been reconstituted with a wider remit as the Preventing Extremism and Promoting Social Cohesion Steering Group.
	6.2 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	There has been a lot of progress in the rollout of the Operation Dovetail pilot (local authority led approach to Prevent) across Greater Manchester. This will go live in January 2019.
	6.3 Promote participation	Undertake programme of engagement activity to build community	March	Prevent Steering Group, Bruce	Update April 2018	This task is dependent on

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		understanding and confidence in Prevent	2019	Penhale	Consultation event undertaken with VCF sector on GM Commission on challenging extremism and promoting social cohesion 21/3/18	completion of 6.2
	6.4 Focus on safety and wellbeing	Staff in partner organisations trained on Prevent in order to understand their responsibilities for safeguarding	March 2019	Prevent Steering Group, Bruce Penhale	Update April 2018 During 2017/18 17 WRAP sessions held attended by 521 people. 8 further sessions scheduled for April – July 2018 300 staff attended Prevent session at Council staff conference January 2018	This task is dependent on completion of 6.2

SUB GROUP 1. : OPERATIONAL, POLICY & PROCEDURE						
Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence	

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1.1.1 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	The Operational subgroup are currently reviewing the ADASS PIPOT policy and devising a multi-agency PIPOT procedure.	Green
1.1.2 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	Since the last board meeting, the Operational subgroup has met and reviewed the 1st drafts of each policy. Further work needs to be completed now on the policies as well as clarification within agencies on the roles and responsibilities of individual agencies.	Green
1.1.3 Focus on Safety &	To ensure collaboration with the relevant subgroups in order to publicise	Ongoing	Operational		The subgroup is	Amber

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	Wellbeing	new policies and agree any learning requirements.		Subgroup Janine Campbell		also devising a self-neglect policy which will sit alongside a Multi-agency Risk Management protocol.
	1.1.4 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	This task is dependent on completion of 1.1.2

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## SUB GROUP 2 : PERFORMANCE

	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	2.1.1 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	The Sub Group has started to scrutinise the four performance indicator suites at its quarterly meetings
	2.1.2 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	The Sub Group is on track with regards to delivering actions outlined of the Business Plan for 18/19
	2.1.3 Seeks Assurance of	Provide a Performance Report reflecting	July 2018	Performance Sub	Q4 Performance report	Action linked to

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	Effective Leadership & Partnership Working	2017/2018 Q4 activity		Group Matt Drogan (Chair)		completion of 2.1.2
	2.1.4 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	Task linked to completion of 2.1.1
	2.1.5 Seeks Assurance of Effective Leadership & Partnership Working	Deliver a Performance Dashboard and accompanying Performance Report for the OSAB for 2018/2019 Q1	Sept 2018	Performance Sub Group Matt Drogan (Chair)	Q1 Performance Dashboard and report	Task linked to completion of 2.1.2
	2.1.6 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	Task linked to completion of 2.1.2
	2.1.7 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	Task linked to completion of 2.1.2
	2.1.8 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	Task is dependent on completion of 2.1.1

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SUB GROUP 3: PERFORMANCE						
	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG
	3.1.1 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	Green
	3.1.2 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	Amber
	3.1.3 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	Green
	3.1.4 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	Green
	3.1.5 Seeks Assurance of Effective Leadership & Partnership Working	Deliver a Performance Dashboard and accompanying Performance Report for the OSAB for 2018/2019 Q1	Sept 2018	Performance Sub Group Matt Drogan (Chair)	Q1 Performance Dashboard and report	Amber

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	3.1.6 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	
	3.1.7 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	
	3.1.8 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 4: QUALITY ASSURANCE & AUDIT

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	4.1.1 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	Task completed A deep-dive review request is being submitted by the Performance Sub Group in relation to a specific area of interest arising from the latest quarterly performance review.
		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	Task completed
		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	Task completed
		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	Task completed

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		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	This task is dependent on completion of the Safeguarding Review
	4.1.2 Seeks Assurance of Effective Leadership & Partnership Working	Undertake a safeguarding case file audit around the theme of MSP	Nov 2018	QA & A Sub Group (TBA)	Case file audit findings report	MSP and prevention audits are being explored through the relevant sub groups
		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	The next planned audit round focus is mental capacity.
		Undertake a safeguarding case file audit around the theme of prevention & wellbeing	March 2019	QA & A Sub Group (TBA)	Case file audit findings report	This task is dependent on completion of 4.1.1

SUB GROUP 5: WORKFORCE DEVELOPMENT						
Strategic Objectives	Key Actions	Date	Lead Body &	Evidence of Action Taken and	Progress and	

RAG:

Green: if on or better than target

Amber: if worse than target, but within an acceptable tolerance level

Red: if worse than target, and below an acceptable tolerance level

Grey: If complete

	Linkage			Representative	Date	Evidence RAG
	5.1.1 Focus on safety and wellbeing	To raise awareness of and embed the multi-agency Safeguarding Adults Policy, Procedures and practice Guidance		All partner organisations Sue Massel Wendy Stevens	April 2018 – policy, procedures and practice guidance was signed off by senior managers and Board	Task is dependent on the Safeguarding Review
		To raise awareness of the National Competency Framework for Safeguarding Adults and the Mental Capacity Act		All partner organisations Karen Lloyd	Briefing to be written to support the implementation of the frameworks across the partnership	To be reviewed following the safeguarding review
	5.1.2 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	Safeguarding/MSP and MCA training, is also dependent on linkages with the Safeguarding Review for direction
	5.1.3 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		This task is dependent on 5.1.2
		To develop a recording procedure to capture how partnership organisations ensure their workforce is competent in		Members of the SA WD subgroup with the support of the Performance		Task is depended on implementation of training programmes

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		safeguarding adults work		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	Plan for delivering a one-off piece of Safeguarding training for SAMs  Will include all Service Managers and equivalents (Custer Leads – inc. Health Cluster Leads), Team Managers and equivalents (Social Care Leads), and Senior Practitioners
SUB GROUP 6 : PR & COMMS						
	Strategic Objectives Linkage	Key Actions	Date	Lead Body & Representative	Evidence of Action Taken and Date	Progress and Evidence RAG

RAG:

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		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		The Corporate team are now in a position to support the Board as outlined in the Business Plan
	6.1.1 Raise the Profile of Making Safeguarding Personal Raise the Public Profile of Adult Safeguarding Promote Participation	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		Potentially some funding could be identified from the Adults budget, and Lisa Morris suggested this could be considered for Children's also depending on what sort of outputs being suggested.
		Develop joint safeguarding board branding based on the values and vision etc. outlined in the Strategies		PR & Comms Sub Group		All options have been costed at around £19,000,
		Develop a joint website, using the branding, and structured to facilitate the communications priorities outlined in the strategy  Explore potential for linking a public site with a portal arrangement for specified		PR & Comms Sub Group	Agreement has been obtained that having a safeguarding page for the group would be a positive move. This needs to be agreed by our organisations.  Costs have been obtained to	Meetings have been held to outline the key actions and activities around the Comms Strategy branding,

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		<p>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>create a shared safeguarding landing page with the LSCB, which will provide a platform for us to build from.</p>	<p>website, and how the GMP Apprentice could be supported and incorporated into the work.</p>
		<p>Development of communication materials, as required, in appropriate formats as per the Strategy</p>		<p>PR &amp; Comms Sub Group</p>		<p>Head of Comms for Oldham Council advised the Corporate team could now be in a position to support the Board as outlined</p>

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