

Safeguarding Vulnerable Adults Board Key Priorities
Work Plan 2009-2010

Key Priority Leadership and Management:

Ensure that the Adult Safeguarding Board has appropriate systems, representation and knowledge to drive the safeguarding of vulnerable adults living within the City and have the necessary resources to co-ordinate and implement the Board's business plan.

Objective	How	Who	When	Progress Insert timeline	Resource implications
Ensure that the Board has set itself key priorities for 2009-10 and has a realistic business plan to take these forward	Board has a strategic work plan	WVASB	April 2009		
Ensure that there is representation on the Board of key players for adult safeguarding and members take forward safeguarding within their respective organisations	Audit of Board member representatives is undertaken	Head of PQ&E	April 2009		
	Ensure that representation from the following sectors is in place: <ul style="list-style-type: none"> • Voluntary sector • Safer 	WVASB	July 2009-		

Objective	How	Who	When	Progress Insert timeline	Resource implications
	<p>Wolverhampton Partnership/ LANA</p> <ul style="list-style-type: none"> Health partners 				
	Identification of GP champion	PCT, Head of PQ&E & Safeguarding Manager	April 2009		
	Elected Council Member Champion is confirmed	A&C WVASB Chair	April 2009	Confirmed April 2009	
	Board members demonstrate that they have in place systems for driving adult safeguarding within member agencies	WVASB	Ongoing		
	Annual training event of Board members around current issues	Head of PQ&E & Workforce Development Manager	March 2009 and then annually March		
	All Elected and Co-opted Council members receive	Head of PQ&E & Safeguarding Manager	Feb 2009 then ongoing on a specified basis		

Objective	How	Who	When	Progress Insert timeline	Resource implications
Ensure key strategic plans which may relate to vulnerable adults have safeguarding integral to the plans	<p>safeguarding training as part of their induction</p> <p>Board representatives identify relevant strategies</p> <p>T</p>	<p>& Democratic Support</p> <p>WVASB</p>	June 2009		

Key Priority: Strategic information:

Ensure that there are robust arrangements in place to monitor the effectiveness of safeguarding processes and demonstrate the outcome for both customers and alleged perpetrators

Objective	How	Who	When	Progress	Resource implications
Ensure that adult protection activity data is collated on Care First &	Safeguarding statistical data collated Care first data base & is presented to the	WCC Head of PQ&E and CO Transformation	May 2009	Care First reporting data will not be available until late autumn	

Objective	How	Who	When	Progress	Resource implications
monitored on a quarterly basis and is augmented as data becomes available to identify trends and omissions	Board on a quarterly basis				
Ensure that services provided or commissioned for vulnerable adults have robust safeguarding policies and these are compliant with Wolverhampton's interagency safeguarding policy and procedure	Agencies undertake audit of contracted services for vulnerable adults	WVASB	Commence April 2009		
Ensure that vulnerable adults who use services have information about safeguarding	Production of basic leaflet produced in appropriate formats	Quality Assurance Review Manager	January 2009		
	Leaflets to be included for all those who are	AIAT and SAP partners	April 2009		

Objective	How	Who	When	Progress	Resource implications
Ensure that vulnerable adults are provided with care and attention which maintains their dignity and autonomy	subject to Single Assessment Process Complete project upon the feasibility and recruitment of dignity guardians Report for WVASB	QA Safeguarding Manager	July 2009-		
Ensure that effective joint working is being consolidated	Explore the opportunities for co-location or closer co-working opportunities between the Councils safeguarding unity and Police	Head of PQ&E SA unit and VPOs	May 2009		
Ensure that core service standards are produced with customers to gauge the effectiveness of safeguarding systems	Development of safeguarding standards to be facilitated by participation officers	Q A R Manager and working group	June 2009		

Objective	How	Who	When	Progress	Resource implications
Ensure that there is a seamless approach between safeguarding systems for young people and adults	Safeguarding concerns which include transition from C&YP to Adult services is included in the Wolverhampton Safeguarding Adults Policy and Procedures	QA Safeguarding manager	February 2009		
	Audit the: outcomes of young people moving from children safeguarding process into adult safeguarding: and children and young people who are affected by adults who need safeguarding	Head of PQ&E Safeguarding C&YP Manager	November 2009		
People who make their own care arrangements have access to safeguarding	Audit the number of referrals relating to people who self fund and who receive Direct Payments and	Head of PQ&E & Safeguarding Manager	October 2009		

Objective	How	Who	When	Progress	Resource implications
information	Individual Budgets				

Key Priority: Standards and Monitoring:

Ensuring that processes and systems for adult safeguarding are being adhered to and that areas of development are being identified and acted upon either through revised procedures and guidelines, training or best practice forums

Objective	How	Who	When	Progress	Resource implications
Ensure that data reporting safeguarding activity is being collated and disseminated and quality assurance systems are in place	Safeguarding activity is embedded on Care First and reported to operational managers and a synopsis presented to the Board	Safeguarding unit and Head of Older People and Transformation	May 09	Care first safeguarding questionnaires should be in place in May 09 Reporting data for Board should be in place Autumn 09	
	Safeguarding episodes and protection plan audits are being carried out	Safeguarding unit Heads of Service	June 09		
	Compliance framework is launched and embedded	Performance improvement team	January 09		
Ensure that the quality of safeguarding activity is	Implementation of RIPFA (Research in Practice for Adults) risk assessment pilot	Safeguarding Manager / Quality Assurance Review Manager			

Objective	How	Who	When	Progress	Resource implications
enhanced	is launched	& Operational Heads of Service			
	Identify, recruit and train safeguarding champions in key partner agencies and introduction of PAVA (Practitioners Alliance for Vulnerable Adults) support group	WVASB	September 09		
Ensure that all partners are aware of the new requirements from Independent Safeguarding Authority	Responsibilities are communicated at WVASB	WVASB members	March 2009		
	Members ensure that Recruitment and Selection processes are compliant with ISA	WVASB members	April 2009		
Safeguarding processes and guidance are kept under review as a result of learning from practice	Recommendations from Serious Case Reviews are carried forward and outcomes are monitored	WVASB members	TBC	Await agreement of SCR recommendations from SK SCR and completion of SCR into AH	

Key Priority: Awareness and Ownership:

Ensure that awareness of adult safeguarding continues to be promoted across the City and that particular attention is given to 'hard to reach' groups

Objective	How	Who	When	Progress	Resource implications
Ensure that promotional material is presented in different formats and media and is accessible to all members of the community	Accessible public information published in different formats and languages,	Safeguarding unit	January 09		
	Access to information about adult safeguarding on Council's web site is more readily located	A&C Communications Manager	February 09		
	Publicity awareness raising material is available in wide ranging and more culturally diverse locations: e.g. community centres, advocacy services, resource centres	Safeguarding unit	February 09		

Key Priority: Workforce Development;

Ensure that the development needs of staff working with vulnerable adults have been agreed and that there is a broad range of training initiatives in place appropriate to the individual work settings

Objective	How	Who	When	Progress	Resource implications
Ensure that member agencies have in place training arrangements	Re-audit of training initiatives	WVASB	July 09		
Ensure that all staff have appropriate training commensurate to their role	Development of DVD and work book	WVASB	June 09		
	All social care staff undertaking investigations have received refresher training within the last three years	Heads of Service in WCC	April 10		
	Strategic and Service Managers in WCC A&C have mandatory requirement to renew safeguarding training	WCC A&C Chief Officers	April 11		
	Details of safeguarding arrangement made by	WVASB	April 10		

Objective	How	Who	When	Progress	Resource implications
	commissioned social care / health care services to be included in contracts				