

Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

Strategic Aim 1 – Prevention and engagement Business Priorities April 2021 – March 2022					
No	Topic	Action/measure	Lead	Timescale	Achievements
1.1	Modern Slavery & Human Trafficking (MS&HT)	<p>Collaborate with Anti-Trafficking Network Co-ordinator to support identification and embedding of processes within partner agencies and raise awareness across Norfolk</p> <p>Attend Norfolk Anti-Slavery Network quarterly meetings</p> <p>Modern Slavery messages shared via social media, news and Locality Safeguarding Adults Partnerships, including webinars</p>	Board Manager (BM) / Deputy Board Manager (DBM)	March 2022	<p>NSAB website has a dedicated page for MS&HT</p> <p>LSAP webinars on modern slavery and exploitation (23-06-2021 and 21-09-2021) – 91 people attended the exploitation webinar</p> <p>BM and DBM continue to attend Norfolk Anti-Slavery Network meetings</p>
1.2	Learning disabilities and autism summit – facilitating system wide discussion in relation to safeguarding	To support the development of an arm's-length 'Coalition for Change' which will facilitate a summit on safeguarding issues for people with learning disabilities and autism, to feed into work on responses to the	TBC	Spring/Summer 2022	<p>Meeting with Adult Social Care commissioning colleagues in Sept 2021</p> <p>Links to recommendations B & C in SAR (actions</p>



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

		issues illustrated by NSAB SAR for Joanna, Jon and Ben	Board manager (BM) / Deputy Board manager (DBM)	From Sept 2021 onwards	captured in SAR Composite Action Plan)
1.3	Care home commitment 1	To promote greater understanding of ' <i>when do you raise a safeguarding concern</i> ' for new registered managers in Norfolk	DBM	Ongoing	August 2021 - small working group have met to review what training Norfolk offers currently; revisions suggested, to be discussed with current provider
	<ul style="list-style-type: none"> To gather the safeguarding experience of relatives through working with Healthwatch 	Meet with Healthwatch to discuss what already exists - agree what approach could best meet this commitment	BM	Ongoing	
1.4	Care home commitment 2	To identify ways to collecting examples of good safeguarding practice in care homes for onward sharing. This is linked to learning from <u>SARs F and G</u> relating to the care of dementia patients.	DBM	Ongoing	To contact Norfolk & Suffolk Care Support Ltd and Adult Social Care Quality team for examples
		<ul style="list-style-type: none"> Learn from and publish examples of good safeguarding practice in care homes 			



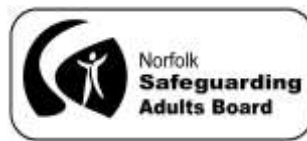
Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

		Ongoing delivery of events to be kept under review.			
1.5	<p>Care home commitment 3</p> <ul style="list-style-type: none"> To support the care home safeguarding champions network run by the clinical commissioning groups (CCGs) QI nurses for care homes in collaboration with Norfolk & Suffolk Care Support Ltd 	<p>The board chair to have a conversation with commissioners</p> <p>[2020-21 provided 3 meetings for the year]</p> <p>Ongoing action – to review with new NSAB Chair</p>	Board Manager (BM) / Deputy Board Manager (DBM)		Discussed at Business Group May 2021 about how this might be sustained longer term. No solution identified.
1.6	We will continue to seek opportunity to raise the regional and national profile of NSAB		BM	Ongoing	<p>Regular involvement in regional and national network calls</p> <p>Published NSAB document shared with national networks</p> <p>NSAB supporting regional webinar series 2021-22</p>



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					<p>Regular liaison meeting by BM and DBM with Suffolk Safeguarding Partnership</p> <p>Twitter followers continue to increase</p> <p>New website went live July 2021 – positive feedback from users finding it easier to navigate and access useful information</p> <p>Support for nationally funded academic research on self-neglect and hoarding (King’s College), safety and safeguarding in care home (Canterbury University) Meeting on Friday 28-05-2021</p> <p>BM working with Dr David Orr from Sussex University, submission made to the National Institute for Health Research. Bid successful</p>
--	--	--	--	--	--



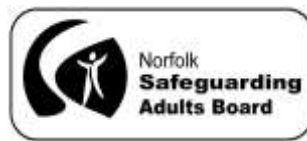
Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					<p>BM become co-chair of the National SAB managers network from April 2021 (4 to 5 times a year)</p> <p>Tricky Friends – launched Aug 2021, shared National SAB network, interest in using animation from other SABs</p> <p>National coverage of SAR HJ&K including House of Commons</p>
1.7	<p>We will raise our profile with other relevant sectors & groups and seek their support in preventative adult safeguarding work.</p> <p>We will focus particularly on communicating with groups that are seldom heard.</p>	<p>(a) More explicit in-reach to district councils, town and parish councils</p> <p>(b) We develop and deliver workshops/presentations for service and groups who work with people whose voice is seldom heard</p> <p>(c) In particular for Norfolk’s black, Asian and minority ethnic communities</p>	Deputy Board Manager (DBM)	Ongoing	<p>DBM has been establishing relationships and offering support with the individual district councils and their safeguarding teams, where appropriate given pandemic pressures</p> <p>DBM attends District Council Safeguarding Group (DCSG)</p> <p>DBM gave safeguarding adults presentation to around 80 Breckland Council staff and now using</p>



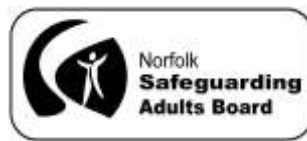
Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					<p>this to develop bespoke training package with NSCP for local councils</p> <p>DBM supporting 'Housing Provider' event through DCSG in conjunction with NSCP</p> <p>Ongoing discussion / topic of 'live' focus for LSAPs</p> <p>BM / DBM Work with carers leads / group to promote safeguarding awareness and prevention</p> <p>DBM supporting work to review & refresh LSAP membership to ensure wider representation</p> <p>Links improved with organisations who support culturally / linguistically diverse communities, to better understand the issues and how best to get</p>
--	--	--	--	--	---



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					relevant messages about safeguarding across
1.8	Integrated safeguarding week within a wider public event to support preventative adult safeguarding messages	<p>Support county wide public events where possible</p> <p>Rolling Awareness raising throughout the year with set themes rather than just one week</p> <p>NSAB comms officer to support plan of delivery around Ann Craft Trust National Safeguarding Week 15-21st Nov - to develop a program in partnership with NCFC</p>	Board manager/ Deputy board manager /PML and Locality Safeguarding Adult Partnerships (LSAPs)	Ongoing	LSAPs have been using the thematic framework approach to raise awareness in their localities (moved from a single week of activity to a rolling programme throughout the year)
1.9	We will continue to seek assurances from all partner organisations that citizen involvement and the principles of Making Safeguarding Personal (MSP) are embedded in their safeguarding activities.	To pursue the opportunity to pilot the self-assessment tool (which includes reference to MSP) how to integrate this into the existing section 11 process undertaken by NSCP – Sept 2021 - BM to set up meeting to explore this	Chairs of NSAB and NSCP; Board manager and DBM	Ongoing	June 2021 - aim to roll out Self-assessment tool alongside s11 in 2021/22 – unable to complete this due to issues with the tool

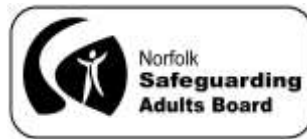


Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

1.10	NSAB will demonstrate that actions taken have been influenced and advised by the experience of people who have been or may be at risk of harm.	To explore and develop the delivery of an annual survey by the NSAB Business Group	Business Group	Ongoing	<p>Probation Develop of specific safeguarding material from people that use the service</p> <p>Ongoing work with Carer Matters (BM) and migrant communities (DBM)</p>
------	---	--	----------------	---------	---

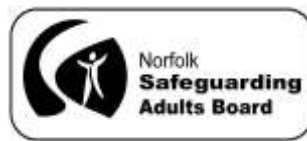
Strategic aim 2 – Managing and responding to concerns & enquiries about abuse and neglect | Business Priorities April 2021 – March 2022

No	Topic	Action/measure	Lead	Timescale	Achievements
2.1	Closer working relationship with Norfolk Safeguarding Children Partnership (NSCP)	<p>Regular meetings between NSAB & NSCP business teams to identify maximise opportunities where we can work together or in alignment</p> <p>Regular meetings to be arranged with Chairs also</p>	Board manager & Deputy board manager	Ongoing	<p>Work between NSCP SIPC0 and NSAB Deputy Board Manager - continue to meet fortnightly to discuss LSAPs and LSCGs and any links</p> <p>Working with NSCP colleagues to adapt presentation material for Norfolk's district councils, using child as well as adult material</p>



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					Links to 1.10 action around self-assessment tool and s11
2.2	We will review our response to Self-neglect and Hoarding in Norfolk	Subgroup to be established (Ref NSAB meeting May 2021)	Board manager / Deputy board manager	Autumn 2021	<p>Ongoing support to the district council and LSAPs</p> <p>Ongoing support to the Greater Norwich Self-neglect and Hoarding networking group</p> <p>Presentation on self-neglect and Hoarding given to OneNorwich (01 July & 17 November 2021)</p> <p>Also see 1.7 reference work with David Orr</p> <p>Self-neglect and Hoarding subgroup in place, first meeting 6th Oct 21</p>

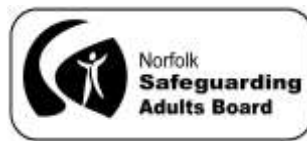


Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					Lofty Heights self-neglect & hoarding webinar planned for Nov 2021
2.3	We will develop a better understanding of the scale of self-neglect in Norfolk	We will develop a data collection tool around self-neglect in the county to support understanding of local need Needs to be reviewed by Self-Neglect and Hoarding sub-group	Board coordinator (AS)		Data collection tool and metric under development / in process Version 1 of data collection tool, shared with district council colleagues, although due to continued pandemic pressures a pragmatic approach is being taken

Strategic aim 3 – Learning from and shaping future practice | Business Priorities April 2021 – March 2022

No	Topic	Action/measure	Lead	Timescale	Achievements
3.1	We will integrate into our plan any specific learning related to Covid-19 as it is identified as having an impact on safeguarding – at local / regional / national levels		Board Manager / Deputy board manager	As required / identified	No new specific learning at the current time
3.2	We will disseminate key learning from Safeguarding Adult Reviews (SARs) signed off during this year and SAR referrals (using a range of	Disseminate learning from SARs in a range of formats as required and appropriate to any social	Board manager/ PML subgroup		Published 7MB on managing racist abuse in June 2021 (linked to SAR Joanna, Jon, Ben)



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

	<p>methods including learning events and associated materials as necessary) to support shared learning with all partner agencies thus encouraging an emphasis on preventative safeguarding working.</p>	<p>distancing restrictions; make more use of virtual methods</p> <p>Development of appropriate materials to support dissemination of learning ie single page summaries, PowerPoint presentations</p> <p>Exploration of <i>'Learning Events'</i> as an alternative methodology for identify learning from cases. This work is modelled on the 'Suffolk model'</p>	<p>Board manager/ Safeguarding Adult Review Group (SARG) / Deputy Board Manager via the LSAPs</p>	<p>SAR Joanna, Jon & Ben published Sept 21 along with a range of briefings and easy read version</p> <p>Mental Capacity Act guidance in webpage form on website August 2021</p> <p>SAR – refreshed policy and proc published Aug 21, including section on what to do when someone has died</p> <p>Work with carers and safeguarding</p> <p>SAR briefings to LSAPs provided</p>
3.3	<p>We will develop a Self-Assessment Tool to be used by any partner agencies to benchmark their safeguarding activity against and to provide information back to the safeguarding board</p>	<p>Tool be reviewed before rollout</p> <p>Pilot self-assessment tool with district / borough / city councils</p>	<p>Board manager (BM) / Deputy board manager</p>	



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

3.4	We will monitor and scrutinise our functions through the publication of an annual report and financial statement of spending.	Produce report (to include financial statement) to Adult Social Committee & Health and Wellbeing Board (H&WB)	BM		Annual report published Sept 2021 and presented to H&WB 29 th Sept
3.5	The board will monitor and seek assurance (including the recording of assessment outcome) that partners are implementing the requirements of the Mental Capacity Act (MCA) in their safeguarding adult functions.	<p>We will require board partners to provide evidence of our work in relation to MCA/DoLS.</p> <p>To establish workgroup to drive this priority (NSAB meeting May 2021)</p> <p>The LPS planning group has been established, first meeting held 08-12-2020</p>	NSAB Business Group		<p>Included in LSAP action plan (at local level) – regular discussions about MCA have taken place at every LSAP, although acknowledge there are varying levels of relevance to the multi-agency group</p> <p>(Sept 2021) Work group established, first meeting yet to be held</p>

Business objective postponed due to COVID-19 | 2021-22

Business priorities April 2021 – March 2022		Action/measure	Lead	Timescale	Achievements
	<p>Care home commitment 1</p> <ul style="list-style-type: none"> Understanding safeguarding and what to do if concerns arise 	Safeguarding Friends via the LSAPs		2021-22	Face to face work is on hold however SG Friends remain committed and have developed a SG quiz which has been put on



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

					website and shared with providers via N&SCS
Business objective completed as this has become business as usual					
Business priorities April 2021 – March 2022		Action/measure	Lead	Timescale	Achievements
Maintaining prompt engagement and positive approaches to safeguarding across Norfolk as we move through the of the pandemic response	<p>Regular messaging across all partners to ensure safeguarding remains business as usual</p> <p>Providing active support and guidance as specific issues relating to the pandemic are raised to NSAB</p> <p>Maintain links with national network (Board Managers and SAB Chairs)</p>	Board manager / Deputy board manager	As long as is required		<p>Maintaining prompt engagement and positive approaches to safeguarding across Norfolk as we move through the of the pandemic response</p> <p>Comms work with DASVG (older adults)</p> <p>Launch of new website</p> <p>Continue to publish guidance</p>



Norfolk Safeguarding Adults Board (NSAB) Business Plan for April 2021 to March 2022

Glossary

BM	NSAB board manager
DBM	NSAB deputy board manager
CCG	Clinical Commissioning Group
LSAP	Locality Safeguarding Adults Partnerships
LSCG	Locality Safeguarding Children Group
NSAB	Norfolk Safeguarding Adults Board
NSCP	Norfolk Safeguarding Childrens Partnership
PML	Norfolk Safeguarding Adults Board prevention, managing & learning subgroup
NCC	Norfolk County Council
SARG	Safeguarding Adults Review Group
SNH	Self-neglect and hoarding
MCA	Mental Capacity Act
LPS	Liberty Protection Safeguards
N&SCS	Norfolk & Suffolk Care Support Ltd
DASVG	Domestic Abuse and Sexual Violence Group