



## WESTERN BAY SAFEGUARDING ADULTS BOARD

### Business Action Plan 2016 -17

#### **Introduction**

The Western Bay Safeguarding Adults Board has been established since April 2013 and each year since, has developed a business and action plan which outlines the Board's strategic priorities and how they align with its core business. On 6<sup>th</sup> April 2016, the Social Services and Wellbeing (Wales) Act (SSWWA) 2014 became law and sections 134 – 141 (Part 7) replaces the requirements for Local Safeguarding Adults Boards with new provisions for Safeguarding Boards. Following the implementation of the SSWWA, the Western Bay Safeguarding Adults Board held a workshop to enable business planning and identification of strategic priorities to inform the Board's annual plan. The workshop made clear the responsibilities and requirements placed on the Board to have an effective outcomes focussed annual plan published by March 2017.

#### **Core Business**

The Board recognises its functions under Section 139 of the Safeguarding Board Regulations within the Social Services and Wellbeing (Wales) Act 2014 as core business. Core Business/core functions underpin the effectiveness of a Safeguarding Adults Board and are therefore written into the Terms of Reference for the Board and its management/sub groups. Membership and structures are regularly reviewed and updated within the Safeguarding Board arrangements and work plans will be aligned with this business plan and include core business functions to monitor effectiveness. These plans are regularly reviewed and amended throughout the year.

## **Strategic Priorities**

One of the major challenges for this, or any other Safeguarding Board is to get everyone's attention and thus make a difference. For this reason, the WBSAB is run in a very business-like way, with a streamlined, priority-driven programme; and emphasis upon results and outcomes, not process.

The Board is not a provider organisation; it is an Enabler. That is to say it is there to make sure that things happen and vice versa. So for example, the Board cannot and should not 'provide' training; but it ensures that where required, agencies do.

The WBSAB must demonstrate that it makes a definite, positive impact upon safeguarding and priorities the wellbeing of Adults at Risk. The business action plan will be reviewed against its outcomes in 2017 in order to meet the requirements of the Social Services and Wellbeing (Wales) Act 2014 to publish an annual business plan and annual report in July each year.

The Western Bay Safeguarding Adults Board has identified 3 strategic priorities within its Business Plan for 2016 – 17. They are as follows:

### **Strategic Priority 1 – Governance**

The Board clearly identifies which specific group(s) of adults require focus at safeguarding level.

### **Strategic Priority 2 – Establish Links with Partner Agencies**

The Board will pursue collaborative working with other Board, partnerships, and persons / bodies engaged in activities relating to the Board's objectives

### **Strategic Priority 3 – Engaging with Citizens**

The Board is proactive in engaging with its community and people are given the opportunity to participate in the work of the Board.

## Summary of Improvement Actions for 2016/17

<b>Strategic Priority 1 – Governance</b>					
<b>Priority Area</b>	<b>Actions</b>	<b>Who is responsible?</b>	<b>Timeline</b>	<b>Outcome</b>	<b>RAG Status</b>
<b>1.1 Develop a performance Framework</b>	<ul style="list-style-type: none"> <li>Establish what an effective performance framework looks like</li> <li>Develop a draft performance framework</li> <li>Pilot the framework for usefulness</li> </ul>	Quality and Performance Monitoring sub group	August 2016	The WBSAB has a performance framework that allows for local audit, data collection, analysis & regularly reports to the Board.	<b>GREEN</b>
<b>1.2 Effective data collection &amp; analysis</b>	<ul style="list-style-type: none"> <li>The Quality and Performance Management Subgroup will collect data and analyse on a regular basis</li> <li>The subgroup will ensure data is collected from multi agencies on a range of themes such as DoLS, Anti Slavery, Human Trafficking, Domestic Abuse, Sex workers</li> <li>Analysis will be able to identify trends, peaks and themes within specific groups in order to make recommendations for audit and focus</li> </ul>	Quality and Performance Monitoring sub group	March 2017	The Board will be fully informed about the specific groups of adults which require safeguarding focus	<b>AMBER</b>
<b>1.3 Develop consistency of</b>	<ul style="list-style-type: none"> <li>Ensuring a consistent</li> </ul>	Policy, Procedure & Practice Subgroup	March 2017	Consistency of Practice	

<b>practice across the work of the Safeguarding Board</b>	complaints policy. <ul style="list-style-type: none"><li>• Ensuring that we implement the new APSO and Adult at Risk procedures consistently</li><li>• Consistency of approach in the application of DoLS</li></ul>				<b>AMBER</b>
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## Strategic Priority 2: Establish Links with Partner Agencies

Priority Area	Actions	Who is responsible?	Timeline	Outcome	RAG Status
<p><b>2.1</b>  <b>Ensure that the Board is informed of relevant national reports e.g. Older Persons Commissioner “A place called home”, Flynn Report “In search of Accountability” and makes necessary link with other Boards (WBSCB, Domestic Violence Forum, National Independent Safeguarding Board)</b></p>	<ul style="list-style-type: none"> <li>Establish links with the National Independent Safeguarding Board</li> <li>Receive reports from other Boards as appropriate in order to share good practice and area for learning and improvement</li> <li>Both WBSAB and WBSCB feed into the Business Management Unit as necessary</li> </ul>	<p>Business Management Unit / Chair / Subgroup Chairs</p>	<p>March 2017</p>	<p>Improved collaboration, knowledge and understanding</p>	<p><b>GREEN</b></p>
<p><b>2.2</b> <b>Ensure learning lessons from practice reviews are disseminated to all agencies as appropriate</b></p>	<ul style="list-style-type: none"> <li>Update the Board as appropriate</li> <li>Dissemination information</li> <li>Co-ordinate a learning event</li> </ul>	<p>Strategic Training Management Group</p>	<p>Ongoing</p>	<p>Improved Learning and Sharing Information</p>	<p><b>AMBER</b></p>

<b>Strategic Priority 3: Engage with Citizens and Providers</b>					
<b>Priority Area</b>	<b>Actions</b>	<b>Who is responsible?</b>	<b>Timeline</b>	<b>Outcome</b>	<b>RAG Status</b>
<b>3.1 The WBSAB ensures that citizens, providers and the wider workforce are fully informed &amp; engaged in the work of the Safeguarding Board.</b>	<ul style="list-style-type: none"> <li>Publicise the work of the Board – use safeguarding week as a vehicle to do this</li> <li>Proactively recruit to the Board</li> <li>Safeguarding Conference</li> <li>Proactively encouraging the feedback from citizens and providers on policy development and proposed changes in practice</li> </ul>	Business Management Unit / Chair / Subgroup Chairs	March 2017	Greater engagement and consultation to service users, carers and providers. The Board need to be proactively seeking views and contributions and an appropriate representative to sit on the Board.	<b>AMBER</b>