

Kirklees
Safeguarding Adults
Board



**Partners in
preventing
abuse and
neglect**

Annual report
2019-2020

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Introducing our 2019-2020 Annual Report

This annual report identifies progress made over the past 12 months against the intentions we have laid out in the strategic plan and to lay out our work programme for the next 12 months against our updated 3-year strategic plan.

In the last annual report, we fed back on the Peer Challenge. This external view on the work of the Kirklees Safeguarding Adults Board (KSAB) and our ability to safeguard people in Kirklees was thorough and the outcome was positive.

We have ensured that highlighted areas for development, identified through the peer challenge, were fully incorporated into the forward plan.

Therefore, last year we focused on and made progress in the following areas:

- Engaging with the diverse Kirklees community, raising awareness and supporting prevention.
- Continuing to embed Making Safeguarding Personal and seeking assurances that any safeguarding support puts the person at the centre.
- Continuing to strengthen links and work closely with other strategic partnerships on themed areas.
- Strengthening the link between strategy and practice so there is an understanding at operational level about how strategic priorities impact on and are embedded into practice.

We are particularly pleased with the success of the newly formed practitioner forums as an effective way of strengthening the link between strategy and practice. The forums have, for example, played an important part in supporting the implementation of the new Self Neglect policy and procedure.

Early in 2020 the COVID-19 pandemic started and the board has developed a specific risk register to ensure that it is properly sighted on the impact of this on the safety and wellbeing of vulnerable adults. Issues arising and learning from this challenging period will be incorporated into this year's evolving forward plan and work programmes.

As an outward facing board, we continue to be committed to collaborative ways of working. It is essential that we provide even-handed and objective oversight and challenge wherever issues of poor practice and unsatisfactory outcomes are identified. We are clear about our function as a group of system leaders that we work with others towards achieving our primary aim - keeping the people of Kirklees safe.

As normal this Annual Report will be submitted to the Health and Wellbeing Board and Overview and Scrutiny Panel. Board members will take it through their own governance boards and in addition, as required by the Care Act 2014, it will be shared with the Chief Executive and the leader of the local authority, the local policing body and Healthwatch Kirklees.



Mike Houghton-Evans
Independent Chair

We're Kirklees

[We're Kirklees](#) is the way Kirklees Council describe the next phase of the journey to change the way it works internally and with people and partners, to make Kirklees an even better place to live, work, visit and invest.

The vision for Kirklees is to be a district which combines a strong, sustainable economy with a great quality of life - leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives. The Kirklees Safeguarding Adults Board supports the vision and the shared outcomes, with a key contribution towards the outcome "People in Kirklees live in cohesive communities, feel safe and are protected from harm".

- 12.2% (53,000) of people in Kirklees live in neighbourhoods among the top 10% most deprived in England (Index of Multiple Deprivation 2019).
- 14.3% (61,900) of people in Kirklees are income deprived (Indices of Multiple Deprivation 2019).
- 14.9% (14,300) of people aged 60 and over in Kirklees are income deprived (Indices of Multiple Deprivation 2019).
- 11.9% (32,450) of people aged 16 to 64 in Kirklees are claiming Universal Credit (April 2020).
- There are 18,091 Personal Independence Payments (PIP) cases with entitlement in Kirklees which amounts to 5.2% of people aged 16 and over (December 2019). In addition, there are 8,004 Disability Living Allowance claimants aged 16 and over (2.3%, August 2019).
- 11.3% (8,861) people of pensionable age claim Attendance Allowance (August 2019).

What does Safeguarding Adults mean?

Safeguarding adults means stopping or preventing abuse or neglect of adults with care and support needs. Adults with care and support needs are people aged 18 and over whose care needs are caused by a physical or mental impairment or illness.

What is the Kirklees Safeguarding Adults Board and what does it do?

The Kirklees Safeguarding Adults Board (KSAB) brings together the main organisations working with adults at risk including the Local Authority, West Yorkshire Police and NHS Clinical Commissioning Groups, who are statutory partners.

- The job of the board is to make sure that there are arrangements in Kirklees that work well to help protect adults with care and support needs from abuse or neglect. It does this by:
- Assuring itself that local safeguarding arrangements are in place as defined by the Care Act 2014 and statutory guidance
- Assuring itself that safeguarding practice is person-centred and outcome-focused
- Working collaboratively to prevent abuse and neglect where possible
- Ensuring agencies and individuals give timely and proportionate responses when abuse or neglect has occurred

- Assuring itself that safeguarding practice is continuously improving and enhancing the quality of life of adults in its area.

Governance and Accountability

The Board has overall governance of the policy, practice and implementation for Safeguarding. It also has a key role in promoting the wider agenda so that Safeguarding is seen as a responsibility for everyone.

In accordance with Care Act guidance, the Independent Chair reports quarterly to the Local Authority Chief Executive. The board also has a formal relationship with the Health and Wellbeing Board to ensure effective accountability of its work.

Individual board members take responsibility for reporting through their own organisations, including the submission of annual progress reports to their executive management body. This is to ensure that Adult Safeguarding requirements are integrated into their organisation's overall approach to service provision and service development.

Each organisation actively plans and monitors its work around safeguarding, which contributes to evidence for the board's performance framework and the annual challenge event. The Board calls partners to account for their approach to safeguarding adults through regular reporting.

The Board consistently publishes its minutes. This provides transparency of its actions and achievements. This is one way to increase public awareness of the independent nature of the Board and shows how it seeks assurances from its members regarding safeguarding issues.

We continue to build on work we started when we appointed our first Independent Chair 5 years ago - the focus being to ensure that the Board and its members are accountable, visible and outward facing. This is greatly assisted through the work of the Vice Chair, a position taken by one of the statutory partners.

The Vice Chair is appointed for a period of 3 years. This ensures consistent leadership across the partnership. In the absence of the Independent Chair, the Vice Chair chairs meetings of the KSAB, and provides impartial support and advice when required.

The Vice Chair also plays a key part in the development of the Strategic Delivery Group (SDG) by leading and chairing it and undertakes a leadership role in the continued development of our partnership work.

The SDG is a key part of the Board's infrastructure and was created to strengthen partnership ownership of our work. It enables delivery of the Board's work programme. The SDG co-ordinates the development and implementation of priorities outlined in the strategic plan, establishes subgroups, Task-and-Finish groups and public engagement arrangements, as appropriate; and helps drive the development of good practice in Safeguarding Adults work and provides analysis and intelligence for the Board.

The subgroups are: Quality & Performance subgroup, Learning & Development subgroup, Safeguarding Adult Review (SAR) subgroup.

The working groups are: Engagement working group, Dignity in Care steering group and any others which may be determined by the Board or SDG during the year to support the Board's annual work programme.

As a strategic partnership it is important that the SDG, sub-groups and task-and-finish groups are seen as a partnership responsibility both in sharing the chairing of these groups and ensuring appropriate participation.

Our Members

The Board is made up of senior officers nominated by each member organisation. They are required to sign a membership agreement, which reflects the board constitution, and information sharing agreement.

Members have sufficient delegated authority to effectively represent their agency and to make decisions on their agency's behalf. If they are unable to attend meetings for any reason they send, with the chair's permission, a nominated representative of sufficient seniority.

During 2019 - 20 the following agencies and organisations were members of the Kirklees Safeguarding Adults Board:

NHS North Kirklees Clinical Commissioning Group
NHS Greater Huddersfield Clinical Commissioning Group
West Yorkshire Police
Kirklees Council Commissioning and Health Partnerships
Lay member
West Yorkshire Fire and Rescue Service
Kirklees Council Adult Social Care
The Mid Yorkshire Hospitals NHS Foundation Trust
Kirklees Growth and Housing
Locala Community Partnerships
Calderdale and Huddersfield NHS Foundation Trust
South West Yorkshire Partnership NHS Foundation Trust
Healthwatch
Kirklees Public Health
Elected member
NHS England

The expectation is that all members attend all meetings and despite continuous, rapid organisational change in all partner agencies there has been excellent attendance. If for any reason members have been unable to attend their nominated deputy has usually attended.

Kirklees Safeguarding Adults Board 2019-20 Meeting Attendance

Independent Chair	100%
NHS North Kirklees Clinical Commissioning Group	100%
NHS Greater Huddersfield Clinical Commissioning Group	100%
West Yorkshire Police	100%
Kirklees Council Commissioning and Health Partnerships	100%
Lay member	100%
West Yorkshire Fire and Rescue Service	100%
Kirklees Council Adult Social Care	100%
The Mid Yorkshire Hospitals NHS Foundation Trust	100%
Kirklees Growth and Housing	100%
Locala Community Partnerships	100%
Calderdale and Huddersfield NHS Foundation Trust	100%
South West Yorkshire Partnership NHS Foundation Trust	100%
Healthwatch	100%
Kirklees Public Health ¹	75%
Elected member ²	25%
NHS England	25%

The following attend in an advisory capacity:

Kirklees Council Legal Services
Service Manager - Safeguarding Adults Board
Deputy Manager - Safeguarding Adults Board
Business Support Manager - Safeguarding Adults Board

Resourcing the Kirklees Safeguarding Adults Board

Statutory partners share the cost for the effective operation of the board.

It is the responsibility of the Local Authority to work with partners to ensure that there is an effective safeguarding board in place. The capacity to support the board ultimately rests with the Local Authority. However, as it is a statutory formal strategic partnership, resourcing it and its work is really a partnership responsibility. Resourcing the work of the board can be through financial contribution as well as in kind e.g. through providing human resource input or venues.

As a strategic partnership it is important that the infrastructure, sub-groups and task and finish groups are seen as a partnership responsibility both in sharing the chairing of these groups and ensuring appropriate participation.

Understanding of the resource requirements ensures the board can operate effectively and deliver the agreed work programme. This is the basis for agreeing contribution levels

¹ Public Health joined the Board in the 2nd quarter

² Elected member joined the Board in the 4th quarter

required with partners and is reviewed annually as the work programme is agreed.

In 2019-20 we had £249,333 to spend. This money represents the contributions from West Yorkshire Police, Kirklees Council and combined contributions from Greater Huddersfield and North Kirklees CCG Clinical Commissioning Group. This was enough money to pay for what we planned to do.

Kirklees Council	£168,425
CCGs	£62,407
WY Police	£18,501

Subgroups of the Board

- During 2019-20 Subgroups of the board were:
- Strategic Delivery Group
- Safeguarding Adults Review
- Learning and Development
- Quality and Performance

All these groups have multi-agency membership and have met regularly in between each board meeting.

The Safeguarding Adults Network and the Dignity in Care is also connected to the Learning and Development subgroup. Their roles are to act as an information exchange and to share learning and good practice for a wider group of agencies across the partnership. This year three network events have been held.

Task and finish groups work in partnership with other boards in Kirklees, including planning and delivering Safeguarding Week, and across West, North Yorkshire, and York concluding the work on updating our Regional Policy and Procedures.

Our Vision

The citizens of Kirklees, irrespective of age, race, gender, culture, religion, disability or sexual orientation are able to live with their rights protected, in safety, free from abuse and the fear of abuse

Our focus is on creating a culture where:

- Abuse is not tolerated
- Following the principles of 'Making Safeguarding Personal', there is common understanding and belief of what to do when abuse happens.

To make this vision a reality it is essential that agencies work together to:

- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Ensure that they safeguard adults in a way that supports them in making choices and having control about how they want to live
- Proactively take steps to stop abuse or neglect
- Ensure they have a competent and able workforce
- Raise public awareness recognising the value local communities can play in prevention and early intervention.

1. Empowerment

People being supported and encouraged to make their own decisions and give informed consent

2. Prevention

It is better to take action before harms occurs

3. Proportionality

The least intrusive response appropriate to the risk presented

4. Protection

Support and representation for those in greatest need

5. Partnership

Local solutions through services working with their communities – communities have a part to play in preventing, detecting and reporting neglect and abuse

6. Accountability

Accountability and transparency in safeguarding practice

These principles underpin the delivery of our vision.

Our Key Priorities and Achievements

This section of the report outlines our key priorities and summarises what we have achieved over the year.

1. Provide strategic leadership and effective collaboration including working productively across Kirklees in safeguarding adults

We are committed towards the Board and its members being visible and outward facing. We also ensure that we work effectively with other strategic partnerships.

Key achievements include:

- **Continuing to strengthen links and work closely with other strategic partnerships on themed areas**

The Board has representation on local Strategic and Operational groups on Modern Slavery, Prevent, Hate Crime, Female Genital Mutilation, and Protecting People from Harm, Domestic Abuse and Contextual Safeguarding. The Independent Chair also attends the Child Sexual Exploitation (CSE) Gold Group.

The Board took part in a joint workshop to refresh interboard collaboration on the areas of linked agendas, bringing together Kirklees Safeguarding Children Partnership and the Health and Wellbeing Board. It highlighted key areas of work, focusing on linked agendas and how we can help each other to work more effectively together to achieve our shared outcomes.

- **Securing Elected Member presence on the Board in response to reviewing and strengthening the Board's approach to lay membership**

The Peer challenge the Board commissioned in 2018/19 asked the Board to consider elected member representation as "elected members can bring an important dimension to promote the work of safeguarding voice and act as a conduit to communication with local communities". The Board was in agreement and, approached Cllr Musarrat Khan to sit on the Board. She sits on the Board as a key member of the Health and Wellbeing Board. The Board welcomes her and looks forward to her involvement and contributions in the future.

Prior to appointment to Board, Cllr Khan, in her role as portfolio holder for Health and Social Care, received regular briefings around safeguarding performance, current safeguarding issues and challenges in Health and Social Care. She continues to receive a regular update report on key board activities and local and national developments.

As in previous years, the KSAB Annual Report was presented to the Health and Wellbeing Board and The Health and Social Care Scrutiny Panel.

- **Encouraging links with frontline practitioners and the board so they can deliver stories and case examples**

The Board worked with Adult Social Care (ASC) colleagues to re-introduce the frontline practitioner forums for AS staff. The Adult Social Care forum is an opportunity for frontline staff in ASC to regularly meet to discuss areas of good practice, share learning, case examples and stories and it has been used as a platform for developing practice for areas of working identified as benefiting from improvement. The forums were successfully re-introduced after a period of absence and were welcomed and have all been very well attended by the frontline practitioners and managers.

- **Continuing to carry out engagement activities to improve our understanding and evidence of community awareness of safeguarding**

The Board's Engagement working group has involvement from our Lay member and Healthwatch Kirklees and is continuously looking at ways to improve community awareness of safeguarding. During Kirklees Safeguarding Week 2019 the Engagement group linked in with colleagues from Adult Social Care and jointly co-ordinated and participated in a successful partner event 'Keeping Adults Safe in Kirklees' to engage and seek views on safeguarding from members of the public as well as frontline staff across the health and social care sector. They were invited to answer 2 questions:

- 1) What does safeguarding mean to you?
- 2) What makes you feel safe?

The responses received were very similar and gave assurance that people understood the term 'Safeguarding' in respect of adults:

"Family feeling safe and looked after and able to live and feel safe"

"Having a body/procedures in place in order to protect the public and individuals"

"Looking after the vulnerable people and making sure they are able to be safe in our community and continue to live independently"

They were also asked about which of the Board's five Strategic Priorities meant the most to them. 59% stated Priority 2 'Ensure that they safeguard adults in a way that supports them in making choices and having control about how they want to live' was the most important priority to them both personally and where applicable in their working life.

The Board worked collaboratively with outreach colleagues in Kirklees Community Plus to ensure safeguarding information was reaching the communities. We focussed this year on disseminating 'hot topic' information and scams information via their outreach programme and

contacts in the community. The Board has built a valuable working partnership with Community Plus during Safeguarding Week since the inception of Safeguarding Week in 2016 and continue to work with them to great effect.

- **Continuing collaborative work to ensure people who self-neglect are appropriately supported**

A recent discretionary SAR (Safeguarding Adults Review) highlighted issues that arose due to a lack of clarity of the process to follow when an adult at risk is suspected of self-neglecting. The Board took these recommendations and worked to improved practice and protocol around self-neglect to initiate a rewrite of the self-neglect policy, which would include a practitioner toolkit.

This was a multi-agency collaboration from end to end to ensure it would fulfil its purpose of aiding frontline staff from any agency to work with a self-neglecting adult at risk. The policy was launched at the end of the year and will be reviewed through practice throughout the coming year as well as being tested against historical self-neglect SARs to judge effectiveness and ease of use and whether it would contribute to preventing future SAR instances of self-neglect.

And next?

- Continue to strengthen links and work closely with other strategic partnerships on themed areas including KSAB representation on the Child Sexual Exploitation Strategic Group
- Seek assurance from commissioners on their monitoring of safe care in commissioned services and work to improve the care market
- Systematically examine information to identify potential threats, risks, emerging issues and opportunities, beyond the safeguarding working agenda (Horizon scanning)
- Strengthen the link between strategy and practice and implement and support practitioner forums in a multi-agency format
- Continue to raise awareness and support early intervention and prevention through engagement with the Kirklees diverse community
- Continue to support Kirklees Safeguarding Week

2. Gain assurance that adults are safeguarded through timely and proportionate responses to concerns of abuse or neglect, with support for individuals to have informed choices

We continue to work toward safeguarding practice being focused on outcomes and experience, not process. That people who have experienced harm are empowered. The Board recognises that Making Safeguarding Personal (MSP) is a golden thread running throughout safeguarding and is continuously working to support the improvement and embed MSP throughout practice.

Key achievements include:

- **Continuing to undertake audits and build intelligence/data that evidence that Making Safeguarding Personal (MSP) principles are being applied along with proportionate and timely response**

The Board's Quality & Performance (Q&P) subgroup purpose is to establish systems and processes for monitoring and evaluating the effectiveness of the inter-agency safeguarding processes for Safeguarding adults at risk of abuse and neglect. The subgroup compiles and analyses a quarterly integrated performance dashboard to identify any key themes, gaps, areas of failing performance enable the KSAB to understand the prevalence of abuse/ neglect, highlight themes and trends in safeguarding activity, and identify issues that need addressing in safeguarding. Making Safeguarding Personal forms part of the Board's quarterly data dashboard.

The Q&P subgroup has worked extensively to ensure that safeguarding arrangements are working effectively looking at timeliness of concerns taking account of the indicative timescales and any MSP conflicts. The Q&P subgroup sought assurance through in-depth audits to ascertain immediate safety was maintained from the start of the enquiry.

Further work was completed through the Adult Social Care (ASC) forum to share the audit findings and to ensure learning was embedded throughout the workforce. Through this collaborative work, it was established that further work to the MSP training package was required to ensure delegates were understanding the message delivered. This was completed and a first session was delivered and well received by delegates. However, the COVID-19 pandemic necessitated the programme to be redeveloped taking into account different ways of learning and delivery which will need to be addressed. Work is underway with this and once completed will be rolled out and to partners so they are able to share with colleagues in their services.

- **Further develop ways of gaining the views of people who have experienced abuse to ensure that support follows the principles of Making Safeguarding Personal**

Making Safeguarding Personal (MSP) is the key driver in making sure that adults are supported to have a choice. It is about making sure that people are at the centre of and are better informed about what

Safeguarding is. The Care Act reinforced the key principles of MSP, by requiring person centred practice.

The Board values the views and stories of people who have experienced abuse to seek assurance that the work carried out during the year to improve practice and embed key MSP messages are effective and working. Healthwatch Kirklees has been commissioned to undertake work gaining the views of people who have experienced abuse to ensure that support follows the principles of Making Safeguarding Personal. The recording systems in the safeguarding concerns pathway have been reformed to enable consent to be sought for future contact with the person at the centre of the enquiry.

- **Seeking assurance that the recently revised procedures make a difference to people and result in them feeling safer**

Adult Social Care practitioner forums are used as a platform to enable shared learning looking at case studies and reflecting on practice. This has been a very useful exercise, however considering all the cases had multi-agency involvement it soon became apparent that the practitioner forums needed to be opened up to partners to ensure multi-agency learning and reflective practice is captured. Work is underway to initiate multi-agency practitioner forums.

And next?

- Continue to establish ways of improving, analysing and interrogating data on the Board's Data Dashboard. Use analysis as the basis for recommending the commissioning of targeted audits
- Continue to develop ways of gaining the views of people who have experienced abuse to ensure that support follows Making Safeguarding Personal principles
- Develop the process to enhance feedback from users following a section 42 enquiry as part of the MSP National Framework
- Continue to embed Making Safeguarding Personal including reviewing and refreshing MSP multi-agency training sessions principles
- Continue the work with established networks to meet the challenge to engage with diverse communities
- COVID-19: Seek proportionate assurance that local safeguarding arrangements and response is managed in line with national guidance and legislation
- COVID-19: Seek assurance around the impact of lockdown easing

3. Support the development of and retain oversight of Preventative Strategies that aim to reduce instances of abuse and neglect

This is an essential priority area and we continue to support work on prevention and early intervention as well as financial abuse and domestic abuse.

Key achievements include:

- **Continuing to contribute to the Kirklees wider prevention and early intervention work through participation in this work**

The Board has representation on local Strategic and Operational groups on Modern Slavery, Prevent, Hate Crime, Female Genital Mutilation, and Protecting People from Harm, Domestic Abuse and Contextual Safeguarding. The Independent Chair also attends the Kirklees CSE Gold Group.

Collaboration on the areas of linked agendas, bringing together Kirklees Safeguarding Children Partnership and Kirklees Communities Board.

- **Continuing with networking events as a key way of engaging and getting key messages to professionals across the partnership**

The Board has held 3 successful and well attended networking events this year;

Self-neglect event

This was a multi-agency event for frontline practitioners and managers which concentrated on how we can develop a more effective multi-agency approach to working with people who are suspected of self-neglecting. The recent non-statutory SAR in relation to a self-neglect case was a focal point which highlighted good practice

‘Smiling Matters’ - Revisiting the principles of Dignity in Care and what it means for practice.

The event agenda included items such as Promoting Dignity through meaningful activities in a Dementia Care Home and Dignity, compassion and respect - Embracing a person centred approach for patients with cognitive impairment in the acute hospital setting. The event was fully booked and well received by all in attendance.

Light Out of Dark: Learning from experience and practice arising from SARs, SCRs and DHRs

Kirklees Safeguarding Adults Board in conjunction with Kirklees Safeguarding Children Partnership (KSCP) and Kirklees Council facilitated an event which welcomed speakers from the partnerships to talk about the importance of learning from and sharing good practice in all Safeguarding Reviews, how to make a referral to request consideration of a review and group exercise on observational

techniques to highlight how to look wider than the information that is presented.

- **Continuing to engage with the community and implement the Communication and Engagement Strategy to raise awareness and support prevention**

In previous years, KSAB carried out extensive research into social media practices of Safeguarding Adults Boards nationally and the merits of using a variety of platforms, linking in with Healthwatch to seek their views and advice in relation to their experience. The resulting report presented all findings to the Board which concluded that because SABs are an umbrella for the partner agencies who work together to safeguard Adults, SABs do not need their own social media accounts but instead should tap into pre-existing groups/sites.

This year, the Board revisited the topic of Social Media and made the decision to trial a Twitter account. This was based on valuable arguments in favour of social media put to the Board by new Board members. The account is in its infancy and the SDG continue to monitor its use and effectiveness for the Board.

- **Refreshing the self-neglect protocol and include a practitioner toolkit**

The Board recognised the self-neglect policy needed revision and the new policy was relaunched this year. At the time of rewriting, the SAR subgroup commissioned a discretionary SAR to look at key learning points in a case of a gentleman who was self-neglecting and sadly died.

The report made several recommendations in relation to areas of the policy, which had failed the gentleman. This was taken into consideration alongside the ADASS Yorkshire & Humber set of principles to support practice and strategic overview. This was a multi-agency collaboration from end to end to ensure it would fulfil its purpose of aiding frontline staff from any agency to work with a self-neglecting adult at risk. The policy was launched at the end of the year and will be reviewed through practice throughout the coming year as well as being tested against historical self-neglect SARs to judge effectiveness and ease of use and whether it would contribute to preventing future SAR instances of self-neglect.

- **Improved the Safeguarding Adult Review Framework**

The Board has continued to give high profile to work on preventing abuse and neglect. By developing a series of strategies to prevent abuse or neglect, and by supporting a number of initiatives, including learning from Safeguarding Adults Reviews, we aim to improve the quality of care and prevent safeguarding issues arising in the first place.

When an adult who needs care and support either dies or suffers serious harm, and when abuse or neglect is thought to have been a

factor, Kirklees Safeguarding Adults Board needs to undertake a Safeguarding Adults Review.

Sometimes Safeguarding Adult Boards will also arrange for a SAR to take place in other situations where they feel there need to be lessons learnt about the way organisations worked together to support the person who suffered harm.

The KSAB Safeguarding Adults Review Framework sets out the criteria for when KSAB must or may commission a SAR; a menu of options for conducting SARs, guidance on how adults at risk and their families and staff involved will be supported in SARs; how learning from our SARs and from other SARs nationally will be acted on in Kirklees. In the interest of keeping information current and relevant, the SAR subgroup conducted and completed a full review of the SAR Framework and associated processes.

And next?

- Continue to strengthen partnership and collaborative working across the board
- Continue with networking events as a key way of engaging and getting key messages to professionals across the partnership
- Evaluate effectiveness of improved Safeguarding Adults Review Framework and ensure processes remain effective
- Develop methods of sharing and embedding learning from Safeguarding Adults Reviews
- Review hoarding protocol ensuring effectiveness and efficiency of system processes
- Implement/review and embed Self-neglect protocol introducing Risk Escalation Conference

4. Promote multi-agency workforce development and consideration of specialist training that may be required

The Board considers multi-agency workforce development key to ensuring learning is relevant to enabling partners to provide the necessary assurance that adults at risk are being safeguarded. The Board will use traditional network events as well as information from its Learning and Development subgroup to ensure learning and development and specialist training needs are met.

Key achievements include:

- **Continuing to develop methods of sharing and embedding learning from Safeguarding Adults Reviews (SARs)**

SARs are overseen by KSAB's Safeguarding Adult Review Subgroup, made up of representatives from partner organisations and chaired by the Police partner of the KSAB. During 2019-20 the Board was involved in a review concerning a 46 year old White British man with learning disabilities and other complex medical conditions (Adult K). The review was carried out using methodology used for Learning Disability and Mortality Reviews.

As the gentleman had learning disabilities a review was initiated in 2017 on the Learning Disability and Mortality Review (LeDeR) Programme instituted by NHS England and delivered through local reviews coordinated by Clinical Commissioning Groups (CCGs) The overall aim of the LeDeR Programme is to drive improvement in the quality of health and social care services delivery and to help reduce premature mortality and health inequalities. All deaths of people with learning disabilities aged 4 years and over are reviewed. The purpose of reviewing deaths is to identify if there are any potentially avoidable contributory factors associated with the deaths of people with learning disabilities. As part of each review, an action plan is developed to take forward any improvements.

A trained LeDeR reviewer undertook the review. It was agreed by the Kirklees Safeguarding Adults Review (SAR) subgroup that as a LeDeR review had commenced it would seek to utilise any learning from the review. The Review concluded that there had been a lot of positive partnership working in caring for the man and that the caring work had been very focused on supporting him to give the best care possible.

The KSAB has continued to maintain an oversight of a recommendation on Improvement Plans to seek assurance that actions have been completed.

In addition, The SAR subgroup has strengthened learning by horizon scanning for SARs and learning from other areas and has included 'sharing and embedding learning from SARs' as a standing agenda item across all the Board's subgroups.

A member of the SAR Subgroup continues to be a champion on the National SAR library.

- **Continuing to embed Making Safeguarding Personal (MSP)**
The Board, through working with the Adult Social Care forum established that there is still a need to continue with this piece of work. The Chair of the Learning & Development subgroup continues to work with the Board to develop and enhance the current MSP learning offering to respond to the ask of the Q&P subgroup to reduce the anomalies in MSP figures.
- **Sign off and implement a tool to evaluate the effectiveness of the Multi-Agency Learning and Improvement Framework**
This evaluation tool serves as a guide to aid partners evaluate effectiveness of multi-agency learning provided across adult health and social care in safeguarding. Each year, the Board conducts a Challenge Event seeking assurance from partners of effective service delivery across a number of themed areas, including workforce learning and development. The Board recognises there are other tools and monitoring systems which partners use, so the purpose of this toolkit is to act as a supplementary guide to help partners in answering challenge event questions. The tool is based on the Bournemouth Competency model and work is being carried out to align it with the NHS intercollegiate document to assist health partners.
- **Develop innovative ways of delivering multi-agency learning**
The Learning and Development subgroup continuously looks at ways to improve delivery of multi-agency learning and seeks feedback from learning session attendees and network event delegates for innovative ways to continue delivery of future sessions.

Sessions development has been rapidly re-imagined since the advent of the COVID-19 pandemic. Work that is being carried out on behalf of the Board to ensure learning and development continues whilst we do not have classroom based learning sessions during the COVID-19 pandemic:

- Looking at how we can deliver online training using Microsoft teams and exploring its functionality to ensure participants receive good quality, interactive learning experiences
- Re-designing the Safeguarding Adults Basic Awareness session to deliver it via Microsoft Teams

- Working with the trainer who delivers the Safeguarding Adults Enquiry Officer training to deliver learning sessions via Skype
- Updating the Safeguarding Basic Awareness Workbook
- Developing a Safeguarding Basic Awareness power point presentation with audio
- Meeting with the Adult Social Care Safeguarding Senior Consultants to develop the Safeguarding Concerns Manager learning event via Microsoft Teams
- Updating the Making Safeguarding Personal (MSP) learning session and developing a workbook and a power point presentation with audio.

The Kirklees Learning & Organisational Development Team are developing a variety of learning materials to provide a blended learning approach particularly for staff who do not have access to laptops to take part in Microsoft Teams sessions.

And next?

- Develop innovative ways of delivering multi-agency learning looking at a blended approach to learning
- Re-energise 'See Me and Care Campaign' and the 'Dignity in Care' work streams
- Continue to develop methods of sharing and embedding learning from Safeguarding Adults Reviews
- Develop a Learning & Development Strategy ensuring it is representative of the multi-agency approach to learning and development
- Produce a Learning and Development Plan on Annual Basis
- Continue to support with professional development

5. Gain assurance of effectiveness of partners' safeguarding arrangements and improvement plans

The annual KSAB Challenge event was reintroduced this year following a break due to the Board commissioning a Peer Challenge in 2018-2019 to gain assurances of the effectiveness of our partners safeguarding arrangements. The Board continues to analyse data in relation to concerns so we are able to increase our understanding of the prevalence of abuse and neglect. We also carry out targeted audits following analysis of the data.

The KSAB has a Performance Dashboard which is continually being improved to ensure the KSAB has ways of analysing and interrogating data on safeguarding notifications that increase the SAB's understanding of prevalence of abuse and neglect locally that builds up a picture over time.

Key achievements include:

- **Continuing to establish ways of analysing and interrogating data on safeguarding notifications that increase the Board's understanding of abuse and neglect locally over a period of time**

The Board's dashboard is a way of analysing data to ensure that the Board are measuring and assuring themselves that partners are responding appropriately to safeguarding concerns. The Q&P subgroup is developing new ways of gathering health data to supplement Adult Social Care data to ensure a richer picture of information is presented and responded to by all partner agencies. Q&P subgroup is developing links with the CHESP (Care Home Early Support and Prevention) group to gather meaningful data and is in conversation with West Yorkshire Police to triangulate information which can supplement the Board's current dashboard data.

- **Continuing to gain assurances of partners safeguarding arrangements and improvement Plans**

This year the Board Challenge Event was led by the Independent Chair and supported by the Board's Lay member. At this event Board members are asked to account for performance in their own agencies. Each year there is a themed focus and this year there was a focus on Workforce Learning and Development.

All members of the Board were asked to complete a self-assessment tool and this formed the basis of the challenge event undertaken in February.

The partner responses to the self-assessment questionnaires this year were once again comprehensive and of a very high standard. They were honest, transparent and thorough. They all included both achievements and suggestions for improvement. This enabled a good foundation for the panel to engage in a valuable and productive conversation with the partners.

The overriding response that came out through the challenge sessions was that all partners felt that as a partnership, we work effectively

together. There were three main themes that emerged for us to work on and take forward:

1. A shift in focus towards more joint workforce development and learning opportunities
2. A continued focus on prevention of harm and neglect and hence improve outcomes for individuals
3. Continue to work collaboratively on addressing service gaps for vulnerable adults.

- **Continuing to use the analysis of data as the basis for recommending the commissioning of targeted audits**

The KSAB Safeguarding Adults approach to developing its audit programme is to enable the board to check that safeguarding arrangements have been effective and are delivering the outcomes that people want. The Audit Programme is an integral mechanism by which the board gains assurance across the partnership of the effectiveness of safeguarding work in Kirklees. Audit outcomes can then be used to demonstrate the insight and learning gained from the entire safeguarding process and most importantly support agencies to take an appropriate targeted remedial response as required.

The Board's audit programme is a rolling programme of audits, which each statutory partner contributes to. However, the COVID-19 pandemic has necessarily meant the board needs to re-evaluate audit activities across partnership; gaining both quantitative and qualitative data sets with additional soft intelligence to perform a deeper dive within a revised thematic focus. This will help the partnership to identify the effectiveness of the present safeguarding arrangements and develop what lessons can be learnt through this unprecedented time.

The Safeguarding Audit Programme will always look at interlinked key areas:

- How safe are those adults at risk of abuse or neglect in Kirklees?
- Are local agencies working effectively both internally and collaboratively to safeguard people?
- Are adults safeguarded in a way that supports them to make choices and have control about how they want to live?

And next?

- Complete a Challenge event to provide assurance of the effectiveness of partners safeguarding arrangements
- Continue to improve ways of analysing and interrogating data that increases our understanding of prevalence of abuse and neglect locally that builds up a picture over time to improve reporting
- Ensure a strong link between data and operational activity and performance. This is strengthened when the narrative alongside the data is provided by the organisational service delivery management teams.

- Continue to seek assurance from commissioners on their monitoring of safe care in commissioned services and work to improve the care market
- COVID-19: Develop and utilise a risk register to work with partners to identify and mitigate areas of risk

Agency Achievements

Kirklees Adults Social Care

Protecting vulnerable residents is a key objective of the council and safeguarding adults a core statutory duty.

Safeguarding concerns at the point of contact continue to be dealt with in a timely manner. With all team members prioritising the 'adults at risk' and addressing immediate safety concerns.

We are continuing to embed Making Safeguarding Personal throughout the safeguarding journey of the adult at risk or their representatives. We continue to ensure their preferred outcomes are clear to all.

Whilst performance data indicates that some cases are held longer at initial stages this is to ensure a robust personalised approach to an individual Safeguarding Concern. In working through this approach, we have avoided unnecessary handoffs for the most complex and sensitive cases resulting in a better experience for the adult at risk during a difficult period of time.

A Risk Management Tool categorising the level of risk has been introduced to monitor the levels of risk for unallocated cases across the community hubs. The risk tool includes contacting the adult at risk and relevant agencies to ensure any immediate risks are mitigated. The Senior Safeguarding Consultants (SSC) complete the risk tool and continue to support the community hubs with Adult Safeguarding work.

There continues to be SSC representatives from Adult Social Care supporting with linked agendas including Modern-Day Slavery, Prevent and Honour based Violence. Safeguarding SSC's have worked alongside Safer Kirklees to produce the new referral process and the guidance document for Modern Slavery.

The SSCs have worked with Children's Services in a cross-service learning group to improve practice for care leavers, many who are vulnerable and at the risk of abuse and who at the age of 18 transfer to Adult Services. They have designed a new pro-forma to support the community hubs and external agencies to ensure the correct and required information is detailed in the internal investigations.

New students and newly qualified Social Workers joining Kirklees Adult Social Care benefit from a Safeguarding presentation as part of their induction. The SSCs have maintained links with Huddersfield University by completing presentations to students as part of our Partnership. They have gained positive feedback from the students and the event's organiser. They have contributed to 'Safeguarding Week' and a successful safeguarding event held at the Global Diversity Café for the public. Staff have been proactive in ensuring continued personal development and accessed on-line training as relevant.

Reflective Debrief Meetings have continued to be considered a priority to support shared learning across Gateway to care and the community hubs. This has supported the teams to adapt to new ways of working and partner agencies have been invited to share learning at the meetings.

Adult Social Care continued to support Multi-Agency Risk Assessment Conferences (MARAC) and have a representative attending and providing intelligence relating to very 'high risk' domestic violence cases.

Adult Social Care is represented daily in the DRAMM (Daily Risk Assessment Management Meeting), this continues to support the high risk Domestic Abuse cases received in a 24 hour period, including those without Recourse to Public funds.

Moving forward the immediate safety of the adults we support will continue to be the priority across ASC. This will include close monitoring and escalation when required. The team are confident that they will meet future challenges using their expertise in identifying, analysing, and managing risk.

The community hubs have continued to manage and coordinate the Self-Neglect Multi-Agency Meetings to enable effective risk management across the systems with partner agencies.

Adult Social Care has continued to work closely and build up relationships with partner agencies such as Care Home Early Support and Prevention (CHESP). We have contributed to meetings in addition to CHESP to support care homes deemed 'high risk'. The sharing of relevant information across Adult Social Care has had a positive impact on carrying out our statutory duties relating to Section 42 enquires.

Kirklees Council receives approximately 1,200 safeguarding referrals per year from registered care homes through Gateway to Care. Because of this, safeguarding concerns in care homes are now reported using a guided online form and care homes have been integral to the co-production and testing of our innovative solution.

How it works and the benefits

Creating an account, people reporting a concern are able to view all concerns reported, which better meets the Care Quality Commission requirements and saves on duplication. It enables the person to track the progress of a report which is available in a printable version if required.

The form is available 24 hours a day, so care homes can report concerns at a time convenient to them and when demands on care staff time are less rather than having to ring the contact centre during their opening hours.

Uniquely, the new online system provides the user with multiple options and generates relevant questions and follow up questions dependant on the situation being disclosed. This provides an opportunity for them to provide clean unambiguous information, bespoke to each case, which enables a suitable and timely decision to be made.

We have built in prompts, information and links to key policies and documents e.g. the Adult Safeguarding Policy and Mental Capacity Act (2005). This is a great additional benefit as the solution educates the user if there are any gaps in knowledge and reassures the council on certain elements such as capacity and consent. For example, the form asks if the adult at risk's immediate safety is secured and if not advises them to contact appropriate agencies such as the Police or Ambulance. This subtle education will also help to reduce unnecessary referrals being made and signpost to alternative procedures.

It further promotes Making Safeguarding Personal by ensuring that the adult at risk or their representative have had an opportunity to express their views, wishes and desired outcomes.

The form integrates with the council's adult social care system, so it can pull information from the IT Platform onto the client's care record.

Initial analysis of the use of the new reporting tool, demonstrated that on average we have achieved a 50% reduction in the time spent on each referral.

122 out of 139 care homes signed up for a Partner Account, providing an 88% take up rate within 12 weeks of the guided online reporting form launch.

Anonymous referrals raised by CQC are dealt with by the SSC's using skills and knowledge to analyse risk and liaising with other agencies to determine what the safeguarding, quality and monitoring issues are. This information is then recorded on the Adult Social Care Early Warning Indicator form that all partner agencies have access to electronically to raise quality and performance issues.

We continue to work and communicate to promote the use of the form with new care homes and new care home managers who come into post and to also improve information inputted to maintain the maximum efficiencies and benefits.

Corporate Safeguarding

With the Council investing in additional place/community based capacity across Kirklees through the Place Based work led out by Elected Members, thus enhancing the community based 'eyes and ears', the proposal to accelerate the work on Council Wide Safeguarding in response was well received by the Council's Exec Team. The Exec Team and Cabinet endorsed the introduction of the Corporate Safeguarding Policy, which acts as an overarching policy framework and highlights the whole Council's commitment to safeguarding.

Phase 1 of the Corporate Safeguarding Action Plan was implemented during Q4 2019/2020 with a view to supporting the wider dispersed workforce with the key required messages around safeguarding, this includes:

- Dedicated intranet and council internet presence on safeguarding.
- Key comms messages to be circulated to staff using the 'safeguarding is everyone's business' branding.
- Set of simple '7-minute briefings' developed in response to a range of safeguarding themes including Domestic Abuse, Modern Day Slavery, Safeguarding Adults and Safeguarding Children etc.
- Simple video highlighting the range of abuse and neglect that can take place, the impact this has on vulnerable people, the signs to look out for and who to contact.

Domestic Abuse

The Domestic Abuse Strategic Partnership has worked to produce the new three-year Domestic Abuse Strategy for Kirklees which was published in September 2019. The strategy adopts an innovative model used by the national charity, Safe Lives and sets out a partnership vision and key priority areas which are being progressed through a robust action plan. In addition to this, a set of partnership capabilities were agreed to ensure that the vision could be achieved. The strategy can be found here: <https://www.kirklees.gov.uk/beta/domestic-abuse/pdf/domestic-abuse-strategy.pdf>

Deprivation of Liberty Safeguards (DoLS)

Adult Social Care were able to invest additional resources into our DoLS work by using an agency to complete some additional assessments from September 2019 and this contract will cease at the end of September 2020.

Our MCA Lead liaises regularly with all 94 DoLS Assessors to ensure they have up to date guidance in relation to new case law, good practice and to support their wellbeing.

The Council continues to run a monthly forum for Best Interest Assessors, we also continue to invest and have 10 BIA's attending the regional DoLS Conferences held quarterly.

DoLS Assessors continue to share concerns appropriately as they identify issues raised in the assessments and to ensure that these issues are shared with relevant partner agencies such as CCG. Dols Team continue to have regular Bi-Monthly meetings with Kirklees legal team to update on Objections and cases in the court arena.

The CCG has continued to attend and support the work of the Kirklees the Safeguarding Adults Board and its subgroups. This has included continuing to chair and participate in the Strategic Delivery Group, be deputy Chair of the SAR subgroup and attend and engage in the work of the other subgroups including the Quality & Performance subgroup and the Learning & Development subgroup.

The CCG continues to chair and lead the Care Home and Early Support meeting that aims to take a proactive preventative approach to addressing concerns that may arise in Care Homes across Kirklees, so that safe standards of care are prioritised.

The CCG Head of Nursing and Safeguarding supported the set-up and now chairs the West Yorkshire and Harrogate Partnership (Integrated Care System) meeting of the CCG Designated Safeguarding Professionals. The group aims to support the commissioning work of the partnership to help to deliver safeguarding as the golden thread within all its work. Alongside this the group share learning from local cases and work together on relevant projects on the 'do once and share' principle.

An internal audit was undertaken within the CCG at the beginning of 2020, to identify and provide assurance that the CCG is meeting the requirement of the NHS England published Safeguarding Accountability and Assurance Framework (SAAF) (2019). The report delivered high assurance that the CCG is compliant and delivering on required responsibilities.

As commissioners of health care, the CCG continues to provide monitoring and scrutiny of safeguarding arrangements and improvement plans with our commissioned health providers. This has included providing scrutiny of actions plans from main commissioned health providers for Safeguarding Adults Reviews and Domestic Homicide Reviews as well as oversight of any Serious Incidents within the organisations that may have safeguarding adults concerns.

The CCG continues to monitor and seek assurance from main commissioned health providers for delivery of their responsibilities for Prevent, part of the Governments anti-terrorism strategy.

The CCG Safeguarding Team continue to provide support, safeguarding advice and safeguarding updates to commissioned GP Providers, being a supportive conduit to GP's to ensure that key messages from the work of the Board (including any learning from significant safeguarding cases) is shared with all GPs.

The CCG has also continued to facilitate bi-annual meetings for Safeguarding Leads in GP Practices which aim to provide supportive advice to the GP leads, offers an opportunity for GP's to discuss and raise any questions or concerns they have on safeguarding issues and to deliver training on different safeguarding subjects.

In July 2019 working with guest colleagues from other agencies delivered a bespoke safeguarding children and adults training afternoon for GP's on the subjects of: self-neglect and hoarding, criminal exploitation (including Modern Day Slavery, Gangs and County lines) contextual safeguarding.

The CCG has continued to deliver work to support DoLS applications to the Court of Protection for people living in supported living arrangements and whose care is fully funded by the Continuing Healthcare. But alongside this the Head of Safeguarding set-up and chairs a local group to begin preparations for implementation of the new Liberty Protections Safeguards legislation. The aim being that a shared approach across health and social care to implementation is delivered. The group was put on hold due to the COVID-19 pandemic but will recommence via virtual processes in the coming year. At the start of the COVID-19 Pandemic the CCG identified Safeguarding work as business critical and continued to prioritise the safeguarding work, support and advice within the CCG Business Continuity plans. Whilst new virtual approaches to delivering the core work was undertaken, the CCG continued to support and deliver on all its safeguarding responsibilities, including attending and supporting the critical meetings and work of KSAB.

Recruitment and training of staff in all Safeguarding arenas continues to increase with a number of staff attending specialist courses and becoming accredited Detectives. Development and upskilling of all officers in Kirklees District continues across all avenues of safeguarding to provide the best level of support and investigation for victims of crime.

Our understanding of quality and performance across the safeguarding departments in relation to sexual abuse and exploitation continues to be strengthened through reviews by Detective Inspectors and increased Crown Prosecution Service Involvement as well as partner engagement to ensure victim engagement is maintained and convictions secured.

Bespoke training and guidance provided to all safeguarding teams around fraud by the West Yorkshire Financial Exploitation and Abuse of Vulnerable People team. Joint team between Economic Crime Unit and Trading Standards. This training is being used to support and guide all officers in Kirklees in relation to Fraud with vulnerable victims.

Adult safeguarding Detective Inspector (DI) continues to be district lead on Modern Slavery / Human Trafficking. Strategic and Operational groups continue to meet quarterly; excellent working relationship with Safer Kirklees continues. Pro-active multi-agency operations continue to take place to act on intelligence received relating to Modern Slavery.

Modern Slavery training for communities being provided by Safer Kirklees and Neighbourhood Policing Teams to increase awareness and intelligence reporting of any Modern Slavery/ Human Trafficking.

National Modern Slavery Investigator training completed by a number of officers within safeguarding – to act as single points of contact for advice and support surrounding Modern Slavery investigations.

Increased Modern Slavery investigation activity by utilising the skills and specialist staff of Regional and Organised Crime Units.

Training and guidance provided for all officers within Kirklees District in relation to Adult at Risk classification and referral process. There has been a significant increase in adult at risk flagging and referrals. Increased training for Neighbourhood Policing Teams to recognise signs of exploitation relation to modern slavery or 'Cuckooing'.

Contact pathways clearly defined between WYP safeguarding departments, Adult Social Care and Calderdale and Huddersfield NHS Foundation Trust for adult at risk flagging and referrals and Adult MASH capacity being reviewed.

Bi-Monthly Independent Sexual Violence Advocate (ISVA) meeting has been created to improve communication and awareness for all officers and ensure victims are provided with the bespoke support.

Increase in awareness across all safeguarding departments of safeguarding adult reviews (SARs) which has led to increase in referrals.

Detective Sergeants appointed to all teams within Domestic Abuse Team (DAT) and benefits already being seen to development of investigative capability and support for victims through partnership working from IDVAs.

Continued development of working relationship with Locala community partnership and support of specialist outreach workers with assistance of Neighbourhood Policing Teams.

Forced marriage and FGM awareness and training continues throughout the safeguarding departments and uniformed officers within Kirklees District.

CHFT's safeguarding team have continued throughout the year to develop and share learning and resources to staff in the form of 7-minutes briefings across a range of subjects; these are disseminated widely to enable and support staff to keep up to date with the safeguarding agenda. As a team we send out a monthly newsletter to share updates from our multi-agency partners and Safeguarding Boards. We have developed a network of safeguarding champions across the Trust to support with this.

The Safeguarding team adapted to the changes brought on by COVID-19 and continued to meet its statutory responsibilities in relation to Safeguarding Adults and Children. At the end of March 20 and to support the continuation of safeguarding training throughout the COVID period where face to face training was discontinued, we made our training packages available to staff. E-Learning training has continued to be available for staff who are required to complete this. Our safeguarding training compliance was above our Trust target of 90% at the end of March 20. Technology and virtual meetings have meant that we continue to be involved in both internal and external partnership and Board meetings across the District. We disseminated presentations and key messages during COVID and implemented a dedicated COVID-19 Intranet page in our safeguarding pages.

In relation to meeting our statutory responsibilities regarding Prevent we have reviewed our Prevent Policy and maintained an above 90% compliance with Prevent training. Other policies that we have reviewed and updated include the Safeguarding Adults Policy and the Allegations Management Policy. Our Tissue viability service have developed a new Operational Policy which includes guidance in relation to referring patients with any safeguarding concerns.

Our Safeguarding Operational team which reports to our Safeguarding Committee meeting within the Trust has oversight of our Safeguarding Audit programme that is delivers a planned programme of audit activity that meets the requirements for assurance and brings tangible benefits enabling delivery of safeguarding responsibilities.

The safeguarding team have been involved in Local Implementation meetings throughout the year in relation to Liberty Protection safeguards and attended LIN meetings to keep abreast of any changes. These were suspended during the peak to the COVID Pandemic and the now the delayed implementation to 2022 they have not yet re-commenced.

The safeguarding team supported the June 2019 safeguarding week. To promote this; internally we presented display Boards in key central areas to the staff and public to access. CHFT adopted the THINK LD CAMPAIGN approach and had given out badges and posters during learning disability week in June 2019; we have signed up to take part in the first phase of the Royal Mencap's Treat Me Well campaign.

MCA/DoLS and Mental Health training has been written into the annual training for midwives which is delivered by The Named safeguarding Midwife. We have established a Mental Health Operational Group involving SWYPFT partners in the Trust and deliver bespoke training to our staff regarding Receipt and Scrutiny training virtually.

The Safeguarding team have developed a Safeguarding Strategy for 2020-2022 that incorporates not only our Trust vision and values but our partnership responsibilities. This describes our CHFT safeguarding pledge and how we will deliver this through the safeguarding principles.

The South West Yorkshire Partnership NHS Foundation Trust (SYYPFT) continues to support the safeguarding agenda. The Safeguarding Team have developed a range of resources to further enable practitioners to continue to safeguard children, young people and adults within the Kirklees locality.

The Trust Safeguarding Adults Team, in collaboration with the learning and development team, have revised the training to ensure that the level of training is aligned with the competency levels identified in the 'Safeguarding Adults Intercollegiate Document; Adult Safeguarding: Roles and Competencies for Health Care Staff' (2018) and the 'UK Core Skills Training Framework Statutory/Mandatory Subject Guide Version Statutory/Mandatory Subject Guide Version: CSTF (England) v1.0 January 2020 For NHS Trusts in England.

To further support the level 3 competencies and quality of documentation a safeguarding documentation toolkit was developed, inclusive of referral information risk assessments and prompts to ensure practitioners have the thread of Making Safeguarding Personal throughout all decision making.

A Modern Slavery / Human Trafficking workbook has also been developed and is accessible to practitioners to support and guide with decision making and it complements face to face learning to bolster learning to enable compliance with level 3.

Previously there have been two levels of mandatory Safeguarding Adults Training; level 1 was for staff who did not work directly with service users and level 2 for staff who worked directly with service users. The changes in training include an extra level of training for Registered Practitioners who may be more involved in the safeguarding process (level 3). Level 3 – for all registered healthcare staff who engage in assessing, planning intervening and evaluating the needs of adults where there are safeguarding concerns (as appropriate to role) (3 hours face to face training and additional 5 hours - through for example: safeguarding supervision, link forum, involvement with safeguarding cases, conferences, reading of safeguarding newsletter etc.

SWYPFT held its annual Safeguarding Conference at the start of 2020. There were presentations from the Police, Fire Service, and Safeguarding Boards alongside internal representatives presenting on key initiatives around sexual safety, harmful sexual behaviour and freedom to speak up. This was well received and positively evaluated.

The Trust also committed to West Yorkshire safeguarding week and supported this through the dissemination of safeguarding training promotion and materials and through the offer of the domestic abuse training.

SWYPFT also supported the White Ribbon Campaign through publicity on twitter and through internal communications, and now have a White Ribbon Ambassador, although the scope was widened to include the stance against violence towards anyone regardless of gender, age or sexuality. The training for the Domestic Abuse (West Yorkshire Quality Mark) continues to be offered throughout the organisation.

The Adult Safeguarding Team support the practitioners through Link Practitioner meetings which are open to other disciplines such as the local authority safeguarding representatives who do attend. The Link Practitioner meetings are a format through which external speakers and learning from Safeguarding Adult Reviews, Child Safeguarding Practice Reviews and Domestic Homicide Reviews can be disseminated widely.

COVID-19: From March 2020 SWYPFT changed the way it worked and adapted to meet new challenges posed by the COVID-19 pandemic, based on the business continuity plans in place for all parts of the organisation, including operational delivery. This has ensured that the organisation

has continued to meet its statutory requirements and continue to deliver safe, effective and timely services to adults, children, young people and their families.

Safeguarding face to face training had been suspended in line with COVID-19 guidance; this is now delivered through a blended approach through e-learning training, workbook and a virtual training programme that commenced on the 10th July 2020.

To support the continuation of services - systems have been put in place for clinical staff, to work from home – this includes staff having access to virtual meeting processes and extra mobile phones for clinical staff. Additionally, the use of a variety of digital platforms for digital consultations has enabled the new norm, business as usual, to support adults, children, young people and families.

During 2019/20 the Complex Needs team was created under the umbrella of the Trust's Safeguarding provision. In the previous year (2018/19) the role of the Lead Nurse for Learning Disabilities had expanded to include Autism, and in August 2019 a Delirium Educator joined the Safeguarding Team followed by the transfer of the Dementia Team (one Lead Nurse and two Support Workers) to Safeguarding in November 2019. In January, the three "complexities" were brought together to form the Complex Needs team under the leadership of a Complex Needs Matron. The Complex Needs Matron is still progressing autism accreditation with the National Autistic Society (NAS).

At the end of March 2020 all Safeguarding training topics (including Safeguarding Adults, MCA and PREVENT) were at or above the Trust targets of 95% for Core topics (Level 1 for all staff) and 85% for Role Specific topics (Levels 2 and 3). This was the first time that full compliance had been achieved across all topics in many years.

Following the introduction of Safeguarding Adults Level 3 training in 2018/19 in response to the new Intercollegiate Document published by the RCN, the programme has evaluated well and a national e-learning package is now available on the National Learning Management System as an alternative option.

During 2019/20 preparations continued for the planned introduction of Liberty Protection Safeguards (LPS) in October 2020, and Safeguarding Team representatives met regularly with colleagues at SWYPFT, Wakefield CCG and Wakefield Council under a Wakefield Local Implementation Network (LIN). (Kirklees CCGs and Kirklees Council representatives established a similar forum which had the intention to invite providers when timeframes for the introduction of LPS were firmed up)
NB. LPS has now been delayed until April 2022.

The Safeguarding Adult Team has continued to work with Local Authority colleagues in the West Yorkshire area to maintain compliance with the Deprivation of Liberty Safeguards (DOLS) requirements which will be replaced by LPS in April 2022.

Starting in January 2019 the Safeguarding team were instrumental in pulling together Trust colleagues to draft the mental health strategy for the Trust for the next two years, entitled "Striving for Excellence in Mental Health" which was published in September 2019. This Strategy sets out the Trust's commitment and high-level actions it is taking to deliver a more integrated approach to the physical and mental health needs of our patients. It is doing this by focussing on six priority areas, Developing integrated systems and pathways, Education and training of staff, providing a safe care environment, Partnerships and robust governance, Patient experience and engagement, and by fostering a Mental Health aware culture.

June 2019 saw the publication and launch of the Trust's Forced Marriage Policy written by members of the Trust Safeguarding Team. This issue of Forced Marriage, along with the wider area of domestic abuse issues, continues to be disclosed by people who use the Trust's services and the Safeguarding Team continue to support and advise staff in how to signpost people to appropriate services. This is likely to be one of the major areas of focus for 2020/21 with the Domestic Abuse Bill currently progressing through HM Parliament.

We continue with our consistency of approach to safeguarding, across Housing Services teams and KNH colleagues managing the council's social housing tenancies, to ensure that safeguarding is reflected in day to day operations

Development of our work with partners around 'people living chaotic lifestyles', to identify gaps and explore opportunities to better support vulnerable individuals in our communities

Participation in the council's corporate safeguarding oversight group (CSOG) and contributing to the further development of the CSOG Action Plan

Review of the role of the housing safeguarding champion across KC Housing Services and KNH, exploring with CSOG how this approach can be enhanced and embedded more widely across other areas of the council's activities

Ensuring the continuity of a clear focus on safeguarding is maintained through arrangements with KNH at Head of Service level, following some key changes in personnel

A series of short briefings are being prepared and shared with staff across the council's Housing Services, KNH and Pinnacle, as part of the 'Housing and Safeguarding' toolkit. The briefings highlight aspects of safeguarding not typically covered elsewhere and use housing related examples which help to bring learning to life for our staff

Self-Neglect refresher training facilitated with housing safeguarding champions, using SCIE resources, with follow on learning opportunities for housing staff identified

The Safeguarding Adults Review (SAR) sub group is being supported by the Housing Services representative as the SAR "champion" to consider the SCIE Quality Markers as part of any new safeguarding reviews

Embracing opportunities to work more widely as part of a preventative approach to safeguarding. These include;

- Whole family approach and working closer with the Stronger Families programme
- Representation at the Dementia Forum
- Housing's input into the Palliative Care pathway in place
- Involvement in self-neglect learning
- Dedicated team and resources working on an outreach basis with rough sleepers in Kirklees, including working across a strong multi agency partnership
- Supporting the council wide focus on addressing Loneliness and Poverty

Locala Community Partnerships

Completed review of the Safeguarding Adults at Risk Policy to ensure it meets with current legislative and local policy and procedural requirements. The policy clearly articulates safeguarding responsibilities for colleagues at all levels.

Continued to establish the Locala Safeguarding and Sexual health operational meetings with increased engagement of adult services to firmly place safeguarding on their agenda. Amended the Adult Safeguarding templates within SystemOne in collaboration with operational colleagues with accompanying guidance disseminated to colleagues in response to learning from clinical audits and feedback from practitioners.

Developed and delivered safeguarding adult learning resources and packages in line with Adult Safeguarding: Roles and Competencies for Health Care Staff. Intercollegiate Document (RCN, 2018) and achieved >90% compliance at all levels.

Introduced wider domestic abuse screening questions within sexual health services, rather than just abuse within intimate relationships, in response to audit findings.

Continued to attend and participate in KSAB meetings and KSAB subgroups Quality and Practice and Learning. Also participated in task and finish groups for multi-agency audit work.

Attended and participated in MARAC meetings and hoarding panels to contribute to multi agency assessment of risks and decision making

Participated in CHESP meetings and Locala colleagues have submitted 33 Early Indicator of concern forms have highlighted how Locala colleagues have engaged with a number of care homes to improve the quality of care when concerns have been identified through the establishment of regular meetings.

Developed and delivered 14 Mental Capacity Act bitesize training sessions to 158 colleagues to supplement mandatory training requirements to support colleagues to embed the principles of MCA in clinical practice and record keeping audits.

Awarded an overall organisational CQC rating of Good, as well as Good in every service line and domain.

Cascaded safeguarding learning and updates via the monthly virtual Safety Summit meeting and Quality Counts, the directorate newsletter.

West Yorkshire Fire & Rescue Service (WYFRS)

As planned in response to learning from a number of fire-related incidents involving customers of Kirklees Council's Carephones Home Safety Service, a bespoke training programme was delivered to Carephones' fitters and call handlers to refresh identification of fire hazards, the Safe and Well referral process and to feed into improved communications and sharing of intelligence between services. This was developed with input from Carephones' Management Team and WYFRS' Control. In addition, Carephones attended four CPD sessions arranged for Kirklees District crews and Prevention staff to update them on care packages provided by the service and additional checks they can make during Safe and Well visits on behalf of the Carephones service.

A programme of WYFRS fire risk and partnership referral training sessions was scheduled throughout July 2019, January and February 2020 with priority places offered in Kirklees to frontline staff within Adult Social Care, KNH, SWYPFT and Locala CiC.

WYFRS Kirklees District hosted a partnership event in September 2019 to feed into an evaluation of the Safe and Well Prevention strategy and future targeted joint working planning moving forward.

A partnership paper prepared in response to a Kirklees District Fire Death Review was submitted to the KSAB to share lessons learned and actions initiated locally with key partners.

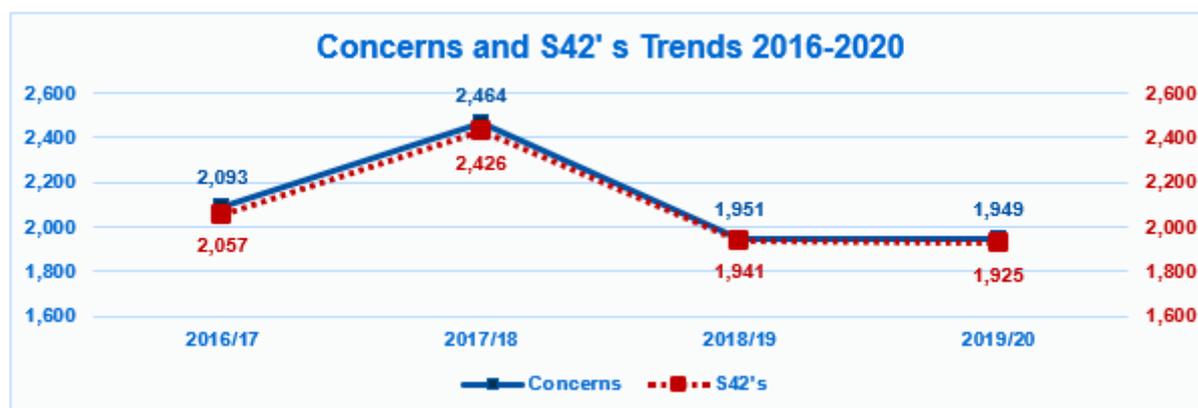
WYFRS Kirklees District registered as a supporter of the 'Looking out for our neighbours' winter campaign which launched in December 2019 and was coordinated by West Yorkshire and Harrogate Health and Care Partnership, supported by the Jo Cox Foundation. This involved mostly sharing social media messages working alongside Kirklees Council (including Community Plus), Locala CIC, NHS North Kirklees CCG and NHS Greater Huddersfield CCG to promote wider winter safety messages.

WYFRS chaired and hosted the Kirklees Multi-Agency Hoarding Panel meetings throughout the year coordinating partnership actions in support of safeguarding some of Kirklees' most vulnerable residents.

Appendix 1 - Safeguarding and Deprivation of Liberty information

Please note: the figures in Appendix 1 are yet to be published by [NHS Digital](#)

Safeguarding concerns 2019/2020



A concern is a sign of suspected abuse or neglect that is reported to the council or identified by the council.

An enquiry is where a concern has met the care act criteria called section 42 enquiries:

- The adult has needs for care AND support (whether or not the authority is meeting any of those needs)
- The adult is experiencing, or is at risk of, abuse or neglect
- As a result of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

An enquiry is the action taken or instigated by the local authority in response to a concern that abuse or neglect may be taking place. An enquiry could range from a conversation with the adult, right through to a much more formal multi-agency plan or course of action. In the majority of cases the enquiries have been dealt with through minimum intervention.

The KSAB have been working towards refining their data on enquiries. Previously the data only showed the enquiries that involved a formal multiagency plan. However now we have captured all cases where concerns met the Care Act criteria. This does not mean that that cases of abuse have risen significantly in the Kirklees areas.

Both regionally and nationally there is ongoing work in regards to interpretation of the Care Act and what a section 42 enquiry is, as this is open to interpretation and the KSAB is involved in this work.

While continuing to make sure people are safe, we are continued to move away from encouraging our wider partners 'to refer if in doubt' to thinking more about the reason why they may wish to raise a concern with the local authority, and to consider consent of the adult at risk and the best way of achieving their desired outcomes.

Some caution must be exercised in comparing data over time, due to changes in the definition and requirements of national returns.

Information in relation to Section 42 enquiries

Ethnicity Profile

79% of concerns were in relation to those who have declared white as their ethnicity
21% of concerns were in relation to those who have declared other as their ethnicity

Age profile

33% of concerns were in relation to those aged under 65
67% of concerns were in relation to those aged 65 and over

Types of Abuse (concluded formal enquiries)

Neglect	40%
Physical	29%
Psychological	17%
Financial	8%

Gender profile

40% of the concerns were in relation to males
60% of the concerns were in relation to females

Location of where risk was identified

Care Home	60%
Own Home	27%
Hospital (All)	6%
Community Services	4%
Other	3%

Risk Outcomes

Risk Removed 13%

This refers to cases where, after action has been taken to support management of risk, the circumstances which made the person vulnerable have been fully addressed and the individual is no longer subject to that specific risk

Risk Reduced 83%

This refers to cases where, after action has been taken to support management of risk, the level of risk has reduced or the circumstances which made the individual vulnerable have been mitigated. Again, there may be valid reasons why a risk is reduced rather than removed

Risk Remains 4%

This refers to cases where, after action has been taken to support management of risk, the circumstances causing the risk are unchanged and the same degree of risk remains. There may be valid reasons why a risk remains, one of these being individual choice

No Further Action Taken under Safeguarding 0%

This will usually refer to those cases where the formal conclusion recorded was unfounded, there is insufficient evidence or the enquiry ceased at the individual's request

Deprivation of Liberty (Dols)

Number of Dols application by year

Date	Authorisation Granted	Not Granted	Total of 'Other'	Total
2017/18	1355	30	516	1901
2018/19	1351	33	596	1980
2019/20	1466	52	487	2005

Requests for Deprivation of Liberty authorisations received by the Local Authority continue to increase year on year.

DoLS by Gender

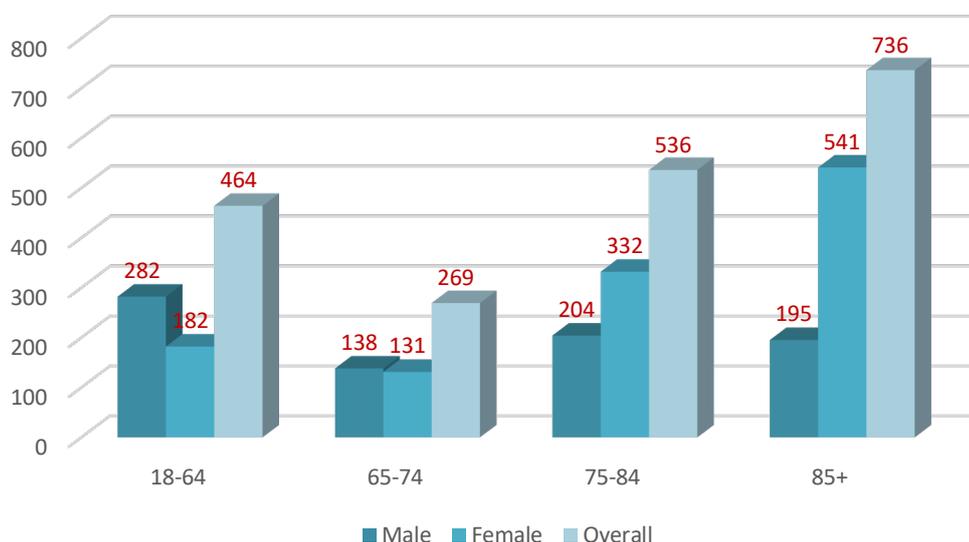
In the 18 to 64 age group, the overall total was 464. Of these, 282 were male and 182 were female.

In the 65 to 74 age group, the overall total was 269. Of these, 138 were male and 131 were female.

In the 75 to 84 age group, the overall total was 536. Of these, 204 were male and 332 were female.

In the 85+ age group, the overall total was 736. Of these, 195 were male and 541 were female.

DoLS by Gender



NB: 'Other' refers to requests that were either withdrawn due to change of circumstance or were requests awaiting sign off at the end of the reporting period.

Dols application by disability type

	Male	Female	Total
Physical: Hearing Impairment	7	5	12
Physical: Visual Impairment	6	12	18
Physical: Dual Sensory Loss	1	9	10
Physical: Other	70	48	118
Mental Health Needs: Dementia	251	589	840
Mental Health Needs: Other	79	122	201
Learning Disability	177	103	280
Other Disability	147	192	339
No Disability	81	106	187
	819	1186	2005

Appendix 2 – Strategic Plan Overview 2020-21

In line with the Board's responsibilities, functions and infrastructure and in line with the Board's priorities, the Board will:

- Continue to strengthen links and work closely with other strategic partnerships on themed areas
- Systematically examine information to identify potential threats, risks, emerging issues and opportunities, beyond the safeguarding working agenda. (Horizon scanning)
- Strengthen the link between strategy and practice and implement and support practitioner forums in a multi-agency format
- Continue with networking events as a way of engaging and disseminating key messages to professionals from across the system
- Continue to raise awareness and support early intervention and prevention through engagement with the Kirklees diverse community
- Develop methods of sharing and embedding learning from Safeguarding Adults Reviews
- Improve the Safeguarding Adults Review Framework and ensure processes remain effective
- Continue to establish ways of improving, analysing and interrogating data on the Board's Data Dashboard. Use analysis as the basis for recommending the commissioning of targeted audits
- Continue to develop ways of gaining the views of people who have experienced abuse to ensure that support follows Making Safeguarding Personal principles
- Implement / review and embed Self-neglect protocol introducing Risk Escalation Conference
- Review hoarding protocol ensuring effectiveness and efficiency of system processes
- Continue to ensure Making Safeguarding Personal principles are being applied in a proportionate and timely manner
- Re-energise 'See Me and Care Campaign' and the 'Dignity in Care' work streams
- COVID-19: Seek proportionate assurance that local safeguarding arrangements and response is managed in line with national guidance and legislation
- COVID-19: Seek assurance around the impact of lockdown easing.

Kirklees Safeguarding Adults Board (KSAB) – Our Vision

‘Individuals are able to live with their rights protected free from abuse and the fear of abuse’

Our Responsibilities are:

- Publish Strategic Plan
- Our 3-year ambition
- Publish Annual Report
- What we have done and our plans for next 12 months
- Commission Safeguarding Adults Reviews and oversee consequential improvement plans
- Seek and secure assurance of safeguarding practice and hold partners to account

Our Functions are to:

- Prevent harm and reduce the risk of abuse or neglect to adults with care and support needs
- Ensure that they safeguard adults in a way that supports them in making choices and having control about how they want to live
- Proactively take steps to stop abuse or neglect
- Ensure that they have a competent and able workforce
- Raise public awareness recognising the value local communities can play in prevention and early intervention

How we are organised:

- Jointly funded Board and Safeguarding Unit
- Independent Chair and Strategic Partnership Safeguarding Board supported by a Strategic Delivery Group infrastructure:
- Sub-groups:
- Training and Development
 - Safeguarding Adults Review
 - Quality and Performance

Strategic Priority 1

Provide strategic leadership and effective collaboration including working productively across Kirklees in safeguarding adults

Strategic Priority 2

Gain assurance that adults are safeguarded through timely and proportionate responses to concerns of abuse or neglect, with support for individuals to have informed choices

Strategic Priority 3

Support the development of and oversight of preventative strategies that aim to reduce instances of abuse and neglect

Strategic Priority 4

Promote multi-agency workforce development and consideration of specialist training that may be required

Strategic Priority 5

Gain assurance of effectiveness of partners' safeguarding arrangements and improvement plans

Our Strategic Plan for 2020 – 2021

‘What we will do’

Continue to strengthen links and work closely with other strategic partnerships on themed areas.	Continue with networking events as a way of engaging and disseminating key messages to professionals from across the system	Improve the Safeguarding Adults Review Framework and ensure processes remain effective	Implement / review and embed Self-neglect protocol introducing Risk Escalation Conference	COVID-19 : Seek proportionate assurance that local safeguarding arrangements and response is managed in line with national guidance and legislation
Systematically examine information to identify potential threats, risks, emerging issues and opportunities, beyond the safeguarding working agenda. (Horizon scanning)	Continue to raise awareness and support early intervention and prevention through engagement with the Kirklees diverse community	Continue to establish ways of improving, analysing and interrogating data on the Board's Data Dashboard. Use analysis as the basis for recommending the commissioning of targeted audits	Review hoarding protocol ensuring effectiveness and efficiency of system processes	COVID-19: Seek assurance around the impact of lockdown easing
Strengthen the link between strategy and practice and implement and support practitioner forums in a multi-agency format	Develop methods of sharing and embedding learning from Safeguarding Adults Reviews	Continue to develop ways of gaining the views of people who have experienced abuse to ensure that support follows Making Safeguarding Personal principles	Continue to ensure Making Safeguarding Personal principles are being applied in a proportionate and timely manner	Re-energise 'See Me and Care Campaign' and the 'Dignity in Care' work streams

Appendix 3 – Kirklees Safeguarding Adults Board members 2019-2020

Mike Houghton-Evans, Independent Chair
Kirklees Safeguarding Adults Board

Penny Woodhead, Chief Quality & Nursing Officer and KSAB Vice Chair
Greater Huddersfield & North Kirklees Clinical Commissioning Group

James Griffiths, Detective Superintendent – Crime & Safeguarding, Kirklees District
West Yorkshire Police

Richard Parry, Strategic Director for Adults and Health
Kirklees Council

Helen Geldart, Head of Service
Kirklees Council Housing Services

Lindsay Rudge, Deputy Chief Nurse, Corporate Nursing
Calderdale and Huddersfield NHS Foundation Trust

Clive Barrett, Head of Safeguarding
The Mid Yorkshire Hospitals NHS Trust

Julie Warren Sykes, Assistant Director of Nursing and Quality
South West Yorkshire Partnership NHS Foundation Trust

Amanda Evans, Service Director for Adult Social Care Operations
Kirklees Council

Emily Parry-Harries, Consultant in Public Health
Head of Public Health Kirklees

Penny Renwick, Lay Member
Member of the public

Helen Hunter, Chief Executive
HealthWatch Kirklees

Tanya Simmons, District Prevention Manager – Kirklees
West Yorkshire Fire & Rescue Service

Julie Clennell, Director of Nursing, Allied Health Professionals and Quality
Locala

Chloe Haigh, Senior Nurse NHS England Yorkshire & Humber
NHS England North (Yorkshire and Humber)

Cllr Musarrat Khan, Chair of Health and Wellbeing Board
Elected Member

Asif (Ash) Manzoor/Jacqui Stansfield, Service Manager Safeguarding Adults &
Partnerships
Kirklees Council/ Kirklees Safeguarding Adults

Razia Riaz, Senior Legal Officer
Kirklees Council Legal Services

Kirklees Council Adult Social Care – Reporting a Concern

Gateway to care

First point of contact for reporting safeguarding adults concerns and for advice and support:

Tel: 01484 414933

[For further information on how to report a safeguarding concern](#)

Kirklees Safeguarding Adults Board

(not for reporting safeguarding concerns)

Kirklees Safeguarding Adults Board

Ground floor, Civic Centre 1, High Street, Huddersfield, HD1 2NF

Tel: 01484 221717

Email: ksab@kirklees.gov.uk

Please do not report safeguarding concerns to this email address or telephone number

[Kirklees Safeguarding Adults Board website](#)

Police

Emergencies:

Always dial 999 in an emergency where there is a danger to life, or a crime is in progress.

This number is available 24 hours a day, 7 days a week.

From a mobile phone, please dial 999 or 112.

Non-Emergencies:

Telephone 101 (24 hours a day, 7 days a week) for non-emergencies where:

- police attendance is required
- to report a crime
- to report other incidents

West Yorkshire Police Safeguarding Unit

The team of specialist police officers have expertise in supporting the vulnerable and in partnership working.

Tel: 01924 335073

kd.adultsafeguarding@westyorkshire.pnn.police.uk

This is an e-mail address which is not constantly monitored.

Any issues requiring Police action should be reported on 101 and in an emergency ring 999.