

Appendix 2

City of London Corporation Safeguarding Adults Improvement Plan May - September 2015

Recommendation	Action	Lead	Timescale	RAG	Comments /Updates	Assurance Test/Evidence
The 2014 Safeguarding Adults Improvement Plan should be implemented in full (especially: capturing Adults' desired outcomes; Carers' support; recorded risk assessment – made with the Adult where possible and with links to protection plans; consideration if use of advocacy is necessary).	<ul style="list-style-type: none"> 2014 Plan to be updated. To ensure that practice is guided by the London multiagency safeguarding adults policy and procedures 2015	IT	July 2015	A	<ul style="list-style-type: none"> There has been considerable progress on the 2014 plan that was not necessarily picked up in the 2015 audit which sampled cases as far back as January 2014. The 2014 plan has been amended to include updates Hackney have agreed to share their new Safeguarding Forms for Framework i (currently being signed off by Hackney senior management) which are to be reviewed by the City before updating the system. 	<ul style="list-style-type: none"> SA toolkit Social Worker Appraisal Objectives New safeguarding Forms (in process)
Ensuring every 'Making it Personal' measure has been taken in practice to include inviting more Adults and their representatives to meetings and contacting them after Referrals to ensure a more	To work with Hackney and adopt SA forms that MSP focused. To follow up proposal by	LT	July 2015	A	From 01/01/15 there were 9 Safeguarding alerts that progressed following alerts where the following identified advocacy: 2 Voiceability advocates 3 Self advocates	<ul style="list-style-type: none"> SA toolkit including Staff Guide to MSP Social Worker Appraisal Objectives

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personalised safety process from the outset.	London safeguarding adults Chairs network to implement MSP template regionally				2 relatives 1 other significant other (friend) The remaining 1 case had a Victim Support Worker involved.	
To ensure all protective actions are carried through in full, and especially where no Case Conference is held, practitioners should use 'To Do' and 'Actions Completed' lists in their Case Notes and these to be checked during supervision.	Audit form has been developed Supervision template will draw on the prompts for practice.	LT	July 2015	A	Copy of Audit report given to all social workers. Discussed in feedback session from Jean Hanson. 27/05/15 Discussed at team meeting 08/06/15 Discussed at Safeguarding Audit feedback meeting 19/06/15 Email reminder sent to all Social workers.	Sample Audit of cases to test compliance SA Toolkit – 10 point check list
The Mental Capacity Act 2005 should be duly considered and the results be recorded with clarity and ease of retrieval in every SA case, ie as well it is in City's longer-term case practice.	To ensure specialism of MCA within team is held and reflects the increased work of the team and legislative changes afoot	IT	July 2015		Included in SA Toolkit Checklists. Monitored in Supervision	Sample Audit of cases to test compliance SA Toolkit – 10 point check list
Records should give equally strong emphasis to the Adult's 'voice' (priorities, preferences, desired outcomes) as	Commissioning are currently following up Advocacy across	LT	July 2015		Evidence this is happening. SA Toolkit to promote and audit it.	Evidence in minutes of increased attendance meetings: There were formal meetings held in 6 City cases. Meeting

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well as that of the professionals'.	placement with Voicability and spot purchasing PPR via Age UK EL					attendance as follows: <ul style="list-style-type: none"> • 3 of attended by AAR (2 of these together with their advocate). • 1 declined by AAR with capacity. • 1 relative attended • 1 No representation. (formal advocacy been requested)
The CHSAB may wish to consider the establishment for the City of an Executive sub-group of the CHSAB (perhaps chaired by the CHSAB's Independent Chair) in order to ensure that the City's Safeguarding Adults interests are served robustly.		CP	September 2016			Meeting with Ind Chair , AD and /or DASS
It would be good to see that the CHSAB's five-year Strategic Plan with delivery plan is finalised and implemented as soon as possible, and the sub-groups of the Board set	To emphasise need to progress this the governance arrangements of the CHSAB	CP	September 2015			Minutes of meetings

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up to lead on each desired outcome. In particular, improvements in service user-involvement and a framework for external challenge and quality assurance could be put into place by the CHSAB as soon as possible.						
All proposed action for the CHSAB, and documentation about it, should give equal weight to the City's issues and priorities.		CP	September 2015			Annual report Contribution and governance of CHSAB
All new, proposed and in trial commissioning review and contract compliance measures in the City should be implemented in full.	New commissioning structure is being developed	DLT	Jan-Mar 16			
Reviewing practitioners in the City should ensure their records show they have reviewed the achievement or not of desired outcomes by the provider as well as the inputs.	Improved evidence regarding host authorities				New templates on frameworki are based around desired outcomes and reviewing these outcomes.	Frameworki Forms