



**Essex Safeguarding
Adults Board**

Business Plan 2021-22

Our Business Plan for 2021 - 2022 provides information on specific key aims, supporting actions and target timescales required to deliver the Board's priorities. Progress in relation to the plan will be reviewed at each meeting of the ESAB. A Red, Amber, Green (RAG) rating is used to assess progress in relation to each action.

The following index indicates how the rating is decided:

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| Green | Action Complete |
| Amber | Action on track and progressing to plan |
| Red | Major problems and issues threatening the action, behind schedule and not expected to recover |

Priority 1 - Prevention & Awareness We will improve the awareness of adults at risk within and across our communities and partner agencies, and we will work to prevent abuse and neglect.

‘I want to live safely, I know what abuse is, and I know how to get help’

WE WILL: work to prevent abuse and neglect and we will improve the awareness of adults at risk within and across our communities and partner agencies

| Objective What we plan to achieve | | Actions How we will achieve it | Lead Officer/Group/Agency | Measurement How we measure success | Timescale | RAG status and comments |
|---|---|--|--|--|--|---|
| 1.1 | We will seek assurance that all agencies are clear about their obligations to deliver adult safeguarding activity which prevents abuse, crime, neglect, self-neglect and exploitation. | 1.2.1 ESAB will deliver a Quality Assurance Self-Assessment that will require agencies to provide assurance to ESAB that robust systems are in place including information sharing and MCA/DoLs practice | Performance, Quality and Audit Sub-Committee | Completion of Self-Assessment and subsequent analysis reported to ESAB 90% of partners will submit completed self-assessments Partners will achieve an overall compliance score of 80% | May 21 - Self Assessment tool to partners October 21 – Analysis of completed assessments to Quality Committee December 22 – Report findings to Executive committee ahead of ESAB | Self-Assessment sent out and responses received - reviewing and report development taking place |
| 1.2 | We will seek assurance that agency obligations are supported by clear processes which directly support the Southend, Essex and Thurrock (SET) Multi- Agency Adult Safeguarding Policy & Procedures, | 1.2.2 ESAB will deliver a multi-agency staff survey to provide assurance to ESAB that safeguarding | | Completion of Staff survey and subsequent analysis reported to ESAB | June 22 – staff survey to partners October 22 – Analysis of survey to Quality | Staff survey and responses received - reviewing and report |

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| | as a model of good practice. | systems are understood by staff and ensure their wellbeing. | | | committee December 22 – Report findings to Executive committee ahead of ESAB | development taking place | |
| 1.3 | We will work with each other and collaborate, to maximise our multi-agency practice to reduce risk and improve lives. | 1.3.1 Update SET Modern Slavery guidance to ensure it is in line with national policy and practice | SET Policy group | Publication of updated guidance | July 21 | Completed and published December 2021 | |
| | | 1.3.2 Work with partners to develop an approach that ensures children continue to be safeguarded as they become adults | Task and Finish Group | Approach developed to ensure that children continue to be safeguarded as they become adults | April 22 | Completed and protocol in place | |
| 1.4 | We will raise public awareness about and for adults at risk; what can be done to help; how communities can raise concerns and how the work of the Board is vital for planning; assurance, oversight and accountability. | 1.4.1 National Safeguarding Awareness Week (NSAW) 2021 | Communications and Engagement Group | Delivery of successful campaign | November 21 | Completed with analysis of week presented to Board in January 22 | |
| | | 1.4.2 Monthly Bulletins providing updates on ESAB activity as well as local and national safeguarding news | Communications and Engagement Group | Quarterly bulletins and a 15% annual increase in subscribers (Baseline 1440) | April 22 | Bulletins being circulated regularly | |
| | | 1.4.3 Regular social (Twitter, Facebook etc) media posts | Communications and Engagement Group | Daily media posts and a 15% increase in Twitter followers (Baseline 1008) | April 22 | 1% increase at 1 Sept 21 (1018) | |

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| | | providing key safeguarding messages | | | | followers) but more significant increase following NSAW 21 | |
| 1.5 | We will ensure that the voices of adults at risk are sought, heard, listened to and acted upon, and that we engage with local communities. | 1.5.1 Establish a ESAB Prevention and Awareness Committee | ESAB Support Team | Establishment of Prevention and Awareness Committee | June 21 | Now established – meeting bi monthly | |
| | | 1.5.2 Establish system to ensure adults at risk are able to engage in ESAB business | Healthwatch Essex Prevention and Awareness Committee | System established to ensure that adults at risk are engaged in ESAB business | May 21 | Proposals approved at Exec March 2021, delayed due to capacity of team, commenced again in June 2022 | |
| | | 1.5.3 Develop a new ESAB website that is more accessible to Professionals and public | Prevention and Awareness Committee | Delivery and publication of the new website | April 2023 | Following a proposal from the Prevention & Awareness committee in May 2023, agreement as given to seek bids to develop a new ESAB website, procurement for this is | |

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| | | | | | | expected to start in July 2022 | |
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Priority 2 – Learning We will be open and transparent, sharing lessons learned from safeguarding practice and promote the development of an up to date, competent and skilled shared workforce.

‘I am confident in the people who help me and they are confident in how to effectively safeguard’

WE WILL: learn from our experience and share our learning to enable professional competence

| Objective What we plan to achieve | | Actions How we will achieve it | Lead Officer/Group/Agency | Measurement How we measure success | Timescale | RAG status and comments | |
|---|--|--|--|--|------------------|---|--|
| 2.1 | We will seek assurance that all statutory agencies have training in place to deliver their adult safeguarding obligations to prevent abuse, crime, neglect, self-neglect and exploitation. | See 1.2.1 | ESAB Quality Committee (alongside the SET Safeguarding Adults working group) | | April 2022 | Work to commence in April 22 as part of the Self-assessment audit (1.2.1) | |
| 2.2 | We will seek assurance that agency training is aligned with and SET Multi- Agency Adult Safeguarding Policy & Procedures, and local and national learning. | See 1.2.1 | ESAB Quality Committee (alongside the SET Safeguarding Adults working group) | | April 2022 | Work to commence in April 22 as part of the Self-assessment audit (1.2.1) | |
| 2.3 | We will ensure that having sought the voices of adults, that a positive impact is made on training, learning and development. | 2.3.1 Complete a Review of ESABs Learning and Development plan ensuring that it includes the voice of the adult throughout | Learning and Development Sub-Committee | Completion of Learning and Development Plan review | September 22 | Report due to be presented at Executive group on 14.09.22 | |

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| | | <p>the content. Also ensure that content includes:</p> <ul style="list-style-type: none"> • Mental Capacity and Liberty Protection Safeguards in relation to safeguarding • Legal literacy/ compliance • Modern Slavery • Domestic Abuse • Sexual Violence | | | | | |
| 2.4 | We will share lessons learned from Safeguarding Adult Reviews (SARs) and hold agencies accountable. | 2.4.1 Develop e-learning about learning from SAR's about MCA practice | Learning and Development Sub-committee | Development of SAR e-learning about MCA practice | Dec 21 | Capacity within the team and backlog of SARs Consideration as to how to achieve this to be discussed 14.09.22 | |
| | | 2.4.2 Develop resources for practitioners to share learning from SARs | Learning and Development Sub-Committee | Resources developed to promote the learning from SARs as they are published | Ongoing | E-learning developed for Ruth and Wendy SARs. 5-minute briefing published for William SAR | |

Priority 3 – Quality We will assure our own work, learn from experience, and set up processes to give insight into our ongoing commitment to continuously improve safeguarding practices.

‘I am confident that the people will work with me and with each other, to achieve my outcomes’

WE WILL: assure our work and continuously improve our safeguarding practice

| Objective What we plan to achieve | | Actions How we will achieve it | Lead Officer/Group/Agency | Measurement How we measure success | Timescale | RAG status and comments | |
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| 3.1 | We will ensure that agencies are accountable for quality outcomes in their practices | 3.1.1 ESAB will seek assurance from commissioners and regulators about the safety and quality of care provision in Essex: <ul style="list-style-type: none"> quarterly data in the ESAB Dashboard Annual updates from ECC Provider Quality Team Annual update to ESAB by the Care Quality Commission Bi-annual updates from CCG | Performance Quality and Audit sub-committee (PQ&A) | Inclusion of quarterly CQC data in the ESAB dashboard. | Ongoing | Data in dashboard | |
| | | | | Annual CQC update to ESAB | January 2022 | Completed April 21 Invite to be extended for October 22 | |
| | | | | Annual report from ECC Provider Quality team to Quality sub-committee | April 2021 | Completed June 21 | |

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| | | Commissioners | | | | | |
| | | 3.1.2 ESAB will seek assurance from commissioners and regulators about the quality and safety of independent mental health hospitals in Essex | ESAB Quality committee | Provision of regular updates and data through the year | Ongoing through to April 2022 | | |
| 3.2 | We will ask for feedback and learn from people's experiences and put that learning into practice. | 3.2.1 mainstream system to seek adults' views at the end of S42 enquiries, to test MSP effectiveness See 2.3.1 | SAR Officer ESAB Quality committee | Pilot project established in Mid Essex | April 2021 | Pilot commenced in Mid Essex Feb 21 but was put on hold due to covid and staff capacity Due to be included on the ESAB agenda for Oct 22 | |
| 3.3 | We will ensure that our performance is reviewed and evaluated. | 3.3.1 Complete a SAR Thematic Review for 2020/21 that builds on the Thematic Review completed in February 2020 | SAR Committee ESAB Support Team | Completion of a SAR Thematic Review | May 21 - Report to SAR committee | Draft completed. Conclusions and recommendations to be developed by SAR sub-committee. Originally delayed due to staff capacity | |

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| | | 3.3.2 ESAB to commission a Local Government Association Peer review of ESAB | Executive Committee | Completion of Peer Review | April 23 – Peer Review completed | Not yet commenced | |
| 3.4 | We will ensure that partners measure and evaluate their own safeguarding activity and share that information with our Board. | See 1.2.1 | | | | | |
| 3.5 | We will work to ensure that safeguarding practice is lawfully compliant and practice is made personal at every opportunity. | 3.5.1 ESAB to establish a Memorandum of Understanding that will allow it to receive assurance about LeDeR activity and learning in Essex including: PQ&A to receive regular quarterly reports providing assurance about: 1. how the backlog of reviews is being reduced 2. the outcomes from reviews and how the learning is being addressed in Essex | ESAB Support Team | Establishment of Memorandum of Understanding | April 21 | Completed Jan 21 | |

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| | | 3. How LeDeR Reviews and SARs will work together | | | | | |
| | | 3.5.2 ESAB will receive assurance that partners are on track to implement Liberty Protection Safeguards legislation in time for its implementation in April 2022 | Quality committee | Quality Committee to monitor DoLs and LPS data quarterly to ensure good progress is made in the management of casework | April 2022 | Dols data in dashboard. LPS data not yet available | |
| | | | Health Executive Forum (HEF) | HEF to review regularly progress being made in implementing the changes | April 2022 | Progress reports being received at each HEF meeting. Will form part of workplan when developed | |
| | | 3.5.3 ESAB will continue to commission Safeguarding Adult Reviews where cases meet the statutory criteria. each SAR will include MSP principles, terms of reference to include hearing the voice of the adult and including adult/families in the review, and resultant learning | SAR committee | Monthly reports to the SAR committee and Quarterly reports to ESAB Inclusion in ESAB Annual Report. | Ongoing | Ongoing – reports provided to SAR Committee monthly and Exec quarterly | |

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| | | that examines MSP practice. | | | | | |
| | | 3.5.4 ESAB will ensure that Adult safeguarding legal literacy/ compliance training is available to partners as part of its training review (2.3.1) | Learning and Development sub-committee | Completion of Learning and Development Review Adult safeguarding Legal literacy/ compliance training is available to partners | April 2022 | Report due to be presented in September 22 | |