

**Doncaster**  
**Safeguarding**  
**Adults**  
**Partnership**  
**Board**



**April 2012 – March 2013**

**Annual Report**

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## **Introduction**

On behalf of the Doncaster Safeguarding Adults Partnership Board (DSAPB) I am pleased to introduce the tenth annual report of the work of the Board, covering the period April 2012- March 2013.

This is my first year as Independent Chair of DSAPB and I would like to express my gratitude to all the agencies who have contributed their time and resources to Safeguarding Adults across Doncaster.



**Roger Thompson, DSAPB Independent Chair**

In the context of so many changes in the landscape of Health and Social Care, the introduction of the welfare reforms, the impending changes to the Care and Support Bill and the budget pressures arising from the deficit reduction programme and the tightening resources available to all agencies to provide services to vulnerable people, the Board has made good progress.

At a time of great change partnerships are more important than ever in ensuring that risk is managed across the sector and that the resources we have are put to best use.

We would all like to think that people who are in the care of paid staff in care homes and hospitals or their own homes are safe. Sadly, we know that this is not always the case. Safe care needs good staff, well supported by good systems and effective management to ensure that good practice is always the norm. Part of the Board's responsibility is to ensure partners hold one another to account for the delivery of those safe systems.

Whilst the Board exists to hold all agencies to account for their safeguarding work, safeguarding is very much a partnership activity. It requires front line staff and strategic managers in all agencies, volunteers, members of the public, family and friends to co-operate to ensure that adults, wherever they live, who are not able to take action to protect themselves, are protected from abuse, neglect or ill-treatment.

The Board would like to thank all those who play their part so well, ensuring that vulnerable adults are safeguarded from harm, given safe care and enabled to live their lives independently and free from abuse.

As Independent Chair, I would like to thank the staff at the Safeguarding Adults Unit who support the Board and co-ordinate its activities. Without them, the work to bring agencies together to develop joint work would progress much more slowly.

**Roger Thompson**  
**Independent Chair**  
**Doncaster Safeguarding Adults Partnership Board**

## **Part One - Introduction to the Doncaster Safeguarding Adults Partnership Board Report**

This Annual Report reflects the work and achievements in Doncaster during 2012/13. Since 2000, when the Department of Health first published its 'No Secrets' guidance on the protection of vulnerable adults, agencies in Doncaster have been working together to protect vulnerable adults from abuse.

The new Care and Support Bill includes clear references to safeguarding, including statute for a Safeguarding Adults Board from 2014/15 and a framework for the membership and annual reporting arrangements which have been mapped against this annual report for assurance purposes.

The Doncaster Safeguarding Adult Partnership Board provides a local multi-agency framework in which to assure the protection of vulnerable adults in Doncaster. It meets bi-monthly with representatives of all statutory and voluntary sector agencies.

This annual report describes the work of the Board over the period from April 2012 up to March 2013.

During this year the Board has given priority to the development of a three year strategic plan, completing any work carried forward from the 2011/12 work plans and any other identified work set by the Board during the course of the year. Part One of this report describes the work of the sub groups in this period.

Part Two of this report provides a summary of Doncaster's data about activity in respect of safeguarding vulnerable adults, setting out the number of alerts and referrals, analysed by ethnicity, client group, sources of referral, and nature of the alleged abuse, where the abuse has taken place and alleged perpetrator. Finally, it provides information about the outcome of these referrals. It also provides information about safeguarding adults training during the year.

### **Governance during 2012/13**

The Board has met on six occasions; overall there has been excellent attendance. See Appendix 4

In May 2012 Roger Thompson was appointed as the Board's Independent Chair, providing continuity and consistency across the Safeguarding Adults and Children's agenda.

### **The Changing Local Context**

- Changes to the NHS as a result of the coalition government's reforms of the health services have led to abolishment of Primary Care Trusts and formation of Clinical Commissioning Groups, and Area teams under NHS England.
- Significant budget reductions across the public sector have affected all agencies.

## Membership of the DSAPB

<b>Job Title</b>	<b>Name</b>	<b>Organisation</b>
Independent Chair	Roger Thompson (From May 2012)	Doncaster Safeguarding Adults Partnership Board
Chief Nurse, Doncaster Clinical Commissioning Group	Mary Shepherd	NHS Doncaster Also represents views of Yorkshire Ambulance Service and Strategic Health Authority
Safeguarding Officer	Dawn Peet	South Yorkshire Fire and Rescue Service
Director of Nursing and Quality	Hillary Bond	Doncaster & Bassetlaw Hospitals NHS Foundation Trust
Deputy Director of Nursing and Quality	Deborah Oughtibridge (From January 2013)	
Chief Executive	Vicki Ferres	Age Concern UK
Deputy Director of Nursing	Deborah Wildgoose	Rotherham Doncaster and South Humber Mental Health NHS Foundation Trust
Head of Service Safeguarding Adults and Partnership	Anne Graves	Safeguarding Adults
Director of Adults and Communities Assistant Director  Assistant Director Adults  Safer Doncaster Manager  Assistant Director Public Health  Senior Legal Officer	Joan Beck  Shane Haywood-Giles  Pat Higgs  Karen Hanson/Bill Hotchkiss  Jacqui Wiltschinsky  Hywel Jenkins	Doncaster Metropolitan Borough Council
Detective Chief Inspector	Chris Singleton	South Yorkshire Police
Chief Executive	Susan Jordan	St Leger Housing
DSCB Manager	Dawn Orton	Doncaster Safeguarding Children Board

## DSAPB Strategic Objectives 2012/13

### 1. Background

At the beginning of the 2012-13 financial year a briefing was presented to the DSAPB reflecting the current outstanding areas of work and new objectives moving forward in Doncaster regarding Safeguarding Adults. The table below demonstrates the work streams progressed during the course of the year and their position as at 31<sup>st</sup> March 2013.

#### 1.1 DSAPB Strategic Objectives completed as at 31st March 2013

##### KEY

Action Completed		Action Partially Completed		Action not commenced / significantly behind schedule	
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Sub Group	Title	Status	RAG
Board	Develop three year DSAPB Strategic Plan 2013-16	Complete	Green
Workforce	Develop Training Forum and Training Plan	Complete	Green
Engagement	Develop Safeguarding Adults Communication Plan	Complete	Green
Practice	Develop guidance for co-ordinating Safeguarding investigations with other investigations	Complete	Green
Workforce	Develop Joint Safeguarding Workforce Capability Framework	Complete	Green

#### 1.2 Develop 3 year DSAPB Strategic Plan 2013-16

The Board recognises the importance of strategic planning to progress the Safeguarding Adults agenda in relation to the local position of Doncaster and the regional and national developments. In order to progress this, a half day time out session was arranged to facilitate the development of a three year strategic plan and DSAPB members were invited to attend.

The day was well attended and raised much debate around what the strategic priorities for Doncaster would be. This resulted in a revised Board mission statement and nine identified strategic objectives which were documented within a strategic plan (refer to Appendix 1). The plan also identified the key deliverables for the sub groups in relation to the strategic objectives and how success could be measured.

The draft plan was presented to the Board with a view to implementation for the 2013/14 work plans (refer to Appendix 5).

### **1.3 Develop Safeguarding Adults Training Forum and Training Plan**

In order to develop a consistent approach to delivering Safeguarding Adults training to the workforce, the need for a Training Forum was identified as a strategic objective.

A task and finish group developed the following in order to establish the Forum:

- Membership
- Terms of reference
- Standard process for trainers to join the training pool
- Standard Safeguarding Adults Basic Awareness Training Pack
- Development of a Doncaster Safeguarding Adults Training Plan

The Forum is now well established and training packs have been delivered to provide consistency across Doncaster.

### **1.4 Develop Safeguarding Adults Communication Plan**

In order to communicate and engage with people in Doncaster the Engagement sub group was tasked with developing a Safeguarding Adults Communication Plan. This plan was developed through a multi-agency task and finish group under the remit of the Engagement sub group and covers the following themes;

- Keeping Safe
- The role of the DSAPB
- The role of the Engagement sub group
- What a Communication Plan is
- The consultation process
- Forum groups
- The community role
- Linking in to other services

The Communication Plan tells people how the Board will provide information and listen to people in Doncaster regarding 'keeping safe'. The Board continues to undertake work to meet the targets set out in the Communication Plan and will make the results of its work available every year, and tell people about it in different ways, such as through the Board's annual report, through our website and through the community forum.

### **1.5 Develop Guidance for Co-ordinating Safeguarding Investigations with other Investigations**

In order to align the process for Safeguarding Adults investigations with other investigations, ie. disciplinary, serious incident etc., a piece of work was identified and deposited within the Practice sub group for development. Adapted from the Leeds Safeguarding Adults Partnership Board guidance, the document is intended to support decisions as to how investigations should be co-ordinated. Each set of circumstances will however be unique, requiring professional judgements and individually tailored solutions.



The document outlines the focus and purpose of each of the different types of investigation and how these differ from a Safeguarding Adults investigation. It also identifies the co-ordination issues and options that should be taken into account when determining the best way to manage the investigation process in order to ensure that the scope and objectives of the Safeguarding investigation have been met.

### 1.6 Develop Joint Safeguarding Workforce Capability Framework

Safeguarding children and vulnerable adults, responding effectively to domestic abuse, hate crime, PREVENT and issues of mental capacity, requires a competent and confident multi-agency workforce working together to agreed standards of performance.

The development of the Joint Safeguarding Workforce Development Strategy makes a major contribution to increasing efficiency and value for money by removing duplication and making the most of commonalities between and within the three agendas.

The development of the new Safeguarding Multi-agency Capability Framework, Audit Toolkit and Learning and Development Tools, will enable our workforce to assess their capability, monitor progress and identify development needs as part of their regular PDR procedure.

Embedding the specialist training provision across three disciplines to produce a comprehensive workforce development strategy for Safeguarding is a significant and logical step for Doncaster's partnerships, ensuring that staff and volunteers across all partner agencies have the skills they need to work collaboratively to address risk, increase safety, and protect our most vulnerable residents.

### 1.7 DSAPB Strategic Objectives on-going and carried forward as at 31<sup>st</sup> March 2012

Sub Group	Title	Status	RAG
Policy and Procedure	Working with CQC Memorandum of Understanding	On hold – subject to review of CQC protocol <b>C/F to 2013-14</b>	Amber
Practice	The New Sustainable Model for Safeguarding Adults	In progress and to be implemented Q2 2013 – <b>C/F to 2013-14</b>	Amber
Engagement	Develop user satisfaction survey	Proposal being drafted – <b>C/F to 2013-14</b>	Amber
Policy and Procedure	Contribute to the development of South Yorkshire Procedures	This work was delayed due to the regional tender process – <b>C/F 2013-14</b>	Amber
Practice	Scoping of Vulnerable Adults Reportable Concerns	This work was delayed due to capacity – <b>C/F 2013-14</b>	Amber
Policy and Procedure	MCA Joint Agreement	This work was delayed due to capacity – <b>C/F 2013-14</b>	Amber
Performance	Commissioned work re unsubstantiated cases	This work was delayed due to no take up of initial contract	Amber

## 1.8 Recurrent work streams for 2012/13

In addition a number of recurrent work streams were identified by the Board and subsequently deposited within the relevant sub group for progressing.

Code	Title	Status	RAG
Performance	DSAPB Assurance Framework and Declaration	Complete	Green
Performance	DSAPB Quarterly Performance Report	Complete	Green
Performance	DSAPB Annual Report 2012/13	Complete	Green
Performance	SA1 Case File Audit	Complete	Green
Engagement	DSAPB Safeguarding Adults Event 2012	Complete	Green

## 1.9 DSAPB Assurance Framework and Annual Declaration

The Performance sub group has developed a set of standards for agencies and organisations to embed in practice and to provide assurance against. The standards were approved by the DSAPB and partner agencies were asked to self assess against them to assess their compliance and identify any gaps.

Both South Yorkshire Police and the South Yorkshire Fire and Rescue Service deemed themselves compliant in reply. The remaining agencies identified the gaps and submitted action plans, which outlined clear actions and dates for meeting the Annual Declaration deadline of 31<sup>st</sup> March 2013. These action plans were exception reported through the DSAPB Performance Report to monitor progress and identify risk of non-completion.

The following agencies submitted their Annual Declaration declaring their position relating to compliance with the regional standards for 2013:

- South Yorkshire Fire and Rescue
- Doncaster and Bassetlaw Hospital Foundation Trust
- NHS Doncaster
- South Yorkshire Police
- St Leger Homes
- NHS Doncaster
- Rotherham Doncaster and South Humber NHS Trust
- Doncaster Metropolitan Borough Council

### **1.10 DSAPB Quarterly Performance Report**

In order for the Performance sub group to monitor the performance of the DSAPB and its sub structure, it was recommended that a quarterly report, detailing all the different strands of work and information, be submitted to the Performance sub group on a regular basis to inform the Board on Safeguarding Adults matters. Therefore a report was developed and includes the following:

- Strategic objectives exceptions
- Work plan objectives exceptions
- Serious Case Review exceptions
- Assurance framework exceptions
- Abuse of vulnerable adults data
- Performance data
- Qualitative information
- Conclusions
- Emerging themes and trends
- Recommendations

This report has informed the Board throughout the year on a range of Safeguarding issues, which are pertinent to improving practice across the partnership agencies.

### **1.11 SA1 Case File Audit**

The DSAPB currently receives information relating to the performance of its practice in terms of quantitative analysis, however the Board realises that this does not always reflect the qualitative aspect of practice. Therefore an audit tool was designed by practitioners, based on the Doncaster Practice Guidance, to be used as part of an audit programme commencing 2012/13.

The case file audit programme aims to measure the application of the procedures in Doncaster in order to provide quality assurance to the (DSAPB. It focuses on qualitative issues rather than quantitative such as adherence to timescales (which are being reviewed separately). It identifies areas of good and weak practice in order to make recommendations to improve the Safeguarding Adults service and prevent abuse or potential abuse across Doncaster.

The objectives of the audit programme are to assess whether:

- Due process has been followed and documentation reflects the principles of Safeguarding Adults good practice.
- The vulnerable adult has been empowered throughout the Safeguarding Adults process, supported to be involved, given choices and informed of outcomes.
- The Safeguarding Adults practice is proportionate to the risk presented and the adult has been protected.

A further objective is to develop a set of baseline Safeguarding Adults recording standards within Doncaster.

The audit covered in this period focuses on the SA1 (referral) stage of the Safeguarding Adults process.

### **1.12 DSAPB Safeguarding Adults Event 2012**

The Engagement sub group was responsible for organising the annual Safeguarding Adults Event. The 'Keeping Safe Event' was held on the 25<sup>th</sup> October 2012 at the Trades and Labours Club in Doncaster. It was very successful, although the group was disappointed with the low number of public attending.

There was a wide range of agencies who held a stall at the event, which demonstrated the level of commitment from partner agencies towards Safeguarding. Also the Safeguarding Adults Communication Plan was launched. A number of professionals and individuals expressed an interest in becoming a member of the Engagement sub group and the Community Forum.

It was felt that the public did not feel that the advertisements were aimed at them, and it would need to be considered how the public were engaged with in future. Therefore, the Chair of the Engagement sub group asked the DSAPB to consider holding the event annually to build on the work that has been started this year. This was agreed in principle by the DSAPB.

### **1.13 Conclusions**

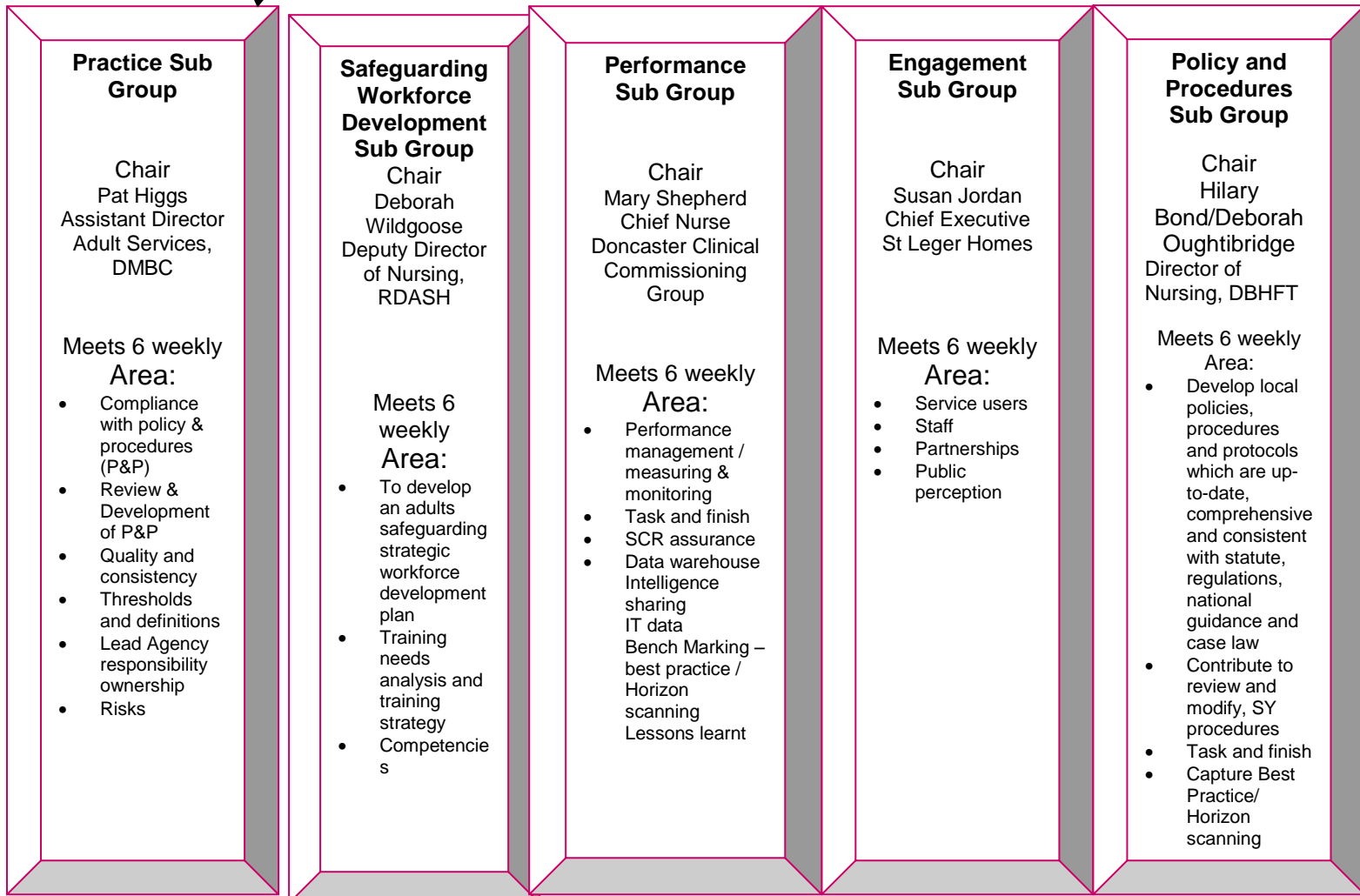
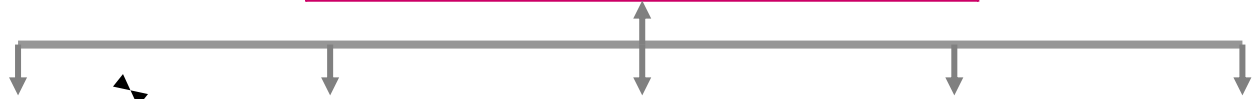
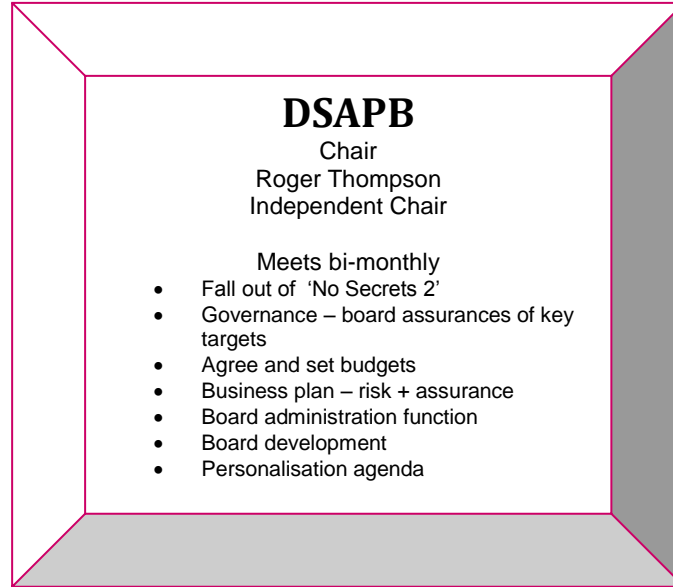
At the beginning of 2012 the DSAPB was set an ambitious annual work plan based on newly identified, carried forward and recurrent strategic objectives. Five strategic objectives have been completed within timescale and to a high standard. This includes the DSAPB Strategic Plan 2013-16 (refer to Appendix 5) which will provide a structured framework for the DSAPB to carry out its duties for the next three years and will enhance the quality of services provided to safeguard vulnerable adults across Doncaster.

The work detailed within this report is an example of productive multi-agency working within a time of significant change in the architecture of Public Sector organisations and increasing pressures due to budget restraints.

All work which has not been completed during the financial period 1st April 2012 to 31st March 2013 has been carried forward to the 2013-14 work plans.

## The Structure of Doncaster Safeguarding Adults Partnership Board

The DSAPB provides a local multi-agency framework in which to assure the protection of vulnerable adults in Doncaster. The structure of the partnership board is outlined below along with membership and frequency of meetings.



## **Sub Group Achievements 2012/13**

### **Co-ordinating action to Safeguard Vulnerable Adults**

#### **A) Policy and Procedure Sub group**

The Policy and Procedure sub group (PPSG) was established to ensure effective policies and procedures are in place to support multi-agency adult safeguarding within Doncaster.

The PPSG has a diverse membership and active participation has occurred during 2012/13. Six sub group meetings were held during the period. Members are committed to progressing work on behalf of the Board.

In this period the PPSG has initiated four work plan items, however due to factors beyond the control of the group these have not been completed during 2012/13. Therefore, the following items will be carried forward to the 2013/2014 work plan.

A number of items will be carried forward to the 2013/2014-work plan:

- Completing the CQC Memorandum of Understanding in relation to Safeguarding Adults.
- Completing the development of a policy document template to support independent providers to produce Safeguarding Adults policies
- Contributing to the development and updating of the South Yorkshire Procedures. This work was delayed due to the regional tender process. An independent provider has now been identified as the provider and work has commenced across South Yorkshire.
- Reviewing the MCA Joint Agency Agreement.

The work plan will be updated and revised against the DSAPB Strategic Objectives 2013-16. A key new objective for the coming year is the development of a framework for risk assessment (to include the serious incident process).

#### **Deborah Oughtibridge**

Doncaster & Bassetlaw Hospitals NHS Foundation Trust  
Deputy Director of Nursing & Quality

#### **B) Practice Sub Group**

The Practice sub group reports to the DSAPB. It continues to be chaired over the past year by Pat Higgs, Assistant Director Adult Social Care in Doncaster Council. The Practice sub group is responsible for the consistency and standardisation of operational safeguarding work, to ensure effective delivery relevant to the Safeguarding Adults Board agenda.

Over the course of this year, the Practice sub group was required to align the Safeguarding Adults process with the disciplinary process. A task and finish group was formed consisting of a range of partner agencies and a document developed by Leeds Safeguarding Adults Partnership Board was adapted to align safeguarding investigations with other investigations in Doncaster. The outcome from this group was the development of 'DSAPB Guidance on Coordinating Safeguarding Adults Investigations with other investigations'. This guidance was formally approved by the Board and is available on the website.

The Mental Capacity Act and Deprivation of Liberty application of the legislation has also become a major part of the Practice sub group's work, ensuring quality of assessments and paperwork is reviewed.

Moving forward, the group is looking to review the current 'information gathering and decision support tool', introduced to practitioners to ensure the assessment of a potential safeguarding is undertaken consistently and against a set standard. The aim of the review is to ensure we constantly strive to improve our practices.

A challenge that the group continues to work on relates to the assessment of vulnerable adults and the work of professionals and practitioners to ensure all steps are taken to safeguard them; developing a vulnerable adults risk management model (VARMM) is a key action for the Practice Sub group.

The group has maintained good attendance from all main partners and was able to effectively consider and discuss key issues across the locality.

**Pat Higgs**

DMBC

Assistant Director Adult Services & Communities

**C) Engagement Sub Group**

This has been a busy and exciting time for the Engagement sub group. Our membership has been fluid as we have been joined by new members, widening the group's reach, knowledge and experience. The group has continued to meet on a six weekly cycle with clear and focussed agendas which have enabled us to deliver all activities in our 2012/13 Work Plan.

**Our key achievements 2012/13:**

- Received the outcomes of the service user satisfaction pilot.
- Developed a Safeguarding Adults communication engagement strategy with a 3 year action plan for delivery, which was agreed by Adults Safeguarding Board and launched at our 'Keeping Safe' event in October 2012.
- Held a successful awareness raising, partnership and multi-agency 'Keeping Safe' event.
- Started raising awareness of the 'Prevent' agenda through multi-agency training.

- Attracted interest from service users, carers and representatives in developing a community forum to take forward further awareness raising into communities across Doncaster.

**The risks and challenges we faced:**

- Changes in many of our partner organisations led to the loss of some key people on our group.
- New members have however soon settled in, brought a different set of skills and knowledge and have shown a keen commitment by consistent attendance and dedicated input to the work of the group.
- Financial constraints across all partner agencies have impacted on available budgets.

**Our plans for 2013/14:**

- We shall continue to develop and improve the process for seeking service user satisfaction feedback.
- Develop and support the community forum engagement and feedback group and develop its links to the DSAPB.
- Develop the annual 'Keeping Safe' event which will include the launch of the community forum and the presentation of the Adult Safeguarding annual report.
- Continue to raise awareness – provide training to all partner agencies on the 'Prevent' agenda.
- Review the needs of Doncaster, including prison populations, and assess the impacts of welfare reform on communities.
- To support, through the work of the community forum, local communities to be the eyes and ears of safeguarding, raising awareness and promoting Adults Safeguarding work.

The Engagement sub-group remains dedicated to expanding communication and user engagement in developing a key and wider awareness of Adult Safeguarding across Doncaster.

As Chair, I would like to thank all my colleagues on the Engagement sub-group for their patience, commitment and determination to deliver our objectives and really make a difference for service users across Doncaster.

**Susan Jordan**  
St Leger Homes  
Chief Executive



### **D) Workforce Sub Group**

The Workforce sub group has an active and committed membership and has met on a regular basis throughout 2012/2013. The membership is from all statutory partners.

The sub group joined with the Safeguarding Children's Workforce Development sub group within the year. Whilst there have been some challenges with this, the overarching outcomes are very positive and have demonstrated that where appropriate the connection between the adult and children safeguarding agenda can have positive outcomes.

Key areas of action and achievements include:

- Supporting the South Yorkshire wide Workforce Conference. This was a very successful event, attended by a broad audience from across South Yorkshire.
- Review of the new National Competencies Framework for staff working with vulnerable adults. This has been significant in influencing the work of the group and in understanding required competencies and now workforce development may go forward.
- Development of the Safeguarding Joint Capability Framework, which brings together established frameworks for Safeguarding Children and Safeguarding Adults and newly developed frameworks for the Mental Capacity Act and domestic abuse.
- The development of a Core Capability Framework for Safeguarding which identifies key skills and abilities that all staff should be able to demonstrate in order to keep children and adults safe from harm and abuse in Doncaster.
- Continued development and support of the Safeguarding Workforce Implementation Group.
- The development of a Safeguarding Adults Workforce Strategy.

Key areas of challenge have been the connection with the Safeguarding Children's Workforce Development sub group and the necessity to maintain a profile for the safeguarding adult agenda. This has been achieved however a watchful gaze will be maintained as we go forward.

**Deborah Wildgoose**  
**Deputy Director of Nursing**

### **E) Performance Subgroup**

The Performance sub group is a sub group of the DSAPB. It has been chaired over the past year by Mary Shepherd, Chief Nurse Doncaster Clinical Commissioning Group. The Performance sub group is responsible for the monitoring of key performance indicators to ensure effective delivery of procedures relevant to the Safeguarding Adults Board agenda.

Membership of the Performance sub group has included:

- DMBC Adult Services (performance)
- Safeguarding Adults Unit
- NHS Doncaster representing the health community
- South Yorkshire Police
- South Yorkshire Fire Service

Over the past year the Performance sub group has focused upon the further development of a performance management framework and the development of the risk register.

The performance framework consists of:

- Board business plan  
The sub group monitored the successful implementation of the Board business plan. Regular reports on exceptions were provided to the DSAPB.
- Sub Group Work Plans  
All sub group work plans were performance monitored by the sub group with regular reports being presented at the DSAPB.
- Serious case review and lessons learnt review action plans  
All serious case review and lessons learnt review action plans were performance monitored by the sub group with regular reports being presented at the DSAPB.
- Self Assessments against DSAPB standards  
The sub group monitored the successful implementation of the Board safeguarding standards. All agencies completed and returned their annual declaration and action plans for improvement, where appropriate. Regular exceptions regarding these were reported to the DSAPB.
- Performance data and activity  
This has been developmental with available data sets being explored along with preferred data sets. This resulted in key data being presented to the DSAPB.

The Performance sub group has developed a comprehensive performance framework and reporting mechanisms which have contributed to the development of the DSAPB annual report. This will be reviewed regularly over the next year.

**Mary Shepherd**  
**Chief Nurse**

## **F) Mental Capacity Act – Deprivation of Liberty Safeguards**

Over the period of April 2012 to end of March 2013 there have been 104 requested authorisations to deprive individuals of their liberty. Of these:

- 19 were requested from hospital care settings, 8 of these were authorised.
- 85 were requested from care providers within the community, 61 of these were authorised.
- Of the total 104 requests for authorisation, a total of 69 (66%) were authorised.
- Of the total 104 requests for authorisation, 53 were received as urgent authorisations (new requests).
- Of the total 104 requests for authorisation, 51 were received as standard authorisations (planned admissions or subsequent requests).

These figures are a 22% increase on 2011/12 and demonstrate that there is wider understanding and application in practice of the Mental Capacity Act and of the deprivation of liberty safeguards.

**Yvonne Taylor**  
**MCA/DOL Manager**

## **G) Serious Case Reviews**

There has been one serious case review which was initiated in this period and one lessons learnt review which was concluded within this period. All action plans are monitored by the Performance sub group and exception reported through the quarterly Performance Report to the Board.

## **Board Objectives for 2013/14**

The Board's priority for 2013/14 will be to agree its priorities and populate the sub group work plans and progress the DSAPB Strategic Plan 2013-16. This will continue based upon its achievements from previous years and progressed in order to deliver the strategic plan alongside changing needs and political/local drivers.

The work of sub groups will continue. Their focus will be to review any areas of work carried over from this year's objectives alongside the work streams identified within the strategic plan.

## **Part Two– DSAPB Annual Statistical Information 2012-13**

From April 2010 the AVA (Abuse of Vulnerable Adults Return) became a mandatory requirement for all Local Authorities in England to complete and submit to the Department for Health.

The following is the definition of a vulnerable adult taken from 'No secrets' 2000 and used to compile the annual return.

### **Who is a vulnerable adult?**

A vulnerable adult is any person aged 18 or over who is, or may be, in need of community care services by reason of mental or other disability, age or illness **and** who is, or may be, unable to take care of him/herself **or** unable to protect him/herself from significant harm or exploitation.

### **What is abuse or mistreatment?**

Abuse or mistreatment:

- Can be a violation of an individual's human or civil rights by another person or persons.
- May consist of a single act or repeated acts.
- Can occur in any relationship.
- May result in harm to, or serious exploitation of, the person subjected to it
- May be physical, including hitting, slapping, punching, kicking, misuse of medication, restraint, or inappropriate sanctions.
- Could be sexual, including rape and sexual assault or sexual acts to which the person has not consented, or was pressured into consenting.
- May be psychological, including emotional abuse, threats, humiliation, intimidation, verbal abuse.
- May be financial or material, including theft, fraud, exploitation, the misuse or misappropriation of property, possessions or benefits.
- May be neglect, including neglect of medical or physical care needs, the withholding of adequate food, heat, clothing and medication or other forms of similar mistreatment.
- Can take the form of discrimination, including racist, sexist, or that based on a person's disability.
- May be institutional abuse which can take the form of neglect, poor professional practice - by way of isolated incidents which are poor or unsatisfactory - through to ill treatment or gross misconduct, resulting in the needs of the organisation/agency overriding the needs of the vulnerable person.

### **The Safeguarding Adults Procedures**

The procedures are agreed by all agencies across the South Yorkshire region, launched initially in 2007 and followed by all partners.

**Context of data used to compile this Annual Report 2012-13**

The majority of the data supplied in this report has been collated using the AVA definitions and criteria. For the purpose of the annual report all data has been collected either from the CareFirst database or the AVA returns submissions.

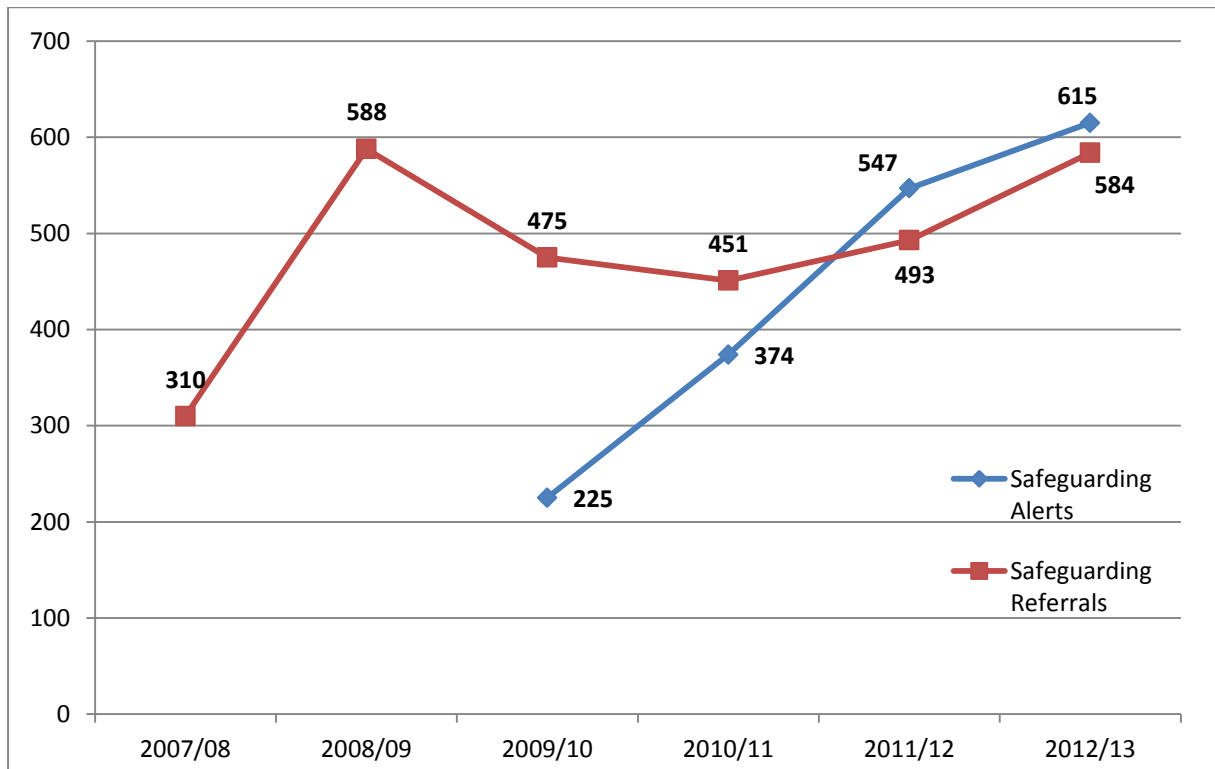
**NUMBER OF SAFEGUARDING ALERTS/REFERRALS**

**Table 1 - Alerts/Referrals by Gender 2012/2013**  
*(Table 1 in Doncaster's AVA return 2012/13)*

Gender	Alerts	Referrals	Total
Male	207	229	436
Female	408	355	763
<b>Total</b>	<b>615</b>	<b>584</b>	<b>1199</b>

The number of alerts has increased year on year since 2009/10 but the biggest increase in the last 12 months has been with the number of referrals made during 2012/13 which have risen by over 18% since last year. Essentially, this indicates an increased awareness of Safeguarding Adults processes and reporting mechanisms across Doncaster.

**Alerts and Referrals 2007/08 – 2012/13**  
*No 'Alerts' information collected for 2007/08 – 2008/09*



In Doncaster a Safeguarding Adults alert is where a safeguarding concern is received that does not meet the threshold (using the Doncaster information gathering and

decision support tool) for a Safeguarding Adults investigation, but may require signposting to a different service or a different response is required other than safeguarding investigation. It is only when the threshold is met will an alert translate into Safeguarding Adults referral for investigation. Alerts are logged onto a central IT system and used to inform future contacts and professional judgement.

Comparing Doncaster nationally, we have a similar ratio of alerts to referrals, whereas nationally it would suggest alerts are significantly higher than referrals in the majority of areas. This suggests that the Doncaster threshold for a referral may be lower than other comparators. Work has been carried out through the DSAPB Practice sub group to develop a Safeguarding Adults risk assessment matrix to simplify and replace the existing threshold tool. This will be implemented during 2013-14 and a review will monitor the effects of the tool to assure the Board of its effectiveness.

**Table 2 - Alerts/Referrals by Ethnicity 2012/13**

*(Table 2 in Doncaster's AVA return 2012/13)*

ETHNICITY		Alerts	Referrals	Total
<b>White</b>	White British	568	528	<b>1096</b>
	White Irish	4	3	<b>7</b>
	Traveller of Irish Heritage	0	0	<b>0</b>
	Gypsy/Roma	0	0	<b>0</b>
	Any other White background	9	13	<b>22</b>
<b>Mixed</b>	White and Black Caribbean	0	1	<b>1</b>
	White and Black African	0	0	<b>0</b>
	White and Asian	0	0	<b>0</b>
	Any other Mixed background	0	4	<b>4</b>
<b>Asian or Asian British</b>	Indian	0	1	<b>1</b>
	Pakistani	1	1	<b>2</b>
	Bangladeshi	0	0	<b>0</b>
	Any other Asian background	1	1	<b>2</b>
<b>Black or Black British</b>	Caribbean	5	1	<b>6</b>
	African	0	0	<b>0</b>
	Any other Black background	0	1	<b>1</b>
<b>Other Ethnic Groups</b>	Chinese	2	0	<b>2</b>
	Any other ethnic group	0	0	<b>0</b>
<b>Not stated</b>	Refused	0	0	<b>0</b>
	Information not yet obtained	25	30	<b>55</b>
<b>Total</b>		615	584	<b>1199</b>

Unsurprisingly the majority of alerts and referrals in 2012/13 (approximately 92%) were vulnerable adults categorised as 'White British', this reflects the proportion of the total population of Doncaster that are categorised as such in the latest census return (March 2011).

Although a still relatively small proportion overall, there were twice as many alerts/referral involving non-white British service users, up from 24 in 2011/12 to 48 in 2012/13. The main reason for this increase is the number of alerts and referrals for clients categorised as 'any other White background' which has risen from 1 and 3 respectively in 2011/12 to 9 and 13 respectively in 2012/13.

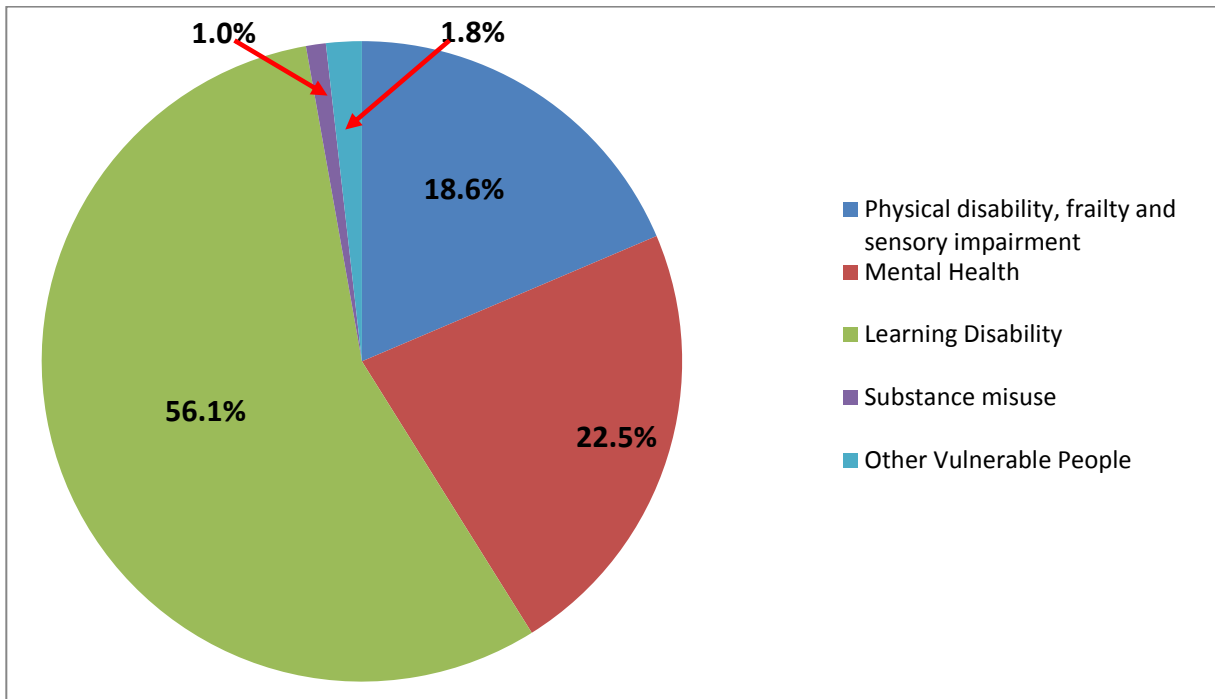
The DSAPB continues to implement the Doncaster Safeguarding Adults Communication Plan 2012-15 through the Engagement sub group. This aims to raise awareness around Safeguarding Adults and abuse across the whole community of Doncaster.

**Table 3 - Alerts/referrals by Primary Client Group 2012/2013**

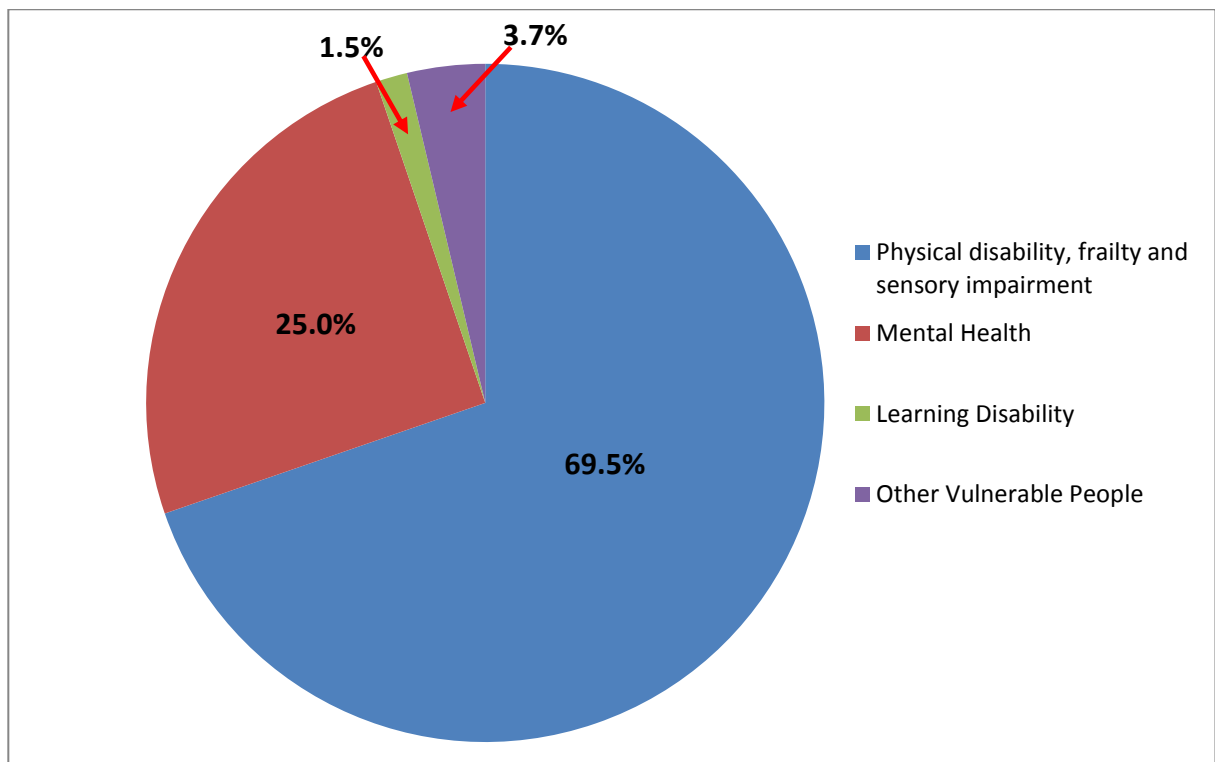
*(Table 1 in Doncaster's AVA return 2012/13)*

<b>Primary Client Group – Adults aged 18-64</b>	<b>Alerts</b>	<b>Referrals</b>	<b>TOTAL</b>
<b>Physical disability, frailty and sensory impairment (Total)</b>	<b>32</b>	<b>40</b>	<b>72</b>
<i>of which: Sensory Impairment</i>	5	4	9
<b>Mental Health (Total)</b>	<b>23</b>	<b>64</b>	<b>87</b>
<i>of which: Dementia</i>	0	0	0
<b>Learning Disability</b>	<b>115</b>	<b>102</b>	<b>217</b>
<b>Substance misuse</b>	<b>2</b>	<b>2</b>	<b>4</b>
<b>Other Vulnerable People</b>	<b>0</b>	<b>7</b>	<b>7</b>
<b>Total (Adults aged 18-64)</b>	<b>172</b>	<b>215</b>	<b>387</b>
<b>Primary Client Group - Older People (Aged 65+)</b>			
<b>Physical disability, frailty and sensory impairment (Total)</b>	<b>286</b>	<b>278</b>	<b>564</b>
<i>of which: Sensory Impairment</i>	23	15	38
<b>Mental Health (Total)</b>	<b>136</b>	<b>67</b>	<b>203</b>
<i>of which: Dementia</i>	86	42	128
<b>Learning Disability</b>	<b>5</b>	<b>7</b>	<b>12</b>
<b>Substance misuse</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>Other Vulnerable People</b>	<b>15</b>	<b>15</b>	<b>30</b>
<b>Total - Older People (Aged 65+)</b>	<b>443</b>	<b>369</b>	<b>812</b>
<b>TOTAL</b>	<b>615</b>	<b>584</b>	<b>1199</b>

**Alerts & Referrals by Primary Client Group – Adults aged 18-64**



**Alerts and Referrals by Primary Client Group - Adults aged 65+**



In Doncaster the majority of alerts and referrals amongst vulnerable adults aged 18-64 are for those cited as having learning difficulties (56%). Nationally, Doncaster is not an outlier for the proportion of clients having learning difficulties. However, people with learning difficulties are the second highest group of people who are more vulnerable in



situations where they may be befriending strangers or misinterpreting social situations, which exposes them to abuse or potential abuse.

By contrast, nearly 70% of alerts and referrals amongst vulnerable adults aged 65 are for those cited as having physical disability, frailty or sensory impairment. Nationally, Doncaster is not an outlier for this group of service users, the figure identified is linked mainly with the large proportion of service users living in care settings. Doncaster partnership agencies and the Care Quality Commission continue to hold the Joint Safeguarding and Commissioning Group which meets on a monthly basis to share intelligence and monitor themes and trends, to proactively prevent abuse and respond appropriately and proportionately to safeguarding concerns.

**Table 4 - Referrals by Source 2012/2013**

*(Table 3 in Doncaster's AVA return 2012/13)*

Source of Referral		Total Number of Referrals
Social care staff	<b>Social Care Staff (CASSR &amp; Independent) - Total</b>	<b>241</b>
	<i>of which: Domiciliary Staff</i>	38
	<i>Residential Care Staff</i>	88
	<i>Day Care Staff</i>	9
	<i>Social Worker/Care Manager</i>	75
	<i>Self-Directed Care Staff</i>	3
	<i>Other</i>	28
Health staff	<b>Health Staff - Total</b>	<b>120</b>
	<i>of which: Primary/Community Health Staff</i>	34
	<i>Secondary Health Staff</i>	26
	<i>Mental Health Staff</i>	60
Other sources of referral	<b>Self-Referral</b>	<b>6</b>
	<b>Family member</b>	<b>47</b>
	<b>Friend/neighbour</b>	<b>8</b>
	<b>Other service user</b>	<b>0</b>
	<b>Care Quality Commission</b>	<b>15</b>
	<b>Housing</b>	<b>2</b>
	<b>Education/Training/Workplace Establishment</b>	<b>6</b>
	<b>Police</b>	<b>32</b>
	<b>Other</b>	<b>107</b>
<b>Overall Total</b>		<b>584</b>

The highest source of referrals continues to be from Social Care staff (approximately 41%). However there is a significant number of referrals identified as 'other' (107), 'Social Care staff other', and these account for over 18% of all referrals. The DSAPB has commissioned a piece of work to interrogate the reasons behind why 18% of

referrals are recorded as 'other' under the remit of the Performance sub group and the outcome will be presented to the DSAPB during 2013/14.

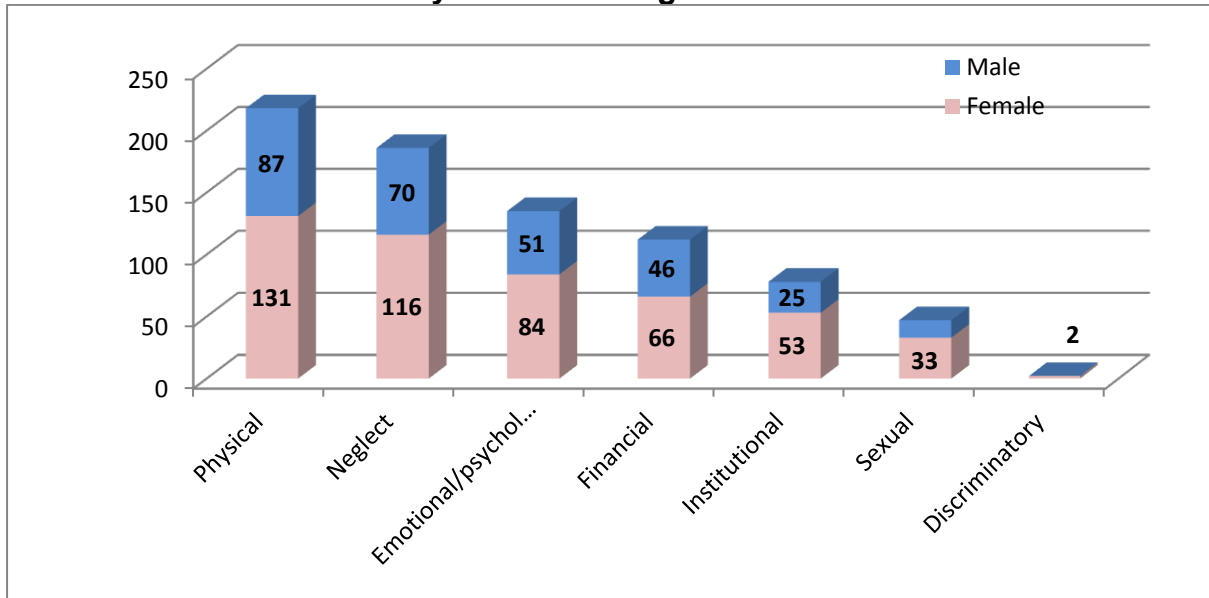
**Table 5 - Referrals by nature of alleged abuse 2012/2013<sup>1</sup>**  
(Table 4a in Doncaster's AVA return 2012/13)

<b>Nature of alleged abuse:</b>	<b>Total 18 and over</b>		
	<b>Female</b>	<b>Male</b>	<b>Total</b>
<b>Physical</b>	131	87	218
<b>Sexual</b>	33	14	47
<b>Emotional/psychological</b>	84	51	135
<b>Financial</b>	66	46	112
<b>Neglect</b>	116	70	186
<b>Discriminatory</b>	2	0	2
<b>Institutional</b>	53	25	78
<b>Total</b>	485	293	778

There has been a significant increase in the number of alleged abuse classified as 'physical', up from 147 in 2011/12 to 218 in 2012/13, an increase of 48%. Alleged abuse categorised as 'neglect' has also seen a significant increase, up from 139 in 2011/12 to 186 this year, an increase of 34%. Alleged physical abuse and neglect also continue to be the main reasons for referrals, between them accounting for more than half of the total at approximately 28% and 24% respectively.

Doncaster partnership agencies and the Care Quality Commission continue to hold the Joint Safeguarding and Commissioning Group which meets on a monthly basis to share intelligence and monitor themes and trends, to proactively prevent abuse and respond appropriately and proportionately to safeguarding concerns within the independent care provider sector. Also the Practice sub group is working to develop an early warning system through analysis of safeguarding intelligence to identify and prevent abuse from occurring where possible within the community.

### Referrals by nature of alleged abuse 2012/2013



The total number and nature of abuse referrals in this table exceeds the total number of referrals received as some referrals cite multiple natures of alleged abuse. The AVA return counts multiple abuses as two or more forms of abuse.

**Table 6 - Referrals by abuse location 2012/2013<sup>2</sup>**

(Table 5a in Doncaster's AVA return 2012/13)

<i>Location alleged abuse took place:</i>	Age				Total
	18-64	65-74	75-84	85+	
Own Home	70	31	67	49	<b>217</b>
Care Home - Permanent	26	14	55	66	<b>161</b>
Care Home with Nursing - Permanent	3	11	12	17	<b>43</b>
Care Home - Temporary	1	0	2	4	<b>7</b>
Care Home with Nursing - Temporary	0	0	3	2	<b>5</b>
Alleged Perpetrators Home	6	0	2	1	<b>9</b>
Mental Health Inpatient Setting	37	0	0	1	<b>38</b>
Acute Hospital	8	2	0	4	<b>14</b>
Community Hospital	2	0	0	6	<b>8</b>
Other Health Setting	2	0	1	0	<b>3</b>
Supported Accommodation	28	1	0	3	<b>32</b>
Day Centre/Service	11	1	2	0	<b>14</b>
Public Place	8	1	0	0	<b>9</b>
Education/Training/Workplace Establishment	2	0	0	0	<b>2</b>
Other/Not Known	11	4	8	3	<b>26</b>
<b>Total</b>	<b>215</b>	<b>65</b>	<b>152</b>	<b>156</b>	<b>588</b>

The total number and nature of abuse referrals in the table above exceeds the total number of referrals received as some referrals cite multiple locations

The vast majority of instances of alleged abuse took place in either someone's own home (37%) or a permanent care home setting (27%), this is in line with the national AVA data. The reasons for this could be a combination of issues, i.e. the care setting may not meet the service user's needs, there may be deterioration of the vulnerable adult's condition, training needs of staff may not be meeting the needs of the service. Doncaster partnership agencies continue to hold the Joint Safeguarding and Commissioning Group which meets on a monthly basis to share intelligence and monitor themes and trends, to proactively prevent abuse and respond appropriately and proportionately to safeguarding concerns.

There has been a significant increase in the number of instances of alleged abuse that have taken place in a 'mental health inpatient setting', up from only 9 in 2011/12 to 39 in 2012/13. This may be indicative of the number of private mental health hospitals situated within the Doncaster remit and their increasing awareness of Safeguarding Adults processes.

The number of instances of alleged abuse in acute hospitals, although still relatively small, has risen from only 1 in 2010/11; 8 in 2011/12 and 15 this year. This indicates that basic awareness regarding Safeguarding Adults and abuse is improving and reporting is gradually increasing. The low numbers of cases from this area is consistent with both regional and national trends, this appears to be linked to the use of more established mechanisms such as complaints, incident reporting and serious incidents recording.

**Table 7 - Number of referrals by relationship of alleged perpetrator, by age and gender of vulnerable adult 2012/13**

*(Table 6a in Doncaster's AVA return 2011/12)*

<b>Relationship of alleged perpetrator:</b>	<b>Total - 18 and over</b>		
	<b>Female</b>	<b>Male</b>	<b>Total</b>
<b>Partner</b>	11	2	13
<b>Other family member</b>	41	12	53
<b>Health Care Worker</b>	9	12	21
<b>Volunteer/Befriender</b>	0	0	0
<b>Social Care Staff - Total</b>	<b>69</b>	<b>49</b>	<b>118</b>
<i>of which: Domiciliary Care staff</i>	21	12	33
<i>Residential Care staff</i>	41	29	70
<i>Day Care staff</i>	0	1	1
<i>Social Worker/Care Manager</i>	1	3	4
<i>Other</i>	6	4	10
<b>Other professional</b>	5	4	9
<b>Other Vulnerable Adult</b>	27	25	52
<b>Neighbour/Friend</b>	4	1	5
<b>Stranger</b>	2	2	4
<b>Other</b>	13	11	24
<b>Not Known</b>	193	123	316
<b>Total</b>	<b>374</b>	<b>241</b>	<b>615</b>

Currently those classified as 'not known' account for more than half of the total number of referrals. A piece of work has been commissioned by the DSAPB to look into the reasons behind these being recorded as 'not known' and the outcome will be used to improve recording systems and reduce this figure. This was highlighted as a potential issue last year when, at that time, the figure was around 35%.

**Table 8 - Referrals by case conclusion 2012/2013**

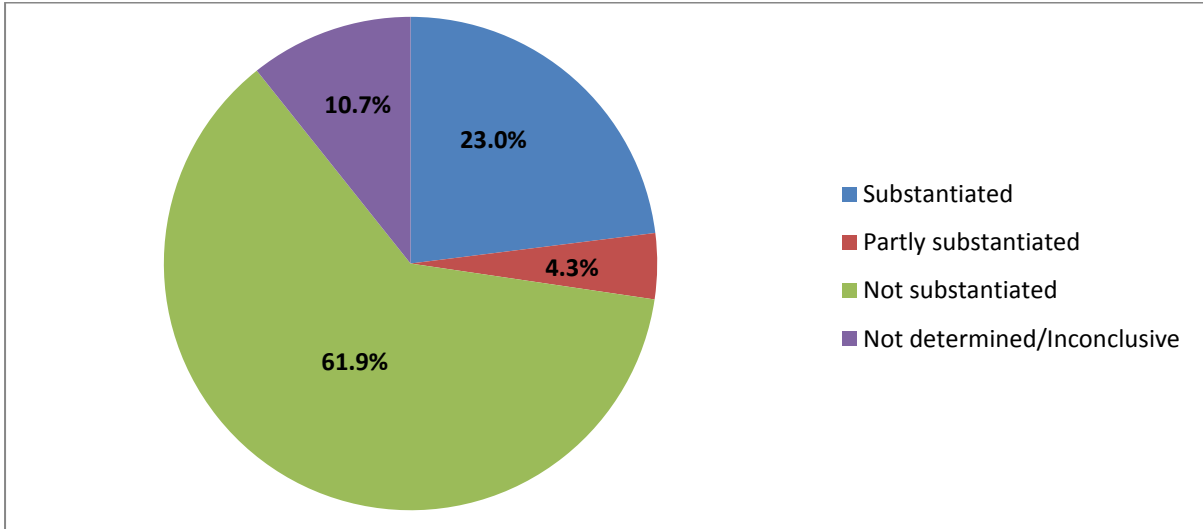
*(Table 7a in Doncaster's AVA return 2012/13)*

<b>Age Group / Primary Client Group:</b>		<b>Substantiated</b>	<b>Partly Substantiated</b>	<b>Not Substantiated</b>	<b>Not Determined / Inconclusive</b>
<b>Age group 18-64:</b>	<i>Physical disability, frailty and sensory impairment</i>	3	2	22	5
	<i>Mental Health</i>	2	3	49	4
	<i>Learning Disability</i>	10	0	70	3
	<i>Substance misuse</i>	1	0	1	1
	<i>Other Vulnerable People</i>	1	0	8	0
	<b>TOTAL 18 - 64</b>	<b>17</b>	<b>5</b>	<b>150</b>	<b>13</b>
<b>Other age groups</b>	<b>TOTAL 65 - 74</b>	<b>17</b>	<b>2</b>	<b>32</b>	<b>3</b>
	<b>TOTAL 75 - 84</b>	<b>45</b>	<b>8</b>	<b>66</b>	<b>17</b>
	<b>TOTAL 85 and over</b>	<b>39</b>	<b>7</b>	<b>69</b>	<b>22</b>
<b>Total</b>	<b>TOTAL 18 and over</b>	<b>118</b>	<b>22</b>	<b>317</b>	<b>55</b>

Last year Doncaster had one of the highest proportion of cases in the country that were 'not substantiated' and for the third consecutive year the figure is in excess of 60%.

In 2009/10 cases that were 'not substantiated' accounted for around only 20% of the total. In 2010/11 this had risen to nearly 60%, a similar figure was recorded last year and in 2012/13 it stands at 62%. The figure amongst clients aged 18-64 is even higher at 81%. A piece of work has been commissioned by the DSAPB to look at the reasons behind this and the outcome will inform the DSAPB and be used to design the service.

**Referrals by case conclusion 2012/13**



**Table 9 - Referrals 2012/13 by outcome of completed referral – Alleged Perpetrator**  
*(Table 9 in Doncaster’s AVA return 2012/13)*

	<b>Total 18 and over</b>
<b><i>Outcome for Alleged Perpetrator / Organisation/Service:</i></b>	<b>TOTAL</b>
<b>Criminal Prosecution / Formal Caution</b>	5
<b>Police Action</b>	14
<b>Community Care Assessment</b>	23
<b>Removal from property or Service</b>	6
<b>Management of access to the Vulnerable Adult</b>	9
<b>Referred to POVA List /ISA**</b>	7
<b>Referral to Registration Body</b>	2
<b>Disciplinary Action</b>	35
<b>Action By Care Quality Commission</b>	6
<b>Continued Monitoring</b>	148
<b>Counselling/Training/Treatment</b>	24
<b>Referral to Court Mandated Treatment</b>	0
<b>Referral to MAPP</b>	0
<b>Action under Mental Health Act</b>	0
<b>Action by Contract Compliance</b>	13
<b>Exoneration</b>	15
<b>No Further Action</b>	260
<b>Not Known</b>	0
<b>Total</b>	<b>567</b>

For the third consecutive year there is a large number of completed referrals recorded as 'no further action'. In 2010/11 these accounted for around 26% of the total, last year this had risen to around 38% and this year they account for nearly 46%. This links to the high number of 'unsubstantiated' cases and analysis of the initial screening process. Work on this has been taken place and has resulted in a new Safeguarding Adults risk assessment matrix being developed to simplify and replace the existing threshold tool. This will be implemented during 2013-14 and a review will monitor the effects of the tool to assure the Board of its effectiveness.

## **Safeguarding Adults Training 2012/2013**



<b>Training Course</b>	<b>DMBC</b>	<b>RDASH</b>	<b>DCCG</b>	<b>DBHFT</b>	<b>IVP/other</b>	<b>SYP</b>	<b>St Leger Homes</b>	<b>SYFRS</b>	<b>Total</b>
<b>½ Day Safeguarding Adults Multi-Agency Basic Awareness</b>	<b>65</b>	<b>95</b>	<b>0</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>208</b>
<b>½ Day Mental Capacity Act (2005) Multi-Agency Basic Awareness</b>	<b>214</b>	<b>29</b>	<b>14</b>	<b>0</b>	<b>299</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>556</b>
<b>½ Day Multi-Agency - Raising Concerns</b>	<b>4</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65</b>
<b>Safeguarding Adults E-Learning</b>	<b>133</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>433</b>
<b>DOLS Care Planning</b>	<b>62</b>	<b>5</b>	<b>4</b>	<b>0</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>145</b>
<b>DOLS for Managing Authorities</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>
<b>Multi-Agency Safeguarding Adults Investigation</b>	<b>8</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>63</b>
<b>Multi-Agency Safeguarding Manager</b>	<b>5</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34</b>
<b>South Yorkshire Working Together to Safeguard Adults</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>Full Day MCA Complex Decision Making CQM</b>	<b>26</b>	<b>13</b>	<b>3</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60</b>
<b>Full Day MCA Assessing Capacity and Best Interests Decision Making - CQM</b>	<b>70</b>	<b>11</b>	<b>13</b>	<b>0</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>151</b>

<b>Peter Edwards Health and Welfare Decisions 13<sup>th</sup> February 2013</b>	<b>36</b>	<b>25</b>	<b>3</b>	<b>2012/13</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>66</b>
<b>Peter Edwards MHA VS MCA 11<sup>th</sup> March 2013</b>	<b>14</b>	<b>35</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50</b>
<b>Chairing Case Conferences</b>	<b>7</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>
<b>South Yorkshire Workshop: Bully for You</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>South Yorkshire Workshop: Karma Nirvana</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>
<b>South Yorkshire Workshop: Sexualised Trauma and Safeguarding Adults</b>	<b>18</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>22</b>
<b>GP and Practice Nurse training sessions</b>	<b>0</b>	<b>0</b>	<b>107</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>107</b>
<b>Safeguarding Manager Bespoke Workshop</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Cheswold Park Hospital bespoke session</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>16</b>
<b>LLR/SCR Learning Event</b>	<b>21</b>	<b>6</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>8</b>	<b>2</b>	<b>3</b>	<b>45</b>
<b>Safeguarding Masterclass Event</b>	<b>65</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>14</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>95</b>
<b>TOTAL</b>	<b>760</b>	<b>384</b>	<b>37</b>	<b>13</b>	<b>849</b>	<b>13</b>	<b>6</b>	<b>3</b>	<b>2065</b>

**Doncaster and Bassetlaw Hospitals NHS Foundation Trust Training**

The Trust had previously identified poor compliance with level 1 and 2 Safeguarding Adult and Mental Capacity Act training and as a result an action plan was developed. During the review period the Trust employed a Safeguarding trainer to focus upon delivery of level 1 and 2 Safeguarding training. During this period 1209 staff accessed internal Safeguarding training.

There has been liaison with the Doncaster lead for MCA training and a plan put in place for courses to be delivered within the Trust. In addition, information about multi agency training has been distributed to staff.

The Trust also delivers Safeguarding training for Trust managers and during this period 31 managers attended the training.

The Safeguarding Adults Unit is based within the Council's Directorate of Adult Services. Established eight years ago, its purpose is to support Safeguarding activity across all agencies. Overall management responsibility for the unit is located within the Modernisation and Commissioning functions of Adult Services.

Key responsibilities of the unit include:

- Arranging and co-ordinating Safeguarding meetings.
- Providing administrative support, including distribution of minutes and reports.
- Logging and recording Safeguarding referrals, contacts and Safeguarding activity for partners.
- Collecting data and analysing Safeguarding activity and outcomes.
- Monitoring and reporting performance in relation to progress of cases and Serious Case Reviews.
- Providing support to the Safeguarding Board.
- Providing support, guidance and advice to a range of professionals, organisations, agencies and the general public.
- Developing strong multi-agency engagement in line with the South Yorkshire Safeguarding Adults Policy and Procedure.
- Providing additional support in complex, high risk Safeguarding Adult Investigations.
- Providing the link between strategic and operational activity through attendance at meetings, training and multi-agency internal boards.
- Providing support and guidance for the implementation of the Mental Capacity Act (MCA) 2005.
- Providing a joint administrative function to support the Council to carry out its statutory duties relating to Deprivation of Liberty Safeguards (DOLS)
- Supporting the on-going planning, commissioning and delivery of Safeguarding Adults training across the partnership.

The Safeguarding Adults Unit also hosts the MCA/ DOLS co-ordinator, whose main focus is to ensure Deprivation of Liberty (DOL) Safeguards are administered appropriately and to assist in the embedding of MCA principles within multi-agency services.

### Contact details of the Unit

Safeguarding Adults Unit  
Civic Office  
Waterdale  
Doncaster  
DN1 3BU

Phone (01302) 736296

Fax (01302) 736298

Email: [adultprotection-admin@doncaster.gov.uk](mailto:adultprotection-admin@doncaster.gov.uk)

Partner Agency Contributions For 2012/ 2013	
DMBC – (Adult Social Care)	£ 237,470
PCT (inc funding of Independent Chair )	£ 109,550
Other Generated Income	£ Nil
Total income	£ 347,020
Total Spend	£ 288,908.94
Underspend	£ 58,111.06

Partner Agency Contributions For 2013/ 2014	
DMBC – (Adult Social Care)	£ 232,280
PCT (inc funding of Independent Chair )	£ 108,126
Other Generated Income	£ Nil
Total budget 2013/2014	£ 340,406

Carried forward from 12/13	£ 50,000
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## Attendance Monitoring DSAPB and Sub Groups April 2012 – March 2013

Appendix 4

Key:

Non attendance (no apologies given or a representative sent)		Attended	✓	Not a member of the group at this point	
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### DSAP Board Attendance April 2012 – March 2013

Member	Agency	10/05/2012	25/06/2012	13/09/2012	06/11/2012	11/01/2013	08/03/2013
Roger Thompson	DSAPB	✓	Apologies	✓	✓	✓	✓
Joan Beck	DMBC	✓	✓	Apologies	✓	✓	Apologies
Mary Shepherd	PCT	✓	✓	✓	✓	✓	✓
Dawn Orton	DSCB	✓		✓	Apologies	✓	Apologies
Dawn Peet	SYFR	✓		✓	Apologies	Apologies	Apologies
Anne Graves	Safeguarding	✓	✓	✓	✓	✓	✓
Karen Hanson	DMBC	Apologies					
Pat Higgs	DMBC	Apologies	✓	✓	✓	Apologies	Apologies
Hilary Bond	DBH	✓		✓	✓		
Hywel Jenkins	DMBC	Apologies		✓	✓	✓	✓
Kim Beresford	Doncaster Advocacy						
Deborah Wildgoose	RDASH	Apologies	✓	✓	✓	✓	✓
Natalie Shaw	SYP	✓	✓				
Susan Jordan	SLHD	Apologies		✓	✓	✓	✓
Veronica Carter	Job Centre Plus						
Vicki Ferres	Age Concern	Apologies					
Tracey Harwood	DMBC	Apologies		✓	Apologies	Apologies	
Angelique Choppin	Safeguarding						✓
Jacqui Wiltschinsky	Public Health	✓		✓	✓	✓	✓

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Shane Haywood-Giles	DMBC	✓		✓	✓	✓	Apologies
Andrew Russell	PCT	✓	✓		✓	✓	✓
Chris Singleton	SYP			✓	✓	✓	
Sharon Fung	DMBC				✓	✓	✓
Deborah Oughtibridge	DBH				✓	✓	✓
Bill Hotchkiss	DMBC					✓	✓

**Engagement Sub Group**

Member	Agency	30/04/2012	18/06/2012	03/09/2012	05/11/2012	17/12/2012	21/01/2013	04/03/2013
Susan Jordan	SLHD	Apologies	✓	✓	✓	Apologies	✓	✓
Lesley Sutcliffe	DMBC							
Kim Beresford	Doncaster Advocacy	Apologies	✓	✓	Apologies	✓	Apologies	✓
Anne Graves	Safeguarding		✓					✓
Gordon Laidlaw	PCT	✓						
Richard Brocklehurst	LINK	Apologies	Apologies	✓	✓	✓		
Louise Diamond	DMBC	✓	✓	✓	✓	✓	Apologies	✓
Julie Jablonski	SLHD	✓	✓	✓	✓	✓	Apologies	✓
Rennie Brown	SYP							
Bronwyn Slater	RDASH							
Lauren Edwards	DMBC	Apologies	✓	✓	Apologies	✓	✓	Apologies
Julia Ball	SYFR	✓	✓	Apologies				Apologies
Carol Berry	MIND							
Andrea Tattersall	PCT							
Valerie Barclay	RDASH	✓	✓	✓	✓	Apologies	Apologies	
Mary Curtis	RDASH	Apologies						
Wendy Proctor	RDASH			✓	✓			
Sharon Williams	DBH			✓				
Sharon Fung	DMBC				✓	✓	✓	✓
Helen Hanson					Apologies			
Kay Kirk	LINK					✓	Apologies	✓



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**Performance Sub Group**

Member	Agency	18/04/2012	18/07/2012	05/09/2012	24/10/2012	12/12/2012	29/01/2013
Anne Graves	Safeguarding	Apologies	Apologies	✓	✓	✓	✓
Joe Dalton	DMBC	✓	Apologies	✓	Apologies	✓	Apologies
Mary Shepherd	PCT	✓	✓	✓	✓	✓	✓
Andrew Russell	PCT	Apologies	✓	✓	✓	Apologies	✓
Dawn Peet	SYFR						
Angelique Choppin	PCT	✓	✓				✓
Allan Wiltshire	DMBC	Apologies	✓	✓	Apologies		
Allison Griffiths	SYP	✓	✓	Apologies	Apologies	✓	✓
Sharon Fung	DMBC		✓		✓	✓	✓
David Chorlton	DMBC			✓	✓	✓	✓
Shane Haywood-Giles	DMBC			✓	Apologies	Apologies	✓

**Policy and Procedure Sub Group**

Member	Agency	25/04/2012	12/06/2012	17/10/2012	05/12/2012	27/02/2013
Anne Graves	Safeguarding	Apologies	✓	✓	✓	Apologies
Angelique Choppin	PCT	✓	✓			✓
Julia Ball	SYFR					
Chris Prewett	RDASH	Apologies	✓	✓	✓	✓
Julie Jablonski	SLHD	✓	✓		Apologies	
Theo Jarratt	DMBC	✓	Apologies	✓		
Hillary Bond	DBH	✓	✓	✓	Apologies	
Deborah Oughtibridge	DBH					✓
Alison Griffiths	SYP	Apologies	Apologies	Apologies	✓	
Pat Johnson	DBH	Apologies		Apologies		
Steve Clayton	DMBC	✓	✓		Apologies	Apologies
Sharon Fung	DMBC			Apologies	✓	✓
Kay Kirk	LINK					✓
Joseph Dalton	DMBC					✓
Joanne Carver	SYP					✓
Sean Bird	SYP					✓

**Practice Sub Group**

Member	Agency	02/08/2012	20/09/2012	10/01/2013	14/03/2013
Pat Higgs	DMBC	✓	Apologies	✓	✓
Helen Fisher	DMBC	✓	✓	✓	✓
Julie Laver	RDASH				
Pat Johnson	DBH	Apologies		✓	Apologies
Andrew Russell	PCT	✓	✓	Apologies	Apologies
Diane Bellamy	DMBC	✓	✓	Apologies	✓
Jenny Greaves	PCT				
Joanne Carver	SYP	Apologies	✓	✓	✓
Chris Williams	RDASH				
Trevor Coughlin	RDASH				
Dawn Peet	SYFR	✓		Apologies	✓
Janet Johnson	DCH				
Julie Jablonski	SLHD			Apologies	Apologies
Andy Eggett	DMBC				
Angelique Choppin	PCT				✓
Linda Schofield	RDASH				
Yvonne Taylor	DMBC	✓	✓	✓	✓
Patricia Hart	DMBC				Apologies
Jim Hilliard	DMBC			Apologies	

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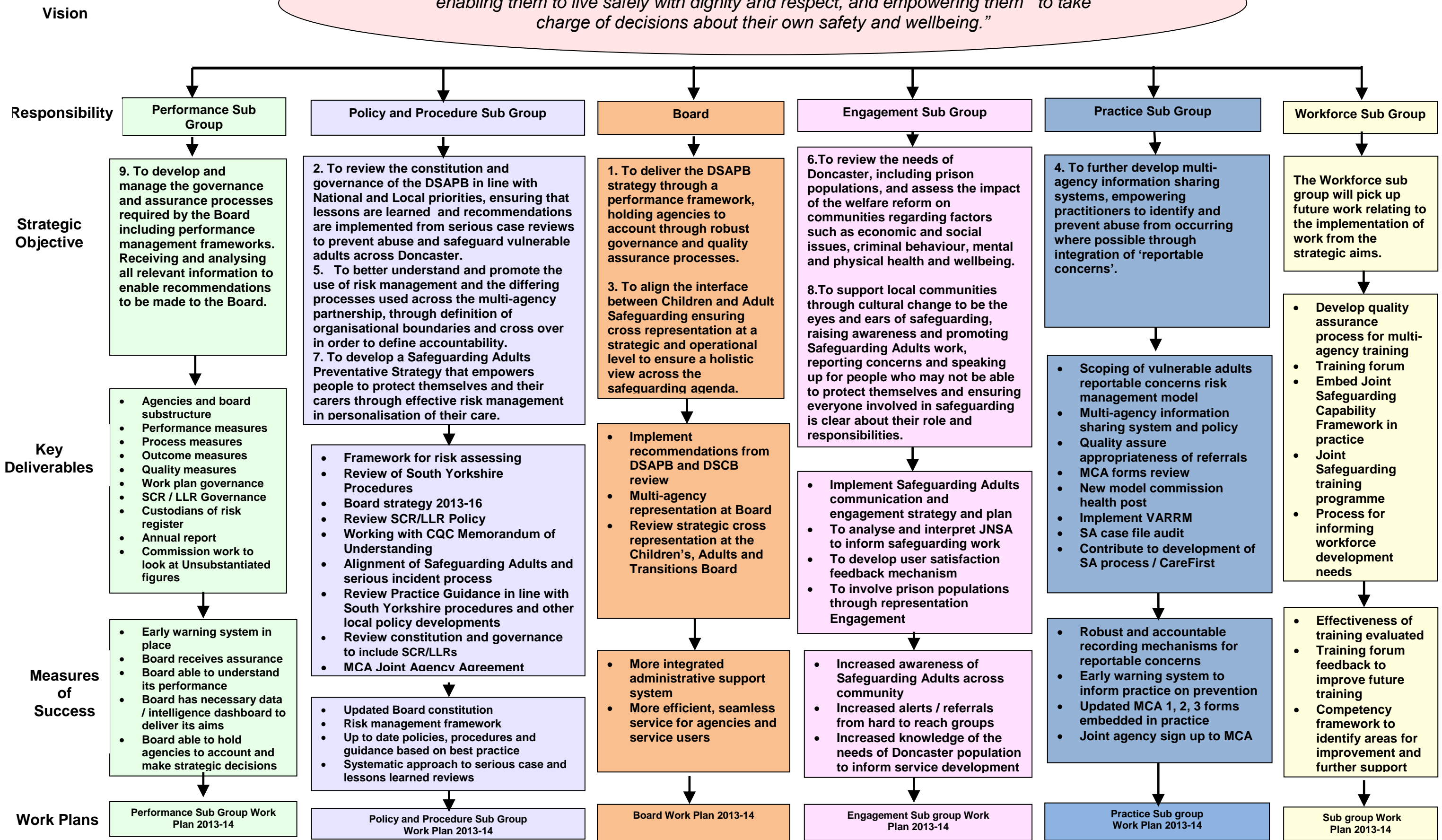
Dennis Atkin	DCH				
Janet De'Ath	DMBC				
Steve Clayton	DMBC	Apologies	✓	✓	Apologies
Louise Whitehead	DMBC	Apologies	✓	Apologies	Apologies
Sarah Powell	CQC				
Louise Metalli	RDASH	✓	Apologies		
Martin Slater	DMBC			Apologies	Apologies
Anne Graves	Safeguarding	✓	Apologies	✓	
Angus McKnight	RDASH	✓	✓		Apologies
Mary Curtis	RDASH	Apologies		✓	Apologies
Jayne Hewitt-Hardy	DMBC	✓		✓	✓
Sharon Fung	DMBC	✓	✓	✓	✓
Josie Turgoose	Probation			Apologies	Apologies

**Joint Workforce Sub Group**

Member	Agency	03.04.2012	16.05.2012	02.10.2012	29.10.2012	21.12.2012	28.02.2013
Deborah Wildgoose	RDASH			Apologies	Apologies	Apologies	Apologies
Louise Whitehead	DMBC	Apologies	✓	✓	✓	✓	✓
Karen Harrison	SYP	✓	✓				
Karen Milner	DMBC			Apologies	Apologies	✓	✓
Sue Sparks	RDASH		Apologies	Apologies	✓	Apologies	Apologies
Anne Graves	Safeguarding		✓	✓	Apologies	Apologies	✓
Angelique Choppin	PCT	Apologies	Apologies				
Chris Prewett	RDASH						
Andrew Russell	PCT		Apologies				
Deborah Oughtibridge	DBH	✓	✓				
Jean Staniforth	DMBC			✓	✓	✓	✓
Gill Genders	DBH			✓	✓	✓	✓

**Doncaster Safeguarding Adults Partnership Board Strategic Objectives 2013-16**

*“Working together to safeguard vulnerable adults in Doncaster and prevent abuse, enabling them to live safely with dignity and respect, and empowering them to take charge of decisions about their own safety and wellbeing.”*



The Strategic objectives have been aligned to sub groups for accountability purposes, however it is recognised that the strategic objectives are cross cutting and interrelated therefore sub groups will be required to contribute to other strategic aims where appropriate.

