

# **Bolton Safeguarding Adults Board (BSAB) Safeguarding Effectiveness Toolkit**

This toolkit forms a part of the overarching Safeguarding Quality and Effectiveness Assurance Framework and sets out the methods in which the BSAB will undertake safeguarding assurance activity.

**October 2024**

## Evidence

The BSAB review and evaluate practice and its impact we do this by:

- Triangulation of the range of intelligence and evidence used to understand and inform the work of the BSAB through: Data and Performance Information
- Audits
- Professional Expertise (Voice of the professional)
- Research and Evaluation
- Safeguarding Adults Review (Local, Regional, National), DHRs, MAPPA, Mental health Investigation
- Voices of the Adults at risk, their families and carers.
- Inspection findings
- Scrutiny: Independent, Peer
- Complaints and Compliments

## Impact

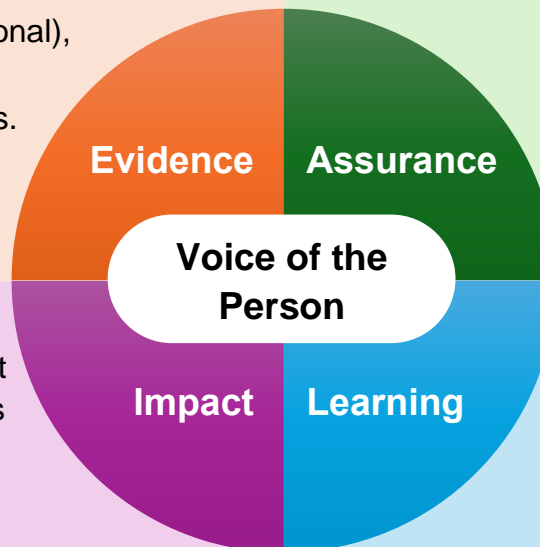
The BSAB review and evaluate practice and its impact to ensure that all staff including leaders and managers and all professionals throughout the whole organisation, adults at risk and their carers are safe, we do this by:

- Strengthening the links between our safeguarding arrangements and the lived reality and experiences of adults at risk and their carers.
- Implementing the communication and engagement strategy to include the development of an expert by experienced reference group.
- Refreshing the strategic quality and effectiveness framework.
- The revised framework will reflect a toolkit that comprises of a suite of multi-agency outcome-based assurance activity to measure outcomes for adult at risks and their carers. The toolkit will reflect what outcomes are important to adults at risk and their carers as well as the adult safeguarding workforce

## Assurance

The BSAB are assured that safeguarding practise is as effective as possible, using a range of mechanisms to coordinate, monitor, challenge and improve services, and outcomes for adults at risk and their carers- we do this by:

- Implementing the Quality and Effectiveness Framework.
- Hearing from and listening to a range of people including, adults at risk and their families, to contribute towards qualitative information.



## Learning

The BSAB learns from every opportunity and ensures there is a skilled workforce who have access to up to date, relevant information to help them to keep adults at risk and their carers safe and happy. we do this by:

- Developing an excellent adults workforce through providing assurance to the BSAB that all organisations across Bolton, working with adults at risk, their carers, have access to high quality learning and development opportunities.
- The BSAB develop a competency based learning and development strategy that aligns single agency safeguarding training to a multi-agency training program, integrating the findings from the published National Learning from Safeguarding Adult Reviews, and local reviews.
- Educating the Bolton community in safeguarding. Community safeguarding to enable citizens to recognise safeguarding concerns and to know what to do when concerns arise.

## TOOLKIT: Summary of Evidence And Safeguarding Effectiveness Activity

This table describes the different assurance activities undertaken for each dimension (single agency, multi-agency, the Board itself), the frequency of each activity and how each element aims to contribute to improving safeguarding practice across Bolton, to get the best understanding of quality and impact of adult safeguarding practice across services. We seek to triangulate different sources of intelligence through the Quality Assurance and Performance Subgroup, and a summary safeguarding effectiveness report be provided to the Board. In some cases, it will be necessary for the full detail to be presented to the Board with recommendations from the Quality Assurance and Performance Subgroup, or the effectiveness activity may be disseminated as part of a learning event.

**Quality Statement: The BSAB are assured that safeguarding practise is as effective as possible, using a range of mechanisms to coordinate, monitor, challenge and improve services, and outcomes for adults at risk and their carers.**

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>Annual Assurance Audit</b>  <b>Listening / Hearing from a range of people including, adults at risk and their families, to contribute towards qualitative information.</b>	To provide assurance to the Board that member agencies have in place effective arrangements for safeguarding and promoting the welfare of Adults at Risk as defined in the Care Act, 2014.	Annually.	Board member to ensure audit is completed by their agency.  Quality Assurance and Performance subgroup to facilitate this.	BSAB.	Member agencies develop an action plan for any areas of noncompliance therefore strengthening safeguarding practice and arrangements within their own organisation. This is reported back through the Quality Assurance and performance Subgroup and BSAB.	Adults at risk and their Carers receive a good standard of safeguarding practice from the services they access. The reality of their lived experiences is safe and they live a life without abuse and neglect.  Agencies have robust safe recruitment processes in place and respond appropriately to concerns about

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
						<p>those in a position of trust, and adults remain safe.</p> <p>Safeguarding practice in Bolton is respectfully challenged and good practice promoted from a strategic to a front-line level. Adults at risk, experience improved services and interventions.</p> <p>Safeguarding is recognised and responded to in a timely manner.</p>
<b>Single Agency Audits</b>  <b>Listening to a range of people to contribute towards qualitative information.</b>	There is an overview of member agency's internal safeguarding audit activity for further scrutiny, audits will identify learning, as well as identify opportunities for joint audits.	Annually or where available	Audit reports requested from partner agencies as appropriate.	Safeguarding effectiveness Subgroup.  BSAB.	BSAB are assured that there is Safeguarding Quality and Performance within member agencies as core business.	See above.

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>Outcome of Inspections</b>  <b>Listening to a range of people to contribute towards qualitative information.</b>	The Board has an overview of member agency performance and inspection outcomes in relation to safeguarding, to enable assurance and challenge where safeguarding performance is of concern. This includes a summary of each organisations Safeguarding element within Annual Reports.	As notified	BSAB member to provide short briefing, of Inspection outcomes and action a plan to progress any areas of concern relating to safeguarding.	BSAB.	Organisations take positive action to improve any safeguarding concerns.	See above.
<b>PiPoT</b>	The Board is assured the adults workforce is safe and action is taken consistently to address those who may be unsuitable. Themes and trends are identified and integrated within the strategic plan and subgroup activity.	Annual report and quarterly data included in the quarterly performance report.	ASC Safeguarding Team	Safeguarding Effectiveness Subgroup.	Consistent action is taken to address unsuitable adults working within the children's workforce.	Adults at Risk are safeguarded effectively, and all agencies have robust safe recruitment and whistleblowing processes in place responding appropriately to concerns about those in a position of trust.

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<b>Data Dashboard</b>	<p>There is a multi-agency dashboard of key performance measures, charts, and short narrative for each measure on a quarterly basis. The Board is able to scrutinise and monitor the data and provide challenge for further analysis and action where necessary.</p> <p>Measures will be aligned to the BSAB's priorities as well as 'core safeguarding business' across agencies.</p>	Quarterly	Safeguarding Effectiveness Subgroup agency leads	BSAB	<p>Agencies are challenged to take action to improve safeguarding performance where required.</p> <p>Safeguarding performance can be viewed strategically in relation to how agencies work together to address multi agency safeguarding priorities.</p> <p>The workforce understands the priority areas for safeguarding Adults at risk, the role, and responsibilities of the BSAB and provides a basis for identifying audit activity.</p>	Triangulation of a range of local, regional, and national intelligence and evidenced based research that informs the practice and policy landscape, in responding in real time to emerging threats and safeguarding issues across Bolton.

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>'How are we doing' summary BSAB Performance Report</b>	The BSAB takes ownership and accountability of performance and evidences the effectiveness of its work in safeguarding and promoting the welfare of adults at risk and their carers.	Quarterly.	Safeguarding effectiveness Sub group.	BSAB	See above.	The BSAB are assured of the effectiveness of its work in safeguarding and promoting the welfare of adults at risk and their carers.

**Quality Statement: The BSAB are assured that safeguarding practise is as effective as possible, using a range of mechanisms to coordinate, monitor, challenge and improve services, and outcomes for adults at risk and their carers.**

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>Multi Agency Practice Audits.</b>	Multi-agency audits provide an enhanced level of scrutiny, ensuring that partners collaborate effectively to safeguard adults. These audits not only proactively identify areas for learning and improvement but also facilitate the cross-pollination of training offers and experiences among agencies. A collaborative approach enriches the collective expertise and supports a culture of continuous development and shared best practices.	Practice audits will be carried out once a year.	Areas for audit to be identified by Safeguarding Effectiveness Subgroup and SAR-Subgroup.	Safeguarding Effectiveness Subgroup.	<p>Agency groups will be aware of their areas of strengths and weaknesses in relation to multi agency working and are challenged to act where weaknesses are identified.</p> <p>Themed learning will also inform future BSAB Multi-Agency Safeguarding Practice Forums. There is a culture of continuous learning and improvement across organisations practitioners and managers share learning to improve.</p> <p>Practice that shapes strategic priorities and the live business plan.</p>	Support to build an excellent adult workforce across all agencies. Strengthened multi-agency practise ensures all agencies working with adults at risk and their carers are clear on their role, legal frameworks and contribution to multi-agency safeguarding arrangements and share information in a timely way.



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<b>Multi-Agency Safeguarding Practice Forums</b>	Practitioners have a key voice in driving the business of the BSAB in regard of safeguarding practice in Bolton and act as a reference group in identifying real time safeguarding issues.	Quarterly	Safeguarding effectiveness and SAR subgroups to inform Safeguarding delivery group	Safeguarding Delivery Sub group.	Practitioners and managers often have early insight into challenges for safeguarding practices that may be emerging. Intelligence responding in real time to emerging threats and safeguarding issues across Bolton.	<p>A workforce that understands its specific role and responsibility in working together on safeguarding priorities is more able to respond to the needs of adults at risk and their carers.</p> <p>A workforce that is open to continuous learning is able to offer adults at risk a service based on knowledge based best practice models.</p> <p>Timely and responsive changes to safeguarding practice informed by practitioners and managers means that adults at risk and their carers receive the help they need at the and are better safeguarded.</p>

**Quality Statement: The BSAB review and evaluate practice and its impact to ensure that all staff including leaders and managers and all professionals throughout the whole organisation adults at risk and their carers safe.**

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>Learning from Reviews</b>	<p>There is an ongoing commitment to embedding a learning and improvement culture, by learning from all reviews.</p> <p>The BSAB will take account of the findings from the range of reviews. For example, LeDer, Safeguarding Adult Reviews, Domestic Homicide Reviews, locally and nationally with a view to consider how identified improvements should be implemented locally.</p>	As appropriate.	SAR subgroup and Safeguarding delivery subgroup.	BSAB	<p>There is a culture of continuous learning and improvement across organisations that practitioners and managers welcome opportunities to share learning and improve practice.</p> <p>Will continue to plan and deliver a programme of safeguarding training courses for the Adult Workforce.</p>	Support to build an excellent adult workforce through developing a competency-based learning and development strategy.

Method	Rationale	Frequency	Responsibility	Report to	Impact on safeguarding practice	Impact on Adults at risk and their Carers.
<b>Subgroup workplans</b>	A common format for subgroup work plans helps to focus the groups on their actions for the year based on the BSAB strategic priorities. All subgroup workplans will be aligned to the Quality Statement questions, strategic priorities and Risk register where appropriate.	As appropriate but updated at least twice a year.	Subgroup chairs Co-ordinated by BSAB.	BSAB meeting	Drives improvement planning in key areas for improvement.	Improved outcomes in the areas where actions and measures are in place. The BSAB takes ownership and accountability of performance and in delivering it strategic priorities.