



Nottingham City Council Executive Board

Date: Tuesday 15 December 2020

Time: 2:00pm

Place: To be held remotely via Zoom and live-streamed to:
<https://www.youtube.com/user/NottCityCouncil>

Councillors are requested to attend the above meeting to transact the following business:

Director for Legal and Governance

Governance Officer: Kate Morris

Direct Dial: 0115 8764353

Agenda	Pages
1 Apologies for Absence	
2 Declarations of Interests	
3 Minutes Minutes of the meeting held on 17 November 2020, for confirmation	3 - 4
4 NCSCP Annual Report 2019/20 Report of the Portfolio Holder for Children and Young People	5 - 46
5 Safeguarding Adults Board Annual Report 2019/20 Report of the Portfolio Holder for Adult Care and Local Transport	47 - 88
6 Active Travel Fund Tranche 2 Grant Report of the Portfolio Holder for Adult Care and Local Transport	89 - 104
7 Voluntary Redundancy Programme Report of the Portfolio Holder for Health, HR and Equalities	105 - 110
8 Exclusion of the Public To consider excluding the public from the meeting during consideration of the following items in accordance with Section 100A of the Local Government Act 1972 (under Schedule 12A, Part 1) on the basis that, having regard to all the circumstances, the public interest in maintaining	

an exemption outweighs the public interest in disclosing the information

9 Voluntary Redundancy Programme - Exempt Appendix
Report of the Portfolio Holder for Health, HR and Equalities

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All items listed under 'Exclusion of the Public' will be heard in private. These items have been included under this section of the agenda because no representations against hearing them in private were received.

Councillors, co-optees, colleagues and other participants must declare all disclosable pecuniary and other interests relating to any items of business to be discussed at the meeting. If you need any advice on declaring an interest in an item on the agenda, please contact the Governance Officer shown above before the day of the meeting, if possible.

Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at: <https://www.nottinghamcity.gov.uk/your-council/about-the-council/council-meetings-decisions/recording-reporting-on-public-meetings/>.

Nottingham City Council

Executive Board

Minutes of the meeting held at Remote - To be held remotely via Zoom - <https://www.youtube.com/user/NottCityCouncil> on 17 November 2020 from 2.02 pm - 2.17 pm

Membership

Present

Absent

Councillor David Mellen (Chair)

Councillor Sally Longford (Vice Chair)

Councillor Cheryl Barnard

Councillor Eunice Campbell-Clark

Councillor Neghat Khan

Councillor Rebecca Langton

Councillor Dave Trimble

Councillor Adele Williams

Councillor Sam Webster

Councillor Linda Woodings

Colleagues, partners and others in attendance:

Councillor Kevin Clarke

Councillor Andrew Rule

Mel Barrett

Chief Executive

Chris Henning

Corporate Director for Development and Growth

Catherine Underwood

Corporate Director for People

Hugh White

Corporate Director for COVID Response and Recovery

Kate Morris

Governance Officer

Call-in

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is 27 November 2020. Decisions cannot be implemented until the working day after this date.

59 Apologies for absence

Richard Henderson – Director for HR and Customer

Laura Pattman – Strategic Director of Finance

Malcolm Townroe – Director of Legal and Governance

60 Declarations of interests

None.

61 Minutes

The Board confirmed the minutes of the meeting held on 20 October 2020 as a correct record and they were signed by the Chair.

62 Adult Social Care Winter Plan 2020-21

The Board considered the report of the Portfolio Holder for Adult Care and Local Transport, outlining the Adult Social Care Winter Plan. This year, due to the combined impact of the Covid-19 pandemic and winter flu the Department for Health and Social Care requires that the Winter Plan be more comprehensive than previous years.

The Winter Plan is grouped into 21 key areas and identifies actions required and associated risks. The plan includes details of partnership working and it is through this that the Council will work towards ensuring high quality, safe and timely care is provided to everyone who needs it, whilst protecting those who need care, their carers and the social care workforce from Covid-19. The following points were made during discussion:

- (a) Fear through increased isolation, especially in elderly and vulnerable citizens, is a real and worrying issue. Nottingham City Council is working hard to tackle people's fears and extra anxiety with clear and easily accessible information. The Council is being led in its response to this issue by the Director of Public Health and is working with partners to maintain trusted relationships with service users. There is also additional work being done to support the informal relationships and community connections to reduce isolation and ease additional anxieties;
- (b) There have been concerning reports from some parts of the country about care facilities becoming very low staffed due to Covid-19 outbreaks amongst staff. Nottingham City Council has a number of measures in place to reduce this risk to care facilities and it has been a focus of work and planning since before the first period of lockdown in March 2020. Each service has its own contingency plans for such an event, but given the extent of the challenges facing the service a stronger system was developed to ensure all care services had access to bank staff through partnership working. There has also been a reduction in movement of staff between services, this along side other measures has reduced the risk of infection within care facilities.

Members of the Board expressed their thanks to frontline care staff for their continued hard work and dedication. Members also expressed thanks to frontline staff working with Homeless rough sleepers, commissioning staff and all those involved in the extensive partnership working across the city through the pandemic.

Resolved to approve the Adult Social Care Winter Plan 2020-21.

Reasons for decision

Each year the Council puts in place plans to ensure that adult social care needs of citizens are responded to effectively during the winter period when demand is higher. This year the Council is required to have a Winter Plan which meets the recently published national requirements as part of the Council's response to the Covid-19 pandemic.

Other Options Considered

The other option considered was to not produce the Winter Plan this was rejected as its production is a requirement of the Department of Health and Social Care and to fail to do so would be a breach of statutory duties.

Subject:	Nottingham City Safeguarding Children Partnership: Annual Report 2019/20
Corporate Director(s)/Director(s):	Catherine Underwood, Corporate Director for People Helen Blackman Director for Childrens Integrated Services
Portfolio Holder(s):	Councillor Cheryl Barnard, Portfolio Holder for Children and Young People
Report author and contact details:	John Matravers, john.matravers@nottinghamcity.gov.uk
Other colleagues who have provided input:	All partner agency representatives who submitted reports regarding their respective agencies
Subject to call-in:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Key Decision:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Criteria for Key Decision:	
(a) <input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision	
and/or	
(b) Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure:	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
Total value of the decision:	N/A
Wards affected:	All
Date of consultation with Portfolio Holder(s):	
Relevant Council Plan Key Theme:	
Nottingham People	<input checked="" type="checkbox"/>
Living in Nottingham	<input type="checkbox"/>
Growing Nottingham	<input type="checkbox"/>
Respect for Nottingham	<input type="checkbox"/>
Serving Nottingham Better	<input type="checkbox"/>
Summary of issues (including benefits to citizen's/service users):	
<p>This is the first annual report of the Nottingham City Safeguarding Children Partnership; it covers the period from 1st April 2019 to 31st March 2020. It is a statutory requirement that the Partnership publish a report each year.</p> <p>The strategic lead responsibility for safeguarding is now shared between the three statutory partners of Local Authority, Police and Health (Clinical Commissioning Groups), as set out in Working Together 2018.</p> <p>The Partnership exists as a statutory body and has a range of roles including reviewing child deaths, undertaking Serious Case Reviews, developing policies and procedures and scrutinising and challenging local safeguarding practice.</p> <p>Section 14 of the Children Act 2004 sets out the objectives for the Local Safeguarding Children Partnership (LSCP) as:</p> <ul style="list-style-type: none"> • To coordinate what is done by each person or body represented on the Partnership for the purposes of safeguarding and promoting the welfare of children in the area and; • To ensure the effectiveness of what is done by each such person or body for these purposes. <p>The Nottingham City Safeguarding Children Partnership (NCSCP) is established in accordance with the Children and Social Work Act 2017 and Working Together to Safeguard Children 2018. The NCSCP provides the safeguarding arrangements under which the safeguarding partners and</p>	

relevant agencies work together to coordinate their safeguarding services, identify and respond to the needs of children in Nottingham City, commission and publish local child safeguarding practice reviews and provide scrutiny to ensure the effectiveness of the arrangements.

The new safeguarding arrangements have been developed to build on the strengths of the previous arrangements under the Nottingham City Safeguarding Children Board. Accountability for the effectiveness of safeguarding rests with the safeguarding partners through a new Strategic Leadership Group.

Exempt information:

None

Recommendation(s):

1 To approve the 2019/20 Nottingham City Safeguarding Children Partnership annual report

1 Reasons for recommendations

- 1.1 It is a statutory requirement that Nottingham City Safeguarding Children Partnership must publish an annual report detailing what the NCSCP has done during the year to achieve its main objectives and implement its strategic plan.
- 1.2 This report is put forward for scrutiny and approval as an accurate record of activity undertaken by the Partnership and its partners during the 2019/20 financial year to assure itself that the NCSCP and its partners have acted to help and protect children.

2 Background (including outcomes of consultation)

- 2.1 The Nottingham City Safeguarding Children Partnership (NCSCP) is established in accordance with the Children and Social Work Act 2017 and Working Together to Safeguard Children 2018.

3 Other options considered in making recommendations

- 3.1 The alternative option would have been not to produce an annual report. However, as it is a statutory requirement to do so, this option was not considered.

4 Finance colleague comments (including implications and value for money/VAT)

- 4.1 None

5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

- 5.1 There are no legal implications.

Natalie Grant,
Team Leader- Legal Services
24/11/20

6 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)

- 6.1 Not applicable

7 Social value considerations

7.1 Not applicable

8 Regard to the NHS Constitution

8.1 Not applicable

9 Equality Impact Assessment (EIA)

9.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because: Although many of the Partnerships members are 'public authorities' as understood by the 2010 Equalities Act, the NCSCP itself is not, so any requirement to undertake an EIA does not apply. Furthermore, the report presented does not propose any actions but rather summarises activity already undertaken.

10 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

10.1 None

11 Published documents referred to in this report

11.1 NCSCP annual report 2019/20

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Nottingham City Safeguarding Children Partnership

Annual Report 2019/20

Report Author: John Matravers

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Foreword from Catherine Underwood, Craig Guildford and Rosa Waddingham

This is the first annual report of the Nottingham City Safeguarding Children Partnership; it covers the period from 1st April 2019 to 31st March 2020. The strategic lead responsibility for safeguarding is now shared between the three statutory partners of Local Authority, Police and Health (Clinical Commissioning Groups), as set out in Working Together 2018. We have learned what is working well and what could be further improved in order to ensure that we are as effective as possible moving forward and have involved all our partners in developing these plans.

On 31 July 2019, IICSA published its findings into the extent of any institutional failures to protect children in the care of Nottingham City and Nottinghamshire County Councils from sexual abuse. The safety and wellbeing of children and young people in the care of the City is and always will be our highest priority and this continues to be a priority for the NCSCP and we shall ensure that learning and improvement in this area is continued.

We want to initially recognise that at the end of this period the global pandemic COVID 19 affected everyone in Nottingham. We want to remember those who have sadly lost their lives and those of loved ones during these exceptionally difficult times. It is important to recognise the extraordinary efforts the people of Nottingham and employees across our Partnership have made to continue to keep people as safe as possible during this time. This sense of community and working together truly embodies the best of Nottingham and showcases the remarkable community spirit that we have.

This year the partnership has continued to work on our priorities. Neglect of children remains a real concern and we are pleased that the partnership has agreed to further strengthen our neglect strategy.

Preventing the criminal exploitation of children and young people remains a priority for the NCSCP. There has been progress in the way partners are working together. In particular, a multi-agency group to tackle child exploitation is being developed to compliment the strategies already in place to identify vulnerable young people and put protection in place for them. We have made progress in this area, but it remains a critical area of safeguarding children business and will continue be a focus for all partners over the next year.

We are prioritising capturing children and young people's voices as their views are integral to evidence based and informed practice. We shall continue to develop meaningful engagement with our children and young people so that practice across Nottingham will focus on listening to and responding to what children and young people say.

This report recognises the progress the Nottingham City Safeguarding Children Partnership (NCSCP) has made throughout the year and the challenges that we will continue to address in 2020/21. This annual report sets out the key areas of work we have undertaken for 2019 – 20 and plans going forward. This year we have continued to focus on child neglect and exploitation, as well as the mental health and emotional well-being of children and young people.

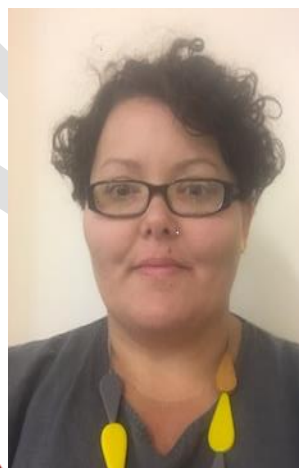
We would like to thank our partners for all of their support over the year and who continue to work hard to ensure that the NCSCP remains effective in promoting safeguarding and bringing about improvements where needed.



Craig Guildford
Chief Constable
Nottinghamshire Police

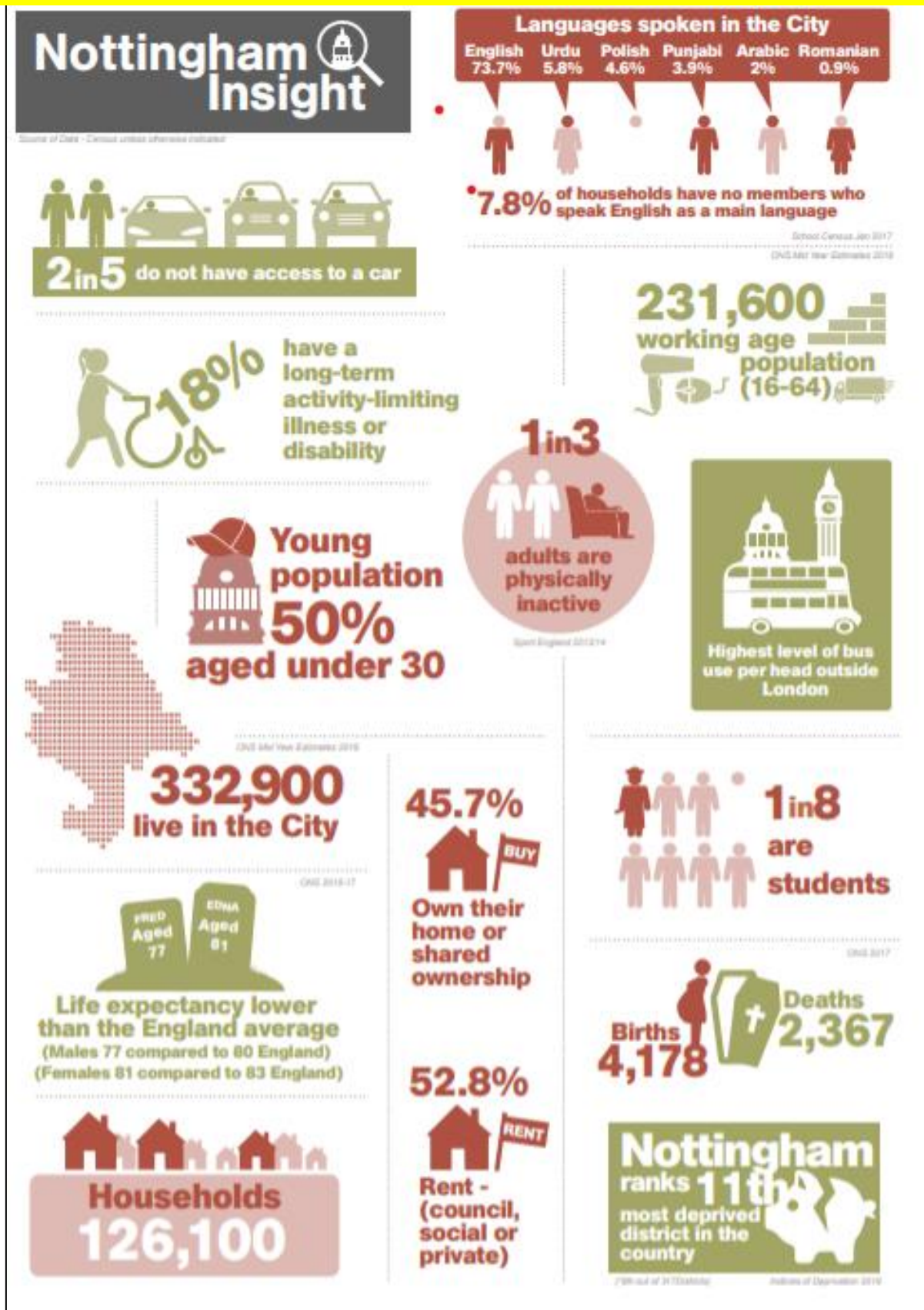


Catherine Underwood
Corporate Director
Nottingham City Council



Rosa Waddingham
Chief Nurse/Director
Nottingham CCG

Nottingham City: An Overview



Introduction

This annual report for the Nottingham City Safeguarding Children Partnership (NCSCP) reviews the work of the Partnership for the period of April 2019 – March 2020. It covers some of the key strands of work undertaken and its plans moving forward.

The report includes contributions from partner agencies and has been approved by the senior members of the Partnership.

Nottingham Overview - Local Context

Nottingham continues to face many challenges which often impact adversely on the health and wellbeing of our children, young people and families. This makes the task of improving outcomes a long term commitment. Nottingham ranks 20th out of the 326 districts in England (1 is most deprived) and 22,000 (34.6%) city children live in poverty (locally defined as those who live in households' dependent on out of-work benefits).

- Total population - 332,900 (an increase of 1,800 since 2018)
- Working age population (16-64) - 231,600
- Males - 169,000
- Females - 163,900
- University students - 43,300
- Older people (65+) - 38,800
- Older people (85+) - 5,500
- Children aged 0-4 - 20,300
- Children aged 5-10 - 24,300
- Children aged 11-15 - 17,900
- Children aged 0-15 - 62,500
- Children aged 0-17 - 69,100

Source: ONS Mid-Year Population Estimates 2019

- The City continues to see a large amount of population 'churn', with 32,800 people arriving from elsewhere within the UK and 35,300 leaving.

- Projections suggest that the population may rise to around 344,300 by 2027. International migration (recently from Eastern Europe) and an increase in student numbers are the main reasons for the population growth since 2001, together with the excess of births over deaths.
- 29.8% of the population are aged 18 to 29 – full-time university students comprise about 1 in 8 of the population.
- The number of births has risen in recent years until 2011 but the numbers have slowly declined since then.
- The 2011 Census shows 35% of the population as being from BME groups; an increase from 19% in 2001.
- Despite its young age-structure, Nottingham has a higher than average rate of people with a limiting long-term illness or disability.
- The City gains young adults due to migration, both international and within Britain, whilst losing all other age groups - this includes a net loss of families with children mostly through moves to the surrounding districts.

Further information about Nottingham's population

- Nottingham is ranked 11th most deprived district in England in the 2019 Indices of Multiple Deprivation (IMD), an increase from 8th in the 2015 IMD.
- Nottingham is ranked second worst in the income deprivation affecting children index (2019).
- 34.2% of children are affected by income deprivation.
- Health and Disability is the Indices of Deprivation domain on which Nottingham does worst, followed by Education, Skills & Training and Crime.
- A higher proportion of people aged 16-64 in Nottingham claim some form of benefit than regionally and nationally. See the latest [Quarterly Benefits Bulletin](#).
- The unemployment rate is lower than the recent peak in March 2012, but remains higher than the regional and national average. See the latest [Monthly Unemployment Note](#).
- Residents who live in the City have a lower average income than people who work in the City. See the latest [Summary of the Annual Survey of Hours and Earnings](#).
- Despite large numbers of students, Nottingham has a higher proportion of people of working age with no qualifications, compared with the national average. [See the latest Quarterly Indicators summary](#).
- There are high levels of child poverty in the City with around a third of children and young people living in workless households. [See the latest Child Poverty note](#).
- Rates of car ownership are low, particularly amongst pensioners living alone and lone parents. [See the 2011 Census data page](#).

How safe are children in Nottingham?

The vast majority of the 69,100 children in Nottingham led healthy, safe lives in 2019-20. A small minority faced challenges in their life and family circumstances which put their wellbeing and safety at risk where they required additional support from statutory services.

- 4365 referrals were received by Children's Services during the year because someone had a concern about a child being at risk of abuse or neglect. 93% of those cases were assessed to need a children's assessment by Children's Services.
- 605 children were subject to a multi-agency Child Protection plan at the end of 2019/20 which was a significant increase from 509 at the end of the previous year.
- 2591 families participated in the Priority Families Programme.

The total number of missing episodes this year was 2019 which is reduction from 2203 in the previous year. These episodes consist of missing with no apparent risk, medium risk, high risk and away from placement without agreement. Most missing episodes are very short and often are not repeated.

During this year our analysis and insight team developed an online system for the oversight, management and identification of all missing episodes. We are now able to identify patterns of missing by individuals and target safeguarding responses accordingly.

Children and young people who go missing gave a number of different "push and pull factors" including wanting to get out of the house or away from home; A number of children run away from home and care, some due to wanting to be elsewhere and some due to being unhappy where they live. being unhappy at or having difficulties in school.

- having low emotional health.
 - feeling bored and wanting to be on their own.
 - excitement of meeting friends and new people.
- National estimates show 1 in every 5 children is exposed to domestic abuse by the age of 18 within Nottingham, police officers recorded over 26,000 domestic abuse offences in the year, many will have involved children as witnesses or in the household at the time of violence.

These risks are considered by the NCSCP during the work carried out over the year and also in cooperation with other Boards as appropriate e.g. Nottinghamshire County Council

The NCSCP

Statutory Duties

The Partnership exists as a statutory body and has a range of roles including reviewing child deaths, undertaking Serious Case Reviews, developing policies and procedures and scrutinising and challenging local safeguarding practice.

Section 14 of the Children Act 2004 sets out the objectives for the Local Safeguarding Children Partnership (LSCP) as:

- To coordinate what is done by each person or body represented on the Partnership for the purposes of safeguarding and promoting the welfare of children in the area and;
- To ensure the effectiveness of what is done by each such person or body for these purposes.

The Nottingham City Safeguarding Children Partnership (NCSCP) is established in accordance with the Children and Social Work Act 2017 and Working Together to Safeguard Children 2018. The NCSCP provides the safeguarding arrangements under which the safeguarding partners and relevant agencies work together to coordinate their safeguarding services, identify and respond to the needs of children in Nottingham City, commission and publish local child safeguarding practice reviews and provide scrutiny to ensure the effectiveness of the arrangements.

The new safeguarding arrangements have been developed to build on the strengths of the previous arrangements under the Nottingham City Safeguarding Children Board. Accountability for the effectiveness of safeguarding rests with the safeguarding partners through a new Strategic Leadership Group.

The new arrangements provide a streamlined and improved framework for the safeguarding partnership to demand even more positive outcomes for all of our children and young people. We have ensured that our arrangements are able to compliment those in Nottinghamshire County Council so that partners who work across the City and County benefit from consistent naming and structures where possible as well as cross authority working wherever possible.

The Nottingham City Safeguarding Children Partnership was introduced on 27th June 2019. The Nottingham City Safeguarding Children Board ceased to operate at this point.

As a Partnership our principles and aims are:

- Clear accountability

- Clear and demonstrable influence
- Equitable and fair contributions from all partners.

The Nottingham City Safeguarding Children Partnership will:

- Listen to, hear and act on the voice of the child

Use performance data from across the range of services represented in the NCSCP to regularly and effectively monitor front line practice.

- Use multi-agency audits to improve safeguarding practice
- Ensure that learning from child deaths, learning reviews and significant incidents is central to the work of the NCSCP
- Embed learning and improvement activity so that impact may be captured
- Monitoring through the multi-agency audit programme the application of locally agreed thresholds.
- Engage in partnership with children, parents/carers and front line staff as well as the wider community
- Work effectively as a partnership to protect children from harm.
- Build working relationships between partners which support and encourage constructive challenge.
- Learn from local and national safeguarding practice to continually strive to improve the way children are safeguarded.
- Listen and respond to children and young people and adult victims and survivors of child abuse to inform how services are commissioned and delivered.
- Ensure services for children and families in Nottingham City support children and young people to stay healthy and happy and support parents and carers to provide the best possible care for their children.

The Strategic Leadership Group (SLG):

The Strategic Leadership Group comprises of those with lead responsibility from each of the safeguarding partners. The NCSCP Independent Scrutineer shall attend but is not a decision making member of the SLG. The group is chaired on a yearly rotation by one of the three safeguarding partner representatives and has overall responsibility for the

safeguarding arrangements.

The Business Management Group (BMG):

This group has been chaired by the Corporate Director of People (DCS) from Nottingham City Council and membership includes senior managers from the safeguarding partners and relevant agencies that have responsibilities for safeguarding performance within their organisation. The BMG has been chaired by the DCS for the transition period to the new safeguarding arrangements and will be chaired by the Director of Children's Integrated Services from October 2020. The Local Authority elected member with portfolio holder responsibilities for children's services is a participant observer of the group. The BMG scrutinises safeguarding effectiveness and coordinates improvement activity by developing action plans for themed areas of practice.

Cross Authority Learning & Workforce Development Group:

This group is responsible for multi-agency safeguarding children training and the provision of the interagency safeguarding children procedures. The group is currently chaired by the Service Manager for Partnerships and Planning from Nottinghamshire County Council. Membership of the group includes representatives from the safeguarding partners and relevant agencies. Initially the procedures element of the group's work will be taken forward jointly with Nottinghamshire County Council with the aim to incorporate training provision across Nottingham City and Nottinghamshire County Council also being explored.

Child Safeguarding Practice Review Group:

This group is chaired by a DCI from Nottinghamshire Police. The core membership of the group is made up of senior personnel from the safeguarding partners who act as decision makers for their organisations. Representatives from relevant agencies are invited to contribute to the group depending on the nature of the cases involved. This will take the form of monthly set meetings.

Voice of children and families:

- The NCSCP will seek to engage with children, young people and families to inform its work and will use partner agencies existing consultation mechanisms to assist them with this.
- The Independent Scrutineer will support stronger public engagement in local child safety issues and contribute to an improved understanding of the partnership's child protection work in the wider community and provide independent challenge to organisations on the effectiveness of their services in relation to safeguarding.

- Whenever a Child Safeguarding Practice Review is undertaken consideration will be given to how best to engage with children, parents and carers and support them to effectively contribute to the review. The findings from any reviews will be explained to those involved on completion of the review and prior to any publication.
- When planning NCSCP multi-agency audits the Lead Auditor shall give consideration as to how children, parents and carers can be involved in the audit.

Independent scrutiny:

- An Independent Scrutineer will be appointed by the safeguarding partners to act as a critical friend encouraging reflection on practice and a determination to improving services.
- They shall provide an objective assessment of the effectiveness of the safeguarding arrangements including how they are working for children and families as well as practitioners.
- Act as an advisor to the safeguarding partners regarding any responses by the National Child Safeguarding Practice Review Panel to the conclusion reached in Rapid Reviews.
- Undertake an annual audit of Rapid Reviews to provide assurance to the Strategic Leadership Group about the effectiveness of that process.
- Assist in resolving operational disputes through the escalation procedures.

Schools, educational establishments and early years' settings:

- All schools (including independent schools, academies and free schools) and other educational establishments are designated as relevant agencies within the safeguarding arrangements.
- Engagement with schools will be through representatives from the Advanced Designated Safeguarding Leads Group.
- The Designated Safeguarding Leads Network meetings will continue on a termly basis and they provide the opportunity to communicate current safeguarding issues in schools and share good practice, both locally and nationally.
- Early years settings will be engaged in the arrangements through the Early Years Designated Safeguarding Leads Network meetings which meet three times per year.

Children living away from home:

The Nottingham City Safeguarding Partnership will ensure that those responsible for looking after children in settings away from home, including residential homes for children, foster carers and youth custody settings are engaged with the safeguarding arrangements.



NCSCP Structure

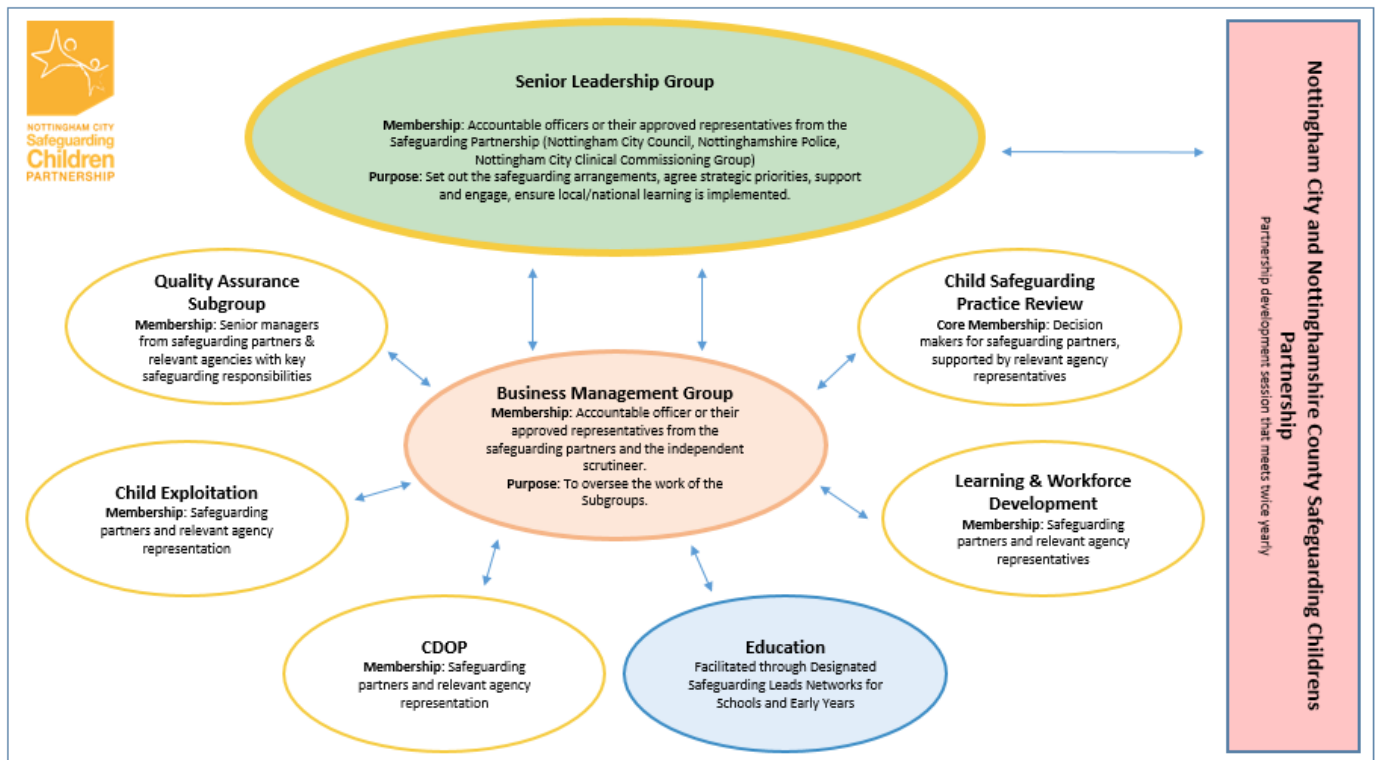
The Partnership meets quarterly in the form of a Business Management Group at which key agencies are represented. These include:

- Health Clinical Commissioning Groups (CCG)
- Police
- Local Authority
- Schools
- Community Rehabilitation Company
- Nottingham Community/Voluntary Service
- Office of the Police and Crime Commissioner
- Independent Scrutineer

The Cross Authority Partnership meets twice a year and is attended by the SLG, other partner agencies, as well as representatives from other partnership boards and forums. This promotes effective communication and engagement with a holistic 'Think Family' approach to safeguarding. Topics covered at the during this year for discussion and debate included:

The role of the Safeguarding Children Partnership is to have an independent coordinating and challenge role around safeguarding practice across its partner agencies. This is in part carried out by the Sub-Groups of the NCSCP, which are:

- Child Death Overview Panel (statutory) Child Safeguarding Practice Review Group (statutory)
- Learning and Workforce Development Education Quality Assurance
- Policy and Procedures
- Child Exploitation and Missing children and young people.



NCSCP Strategic Priorities – what we did in 2019/20

These are the three priorities identified and agreed by the NCSCP.

1. That children and young people are safe from harm, inside their home, outside their home and online.
2. That children and young people have access to the right help at the right time.
3. To ensure there is effective partnership working to improve safeguarding outcomes for children, young people and their families

These priorities were agreed by the Partnership based on key areas of work arising from feedback regarding local practice, learning from case reviews, and national priorities



NCSCP Subgroups

Child Safeguarding Practice Review (CSPR) Subgroup

Meetings and Membership

The CSPR subgroup has continued to meet on a regular basis throughout the year, with stable membership and good engagement from all statutory partners and local providers. Eight subgroup meetings have taken place and four case specific rapid review meetings. The chair has been retained by DCI Clare Dean, from Nottinghamshire Police, this has provided consistency in the city and the cross authority benefits as DCI Dean also chairs the Nottinghamshire subgroup.

Subgroup activity / key pieces of work

Activity of the subgroup has focused on the Safeguarding Partners statutory responsibilities to conduct reviews as set out in Working Together 2018. We have embedded the review processes developed in the previous year, monitored actions arising from reviews, challenged partners where appropriate and disseminated learning. Below is a summary of each area of activity.

Rapid Reviews

Four reviews completed – in line with the previous year.

- All submitted within the fifteen days' statutory timeframe.
- In all cases no recommendations made for a CSPR.
- Agreement with all recommendations by the National CSPR Panel.
- Positive feedback from the National CSPR Panel in relation to quality of reviews.

Learning from the rapid reviews evidenced:

- Robust local systems for identifying, risk management, monitoring and working with young people at risk of Child Criminal Exploitation.
- Strong advocacy from Youth Justice Services (YJS) for young people.
- Safer sleep messages being delivered by social workers
- Good collaborative multi-agency working

The reviews also highlighted:

- The complexity of Child Criminal Exploitation, including effective distraction, diversion and protection. The challenges of meaningful engagement with young people in this situation.
- The importance of recognising young carers.
- The critical importance of full and robust assessments
- The need for ongoing development to improve engagement with GPs in Child protection work. More effective use of chronologies to understand the child / young persons lived experience and emotional health support being available during school holidays.

Serious Case Reviews

The two Serious Case Reviews commissioned in the previous year were concluded in the summer of 2019. The CSPR subgroup has continued to monitor the subsequent strategic and agency actions plans to ensure full implementation. Work has focused on:

- Adherence to Private Fostering regulations
- Effective and improved use of chronologies
- Compliance with Section 47 procedures, with a specific focus on older young people, strategy discussions and arrangements for child protection medicals
- Child Criminal Exploitation and the challenges this presents, particularly where young people have additional needs and learning disabilities

Some of the wider activity arising from these action plans remains ongoing, and will be monitored until completion.

National Child Safeguarding Practice Reviews

In December 2019 Nottingham City hosted the National Panel team who were conducting the National CSPR, focusing on Sudden Unexpected Death in Infancy (SUDI). A rapid review completed in Nottingham City in 2018 was included in the national review. This was a very positive experience.

The lead reviewer met with strategic leads, workers involved in the case and the family. Good local responses and practice was noted. Publication of the report was due in the spring of 2020, this has been delayed and is now anticipated in the summer of 2020.

Learning and improvement

ECM Event: The CSPR subgroup again supported the Every Colleague Matters (ECM) safeguarding event delivered in February 2020. This is an opportunity for the safeguarding partnership to disseminate key learning from completed or current reviews. Ten sessions were delivered over the week, with many co-delivered by subgroup members and partnership colleagues involved in the rapid reviews, including school leaders in safeguarding. The programme included the following sessions:

- Contextualised Safeguarding: What is it?
- Mental Health Safety Tool Kit
- Trauma Informed Practice in Nottingham City Council
- Learning from Reviews
- Female Genital Mutilation (FGM)
- Young Carers: Who are they and how can we support them?
- Domestic Abuse in Same Sex Relationships
- Understanding and Responding to the Effects of Child Sexual Abuse
- Learning from the IICSA
- Safer Sleeping

Learning Briefings: The CSPR subgroup have produced three learning briefings; one for each of the serious case reviews, and one in respect of child criminal exploitation. In addition, they have produced a PowerPoint presentation of the summary learning points from all the rapid reviews, and concluded serious case reviews. This was the focus of one of the ECM sessions and has been circulated across the partnership for use in individual organisations learning events and training.

Film Screening: The CSPR subgroup as part their response to one review; support two screenings of the acclaimed County Lines short film by Henry Blake. The short film highlights the growing national crisis of County Lines. Writer and director Henry Blake

has been working with survivors of criminal exploitation and county lines for a number of years and the film is inspired by the stories he has come across. The short film examines the different scales of vulnerability that are exploited during a County Lines enterprise. The hard hitting nature of the film exposes the disturbing power dynamics between drug gangs and their targets: vulnerable persons. Following the screening there was a presentation by Henry Blake and opportunity for discussion and debate; 72 colleagues across the partnership attended over the two sessions.

We held a Cross Partnership conference on CCE/Contextualised Safeguarding that was attended by in excess of 350 people.

We delivered CSE – there were 2 sessions on CSE and 3 sessions on SOS attended by in excess of 100 people.

Impact

The rapid reviews completed have provided the opportunity to evidence learning from previous reviews. Positive impacts on practice have been evidenced in the following areas:

- Recognition of potential child criminal exploitation, engagement and confidence in the local responses and processes
- Routinely engaging with families re safer sleep practices by the wider workforce including social workers
- Engagement in future reviews by the CPS has also been secured
- Increased awareness across the workforce of Child Criminal Exploitation

Future plans

- To continue to oversee and monitor any outstanding actions from all reviews
- Initiate and deliver rapid reviews within timescales
- Make recommendations for CSPR where the criteria are met
- Consider learning from the National CSPR Panels annual report, and how this can be embedded locally
- Support the local response to the implementation of learning from the first National CSPR: *It was hard to escape - Safeguarding children at risk from criminal exploitation.*

Quality Assurance and Multi Agency Audit Sub-Group

Aims and purpose

The aim of the Quality Assurance and Multi Agency audit group is to provide assurance to Nottingham City's Safeguarding Partnership in respect of the quality of safeguarding

intervention for children and young people and the performance of agencies in carrying out their safeguarding function. The group meets 8 times per year with 4 meetings being dedicated to audit activity.

Membership

Agencies represented include Children's Integrated Services, Nottinghamshire Police, NHS Clinical Commissioning Group and other representatives from Health providers and Education leads. The meetings are chaired by the NSPCC which brings independence to the quality assurance process. The chair reports directly to the Business Management Group.

Activity

During 2019-20 the meeting schedule was interrupted in quarter four by the covid19 pandemic and problems with attendance in quarter three, due to capacity and absence issues. A new chair was appointed in October 2019, Pete Turgoose from the NSPCC taking over from Liz Tinsley. Despite the interruptions in the schedule there has been a clear commitment to the audit process, three multi-agency audits were completed.

Audit activity has included-

- Neglect
- Children subject to Child Protection plans for 3 months or less
- Sexual abuse referrals

Key Findings

The findings from all audits have been shared with partner organisations through their QA subgroup representative and through the Business Management Group (BMG). A comprehensive response was undertaken by Children's Social Care in relation to practice concerns highlighted in the Neglect audit. This work was led by the Head of Service for Children's Social Work. This included a further internal review of all the cases alongside the workers involved and the managers of the Child Protection Reviewing Service

The audit examining cases subject to short child protection plans confirmed that the decision to make the children subject to a plan was correct. However, it also confirmed the hypothesis that some plans had ended prematurely. Circumstances remained unchanged in the lived experiences of some of the children. It identified the need for multi-agency partners to take greater responsibility for review conference decisions and to effectively present alternative views or escalate concerns.

The sexual abuse audit did identify issues with appropriate access to and arranging child protection medicals for sexual abuse. It also highlighted some more common practice issues for example the quality of assessments, and seeking the involvement of GPs.

Positively all the audits demonstrate overall ongoing and good communications between workers across the partnership. Good recognition of safeguarding concerns and appropriate referral to Children and Families Direct. Prompt responses and in most cases risks identified and directed to the right level of service. Workers are routinely demonstrating methods and activity to obtain the voice of the child: though in the cases we looked at this did not always translate into fully understanding their lived experiences.

Achievements

Building on work started the previous year the QA subgroup have successfully delivered a full year of performance reporting. Work on this is ongoing to improve some areas such as commentary, but we start 2020-21 with a strong data base for ongoing monitoring. Quarterly performance data is made available to BMG.

The QA subgroup have reviewed and updated the audit tools to enable a more qualitative audit. This will be implemented during quarter one of 2020-21.

Next Year

An audit programme for 2020-21 has been agreed, though this has been streamlined due to the impact of the Covid19 pandemic on capacity. Towards the end of the year we will re-audit neglect as this was a recommendation of the 2019 audit. Other audits identified are Children in Need and children with mental health support needs.

The NCSCP business office is also closely aligned with the Children's Integrated Services (CIS) improvement programme and will where appropriate link this into the work of the QA subgroup and audit activity to incorporate learning or enhance processes.

The QA subgroup will continue to monitor the performance framework, present scrutiny and challenge where appropriate. This work will be supported by the independent scrutineer and associate scrutineer, who has been invited to consider the work of the QA subgroup and will attend a subgroup meeting as part of this work.

Partnership

Activity – Priority focus for 2019/20

We have identified five simple principles that shall underpin our services

- To strengthen improvement work on neglect and child criminal exploitation.
- Ensure the right children get the right support at the right time We want to ensure issues are identified and addressed at the earliest opportunity. Our response will be proportionate and solution-focused.
- Create a responsive and flexible system We want to ensure that children and their families experience a system that does not stop and start but is simple and streamlined.
- Help families help themselves. We want to build resilience in families, not dependence.
- Work in partnership with children and their families We will listen to the views of children and their families. To address challenges, we will work to build on a family's strengths.
- Focus resources on what will make a positive difference We will work more smartly, ensuring our resources (workforce and finance) efficiently deliver a measurable improvement.

We will work with our partners to ensure every child and young person will:

- Enjoy their childhood in a warm and supportive environment
- Be free from poverty
- Be safe from harm
- Grow up to achieve their full potential

Achievements - What we have achieved

- In 2019, Childrens Integrated Services launched a new Learning Improvement Framework. This was identified as an area for improvement though our 2018 Ofsted Inspection and 2019 Peer Review.
- All services across the Directorate quality assure their practice through audit activity as well as carrying out case sampling. The Director of Children's Integrated Services, Heads of Service, Service Managers, Team Managers and Independent Reviewing Officers all look at the quality of practice, through reflective audits every month based on key themes identified through the Ofsted Inspection/Peer Review feedback.
- We have continued to strengthen improvement work on neglect and child criminal exploitation. This is reflected in updated practice guidance that further develops partnership working.
- Training on neglect and child criminal exploitation has continued to be driven forward and engagement with key partners in health, education, the police and the voluntary sector has informed our practice.
- We have developed a toolkit to identify and support children identified as at risk of child criminal exploitation which was supported by the implementation of a panel to ensure the right support/safeguarding measures were in place.
- We continue to address practice improvement to ensure that we meet the current needs of the children of Nottingham.

Key objectives for 2020/21

- Tackling Child Exploitation: To further strengthen the response for children and young people experiencing contextual risk factors, i.e. child sexual exploitation, child criminal exploitation, County Lines, gangs, honour based violence, female genital mutilation and children who do not have access to education.
- To implement the Harmful Sexual Behaviour Action Plan undertaken by the NSPCC to further strengthen our response to Harmful Sexual Behaviour
- To ensure the Voice of the Child is integral to the development and delivery of services to the Children and families across Nottingham.
- To deliver the Nottingham City Safeguarding Children Partnership Neglect Strategy which shall improve the partnership response in this area.
- To continue to implement the learning and improvement identified by IICSA.
- To further enhance the response to the two areas for priority action identified by Ofsted.
 - Address the systemic failures in social work practice to ensure that planning and intervention for children improve their experiences, and that new and emerging risks are identified and responded to.
 - Stabilise the workforce and address the significant shortfall in capacity to enable social workers and first line managers to respond effectively to children in need of help and protection.



Independent Inquiry into Child Sexual Abuse

On 31 July 2019, IICSA published its findings into the extent of any institutional failures to protect children in the care of Nottingham City and Nottinghamshire County Councils from sexual abuse.

There were two recommendations for Nottingham City Council (NCC),

1. Nottingham City Council should assess the potential risk posed by current and former foster carers directly provided by the council in relation to the sexual abuse of children. They should also ensure that current and former foster carers provided by external agencies are assessed by those agencies. Any concerns which arise should be referred to the appropriate body or process, including the Disclosure and Barring Service, the local authority designated officer (LADO) or equivalent, the fostering panel and the police.
2. Nottingham City Council and its child protection partners should commission an independent, external evaluation of their practice concerning harmful sexual behaviour, including responses, prevention, assessment, intervention and workforce development. An action plan should be set up to ensure that any recommendations are responded to in a timely manner and progress should be reported to City's Safeguarding Children Partnership.

An action plan was developed in response to the findings of the report. This was published in November 2019 and shared with the Inquiry, Victims/Survivors and partners.

The Action Plan is closely monitored and there is a monthly Governance Group to review progress.

NCC continue to work in partnership with Nottinghamshire Police to actively support the ongoing criminal investigations, help to identify perpetrators and whenever possible, bring them to justice. NCC also work in partnership with Nottinghamshire County Council to progress Civil Claims and with Nottinghamshire CCG to help victims access the support they need.

The safety and wellbeing of children and young people in the care of the City is and always will be our highest priority. The Service is tracking progress against this action plan and to build on current work, the Council has engaged a temporary external post to undertake external independent scrutiny to ensure that necessary actions have been undertaken.

Updates were provided to Audit Committee in June 2020 and Executive Board and Children and Young People's Scrutiny Committee in September 2020.

Like all councils, NCC is constantly striving to improve its services and will redouble its efforts to do that in light of this report. NCC will continue to implement changes in response to lessons learnt through the Inquiry process.

The Audit Committee received a report on the findings of the Inquiry and the Council's subsequent next steps for the IICSA report in September 2019.

The Council developed and published a comprehensive action plan in October 2019 in partnership and reported to Nottingham City Council's Executive Board. This plan was submitted to IICSA.

Progress against the plan is reviewed at the bi-monthly governance group.

Key developments

Recommendation 1

- The work of the person commissioned to undertake independent scrutiny of our fostering service is progressing. She is working closely with the Fostering team and other colleagues to review the work already undertaken in relation to our fostering service in order to provide additional assurance.
- The work with Independent Fostering Agencies has been progressed jointly with the County Council. Although there was some delay in completion as a consequence of the impact of COVID this is now being finalised. A report will go to the Safeguarding Partnerships in both City and County setting out the findings and impact from this work.

Recommendation 2

- The review was undertaken by the NSPCC and found a number of strengths in local practice. The findings have been shared with the Safeguarding Children Partnership and actions have been agreed to further strengthen our response to harmful sexual behaviour
- The NCSCP held a launch event for the audit in November 2019 for the safeguarding partnership which was very well attended by partners.
- Individual agencies responded to the review requirements. These were considered by the NSPCC who were due to report findings at a feedback event in March 2020. Unfortunately, due to Covid-19 this meeting could not proceed. However, the NSPCC agreed to use Nottingham as a trial for a virtual event so as not to delay matters. This was the first such approach the NSPCC had agreed to do.
- The strategic lead for safeguarding, the LADO, the CSE Lead and IMARA met with NSPCC on 02 March to look at the initial findings. NSPCC recognised that

there were well established processes and systems in place in Nottingham. The action plan when complete will focus on the following five areas.

- ✚ Response
- ✚ Prevention
- ✚ Assessment
- ✚ Intervention
- ✚ Workforce development

The Senior Leadership Group of the NCSCP will support the priorities identified by the NSPCC independent work and implement the activity required.

Education Directorate, Nottingham City Council

Activity - Safeguarding priorities / focus for 2019/20

- Delivering a city wide Designated Safeguarding Leads network across all settings (primary, special, secondary, free schools, AP and independent)
- Coordination of Advanced DSL programme (ADSL) to support audit process, practice and development of safeguarding activity
- Provision of training for schools and academies
- Embedding safeguarding across activity of directorate

Achievements What we have achieved?

- Delivery of annual DSL Safeguarding conference with one place offered per school – keynote delivery and workshops by Andrew Hall, national safeguarding consultant attended by Primary 62, Secondary 14, Special 8, MATs 5
- Spring Term DSL network with increased attendance from independent school sector attended by Primary 47, Secondary 11, Independent, Special 2, AP 4, MATs 4
- Delivery of virtual summer DSL network communicated through SCENE and DSL webpage
- 3 new ADSL's validated - 12 ADSL's in place coverage within all MATs
- Wider education representatives within a range of partnership safeguarding activities – Youth Justice Board, MASE, CCEP, Edge of Care Panel, Channel, VRU Stakeholders Group, OOC Panel

Impact – What difference has this made

Advanced safeguarding training and supervision in safeguarding delivery through DSL Conference – could we rephrase this

Continuity of safeguarding activity/networks despite lockdown restrictions
 Full ADSL cohort providing policy development, safeguarding audit activity and training delivery across the City
 Central Training Programme:
 The programme is enhanced by ADSLs in NST who deliver programmes to schools within the trust

Central Training Attendance - academic year 2019/20	Number of people
Introduction to Safeguarding	15
DSL part 1	66
DSL part 2	38
DSL update	43
Total	162

Future objectives - Key objectives for 2020/21

- Safeguarding arrangements and oversight of vulnerable children in education throughout the Covid-19 pandemic.
- Providing a quality DSL network across the partnership in a virtual world where physical meeting is not possible.
- Supporting and promoting attendance at schools as they reopen post lockdown 2020

Youth Justice Services

Nottingham City YJS were inspected in 2020 with the report by Her Majesty's Inspectorate of Probation publishing the report in March 2020.

The Youth Justice Service (YJS) supervise 10–18-year olds who have been sentenced by a court, or who have come to the attention of the police because of their offending behaviour but have not been charged – instead, they were dealt with out of court.

The inspection found many good strengths within the service and with its partnership working. It identified that there is a clear and appropriate vision for the service to be located within prevention and early intervention, while retaining its specialist delivery of services.

- Statutory work had an overall assessment of good.
- The quality of assessments is outstanding in evaluating desistance, safety and wellbeing, and risk of harm to others.
- The views of the child or young person and their parents/carers are considered as part of the assessment process.

- Staff motivation is high and they encourage good engagement and compliance from the child or young person.
- There is an extensive range of partnership activities across the city to manage the risk that children and young people can pose to others, as well as their own safety and wellbeing needs.
- The established arrangement for police officers working within children's social care services has resulted in a sustained reduction in the number of children and young people in care being brought into the criminal justice system unnecessarily, and is good practice.
- The YJS delivers preventative projects to schools, such as knife crime awareness, which is delivered alongside partner agencies.
- There is a strong partnership with health services to support children and young people's emotional, physical, communication and substance misuse needs.
- The YJS has its own performance information dashboard, which provides an excellent suite of data. • The YJS has access to an impressive range of high-quality services, and delivers good interventions to children and young people.
- The partnership promotes a learning culture across all agencies, at both strategic and operational levels.

However, there were also areas that require improvement such as;

- YJS case managers do not have a clear pathway to access the specialist advice and guidance that education directorate staff are well placed to provide.
- Risk assessment protocols at college admission stage do not support young people's access to, and retention on, college courses.
- There is little evidence of victim engagement in post-court or out-of-court cases, and opportunities for restorative justice are missed.
- There is no systematic process to gather the views of children and young people and their parents/carers.
- Although the service encourages a trauma-informed practice approach, it also promotes mandatory interventions. This contradicts this way of working, as it Inspection of youth offending services:
- Overall, Nottingham City Youth Justice Service (YJS) is rated as 'Requires improvement'

There is a Multi-Agency Improvement Plan in place to address these areas which is set out below.

- Review the out of court disposal process, making sure that cases are presented on time and that decisions are consistent, based on an assessment of the child or young person and are agreed by a multi-agency panel
- Ensure the partnership reviews the number of very young children known to the YJS and that policies and practices do not result in children entering the criminal justice system unnecessarily
- Develop victim and restorative justice processes to ensure full consideration of the wishes and needs of victims, and opportunities for restorative justice, in every relevant case
- Review the existing YJ Management Board action plan
- Improve staff's access to clinical supervision and reconsider the use of mandatory interventions while promoting a trauma-informed practice approach to working with children and young people
- Seek the views of children and young people, their parents / carers and other stakeholders so that they can inform future service delivery
- Review the quality assurance processes and improve the effectiveness of management oversight in all cases

Nottingham and Nottinghamshire CCG

The following details are a summary of some key achievements and future plans for Nottingham and Nottinghamshire CCG to fulfil its duty to safeguard and promote the welfare of children and young people.

The areas covered for the purpose of the report are the three key activities related to the CCG. The Safeguarding team have also developed and achieved other activities to enhance keeping children and young people safe within the health arena, working with our multi-agency partners.

Activity – Priority focus for 2019/20

- Work to deliver a single CCG approach to Safeguarding Children/ Young People including Looked after Children.
- Work with the emerging Integrated Care system, Integrated Care providers and Primary Care networks to plan for a system wide approach to safeguarding.
- Complete the NHSE newly developed Safeguarding Commissioning Assurance.

Achievements - What we have achieved

- The Safeguarding team (adults and children) have worked together to align into a single safeguarding team with single objectives and work-plan.
- The Safeguarding team have been represented on a number of ICS work-streams and influenced strategic planning. The Designated Professionals have had regular meetings with the ICS safeguarding lead.
- SCAT piloted successfully and will work with NHSE to further enhance how the CCG can gain assurance on delivering our statutory duty.

Impact – What difference has this made

- The Safeguarding Team are integrated into the new organisational structures - evidence seen in the CCG structure, Policies and attendance at meeting and having regular contact with the ICS Safeguarding lead.
- The Safeguarding Team have developed clear objectives and work plans that all team members can contribute to and also support all elements of the team's work – team work plan, reports and CCG Safeguarding Policy.
- The Safeguarding team are working in conjunction with our colleagues both internally and externally as subject experts relating to safeguarding from a health perspective.

Future objectives - Key objectives for 2020/21

- The Designated Safeguarding Childrens professionals will continue to be active and expert advisors to the Childrens Partnership work.
- To further embed learning from reviews, serious incidents both local and national across the health and care system.
- The safeguarding team to identify learning from first national Covid responses and develop local response to recovery and in preparation for any local outbreak in relation to children who during the first wave were noted to be hidden from services and work in conjunction with our partners.

Nottingham CityCare Partnerships

Activity- priorities/focus for 2019/20

Renew and implement our Safeguarding Training Strategy in line with the Intercollegiate Competency Framework.

Improve our data collection within the safeguarding service to enhance our understanding of organisational safeguarding children's activity.

Implement a sustainable staffing structure within the Multi Agency Safeguarding Hub (MASH) and Domestic Abuse Referral Team (DART) to ensure we have a consistent workforce to contribute to the multi-agency work of the MASH.

Achievements

Our Safeguarding Training Strategy has been implemented utilising a blended learning approach, compliance has greatly improved throughout the year with positive feedback. In addition, we have introduced virtual bite size training packages for more specialist areas of safeguarding.

We have revised and improved our data reporting within the safeguarding service to enable us to have a detailed understanding of safeguarding activity across the organisation and this has enabled us to identify how our safeguarding service activity is impacting front line practice. This is enabling themes to be readily identified, influencing our priorities.

We have appointed two Safeguarding Practitioners into the MASH to support our contribution to the multi-agency safeguarding response to referrals.

Impact - what difference has this made

Our safeguarding training compliance has significantly improved throughout the year. The quality of the training program has been positively fed back. Our staff feels the blended learning style utilising face to face training supplemented by a workbook and resources on our safeguarding intranet pages is effective.

Our reporting data has enabled us to provide assurances around our safeguarding activity across the workforce. This has been largely achieved through our safeguarding children's SystemOne (our electronic recording system) template. We are now implementing an adult safeguarding SystemOne template.

The MASH Practitioners have provided a consistent approach to our contribution to the multi-agency safeguarding response. Systems and processes have been streamlined to

ensure effective use of resources.

Future objectives

As we move through our pandemic restoration and recovery phase we are promoting safeguarding across the organisation. We recognise vulnerable children may be adversely affected by the pandemic and are promoting safeguarding across the workforce to mitigate against risks posed.

We will be providing bite size master classes on neglect and relaunching our assessment tools and resources.

The Safeguarding Champions Network will continue to be promoted and developed to help us ensure key safeguarding lessons reach all of our workforce.

Nottinghamshire Healthcare Trust

Activity - Safeguarding priorities / focus for 2019/20

Our main focus this year has been to continue to design and implement our single trust-wide safeguarding service to develop a 'one Trust' integrated approach.

Our training team have worked to develop and introduce training passports for staff to facilitate staff understanding around requirements for safeguarding training. They have also continued to refine and develop the safeguarding supervision skills training for managers across the Trust.

Safeguarding supervision, in accordance with the safeguarding supervision framework and policy, safeguarding supervision facilitates practitioners to respond to the safeguarding needs of service users. Supervision training has been improved. Support for managers has been strengthened to support complex cases. A review of the delivery model will be undertaken this year.

We have continued to take part in partnership working, including representation at board and subgroup meetings, contributing to Child Safeguarding Practice Reviews and audit activity.

Achievements - What we have achieved

Our integration work has enabled us to explore and address 'our challenge' by:
Exploring culture and behaviours, agreeing a shared purpose and linking this to our response to the services we support;

Exploring and agreeing operational principles for working together;

Sustaining and developing core functions of the safeguarding service;

Offering opportunities for professional development, engagement & promotion of wellbeing across the service.

In response to COVID-19, we accelerated our development of a safeguarding SPOC (single point of contact). A dedicated phone number and universal email inbox was set up and promoted throughout the Trust,

Senior members of the team delivered training to 160 police colleagues over two days, looking at working with enhanced vulnerability. The two days included sessions and group work on topics such as communication, ACEs, complex trauma, hidden harm and disclosure.

Impact

Our work on integrating the service has enabled us to ensure we have the right staff at the right place at the right time. This enables us to deliver a consistent safeguarding service across the Trust, even at times of staffing pressures, ensuring children and adults are protected.

The SPOC has had a positive impact, providing staff with a clear route to access safeguarding advice at the point of need. Early signs are that this is an effective, streamlined approach to supporting our patients, families and colleagues.

The delivery of two days training to the police was well received and provided an opportunity for shared understanding and learning to enhance our partnership working further.

Future objectives – Key objectives for 2020/21

Having introduced our SPOC, we will now work towards fully embedding it within the Trust. This will give us the opportunity to strengthen the quality of our referrals to other agencies and to ensure that the voice of the child is captured and reflected in all our safeguarding advice.

We will respond to the changing landscape in response to COVID-19 safeguarding risks through our recovery plan and our continuing development of an agile safeguarding service.

We will revise and improve our guidance for managing allegations against persons in positions of trust to ensure an informed and swift resolution to issues raised.

Establishment and maintenance of a robust and high-quality research informed approach to evidence based practice around DSVA – taking into account a proactive and well as responsive approach to identified local and national needs and policy

directives.

Nottinghamshire Police

To include all relevant departments in a Child Assessment Meeting to coordinate a response to the National Guidance.

The force has a Child Centred Policing meeting which is chaired by Assistant Chief Constable. Force leads from various areas attend this quarterly meeting to provide regular updates. A Child Centred Impact Log has been produced which records actions, accountability and progress. The themes of this Impact Log are: Stop and Search, Custody, Youth Offending and Criminalisation, Children in Care, Engagement and Relationships and Prevention of Harm.

Voice of the Child (VOC) – to ensure that the views/welfare of children are captured throughout the journey of the child through police contact.

The Voice of the Child training input has been delivered during the “DA Matters” training that all staff across frontline and specialist departments received during Autumn 2019. Over 1100 front line officers and staff have received this input. Investigators are already aware of the requirement to consider the views of the child whether as victim or witness and this has been reinforced through the addition of it as part of the investigation plans required of officers.

VOC has been audited as part of the large internal audit (which included adult/child sexual offences and domestic abuse) and is currently subject of separate stand-alone audit later in 2020. Recommendations from those audits will be action planned with the head of Public Protection as the owner.

An update to Niche (our crime recording system) is taking place to amend the pro-forma niche document to capture the VOC within the formal risk assessment completed at every domestic abuse occurrence.

To ensure real time sharing of police information with partners to inform effective decision making around the risks to children.

Work has been undertaken cross authority with Childrens Integrated Services to ensure that information held on CSC systems in relation to children on protection plans is shared with police. This works both ways in that response officer’s decision making is informed and that CSC are aware in a timely manner of incidents involving children that they are managing.

Locations where children are subject to Child Protection Plans are tagged on our

command and control system in order that dispatchers and attending officers are aware of such plans at the address. Completing the information sharing cycle with our partners, incidents at these locations are then shared with CSC to inform them of incidents as they occur.

Adverse Childhood Experiences/Harmful Sexual Behaviour – to improve staff understanding of.

This has been delivered to all Public Protection staff. An external provider from the university has covered a range of vulnerability issues from HSB, ACE, contextual safeguarding. A HSB procedure has been written using the Brooks traffic light system. It has been incorporated into all our guidance and procedures. All front line staff have received a 7-minute briefing and video presentation on adverse childhood experiences.

To ensure a coordinated approach to those regularly missing or at heightened risk (CCE/CSE/Gangs etc.)

Trigger plans are created for those at risk of CSE&CCE and those missing three times in 90 days in a joint approach with Childrens Integrated Services. This summarises key enquires and associates and will list persons who pose them a risk on bespoke tasks on the COMPACT missing person management system. A CCE coordinator has been recruited to replicate the good practice from CSE.

Both authorities now have a “children in care” officer that the force missing team work closely with. Fortnightly meetings to decide the at risk list around County Lines, Modern Slavery. Children that are identified are discussed at the monthly panel meeting youth Violence & Child Exploitation.

Links with school liaison officers who are updated when children from their school go missing. Any live missing cases MFH team are automatically shared with CSC. If 3 times missing in 90 days a multi-agency meeting is arranged. A leaflet has been created which signposts support agencies and this is provided to missing children upon their return.

To improve the knowledge of response and neighbourhood officers regarding Registered Sex Offenders in their area.

All registered sex offenders (RSO's) managed by MOSOVO have their addresses flagged on our command and control system so that officers are aware on attendance for any incident of the restrictions in relation to child contact etc. An up to date list per local area is provided to officers of all RSO's being managed in their communities. Any incident involving a RSO is automatically notified to all MOSOVO supervisors so that they are aware of any incidents in the preceding 24 hrs.

To improve attendance at multi-agency meetings as per Ofsted recommendations.

Working Together officers have been recruited to increase capacity within the MASH and specifically in relation to safeguarding children meetings. This team are lined managed by MASH supervisors who work to ensure attendance when required. A multi-agency review has been conducted in relation to the MASH and Ofsted recommendations. Improvement were implemented and audit work has subsequently shown near perfect attendance at our safeguarding children meetings.

Improve information sharing and risk assessments between police and partner agencies to identify those children at risk from knife crime and serious violence.

The EPAS project (Early Police Alert to Schools) notify designated safeguarding leads in schools of incidents where one of their pupils have been involved in a knife related or serious violence incident, either as a victim or a perpetrator. It is being administered by the Youth Justice Team, to try and close the time gap between education finding out about an incident which affects their pupils, where they may be managing repercussions, have information valuable to the investigators, need to step up safeguarding etc.

To ensure that all children are only detained when absolutely necessary and for the minimum amount of time.

There is a joint protocol for City and County children in custody – one cross authority policy which both heads of service have signed up to. This provides all agencies with sufficient notice and is designed to reduce the number of children kept in custody and support such children who are. A monthly governance meeting reviews cases to monitor compliance. Current challenges remain in relation to the national problem with secure and non-secure accommodation.

Voice of the Child

Nottingham City Safeguarding Children Partnership recognise that we must provide children and young people in Nottingham with an accessible opportunity to have their say. This will include all children and young people; from those receiving specific services and universal services.

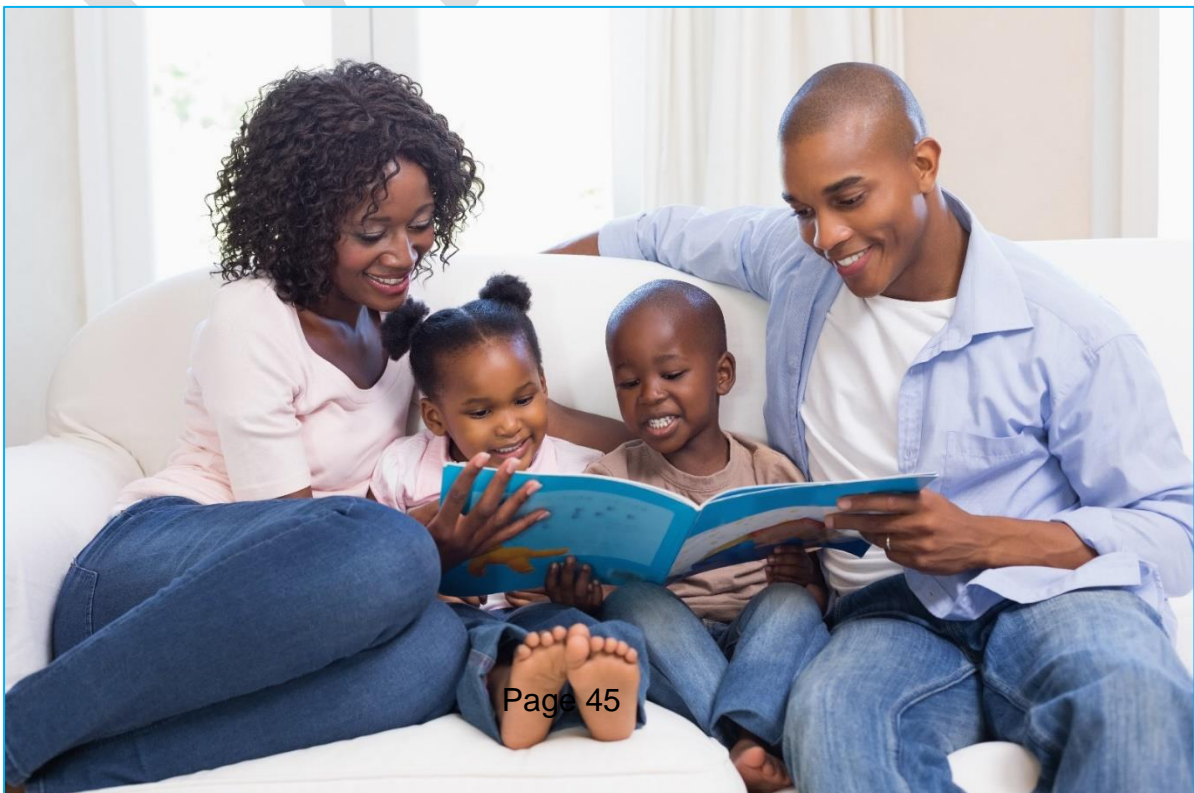
We are committed to deliver services in partnership with children and families and to include this in our learning and improvement framework.

- Services that are delivered must strive to be child-centred in a way that meets each child and young person's individual needs.
- Children and young people must feel respected and valued.

- We must enable the child or young person to have a voice which is listened to and acted upon
- We will enable the child or young person to identify what help they would like and who from
- We will enable the child or young person to identify and share what is important to them
- We shall support practitioners to build positive strength based relationships to gain a better understanding of the child or young person and how to best support their needs

Priorities for 2020/21

- Tackling Child Exploitation: To further strengthen the partnership response for children and young people experiencing contextual risk factors, i.e. child sexual exploitation, child criminal exploitation, County Lines, gangs, honour based violence, female genital mutilation and children who do not have access to education.
- To implement the Harmful Sexual Behaviour Action Plan undertaken by the NSPCC to further strengthen our response to Harmful Sexual Behaviour
- To ensure the Voice of the Child is integral to the development and delivery of services to the Children and families across Nottingham.
- To deliver the Nottingham City Safeguarding Children Partnership Neglect Strategy which shall improve the partnership response in this area.



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Subject:	Safeguarding Adults Board annual report 2019/20
Corporate Director(s)/Director(s):	Catherine Underwood, Corporate Director for People Dr Carolyn Kus, Director for Adult Social Care
Portfolio Holder(s):	Councillor Adele Williams, Portfolio Holder for Adult Care and Local Transport
Report author and contact details:	Ross Leather, ross.leather@nottinghamcity.gov.uk ,
Other colleagues who have provided input:	Joy Hollister, Independent Chair of the Safeguarding Adults Board, as well as all partner agency representatives who submitted assurance reports regarding their respective agencies
Subject to call-in:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Key Decision:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Criteria for Key Decision:	
(a) <input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision	
and/or	
(b) Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure:	<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
Total value of the decision: N/A	
Wards affected: All	
Date of consultation with Portfolio Holder(s):	
Relevant Council Plan Key Theme:	
Nottingham People	<input checked="" type="checkbox"/>
Living in Nottingham	<input type="checkbox"/>
Growing Nottingham	<input type="checkbox"/>
Respect for Nottingham	<input type="checkbox"/>
Serving Nottingham Better	<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):	
<p>This is the annual report (and two page visual summary) of the Nottingham City Safeguarding Adults Board (SAB), covering 1st April 2019 to 31st March 2020. It is a statutory requirement that the Board publish a report detailing how it has assured itself 'that local safeguarding arrangements and partners have acted to help and protect adults in its area who are 'Care Act eligible'</p> <p>The strategic lead responsibility for adult safeguarding resides with Nottingham City Adult Social Care (ASC), who are one of three statutory partners funding the board, alongside Nottinghamshire Police and Nottinghamshire & Nottingham Clinical Commissioning Group</p> <p>The Board has four strategic objectives: Prevention, Assurance, Making Safeguarding Personal and Board performance, and this report details activity undertaken by Board staff as well as by all partner agencies – for a full list see either document – in furthering these aims throughout the 2019/20 reporting period.</p> <p>The report also provides a statistical overview of the safeguarding activity undertaken by Adult Social Care in respect of type and number of safeguarding referrals received and number of s.42 safeguarding enquiries undertaken. The report presents an overall picture of increasing adult safeguarding activity across the health, social care and criminal justice arenas, albeit largely unchanging in terms of nature and location of abuse and neglect. It also details an ongoing partnership wide commitment to adult safeguarding from all board members and beyond in terms of providing staff training and improving policies and procedures concerned with both reactive</p>	

and proactive adult safeguarding practices.

Finally, the report provides a brief overview of work undertaken during the year in respect of Safeguarding Adult Reviews (SARs); a statutory undertaking if there is reasonable cause for concern about how the SAB, members of it or other persons worked together to safeguard an adult, and the adult died or experienced serious abuse or neglect.

Moving beyond the period under review (ending March 2020) adult safeguarding was, like everything, affected by the Covid-19 pandemic. During lockdown, local referral rates went down by 35% between April – May 2020 (in line with national changes) before gradually increasing and returning to rates closer to pre-pandemic figures, although still down compared to the previous year. Again, reflecting national trends, there was an increase in reporting of domestic violence, especially to local services, with calls up by at least 40% on the year before. During lockdown, the Board Chair took a pragmatic stance, pausing much planned activity and ensuring instead that adult safeguarding remained a focus amongst partner agencies as they adapted and maintained their service provision during lockdown. Throughout the initial wave the Board sought assurance from partners on areas of relevance to adult safeguarding, including asking the CCG to confirm that application of DNARs remained in line with procedure and that frontline staff remained able to 'speak out' as urged by national regulators the CQC and National Inspector of Hospitals. Alongside this, the Board gradually resumed 'business as normal' activities, recommencing Safeguarding Adults Reviews and seeking partner wide assurance about adult survivors of non-recent abuse following on from the IICSA report. Finally, the Board remains alert to the importance of 'learning the lessons' gained from the pandemic so that partners might more robustly respond to future developments.

Exempt information:

None

Recommendation(s):

1 To approve the 2019/20 Safeguarding adults board annual report

1 Reasons for recommendations

- 1.1 It is a statutory requirement that Safeguarding Adults Boards 'must publish an annual report detailing what the SAB has done during the year to achieve its main objective and implement its strategic plan, and what each member has done to implement the strategy as well as detailing the findings of any safeguarding adults reviews and subsequent action' (Care Act statutory guidance Para 14.136)
- 1.2 This report is put forward for scrutiny and approval as an accurate record of activity undertaken by the Board and partners during the 2019/20 financial year to assure itself that local safeguarding arrangements and partners have acted to help and protect adults in its area who are Care Act eligible.

2 Background (including outcomes of consultation)

- 2.1 Safeguarding Adult Boards (SABs) have been in statutory existence since the 2014 Care Act. Although the report must be shared with, amongst others the Council Chief executive and Leader and last year was subject to oversight from the Health and Wellbeing Board and Health Scrutiny Committee, this is the first time the Board's annual report has been through the entirety of the Council's formal scrutiny procedure.

3 Other options considered in making recommendations

- 3.1 The alternative option would have been not to produce an annual report. However, as it is a statutory requirement to do so, this option was not considered.

4 Finance colleague comments (including implications and value for money/VAT)

- 4.1 There are no financial implications linked to this report and the recommendations outlined by the report author.

Hayley Mason
Strategic Finance Business Partner (Adults and Public Health)
25 November 2020

5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

- 5.1 There are no legal implications.

Natalie Grant,
Team Leader- Legal Services
24 November 2020.

6 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)

- 6.1 Not applicable

7 Social value considerations

- 7.1 Not applicable

8 Regard to the NHS Constitution

- 8.1 Not applicable

9 Equality Impact Assessment (EIA)

- 9.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because: Although many of the Board's members are 'public authorities' as understood by the 2010 Equalities Act, the Safeguarding Adults Board itself is not, so any requirement to undertake an EIA does not apply. Furthermore, the report presented does not propose any actions but rather summarises activity already undertaken.

10 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

- 10.1 None

11 Published documents referred to in this report

11.1 Safeguarding Adults Board annual report 2019/20

Nottingham City

Safeguarding Adults

Board

Annual Report

April 2019 – March 2020

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For explanation of acronyms used throughout this document please see the glossary of terms on page 35.

Message from the Chair

Welcome to the 2019/20 Nottingham City Safeguarding Adults Board annual report. Once again, I believe the report demonstrates the strength of the partnership and members' shared commitment to safeguarding within the city.

Last year I highlighted the challenges in the city arising from austerity and funding reductions. This year was no different and as we came to the end of the reporting period we were also faced with the emerging global pandemic and the challenges this brought for all partners. We have subsequently seen the distressing impact of COVID-19, particularly on our most vulnerable citizens. I expect this to be an ongoing theme throughout at least the next reporting period.



However, the year also demonstrated that the Board's priorities are the right ones: maintaining assurance on the quality and safety of the care market; ensuring safeguarding messages and supports are in place to make safeguarding everybody's business and continuing to place 'Making Safeguarding Personal' at the heart of all of our work. I have been truly impressed by partners' ongoing focus on safeguarding adults despite the many competing demands.

During 2019/20, we strengthened the partnership on the Board with the welcome addition of a strategic housing lead giving assurance that homelessness and rough sleeping remain high on the agenda. We also benefitted from strong input from both the voluntary sector and Healthwatch.

Finally, we continued our focus on learning from safeguarding adults reviews and quality audits. I am a firm believer that an open culture focusing on continuous improvement is the best way we can ensure citizens' wellbeing and safety.

Once again, I hope you find this report interesting and thought provoking.

A handwritten signature in cursive script, appearing to read 'J Hollister', written in dark ink on a light-colored background.

Joy Hollister

Nottingham City Independent Chair

Case study

'A' was an older citizen with a terminal illness who lived in a bungalow with her grandson, who misused drugs. 'A' asked her grandson to leave the property due to his behaviour, but he regularly returned to her home along with other drug users, presenting a risk to her personal safety.

As concerns for her safety escalated, 'A's social worker liaised with her local housing provider and, in accordance with her wishes, 'A' moved into an accessible flat.

The social worker subsequently supported the grandson to access commissioned drug treatment services as well as housing support, all of which reassured 'A', who continued to be concerned for her grandson's welfare.

Family members later fed back that they felt supported by services and that a successful outcome, which promoted rather than hindered family relationships, had been achieved.

Strategic priorities

The Board had four strategic priorities for 2019/20. These were:

1. Prevention

To promote effective strategies for preventing abuse and neglect and to ensure that there is a proactive framework of risk management.

2. Assurance

To develop and implement robust mechanisms of quality assurance which are used to monitor the effectiveness of local safeguarding adults' arrangements and that safeguarding adults reviews (SARs) are undertaken for any cases meeting the criteria outlined by the Care Act 2014.

3. Making Safeguarding Personal

To promote person-centred and outcome-focussed practice.

4. Board performance and capacity

To ensure that the Board has full engagement from relevant partners, is sufficiently resourced and that adequate arrangements are in place to enable it to discharge its responsibilities.

What the Board achieved

The annual action plan for 2019/20 was based on these four strategic priorities and the Board successfully achieved the following:

1. Prevention

- Implemented a new 'communications action plan' to amplify local, regional and national safeguarding messages, including 'World Elder Abuse Day' and 'White Ribbon' Awareness Day
- Promoted improved adult safeguarding arrangements between Adult Social Care and the Department for Work and Pensions (DWP)
- Jointly published practitioner 'self-neglect' guidance with Nottinghamshire Safeguarding Adults Board (SAB)
- Promoted free adult safeguarding resources (e-learning and mobile phone apps) for use by the voluntary sector
- Promoted Nottinghamshire Healthcare NHS Foundation Trust's innovative domestic abuse card for people with learning disabilities
- Promoted Nottinghamshire Fire and Rescue Service's CHARLIE campaign and online referral system
- Made representations on behalf of Board partners that the Slavery and Exploitation Risk Assessment Conference (SERAC) continue to have access to funding streams
- Created and promoted the introductory 'what is adult safeguarding?' PowerPoint presentation across statutory and voluntary sectors
- Created and distributed 'seven minute briefings' for frontline staff on topics including 'modern day slavery' and 'cuckooing'

2. Assurance

- Joined Nottinghamshire Healthcare NHS Foundation Trust's 'Sexual Safety on the Wards' steering group
- Received assurance from the integrated care system (ICS) and integrated care partnership (ICP) that adult safeguarding would be considered as part of their strategic action plans
- In light of 'Whorlton Hall', received assurance that clinical commissioning group (CCG) 'out of area' placements remained safe
- Received assurance from Nottinghamshire Trading Standards about work undertaken to tackle financial scams
- Received assurance from partners regarding implementation of the new Restraint Reduction Network (RNN) protocols
- Received assurance that partners had taken note of the Office of the Public Guardian's (OPG's) new safeguarding policy and that staff understood the OPG's function

- Received assurance from Adult Social Care (ASC) and the CCG that partnership arrangements remained in place to safeguard care home and home care service recipients
- Agreed that the Board would assume oversight of the local authority (LA) independent inquiry into child sexual abuse (IICSA) review action plan
- Agreed what additional assurance should be sought from partners in respect of adult safeguarding following publication of the IICSA review
- Received assurance reports from our partners on the following cross-cutting themes: housing and homelessness, prevent*, modern slavery, female genital mutilation (FGM), domestic and sexual violence and abuse (DSVA) and suicide prevention
- Received assurance from ASC that they undertook more community and residential reviews than last year and remain committed to targeting those most in need
- Received assurance that partner agencies subject to regulatory inspections had action plans in place
- Received assurance that ASC continued to triage Deprivation of Liberty Safeguards (DoLS) cases in accordance with Association of Directors of Adult Social Services (ADASS) recommendations
- Received regular assurance from Greater Nottingham CCG that the local learning disability mortality review (LeDeR) response remained on schedule
- Received assurance from the commissioned advocacy provider about the efficacy of their services
- Received assurance from the CCG about when staff consult independent mental capacity advocates (IMCAs) in relation to 'do not attempt resuscitation' (DNAR) orders
- Received assurance about the sector response to the demands placed upon it following implementation of the Homelessness Reduction Act
- Created the 'impact upon learning outcomes rating' (ILOR) tool to measure how effectively training and learning is embedded at organisational and practitioner level

** s.26 of the Counter-Terrorism and Security Act 2015 places a duty on certain bodies in the exercise of their functions to have "due regard to the need to prevent people from being drawn into terrorism". References to 'prevent' throughout this document relate to this duty.*

3. Making Safeguarding Personal

- Devised a case audit tool with Nottinghamshire SAB for use in future qualitative audits
- Continued to attend Vulnerable Adults Provider Network (VAPN) and safeguarding leads meetings
- Began writing a partnership-wide 'Making Safeguarding Personal' (MSP) leaflet
- Promoted greater awareness of the 'Real Safeguarding Stories' website, including at Board
- Discussed individual 'good practice' examples of adult safeguarding at Board
- Asked all partners to report via their performance assurance tool (PAT) return how they ensured MSP practice in their own agencies

4. Board performance and capacity

- Began monitoring the annual action plan and risk register at every Board meeting
- Devised a 360° feedback tool to evaluate the independent chair's performance
- Improved Board governance and oversight arrangements by arranging scrutiny of the annual report from Nottingham City Council's Health and Wellbeing Board and Oversight and Scrutiny Committee
- Improved the PAT
- Continued to work towards full GDPR compliance in all areas of Board activity
- Agreed the Board budget for 2020/21
- Wrote and distributed the Board's annual report – including a new, two-page graphical summary – to all members and statutory stakeholders
- Continued sharing learning with Nottingham City Safeguarding Children Partnership and the Crime and Drug Partnership
- Promoted greater understanding of the Board's function and role to the Community Protection Senior Leadership group
- Ended the complex case review pilot and replaced it with 'non-mandatory SARs'
- Introduced regular reporting of LA safeguarding performance data (the data dashboard) at Board meetings
- Began monitoring the Care Quality Commission's new regional reports at the Quality Assurance (QA) subgroup
- Continued to refresh and expand membership of the Board's three subgroups
- Updated the Nottingham City SAB webpages following Council redesign

Core duties of Nottingham City Safeguarding Adults Board

Each local authority (LA) must set up a Safeguarding Adults Board (SAB). The main objective of a SAB is to assure itself that local safeguarding arrangements and partners act to help and protect adults in its area who meet the criteria set out in the Care Act.

The SAB has a strategic role that is greater than the sum of the operational duties of the core partners. It oversees and leads adult safeguarding across its locality and is interested in a range of matters that contribute to the prevention of abuse and neglect.

A SAB has three core duties:

- It must publish a strategic plan for each financial year that sets out how it will meet its main objective and what the members will do to achieve this.
- It must publish an annual report which details what the SAB has done during the year to achieve its main objective and implement its strategic plan, and what each member has done to implement the strategy, as well as the findings of any safeguarding adults reviews (SARs) and subsequent action.
- It must conduct any safeguarding adults reviews in accordance with Section 44 of the Care Act.

Case study

'B' first presented with skin breakdown and self-neglect with complex family dynamics, which did not encourage her engagement with care.

After an initial period of emergency respite, 'B' objected to remaining in residential care and, after formal consideration of her mental capacity, a care package was agreed that supported 'B's wishes and feelings to return home with support from carers and family.

However, the family dynamics worsened and witnessing arguments between siblings adversely affected 'B'. The safeguarding team social worker initially undertook mediation between family members when conflict occurred with a view to supporting 'B' to continue residing at home, which remained her wish.

Recognising that 'B' benefitted from being at home, continued efforts were made by multiple agencies and friends to support 'B' for nearly two years. The safeguarding team remained involved throughout, receiving and monitoring concerns and responding as required, whilst managing to balance 'B's desire to remain at home with their legal duty to manage risk.

About Nottingham City

Nottingham Insight

Source of Data - Census unless otherwise indicated



2 in 5 do not have access to a car



18% have a long-term activity-limiting illness or disability



50% Young population aged under 30



ONS Mid Year Estimates 2019

332,900 live in the City



Life expectancy lower than the England average (Males 77 compared to 80 England) (Females 81 compared to 83 England)



Households 126,100

Languages spoken in the City

English	Urdu	Polish	Punjabi	Arabic	Romanian
73.7%	5.8%	4.6%	3.9%	2%	0.9%



7.8% of households have no members who speak English as a main language

School Census Jan 2017

ONS Mid Year Estimates 2019

231,600 working age population (16-64)

1 in 3



adults are physically inactive

Sport England 2013/14



Highest level of bus use per head outside London



1 in 8 are students

ONS 2017

Births 4,178 **Deaths 2,367**

45.7%



Own their home or shared ownership

52.8%



Rent - (council, social or private)

Nottingham ranks 11th most deprived district in the country

(*8th out of 317 Districts)

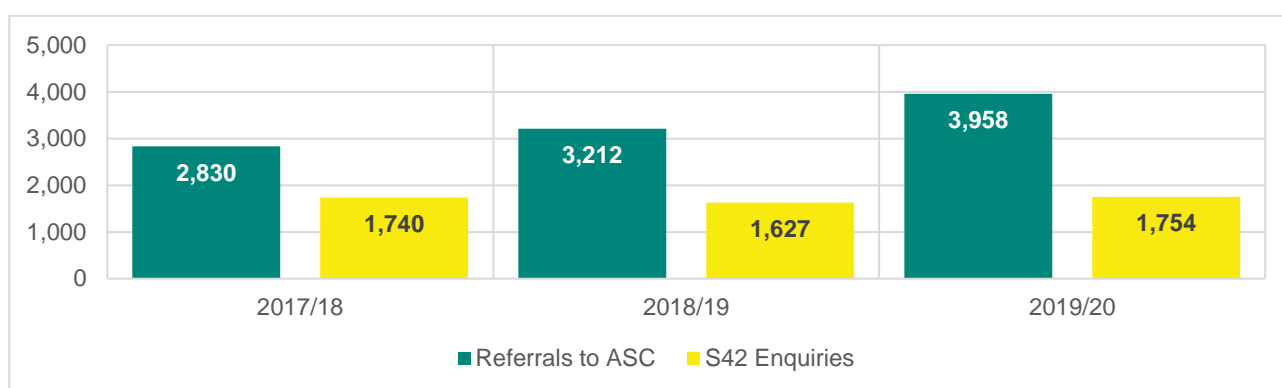
Indices of Deprivation 2019

Nottingham City Adult Social Care safeguarding performance

Section 42 of the Care Act requires local authorities to make enquiries, or cause others to do so, if they believe an adult is experiencing, or is at risk of, abuse or neglect. An enquiry should establish whether any action needs to be taken to prevent or stop abuse or neglect and if so, by whom. These enquiries are commonly referred to as 's.42 enquiries'.

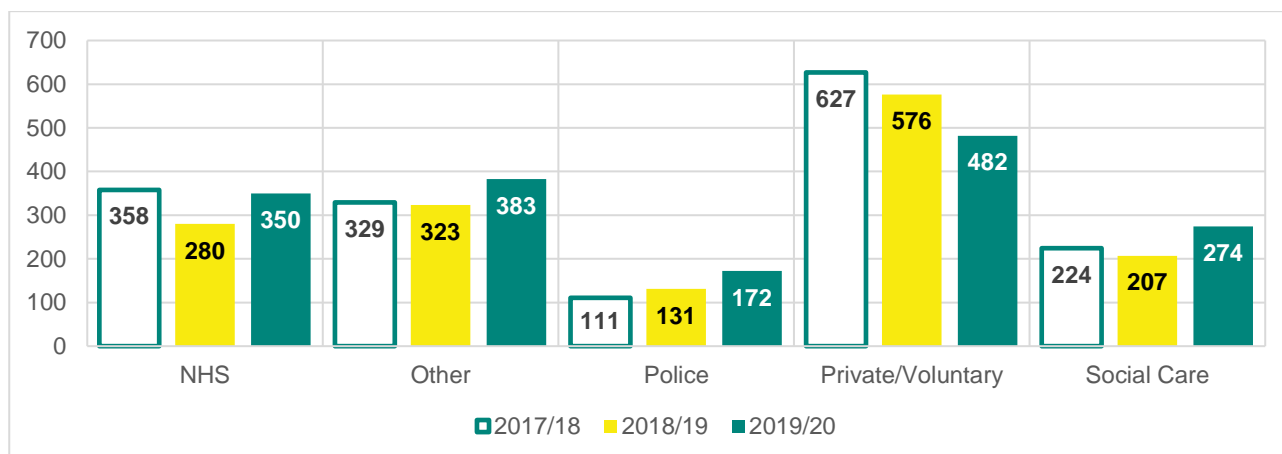
The charts that follow are drawn from local authority safeguarding data and show key safeguarding measures.

Chart 1: Adult safeguarding referrals and s.42 enquiries by financial year



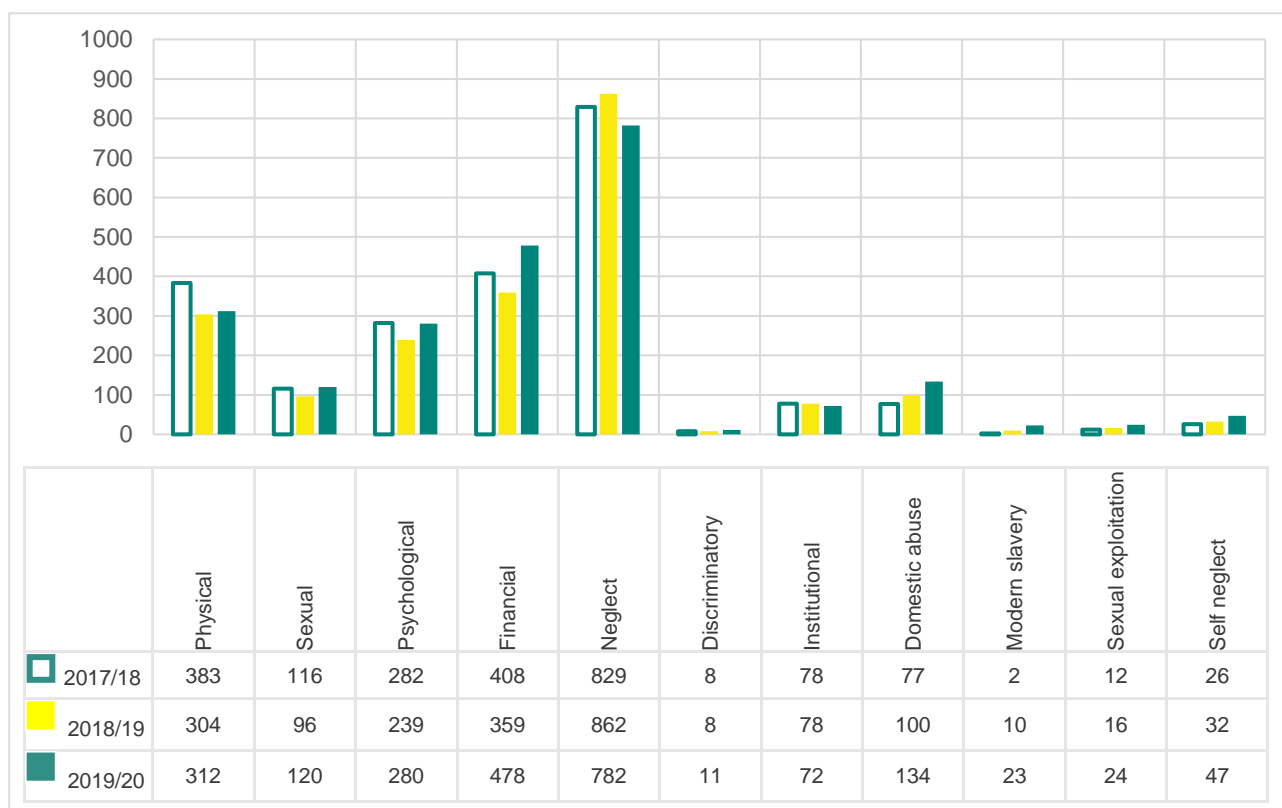
In 2019/20 the number of adult safeguarding referrals received by Adult Social Care (ASC) continued to increase, although the number of s.42 enquiries undertaken remained largely constant.

Chart 2: Volume of s.42 enquiries by referral source



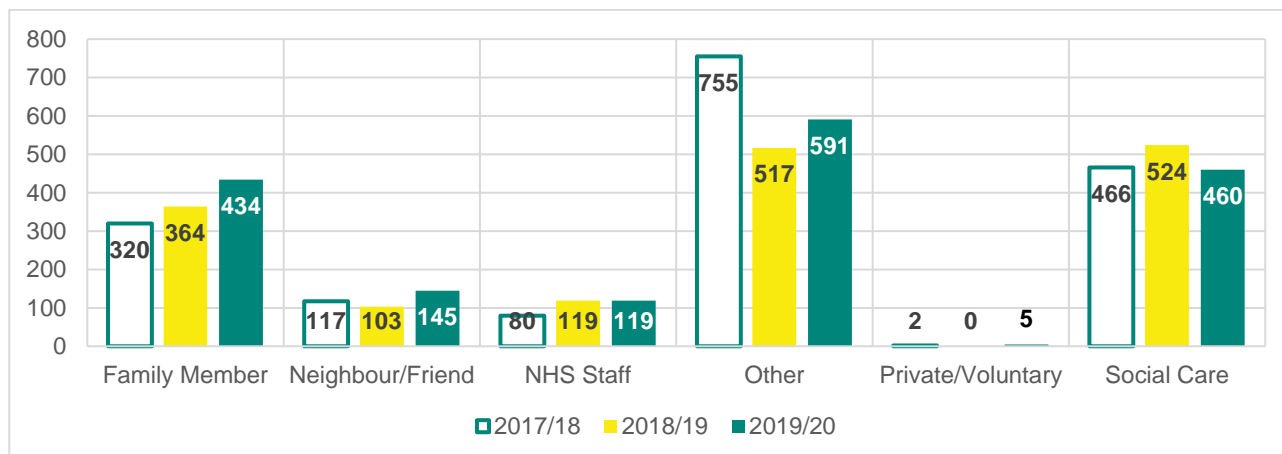
Trends in referral source for adult safeguarding referrals that lead to a s.42 enquiry remained relatively consistent compared to previous years, with the private/voluntary sector continuing to provide the largest, albeit steadily dropping, proportion of adult safeguarding referrals.

Chart 3: Volume of s.42 enquiries by type of abuse



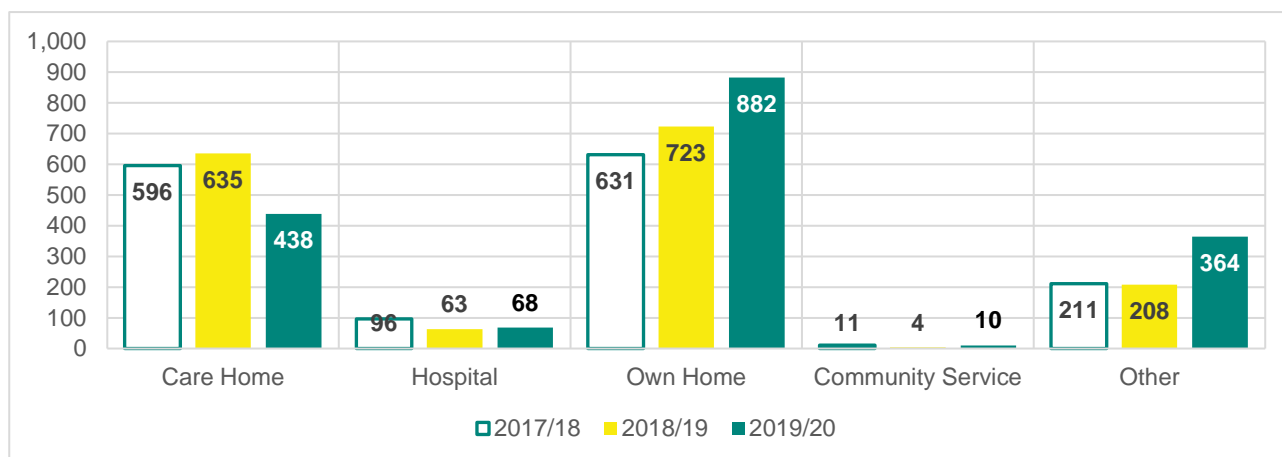
Neglect continued to be the most prevalent abuse type recorded. This category had seen consistent increases annually since 2016/17, but reduced in frequency in 2019/20. Of note is that financial abuse is now comfortably the second most prevalent type of abuse, whilst physical abuse rates virtually matched that of last year, ceasing their annual decline.

Chart 4: Volume of s.42 enquiries by perpetrator relationship



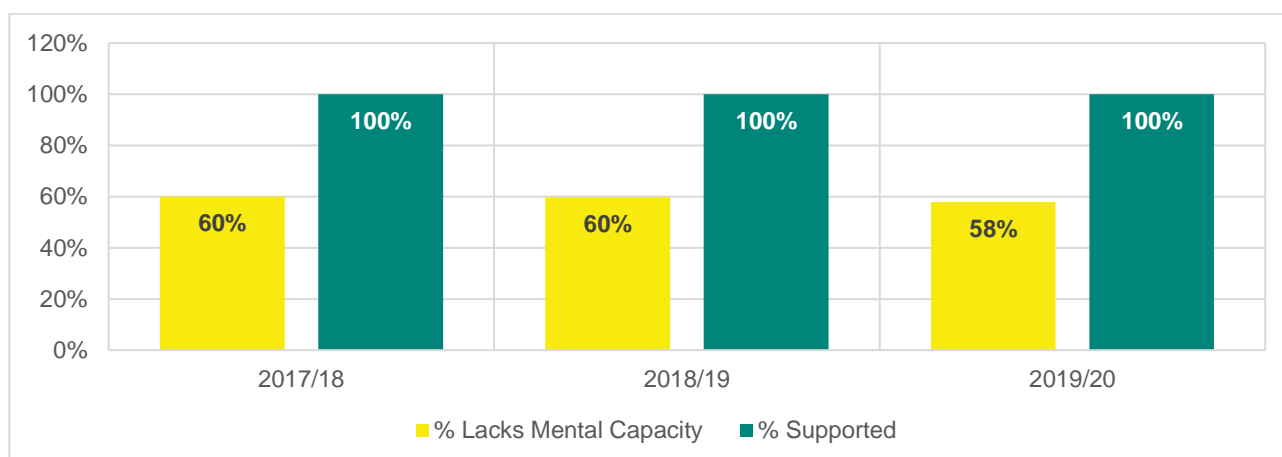
Unfortunately, 'Other' continues to show as the single largest type of 'perpetrator relationship' (indeed, increasing in 2019/20), with 'Social Care' and 'Family' maintaining their respective positions behind. New recording categories should improve matters for next year's report.

Chart 5: Volume of s.42 enquiries by location of abuse



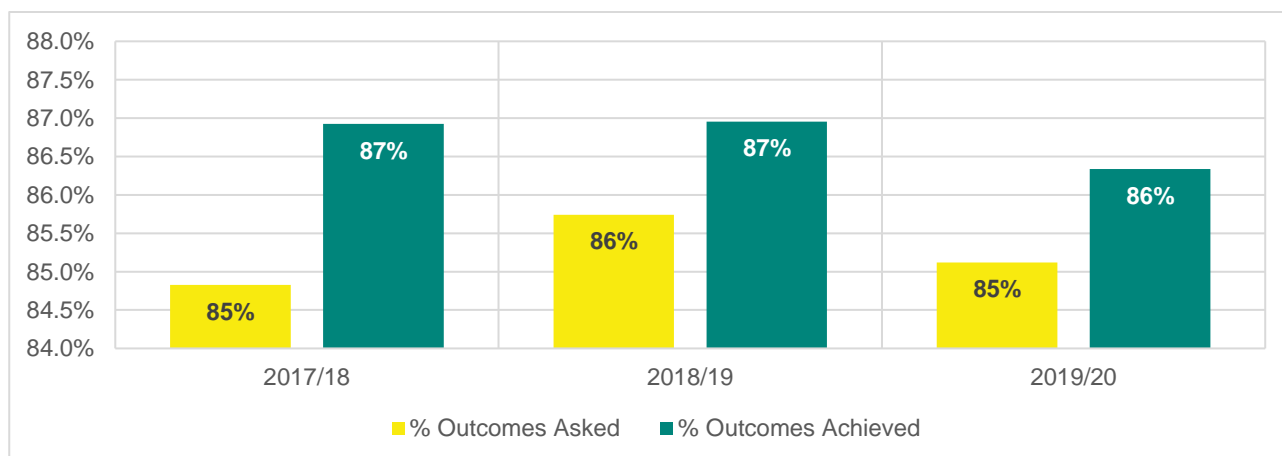
Whilst the number of s.42 enquiries within care homes continued to fall significantly in 2019/20, abuse within familial dwellings continued to rise.

Chart 6: Proportion of s.42 enquiries where the adult lacked mental capacity



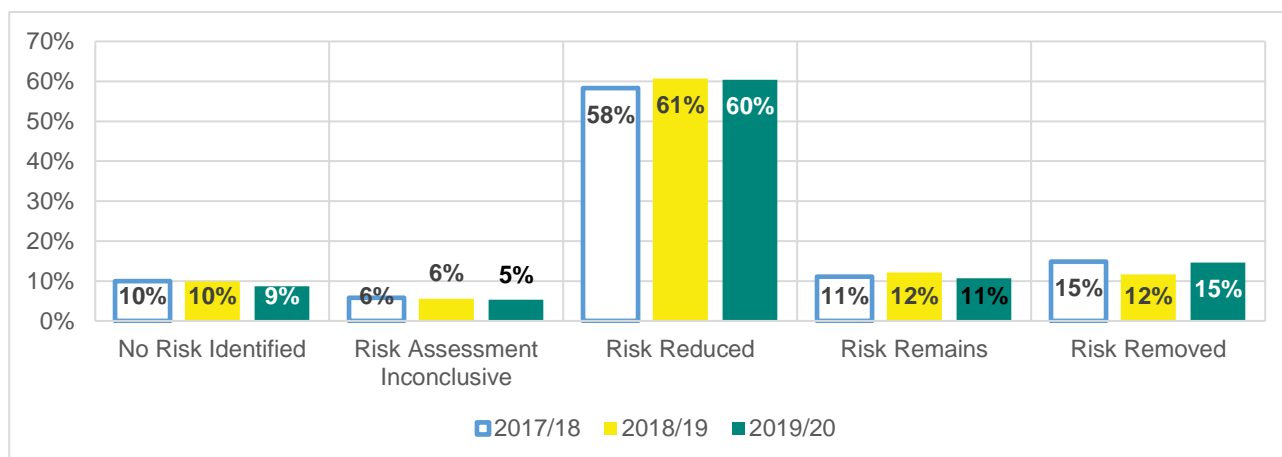
The proportion of referrals where the adult at risk was recorded as lacking mental capacity in relation to the safeguarding referral has remained static over the last three financial years. The same trend is also seen in the proportion of those who lacked mental capacity receiving support through Care Act advocacy, family or friends.

Chart 7: s42 enquiries where the adult was asked about their desired outcome



Neither measures displayed here showed any statistically relevant change.

Chart 8: Percentage of s.42 enquiries by risk outcome



Risk outcomes of s.42 enquiries followed a consistent trend compared to previous years, with the majority of enquiries concluding with a reduction in risk (60%), followed by the level of risk remaining (15%) and the risk being fully removed (11%).

Neglect remains the biggest single type of abuse, disproportionately affecting adults aged 70 plus, regardless of gender and accounting for well over half of s.42 enquiries in this age range. Although financial abuse accounted for the second greatest volume in both males and females over the age of 70, this was actually the most prevalent type of abuse in males aged 18 to 69, until 'overtaken' by neglect for males aged 70 and above. For women aged 18 to 69, sexual and domestic abuse is far more prominent than amongst males of the same age, although physical and financial abuse also figure significantly until, as with men aged 70 and above, neglect quickly becomes the most common type of abuse.

Over the last three years there has been little change with respect to safeguarding and gender, such that the majority of citizens referred in 2019/20 continued to be female (1,029 compared with 772 males). Looking at the relationship between safeguarding and age, adults at risk over the age of 65 accounted for well over half of all referrals, with citizens aged between 69 and 89 contributing the highest proportion within this age category. Lastly, and as expected, the greatest volume of adults at risk in 2019/20 were of White British ethnicity (over 75%). Census data is now so out of step with local population changes as to make wider analysis of population engagement with adult safeguarding almost meaningless.

Who sits on the Board and how does it work?

Joy Hollister chaired the Board throughout the year, with support from Ross Leather, the Board Manager, and Emma Such, the Board Administrator.

The Board met quarterly, with senior representatives attending from the following organisations:

- Nottingham City Council Adult Social Care
- Nottingham City Council Community Protection
- Nottinghamshire Police
- NHS Nottingham and Nottinghamshire Clinical Commissioning Group (CCG)
- National Probation Service, Nottinghamshire
- Derbyshire, Leicestershire, Nottinghamshire and Rutland Community Rehabilitation Company (DLNR CRC)
- Nottinghamshire Fire and Rescue Service (NFRS)
- East Midlands Ambulance Service (EMAS)
- Nottinghamshire Healthcare NHS Foundation Trust
- Nottingham CityCare Partnership
- Nottingham University Hospitals NHS Trust (NUH)
- Nottingham Community and Voluntary Service (NCVS)
- HMP Nottingham

During the course of the year, the Board also welcomed two new members, representing Nottingham and Nottinghamshire Healthwatch and Nottingham City Council's strategic housing service.

The Board has three subgroups to support it:

- **The Quality Assurance subgroup**

This is a proactive subgroup, responsible for supporting Nottingham City SAB in its assurance responsibilities by collecting evidence concerning the quality of local safeguarding adults' interventions and the performance of agencies and their staff in carrying out their safeguarding responsibilities. This includes a focus on the principles of Making Safeguarding Personal.

- **The Safeguarding Adults Review subgroup**

This is a reactive group, responding to any SAR referrals the Board receives and responsible for the operation of the SARs it commissions to ensure that agencies learn lessons and improve the way in which they work with adults at risk. The SAR subgroup seeks to develop SAR processes in line with the Care Act and local and national best practice.

- The Training, Learning and Improvement subgroup

This is both a reactive and proactive group, responsible for disseminating learning identified in SARs as well as acting as a conduit for identifying and passing on safeguarding messages and available training to partner workforces. Additionally, the subgroup can arrange training on behalf of the Board as well as reviewing the effectiveness of multi-agency learning and improvement activities.

In addition to the three subgroups, the independent chair and representatives from the three funding agencies meet with the subgroup chairs and Board manager on a quarterly basis at the Business Management group to assist in the implementation of the Board's annual action plan.

Nottingham City Council, Nottinghamshire Police and Nottingham and Nottinghamshire CCG fund the Board.

SAB 2019/20 budget

	Expenditure	Income
Board manager	£58,992	
Board administrator	£12,692	
Board chair	£13,878	
Running costs	£2,179	
SAR	£6,365	
Total expenditure	£94,106	
Nottingham City Council		£42,646
Nottingham and Nottinghamshire CCG		£42,646
Nottinghamshire Police		£8,214
Nottinghamshire Probation		£600
Total income		£94,106

Safeguarding adults reviews

During the 2019/20 financial year, four SAR referrals were received (although one was for information only with no expectation that an SAR was required) resulting in three requests for partner reports on their involvement with these individuals. Extraordinary meetings were held, involving all relevant agencies, and cases examined to see whether the SAR criteria were met. In one case, it was decided they were not, although some learning was identified and actioned. In another case, it was decided that the criteria were met, and an independent author was commissioned. During the course of this SAR, a learning event was held, which was well received by all partners, the report was completed and action plan agreed, although this has not yet been published due to ongoing criminal investigations. The final potential SAR was delayed because of the COVID-19 pandemic, with work only resuming outside of the period under review here.

Additionally, action plans for previous SARs – adults C and D and ‘Autumn Grange’ – were all concluded. Work also continued on the two complex case reviews (essentially non-mandatory SARs), begun last year by Nottingham City SAB. At the time of writing, both reports have been accepted by the Board, along with their respective action plans, with completion expected before the end of 2020.

Partner contributions

Our partner agencies promoted adult safeguarding within their own organisations in numerous ways throughout 2019/20. These are their reports:

Nottingham Community and Voluntary Service (NCVS)

Before and during lockdown, NCVS staff continued to deliver the Volunteer Centre and Professional Development Unit (PDU) services. Staff and volunteers for both services received safeguarding training at induction and briefings periodically thereafter. The NCVS safeguarding lead reviewed all potential safeguarding issues.

Alongside this, NCVS continued to host the VAPN and the Designated Safeguarding Lead (DSL) meetings, as well as providing a dedicated safeguarding page on its website where resources discussed at the meetings could be shared.

Internally, NCVS has up-to-date safeguarding policies and procedures available electronically and as hard copies for staff and volunteers to easily access, whilst safeguarding remains a standard item on team meeting agendas. Externally, we continue to deliver low-cost safeguarding training to Nottingham's voluntary, community and social enterprise sector (VCSE).

NCVS has been monitoring the effect of the pandemic on Nottingham's VCSE. We fear that the real impact of the crisis upon local groups and organisations will not be realised until next financial year when furlough has ended and funding streams to support charities stop. We are currently working with Nottingham's VCSE Strategy Forum on a 'state of the sector' survey, which is hoped will provide a more accurate analysis.

HMP Nottingham

HMP Nottingham continues to respond to the needs of prisoners who have safeguarding issues. All new prisoners receive one-to-one interviews with a registered nurse and member of the prison safety team to assess their needs, with referrals to other services made immediately if necessary. The biggest difficulty for the prison remains that we do not know who is going to arrive each day and what needs they may have.

Those prisoners identified as requiring support are referred to the weekly, multi-agency safeguarding meeting, where their needs are discussed and appropriate care plans developed. Those attending include staff from the Safety team, Healthcare team, local community rehabilitation company, the Chaplaincy service, Psychology team and a senior operational manager. Oversight of these meetings is provided by the deputy governor. Further assurance regarding adult safeguarding within the prison is provided by visits from the regional safety team as well as the Prisons and Probation Ombudsman via their official inspections.

The prison has a comprehensive local safeguarding policy describing what safeguarding is, who may fit the criteria and what processes to follow. All staff have been made aware of this policy and procedure. Over the course of the year, the prison has also provided refresher training for all staff in suicide and self-harm prevention.

One new element of the safeguarding process is the use of ACCT (assessment care in custody and teamwork) books for those at risk or who have self-harmed. As part of the process, individual care maps are drawn up with prisoners, describing what is needed, who is responsible, the timeframe necessary and a review date when the case manager and prisoner will meet to discuss the plan. Each book is reviewed within 72 hours by a

senior manager and upon its closure. Issues are addressed immediately where identified. Within seven days of the ACCT being closed, a 'post closure' interview is conducted with the prisoner who was at risk. How effectively he was supported is discussed and the prisoner can provide written feedback.

The prison continues to improve its working relations with Board partners, with one example being an investigation undertaken on behalf of Adult Social Care, when allegations of assault by a prisoner against a member of staff were explored. CCTV footage was viewed and staff interviewed and within two days the investigation had been completed and the report shared with Adult Social Care.

HMP Nottingham remains committed to attending and contributing towards Nottingham City SAB meetings.

HMP Nottingham has not identified any current organisational risks that would affect its ability to meet its adult safeguarding duties.

Derbyshire, Leicestershire, Nottinghamshire and Rutland Community Rehabilitation Company (DLNR CRC)

During the year, we continued to experience a difficult financial position that exacerbated pressure on staffing levels and workloads. This looks likely to be the case until at least June 2021. Further major reform and restructuring of the probation system was announced in May 2019, which will result in significant organisational change over the coming year. This restructuring will need to be completed at pace, which will bring its own challenges, particularly against the backdrop of the pandemic.

By way of mitigation, all aspects of organisational performance and expenditure are now subject to high levels of internal and external scrutiny, from overarching governance structures and scrutiny panels and through internal quality assurance and 'dip sampling' (spot checking).

We have ensured that all staff remain informed of ongoing change through regular engagement, and have prioritised training of colleagues in safeguarding and public protection, with all practitioners having received refresher training on child and adult safeguarding and domestic abuse. 'Making Safeguarding Personal' has been a key element of these courses and our 'Every Case Essentials' practice requirement document also includes an 'MSP approach', which we expect staff to work towards.

We have seconded a former lead inspector for Her Majesty's Inspectorate of Prisons (HMIP) to provide support with progressing previously identified areas of improvement, with our newly formed 'Improving Practice team' leading on our detailed HMIP plan.

Alongside the internal, monthly quality assurance of sampled cases and mini inspections completed by our seconded inspector, we undergo a range of external scrutiny measures, including audits by the Ministry of Justice and contract management team scrutiny, all of which have consideration of adult safeguarding embedded within them.

Our Public Protection Forum ensures that actions from serious further offences, serious case reviews, domestic homicide reviews and SARs are collated and completed, with learning identified and disseminated amongst staff teams.

DLNR CRC sits on all local safeguarding boards, strategic community safety partnerships, and youth justice and criminal justice boards, and we remain committed to working effectively with all our partners.

Looking forward, the challenges remain much as they were last year, with the merger with probation and responding to the evolving nature of the pandemic, including a possible second wave, likely to be key priorities.

Nottinghamshire Fire and Rescue Service (NFRS)

We operate a 24/7 service, with over 75% of employees engaged on the 'frontline', so our main adult safeguarding risk relates to staff training and how to correctly make a safeguarding referral. Accordingly, completion of our 'safeguarding essentials' e-learning module is mandatory for all employees every three years. Additionally, six-monthly 'case studies' are provided to frontline staff to help build competence in recognising abuse.

Members of the Prevention team and six group managers (who share on-call duty manager responsibility) receive additional safeguarding training, whilst the safeguarding team are trained to 'designated safeguarding lead' level. The service's safeguarding policies and procedure are available to all staff via our 'MyNet' intranet.

The Safeguarding team meets quarterly to review cases, identify learning and plan appropriate actions against any emerging themes. The team also undertakes regular quality assurance checks on referrals. On a bi-annual basis, a third party is commissioned to contact a sample of NFRS service users to gain feedback. This is then used to help improve service provision for those individuals we visit through emergency calls and preventative work.

During the year, NFRS launched an online referral system for 'safe and well' visit requests from partner agencies for residents at increased risk of fire. The website has a 'professionals only' link that allows completion of our CHARLIE matrix (ten characteristics that determine a level of risk) by those professionals who have concerns about the fire risk their clients present. Supporting this, face-to-face and e-learning training has been developed to aid completion of the CHARLIE matrix by partner organisations.

NFRS now has designated fire stations that are 'safe places' for people in crisis. Although care is only temporary, e.g. following an emergency, all operational staff have been trained to manage these situations.

Throughout the year, NFRS supported the City Safeguarding Adults Board by attending meetings and subgroups. NFRS also delivered CHARLIE and hoarding training for Board partners at no cost, which was well attended and received by all stakeholders.

During the pandemic, the pause in 'safe and well' visits meant that, in many cases, staff risk assessed via telephone triaging (only those households scoring as 'high risk' continued to receive a physical visit). On 20 July 2020, work recommenced to clear the backlog of home visits as quickly as possible, with three additional staff recruited.

Looking ahead, in the event of a second wave or local lockdowns, NFRS will revert to processes established earlier in 2020 to identify and protect the most vulnerable after 'safe and well' telephone triaging.

Nottingham CityCare

Our training compliance improved over the year, achieving just short of our 90% target.

We recognise the challenges we face in ensuring the correct application of the Mental Capacity Act (MCA) and the additional support our staff require to undertake robust MCA assessments. To achieve this, we have an MCA action plan that supports us in identifying areas for improvement and influences our activity in this area.

Our bite-sized learning programme has focussed on complex issues such as non-engagement, self-neglect, hoarding and fire safety; the workshops and briefing sheets ensure key messages are embedded in practice.

Prevention of abuse is central to our duty of care. We continue to ensure our operating procedures, care pathways and guidance for staff promote early intervention, whilst staff remain able to access our safeguarding duty worker for advice and support through a single point of access. Our safeguarding intranet pages also provide a range of resources to support practice. If a case is complex or staff require additional support the Safeguarding team can provide this on a one-to-one basis, as well as offering regular safeguarding drop-in sessions for all colleagues.

Our fire safety action plan includes a number of measures to improve staff's understanding of fire risk, including embedding the fire risk template into our 'SystmOne' electronic patient record and delivering bite-sized 'CHARLIE' learning.

All new staff receive 'prevent' training as part of their induction training, with information about 'prevent' also integral to the mandatory safeguarding training all staff receive. 'Prevent' training compliance stands at 98%.

Our lead practitioner for safeguarding audits all advice calls received on a monthly basis to quality assure calls and identify emerging themes. This work informs our 'safeguarding champions' network sessions. These sessions, co-ordinated by the Safeguarding team and often featuring guest speakers, ensure information is effectively cascaded throughout the organisation.

MSP is integrated into all areas of CityCare's practice; our safeguarding policy and procedure is explicit that staff should ascertain patient wishes and feelings regarding safeguarding, including what outcome they want. MSP is also built into our MCA paperwork and effective supervision ensures consent and wishes and feelings of our patients are central to decision-making.

CityCare is represented at both Board and subgroup level and we aim for 100% attendance. All Board requests for information are responded to in the allocated timeframe, whilst action plans from both internal and safeguarding adults reviews are monitored through the SILLF (Serious Incident Learning Lessons Forum). We continue to participate in multi-agency safeguarding hub (MASH), Domestic Abuse Referral team (DART) and multi-agency risk assessment conference (MARAC) processes.

CityCare has a robust system for monitoring satisfaction levels through complaint management, incident reporting and patient feedback. This system continues to evidence a consistently high level of patient satisfaction amongst patients.

Since the pandemic, we have made a number of changes in our service delivery. These include increased use of technology to ensure training, supervision and support continues, alongside drop-ins to teams and extra capacity within the Safeguarding team. Organisationally, we have committed to support staff who may be experiencing DSVA.

Nottinghamshire Police

Domestic abuse remains a top priority for Nottinghamshire Police and its partners. Lockdown increased strains on families and we experienced increased domestic abuse, mirroring the 5% national rise. Adopting a 'business as usual' approach, we continued to engage with partners in tackling the issue. MARACs, stalking clinics, albeit virtually, and support for our survivors all continued, with added engagement campaigns including silent reporting via '999 55' and supermarket poster campaigns.

During 2019/20, all frontline staff received 'coercive and controlling behaviour' refresher training delivered by Women's Aid. Over 1,100 officers received this training and more than 140 staff volunteered to be team domestic abuse 'champions'.

Stalking received similar focus in the year, with Nottinghamshire leading the way in the use of 'stalking protection orders' alongside criminal justice outcomes. Targeting of serial perpetrators gathered momentum with increased use of GPS tags for the highest risk abusers, which proved successful in reducing repeat victimisation.

Prevention and early intervention for victims of fraud remain priorities. Our fraud department invested heavily in new forms of engagement, including Instagram, Facebook, Radio Nottingham, Notts TV and Nottinghamshire Alert, advising and alerting our public on current frauds and scams.

Our Modern Slavery team was able to identify that the vast majority of adult victims of fraud were subject to labour exploitation, contrasting with last year's spike in sexual exploitation victims. Use of the National Referrer Mechanism remains effective.

Working alongside our health colleagues, use of the mental health triage car has increased and since October 2019 it has provided daytime as well as evening support. This service was used over 3,000 times in the first half of 2020.

Nottinghamshire Police's major step forward in terms of assurance was the introduction of the Safeguarding Adults Scrutiny Board in early 2020. This quarterly Board, chaired by an assistant chief constable and scrutinised by the chief executive of the Office of the Police and Crime Commissioner, examines Police performance and learning in respect of adult safeguarding, including domestic and sexual abuse, mental health, missing people, modern slavery and elder abuse.

We continue to conduct monthly surveys of victims of domestic abuse, with management addressing service issues and positive feedback passed on to officers. Unlike many other forces, we additionally conduct surveys with victims of rape and those using Clare's Law. These surveys are scrutinised regularly by the head of public protection.

In 2019, we commissioned an independent survey of our employees from the University of Durham. The survey was well responded to and results were encouraging, with positive feedback on force leadership and job satisfaction. Other issues raised such as wellbeing have been added to a force action plan.

Nottinghamshire Police remains committed to its statutory requirements and provides consistent attendance at Board and subgroup level, alongside contributing to safeguarding adults reviews. In our view there has been excellent progress by the partnership, driven by the Nottinghamshire Safeguarding Boards, in aligning service provision and focus across the two local authorities (Nottingham City and Nottinghamshire County Council).

Whilst the full extent of the coronavirus pandemic is yet to be revealed, including the possibility of a 'second spike', sufficient mitigation is currently in place. Brexit will also re-emerge in the coming months, although mitigation and planning continue organisationally and at partnership level via the Local Resilience Forum.

Nottingham and Nottinghamshire CCG

During the year, local CCGs underwent a restructuring exercise in preparation for becoming a single strategic commissioner in April 2020. This restructure saw the addition of Newark and Sherwood CCG, and Mansfield and Ashfield CCG to the Safeguarding Adults team portfolio, with staffing levels increased to include an associated designated nurse to accommodate the increased workload.

Nottingham and Nottinghamshire CCG (commonly known as Greater Nottingham CCG) continues to be an active member of the Nottingham City Safeguarding Adults Board and subgroups, with the designated nurse for safeguarding adults chairing the SAR subgroup. We also participate in local Prevent and Multi-Agency Public Protection Arrangements (MAPPA) boards as well as supporting the Community Safety Partnership in areas including domestic abuse and FGM.

The LeDeR programme is now in a position whereby themes and trends can be identified, with the steering group developing action plans based upon the learning recognised, which in turn feeds into the strategic transforming care agenda.

We continue to support primary care by contributing to the GP Safeguarding Leads Forum, delivering bespoke training where required. We have also piloted a well-received webinar for adult safeguarding training through the GP 'Team Net' platform. During the year, GP practices began submitting safeguarding self-assessments to the primary care dashboard, with the CCG Safeguarding and Quality teams and the GP Safeguarding Leads Forum supporting them to improve in the areas they had identified through self-assessment.

The CCGs were part of the NHS England and NHS Improvement (NHSE&I) safeguarding assurance tool pilot and judged compliant in both recruitment practices and statutory responsibilities for safeguarding adults. The CCGs' internal governance procedures were amended before the merger to ensure they adhered to both the 'Intercollegiate Documents for Health' and the 'Safeguarding Adults Assurance Framework'.

The Safeguarding Assurance group remains responsible for reviewing and monitoring the learning and actions assigned to the CCG and primary care from safeguarding adults reviews. We continue to attend the quarterly NHSE&I 'Senate for Designated Professionals' and monitor Prevent training figures, liaising with provider organisations to ensure that identified risks are mitigated against.

The CCG continues to identify patients who are subject to a Deprivation of Liberty within care homes or the community. We take these, and cases where the patient is objecting to care, to the Court of Protection for authorisation. We continue to prepare for the implementation of the Liberty Protection Safeguards.

MSP remains an integral component of all adult safeguarding training delivered by the CCG, as well as health providers, who provide assurance to the CCG about how MSP is embedded within their safeguarding procedures, including s.42 enquiries undertaken on behalf of the LA.

The CCG, and particularly the Safeguarding team, will be focusing on several issues as we emerge from the first phase of the pandemic: we will seek to better understand how we can sustainably use evidence-based safe, virtual contacts and assessments; we will maintain a clear focus on care homes and home care; we will continue our work supporting survivors of domestic abuse; and we will continue to have oversight and involvement with issues of homelessness, loneliness, mental health, trauma and self-neglect, as well as helping to identify and tackle health inequalities that are experienced across the population of the city.

Nottinghamshire Probation Service (NPS)

Key risks for NPS during the year included the arrival of new staff, which required ensuring their initial training was complete and that they were fully aware of their safeguarding responsibilities. Alongside this, we ensured that existing staff remained up to date with their training requirements. This was organisationally challenging and placed demands upon all colleagues. In respect of the training itself, colleagues undertook sessions on safeguarding adults, working with victims of domestic abuse and understanding sexual offending.

NPS now has a new organisational learning system that means managers can monitor the training their teams complete, as well as participation levels. NPS is reviewing its learning plan and working with Her Majesty's Prison and Probation Service (HMPPS) national Learning and Development team to ensure all our training remains fit for purpose.

As an organisation, we have put the majority of staff, many of whom already have enhanced HMPPS vetting, through ViSOR vetting (equivalent to Police Level 2 partnership vetting). This offers an additional level of assurance that those working with vulnerable adults are fit to do so.

Assessments and reports are routinely quality assured by managers to ensure they meet appropriate quality levels and where they do not, remedial work is undertaken. We also have wider Assurance and Quality teams who can support staff who need this. We are also beginning to look at how we can better embed learning from cases that have been subject to review. All our staff are aware of and required to work towards our safeguarding adults policy and procedure.

Our service manages a number of complex cases, with multiple safeguarding risks and issues that need to be managed. In such cases we utilise, and lead on, the MAPPA process, bringing together partner agencies to formulate effective safeguarding management plans. In keeping with this multi-agency approach, our approved premises all have links with social care colleagues so that we might better meet the needs of those individual residents who are Care Act eligible.

NPS staff attend a number of boards and strategic forums that consider adult safeguarding, including the Crime and Drug Partnership; Safer Nottinghamshire Board; Domestic Homicide Review Assurance and Learning Implementation group; Stalking Clinic; and MAPPA. All these involve significant partnership working related to safeguarding. We also have two safeguarding senior probation officer (SPO) leads and the deputy head of the service represents Nottinghamshire Probation at Nottingham City's Safeguarding Adults Board.

Whilst the pandemic is an obvious risk for all agencies, we have now been working to an 'exceptional delivery model', essentially a different way of supervising people, for some time and a recent thematic inspection identified that safeguarding practice was of good quality. The other significant potential risk is the reintegration of probation services into one unified 'National Probation Service' by June 2021, although we are confident this process can be successfully managed.

Nottinghamshire Healthcare NHS Foundation Trust

In order to support the Trust's five-year vision alongside our safeguarding priorities we realigned the safeguarding service into a single integrated team. This process has not been without risk and we undertook sessions exploring working practices, culture and behaviour, all with the aim of improving teamwork and co-operation.

As the pandemic began, a risk was identified in relation to staff accessing safeguarding advice easily. This risk was mitigated by bringing forward the introduction of the Single Point of Contact (SPOC), a single email and phone number for all safeguarding queries.

Although the service had above average sickness levels, contingency plans were established to ensure work was still completed in a timely manner, whilst a review of the Trust's multi-agency review framework was also undertaken to strengthen our approach.

A focus upon domestic abuse remains a priority for the organisation and our MARAC practitioner, supported by two specialist domestic violence colleagues, has continued to lead Trust involvement in these processes. Work has also continued on the sexual safety on wards project with Nottingham University. This has included development of resources, staff training and, most importantly, engagement with female service users. The project lead continues to be involved at a national level.

All staff receive training from the Trust's Safeguarding Training team. Courses are reviewed annually, with specific areas of need addressed as necessary, which this year included training on the domestic abuse, stalking, harassment and honour-based violence risk identification checklist (DASH RIC) and referrals to MARAC. Evaluation of training is consistently high. Whilst the team continues to develop a number of safeguarding adults training packages, including e-learning on domestic violence and self-neglect, work has also started on developing a safeguarding training passport that will allow staff to easily record the development opportunities they access.

The Trust's Safeguarding strategic group provides oversight of our safeguarding strategy. Our 'think family' strategy, alongside our domestic violence and training strategies, are all key areas at Trust strategic level. Further assurance is provided via our annual report to the Trust Board. An opportunity to celebrate achievements and lessons learnt, this year's report was presented in an 'infographic' format that visually represents information, data and assurance in a way that is accessible to all. We also continue to ensure compliance through completion of the Safeguarding Adults Assurance Framework (SAAF).

The Trust has an established system for learning from incidents, with areas identified as requiring improvement monitored to ensure new practice is embedded. Similarly, learning identified from multi-agency reviews is shared via briefings and the staff intranet, whilst training packages are updated as required. Our Safeguarding Link Practitioners group also continues to meet, with excellent engagement from many services.

We have strengthened our performance information reporting to provide statistical analysis of how the Trust has complied with safeguarding duties over the year, highlighting good areas of practice, themes and key areas for development.

Use of our compliance framework, by which Trust services measure their compliance against Care Quality Commission (CQC) standards, has continued, with safeguarding practitioners supporting any areas requiring improvement through the creation of quality improvement plans.

Following evaluation by Nottingham University, a review of the current safeguarding supervision framework has begun. Safeguarding trainers have continued to deliver safeguarding supervision skills training to managers across the Trust.

MSP continues to be a focus in all safeguarding training. We have completed an audit on our s.42 enquiries that benchmarked the quality of current referrals, including consideration of MSP. Likewise, the new SPOC process allows us to collect MSP information from referring colleagues so we can establish where practice sits across the Trust. We will develop a quality improvement plan to address the issues identified.

Our associate director for safeguarding and social work sits on the Board, whilst Safeguarding team members ensure the Trust is represented on all subgroups, with colleagues currently chairing two of these groups.

The Trust has started a trauma-informed approach to patient care that will be extended to safeguarding activity to ensure the patient's voice is heard. We are now planning for the recovery phase of the pandemic, working to integrate our service into the 'new normal', whilst ensuring we have appropriate staffing to address the anticipated rise in domestic violence as lockdown eases and the predicted recession begins.

East Midlands Ambulance Service (EMAS)

We continue to prioritise safeguarding as an essential component of high-quality care and have adopted a 'think family' approach, with staff recognising that safeguarding is 'everyone's business'. Our colleagues are able to recognise and respond to abuse in accordance with organisational and statutory requirements, access care pathways and reduce harm through the provision of high quality care. Although EMAS is an emergency service and does not case hold, all staff are trained to engage patients in a way that enhances involvement, choice and control and as such 'Making Safeguarding Personal' should always be considered.

During the year, we developed a new education e-learning pack; continued delivery of safeguarding education (now up to level 3), including learning disability and autism education for all staff; completely reviewed our full suite of safeguarding policies; updated our modern slavery statement; hosted a safeguarding conference for colleagues; and supported use of the 'Bright Sky' app to support survivors of domestic abuse.

Although pressures during the year meant the Safeguarding team was unable to implement our communication plan in full, both Facebook and Twitter were used – alongside more traditional methods of bulletins, posters and case studies – to engage with staff and we are considering how to maintain a presence on these platforms next year.

Although EMAS successfully completed its annual SAAF, a challenge visit took place in November 2019 with commissioners seeking additional evidence of attainment in all areas. Upon completion, we were complimented for our ongoing representation at inter-agency safeguarding meetings as well as the new education book we have developed.

During the year, the team helped create a new Confidential Incident Review group (CIRG). This is a confidential forum for managing allegations involving staff. CIRG meets weekly and has received positive feedback from those involved.

In 2019/20, across the entirety of its region, EMAS raised over 32,000 safeguarding referrals, an increase of 10,000 from last year. Of these, 26,531 were regarding adults. The highest category of concern was self-neglect whilst the most common type of abuse involving a perpetrator was emotional abuse and neglect. EMAS received requests to participate in 75 statutory reviews this year, more than previous years.

The dedicated six-person Safeguarding team sits under the leadership of the director of quality improvement and patient safety and provides strategic, clinical and operational leadership regarding safeguarding. The team recognises the importance of multi-agency working and attends forums and groups to share best practice and lessons learned. We engage regionally and nationally to ensure the service remains abreast of current issues and that EMAS contributes to this developing work.

Although attendance at all children's and adults boards has been a challenge this year, EMAS remains committed to attendance, even virtually, if at all possible.

Since the pandemic began, EMAS has recognised that domestic abuse has the potential to be an issue for many. Along with the advice sticker already created, an e-learning programme on domestic abuse will be released in September 2020.

Nottingham City Adult Social Care

Several trends have continued to impact on our most vulnerable citizens; we continue to see an increase in demand, with more referrals to safeguarding (up nearly 28% compared to the previous year, with 859 additional referrals overall, whilst the specialist Safeguarding team saw an increase of 17%, an extra 321 referrals); greater complexity and risk, as evidenced via case audit and staff supervision; the ongoing impact of austerity, with reduced housing availability, including in women's refuges, impacting upon the robustness of safety plans; an increase in modern day slavery and self-neglect referrals, with the former increasing by 166% (although overall figures remained relatively low, with 32 cases this year compared to 12 last year) and the latter by nearly 40% (21 additional referrals); finally, there were more referrals for people who were borderline Care Act eligible, with insufficient resources, including housing, available to easily signpost to or meet need.

During the year, work began on reducing inappropriate referrals, particularly around falls in care homes, and managing demand, with a checklist established to advise care homes on alternative actions available to them.

A new role of quality assurance and safeguarding practice lead was appointed to, with the post holder taking on safeguarding training responsibilities as well as establishing a quality assurance framework.

ASC continued to deliver training to all staff groups, including newly qualified social workers, with courses on safeguarding, record keeping, chairing meetings, effective information gathering and risk management.

During the year, ASC worked with local DWP staff to improve awareness of each other's services. Staff from both agencies have confirmed that these sessions were extremely beneficial in making links to better support adults at risk. Similarly, relationships with both local universities have strengthened, with safeguarding staff lecturing on social work training programmes. Links between the Safeguarding and Modern Day Slavery teams were also improved, particularly via regular attendance at the Slavery, Exploitation and Risk Assessment Conference (SERAC).

The Adult Safeguarding Quality Assurance (ASQA) team continued to coordinate safeguarding investigations in care home and homecare settings, with work to identify and respond to early indicators of poor-quality care ongoing. Over the year, 23 early intervention meetings were held, with 16 individual providers supported. The same team continued to lead on provider investigation procedure (PIP) meetings, with ten PIPs completed, many more ongoing and 15 providers involved.

The head of adult safeguarding continues to chair a Safeguarding Leads Forum for colleagues from health and social care agencies, whilst there is now a bespoke 'safeguarding dashboard' available providing users with detailed information and analysis about the local authority's safeguarding performance. Of note from this year is that 97% of citizens who were asked, reported that the safeguarding intervention had either fully or partially met their desired outcome. Also positive is that although 59% of citizens involved were assessed as lacking the capacity to make decisions about their safeguarding, an advocate, friend or family member supported 100% of those citizens.

ASC continues to be fully committed to the Board, subgroups and safeguarding adults reviews, having recently finished work with Nottingham City Homes to improve referral pathways following one such review.

Looking ahead, the financial difficulties local authorities report nationally is reflected locally. Pressures on budgets and staff numbers remain a concern, especially as statutory services must be delivered. Additionally, the impact of funding cuts elsewhere will inevitably mean increased potential for abuse of adults at risk alongside reduced capacity to intervene.

During the pandemic, the care home sector has been under significant pressure. Whilst care homes are currently viable, it is anticipated many will see increasing vacancy levels. Should some care homes cease viability, the resource required to transfer residents safely will be significant, particularly if more than one closure occurs. Finally, there has been increased concern about people experiencing domestic violence during the pandemic, although staff have been creative in finding ways to work safely with victims remotely and in person.

Community Protection

Anti-Social Behaviour (ASB) service

The ASB service works with victims, witnesses and perpetrators who have safeguarding issues. Training of enforcement officers around safeguarding, signposting and referring, including identification of hidden vulnerabilities or those disguised by false compliance or aggression, continues. The sessions encourage professional curiosity, being victim-led and identifying pathways that reduce risk of harm to individuals, families and communities.

The service provides managerial oversight of all ASB cases to ensure early identification of potential safeguarding issues. More referrals are being made to specialist panels, such as the Complex Persons panel, whilst multi-agency case meetings prior to enforcement action help ensure early identification of vulnerabilities. 'Community trigger' case reviews are also held in accordance with the 2014 ASB Crime and Policing Act. All ASB team officers undergo vetting on a bi-annual basis to the same level as their Police colleagues.

Where court proceedings are initiated in relation to tenancy related behaviour, equality impact assessments are completed to ensure no discrimination. In relation to court appearances, witnesses can be transported to court and evidence can be given behind a curtain or video link to provide a less intimidating environment for victims. Other practical measures can include installation of fireproof letterboxes, 'place of interest' markers on addresses, Police or Community Police officers regularly patrolling past, and referrals to victim support services.

The pandemic has created additional difficulties by removing face-to-face contact, with most work now completed over the telephone and by post. This reduces officers' ability to assess situations accurately. At the same time, with more harm occurring behind closed doors the service is relying upon concerned citizens reporting issues heard through adjoining walls.

Although the stay on possession proceedings between March and September has created a backlog of court cases, the government's 'all in' strategy suggests that courts will be more likely to grant and then suspend possession orders rather than seek to evict the tenant immediately. In a related vein, we are not applying for 'on notice' injunctions except in exceptional circumstances involving violence or threats of violence. Principal

enforcement officers continue to review cases with enforcement officers to ensure that appropriate referrals and support are offered to victims as well as alleged perpetrators.

Looking ahead, the service is currently undergoing a restructure, which will reduce staffing levels. In turn, this may diminish service capacity to cope with potentially increased caseloads generated by the pandemic.

Safer housing

During the year, officers received training to support identification of potential safeguarding concerns. Although we have recruited new staff members we are now working to the 'Covid-19 and the enforcement of standards in rented properties' guidance published by the Ministry of Housing, Communities and Local Government, which does restrict property inspections and physical interaction with citizens. This potentially influences our ability to identify safeguarding concerns effectively within properties we would otherwise visit.

The team has a statutory duty to regulate private rented housing under the Housing Act 2004. Safe, warm housing is vital to individual wellbeing and the team not only ensures that landlords maintain minimum legal housing conditions, but also delivers discretionary licensing schemes ensuring that applicants are 'fit and proper persons'. Currently, Nottingham City Council has 26,000 applications to license properties. We recognise that this scheme provides an opportunity to identify, engage and reduce risk with those adults who are potentially vulnerable, in their own homes.

Trading Standards

The biggest risk is that of scam calls and rogue traders upon vulnerable citizens. We work to mitigate the risk of rogue traders by engaging in disputes on behalf of citizens, many of whom are unable to effectively fight their cause against unscrupulous traders. During the year, Trading Standards recovered over £58,000 for vulnerable citizens. This ranged from small amounts returned for non-delivery of items to over £13,000 given to a rogue trader for extremely poor roofing work. Much of the money saved was achieved through fitting call blockers – devices that prevent scam calls getting through to their intended recipient – in vulnerable citizens' homes. The call blocker not only prevents citizens from losing money, it also helps reduce the risk of falls by reducing the number of times they need to get up to answer the telephone.

Exploitation and Slavery Team, Adults (ESTA)

Professionals can overlook victims of exploitation with complex presentations including substance misuse and/or criminality. Interpretation of the victim's level of control can be misjudged and they can be deemed to be 'choosing a lifestyle' when in fact they are being exploited. Our team works to identify victims so that the potential risks of violence, homelessness, hospital admission and coercion into sex work or drug distribution can be avoided.

Initially a post National Referral Mechanism pilot, the ESTA was restructured with new funding to identify people vulnerable to/experiencing exploitation and slavery who might not meet statutory thresholds for intervention. Funding was secured until the end of March 2021. Between the SERAC beginning in May 2019 and the time of writing, the team received over 200 referrals.

Without necessary information, team members struggle to assess risk accurately. The small size of the team – currently one manager, two full-time caseworkers and a business support officer – means that capacity to encourage information-sharing can be a

challenge. Referral numbers are increasing monthly and have doubled since the pandemic.

In 2019/20 ESTA worked to build a reputation through networking with local and national organisations (including the Home Office), as well as delivering awareness-raising sessions to frontline staff and establishing the SERAC to discuss, risk assess and manage potential victims in a multi-agency forum. ESTA staff work between SERACs to triage referrals, support agencies and professionals working with victims, and implement emergency meetings when immediate safeguarding is required.

ESTA works in partnership with the Nottinghamshire Police Modern Slavery Human Trafficking team to provide a consistent victim-centred approach from initial identification right through to intervention.

ESTA is currently engaged in reviewing the various multi-agency panels that support vulnerable adults with a view to potentially seeking consolidation of them into a single structure (whilst retaining the discrete panels). This would avoid duplication of effort and potentially contradictory advice as well as better aid multi-agency communication and effectiveness.

The increase in team capacity to four staff has mitigated against increasing referrals. After March 2021 however, without additional funding secured there is a risk that the support provided by the team, as well as the SERAC function, will be lost.

The team works with a number of young adults who have been victims of child criminal exploitation (CCE) and/or child sexual exploitation (CSE) and, having turned 18, still experience ongoing exploitation. We have found that multi-agency ability to safeguard these individuals effectively is often impaired due to their complex presentation and the fact that they do not fit into any single agency's eligibility criteria. We would welcome a revised, holistic response to this issue.

Although the full impact of the pandemic is yet to be known, and direct correlation is not easily confirmed, ESTA has seen a significant increase in referrals. We suggest that the reduction of in-person visits by colleagues, job losses and other socio-economic factors may all be contributory reasons for this increase.

Community cohesion

As part of its role in supporting community organisations, the service continues to ensure good safeguarding practice exists in the sector. Alongside supporting community organisations to increase their understanding of, and ability to respond to, safeguarding, we have undertaken work challenging some community organisations. A recent example is our efforts to rebut the 'safeguarding' claims made by the right-wing groups 'Britain First' and 'Justice for All/Patriots/Veterans', who attempted to mobilise numbers beyond the right wing by claiming that they were 'fighting for justice' for women, children and veterans despite having no record of doing so.

During lockdown, we continued engaging with communities virtually and liaised with the Board manager to ensure that effective adult safeguarding messaging was disseminated amongst the many COVID-19 mutual aid support groups that sprang up on Facebook. Looking ahead, the service will continue to support community organisations meeting their safeguarding needs, whilst also working with the Board in identifying 'hard to reach and difficult to engage' community groups.

Community Protection and the Board

The service has been represented throughout the year at Board level by David Walker, Head of Safer Housing and ASB, and at subgroup level by Steve Harrison (who attends the SAR) and Jane Paling (who attends the Training, Learning and Improvement subgroup).

Nottingham University Hospitals NHS Trust (NUH)

The main adult safeguarding risks for our organisation are compliance with MCA training and Prevent level 3 training, both being below their expected 85% attendance level. There are robust action plans in place to manage both these risks: MCA training is now included as part of a mandatory package for all staff, with evaluation of our planned MCA audit this year likely to be used to adapt future Trust training. The Trust Adult Safeguarding team are delivering 'train the trainer' sessions to ensure divisional clinical educators have the necessary level of knowledge, whilst the Trust's 'safeguarding champions' also assist in embedding good application of the MCA within their clinical areas. Prevent level 3 training is delivered on corporate induction and is also available as e-learning; this has been communicated widely and is identifiable and accessible via each individual's training log.

This year, mandatory safeguarding training was delivered face-to-face, which has been identified as colleagues' preferred learning style. Unfortunately, by the end of March 2020, the Trust was below the overall expected 90% compliance target. Trainers are reliant on the release of staff from clinical areas and this proved difficult for divisions to undertake, particularly over the winter period when clinical areas experienced the greatest pressure on their service provision.

In addition to mandatory training, the Safeguarding team delivered tailored training as required, with topics covered including identifying domestic abuse and DoLS. During the year, Police colleagues also provided training on 'managing significant safeguarding incidents'. This was well received, with 45 senior staff, many holding 'silver on-call' responsibilities, attending the session.

The Trust supports close working with all health and community partners. We continue to be represented on local safeguarding adults boards by the head of safeguarding and at subgroup level by the adult safeguarding lead. We ensure Trust representation at all MARACs in both the city and the county.

Our organisation has a robust governance structure with the Safeguarding Adults Committee, who meet quarterly, receiving activity data from the Safeguarding team, as well as updates about serious case reviews, domestic homicide reviews and other complex case reviews. In 2019/20 it was reported in our annual safeguarding audit that 98.9% of all areas at NUH had either scored 'green' or 'gold', which indicated good levels of knowledge and understanding of adult safeguarding processes. As well as the local safeguarding adults boards, NUH continues to provide assurance to the CQC and CCG that it is discharging its safeguarding responsibilities effectively.

Following engagement with partners, the Trust's Learning Disability team worked hard with clinical areas to ensure staff are aware of what reasonable adjustments can be put in place to support our patients with learning disabilities. As part of this, new badges are being trialled in a number of clinical areas to support patients to recognise the role of those caring for them (sample badge pictured right).



'Making Safeguarding Personal' is a core principal in adult safeguarding and is embedded within all Trust adult safeguarding training.

Following learning from a SAR, we have added a safeguarding clinical note to the Trust's IT system to ensure that any safeguarding concerns about patients are easily visible. This supports staff to both question and raise concerns quickly without having to review previous patient attendance notes to gather information.

Throughout the pandemic and lockdown, the Trust has, at the highest levels, continued to view safeguarding as a priority and accordingly the team was not only kept back from frontline clinical duties, but was supported with extra staff during the 'first wave', and has maintained existing safeguarding processes throughout this most challenging of periods.

Nottingham City Strategic Housing Service

Since the Grenfell disaster in 2017, the safety of people's homes across all tenures is seen as the highest priority for stock-managing housing organisations, with the lack of financial resources to remedy this and other issues a concern. Turning to matters more directly aligned with adult safeguarding, ongoing concerns around street homelessness and the vulnerabilities it creates amongst those experiencing it continue to be a priority for the sector.

Towards the end of the period covered by this report, the pandemic and subsequent lockdown saw the closure of emergency night shelters for street homeless people. The immediate risk was mitigated by the use of hotels under the 'Everyone In' initiative. However, the risk of not having alternative, covid-secure provision remains. The lockdown also meant that housing staff were unable to visit vulnerable tenants in person. Nottingham City Homes (NCH) contacted all tenants perceived to be vulnerable in some way during lockdown in order to check that they were safe and able to access necessities if shielding. Similarly, because of the Strategic Housing Service's contractual relationship with NCH, we remain assured of the robustness of their adult safeguarding procedures. Comprehensive guidance for all NCH staff about possible indicators of abuse, how to raise concerns within the organisation, defining the roles and responsibilities of 'alerters' and 'referrers' and when and how a referral needs to be made are all clearly set out within dedicated policy and procedure. Training (refreshed every two years) is delivered to all staff, whilst departmental safeguarding champions are available to provide additional support and guidance to all colleagues. Finally, a new 30-year management agreement between NCH and Nottingham City Council (NCC) has been concluded, which includes specific requirements around adult safeguarding in relation to staff recruitment.

During the year, housing organisations reviewed and risk assessed specific buildings, particularly high-rise flats, as well as checking that their health and safety processes were fully compliant with statutory requirements.

During the course of the year, bidding to the Ministry of Housing, Communities and Local Government's rough sleepers initiative secured £1.4m for schemes delivered across a range of partners, with steady progress being made across the board with these schemes.

The presence this year of the NCC housing strategy and partnerships manager on the Board brought a previously missing area of focus to the Board's attention, as well as enhancing its ability to obtain oversight of significant areas of concern such as rough sleeping and homelessness. We remain committed to attending and contributing to the Board's work during the coming year.

Looking ahead, the Building Safety Bill will lead to significant responsibilities for both NCC and NCH, whilst reliance on year-to-year funding and bidding processes for rough

sleepers funding is also of concern. However, it must be acknowledged that the pandemic has led to additional funding via the 'Next Steps' programme, which did result in a number of positive outcomes for many previously long-term homeless people. Significant amongst these was improved access to healthcare services for rough sleepers as a result of them staying in hotels, where they could be contacted. Nottingham City's Integrated Care Partnership is seeking to build on this with wrap-around, multi-disciplinary systems that improve health outcomes for homeless people.

Healthwatch Nottingham and Nottinghamshire

The top risk in our organisation regarding adult safeguarding remains failing to notice safeguarding indicators from the people we interact with, whilst gathering their experiences of health and care services.

In order to mitigate against this, safeguarding awareness training, including how to make a referral, is provided to all staff and volunteers, and one of our senior managers is trained in making safeguarding referrals. We also ensure everyone is aware of and understands how to follow our safeguarding policy and procedure, as well as how to signpost people to relevant agencies for advice. Before we visit a service or carry out a project, part of the pre-visit process is to refresh and update all participants on our safeguarding procedure. Any member of the public who raises a concern to us is signposted to the relevant local authority and supported as required. Our safeguarding policy is updated regularly to reflect any changes in contact details and care pathways.

Our recruitment procedure ensures that at least two references – one from previous employers where possible – are gathered and that DBS checks for staff and volunteers who may come into contact with vulnerable adults are carried out. Staff and volunteers are only appointed once their three-month 'probationary' period is completed satisfactorily.

One of our recent reports, based on 150 surveys commissioned by Nottingham City and Nottinghamshire County Safeguarding Adults Boards, was designed to inform communication strategies about raising awareness of the boards and their responsibilities as well as improving the effectiveness of safeguarding processes. We understand that plans to implement our recommendations are underway.

Although Healthwatch is a small organisation, one of our current Board members sits on the Nottingham City Safeguarding Adults Board and we actively participate in meetings, discussion and the exchange of information to bring about sector-wide improvements in safeguarding practice.

As all our citizen engagement is currently either online or by telephone (and we anticipate this will be the case for some time), there is a risk we will be less likely to notice safeguarding indicators from the people we interact with. However, staff and volunteers understand the importance of remaining alert to concerns and of following our safeguarding policy as required.

What next for 2020/21?

As well as continuing the core business of the Board, we agreed to give attention to local and nationally-emerging issues. Accordingly, next year the Board will seek assurance in respect of the IICSA review conclusions and adult safeguarding. Our chair is also keen to strengthen ties with partner statutory forums and improve our ability to respond collectively as a system to the many cross-cutting issues, such as domestic abuse and CCE, which we all encounter. We will also continue to identify and disseminate learning as we bring to a conclusion our current SAR and complex case reviews.

Finally, of course, although the coronavirus pandemic only significantly affected the country after the period under review in this report, we unfortunately anticipate having to respond rapidly to the challenges the virus is likely to present to our ability to effectively safeguard adults at risk. We are confident this is a challenge the Board and all our partners will meet.

Reporting abuse

You may know a person carrying out abuse and be worried about reporting them. If you are being abused, you do not have to put up with it. If someone you know is being abused, or you have a concern that they may be, you should first make sure that they are safe if it is possible to do so.

Tell someone you trust or call Nottingham City Health and Care Point on **0300 1310 300 and select option 2**. Our offices are open from 8am to 6pm. If you live outside Nottingham City but within Nottinghamshire County boundaries, call Nottinghamshire County Council on **0300 500 8080**. If you are unsure, call either of the numbers and report what is happening to you or the person you are concerned about.

If it is an emergency, dial 999

You can report abuse to us in the strictest confidence and your identity can be kept private.

Glossary of acronyms

ASB	Anti-social behaviour
ASC	Adult Social Care
CCE	Child criminal exploitation
CCG	Clinical commissioning group
CHARLIE	Care and support needs; hoarding and mental health issues; alcohol and medication; reduced mobility; lives alone; inappropriate smoking; elderly
CQC	Care Quality Commission
DoLS	Deprivation of Liberty Safeguards
DSVA	Domestic and sexual violence and abuse
DWP	Department for Work and Pensions
EMAS	East Midlands Ambulance Service
ESTA	Exploitation and Slavery Team, Adults
FGM	Female genital mutilation
HMP	Her Majesty's Prison
IICSA	Independent inquiry into child sexual abuse
LA	Local authority
LeDeR	Learning disability mortality review
(MAPPA	Multi-agency public protection arrangement)
MARAC	Multi-agency risk assessment conference
MCA	Mental Capacity Act
MSP	Making Safeguarding Personal
SAAF	Safeguarding Adults Assurance Framework
SAB	Safeguarding Adults Board
SAR	Safeguarding adults review
SERAC	Slavery and exploitation risk assessment conference
VAPN	Vulnerable Adults Provider Network

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Who are we?



Three statutory partners:

- Nottingham City Council Adult Social Care
- Nottinghamshire Police
- Nottingham and Nottinghamshire CCG

Twelve other partners:

- Nottingham City Council Community Protection
- Nottinghamshire Probation Service
- Derbyshire, Leicestershire, Nottinghamshire and Rutland Community Rehabilitation Company
- Nottinghamshire Fire and Rescue Service
- East Midlands Ambulance Service
- Nottinghamshire Healthcare NHS Foundation Trust
- Nottingham CityCare Partnership
- Nottingham University Hospitals NHS Trust
- Nottingham Community & Voluntary Service
- HMP Nottingham
- Healthwatch
- Nottingham City Strategic Housing Team

Independent Chair:

Joy Hollister

How we work

Alongside the Business Management Group, there are three subgroups undertaking the work of the board:

The Quality Assurance subgroup

responsible for evaluating the quality of safeguarding adult interventions and agency and staff performance

The Safeguarding Adults Review subgroup

responsible for commissioning SARs to ensure that agencies learn lessons and improve practice

The Training, Learning & Improvement subgroup

responsible for disseminating safeguarding messages, training opportunities and learning identified in SARs

What have we achieved?

2019/20

Prevention

- Promoted 'World Elder Abuse Day'; 'White Ribbon Awareness Day'; NFRS CHARLIE campaign and adult safeguarding e-learning and mobile phone apps
- Published 'self-neglect' guidance and 'seven-minute briefings' on modern day slavery and 'cuckooing'
- Created 'What is Adult Safeguarding?' slide deck

Assurance

- From Trading Standards; advocacy provision; Adult Social Care; Integrated Care Partnership and Integrated Care System; Housing Strategy Team
- From CCG about 'out of area' placements; LeDeR reviews and use of DNARs
- From all partners about Restraint Reduction Network protocols; Office of the Public Guardian safeguarding policy; statutory inspections and IICSA Review

Making Safeguarding Personal (MSP)

- Devised case audit tools
- Shared 'Real Safeguarding Stories' and 'good practice' examples of adult safeguarding at Board
- Asked partners to tell us how staff practice was MSP focussed

Board performance

- Devised 360° feedback tool to evaluate Independent Chair performance
- Improved Board governance arrangements with scrutiny from Council committees
- Introduced reporting of LA safeguarding performance data at Board



What external assurance have we sought?

- Suicide prevention
- Female genital mutilation
- Prevent*
- Domestic sexual violence and abuse

* s.26 of the Counter Terrorism and Security Act 2015 places a duty on certain bodies in the exercise of their functions to have "due regard to the need to prevent people from being drawn into terrorism".

What Safeguarding Adults Reviews have been conducted?

Four SAR referrals were received, resulting in three requests for information. One case did not meet SAR criteria, although learning was disseminated. One case did meet criteria and an independent author was commissioned. A learning event preceded formulation of an action plan and report, with publication paused until criminal justice proceedings conclude. A final SAR was delayed due to the pandemic. SAR action plans from previous years were completed. Work is concluding on two 'complex case reviews' that were started last year.

What is our focus for 2020/21?

- To be assured that partners learn adult safeguarding lessons from the IICSA Review
- To audit practice in a range of areas, including fire safety, hoarding and self-neglect
- To improve the effectiveness of Board governance arrangements
- To strengthen ties with partner forums and improve our system-wide response to cross-cutting issues such as domestic abuse and exploitation
- To respond to the impact of coronavirus upon adult safeguarding arrangements

"Last year I highlighted the challenges in the City arising from austerity and funding reductions. This year was no different and as we came to the end of the reporting period we were also faced with the emerging pandemic and the challenges this brought. We have subsequently seen the distressing impact of COVID-19, particularly on our most vulnerable citizens.

"However, the year also demonstrated that the Board's priorities are the right ones: maintaining assurance on the quality and safety of the care market; ensuring safeguarding messages and support are in place to make safeguarding everybody's business; and continuing to place 'Making Safeguarding Personal' at the heart of all of our work. I have been truly impressed by partners' ongoing focus on safeguarding adults despite the many competing demands."

Joy Hollister, Independent Chair

Safeguarding stats for 2019/20

11th

Nottingham is the 11th most deprived district in the country



3,958
safeguarding adults referrals
were received
746 more than in 2018/19

1,754
s.42 enquiries
were undertaken
127 more than in 2018/19

782
enquiries were
about neglect

487
were about
financial abuse

312
were about
physical abuse

280
were about
psychological abuse

In **60%** of cases, risk was **reduced** & in **15%** the risk was **removed**

Subject:	Acceptance and allocation of Active Travel Fund Tranche 2 grant money from the Department for Transport
Corporate Director(s)/Director(s):	Chris Henning
Portfolio Holder(s):	Councillor Adele Williams
Report author and contact details:	Gillian Bradbury Gillian.bradbury@nottinghamcity.gov.uk
Other colleagues who have provided input:	John Bann
Subject to call-in: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Key Decision: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Criteria for Key Decision:	
(a) <input checked="" type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision	
and/or	
(b) Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure: <input checked="" type="checkbox"/> Revenue <input checked="" type="checkbox"/> Capital	
Total value of the decision: £2,039,000. The split between capital and revenue is 80/20 which equates to £1,631,200 capital and £407,800 revenue.	
Wards affected: City wide	
Date of consultation with Portfolio Holder(s):	
Relevant Council Plan Key Theme:	
Nottingham People	<input checked="" type="checkbox"/>
Living in Nottingham	<input checked="" type="checkbox"/>
Growing Nottingham	<input checked="" type="checkbox"/>
Respect for Nottingham	<input type="checkbox"/>
Serving Nottingham Better	<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):	
<p>In June 2020, Government announced that Nottingham City Council had been successful in securing £570,000 of funding from Tranche 1 of the Emergency Active Travel Fund (EATF). The EATF was set up to provide funding for local authorities to implement emergency temporary measures that would encourage more people to cycle or walk during the Covid-19 pandemic.</p> <p>The money was used to deliver a range of temporary schemes, including a number of pop-up cycle lanes, school streets and low traffic neighbourhoods that helped to create a safe environment for our citizens to navigate their way around the City whilst maintaining a social distance.</p> <p>On the 13 November 2020, Government announced the final funding allocations for Tranche 2 of this programme that has been re-named the 'Active Travel Fund' (ATF). Nottingham City Council had bid for a total of £2,145,000 from this fund and has been allocated £2,039,000 (the full amount the Department of Transport had allocated to Nottingham), provisionally made up of £1,631,200 capital and £407,800 revenue.</p> <p>The purpose of this report is to obtain the necessary approval to accept the money and deliver the Tranche 2 programme in full. This will allow the Council to make some of the temporary</p>	

schemes with proven benefit permanent as well as introducing new measures such as a city centre 20 mph zone and supporting the e-scooter scheme.

Exempt information:

None

Recommendation(s):

- 1** Accept £2,039,000 of funding from Tranche 2 of the Department for Transport's 'Active Travel Fund', provisionally made up of £1,631,200 capital and £407,800 revenue.
- 2** Agree the Consultation Strategy for the Active Travel Fund Schemes in Appendix B and publish on the Council website in order for the Department for Transport to release the Active Travel Fund allocation to the City Council.
- 3** Delegate authority to the Corporate Director of Development and Growth to use the funding to develop and implement the schemes listed in the outline ATF programme attached in Appendix A.
- 4** Delegate authority to the Corporate Director of Development and Growth to make variations to the ATF programme and expenditure in consultation with the relevant Portfolio Holder, as required.
- 5** Delegate authority to the Corporate Director of Development and Growth to appoint preferred suppliers and contractors to deliver the programme. All procurement activities will be undertaken in accordance with the Councils' financial regulations and procedures.

1 Reasons for recommendations

- 1.1 In June 2020, Government announced that Nottingham City Council had been successful in securing £570,000 of funding from Tranche 1 of the Emergency Active Travel Fund (EATF).
- 1.2 The EATF was set up to provide funding for local authorities to implement emergency temporary measures that would encourage more people to cycle or walk during the Covid-19 pandemic.
- 1.3 Approval to accept and allocate the funding from Tranche 1 was granted on the 27 July 2020 under decision 3939. The money was used to deliver a range of temporary schemes, including a number of pop-up cycle lanes, school streets and low traffic neighbourhoods that helped to create a safe environment for our citizens to navigate their way around the City whilst maintaining a social distance.
- 1.4 On the 13 November 2020, Government announced the final funding allocations for Tranche 2 of this programme that has been re-named the 'Active Travel Fund' (ATF). Nottingham City Council had bid for a total of £2,145,000 from this fund and has been allocated £2,039,000, provisionally made up of £1,631,200 capital and £407,800 revenue.

- 1.5 The Tranche 2 funding has been provided to enable local authorities to build on the success of Tranche 1 and make some of the temporary schemes permanent where their on-going benefit has been determined.
- 1.6 Tranche 1 schemes were introduced on an emergency basis under tight timescales, which left little opportunity for consultation with stakeholders. As part of Tranche 2, it is a requirement that the Council write and publish a Consultation Plan online by the 11 December 2020. This document has been prepared and attached as Appendix B.
- 1.7 The Department for Transport will review this document and will release the funding on the 18 December 2020 for delivery if they are satisfied with the contents.
- 1.8 As part of the bid for Tranche 2, the Council has developed an outline programme that expands, or makes permanent many of the schemes delivered in Tranche 1. A copy of this programme has been attached as Appendix A for reference.
- 1.9 The delivery programme runs from award on the 18 December 2020 with all schemes being finalised by the 31 March 2022.
- 1.10 It is not a requirement of the Council to provide any match funding as part of this award and a robust cost-management plan will be put in place to ensure there is no overspend on this programme.

2 Background (including outcomes of consultation)

- 2.1 Covid-19 has had a significant impact on the travel patterns of those that live and work in Nottingham over the past nine months. Prior the pandemic public transport use in the city was amongst the highest in the country, but at the peak of lockdown the number of people using buses and trams was down to 10% of pre-lockdown levels. As more people have been encouraged to get back to work and use public transport where necessary it has increased, but levels are still only around 30%.
- 2.2 When the Government relaxes lockdown measures and more people are returning to work, education, shopping, and leisure, many will be re-evaluating their transport options - especially whilst social distancing measures are in place. It would be unsustainable for the transport network, and have wider implications on air quality and health, if large numbers of people switch to private car use for these trips. Equally, if significant numbers of people returned to public transport, this could create issues with overcrowding whilst reduced vehicle capacities are in place to facilitate social distancing.
- 2.3 To avoid an increase in private car use and to protect public transport services, we feel it is essential to continue with an ambitious programme of measures, which were started through EATF Tranche 1 and we will continue to build on in Tranche 2. All schemes in Tranche 1 are targeted where significant benefit can be derived in response to restart and recovery, as well as being deliverable within the timescales for EATF. We have also ensured that the schemes and measures put forward draw upon the Nottingham and Nottinghamshire elements of the D2N2 wide LCWIP, and complement the work we have begun to deliver through the Transforming Cities fund (TCF).

2.4 Our EATF Tranche 1 bid was viewed favourably by the DfT for its ambition to reallocate road space to pedestrians and cyclists, and we have therefore extended the initial five packages of schemes into Tranche 2. These packages are focused on areas of Nottingham in greatest need, to support a local green restart and recovery and include:

- 1) Providing permanent segregated cycle corridors from residential areas into the city centre;
- 2) Extending the low traffic neighbourhoods schemes to allow for safe social distancing in city and neighbourhood centres;
- 3) Supporting schools to re-open by creating traffic-free areas around schools and delivering a complementary behavioural change programme;
- 4) Continuing to invest in parks and open spaces by widening and improving paths to allow for safe social distancing;
- 5) Investing in a series of supporting capital and revenue measures to inspire, encourage and facilitate more walking, cycling and e-scooting; and 'lock-in' this change in behaviour;

The full list of schemes in each package is included in Appendix A.

2.5 The EATF Programme in the summer/ autumn of 2020 had very short funding timescales, which meant that the Council had to introduce schemes on a trial basis with limited time available for substantial consultation in advance. The ATF programme will allow us to further develop some of the EATF trial schemes and allow new schemes to be considered. The programme has a longer delivery deadline, which will enable in-depth consultation to be undertaken before schemes are implemented. This will enable scheme developers to take account of feedback received and amend the schemes where possible. The consultation methods employed will use some of the toolkit of measures that have been developed and used since the beginning of the Council's Cycling Ambition project in 2015.

2.6 The ATF consultation plan included in Appendix B sets out how we propose to engage with residents and stakeholders before and during scheme implementation. The programme has a wide variety of different types of schemes in different geographic areas from cycle route improvements in Sherwood/Berridge in the north east, to the city centre 20mph zone and School Streets citywide. As such, the Council will tailor consultation to suit the individual scheme and location.

2.7 As with Tranche 1, a programme manager from Major Projects will be responsible for overseeing the effective and timely delivery of Tranche 2 using the Council's established corporate approach to programme and project management.

2.8 The programme manager will implement a robust delivery framework for the ATF programme, which will include (but not be limited to) procedures for governance, managing risk, change control, budget controls, resource planning and regular reporting to the DfT. This framework will ensure the programme is delivered in strict accordance with the Council's Constitution and financial regulations.

2.9 Delivery of the programme will utilise existing internal staff resources. All staff costs will be wholly covered by the ATF Fund and as detailed earlier, there

are no match fund contributions attached to this grant, therefore, the Council will not have to use existing budgets to deliver this programme.

- 2.10 The programme team will primarily use existing framework agreements to procure the goods and services needed to deliver the ATF programme and have had early discussions with colleagues in Procurement on this matter. If there are any tendering opportunities arising from the acceptance of the funding and delivery of this programme, these will be carried out in accordance with the Council's established approval and contract procedures, and we will notify local suppliers of these opportunities to ensure we meet our social value obligations.

3 Other options considered in making recommendations

- 3.1 Consideration has also been given to not accepting the funding award from the Department for Transport, but this option was quickly rejected as it would mean the Council would be unable to:

- Deliver the sustainable transport improvement schemes detailed in the ATF Tranche 2 bid;
- Build on the successful delivery of the schemes installed under Tranche 1 of the EATF fund, including the provision of new cycle lanes that have improved east to west connectivity for cyclists;
- Re-focus on increased local movements that have occurred as a result of the Covid-19 pandemic, and encourage more walking and cycling for these local trips;
- Further encourage a modal shift from private car to cycling and walking that will play an important part in the Council becoming carbon neutral by 2028.

4 Finance colleague comments (including implications and value for money/VAT)

- 4.1 This decision seeks to accept £2,039,000 of DfT grant the funding is split as follows:
- £407,800 Revenue grant funding to deliver the active travel fund tranche 2 revenue aspect of the programme. This will have no impact on the Medium Term Financial Plan as will not generate a saving or pressure to the council as the additional revenue expenditure will be limited to the revenue grant funding available.
 - £1,631,200 Capital grant, this grant requires no match funding from additional resources and this project is currently outside the Capital Programme so following the approval of the decision the Capital Programme will be amended as required.
- 4.2 The Cycling and Road space Transformation manager has advised that the DfT will not clawback unspent grant if the funding is not spent by the expected completion date, 31 March 2022. Should the schemes not be delivered by the required timescales or deviate from the programme for which the grant funding has been awarded, there is a risk that this will be taken into account in future DfT spending rounds. It is the responsibility of the project manager to mitigate the risk of such events by ensuring the project is appropriately monitored against the programme plan.

- 4.3 In acceptance of the grant funding to undertake the tranche 2 programme, Nottingham City Council will be expected to provide data on the deliverables achieved against the grant. The project manager for the scheme will need to ensure that DfT reporting is submitted in a timely manner.
- 4.4 Due to the project being wholly grant funded and not requiring any match funding from Council Resources this decision is exempt from the current amended scheme of delegation.

Tom Straw – Senior Accountant (Capital Programmes)
Roma Desia – Commercial Business Partner
4 December 2020

5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

- 5.1 This report seeks authority to receive grant funding from the Department for Transport's Emergency Active Travel Fund and to spend the funding in accordance with the programme attached. The City Council must ensure it complies with the terms of the grant funding conditions with the Department for Transport including requirements for monitoring and reporting and delivering outputs otherwise the City Council may be liable to repay grant to the Department. The City Council must ensure all contracts are awarded in accordance with its financial regulations and the Public Contracts Regulations 2015. The City Council must ensure if any of those work packages are not subject to competitive tender process (for example in work-stream 5) that the financial contribution is not unlawful state aid. The Legal Services team will provide assistance as necessary to identify solutions to ensure any such financial contribution is not unlawful state aid, for example by requiring the recipient to make a de minimis declaration.

Andrew James, Team Leader Commercial, Employment and Education
4 December 2020

6 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)

- 6.1 Not applicable

7 Social value considerations

- 7.1 We will primarily be using existing framework agreements to procure the works and services required to deliver the schemes in the ATF Programme, and these contracts have been awarded in accordance with legal requirements set out in The Public Services (Social Value) Act 2012.

If there are any tendering opportunities arising from the acceptance of the funding and delivery of this programme, we will work with colleagues in Procurement to notify local suppliers of these opportunities.

8 Regard to the NHS Constitution

- 8.1 Not applicable

9 Equality Impact Assessment (EIA)

- 9.1 The decision is to obtain approval to accept the ATF funding and allocate the money to enable the schemes listed in the draft programme to be developed and installed if they are found to be viable.

Whilst the schemes in Tranche 1 were temporary, and did not legally require an EIA, we worked with colleagues in the Equalities team to write and publish EIAs for all schemes. This process will be carried forward to Tranche 2.

Funds in Tranche 1 were allocated to deliver emergency schemes under stringent timescale and left little opportunity for in-depth consultation with stakeholders. For Tranche 2, the Council is required to prepare and publish a Consultation Plan online, which has been attached as Appendix B.

The overarching message in this plan is that we will involve our communities from the beginning through early engagement and continued effective consultation with residents, businesses and other key stakeholders. This consultation will inform the EIA and enable schemes to be adapted and reviewed to ensure they are inclusive and are designed in accordance with our public sector equality duty.

10 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

- 10.1 Not applicable

11 Published documents referred to in this report

- 11.1 Decision 3939 dated 27 July 2020

- 11.2 Department for Transport's Active Travel Fund Local Transport Authority Allocations: <https://www.gov.uk/government/publications/emergency-active-travel-fund-local-transport-authority-allocations/emergency-active-travel-fund-total-indicative-allocations>.

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Nottingham City Active Travel Fund Consultation Plan 2020/21

1.0 Introduction

- 1.1 When implementing our Active Travel Fund (ATF) programme we will consider the impact on all road users, taking into account the need to provide for increased walking and cycling. Different types of intervention will be appropriate in different parts of the city depending on the urban landscape and nature of the residential and business development in the area.
- 1.2 The Emergency Active Travel Fund (EATF) programme in the summer/ autumn of 2020 had very short funding timescales, which meant that the Council had to introduce schemes on a trial basis with limited time available for substantial consultation in advance
- 1.3 The ATF programme will allow us to develop some of the EATF trial schemes and allow new schemes to be considered. The programme has a longer delivery deadline, which will enable in-depth consultation to be undertaken before schemes are implemented. This will enable scheme developers to take account of feedback received and amend the schemes where possible. The consultation methods employed will use some of the toolkit of measures that have been developed and used since the beginning of the Council's Cycling Ambition project in 2015.
- 1.4 This consultation plan sets out how we proposed to engage with residents and stakeholders before and during scheme implementation (see Appendix A). The programme has a wide variety of different types of schemes in different geographic areas from cycle route improvements in Sherwood/Berridge in the north east, to the city centre 20mph zone and School Streets citywide. As such, the Council will tailor consultation to suit the individual scheme and location.

2.0 Citywide Engagement on the ATF Programme

- 2.1 At the programme level, key messages will be delivered to increase awareness of the 'bigger picture' of what Active Travel means within the City of Nottingham. This will focus on the important message that the schemes are 'trials' that can either be amended, removed or retained. It will also set out how these schemes will link to the TCF2 programme.

What will be done?

- 2.2 Key messages will highlight:
 - the benefits of more active travel, including through statistics around public health, personal wellbeing, air quality, and local case studies
 - how schemes, both individually and together, will encourage people to travel more actively, and in turn support a greener recovery from Covid-19 for the local economy
 - how increased active and sustainable travel is key to the city's Carbon Neutral 2028 ambition

How this will be done

- 2.3 We will provide regular updates through our own channels during the design and delivery of the ATF programme, with information hosted on our website as a central reference point. We will be making greater use of local channels, including ward-based Facebook and community groups, to help information reach harder to reach audiences

3.0 Proposed Scheme Consultation Package

3.1 All consultation will follow basic principles, including:

- Open and transparent two-way communication
- Early notice of proposed changes and opportunity to comment
- Communications use plain English and easy to understand visuals

3.2 The ATF consultation toolkit will include on line consultation, letter/leaflet drops to affected residents and businesses, newsletters, public meetings and drop in sessions, social media contacts, website portal, media briefings, surveys/questionnaires and electronic roadside signs. We will continue to use these tried and tested means within the limitations of Covid 19 restrictions.

Engaging Stakeholder groups

3.3 We have a broad range of stakeholders who have varying levels of interest in and influence over our scheme designs. These are summarised in the example engagement matrix in Appendix A.

3.4 The Cycling & Walking Advisory Group (CAWAG), which is chaired by one of our stakeholders, will be contacted during scheme development. The group has representatives invited from Sustrans, Cycling UK, British Cycling, Ridewise sustainable transport charity, Pedals cycling action group, Nottingham Bike Works, Nottinghamshire Police, Highways England, Public Health, Active Nottinghamshire, the Local Access Forum (which we also contact direct). Council officers discuss cycling and walking policies and programmes and share details on specific proposals. The group give feedback on these issues from their respective viewpoints.

TRO/ETRO processes

3.5 The Traffic Regulation Order process includes a level of formal consultation. Objections to orders are reported to the Cabinet Member for Transport and can lead to changes in a scheme they are related to or ultimately cancellation of it. For Permanent and Experimental Orders, the City Council exceeds the level of consultation required by legislation.

For all orders:

- We consult with appropriate local councillors
- Then we formally consult with registered stakeholders, including emergency services, utilities, Royal Mail, public transport operators etc.
- We distribute consultation letters and plans to properties immediately adjacent to proposals involving Orders
- Proposals can be viewed on Nottingham Traffweb website during notice period (generally 28 days for TROs, 6 months at least for ETROs))
- Advertisement of notice of proposals in local newspaper and placed on site
- Proposals available to view at Central Library and Loxley House Council Offices (not applicable during current pandemic) from date of advertisement until 6 weeks after the Order has been made (or made permanent for ETROs)

For Temporary Orders – we place an advertisement of notice in the local newspaper no less than 7 days prior to day restrictions come into effect. Further advertisement of second notice in local paper prior to restrictions coming into effect. Inform adjacent residents why the restrictions are needed.

4.0 New Ways of Consultation

Engagement through partners (School Streets and Low Traffic Neighbourhoods)

- 4.1 The Council is proposing to appoint Sustrans to develop and deliver behaviour change and education initiatives in support of the School Streets roll out. Within this, we have allowed for up to three community co-design sessions linked to new School Streets/low traffic neighbourhoods.
- 4.2 Sustrans will also engage with residents, businesses, organisations, local road users and other interested parties in agreeing the design and operation of a low traffic neighbourhood in the Arboretum and in Sherwood/Berridge
- 4.3 Innovative methods of engagement will be required during various levels of pandemic restrictions. Organisations like Sustrans and Ridewise have very active lines of communication to groups, community networks and service users across the areas of our community cycle centres. Typically, these people would not normally engage in consultations. We will work with our partners, including a number of disability friendly and BAME groups, to look at how they could support us in getting their input. We want to get the views of the often-silent majority, which the DfT has also stressed in recent meetings with us. Although we encourage everyone to reply with their opinions, it is known that people are more likely to contact the Council to object to a proposal rather than support it. This means the number of people objecting may represent only a small fraction of everyone with an opinion, which may be more positive but not expressed. We cannot assume the replies are fully representative of the wider population and treat the consultation as a referendum. We directly engage with any objectors to find a workable solution, which resolves their objection. If this is not possible, we escalate any remaining objections to the relevant Portfolio Holder for a final decision.

Web based consultation

- 4.4 For EATF the Council set up a trial Heatmap website with Commonplace - “Let’s Keep Nottingham Moving Safely”. We asked users of paths and roads in the city to highlight their concern about cycling and walking in the City. To date the site has been visited 1500 times and we have received over 340 comments. Council officers have reviewed these comments and put their responses on the website. We will maintain this for ATF. For ATF we will have pages on Commonplace for specific schemes to set out plans and proposals. This will allow people to leave comments on the scheme and engage with the Council.

Use of research

- 4.5 Analysis of the views of users of the Western Cycle Corridor in the city by the Council and Nottingham Trent University (NTU) has provided powerful local evidence to help inform the initial consultation on schemes and target communications. Understanding the motivations and barriers of different groups of citizens with respect to cycling on a local level will enable the appropriate messaging to be tailored for each group in both the initial consultation and then the behaviour change communications to maximise the eventual beneficial impacts of the interventions. The Council will continue to work with NTU to develop our understanding of underlying motivations for cycling and the differing segmentation of citizens regarding

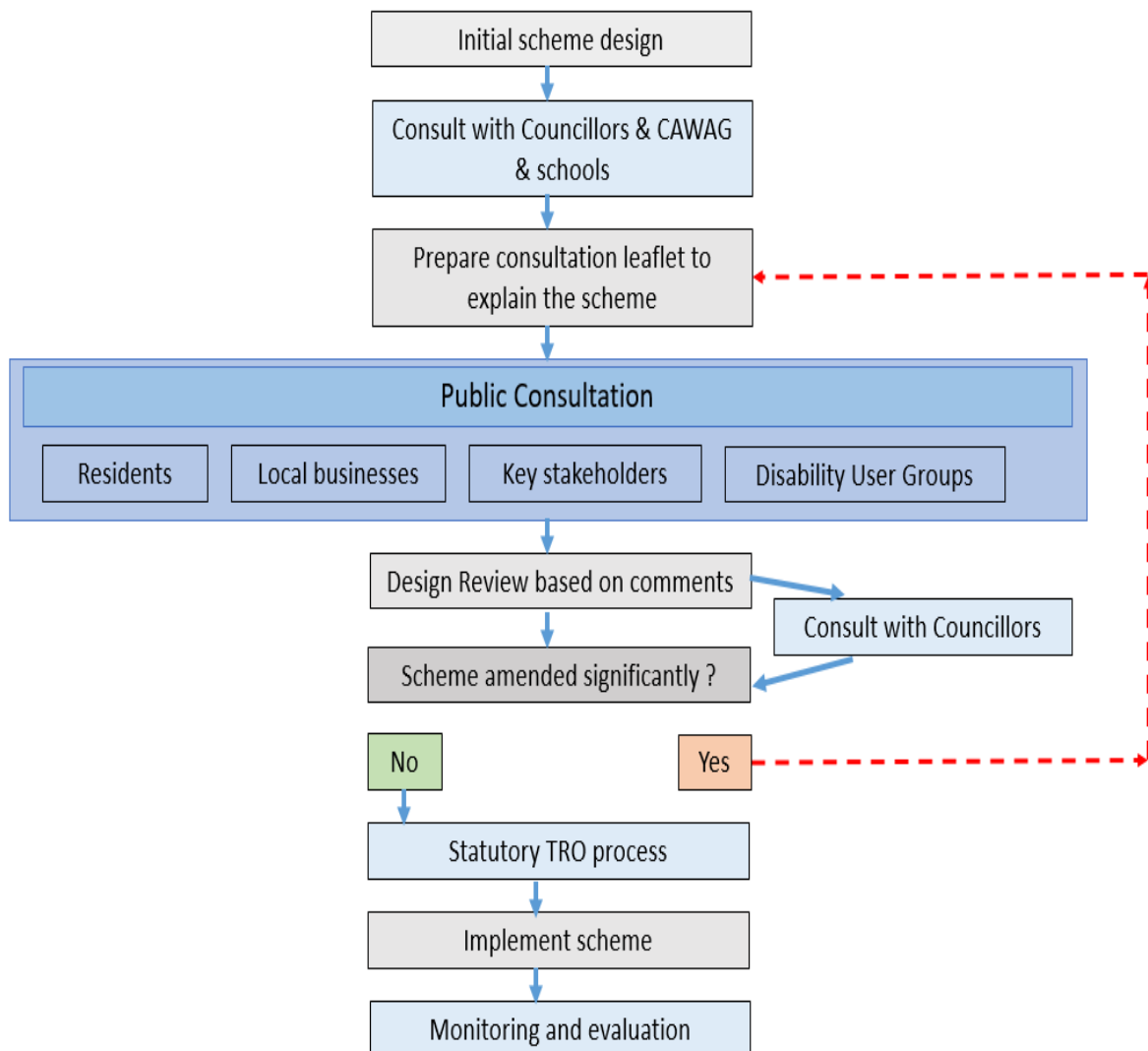
their attitude to and propensity for cycling. We will also draw on feedback from the Covid Travel survey the Council undertook in the city

Approvals

1. Council's Executive Board to approve this Consultation Plan on 15th December 2020 along with the ATF2 programme
 2. Before starting a scheme, a senior representative of the Council will write to the DfT with the outcome of the consultation and changes made as a result.
 3. Consult in 2021 on the draft final D2N2 Local Cycling & Walking Infrastructure Plan (LCWIP), which includes a 15-year programme for Nottingham, then approve the final document.
-

Appendix A: Consultation Flow Chart and Stakeholder Engagement Matrix

Diag. 1 Consultation Flow Chart



Diag. 2 Example Stakeholder Engagement Matrix

Influence	Higher	Higher influence/lower interest* Keep informed Local MPs (3 within the City); others outside where their constituents are affected by our schemes. Highways England Public Health Nottinghamshire County Council *More interest where directly affected	Higher influence/higher interest Manage closely NCC Cabinet Portfolio Holder for Transport NCC Ward councillors Emergency services (Police, EMAS, Fire & Rescue) Local media Public Transport operators Universities NCC teams – Network Management, Highways, Parks, Road Safety; Traffic; Transport Strategy; Planning; Equalities
	Lower	Lower influence/lower interest Monitor Royal Mail/delivery companies; Utilities Nottingham City Homes Hospitals	Lower influence/higher interest Keep informed & engaged Disability groups (DIG) Residents Businesses and business groups (FSB, CQ, BID) Schools and parents. Cycling and active travel partners (Ridewise, Sustrans, Active Nottinghamshire, British Cycling, CAWAG, CRT) Cyclists – including local groups, eg Pedals, Pedestrians – including local groups, Local Access Forum Motorists Neighbouring District Councils
		Lower	Higher
		Interest	

NB This list is not exhaustive

DfT ATF consultation requirements:

1. Consult all key local stakeholders
2. Obtain broad support for our schemes and made any changes to take account of local feedback
3. Implement a clear communications plan to deal with any backlash
4. Discuss plans with local MPs and provide a summary of their responses to the DfT

Executive Board – 15 December 2020

Subject:	Voluntary Redundancy Programme
Corporate Director(s)/Director(s):	Hugh White Corporate Director for Covid Response and Recovery
Portfolio Holder(s):	Councillor Eunice Campbell-Clark
Report author and contact details:	Richard Henderson – Director of HR & Customer Hannah Gemmill – HR Business Lead
Other colleagues who have provided input:	Aman Patel – Legal Joanne Worster / Theresa Channell – Finance
Subject to call-in: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Key Decision: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Criteria for Key Decision: (a) <input type="checkbox"/> Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision and/or (b) Significant impact on communities living or working in two or more wards in the City <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of expenditure: <input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Capital	
Total value of the decision: Nil. However, the subsequent value of the decisions pending the outcome of consultation is up to £1.09million.	
Wards affected: All	
Date of consultation with Portfolio Holder(s): Throughout June to October	
Relevant Council Plan Key Theme: Nottingham People <input checked="" type="checkbox"/> Living in Nottingham <input checked="" type="checkbox"/> Growing Nottingham <input checked="" type="checkbox"/> Respect for Nottingham <input checked="" type="checkbox"/> Serving Nottingham Better <input checked="" type="checkbox"/>	
Summary of issues (including benefits to citizens/service users): The Council has a pool of employees who expressed an interest in taking voluntary redundancy in the summer. Budget proposals at that time did not provide the opportunity for those colleagues to be able to take voluntary redundancy. Work is underway to develop a further set of budget proposals to Executive Board on 19 January 2021. There is an opportunity to allow a further cohort of employees to take voluntary redundancy from the existing pool of applicants matched to these new	

budget proposals. This will have the benefit of being able to agree to their application for voluntary redundancy and to facilitate their early exit from the Council thereby generating additional saving.

Exempt information:

The legal observations are exempt from publication under paragraph 5 of Schedule 12A to the Local Government Act 1972 because they contain information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. This is because the legal observations contain a full analysis of the legal risks arising from the decision being sought. In addition, in all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because: the information sets out the legal risks inherent in the course of action proposed here, which the Executive Board is arguably entitled to consider without Nottingham City Council's position being affected simply by the consideration of those risks.

Recommendation(s):

- 1) To approve the commencement of a period of 30 days' consultation in relation the proposed redundancies.
- 2) To note that final decision on the redundancies will be determined by the Chief Executive, in line with the Constitution.

1 Reasons for recommendations

- 1.1 A report to Executive Board, titled 'Interim Budget 2020/21, Medium Term Financial Outlook and Draft Strategy 2021/22 to 2023/24', was presented on 22 September. The report confirmed the outcome of the consultation process in relation to in year budget savings proposals amounting to **£12.505million** had been achieved.
- 1.2 Whilst the in-year budget position for 2020/21 was concluded within the 22 September report and approved at Full Council on 5 October, significant savings were identified as still being required to balance the Council's budget for 2021/22 and beyond.
- 1.3 Since then the Council has been subject to a non-statutory review process, which has further highlighted the financial challenges the Council is facing.
- 1.4 Running in parallel to the above budget process, the Council made available a Voluntary Redundancy (VR) programme for employees to submit their interest against. The first set of VR applications that were accepted were used as part of balancing the budget for 2020/21 and a further set of applications were approved for consultation at October's Executive Board. Overall around 200 employees have exited the Council under Voluntary Redundancy, and there remain a further 300 applicants who have been told that their application has not been accepted at this time.

- 1.5 The development of further budget proposals to balance the 2021/22 budget provides an opportunity to match existing VR applicants to those proposals and allow a further cohort of employees to leave under a fast-tracked process.
- 1.6 This will allow a further cohort of existing applicants to take VR and, by fast tracking, will allow the Council to achieve additional savings.
- 1.8 Bringing forward VR associated with these proposals facilitates employees leaving two months sooner, delivering additional savings. Using VR as a mechanism to facilitate post reductions is a safer option and is significantly less demanding of the organisations time than to manage compulsory redundancies.
- 1.7 It is anticipated that the budget proposals presented to Executive Board on 19 January 2021 will require a consultation period of 45 days, and that a further opportunity for employees affected by proposals to apply for voluntary redundancy will be offered.

2 Background (including outcomes of consultation)

- 2.1 Further budget proposals have been developed and it is intended that these will be fully shared to start a period of consultation at Executive Board on 19 January 2021.
- 2.2 Matching the further proposals to existing VR applications will allow an estimated 33 FTE posts to be deleted from the Council's structure. Final details are to be confirmed through consultation but, based on an average salary (with on-costs) of £33,000, this would equate to an annual saving of £1.09million. By starting the consultation process in December for 30 days, the process can be completed 2 months sooner than waiting till January, thereby offering an additional two months saving of approximately £0.18million.
- 2.3 Under the **Officer Employment Procedure Rules (Standing Orders on Employment Matters)**, the constitution spells out the Chief Executives role in determining redundancies under the level of Director.

Any other termination of employment of an employee below the level of Director (including redundancies) will be determined by the Chief Executive or an employee nominated by the Chief Executive. This includes employees who are eligible to be members of a pension scheme other than LGPS.

In compliance with the above constitution, no posts at Director level or above are being considered for this round of VR.

3 Other options considered in making recommendations

- 3.1 The primary other option is wait until the Executive Board meeting in January prior to commencing consultation in relation to these posts.

4 Finance colleague comments (including implications and value for money/VAT)

- 4.1 The Council has been operating in a challenging financial environment for a number of years and, from 2010/11 to 2019/20, has had to make cumulative budget savings of **£271.4million**, and the 2020/21 budget included new savings of **£15.623million**. The 2020/21 budget and Medium Term Financial Plan was approved by Full Council in March 2020, prior to the start of the pandemic. The pandemic has resulted in the Council incurring significantly increased costs and reduced income and the funding from Government is not sufficient to cover the impact of Covid-19. This changing financial environment has resulted in three financial reports being presented and approved by Executive Board, each report highlighting the financial impact of Covid-19. The third report was the Interim Budget for 2020/21, Medium Term Financial Outlook and Draft Strategy 2021/22 to 2023/24, and was approved by September 2020 Executive Board and October 2020 Full Council.
- 4.2 The Interim 2020/21 budget presents a balanced in year position. The strategy for achieving a balanced position required the use of **£70.022million** of reserves and represents a **49.3%** reduction on earmarked reserves from the previous year. Of the **£70.022million** usage of reserves, **£38.718million** are to be permanently released and not replenished, and **£31.304million** are to be replenished and therefore will add to the budget gap for future years. This usage of reserves to support the 2020/21 position has significantly reduced future budget flexibility.
- 4.3 The latest Medium Term Financial Outlook for 2021/22 without further Government funding shows a budget gap in the range of **£39million to £54million**, rising to **£53million to £64million** in 2023/24. The budget gap for 2021/22 has increased from **£25million**, as reported to Executive Board in February 2020, to **£39million to £54million**, this is predominately due to pressures resulting from the pandemic of continued increased expenditure and reduced income.
- 4.4 As reported in the VR Executive Board report, the Medium Term Financial Plan has an annual provision of **£1.5million** for redundancy and associated exit costs. The redundancy and associated pension strain costs from the Interim Budget and the VR October phase will exhaust the 2020/21 and 2021/22 revenue budgets for redundancies and also the redundancies reserve.
- 4.5 The costs associated with these proposed VR applications after factoring in vacant positions is estimated to be £0.543million and, as described in 4.4, the exit costs of these proposals are therefore unfunded will be a pressure to the 2020/21 budget position.
- 4.6 January 2021 Executive Board will be presented with 2021/22 Budget Consultation proposals and the ongoing savings from these proposals will be identified at a service level.

5 Legal and Procurement colleague comments (including risk management issues, and legal, Crime and Disorder Act and procurement implications)

- 5.1 See Exempt Appendix.

6 Strategic Assets & Property colleague comments (for decisions relating to all property assets and associated infrastructure)

6.1 Not applicable

7 Social value considerations

7.1 Not applicable

8 Regard to the NHS Constitution

8.1 Not applicable

9 Equality Impact Assessment (EIA)

9.1 An equality impact assessment relating to the impact on the workforce will be completed as proposals are finalised. Equality impact assessments will be carried out where there is a service impact and will be considered before final decisions are made.

10 List of background papers relied upon in writing this report (not including published documents or confidential or exempt information)

10.1 None

11 Published documents referred to in this report

11.1 None

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