



Stockton-on-Tees
BOROUGH COUNCIL

Agenda Item No. 7
Safer Stockton Partnership
7 October 2014

The Stockton Safeguarding Vulnerable Adults Committee

Annual Update 2013 -14

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1. Introduction

This report provides an account of the activity of the Stockton Adult Safeguarding Team and the issues considered by the Stockton Safeguarding Vulnerable Adults Committee (SVAC) in the year 2013/14.

SVAC has considered a wide range of issues over the last year, covering the full spectrum of Safeguarding.

During the year Stockton Borough Council invited a Local Government Association Peer Review of Adult Safeguarding which gave positive reassurance regarding our multi agency partnership arrangements and the quality of practice to safeguard vulnerable adults in the Borough.

2. Stockton Multi-Agency Vulnerable Adults Committee Activity

The Committee met throughout 2013/14 and considered a range of relevant issues to help to deliver the aims and objectives of the Tees Strategic Adult Safeguarding Board and its own local priorities identified in the 2013/14 plan.

It aimed to:

- Improve Outcomes for Vulnerable People in Stockton
- Ensure our staff have the skills and knowledge to protect vulnerable people
- Have better engagement with victims as well as efficient multi agency processes
- Ensure that vulnerable or incapacitated people have equal access to justice
- Monitor the performance of organisations working with Vulnerable People

The local statutory and voluntary partners have worked together in the committee;

- To raise public awareness via a Northeast Safeguarding Vulnerable Adults Radio campaign and NHS targeted information to General Practitioners (GPs), Opticians and other health professionals.
- To raise awareness to encourage greater reporting of Disability Hate Crime : via workshops and presentations

- To protect vulnerable adults via Cleveland Fire Brigade Winter Warmth Initiative.
- To examine the Winterbourne View serious case review recommendations and monitor the changes required for residents of Stockton.
- To implement a Quality Standards Framework for care homes to deliver better quality of care in the Borough to very vulnerable adults.
- To support the MENCAP “Stand By Me” campaign
- To develop and train staff in Stockton to implement the Tees Vulnerable Witness Support Preparation and Profiling Scheme which is aimed to increase prosecutions
- To work with Cleveland Police on their Stockton Vulnerable Adult Pilot
- To implement the Tees Safe Place scheme in the Borough for people with learning disabilities
- To support the work of Stockton Borough Council Community Safety teams’ vulnerable victim service.
- To support the Financial Abuse Money Advice prevention training for people with learning disability by Stockton District Advice and Information Service.
- To promote the local use of a threshold guidance to be used to target specialist safeguarding resources at the most serious cases of risk to vulnerable adults.
- To assist in developing a multi-agency Integrated Serious Case Review process to prevent duplication and delay in learning lessons.
- To use a consistent multi- agency Large Enquiry protocol with our statutory partners in the Borough for safeguarding alleged multiple vulnerable victims in the same service.
- To commission mental capacity assessments in Stockton early in the adult safeguarding process to assist successful criminal prosecutions for victims with dementia in partnership with Cleveland Police and Crown prosecution Service.

- To ensure that the views of vulnerable people who had been through the process of multi- agency adult safeguarding meetings and investigations are an integral part of the process in Stockton.
- To ensure that the outcomes desired by the vulnerable victim are at the centre of the Stockton process.

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3. LGA Peer Review of Stockton on Tees Adult Safeguarding arrangements (February 2014)

Stockton Council asked the Local Government Association to run a Regional Adult Social Care Peer Challenge as part of the sector led improvement programme within the North East ADASS Region.

The Peer Challenge was based on the ADASS Adult Safeguarding, Standards, Guidance and 2 priorities identified by the Council:

- To give an informed opinion on the councils and its partners adult safeguarding structures and activity.
- To complete a Case File Audit to consider frontline practice

The Peer Challenge process is designed to help an authority and its partners assess current achievements and identify areas for development and was structured in national headline theme areas:

- Outcomes for and experiences of people who use services
- Leadership
- Strategy and Commissioning
- Service Delivery and effective practice
- Performance and resource management
- Working Together-the Safeguarding Adults Board

The members of the team consisted of, a local authority Director of Adults and Communities from Yorkshire, the Deputy Leader of a North east Council, the Director of Social Work for a London NHS Trust, a Detective from the Metropolitan Police and a consultant with the LGA . They were led by a manager from the LGA.

The site visit of the review and the detailed examination of adult safeguarding case files and interviews took place in Stockton between the 3rd and 6th of February 2014 following a period of written submissions and self-assessment evidence supplied to the review team in advance of the visit.

In the key area of;

Outcomes for Individuals who use Adult Safeguarding Services they found:

- Safeguarding team has a strong sense of purpose and is focussed on outcomes for service users.
- Positive feedback from service users in the safeguarding survey
- Strong links between adult safeguarding and on-going social work and care management services.
- Safeguarding information leaflets are prominently displayed.
- The local Safeguarding Committee is supported by robust management information.
- There is a focus on primary protection planning and actions for safety.

2 areas for consideration were:

- Service users and Carers could be more effectively involved in setting their own outcomes and being involved in all areas of safeguarding.
- To ensure that the Stockton Vulnerable Adults Committee has an effective quality assurance role including analysis of outcomes.

The Council along with its Tees Board partners will be taking part in the national ADASS programme “**Making Safeguarding Personal**” programme in 2014/15 to build upon the work we already do with clients and carers and to have access to national best practice to involve service users and carers in setting their own outcomes and how to quality assure the local changes that will be developed.

The peer review were also very complementary about the quality of partnership working, leadership, strategy and commissioning, performance and resource management, service delivery and effective practice

Each area had some areas for consideration and are being developed into an action plan across the variety of themes.

See appendix 2

4. Safeguarding Team Activity 2013/14

The referral activity has remained constant this year into the adult safeguarding process in Stockton. **306 referrals involving 333 types of allegations of harm to vulnerable adults.** (Compared to 308 referrals in 2012/13)

The objectives of the Safeguarding Team for 2013 – 2014 were:

- Maintenance of responsive and effective safeguarding processes and procedures
- Client / family involvement in safeguarding meetings when possible and appropriate
- Advocacy considered in 100% of safeguarding interventions
- All mentally capacitated people to receive a safeguarding questionnaire with subsequent analysis of responses
- People to feel safer following safeguarding intervention
- The activities of the Stockton safeguarding team will lead to more perpetrators to be prosecuted
- Robust data and analysis to be available
- Promotion of quality standards and compliance with procedures

The Safeguarding Team is now well established and the processes and procedures are in place. They are reviewed and further developed as a continuous process in response to client and professional experience.

Client and, where appropriate, family involvement is positively encouraged at every step of the way: we are currently developing public information for participants to explain the processes before attending, to assist understanding and participation.

The question of advocacy is considered in all cases including the referral to the Independent Mental Capacity Advocate Service. For more detail of the activity in 2013/14 please see **Appendix 3**

5. Plans for 2014/15 Tees Business Unit

- Scrutiny of the result of the Audit of Adult Safeguarding Team procedures and practice by internal audit.
- Safeguarding Team to produce Public Information for people attending Safeguarding Meetings.
- Review findings of the Quality Standards Framework activity via Safeguarding Vulnerable Adults Committee (SVAC)
- Receive a report on the review of Fire Safety information sharing arrangements via SVAC
- Scrutiny of quarterly Safeguarding Team activity data via SVAC.
- Safeguarding Questionnaire and information collection process to be reviewed by the Safeguarding Team
- Scrutiny of quarterly analysis of responses to the Safeguarding Questionnaire
- Respond to issues arising from published Serious Case Reviews.
- Awareness and consideration, where appropriate, of any new national guidance and policy.
- Facilitate public awareness of the Safe Place Scheme.
- Arrange an external peer review of the outcomes achieved for clients involved in the safeguarding process

6. Workforce Development and Training 2013/14

Over the course of 2013/14, Stockton Borough Council and its partner agencies have continued to provide and commission a wide range of training in the practice area of safeguarding adults. This is in line with the Tees-wide Vulnerable Adults Board's training strategy and partner organisations' own workforce development needs analysis. These are based on an agreed ADASS, Skills for Care national set of staff competencies.

BASIC AWARENESS

All new staff to the local authority will complete Basic Child and Adult Protection training, via a DVD, as part of their induction process.

Awareness training has been provided in-house by the Council by experienced trainers and is also available via an e-learning training course for those who find this method of delivery more convenient. The different types of basic awareness training provided by the authority supplements the induction training and mandatory in-house training increasingly carried out by registered care providers, housing providers and NHS partners.

The range of different training available for staff allows organisations to use a different method for the regular updates and refreshers for staff which we would expect to be carried out every 3 years.

Safeguarding Adults awareness training is also offered as part of the 6-day accredited induction programme which is aimed at workers who are new to the social care sector. This level of training is available free of charge to Stockton Borough Council workers and to those working in the independent and voluntary sectors, including personal assistants.

INTERMEDIATE LEVEL

Intermediate Training was jointly commissioned with other Tees Valley local authorities and consists of a 1-day course targeted at Social Care staff and Managers and Deputies of Independent and Voluntary Services.

Newly Qualified Social Workers attend an accredited module at either Teesside or Northumbria University as part of their Assessed and Supported Year in Employment.

ADVANCED

Advanced training courses have been commissioned for social workers and other social care managers working for Councils as the lead agency for adult safeguarding by the 4 local authorities on the Tees Board.

These included;

- Report writing and Court Skills,

- Planning and Conducting Investigations,
- Chairing and convening Adult Protection Conferences and
- Financial Abuse.

In addition, the University of Teesside offered an Advanced Adult Safeguarding course, which is offered mainly to staff undergoing Post Qualification accredited training in social work.

Several specialist training sessions were also provided by Stockton on;

- Forced Marriages and Honour Based Violence,
- Domestic Violence
- Mental Capacity Act and Best Interest Decision Making.

Additionally significant investment was allocated in response to the level of medication related safeguarding alerts to a medication training programme, for both the local authority and PVI staff.

Detailed analysis of attendance at training is provided in **Appendix 4**.

7. Mental Capacity Act / DOLS Activity

During the last year a number of high profile legal cases have been moving through the English Courts and European Courts establishing new interpretations of the original Act and regulations, which will have a dramatic change to the DOLS threshold and greatly increase activity in the future.

Mental Capacity Act Deprivation of Liberty Safeguards Activity Summary

	Number of Applications Received		Applications Granted		Applications Not Granted		Withdrawn
	LA	NHS	LA	NHS	LA	NHS	
2013/14	61	0	18	0	28	0	15
2012/13	23	7	9	3	14	4	N/A
2011/12	35	6	13	1	22	5	N/A

- NB The typical reason for a case to be withdrawn part way through the process are;
- after the BIA advice to managing authority no DOL occurring so no medical assessment carried out
 - vulnerable adult is admitted to hospital under Mental Health Act provision.
 - Discharged home

Use of Independent Mental Capacity Advocates (IMCA) in Stockton 2013/4

There are 5 main situations when the consideration to appoint an Independent Mental Capacity Advocate (IMCA) is required to protect the rights of vulnerable adults.

These are when the vulnerable adult has impaired capacity, is unsupported and:

- An Adult safeguarding investigation is initiated
- Changes to accommodation are being considered
- Serious medical treatment is being considered
- Their care is considered to be restricting their liberty and freedom
- Their care plan is being reviewed.

During the year the contract for the provision of the service came to an end and a new contract for Independent Mental Capacity Advocates was awarded as part of a larger Tees Advocacy Hub service covering Stockton and other Boroughs.

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Appendix 1

LGA Peer Review of Stockton Adult Safeguarding (February 2014)

Recommendations of Stockton on Tees LGA Adult Safeguarding Peer Review identified for possible development by theme:

PEER REVIEW – AREAS IDENTIFIED FOR POSSIBLE DEVELOPMENT BY THEME

Vision Strategy and Leadership:	
1. Collaborative working : These recommendations will be addressed through the governance structure and Partnership Boards as part of ongoing Workstreams :	
<ul style="list-style-type: none">• Adult Board• Health and Wellbeing Partnership• Health and Wellbeing Commissioning Group	
a.	Keep a weather eye on the future funding challenges and the potential need to solve these through adoption of a more radical approach.
b.	Create a shared risk sharing/ assessment process around finances with the Clinical Commissioning Group (CCG) and Hospitals.
c.	Consider further how the Stockton pound is used and benefits all.
d.	There is an opportunity to provide further leadership to develop regional capacity.
e.	Reflect on local practice on how to develop partnerships

Outcomes for Individuals

People's Experience of Safeguarding

2.	As you recognise, service users and carers should be more effectively involved in setting their own outcomes and involved in all areas of the safeguarding process.	Adult Safeguarding Team	Participation in national user experience survey	December 2014	SP
3.	Ensure that the Safeguarding Vulnerable Adults Committee (NB: now the Local Executive Group Safeguarding Adults) has an effective quality assurance role including analysis of outcomes	Stockton-on-Tees Local Executive Group (LEG) Safeguarding Adults	Already in operation through the Local Executive Safeguarding Adults Work Programme	March 2015	LEG Chair
4.	Safeguarding meetings: seek to be more precise about recording the key actions that need to take place, by whom and when: this will enable improved understanding when reviewing.	Adult Safeguarding Team	Noted and addressed. To be monitored through the case file audit process.	February 2014	SP

AREA FOR CONSIDERATION		ACTION FOR WHO	WHAT ACTION	WHEN	RESPONSIBLE MANAGER
5.	<p>Work with CPS to consider how to address :</p> <ul style="list-style-type: none"> • Non-acceptance of non-psychiatrist assessors for mental capacity • Attitude to those with a Learning Disability as witnesses 	Stockton-on-Tees Local Executive Group	<ul style="list-style-type: none"> • Draft process is in place to ensure most appropriate professional completes the assessment. • Witness profiling support in place. 	August 2014	SP
6.	Review the use of terms 'substantiated' and 'unsubstantiated' in screening process	Adult Safeguarding Team/First contact	Noted and addressed. To be monitored through the case file audit process.	February 2014; Ongoing	
7.	Build on the engagement of individuals; it would be helpful if staff were supported to be less risk averse in giving information and encouraging engagement	Adult Safeguarding Team	The effectiveness of the user engagement processes will continue to be monitored	National user survey project outcomes to be reviewed December 2014	

Service Delivery and Effective Practice

<p>8. Liaising with other agencies to undertake assessment/arrange services:</p> <ul style="list-style-type: none"> • District Nursing Services • Independent Mental Capacity Advocate (IMCA) Service 	Operational teams	<ul style="list-style-type: none"> • Liaise appropriately and hold partners to account as relevant. • Review contractual capacity • Review referral forms to IMCA Service 	<p>Part of working practice</p> <p>September 2014</p>	<p>Service Managers</p> <p>GI/SP</p>
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	AREA FOR CONSIDERATION	ACTION FOR WHO	WHAT ACTION	WHEN	RESPONSIBLE MANAGER
9.	Safe Place initiative needs expanding	Safer Stockton Partnership / Stockton-on-Tees Local Executive Group	Implementation plan in progress	November 2014	SA
10.	Possibly rotate staff from / to Safeguarding Team to ensure development	Adult Services	Opportunities to be considered as they arise	February 14	SP
11.	Training evaluation form should focus on outcomes and impact	SBC Staff Development Unit	<ul style="list-style-type: none"> • Form to be reviewed • Outcomes are monitored through the professional development process 	<ul style="list-style-type: none"> • December 2014 • Ongoing 	J Hayes

12.	Information exchange with health (faxing)	First Contact; Adult Safeguarding Team	Secure email accounts are in place, but fax remains an appropriate method of communication for client identifiable information	February 2014	
13.	Develop alternatives to hospital admissions, including Mental Health	Health & Social Care	to be addressed through Adult Board Workstreams where relevant	February 14	
14.	Ensure Corporate plans, such as the Disability Action Plan, are inclusive of all groups	Policy, Improvement & Engagement (PIE) Team	Current plans to be reviewed in this context	December 2014	PIE Team
15.	Police Website could reflect current safeguarding signposting information	Cleveland Police	The Police and Crime Commissioner has been made aware of this recommendation	February 2014	

AREA FOR CONSIDERATION		ACTION FOR WHO	WHAT ACTION	WHEN	RESPONSIBLE MANAGER
Working Together, Partnerships					
16.	Safer Stockton Partnership could consider 'vulnerable people' as a priority	Safer Stockton Partnership	The Head of Community Safety is now a member of the LEG. There is evidence of specific projects targeting vulnerable adults.	Ongoing	JN
17.	Build on existing strong partnership arrangements to support inclusion of GPs, Ambulance and	Tees Safeguarding Adults Board/ Stockton-on-	The Ambulance service and CCG are represented on the LEG; CPS is represented on		

	CPS	Tees Local Executive Group	the TSAB		
18.	Build on awareness amongst partners of the difference between 'keeping people safe' and 'safeguarding' and how to identify and respond	Tees Safeguarding Adults Board/ Stockton-on-Tees Local Executive Group	To be embedded in the work programmes of the TSAB and LEG	December 14	
19.	The LEG (previously SVAC) should promote approaches to strengthen links between domestic abuse and safeguarding adults and then monitor delivery	Stockton-on-Tees Local Executive Group	To be embedded in the work programme of the LEG	December 14	
20.	Healthwatch engagement	Stockton-on-Tees Local Executive Group / Healthwatch	Close working will continue with PIE lead to continue to engage with Healthwatch	December 2014	
21.	Ensure multi-agency safeguarding information sharing arrangements are effective	Stockton-on-Tees Local Executive Group	To be monitored through LEG	December 14	

AREA FOR CONSIDERATION		ACTION FOR WHO	WHAT ACTION	WHEN	RESPONSIBLE MANAGER
Commissioning					
22.	Personal Budgets in social care, Personal health budgets :	Adult Board / Health & Wellbeing Commission-	Only available as Personal Budget or Personal Health Budget at present : possible	October 2014	

	Inward investment, Maximise the Stockton £, Prevent duplication, Deliver national target	ing Group	developments to be considered through the Health and Well Being Commissioning Group		
23.	Direct Payments: <ul style="list-style-type: none"> Have realistic target, Action Plan to support development 	Adult Services	Signed up to Making it Real and published Action Plan. Monitored through QEC framework	Part of core business	
The following recommendations are incorporated into the Adult Board Enabling Workstream					
24.	Market Management/Development <ul style="list-style-type: none"> Consider the impact of over capacity, low occupancy, sustainability, inward migration 				
25.	Quantify future pressures/challenges e.g. transitions				
26.	Opportunities for 3 rd sector development				
27.	Universal information and advice <ul style="list-style-type: none"> Join up approach, public engagement and understanding: 				



Appendix 2 Safeguarding Vulnerable Adults ACTIVITY 2013/2014

Safeguarding Element		Direction of travel	2011/12	2012/13	2013/14
Number of Alerts			669	977	
Number of Alerts that progress to referrals (including re-referrals)			276	308	
Conversion rate (Alerts to Referrals)			41%	32%	
Number of Repeat Referrals within the financial year			25	25	
Number of Completed Referrals within the Financial Year			284	294	
Number of Completed Referrals with an outcome of Substantiated / Partially Substantiated within the Financial Year			169	170	
Conversion rate (Referrals to completed referrals with an outcome of substantiated / partially substantiated)			60%	58%	
A Number of Referrals by Primary Client Group	Physical Disability		109	146	
	Mental Health		81	114	
	Learning Disability		54	46	
	Substance Misuse		0	2	
	Other Vulnerable Adult		0	0	
	Not Recorded		0	0	
Sub Total			276	308	
Number of Vulnerable Adults referred by age	18-64		109	103	
	65+		167	205	
Sub Total			276	308	
Number of Vulnerable Adults referred by Category of Abuse	Physical		87	85	
	Sexual		21	12	
	Emotional / Psychological		38	35	
	Financial		60	69	
	Neglect		69	107	
	Discriminatory		0	0	

	Institutional		1	0	
	Not Recorded		0	0	
Sub Total			276	308	
Relationship of Perpetrator to Vulnerable Adult	Partner / Spouse		26	20	
	Other Family Member		42	51	
	Health Care Worker		14	23	
	Volunteer/Befriender		0	0	
	Social Care Staff		99	130	
	Other Professional		11	7	
	Other Vulnerable Adult		25	34	
	Neighbour/Friend		22	15	
	Stranger		9	10	
	Not Known		11	10	
	Other		17	8	
	Not Recorded		0	0	
Sub Total			276	308	
Outcome - Victim	Increased Monitoring		152	68	
	Vulnerable Adult Removed from Property or Service		20	8	
	Community Care Assessment and Services		31	40	
	Civil Action		0	1	
	Application to Court of Protection		0	3	
	Application to change appointment		0	1	
	Referral to advocacy scheme		0	2	
	Referral to Counselling / Training		0	2	
	Moved to Increase/Different Care		1	15	
	Management of Access to Finances		3	4	
	Guardianship/Use of Mental Health Act		1	1	
	Review of Self Directed Support (PB)		0	2	

	Restriction / Management of access to alleged perpetrator		8	18	
	Referral to MARAC		0	0	
	Other		9	12	
	NFA		40	117	
	Not Recorded		19	0	
Sub Total			284	294	
Outcome - Alleged Perpetrator	Criminal Prosecution/Formal Caution		8	9	
	Police action		19	13	
	Community Care Assessment		13	7	
	Removal from Property or Service		10	24	
	Management of Access to Vulnerable Adult		17	12	
	Referred to PoVA List / ISA		0	3	
	Referral to Registration Body		4	0	
	Disciplinary Action		15	22	
	Action by CQC		0	3	
	Continued Monitoring		24	18	
	Counselling/Training/Treatment		41	11	
	Referral to Court/mandated treatment		...	0	
	referral to MAPPAs		...	0	
	Action under Mental Health Act		0	1	
	Action by Contract Compliance		15	13	
	Exoneration		1	0	
	NFA		76	132	
Other		4	0		
Not Known		18	26		
Sub Total			284	294	

APPENDIX 3

Safeguarding Adults Training Statistics 2013/14

Course Title	Target Groups	Numbers trained
Basic Adult and Child Safeguarding Stockton Borough Council Corporate DVD	All SBC staff to complete on induction	
Safeguarding Awareness E- learning	Anyone who comes into contact with vulnerable adults – CESC, wider SBC, PVI sector, partner agencies	183 teams/ establishments/ partners now have login details
Safeguarding Awareness ½ day course	As above	SBC 112 PVI 104 Other 11
Induction for social care workers – 5 day (accredited) – includes Safeguarding Adults Awareness	Care workers CESC and PVI, personal assistants new to the social care sector	SBC 8 PVI 28 (20% increase on previous year)
Safeguarding 3-day Intermediate (accredited)	Team managers, senior social workers, social workers	SBC 13
Safeguarding Intermediate 1-day	Assistant care co-ordinators, review officers, OTs, managers of services and their deputies (both SBC and PVI), training personnel	SBC 2 PVI 11
Safeguarding 2-day Advanced – Practice in Safeguarding Adults (accredited)	Team managers, senior social workers, social workers, partner agencies	SBC 6
Chairing Adult Safeguarding Meetings	Those who chair strategy meetings	SBC 3 (most staff already trained)
Planning and Conducting Investigations	Adult Protection Team, senior social workers and managers, registered managers and deputies	SBC 7
Report Writing and Court Skills for adult social workers	Team managers, senior social workers, social workers	SBC 7
	Adult protection team,	SBC - not required this

Course Title	Target Groups	Numbers trained
Minute taking for Safeguarding Adults	Administrative Staff	year
Forced Marriages and Honour Based Violence	Children's and adults services	SBC 36 PVI 11 Other 3
MCA Awareness	Adult social care staff	SBC 38 PVI 9 Other 1
Training for Stockton deputies	Identified SBC staff	SBC - not required this year
MCA - best interest decision making in practice	Team managers, senior social workers, social workers, assistant care co-ordinators, review officers	SBC 7
QCF Level 3 unit Support the use of medication in social care settings	Care staff responsible for the administration of medication	SBC 23 PVI 12 Other 2
Level 5 Managing Medication Systems	Managers responsible for medication systems	SBC 8 PVI 7
Medication Refresher	Care staff responsible for the administration of medication who already hold Level 3	SBC 21 PVI 11

Places available on courses 2014/15

Course Title	Target Groups	Places available
Basic Adult and Child Safeguarding (DVD)	All SBC staff to complete on induction other than those who are required to undertake safeguarding training appropriate to their role	
Safeguarding Awareness ½ day course	As above	240
Induction for social care workers – new course to be commissioned across the Tees Valley	Care workers CESC and PVI, personal assistants new to the social care sector	Funding available on request
Safeguarding 1-day Intermediate (new specification)	Assistant care co-ordinators, review officers, OTs, managers of services and their deputies (both CESC and contracted), partner agencies, training personnel	15
Safeguarding Adults (accredited)	Newly Qualified Social Workers	As required
Planning and Conducting Investigations	Safeguarding Adults Team, team managers, senior social workers, registered managers and deputies 2013/14 – to include all social workers	15
Advanced Chairing Skills	Those who may chair adult safeguarding meetings	As required
Minute taking for Safeguarding Adults	Administrative staff	As required
Court Skills for Adult Social Workers	Social workers, team managers, senior social workers	20
Forced Marriages and Honour Based Violence	Children's and adults services	50
MCA Awareness	Adult social care staff	60
DOLS Awareness	Residential managers and senior staff, social workers	15
MCA – best interest decision making in practice	Social workers, team managers, review officers, assistant care co-ordinators, Ots and OTAs	As required

Course Title	Target Groups	Places available
QCF Level 3 unit Support the use of medication in social care settings	Care staff responsible for the administration of medication	50
Level 4 Introduction to the Management and Administration of Medicines	Care/nursing home/domiciliary deputy managers, medication champions	10
Level 5 Managing Medication Systems	Managers responsible for medication systems	10
Medication Refresher	Care staff responsible for the administration of medication who already hold the Level 3 unit	80

TOTAL 2012/2013	23	7	9	3	14	4
TOTAL 2011/2012	35	6	13	1	22	5

APPENDIX 4

Mental Capacity Act Deprivation of Liberty Safeguards Activity Summary

	Number of Applications Received		Applications Granted		Applications Not Granted		Withdrawn	
	LA	NHS	LA	NHS	LA	NHS	LA	NHS
2013/14	61	0	18	0	28	0	15	N/A
2012/13	23	7	9	3	14	4	N/A	
2011/12	35	6	13	1	22	5	N/A	

NB The typical reason for a case to be withdrawn part way through the process are;

- after the BIA advice to managing authority no DOL occurring so no medical assessment carried out
- vulnerable adult is admitted to hospital under Mental Health Act provision.
- Discharged home