

Easy Read Annual Report



1st April 2018 to 31st March 2019





Introduction

Fife Adult Support and Protection Committee is a partnership of organisations working together to prevent harm to adults.

It reports on its work to the Chief Officers for Public Safety Group.

The Committee has an Improvement Plan which says what it is working on.

The Plan has 4 things we want to do:

1. People at risk of harm who do not want support or protection keep getting a person-centred response from organisations.
2. Staff who go into people's homes as part of their job will know how to recognise and report harm.
3. People who live in care settings get good, person-centred care in a safe environment. Staff in care settings know what harm is and how to report it.
4. Adults will be confident that reporting harm will be a positive experience.



They will be listened to, involved and have a choice in what happens.

Organisations involved in adult support and protection activity will explain what is happening and record what the service user thinks.



The Committee is supported by four working groups:

1. Self-evaluation and improvement working group
2. Learning and development working group
3. Financial harm group
4. Case review group

The first three of these groups have a work plan linked to the four objectives.

What has happened in self-evaluation? (checking how well things are working)



- The self-evaluation group had 16 examples of work they have done this year to make things better.
- There was an audit in 2018. An audit is when staff look at what works well in their organisation, and what could be better.
- A new staff forum.
- An evaluation of 5 case reviews—a case review helps staff to learn from adult protection cases.
- We looked at the Joint Inspection of Adult Support and Protection. Fife is doing well in the areas that will be inspected.
- Made a report called 'How good is our governance/leadership'. It showed that 5 organisations are always at Committee.





Data

Data are numbers and statistics that we use to look at how things are changing and if they are working well.

The Committee get data from the Social Work Service and we give data to the Scottish Government each year.



More people reporting harm can mean that more people are being harmed.

It can also mean that more people know what harm is and how to report it.



Learning and Development

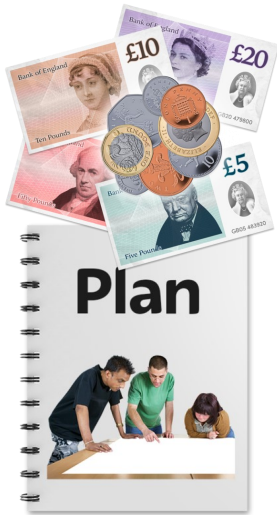
- There was a staff event in November 2018 about self-neglect and self-harm.



- Manager of care homes and care at home services are doing the Harm in the Home and Harm in Care Settings training, and are learning new things.



- Lots of staff going on adult protection training and think it is good.



Financial Harm

There is a lot of financial harm in Fife.

The Committee started a financial harm working group in February 2019.

We have had Financial Harm Guidance since November 2017.

Case Reviews

The Working Group have:

- looked at 2 initial case reviews.
- looked at the action plans from 2 Significant Case Reviews to check that the work is going well.
- looked at what we can learn from Significant Case Reviews in other areas.



What other work has the Committee done?

Inter-agency ASPC Guidance

The guidance was made better in June 2018.

Every care provider was sent a copy.

Organisations who go into people's houses.

Working with Child Protection Committee staff we gave information about recognising and reporting harm to Council staff who go to people's homes (workers like joiners and electricians).

Managers gave information at weekly staff meetings.

Information was made for private landlords and is on the Council webpages.





Missing Persons/Trafficking Group

There is a new Fife Missing Person Partnership Protocol.

Some people from the Committee go to the main working group which is chaired by Police Scotland.

In 2018/19 117 telephone calls were made to Police Scotland about adults in care who had gone missing. This is fewer than last year.

Service User Strategy



This plan tells how the committee would like to involve service users in the work of the committee.

The plan has been sent to service user groups to ask what they think.

It gives information about what the committee want to do and gives information about the good work already being done.

Easy read Information

The ASPC has made and given out lots of easy read information to tell adults at risk and their carers about harm, how to keep safe and how to report harm.

These have been made with people with lived experiences.

The booklets are online at: www.fifedirect.org.uk/adultprotectioneasyread

The booklets can also be used by staff when they visit an adult at risk.



7-minute briefings



There were two 7-minute briefings which are sent to all organisations.

They give important information which organisations can use at staff meetings.

Organisations tell the Committee what they think of the briefing so we know it is being used and if people find it helpful.

Induction Packs



An induction pack is information given to new members of the Committee to tell them how the Committee works and what it does.

The induction pack has been made better.

Adult Protection Day—20 February

We told people about adult protection using:

- Good news stories of how adult protection intervention has been a good thing for people.

We want to show how speaking up about harm has helped people and how they got good person-centred support and protection. The stories were in the newsletter and on Facebook and Twitter.

- Information in local papers, plasma screens and banners in Council buildings.
- Staff information
- NHS Fife Dementia Champions event
- Police Officers at community groups



Monthly newsletter



The newsletter is emailed each month to staff groups, service user groups and community groups.

Adult protection trainers encourage people on the courses to read the newsletter.

The newsletter is sent to lots of people by the members of the Committee.

It is on the websites of the Health and Social Care Partnership; NHS Fife, Fife Voluntary Action and is added to the Equalities e-bulletin.

It is also sent to Councillors and Community Councillors.



Surviving Christmas resource

The Surviving Christmas booklet and fold out card were made.

In 2018 an easy read version was made for the first time.

The booklets give information for people who may find the Christmas and New Year time difficult.



Lots of organisations give out the booklet in December and think it is good.

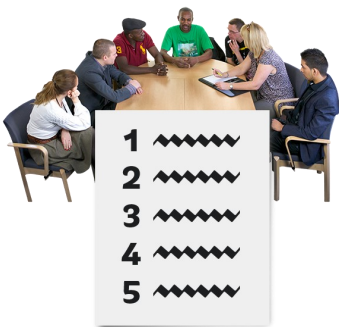
People like to have a paper copy as they may not be able to use the internet to get information online.



What has happened after April 2019?



- Changes to the Multiple Report of Harm and Engagement Escalation Protocol.
- The Large Scale Investigation Guidance was sent out in September
- 3 Staff Forum events in Cowdenbeath
- A new staff training course called 'Crossing The Acts'
- A group are meeting in the Autumn to agree how to record work using timelines—what happened when.



What will happen in 2020?

There will be an inspection by the Scottish Government's Adult Protection Policy Team in 2020.

The Committee has a new group to make sure its good work keeps going and is recorded.



There will be more information in the Biennial Report 2018/20 which will be published in October 2020.

The work of the Committee for 2018/19 is in the Improvement Plan.



All Adult Protection information is at:
www.fife.gov.uk/adultprotection

Fife Adult Support & Protection  **Committee**

**If you or someone you know is at risk of harm or neglect
call the Adult Protection Phone Line
on **01383 602200****