



East Riding Safeguarding Adults Board
Multi Agency Training Strategy
February 2018 – January 2021

East Riding Safeguarding Adults Board Version Control Template.

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The version number of a document in a draft format will start at 0.1 reflecting its draft status and then progress through revision by incrementing the number to the right of the point. The version number will convert to 01.0 upon the document/record receiving all required approvals, and deemed ready for publishing.

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Revision History:

Version	Date	Summary of Changes	Approved
Version 1.0	31/01/18	Final Document Agreed	SAB

1 Introduction

1.1 The East Riding Safeguarding Adults Board's (ERSAB) multi agency governance arrangements makes it responsible for overseeing the development of an ERSAB training strategy that ensures all staff have access to relevant and timely training that will support the achievement of workplace competence in respect of Adult Safeguarding.

1.2 Statutory Guidance Care Act 2014 clearly articulates agency responsibilities in respect of training.

“Training is a continuing responsibility and should be provided as a rolling programme. Whilst training may be undertaken on a joint basis and the SAB has an overview of standards and content, it is the responsibility of each organisation to train its own staff.”

1.3 This training strategy sets out the ERSAB approach to learning and development and is based on the Learn to Care Bournemouth University research into a workforce safeguarding competence framework¹. It will ensure that all people working in a paid or voluntary capacity with ‘Adults at Risk of Harm in the East Riding of Yorkshire have access to high quality learning and development opportunities commensurate with their responsibilities in the safeguarding processes.

1.4 This strategy, when properly implemented, will enable the workforce within all partner organisations to carry out their organisational and individual responsibilities in accordance with:

- a) Care and Support Statutory Guidance - Issued under the Care Act 2014 by the Department of Health 2014

¹ Bournemouth University & Learn to Care National Competence Framework for Safeguarding Adults – A Comprehensive Guide and Concise Version for Employers and Staff Third Edition: Updated to meet the requirements of the Care Act 2014

- b) Making Safeguarding Personal Guidance 2014
- c) East Riding Safeguarding Adults Board Strategy 2016-19
- d) East Riding Safeguarding Adults Board Multi Agency Procedures.
- e) Learn to Care Bournemouth University Standards
- f) Care Certificate – Standards:
 - 9 Awareness of mental health, dementia and learning disability
 - 10 Safeguarding Adults

2 Purpose

2.1 The diversity of the partner organisations attending the board will naturally require their workforce to have an equally diverse range of safeguarding skills and specialist knowledge allowing them to fulfill their legal and organisational responsibilities in respect of safeguarding adults at risk of harm.

2.2 However, it is important that we build that specialist knowledge on a firm foundation that is familiar and understood by all partners. The purpose of this strategy is to provide a generic foundation on which all partners can agree.

2.3 Aim

The aim of this strategy is therefore to: provide a local multi-agency framework within which partners can agree minimum standards of mandatory training and workforce competence, in respect of safeguarding adults at risk of harm.

2.4 Objectives

Access

To enable anyone working in partner organisations (paid or voluntary capacity) who work regularly with adults at risk of harm, or who may come into contact with adults at risk of harm, to have access to high quality safeguarding training relevant to their role or position.

Skills

1. To ensure that everyone working with adults at risk of harm within the East Riding of Yorkshire have the necessary skills to ensure that their clients/patients/customers are safeguarded from harm and exploitation at all times.

Review & Evaluation

2. To provide a framework in order that safeguarding training can be regularly, reviewed, and evaluated to ensure it remains current, effective and meets national standards.

Monitoring

3. To ensure the East Riding Safeguarding Adults Board is able to effectively monitor relevant statistical data to provide assurance that the strategy is achieving its stated aim and objectives.
4. To identify links with other more specialist training streams and provide a comprehensive learning pathway for adult safeguarding.

3 Current Drivers

- 3.1 The Care Act 2014 provides the overarching legislative framework for safeguarding. More detailed guidance is contained within the Care and Support Statutory Guidance - Issued under the Care Act 2014 by the Department of Health 2014 Chapter 14, Safeguarding, replaces the previous 'No Secrets' Guidance. In addition, Making Safeguarding Personal Guidance 2014 emphasizes the importance of all safeguarding partners taking a broad community approach to establishing safeguarding arrangements. It is vital that all organisations recognise that adult safeguarding arrangements are there to protect individuals.
- 3.2 In respect of specific workforce development and training the following national frameworks provide guidance on safeguarding competencies. These include:

- a) Skills for Care, Care Certificate – Standard 9, Awareness of mental health, dementia and learning disability and Standard10, Safeguarding Adults
- b) Association of Directors of Adult Social Services and Learn to Care Bournemouth University research “Towards a National Competency Framework for Safeguarding for Adults”
- c) Association of Directors of Adult Social Services, Making Safeguarding Personal: Guide 2014

3.3 In addition there is a need to demonstrate to regulatory bodies for example Care Quality Commission, executive and non-executive bodies, Local Councilors and the public that there is a well-defined workforce development framework and raising awareness about safeguarding adults at risk of harm is paramount.

3.4 The outcomes from Safeguarding Adult Reviews nationally across all partner agencies also clearly identify the benefits in having in place a Multi-Agency Training Strategy for all levels of staff and for it to be consistently applied across all organisations.

3.5 The ERSAB has published a three year multi-agency strategy to protect adults from risk of harm and within the strategy there is an agreed vision and a number of priorities, that will focus the boards work within the East Riding. To ensure that there is a competent workforce to deal with adult abuse, the Board provides training to all people working across public/private/independent/voluntary sectors with adults at risk of harm. It ranges from basic awareness to specialist skills. The training the SAB provide includes:

- Level 1 – Recognising Abuse
- Level 1 - Communication and Recording
- Level 2 – Mental Capacity Act
- Level 2 – Reporting Concerns

- Level 3 – The Role of the Manager
- Level 3 – s.42 ‘Making an Enquiry’
- Level 4 – Cascade Training – 2 days

3.6 Vision for Adult Safeguarding

The East Riding of Yorkshire is a place where adults at risk of harm are able to live an independent life free from harm where:

- abuse is not tolerated
- everyone works together to prevent abuse
- services respond effectively when abuse is suspected or happens

3.7 The priorities of the East Riding of Yorkshire Safeguarding Adults Board’s three year Multi- Agency Safeguarding Strategy to Protect Adults at Risk from Harm (2016-2019) are to help partner organisations to:

- Prevent abuse
- Protect abused people
- Make Safeguarding personal

The *Care Act* sets out 6 key principles which should inform and guide the ways in which professionals and other staff work with adults:

1. Empowerment – *People being supported and encouraged to make their own decisions and informed consent*
2. Prevention – *It is better to take action before harm occurs*
3. Proportionality – *The least intrusive response appropriate to the risk presented*
4. Protection – *Support and representation for those in greatest need*
5. Partnership - *Local solutions through services working with communities. Communities have a part to play in preventing, detecting and reporting abuse*
6. Accountability – *Accountability and transparency in delivering safeguarding*

3.8 This training strategy will ensure that anyone working within a partner organisation will be able to support the ERSAB in the delivery of its strategic vision for adult safeguarding.

4 In delivering this training strategy we will ensure:

4.1 All East Riding Safeguarding Adults Board (ERSAB) partner agencies and organisations value the contribution their workforce make to the delivery of safe, effective, quality safeguarding services.

4.2 Members of the ERSAB recognise the importance of ensuring they have a workforce that is “fit for purpose” and that this is achieved by ensuring anyone working with or for them, are properly trained, qualified, supported and developed throughout their careers.

4.3 ERSAB partners are committed to adopt and embed this training strategy within their respective organisations and recognise this will require strong leadership and a commitment at a senior level to ensure effective delivery

4.4 Each partner agency on the ERSAB accepts it is responsible for producing its own safeguarding workforce development strategy which mirrors this framework.

4.5 Members of the ERSAB endorse and welcome the flexibility provided by the ‘outcomes based’ approach within this training strategy, whilst accepting the need for a minimum standard to be set by the board.

4.6 Commissioners of Health and Social Care Services are committed to ensuring, (through the procurement and contract monitoring and quality assurance processes), that adult safeguarding remains central and relevant to the functions undertaken by provider services.

4.7 Partners accept that this training strategy must be adequately resourced in terms of Trainers to facilitate learning opportunities, suitable training venues to deliver

training events across the county and appropriate resources to provide assurance to the ERSAB in respect of quality and compliance.

- 4.8 ERSAB partners recognise the value of performance data in assuring the board that the necessary outcomes have been achieved within this strategy.

5 Implementation

- 5.1 The starting point in respect of implementation is for each partner organisation to identify into which staff group, different elements of its workforce fit (see appendix 1) and from there, assess the level of competence required for the role undertaken.

- 5.2 The framework set out at Appendices 2 to 6 will be seen as the minimum level of safeguarding competence required for each staff group identified within this strategy. To clarify, whilst staff groups A, B and C are cumulative, (in that competence should be demonstrated at the lower level before moving on to the higher levels), staff groups D and E stand alone and workplace competence is not expected at the lower levels, although an understanding of the key issues would help to inform strategic direction and decision making.

- 5.3 The ERSAB Training Coordinator will make available training materials sufficient to allow partner organisations to deliver the example training framework (Appendix 7) up to level 3. This framework when properly delivered will provide staff with the necessary knowledge and skills to be able to demonstrate workplace competence (against staff groups A & B within the competency framework outlined at Appendix 1. (Resources to meet the training needs for staff groups C, D and E will be the responsibility of an individual's own organisation).

- 5.4 Having achieved the minimum level of competence any additional safeguarding training and or development will be dependent on the individual person's ongoing

workplace competence, and/or changing job role; however refresher training must be completed within three years.

- 5.5 There is nothing to prevent a partner organisation, should they wish, from developing training materials more relevant to their own organisations business. However new material must be mapped against the desired competence framework to ensure it is capable of achieving the necessary outcomes. The ERSAB Training Coordinator will be available to validate training materials against the relevant standard prior to delivery.
- 5.6 To ensure a consistent message is delivered across all partner organisations the board manager and Training Coordinator will also provide a quality assurance and monitoring function in respect of the content of the training material used to deliver the outcomes within this strategy.
- 5.7 Individual organisations are responsible for providing an assurance framework in respect of the actual delivery of the training by their own trainers. However the ERSAB Training Coordinator will, if requested, assist partner organisations in establishing this process.
- 5.8 The boards Training Coordinator will offer guidance and support to staff within all partner organisations who deliver the training outlined within this training strategy; which includes the ERSAB's cascade trainers.
- 5.9 Each partner organisation will maintain a record of all staff attending safeguarding training which will include the name of the person, area of work and the date the training was attended. The ERSAB Training Coordinator will ensure that similar information regarding the ERSAB training programmes is recorded to that outlined above.

- 5.10 In order to measure the effectiveness of this training strategy and provide assurance to the ERSAB, each organisation will supply quarterly anonymous training data to the board as agreed within the boards performance framework.
- 5.11 Training will feature a standing agenda item on all ERSAB sub-groups for partner agencies to raise any issues. In addition, any pieces of work around learning and development issues will be taken forward by small task and finish groups.
- 5.12 The ERSAB Training Coordinator will attend and contribute to the board's Audit and Assurance Sub-Group and will ensure training needs identified from this audit work are cascaded to trainers across all partner organisations. Should it be identified that the need is better addressed outside of the framework at appendix 7, the Training Coordinator will consider other alternatives to meet the identified need; e.g. a workshop style event.
- 5.13 At the discretion of the Safeguarding Adults Board Manager the board Training Coordinator may from time to time deliver bespoke training to address safeguarding training needs within small organisations and community/voluntary groups.
- 5.14 The board Training Coordinator will deliver or if needed, train staff from the larger providers to deliver internally, training to the Independent provider sector as agreed with the ERYC Business Management Service.
- 5.15 The ERSAB support function will provide the necessary administrative resource in respect of any training delivered by or on behalf of the board.
- 5.16 From time to time it may become necessary to commission specialised training from external sources. This will be procured by the most appropriate partner agency. A charge for attendance will be set for those attending who are not directly employed by the agency commissioning the training. In general there will be a charge per person to cover the external provider fee and associated room hire, however the commissioner has discretion to waiver charges if they see fit.

6 Funding

- 6.1 The training support and quality assurance functions provided by the ERSAB Training Coordinator to statutory partners and community and voluntary organisations will be free at the point of delivery and funded from an allocation of the main board budget provided by contributing statutory partners.
- 6.2 The level of funding allocated to the training and development function will be recommended by the ERSAB manager and approved by the partners making a financial contribution to the board.
- 6.3 Training and support provided to none statutory Independent providers will be free at the point of delivery and funded on a full cost recovery basis from the East Riding of Yorkshire Council, Business Management Service.

7 Review

- 7.1 This strategy will be reviewed three years or sooner by the ERSAB should there be any significant changes in legislation, policy or practice. Proposed changes will be reported to the ERSAB Business Implementation Group for agreement.
- 7.2 The strategy may also be reviewed following significant changes to local or national policy, procedures or guidance.

Please refer to the attached link to the [Bournemouth University: The National Competency Framework for Safeguarding Adults – a comprehensive guide and concise version for employers and staff \(3rd edition\)](#) which is available in the Professional Development Resources on section the Learning and Development page on www.ersab.org.uk should be read in conjunction with this strategy.

EAST RIDING SAFEGUARDING ADULTS TRAINING PATHWAY

Level 1 - Foundation Programme

Target Group: (a) anyone advocating, supporting, caring or working with an adult at risk of harm or
(b) public facing staff who may come into contact with an adult risk of harm.

Course Level: you will need to evidence this level of training has been completed prior to attending any of the training programmes below. You have various options:

Option 1: attend Face-to-Face training at venues across the East Riding.

Option 2: attend In-House training provided by a cascade trainer delivering Level 1 on behalf of the board.

Option 3: access the Workbook through our website or through your manager

Option 4: access Single Agency training delivered specifically for your organisation.

Option 5: eLearning

Level 2 - Intermediate Programme

Target Group: (a) as above but **with no managerial responsibility** (access via Option 1)

(We recommend attendance as soon as possible following Level 1)

Level 3 - Advanced Programme

Target Group: (a) as above but **with managerial responsibility** (access via Option 1)

(We recommend attendance as soon as possible following Level 1)

Level 4 – Cascade Programme (2 days)

Target Group: (a) as above (must be in a position to deliver in house training)

Course Level: Must be confident when speaking in front of people
Knowledgeable about adult abuse and practice issues
Committed to delivering Level 1 training on a regular basis