



Safeguarding Vulnerable Adults Policy Homes for Independent Living

1. Introduction

- 1.1 This Policy outlines Landlords Services approach to safeguarding vulnerable adults. It is every adult's right to live free from abuse and other types of exploitation. Staff may become aware of/or suspect situations where abuse of a vulnerable person is taking place. This policy identifies how Landlord Services work with vulnerable service users and their advocates to ensure their well-being and safety, whilst allowing them to remain living independently.

2. Purpose

- 2.1 The purpose of this policy is to identify how Landlord Services will:
 - 2.1.1 Provide staff and residents at Homes for Independent Living (HfIL) schemes ways to report safeguarding issues to the appropriate authorities in line with the Confidentiality and Data Protection policy and The Care Act 2014.
 - 2.1.2 Work jointly with partners to ensure the appropriate recording of vulnerability, possible abusers and risk.
 - 2.1.3 Train staff on safeguarding vulnerable adults and the procedure for recording, reporting and sharing information.

3. Scope

- 3.1 The Safeguarding Vulnerable Adults Policy applies to all residents, Landlords Services staff and contractors at HfIL Schemes.
- 3.2 Abuse is a violation of an individual's human and civil rights by another person or persons and may result in significant harm to, or the exploitation of the person subjected to it.
- 3.3 The main categories of abuse are:-
 - 3.3.1 Psychological
 - 3.3.2 Physical
 - 3.3.3 Sexual
 - 3.3.4 Financial or material
 - 3.3.5 Neglect and acts of omission
 - 3.3.6 Discriminatory
 - 3.3.7 Institutional Abuse
 - 3.3.8 Multiple Forms of Abuse

4. Legislation and Guidance

4.1 External

- 4.1.1 Multi-Agency Safeguarding Vulnerable Adults Adult Protection Policy
- 4.1.2 Medway Council Whistle Blowing Policy
- 4.1.3 Disciplinary and Grievances Policies
- 4.1.4 The Care Act 2014
- 4.1.5 No Secrets Guidance 2000

4.1.6 Data Protection Act (1988)

4.2 Internal

4.2.1 Protocols and Guidance for Kent and Medway

4.2.2 Employee Code of Conduct

4.2.3 Homes for Independent Living Handbook

4.2.4 Safeguarding alert procedure

4.2.5 Safeguarding guidelines

5. Policy

5.1 Employee awareness

5.2 Employees are trained to recognise the potential signs of abuse and understand their role and responsibility in safeguarding vulnerable adults.

5.3 Employees are provided with procedures for reporting and handling safeguarding issues.

5.4 Diversity Impact Assessments are carried out on Council policies and procedures are reviewed to identify and mitigate any practices that could place vulnerable adults at risk.

5.5 Landlords Services review and learn from best practice of other authorities in regards to dealing with safeguarding issues.

5.6 Reporting safeguarding issues

5.7 Residents and/or their advocates can report any form of abuse or neglect either they or another resident are experiencing to the Scheme Support Officers.

5.8 Residents and/or their advocates can raise concerns about Medway Council employees and our contractors to the Scheme Support Officers or Senior HFIL Managers. Concerns can also be reported directly to the Medway Adult Social Care Department on 01634 33 44 66 between 8.30am and 5pm, or at any other time our out-of-hours service on 03000 41 91 91.

5.9 Medway Council have a Whistleblowing Policy to support anyone that wishes to raise concerns relating to safeguarding issues.

5.10 Responding to safeguarding issues

5.11 Landlords Services immediately respond to concerns raised about abuse of a vulnerable adult.

5.12 Employees support the people affected by the abuse and always respect the rights and wishes of the individual.

5.13 Landlords Services involve other agencies if it is warranted by the severity of the case. This is done in line with the Confidentiality and Data Protection policy.

5.14 Landlords Services record and store residents' information relating to safeguarding issues in line with the Confidentiality and Data Protection policy.

5.15 In cases where the perpetrator of the abuse is another resident within the scheme the Tenancy Management Team will be involved and it will

be dealt with as a tenancy issue. Depending on the circumstances a decant or management move may be considered for either party.

6. Role, Responsibilities and Authority

- 6.1 The Assistant Director Physical and Cultural Regeneration retains the overall responsibility for the implementation of this policy.
- 6.2 The Head of Housing Management is responsible for the operational delivery of this policy and the associated procedures. This includes responsibility for monitoring and review, staff awareness and training, policy development and communication to residents.

7. Monitoring, Review and Evaluation

- 7.1 Regular monitoring will take place to ensure that Scheme Support Officers adhere to this policy.
- 7.2 The results will be used by Landlords Services to inform future policy review in this area and drive up service standards. All reviews will consider whether:
 - 7.2.1 The current policy adheres to legislative and regulatory requirements and reflects current good practice;
 - 7.2.2 The aims and objectives of the policy are being met;
 - 7.2.3 The current policy outcomes meet the needs and aspirations of our diverse resident base;
 - 7.2.4 Residents are aware of and understand the policy and believe it to be consistent and fair;
 - 7.2.5 The policy provides sufficient choice for residents; the service offers value for money;
 - 7.2.6 Partnership arrangements are working effectively.
- 7.3 Overall monitoring and review of the policy will be undertaken in consultation with:
 - 7.3.1 Staff groups;
 - 7.3.2 Members;
 - 7.3.3 Existing and future service users;
 - 7.3.4 Resident and community groups.
- 7.4 This policy will be reviewed every year or in line with legislative or regulatory changes.

Policy Version Control Sheet

Policy Title: Safeguarding Vulnerable Adults Policy

Policy Author(s): Homes for independent Living Team Leader, Business Development Officer.

This Version: July 2017

Projected Date of Review: July 2018

Cross References: Needs Assessment Policy, Confidentiality and Data Protection Policy,

Amendments Made:

This Version: Changes made to previous policy to ensure that it coincides with current legislation.