

Business Plan Action Steps 2023-2024

Listening: We will ensure that the voices of people with lived experience are at the heart of our work to deliver positive outcomes.

Learning: Our priorities for action will be evidence based on recommendations from Safeguarding Adults Reviews, practice audits, by listening to the voices of people with lived experience and those of multi-agency professionals, to provide a clear understanding of where there is risk in North Somerset.

Challenging: We will work constructively in partnership to hold each other to account and to promote, embed and monitor effective multi-agency quality assurance processes to prevent abuse and neglect.

Leading: We will actively demonstrate and promote collaboration and commitment to safeguarding.

	Topic	Action	Responsible	Timescale	Successes
1.	Safeguarding Adults Reviews (SAR)	For all outstanding SARs to be published.	Board Manager	April 23 – July 23	That they will be published and accessible on the website.
		To have action plans that are monitored and embedded.	SAR Subgroup and Core Partner Group	All to be completed by the end of July 2023. To then be reviewed quarterly.	To have action plans that can hold people accountable and to ensure changes are made and embedded.
		7 min learning briefs to be developed for all three SARs that have been published in 2023.	Board Manager and Learning and Development subgroup.	To be completed by November 2023 and embedded through learning over the course of 2023 – 2024.	The learning briefs are providing learning and insight to all practitioners.
		Thematic Review: Self Neglect Recommendation Twelve: NSSAB should review its current arrangements for commissioning and undertaking SARs. For all SAR process and produces to be	SAR Committee and Board Manager	July 2023	To have a toolkit that is published and able to support organisations. This will enable us to embed learning in a timelier way and have a better partnership perspective to take this forward.

		reviewed and made more robust.			
2.	Communication and Community Engagement to be created with an aim of hearing the voice of those with lived experience and bring coproduction into the board. It will also have a focus on community communications and ensure safeguarding adults in North Somerset is visible.	To create a group with an ambitious chair and membership.	CCE Chair/ Board Manager	April – May 2023	The group is launched.
		To develop a work plan	Chair CCE	June – July 2023	Work plan is in place
		To work on the development of the website and create a more inclusive site.	Board Manager and CCE Chair	September 2023 – December 2023	Monitoring of the website and how valuable it is to organisations and public – review data of its use and include a feedback option. For changes and development to be evidenced by navigating the website.
3.	We need a better focus on coproduction and to bring the voice of lived experience into the board.	To ensure that the board members and chairs of the subgroups have clear direction and support and work	NSSAB Board Manager with the Support of all subgroups, particularly CCE.	2023 - 2024	To be able to evidence examples of how we have done this in our annual report for 2023-2024.

		on initiatives to achieve this.			
		All board members are responsible to aid this development and bring different ways of achieving this.	All members	2023 - 2024	For people to have brought ideas and explored regularly how we have enhanced the voice of lived experience.
		Reviewing the membership and opening out to VANS, Health Watch and organisations that will support us in this ambition.	Board Manager	April 2023 – June 2023	For better representation on the board.
		To ensure we have more avenues to collect feedback and to ensure we are using all forms of feedback to enhance the way we work.	All members	Throughout the year 2023 – 2024	To be able to evidence feedback and how it had been used.
4.	The relaunch of the Learning and Development subgroup.	To have a new chair and membership to be reviewed.	Board Manager	April 2023	To have a chair in place.
		To develop a new ToR and work plan	Chair L & D	June 2023	To be able to have ToR on the website

					and a work plan that can be viewed.
		To look at new ways of strengthening learning, such as online learning, webinars, podcasts, joint learning opportunities across the local area.	Chair L & D	December 2023	For this to be reviewed in the subgroup report that is presented in December 2023.
		To work with the other subgroups through the chairs meetings to ensure collaboration and joint working.	Independent Chair and Chairs of Subgroups	To be worked on over the year 2023 – 2024	For the chairs to feedback that they have achieved this and are able to give example in 2024 development day.
5.	For more partnership working to take place and to work on strengthening our links with other boards/ partnerships	For networking and relationship building to take place ie, Childrens partnerships, other SAB's and CSP.	Board Manager	To be actioned straight away April 2023 and be reviewed in 2024	For the relationships to be strong and identifiable.
6.	To work with the LGA in a review of BNSSG boards.	To be supportive in to LGA process and ensure all information is accessible.	Board Manager	May 2023 – September 2024	To be able to support in the outcomes of the review and be part

					of making structural changes if needed.
7.	To review budgets and resources for the board with all funding partners.	To meet with the core partners to review the budget for the NSSAB and to work inline and around the LGA review.	Core Partners	October 2023	To have a board that can deliver its strategic responsibilities.
8.	NSSAB need to recruit to a Business Support Officer (BSO) and strengthen the administration on the board.	To a Job Description and complete recruitment process.	Board manager	April 2023 – June 2024	To have a BSO in place
9.	Feedback from the development day hear that members wanted the board to have more clarity and structure. The NSSAB has been through the recruitment of new leadership and is refreshing how the boards' structure function.	MOU/ Constitution – roles and responsibilities need to be clearer, and all members should be refreshed on their commitments.	Board Manager and Policy and Procedures Subgroup	June 2023	To have the documents on the website and all members to have signed the MOU.
		NSSAB to have a better oversight of the subgroups - relaunching/ recreating/ review terms of reference on all, having a deputy chair on	Board Manager and Subgroup Chairs	April 2023 – July 2024	Well-functioning Subgroups Good levels of output Good attendance All have ToR

		each/ ensuring the chairs have the support they need in the form of regular meetings and connections.			All have co/deputy chairs Evidence of joint work with other boards
10.	To complete our annual report for 2022-2023.	For the report to be completed and signed off	Core Partners, Independent Chair and Board Manager	October 2023	The report to be published and on the website.