



PSAB Resourcing: Business Case 2023-24

Background

The Executive identified that at the current level of funding, the PSAB would not be able to meet its statutory functions or deliver its ambitions in 2023-24. The SE ADASS peer review also recommended that the PSAB should:

- Provide clarity about current PSAB costs and contributions (cash and in kind)
- Identify and agree current pressures
- Discuss how these will be resources (in case and in kind)

An item was therefore brought to the March 2023 Board meeting by Andy Biddle, Director of Adult Social Care which set out a proposal for partner contributions for 2023-24. The proposals were agreed in principle but a more formal business case was requested. This paper sets out that business case.

Contributions in 2022-23 and previous years

In 2022-23, contributions to the PSAB were as follows:

	2022-23 total contribution
Portsmouth CCG	31,227
Hampshire Constabulary	13,178
PCC ASC	42,014
Other partners	3,750
<i>SUBTOTAL</i>	90,169
Additional funds carried forward from 2021-22/allocated for 4LSAB work administered by PSAB	7,501
TOTAL	97,670

To provide context to these contributions, until 2021-22 there had been no increase in partner contributions since 2015-16, achieved as a result of rolling forward underspends accumulated due to gaps between postholders. In 2021-22, partners agreed a one-off 20% increase to cover increased SAR activity (Pamela, Mrs E, Mr F and Homeless Deaths reviews). This increase was later confirmed for subsequent years.

In 2022-23, for the first time other partners were invited to contribute resources to the Board. Five partners contributed £750 each, which was ringfenced to support the

conference and multi-agency training programme (both of which took place for the first time).

Benchmarking: contributions to other local Boards/Partnerships

In October 2022, in preparation for the Peer Review, the Board Manager was asked to seek information from the other 4LSABs and the Portsmouth Safeguarding Children Partnership (PSCP) on their funding. The figures are presented in Appendix A.

The benchmarking shows that:

- PSCP receives **2.7 times** as much funding as PSAB.
- Southampton SAB receives **1.9 times** as much as PSAB (population is x1.2).
- IOW SAB received **1.5 times** as much as PSAB (population is x0.67).

This disparity is evidently neither equitable nor sustainable.

2022-23 expenditure

In 2022-23, PSAB expenditure consisted of:

	2022-23 total expenditure
Independent Chair	14,597
Staffing	68,918
Conference and multi-agency training	7,743
Peer review	429
SARs	1,650
4LSAB policy development (4LSAB work administered by PSAB)	1,500
Other (office costs, meeting costs, website, annual report)	1,505
TOTAL	96,342

The staffing of the Board consists of:

- Board manager - 30 hours/week
- Board administrator - 18.5 hours/week
- Independent Chair - up to 20 days/year
- £2000/year contribution to PCC Safeguarding Team for support with data/audit from their Senior Admin and Performance Lead

This is less staffing resource than the other local boards/partnerships.

The core work of the Board is carried out by the Board team and Independent Chair and includes:

- Attendance at strategic and partnership meetings, including at national level.
- Chairing and facilitating PSAB, Executive and subgroups, authoring papers, managing actions.
- Quality assurance including data collection and analysis and audit work.

- Development and monitoring of strategy and action plan.
- Communication and publicity, including PSAB email enquiries, website, newsletter and social media.
- Learning and review work, including commissioning SARs and working with reviewers, facilitating workshops, authoring policies and briefings, publicising learning, monitoring action plans.
- Contributing to 4LSAB work, including facilitation of 4LSAB Policy subgroup
- Commissioning, administering, and delivering multi-agency training.

Over the last year, additional workload has included:

- Attendance of Independent Chair at in-person strategic meetings eg Health and Wellbeing Board
- Independent Chair/Board Manager attendance at and work for 4LSAB SILF
- New PSAB engagement subgroup
- PSAB Conference
- PSAB newsletter
- Delivery of an unprecedented number of SARs.

Resourcing for 2023-24: requirements to fulfil statutory functions

At the 2022-23 levels of contribution from statutory partners, after staffing and fixed costs a small overspend of £850 is predicted.

At current levels of contribution, the PSAB does not have enough resource to support its statutory functions, or the ambitions set out by the Board as part of its new strategic plan. Gaps include:

- The current 20 days allocated to the **Independent Chair** are insufficient for the strategic leadership role and local visibility, as well as the role convening the conference.
- PSAB's $\frac{1}{4}$ **contribution to 4LSAB-wide** policy development and training opportunities.
- **Engagement and communication activity** to support the work of the Engagement subgroup: including marketing, design and print, venues for events and support/expenses for service users and carers to work with the PSAB. The PSAB website is reaching the end of its life and will need some redevelopment work.
- **Multi-agency training, events and conference.**
- **SAR contingency** - some SARs can be carried out without commissioning an external reviewer; however others require this level of independence or cannot be resourced using reviewers from within partner agencies. This is a statutory function of the SAB. There is currently 1 SAR for which the SAR subgroup has recommended that an external reviewer is required.

The peer review suggested that PSAB consider the role of contributions in kind as part of its discussions about resourcing. There are already many contributions in kind that the SAB benefits from (for example: legal and comms support from PCC for SARs, professionals from partner agencies facilitating SARs) but these have not

been quantified to date. It is unclear how contributions in kind might address the gaps identified.

Proposal for 2023-24

In addition to the above resourcing gaps relating to basic requirements of a Board, the PSAB Board at its March 2023 meeting set out a desire for a more ambitious strategic plan for the coming years. In particular, a priority area of work is a step change in the engagement with service users and their families and carers, the local community, and frontline staff.

The following proposal (which was presented at March 2023 Board meeting) represents raising the levels of funding for the PSAB to approximately that of IOW SAB.

	2022-23 total contribution	Proposed increase	2023-24 proposed contribution
ICB	31,227	21,000	52,227
Hampshire Constabulary	13,178	8,500	21,678
PCC ASC	42,014	28,000	70,014
Other partners (combined)	3,750	2,500	6,250
<i>*Per partner =</i>	<i>750</i>	<i>500</i>	<i>1,250</i>
TOTAL	90,169	60,000	150,169

This level of funding would enable the Board to meet its statutory functions and go some way to being able to realise the ambitions of the strategy. The proposal would enable sufficient funding to:

- increase the independent chair resource
- commission two SARs
- deliver a conference/training programme (see Appendix B for more detailed training proposals)
- fund some marketing and communications costs
- provide an additional part time post to deliver on engagement

	2023-24 proposed
Independent Chair (increase to 30 days)	16,500
Staffing (existing, assume 4% pay award)	78,479
Additional PT post - remit comms and service user engagement	29,405
Marketing and communications	6,000
Conference and multi-agency training	6,560
SARs (assume 2 at moderate cost)	10,000
Other (office costs, meeting costs, website, annual report)	1,725
Contributions to 4LSAB work	1,500
TOTAL	150,169

Alison Lawrence, Board Manager, June 2023

Appendix A: Board resourcing - comparison data from other local Boards

The Executive requested that we seek information from the PSCP and other 4LSABs to provide comparative information for further discussions about PSAB resourcing. The responses received from the other Boards are below.

PSAB 2022-23

PCC Contribution	£42,014
CCG Contribution	£31,227
Police Contribution	£13,178
Other Board members (training)	£3,750
TOTAL	90,169

PSCP 2022-23

PCC Contribution	£161,000
CCG Contribution	£57,000
Police Contribution	£23,117
Probation Service	£2,000
TOTAL	243,117

SSAB 2022-23

Southampton City Council	£97,428
Southampton Clinical Commissioning Group- now ICB	£56,042
Hampshire Constabulary	£22,417
Total	£175,887

HSAB 2021-22

As you know from our annual report our income source 2021-22 partner contributions (rounded, £) were as follows:

Hampshire County Council - £95,000
Hampshire Clinical Commissioning Group - £39,000
Hampshire Constabulary - £17,000
Total - £151,000.

The reserve is a bit more complicated and unfortunately we have only recently spotted that the yearend figures in the annual report in relation to the reserves (which is made up of underspends from previous years partner contributions) monies were incorrect – so we are currently unpicking that with our finance colleagues and

preparing an updated yearend report for board in September. I imagine once that is signed off we will update the annual report or add an appendix or some kind to ensure the published figures are accurate.

IOWSAB - PLANS FOR 2023-24

We are slightly different from the other Boards in that our annual budget covers both the SAB, and the Domestic Abuse Coordinator Post, admin, training/awareness raising budget and Commissioning Contacts Management costs. The SAB budget is quite straightforward and is below, however the DA budget may be quite different as there is now a requirement for a Domestic Abuse Partnership Board and now sits under Public Health. This part is still being negotiated and I understand the Public Health director is coming to our exec group to discuss. The budget below should be going to our exec group next Monday for early discussions, with agreement hopefully before Christmas.

This means the figures below are only part of the actual annual budget. In addition, there may be some underspend which will affect partner contributions – they usually have 3 cost options to choose from.

SAB Chair	Approx. 22 days@ £600	14,000
SAB Co-ordinator	1.0 FTE	60,086
SAB Administrator	0.8 FTE	27,389
Non-pay costs SAB	Insurance, materials, travel etc	2,000
Training/Resources/Conference		10,000
SARs Budget	2 x £10k	20,000
		133,475

Partner contribution are usually split like this:

ASC	65%	=86,759
Police	12%	=16,017
CCG	23%	=30,699

Appendix B

PSAB L&D review and learning needs 2023-24

PSAB L&D 2022-23

A multi agency meeting was held in March 2022 with safeguarding/workforce leads from ASC, Public Health, Solent, PHUT, CCG, Police. The meeting reviewed single agency and multi-agency training and future training needs identified.

The following priorities were identified:

- Making Safeguarding Personal (MSP) and making quality safeguarding referrals
- Multi Agency Risk Management (MARM)
- Mental Capacity Act (MCA)
- Self neglect was also a priority but it was agreed to evaluate the success of PCC commissioned training before taking this further

Other partners agreed to contribute £750 towards the conference and other training, in addition to the contributions from statutory partners.

PSAB L&D delivered so far in 2022-23:

- PSAB Conference Sept 2022
- Safeguarding Concerns (7 sessions held June 2022-January 2023, 1 further sessions planned in February 2023)
- Safeguarding Concerns e-learning (delivered on PSAB website)
- Transition learning event (May 2022)
- Safeguarding Vulnerable Dependent Drinkers, including MCA (one session held in Safeguarding Adults Week November 2022, one further session planned for February 2023)
- EUPD - (PCC commissioned training offered to partners July 2022)
- Prevent (two sessions hosted by the Prevent team in Safeguarding Adults Week November 2022)
- MCA and Executive Functioning (January 2023)
- Chairing Multi Agency Risk Management Framework (MARM) Meetings (January 2023)

Further training planned for 2022-23:

- Homelessness and the duty to refer (booked for February and March 2023)
- Transitional Safeguarding (planned for Spring 2023 date TBC - speakers booked)
- Family Approach (date TBC, to follow relaunch of Family Approach protocol)
- 4LSAB Homeless Guidance launch (date TBC)

PSAB learning needs 2023-24

PSAB Strategy

Strategy for 2023-24 not yet finalised, but likely to include the same overall priorities as last year:

- 2A: Interprofessional practice
- 2B: Relationship based practice
- 3: Safeguarding practice

The actions included facilitating multi-agency events; and promoting the use of MARM.

Findings from PSAB audits

Transition

- understanding the transition process and their role within it, and services available

Quality of referrals and decision making

- MSP - ascertaining the views and wishes of the adult

Domestic Abuse

- awareness of the Portsmouth domestic abuse pathway, specialist domestic abuse services, and domestic abuse multi-agency training opportunities.
- Quality of referrals for DA cases - detailing of risk, care and support needs, safe contact details, what the referrer and the adult want to happen, what actions the referring agency is taking to keep the adult safe.

Priorities identified from data

- Self neglect is still a priority, based on data from MASH safeguarding concerns, partner agencies and SAR referrals.

Recommendations from SARs

Mrs E and Mr F:

- Mental Capacity Act (and Liberty Protection Safeguards)
- Risk Management / MARM
- Financial abuse
- Advocacy
- Palliative care and how to access it
- Coercive Control

Thematic homeless deaths review:

- Family Approach
- Identification and support for homeless people, including understanding of services available, reducing stigma, reducing signposting, trauma informed approaches
- Understanding the impact of alcohol/drug use on mental capacity, legal literacy

Learning needs identified from 4LSAB subgroups and/or new and revised policies

- Fire safety/risk assessment
- Transitional safeguarding
- MARM
- Family Approach
- Safer recruitment

Other

- **East Cosham House** and other learning from care homes: identifying and raising safeguarding concerns, escalation
- The **Peer Review** identified the following in relation to Training and Education on MSP:
 - Consider undertaking a review of MSP and whether further training is required across the partnership and within PCC and then audit whether MSP is embedded
 - Consider how to ensure that practitioners note that consent is clearly recorded

And the following in relation to Training and education on MCA:

- Consider undertaking a review of MCA training and a plan to then audit whether MCA has become part of practice
- Consider how to ensure that the children's safeguarding process is understood by ASC practitioners/MASH

Training Commissioned/Scheduled by PCC 2023-24 (April 23 to March 2024)

There are arrangements in place for external delegates to access PCC-commissioned training via the SCAT-PP partnership offer for a nominal fee. The courses can be advertised via PSAB website and via monthly SCAT-PP newsletter to partners (private and voluntary sector).

1. MARM - Charing Multi Agency Risk Management Framework Meetings

Virtual Training full day

This virtual training course is for staff that are responsible for decision making and expected to Chair a MARM meeting within your organisation.

The delegates must be familiar with the multi-agency adult safeguarding procedures and have attended safeguarding training and listened to the MARM webinar before

attending this course. The attendee must also be the person responsible for decision making and expected to Chair a MARM meeting within their organisation.

Learning outcomes covered:

- Provide an overview of the MARM Framework
- Understand the criteria for s42 enquiries and MARM
- Understand your role as decision maker in relation to the use of the MARM Framework
- Understand your responsibilities as Chair of the MARM meeting
- Consider how to ensure that the MARM meeting is person centred and outcome focussed
- Identify tools to support MARM meetings.

The last course was funded by PSAB on the 19th January 2023.

Max Delegates: 12

Delivered by Making Connections IOW

Cost £850

Proposal: High demand from PSAB members and there was a waiting list for the course on 19th January 2023. Consideration by the board if they wish to fund another date in the new financial year. Based on feedback, it should be made clear to prospective delegates that they need to have undertaken safeguarding/s42 training and have shadowed a MARM meeting prior to attending.

2. Understanding Self-Neglect & Hoarding for Health & Social Care - Virtual Course delivered over two half day sessions

Delivered virtually to give health and Social Care (including professionals) and awareness of concept of self-neglect/hoarding, as included in the Safeguarding section of the Care Act 2014

Learning outcomes covered:

- Have an understanding of the concept of 'self-neglect' and what type of behaviours may be considered as such
- Have an understanding of the nature of Hoarding Behaviours as a particular type of Self-Neglect, and why this may occur and the diagnostic elements of such
- Understand the different categories and models of hoarding behaviour
- Be aware of the difficulty in engaging clients who self-neglect / hoard
- Be aware of various research studies concerning self-neglect and hoarding
- Be aware of the learning outcome from Serious Case Reviews (Safeguarding Adults Reviews) that have involved self-neglect / hoarding
- Understand the concept of Mental Capacity and the legal framework related to the issues raised by self-neglect and hoarding behaviours
- Be aware of the Human Rights Act and how this may impact on the individual who

may self-neglect, in particular Articles 8 and 5 of the European Convention on Human Rights

- Be aware of the responsibilities of Local Authorities under Section 42 of the Care Act 2014 with regard to making enquiries concerning the Safeguarding of individuals who may be at risk
- Be aware of local policies and procedures regarding adults who may self-neglect, and how the care pathways specified may operate
- Understand some of the practical interventions that may help

Max delegates:16

Delivered by St Thomas Training

Cost £610 per course

Proposal: The course was piloted by PCC staff in 2022, with high demand internally from PCC staff. 4 courses were delivered in 2022. Portsmouth City Council are proposing commissioning 5 courses in 2023 to accommodate the demand internally and externally from partners. External delegates will be able book via SCAT-PP for a nominal fee. Option if the demand is high from PSAB members for consideration given PSAB to part fund or fully fund one of the course dates in 2023-24.

3. Mental Capacity Specialist topics training for practitioners

Half day sessions for practitioners on MCA topics e.g., Executive Functioning of the brain and questions around capacity & Fluctuating Capacity

Executive Functioning of the brain and questions around capacity

To give participants a general understanding of the concept of “Executive Mental Capacity” (sometimes called “Executive Functioning”) and how to apply that understanding in their work with people who struggle to put theoretical decisions into practice.

Learning outcomes covered:

- Be able to define the concepts of Executive Mental Capacity and Executive Functioning
- Be able to define and identify the “Frontal Lobe Paradox”
- Understand the difference between “talking the talk” (decisional capacity) and “walking the walk” (executive capacity)
- Be able to apply the “Pyramid Model of Awareness” to assess a person’s mental capacity where it seems likely that they may be unable to implement a decision in practice, even though they can make it in theory
- Be able to apply the “articulate/demonstrate” approach to assessing executive capacity

- Have examined a range of real cases and case examples where executive functioning is an issue, and be able to apply the learning from these cases to their own everyday working practices

Face to face courses being offered by PCC for registered practitioners; piloted first sessions on 31st January 2023 (one session was funded by PSAB).

Delivered by St Thomas Training and/or other approved provider

Cost approx. £350 per half day.

Proposal: PCC to commission 8 half day sessions in 2023/24. External delegates will be able book via SCAT-PP for a nominal fee. Option if the demand is high from PSAB members for consideration given PSAB to part fund or fully fund one of the course dates in 2023-24.

4. Working with Emotionally Unstable Personality disorder (EUPD)

Full day face to face course delivered by Solent NHS Trust Clinical Practice Educator Lindsey Gray.

Learning outcomes covered:

- What are personality disorder and what is borderline personality disorder specifically
- The origins of BPD
- Working with this client group

Proposal: PCC to commission 4 sessions in 2023/24 minimum number of 16 delegates required to run course. External delegates will be able book via SCAT-PP.

Delivered by Solent NHS Trust no fees charged

5. MCA Children's and Families teams

Full range of MCA training is offered from awareness to putting into practice, offered face to face and virtually. The courses are run quarterly and available for External partners to book via the SCAT-PP website for a nominal fee.

Learning outcomes covered:

- Be able to explain why and how the Act was introduced
- Have memorised the 5 principles of the Act's Code of Practice
- Be able to define what the Act means by "capacity"
- Know how to assess whether someone does or does not have capacity
- Know that the Act has introduced a new criminal offence of "ill-treatment or wilful neglect"

- Know how the Act protects health and social care workers from being prosecuted, and service users from being abused
- Be able to describe the purpose of an Advance Decision • Be able to explain the purpose of a Lasting Power of Attorney
- Be able to list the functions and powers of the Court of Protection and the Office of the Public Guardian • Know the role of the Independent Mental Capacity Advocate (IMCA)
- Have a very basic grasp of how the Mental Capacity Act 2005 links to the Deprivation of Liberty Safeguards
- Recognise the importance of record keeping to support all decisions
- Have explored some case law examples that have been heard in the Court of Protection
- Have discussed their own issues in relation to how the Mental Capacity Act applies in their work settings
- Be able to apply all of their knowledge to everyday situations that they may face at work

Other training needs being sourced direct via PSAB Manager Alison Lawrence

1. Safeguarding Concerns (virtual, half day)

The purpose of this webinar is to help understand what constitutes an adult safeguarding concern, what should inform the decision to raise a safeguarding concern, what to report, where and when.

8 sessions were commissioned for the whole 4LSAB area in 2022-23, with PSAB funding a quarter of the cost. While the feedback has been good, it is not clear whether Portsmouth benefitted from a quarter of the places. This could potentially be addressed through amending the booking procedure.

Max delegates: 60 places

Delivered by Making Connections

Cost £850

Proposal: Consideration to be given to funding 1 further session - but ensure Portsmouth attendance. Further discussion to be held with 4LSAB.

2. Domestic Abuse

Currently multi-agency training is provided by Stop Domestic Abuse as part of their contract. Evidence from the PSAB audit suggests the take-up and content may need reviewing.

Delivered by Stop Domestic Abuse the “Responding to Domestic Abuse” training combines the previous ‘victim’- and ‘perpetrator’-focused training, and aims to:

- Define what is domestic abuse
- What does domestic abuse look like for: Victims, people using abusive behaviours, children, professionals
- To increase knowledge and challenge stereotypes of victim, people using abusive behaviours, children and professionals.
- Types of relationships
- Engaging with your service users
- Understanding and accessing the referral pathway
- Effective safety planning and its application to your practice

Proposal: Work with Head of Service: Partnerships and Planning to identify any action to be taken in relation to Domestic Abuse training.

3. Safeguarding Vulnerable Dependent Drinkers (virtual, half day)

This course was offered as two half day sessions in 2022-23. All were fully booked (40 places) with 15 on the waiting list for each session. Feedback has been very positive.

By the end of the training course, participants will be able to:

- Identify chronic dependent drinkers who require the protection and support of key legal powers
- Understand how the Care Act the Care Act or Social Services and Wellbeing (Wales) Act apply to this group
- Understand how the Mental Capacity Act applies
- Understand how the Mental Health Act applies
- Understand what interventions flow from action under these powers
- Understand what helps makes these powers work to their best effect

Delivered by Alcohol Change UK

Max delegates 20

Cost £425

Proposal: 1 further half day training session to be commissioned by PSAB in 2023-24 Cost £425)

4. Family Approach

Proposal: Work already ongoing with Sharon Smith PSW and PSCP to put training together to support this area of work. It is not anticipated that there will be a cost.

**Other training needs being investigated and sourced by PCC Sharon Smith
PSW/Tina West Workforce Development Officer**

- Workshop Forced Marriage - delivered by the Forced Marriage Unit, Yasmin Bari Caseworker & DSO (via teams up to 150 delegates) Awaiting confirmation of availability from Yasmin
- Professional Curiosity - Care home focused (Sharon Smith investigating providers)

PSAB conference

The PSAB Conference held in 2022 had 105 delegates and the total cost was £3500 (venue hire, catering, and stationery/equipment). Consideration could be given to the venue and format for the conference 2023 - a cheaper/smaller venue could be sourced and a half day conference would reduce catering costs.

Proposal: Conference 2023 to take place on a similar basis to 2022, estimated cost £3500.

Proposal summary: PSAB costs

Training	Cost £
Safeguarding Concerns	850
MARM	850
Safeguarding Vulnerable dependent drinkers	425
Self neglect and hoarding (potential)	610
MCA specialist topic (potential)	325
Conference	3500
TOTAL:	6560