

REPORT TO: Safer Policy & Performance Board

DATE: 17 January 2012

REPORTING OFFICER: Strategic Director, Communities

PORTFOLIO: Children, Young People and Families

SUBJECT: Prevention from Exclusion Policy, Procedure and Practice

WARD(S) Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To present the Board with the revised Prevention from Exclusion from building based services and withdrawal of service from individuals' homes Policy, Procedure and Practice 2011.

2.0 RECOMMENDATION: That: the Policy is noted.

3.0 SUPPORTING INFORMATION

3.1 Adults with Learning Disabilities have had an Exclusion Policy since April 2005. During 2006 the Policy was reviewed by the Safeguarding Adults Board (previously the Adult Protection Board) and it was decided that it could be adapted and extended to apply to all service user groups across internal day, residential and home care services.

3.2 The purpose of this review was to establish if the procedures detailed in the policy were effective and fit for purpose and to identify any changes that needed to be included to ensure the policy's relevance.

3.3 The review involved input from and consultation with a number of sources including:-

- Divisional Managers and Principal/Practice Managers within the Adult and Community Directorate
- Transport Co-ordination
- Safeguarding Co-ordinator
- Health colleagues

3.4 **Main amendments to the policy**

Following the review the main amendments to this policy include:-

- 3.4.1 Changing the name of the policy from Exclusion from services to Prevention from Exclusion from services. Feedback from staff, when asked to comment on the policy, indicated that they felt the title implied that the emphasis was on how to exclude individuals from services, rather than finding solutions to ensure that exclusion is the last resort. The change of name is to promote the positive slant of the policy.
- 3.4.2 The following phrases were changed throughout the policy:
“Individuals with challenging behaviour” has been changed to “behaviour that challenges services”; “Care Plan” has been changed to “Support Plan”; and “Resource Panel” has been changed to “Risk Enablement Panel”.
- 3.4.3 References to the Positive Behaviour Support Service have been included at 1.1, 1.4, 1.9 and Quick Guide stage 3. Appendix 1 now details the training currently offered by the Positive Behaviour Support Team.
- 3.4.4 All references to Learning Disabilities and the Learning Disability Panel have been deleted as the Policy is for all areas of adult social care.
- 3.4.5 Under Categories of Exclusion 1.5 (table), Residential Care has been changed to Short Stay Residential Care as the Council only has respite and intermediate residential care beds.
- 3.4.6 An instruction has been inserted to report incidents of exclusion to an Operational Director at 1.6:
“An email should be sent by the relevant Divisional Manager to the appropriate Operational Director, giving details of the service user and the case for exclusion.”
- 3.4.7 Contacts for Halton Citizen Advocacy and Halton Disability Service have been deleted, and Open Mind Services and Together Working for Well Being have been included.
- 3.4.8 Monitoring has been redefined at item 1.9 and now excludes referring to the Learning Disability Panel.

4.0 **POLICY IMPLICATIONS**

- 4.1 The procedure within this policy has been used once in an exclusion case since its last review in 2007. The staff found the process detailed in the procedure to be very useful to ensure that all steps

and opportunities were explored to keep the individual in service provision.

In all other instances relating to direct Social Service support the service users have been found alternative service provision.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 No specific financial/resource implications identified.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

N/A

6.2 **Employment, Learning & Skills in Halton**

N/A

6.3 **A Healthy Halton**

The focus of the policy is to ensure safeguarding adults to have access to appropriate service provision and to reduce the incidence of exclusion. An Adults Safeguarding Audit tool has been completed.

6.4 **A Safer Halton**

N/A

6.5 **Environment and Regeneration**

N/A

7.0 **RISK ANALYSIS**

7.1 There is a risk to the individual and carer if problems regarding service provision are not dealt with swiftly and fairly and all alternative solutions are considered. The Policy states that Principal Managers should notify Divisional Managers of any exclusion/service withdrawal to ensure that the policy is being used appropriately. Divisional Managers should report monthly to the Divisional Management Team of any exclusion in their service area.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 The Policy seeks to reflect the preference for solutions other than exclusion or withdrawal of services such a behaviour contracts or adapting service or staffing arrangements to maintain support plan for individuals.

An associated Community Impact Review & Assessment (CIRA) has been completed and will be subject to review by the Directorate Equalities Group.

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF
THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.