

# FLIXBOROUGH PARISH COUNCIL

## Vulnerable Adult Policy

### 1. Statement

Flixborough Parish Council considers it the duty of the staff, contractors and volunteers to protect adults at risk who they come into contact with from abuse and /or neglect and are committed to ensuring appropriate procedures are in place.

An at-risk adult should contact the Parish Clerk in the first instance if they have any concerns:

**Mrs H Scott**  
**21 Flixborough Road**  
**Burton-Upon-Stather**  
**Scunthorpe**  
**N. Lincolnshire**  
**DN15 9HB**

[flixboroughparishclerk@gmail.com](mailto:flixboroughparishclerk@gmail.com)

**07724611507**

### 2. Introduction

Flixborough Parish Council is involved in providing services for a wide range of people. Some of these people are likely to be adults at risk.

This policy is based on The Care Act 2014, the national Care and Support Statutory Guidance.

The Council has obligations to strive to protect adults who it believes to be abused or at risk of abuse and / or neglect.

The policy and procedures have been developed to assist staff and volunteers in acting on reported or suspected abuse.

Depending upon the nature of particular services or requirements of particular commissioners or partner agencies, the policy and procedure may be supplemented by local procedures.

### 3. Definitions

The safeguarding duties apply to an adult who:

- Has needs for care and support (whether or not the local authority is meeting any of those needs)
- Is experiencing, or at risk of, abuse or neglect
- As a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.

#### 4. Categories of abuse

**Physical abuse** – including assault, hitting, slapping, pushing, misuse of medication, restraint, inappropriate physical sanctions Domestic abuse including – psychological, physical, sexual, financial, emotional abuse, so called ‘honour’ based violence

**Sexual abuse** – including rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure, sexual assault, sexual acts to which the adult has not consented or was pressured into consenting.

**Psychological abuse** – including emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation, unreasonable and unjustified withdrawal of services or support networks.

**Financial or material abuse** – including theft, fraud, internet scamming, coercion in relation to an adult’s financial affairs or arrangements, including in connection with wills, property, inheritance or financial transactions, the misuse or misappropriation of property, possessions or benefits.

**Modern Slavery** – encompasses slavery, human trafficking, forced labour and domestic servitude, traffickers and slave masters using whatever means they have at their disposal or coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment

**Discriminatory abuse** – including, harassment, slurs or similar treatment: because of race; gender and gender identity; age; disability; sexual orientation.

**Religion Organisational abuse** – including neglect and poor care practice within an institution or specific care setting such as a hospital or care home, for example, or in relation to care provided in one’s own home. This may range from one off incidents to ongoing.

**ill-treatment** - It can be through neglect or poor professional practice as a result of structure, policies, processes and practices within an organisation.

**Neglect and acts of omission** – including, ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, care and support or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

#### 5. The Six Safeguarding Principles

The following six principles underpin all adult safeguarding work Empowerment:

1. People are 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 to the risk presented
4. Protection – Support and representation for those in greatest need

5. Partnership – Local solutions through services working with their communities. Communities have a part to play preventing, detecting and reporting neglect and abuse
6. Accountability – Accountability and transparency in delivering safeguarding

#### 6. Making Safeguarding Personal

The adult at risk and / or their representative should be as involved as possible and to the extent to which they'd like. MSP should be person-led and outcome-focused. It engages the person in a conversation about how best to respond to their safeguarding situation, in a way that enhances involvement, choice and control as well as improving quality of life, wellbeing and safety.

MSP is about seeing people as experts in their own lives and working alongside them.

#### 7. Responsibilities of staff and volunteers

Paid staff, contractors, Parish Councillors and volunteers have a responsibility to be aware and alert to signs of abuse or neglect, or suspected abuse or neglect. However, they are not responsible for diagnosing, investigating or providing a therapeutic response to abuse. In addition, not all concerns relate to abuse, there may well be other explanations. It is important to keep an open mind and consider what is known and where possible speak to the adult concerned.

#### 8. Disclosure of abuse

If an adult at risk discloses to you that they are being abused or any service user discloses that they are involved in abuse of an adult at risk, action should continue as in Section 10. All action must proceed urgently and without delay.

#### 9. Suspicion of abuse

There may be circumstances when a volunteer or member of staff suspects that an adult at risk is being abused or neglected.

It is vital that anyone who suspects an adult at risk is being neglected or abused discusses the situation immediately with the designated Vulnerable Adult Safeguarding Representative at the Parish Council. The representative will make the decision to refer the suspicion on to the local Safeguarding board. Alternatively, if the suspicion of abuse involves the Parish Councils representative the suspicion should be discussed with any of the Parish Councillors.

#### 10. Action on disclosure of abuse / Making a referral

Any disclosures of abuse should be reported to the Parish Clerk who is the Parish Council Safeguarding Representative. The Clerk will then take the following actions:

- Never delay emergency action to protect an adult at risk
- Where possible always involve the adult at risk and / or their representative
- Always record any concerns and / or action taken

- The North Lincolnshire Council Adult Protection Team should be notified and a safeguarding concern submitted within 24 hours of the occurrence taking place

If the disclosure of abuse involves the Clerk than the person who had the disclosure made to them should carry out the following actions:

- Never delay emergency action to protect an adult at risk
- Where possible always involve the adult at risk and / or their representative
- Always record any concerns and / or action taken
- The North Lincolnshire Council Adult Protection Team should be notified and a safeguarding concern submitted within 24 hours of the occurrence taking place

#### 11. Recording and Storage of information

Any recording and storage of information regarding a suspicion or allegation of abuse will be stored in line with the Parish Councils Data Retention Policy and Information Security Procedure.

#### 12. Preventing Abuse by Staff and Volunteers

It is important that any staff or volunteers who are likely to be working alone with vulnerable people are thoroughly vetted before being employed. However, given the scope of Flixborough Parish Council's responsibilities, it is unlikely that any Parish Council staff member or volunteer will be working directly with vulnerable people. However should the Parish Council, in future, choose to employ somebody within this role then as well as references being checked there will be a requirement for offences to be declared and an enhanced Disclosure and Barring Services (DBS) check must be undertaken.

All staff, Parish Councillors, volunteers and contractors will receive a copy of this Safeguarding policy and the Parish Council will seek confirmation that they have read and understood the policy. In addition to this the policy will be put up on the website so that everyone may access it.

#### 13. Training

The Clerk will undertake safeguarding training from time to time as deemed appropriate. If, in the future, training of Parish Councillors, Volunteers or Staff than this will be provided.

Date of review: May 2021

*H. Scott*

Date of next review: May 2022