

15/01/2025

NN-ICB/24-1036

Dear Requestor

Re: Freedom of Information Request

Thank you for your request for information, received on 18 December 2024, regarding any internal procedures or documents held which describe what may 'activate' the ICB Safeguarding Team's involvement with patients. We have processed your request in accordance with the Freedom of Information Act 2000 (FOIA).

Under the FOIA, public authorities like ours are required to respond to requests for information within 20 working days. In response to your request, I can confirm that we do hold the information requested.

Please find below our response to your request:

Please provide all internal procedures and documentation on involvement of the safeguarding team with a patient including what would activate their involvement to assist.

As stated in email correspondence sent on 20 December 2024, the ICB has two safeguarding policies, which are accessible via our ICB website:

- i. [Safeguarding Children and Adults Managing Allegations Policy](#)
- ii. [Safeguarding Policy \(Inc PREVENT\)](#) Section 7 of this Policy (Monitoring Safeguarding Quality and Performance of Provider Organisations) describes the quality monitoring and scrutiny role the ICB's Safeguarding Team has in relation to providers.

Further to the above, there are two documents which outline processes which may be followed by the ICB's Safeguarding Team when determining when they may need to become involved with a patient. Both documents are available in the public domain. Links have been provided below for ease of reference:

- iii. [Care and support statutory guidance - GOV.UK](#) Chapter 14 of the Care Act 2014 provides guidance on safeguarding (which covers sections 42 to 46 of the Act). This details the principles followed for local decision-making around safeguarding involvement. It provides a framework for sharing information where a safeguarding concern is raised and/or identified. There is no requirement in the Act to gain consent where an adult is thought to be vulnerable and at risk.
- iv. [72-guidance-for-raising-a-concern-and-referring.pdf](#) This is the Nottingham and Nottinghamshire Multi-Agency Safeguarding Adults at Risk guidance document. It provides a framework for local organisations and professionals to work together to protect adults at risk of abuse, neglect, or exploitation.

The purpose of the document is to ensure that safeguarding concerns are addressed in a consistent, coordinated, and effective manner across different agencies and sectors in the Nottingham and Nottinghamshire areas. It sets out the circumstances under which safeguarding intervention is necessary and how a safeguarding team can become involved.

If you are unhappy with the way in which your request has been handled, NHS Nottingham and Nottinghamshire Integrated Care Board (ICB) has an internal review procedure through which you can raise any concerns you might have. Further details of this procedure can be obtained by contacting Lucy Branson, Director of Corporate Affairs via lucy.branson@nhs.net or by writing to FOI Team at NHS Nottingham and Nottinghamshire ICB, Sir John Robinson House, Sir John Robinson Way, Arnold, Daybrook, Nottingham NG5 6DA.

If you remain dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office (ICO), who will consider whether the organisation has complied with its obligations under the Act and can require the organisation to remedy any problems. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Nottingham and Nottinghamshire ICB. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/for-the-public/>

Complaints to the Information Commissioner's Office should be sent to:

FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 123 1113 or report a concern via <https://ico.org.uk/concerns/>

Yours sincerely

Freedom of Information (FOI) Officer on behalf of NHS Nottingham and Nottinghamshire Integrated Care Board

nnicb-nn.foi@nhs.net

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the license conditions must be met. You must not re-use any previously unreleased information without having the consent of NHS Nottingham and Nottinghamshire Integrated Care Board. Should you wish to re-use previously unreleased information then you must make your request in writing (email will suffice) to the FOI Lead via nnicb-nn.foi@nhs.net. All requests for re-use will be responded to within 20 working days of receipt.