

**Joining the South Lanarkshire Adult Protection Committee**

**A Guide for new APC members**

**(June 2023)**

**Introduction**

Firstly, thank you for your support and time representing your organisation at the South Lanarkshire Adult Protection Committee (APC). Adult Support and Protection is a key responsibility, and by participating and supporting your APC, you are helping to:

* Make decisions as to how people are kept safe;
* Ensure there is good multi-agency working in your area;
* Provide an effective way for adult protection information to be communicated to and from your organisation.

This is a simple guide to offer you some initial support and information as you take up your role and we welcome you as a new APC member.

The Independent Chair of the APC, Safaa Baxter and APC Lead Officer, Julie Stewart would be happy to meet with you individually to talk you through your roles and responsibilities as a member of the Committee.

**A Starting Point**

What is contained below is a very brief reminder of what the Adult Support and Protection legislation was designed to achieve. If you’ve been selected to be a member of the Adult Protection Committee, you will already be aware of much of this, however it can be a useful refresher for you before you start work with the Committee.

[The Adult Support and Protection (Scotland) Act 2007](https://www.legislation.gov.uk/asp/2007/10/contents) was passed by the Scottish Parliament in February 2007 and was implemented in October 2008. The 2007 Act provides additional measures to address harm amongst vulnerable adults within our communities.

The ASP Act defines adults at risk as adults who:

* are unable to safeguard their own well-being, property, rights or other interests
* are at risk of harm, and
* because they are affected by disability, mental disorder, illness or physical or mental infirmity, are more vulnerable to being harmed than adults who are not so affected

Harm includes all harmful conduct and, in particular:

* Conduct which causes physical harm (including that of a sexual nature)
* Conduct which causes psychological harm (fear, alarm or distress)
* Unlawful conduct which appropriates or adversely affects property, rights or interests (theft, fraud, embezzlement or extortion)
* Conduct which causes self-harm
* Conduct which results in sexual harm

Harm can occur in institutions, in the home or in the community. It may involve elements of a power imbalance, exploitation, and the absence of full consent. Harm involves acts of omission and commission and it can also be the result of neglect by self or others.

The Act gave duties to the Council for the purpose of protecting adults at risk from harm. In particular, the Council has a duty to make inquiries where they believe intervention may be required to protect an adult at risk of harm.

Other organisations also have duties under the 2007 Act – including a duty to cooperate and to share relevant information.

The Act also requires that each local Council area establish an Adult Protection Committee.

**The Adult Protection Committee (APC)**

An Adult Protection Committee is established to cover the geographic boundary of a local authority. You are joining South Lanarkshire Adult Protection Committeewhich is accountable for adult support and protection activity within this local authority area.

The Adult Protection Committee (APC) has responsibility for:

* monitoring and advising on adult protection procedures
* making sure there is appropriate cooperation between agencies, and
* improving the skills and knowledge of those with a responsibility for the protection of adults at risk.

There is a legal requirement for Committee to have members from the Local Authority, Police Scotland and the local NHS health board in attendance. Other members are in attendance as both they and the organisation they represent have the skills and knowledge to support the functions of the Committee.

The APC aims to:

* Ensure staff, partners and the public’s knowledge of adult support and protection legislation is evaluated and effective training is developed.
* Raise awareness by giving information and advice to professionals and the wider community.
* Develop, review and audit procedures for inter-agency working to protect adults at risk.
* Develop and introduce arrangements to audit and disseminate local activity with regard to the protection of adults at risk.
* Consult with people who use services and the public about inter-agency services for the protection of adults at risk.
* Develop links and promote joint working with relevant organisations and groups.
* Utilise relevant local data to inform local ASP policy, procedures, and strategic development.

Each APC is chaired by an Independent Convenor. The Convenors should not work for any of the agencies involved with adult support and protection in your area and are therefore able to operate independently.

The APC offers an extensive training programme for the multi-agency workforce and are free to access. Our courses and joining instructions can be found here:

Alison Burns, Development Worker supports the delivery of our training and can be contacted: [Alison.Burns@southlanarkshire.gov.uk](mailto:Alison.Burns@southlanarkshire.gov.uk)

Below are some useful links to Local Documentation:

[Learning and Development Programme 2024 - Public Protection](https://www.childprotectionsouthlanarkshire.org.uk/downloads/download/146/sl_public_protection_learning_and_development_programme_2024)

[Guidance Documents SLAPC](https://intranet.southlanarkshire.gov.uk/downloads/download/108/Adult_Support_and_Protection_guidance_for_staff)

Below are some useful links to National Documentation:

[National Guidance for Adult Protection Committees](https://bit.ly/3m0NeFs)

[Adult Support and Protection (Scotland) Act 2007](https://www.legislation.gov.uk/asp/2007/10/part/1/crossheading/adult-protection-committees)

[Adult Support and Protection (Scotland) Act 2007: Code of Practice - gov.scot (www.gov.scot)](https://www.gov.scot/publications/adult-support-protection-scotland-act-2007-code-practice-3/)

[National Guidance for APC’s Undertaking Learning Reviews (2022)](https://www.gov.scot/publications/adult-support-protection-learning-review-guidance/documents/)

**Questions or Further Info**

As a new APC member, please don’t hesitate to contact us if you have any queries:

**Safaa Baxter, SLAPC Independent Chair:** [**Safaa.Baxter@southlanarkshire.gov.uk**](mailto:Safaa.Baxter@southlanarkshire.gov.uk)

**Julie Stewart, SLAPC Lead Officer:** [**Julie.stewart@southlanakrshire.gov.uk**](mailto:Julie.stewart@southlanakrshire.gov.uk)

**Appendix 1 – List of Acronyms and Abbreviations Related to Adult Support and Protection**

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| **Abbreviation** | **Full Name** |
| **ABI** | **Acquired Brain Injury** |
| **ADP** | **Alcohol and Drugs Partnership** |
| **APC** | **Adult Protection Committee** |
| **APCC** | **Adult Protection Case Conference** |
| **ASP** | **Adult Support and Protection** |
| **COs** | **Adult Support and Protection Council Officers** |
| **BR** | **Biennial Report** |
| **CI** | **Care Inspectorate** |
| **CJP** | **Community Justice Partnership** |
| **CM** | **Care Management** |
| **COG** | **Chief Officers Group** |
| **CPC** | **Child Protection Committee** |
| **CSWO** | **Chief Social Work Officer** |
| **FH** | **Financial Harm** |
| **GP** | **General Practitioner** |
| **HIS** | **Health Improvement Scotland** |
| **HMICS** | **HM Inspectorate of Constabulary Scotland** |
| **HSCP** | **Health and Social Care Partnership** |
| **IC** | **Independent Convenor** |
| **IRISS** | **Institute of Research & Innovation in Social Services** |
| **IJB** | **Integrated Joint Board** |
| **IRD** | **Initial Referral Discussion** |
| **KPI** | **Key Performance Indicator** |
| **LD** | **Learning Disability** |
| **L&D** | **Learning and Development** |
| **LR** | **Learning Review** |
| **LSI** | **Large Scale Investigation** |
| **MH** | **Mental Health** |
| **MHO** | **Mental Health Officer** |
| **MWC** | **Mental Welfare Commission** |
| **NASPC** | **National Adult Support & Protection Coordinator** |
| **OPG** | **Office of the Public Guardian** |
| **PS** | **Police Scotland** |
| **SAS** | **Scottish Ambulance Service** |
| **SFRS** | **Scottish Fire and Rescue Service** |
| **SG** | **Scottish Government** |
| **SW** | **Social Work** |
| **SWS** | **Social Work Scotland** |
| **VAWP** | **Violence Against Women Partnership** |
| **VPD** | **Vulnerable Persons Database (Police)** |