



## **Joining the South Ayrshire Adult Protection Committee A Guide for new APC members (February 2025)**

### **Introduction**

Firstly, thank you for taking up a role that plays a key part in strengthening and developing the South Ayrshire Adult Protection Committee (APC).

The APC maintains an oversight and scrutinises services for adults in South Ayrshire.

We expect you to actively contribute to debates, assessments, and decisions that:

- Improves the safety of adults at risk of harm in South Ayrshire.
- Ensures that adults at risk of harm are listened to.
- Raises awareness of adult protection and any emerging threats to individual wellbeing.
- Provides an integrated approach to the development of adult protection policy and practice.
- Ensures staff are confident and competent.
- Ensures continuous improvement through audit, review and development of trauma informed focused practice.

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

### **Starting Point**

What is contained below is a very brief revision of what the Adult Support and Protection legislation was designed to achieve.

#### **The Adult Support and Protection (Scotland) Act 2007.**

The ASP Act provides measures to address and mitigate harm amongst vulnerable adults within our communities.

The Act defines adults at risk (often referred to as the 3-point test) 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, includes:

- 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 can involve acts of omission or 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 the Council believes intervention may be required to protect an adult at risk.

Other organisations also have duties under the Act – including obligations and duties of cooperation and of sharing relevant information.

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

There is a legal requirement for the APC to have members from the Local Authority, Police Scotland, and the local NHS health board.

Others have been identified as associated members as both they and the organisation they represent have the skills, knowledge & experience to support the functions of the Committee.

The South Ayrshire APC aims to

- Develop policies and strategies to promote the wellbeing of vulnerable adults and to engage with their authentic voices.
- Develop systems which identify concerns emerging from data and performance.
- Guide Learning Reviews and oversee the implementation of improvement.
- Develop, design, and deliver education and training programmes.
- Create policies for information sharing across partners.
- Monitor, audit and review the implementation and impact of policy.
- Monitor performance and report to Scottish Ministers.

- Oversee the publication of public information to promote understanding of ASP in local communities.

Each APC is chaired by an Independent Convenor. The Convenor should not work for any of the agencies involved with ASP, and are therefore able to operate transparently and hold others to account.

Every two years, each APC Convenor submits a statutory ASP Biennial Report to the Scottish Government.

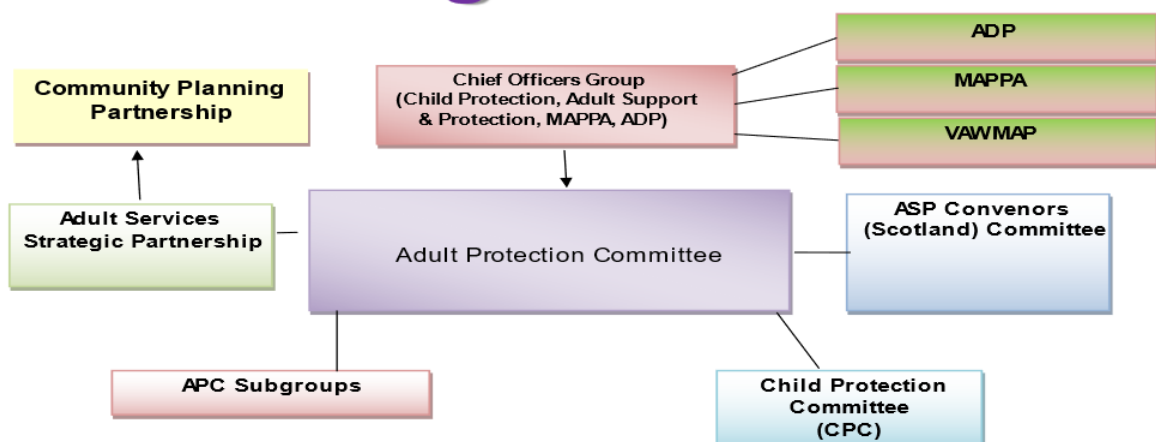
The work of the APC is developed and progressed by three subgroups,

- Management Information, Evaluation & Improvement
- Learning & Development
- Communications & Engagement

You may be asked to participate or nominate someone to represent your organisation in this crucial structure.

The South Ayrshire APC links into other Public Protection business and can be illustrated:

## Strategic Overview



Below are some useful links to National Documentation:

National Guidance for Adult Protection Committees

<https://www.gov.scot/publications/adult-support-protection-scotland-act-2007-part-1-guidance-adult-protection-committees/>

The Adult Support and Protection (Scotland) Act 2007 - section on Adult Protection Committees:

## [Adult Support and Protection \(Scotland\) Act 2007](#)

ASP Code of Practice

<https://www.gov.scot/publications/adult-support-protection-scotland-act-2007-code-practice-3/>

Other useful references

- [SSSC Codes of Practice](#)
- [Codes of Practice for Mental Health Care and Treatment \(Scotland\) Act 2003](#)
- [Codes of Practice for Adults with Incapacity \(Scotland\) 2000](#)
- [Codes of Practice for Adult Support and Protection \(Scotland\) 2007](#)
- [The Road to Recovery: One Year On](#)
- [Mental Health Strategy: 2017-2027](#)
- [Survivor Scotland Strategic Outcomes and Priorities 2015-2017](#)
- [Suicide Prevention Strategy 2103 -2016](#)
- [Equally safe](#)
- [Continuous Learning Framework \(2008\)](#)
- [National Missing Person's Framework for Scotland](#)
- [Human rights - gov.scot](#)

### **Questions or Further Information**

Should you require further specific details around any particular query then please do not hesitate to contact:

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### **List of Acronyms and Abbreviations Related to South Ayrshire Public Protection**

Abbreviation	Full Name
ACMHT	Adult Community Mental Health Team
ACRA	Age of Criminal Responsibility Act
ADP	Alcohol and Drugs Partnership
AC	Adult Concern
AERG	Adverse Event Review Group (NHS)
APC	Adult Protection Committee
AP1	Adult Protection inquiries record

AP2	Adult Protection Investigations record
APCC	Adult Protection Case Conference
ASP	Adult Support and Protection
AWI	Adults with Incapacity
CAU	Combined assessment unit (NHS)
CAH	Care at Home
CAIU	Child abuse investigation unit
CAMHS	Child & adolescent mental health service
CCE	Child Criminal exploitation
CDOG	Child Death Overview Group
CELCIS	Centre for excellence for children's care & protection
CHCJS	Children's Health Care & Justice Services
CJSW	Community Justice Social Work
COs	Adult Support and Protection Council Officers
CoP	Community of Practice
COPFS	Crown Office & Procurator Fiscal Service
CPC	Child Protection Committee
CPCS	Child Protection Committees Scotland
C&F	Children & Families (Social work)
CI	Care Inspectorate
CJ	Criminal Justice (Social work)
CM	Care Management
CO	Council Officer
COG	Chief Officers Group
COSLA	Convention of Scottish Local Authorities
CP	Child Protection
CP	Corporate Parenting
CPP	Community Planning Partnership
CP1	Child Protection Investigations record
CPR	Child Protection Register
CSE	Child Sexual exploitation
CSWO	Chief Social Work Officer
CWU	Community Wellbeing Unit
DAST	Domestic abuse safeguarding team
DAU	Domestic Abuse Unit
DTOC	Delayed transfer of care
FAI	Fatal Accident inquiry
FH	Financial Harm
FOI	Freedom of information request
GAS	Group A streptococcal
GIRFEC	Getting it right for every child
GIRFE	Getting it right for everyone
GP	General Practitioner
HIS	Health Improvement Scotland
HO	Home Office

HPT	Health Protection Team
HMICS	HM Inspectorate of Constabulary Scotland
HSB	Harmful sexual behaviour
HSCP	Health and Social Care Partnership
IC	Independent Convenor / Chair
ICTG	International Child Trafficking Guardians service
iGAS	Invasive Group A streptococcal
IMT	Incident management team
IRISS	Institute of Research & Innovation in Social Services
IJB	Integrated Joint Board
IPPR	Institute for public policy research
IRD	Interagency Referral Discussions (CP)
IRD	Initial Referral Discussion (ASP)
IWF	Internet Watch Foundation
JII	Joint Investigative Interviews of child victims & witnesses
JRT	Joseph Rowntree foundation
KPI	Key Performance Indicator
LAIN	Local area interest Network
LD	Learning Disability
L&D	Learning and Development
LR	Learning Review
LSI	Large Scale Investigation
MAPPA	Multi-Agency Public Protection Arrangements
MATAC	Multiagency tasking & coordination conference (anti-social behaviour)
MASH	Multi-agency screening hub
MARAC	Multi-agency risk assessment conference (domestic abuse)
MFMC	Moving forward making changes program
MIEI	Management Information, evaluation & improvement
MH	Mental Health
MHO	Mental Health Officer
MWC	Mental Welfare Commission
NAAB	National age assessment board
NAI	Non accidental injury
NASPC	National Adult Support & Protection Convenors
NCS	National Care Service
NRM	National Referral Mechanism process
NSPCC	National Society for the prevention of cruelty to children
NTS	National Transfer Scheme
OFCOM	Governing office of communications
OPG	Office of the Public Guardian
OCSWA	Office of Chief Social Work Advisor
PB	Pre-Birth
PS	Police Scotland
QARO	Quality Assurance Reviewing Officers
SAC	South Ayrshire Council

SARCS	Sexual Assault Response Coordination Services Network
SAS	Scottish Ambulance Service
SE	Sexual exploitation
SOC	Serious organised crime
SoS	Signs Of Safety
SCIM	Scottish Child Interview Model
SCRA	Scottish Children's Reporter Administration
SDM	Supported Decision Making
SFIU	Scottish Fatalities Investigation Unit (COPFS)
SFRS	Scottish Fire and Rescue Service
SLWG	Short life working group
SSSC	Scottish Social Services Council
SG	Scottish Government
SRC	Scottish Refugee Council
SUDI	Sudden unexplained death of infant
SW	Social Work
SWS	Social Work Scotland
TI	Trauma Informed
TNA	Training Needs Analysis
U Division	Ayrshire Police Division
UASC	Unaccompanied asylum-seeking Children
UD Subdivision	South Ayrshire Police
UMC	Unaccompanied migrant children
UNCRC	United nations convention of the rights of the child
UNCRPD	United Nations Convention on the Rights of Persons with Disabilities
VA	Vulnerable adult
VASA	Voluntary Action South Ayrshire
VAWP	Violence Against Women Partnership
VSS	Victim Support Scotland
VPD	Vulnerable Persons Database (Police)
WAWY	We are with you
WFA	Whole Family approach