

# RE:HOPE

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**Registered office:**

Re:Hope Church  
37 Stewartville Street  
Glasgow  
G11 5PL  
*Charity Number: SC037327*

## **Adults at Risk Safeguarding Policy**

*Reviewed February 2025*

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### **Phone Numbers for Referral**

For all Glasgow City & Greater Glasgow council areas at any time of day, Glasgow and Partners Emergency Social Work: 0300 343 1505

Non-emergency contact number for emergency services: 101

Emergency contact number for emergency services: 999

During office hours you can contact Social Care directly:

Glasgow - 0141 287 0555

Renfrewshire - 0300 300 1199

East Renfrewshire - 0141 577 8300

West Dunbartonshire - 0141 562 8800

East Dunbartonshire - 0141 777 3000

Thirtyone:eight Helpline : 03030031111

Monday-Friday 9-5PM, 7am-midnight someone on duty to answer calls

# Section 1 – Introduction

As people of Re:Hope Next Generation Bible Church (hereafter Re:Hope Church) we are concerned with the wholeness and safety of every individual within God's purposes. We therefore seek to safeguard all who are part of our community, especially adults at risk and those legally considered vulnerable.

Our church is committed to valuing, listening to and respecting vulnerable people, as well as promoting their welfare and protection. This involves safe recruitment, supervision and training where necessary of all volunteers and staff workers in contact with vulnerable people within the church; the use of and adherence to correct procedure for dealing with suspected and confirmed abuse; supporting those affected by abuse in the church; following correct procedures to ensure information privacy for everyone in the church.

Safeguarding is concerned with ensuring a person is free from harm, risk and danger. It also involves positive, proactive actions of creating safe environments and signposting to support that can enable all to thrive.

This policy outlines the duty and responsibility of staff, volunteers and all those working on behalf of Re:Hope Church. It explains the responsibilities in respect of safeguarding, giving a general overview and easy access to our procedures to be implemented where safeguarding concerns arise.

## 1.1 Re:Hope Church will:

- Ensure that all staff and volunteers understand their obligations to protect adults at risk from harm, abuse and exploitation and understand their responsibility to work to the standards and procedures detailed in this Safeguarding Policy.
- Develop best practice in relation to the recruitment of all staff and volunteers.
- Report incidents, concerns, disclosures or allegations of abuse to the appropriate authorities. It is not Re:Hope's responsibility to investigate them.
- Ensure that all have access to guidelines and procedures.
- Support staff and volunteers during the process of any safeguarding investigation or inquiry as appropriate.
- Co-operate fully with any police and/or social work investigation or enquiries as appropriate.
- Endeavour to keep up to date with national developments relating to the care and protection of adults at risk.

## 1.2 The Scope of Re:Hope Church's Safeguarding Policy and Procedures

When adults at risk are in contact with Re:Hope Church they should have the highest standard of care and protection given to them from adult staff and volunteers, therefore this policy is applicable to all activities (group and individual) and events run in the name of Re:Hope Church.

When a group or event is registered with an external group and is being run in their name, Re:Hope Church staff and volunteers will comply with their safeguarding policy and procedures.

### 1.2.1 Responsibility

- In all situations it is the responsibility of Re:Hope Church to ensure that the practice and decisions of staff and volunteers are within Re:Hope Church's policies and procedures.
- Staff and volunteers must act in the best interest of the adults at risk, taking a person-centred approach.
- It is recognised that Re:Hope Church staff or volunteers may be called on to give evidence or to help support an adult at risk during any safeguarding investigation or inquiry initiated. They may also be called to give evidence in subsequent court proceedings. Re:Hope Church will seek to support any member of staff or volunteer through any such proceeding.

## 1.3 Safeguarding roles and responsibilities

Re:Hope Church recognises that safeguarding is everyone's responsibility. It is the duty of all persons working with adults at risk to prevent harm and report any suspected harm. There are specific roles however that are responsible for safeguarding at Re:Hope Church.

**1.3.1 Directors:** The directors of Re:Hope Church are the trustees and are required to take steps to protect everyone who comes into contact with their organisation from harm by ensuring safeguarding policies, procedures and measures are fit for purpose and up to date. The directors of Re:Hope Church have designated the practical outworkings of these responsibilities to the following mentioned roles.

**1.3.2 Designated Safeguarding Coordinator (DSC):** The DSC is responsible for the coordination of any concerns about an adult at risk. They oversee the safeguarding policy and ensure it is reviewed and up to date. They also oversee all recruitment of volunteers and have an awareness of local safeguarding procedures, relevant legislation and guidance and help keep the safeguarding officers and leaders informed.

**1.3.3 Designated Safeguarding Officers (DSOs):** The DSO's role is to initiate the action required by the policy by referring to the statutory authorities or taking advice, for example from Thirtyone:eight. They are responsible for determining what/if any further steps need to be taken. They will ensure that the matter is dealt with effectively and in accordance with our policy and the associated procedures.

**Re:Hope Church Directors:** Brian Ingraham, Anna Vardy, Jessica Noel-Smith, Cameron Herbert

**Designated Safeguarding Coordinator:** Abi Bull

**Designated Safeguarding Officers, Re:Hope West End:** Laura Campbell, Duncan Roseweir

**Designated Safeguarding Officer, Re:Hope Southside:** Martyn Crooks

**Designated Safeguarding Officer, Re:Hope Royston:** Alan Meldrum

**Designated Safeguarding Officer, Re:Hope Paisley:** Buchan Lennon

## Section 2 – Preventative Action

Our desire is for the love of Jesus to be noticeable by the steps we take to protect against harm towards adults at risk at Re:Hope Church. This section sets out the measures we have in place to reduce the risks of significant harm to adults at risk. This includes the expectations we have for our volunteers and the procedures we follow and the precautions we take.

### 2.1 Appointment of Leaders

It is important to us that we know and trust those may work directly with adults at risk.

**2.1.1 Application Process** - Our application process for those wishing to work with adults at risk is as follows:

1. Where the post involves or could involve contact with adults at risk, our recruitment process will include relevant questions and checks. We will take up references for all such posts and volunteer roles before confirming the appointment.
2. Applicant applies for PVG membership (if not scheme member) or a PVG scheme record update (if already a scheme member). This includes verifying the identity of the applicant. In line with The Disclosure (Scotland) Act, it is mandatory for those carrying out regulated roles with vulnerable adults to be a member of the PVG scheme or staff posts and volunteer roles which are in the category of 'regulated work' currently covered by the Protecting Vulnerable Groups (PVG) Scheme we will ensure PVG checks are completed as part of the recruitment process.
3. Applicant's references, form and disclosure are checked - if satisfactory, the applicant is appointed to the role
4. We will regularly review and update our recruitment procedures, particularly with regard to changes in safeguarding legislation or in the PVG Scheme.

#### 2.1.2 Training and supervision

- Staff and Volunteers will be provided with appropriate levels of training and supervision for the tasks they need to undertake, specifically including ensuring they are aware of adults at risk safety issues.
- All staff and volunteers are to follow the practical guidelines for appropriate conduct.
- It is best practice to always work alongside another leader, and for no leader to be left unsupervised.
- All staff and volunteers will undergo annual safeguarding training.
- All staff and volunteers will be given a copy of the Safeguarding Policy and will understand how this translates into practice.

**2.1.3 Removal of workers** - If it emerges at any point that a volunteer or member of staff is inappropriate for the role they occupy, for whatever reason, they will be immediately removed from their position. If necessary, boundaries will be set in church attendance and contact with attendees to maintain safety and well-being.

### 2.2 Code of Practice

In all contact with adults at risk, Re:Hope Church staff and volunteers are required to display the highest standards of practice putting the care, welfare and safety of adults at risk first. This means that Re:Hope Church staff and volunteers will:

- Be a positive role model and Christian witness.
- Play their part in developing an ethos where all adults at risk matter, are treated equally and with respect and dignity.
- Respect an adult at risk's right to be involved in making choices and decisions which directly affect them.
- Listen attentively to the ideas and opinions any adult at risk wants to share with them.
- Respect an adult at risk's, faith and religious beliefs.
- Respond sensitively to any anxieties an adult at risk has.
- Speak to the DSO if they suspect an adult at risk is experiencing bullying or harassment at a Re:Hope Church activity.
- Refer any concerns observed or communicated to them to the DSO.
- Be mindful of the safety of the adult at risk at all times, and in all circumstances.
- Respect the boundaries, privacy and confidentiality of an adult at risk.

As a Re:Hope Church staff member or volunteer it is unacceptable on any occasion to:

- Exaggerate, trivialise or ignore safeguarding concerns, allegations or disclosures.
- Discuss personal issues about an adult at risk or their family with anyone other than the DSO, the Elders or the person in charge of an activity or event where you have concerns about an adult at risk.
- Allow an adult at risk to be bullied or harmed by anyone in the organisation.
- Form inappropriate emotional or physical relationships with an adult at risk.
- Harass or intimidate an adult at risk or Re:Hope Church volunteer because of their age, race, gender, sexual orientation, gender identity, religious beliefs, socio-economic class or disability.
- Allow an adult at risk to use foul, derogatory or sexualised language, unchallenged.
- Invite or allow an adult at risk to stay with you at your home.

## 2.3 Practical Guidelines for appropriate conduct

- Avoid being on your own with any adult at risk.
- Have two or more leaders present with a group whenever possible, particularly when it is the only activity taking place on the premises.
- Never take an adult at risk home on your own - you should have another helper with you, or else ensure that the last two people are dropped off together.
- Encourage adult at risk to enforce their own personal boundaries, for example by saying 'no'.
- Where confidentiality is important (e.g. counselling) ensure that others know when and where the interview is taking place, and that someone else is around in the building.
- Be wise in your physical contact with adult at risk. Physical contact can be natural and healthy but must be kept appropriate at all times. It should also be initiated by the adult at risk. Avoid physical contact in private.
- Do not show favouritism to adults at risk at the expense of others.
- Be wise with your words and actions around adults at risk, especially those of the opposite gender.
- Never smack, hit or physically discipline an adult at risk.
- If an adult at risk is in immediate physical danger or is at risk of causing immediate physical danger to another person, it may be appropriate to temporarily hold them still.
- If you feel that an adult at risk may have a "crush" on you, inform the DSO and seek advice and guidance.

- Inform the DSO immediately if you see or discover an issue of concern, including suspected harm.
- Inform the DSO immediately if you see another worker acting in a way which could be seen as inappropriate.

## 2.4 Social Media and communication

Safe and appropriate communication with adults at risk is a safeguarding priority in all work. If there does need to be direct communication online with adults at risk, consider accountability and ensure there are at least two safely recruited workers in the conversation for accountability and follow these general guidelines:

- Do not follow or befriend adults at risk on any social media platforms (e.g. Instagram, Facebook, Twitter, BeReal).
- If an instance where an adult at risk has reached out to you individually, let your ministry lead know.
- If you have public social media accounts (e.g. Instagram) be mindful of keeping your online presence consistent with Christian standards for behaviour and living.

## Section 3 – Responsive measures

It is our responsibility to respond effectively and efficiently to any cause for concern reported to us and always in a fair and loving manner. No one will ever be reprimanded for reporting a valid concern even if it turns out to be unfounded. However, reports with malicious intent will be taken seriously and will result in disciplinary action. These procedures are designed to ensure that the welfare of adults at risk is protected and that Re:Hope staff and volunteers have access to the appropriate information and guidance and are supported in these situations.

In responding to a safeguarding concern, this policy and procedures address four separate issues:

1. **An incident:** an event that happens which endangers the safety or welfare of an adult at risk or puts them at risk.
2. **An Disclosure:** by an adult at risk of alleged harm which has occurred/is occurring out with Re:Hope Church.
3. **A Concern:** by a Re:Hope Church staff member or volunteer that an adult at risk may be being, has been or is at risk of being harmed. This could include:
  - a. Observations and changes in an adult at risk's behaviour and/or presentation.
  - b. Witnessing an incident
  - c. Concerns expressed by a third party.
  - d. Evidence of physical harm. This may only be visible for a limited time therefore concerns about an adult at risk of harm need to be addressed without time delay.
4. **An Allegation:** by an adult at risk or other staff member or volunteer about a member of Re:Hope Church staff member or volunteer.

### 3.1 Responding to an Incident, Disclosure or Concern of Harm

For either an incident, disclosure or concern it is important to respond appropriately and record the details and pass it onto a ministry lead or DSO immediately or as soon as possible.

- Assess the adult at risk's physical condition: if injury has occurred medical assistance must be sought immediately.
- All conversations with the adult at risk and between staff and volunteers should be accurately recorded on the appropriate safeguarding incident form on the same day. If you have noted anything down on paper, ensure this is given to the ministry lead or DSO.
- If/when speaking to the adult at risk say as little as possible, do not ask closed or searching questions or put words into the adult at risk's mouth. It is good practice to ask; "have you told this to anyone else?" and "do you know what they are doing about it?"
- Where a member of staff or volunteer informs the DSO that an adult at risk has made a disclosure it is important to take time to allow that person to relate exactly what has been said and in what context. Consider what has been said, find out the context of the disclosure, how the staff member or volunteer concerned handled the situation and what they said if anything. Check that the adult at risk has been told that the information was being passed on.
- In the eventuality that the DSO is not available/on holiday contact the DSC. If they are not available/on holiday then any safeguarding concerns should be reported as above and assistance can be sought via the Thirtyone:eight helpline.
- Where information is passed to the DSO and where there are grounds for concern, a referral will be made to the relevant external authorities (local social work department and/or police).
- The DSO can seek advice and guidance from the DSC or via the Thirtyone:eight helpline.
- The DSO should keep the adult at risk as informed as possible of the action being taken.
- Arrangements will be made to ensure the adult at risk is appropriately cared for and supported and where appropriate to continue their involvement with any current Re:Hope Church activity.
- Any discussion with parents will be considered by the DSO and if appropriate in discussion with external agencies.

### 3.2 An Allegation (made about Re:Hope Church staff or volunteer)

A safeguarding allegation may be made by an adult at risk or other staff member or volunteer about a member of Re:Hope Church staff member or volunteer. If so, it is important to respond appropriately and record the details and pass it onto the ministry lead or DSO immediately or as soon as possible.

- Assess the adult at risk's physical condition: if injury has occurred medical assistance must be sought immediately. The medical practitioner or A&E staff must be advised of any allegation PRIOR to their treating the adult at risk.
- As a general principle Re:Hope staff and volunteers must err on the side of providing a safe environment for an adult at risk and decisions must be taken from this perspective.
- The staff member or volunteer concerned must be immediately removed from contact with this adult at risk and any others present.
- The staff member or volunteer should be accompanied by another adult at all times until they leave the situation/event.
- The DSO should be informed immediately or as soon as the situation allows.
- The DSO will discuss the incident with the responsible person at the time and where appropriate interview the staff member or volunteer involved, the adult at risk

involved and any witnesses. In all cases two adults should be present so there is a witness to the interview and notes can be taken.

- Should it appear at any stage that an offence might have been committed, and the police should be involved, no further questions should be asked.
- When interviewing anyone involved in the situation do not ask searching questions or put words in their mouth.
- Under no circumstances should a member of staff or volunteer collude in keeping the matter “a secret” between them and the adult at risk. You must explain that you have a responsibility to protect them and others and that you must, where appropriate, take the matter further. At the same time reassure the adult at risk that the matter will be treated confidentially and only shared with those who need to know.
- If it is alleged that sexual behaviour has occurred, the adult at risk must not wash, shower or swim as this may affect the gathering of evidence during any possible medical examination.
- Suggest to the adult at risk that he/she should not talk to others about what they have shared.
- The adult at risk must not be allowed to talk to the alleged perpetrator, even if he/she requests this.
- It is important to ascertain if and who the adult at risk has already spoken to. Appropriate action will be taken to reduce any unnecessary anxiety and/or speculation at an event or activity.
- The staff member or volunteer involved will be kept informed of the situation at the discretion of the DSO. However, confidential information received from others must not be passed on.
- Re:Hope Church acknowledges that this will be a traumatic time for the staff member or volunteer concerned (and they may be entirely innocent of any blame), so appropriate support will be provided. It is also important that the DSO remains objective at all times.
- Where further investigation is required the concerned member of staff or volunteer should not have direct contact with adults at risk until the matter is fully resolved.
- The decision to contact external agencies will be made by the DSO/Executive Pastor (if relating to a Re:Hope Church staff member) who will keep the church leadership informed of the situation.
- All conversations with the adult at risk and between staff and volunteers must be accurately recorded on the appropriate form on the same day.
- If a member of Re:Hope Church staff or volunteer observes actions or behaviour in another member of staff or volunteer which gives cause for concern or a sense of unease, they should discuss these with the DSO.

## **Section 4 - Definitions**

### **4.1 Definition of an Adult at Risk**

The current Scottish Government legislation covering the protection of vulnerable adults is the Adult Support and Protection (Scotland) Act 2007.

The Act includes:

- principles governing intervention in an adult’s affairs;
- definitions of ‘harm’ and ‘adults at risk’
- duties on local authorities to inquire and investigate, and new powers including protection orders;

- duties of co-operation that apply to other organisations, and offences by organisations or individuals that do not co-operate or obstruct;
- a requirement to establish local Adult Protection Committees that will organise training and issue inter-agency procedures.

Related to this Act is the Protection of Vulnerable Groups Act (Scotland) 2007 which introduced the PVG registration system, under which all who work with vulnerable adults (or with children) have to be checked and approved before they may start such work.

#### *Adult Support and Protection Act 2007*

An **adult at risk** is an individual aged 16 years and over who:

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

Many of those that attend our church may be vulnerable adults, but that does not mean they are 'adults at risk'. It is only when the local authority has established that a vulnerable adult is both at **risk of harm** and **unable to safeguard themselves** that the person can be regarded as an **adult at risk** and the local authority is able to exercise its full powers.

## 4.2 What is meant by 'harm?'

Harm is a violation of an individual's human and civil rights by another person or persons. It can occur in any relationship and may result in significant harm to, or exploitation of, the person subjected to it. Any or all of the following types of abuse may be perpetrated as the result of deliberate intent, negligence, omission or ignorance. 'Harm' may take a number of forms, such as physical harm, psychological and emotional harm, financial harm, sexual abuse, neglect, spiritual harm or discriminating against a person in some way. It may also include 'domestic abuse' or other conduct which causes fear, alarm or distress or which dishonestly appropriates property.

Abuse can, and does, take many forms. Some vulnerable adults are subjected to more than one type of abuse, others to one. Some are victims of single incidents and others experience 'serial abuse'. The following descriptions are the most common however the Adult Support and Protection (Scotland) Act 2007 makes it clear that we should consider "all harm" and that no concern or harm should be overlooked just because it is not specifically named. Pass on all concerns.

## 4.3 Types of harm and possible indicators

**4.3.1 Physical harm** – can include hitting, kicking, rough-handling, scalding, physical punishments, inappropriate use of restraint, misuse of medication, involuntary isolation, forcible feeding or withholding food.

Indicators include: bruising, a history of unexplained falls and/or minor injuries, fractures not consistent with falls or explanations of the injury, finger marks, burns not consistent with possible explanations, excessive consumption of alcohol, which is unusual for the person

There can be rare circumstances where some restraint is necessary to ensure the safety of an adult at risk. A relative being cared for at home might be locked in while the carer goes out for a short time, to prevent the relative from wandering, for instance.

**4.3.2 Sexual harm** – can include rape, attempted rape or sexual assault, inappropriate touch anywhere, any sexual activity the person lacks capacity to consent to, indecent exposure, sexual photography, sexual harassment.

Indicators include: unexplained behaviour change – becoming aggressive, withdrawn, moody, unwillingness to be with a particular person, difficulties in walking, indicators that will only be apparent to medical, nursing or someone entrusted with personal care.

**4.3.3 Emotional or psychological harm** – can include intimidation, coercion, harassment, humiliation, verbal abuse, enforced social isolation, bullying (including cyber bullying), failing to respect privacy.

Indicators include: strain within the relationship, indications that the abuser acts differently with another person present from when alone with the adult at risk, an air of silence when the alleged abuser is present, a general lack of consideration for the needs of the adult at risk, refusal to allow the adult at risk an opinion of their own denial of privacy in relation to care, feelings or other aspects of life denial of access to services or support especially where the adult at risk is in need of assistance which they will consequently not receive denial of freedom of movement.

**4.3.4 Financial or material harm** – can include theft, fraud, scamming, pressure and influence in connection with loans, wills, inheritance, property etc, false representation (using another person's bank card or documents), misuse of benefits.

Indicators include: situations where, despite having a personal income/pension, the adult is without money soon after its receipt, particularly where that person is not able to spend money without assistance, unexplained shortage of money despite a seemingly adequate income, unexplained withdrawals from savings accounts, unexplained disappearance of financial documents, for example building society books and bank statements and pension book.

**4.3.5 Neglect and acts of omission** – can include failure to provide or allow access to food, shelter, clothing, heating, stimulation and activity, personal or medical care, providing care in a way the person dislikes, ignoring or isolating the person.

Indicators include: persistent hunger and loss of weight, poor hygiene and inappropriate dress, consistent lack of supervision for long periods, especially during activities which hold danger for the individual. denial of religious or cultural needs, constant fatigue or listlessness, physical problems and medical needs that are not addressed, failure to provide access to appropriate health, social care or educational services, withholding the necessities of life, such as medication, adequate nutrition and heating.

**4.3.6 Self neglect** - this is a complex concept and covers a wide range of behaviours. At its most basic, it's an inability to care for your own basic needs- for example being unable to manage personal affairs, persistent inattention to personal hygiene, health and surroundings.

## 4.4 Who might abuse?

Abusers may be individuals, groups or organisations.

### 4.4.1 Individual Abusers:

Potentially anyone could be an abuser of an adult at risk. Abuse will sometimes be deliberate, but it may also be unintended or a consequence of ignorance, lack of awareness or it may arise from frustration or lack of support. The following is list of some of the possible people who may abuse:

- Medical, care or nursing staff in care homes, nursing homes, hospitals, general practice, day centres, supported housing services or people from domiciliary support services
- Health care workers in a health care setting, in the person's home or a care setting
- Social workers
- Relatives of the adult at risk including husband, wife, partner, son, daughter, etc. This will sometimes include a relative who is the main carer.
- Church members, whether voluntary – undertaking tasks on behalf of the church with an adult at risk, or professional – a member of clergy or other paid church worker.
- Visitors to a vulnerable person
- Neighbours
- Lawyers
- People who are themselves vulnerable or are users of a care service
- Complete strangers who seek out vulnerable people for the purposes of abusing them.
- Confidence tricksters and salespeople who prey on vulnerable people in their own homes.

#### **4.4.2 Abuse by Groups or Organisations**

Abuse can and does occur because of the failure of groups or organisations providing support or services to adult at risk. This may be a direct failure to provide an appropriate service or an indirect failure because it has failed to train, support, supervise or monitor those providing the service on their behalf.

#### **4.4.3 Other circumstances where abuse might occur**

Relationships where there is:

- Domestic violence
- Situations of fear where the adult at risk may be afraid of the perpetrator of the abuse or may be afraid of the threat of other acts from the perpetrator.
- Where there is use or abuse of alcohol, drugs or other substances.
- Relatives who are main carers will often experience stress, distress, frustration and lack of respite from the caring role. This may lead to the unintended abuse of the person for whom they are providing care. Relatives who are main carers may be subject to abuse by the person for whom they are providing care. This abuse is often endured for long periods, is unreported and unnoticed.

### **4.5 Mental Capacity**

The Adults with Incapacity (Scotland) Act 2000 is a law designed to safeguard the welfare and manage the finances and property of adults with incapacity. The law defines an adult with incapacity as someone aged 16 or over who **“lacks capacity to make some or all decisions for themselves because of a mental disorder or inability to communicate.”** – The law gives five principles that must be applied when deciding which measure will be most suitable for meeting someone's needs.

- 4.5.1 **Principle 1 – Benefit:** Actions and decisions must benefit the person and only be taken when the benefit cannot be achieved in another way.
- 4.5.2 **Principle 2 - Least-restrictive option:** It should be the option that restricts the person's freedom as little as possible.
- 4.5.3 **Principle 3 – Past and present wishes of the person:** In deciding if an action or decision is to be made, account must be taken of the present and past wishes and feelings of the person as far as these can be understood. The person must be offered help to communicate their views. This might mean using memory aids, pictures, non-verbal communication, advice from a speech and language therapist, or support from an independent advocate.
- 4.5.4 **Principle 4 - Consultation with relevant others:** Take account of the views of others with an interest in the person's welfare, for example, the person's primary carer, nearest relative, named person, attorney or guardian.
- 4.5.5 **Principle 5 - Encourage the person to use existing skills and develop new skills:** Encouraging and allowing the adult to make their own decisions and manage their own affairs and, as much as possible, to develop the skills needed to do so.

## Section 5 – Policy Commitments

### 5.1 Policy Review

This policy will be reviewed annually. If inadequacies in the policy emerge, these may be adjusted as they are found.

### 5.2 Legislative foundations and framework

This policy has been written in accordance with the following legislation:

- Human Rights Act 1998 (based on European Convention of Human Rights - ECHR)
- UN Universal Declaration of Human Rights 1948
- Adult Support and Protection (Scotland) Act 2007 and Code of Practice (2014 updated in 2022)
- Adults with Incapacity (Scotland) Act 2000