



Meeting	Warwickshire Safeguarding Adults Board (WSAB)
Date	Thursday 19th October 2017 at 2:00pm
Present	<p>Mike Taylor (Independent Chair) Nigel Minns (Warwickshire County Council) Councillor Les Caborn (Warwickshire County Council) Lisa Cummins (Coventry & Warwickshire Partnership Trust) Fiona Burton (South Warwickshire Partnership Trust) Madeleine Curran (George Elliot Hospital) Kelly Starkey (West Midlands Ambulance Service) Nick Cadd (Stratford-on-Avon District Council) Angela Coates (North Warwickshire District Council) Mike Wood (Warwickshire County Council) Jenny Butlin-Moran (Warwickshire County Council) Kirstin Clarke (Warwickshire County Council) Edward Williams (Warwickshire County Council) Jo Galloway (Coventry & Rugby Clinical Commissioning Group and Warwickshire North Clinical Commissioning Group) Ian Tonner (Warwickshire Fire & Rescue) Anna Corns (University Hospital Coventry & Warwickshire) Elizabeth Kiernan (University Hospital Coventry & Warwickshire) Chris Bain (Healthwatch) Tracy Redgate (South Warwickshire Clinical Commissioning Group) Alison Walshe (South Warwickshire Clinical Commissioning Group) Nigel Jones (Warwickshire Police) Kirsty Baker (National Probation Service)</p> <p>In Attendance: Amrita Sharma (WSAB Business Manager) Jo Ferguson (Minute Taker WSAB)</p>
Apologies	<p>Kevin Dimmelow (Age UK Warwickshire) Jackie Howe (Care Quality Commission) Sallie Green (South Warwickshire Foundation Trust) Martina Morris (George Elliot Hospital) Gordana Djuric (Warwickshire County Council)</p>

Item	Discussion	Action Required <i>(if any)</i>	Owner
1.	<p>Welcome, Introductions and Apologies</p> <p>Apologies as noted above.</p>		
2.	<p>Minutes and Matters Arising</p> <p>Minutes from the previous meeting held on 27 July 2017 were agreed as an accurate record.</p>		



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3.	<p>Chair's Announcements</p> <p>West Midlands Safeguarding Adult Board Chairs meeting has recently received new materials on Quality Surveillance Groups, which includes changes to guidance protocols.</p> <p>WSAB have developed a new handy guide for Councillors on Safeguarding Adults, highlighting roles and responsibilities and referral pathways, Copies will be distributed to all Councillors across the County Council and District and Borough Councils.</p>	<p>Copies of new guidance on QSG's to be forwarded to CCG leads</p>	<p>MT</p>
4.	<p>New Fire Guidance Presentation</p> <p>Ian Tonner (Group Commander, Head of Fire Prevention) from Warwickshire Fire and Rescue presented an overview of the reasons for the changes to the 'Safe & Well Checks' in Warwickshire (previously known as the 'Home Fire Safety Check').</p> <p>He emphasised that the health agenda was about extending the current home fire safety check offer to include preventative advice on a range of health and wellbeing issues and reducing associated risks, where possible i.e. removal of trip hazards and reducing the number of falls etc.</p> <p>The Fire and Rescue service are currently working on developing an electronic form for partners to refer a fire safety concern. Kirstin Clarke offered her assistance with this work, if required. She also agreed to forward a list of known vulnerable residents in Warwickshire to the Fire and Rescue Service to support the 'Safe & Well checks'</p> <p>It was noted that the Fire and Rescue Guidance was still outstanding; having this as a tool for practitioners would ensure they were alert to the signs of fire risks and who to share this intelligence with.</p>	<p>Kirstin Clarke to liaise with Ian Tonner and the Fire & Rescue Service to help create referral form, and provide information on potential vulnerable residents.</p> <p>Ian Tonner to provide a copy of the Fire & Rescue Guidance to be shared with Board partners via the website.</p>	<p>KC / IT</p> <p>IT</p>
5.	<p>Draft Annual Report 2016 - 2017</p> <p>The Board received the draft annual report for 2016-2017. The WSAB Business Manager confirmed that the language and content of the report had taken into consideration feedback received from the community consultation through Warwickshire Race Equality Partnership (WREP) held last year.</p>		



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	<p>Case studies were able to ‘tell the story; and helped readers develop a better understanding of the different types of abuse, referral pathways and outcomes.</p> <p>The Board approved the publication of the annual report and thanked the Business Manager for the production of a comprehensive presentation of the partnerships’ work throughout the year.</p>	<p>Final report to include Infographics at the front of the report.</p>	<p>AS</p>
<p>6.</p>	<p>Deprivation of Liberty Safeguards – Update on local landscape</p> <p>Liz Hill presented an overview on the current status of the Deprivation of Liberty Safeguards (DoLs) work, the number of cases referred to the Court of Protection (CoP); and the associated resource implications.</p> <p>In 2016-2017 the DoLs team received 2569 referrals; a 33% increase from the previous year. The team were able to scrutinise 1652 of these assessments with the remaining number carrying forward into 2017-2018.</p> <p>The new ADASS screening tool is being used to triage and prioritise all referrals received on a weekly basis to</p> <ol style="list-style-type: none"> 1. reduce the risk to vulnerable customers; and 2. minimise the risk of breaching statutory timescales and potential legal challenges. <p>Partners acknowledged the work undertaken by the DoLs team in managing the volume of referrals and the pressures placed on staff to process the assessments within required timescales. The Board noted that there is a breach of statutory duty – a national issue – and confirmed satisfaction with how this is being monitored and reported.</p>	<p>Annual WSAB multi-agency audits programme to include a deep dive audit of the DoLs assessment and prioritisation of referrals.</p>	<p>JBM / AS</p>
<p>7.</p>	<p>Safeguarding Boards – proposals for future integration</p> <p>The Chair informed the Board of upcoming changes to the Chairing of the two Safeguarding Boards in Warwickshire. Mike Taylor will now be interim Joint</p>		



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	<p>Independent Chair for both WSAB and WSCB w.e.f. 3 November 2017 until June 2018, following the departure of the WSCB Chair.</p> <p>A small project team has been established, lead by Beate Wagner, WCC Head of Service for Children and Families Business Unit to review the following to identify any potential areas for integration:</p> <ul style="list-style-type: none"> • Existing governance structures across the two boards and meeting dates for Boards • Duplication of membership on sub-committees and any rationalisations of these functions • Business support functions • Budget efficiencies and use of resources <p>As part of this, members of both WSAB and WSCB will be surveyed to seek their views on existing governance arrangements, any areas of good practice and areas requiring improvement.</p>	<p>.</p> <p>Board members to complete survey once received to assist in decision making of any Board changes</p>	<p>All</p>
<p>8.</p>	<p>Budget 2017 – 2018 and estimates for 2018 - 2019</p> <p>The Chair confirmed the Board’s current financial position and projected estimates for 2018-2019. All partner contributions had now been received, with the exception of one Borough Council.</p> <p>Future financial arrangements and contributions will form part of the integration work currently being progressed. This will reflect on the use of resources on SCR/SAR reviews, running costs and invoicing arrangements.</p>	<p>WSAB Chair to pursue the payment of the outstanding contribution to the Board with the Borough Council</p>	<p>MT</p>
<p>9.</p>	<p>Application of Position of Trust framework across agencies</p> <p>The Chair advised members that the regional ‘Position of Trust’ (PoT) framework had now been approved, following consultation. Each partner agency has a duty to ensure they have in place the appropriate arrangements for the referral and management of allegations of abuse against their staff or volunteers.</p>	<p>Board members to ensure the PoT framework is clearly communicated and understood within their respective</p>	<p>All</p>



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	<p>This will form part of the Board's future assurance work to assess the application and effectiveness of the framework.</p>	<p>organisations</p>	
<p>10.</p>	<p>WSAB subcommittee updates</p> <p><u>Policy, Procedures and Guidance – Mike Wood</u> WSCB and WSAB have now signed off on the Think Family Protocol. This will now be uploaded to the safeguarding website. A practice guidance tool will also be made available encouraging professionals working with adults to recognise vulnerable children and professionals working with children to recognise vulnerable adults.</p> <p><u>Safeguarding Adults Reviews – Mike Wood</u> The Terms of Reference of the sub-committee have been reviewed to ensure attendance of the three lead agencies (Police, Health & Local Authority) at all future SAR meetings forms part of the quorum.</p> <p>A special meeting was held to consider a SAR referral received from the Police. The SAR sub-committee reached the decision that the referral did not meet the criteria for a SAR. A recommendation based on this decision had been made to the Chair of WSAB.</p> <p>The Chair confirmed he had received the recommendation and endorsed the decision. There are a number of actions arising out of the discussion which will be monitored by the SAR sub-committee as part of their work plan.</p> <p>A national SARs Repository has been commissioned by the Dept. of Health through SCIE/RIPFA to provide safeguarding boards across the country access to SAR/SCR cases and the learning evolving out of these. The SAR sub-committee will be required to contribute to the collation of this information and will need to for a link to this resource both for learning to be applied locally and for scoping future SAR's.</p> <p><u>District & Borough Councils – Nice Cadd</u> Unfortunately, there have been no meetings since last Board. However, it has been agreed that chairmanship of this sub-committee will now be on a rotation basis, and the next meeting is due early November 2017.</p>	<p>Board members to be sent a link to the new webpage once live.</p>	<p>JF</p>



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	<p><u>Performance, Monitoring and Evaluation – Jenny Butlin-Moran</u></p> <p>The Board were presented with the safeguarding adults’ data set for Q2 for 2017-18 and key aspects of activity highlighted.</p> <p>Multi-agency casefile audits have now commenced and a series of meetings have been set-up to review sixteen cases. A full report of the findings will be shared with the Board at the January 2018 meeting. This marks the start of the Board’s audit programme and will provide a road map for other areas of focus for multi-agency safeguarding audits.</p>	<p>Summary report on the multi-agency audits to be presented to WSAB in January 2018.</p>	<p>JBM</p>
<p>11.</p>	<p>Safeguarding Website</p> <p>The WSAB Business Manager reported on web activity since the official launch of the new ‘Warwickshire Safeguarding’ Boards website on 27 September 2017. There had been an increase of 375% in average sessions per week since the soft launch of the website in April. The most viewed pages on the website were ‘Report It’ and ‘Case Studies’.</p> <p>The Safeguarding Warwickshire Boards website is now also the host for all regionally agreed safeguarding policies and procedures for adults.</p>		
<p>12.</p>	<p>LeDER update</p> <p>Members were advised that the steering group has now been established to manage the LeDER programme and terms of reference, membership and review processes had been agreed.</p> <p>One notification has been received and is currently being considered.</p> <p>The Board requested information on the number of LeDER referrals typically received in a year.</p>	<p>Statistics on the historical number of referrals to be shared with the Board</p>	<p>AW</p>
<p>13.</p>	<p>AOB</p> <p>Kirsten introduced the work on the end- to- end review of adult social care to improve the service user experience when contacting adult social care. Board members were encouraged to put forward their</p>		



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	thoughts on what changes they would like to see as part of this exercise.		All
Date of next meeting: <i>Thursday 25th January 2018 at 2:00pm</i>			