



Meeting	Warwickshire Safeguarding Adults Board (WSAB)
Date	Thursday 26th April 2018 at 2:00pm
Present	<p>Mike Taylor (<i>Independent Chair</i>) Alison Walshe (<i>South Warwickshire Clinical Commissioning Group</i>) Angela Coates (<i>North Warwickshire Borough Council</i>) Dilly Wilkinson (<i>George Eliot Hospital</i>) Ed Williams (<i>Warwickshire County Council</i>) Jacqueline McBrearty (<i>Warwickshire Police</i>) Jo Galloway (<i>North Warwickshire Clinical Commissioning Group & Coventry and Rugby Clinical Commissioning Group</i>) Kirstin Clarke (<i>Warwickshire County Council</i>) Kirsty Baker (<i>National Probation Service</i>) Lisa Barker (<i>Warwick District Council</i>) Liz Kiernan (<i>University Hospital Coventry & Warwickshire</i>) Mandy Braimbridge (<i>NHS Coventry & Warwickshire Partnership Trust</i>) Mike Wood (<i>Warwickshire County Council</i>) Moreno Francioso (<i>Warwickshire Fire & Rescue</i>) Nigel Minns (<i>Warwickshire County Council</i>) Olivia Cooper (<i>Warwickshire County Council</i>) Tracy Redgate (<i>South Warwickshire Clinical Commissioning Group</i>)</p> <p>In Attendance: Amrita Sharma (<i>Warwickshire Safeguarding Adults Board – Minute Taker</i>) Jo Ferguson (<i>Warwickshire Safeguarding Adults Board</i>)</p>
Apologies	<p>Alison Talbot (<i>University Hospital Coventry & Warwickshire</i>) Andy Nolan (<i>Warwickshire Police</i>) Councillor Les Caborn (<i>Warwickshire County Council</i>) Daljit Athwal (<i>George Eliot Hospital</i>) Ian Tonner (<i>Warwickshire Fire & Rescue</i>) Jackie Howe (<i>Care Quality Commission</i>) Jan Dugdale (<i>Age UK Warwickshire</i>) Jennie Harmston (<i>NHS Coventry & Warwickshire Partnership</i>) Jenny Butlin-Moran (<i>Warwickshire County Council</i>) Kelly Starkey (<i>West Midlands Ambulance Service</i>) Pete Sidgwick (<i>Warwickshire County Council</i>) Rebecca Bartholomew (<i>North Warwickshire Clinical Commissioning Group</i>) Sallie Green (<i>South Warwickshire NHS Foundation Trust</i>) Stephen Quinn (<i>Warwickshire Police</i>) Tracey Wrench (<i>NHS Coventry & Warwickshire Partnership Trust</i>)</p>

Item	Discussion	Action Required (if any)	Owner
1.	<p>Welcome, Introductions and Apologies</p> <p>Chair welcomed back Amrita Sharma, who has returned to work after a long period of sick leave, and also gave thanks to Jo Ferguson on maintaining the smooth running of the Board.</p> <p>Apologies were made as noted above.</p>		



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2.	<p>Minutes and Matters Arising</p> <p>Minutes from previous meeting held on 25th January 2018 were agreed as an accurate record.</p> <p>Noted that the transitions action for Item 6 is currently under discussion between Mike Wood and Jenny Butlin-Moran.</p>		
3.	<p>Chair's Items</p> <p>Nigel Minns to convene a meeting with the Lead partners to sign-off the recruitment detail for the position of the Independent Chair for WSAB and WSCB. It is proposed that the advertisement will highlight that the position will be under review after a 12 month period, to allow for reflection on any changes introduced through the publication of the Wood Review.</p>	<p>Nigel Minns to arrange to meet with the Lead partners and commence the recruitment process.</p>	<p>NM</p>
4.	<p>LeDeR Review</p> <p>Alison Walshe reported on the quarterly report received from the national LeDeR team as it relates locally. The following findings were reported:</p> <ul style="list-style-type: none"> ○ 28 notifications of deaths of people with learning disabilities. ○ 20 of those have not yet been allocated to a reviewer. ○ Eight allocated reviewers, but have not yet started the reviewing process. ○ No reviews have yet been completed ○ 22 reviewers have been trained (none of these are from Adult Social Care) <p>Currently, Warwickshire are the eighth worst in the country. This is due to the training for reviewers not being local; this has now been altered with a session now being held in Nuneaton.</p> <p>Not yet able to provide the Board with a summary of local learning, as process in Warwickshire is yet to begin.</p>	<p>Have copy of LeDeR quarter update report sent out to members alongside minutes.</p> <p>Kirsten to liaise with Alison to clarify the process and level of involvement available from Social Care.</p>	<p>JF</p> <p>KC</p>
5.	<p>Registration with the Information Commissioner and GDPR</p> <p>It was reported that advice received from legal recommends that the Safeguarding Boards should register with the ICO as data controllers.</p>	<p>Amrita to progress the Board's registration with the ICO.</p>	<p>AS</p>



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	Amrita to produce a draft Information Sharing Protocol for the Board, which will need to be countersigned by each of the Board partners.	Draft protocol to be presented to the Board at its July meeting.	
6.	<p>Findings from multi-agency audits</p> <p>A brief summary report was given to the Board on the recent multi-agency audits by Tracy Redgate.</p> <p>The group found that the people gathering the information are just as important as the people providing the information to make it pertinent to our needs. Noted that Mental Capacity is a recurring key issue.</p> <p>The group found that despite the low numbers of cases, it took a longer period of time to complete the audits than first realised. Partners were involved thoroughly throughout, with WMAS having a virtual presence.</p>	<p>The audit is to be included in a regular audit programme.</p> <p>Consideration to be given to multi-agency training in relation to referral making, referral taking and consideration of MSP, possibly through a small working group.</p>	<p>JBM</p> <p>AS / JBM</p>
7.	<p>Safeguarding Adult Reviews</p> <p>In light of the low level of SAR referrals received by the Board, the SAR sub-committee will be surveying partners to establish levels and extent of awareness of the SAR protocol across partner organisations. Feedback received from the surveys will help the sub-committee evaluate levels of awareness and determine next steps.</p> <p>Work is also underway to test the delivery and sustainability of actions arising from the 2010 serious case review (GH), to assess whether improvements in practice have been maintained, or have they since lapsed. The Chair requested that the findings of the Lee Irving SAR reported, which included some similarities, should also be tested as part of this exercise.</p> <p>It was suggested this could be further tested by putting a similar dummy referral through the system to see what would happen, and help give the Board a better understanding and assurance on the quality of practice.</p> <p>Amrita reported that the VAWG Business Manager is currently attempting to profile the</p>	<p>JF to send out link to survey to all Board members</p> <p>Tracy and Mike to summarise the actions from GH's serious case review to seek an update from relevant partners.</p> <p>SAR sub-committee to consider this at their next meeting.</p>	<p>JF</p> <p>TR / MJW</p> <p>TR / MJW</p>



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	<p>different types of reviews undertaken by individual partner organisations and how learning from these is shared across the partnerships. Board partners were encouraged to contribute to this exercise as it will help provide us with an overarching map of activity and strengthen assurance.</p>		
<p>8.</p>	<p>WSAB Learning and Improvement Framework</p> <p>Amrita presented the draft Learning and Improvement Framework, which detailed the proposed expansion of the Boards assurance work.</p> <p>The activities proposed within the framework will help to provide opportunities to further evidence good practice; and highlight any areas requiring further improvement. It will also assist in identifying new strategic priorities for the board.</p> <p>Members welcomed the framework but emphasised the need to be clear in terms of defining what was meant by 'partner'; how far does this extend beyond the membership of the Board when engaging with the assurance activities.</p> <p>It was also suggested the framework could be expanded to include the sharing of learning from inspections held within partner organisations.</p>	<p>Draft framework to be updated to include the Boards feedback and presented to the next PPG sub-committee for approval.</p> <p>The new annual partner assurance tool to be sent out to all Board members for completion during the summer.</p>	<p>AS</p> <p>AS</p>
<p>9.</p>	<p>Sub-committee updates</p> <p><u>Policy Procedures and Guidance (PPG)</u> – Due to the last meeting being cancelled because of low attendance, there is no update from the PPG sub-committee.</p> <p><u>Performance Monitoring and Evaluation (PME)</u> The Quarter 4 safeguarding data was received. It was noted that some of the figures may be significantly different to previous data trends. There were concerns around the recording of mental capacity and ethnicity. Some of this was assigned to the switchover from Carefirst to Mosaic. This should correct itself moving forward as the new recording system won't</p>		



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	allow practitioners to complete the set-up of a record without this detail.		
11.	AOB Chair commented on the low levels of attendance for both the Board meetings, and the sub-committee meetings. He suggested the sub-committee chairs may want to construct their meetings differently in order to improve engagement and attendance i.e. virtual or fewer meetings across the year.	Chair sub-committees to consider new ways of working and discuss amongst their sub-committees to see if would be of benefit to them.	TR / JBM / MJW
<i>Date of next meeting: Thursday 19th July at 2:00pm</i>			