Meeting	**Warwickshire Safeguarding Adults Board Meeting**
Date	**28 July 2016**
Present	Mike Taylor, Independent Chair Adrian McGee, Warwickshire & West Mercia Police Alison Walshe, South Warwickshire CCG Amrita Sharma, Business Manager, WSAB Chris Evans, Designated Lead for Safeguarding (Children and Adults), Coventry and Warwickshire Partnership Trust Cllr Jose Compton, Cabinet Portfolio Holder for Adult Social Care, Warwickshire County Council (WCC) Elizabeth Kiernan, Named Nurse for Safeguarding Adults – University Hospital Coventry & Warwickshire Glynis Washington, Lead for Quality & Clinical Governance, Coventry & Rugby CCG Jane Davies, Chief Executive, Age UK Warwickshire Jane Tedstone, Matron, South Warwickshire NHS Foundation Trust Jo-Ann Brennan, Operations Manager Adult Mental Health, WCC John Coleman, Service Manager, MASH, WCC John Dixon, Interim Director of the People Group, WCC Marie Seaton, Interim Head of Professional Practice and Governance, WCC Michelle Norton, Executive Director of Nursing, George Eliot Hospital Mike Wood, Service Development & Assurance Manager (Adults), WCC Nick Cadd, Housing & Communities Manager, Stratford on Avon DC Paul Spencer, Senior Democratic Services Officer, WCC Rebecca Bartholomew, Deputy Director of Nursing at George Elliot Hospital Tracy Wrench, Director of Nursing & Quality Coventry and Warwickshire Partnership Trust **Observer** Helen Davies, Professional Practice and Assurance, People Group, WCC

Item	Discussion	Action Required *(if any)*	Owner
1.	**Welcome, Introductions and Apologies** Mike Taylor, Chair, welcomed everyone to the meeting. Apologies had been received from: Jenny Wood, Head of Service, WCC Jenny Butlin-Moran, Service Development and Assurance Manager, WCC Donald McGovern, Community Rehabilitation Companies Manager Phil Robson, Chair, Healthwatch Warwickshire Tracy Redgate, Lead Nurse, Safeguarding Adults Warwickshire CCG's		
2.	**Presentation on Modern Slavery and Implications for Safeguarding** The Chair had circulated a report. At a recent meeting of the West Midlands Safeguarding Adults Board (SAB) Chair's Group, a presentation had been received from Robin Brierley on Modern Slavery and Implications for Safeguarding. The report included sections on the Modern Slavery Bill, countries of origin, identifying victims of human trafficking, the National Referral Mechanism and set out areas for the Board's consideration. Board members spoke of their organisations' experiences of people presenting for services when trying to flee modern slavery, notably to request housing or at an acute service provider following injury. Adrian McGee gave details of the extensive structures the Police had in place, the liaison arrangements, education role and investigation of organised groups. The message to police officers was to approach such cases looking at the individual's vulnerability in the first instance. It was questioned what data was already held and how this could be shared amongst agencies. The policies in place, the difficulties in identifying cases of modern slavery and how to respond to them, once they had been identified were further points. Examples were given of the approach taken in neighbouring areas, the previous difficulties experienced in engaging some agencies and how this had been overcome, to provide a joined up approach to tackling modern slavery. For	Refer report to MASH PPG sub-committee to ensure the revised West Midlands Policy and Procedures	Amrita Sharma Mike J Wood

Item	Discussion	Action Required *(if any)*	Owner
	Warwickshire, it was felt the Multi Agency Safeguarding Hub (MASH) could provide a useful way forward to raise the profile of this issue and enable agencies to work together on gathering data. Another suggestion was for health service providers to train staff to help identify cases. It was agreed that the report and its recommendations be considered further by the MASH and the Policy Procedures and Governance (PPG) sub-committee.	include reference to the role and work of NRM	
3.	**Minutes of the Board Meeting held on 28 April 2016 and Matters Arising** The Minutes of the previous meeting were agreed as an accurate record.		
4.	**Chair's Announcements** • The Chair paid tribute to Donald McGovern, who was leaving the Community Rehabilitation Company at the end of September. He would be replaced by Andy Bourne. • A meeting had recently taken place between the new Police and Crime Commissioner, Philip Seccombe and the Chairs of the two Safeguarding Boards. The Chair explained the areas discussed and plans for a continued dialogue. • The West Midlands SAB Chair's Group had met with NHS England on 15 July, to discuss the referral of relevant items from Quality Surveillance Groups to the SABs. This would be a matter for Clinical Commissioning Groups to lead on. The chair advised that Safeguarding Forum notes would be sent to him to assess content and distribute to relevant West Midland SAB Chairs for any further action required. • He then spoke about the Learning Disability Premature Mortality Review. The Association of Directors of Adult Social Services had approached NHS England to reference SABs in this process and to provide a link through each area's Director of Adult Social Services. • Finally, the Chair referred to Safeguarding Adults Reviews. An analysis would take place of all case reports and 'near misses'. These would provide a database of learning from others' experiences and would be circulated to all 14 areas in the West Midlands. This would provide		

Item	Discussion	Action Required *(if any)*	Owner
	local capacity in the absence of a national Department of Health initiative. The Board discussed how this could be developed further to adopt a proactive approach, rather than waiting for incidents from which to learn.		
5.	**Review of Learning and Development Sub Committee and Chair's Position** Chris Evans introduced this report. The current chair of the Learning and Development Sub-Committee had left her post and it would not be directly replaced, creating some complexity with regards to appointment of the new chair. There was no appointed vice chair and no capacity amongst other current members to take on the role. Options were presented for the Board's consideration. The report included attendance data, which highlighted the low attendance levels of some organisations at the Sub-Committee. Furthermore, there had been a poor response by some organisations to the various data gathering and analysis exercises. These aimed to understand the Adult Safeguarding learning and development offerings by partner agencies, to enable the Sub-Committee to give the requested assurance to the Board that Safeguarding Adults learning and development activity was being delivered. The Board discussed the options submitted and preferred way forward, also noting the programme of multi-agency training commissioned and potential for some additional training to be delivered. The need for commitment was stated, together with the assurance role for the Board. It would be prudent to look at the criteria and attributes required as well as capacity in appointing a new Chair. There was difficulty for health bodies in freeing up staff to attend such training. Referring to the appended data on training attendance, other training was taking place. The Board agreed that the Sub-Committee becomes an annual meeting to approve the Learning and Development Plan. This would be led jointly by Learning & Development in WCC and a partner from one of the agencies on the Board. A work programme of Task and Finish groups	Revised model of operation to be	Mike Taylor

Item	Discussion	Action Required *(if any)*	Owner
	would be established to deliver targeted work streams aimed at adding value to the training portfolio delivered across all agencies. The revised arrangements would be reviewed after 12 months alongside the financial resourcing of training.	reviewed in 12 months	
6.	**Phase Two Multi Agency Safeguarding Hub (MASH) Project – Implementing Adult Safeguarding Pathway** John Coleman, Service Manager, Multi-Agency Safeguarding Hub provided an update. Phase one of MASH was implemented on 3 May 2016 with the launch of the child safeguarding and domestic abuse referrals through the MASH. This report provided an update on the proposals for the second phase implementing the adult safeguarding pathway from 1 September 2016. The report and associated appendices provided detailed information on MASH Standard Operating Procedures, the Adult Implementation Group and Adult Safeguarding Pathways & Benefits Analysis. It had been agreed that the referral pathways for the introduction of an Adult MASH would include the blue light referrals and a filtered route into MASH through the established Safeguarding Adults Service Team Duty system. Also appended to the report were the Information Sharing Agreement and draft Practice Guidance for the Adult Safeguarding Pathway. The Board discussed the involvement of the health sector in the MASH. No firm staffing commitment had yet been given, but discussions were ongoing. The need for health colleagues to be co-located in the MASH was stated. However, from a health perspective, there were scarce resources, questions about the added value of being co-located and clarity was needed on the operational processes, which would then guide how health services would participate. The MASH provided benefits improving customer pathways and through reworking operational practices, it gave better outcomes, more efficient decision making and had the potential for all agencies to realise savings. Another aspect raised was the current separation of delivery of children's and adult services. This was particularly notable when looking at the transitions work. Adopting a more 'family' approach was advocated. A specific suggestion was made to review the hyperlinks in the		

Item	Discussion	Action Required *(if any)*	Owner
	operating procedure document to point to consistent regional websites. The Chair reminded that partners were welcome to visit the MASH. The Board approved the recommendations submitted, noting the progress made to date and the benefit analysis. It agreed the pathways for adult safeguarding referrals through the MASH and the Adult Safeguarding sections detailed in the MASH Operating Procedures, together with the completion of Practice Guidance for MASH staff & partner agencies. The Board agreed to receive a further update in six months to enable it to monitor the effectiveness of the MASH.	Further update in six months	John Coleman, WCC
7.	**Deprivation of Liberty Safeguards (DoLS)** Jo-Ann Brennan, Operations Manager Adult Mental Health, WCC presented this item. The Board was reminded of the implications of the 'Cheshire West' case regarding the care and treatment of individuals who lacked capacity to consent. This Supreme Court ruling expanded the definition of 'deprivation of liberty' which had a significant impact on the number of referrals received by Warwickshire County Council. The report provided an update for 2015/16 and an overview of the continued pressures faced by the service. Since the Supreme Court ruling, annual reports on the status of the DoLS service had been provided to the WSAB. The Board discussed the current waiting list of 890 cases, the number of referrals being received each month and the estimated additional resource costs to clear the current waiting list. A context was provided that neighbouring areas were facing the same difficulties as those reported. A prioritised approach was taken to the waiting list. This was acknowledged as a difficult position and the Board recorded its continued support and endorsement of the approach being taken by the Service. The Chair reminded members of the development day on 25 November 2016, which included a workshop on the Mental Capacity Act and Safeguarding and he urged Board members to attend.		

Item	Discussion	Action Required *(if any)*	Owner
8.	**Review of the Role and Function of Local Safeguarding Children Boards (LSCBS) and the Government Response with Implications for WSAB** The Chair advised that the Government commissioned Report (known as the Wood report) of the role and function of LSCB's within the context of local strategic multi-agency working was published recently. The executive summary and the Government's response had been circulated. There were no direct implications for Safeguarding Adult Boards at this time. However, changes to the WSCB in its role and function or in the geographical make-up of the local area for safeguarding children, could have immediate implications for the committed collaborative working with this Board or in the longer term, for the organisation and oversight of adult safeguarding services. A view expressed by several Board members was the areas of duplication between the Adult and Children's Safeguarding Boards, which could be removed if a 'family' perspective was taken. The benefits of joint working were acknowledged. The Board noted the content of the LSCB review and the Government's response, also endorsing the commentary on the limited implications, at this stage for the SAB and its organisation. It confirmed the proposed actions of the Independent Chair in engaging with the implementation of the LSCB Review and undertaking to bring back any potential changes to the SAB functioning and priorities to the Governance Group/Board.		
9.	**West Midlands Adult Safeguarding Policy and Procedure (WMPP) - Final Draft** The Chair introduced this item, which gave an update on the revisions to the West Midlands Adult Safeguarding Policy and Procedure (WMPP). It outlined the proposed next steps in moving to a final version for release in September 2016. Mike Wood advised that the final draft of the document had not yet been approved by the WSAB Policy Procedures and Guidance Sub-	Revised draft of WMPP to be considered by PPG sub-	Mike J Wood

Item	Discussion	Action Required *(if any)*	Owner
	Committee. The Board noted the report and approved its content, subject to ratification by the WSAB Policy Procedures and Guidance Sub-Committee.	committee and feedback submitted accordingly.	
10.	**Draft WSAB Annual Report 2015/16** Amrita Sharma presented the draft Annual Report, explaining how the format of the document had been reviewed for this year to give 'the Warwickshire story'. She outlined some slight corrections which would be made to this draft. She emphasised it would be helpful for future Annual Reports to include evidence of impact and key outcomes. Partners were invited to send examples through to her for inclusion in this document. The draft report would be shared with local communities to consult on the content and presentation of the report; and used to raise awareness of safeguarding and the Board's priorities. The Board was asked to provide feedback on the draft document and any additional case studies by 11 August 2016. Board members suggested a few areas for slight revision, notably to the sections on the Board's priorities, the agencies that had accessed training courses, that for Warwickshire North CCG and for the Police. The Board approved the process for finalisation of the Annual Report and looked forward to receiving the feedback from the consultation exercise.	Final report to be presented to the Board in October alongside the feedback from the community consultation exercise.	Amrita Sharma
11.	**Sub-Committee Reports** The Board noted the following reports. **District/Borough Councils – Nick Cadd** It was reported that this Sub-Committee had not met since the last Board meeting.		

Item	Discussion	Action Required *(if any)*	Owner
	Performance, Monitoring and Evaluation - Amrita Sharma A quarter one summary report had been circulated by Jenny Butlin-Moran for the Board's information. This provided an overview and details of reporting issues, concerns and enquiries. This group was developing its work programme. The Chair commented that the data report was useful, but having a context / analysis would assist interpretation of the data. **Policy, Procedures and Guidance – Mike Wood** The key area at the last meeting was the development of the work programme to underpin the delivery of the Board's priorities for 2016-2017.	Future data reports to include a context/analysis section explaining the impact of the figures	Jenny Butlin-Moran
12.	**WSAB Communications Strategy and Website** Amrita Sharma presented the Communications Strategy and Website Brief. The Communications Strategy and Plan was shared with the Governance Group in June and would now supersede the previous WSAB Communications Protocol. To be effective, a commitment from partners was sought to identify a communications lead, to be part of the WSAB Communication Lead Officer Network. The website brief would enable quotations to be sought for the development of the Board's independent website. The Chair added that Board had a responsibility to communicate and to engage with adults at risk and the general public. It was reiterated that there was an opportunity for joint working with the WSCB and the website was a good example of this. The point was acknowledged.		

Item	Discussion	Action Required *(if any)*	Owner
	The Board agreed to: 1. Note the Communications Strategy and Plan and that this now replaces the previous WSAB Communications Protocol, 2. Approve that a lead officer is identified by each organisation to be part of the WSAB Communication Lead Officers Network; and 3. Note the website brief for the purpose of inviting quotations for the development of the independent WSAB website.	Board members to identify their Lead Officers for the WSAB Communications Lead Officers Network	All
13.	**Any Other Business** None.		
14.	**Date of Next Meeting** The next meeting would be held on Thursday 20 October 2016, 2.00pm Northgate House Conference Room, Warwick.		