



Meeting	Warwickshire Safeguarding Adults Board
Date	Thursday 22nd November 2018
Present	<p>Elaine Coleridge-Smith (<i>Independent Chair</i>) Alison Hallworth (<i>Warwickshire County Council</i>) Alison Walshe (<i>South Warwickshire Clinical Commissioning Group</i>) Dilly Wilkinson (<i>George Eliot Hospital</i>) Ed Williams (<i>Warwickshire County Council</i>) Jackie Howe (<i>Care Quality Commission</i>) Jan Dugdale (<i>Age UK Warwickshire</i>) Jenny Butlin-Moran (<i>Warwickshire County Council</i>) Kirstin Clarke (<i>Warwickshire County Council</i>) Lisa Cummins (<i>Coventry & Warwickshire Partnership Trust</i>) Liz Keirnan (<i>University Hospital Coventry & Warwickshire</i>) Maxine Nicholls (<i>South Warwickshire NHS Foundation Trust</i>) Mike Wood (<i>Warwickshire County Council</i>) Moira Bishop (<i>South Warwickshire NHS Foundation Trust</i>) Nick Cadd (<i>Stratford-On-Avon District Council</i>) Nigel Minns (<i>Warwickshire County Council</i>) Pete Hill (<i>Warwickshire Police</i>) Tim Sargent (<i>Warwickshire Fire & Rescue</i>) Tracy Redgate (<i>South Warwickshire Clinical Commissioning Group</i>) Vanessa Biddulph (<i>VoiceAbility</i>)</p> <p>In Attendance: Amrita Sharma (<i>Warwickshire Safeguarding Boards</i>) Jo Ferguson (<i>Minute Taker, Warwickshire Safeguarding Adults Board</i>) Liz Hill (<i>Observer, Warwickshire County Council</i>) Olivia Cooper (<i>Observer, Warwickshire County Council</i>)</p>
Apologies	Alison Talbot (<i>University Hospital Coventry & Warwickshire</i>) Angela Coates (<i>North Warwickshire Borough Council</i>) Becky Hale (<i>Warwickshire County Council</i>) Carly Manning (<i>West Midlands Ambulance Service</i>) Chris Bain (<i>Healthwatch Warwickshire</i>) Cllr Les Caborn (<i>Warwickshire County Council</i>) Daljit Athwal (<i>George Eliot Hospital</i>) Fiona Burton (<i>South Warwickshire NHS Foundation Trust</i>) Gordana Djuric (<i>Warwickshire County Council</i>) Jacqueline Barnes (<i>NHS England</i>) Jo Galloway (<i>North Warwickshire Clinical Commissioning Group and Coventry & Rugby Clinical Commissioning Group</i>) Kelly Starkey (<i>West Midlands Ambulance Service</i>) Kirsty Baker (<i>Probation Services</i>) Lisa Barker (<i>Warwick District Council</i>) Mary Mansfield (<i>North Warwickshire Clinical Commissioning Group</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>) Simon Newling-Ward (<i>VoiceAbility</i>) Stephen Quinn (<i>Warwickshire Police</i>) Tracey Wrench (<i>Coventry & Warwickshire NHS Partnership Trust</i>)



Item	Discussion	Action Required (if any)	Owner
1.	<p>Welcome, Introductions and Apologies</p> <p>The new Independent Chair to the Board, Elaine Coleridge-Smith, welcomed members to the meeting, followed by introductions and apologies as noted above.</p>		
2.	<p>Minutes and Matters Arising</p> <p>Members agreed that the minutes from the previous meeting held on 19th July 2018 were an accurate record, with the following actions to be carried forward:</p> <ul style="list-style-type: none"> • 2017-18 Budget (Item 3) • Transitions CSE report (Item 5) • Information Sharing Agreement (Item 6) • Implementation of recommendations (Item 7) • SAR & DHR comparisons (Item 7) 		
3.	<p>Chair's announcements</p> <p>The Chair, who is new in post, gave thanks to the previous Chair, Mike Taylor, for his hard work and dedication to the Board. A leaving gift and card were presented to him before the meeting began.</p>		
4.	<p>Presentation: Warwickshire Fire and Rescue Guidance for Professionals and Carers who work with people with Care and Support Needs</p> <p>Tim Sargent, Group Commander for the Fire Prevention and Arson Team gave a presentation regarding the new Warwickshire Fire and Rescue Guidance to Board members.</p> <p>Tim explained that the aims and objectives of the Guidance document is to provide information in the following areas:-</p> <ul style="list-style-type: none"> • Identifying risk and vulnerability to fire • The importance to include the risk of fire at initial assessment and care plan design • When and how to refer to WMFS including what support services are available <p>Members of the Board are informed that the following characteristics and vulnerabilities can significantly increase the risk of fire within the home, some of which are:</p> <ul style="list-style-type: none"> • Smoking within the property • Physical impairment/limited mobility/reduced manual dexterity • Drug and alcohol dependency/misuse 	<p>Nick Cadd to send relevant Support Services contacts to Tim Sargent.</p> <p>Kirstin to explore the progress of providing information from the Occupational Health visits to Fire & Rescue, and provide update on this at the next Board meeting.</p> <p>Write a letter to West Midlands Ambulance Service to engage their support with the work undertaken by Fire & Rescue.</p> <p>Publish new Fire & Rescue Guidance to the</p>	<p>NC</p> <p>KC</p> <p>AS</p> <p>JF</p>



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	<ul style="list-style-type: none"> • Dementia • Disorganised living – i.e. hoarding behaviours <p>The Board are asked to inform their staff of these signs of potential fire risk that are highlighted within the new Guidance, and for them to recognise these signs when visiting residents with care and support needs. If staff become aware of such risk, they are to inform the Fire and Rescue team who will then arrange a ‘Safe and Well Check’. A telephone number and email address is provided to the Board, this will be shared again alongside the minutes of this meeting.</p>	<p>Board website.</p> <p>Slideshow and copy of Guidance to be forwarded to members of the Board for distribution amongst their organisations.</p>	<p>JF / AS</p>
<p>5.</p>	<p>Working Together 2018 Partnership Arrangements Proposals</p> <p>The Chair presented the ‘New Ways of Working’ proposal for the two Warwickshire Safeguarding Boards, informing members that from 29th June 2018 the local authority, police and health will have an equal and shared duty to work together (in partnership with other relevant agencies) to make arrangements to safeguard and promote the welfare of all children in a local area in accordance with the new Working Together 2018 statutory guidance. By September 2019 the Warwickshire Safeguarding Children’s Board will cease to exist and the new partnership arrangements will come into effect. This has presented an opportunity to also look at the current WSAB arrangements to review how the two boards could be more aligned to provide a ‘Think Family’ approach to safeguarding across Warwickshire; and ensure better use of resources.</p> <p>The new local arrangements must support and enable local agencies to work together in a system where:</p> <ul style="list-style-type: none"> • Excellent practice is the norm • Partner agencies hold one another to account effectively • There is early identification of ‘new’ safeguarding issues • Learning is promoted and embedded • Information is shared effectively • The public can feel confident that children are protected from harm <p>The three lead agencies (Local Authority, Health & Police) have met to discuss these changes, and</p>		



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	<p>have drafted a series of proposals, which will look to;</p> <ul style="list-style-type: none"> • ensure proportionate representation at Executive level from across the three Lead partner organisations to cover both Children and Adults • maintain the existing outline structure of two separate Boards • merge the Business Support functions into one team • introduce systems wide learning and improvement for Children and Adults; • review the current structure of sub-committees <p>Members were invited to comment on the proposals and provide any feedback. The Chair and lead partners assured members that the issue of maintaining relationships have been considered. The new proposals will bring together, rather than alienate organisations to improve Safeguarding across Warwickshire; ensuring practice and performance is more concise and efficient across the Board, i.e. work around transitions. Members felt the term 'transitions' can mean a number of different things for different teams; it would be helpful to have an agreed definition in place. Members felt the closer working of the two Boards could potentially cause the Adults Board to be overshadowed by the Children Board. Overall members were happy with the proposals and have approved the Lead Partners to go ahead with the next steps.</p>	<p>Sub-committees to discuss the new proposals in regards to 'task and finish' groups.</p> <p>Members to forward any questions or comments regarding the proposals to Amrita Sharma.</p> <p>Lead Partners to confirm an agreed definition of 'Transitions' and share this with the Board.</p>	<p>Chairs of sub-committees</p> <p>All</p> <p>ECS</p>
6.	<p>Strategic Plan: 2019 and Beyond</p> <p>The Board agreed for the Strategic Priorities to remain in place for 2019 and to be reviewed as part of the new partnership arrangements.</p>		
7.	<p>Quality Assurance Update on Provider Services</p> <p>Oliva Cooper, Quality Assurance Operational Manager, gave members a brief run-through of her report providing an overview of how safeguarding is managed within commissioned adult social care services and the assurances made to ensure this is done well.</p> <p>Members expressed their concerns in respect of there being no systematic methodology for</p>	<p>PME sub-committee to discuss the issues around missing data at their next meeting and update the Board.</p>	<p>JBM</p>



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	<p>reporting on how many safeguarding referrals have been made about a given provider (this would help spot any early signs of large scale failure), nor the ability to look up referrals by provider to identify any emerging patterns of concern. It was agreed that PME sub-committee be requested to explore how we may assure ourselves against these points of concern.</p>	<p>Alison Walshe to provide the Board with an update on the CCG's own assurance activities in respect of people placed within commissioned services.</p>	<p>AW</p>
<p>8.</p>	<p>Deprivation of Liberty Safeguards (DoLS) Update</p> <p>Liz Hill, Operations Manager for DoLS provided an update to the Board on the current status of DoLS:</p> <ul style="list-style-type: none"> • 2414 referrals were received in 2017-2018, which equates to a 10% decrease from the previous year • Currently there are 912 residents of Warwickshire who are subject to an Authorised Deprivation of Liberty (as of 01/11/2018) • 884 of these authorisations are for residents in care homes • 28 of these authorisations are for patients within acute and psychiatric hospitals. <p>It was noted, from May 2018 DoLS were entered into a 2 year contract with ICS Assessment services to commission and outsource assessments from their backlog/waiting list. It was initially agreed that 900 assessments from the backlog would be sent to ICS Assessment Services, with a further 270 assessments recently agreed to be completed by March 2019.</p> <p>The Board were also informed of the draft Mental Capacity Amendments Bill which proposes to introduce new arrangements for the review of DoLS assessments, placing the duty on Care Homes, as opposed to the Local Authority. The Bill is currently in the House of Lords and is scheduled to be passed to the House of Commons for the same degree of scrutiny before it can be agreed and passed. The Local Government Association are hoping to push the Bill through by 31st March 2019, before Brexit.</p> <p>Members expressed their concerns over the risks associated with the new proposals and the creditability of the reviews being undertaken by Care Homes in the future.</p>		



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9.	<p>WSAB Sub-Committee Updates</p> <p>Performance, Monitoring & Evaluation (PME) The sub-committee will be undertaking an audit on Mental Capacity on 30th November. Planned work on Transitions and CSE are still in discussion stages. Members also received the Safeguarding Data for Q2, which showed the same number of concerns raised as last year, with 48 concerns closed compared to 67 the year before. Data also showed there to be an increase in the age range of concerns raised.</p> <p>Policy, Procedures & Guidance (PPG) The sub-committee have continued their work on the Hospital Referrals Audit Report (Ref. Item 8 of July 2018 minutes). In September 2018, UHCW changed their process of making referrals, with their new form being more 'MSP' compliant. GEH have also made similar improvements to their referral process. According to data and feedback received from the Adult Safeguarding Team, it is not yet showing improvement in regards to the amount of incorrect referrals received, but noted that it is still early days with a repeat audit to be undertaken in March 2019. Board members suggested that feedback be given to referrers if and why their referral is inappropriate. This is to be discussed at next sub-committee.</p> <p>Safeguarding Adult Reviews (SARs) Three SAR referrals have been received with the following outcomes: 1. Did not reach the criteria of a SAR, but more learning was required. Therefore a Table-top Review was held, with an action plan awaiting sign off at the next sub-committee. 2. Currently awaiting further information from UHCW. 3. Scoped and deemed not to reach the SAR criteria. This decision has been approved by the Board Chair and the referrer has been informed of the outcome.</p>	<p>Elaine to attend next PPG sub-committee to observe and give fresh outlook.</p> <p>PPG to look into CWPT report that is taken to Section 75 Board.</p>	<p>ECS</p> <p>MJW</p>
10.	<p>Any Other Business None.</p>		
<p>Date of next meeting: Thursday 24th January 2019 at 2:00pm</p>			