



MINUTES

WOLVERHAMPTON SAFEGUARDING ADULTS BOARD

Thursday 18 June 2015 at 11:00 am in Committee Room 3,
3rd Floor,
Civic Centre, Wolverhampton

Present:

Alan Coe (Chair)	Joint Independent Safeguarding Adult's and Children's Board Chair
Sandra Ashton-Jones	Safeguarding Manager - Adults, Wolverhampton City Council
David Baker	Operations Commander, Black Country North, West Midlands Fire Service
Tabetha Darmon	Strategic Lead for Safeguarding Children & Adults, Black Country Foundation Trust
Ch. Supt Simon Hyde	West Midlands Police
Mark Henderson	Director of Housing, Wolverhampton Homes
DI Julie Woods	West Midlands Police
Manjeet Garcha	Executive Lead Nurse, Wolverhampton Clinical Commissioning Group
Trisha Hayward	Director, West Midlands Care Home Association
Anthony Ivko	Service Director Older People, Wolverhampton City Council
Kathy Cole-Evans	Strategy Co-ordinator & Manager, Wolverhampton Domestic Violence Forum
Councillor Elias Mattu	Wolverhampton City Council
Dawn Williams	Head of Safeguarding & Quality Assurance Children & Adult's Wolverhampton City Council
Sandra Jones	Vice Chair, Health Watch
Stephen Dodd	Youth Organisations Wolverhampton
Ros Jervis	Service Director Public Health, Wolverhampton City Council
Karen Samuels	Head of Community Safety, Wolverhampton City Council
Michelle Marney	Admin Officer, Safeguarding & Quality Assurance Team, Wolverhampton City Council (Minute Taker)
Amy Dunn-Donachy	Admin Assistant, Safeguarding Service (Shadowing Minute Taker)

Apologies:

Linda Sanders	Strategic Director, People Directorate, Wolverhampton City Council
Kathy Roper	Head of Young Adults Commissioning, Wolverhampton City Council
Jamie-Ann Edwards	National Probation Service
John Bardsley	Head of Adult Safeguarding, Black Country Partnership Foundation Trust

Andy Proctor	Safeguarding Manager, West Midlands Ambulance Service
Jane O'Daly	Head of Safeguarding, Royal Wolverhampton Hospitals Trust

MINUTES FROM TODAY'S MEETING

Action By

- 1 The Chair welcomed all present and introductions were undertaken and apologies noted.

The minutes of the meeting on 19 March were accepted as an accurate record of the meeting.
- 2 **Matters Arising – Action Log**
 - 12.06.14 – Action Log Item 4 - Ann Harris (Dudley MBC) to provide a report regarding the regional workforce development proposal. **Ann Harris/Alan Coe**
 - 12.06.14 – DHR report to September Board. **Kathy Cole-Evans**
 - 19.03.15 – Action Log Item 3 – Testing of website to be carried out during July. **Communication & Engagement**
 - 19.03.15 – Report to be submitted regarding DoLS cases. **Sandra Ashton-Jones**
 - 19.03.15 – Action Log Item 6 – Further work to Care First to ensure Care Act compliant. **Anthony Ivko**
 - 18.06.15 – Action Log Item 6 – Clarification to be sought regarding the difference in recorded DV incidents and the actual number of incidents. **Dawn Williams**
 - 18.06.15 – Action Log Item 9 – Chair to provide detailed budget report. **Alan Coe**
 - 18.06.15 – Action Log Item 10 – Draft Annual Report to be brought to Board. **Sandra Ashton-Jones**
 - 18.06.15 – Action Log Item 14 – Risk Register to be updated and circulated prior to Sept Board. **Priority Leads**
 - 18.06.15 - Action Log Item 15 – Report to be provided regarding sustainability of Sentinel. **Julie Woods**
 - 18.06.15 – Action Log Item 15 – Request for partners to test the new website, contact Stephen Dodd if able to do this. **All Board Members**
- 3 **New way of working – West Midlands Police**
DI Julie Woods talked to her report regarding the new way that Police will be working. She advised that last year 2000 alerts were received by the hub so that the criminal threshold could be assessed; of these 236 were for Wolverhampton, 121 of these were returned as the criminal threshold wasn't met. It is envisaged that the new system

where alerts are diverted via 101 or 999 will be in place for a while until the MASH has been set up. Sandra Ashton-Jones informed the meeting that Wolverhampton has been picked as a pilot for this as there is a good relationship between the social work teams and the PPU. Currently the operational guidance is being written for the teams.

The Police have a delivery plan for the changes and training will be rolled out to officers in the next two weeks, this plan will be shared. It is expected that everyone will be trained by August; this is when the new system will be incorporated.

DI Julie Woods

The Chair requested an update report regarding the process of the changes.

DI Julie Woods

4 Transition Report

Suzanne Smith talked to her report on transition. During the last financial year the team received 162 safeguarding alerts for adults with a disability, approximately two thirds of the number of alerts goes on to an investigation. There are lots of issues around consent for relationships and also issues with making sure that medication procedures are followed. Work has been done by the safeguarding lead with providers to embed the safeguarding thresholds and feedback is given when an alert is inappropriately raised. The next step is to create an action plan for the team which Suzanne advised that she would be willing to share with the Board.

Suzanne Smith

5 Commissioning update

There have been concerns for a number of years from providers that current contracts weren't fit for purpose and didn't cover safeguarding. A report from Commissioning was due today, but there have been a number of changes including a new Head of Service for Older People's Commissioning, Paul Smith as of 28 April. He has issued this statement:

Paul Smith

"Commissioners have concluded that the best way to deliver a new residential and nursing home contract in a timely manner is to review existing contracts, from neighbouring local authorities and adopt the contract that best meets the needs of Wolverhampton with the minimum number of changes. The benefit of this approach can be summarised as:

- Retaining the obligations of providers to comply with the Multi-Agency Policy & Procedures for the protection of adults with care and support needs in the West Midlands. As all neighbouring local authorities are signatories to this protocol.
- Reduce any significant difference between the Wolverhampton contract and another contract the provider might be working to; this is because providers often also support people funded by neighbouring council's.

The WMCA have confirmed that they will be willing to review and comment on any proposed contract put forward by Wolverhampton Council.

The approach outlined in this statement lays the foundation for more cross authority working. WCC Commissioners have invited their counterparts from other council's in the Black Country to join a Black Country network. The purpose of the network would be to exchange information, identify best practice and work together to achieve common goals including having standardised service specifications and performance reporting requirements."

6 Balanced scorecard & annual safeguarding data

Paul Crawford talked through the annual safeguarding data report, not much has changed from last year, however, there has been an increase in domestic violence incidents and hate crime. Karen Samuels commented that the increase in hate crime needs to be in context as there has been some work to increase reporting of this.

Further work to be done to look at the difference in the recording of domestic violence and the number of incidents. **Dawn Williams**

Alan Coe stressed the need for information to be available sufficiently early for Tabettha Darmon to produce a report with recommendations. **Paul Crawford**

7 Care Act Implementation update

The West Midlands Policy & Procedures is gaining national recognition; the DASM guidance is almost complete, there will also be further statutory guidance soon. Sandra Ashton-Jones advised that the draft of Chapter five has been received now and will be circulated today; this was led by a different authority. West Mercia Police are keen to be involved in supporting and are asking if the equivalent person at West Midlands Police can support also. Further work will be done on the policy & procedures as it is still a working draft and further guidance will follow. It is proposed that there will be two regional sessions for partners to attend, probably in August or September.

Sandra Ashton-Jones

8 MASH update

Ros Jervis talked to the report regarding the MASH update. Development of the MASH will allow sharing of information within a safe environment, this is often an issue picked up in serious case reviews. The MASH will be combined Children and Adults as this model is working well elsewhere. A project group has been brought together to look at whether it will work for Wolverhampton, the first meeting has taken place and there will be a workshop on 26 June. The project group have looked at the Sandwell MASH and they are looking at the issues that were found in Sandwell. At a recent Police & Crime Commissioner event the pros and cons of MASH's were discussed, the best models included representation from the third sector.

All to note and contribute

9 Strategic Plan & Governance

Now that the Adults Board is statutory there has to be a strategic plan, this is similar to the Children's strategic plan as there is a lot of overlap. Governance will be led by Tony Ivko and he will work with Emma Bennett on this. In addition regular meetings take place with Alan, Gillian Ming and Sandra Ashton-Jones.

**All to note
Priority leads to
provide detail
on delivery asap**

There is a need to justify levels of funding for the Board now; however, some resources may be stretched across both Boards. A detailed budget report will be submitted to September Board.

Alan Coe

10 Annual Report

Partner agency and priority lead templates have been circulated with the Board papers; these should be completed and submitted by 17 July. A draft Annual Report will go to the Executive Committee and then to September Board.

**Board members/
Priority Leads**

Kathy Cole-Evans asked about the possibility of a combined mailshot for any joint Adults and Children's items. Stephen Dodd suggested that it may be possible to add a reminder to the website when it is live to remind people of outstanding tasks.

11 Safeguarding experience proposal

Sandra Jones talked through the safeguarding experience proposal; she advised that Donald McIntosh will be the lead for this. The proposal has already been taken to the Executive Committee and has been endorsed. The Board confirmed its acceptance of this as a proposal to go forward.

12 Chair's activity report

The Chair talked to his activity report which has now been organised into Board Priorities. A lot of work over the last quarter has been partly a regional focus to ensure that the Board is Care Act compliant.

13 Multi-agency audit

Sandra Ashton-Jones and Gillian Ming have been working together to create a template. Board members will be contacted to discuss whether there are any other priorities which need to be looked at. The first Children's audit was due to be carried out in July, but it was felt this was not ideal as it is the school holidays, so this is likely to be deferred until the Autumn.

**Sandra Ashton-
Jones and
Gillian Ming**

14 Risk Register

Priority leads need to update their areas with an update of where they think the risks are, an updated risk register will be sent out prior to the next Board meeting. Governance risks need to be looked at now as there is now a committee for governance.

Priority Leads

Trish Hayward asked for clarification regarding DoLS as there is a long backlog of cases still waiting to be assessed.

15 Any Other Business

Karen Samuels asked about the sustainability of Sentinel and where various parts of it now sit. Report to next Board.

DI Julie Woods

Kathy Cole-Evans informed the meeting that Stephen Rimmer's team have been pulling together new standards for the West Midlands with regard to the Domestic violence protocol. The Wolverhampton protocol

Agenda Item 1

has been used for this and has been extended. The first draft has been sent out and the final version is due to be complete for 1 July. Hopefully there will be something to send out to the Board.

**Kathy Cole-
Evans**

Sandra Ashton-Jones advised that the Safeguarding Service now has a [Facebook](#) and [Twitter](#) page. The team also were raising awareness on World Elder Abuse Awareness Day with a stall in the Civic Centre and wearing purple, donations were received for Age UK Wolverhampton and Action on Elder Abuse. We have also received photographs from Inspirations for World Elder Abuse Awareness Day. If any partners held events, please share any photographs or information.

**Partner
agencies**

Stephen Dodd asked for volunteers to test the working test version of the website, please contact Sandra Ashton-Jones if able to support with this.

**All Board
Members**

**The date of the next meeting is 10 September 2015, at 11.00 am,
venue Committee Room 3, 3rd Floor, Civic Centre.**

**Independent Chair: Alan Coe, Joint Independent Safeguarding
Adult's & Children's Board Chair**

Signature:

Date: