



MINUTES

WOLVERHAMPTON SAFEGUARDING ADULTS BOARD

Thursday 19 March 2015 at 11:00 am in Committee Room 1,
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
PC Elizabeth Hyde	West Midlands Police, Black Country Vulnerable Adult Hub
Ch. Supt Simon Hyde	West Midlands Police
Mark Henderson	Director of Housing, Wolverhampton Homes
Annette Lawrence	Quality & Patient Safety Manager, Wolverhampton Clinical Commissioning Group
Linda Sanders	Strategic Director, People Directorate, Wolverhampton City Council
Dr Miles Manley	General Practitioner, Local Medical Committee Representative
Anthony Ivko	Assistant Director Older People & Personalisation, Wolverhampton City Council
Kathy Roper	Head of Young Adults Commissioning, Wolverhampton City Council
Dawn Williams	Head of Safeguarding & Quality Assurance Children & Adult's Wolverhampton City Council
Maxine Bygrave	Health Watch
Stephen Dodd	Youth Organisations Wolverhampton
Ros Jervis	Director of Public Health, Wolverhampton City Council
Jamie-Ann Edwards	National Probation Service
Joseph Singden	Partnership & Stakeholder Lead, National Probation Service
Michelle Marney	Admin Officer, Safeguarding & Quality Assurance Team, Wolverhampton City Council (Minute Taker)

Apologies:

Trisha Hayward	Director, West Midlands Care Home Association
Karen Samuels	Head of Community Safety, Wolverhampton City Council
Manjeet Garcha	Executive Lead Nurse, Wolverhampton Clinical Commissioning Group
Councillor Ian Claymore	Wolverhampton City Council
Kathy Cole-Evans	Strategy Co-ordinator & Manager, Wolverhampton Domestic Violence Forum
DI Julie Woods	West Midlands Police

John Bardsley	Head of Adult Safeguarding, Black Country Partnership Foundation Trust
Tabetha Darmon	Strategic Lead for Safeguarding Children & Adults, Black Country Foundation Trust
Jane O'Daly	Head of Safeguarding, Royal Wolverhampton Hospitals Trust

Invited but did not reply:

Andy Proctor	Safeguarding Manager, West Midlands Ambulance Service
Councillor Steve Evans	Wolverhampton City Council

MINUTES FROM TODAY'S MEETING

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| | | Action By |
| 1 | <p>The Chair welcomed all present and introductions were undertaken and apologies noted.</p> <p>The minutes of the meeting on 11 December were accepted as an accurate record of the meeting.</p> | |
| 2 | <p><u>Matters Arising – Action Log</u></p> <p>14.06.12 – Action Log Item 10 – Information Sharing Protocol – Raz Bassi is leading on a regional information sharing protocol, this will be taken to the regional meeting and will be out for consultation. It should be ready early April. Looking at combining this with WSCB and possibly hosting a Permission to Share event. Mark requested that members complete the information sharing survey for their organisation.</p> <p>13.09.12 – Action Log Item 5 – Develop a system within WCC Care First recording for aggregating safeguarding alerts for care services & also develop a robust protocol – Work has been done on Care First forms. The Safeguarding team have set up their own system; information is shared with CCG, CQC, Commissioning & Procurement. This has also been picked up by the Business Development Team. To be closed.</p> <p>13.09.12 – Action Log Item 12 – PIPOT – The regional document has been revised, legal advice is currently being sought, also advice from ADASS and the Caldicott guardians. To be closed.</p> <p>11.12.14 – Action Log Item 3 – DoLs task & finish group nominations have been received. Corrina Jeffrey has been appointed as the DoLs officer; she will asked to lead the T&F group. To be closed.</p> | <p>Raz Bassi/Mark Henderson/Sandra Ashton-Jones</p> <p>Anthony Ivko/Helena Kucharczyk</p> <p>All Board Members/Sandra Ashton-Jones</p> |
| 3 | <p><u>Risk Register</u></p> <p>There are currently two red areas on the risk register, Communication & Engagement and Prevention. The Communication & Engagement priority group are looking at better engagement with faith groups. The safeguarding website should hopefully be ready by the end of June. A plan is in plan to promote selected messages in relation to safeguarding.</p> | <p>Sandra Ashton-Jones</p> |

There are still approximately 300 DoLs cases awaiting assessment, the issue is with Best Interests' Assessors not being readily available, and this is a problem for all safeguarding boards. A pot of money has been identified for training for new BIA's on a fast track course at the university.

4 Annual Assurance

This years' Annual Assurance has been created on Survey Monkey; an overview of the results was to be shared at today's meeting, but there has only been four responses so far. The deadline for completion will be extended.

All Board Members

5 Balanced scorecard & Annual safeguarding data

Paul Crawford talked to his report regarding safeguarding data; there are no real concerns regarding the data. The number of alerts was higher than previous years, but the number of investigations was lower, following the trend of previous years; 40% of alerts required supplementary information, this is up on last year. There has also been a year on year increase of domestic violence; this is reflected in the crime figures.

**Paul Crawford/
Community Safety Partnership
Ros Jervis/Helena Kucharczyk –
through Quality and Performance Group**

There has also been an increase in hate crime in Wolverhampton. There will be a verbal report regarding this at the next Board.

Ros Jervis enquired whether the various dashboards for substance misuse could be cross referenced.

6 Care Act/POT/Procedures update

Fortnightly meetings have been taking place to update the procedures which are now nearing completion but had been delayed due to statutory guidance on the Care Act. People in a Position of Trust (PIPOT) has been overtaken by Designated Adults Safeguarding Manager (DASM); Claire Crawley of the Department of Health is now saying that this will be more of a safeguarding lead for partners and it is likely that the local authority will have the DASM role. It is generally felt that organisations should have responsibility to manage their staff in this role. The Chair commented that it is good that major partners such as NHS, Fire Service and Ambulance Service are keen to have a DASM.

The editorial group has concentrated on policies and procedures to reflect the Care Act such as raising concerns and decision making. There will also be regional guidance on POT. The chapter regarding section 42 enquiries has been commissioned to people recommended by SCIE; they advised that it will be ready tomorrow and it will be discussed at the next editorial meeting on Tuesday. West Midlands Police have looked at the first two chapters and given some recommendations which cannot all be adopted as there are other Police force areas within the West Midlands region.

A lot of training is being incorporated into the last two weeks of the financial year; this includes two specific safeguarding sessions on 27

and 30 March.

7 Contract Commissioning

Kathy Roper informed the meeting that services are still currently commissioned with spot purchase contracts. There are areas of change with the Care Act which will change some work that has already been done on the contract. The West Midlands Care Home Association has said that it has taken eight years to get to this stage with the contract. Anthony Ivko commented that some providers won't sign the contract, so there needs to be some quality assurance built into the contract so that if they won't sign the overarching contract they will be signed up to quality assurance as part of the spot purchasing contract.

New Contracts to be Finalised – Mike Finnegan-Lam

The Chair asked how service users are safeguarded by existing contracts and future contracting. Anthony Ivko replied that this is done through suspending business with the home. Maxine Bygrave enquired whether service user experience would be gained as part of the contract and whether the information would be available to the Safeguarding Board; Kathy confirmed that it would.

8 Winterbourne View Update

All hospital placements were reviewed prior to 31 March 2014 and they are now ready to be reviewed again. A care and treatment review is carried out on admission to hospital and this continues on discharge to ensure that the service user is receiving the right service and not in hospital unnecessarily. The review takes a full day and is very intense.

Currently Wolverhampton has ten people in hospital placements, four of them have plans in place to move on, three are being actively treated and are on appropriate treatment regimes, one new person has gone in and their process is currently being planned. Weekly reports are sent to the Department of Health and monthly reports to the local NHS England group. Nine people in secure care have been reviewed by NHS England, they are all in appropriate settings and are awaiting plans for step-down and discharge; they are all in safe placements and appropriately supported.

9 Chair's Activity Report

The Chair talked to his activity report which is now linked to the Board priorities.

10 Any Other Business

Stephen Dodd informed the meeting that the Information Sharing Priority Group was asking for the Board to give endorsement for an awareness event; the Board agreed to this.

Endorsement was also asked for Ros Jervis to become the Vice Chair for the forthcoming financial year. Endorsement was given for this also.

The Chair thanked Dr Miles Manley for his support to the Board on behalf of the LMC, as he will no longer be representing the LMC at the Safeguarding Board.

**The date of the next meeting is 18 June 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: