



## MINUTES

### WOLVERHAMPTON SAFEGUARDING ADULTS BOARD

Thursday 16 March 2017 at 12.45 pm in Committee Room 4,  
3<sup>rd</sup> Floor,  
Civic Centre, Wolverhampton

**Present:**

Alan Coe (Chair)	Joint Independent Safeguarding Adult's and Children's Board Chair
Annette Lawrence	Designated Adult Safeguarding Lead, Wolverhampton Clinical Commissioning Group
David Baker	Operations Commander, Black Country North, West Midlands Fire Service
Karen Samuels	Head of Community Safety, City of Wolverhampton Council
Stephen Dodd	Wolverhampton Voluntary Sector Council
Paula Morris	Interim Safeguarding Manager – Adults, City of Wolverhampton Council
Diane Partridge	Interim Joint Board Manager, City of Wolverhampton Council
David Watts	Service Director – Adults, City of Wolverhampton Council
Melanie Grainger	Partnership Support Officer, West Midlands Fire Service
Judith Jackson	Walsall & Wolverhampton National Probation Service
Julie Price	Head of Safeguarding Adults, Black Country Partnership Foundation Trust
Ch. Supt Jayne Meir	West Midlands Police
Fiona Pickford	Head of Safeguarding, Royal Wolverhampton Hospital Trust
Kathy Cole-Evans	Strategy Co-ordinator & Manager, Wolverhampton Domestic Violence Forum
Paul Crawford	Senior Performance and Information Analyst, City of Wolverhampton Council in attendance for Item
Manjeet Garcha	Executive Lead Nurse, Wolverhampton Clinical Commissioning Group
Sam Hicks	Healthwatch Wolverhampton
Michelle Marney	Admin Officer, Safeguarding & Quality Service, City of Wolverhampton Council (Minute Taker)
Katie Bird	Clerical Officer, City of Wolverhampton Council (Shadowing Minute Taker)

**Apologies:**

Sue Kunynec	Director of People, Wolverhampton Homes
Kay Rides	West Midlands Care Homes Association

Kate Houghton	Partnerships Officer, West Midlands Fire Service
Linda Sanders	Strategic Director, People Directorate, City of Wolverhampton Council
Kathy Roper	Head of Young Adults Commissioning, City of Wolverhampton Council
Lorraine Millard	Designated Nurse Safeguarding Children, Wolverhampton CCG
Ros Jervis	Service Director Public Health, City of Wolverhampton Council
Dawn Williams	Head of Safeguarding & Quality Assurance Children & Adult's, City of Wolverhampton Council
Councillor Sandra Samuels OBE	City of Wolverhampton Council
Kirsty Baker	Head of Probation, Walsall & Wolverhampton National Probation Service

**Not in attendance:**

Cheryl Etches	Director of Nursing, Royal Wolverhampton Trust
Acting DI Mark Burnell	West Midlands Police
Robert Cole	Head of Clinical Practice – (Consultant Paramedic – Vulnerable Persons), West Midlands Ambulance Service
Jas Pejatta	Head of Walsall & Wolverhampton, Probation Service

**MINUTES FROM TODAY'S MEETING**

1 The Chair welcomed all present and introductions were undertaken and apologies noted. Diane Partridge, Interim Joint Board Manager was introduced to the Board members.

**Action By**

2 The minutes of the meeting on 15 December 2016 were accepted as an accurate record of the meeting.

**3 Matters Arising – Action Log**

18.06.15 – Further update from dip sampling regarding the difference in recorded incidents of DV and the number of incidents – this is being progressed via the MASH, an audit has been carried out, but results aren't available yet. - **To be carried forward.**

**Dawn Williams**

17.03.16 - Data from GP inspections to be included in next CQC report (Dec 2016). This has been delayed to the March Board. **On today's agenda.**

**Emma Wynne**

16.06.16 – Executive Committee to look at ownership of current risks on the risk register – **This has been discussed at the Development Event this morning & the risk register will be amended to reflect this.**

**Paula Morris/Diane Partridge/Alan Coe**

15.09.16 – A brief report to be compiled re: Risk Assessment of faith organisations. - **This has been shared with Communication & Engagement lead, Stephen Dodd, the Board is looking to employ an Engagement Officer and this has been ratified by the Executive Committee. On today's agenda.**

**Stephen Dodd**

- 15.12.16 – Assurance tool to be developed & circulated. **Results of this are on today's agenda and report completed.** **Paula Morris**
- 15.12.16 – SAR Chair commissioning to be discussed at the Regional Chairs meeting. **Alan Coe**
- 15.12.16 – Update on Feeling Safe & Keeping Well in Wolverhampton event. **A verbal update was given to the Board regarding this event.** **Ros Jervis/David Watts**
- 15.12.16 – Partner agencies to share comments/content to populate the adult's sections of the website. **A survey to be developed to check staff knowledge of the website.** **Stephen Dodd/ David Watts**
- 15.12.16 – Look at developing a multi-faith group for adults. **Stephen Dodd to provide an update today.** **Stephen Dodd**
- 15.12.16 – All partner agencies to take back the Management of Allegations protocol to their PoT lead and feedback their response by the end of January. **No comments received, the Board agree to adopt this.** **All Board Members**

#### **4 Board Priority Updates** **Governance**

##### **4.1a Risk Register**

The risk register will be updated following discussions at this morning's Development Event and circulated. Risks to Board Business should be reviewed at each Board and committees should alert the Board/Priority Leads of work undertaken to reduce, mitigate risk and issues that increase risk to Board activity. KCE requested that consideration is always given to low level issues that cumulatively impact upon risk – caution should applied, if we were to only consider 'risk direction of travel'.

##### **4.1b Budget update**

Paula read to her report. Last year there was a £45,000 reserve and there will be a further £19,000 from this year. There are plans for some of this; £9,000 is being put aside for a Faith Group Engagement Worker and £4,500 will go to Healthwatch for the service user engagement project. It was acknowledged that some priorities were not fulfilled, but now there are strong leads in place it is anticipated that action plans generate more activity over the next year to meet Strategic Plan outcomes. The report and budget summary was noted and funding for the two posts agreed.

It was suggested that the Board could look at Corporate sponsorship, it was felt that this may be an option in future.

Paula and Diane Partridge have been having discussions regarding the infrastructure of the two Safeguarding Boards and how to make best use of resources now that a Joint Board Manager is planned and an Interim Manager in place.

## **4.2 Performance & Quality**

### **4.2a Update on Performance & Quality Committee**

Annette Lawrence and Fiona Pickford are both new to this committee, there is a lot of work to be done by the committee including a review of what data is available from partner organisations.

Paul Crawford talked to his data report; it was observed that there has been a huge increase in vulnerable person non-crime; it was felt that some of this may be because of duplication where the Police and MASH hold data. All of the new abuse categories are now on the SA1. The meeting felt it would be useful to have geographical information for 999 calls from the ambulance service.

**Action: Safeguarding alerts to be mapped across the city.**

**Paul Crawford**

**Action: Assurance to be sought on the outcome for people who do not meet thresholds for social care or safeguarding investigations and are referred to elsewhere.**

**P & Q  
Committee**

Manjeet Garcha informed the meeting that the CCG collect data from ten local care homes who signed up to submit data on A&E visits and hospital admissions which she is happy to share.

### **4.2b Annual Assurance Tool**

Paula talked to her report. This is the third year of the self-audit; this year ten responses out of a possible twelve; Paula thanked partners for their contributions. The statements of good practice examples were positive and the areas for development candid. It is suggested that the findings will be audited by Quality and Performance Committee with a theme agreed. It was suggested that a peer group audit could be undertaken or a theme such as Domestic Violence. The audit aim is to assure the Board of practice quality and performance. The report was received and an agreement for this to be passed to Performance and Quality Committee for audit.

## **4.3 Prevention**

### **4.3a Event – Feeling Safe and Keeping Well in the City of Wolverhampton**

The event was well attended by members of the public and organisations. There were many inspiring services and groups showcasing what is available, that are really making a difference to people's lives in Wolverhampton. Attendees sampled what was on offer through a 'speed-dating' style approach to finding out what is on offer. There will be a follow up meeting in the next couple of weeks to discuss the event; it is hoped that there will be similar events in other communities. David Watts thanked Stephen Dodd for his contribution in making the event a success.

## **4.4 Communication & Engagement**

Stephen Dodd updated the meeting regarding the work of the committee. This includes plans for a Faith Group Engagement Worker

which will include some safeguarding work. This will be advertised shortly.

The Focus group has been rescheduled for 4 May.

**C&CE  
Committee**

Safeguarding week has also had to be rescheduled due to time constraints with the Ofsted inspection. The focus for Safeguarding Week will be neglect and will include some community engagement activities.

## **5 Reports**

### **5.1 CQC Area Profile**

Emma Wynne talked to her report and explained the inspection process, this had changed in October 2014, ratings are given for five inspection areas. The CQC now has a new power from April 2015 where there is preventable harm; this could lead to prosecution. There have been four cases so far, none of these are in Wolverhampton. Only one service in Wolverhampton has been rated as inadequate. The Royal Wolverhampton Hospital Trust is on the 2017/2018 program and will comprise of smaller inspection teams.

All Wolverhampton GP's have been inspected, there are no concerns with GP's, 10% of practices will be checked again.

The mental health trust has been rated good.

The Chair requested more information on the outcomes of Primary Medical Services.

## **6 Chair's Report**

The Chair read to his activity report; the report was note and there were no comments or questions from the members present.

## **7 Any Other Business**

Ch. Supt. Jayne Meir talked to her report regarding the changes to bail conditions which has been brought to the Board for information. It may have some impact in terms of people who in the past might be bailed for the protection of others cannot continue to do so unless there is a more stringent test that bail should continue.

## **8 Date of Next Meeting**

The date of the next meeting is 15 June 2017, venue: Committee Room 4, 3rd Floor, Civic Centre.

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

**Signature:**

**Date:**

Agenda Item 1