



Meeting Title:	Safeguarding Adults Board meeting	
Date:	Monday 26 th March 2018	
Time:	13:00 - 15:00	
Location:	Wokingham Borough Council	
Chaired by:	Teresa Bell	
Attendees:		
Teresa Bell - TB (Independent Chair)	Seona Douglas - SD (Reading Borough Council)	Jayne Reynolds - JR (Berkshire Healthcare Foundation Trust)
Patricia Pease - PP (Royal Berkshire Hospital NHS Foundation Trust)	Rachael Wardell - RW (West Berkshire Council)	Simon Price - SP (Wokingham Borough Council, Housing Services)
Stan Gilmour - SG (Thames Valley Police)	Carol Cammiss - CC (Wokingham Borough Council)	Hannah Shaw (minutes)
Apologies:		
Kathy Kelly - (Wokingham CCG)	Andrea King - AK (West Berkshire Council)	CLlr Rachel Eden - RE (Elected Member, Reading BC)
Sarah Gee - SG (Reading BC)	Martin Sloan	Mandeep Kaur Sira
Rick Jones - RJ (Elected Member, West Berkshire Council)	Anthony Heselton - AH (South Central Ambulance Service)	Mike Harling - MH (West Berkshire Council)

Item	
1.	<u>Welcome, introduction, apologies:</u> Simon Price and Carol Cammiss were welcomed to the Board.
2.	<u>Update on recruitment to Board Manager:</u> TB requested an update regarding the SAB Business Manager post. ACTION: SD to pursue and feed back to TB.
3.	<u>Budget Plan 2018-19:</u> ACTION: Maura Noone to circulate report to the Board.
4.	<u>Strategy 2018-2021:</u> Agreed to sign off 3 year strategy.
5.	<u>Business Plan 2017-18 progress and draft:</u> TB stated she was keen to take a number of actions through to next year's plan, where there was insufficient assurance of an outcome/impact.
6.	<u>Developing Business Plan 2018-19:</u> In the absence of a Business Manager TB will draft the 2018-19 plan for



	consultation. Part of the June Board meeting will be dedicated to finalising and agreeing the plan.
7.	<p>Safeguarding Adult Review AC: Report of AC was circulated and discussed. Deferred to June SAB meeting for final sign off. ACTION: PP to liaise with Kathy Kelly to clarify some points and will ensure the report is taken through RBH governance; RW to check the report had incorporated her comments from the Panel. Both actions to be concluded to enable Board sign off at the June SAB meeting.</p>
8.	<p>Minutes of the last meeting and action log update: Previous minutes agreed as an accurate record.</p> <p>Action log update:</p> <ul style="list-style-type: none"> • PP reported that Reading had not granted DOLS applications from RBFT. ACTION: PP to discuss with Maura Noone and feedback to the June Board. • Deprivation of Liberty Safeguards TB to liaise with SL to develop a letter for the LAs and the independent chairs networks. SD to assure the Board that Reading BC also has an improvement plan for DoLS in place. ACTION: Government response to the Law Commission review has been published. TB to circulate and request guidance from SL on how to proceed pending any legislative changes. • Mandatory Feedback form • ACTION: Prompt to all Councils to see if their officers have completed the change in the system that is required. • Independent sector providers: ACTION: engaging in provider forums to take through to business plan with specific direction. CQC to be invited to the discussion, possibly September • Completed self-assessment audits: ACTION: TB to check if received all self-assessments from all parties • Self-neglect audit: currently missing response from West Berkshire, Police, Fire Service. ACTION: TB requested individuals to look into this and respond. • Antony Heselton raised an issue around disclosure and barring service/challenge under human rights legislation. AH was to send this information to share with Board. ACTION: PP to chase Antony due to implications with Royal Berkshire Hospital.
9.	<p>SAR Panel Update: KK had provided a written update. ACTION: SD to seek clarification from Jo Wilkins regarding Reading case.</p>



10.	<p><u>Sub Group Update</u></p> <p>SAR Panel & Audits: TB emphasised need for partners to ensure that audit requests were complied with and that priority should be given to ensure appropriate attendance at SAR Panels. ACTION: Partners to ensure that they are responding to audit requests and arranging appropriate deputies as needed for priority meetings which they cannot attend.</p> <p>Resignation from Eve McIlmoyle as Chair of the Learning & development sub group after holding the position for 9 years. Eve had written to the sub group to notify them and to seek interest for a successor. ACTION: The Board formally noted thanks for Eve's excellent leadership of this important area of the SAB's work.</p>
11.	<p><u>Q3 data and Dashboard:</u> Discussed and endorsed.</p>
12.	<p><u>Risk & Mitigation Log:</u> This will be reviewed and amended in tandem with 2018-19 business planning. Risks need to show RAG rating both before and after mitigation. WBC have a template which works in this way, ACTION: RW will send WBC risk template to TB.</p>
13.	<p><u>Any other urgent business:</u></p> <ul style="list-style-type: none"> • PP - 'Mental Health Steering Group'. Decision made to pull groups together to gain better attendance. Dashboard based on 5 year forward plan. ACTION: PP to circulate new MH groups structure of governance. • JR taking secondment and Heidi Ilsley covering - Heidi to be included on all future correspondence. • SG raised Policing work on Policing Health and Social Care for England. ACTION: SG to circulate.
14	<p><u>Dates of future meetings:</u></p> <p>25th June, 10.00 - 13.00, Council Chamber, Market Street, Newbury</p> <p>20th September, 10.00 - 13.00, venue to be confirmed</p> <p>3rd December, 13.00 - 16.00, David Hicks Room, Shute End, Wokingham</p>