



Leeds Safeguarding Adults Board

Minutes – 19th April 2017

Board Membership		
Name	Organisation	Attended
Richard Jones CBE	Independent Chair – Leeds Safeguarding Adults Board	✓
Cath Roff (Member)	Leeds City Council (LCC) - Director of Adult Social Services	
Shona McFarlane (Member)	Leeds City Council (LCC) - Adult Social Care	✓
Nigel Parr (Deputy)	Leeds City Council (LCC) – Adult Social Care	
Superintendent Sam Millar (Member)	West Yorkshire Police (in part)	✓
Detective Chief Inspector Dave Cowley (Deputy)	West Yorkshire Police	
Maureen Kelly (Member and L&I Sub-group Chair)	Leeds South & East NHS Clinical Commissioning Group (CCG)	
Gill Marchant (Member)	Leeds NHS Clinical Commissioning Group (CCG)	✓
Suzanne Hinchliffe CBE (Member)	Leeds Teaching Hospitals NHS Trust (LTHT)	
Helen Christodoulides (Member)	Leeds Teaching Hospitals NHS Trust (LTHT)	✓
Karen Sykes (Member)	Leeds Teaching Hospitals NHS Trust (LTHT)	
Rachel Stanton (Deputy)	Leeds Teaching Hospitals NHS Trust (LTHT)	
Anthony Deery (Member)	Leeds and York Partnership NHS Foundation Trust (LYPFT)	
Lindsay Britton-Robertson (Deputy)	Leeds and York Partnership NHS Foundation Trust (LYPFT)	✓
Marcia Perry (Member)	Leeds Community Healthcare NHS Trust (LCH)	✓
Steph Lawrence (Deputy)	Leeds Community Healthcare NHS Trust (LCH)	
Tanya Matilainen (Member and CE Sub-group chair)	Healthwatch Leeds	
Stuart Morrison (Deputy)	Healthwatch Leeds	
Gary Borthwick (Deputy)	HMP Wealstun	
Max Lanfranchi (Member)	National Probation Service	
Rachel Garry (Deputy)	National Probation Service	
Sandra Chatters (Member)	Community Rehabilitation Company	
Peter Turner (Deputy)	Community Rehabilitation Company	
Sharna Duggan	Community Rehabilitation Company	
Mandy Sawyer (Member)	Leeds City Council: Housing Leeds	✓
Emma Stewart (Member)	Alliance of Service Experts	✓
Philip Bransom (Member)	Third Sector Leeds and Advonet	
Emma Howson (Member)	Leeds City Council: Public Health	✓
Derek Sylvester	West Yorkshire Fire and Rescue Service	
Richard Hattersley	Leeds Teaching Hospitals NHS Trust (LTHT)	✓
Zoe Hiner	HMP Leeds	✓
Maureen Sirrell	HMP Leeds	
Dave Basker	Children's Services Leeds	

Board Membership		
Name	Organisation	Attended
Tony Westwood	Leeds City Council, Legal	
Gerry Gillen	Leeds Safeguarding Adults Board (LSAB) Legal Adviser	
Emma Mortimer (Ex officio)	Leeds Safeguarding Adults Partnership Support Unit	✓
Kieron Smith (Ex officio)	Leeds Safeguarding Adults Partnership Support Unit	✓
Amanda Loftus (Ex officio)	Leeds Safeguarding Adults Partnership Support Unit	✓
Belinda Sharratt (Observer)	Leeds South & East NHS Clinical Commissioning Group (CCG)	✓

Item No.	Item	Action, Timescale and Person responsible
1	Chair's Welcome	
	<p>Richard Jones, LSAB Independent Chair welcomed members to the Leeds Safeguarding Adults Board meeting.</p> <p>Members of the Board introduced themselves and apologies were noted.</p> <p>Richard introduced the agenda and the issues for consideration at today's meeting.</p>	
1.ii)	Minutes of the Leeds Safeguarding Adults Board meeting held on 21st February 2017 and Matters arising	
	<p>1.i) The minutes were agreed as correct.</p> <p>Richard presented the actions from previous meetings requesting updates.</p> <p>LSAB 21st February 2017</p> <p>Action: Item 1.ii) Revise and update October 2016 Savile Learning Pack</p> <ul style="list-style-type: none"> • Update: Complete. It was noted that the updated learning pack is now on the LSAB website. <p>Action: Item 1.ii) LCH to report safeguarding – related learning from its CQC Inspection at the subsequent Board meeting following publication of the inspection report.</p> <ul style="list-style-type: none"> • Update: It was noted that LCH are still awaiting the CQC report. <p>Action: Item 2) Quality Assurance and Performance sub-group to provide an analysis of ethnicities of individuals subject to safeguarding adult's process within its quarterly reports.</p> <ul style="list-style-type: none"> • Update: It was noted that this work is being taken forward within the sub-group. 	

Item No.	Item	Action, Timescale and Person responsible
	<p>Action: Item 3) Taking Forward the Learning from the Board Development Sessions.</p> <ul style="list-style-type: none"> Update: It was noted that this matter was on the agenda for this meeting at Item 4. <p>Action: Item 6) Supt. Millar to provide Board members with an outline of the Leeds District Safeguarding Unit.</p> <ul style="list-style-type: none"> Update: It was agreed that in DCI Dave Cowley's absence this will be brought to the June Board. <p>Richard noted that an outstanding action was the recruitment of a Deputy-Chair. He stated that if any Board members were interested in taking on this important role then to speak to him in the first instance.</p>	<p><u>Action:</u> To be added to a future Board Agenda <u>By:</u> June Board <u>Lead:</u> Kieron Smith/Emma Mortimer</p>
2	Safeguarding Insights	
	<p>In response to an action from the February 2017 Board meeting, to explore the possibility of using feedback from the Equalities Hubs within the Safeguarding Reflections item. Howard Beck, Consultation & Involvement Officer had planned to attend today's meeting to offer a perspective from the deaf community, but was unable to do so due to being unable to access a BSL interpreter.</p>	<p><u>Action:</u> To be invited to a future Board <u>By:</u> June Board <u>Lead:</u> Kieron Smith/Emma Mortimer</p>
3	Annual Report 2016/17	
	<p>Kieron explained that it is a statutory requirement for the Board to produce an Annual Report. This year the Annual Report is based around the Board's four ambitions that were set at the beginning of the year. The report also seeks to link the work of Member's Organisations to each of these ambitions. Kieron thanked members for their contributions. It was noted that not all member organisation had as of yet submitted their contributions. It was agreed that any outstanding contributions should be submitted by the end of next week if possible.</p> <p>Kieron explained that once the report is agreed an easy read version will be developed. Richard commented that Kieron Smith had done an excellent job and he felt that the format and feel of the report worked well.</p> <p>Richard encouraged those members that had not already made submissions to do so and asked for feedback.</p> <p>Marcia Perry stated that she really liked it and felt that it was very readable and felt very much a partnership document. The narratives were helpful as they link across agencies and show how the jigsaw links together across the city. Marcia added that she was looking forward to the final version.</p> <p>Richard agreed with Marcia's comments and stated that he would endorse how the report reads, in that it is reflective of a partnership approach.</p>	<p><u>Action:</u> Any outstanding submissions to be sent to Kieron Smith <u>By:</u> 28th April 2017</p>

Item No.	Item	Action, Timescale and Person responsible
4	<p>Taking Forward the learning from the Board Development Sessions</p>	
	<p>Richard explained that this had been discussed earlier at the Executive Group. Richard said that it was clear in the Board Development Session in February that there was a range of understanding around what safeguarding means, and around when the safeguarding procedures should be used. There was also a useful discussion about the statutory and operational responsibilities of the Board, as well as the Board's strategic interests. The challenge now was to put a set of proposals into action.</p> <p>Kieron explained that the proposed approach set out in the paper reflects the thinking from the Board Development Session. There was a general agreement that the Board should have a wider perspective. The proposal is to identify particular issues that are important to the Board, and take a holistic view to understand the full range of systems in place to support people to be safe in the city.</p> <p>Kieron gave an example of quality of care being a possible theme for the Board to discuss. A suggestion could be that the Board holds a session to understand the situation of people in care homes, looking at the safety of people using an holistic approach, for example what we know from the safeguarding adults process, what commissioning arrangements are in place to keep people safe, what is the learning from responsible regulatory bodies such as the Care Quality Commission.</p> <p>The responsibility of the Board would be to look at what arrangements are in place to protect people from abuse, to have an oversight of prevention work, and an understanding of what systems are in place to support this. The Board could pick a range of different topics with the focus being on understanding how we can be assured that people in these situations are safe, not just those people who have been through safeguarding adult's procedures. It would mean that the discussion would be more relevant to all members of the Board, reflecting the wider partnership approach.</p> <p>Kieron summarised that this was a proposal only and member's views were very welcome. The aim is to help the Board to take a broader approach, to be more proactive and to gain a real understanding of people's situations.</p> <p>Richard thanked Kieron for his contribution and asked for the views of members.</p> <p>Marcia stated that she liked the suggestion and the idea of working this way but the question is how we get the information and crucially the evidence to say what those issues are. The question is how we get agreement around what we look at. We are talking about a 'deep dive' of understanding.</p> <p>Richard was in agreement with Marcia and stated that it is about what we expect for the citizens of Leeds, as a Board we need to ask how we are making a contribution – how we influence others and raise the profile of safeguarding across the city.</p> <p>Helen Christodoulides added that she also thought it was a good idea and would welcome having a go at it, but that there would need to be clear guidance around the facilitation of the event and the preparation for it. Helen stated that as a Board we wouldn't want to be left with a range of issues that we are unable to deal with or do not have the authority to influence. However, the principle of being pro-active and</p>	

Item No.	Item	Action, Timescale and Person responsible
	<p>looking at the issues in a strategic way was welcome.</p> <p>Gill Marchant added that she would see that the role of the Board would be to identify and have awareness of any gaps.</p> <p>Emma Stewart stated that we should respond to identified gaps, by considering how we can influence change for example around commissioning. She was of the opinion that it would be good to have a more interactive conversation.</p> <p>Richard summarised that there appears to be really good support for such an approach. It is now about how we develop and deliver the process and get involvement from individuals and agencies. We need to get to a place where we feel we are delivering effective leadership. Clearly this is not without risk and we could just play it safe and run 5 business meetings per year – which could leave people thinking why are we here, we could be more passive and in a less active space but we need to ensure that we are not going backwards. We are working in a complex environment so this is a concept that needs working through. Richard stated that it felt to him as if it is a risk worth taking. It is good to hear advice and think through how we facilitate this and progress as an action.</p> <p>Richard asked the group for feedback in relation to the decision making process around what the issues to be looked at should be. He added that it had been discussed at the Executive group and Gill had commented on the need to be careful not to be overwhelmed, and perhaps undertake two of these sessions per year, rather than three. Richard made the suggestion of possibly using one of the development days to undertake a thematic sessions.</p> <p>Discussion took place and Gill made the suggestion of perhaps holding just one per year. Mandy Sawyer was of the opinion that the Board should be more ambitious, and she was not sure that one was enough, considering the number of client groups across the city; she added that if we are only holding one a year it is going to take a very long time. Mandy was of the opinion that priorities need to be identified based on risk – there has been lots of discussion around emerging risk and there are lots of identified risks with these groups, the key is to be ambitious but not overly ambitious.</p> <p>Richard suggested holding two per year, using one of the Board Development Sessions and one Board to do this.</p> <p>Sam Millar referred to the Three-Board Development Session and suggested that this could be a topic of discussion for the three Boards as some of the themes are universal. We could have a joint conversation around the themes that are emerging and what we are going to do. It is not about making more work it is something about saying how this Board contributes to a range of processes and agencies, for example mental health is thematic across all three Boards so that could an ideal topic to be discussed at the three Boards Joint Development Day which is scheduled to take place in May.</p> <p>Emma Mortimer added that in preparation for the three Board Development Session the three Board Chairs and the Business Unit Managers have been meeting, and discussion has taken place in relation to the Breakthrough Project, Community Cohesion being an a potential theme that could be explored within that event.</p>	<p><u>Action:</u> to be added to the Agenda for the June Board.</p> <p><u>Lead</u> Kieron Smith/Emma Mortimer</p>

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	<p>Richard suggested that if anyone had any thoughts around what the other key-themes may be, then to let Emma or Kieron know.</p> <p>Richard said that if members are in agreement, we will come back to the June Board with ideas of how to frame and respond to questions around how to make this work. Richard reflected back, that we are saying yes to doing two per year, and yes to reflection from the three Board event being brought back to the June Board. Richard asked that if anyone is aware of any of this type of thematic work being undertaken previously by other organisations/Boards, could members please share the learning with Emma and/or Kieron.</p>	
5	<p>Strategic Plan 2016-19 and Annual Plan 2017/2018: Consultation draft</p>	
	<p>Kieron explained that this was a refresh of the current plan comprising of the four ambitions, which had been updated with actions emerging from the consultation events and Board Development Session that have taken place during this period. The plan also recognises the change of approach from the Board around multi-agency working and forging closer links with LSCB and SLE.</p> <p>Richard asked members for their initial reactions. Shona McFarlane stated that she felt that it was clear and nicely set out, and the only comment that she would have is the need for a more explicit reference 'to making safeguarding personal', just so that it is in line with the national drive around this. This is what would be expected by external people looking in at us as a Board.</p> <p>Emma Stewart commented that she felt that it was quite clear and she liked the concepts being around making sure someone feels safe, and felt that this is a question that is not asked enough, so it's good that it is included. Emma was of the opinion that many people do not understand what safeguarding means but they do understand 'safe' and feeling safe.</p> <p>Helen added that she was impressed by the action planning elements and liked the measures but queried what is the impact of the actions going to be – is it going to make a difference?</p> <p>Sam added that for her personally, previously, it had not felt as if the Safeguarding Adults Board was as relevant as the Safeguarding Children's Board, but reading a plan like this it is clear that things have changed. However she was not sure that the right level of ambition was there. Sam stated that her work is all around risk and vulnerability and previously the Board was very process driven.</p> <p>Sam was now of the opinion that the Board had moved on massively from where it was, but her instinct is for the ambitions to be more ground-breaking and 'vulnerability' should be wrapped around everything. Sam stated that she was very uncomfortable with thinking of vulnerable people in terms of whether they met or did not meet a threshold. Overall she felt that the document was easy to read but she wants it to mean something more to people working on the ground.</p> <p>Emma Howson added that she was in agreement with Sam in relation to vulnerability especially around those people that are difficult to engage with.</p>	<p><u>Action:</u> to bring back to the June Board: <u>Lead</u> Kieron Smith</p>

Item No.	Item	Action, Timescale and Person responsible
	<p>Sam referred to the vulnerability of sex-workers in the city and the risk levels of vulnerability not being on anybody's radar in relation to safeguarding. At present, these are very vulnerable people, mainly women, the question is does the plan address their needs?</p> <p>Sam referred to the Board Development Sessions and stated that the issues discussed had been amazing, it was such a big difference to how it was previously, in my job within the police the words care and support needs are not key, but obviously for those in Adult Social Care this is important. What we need to be doing as a Board however is wrapping vulnerability around everything that we do.</p> <p>Shona referred to ASC social care teams in South Leeds that receive referrals in respect of sex-workers with care and support needs, noting that her staff tend to look at the issues in relation to risk rather than within the statutory safeguarding framework.</p> <p>Richard said for him, there were three key priorities that he wanted the Board to achieve this year.</p> <p>Firstly, to become a Board that has a continuing role around issues/situations of vulnerability in the city, changing the way we operate and influence.</p> <p>Secondly, to revise the multi-agency policies and procedures this year in Leeds, including an approach that builds on the experiences of people at the front end. He commented that we need to set out how we work in Leeds, asking what are our standards? what does good look like ? how do we ensure we are person centred? The process needs to be about getting alongside people to help them feel safe and support them in understanding risk and in accessing support. What good looks like in Leeds needs to be based on our learning.</p> <p>Thirdly, we need to understand the lived experiences of safeguarding and vulnerability in the city..</p> <p>Richard also stated that it is a given that we need to work more closely with the two other statutory Boards. Naturally, there are lots of other things as well that need to be achieved, but, Richard said, if we don't do those three things there would be a missed opportunity.</p> <p>Lindsay Britton-Robertson referred to finding out 'what good looks like' and that to have clarity on this would be helpful in terms of shared outcomes and measures.</p>	
6	<p>Executive Group – Safeguarding Adults Board</p> <p>Discussion summary and actions 22nd March 2017</p>	
	<p>Richard provided an overview of discussions from the Executive Group on 22nd March and 19th April 2017. It was noted that the Executive Group is not a decision making group but is more around shaping and thinking through ideas which the Board will then make decisions on.</p>	

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7	<p>Safeguarding Partnership Support Unit</p> <p>Restructure Update</p>	
	<p>Shona provided members with an update in relation to the Unit restructure. She explained that there were some HR matters that were causing some delay, but noted that once these were addressed it would be possible to begin recruiting to the new posts that had been established.</p>	
8	<p>Governance Arrangements</p> <p>LSAB Strategy Unit</p>	
	<p>Richard provided a brief overview in relation to governance arrangements and explained that previously the Business Support Unit had undertaken a range of functions which were both strategic and operational. The changes that have occurred now provide clarity around the role of the Support Unit in that it is to support the Board. The staff that are currently in post along with those that are yet to be recruited will be resourced by the three statutory partners, and the work that they do will be entirely strategic in support of the Board.</p> <p>The governance arrangements have therefore been set out to provide clarity around this going forward. The Local Authority will continue to be the employing agency, but this is a new model, in relation to how we operate. It is significantly different and there is now real clarity that the unit is a Board resource, accountable to the Board for what it delivers, and this is what the governance document sets out.</p> <p>Richard asked if anyone had any questions in relation to this – he added that we are now in a very different place with the full support of the Adult Social Care senior management team.</p> <p>Sam stated that when she compares the support that Emma and Kieron have to that provided to the LSCB Board Managers then there is a lot less in place for them. Sam explained that she provides support to the LSCB managers in her role as Vice-Chair and felt that this was a vital and very important role that needs filling to provide independent support to the team.</p> <p>Richard was in agreement that a deputy-Chair that is locally based was needed to provide support to the Support Unit Manager's. He asked that any members who would be interested in taking on this role speak to him in the first instance.</p> <p>Gill referred to page 4 of the Governance Document and asked if there was Service Specification in place as this would be helpful to see. Shona reported that there was not one in place as of yet and that it was for the Executive Group to develop one.</p> <p>Shona explained that there were service specifications for other units that may be useful starting point. Emma Mortimer was aware of one that Shona had suggested previously, and agreed to forward this to Shona / Sam.</p>	<p><u>Action:</u> If any members are interested in taking on the role of deputy-chair to contact Richard</p> <p><u>Action:</u> Develop a service specification for the Unit. <u>By:</u> TBC <u>Lead:</u> Executive Group</p>

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9.	LSAB Budget Statements	
	<p>Richard thanked Shona and the team in Adult Social Care for the preparation of the budget statements. He provided an outline of what was included in the statements. Richard explained that there was an underspend for this financial year and it has been agreed that this will be carried forward to the new financial year.</p> <p>Richard stated now that the Board has clarity around budgets we are in a position to fund or commission work around the lived experiences of people in Leeds, through for example, third sector organisations. Any such proposal would come to the Board for approval.</p> <p>Shona further clarified that the budget is the Board's but is held on their behalf by the Local Authority and the finance reports etc. are provided by ASC. It is for the Board to ensure that the budget is managed within spending limits.</p> <p>Richard suggested that a further budget statement be brought back to the Board mid-year to provide an update of where we are at.</p>	<p><u>Action:</u> Budget Statements to be brought to a future Board for update. <u>By:</u> September 2017 <u>Lead:</u> Executive Group</p>
10	Mental Capacity Act Local Implementation Network Proposal to become a sub-group of the Board	
	<p>Shona explained that Executive Group in March had been supportive of the MCA LIN becoming a sub-group of the Board. The purpose of the group was outlined and Shona explained that it is inextricably linked to safeguarding and covers issues relating to how to deal with people who do not have capacity in relation to particular decisions. The MCA LIN will be able to provide the Board with legal updates and support around complex mental capacity issues, and so will be a useful addition.</p> <p>Richard outlined the proposal – to link the MCA LIN to the Board and explained that there is no resource requirement from the support unit.</p> <p>Richard asked if there were any questions. None were noted. The proposal was agreed.</p> <p>Shona added that Max Naismith will be in attendance at the June Board and will provide a presentation to on current mental capacity / deprivation of liberty safeguard issues.</p>	<p><u>Action:</u> Provide a presentation MCA / DoLS issues. <u>By:</u> June Board <u>Lead:</u> Max Naismith</p>
11	LSAB Executive: SAR Group Governance Overview of reviews	
	<p>It was noted that Maureen Kelly, Chair of the LSAB Executive SAR Group had sent her apologies for today's meeting. Sam provided an overview. She explained that discussion had been taking place around how the SAR process was managed and governed, looking at how the LSCB undertakes SCR's. A suggestion was made that this role be undertaken as part of the Executive Group in the same way that SCR's are managed and governed by the LSCB to ensure good practice across the</p>	

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	<p>city. Sam reported that today was the first time that the group had met and it was a good example of how important the process is.</p> <p>Sam outlined the discussions that had taken place. There was discussion around two current SAR's and how these are progressing and there was opportunity for all agencies to agree a way forward. An overview of all the other potential reviews was provided to the group as an update and these were discussed in relation to how best to move forward with these. As core agencies the discussions were useful in being able to ensure that any reviews undertaken are relevant and timely in the way that they are done.</p> <p>Sam summarised that the first meeting went well and Gill who also attends the Executive Group was in agreement. Sam was of the opinion that there is a clear sense of change and of moving away from being process driven which is good news.</p> <p>It was noted that information and updates around SAR's will continue to be brought to the Board.</p>	
12	Sub-groups chairs updates	
	<ul style="list-style-type: none"> • Citizen's engagement – Tanya Matilainen (Member and CE Sub-group chair) was not in attendance today so further update was provided. • Quality Assurance and Performance – Shona reported that the group had not met since the last Board. • Learning and Improvement – This group is in the process of being redeveloped and has not met since the last Board. 	
13	Board Member Updates	
	<p>(i) Yorkshire and Humber ADASS – Making Safeguarding Personal Temperature Check</p> <p>Shona summarised the work of the ADASS group in looking across the work in the region on Making Safeguarding Personal. The findings from which are captured within this report. Shona also outlined the developments with social work services in developing strengths based approaches to practice.</p> <p>(ii) Leeds Community Healthcare Trust – It was noted that the CQC report has not yet been received. LCH to report safeguarding – related learning from its CQC Inspection at the Board meeting following publication of the inspection report.</p> <p>(iv) (iii) Leeds District Safeguarding Unit – Overview –It was agreed that in DCI Dave Cowley's absence this will be brought to the June Board.</p> <p>(v) Other members' updates – none noted.</p>	

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14	Reflection	
	<p>(i) Leeds Safeguarding Adults Board</p> <p>Marcia stated that it is good to see the Board moving in a positive direction and going forward it feels very positive.</p> <p>Gill added that it now feels like the Board is discussing the key issues, around what safeguarding is, vulnerability, protection, early intervention etc. Gill noted that some citizens don't understand what safeguarding is, but we do all know what 'safe' is, so it now feels like we have a wider perspective on the role of the Board.</p> <p>(ii) Messages for linked strategic partnerships – none noted.</p>	
15	Proposed dates of future meetings	
	<p>15th June 2017</p> <p>The Rose Bowl, Leeds Beckett University, Portland Crescent, Leeds LS1 3HB</p> <p>http://www.leedsbeckett.ac.uk/conferencing/our-venues/rose-bowl/</p>	<p>Action: Electronic invitations to be circulated to Board Members. By: 15 May 2017 Jayne Ogier</p>



Leeds Safeguarding Adults Board

Actions from 19th April 2017

Item No.	Action	Person / organisation responsible	Target date
1)	Item 2) It was noted that Howard Beck was unable to attend today's meeting due to being unable to access a BSL interpreter. To be invited to a future Board.	Kieron Smith/Emma Mortimer	June 2017
2)	Item 3) Annual Report - Any outstanding submissions to be sent to Kieron Smith.	All members who have not yet made submissions	28/04/2017
3)	Item 4) Learning from 3 Board Development session to be added to the Agenda for the June Board.	Kieron Smith/Emma Mortimer	June 2017
4)	Item 5) Strategic Plan: to bring back to the June Board:	Kieron Smith	June 2017
5)	Item 8) If any members are interested in taking on the role of deputy-chair to contact Richard.	All Members	June 2017
6)	Item 8) Funding Partners to work together to develop a service specification for the new Strategy Unit.	Executive Group	TBC
8)	Item 9) Budget Statements to be brought to a future Board for update.	Executive Group	September 2017
9)	Item 15) Details – Agenda, Venue etc. for the 3 Board Development Day to be sent to all members.	Emma Mortimer/Kieron Smith	TBC



Continuing Actions from Previous Board Meetings

Board Date	Agenda Item	Action	Lead Person/ Agency	Target Date	Comments
December 2015	<u>Item 7</u>	<u>LSAB Strategy and Annual Plan</u> Deputy-Chair of the Board to be appointed.	LSAB	1 st April 2017	Richard Jones, Independent Chair to discuss with Cath Roff, DASS after April 2017
13 th October 2016	Item 2 ii.)	<u>LSAB Learning</u> Mazars The final report into the findings is currently being awaited from the Department of Health. To be brought back to a future Board meeting Safeguarding Unit to undertake a review of good practice in learning from untoward deaths, reviewing good practice both locally and nationally, mapping terminology, definitions and legal duties.	Emma Mortimer Safeguarding Adults Partnership Support Unit Emma Mortimer Safeguarding Adults Partnership Support Unit	To a future Board date To a future Board date	Initial meeting being arranged.
13 th October 2016	<u>Item 3</u>	<u>Board Member Updates</u> Domestic Violence and Abuse Routine Enquiry Pilot and Film to be brought to December Board for review and discussion.	Gill Marchant	Deferred to the Board meeting that considers the A 17 SAR.	

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13 th October 2016	<u>Item 4 i.)</u>	<u>Sub-group chairs' updates</u> Learning and Improvement Strategy and Quality Assurance Framework to be reported to December Board.	Learning and Improvement Sub-group	To a future Board meeting	
4 th August 2016	<u>Item 4</u>	<u>Local Government Association – Peer Challenge: Review</u> Adult Social Care, Public Health and Clinical Commissioning Groups to jointly present an overview of commissioning responsibilities in Leeds to the LSAB.	Adult Social Care, Public Health and Clinical Commissioning Groups	To a future Board meeting in 2017-18.	
December 2016	<u>Item 3</u>	<u>Board Development Session 25th October 2016 – Taking Forward the Learning</u> Proposal for LSAB learning from the three statutory safeguarding review processes in the City to be brought to February 2017 LSAB. City-wide commissioning presentation to be deferred until after the Board Development Day on 7 th February 2017.	E Mortimer and K Smith Richard Jones CBE	February 2017 LSAB 31 st January 2017	
December 2016	<u>Item 5</u>	<u>Leeds Safeguarding Partnerships – A proposal for enhanced collaborative working</u> Meeting to take place between the three board chairs to discuss the key cross-cutting themes and proposals for progression. Joint Board development session between LSAB, LSCB and SLE to be convened.	Richard Jones CBE K Smith and E Mortimer	1 st April 2017 – new target date June 2017 1 st June 2017	Agreement at February 2017 Board meeting that this would form part of the Joint Board Development Session. This was due on the 24 May 2017, but had to be cancelled and so is in the process of being rearranged.

Board Date	Agenda Item	Action	Lead Person/ Agency	Target Date	Comments
		Proposal to use a shared online assurance tool, to be discussed with LSCB and reported back to a future Board.	K Smith and E Mortimer	TBC	
21 st February 2017	<u>Item 6.i</u>	Supt Millar to provide Board Members with an outline of the Leeds District Safeguarding unit.	Sam Millar/Dave Cowley	June 2017	
21 st February 2017	<u>Item 7</u> <u>7.iv</u>	Explore the possibility of using feedback from the Equalities Hub within the Safeguarding Reflections item, to inform the Board's thinking and forward planning.	Kieron Smith/Emma Mortimer	June 2017	This is currently being explored.
21 st February 2017	<u>Item 2</u>	Quality Assurance and Performance sub-group to provide an analysis of ethnicities of individuals subject to safeguarding adult's process within its quarterly reports. It was noted that this work is on-going.	Shona McFarlane	TBC	This work has been undertaken within the sub-group. This will form part of future quarterly trend data reports.
21 st February 2017	<u>Item 1.ii</u>	It was noted that LCH are still awaiting the CQC report. LCH to report safeguarding – related learning from its CQC Inspection at the Board meeting following publication of the inspection report	Marcia Perry	TBC	