

**Kirklees Safeguarding Adults Board**

# **MINUTES**

**7 February 2022**

**1:00pm – 3:00pm**

**Venue: Virtually via Microsoft teams**

## **Attendees**

Robert McCulloch-Graham, (Independent Chair)

Penny Woodhead, Chief Quality and Nursing Officer/Deputy Chief Officer (NHS Kirklees Clinical Commissioning Group)

Jim Griffiths, Chief Superintendent, District Commander, Kirklees District, West Yorkshire Police

Penny Renwick, Lay Member

Maureen Georgiou – Locala Community Partnerships CIC

Julie Warren-Sykes, Assistant Director of Nursing, Clinical Governance and Safety (South West Yorkshire Partnership NHS Trust)

Andrea Dauris – Calderdale and Huddersfield Foundation Trust

Marie Gibb, Head of Safeguarding, The Mid-Yorkshire Hospitals NHS Trust

Richard Parry, Strategic Director for Adults and Health

Amanda Evans, Service Director for Adult Social Care Operations, Kirklees Council

Helen Geldart, Head of Housing, Kirklees Council

Emily Parry-Harries, Consultant in Public Health / Head of Public Health, Kirklees Council

Tanya Simmons, District Prevention Manager (West Yorkshire Fire & Rescue Service)

Clare Costello, Operations Manager, Healthwatch Kirklees and Healthwatch Calderdale

## **Deputies and others in attendance**

Clare Robinson – Kirklees Clinical Commissioning Group

Karen Burke, Named Professional for Safeguarding Adults, (Calderdale and Huddersfield Foundation Trust)

Jacob Agoro – South West Yorkshire Partnership Foundation Trust

Razia Riaz, Senior Legal Officer (Kirklees Council, Legal Services)

Jacqui Stansfield, Service Manager (Kirklees Safeguarding Adults Board)

Alison Clarkson, Deputy Service Manager (Kirklees Safeguarding Adults Partnership Team)

## **Minutes**

Ronnie Lodge, Business Support Manager (Kirklees Safeguarding Adults Partnership Team)

## **Mailing List**

Nikki Gibson (Head of Safeguarding, Yorkshire Ambulance Service)

## Welcome, Introductions and Apologies

Robert McCulloch-Graham (RMG) opened the meeting, welcomed members, and asked members to briefly introduce themselves and their organisational roles

There were no formal apologies received

### 1. Declarations of Interest and Confidentiality Declarations

None declared

### 2. Story – setting the scene

RMG introduced this item reminding members that this was an agreed standing agenda item and noting that no stories had been submitted for inclusion

RMG suggested setting up a rota for submission of stories from all partners starting from the next meeting

**Action: SAPT to devise a rota for partner story submissions across the multi-agency partnership to commence from the next KSAB meeting on 6<sup>th</sup> May 2022**

### 3. Previous Minutes and Matters Arising

Item 3) Draft Minutes from Meeting 5<sup>th</sup> November 2021

Board members agreed the minutes of the KSAB meeting of 5<sup>th</sup> November 2021 were accurate

#### Actions from meeting 7<sup>th</sup> May 2021

##### Item 7

JG to set up a task and finish group looking at adults missing from health and care settings. JG will lead on this

PW said this item related to missing adults' protocols and we should investigate if there were any gaps for scoping in consultation with SAPT

JG said that now we have a policy this will be completed by the next Board meeting

JG informed members that the stated policy (above) has not in fact now come forward so further advice will be forthcoming when the policy is implemented. **Carried Forward**

#### Actions from meeting 5<sup>th</sup> November 2021

##### Item 6

SAPT to submit the DH SAR report in response to Calderdale SAR report to the National Safeguarding Adults Board – Calderdale SAB do not want the SAR Report

publishing. Instead a learning summary will be completed highlighting positives in Kirklees Council Rough Sleepers Team approach. **Completed**

#### **Item 12**

SAPT to set target for members to feedback final comments on the draft Annual Report 2020/21 in order circulate for electronic signature to sign off and publish to the KSAB website. **Completed**

### **4. Governance**

#### **Item 4 Legal Update**

Razia Riaz (RR) gave an overview of the legal report. Highlights from the legal report were:

#### [MM v A City Council](#)

This case considered MM who has a mild learning disabilities, Dissocial Personal Disorder, and misuses illicit substances.

MM was moved to a 24-hour supported resident placement in March 2020 after trying numerous failed placements and a period of detention under the Mental Health Act after wounds to his neck and a desire to take his own life. MM was subject to a standard authorisation and subject to a 10pm curfew and prohibited from using drugs or alcohol on-site, but he frequently went missing from the placement and often found by the police who did not consider that they had powers to return him to the placement by force. MM objected to the restrictions. As a result of this absconding and threatening behaviour towards staff, a decision was made by the LA to move MM to a more restricted placement in April 2021.

Proceedings were brought in March 2021 to challenge the standard authorisation but ended in October 2021 by agreement after the identified placement refused to take MM due to his perceived risk (despite MM's willingness to move there). The Judge commented that removing risk with increased restrictions would not be in MM's best interests. He would feel completely crushed. His life would have little interest. He would become frustrated, angry, and resentful. He would become impossible to manage, unless even more restrictive measures were to be introduced.

The Judge approved the final Order for MM to remain at the first placement. The Council and those acting for MM agreed that, even though the Order gave MM some freedom which he could use in a way to harm himself, increased restrictions would not be in MM's best interests.

#### [Government Wins Appeal Over Which Council Was Responsible For s.117 After-Care Services](#)

The Department for Health and Social Care (DHSC) has won its appeal in a much-anticipated Court of Appeal ruling on which of two local authorities should pay for after-care services pursuant to s.117(3) of the Mental Health Act 1983 where the user has been detained, released and then, sometime later, detained again under the Act. The High Court Judge concluded that the answer was Swindon Borough Council because that was where the user (JG) was living at the time of her second detention

as per the Care Act statutory guidance. The DHSC maintained that it should have been Worcestershire County Council to pay, because it had originally placed JG in a care home in Swindon. It was accepted that JG was ordinarily resident in Worcestershire prior to her first detention.

Lord Justice Coulson said there had been much debate about whether the original duty owed by Worcestershire at the start of the first period of detention could be trumped by a new duty owed by Swindon, based on the fact that JG was 'ordinarily resident' in Swindon at the start of the second period of detention.

The Court of Appeal judge said: "There could only be one duty at any one time. That duty rested with Worcestershire until it came to an end either on the facts or as a matter of law.

"There is nothing in s.117 that could permit this court to conclude that, absent any decision by Worcestershire under s.117(2), the fact that JG had become ordinarily resident in Swindon immediately prior to the second period of detention somehow gave rise to a competition, and switched the relevant duty from Worcestershire to Swindon. There was only ever one duty and, as long as the original duty subsisted, the question of competing duties did not arise."

JG is particularly vulnerable. All through the period of her detention, there would be extensive planning by the responsible authority. If Worcestershire suddenly became irrelevant, and a new duty was owed by a new local authority that would not make for continuity of care and would be very unsatisfactory for the service user.

The Court of Appeal Judge added: "S.117 is clear. The duty subsists until it comes to an end by the communication of a decision by Worcestershire pursuant to s.117(2). There has been no such decision. The duty therefore continued throughout both the second period of detention and beyond."

This was sufficient to overturn the High Court Judge's conclusions and to find that Worcestershire was the relevant local authority with the duty to provide after-care services to JG.

The DHSC is now expected to publish revised guidance following the Court of Appeal's decision.

Commenting on this case RMG noted that this raised implications for adult services in terms of defining who is responsible for care. In this context placements may be very challenging to manage

RP acknowledged this noting this was an increasingly complex area. Understanding who is responsible for care in this context is difficult.

#### [PH & Anor v Brighton And Hove City Council \[2021\]](#)

This application was made by the BBC and Sky to disapply a Transparency Order in relation to Tony Hickmott, who has learning disabilities, autism, and has been detained in hospital for over 20 years. The application was supported by Mr Hickmott's parents. The care provider and the Official Solicitor (acting as Mr Hickmott's litigation friend)

opposed the application. The test for relaxing a Reporting Restriction Order is to apply a balancing test between Article 8 (protection of privacy and family life) and Article 10 (freedom of expression).

The applicants argued that the reporting restrictions should be relaxed because Mr. Hickmott's situation had already been widely reported in national media, including his name, photograph, and location. This meant that Article 8 is no longer engaged as the information is already in the public domain. Moreover, the applicants argued that the interference with Article 10 rights is disproportionately high because the media cannot reasonably report on the matter unless the court relax the Transparency Order.

Secondly, the applicants argued that Mr Hickmott's parents support the application as they want to raise awareness of their son's situation, having been detained for almost 20 years. The applicants argued that stories are more attractive to readers when they are referred to an identifiable individual, and the proceedings are clearly a matter of public interest.

The care provider argued that Mr Hickmott's right to privacy would be undermined if the restrictions were lifted. They also argued that the impact on the hospital staff would be significant and may put other patients at risk. The Official Solicitor supported these arguments.

The Senior Judge allowed the application. She considered that the circumstances of the case certainly fell into the domain of proper public interest, and there should be open debate on an informed basis about the subject. Senior Judge also gave weight to the fact that the parents of Mr Hickmott supported the application, because it is "their story too."

## **5. Strategic Priorities**

### **Item 5) Board Development Day**

Jacqui Stansfield (JS) introduced this item noting that the Boards Annual Development Day might feature consideration of Kirklees Safeguarding Adults Board (KSAB's) strategic objectives for future years perhaps incorporating a hot topic

Members discussed potential areas for consideration and summarising the debate RMG said that the Annual Development Day for 2022 may well be far reaching in terms of looking ahead focusing on the medium to long term

## **6. Safeguarding Adults Reviews**

### **Item 5a) Adult N - Update**

Chair of the KSAB Safeguarding Adults Review (SAR) Subgroup Jim Griffiths (JG) informed members that the Adult N SAR is now completed. It was taken down from the KSAB website following a request from a family member and had been referred back to the Independent SAR author for review and amendment. The report has subsequently been amended and the revised version agreed.

JS informed members that the sister of Adult N will be contacted to update her on the SAR. The decision is now about whether the report is published to the KSAB website, and if so, when.

RMG acknowledged the role and approach JS had made in engaging with all concerned in the Adult N SAR. This was particularly evidenced in the sensitive and well considered approach to dealing with difficult conversations across family members. This in turn helped the Board consider the comments from family members to develop a better understanding of the case in the light of their personal experiences. Similarly, this has assisted in improving the report, which in the end represented a good piece of work.

JG advised members that once we have confirmed final agreement from family members the Adult N SAR report should be re-published to the KSAB website.

Board members reflected on the main themes of the Adult N SAR and a broad discussion took place.

Penny Renwick (PR) reflected, from a lay member perspective, on the volume of rapid discharges without overall oversight from agencies evident in the SAR Report. There is no certainty that had this not been the case the outcome would have been different but processes are important.

Acknowledging this and noting the irony that the same themes in SAR's emerge consistently, RMG said that work is being carried out to consider agency relationships, and how actions from these considerations are taken forward.

Confirming this JS informed members that as it is clear learning's are not filtering down into practice. Joint work with the Kirklees Children's Safeguarding Partnership (KCSP) is taking place as well as linking up on a national basis with the national SAB network

Board members reflected on the issue of gaps in service. Julie Warren-Sykes (JWS) speculated that there may be very many staff in service organisations who want to engage in more community-oriented work and there needs to be greater creativity and flexibility in encouraging this. The glaring issue in the report surrounds the lack of safeguarding referrals along with the level and incidence of intoxication including when in charge of a vehicle.

Richard Parry (RP) expanded on the issue of gaps in service reflecting on the extent to which services sometimes tend towards episodic contact. There may be a cycle involving intervention, close contact, then moving on across services. With this in mind consideration might be given to establish a more long-term relationship with individuals where attention is maintained beyond the initial crisis and thus avoiding the risk of starting the referral process over again following a short intervention.

Emily Parry-Harries (EPH) added that there is an ongoing question about the allocation of resources but there is also a question surrounding access to and day to day contact with people in their own environment. There used to be a time when services went to people's homes. The increasing absence of this has implications on

relationship building. The Fire Service represents an example of an organisation who are visiting people in their homes and thereby accessing useful ongoing intelligence.

The effect of the Covid-19 pandemic and consequent restrictions on areas such as mental ill health and domestic violence was also discussed by members with a view that vigilance must be central to the future approach.

JS said that recent discussions with colleagues have shed light on the issue of people not engaging with services and the action that may be taken in those terms is to establish how best to re-engage rather than closing down referrals.

RP agreed that consideration should be given to alternative strategies which encourage engagement across hard-to-reach people.

### **Item 5b) Adult O Report – Sign off and next steps**

JG informed members that the SAR report has now been completed by the independent author including recommendations. There is a significant amount of narrative in terms of practitioners legal understanding in their approach to Adult O and consequently important actions to carry forward.

PW advised that the report shouldn't be viewed in one dimensional terms to KSAB alone. There should be engagement with a broader spectrum of organisations, agencies, and partners as a main feature of the report rests on the transition from child to adult. The action plan should be framed around the issue of transitions.

Following up on this RP informed members that Kirklees Council have formed a Corporate Safeguarding Oversight Group (CSOG) who's role represents an attempt to sit across all Boards to look at aspects of safeguarding that don't fall into expected criteria and RP is currently exploring how KSAB might be involved in this.

PW asked about the involvement of Adult O's mother in the SAR process asking whether she had been engaged and if she had had the opportunity for her voice to be heard. Have the implications in terms of the Mother been considered in publishing the report?

JS advised that the mother of Adult O has been met at the family home and the implications of the report have been outlined and discussed with JS and the independent SAR author. During the visit it became clear the Adult O's mother blamed herself for the outcome in her daughters case but JS was able to counter this by stating that she should have received more support and JS is hopeful that Adult O's mother now feels a little better. JS also suggested that Adult O's mother contact her G.P. for help and support.

JG concluded this item informing members that the Adult O SAR Report will be signed off, Kirklees Comms will be contacted for a press statement and the SAR subgroup will pull together an action plan for partner agencies to contribute to

**Action: Following sign off of the Adult O SAR report SAPT will contact Kirklees Council Communications to complete a press statement and JG will direct the SAR Subgroup to pull together an action plan for partner agencies to contribute to**

## **7. Performance**

Update:

- Item 7i) Q & P Agency Highlight Report – highlight report
- ii) Dashboard

JS delivered the Board update in the absence of KSAB Q&P Subgroup Chair Paula Adams (PA). A new agency highlight report representing a further iteration of the previous health data report has been developed. The agency highlight report links narrative and qualitative data into the quantitative data complementing the performance dashboard

The new report was fashioned by a task and finish group recruited from the Q&P Subgroup and was sent to the KSAB Strategic Delivery Group (SDG) for oversight in October 2021. The SDG asked that the report include narrative surrounding the risk register (RR) and self-neglect.

It was also decided that all partners would complete the report as opposed to the previous iteration where only health partners completed. Not all partners have completed the quarter 3 2021-22 version. Subsequently, the report has been re-considered at the SDG meeting held in January 2022 and the recommendation was that it would be brought back to the Board for oversight.

PW noted that the agency highlight report represented a good and valuable piece of work that will assist the Board. However, responses from partners has been variable and it now should be supported by Board members who should sign off the agency highlight report narrative submitted by representatives at their agencies and organisations. This is an important and valuable piece of work that the Safeguarding Adults Partnership Team (SAPT) should be supported with

Summarising RMG said that the agency highlight report will help inform the Boards Development Day identifying priorities, lending focus, and developing understanding of what issues are being raised in SAR's.

Board partners agreed to sign up to the Agency Highlight Report methodology as described and to put in place systems/processes to enable the sanctioning of their agency quarterly submissions, as required, to Q&P and SDG.

## **8. Challenge Event / WY Organisational Safeguarding Checklist**

JS introduced this item informing members that JS and Alison Clarkson (AC) had met with Leeds Safeguarding Adults Board (LSAB) staff to discuss the development of a

joint West Yorkshire Partnership Organisational Safeguarding Checklist which will link into the questions posed at the Annual Challenge Events. This will mean that agencies who cover different geographical areas need only complete one generic set of questions for both Children and Adults.

The process is not quite completed. Leeds SAB and Calderdale SAB are working towards making the form fit for purpose. It is proposed that the online form will be ready for use by April 2022. Kirklees Safeguarding Children's Partnership (KSCP) will use the form from April 2022. However there is a cost in that each local authority will pay £500 for the form the KSCP are using. A user guide is being developed for partners and as yet the adult safeguarding questions have not been devised. JS has spoken with partners from South West Yorkshire Partnership Foundation Trust (SWYPFT) to discuss what information might be needed and collated

JWS asked if any contact had been made with designated nurses at SWYPFT. SWYPFT assure the Kirklees Clinical Commissioning Group (CCG) in these terms using CCG agreed forms and a process that is similar to this this would be useful.

JG concurred with this view noting that West Yorkshire Police (WYP) prefer to use one generic template and will scrutinise the final version with interest establishing how it works and perhaps fulfilling input centrally.

PW expressed concerns over the timeline for delivery of the new template form and whether the adults questions might represent an add on.

JS shared this concern noting that there needs to be clarity as to how similar sets of information will be gleaned across adults and children's services. However, the timeline should not affect this years process as the KSAB Challenge Event is scheduled to take place in March 2022

Marie Gibb (MG) agreed with JWS that gaining access to the CCG forms would be useful in developing the West Yorkshire Partnership form.

JS said she will send the CCG template form - once located - to the Leeds SAB Manager to compare with the developing West Yorkshire Partnership Organisational Safeguarding Checklist

<p><b>Action: JS will send the CCG Organisational Safeguarding Checklist form – once located - to the Leeds SAB manager for comparison with the West Yorkshire Partnership form currently in development</b></p>
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Members debated the utility of the developing new form further.

PR said that based on experience with health care regulators they may tend to take a relaxed approach towards uncertainties in their own documentation. Internally the Board is looking for assurance and with this in mind is there some merit in looking at what partner organisations do internally and establishing if this fulfils the needs of the Board rather than deliver a further layer of documentation?

Endorsing this PW reflected on the recent production of large volumes of documentation to NHS England. We should be able to use our own templates to adequately assure the Board and in these terms the question rests on what is the precise purpose of the West Yorkshire Partnership model

RP said another consideration is how the template will link into the new Integrated Care Boards from 1<sup>st</sup> July 2022. Consideration might need to be made about how they will link into West Yorkshire safeguarding work overall.

## **9. Safeguarding Week – SAR Network Event**

AC outlined this item reminding members that the Board fulfils 3 network events per year. The next network event will be themed around SAR's

It has been decided by the KSAB SAR Subgroup to move the SAR network event from March 2022 to June 2022 to coincide with Safeguarding Week. Based on this a proposal document is in progress outlining a joined-up approach for Safeguarding Week across the Kirklees Communities Board and KSCP which is written from an adult safeguarding perspective but shares common themes.

One of the themes will be to consider a back-to-basics approach to safeguarding which reflects on the altered horizon coming out of the Covid-19 pandemic and which links into the Boards shared objectives. Similarly, this equally links in with the other Boards and partnerships in Kirklees.

The SAR network event will bind the week together considering themes such as professional curiosity and offering insights into how to prevent those issues consistent in recent SAR's happening in the first place. These will be delivered as learning events, webinars, videos, and practical information points internally and externally driving good practice with measurable outcomes

## **10. NHS White Paper update**

PW introduced this item saying that she will share a slide deck for members outlining the new structure of a West Yorkshire Integrated Care Board (ICB)

Decision making by the CCG will remain, however, the ICB will be a decision-making Board including representatives from Independent Board Chairs, place-based leads, Healthwatch and others.

The ICB will have a relationship with place-based communities with delegated responsibility and accountability for people.

For Kirklees this represents just one piece of the architecture. There is already an established Health and Well-Being Board. A care forum is being established that links strategic issues into good governance. Service users, citizens all linking into public engagement will represent different organisational alliances forming the matrix.

The West Yorkshire ICB will delegate and hold to account a committee of Kirklees comprising Independent Chairs, a lay member, 2 representatives from acute trusts, Locala, the Council for Voluntary Service (CVS) and others. There will be a Chief Executive, a place-based leader and a Director of Nursing and Quality

The Kirklees Committee will have a number of sub-committees. These will be place based committees considering issues in the round rather than referring to the CCG. The expectation is that the Quality committee will hold a view and take consideration on safeguarding operations at each organisation. There will be deep dives into safeguarding and the committee will ultimately report to NHS England.

There is much work still to be undertaken in terms of the re-design and conversations are taking place across partners in terms of continued assurance.

Maureen Georgiou said that Locala sit within the wider ICB

PW concluded by saying it was not yet clear what the focus for safeguarding will be once the West Yorkshire ICB is in operation. We will keep the expertise and resource in terms of local place-based approach. We therefore need to continue operating as we are and the new operation will evolve over time.

**Action: PW will share a slide deck outlining the new West Yorkshire ICB operation with members after pulling together a new set of slides for clarity**

## **11. National and Regional updates**

RMG informed members that at the recent National SAB Chairs meeting there was an understanding that a focus would be made nationally on the issue of trauma informed practice that links into the recently held KSAB TIP network event

A new national library for safeguarding reviews has been established and KSAB will offer 2 recent SAR's (Adult N and Adult O) for entry to the library

**Action: SAPT to forward Adult N and Adult O SARs to Michael Preston-Shoot for inclusion in the National SAR Library**

## **12. Agency Safeguarding updates and local issues**

PW formally informed members that Clare Robinson (CR) will be retiring from Kirklees CCG in March 2022 and acknowledged CR's involvement with the Board over the past 6 years. Gwen Clyde-Evans (GCE) has been appointed to replace CR at the CCG and will be in post from April 1<sup>st</sup> 2022. Internal recruitment is taking place at the CCG for the position of Head of Safeguarding.

JWS informed members that this will be her last Board meeting representing SWYPFT as she is leaving SWYPFT for another post. Jacob Agora (JA) will represent SWYPFT at KSAB for an interim period while a new representative is confirmed. Jacob Agora (JA) will be the new member representing SWYPFT from the next KSAB meeting.

Andrea Dauris (AD) informed members that there continue to be challenges with staffing at Calderdale and Huddersfield Foundation Trust (CHFT) as staff from other areas have been seconded to clinical work

CHFT are in the process of writing a new 2-year operational strategy

Marie Gibb (MG) echoed AD's comments on staff challenges informing members that there is currently a similar situation at the Mid Yorkshire Hospitals Foundation Trust (MHYT). Safeguarding teams across adults and children's operations have been seconded to clinical work for 50% of their time. However, this hasn't affected the safeguarding function.

MHYT have implemented the introduction of Palliative Performance Scale records which represents a proactive approach to Safeguarding.

Children's and Adults Safeguarding training packages will represent combined packages representing a whole family approach

Section 42 enquiries are now being logged within the Datix system allowing teams to record concerns and outcomes.

Helen Geldart (HG) informed members that she will be retiring from Kirklees Council in March 2021. Recruitment is in place for the position of Head of Housing Services. In the interim Donna Harkins (DH) will be the key link for the Board. HG wished the Board all good wishes for the future

Maureen Georgiou informed members that the Head of Safeguarding at Locala is currently absent from work due to sickness and will be away for a further 2 to 4 weeks. There is however robustness in the system and whilst acknowledging that re-deployment of staff is an issue good safeguarding services are still being provided.

JG informed members that West Yorkshire Police (WYP) are operating at a business-as-usual level at the moment. There are now 2 new Superintendents: Stuart Bainbridge (SB) who will deputise for JG at KSAB and Helen Brier (HG). Alex Bacon (AB) has taken over from Tanya Wilkins (TW)

SB will take over from JG as Chair of the KSAB SAR Subgroup

PW informed members that GCE will take over from Clare Robinson (CR) as Deputy Chair of the KSAB SAR Subgroup following C.R.'s retirement from the CCG in April

JG informed members that the dedicated Sergeant post from WYP at Kirklees Council Gateway to Care (GTC) operation has been successful. WYP are currently considering how this can be developed.

## **13.AOB**

**i) Chairs / deputies for Subgroups**

**ii) Board Constitution update – last updated April 2019**

JS informed members that there are currently vacancies for KSAB Subgroup Chairs and Deputies which is being addressed

PW said that urgent amongst this was the recruitment of a Deputy for PA as KSAB Q&P Subgroup Chair so that work isn't inappropriately delegated to JS

JS informed members that Maria Knox (MK) is in the process of being recruited to the position of KSAB L&D Subgroup Chair

RMG informed members that the KSAB Board Constitution is due for renewal having last been updated in April 2019. Members should send notes, comments, and suggestions for the renewal document to the KSAB mailbox: [ksab@kirklees.gov.uk](mailto:ksab@kirklees.gov.uk)

**Action: All KSAB members to send suggestions, notes, and comments in support of the renewal of the KSAB Board Constitution to the KSAB mailbox: [ksab@kirklees.gov.uk](mailto:ksab@kirklees.gov.uk) by the time of the next meeting of the Board.**

#### **14. Next Meeting Date**

**Next Meeting Date: Monday 6<sup>th</sup> May 2022  
10:00 a.m. – 12:00 midday**

Virtual via Microsoft Teams

#### **Summary of actions**

#### **Actions from meeting 7<sup>th</sup> May 2021**

##### **Item 7**

JG to set up a task and finish group looking at adults missing from health and care settings. JG will lead on this.

PW said this item related to missing adults' protocols and we should investigate if there were any gaps for scoping in consultation with SAPT

JG said that now we have a policy this will be completed by the next Board meeting

JG informed members that the stated policy (above) has not in fact now come forward so further advice will be forthcoming when the policy is implemented

#### **Actions from meeting 7<sup>th</sup> February 2022**

##### **Item 2**

SAPT to devise a rota for partner story submissions across the multi-agency partnership to commence from the next KSAB meeting on 6<sup>th</sup> May 2022

**Item 6**

Following sign off of the Adult O SAR report SAPT will contact Kirklees Council Communications to complete a press statement and JG will direct the SAR Subgroup to pull together an action plan for partner agencies to contribute to

**Item 8**

JS will send the CCG Organisational Safeguarding Checklist form – once located - to the Leeds SAB manager for comparison with the West Yorkshire Partnership form currently in development

**Item 10**

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**Item 11**

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**AOB**

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