



Priority 1	To expand on learning in regard to self-neglect; to offer the partnership with resources to support them to achieve effective outcomes for individuals that self-neglect.			
SAB Executive Lead	Seona Douglas, Director of Adult Care and Health Services, Reading Borough Council			
Relevant SAB Learning	Henry, Carol, Paul, Aubrey, Ken, Louise Margaret/Graham/CC/Steven– in regard to management of risk Self-Neglect Audit December 2018 Self-Neglect Appreciative Inquiry March 22			
Actions Required from Partnership				
Action	Who	Progress Update	Deadline	Status
Supply a self-neglect toolkit for the partnership.	SAB Strategic Partners Safeguarding Leads	Wokingham Borough Council have a toolkit which has been approved in principle by the MARM Task and Finish Group. Email to safeguarding leads for strategic partners sent 6/7/22, asking to highlight any issues with the tool by the 20 th July 22. Plan to go to SAB in September 22 for endorsement.	September 22	GREEN
Positive case studies to support best practice when working with individuals that are identified as or at risk of self-neglecting.	Learning and Development Subgroup/Comms Subgroup	<ul style="list-style-type: none"> Use pressure care management as an example. Look at videos etc Discuss at next comms and L&D subgroups.	December 22	AMBER
Review and Relaunch MARM	MARM Task and Finish Group	Action carried over from previous Business Plan. Task and finish group underway due to meet in July 22. In regard to relaunch support will be required from L&D and comms subgroups.	December 22	GREEN

Provide information to support front line staff with decision making around self-neglect.	Learning and Development Subgroup Comms Subgroup SAB Chair SAB Business Manager VCS Subgroup	<ul style="list-style-type: none"> • Legal Literacy, MCA, Focus on S11 of the care act. • Service user experience videos • How to respond to issues with consent - look at NHS Guide • Relevant pathways including escalation • The role of the VCS. • Webinar on MCA and self-neglect by Keith Brown. • MCA Toolkit Bournemouth University • Create Self-Neglect Page on website • Create information source for volunteers on self-neglect which includes details on relevant pathways and escalation. 	December 22	AMBER
To consider any updates to the Self-Neglect Policies and Procedures (updated December 19) based on the learning from this SAB Priority.	Pan Berkshire Policy and Procedure Subgroup	<p>Action carried over from previous Business Plan.</p> <p>Pan Berkshire Policy and Procedure Subgroup, did not agree to a full review, as this is not a priority for the other SABS, however all P&P subgroup members have been asked to review the current procedure and provide suggested amendments to (LM) who will present these to the P&P subgroup in November 22.</p>	December 22	GREEN

Priority 2	To seek assurance that quality of health and social care services delivered in the West of Berkshire or those commissioned out of area for West Berkshire residents is monitored effectively and there is a proportionate response to concerns.			
Executive Lead	Matt Pope, Director of Adult Services, Wokingham Borough Council			
Relevant SAB Learning	Graham, Ben, Michelle, Atlas, Ken, Adam			
Actions Required from Partnership				
Action	Who	Progress Update	Deadline	Status
Development of KPI's to monitor performance in the safeguarding response to quality monitoring.	Performance and Quality Subgroup		March 23	GREEN
Assurance obtained from SAB Statutory partners on practice in regard quality monitoring of service provision.	Performance and Quality Subgroup	Understand how self-funders need to be considered.	March 23	GREEN

Learning session to promote best practice when reviewing quality of care.	Learning and Development Subgroup	Work has identified that reviews are not 'dynamic' and that issues with service provision is not always identified or responded to appropriately.	March 23	GREEN
Create information source for volunteers on quality of service provision which includes details on pathways.	Voluntary Care and Healthwatch Subgroup		March 23	GREEN
To consider any updates to the organisational safeguarding policy and procedure in light of SAB learning.	Pan Berkshire Policy and Procedure Subgroup		March 23	GREEN

Priority 3	The SAB to review its Safeguarding Adult Review (SAR) process, in order to ensure that it is timely and good value for money			
Executive Lead				
Relevant SAB Learning	SAR National Analysis: Analysis of Safeguarding Adult Reviews: April 2017 - March 2019 Local Government Association			
Actions Required from Partnership				
Action	Who	Progress Update	Deadline	Status
Review of current SAR process and consider implementation of a SAR Rapid Review Process and recommendation for monitoring SAR Recommendations	Task and Finish Group	<p>Feedback from SAR Panel: Panel have raised concerns: Pressures of staff and capacity of the system</p> <p>Need to consider: Commissioning SCIE Quality Markers SAR National Analysis Pressures/capacity of staff to work in a Rapid way Referrals from non-professionals SAR Author standards Current P&P for SARS.</p> <p>SAR in rapid time webinar 11/7/22</p>	December 22	GREEN
Complete SARS as per statutory requirements, including publication of SAR Practice Notes.	SAR Panel	SARs are progressing, struggling to meet six month deadlines.	Ongoing	AMBER

		Commissioning a SAR author atm Pauline, have 2 other referrals that are being considered.		
Bitesize session on endorsed SARS, within 3 months of endorsement.	Learning and Development Subgroup	Steven took place 23 rd June, 80 people positive feedback.	Ongoing	GREEN
Development and management of SAR Action Plans	Performance and Quality Subgroup		Ongoing	GREEN

Priority 4	The Board will continue to carry out the following business as usual tasks in order to comply with its statutory obligations.			
Actions Required from Partnership				
Action	Who	Progress Update	Deadline	Status
Publish a SAB newsletter on a 3-monthly basis.	SAB Business Manager	Published: May 21, July 21, December 21, January 22, April 22, June 22.	Ongoing	GREEN
Publish SAB Annual Report for 2021/22	SAB	Plan in place.	January 23	GREEN
Maintain and improve SAB Website	Business Manager	Working ongoing	Ongoing	GREEN
Maintain Pan Berkshire Safeguarding Adults Policies and Procedures	Pan Berkshire Policy and Procedure Subgroup	PIPOT Relevant History Self-Neglect Next meeting scheduled November 22.	Ongoing	GREEN
Manage SAB Budget	SAB Business Manager	Budget report to each SAB. Invoices for 21/22 to go out July 22.	Ongoing	GREEN
Seek assurance that issues around out of scope referrals are addressed.	SAB	An update report/presentation required for SAB in September 22. Emailed Jo Lappin 8/7/22.	September 2022	GREEN
Launch the Joint Investigation Protocol	SAR Panel	In response to Adam SAR Learning. Signed off by SAR Panel, awaiting endorsement from TVP and then SAB.	December 22	GREEN
Safeguarding Adults Week	Comms Subgroup	Promote Safeguarding Adults Awareness Week, led by the Ann Craft Trust.	November 22	AMBER

		Awaiting Comms Subgroup launch		
Pressure Care Awareness	Comms Subgroup	To promote a national pressure care awareness campaign. Awaiting comms subgroup launch	December 22	AMBER
Review and relaunch of the SAB Quality Assurance Framework	Performance and Quality Subgroup	SAB are not adhering to QAF, recommendations report required from the P&Q Subgroup.	December 22	AMBER

RAG Criteria	RAG Status	Scenario	Boards Responsibility
Progress against Business Plan	Red	The implementation plan is not in place or there are delays which mean the action will not be achieved in timescale.	To understand issues impacts on action and agree how to mitigate the risk, by using risk mitigation log.
	Amber	The implementation plan is in place there is a risk that the deadline will not be met.	To Note
	Green/Completed	The action has been completed or there is an implementation plan in place and the timescale is expected to be met.	To Note