



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	Completed, published on SAB Website November 22: <a href="#">self-neglect-and-hoarding-safeguarding-pathway-toolkit-v10.docx (live.com)</a>  An awareness session took place in January 2023.	September 22	COMPLETED
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	Took part in Safeguarding Adults week, for which 1 day had a focus on self-neglect.  There were 16 free webinars held throughout the week, daily briefing notes and daily social media message.  Self Neglect Page created on SAB Website: <a href="#">Self-Neglect - NEW ADDED AUGUST 2022   Safeguarding Adults Board (sabberkshirewest.co.uk)</a>  Webinar of Mental Capacity Act and Self Neglect was held on the 18 <sup>th</sup> October 22, and recording added to SAB Website.	December 22	COMPLETED

		Comms subgroup, are looking at a campaign around hoarding and fire risk.		
Review and Relaunch MARM	MARM Task and Finish Group	<p>Relaunched MARM on the 30/9/22.</p> <p>Video presentations for each LA to be online by the 31/3/23.</p> <p>KPI's to be on SAB dashboard by 31/3/23.</p>	December 22	Completed
Provide information to support front line staff with decision making around self-neglect.	<p>Learning and Development Subgroup</p> <p>Comms Subgroup</p> <p>SAB Chair</p> <p>SAB Business Manager</p> <p>VCS Subgroup</p>	<ul style="list-style-type: none"> <li>• Comms subgroup working on an awareness campaign in regards to hoarding and fire risks.</li> <li>• Self-Neglect bitesize session for VCS took place on the 8/2/23, video of session online.</li> <li>• Self-Neglect Toolkit awareness bitesize learning session took place on the 13/1/23, with over 75 attendees, session to be uploaded onto the website.</li> <li>• Published a SAR and practice learning note in regards to Pauline.</li> <li>• Published a Podcast in regard to the Louise SAR Learning, 19/7/22.</li> <li>• Published on website and promoted via newsletter and email the <a href="#">Mental Capacity Toolkit</a></li> <li>• Created a <a href="#">self-neglect page</a> on the SAB website</li> <li>• Updated the <a href="#">MCA/DoLS Page</a> of SAB website</li> <li>• Prof Keith Brown publications on MCA added to SAB website.</li> <li>• Webinar on self-neglect and MCA on the 18/10/22, recording on SAB website.</li> <li>• Safeguarding Adults Week a day focused on self-neglect, webinars, social media campaign and learning briefs completed.</li> </ul>	December 22	COMPLETED

		<ul style="list-style-type: none"> <li>VCS subgroup looked to create a simple self-neglect awareness leaflet/toolkit for the sector but concluded that it was too complex to deliver.</li> </ul>		
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>Light touch review completed, and policy and procedures updated in November 22.</p>	December 22	COMPLETED

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	KPI’s to be on SAB dashboard by 31/3/23.	March 23	Completed	
Assurance obtained from SAB Statutory partners on practice in regard quality monitoring of service provision.	Performance and Quality Subgroup	Action carried over to 23/24.  Assurance will be sought from the BOB ICS Care Home Governance Steering Group, in 23/24.	March 23	CARRIED OVER TO 23/24	
Learning session to promote best practice when reviewing quality of care.	Learning and Development Subgroup	L&D subgroup agreed that this action will be delivered via practice learning note, first draft to go to L&D subgroup for consideration in February 23.  Update to SAB to be provided in March 23, via L&D subgroup update	March 23	CARRIED OVER TO 23/24	

Create information source for volunteers on quality of service provision which includes details on pathways.	Voluntary Care and Healthwatch Subgroup	Plan not yet agreed.  Will consider transferring over to 23/24 business plan.	March 23	CARRIED OVER TO 23/24
To consider any updates to the organisational safeguarding policy and procedure in light of SAB learning.	Pan Berkshire Policy and Procedure Subgroup	Await learning from other actions before submitting a request to review the policy and procedure.  Will consider transferring over to 23/24 business plan.	March 23	CARRIED OVER TO 23/24

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: <a href="#">Analysis of Safeguarding Adult Reviews: April 2017 - March 2019   Local Government Association</a>				
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	Completed, SAB agreed in December 22, that the SAR Panel can continue with current SAR process.  SCIE Rapid Review module will be considered when it goes live.	December 22	Completed	
Complete SARS as per statutory requirements, including publication of SAR Practice Notes.	SAR Panel	SARs continue to be delivered as per statutory requirements, work ongoing to improve timescales.	Ongoing	GREEN	
Bitesize session on endorsed SARS, within 3 months of endorsement.	Learning and Development Subgroup	Bitesize sessions held where deemed suitable for learning from SARs.	Ongoing	GREEN	
Development and management of SAR Action Plans	Performance and Quality Subgroup	<ul style="list-style-type: none"><li>• Louise – completed</li><li>• Michelle SAR – completed</li><li>• P SAR – completed</li><li>• Adam – being managed by SAR Panel</li><li>• John, completed</li><li>• Ken SAR, completed.</li><li>• Steven SAR, completed.</li></ul>	Ongoing	GREEN	

		<ul style="list-style-type: none"> <li>Pauline SAR, in progress.</li> </ul>		
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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, October 22, January 2023.	Ongoing	GREEN
Publish SAB Annual Report for 2021/22	SAB	Annual report published in December 2022	January 23	Completed
Maintain and improve SAB Website	Business Manager	New website supplier required for May 23, work underway to commission a new host.	Ongoing	Completed
Maintain Pan Berkshire Safeguarding Adults Policies and Procedures	Pan Berkshire Policy and Procedure Subgroup	West Berkshire lead on the revisions of and publication of: PiPOT, Relevant History, Self-Neglect, new website host required.	Ongoing	GREEN
Manage SAB Budget	SAB Business Manager	SAB operating within budget.	Ongoing	GREEN
Seek assurance that issues around out of scope referrals are addressed.	SAB	SAB agreed in December 22, that as LA’s have updated their processes to limit the risk due to the increase in out of scope referrals, no further assurance is required for the SAB. The partnership can re-escalate to the SAB if the risk mitigation process is at risk of failure.	September 2022	COMPLETED
Launch the Joint Investigation Protocol	SAR Panel	In response to Adam SAR Learning. Launched in November 22.	December 22	COMPLETED
Safeguarding Adults Week	Comms Subgroup	There were 16 free webinars held throughout the week, daily briefing notes and daily social media message.	November 22	COMPLETED
Pressure Care Awareness	Comms Subgroup	Promoted pressure care awareness day and a session on react to red was delivered during safeguarding adults week.	December 22	COMPLETED
Review and relaunch of the SAB Quality Assurance Framework	Performance and Quality Subgroup	P&Q Subgroup signed off revised QAF in March 23, implementation of QAF a SAB priority for 23/24.	December 22	CARRIED OVER TO 23/24

		Update to be provided as per the P&Q subgroup update.		
Management of SAB Dashboard	Performance and Quality Subgroup	Dashboard updated quarterly and considered by P&Q Subgroup and SAB on a six monthly basis.	Ongoing	GREEN

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