



Safeguarding Adults Board Meeting

7 November 2025, 13:30-16:30

Present:

- Michael Preston-Shoot (MPS) Independent Chair, SSAB
- Andrea Maine – Senior Probation Officer (Item 2)
- Ashley Fussell - Head of Somerset Probation Delivery Unit
- Bethany Briers-Jones – Tenancy Sustainment Officer, ABRI Housing
- Claire Evans – Senior Probation Officer
- Emily Fulbrook – Service Director, Adult Social Care Operational Services, Somerset Council
- Heather Sparks – Strategic Lead and Named Professional Safeguarding Adults, Somerset NHS FT
- Helen Orford - Managing Director, Discovery
- Hilary Robinson – CEO, RCPA Ltd
- Jayne Chidgey-Clark - Observer
- Julia Mason - Designated Nurse for Safeguarding Adults, NHS Somerset Integrated Care Board
- Megan Perry – representing SWAN Advocacy
- Kirsty Larkins – Service Director Housing, Somerset Council
- Liam Jenkinson – Senior Probation Officer (Item 2)
- Lisa Simpson - Superintendent, Somerset and North Somerset Commander, Avon and Somerset Police
- Louise Curry – Public Health Consultant, Somerset Council
- Lucy Macready – Head of Service, Community Safety, Somerset Council
- Lucy Wilkins – Information Governance & Records Manager (Item 3)
- Natalie Green - SSAB Business Manager
- Rebecca Leggett – Somerset Safeguarding Children's Partnership (Item 3)
- Sarah Ashe – Associate Director of Quality and Nursing, NHS Somerset Integrated Care Board
- Sarah Hawker - Advanced Customer Support Senior Leader, Avon, Somerset and Gloucestershire, Department for Work and Pensions
- Sarah Wakefield - Lead Member for Adult Social Care, Somerset Council
- Shelagh Meldrum - Chief Nursing Officer, NHS Somerset Integrated Care Board
- Trudy Craig – Head of Quality and Governance, Somerset Care Ltd
- Vicky Chipchase - Head of Service, Adults, Policy, Performance and Assurance

Apologies:

- Angela Kerr - VCSFE Representative
- Carolyn Smith – Principal Social Worker, Strategic Lead for Safeguarding and DOLS
- Gillian Waldron – Manager, Healthwatch Somerset
- Jane Spencer – Safeguarding Lead, Abri Housing Association
- Philip Boyce - Safeguarding & Closed Cultures, Care Quality Commission
- Rachel Donne-Davis - Health Psychologist, LeDeR, NHS Somerset Integrated Care Board
- Tracey Pugh – Safeguarding Officer, Devon and Somerset Fire and Rescue
- Simon Lewis - Head of Housing, Somerset Council
- Tom Herbert - Detective Chief Inspector, Adults at Risk, Avon and Somerset Police

Circulation:

All SSAB Board Members

Retention of notes

The master set of these notes and background papers are held by SSAB Business Manager. Please destroy your copy when you have finished with it and use the master set for future reference.

Item		Action by
1.	Welcome, introductions, apologies:	
	Members were welcomed to the meeting by Michael and noted apologies.	
2.	Management of High-Risk Individuals with Care and Support Needs	
	Management of High-Risk Individuals Under MAPPA: Ashley, Andrea, and Liam from the Avon and Somerset MAPPA team provided a detailed overview of the Multi-Agency Public Protection Arrangements (MAPPA) process, focusing on the management of high-risk individuals with care and support needs MAPPA Eligibility and Categories: It was explained that MAPPA management requires a conviction or caution indicating capability for serious harm and outlined the four MAPPA categories: registered sex offenders, violent/other sex offenders with certain sentences, other serious harm convictions, and those under the Counter Terrorism Act. Eligibility is strictly defined by law, and age is not a restriction. MAPPA Levels and Agency Roles: The three MAPPA management levels were detailed: Level 1 (multi-agency information sharing), Level 2 (active multi-agency meetings with senior representatives), and Level 3 (enhanced management with senior oversight). The lead agency varies depending on the individual's status, with Police, Probation, or Prison Service taking the lead as appropriate. Safeguarding within MAPPA: How safeguarding is integrated into MAPPA processes was covered, including consideration of risks to the individual (such as retaliation or health needs) and the use of national templates to ensure safeguarding is addressed in risk assessments and management plans. A local task and finish group had developed practitioner guidance for health and social care needs of prisoners being released. Potentially Dangerous Person (PDP) Process: Presenters clarified that the PDP process is used for individuals without convictions but who pose imminent and serious risk, managed primarily by the Police with multi-agency input. The MAPPA team assesses eligibility and refers cases to police inspectors when necessary. Adult Social Care Engagement in MAPPA: The importance of adult social care participation in MAPPA meetings and strategic groups was emphasised. While representation at individual meetings is generally good when relevant, there are	

4. Audit of Safeguarding Decision Making	
Michael introduced and received board approval for an external audit to review safeguarding concerns across partner agencies, focusing on cases not referred under Section 42 of the Care Act and the decision-making process, with input from Emily on timing and the need to await CQC assessment outcomes. Audit Scope and Rationale: The proposed audit will examine safeguarding concerns that did and did not result in referrals to the local authority under Section 42(1) of the Care Act, as well as the decision-making process for such referrals, aiming to identify findings and recommendations for improvement. Timing and Dependencies: Michael and Emily agreed that the audit should not commence before early 2026, to allow for the receipt and consideration of the CQC assessment report, ensuring the audit reflects the latest feedback and context. Approval and Next Steps: The board expressed unanimous support for the audit, and Michael indicated he would approach a potential experienced auditor to undertake the work once the timing is appropriate.	
5. Notes of previous meeting and matters arising (June 2025 and action tracker)	
Michael led the review of the previous meeting's minutes, confirming their accuracy and discussing follow-up actions on learning disability, displaced persons, and safeguarding for asylum seekers, with updates from Natalie and Kirsty. Action Tracker Follow-Up: Natalie reported ongoing follow-up with relevant leads on outstanding actions, including learning disability and autism referrals with the ambulance trust, and safeguarding for displaced persons and asylum seekers, with Kirsty highlighting recent changes in guidelines and associated risks Case Studies for National Advocacy: Michael invited Kirsty to provide anonymized case studies on displaced persons to support advocacy in meetings with Home Office civil servants, which Kirsty agreed to coordinate with Eileen, Displaced Persons Service Manager.	Kirsty
6. Annual Report 2024-25	
Michael sought and received final approval for the annual report, with Natalie confirming next steps for distribution to key stakeholders, and Kirsty suggesting an addition to the governance diagram to reflect the Homeless Reduction Board. Approval and Distribution: The board approved the final version of the annual report, and Natalie confirmed it would be sent to the chief executives of the local authority, the chief medical officer in the ICB, and the Chief Constable of Avon and Somerset Constabulary.	Natalie

	Governance Diagram Update: Kirsty requested that the governance diagram in the report include a dotted line to the Homeless Reduction Board, which Natalie agreed to add.	
7.	Performance and Assurance Report	
	The performance and quality assurance report was presented, highlighting data trends, ongoing improvements to safeguarding processes, self-neglect, domestic abuse, and financial abuse. Data Trends and Reporting Challenges: Vicky reported on safeguarding concerns and inquiries, noting a decrease in inquiries and concerns compared to the previous year, and explained the difficulties in making regional and national comparisons due to inconsistent recording practices across local authorities. Process Improvements and System Changes: Emily described an end-to-end review of the safeguarding process, with changes being tested and expected to go live by January, aimed at improving data capture, tracking of referrals, and clarity on sources and outcomes, including better reporting on self-neglect and other categories. Self-Neglect and Domestic Abuse Data: Questions were raised about the accurate recording of self-neglect and domestic abuse cases, prompting commitments to refine data capture and cross-reference with other services to ensure accurate categorization and trend analysis Financial Abuse and Lasting Power of Attorney: Michael and Emily discussed the prevalence of financial abuse, the importance of social worker awareness regarding the Office of the Public Guardian, and the need for ongoing training and potential audit of cases involving lasting power of attorney or money management oversight. Practice Quality and Learning: Vicky highlighted the role of practice quality boards, inclusion of lived experience representatives, and the use of audits and learning reviews to drive continuous improvement, with actions tracked and feedback mechanisms being enhanced. It was agreed that the possibility of extracting data on referrals to the Office of the Public Guardian regarding suspected abuse by lasting power of attorney would be explored and consider including this in future practice quality audits.  SSAB Quarterly Performance and Assurance Report	Emily
8.	Regional and National Updates	
	Michael provided updates on national developments, including upcoming consultations on the Mental Capacity Act and Liberty Protection Safeguards, the Casey Commission on Adult Social Care, and ongoing work to revise statutory guidance, encouraging board members to engage with these processes. Statutory Guidance Revision: He reported on discussions with the Chief Social Worker for Adults and DHSC officials regarding the need to revise statutory	

	guidance, particularly definitions of abuse and neglect, roles of placing commissioners, and transitional safeguarding.	
9. Any Other Business		
	Lucy Macready informed the Board about the upcoming statutory Crime Disorder Overview and Scrutiny Committee meeting; the Adults and Health Scrutiny Committee will act as the Crime Disorder Overview Scrutiny Committee, with a session scheduled for the 20th November, inviting interested parties to attend. The Somerset safeguarding threshold tool (Risk Decision Making Tool) was praised in the Teams chat by Helen Orford, who stated it is the clearest and most comprehensive document they have seen, setting clear expectations for what to report.	All
CLOSE		
Future Board Meeting date: 17/12/2025 1330-1630 via TEAMS 10/03/2026 0930-1230 via TEAMS		