

MASH Board Meeting

Chairperson Anne Whiteley



Minutes

19 January 2011

Castle Drogo Room Larkbeare

Attendees:

Anne Whiteley (Chair)	Executive Director CYPS (DCC)
Alan Wooderson	Independent Chair DSCB
Virginia Pearson	Director of Public Health
DI Steve White (representing John Clements)	Devon & Cornwall Constabulary
Ian Clewlow (representing Rob Menary)	Director, Devon & Cornwall Probation Trust
Mary Smeaton (representing Ken Wenham)	Safeguarding Manager - SW Ambulance Service HS Trust
Beverley Dubash (representing Deborah Booth)	Education Safeguarding Officer
Karen Cleave	Head of Children's Social Care
Liz Davenport (for Iain Tulley & Jennie Stephens)	Director of Operations, Devon Partnership NHS Trust
Carolyn Mills (representing Jacqueline Kelly)	Director of Nursing, Northern Devon Healthcare Trust
Nicola Channon (observing)	DCC Chief Executive's office
Michelle Thornberry (representing Angela Pedder)	RDE Foundation Trust

Apologies:

Iain Tulley	Chief Executive, Devon Partnership Trust
Angela Pedder	Chief Executive, RDE Foundation Trust
Jacqueline Kelly	Chief Executive, Northern Devon Healthcare Trust
John Clements	Detective Superintendent, Devon & Cornwall Constabulary
Jennie Stephens	Interim Executive Director, Adult & Community Services (DCC)
Frank O'Kelly	GP, Tiverton
David Jenner	GP. College Surgery Partnership

Phil Taylor	GP, Axminster Medical Practice
Helen Nicholls	DAPH representative
Rob Menary	Chief Executive, Devon & Cornwall Probation Trust
Detective Chief Inspector Paul Northcott (on behalf of John Clements)	Devon & Cornwall Constabulary
Jane Lake	Education Safeguarding Officer

Agenda Item 1	Introductions and Apologies	Presenter Anne Whiteley
	<p>Anne Whiteley (AEW) welcomed everyone to the first meeting of the MASH Board. Apologies and substitutes were noted.</p> <p>AEW provided Board members with some background history of how MASH evolved and confirmed that there has been great interest in the model as it has developed in Devon. Tim Laughton the Children's Minister has visited MASH and it is believed that the model will be included in the work being led by Prof. Eileen Munro reviewing child protection arrangements on behalf of the Government.</p> <p>AEW confirmed that the Board is established to provide the partnership governance oversight and leadership to develop the MASH model and to ensure its safe and effective operation. The Board would be helped in this by the already established Operational Delivery group chaired by Karen Cleave.</p>	

Agenda Item 2	- Terms of reference - Developing the business case	Presenter Anne Whiteley
Discussion	<p>The draft governance arrangements and Terms of Reference had been circulated in advance with the agenda.</p> <p>The Board discussed issues that were raised by members. There were concerns around the capacity to deliver MASH across the peninsula and the need to consider efficiencies across all organisations. It was agreed that there would need to be a common agreement across boundaries and assurance that all the agencies are committed to Mash or signed up to work in this way. Budgetary commitments would also need to be agreed and continue to be supported</p> <p>It was agreed that if the current planned roll out of MASH was rushed then any future developments could be vulnerable and in danger of failing</p> <p>There were some gaps in membership and in particular it was agreed that a representative from Adult Safeguarding should be on the MASH Board</p> <p>There was agreement that there needed to be measurable outcomes from MASH that could be applied across all partners with an interest and that this needed developing beyond simple number counts and could benefit from an evaluation process to 'sit alongside' the development of the business case for MASH</p>	

Conclusion	<p>Terms of reference</p> <p>It was agreed that the DSCB Office would provide the business secretariat to the MASH Board and that the minutes would be posted on the DSCB website</p> <p>Further it was agreed that various amendments would be made to the ToRs and statement of purpose in line with comments and that the ToRs would be reviewed annually as the project develops and moves through different phases.</p> <p>The potential to use the MASH process to audit cases was discussed and it was agreed that the Quality Assurance Audit and Complaints sub group (QAAC) should be tasked to look at how the MASH had improved the safeguarding and outcomes for children and young people using a MACA approach . It was reported that the MASH process does identify both good and poor practise and that this has allowed organisations to target improvements in safeguarding processes e.g. within schools.</p> <p>Information sharing agreements were discussed and issues highlighted by VP on behalf of health colleagues in particular.. It was agreed that the Board needed to ensure from its strategic role that the organisation and operational model is safe and mitigates any risks around breaches to any information governance within each organisation. It was agreed that the leads for information sharing/governance should meet to review the current MASH protocols and VP agreed to take this action forward.</p> <p>Developing the Business Case</p> <p>AEW advised that developing the Business Case for MASH going forward would need to confirm an increase in productivity, more efficient working, and improving outcomes. It would need to show that individual organisational and collective resources were being put to better use than in the previous arrangements. It was agreed that it would be beneficial if actual costs were documented. There are records of the assets and investments made to the MASH model. There would need to be some comparison between the past and current practises</p> <p>It was felt appropriate that the Operational Delivery group be tasked to gather the necessary information on which to build the Business Case</p>	
Action point	Action owner	Deadline
A representative from Adult Safeguarding Board to be asked to join the MASH Board	Alan Wooderson to contact Stephanie Long	Immediate
Minutes from the Board be sited on the DSCB website	DSCB Office	Immediate
Current information sharing governance for the MASH (produced by Supt Chris. Singer)to be sent to Virginia Pearson who will arrange a review with leads from partners	Virginia Pearson / Alan Wooderson	March 2011
The Terms of Reference to be amended and re issued	Anne Whiteley	Immediate
The MASH Operational Delivery group to gather information for the developing Business Case	Karen Cleave	Immediate

Agenda Item 3	Research and Evaluation-update	Presenter Anne Whiteley
Discussion	The NSPCC and Bristol University had originally agreed support a research bid but this seems to have floundered and there needs to be a revised agreement on the way forward. The Board discussed various evaluation and research alternatives.	

Conclusion	<p>It was agreed that this is still an important piece of work and there was a discussion on the possible options with the withdrawal of the NSPCC. Bristol University are still interested but a 'matched funding' of £69K was likely to be required.</p> <p>Virginia Pearson offered to discuss options with colleagues at the Peninsula Medical School and with her colleagues within Public Health to see what the options could be to assist in the research and evaluation.</p>		
Action point	Action owner	Deadline	
To approach colleagues and to take responsibility for the research and evaluation project for MASH on behalf of the Board	Virginia Pearson	Report to March DSCB	

Agenda Item 4	Communication and Publicity-review	Presenter Anne Whiteley	
Discussion	<p>There have been concerns over the current publicity for MASH which needs reviewing and bringing up to date as the project develops. The Board discussed the future arrangements for communications and publicity.</p>		
Conclusion	<p>Board members confirmed that the publicity material needed to be better targeted and relevant to individual workforces. Virginia Pearson agreed to ask Steve Brown to construct material that can be used by all the NHS 'family' of organisations.</p> <p>There were concerns expressed that there needed to be clear guidance for MASH workers who were contacting agencies for information as this has led to lack of clarity about the scope of information that should be shared and the 'authority' of the request. To some extent this is due to the expansion of MASH meaning that individual links are not always able to be maintained.</p> <p>It was agreed that there needed to be a reassurance for those outside of MASH that there are agreed protocols in place and that any untoward incidents or breaches would be reported and escalated.</p> <p>Karen Cleave confirmed that the main MASH telephone number was about to be changed therefore any new publicity material should include this.</p> <p>It was concluded that the publicity material needed to be revised and that there was the potential for some generic information to be produced that could be further adapted of specific organisational settings. The Police were thanked for initiating the original publicity and funding its production. Future publicity will need to be budgeted for in the Business Case</p>		
Action point	Action owner	Deadline	
Meet to discuss and develop revised generic publicity for MASH	Simon Holmes/ Beverley Dubash/Steve Brown	March 2011	

Agenda Item 5	Matters arising from the MASH Steering Group	Presenter Karen Cleave	
Discussion	The Board considered the key messages from the MASH Operational Delivery group contained in a report from Karen Cleave. There is clear concern about capacity of the model as demand grows and as organisations look to cost savings required for their own budgets for 2011/12 and beyond. There are many lessons learnt from the roll out to Exeter and East Devon.		
Conclusion	<p>The timetable for the next stage of the project roll out to South Devon was considered and due to the uncertainty of issues such as IT stability and staffing capacity it was agreed that the roll out would be planned for April 2011 to mitigate identified risks</p> <p>AJW asked if the DSCB should have a reporting or scrutiny role of the MASH model and its professional oversight and compliance with Working Together. Further that there did seem the need for dedicated project management support. Both the professional and project management could be part of the DSCB office e function</p> <p>It was concluded that the roll out of MASH be deferred to the 4th April and that there be a meeting held to discuss the operational and professional support for the project from DCC and the DSCB</p>		
Action point		Action owner	Deadline
To meet to discuss the operational and professional support for MASH		Anne Whiteley / Alan Wooderson / Nicola Channon	Feb 2011

Agenda Item 6	Next Steps: - Programme Management - Professional leadership	Presenter Alan Wooderson	
	Covered in 5 above		

Agenda Item 7	Dates of future meetings		
	<p>It was agreed that the next meeting would be on a Wednesday afternoon. Dates, times and venue to be advised</p> <p>There will be a report from the MASH Board to the DSCB to detail progress.</p> <p>Agenda items for the next meeting.</p> <ul style="list-style-type: none"> - Information Sharing 		
Action point		Action owner	Deadline
Report from the MASH Board to the DSCB to be added to the DSCB agenda setting meeting and the March Board.		Christina Ashforth	March 2011
Report to March DSCB		Anne Whiteley	March 2011