



**South Gloucestershire  
Clinical Commissioning Group**

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Date: 12 May 2015

Reference: 1415/0038-[B]/SGCCG

Dear Mr King,

**Multi Agency Safeguarding Meetings about the Avon and Wiltshire Mental Health  
Partnership NHS Trust**

Thank you for your e-mail of the 9 March 2015, where you sought clarification on the response provided by NHS South Gloucestershire Clinical Commissioning Group [CCG] to your three Freedom of Information requests made in May 2014.

The CCG had provided a single combined response to your three original e-mails, on the 17 July 2014. A single response was provided due to the complex nature of the requests and, as some of the information was relevant to more than one of your requests.

On the 1 February 2015 you had informed the CCG that as you had been unwell you had not been able to acknowledge the CCG's response until then. You subsequently that same day e-mailed the CCG querying whether we had responded to the other two e-mails.

The CCG responded to each of the other two e-mails providing the earlier combined response on the 2 February 2015. You then sought clarification on both those e-mails later that same day. The CCG provided a response to these two e-mails on the 6 March 2015.

You subsequently e-mailed the CCG again on the 9 March 2015 seeking further clarification.

The CCG regrets any confusion that may have arisen from providing the combined response to your original e-mails.

To help provide the clarity requested in your email of the 9 March 2015, the CCG is responding to each of the three original Freedom of Requests. This response is in relation to your Freedom of Information request which was titled "*Multi Agency*

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Clinical Chair: Dr Jon Hayes  
Chief Officer: Jane Gibbs

*Safeguarding Meetings about the Avon and Wiltshire Mental Health Partnership NHS Trust.*

Your original request made on the 22 May 2014 on the subject of "Multi Agency Safeguarding Meetings about the Avon and Wiltshire Mental Health Partnership NHS Trust" is shown verbatim in **bold** below:

**Original Request made: 22 May 2015**

**I understand a number of High Level and other Multi Agency Safeguarding Meetings have been held between 01 01 2010 and todays date regarding the Avon and Wiltshire Mental Health Partnership NHS Trust (not about specific individual patients) but the organisation itself.**

**I know for certain some meetings were held in Bristol and Trowbridge and involved a significant number of agencies. I ask you to supply me with all agendas, notes and minutes and records you hold regarding these meetings please to include correspondence between your CCG and the AWP MHP NHS T relating to safeguarding meetings or issues raised or concerns ,that you hold for the periods between 01 01 2010 and todays date please.**

The CCG has undertaken a further search for documentation that it holds in relation to this specific request.

All the documents that the CCG holds in relation to this specific request are listed in chronological order in the table below and provided by way of appendices in the attached zip file.

Document Number	Document Description	Comments
1.	Notes and Action Points of the Steering Group meeting held 19 April 2012. – NHS South Gloucestershire, Wiltshire Council, NHS South of England	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
2.	Agenda 20 April 2012 South West Strategic Health Authority – Multi Agency TORs – External Investigation into Record Keeping and Safeguarding at Avon and Wiltshire Partnership	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
3.	Minutes of the Steering Group meeting held 27 April 2012 -South of England Strategic Health Authority, NHS Gloucestershire, Wiltshire Council, NHS South of England	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
4.	Agenda 04 May 2012 – South West Strategic Health Authority – Multi Agency TOR's – External Investigation into Record Keeping and Safeguarding at Avon and Wiltshire Partnership	Redacted to remove personal information under exemption 40 of the Freedom of Information Act

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Document Number	Document Description	Comments
5.	Minutes of Telephone Conference held on 4 May 2012	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
6.	Minutes of the meeting held on 14 May 2012 – South of England Strategic Health Authority, Independent Investigation Steering Group	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
7.	Agenda 28 May 2012 – South of England Strategic Health Authority, Independent Investigation Steering Group Meeting	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
8.	Minutes of the telephone conference held on 28 May 2012 - South of England Strategic Health Authority, Independent Investigation Steering Group	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
9.	Agenda 11 June 2012 – South West Strategic Health Authority, Independent Investigation Steering Group Meeting	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
10.	Agenda 25 June 2012 – South West Strategic Health Authority, Independent Investigation Steering Group Meeting	Redacted to remove personal information under exemption 40 of the Freedom of Information Act
11.	Agenda 10 July 2012 South West Strategic Health Agency, Independent Investigation Steering Group Meeting	Redacted to remove personal information under exemption 40 of the Freedom of Information Act

#### **Follow-up e-mail 9 March 2015**

You asked for clarity by way of the three following questions:

- i) Where you state “More specifically, information relating to multi agency Adult Safeguarding meetings involving AWP held by South Glos CCG ,...” I wish to clarify - due to the shortage of qualifying documents you have so far supplied - that you staff have not confused the ' held ' element of your statement as meaning meetings held by your CCG, rather than information held by your CCG?
- ii) Likewise “Information held on any Safeguarding meetings with Wiltshire Council relating to the above ” stated could be confusing , I in fact asked about information relating to all adult safeguarding meetings about AWP - not quite the same.

- iii) You state you have been able to source 'some information', although from the dates on the documents and the content, I would expect you to be holding considerably more information that I am entitled to see? Please confirm or deny if this is the case?

The CCG can confirm that it has not confused the 'held' element queried under question i) above.

In relation to all three questions, the CCG can confirm it has supplied all documents it is aware that it holds in relation to agendas, notes and minutes and records of High Level and other Multi Agency Safeguarding Meetings regarding the Avon and Wiltshire Mental Health Partnership NHS Trust.

It is important to note that the Independent Investigation was jointly commissioned by NHS South Gloucestershire Primary Care Trust, NHS Wiltshire Primary Care Trust, Wiltshire Council, and NHS South of England and was focussed on Wiltshire.

Following the closure of Primary Care Trusts, information was transferred to successor organisations [CCGs] where they retained responsibility for the function. Any archived information not transferred to the CCG would have transferred to NHS England who can be contacted through their Freedom of Information service via the web link:  
<http://www.england.nhs.uk/contact-us/foi>

If you have any further queries, require any clarification, or have any concerns regarding the handling of your request and/or to request an internal review, please do not hesitate to contact the FOI Manager at the above address or email  
[FOI@southgloucestershireccg.nhs.uk](mailto:FOI@southgloucestershireccg.nhs.uk)

Please use the reference number above in any future correspondence.

If you were not content with the outcome of an internal review, you would have the right to apply directly to the Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely

**Jane Gibbs**  
Chief Officer