

Care, Wellbeing and Education

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Ms Bridget Dolan
Assistant Coroner for West Sussex
3 Orchard Street
Chichester PO19 1DD



27 October 2015

Our Ref: AMM/pmc

Dear Ms Dolan

Inquest into the death of Jeffrey Warren – Report to Prevent Future Deaths, Regulation 28 of the Coroners (Investigations) Regulation 2013

Your letter of 15th September refers.

You raised four matters of concern in your Regulation 28 Report, three of which related to West Sussex County Council, and the fourth to Crawley Borough Council.

The specific concerns relating to the County Council were:

- ❖ The need for a formal review of the circumstances of Mr Warren as he was subject to a safeguarding alert at the time of his death;
- ❖ The fact that Adults' Services sought to use the resources of Sussex Police to undertake a non-urgent welfare check rather than to allocate the case to a member of staff in Adults' Services; and
- ❖ That staff in Adults' Services did not appear to have had any training on the circumstances in which a welfare check might be offered by Sussex Police.

I can confirm that we have now completed a detailed review (copy attached) of the circumstances relating to our involvement with Mr Warren. We involved Crawley Borough Council in the review process.

We have identified a number of issues that require further development for implementation. These relate primarily to internal and inter-agency communications, understanding and following the self-neglect procedures set out in the Sussex Safeguarding Adults at Risk Policy and Procedures, and knowing about the role of the Coroner and how Inquests operate should staff be summonsed to attend as witnesses.

An Action Plan has been prepared for these and other issues, and it identifies those responsible for follow-up, as well as the timeframes for completion. The Action Plan, embedded within the detailed review report, is already being implemented and the majority of the issues are scheduled for completion by the end of 2015 or by the end of March 2016. The second and third concerns raised in your Regulation 28 Report were picked up in the review itself and are included in the subsequent Action Plan.

The review report and the Action Plan have been discussed by senior managers through our Quality Assurance Management Board. The Board, chaired by the Principal Social Worker (Adults), will monitor progress over the lifetime of the Action Plan.

Yours sincerely

A handwritten signature in blue ink that reads "Avril Wilson". The signature is written in a cursive, flowing style.

Avril Wilson

Executive Director of Care, Wellbeing and Education