

**North Yorkshire
Safeguarding Adults Board
Meeting Minutes**



Date & Time: Wednesday, 11th May, 2016
Time: 14:30 – 17:00
Venue: Conference Room, North Yorkshire Police HQ, Newby Wiske

Name	Agency	Attended	Deputy Present	No Deputy
Colin Morris (CM)	Independent Chair	✓		
Mike Webster (MW)	NYCC Health and Adult Services	✓		
Tim Madgwick (TM)	North Yorkshire Police	✓		
Victoria Pilkington (VP)	NHS PCU	✓		
Lincoln Sargeant (LS)	NYCC Health and Adult Services	✓		
Emma Dixon (ED)	NYCC Legal Services	✓		
Nancy O’Neill (NO’N)	Airedale, Wharfedale, Craven CCG	✓		
Wallace Sampson (WS)	Harrogate Borough Council	✓		
Anne Marie Lubanski (AML)	NYCC Health and Adult Services	✓		
Richard Webb (RW)	NYCC Health and Adult Services	✓		
John Pattinson (JP)	NHS England Yorkshire & Humber	✓		
Nigel Ayre (NA)	Healthwatch North Yorkshire	✓		
Elizabeth Moody (EM)	TEWV NHSFT		✓	
Jill Foster (JF)	Harrogate District NHSFT	✓		
Keren Wilson (KW)	Independent Care Group	✓		
Cllr. Clare Wood (CW)	County Councillor			✓
Simon Hills (SH)	Healthwatch North Yorkshire			✓

In Attendance

Sheila Hall (SH)	NYCC Health and Adult Services	✓
Nicola Webb (NW)	NYCC Health and Adult Services	✓
Christine Pearson (CP)	NHS PCU	✓
Jacqui Hourigan (JH)	NHS	✓
Lisa Farier (LF)	NYCC Health and Adult Services	✓
Gavin Mayes	North Yorkshire Police	✓

Item 1	Welcome / Introductions / Apologies for Absence	Action/FAO
	<p>The chair (CM) welcomed everyone to the meeting.</p> <p>Apologies were received from Cllr. Clare Wood. Karen Agar was in attendance on behalf of Elizabeth Moody.</p> <p>There were no declarations of interests.</p>	
Item 2	Safeguarding Story: Cyber Crime – DC Gavin Mayes, North Yorkshire Police	
	<p>An introduction to different types of cybercrime and the ‘Dark Net’ was given, along with some examples of the way in which the dark net is used.</p> <p>Drugs, hacking, scams, stolen account details and radical videos were given as an examples of purchases which can be made on the dark net. Ascertaining the real identity of people using these sites is difficult, as they do not use their real personal details. This is done using ‘Tor’, which was originally used to anonymise communication and internet use. This information can be decoded, but it is extremely difficult.</p> <p>Digital cryptocurrency is how activity on the dark net is funded, including bitcoins.</p>	

	<p>TM highlighted that the main point the group ought to take away from the presentation is the element of vulnerability which users are subjected to, as they may themselves be subject to exploitation.</p> <p>TM offered to make the presentation available to anyone who could make use of it.</p>	TM
Item 3	QAP Report - MW	
	<p>MW explained that he will highlight the main issues for the group to consider.</p> <p>National comparator figures – NY is broadly similar to other comparator authorities. The only area where NY is significantly different to other authorities, is that the number of instances where abuse is substantiated is lower than the national and comparator group average.</p> <p>Some concerns were expressed at the wording about the number of concerns raised within a social care setting. Whilst the report is not publicised, it was agreed that the wording should be changed.</p> <p>The new Care and Support Team in the CRC have had a noticeable impact on the number of safeguarding concerns raised by the North Yorkshire Police and the Yorkshire Ambulance Service, as they have adopted a different approach to dealing with concerns.</p> <p>We are now able to report on ‘Making Safeguarding Personal’, as we are recording the questions asked of service users regarding what outcomes they would like, and whether they feel their outcomes were met.</p> <p>MW explained that, to date, the QAP has been working on broadening the data that can be reported, and the group is now moving onto refining which information will require the attention of the SAB, or the other sub-groups. It was agreed that, in future, the SAB will need to see a refined version of the data, so they can focus on key issues.</p> <p>TM explained that he has volunteered to coordinate a response to providing further data from the North Yorkshire Police and the Yorkshire Ambulance Service. Further consideration is needed of the arrangements for YAS to be represented on the SAB.</p> <p>WS asked whether further work had been undertaken to understand why the rate of concerns per 10,000 has gone up every quarter in the Vale of York. SH explained that this was likely due to a number of concerns raised in relation to 3 recent collective care issues. AML suggested that the supporting text to the graph could be amended to reference some of the other information in the report.</p> <p>CM stated that he considers that the performance report to be a significant part of the work that the SAB should consider in terms of its quality assurance role, and that information from all partners needs to be included, as this is not currently the case. Further discussion is required to determine how partners might add their own agency data in to the performance report</p>	<p>MW</p> <p>MW</p> <p>VP/CP</p> <p>TM/VP</p>
Item 4	Risk Register - CM	
	<p>SH explained that the risks remain unchanged but, following discussion at the Delivery Group, some of the risk owners have changed since the SAB meeting in January.</p>	

	<p>WS asked what the process for identifying new risks is. SH explained that the SAB sub-groups are able to raise a risk, as can the SAB. The Risk Register will remain a standing item on the agenda at every SAB meeting.</p> <p>A key to explain the context of 'high', 'medium' and 'low risk' will be added, as will clarification about whether the aim is to improve or remove risks.</p>	SH
Item 5	HMIC Report on Vulnerability - TM	
	<p>A significant investment has been made by NYP in this area, but it may take some time to recruit necessary staff and provide relevant training. The next inspection is only a few weeks away. A known area for improvement is long term evaluation of progress and outcomes.</p> <p>Inconsistency in approaches and weaknesses in multi-agency working are current risks. There are general improvements to be made across the whole of the Police. In North Yorkshire, multi-agency working with CYPS and other agencies will be key to improve progress.</p>	
Item 6	Safeguarding in Primary Care - JH	
	<p>JH gave a brief explanation of the purpose and responsibilities of her role of Nurse Consultant for Safeguarding Children and Vulnerable Adults in Primary Care, and progress since she has been in post.</p> <p>A named GP for safeguarding adults and children has been appointed in each of the CCG areas within North Yorkshire.</p> <p>A training strategy is currently in draft. Hot topics training has already been delivered to GPs and practice Nurses in the form of 2 and a half hour sessions to supplement multi-agency training. In 2015/16, MCA/DoLS was the topic, and in 2016/17, domestic abuse and WRAP 3 training will be covered.</p> <p>Safeguarding Leads Forums have been set up for sharing information, peer support and education in each CCG area.</p> <p>A Safeguarding Adult app is in development stage; there is already one up and running for Safeguarding Children.</p> <p>GPs are now linked to Local Safeguarding Adults Groups. Although they may not always be able to attend, they will receive the minutes.</p> <p>NO'N pointed out that Airedale, Wharfedale and Craven has not been covered in the paper. JH does link with the named professional in AWC, but the SAB needs to have assurances from this area and in the areas covered by Cumbria CCG. JH to include other areas in future updates.</p> <p>MW asked what the numbers look like in terms of GP uptake on training, and what the purpose of the App would be. JH explained that the children's App is for contacts – it gives information about the safeguarding boards, the process to raise concerns, policies and procedures, and other relevant forms. The App won an award last year, and is very popular amongst GPs. So far, all training sessions have been full. JH will provide the full training figures in future.</p> <p>VP commended the work which has been done to date, as GPs have not engaged so fully with safeguarding in the past.</p> <p>It was agreed that there would be a further update in 1 year.</p>	<p>JH</p> <p>JH</p> <p>JH/SH</p>

Item 7	Role of the DASMs - MW	
	<p>The report sought approval for developing the DASM role, to retain the practice that has been developed since April 2015, and ensure sharing of information across agencies and areas within North Yorkshire. The DASMs will be developing a protocol for presentation to the Practice Development and Training Group and then the SAB in September.</p> <p>All recommendations were agreed.</p>	<p>SH</p> <p>MW</p>
Item 8	SAB Constitution - MW	
	<p>The SAB has a Terms of Reference document but, as the SAB is now statutory, it was considered that a formal constitution is needed.</p> <p>A draft constitution was presented for consideration. Further work is needed to develop an information sharing protocol specific to adult safeguarding matters. WS commented that some of the wording needs to be amended to reflect the fact that some SAB members represent more than one organisation.</p> <p>A scheme of delegation will need to be developed, agreed, and included in the constitution, to ensure that work is not delayed between the SAB meetings. It was agreed that a Vice-Chair should be appointed, and feedback on how this happens was invited. Several people expressed the view that it should be one of the statutory partners, whilst RW proposed that this should not be a Local Authority person. The Executive will develop proposals to present at the next SAB meeting.</p>	<p>SH</p> <p>All</p> <p>SH</p>
Item 9	Regional SAB Stocktake - MW	
	<p>A regional stocktake regarding safeguarding arrangements has been in place since 2014. The current version is an update.</p> <p>This year, there has been an improvement on the RAG rating in each of the sections. The information sharing agreement has moved from red to amber.</p> <p>The priority areas for development and the assessment in terms of current safeguarding arrangements in North Yorkshire were agreed to be submitted Regionally.</p>	<p>SH</p>
Item 10	Safeguarding Adults Review Policy - MW	
	<p>SARs were introduced as part of the Care Act 2014, and a draft policy was presented and agreed. It was agreed that a task and finish group should be set up to develop the necessary toolkit for staff/templates etc to implement the policy, which would be agreed by the Delivery Group.</p> <p>RW commented that, in the event of a SAR, we need to make clear the distinction between the roles of Independent Chair, the SAB and the SAR Panel.</p> <p>It was agreed that the SAB needs to maintain an open-minded approach regarding the types of cases where lessons can be learned and the SAB can challenge itself, for example with near misses, and that further consideration needs to be given as to how this will work. RW also pointed out the value in learning from cases that had been adjudged as a success.</p>	<p>All</p>
Item 11	MCA/DoLS Audit - MW	
	<p>A number of recommendations have been produced from a recent MCA/DoLS audit within HAS. This audit was based on a national toolkit, and one of the</p>	

	<p>recommendations was that other SAB partners should use the tool to audit their own organisations. An analysis of their audits could then be presented to the Delivery Group. This will be sent to partners shortly.</p> <p>A separate audit tool for providers is currently being developed within HAS, and will be shared with ICG before being sent out.</p> <p>It was agreed that the MCA Forum is the appropriate group to take forward work in this area, but a review of its terms of reference and membership is needed. The work of this group could then be included in the SAB Delivery Plan.</p> <p>VP explained that there has been a large increase in Section 3 assessments. It was agreed that a report on the issues around this be brought to the next meeting in September.</p>	<p>ALL</p> <p>KW</p> <p>VP/SH</p>
Item 12	Suicide Audit - LS	
	<p>Thanks were given to the people involved in completing this challenging piece of work.</p> <p>The SAB needs to consider how it links with the other Boards and organisations which have been set up to work on suicide and suicide prevention. For example, the role of the QAP link around data regarding suicide, and how the Suicide Prevention Team reports to the SAB.</p> <p>RW suggested the SAB link into any public campaigns.</p> <p>It was agreed that a representative from the Suicide Prevention Task Group should feedback progress and data to the QAP, and will then be presented to the SAB through the Data Performance Report. CP could fulfil this role as she will sit on the Suicide Prevention Task Group and attend the QAP.</p> <p>Next week is mental health awareness week, along with a suicide prevention day. The key theme this year is relationships. Members of the SAB were keen to be involved with this work, to support the strategic links between the SAB, the SCB and the Health and Wellbeing Board.</p>	<p>CP/MW</p> <p>CP/MW</p>
Item 13	Strategic Plan - MW	
	<p>The current plan runs from 2015 - 2018. The SAB agreed that the current plan continue unchanged and will be reviewed at the next SAB Development Day in October.</p>	<p>SH</p>
Item 14	Minutes from the NYSAB Meeting on 27.01.2016 and matters arising.	
	<p>The minutes were agreed as an accurate record of the meeting. A formal thank you will be sent to Jonathan Phillips, the previous chair, to thank him for his service to the SAB.</p>	
	FOLLOWING ITEMS FOR INFORMATION ONLY	
Item 15	Minutes from the Executive Meeting	
	<p>The minutes were noted. There will be an additional meeting in June/July to review the current governance arrangements and meeting schedule.</p>	<p>SM/MW/VP /TM</p>

Item 16	Practice Development and Training Group	
	<p>This group has been subject to similar issues to the Delivery Group, in that organisations' attendance has not been regular, so membership and deputising arrangements will be reviewed.</p> <p>AML informed the SAB that Christine Appleyard, Head of Care and Support with responsibility for Safeguarding, will take over as chair of the group.</p>	
Item 17	PREVENT Update	
	For information only.	
Item 18	Safe Places	
	RW informed the SAB of the launch of the Safe Places scheme and that the next stage of the Safe Places work will involve signing up commercial organisations.	All
Item 19	Probation	
	The SAB noted the forthcoming inspection.	
Item 20	Safeguarding Week	
	The SAB will be joining with NYSCB and the 2 Safeguarding Boards in York to take part in a Safeguarding Week in October. Partners will be contacted about their involvement when plans are further developed. Something may also be included on the Development Day in October.	
Item 21	AOB	
	<p>SAB Annual Report - in the next few days, Partners will be sent a proforma to complete to detail the work they have been completing over the last year. Responses will be required by the 10th June.</p> <p>AML will be leaving NYCC before the next SAB. Thanks were given to her for her service to NYCC and to the SAB, as well as her contribution to work with Partners.</p> <p>The presentation on cybercrime and the dark web will be made available to attendees to share in their organisations if they wish.</p> <p>CM invited members to contact him to share any thoughts on the agenda and/or structure of the SAB.</p>	<p>All</p> <p>All</p>