

# North Yorkshire Safeguarding Adults Board Meeting Minutes

Wednesday 21st June, 2017



Name	Agency	Attended	Deputy Present	No Deputy
Colin Morris (CM)	Independent Chair	✓		
Lisa Winward (LW)	North Yorkshire Police	✓		
Victoria Pilkington (VP)	NHS PCU	✓		
Christine Pearson (CP)	NHS PCU	✓		
Richard Webb (RW)	NYCC Health and Adult Services	✓		
Lincoln Sargeant (LS)	NYCC Health and Adult Services	✓		
Rachel Bowes (RB)	NYCC Health and Adult Services	✓		
Emma Dixon (ED)	NYCC Legal Services	✓		
John Pattinson (JP)	NHSE Yorkshire & Humber		✓	
Wallace Sampson (WS)	Harrogate Borough Council		✓	
Keren Wilson (KW)	Independent Care Group	✓		
Jill Foster (JF)	Harrogate District NHSFT	✓		
Sheila Hall (SH)	NYCC Health and Adult Services	✓		
Elizabeth Moody (EM)	TEWV NHSFT		✓	
Louise Johnson (LJ)	Probation Service		✓	
Nigel Ayre (NA)	Healthwatch North Yorkshire	✓		
Elizabeth Moody (EM)	TEWV NHSFT	✓		
Nancy O'Neill (NO)	AWC CCG			✓
Louise Wallace (LW)	NYCC Health and Adult Services	✓		

## Also in Attendance

Karen Agar (KA)	TEWV NHSFT
Dr Nigel Wells (NW)	VoY CCG
Haydn Rees-Jones (HR)	NYCC Health and Adult Services
Greg Hayward (GH)	NYCC Public Health
Tony Clark (TC)	Richmondshire District Council
Fran Wright (FW)	Probation Service
Liam Dodds (LD)	NHSE Yorkshire & Humber
Caroline O'Neill (CO)	Community First Yorkshire
Robert Hauserman ( <i>minute taker</i> )	NYCC Health and Adult Services

Item 1	Welcome / Introductions / Apologies for Absence	Action/ FAO
	<p>The Chair (CM) welcomed everyone to the meeting.</p> <p>Apologies were received from Louise Johnson (Fran Wright attending on her behalf), Wallace Sampson (Tony Clark attending on his behalf), John Pattinson (Liam Dodds attending on his behalf), Elizabeth Moody (Karen Agar attending on her behalf) and Kathryn Reid.</p> <p>CM briefed the group that this is Victoria Pilkington’s last SAB meeting as she will be moving on behalf of the whole Board and other colleagues VP was thanked for all her considerable efforts and commitment and was wished all the best for the future.</p>	
Item 2	Safeguarding story	
	<p>KA provided background information regarding an elderly lady who had been referred to the TEWV trust having been witnessed being abusive towards her husband. The lady had been diagnosed with dementia although she was known she was not an open to case to mental health services. The couple were classed as lacking capacity and in consequence the family were approached to determine what outcome they wanted for the couple in question.</p> <p>This was viewed as positive feedback on the overall service with a view that there had been robust MSP practice considered to be in place and there are still ongoing individualised care plans in situ.</p>	KA
Item 3	Report from the Executive Group	
	<p>This report covers the business addressed at the Executive Group, which met on 24th May. It made recommendations from the Group, and identified other areas of information and for consideration.</p> <p>The Board agreed the draft Learning and Improvement Framework</p> <p>It was noted that the report from the Executive Group can be used to brief colleagues within across all of the constituent members, agencies and organisation from the NYSAB.</p>	ALL
Item 4	Delivery Plan	
	<p>The report presented the 2017/18 delivery plan as under the Care Act, the Board is required to publish a Strategic Plan for each financial year detailing how it will meet its main objectives and what Board Members will do to achieve these. The Board recently reviewed its Strategic</p>	

	<p>Objectives, which were for the period 2015-18, to have a more concentrated focus on Making Safeguarding Personal and Prevention.</p> <p>Unlike the previous plan which covered a three year period (2015-18) this is now a single year plan for what the Board will achieve by March 2018.</p> <p>There was further discussion following on from the SAB meeting in March 2017 about inclusion of a section focused on MSP but due to key personnel changes, leadership for the Board still has to be confirmed. Once agreed, actions to meet MSP will be embedded in the Board's Delivery Plan.</p> <p>In light of recent terrorist events in the UK, it was considered that the section in the Plan around Prevent needs to be further strengthened.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>• The Delivery Plan be agreed;</li> <li>• A further report be brought to the Board on actions to be included in the Delivery Plan around Making Safeguarding Personal; and</li> <li>• A report to be brought to the next meeting of the Board on the Peer Review of Prevent, and further actions be identified for inclusion in the Delivery Plan.</li> </ul>	<p><b>RW/VP</b></p> <p><b>RW/VP</b></p> <p><b>Odette Robson</b></p>
<b>Item 5</b>	<b>Multi-Agency Policies and Procedures</b>	
	<p>This report introduced the draft multi-agency Policy and Procedures, revised in partnership with the West Yorkshire and York Consortium Boards. Following a period of engagement, a final document will be produced by the end of August 2017, which will be taken to the NYSAB for agreement at its meeting on 20th September 2017</p> <p>It was stressed that all organisations and agencies must make sure that they are engaging with staff and are aware of the implications of the proposed changes. Information has previously been widely distributed to further assist understanding in respect of this.</p> <p>The key changes include the procedures being more focused on MSP and what the individual wants, and the proposal that abuse is no longer substantiated.</p> <p>The engagement period for the Policy and Procedures runs until 21<sup>st</sup> July 2017. Details of the documents and how to feed views back is on the Board's website <a href="http://www.nypartnerships.org.uk">www.nypartnerships.org.uk</a> The importance of this feedback was reiterated as implementation of the new policies are to be launched in December 2017 and final decisions will be made at the NYSAB meeting in September 2017.</p>	

	<p>In response to questions, it was confirmed that separate contact was being made with CQC, and staff guidance would be developed to underpin the procedures.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>• the revised draft of the multi-agency policy and procedures be noted;</li> <li>• Board Members and their staff give feedback on the new documents before the end of the engagement period on 21st July 2017 ; and</li> <li>• Following the engagement, a further report recommending agreement of the new policy and procedures be received at the Board meeting in September 2017.</li> </ul>	<p><b>ALL</b></p> <p><b>SH</b></p>
<b>Item 6</b>	<b>Drug and Alcohol related deaths</b>	
	<p>Greg Hayward from NYCCs Public Health team gave a presentation on drug and alcohol related deaths in North Yorkshire for 2016. There has been a drug and alcohol related deaths confidential enquiry process in place in North Yorkshire, co-ordinated by the Public Health Team, since 2011. The enquiry process reviews deaths of all deceased individuals who were known to misuse drugs, and deaths of deceased individuals who were known to misuse alcohol and were known to the North Yorkshire Horizons service. GH stated that there are bi-annual meetings with their partners where they go through different case reviews to learn from them and they would like to include housing and probation in the future.</p> <p>GH discussed patterns and trends that have emerged from the findings such as a large increase of deaths nationally but with North Yorkshire being just below the national average.</p> <p><b>It was agreed:</b> GH to approach colleagues in Children’s Services to look at drug use in the younger population; to link with the Child Death Overview Panel; ensure that the NYSCB is sighted on these matters.</p>	<p><b>GH</b></p>
<b>Item 7</b>	<b>Annual Report</b>	
	<p>This report presented the Board’s draft Annual Report for 2016/17 for consideration and recommended a process for final approval. It was requested that members provide feedback by the end of June 2017 in order that the report can be published in July 2017</p> <p>The Annual Report reflects partner activities for the past year and includes contributions from statutory, independent, voluntary and other bodies who are involved in safeguarding adults in North Yorkshire. The Care Act (2014) places the duty on the Local Authority to</p>	

	<p>lead safeguarding arrangements and one of its duties for the Safeguarding Adults Board is to publish its Annual Report.</p> <p>The Board discussed the target audience for the report and it was agreed that, in addition to the report in this format, a one page poster-style Executive Summary be produced.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>• Board Members and their colleagues are to provide any feedback on the report to SH by the end of June 2017</li> <li>• The final report be signed off by the three statutory partners in consultation with the Chair.</li> </ul>	<p><b>ALL</b></p> <p><b>LW/LW/VP/CM</b></p>
<b>Item 8</b>	<b>LeDeR Programme</b>	
	<p>The LeDeR programme (learning from deaths in learning disabilities) launched in November 2016. The LeDeR programme was the NHS England response to the Mazars report (followed the deaths in Southern Health) and highlighted that learning disability deaths actually have little significant investigation or lessons learned generated. LD added that the NHS was seen as inconsistently reviewing deaths across the UK and that they were seen to be missing key information.</p> <p>More recently, the National Quality Board has issued guidance on mortality review requirements for all providers whether acute, mental health, learning disability or community providers. NHS England will be seeking assurance from commissioners that these requirements are met following the published deadline of September 2017.</p> <p>LD provided information on what has been achieved so far. This included training of 150 reviewers. 125 notifications of deaths have been made, with the majority of deaths being people between their mid-40s and early 60s. Reviews for 10% of these had been completed. The Board was particularly interested that early findings indicate inconsistencies in the delivery of annual health checks and a potential lack of awareness amongst some GPs regarding key health conditions that impact people with learning disabilities as well as the leading causes of death.</p> <p>The quality of GP annual health checks varies a lot across North Yorkshire and Humber region so work will commence to look at the services practises are offering.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>• Members are to promote the programme internally and with partner agencies;</li> </ul>	<p><b>ALL</b></p>

	<ul style="list-style-type: none"> <li>• Karen Agar to bring information on the approach to Annual Health checks being taken by TEWV to the next meeting of the Board;</li> <li>• Links be made to the action plan for the Learning Disability Strategy if these are not already in place.</li> <li>• John Pattison to be aware that all agencies are interested in understanding any interim learning options/issues that might already be known from the completed reviews to date.</li> </ul>	<b>KA</b>  <b>RB</b>
<b>Item 9</b>	<b>Risk Register</b>	
	<p>The Board noted the changes to the Risk Register, which had been agreed by the Executive at its meeting on 24th May 2017.</p> <p>Risks had improved around the ability of partners to support the work of the Board, although it was noted that input into the LSAGs still needed to improve.</p> <p>Two new risks were added around the large number of DoLS applications, and the understanding and participation of partners around the revised Policy and Procedures.</p>	
<b>Item 10</b>	<b>Information Sharing Protocol</b>	
	<p>This report updated the Board on the progress made with regard to formalising a document that governs the way in which information is shared by Board members in order to achieve the Board's objectives and how, at an operational level, information is to be shared in order to safeguard adults at risk.</p> <p>At the last NYSAB meeting it was discussed that ED would continue to meet with colleagues from the children's services team. From these meetings it has become evident that the needs of the Adults and Children Boards vary considerably and so fresh decisions will have to be made about information sharing practises;</p> <p>Since the last meeting ED has met with Veritau and Information Governance staff to develop an Annex J to the existing overarching Countywide Protocol and work will continue to progress the completion of this.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>• ED share a draft version with the three statutory partners and independent chair before bringing a final version to the SAB Board meeting in September 2017.</li> </ul>	<b>ED</b>

<b>Item 11</b>	<b>Board meeting notes from 22nd March and matters arising.</b>	
	The Minutes were agreed as an accurate record.	
<b>Item 12</b>	<b>Any Other Business</b>	
	VP provided further information around the disestablishment of the PCU. The process of this began last November and Phase 1 has been completed and consultation is underway for Phase 2. A further update will be presented by Carrie Wollerton to the Board in September.	<b>VP/CW</b>
<b>FOR INFORMATION</b>		
	<b>SAR Update</b>	
	VP provided an update as to the progress of the ongoing SAR commissioned by the Board. A "challenge Panel "is scheduled for 4 <sup>th</sup> July 2017, and the draft report is expected early September 2017.	<b>VP</b>
	<b>Review of Safeguarding Practice</b>	
	This report updated the Board on progress in the Review of Safeguarding Practice. An independent person has been commissioned to carry out the Review which will take place over the summer in parallel to the Engagement around the Policy and Procedures. Board Members and their staff are encouraged to actively participate in the review if requested.	<b>ALL</b>
	<b>Safeguarding Week</b>	
	There has been agreement that, in addition to local public-facing events, there will be a one day safeguarding conference for staff held on the 9th October 2017 at the Pavilions of Harrogate. More information will follow shortly.  Board members were asked to ensure that their staff play an active role in planning local events.	<b>ALL</b>
<b>Calendar of Meetings</b>		
	20th September 2017, 2:00 – 4:30pm, NY Police HQ, Northallerton 13th December, 2017 2:00 – 4:30pm, NY Police HQ, Northallerton	