

# North Yorkshire Safeguarding Adults Board Meeting Minutes



**Date & Time:** Wednesday 22nd March, 2017  
**Time:** 2:00 – 4:30  
**Venue:** Evolution Business Centre, Northallerton

Name	Agency	Attended	Deputy Present	No Deputy
Colin Morris (CM)	Independent Chair	✓		
Mike Webster (MW)	NYCC Health and Adult Services			✓
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	NYCC Health and Adult Services	✓		
Emma Dixon (ED)	NYCC Legal Services	✓		
Nancy O'Neill (NO'N)	Airedale, Wharfedale, Craven CCG		✓	
John Pattinson (JP)	NHS England 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		✓	
Simon Hills (SH)	NY/York Forum			✓
Louise Johnson (LJ)	Probation Service	✓		
Nigel Ayre (NA)	Healthwatch	✓		

## Also in Attendance

Karen Agar	TEWV NHSFT
Jacqui Hourigan (JH)	Primary Care Lead – VoY CCG
Matt O'Connor (MO)	Airedale, Wharfedale, Craven CCG
Ian Spicer	NYCC Health and Adult Services
Robert Hauserman (RH)	NYCC Health and Adult Services
Holly Bainbridge (HB)	Independent Care Group
James Parkes (JP)	NYCC CYPS
Dr Joy Shaclock (JS)	HaRD CCG (Item 1)
Kathryn Ingold (KI)	NYCC Health and Adult Services
John Freer (JF)	North Yorkshire Police (Item 12)

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, John Pattinson, Kathryn Reid, Mike Webster, Dr Lincoln Sargeant (Kathryn Ingold attending on his behalf) Keren Wilson (Holly Bainbridge attending on her behalf) Elizabeth Moody (Karen Agar attending on her behalf), Nancy O'Neill (Matt O'Connor attending on her behalf)</p>	
Item 2	Safeguarding story - JS	
	<p>JS provided background information regarding "Robert "who passed away after an opiate overdose, whose case had been the subject of a Serious Case Review by the SAB. She emphasised the main outcomes and lessons learnt such as the life expectancy and poor health care available to homeless people and the challenges for them accessing services.</p> <p>JS discussed how they have been working in cooperation with Harrogate Homeless Project who really want to collaborate with Health and together they will deliver training locally in May 2017 around opiate consumption and related subjects. It is hoped that, in time, this will be offered more widely.</p>	JS
Item 3	Report from the Executive Group	
	<p>This report was from the Executive Group, which met on 22nd February. It made recommendations from the Group, and identified other areas for information.</p> <p><b>Review of LSAGs</b></p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>▪ The new Terms of Reference were agreed</li> <li>▪ SAB Members reinforce within their respective agencies the importance of attendance at LSAG meetings and supporting the work of the groups on an ongoing basis.</li> <li>▪ LW reinforced the ongoing message about the importance of attendance or at least engaging with colleagues and process/discussions if unable to attend a particular meeting</li> </ul> <p><b>Making Safeguarding Personal</b></p> <p>Further work is still needed to embed MSP within the wider partnership and it was discussed whether a sponsor could be identified from the Board in order to drive this forward. It was agreed that this should link very closely with the planned review of safeguarding practice. As there a lot of colleagues who were deputizing, no decision was formally made.</p> <p><b>It was agreed:</b></p>	<p>ALL</p> <p>RW</p>

	<ul style="list-style-type: none"> <li>▪ That actions to implement and embed MSP be included as a discrete section within the Board’s Delivery Plan</li> <li>▪ That a sponsor to drive the concept of MSP forward within the wider partnership be identified by RW from within HAS, and this be confirmed with CM and LW as Chair and Vice Chair.</li> </ul>	RW/CM/LW
<b>Item 4</b>	<b>Development Session</b>	
	<p>This report summarised the discussion and outcome of the Board’s Development Session in January 2017, and identified potential ways of delivering the priority actions identified.</p> <p>The Board had a half day Delivery Session in January, facilitated by Brian Lawson and after group discussions, the overall view was that the current Strategic Outcomes to which the Board works should remain the same, with some amendments to reflect the areas identified at the session</p> <p>Amendment noted under section H where it should be Digital ‘Harm’ not Horn.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>▪ The actions identified as part of the Development Session be confirmed;</li> <li>▪ SH will speak to Odette Robson regarding improving the links with community safety through her membership of the Executive;</li> <li>▪ The respective Sub Groups be asked to include the actions within their Work plans which, in turn, will all feed into the Board’s Delivery Plan, an updated draft of which will be brought to the Board in June.</li> </ul>	SH  Sub Group Chairs
<b>Item 5</b>	<b>Strategic Outcomes</b>	
	<p>This report sought the Board’s agreement to the revised strategic outcomes, which have been updated following its Development Session in January.</p> <p>There were additional statements added under the four headings, the 2<sup>nd</sup> sentence under the Prevention heading, 3<sup>rd</sup> sentence under the Protection and Proportionality heading, 3<sup>rd</sup> sentence under Awareness and Empowerment and the 3<sup>rd</sup> sentence under the Partnership Effectiveness and Accountability heading.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>▪ The attached Strategic Outcomes were agreed; and</li> <li>▪ The Executive Group develop proposals for involving Healthwatch and local communities in revising the outcomes for 2018 onwards.</li> </ul>	 NYSAB Strategy 2015-18 updated M:
<b>Item 6</b>	<b>Multi- Agency Policies and Procedures and Practise Review Discussion</b>	

	<p>This report updated the Board on discussions held since the Board meeting in December with colleagues from the West Yorkshire and York consortium on the review of the Board’s policy and procedures.</p> <p>There had initially been concerns at the pace of the review but there is now a timeline for goals to be delivered and ongoing discussions with the consortium.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li>▪ The progress on the review of the multi-agency policy and procedures be noted; and</li> <li>▪ A further report be brought to the Board at its meeting in June 2017.</li> </ul> <p><b>Review of Safeguarding Practice</b></p> <p>The Board discussed the form that a review could take. This should include facilitated discussion with the Board, frontline staff and people with lived experience, in addition to some case audits. The two main areas of assurance are that we are following policy and procedures, and addressing people’s needs and wishes</p> <p>LW commented that it should also include the findings from any relevant inspections</p> <p>It was recognised that there would be a cost of commissioning this from a reviewer, but that it was important to have some independent scrutiny. These costs would be met by the SAB and Health and Adult Services.</p> <p><b>ACTION:</b></p> <p>It was agreed that an initial scope should be drawn up and shared electronically with the following or their representatives for comments:</p> <p>Christine Pearson  Matt O’Connor  Lisa Winward (NYP Inspection Team)  Jill Foster  Karen Agar  Rachel Bowes</p>	<p>CP/MO’C/LW/JF  KA/RB</p>
<p><b>Item 7</b></p>	<p><b>Risk Register</b></p>	
	<ul style="list-style-type: none"> <li>• Amendment noted to risk number 2 as it is now green as funding is secured until 2018;</li> <li>• Risk 3 (representation/attendance at Board and Sub groups) is to be monitored.</li> <li>• <b>AGREED</b> - The Board received and agreed the Register</li> </ul>	
<p><b>Item 8</b></p>	<p><b>Mental Capacity Act (MCA) Forum</b></p>	

	<ul style="list-style-type: none"> <li>▪ Following consideration by the Executive of a report from the above Forum, this report asked for the Board's approval to the revised Terms of Reference for the Forum, and a commitment from SAB Members to staff attendance and involvement in further work and next steps.</li> <li>▪ An area for development is broadening the awareness and understanding of staff around the MCA</li> <li>▪ <b>It was AGREED –</b> <ul style="list-style-type: none"> <li>• The Terms of Reference for the MCA Forum be agreed;</li> <li>• Board members commit their agencies to active involvement and send a list of staff who can attend necessary meetings to RH</li> </ul> </li> </ul>	<b>All/RH</b>
<b>Item 9</b>	<b>NHSE Inspection Report – AWC CCG</b>	
	<ul style="list-style-type: none"> <li>▪ MO'C gave feedback after the inspection by NHSE of which there was a two page summary report covering assurance concerning AWC CCG</li> <li>▪ It was seen to be a good level of consensus between the self-assessment and NHSE review of evidence from the safeguarding team but there a few points raised which were discussed in the meeting.</li> <li>▪ Further work is to be carried out to more robustly embed safeguarding within the commissioning cycle.</li> </ul>	
<b>Item 10</b>	<b>Disestablishment of PCU</b>	
	<ul style="list-style-type: none"> <li>• CP provided a brief update as VP was unable to attend today's board meeting due to illness. CP stated that the first part of the consultation had been completed and it will take effect in April 2017, the next stage will include safeguarding and will begin on the 1<sup>st</sup> April</li> <li>• Safeguarding will sit within the Scarborough/Ryedale CCG and it has not yet been agreed who will be the representative on the Board. This will be clarified before the next meeting in June.</li> <li>• <b>ACTION</b> – VP to provide update note for the Board.</li> </ul>	<b>VP</b>
<b>Item 11</b>	<b>LeDeR Programme</b>	
	<ul style="list-style-type: none"> <li>▪ CP provided an update on the review and added that we take this with an air of caution as it seems that this report was not meant to be viewed by the SAB but said steering group</li> <li>▪ Main themes raised were the number of notifications received since the 1st November 2016 which showed how much of an up taking this would be for CCGs and those deaths are in the age range 40 -60 which shows an inconsistency of approach to annual health checks.</li> <li>▪ MO'C added that in terms of the Craven area they felt that the report leant too much towards an NHSE point of view and there wasn't enough depth to their advice and process regarding strategy.</li> <li>▪ A focus is needed on how to embed policies to make cooperation happen and be successful</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ CM will raise at Regional Chair’s meeting on 31<sup>st</sup> March to ascertain other Boards’ experience.</li> </ul> <p><b>ACTION</b> – John Pattinson to do a quarterly update for the Board</p>	<b>JP</b>
<b>Item 12</b>	<b>Modern Slavery</b>	
	<ul style="list-style-type: none"> <li>• John Freer from NYP gave a presentation on Modern Slavery and its implications for North Yorkshire.</li> <li>• Important issues JF discussed were dealing with the barriers regarding disclosure of offences, how the government are treating Modern Slavery as a high priority and how labour exploitation is a big concern because North Yorkshire has over 9,000 farms;</li> <li>• There is to be a multi-agency group established to look at how partners can work together to combat modern slavery</li> <li>• The Board discussed the possibility of inviting JF to further meetings to help members fully understand the issues allied to modern slavery in the local context, and the role of the SAB.</li> </ul> <p><b>ACTION</b> – JF attend the PDTG group to do a presentation</p>	
<b>Item 13</b>	<b>Strategic Board meeting minutes from 15<sup>th</sup> December and matters arising</b>	
	<p>The minutes were agreed.</p> <p>ED provided an update regarding the information sharing protocol (agenda item 4) ED had met with staff from the County Council’s Information Governance team and Children’s Safeguarding Boards and discussed options on how to move forward. There are to be further meetings between to progress, and the Board will be kept updated as these matters progress.</p>	
<b>Item 14</b>	<b>SAR Update</b>	
	<p>The Board has commissioned a Safeguarding Adults Review panel, the first meeting of which will take place on the 27<sup>th</sup> March. This meeting will agree the ToR and the panel representatives will be asked to agree the timeline and process for providing information from their agencies.</p>	
<b>Item 15</b>	<b>Confidential Case update</b>	
	<p>There was no further information available about a complex case under consideration as NC had not forwarded information for the briefing. LW to discuss with NC.</p>	
<b>Calendar of Meetings</b>		
	<p>21<sup>st</sup> June, 2:30 – 4:30pm  20<sup>th</sup> September, 2:00 – 4:30pm  13<sup>th</sup> December, 2:00 – 4:30pm</p>	