



**North Yorkshire Strategic Safeguarding Adults Board Development Workshop
Notes of meeting held on 22 April 2015**

Name	Agency	Attended	Deputy present	No deputy
Jonathan Phillips (JP)	Independent Chair	✓		
Richard Webb (RW)	Corporate Director, NYCC HAS	✓		
Cllr Clare Wood (CllrCW)	Executive Member, NYCC	✓		
Lincoln Sargeant (LS)	Director of Public Health, NYCC	✓		
Amanda Robson (AR)	North Yorkshire and Humber Area Team, NHS England		✓	
DCC Tim Madgwick (TM)	North Yorkshire Police	✓		
Janet Probert (JPr)	Director of Partnerships (PCU)	✓		
Nancy O'Neill (NO'N)	Director of Collaboration Airedale and Wharfedale CCG	✓		
Anne Marie Lubanski (AML)	Assistant Director Adult Social Care Operations, NYCC HAS		✓	
Mike Webster (MW)	Assistant Director, Quality and Engagement , NYCC HAS	✓		
Wallace Sampson (WS)	Chief Executive, Harrogate Borough Council	✓		
Jill Foster (JF)	Harrogate District NHS Foundation Trust.			✓
Chris Stanbury (CS)	Tees Esk and Wear Valleys NHS FT (TEWV)	✓		
Keren Wilson (KW)	Chief Executive, Independent Care Group	✓		
David Ita (DI)	Healthwatch	✓		
Steve Wilcox (SW)	Designated Professional, Adult Safeguarding (PCU)	✓		
In Attendance				
Sally Anderson (SA)	Safeguarding Adults Policy Officer, NYCC HAS	✓		
Sheila Hall (SH)	Head of Safeguarding and Voice (designate), NYCC HAS	✓		

1. Welcome/ introductions/apologies for absence

Apologies were received from Amanda Robson, Anne Marie Lubanski and Jill Foster. It was noted that Tim Madgwick will be attending future Board

For Note or Action by

meetings to represent North Yorkshire Police.

2. Performance headlines

MW introduced some key headlines from the balanced scorecard on behalf of the Quality and Performance Group.

- Smaller percentage of individuals for whom a safeguarding alert has been raised with a physical disability than the national average, however there is a higher percentage of people with mental health issues and dementia for whom an alert is raised than the England figures.
- The rates of alerts that progress to referrals differ across the County and work is on-going to ensure consistent decision making and the raising of appropriate alerts.
- North Yorkshire supports a significantly higher proportion of people through safeguarding with the support of an advocate than the England average.

MW also updated the Board with changes to the data collection arrangements.

3. Strategic Direction of the Board – Development section (workshop)

JPr opened this session and invited Board members to consider the work done at the two previous workshop sessions in December and January, alongside the existing strategic plan and consider what changes they would wish to see,

In addition the summary of the partner agency audit was circulated for consideration and review.

The Board divided into three groups to consider the question about 'What would Mr SAB want to see from the Board to show that we are doing and talking about the right things' Considering the strategic plan – is it focusing on the right areas, how will we know and is it allowing us to focus on the six principles.

Feedback from the sessions, these are some of the areas that SAB members would like to extend or change.

Language and emphasis

- Talk more about the role of the Board in ensuring rather than promoting
- No fluffy language/be more directive/avoid umbrella terms – use more concrete phrases
- Make it clear that there is no hiding place for partners
- Ensure that there is transparency
- Assurance/risk/testing – reduce reliance on self-assurance
- Include early prevention/near miss/escalation
- Using data that's available
- Use plain English

Review of the Business Plan

- District Councils focused engagement on prevention and self-neglect
- Primary Care role
- Zero tolerance/Quality of care /Exploitation – what are we expecting as a Board /be more explicit about our expectations
- Keep getting basics right – report concerns/tackle them /test how well



Performance messages April 2015.

we are doing.

Themes/Key areas of work

- QAP group – producing the balanced scorecard/Board accountability
- PREVENT – no local link (what does this mean)
- Communications sub group – Awareness about safeguarding and the Care Act etc and Making Safeguarding Personal
- Community Safety Partnerships – role in agenda such as Domestic Abuse
- West Yorkshire procedures/Care Act – changes required/ embedding these is a high priority. Emphasis on the importance of
 - one team (agencies working together, not just local authority)
 - information sharing
 - joint decision making

Board partnership audit (using regional template)

One of the work groups considered this in more detail. WS noted that the District Council scores do not appear to reflect the appetite that there is for the safeguarding agenda, nor does it reflect the importance of the District Councils (DCs) to safeguarding. It was noted that this was a self-assessment and that there will be different levels of understanding of the questions and the assessment process. JP suggested that the Strategic Plan could be modified to include some improvement activity for DCs. WS agreed that this would be helpful and agreed to facilitate this with the District Council Liaison Group and the Chief Executives.

It was considered that it may be useful to provide an opportunity for agencies to come together and consider the audit ahead of a further audit exercise. This would help with learning. SA noted that the Safeguarding Children Board does this each year before compiling the overview report.

RW commented on the areas that appear as red overall and suggested that understanding and improvement in these areas should be included in the Strategic Plan

1.2 – RED The organisation’s safeguarding strategy, planning and delivery involves and takes account of delivery of patients, users and carers experience.

2.13 – RED Information about the delivery of safeguarding to minority groups is analysed and used to improve services.

4.4 – RED The organization undertakes audit of training undertaken and its effectiveness.

3.8 – AMBER Staff are trained to recognize people at risk who may be experiencing hate crime or could be vulnerable to radicalization.

For Note or Action by

ACTION	Partner self-assessment – set up a workshop for agencies to reflect on results this year and facilitate learning for future exercises.	JP/SA
ACTION	Invite District Councils to consider the partner assessment findings and review the Strategic Plan. Add an outcome around District Councils and the wider housing sector to the Strategic Plan.	WS/JP/AJ

ACTION	Involve primary care in governance of the SAB	For Note or Action by JP
4.	<p>Governance and working arrangements of the Board</p> <p>MW introduced this session with a summary of the issues that had previously been identified by the Board and that needed addressing in any change to the model of governance.</p> <p>He invited the Board members to consider the current structure and two alternative options and decide if they wanted change and if so what they wanted the structure to be.</p> <p>He emphasized that the Board needed to be clear how the structure would achieve the Board priorities as identified in the strategic planning session.</p> <p>It was clear that the current model with parity of a strategic and operational board was not clear or sustainable. It was agreed that the current strategic board would be the 'North Yorkshire Safeguarding Adults Board.</p> <p>One feature of both models is an Executive (a group comprising the statutory partners and the Chair) within the Board rather than senior to the Board. This model was supported, although there was discussion as to whether there needed to be a wider Executive.</p> <p>There was a full discussion of the alternative structures but no clear model emerged.</p> <p>A number of arguments were presented</p> <ul style="list-style-type: none"> • In Option 2 – there were 9 groups reporting directly to the Board; there was a strong view that this would make it more difficult for the Board to act strategically and take the assurance role that had been explored in the earlier strategic planning session. • There was a view taken that to enable the Board to act effectively as a strategic body and to avoid tactical impacts – there needed to be a delivery group or business management group. This could then manage delivery of the strategic plan and provide appropriate assurance to the Board. It could receive reports from existing groups or be given the freedom to set up any sub groups/task and finish groups to carry out this function. Alternatively a wider Executive could take on this role. (However, JPr felt that the Exec worked well to ensure that he three statutory partners took a shared role in the management of the Board) • Some viewed that business management could be the role of a version of the current 'Operational Board' while others including the chair did not believe that this configuration could deliver that role. • Reporting to the Board could be a Practice Reference Group which could replace the Operational Board – this could potentially include the MCA/DoLS Forum. • RW and TM were concerned that there should not be too many groups as this presented a risk to consistency and effectiveness. • SW asked whether the Health Partnership Group was a sub group as it had an independent function; however JPr wanted to ensure that it had some accountability. • SW expressed concern that learning lessons was not built into the 	

	<p>systems with SARs. SA noted that this is currently within the TOR of the QAP. JP suggested that commissioning and managing any SARs would be the role of the Executive.</p> <ul style="list-style-type: none"> JP/WS suggested that the DCLG could also be seen as a reference group which needed to report to the Board in some way. <p>RW proposed that there should be a pause and that groups should be stood down to allow some focused consideration of what (structure) was required to manage or deliver the strategic plan. It was agreed that SAB members should identify their key safeguarding lead to meet to carry out this task. It was agreed that this should be before the next Board meeting on 1 July.</p>	<p>For Note or Action by</p>
<p>ACTION</p>	<p>Meeting of nominated people from SAB members – to agree structure proposals.</p>	<p>MW</p>
<p>5.</p>	<p>Information sharing</p> <p>TM reported that the Multi-agency overarching information sharing protocol (March 2015 – Version 1.0) represented a year’s work with significant challenges along the way. He would recommend that we use this protocol and seek to get sign up by the other partners on the Board including the District Councils. WS suggested that Districts could be approached directly.</p> <p>JP referred to SCIE guidance which could help the SAB to introduce specific safeguarding guidance. He also suggested that this work should sit across the adults and children board. It was agreed that TM would consider the protocol in the light of the SCIE guidance. The overarching protocol includes a template for partnership agreements which could be used to create a specific agreement in addition to the protocol.</p>	
<p>ACTION</p>	<p>Seek sign up to the protocol from Board partners including District Councils. Consider developing specific safeguarding guidance to sit alongside the protocol which reflects the SCIE guidance.</p>	<p>TM MW</p>
	<p>Business Meeting</p> <p>6. Declarations of interest</p> <p>There were no declarations of interests for this meeting.</p> <p>7. Multi-agency West Yorkshire and North Yorkshire procedures</p> <p>The Board approved the Safeguarding Adults Multi-agency Policy and Procedure for West Yorkshire and North Yorkshire</p> <p>JP reported that he had spoken with the chair of the York SAB (KMc) regarding aligning the York and North Yorkshire procedures KMc agreed to consider the regional procedures alongside work that had been carried out in York and report his views.</p> <p>KW expressed some disappointment that the language of the policy and procedures did not seem to be significantly different from the current procedures. SA reported that there had been very detailed and frank discussions at the West and North Yorkshire project group to try and reach a</p>	

	<p>consensus that reflected the changes while also recognising that some of the processes and practices would need to remain the same. SA also described the fact that the existing West Yorkshire procedures had already taken account of the Making Safeguarding Personal agenda and therefore these Care Act procedures may not seem so revolutionary. JP welcomed the observations and recommended that any communication in North Yorkshire should make the new aspects more obvious.</p> <p>The Board approved the Practice Guidance: Role of the Designated Adults Safeguarding Manager (pending any further national guidance which requires major change). SA noted the names of the three DASMs for the three statutory partners; Karen Warner (NY Police), Geraldine Mahon (NYCC) and Steve Wilcox (CCGs). JP suggested that a regular report come from the DASMs on trends and issues.</p> <p>It was also noted that each of the three statutory agencies had put arrangements in place to respond to the Care Act and new policy and procedures and that it was now critical to move into the implementation phase. It was acknowledged that there was a significant amount of work to do to implement the procedures, bring about a culture change and update all the training.</p>	<p>For Note or Action by</p>
<p>ACTION</p>	<p>Ensure that there is an implementation plan for policy and procedures including communication and training.</p>	<p>Policy and procedures task group to lead.</p>
<p>8</p>	<p>Annual Report</p> <p>SA gave a verbal report of the proposed scope and timetable for the Annual Report and this was agreed.</p>	
<p>ACTION</p>	<p>Ensure that Annual Report is progressed according to the scope and timetable.</p>	<p>SA</p>
<p>9</p>	<p>Key issues for communication</p> <p>It was agreed that there needed to be some clear communication for partners and for the public about the new Board and Care Act changes including the new procedures. It was agreed that SA would work with communications leads from police and PCU to make this happen</p>	
<p>ACTION</p>	<p>Ensure that there is a clear communication issued jointly about the changes – for partners and public. This would include a press release and changes to the website.</p>	<p>MW/SA</p>
	<p>Meetings for 2015: Strategic Board meetings 13:30 to 16:30</p> <p>North Yorkshire Police, Newby Wiske, Northallerton, DL7 9HA 1 July 2015, 23 September 2015</p>	