



North Yorkshire Safeguarding Adults Board

Notes of Meeting
Date & Time 18 March 2020 at 2pm
Venue: Telephone Conference Call

| Name | Agency | Attended | Deputy Present | No Deputy |
|--------------------------------------|--|----------|----------------|-----------|
| Sue Proctor (SPr) | Independent Chair | X | | |
| Karen Agar (KA) | TEWV NHSFT | X | | |
| Annette Anderson (AA) | North Yorkshire Police | X | | |
| Ruth Andrews (RA) | Trading Standards | | | X |
| Nigel Ayre (NA) | Healthwatch North Yorkshire | X | | |
| Rachel Bowes (RB) | NYCC Health and Adult Services | | X | |
| Tony Clark (TC) | Richmondshire District Council | | | X |
| Emma Dixon (ED) | NYCC Legal Services | | | X |
| Olwen Fisher (OF) | NHS SRCCG | X | | |
| Erin Outram (EO) | NYCC Health and Adult Services | X | | |
| Jill Foster (JF) | Harrogate District NHSFT | | | X |
| Marriane Franks (MF) | Army Welfare Service | | | X |
| Sheila Hall (SH) | NYCC Health and Adult Services | X | | |
| Jacqui Hourigan (JH) | Primary Care Lead - VoY CCG | | X | |
| Chris Jones-King (CJK) | NYCC Health and Adult Services | | X | |
| Elizabeth Moody (EM) | TEWV NHSFT | | X | |
| Matt O'Connor (MoC) | NHS AWCCG | X | | |
| Caroline O'Neill (CO'N) | Community First Yorkshire | | | X |
| James Parkes (JP) | NY Safeguarding Children's Partnership | X | | |
| Christine Pearson (CP) | NHS SRCCG | | X | |
| Sue Peckitt (SPe) | NHS SRCCG | | X | |
| Beverley Proctor (BP) | Independent Care Group | | | X |
| Lincoln Sargeant (LS) | NYCC Health and Adult Services | | X | |
| Michelle Turner (MT) | NHS AWCCG | | X | |
| Louise Wallace (LW) | NYCC Health and Adult Services | X | | |
| Richard Webb (RW) | NYCC Health and Adult Services | | X | |
| Fran Wright (FW) | National Probation Service | X | | |
| Laura Watson (<i>minute taker</i>) | NYCC Health and Adult Services | X | | |

Also in Attendance

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| Name | Agency |
| Katie Needham | NYCC Health and Adult Services |

| ITEM NO. | SUBJECT AND DISCUSSION | ACTION(S) |
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| Item 1 | Welcome / Introductions / Apologies for Absence | |
| | <p>Due to the government guidelines in relation to the COVID-10 (Coronavirus) pandemic, this SAB meeting took place as a telephone conference.</p> <p>Apologies for absence</p> <ul style="list-style-type: none"> • Caroline O’Neill • Chloe Haigh • Chris Jones-King • Christine Pearson • Elizabeth Moody • Emma Dixon • Jacqui Hourigan • Jill Foster • Louise Johnson • Lincoln Sargeant • Marriane Franks • Rachel Bowes • Richard Webb • Ruth Andrews • Sue Peckitt • Wendy Barker <p>Tony Clark of Richmondshire District Council attempted to dial-in however was unable to join the meeting due to technical difficulties</p> | |
| Item 2 | Previous meeting minutes | |
| | The previous minutes were approved as an accurate record of the meeting. | |
| Item 3 | Action Log | |
| | The action log was noted and SPr gave assurance that it was discussed at length at the Executive meeting in February | |
| Item 4 | Report from the Executive | |
| | <p>SPr assured the SAB that the Executive report was a fair reflection of the discussions that took place at the meeting in February and asked partners for their feedback on the following recommendations from the report:</p> <ol style="list-style-type: none"> 1) To note the contents of the Executive report 2) To agree to the disestablishment of the Comms and Engagement sub-group <p>The SAB agreed that they were happy with those recommendations</p> | |
| Item 5 | Delivery Plan | |
| | <ul style="list-style-type: none"> • The delivery plan and its contents were noted by the SAB. • It was agreed that the red and amber actions would be carried forward into the 2020/21 delivery plan and that an updated version of the delivery plan would be taken to the next Executive meeting in May | |

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| | <ul style="list-style-type: none"> SH highlighted that the SAB needs to be reasonable and realistic in terms of current issues which will have an impact on what the SAB will be able to deliver. | |
| Item 6 | Strategic Priorities 2020/21 | |
| | <ul style="list-style-type: none"> The report and its contents were noted SPr highlighted that given the current situation there should be some thought given as to what the SAB should be focusing on in terms of its priorities moving forward into 2020/21. It was agreed that this item would be brought back to the Executive in May and the SAB in June when there was more clarity around the COVID-19 situation. The SAB agreed to the proposals contained within the report and agreed that these will be worked through with the sub-groups over the coming weeks and months. <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> SPr to meet with the sub-group Chairs to discuss priorities and the delivery plan. | SPr |
| Item 7 | SAB Development Day Update | |
| | <ul style="list-style-type: none"> EO presented the SAB Development Day report and the contents were noted. SPr asked SAB members to highlight any of the proposals from the report that they would like factored in to the delivery plan KA requested that the SAB ensured that easy read is used for any guidance and annual reports that are produced and shared. SPr confirmed that the 2018/19 annual report for the SAB had an accompanying easy read summary report and that we are continuing to produce accessible guidance such as the Keeping Safe guides made in partnership with Inclusion North and KeyRing self-advocates. SPr asked that in terms of Transforming Care that District Councils and Councillors are well briefed and informed. KN assured that both Councillor Dickinson, portfolio holder for Public Health and Councillor Harrison, portfolio holder for Health and Adult Services have been briefed on Transforming Care. EO updated the SAB that a review of the website and the information and a suite of different resources will take place when current circumstances allow us to do so. SPr asked EO to follow up the actions relating to the PDDL sub-group with Chris Jones-King | |
| Item 8 | Risk Register | |
| | <p>The Risk Register was presented and its contents noted.</p> <ul style="list-style-type: none"> The SAB discussed risk 5 in relation to the issues around participation for partner representation at the LSPs and how this has caused issues around the planning for Safeguarding Week as it has been difficult to engage partners in this process. JP felt the situation needs a general push and for those who are being asked to attend the LSP meetings to see a value in doing so. | |

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| | <ul style="list-style-type: none"> KA, as Chair of Selby LSP, highlighted that one of the challenges was that the LSPs were being asked to focus on County priorities as opposed to local priorities. SPr proposed that thought should be given to the structure and tone of a review of the LSPs and look at the lessons that can be learnt from their performance so far and how communication can be strengthened with the respective Board and Partnerships as well as partner organisations. In light of the current situation SH updated the SAB that the upcoming LSP meetings have been cancelled and that safeguarding week will now take place via online campaign materials shared via the SAB website and social media platforms. <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> Planning conversations to take place to design a methodology of a review around the LSPs and have a meeting in the autumn | SH/JP/OR |
| Item 9 | Improving outcomes for people with complex needs | |
| | <p>It was agreed that given the current circumstances relating to COVID-19 that this item would be deferred until September.</p> <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> LWat to add this item to the SAB agenda for September and for Sue Peckitt to present | LWat/SPe |
| Item 10 | LeDeR Annual Report | |
| | <ul style="list-style-type: none"> OF presented the LeDeR Annual Report the contents of which were noted by the SAB The annual report will be updated in April when a national template for reports from NHSE will be used. It was agreed that the updated report will be shared with the SAB in September SPr requested that it was noted in the minutes that NHSE have agreed that KPIs will not be met due to the ongoing situation relating to COVID-19. <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> Share the updated LeDer Annual Report with the SAB in September | LWat/OF |
| Item 11 | DS Lessons Learned Update | |
| | <ul style="list-style-type: none"> LW presented the DS Lessons Learned report and the contents were noted. The recommendations from the Independent Reviewer have been grouped together by the LAR to make tangible actions and in doing so this has allowed the LAR to identify that many of the actions have already been completed, some of which are organisational and some more general. SPr asked for comments from those partners who attended the LAR OF highlighted that the number of recommendations from both the Lessons Learned report and Independent Health review have made it particularly difficult to put tangible actions in place but believes that the LAR group have done a very good job at regrouping these into actions and | |

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| | <p>she gave thanks to LW as Chair of the LAR for the leading the group in doing this.</p> <ul style="list-style-type: none"> • SPr asked for it to be noted in the minutes that there was a degree of confidence that the LAR will have this action plan completed for the SAB in June. • LW gave assurance that the LAR was confident that they will get the requisite information from the Rambla to feed into the action plan as Christine Pearson is a key point of contact and also a member of the LAR sub-group. <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> • A progress report to be taken to the Executive in May and the SAB to receive the final action plan in June | LW |
| Item 12 | Information Sharing Agreement | |
| | <p>EO gave a verbal update on the status of the Information Sharing Agreement. A request was made to all partner agencies who had yet to sign the ISA to do so by Wednesday 25th March</p> <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> • Partners to ensure their organisations have signed the ISA by Wednesday 25th March | SAB Partners |
| Item 13 | COVID-19 Update | |
| | <p>SPr asked partners to highlight any safeguarding issues they had been made aware of arising from COVID-19 or any areas of concern they would like to draw particular attention to.</p> <ul style="list-style-type: none"> • MO’C asked if any specific plans have been developed in relation to increased carer stress and sole carer’s being isolated. • SH assured that work streams are ongoing around support for groups within the community and particularly around carers. • KN fed back that the NYCC Stronger Communities service is working on isolated households • SPr highlighted issues around scamming that is taking place around the country and has been highlighted on Twitter. SH confirmed that she was in contact with Ruth Andrews with regards to this and that Trading Standards were developing guidance around this. • AA confirmed that North Yorkshire Police are aware of the financial scams and had protocols in place to deal with this • Accessible information relating to COVID-19 is currently being shared via the NYSAB twitter account, however there would be benefit in having a dedicated page on the NYSAB website to share guidance and links from partner organisations such as those produced by Healthwatch. • In terms of the response to COVID-19 from adult social care LW reported that NYCC has increased its number of daily resilience calls particularly around staffing capacity. • Public Health are making sure teams are working with Public Health England and that the appropriate PPE is made available. LW highlighted that it is an ever changing situation however NYCC are well connected | |

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| | <p>with NHS and CCG colleagues and working closely throughout the situation.</p> <ul style="list-style-type: none"> • OF shared an email from Sue Peckitt which assured that health colleagues are working with robust plans in place. The CCG are having ongoing conversations with NYCC in regards to the availability of beds. • In line with Government guidance, CCG directors and officers are now working from home. <p><u>Action(s) Agreed</u></p> <ul style="list-style-type: none"> • NA to share the Healthwatch Coronavirus link for LWat to upload onto the NYSAB website • LWat to develop a page on the NY SAB website dedicated to COVID-19 information and guidance • Partners to send any safeguarding areas in relation to COVID-19 to the NYSAB (nysab@northyorks.gov.uk) | <p>NA/LWat</p> <p>LWat</p> <p>SAB Partners</p> |
| | <p>Any other business</p> | |
| | <ul style="list-style-type: none"> • SPr put an initial proposal to the SAB to consider focusing on the Care Act, with particular emphasis on the care home and independent sectors and domiciliary services as a theme for the SAB development day later in the year. • SAB partners were asked to consider this proposal | |
| | <p>Calendar of Meetings</p> | |
| | <ul style="list-style-type: none"> • Wednesday 17 June, 2.00pm, North Yorkshire Police HQ, Alverton Court, Northallerton • Tuesday 8 September, 2.00pm, Pink Room, NYCC No. 3 Racecourse Lane, Northallerton • Wednesday 16 December, 2.00pm, Pink Room, NYCC No. 3 Racecourse Lane, Northallerton | |