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| **Notes of Meeting****Date & Time: 22 March 2023 at 2pm****Venue:** Microsoft Teams |

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| **Name** | **Agency** | **Attended** | **Deputy Present** | **No Deputy** |
| Sue Proctor (SPr) | Independent Chair |  | X |  |
| Tony Clark (TC) | Richmondshire District Council (Chair) | X |  |  |
| Helen Day (HD) | TEWV NHSFT | X |  |  |
| Scott Bissett (SB) | North Yorkshire Police  |  | X |  |  |
| Jo Boutflower (JB) | NYCC Trading Standards | X |  |  |
| Emma Dixon (ED) | NYCC Legal Services | X |  |  |
| Olwen Fisher (OF) | NHS Humber and North Yorkshire Integrated Care Board (ICB) | X |  |  |
| Emma Nunez (EN) | Harrogate District NHSFT | X |  |  |
| Marianne Franks (MF) | Army Welfare Service |  |  | X |
| Helen Hart (HH) | NHS Bradford District and Craven Health and Care Partnership |  | X |  |
| Chris Jones-King (CJK) | NYCC Health and Adult Services |  | X |  |
| Caroline O’Neill (CO’N) | Community First Yorkshire | X |  |  |
| Hannah Ellingworth (HE) | NY Safeguarding Children’s Partnership | X |  |  |
| Christine Pearson (CP) | NHS Humber and North Yorkshire Integrated Care Board (ICB) |  | X |  |
| Sue Peckitt (SPe) | NHS Humber and North Yorkshire Integrated Care Board (ICB) |  |  | X |
| John Pattinson (JP) | Independent Care Group |  |  | X |
| Louise Wallace (LW) | NYCC Health and Adult Services | X |  |  |
| Richard Webb (RW) | NYCC Health and Adult Services | X |  |  |
| Thomas Hirst (TH) | North Yorkshire Fire and Rescue Service | X |  |  |
| Joseph Howard (JH) | National Probation Service |  |  | X |
| Ashley Green (AG) | North Yorkshire Healthwatch | X |  |  |
| Phill Hubbard (PH) | Safeguarding Exec Lead, BDCFT |  | X |  |
| Jennifer MacNeill (JM) | NHS Humber and North Yorkshire Integrated Care Board (ICB) |  | X |  |
| **Also in Attendance** |  |  |  |
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| **Name**Amanda Robinson (AR)Heather Whoriskey (HW)Katrina Uttley (KU)Sheila Hall (SH)Julie Toman (JT)Rachel Craig (RC)Laura Watson (LWA)Janice Foxton (JF) | **Agency**Head of Safeguarding, BDCFT North Yorkshire PoliceBradford District and Craven NHSFTNYCC Health and Adult ServicesNYCC Health and Adult ServicesNYSAB TeamNYSAB TeamNYSAB Team |  |  |
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| **ITEM NO.** | **SUBJECT AND DISCUSSION** |
| **Item 1** | **Welcome / Introductions / Apologies for Absence** |
|  | **Apologies for absence**: Elizabeth Moody, Scott Bissett, Sue Peckitt, Sue Proctor, Helen Hart, Christine Pearson, John PattinsonNo declarations of interestTC explained that he was Chair in SPr absence. RW updated that SPr was making good progress with treatment and hoped to return in May. RW thanked TC on behalf of SAB for undertaking the role of Chair in SPr’s absence. RW noted that Richard Jones, Independent Safeguarding Chair for the Leeds Safeguarding Adults Board would provide cover during April/May and would Chair SAB in June if required.TC noted that although CJK was not present, this would have been his last meeting. Members of SAB recorded their thanks to CJK for his work and wished him well in his new role. |
| **Item 2** | **SAR in respect of James** |
|  | Papers were taken as read.Noted that actions taken at the Extraordinary SAB meeting held in January had been incorporated into the report and in particular to recommendations 7 and 14.Comments and questions:* TC felt that concerns raised at the last meeting had been addressed in the amendments to the document.
* CO’N asked that HAS be specific in actions going forward with regard to which children’s services need to be aware of “Living Well”, e.g. education services, etc.
* SH felt that the North Yorkshire Safeguarding Children’s Partnership (NYSCP) might best address the concern raised by CO’N and this would be considered at SH’s regular meetings with HE. Action planning would be undertaken to ensure that recommendations were followed. This would be reported to LAR group and NYSCP, or Children and Young People’s Services (CYPS) could attend meetings and outcomes would be reported to Exec and SAB.
* HE confirmed that once SAR James was approved, it would be shared with NYSCP’s Executive for sign-off and would also be presented to the Learning sub group which would action recommendations.
* It was noted that James’ mum had not provided any information for the review, and that the information had been provided by James’ social worker.
* RW would discuss the press release with LWA after the meeting with regard to the factual accuracy in relation to joint work by both Boards.
* TC asked that both Chairs for both Boards be signatories on the letter to James’ mum if possible.
* It was noted that HAS had consulted with Inclusion North with regard to the wording of the letter to James’ mum to ensure that the content would be understood. All abbreviations/acronyms should be written in full throughout the letter.

It was agreed that:* Members of SAB accepted the recommendations outlined in the report.
* Rather than change the wording to the recommendation with regard to Living Well, that this would be incorporated in action planning to ensure reciprocation between children’s and adult’s safeguarding.
* SPr should review all documentation prior to release if possible.
* Representative/s of HAS would liaise/meet with James’ mum prior to the publication of James SAR, issue of the press release and despatch of the letter to ensure that she had prior notice and understood the process.
* The report be published, and associated communications be released/sent in early May 2023.

**Action**: * Invite HE/representative of Children’s Partnership to LAR when appropriate (SH/JF).
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| **Item 3** | **Minutes of the last meeting held on 21 September and matters arising** |
|  | Noted and recorded as accurate. CO’N had been present, but this was not noted. JF would update the attendance list.No further matters arising other than those captured on the action log and risk register. |
| **Item 4** | **Action Log** |
|  | The action log was noted.It was noted that:- ICS structure would be active from 1 April, but it was not yet available for an update to SAB.- With regard to training action North Yorkshire Fire there was a request that this be removed from the actions. TH would look into this and report to SAB following the meeting.**Action**: * TH to look into request for Dementia training to be removed from the action log and report back to SAB.
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| **Item 5** | **Report from Executive** |
|  | The report from the Executive was noted.OF reported that following SPe retirement, the Director of Nursing for North Yorkshire is Michelle Carrington.  |
| **Item 6** | **Delivery Plan** |
|  | The delivery plan was noted. |
| **Item 7** | **Risk Register** |
|  | The risk register was noted.RW reported that Public Health and Social Care reviewed serious incidents/DARD and at a recent meeting, concern was expressed with regard to an increase in number of neglect cases. Further investigation into these themes would be undertaken and would be shared with SAB in due course.This should not be added to the register at present but further update would be given. |
| **Item 8** | **Verbal Updates from Partners** |
|  | The Chair invited updates.CO’N: * Voluntary sector was encountering more people coping with increased anxiety and the impact of families/education.
* Well-being of staff had come to the fore recently and there were a number of concerns with regard to this in the voluntary sector and advice was available to employees.
* A manager had been appointed for Community Support Services, Carol Roberts, who would attend SAB from June 2023. Suggested that a meeting with SH would be useful ahead of the meeting. CO’N would only attend SAB if covering for Carol Roberts in future. JF would ensure that Carole Roberts invited to meetings and placed on distribution lists.

HW:* HW is Head of Safeguarding for North Yorkshire Police. HMIP report had been published last week. Following **Police** Effectiveness, Efficiency, and Legitimacy (PEEL) and Child Protection Inspections, it had been announced that additional safeguarding resource would be appointed (21 posts initially in Child Protection and Offender Management teams) and a further 20 posts to support Domestic Abuse and Vulnerable Adults teams in due course. There would be a PEEL re-inspection in October.
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| **Item 9** | **Trading Standards Update** |
|  | Jo Boutflower introduced the presentation which had been circulated to the Board in advance of the meeting.**Key points:*** Many scams operate at national level.
* Cold calls via doorstep/phone calls and mail shots common routes.
* Energy related fraud common at the moment.
* Tackling illegal tobacco trade as links to modern slavery.
* SCAMnesty 2022 encouraged people to send their scam emails in.
* Majority of mass-marketing scams come from overseas.
* Scammers have a list of people susceptible to scams and NYCC try to visit those in our region and safeguarding concerns raised if appropriate.
* Prosecutions made where possible.
* Ongoing cases for prosecution will have no more than four defendants.
* Two cases ongoing working toward trial.

**Comments:*** The Chair thanked JB for the fascinating but worrying presentation.
* Trading Standards would be part of a new regulatory service with Environmental Health.
* JB noted that offenders do not work in just one arena, e.g. doorstep crime/cold calling but energy, licensing, housing, and other areas.
* SH suggested that HAS explore joint working with Trading Standards. JB noted that a few years ago, training sessions were undertaken with HAS staff and it may be pertinent to refresh the training.
* TH wondered whether it would be possible to work on the referral pathway between North Yorkshire Fire and Rescue Service (NYFRS) and Trading Standards where they had identified a person “at risk”. NYFRS have Public Safety Officers and they could offer help and support if required, e.g., leaflets, signage, stickers, etc., and distribution. JB would speak to TH with regard to this as it would be useful.
* AG offered to assist with promotion of Trading Standards work, literature, etc., and asked whether there was any pattern noted with regard to those living in the more rural areas? JB noted that a driving factor was easy access from main roads, e.g. A1. Scammers also hit selected areas and then move on. Harrogate is a target for offenders as it is known to be quite affluent.
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| **Item 10**  | **New PERSON form** |
|  | JT introduced the presentation. SAB were the first group to view the presentation as the form would be launched in April 2023.**Highlights:*** The form is intended to be a prompt for professionals visiting care homes.
* This is soft intelligence and does not replace submission of safeguarding concerns.
* Information gathered may be used to support/inform our approach to quality/contract monitoring to track trends, for statistical analysis and statutory returns.

**Questions/comments:*** The Chair asked when the review would take place and how it would be undertaken. JT advised that the digital form would be monitored regularly to ensure that it was working, and content may be adjusted if appropriate, and that a full review would be undertaken one year from launch, so April 2024.
* What factors would determine whether the form may be expanded into other areas? JT explained that usage and feedback would aid assessment with regard to suitability for other areas, although it was likely that there would be interest with regard to using this in adult Social Care and it may be that the form could be adapted to suit other services.
* AG wondered whether it may be possible to incorporate elements of the process in the “Enter and View” programme in care homes. AG and JT would discuss further outside of the meeting.

The Chair thanked JT for the presentation and noted that the Board would look forward to hearing how this progressed. |
| **Item 11** | **LeDeR Report** |
|  | Members of the SAB had read the report.OF reviewed the document that had been compiled by JM and highlighted:* 49 cases so far, 38 of which were still open and 11 closed.
* National emphasis on increasing number of focused reviews to 35%. This involves multi-agency meeting in relation to learning with regard to a case. This will increase the workload of the team.
* In North Yorkshire and York, there are eight cases that will progress to focused review, and this is the most there have been at any one time.
* The local area contact for LeDeR is JM who works for ICB.
* Reviews are currently contracted out to an external provider; however, NHS have said that they would like reviews to be undertaken in-house but have not advised with regard to budget to employ “reviewers”.
* Annual report would be compiled and would be presented to SAB.
* LeDeR process was recently opened to individuals with diagnosis of autism, but no referrals have yet been received. JM is meeting with local services to raise awareness with regard to this.
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| **Item 12** | **Any other business** |
|  | There was no further business. |
| **Calendar of Meetings** |
|  | * Wednesday, 21 June 2023, 2.00pm, Microsoft Teams
* Wednesday, 27 September 2023, 2.00 pm, In person venue tba
* Wednesday, 20 December 2023, 2.00 pm, Microsoft Teams
* Wednesday, 20 March 2024 at 2.00 pm, Microsoft Teams
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