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| **North Yorkshire Safeguarding Adults Board Meeting Minutes** | N:\HAS-DATA\POLICY\SAFEGUARDING\SAB ADMIN\Templates\NYSAB Logo Horizontal.png |

**Date & Time: 20 March 2019 at 2pm Venue:** NY Police HQ, Northallerton

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| **Name** | **Agency** | **Attended** | **Deputy Present** | **No Deputy** |
| Sue Proctor | Independent Chair | X |  |  |
| Amanda Robson (AR) | NHS England Yorkshire & Humber |  |  | X |
| Carrie Wollerton (CW) | NHS SRCCG | X |  |  |
| Christine Pearson (CP) | NHS SRCCG |  | X |  |
| Cllr Michael Harrison (MH) | NYCC Health and Adult Services |  |  | X |
| Elizabeth Moody (EM) | TEWV NHSFT |  | X |  |
| Emma Dixon (ED) | NYCC Legal Services | X |  |  |
| Jacqui Hourigan (JH) | Primary Care Lead – VoY CCG |  | X |  |
| Jill Foster (JF) | Harrogate District NHSFT | **X** |  |  |
| Bev Proctor (BP) | Independent Care Group |  |  | X |
| Lincoln Sargeant (LS) | NYCC Health and Adult Services | X |  |  |
| Phil Cain | North Yorkshire Police |  | X |  |
| Louise Johnson (LJ) | National Probation Service |  |  | X |
| Louise Wallace (LW) | NYCC Health and Adult Services | X |  |  |
| Michelle Turner (MT) | NHS AWCCG |  |  | X |
| Nigel Ayre (NA) | Healthwatch North Yorkshire | X |  |  |
| Rachel Bowes (RB) | NYCC Health and Adult Services |  |  | X |
| Richard Webb (RW) | NYCC Health and Adult Services | X |  |  |
| Sheila Hall (SH) | NYCC Health and Adult Services | X |  |  |
| Tony Clark (TC) | Richmondshire District Council |  |  | X |
| Caroline O’Neill (CO) | Community First Yorkshire | X |  |  |
| James Parkes | NYCC Children’s Services | X |  |  |
| **Deputies** |  |  |  |  |
| Claire Byers | TEWV NHSFT |  |  |  |
| Allan Harder | North Yorkshire Police |  |  |  |
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| *Dawn Day (Minute taker)* | NYCC Health and Adult Services |  |  |  |
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| **ITEM NO.** | **SUBJECT AND DISCUSSION** | **ACTION(S)** |
| **Item 1** | **Welcome / Introductions / Apologies for Absence** |  |
|  | The chair welcomed everyone to the meeting and introductions were made. There were no declarations of interest.  Apologies were received from: Jacqui Hourigan  Olwen Fisher Rachel Bowes Bev Proctor  Matt O’Connor Ruth Andrews Wendy Barker Tony Clark Elizabeth Moody Phil Cain  Sheila Johnson Chris Jones King Christine Pearson Sue Peckitt |  |
| **Item 2** | **Opportunities for the use of digital technology** | **Robert Ling** |
|  | Robert Ling, Assistant Director Technology and Change for North Yorkshire County Council gave a presentation – My Health, My Technolgy.  The Board thanked Robert for an interesting presentation. It was agreed that there were a lot of positives for the use of digital devices and technology.  However, it was acknowledged that there were challenges on where and how to use technology safely.  Further conversations need to take place regarding safeguarding ethics and the risk to vulnerable people of the misuse of technology. We need to ensure people know what to do to protect themselves and are aware of how to use the security settings on digital equipment.  **Questions and feedback**   * RL agreed to provide digital equipment and information for a marketplace stall at the partnership conference during safeguarding week. He will ensure members of his team are available to attend. * Caroline O’Neil asked if there was a wider agenda for encouraging community communication networks. RL confirmed that NYCC are providing the infrastructure for communities to do this themselves. Most rural areas have connectivity for superfast coverage. NYCC are aware of the need to “up-skill” the workforce and volunteers. Focus is on the skills pillar in his presentation. |  |

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|  | NYCC are considering digital options to support social care practice and the job competencies required.   * Richard Webb advised the Board that the Health and Wellbeing Board (HWB) are majoring on digital as a theme and would welcome ideas. The HWB have already received some good ideas from frontline teams at the roadshows that have been undertaken. * Nigel Ayre raised concerns regarding GPS and coercive behaviour, particularly around domestic abuse and the need to understand the ethics of technology.   **ACTIONS**   * **DD will circulate the presentation to the board** * **LW will feedback to the NYSAB any discussions and outcomes from Health and Wellbeing Board** * **RL to provide information, equipment and digital demonstrations for the Marketplace at the Safeguarding Conference at the Pavillions in Harrogate on the 25 June 2019** * **The Chair asked that all agencies present agree to the 5 pillars.** * **The Board asked that we add safeguarding ethics in the digital age to the joint meeting with the NYSCB in June.** * **The Chair asked for digital technology to be added into the delivery plan.** | **DD LW**  **RL**  **All SH**  **SH** |
| **Item 3** | **Minutes of last meeting** |  |
|  | The minutes were reviewed and the content accepted as a true record.  Two typing errors were raised by Nigel Ayre and Lincoln Sargeant regarding the spelling of their names.  **ACTION:**   * **DD to make the amendments**.   **Matters arising ACTION:**   * **The chair asked that pen pictures/photos for the new website were**   **sent to the NYSAB email address as soon as possible or this would delay the project.**  CW confirmed that OF was returning soon and there would be no requirement to consider any long term plans to cover NHS representation at the NYSAB.  Item 14 on today’s agenda will be deferred and circulated to the board next week. | **DD**  **ALL** |

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| **Item 4** | **Action Log** |  |
|  | The action log was reviewed.  **ACTIONS:**  **2018/4 – SH will check 2018/8 – this will be removed**  **2018/11 – SH to follow up with Phil Cain at NYP**  **2018/12 – LS confirmed this has now been completed and the LMC is working with Ruth Andrews from Trading Standards. To be removed. 2018/19 – SH confirmed a meeting had been set up to look at the initial work. To remove** | **SH DD SH DD**  **DD** |
| **Additional**  **item** | **SAB Chairs meeting** |  |
|  | The chair attended the Y&H SAB Chairs meeting on 14 March 2019. The following points were raised for discussion and information.   * The principles on self-neglect will be published at the end of March and will be circulated to the Board. * There is work ongoing on how to involve families in safeguarding adult reviews and the challenges this presents. * The chair advised that a number of training days are available later in March on human trafficking and modern slavery. These are taking place in Leeds and Sheffield. There are 4 training places for each authority. DD to circulate the details. * Amongst the national workstreams, Leeds SAB are working on a thematic review of deaths amongst rough sleepers for publication in May. * Information on the SAR library development and the indexing of lessons learned reviews will be passed to LW for the L&R Sub-Group.   **ACTIONS:**   * **Self-neglect information to be circulated once published.** * **Modern slavery and human trafficking training information to be circulated.** * **Information on the SAR library development to be sent to LW** | **DD/SH**  **DD**  **SP/DD**  **SH/DD DD**  **SP/DD** |
| **Item 5** | **Report from Executive Group** |  |
|  | The report was noted.  LS asked if the assurances given for the replacement for GCSx email were adequate. LW confirmed that the “gov.uk” to “.net” email is secure. There have been localised issues for the NHS in terms of migrating to “.net”, but  these have now been resolved. |  |

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|  | The chair advised members that the safeguarding review project has requested an extension from June 2019 to October 2019. This was agreed, with the caveat that there would be structured and regular reporting and no further slippage. |  |
| **Item 6** | **Delivery Plan** |  |
|  | The chair confirmed she will be meeting with all the sub-group chairs. The first meeting of each sub-group will be a learning and development session and they will submit their own delivery plans to Executive in May.  The chair asked that the sub-groups consider how technology can be integrated into delivery of the priorities – particularly around priorities 1 and 3.  An amendment was requested to 3.2 to explicitly mention the joint meeting with NYSCB.  The board will need to consider a specific priority for LPS as this is a significant piece of work between agencies. The board will seek reassurance through the Policies, Practice and Legislation sub-group (PPL). There will be initial reports outside of this group, but once the process is established monitoring will be via the PPL. There is currently no indication from government that the implementation date will be deferred.  CW will circulate the slides given to the CCGs by the NHS Court of Protection lawyer regarding LPS. Please note that as the Bill is still going through Parliament and changes have been made since the presentation was prepared, it does contain some inaccuracies. **Please use for your information only.**  In light of the draft recommendations from the lessons learned review, it was confirmed that the Learning and Review Group will take a lead on this under   * 1. and look at establishing positive relationships with complainants.   It was agreed that the delivery plan was focusing on the correct things, but it may need to be more granular. NYSAB Executive will be reviewing the delivery plan at each of their meetings and will escalate to the board if necessary.  As this will be the first year of the new groups and new arrangements, a progress update will be given to the board in September.  **ACTIONS:**   * + - **Amendment to 3.2 to reflect joint meeting with NYSCB**     - **LPS slides from the NHS Court of Protection lawyer to be circulated**     - **Delivery Plan progress update to be given to the board in September** | **SH CW SH** |

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| **Item 7** | **Safeguarding Annual Report including primary care** |  |
|  | The board welcomed the report and thanked everyone involved.  This is the first report on behalf of the 4 Clinical Commissioning Groups (CCGs) in North Yorkshire and York.  It is a stand-alone annual report for the safeguarding adult team as previously the service was provided under the contractual arrangements with the Partnership Commissioning Unit (PCU) and a summary of the work was provided in the PCU annual report.  The report describes the national context for safeguarding adults; the local arrangements in place and how the CCG discharges its duties in relation to them; key achievements in 2017/18 and key priorities and challenges for 2018/19. The report also introduces the new Safeguarding Adult Strategy against which future reporting will be measured. CW confirmed that the report will be on the website and feed into the CCGs annual report.  CW confirmed that the CCGs have agreed succession planning and the risks and opportunities that have been identified in the new CCG arrangements.  In relation to 4.1.6 in the report, the chair asked if there was interaction with mental health providers. It was felt that relationships were good, particularly around serious incidents reporting. The Board asked for consideration around the shared risk to vulnerable adults and people with severe mental issues, both from commissioners and providers. CW will feed this back to the CCGs.  The chair asked for a briefing session at the next NYSAB in June on how primary care networks are developing across the region.  **ACTIONS:**   * **CW will feedback interaction with mental health providers to CCGs** * **CW will prepare a briefing session on how primary care networks are developing across the region. A paper will be sent in advance.** | **CW CW** |
| **Item 8** | **Risk Register** |  |
|  | There have been two changes to the risk register. An additional column for the date the risk was raised and an additional risk added for LPS.  Risk 9 – the new Head of Service will review the wording for DOLs. SH confirmed the PPL group will develop a position statement for the next meeting. The board would like a sense of scale and suggested a deep-dive to look at the current situation, the national criteria, triage cases, how many in each category, low, med, high, what is in place, BIA agency cost, latest situation on the legislation.  The chair asked about self-funders who arrange to pay someone to provide care who maybe unregulated. |  |

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|  | It was agreed that the LSAGs could explore this further and could gather local intelligence and feedback to the board. Following this, consideration would be given to adding advice to the website.  The chair raised CQC recurring risk issues: hospital admissions as a result of choking incidents and sexual assaults by service users on residents or workers. SH will ensure Kathryn Reid is attending the NYSAB in September. Both the NHS and local authority have a process for logging serious incidents. NYCC’s log is reviewed at management board and by members. It was felt that the L&R sub-group could look at each SI log as there maybe incidents where both organisations involved.  This is different for care homes and domiciliary care and one of the outcomes of the recent SAR could be how we collectively monitor care homes.  Collective care recommendations are being explored by the L&R sub-group.  **ACTIONS:**   * **PPL group to develop an LPS position statement for the next meeting** * **Amend the sub-group names on the register.** * **Risks 9 and 10 to amend to one risk.** * **LSAGs to look at unregulated care providers.** * **Check CQC will be attending NYSAB in September.** | **SH SH SH SH SH** |
| **Item 9** | **NHSE Quarterly update** |  |
|  | There is no update for the Board. CW confirmed that NHSE have appointed to regional level posts.  **ACTION:**   * **CW will send an email to the NYSAB with the detail of these appointments.** | **CW** |
| **Item 10** | **LeDeR programme** |  |
|  | The report was noted.  CW reported that the recruitment and retention of LeDeR Reviewers continues to be a challenge and it is recognised that we need to increase the number of Reviewers across the partnership. 12 in total trained but only 4 currently undertaking reviews. There is a need for more from health a background as 4 are currently from the local authority.  An approach will be made to the City of York Safeguarding Adults Board as they have a significantly higher number of outstanding reviews.  Of the 49 reviews notified 21 have been completed. 5% of reviews graded the care as excellent, 80% as good, 10% as satisfactory and 5% as falling short of good care but had no impact on the wellbeing of the person.  Local Learning has been identified as:  The importance of using appropriate advocates. The importance of the use of Hospital Passports. |  |

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|  | The importance of following DNA/CPR processes.  The NHS Plan published on 7th January 2019 confirmed that the NHS will continue to fund the LeDeR programme. A regional workshop was held on the 8th March 2019 to discuss future modelling before any allocation of funding for 2019/20. We await the outcome of this meeting.  SH confirmed that Alison Brown is currently working with NYCC to look at self-advocates. Shanna Carrell (NYCC) and Alison Brown will have a discussion and make sure views are incorporated.  **ACTION:**   * **DD to contact Alison Brown to provide a briefing and send through to the communications group to help recruit reviewers. Consider illustrating the experience of existing reviewers to help with recruitment.** | **DD** |
| **Item 11** | **Safeguarding week** |  |
|  | The link has been shared with partners to cascade throughout their networks.  SH confirmed that it has been hard to get people to engage and asked organisations to respond to requests and raise awareness.  Workshops are now finalised. Clive Ruggles has confirmed he will speak and NYP is waiting for confirmation that Sara Thornton will also speak about exploitation and putting the victim in the forefront of what we do.  Following the presentation from Robert Ling, a marketplace stall will be included for the use of digital technology.  AH confirmed that the workshops will be videoed for professionals to view for a specific time period.  **ACTION:**   * **The email sent to the board with the conference booking details to be shared widely.** * **Encourage frontline staff to be involved in planning local events** * **The chair asked that LSAGs brief Executive in May as part of their reports.** * **The chair asked the information be put onto the NYSAB Twitter feed** * **RL to provide marketplace stall.** | **All**  **All/LSAGs SH/DD**  **SH/DD SH** |
| **Item 12** | **Impact of Brexit** |  |
|  | No further update on the impact of Brexit. RW confirmed that NYCC emergency planning processes are in place. |  |
|  | **Any other business** |  |
|  | None |  |

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| **Calendar of Meetings – all taking place at North Yorkshire Police HQ, Alverton Court,**  **Northallerton, DL6 1BF** | |  |
|  | 19th June, 2:00 – 4:30pm  11th September, 2:00 – 4:30pm 11th December, 2:00 – 4:30pm |  |