



## **CITY OF YORK SAFEGUARDING ADULTS BOARD**

**Meeting held on 2 September 2016, from 9.15 am – 12.00pm  
Severus Room, West Offices, York YO1 6GA**

### **Present:**

Kevin McAleese CBE	Independent Chair
Joanne Addis	The Retreat
Karen Agar	Tees Esk & Wear Valley FT
Sian Balsom	Healthwatch York
Beverley Geary	Chief Nurse, York Teaching Hospitals NHS FT
David Heywood	Stockton Hall
Michael Melvin	City of York Council
Amanda Robson	NHS England
Cllr Carol Runciman	Portfolio Holder
Keren Wilson	Independent Care Group
Lisa Winward	Assistant Chief Constable, NYP
Christine Pearson	Vale of York CCG
Marion Gibbon	Assistant Director Public Health

### **In attendance:**

Melanie Hopewell	City of York Council (minutes)
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### **Apologies:**

Caroline Johnson	The Retreat
Martin Farran	Director Adult Social Care, CYC
Sarah Armstrong	Chief Executive, York CVS
Abby Hands	Safeguarding Manager, CYC
Victoria Pilkington	Partnership Commissioning Unit
Michelle Carrington	Chief Nurse, Vale of York CCG

## **1. Introductions and Apologies for Absence**

The apologies for the meeting were noted.

## **2. Minutes of the Last Board – 3 June 2016: for agreement**

The minutes of 3 June 2016 were confirmed as an accurate record of the meeting.

## **3. Matters arising**

There were no matters arising.

## **4. Conflicts of interest in connection with any item on the agenda**

Michael Melvin advised that Item 11 Goddard Inquiry update was a conflict of interest for him and the Chair requested that he leave the room for the discussion.

## Standing Items

## **5. CYC: A safeguarding story**

Lisa Winward presented the safeguarding story relating to vulnerability of a lady (Muriel) found wandering in the street and it became apparent very quickly that she had health issues. She had not come to the attention of the police previously. A joint visit (police and social care) took place where it transpired that she was being exploited financially and that her health was not being looked after (arranged for her assets to be frozen while an investigation took place). The lady has no family members so has been admitted into care by health services and the LA have applied for POA.

Soft intelligence could potentially have picked up her circumstances earlier. There are probably a lot more Muriel's outside in our communities. We also need to be more aware of the people in the community who do a fantastic job to look after their friends and neighbours.

Karen Agar will bring the next safeguarding story to the December Board meeting.

## **6. Chair's Report**

The Chair's report included:

1. Contacts since the last Board meeting

2. Wood Report update – SAB’s retaining the right to convene their own SAR’s
3. Local protocol – relationship between statutory Boards in the City of York needs further refining
4. Annual Report & Executive summary
5. SAB Constitution – recommended the Board receive the Constitution bi-annually – this was agreed

The Board were asked to note the report and comments in italics and agree the proposal in Item 5.

**Action**

Board agreed to receive the Constitution bi-annually	KMc
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**7. Out of area placements update**

The Partnership Commissioning Unit (PCU) undertook to provide a report to the Board giving assurance that the NHS had a good oversight of placements relating to York residents through case management and also to look at out of area placements ie those who come into and go out of area and those who come in and are care managed by others . The Board agreed that they were broadly reassured and that there were already quite a number of assurances in place.

The Board felt this was a really useful report from CP as most didn't know some of these facilities existed. Want to encourage people to use the Herbert protocol, CVS is putting together a guide to the Herbert protocol, once this is received MH will endeavour to have the protocol put into easy read format and placed on the Safeguarding website.

There is an area of risk around self funders in small institutions and in private purchase of homecare services. MM would be attending the Regional patient engagement NHS mental health meeting and would feedback to CP any update from NHS discussions.

**Actions**

December SAB to receive updated paper with results of FoI requests	CP
MM to feedback to CH on regional patient engagement	MM

## 8. Soft Intelligence Mapping update

Soft intelligence mapping update - table around future arrangements. Info from Q & P feeds into SAB. QSGs are variable across the country, there is not a common pattern. In the Yorkshire & Humberside area there are 3 QSGs which then feed into a single QSG regional meeting with a more strategic view at Director level meeting. The Board felt there was sufficient assurance that local QSG is working well. Update - piloting joint screening meetings with NYP. Board feeling more confident and decided to remove from agenda for future meeting.

### Action

Remove soft intelligence mapping from future agendas	KMc/MH
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## 9. WDU training update

The quarterly report highlighted the following :

Provider event looked at what training is required which has resulted in the new training offer. The Board would like to thank everyone who engaged with WDU to put this together.

## Strategic Items

### 10. Safe Places scheme

York Independent Living Network is funded by Adult Social Care to develop the Safe Place Scheme in York. The aim is to launch a Safe Place Scheme by the end of 2016 subject to further decision making protocols. A public event will take place on Thursday 22 September from 6.30pm to 8.30pm in the George Hudson Room at West Offices (registration information will be available shortly). Information about other Safe Place Schemes can be found at <http://www.widgit.com/safelacesscheme/>

The scheme was welcomed by the Board, and it was recognised that the engagement of commercial outlets in the city centre would be welcomed as well as public facilities. Following discussion the Board agreed to commit some modest funding to support printing costs.

**Actions:**

SAB to provide modest funding	KMc
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**11. Goddard Inquiry update**

*Michael Melvin withdrew for this item*

LW gave a verbal update on the Goddard inquiry. Professor Alexis Jay OBE is now head of the inquiry following the resignation of Hon. Dame Lowell Goddard . The Board need to be aware that there may be victims we are not aware of yet. There is the potential for safeguarding issues to emerge.

For further information relating to this inquiry please type **IICSA** into your search engine.

Multi agency preparatory work - CP to engage with Kyra Ayre (new Head of Service for Safeguarding, MCA & DoLs, CYC) to discuss this. Bring back to Board as December matter arising (no report).

**Actions:**

LW undertook to keep the Board informed as appropriate	LW
Matter arising at next Board meeting	CH

**12. Progress on Management Plan for 2016/17**

Updates to management plan. Board agreed the updates.

**13. Safeguarding Adult collection**

The data shows we are broadly in line with where we expected to be. We are working towards a better dashboard which will be finalised at the next Q & P group.

Query about where there is reported risk reduced do we know the proportion of people who are satisfied around MSP? MM advised this is not currently on the national basket of reporting but we should be able to report MSP outcomes by March 2017. Any data on MSP welcome.

**Actions:**

MSP Outcomes to be in March 2017 report to SAB	MM
All Board members to seek to include MSP outcomes in their contributions to the 2016/17 Annual Report	All

**14. University of York suicides**

Marion Gibbon (Public Health) attended the Board meeting to update the Board on the key learning and recommendations from the multi agency response to a recent cluster of suicide deaths in the student population in York and to assure the Board that there are good processes in place.

The Board were asked to:

- Note the ongoing work to develop a possible suicide cluster response plan based on the Public Health England best practice resource – ***The Board noted and welcomed this approach***
- Agree that we use the multi-agency response group approach and support the pathway – ***Board would wish to seek continuous assurance***
- Approve the integration of processes to review death by suicide and drug related deaths due to the overlap between the two processes
- Recognise the Director of Public Health as the responsible officer for suicide prevention and response for the City of York – ***The Board agreed***
- Support the recommendation that the Director of Public Health becomes a member of the Adult Safeguarding Board to provide a clear mechanism for identifying and reporting on risks. – ***Agreed subject to a review of CYC representation on the Board***

**Actions:**

Receive full suicide audit in December	SS/MG
Availability of support for vulnerable people. Michelle Carrington to respond at December Board	MC
Review of CYC representation on December Board	KMc/MF

**For information (and discussion by exception)****15. Highlight report on Board sub-groups**

The Board noted the report.

**Actions:**

The Board confirmed that the Highlight Report from MM was more valuable than simply receiving sub-group minutes	MM
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**16. Induction pack for new SAB members**

KMc thanked those SAB members who had contributed to the final draft. The Board confirmed the Induction pack and requested this would be circulated to Board members.

**Actions:**

MH to make amendment and send out to the Board in PDF format	MH
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**17. SAB Constitution: renewal**

Constitution adopted and would come to Board for review every 2 years (Sept 2018)

**Actions:**

Constitution to be reviewed and returned in Sep 2018	KMc
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**18. Sign off SAR procedure**

Board had reviewed the SAR procedure and asked for an additional amendment to say that we will communicate with the relevant local councillor and portfolio holder if a SAR is taking place in their Ward. Review the procedure again in 12 months.

Board were asked to agree the SAR Procedure which they did.

**Actions:**

Review SAR procedure in 12 months	All
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**Any Other Business**

**19. KMc outlined the issue of premature deaths of people with learning disabilities and the respective NHS England and ADASS positions**

Following the report by Mazars on Southern Health, a national review of LD deaths across the country (LeDeR programme) is to be conducted. The NHS England recommendation is that these should come to the SAB. ADASS has issued advice that SAB should not receive all this information. It is the DASS's job to decide what comes to the Board, which was felt to be a more proportionate approach.

It was agreed that the Board needs assurance that where death is attributed we need to know we have a good process in place in terms of requirements of the Care Act. The Board should keep a watching brief on any with red flags and asked CP whether we could have a flowchart detailing where in the process these should be brought to the Board. CP to present programme to Board development day in February 2017.

**Actions:**

Board accepts ADASS advice and will look to the DASS to liaise as appropriate with the SAB Chair	KMc/MF
Programme to be brought to Board development day in February	CP

**20. Proposed Safeguarding Peer Review**

Peer review of Children's Board is taking place next month. DASS proposing April 2017 for SAB peer review - discuss at Development day the wider review of Council's approach to safeguarding.

**Actions:**

Development Day item	KMc/MF
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**21. Assurance report – closure of BPH**

The Board had asked for some assurance from TEWV that the closure of Bootham Park Hospital had not had any impact on people taking their own life. TEWV advised that the evidence from the ten cases reviewed either confirmed that there were no links in circumstances or believed this was true but the investigations were not complete. The Board would welcome annual assurance on trends from TEWV and thanked TEWV for their transparency

**22. National Safeguarding week**

National Safeguarding week taking place 17<sup>th</sup> to 21<sup>st</sup> Oct. Could anyone attend 11am to 2pm on Wed 19<sup>th</sup> from York Hospital/staff from CYC/Police? All volunteers to let MH know, KMc will join them. Comms to do press release. IDAS will have materials on display – KMc confirmed this was a Community Safety Partnership responsibility to resource.

**Actions:**

Names of volunteers to MH asap	All
Comms to be approached re press release for event	MH

**23. Procedures update report August 2016**

Board to note that a formal review of West, North and York common procedures will take place shortly. The Board agreed they were willing to support this process and to provide a small amount of funding to finance a person to carry out some of the work on behalf of the region. There needs to be a lead author and KMc also confirmed that he had agreed with the Chair of the North Yorkshire SAB to meet together with lead officers to discuss common issues needing clarification.

**Action:**

Bring to December board and add to risk register.	MM
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**24. Horizon scanning by Board Members**

- Doctors industrial action - action plan under review.
- Modern Slavery and Human Trafficking commissioner - placing some Syrian refugees - exposing some issues in North Yorkshire. Ferry traffic into Hull - mass numbers.

**25. Review of meeting**

What Went Well		Even Better If	
Chairing & management of agenda	✓✓✓✓ ✓✓	Nothing !	✓✓✓✓ ✓✓✓✓
Safeguarding story – keeps it real	✓✓✓✓ ✓✓	Feels less overwhelming e.g. size and scope of agenda	✓✓
Good supportive Board	✓✓✓✓	More people (but it is	✓✓✓✓

		Summer!)	
Learn new things, sharing information	✓✓✓✓ ✓	Continue to think about what we need and what we don't need to know	✓✓
Agenda & papers are proportionate	✓✓✓✓		
Networking opportunities	✓✓✓✓		
Welcomed the update from the Police	✓✓✓✓ ✓✓✓✓		
Contributions from partner agencies e.g. SAR procedure	✓✓✓✓		
Knowing what's here and now e.g. human trafficking	✓✓✓✓		
Respect between partners	✓✓✓✓		

There being no further business the meeting closed at 12 noon.

#### **Dates of future meetings at 9.15am – 12 noon**

- **Friday 2 December 2016 – Craven room (Ground floor)**
- **Friday 3 March 2017 – Severus Room**
- **Friday 2 June 2017 -**
- **Friday 1 September 2017**
- **Friday 1 December 2017**

All the above meetings will take place at West Offices, Station Rise, York YO1 6GA.