



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

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

### **Present:**

Sarah Armstrong	Chief Executive, York CVS
Kyra Ayre (KAy)	Head of Service Safeguarding, MH & DoLS
Sian Balsom	Healthwatch York
Michelle Carrington	Chief Nurse, Vale of York CCG
Martin Farran	Director Adult Social Care, CYC
Beverley Geary	Chief Nurse, York Teaching Hospitals NHS FT
David Heywood	Stockton Hall
Caroline Johnson	The Retreat
Lesley Mawson	Tees Esk & Wear Valley FT
Michael Melvin	City of York Council
Kevin McAleese CBE	Independent Chair
John Pattinson	NHS England
Christine Pearson	Vale of York CCG
Victoria Pilkington	Partnership Commissioning Unit
Cllr Carol Runciman	Portfolio Holder
Sharon Stoltz	Director Public Health
Keren Wilson	Independent Care Group

### **In attendance:**

Melanie Hopewell                      City of York Council (minutes)

### **Apologies:**

Karen Agar (KAg)	Tees Esk & Wear Valley FT (sub attending)
Lisa Winward	Assistant Chief Constable, NYP
Supt Nigel Costello	North Yorkshire Police

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

The apologies for the meeting were noted.

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

The minutes of 2 September 2016 were confirmed as an accurate record of the meeting.

## **3. Matters arising**

Item 11 - KAg and CP to pull together documentation and look at training for working with adults and historic sex abuse.

Item 14 – support for vulnerable people, York University have invested in additional support. A lot of action has taken place and the University are planning more work in this area. Public Health will provide some administrative support to the University. MC felt that there was some difficulty around young people at university who haven't registered with a GP and that vulnerability of these young people is significant. There was insufficient information for students about decision to opt in or out of registering and the induction did not encourage graduates to access a GP.

Item 20 - Peer review is now in January – outcome will be at next Development Day on February 27 2017.

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

No conflicts of interest

### Standing Items

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

Lesley Mawson gave the safeguarding story on behalf of Karen Agar. It concerned a young woman accessing LD services in York. Miss A lived at home and had a diagnosis of LD and ADHD. Miss A's father raised concerns that she intended leaving home to live with her boyfriend and he was concerned about the risks involved as the boyfriend had a bad reputation. Nurse sought advice from care manager who advised she was not open to social care so made contact to discuss safeguarding referral and also contacted 101. Advised to consider a decision specific capacity assessment and for this to be recorded. Professionals did not feel that Miss A had the capacity to understand the decision she was making. They spoke with Miss A about her understanding the risk and what outcomes she

would like to achieve and made disclosures to Miss A about her boyfriend and his family. She then made an informed decision not to see him again. Father raised a further concern with police and CYC after Miss A had gone back to her boyfriend, but she agreed to go home to discuss further with her parents. Miss A also agreed to stay with her grandparents for a few weeks and to have her social media monitored and to participate in discussions about keeping herself safe.

In response, Board members noted a number of elements of good practice – addressed her immediate safety on both occasions, collaborative working, MSP (6 key principles) balance her safety with ability to make her own decisions. Good planning in place. Family felt empowered to progress their concerns. Interventions were proportionate with the levels of risk. Good outcome once she had the relevant information to make an informed decision. Good that police felt able to share the details of the boyfriend records.

Volunteer for March 2017 SAB story – The Retreat	CJ
Case law MM to circulate the details	MM

## 6. Chair's Report

The Chair's report included:

1. Contacts since the last Board meeting
2. Local protocol agreement between statutory Boards in City of York
3. Safeguarding week – supported event at West Offices
4. Budget outturn for comment by three statutory partners who provide the funding – report back in March on decision
5. Attendance at sub groups – requested Board members actively encourage attendance at sub groups which are planned well in advance
6. Annual Report for 2016/17 – request for Board members to submit their returns to Mel Hopewell by the end of April 2017. Board asked to agree the template contents and to say something about MSP.

The Board were asked to agree the template for the Annual Report and to note the report and comments in italics (listed below):

- Budget outturn – welcome comments particularly from 3 statutory partners who provide funding
- Board members to actively encourage attendance at Board sub groups

- Agree template contents, including a new section on MSP developments

#### **Action**

Report to March agenda relating to Budget	KMc
Agreed Annual Report template to be issued to all SAB members for returning to MH by 30 April 2017	MH

### **7. Progress on Management Plan for 2016/17**

Plenty of progress against the plan. Key more onto website, agreed audit tool being piloted. Public facing leaflet in draft, website referral form now able to type into. QP performance framework beginning to look really good – expecting this to come to next Board along with risk register. Crucial work is happening in the sub groups.

Updates to management plan. The Board agreed the updates.

#### **Actions**

Q & P framework to March Board	MM
Risk Register to March Board	MM

### **8. WDU Training update**

The quarterly report highlighted the following :

- Work around train the trainer activity – low response rate but better picture of where we are. Trained 203 individuals
- Reviewed level 3 training (investigator) revised around care act. MCA/DoLS training
- Looks as if no shows are decreasing – what are we doing differently?
- Message out to the public – SA to discuss with MM
- WDU site not workable – MM to pick up with ICT

#### **Action**

MM to advise on reasons for decreasing no shows	MM
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### **9. Safeguarding Adults collection**

- Significant increase in the work being completed
- Benchmark against other LA's – more flexibility. Use this information to see where we want to be. Make process more proportionate.

- MC and advocacy – there has been a drop off in use of advocacy: why is this?
- Work that sub groups are doing will start to feed through
- No MSP data still – looking to have more through the audit improvement in outcome audit
- Would possibly be concerned if we had less Section 42 enquiries because we seem to be an outlier – how do we push on so not always local authority? Could we use some of the budget to support some resource?
- SS training – safetalk training funded by PHE on a non recurring basis– key element of recommendations in her report

### Action

Update on benchmark data re Section 42 enquiries	MM
MM to update on drop off in Advocacy use	MM

## 10. Peer Review in January 2017

This is a voluntary review of CYC under the ADASS process, not just the Board, and it acts as a critical friend. There will be no final gradings, unlike OFSTED or CQC inspections. There is lots of good work going on which we can highlight. Timetable to be issued with outline position statement for any comment. Levels of Section 42 enquiries which show CoY as an apparent outlier could be a good thing. Board members were invited to raise with Michael Melvin if there is anything we should add. Also, CYC may be challenged that we haven't had a SAR since the SAB was created.

### Action

Timetable and outline position statement to be issued for any comment	MH
Comments to be fed back to MM via MH	MH

## Strategic Items

### 11. Crisis Care Concordat

Celebrate that Safe Haven money that has been successfully obtained. Agreed that it is important that the Chair be sighted on minutes of implementation group, but no need to make them an SAB agenda item. Sycamore House is also something to celebrate. There is significant assurance that good work is going on around joint working. Need to start thinking about shared staff and rolling out the

learning about the impact a nurse can have by being in the Police control room. Welcomed the report and requested an annual update

**Actions:**

Annual update on progress on concordat	VP
This report to be forwarded to the Chair of the MH & LD partnership	MH

**12. North Yorkshire & York Suicide update**

SS explained that NY & York had already decided to carry out an audit. North Yorkshire published their audit report some months before York. In the middle of it CoY realised we had a suicide cluster at the University of York, which slowed down the work on the audit.

SS explained that this report is to give the Board assurance that actions are already happening and to give the Board an opportunity to discuss anything that arises. Reflected the general recommendations. Work around students - the JSNA was established already but this may throw up other things that may need to be looked at. Public Health England has done some work on the University circuit to emphasise the importance of pastoral care and this will be taken forward nationally. Student Mental Health network has been instigated – informal (willing and interested) wide membership. Suicide prevention task group – SS chairing. The Suicide Safer City is a York initiative.

SAB members received the audit and welcomed it and the work that has gone into it. Intention to repeat the audit process – retrospective process – have also introduced a real time surveillance process (early warning system) which enables a quick response. Retrospective audit over 5 years don't intend to change this. Meeting with NPS – suicide action plan.

Board willing to make a contribution towards training – Safetalk open to staff and anybody, assist training more in depth more front line staff.

**Actions:**

Support recommendations on action plan	All
Commitment to support training	All
CVS offer to share across network	SA
Present annual report to SAB, next in December 2017	SS
Build suicide training into WDU training plan	SS/KA/MM

### 13. Out of Area Placements update

Housing services for vulnerable groups, insufficient supply around people with MH issues – work going on now in York. York support more than the national average people with LD/MH to live in the community. Levels of change in social care economy – MH strategy next year. SS advised that homelessness issues were growing across the country and there were significant problems for York due to costs of accommodation. The Homelessness Strategy group will look at this. OOA – issue of how we get assurance of vulnerable people coming into York who are self funding? York is a significant self funding area, we already know we have 75% self funding.

MF – most vulnerable access services. Growth in dementia is already evident and predicted. Universal information and advice including where they can buy this support – don't always want to come to Local Authority. Dementia Friendly City on course for this – bring back to Board June 2017.

#### Actions:

Dementia Friendly City update to June 2017 Board	MF
Bring update to July 2017 Board on OOA (self funders)	CP

### 14. Safeguarding Procedures update

Signing up to procedures has been helpful. Not necessarily Care Act compliant – we believe are ahead of the procedures re Care Act compliancy. Would like to bring our practice closer together with NY in the first instance as this provides a closer synergy with partners, whilst at the same time supporting the West, North and City of York consortium review: twin track approach to manage the risk. The SAB agreed to confirm back to the regional consortium:

- SAB formally agree to support the consortium review process
- and release time for Kyra Ayre to be the CoY representative on the group. In addition:
- The CoY SAB welcomed the idea of an overarching Safeguarding Policy across the whole of the West & North Yorkshire and City of York patch.
- The CoY SAB's preference would be for local procedures sitting under that overarching Policy and we see real challenges in

being able to agree the same detailed practices and procedures across the entire patch in a reasonable timescale.

- As a result, the CoY SAB has resolved as a matter of priority to work with all statutory partners and other SAB members across the North Yorkshire and City of York patch to harmonise our practices and procedures as fully as possible.

March 2017 SAB meeting will be invited to take a view in the light of development work with NY. The Board supported a place based approach – never mind the timetable, lets get it right.

**Actions:**

Resolutions to be confirmed back to W, N & Y consortium lead officers	KMcA
Regional Chairs' Group to be informed of the resolutions	KMcA
Update to March meeting on NY & Y Safeguarding Policy	KMcA/KA

**For information (and discussion by exception)**

**15. Highlight report on Board sub-groups**

The Board noted the report.

**16. Inter Board Protocol**

Protocol agreed for all boards – agreed way forward

**17. Development Day Draft Agenda**

**18. Stockton Hall MoU**

Show how independent sector working together and collaboration. Sharing of good practice. DH said he would like to include logos of NYP/CYC. The Board welcomed this.

**Actions:**

KMc to contact Lisa Winward to request logo	KMc
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**19. Multi Agency Safeguarding Group ToR**

The Board welcomed the document.

**Any Other Business**

20. 11 November 2016 male forensic ward (Westerdale) closure at Clifton House got into the press. Admission of regret from LYPFT that it came out in this way following staffing issues but it will reopen next April. 7 patients, including 1 from York, transferred elsewhere. CoY made it clear that this is not the way to publicise such actions. TEWV unaware as well – no dialogue. MF has asked for clarification from LYPFT. JP has asked on behalf of NHS England as the regional commissioner for assurances from LYPFT so the Board can understand how this closure was arrived at.

This led to a wider discussion about current issues. There is a CQC visit across services in TEWV. Safety issues are so significant there will be beds out of commission during winter months, looking to place through PCU. Ask TEWV re Worsley Court, Selby, to come back to next Board. CJ to liaise with MC about offer of help from Retreat. Statement from TEWV requested for next meeting.

**Actions:**

Update on Forensic service from JP at March Board	JP
Statement from TEWV for March meeting	KAg
CJ to liaise with MC re bed capacity	CJ

21. Self-Assessment peer review process. KMc reported that The Retreat & Stockton Hall were the only ones who had completed the process, and he thanked them. He also requested other SAB members to help ensure a much better level of coverage by the time of the March 2017 SAB.

**Actions:**

Update on peer reviews March	All
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22. Review of meeting

What Went Well		Even Better If	
Safeguarding story - Thought provoking story	✓✓✓✓		
Contribution from partners to papers	✓		
Chairing	✓✓✓✓		

Honesty in the room/ challenges	✓✓✓✓ ✓	Overwhelming information between Board meetings	✓✓
Suicide audit – case studies were powerful	✓✓	Stock some of this up for Development day – more Board meetings?	✓✓
OOA self funders		Comms	
Make time for here and now			
MOU work is positive			
MSP			
Sharing challenges			
Opportunity to discuss		Forward planning to dedicate space for new issues	
How well the meeting has been structured			
Good forum for honesty			
Strong enough to identify problems and be both challenged and assured			
Pre briefing welcomed		Would like to have been better prepared	
Services have been significantly challenged, welcome multi agency approach			

Board members felt that the Craven Room worked well as a venue and there was not a problem about having to be collected and delivered to the room, unlike the Severus Room.

**Action:**

Investigate transferring next meeting in March 2017 to	MH
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There being no further business the meeting closed at 12 noon.

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

- **Friday 3 March 2017 – to be confirmed**
- **Friday 2 June 2017 – Severus Room**
- **Friday 1 September 2017 – Severus Room**
- **Friday 1 December 2017 – Severus Room**

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

UNCONFIRMED MINUTES