



CITY OF YORK SAFEGUARDING ADULTS BOARD

**Meeting held on 2 March 2018, from 9.15 am – 12.00pm
Craven Room, West Offices, York YO1 6GA**

Present:

Sarah Armstrong	Chief Executive, York CVS
Sian Balsom	Healthwatch York
Kim Bevan	The Retreat
Jenny Bradom	Deputy Chief Nurse, Vale of York CCG
Stacey-Lee Curtis	York House
Martin Farran	Director Adult Social Care, CYC
Beverley Geary	Chief Nurse, York Teaching Hospitals NHS FT
David Heywood	Stockton Hall
Kevin McAleese CBE	Independent Chair
Michael Melvin	City of York Council
Mike Padgham	Chair Independent Care Group
Jane Richardson	Joint Service Manager, Safeguarding, CYC
Cllr Carol Runciman	Portfolio Holder
Lisa Winward	Deputy Chief Constable, NYP

In attendance:

Melanie Hopewell	City of York Council (minutes)
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Apologies:

Kyra Ayre (KAy)	Head of Service Safeguarding, MH & DoLS
Karen Agar (KAg)	Tees Esk & Wear Valley FT
Michelle Carrington	Chief Nurse, Vale of York CCG
Sharon Stoltz	Director Public Health
Amanda Robson	NHS England
Christine Pearson	Vale of York CCG
Tanya Stokes	Inspection Manager, CQC
Keren Wilson	Independent Care Group

1. Introductions and Apologies for Absence

The apologies for the meeting were noted and given the very challenging weather and travel conditions, the Chair thanked members who had been able to attend.

2. Minutes of the Last Board – 1 December 2017 : for agreement

The minutes from 1 December 2017 were confirmed as an accurate record of the meeting.

3. Matters arising

There were no matters arising from the last meeting

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

There were no conflicts of interest declared

Standing Items

5. A safeguarding story

Beverley Geary provided the safeguarding story which detailed a high risk safeguarding situation at York Hospital. A brother and sister (Mr & Miss B) were admitted to hospital, the sickest of the two was Mr B (65) who had diabetes, was blind and had significant mobility issues but with capacity. He was neglected and malnourished and needed a wheelchair but lived in caravan and was used to crawling around. Concerns were raised by staff, aside from poor physical state, about whether they were receiving their benefits. The brother and sister ate scraps and lived underneath the caravan and there were also concerns around bullying and financial abuse.

The sister lacked capacity which meant she could be accommodated more straightforwardly. The family of the siblings wanted to remove them from hospital, DoL had been agreed for sister but not for Mr B who wanted to be with his sister and return to the family, but they presented on the ward in a significantly challenging way. Following investigations it was confirmed that the caravans the family lived in were uninhabitable. Mr B said he would consider going to live on

another site with another family, but due to conflict within the family he is still in hospital to date. Mr B's wishes and his high health risks, plus financial abuse collecting benefits made for a complex picture which the hospital staff felt unable to ignore.

Challenges around family and extended family and for the hospital staff to impose our values was not appropriate. Safeguarding planning – ward manager fully involved and did a commendable job. Strong attempts made to make the safeguarding approach personal.

Mr B remains occupying a bed he did not strictly need. Well known to all services, and had attempted to work with the families previously. Police involvement as concerns over the health of Mr & Miss B. They also moved across boundaries between local authorities which made planning difficult. Unwise decisions still does not absolve LA nor the Trust from their responsibilities as both still have a duty of care.

After discussion of the item, the Chair thanked BG for a thought provoking example of trying to deliver MSP in the most challenging of circumstances.

Action:

Next safeguarding story	KAy
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6. Chair's Report

The Chair's Report included:

1. Details of visits and meetings attended
2. Board development day
3. Safeguarding week w/c 25 June – Board asked to agree the expenditure of £2000 to fund the York programme
4. Death of Chair of N Yorks SAB
5. Peer review action plan for discussion at item 16
6. Public engagement – set up of a small task & finish group to progress matters for the June Board.
7. Comments on budget
8. Annual report for 2017/18 – Board asked for agreement to produce a smaller document for this year

The Board were asked to note the Report and agree the recommendations.

Actions:

Safeguarding week £2000	Agreed
Public engagement task & finish group to meet in March	SA, SB, KAy, KMc
2017/18 Annual Report returns to Mel by end April	ALL
Partners are welcome to place a hyperlink in their contribution to the Annual Report, particularly if that helps save words.	ALL
2017/18 Outturn and 2018/19 Budget with significant contingency	Agreed

KMc noted that 31 March 2019 is the final date for which present funding levels from the three statutory partners are agreed. A new agreement across partners will have to be in place by 1 April 2019.

7. WDU training update incl Future Focus

Story for Qtr 3 - refreshed training offer in place and numbers of people trained had significantly increased. Still charging for no-shows and this is working well. Good coverage over all areas regarding training.

Future Focus – community led support aligned to MSP using assets already available in the community. Working in partnership with agencies in the city. First talking point in Acomb towards end of the month using an innovation model as a basis for this approach. Linked to wider issues around workforce, multi agency workshop on workforce, useful for others to comment. Positive conversations with colleagues, national framework out with really good structure. Done initial draft as CYC with the Trust.

Actions:

Mel to send link with framework WD/Hospital	MH
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8. Risk Register and scoring model

A task & finish group was formed to review the risk register and the way it was scored. The Board were asked to advise whether they were improved in the revised documentation on the agenda. Agreed they were.

Risk register:

- Changed order of some of the risks – detailed analysis of the risks
- Revised with nine risks for consideration
- Some concerns previously for lack of clarity around risks
- Sub group will monitor this – should help us to prioritise our time, tie this in together with management plan. By the end of this year would want to see the management plan integrated - Agreed
- Keep the green in the Risk Register to ensure they are kept under review at sub group

Actions:

Return both the scoring model and the revised Risk Register to the Q&P sub-group for any further consideration via MM	MM
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Strategic Items**9. Progress on Management Plan for 2017/18**

KAy had updated the management plan which ends on 31 March 2018 with only one action being carried forward to next year.

10. Draft Management Plan for 2018/19

Discussed the draft plan and agreed this was acceptable to the Board. Query whether we could look into using more diverse photographs to illustrate front cover of future documents like the Annual Report and Executive Summary. Mel to meet with comms to discuss photographs.

Actions

Board agreed to accept the 2018/19 Management Plan	ALL
Mel to liaise with Comms about photographs for future documents	MH

11. Safeguarding Adults Data

MM advised the Board that he was disappointed in the lack of data information from various agencies as the agreement had been that all agencies were going to work with a common framework. Definition of terms had been written for the infographics. MM advised that he

would want to see progress to S42 tail off from the work we are doing through Future Focus. Would take the challenge back to business intelligence about why we are reporting a zero percentage in the MSP figures. Discussion took place about the data infographics.

How do we capture self neglect to raise awareness – still getting multi agency house in order – policy draft written and will roll out for safeguarding week. Plan is to roll out some more training to include a deeper look at types of abuse.

Actions:

MM to discuss data with TR	MM
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12. MSP Outcomes – case studies

Vale of York CCG and Stockton Hall each produced two case studies showing how MSP was achieved under very diverse and complex circumstances. The Board felt that these examples showed clearly that MSP was working across significantly challenging areas and acknowledged that there is a cohort of patients who will never be satisfied. Members were struck by the complexity of the cases which partners have to manage.

The very clear information from both partners was welcomed by the Board

Action

Next case studies from – CVS/NYP	Sarah Armstrong/ Jo Bielby
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13. Update on new W,N &York operational guidance

A working group has been established to redraft the local operational guidance and procedures which should be complete by the end of March 2018. WDU – workshops with partners and providers in April to present and update on changes. Summary of procedures to be circulated asap after this meeting.

Action

Clarify workshop dates	KAY
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Summary of procedures to be circulated

MH

For information (and discussion by exception)

14. Highlight report on Board sub-groups

Quality & Performance sub group

The risk register and criteria were updated by a task and finish group as discussed in item 8 above. Concerns were raised about the lack of data from partner agencies and hopefully the discussion in item 11 will have clarified what is needed from them.

Training and Development Group

Looking again at national competencies – SG to be invited to June Board.

Action:

MH to invite SG to June Board

MH

MAPPA/MARAC/modern slavery – update to previous concerns raised about training provision is that WDU is taking this commissioning on, there will be no cost to SAB. KMc has received an apology from the Chair of the SCB that this matter was not discussed with him before the SCB handed the responsibility for MAPPA and MARAC training back.

Lessons Learned Subgroup

Continues to operate well – updates and tracker being used. Update around LeDeR and potential duplication. In terms of assurance, the Board is in a much better position now with the updated tracker being discussed at every meeting.

15. NHS England – Update

NHSE have secured a provider to begin the backlog of reviewing LeDer reports.

Actions:

MH to ask AR if there is an update to timeframe

MH

16. ASC Peer Review and Action Plan

There were seven items from the action plan that relate to Safeguarding Board . KMc asked if there were any questions and noted that the capacity of the safeguarding team had not increased since the introduction of the Care Act – this was partly because of difficulties in recruiting to social work posts. MM advised that the team were managing demand in the system through Future Focus work to keep from entering lengthy safeguarding procedures. Difficulty recruiting in York due to house prices/constrained budgets were also an on-going challenge

Good working relationships between partners – the CoY safeguarding team is crucial, especially for advice given and for the quality of partnership working. Smarter working together – much wider , how to work more flexibly to use the resources we have – use of technology and what we could do with this. Not just about current model – services are some of the best in the country. Current model will not be sustainable and how do we do something differently?

17. Mental Health Act use: trends

Use of Mental Health Act and the nature of way we are using legislation. Mental capacity is the bigger challenge for us, with access to beds more difficult. Mixed picture across agencies, nationally there has been a spike. Knock on around provision – Sect 136, keep a weather eye on the impact. MF thanked partners for sharing their data with him.

18. Website usage

The data shows that website usage continues to be good and that the bounce rate (the amount of time people spend on the site) has reduced from 83% to an average of 73%.

MH asked again for all partners keep the site under review and to send any information that may be relevant from their own sites, including links to websites, events, news, procedures etc.

Actions:

Any relevant and useful website material to MH	ALL
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Any Other Business**19. Progress on agency staff issues since last meeting**

Credentials of agency staff – update is there is no massive change. The Retreat is looking at implementing a preferred provider approach and this appears to be the only way this can move forward. Some SLAs with agencies and are committed to doing this. Share any information on individuals or agencies between themselves at multi agency safeguarding meetings.

LW advised that partner agencies should report any information on individuals to the police – this can then be used in the DBS process as will be logged as intelligence. Information can be sent to general enquiries email.

As part of the Meeting Review discussion, it was agreed in item 22 to create a task & finish group with The Retreat, Stockton Hall, Independent Care group, York House and York Hospital to look at on-going issues. LW would function as the strategic lead. Report back to June Board.

Actions:

KB/SLC to share their SLA with Mike Padgham	KM/SLC
Task and finish group to be convened	BG

20. The role of advanced Nurse Practitioners

Number of issues in care home outside of York – CQC or safeguarding team aren't always clear what advanced nurse practitioners do. How can we cascade information about this – not the same as the NHS position with the same job title – CQC not sighted on this, either. Different in different places – CQC not knowing is worrying. It was agreed that an item could be placed in the weekly ICG newsletter giving this information about Nurse Practitioners likely to be working in the community

Actions:

MP to place an item in the ICG newsletter for information	MP
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Raise with CQC rep if present at next meeting	KMc
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21. Horizon scanning by Board members

- Safeguarding week – w/c 25 June – themes/thought for week to KAy asap. Default could be safeguarding is everybody's business and how do you recognise financial abuse/ financial scamming?

Actions:

All to contact KAy with ideas for themes for safeguarding week asap	ALL
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22. Review of meeting

What Went Well		Even Better If	
MSP case studies	✓✓✓✓ ✓✓✓✓ ✓	Consider observers	✓
Safeguarding story	✓✓✓✓ ✓✓✓✓	MH act data needed more information and discussion	✓
Sharing between agencies - relationships in the room	✓	How we can share the information in papers?	
Welcoming, informative meeting		Discussion about agency staff needed more time (see item 19 above).	✓
Partnership working good and well chaired	✓	Better if everyone could have got here	✓
Risk register	✓✓	Development day areas of concern – how do we respond to the issues?	✓✓
Pace and focus good today	✓		

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

Dates of future meetings at 9.15am – 12 noon

- **Friday 1 June 2018 - Auden Room**
- **Friday 7 September 2018 - Auden Room**
- **Friday 7 December 2018 - Auden Room**
- **Friday 1 March 2019 – Auden Room**
- **Friday 7 June 2019 - Auden Room**
- **Friday 6 September 2019 - Auden Room**
- **Friday 6 December 2019 - Auden Room**

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