

CALDERDALE SAFEGUARDING ADULT BOARD
Tuesday 23 October 2018 - 1.30 pm – 4.30 pm
The Shay Stadium, Halifax

2018 Meeting Attendance

Member	Agency	23 January	17 April	17 July	23 October
Ged McManus	CSAB Independent Chair	Y	Y	Y	Y
Allison Waddell	CSCB/CSAB	-	Y	Y	A
Maggie Smallridge	WY National Probation Service	D	D	Y	D
Iain Baines	Adults, Health and Social Care	N	D	Y	Y
Lorraine Andrew		Y	Y	A	Y
Derek Benn	Community Safety Partnership	Y	Y	A	Y
Steve Blackman	Sector Support Calderdale	Y	Y	A	A
Angela Everson	WomenCentre	A	Y	Y	Y
Justine Plumb	West Yorkshire Police	D	Y	Y	-
Sarah Baker		-	-	-	Y
Karina Gonzalez/ Martyn Greenwood	Fire Service	Y	Y	Y	Y
Nick Hawley	Bradford & Calderdale Probation CRC	Y	N	N	-
Gaynor Swanson		-	-	-	N
Nicola Kyser	Housing, Environment & Renewal	Y	A	N	-
Gillian West		-	-	-	A
Sue Lewis	Pennine Housing/Together Group	Y	D	Y	Y
Cllr Bob Metcalfe	Elected Member	Y	A	Y	A
Karen Rodger	NHS England	Y	A	Y	A
Victoria Thersby/ Lindsay Rudge	CHFT	Y	Y	A	Y
Luke Turnbull	Calderdale CCG	Y	Y	Y	Y
Julie Warren-Sykes	SWYPFT	Y	Y	Y	Y
Penny Woodhead	Calderdale CCG	Y	D	Y	Y
Helen Wright	Health Watch Calderdale	Y	Y	A	Y
Jeannine Houshmand	Legal and Democratic Services	N	N	N	N

Hilary Thompson (observer)	Age UK SS Y&H	A	A	Y	A
Lisa Butland (Age UK)	Age UK C&K	-	-	Y	Y

Key: Y = Attend, N = Did Not Attend, A = Apology, D = Deputy Attended in Place

In Attendance for Item 3.1

Maria Foster - LEDER

In Attendance

Clare Robinson – Calderdale CCG

In Attendance for Apologies

Simone Burden (representing Maggie Smallridge)

Subject	Discussion and Agreed	Responsible Person
1 Welcome, Introductions, Apologies and Declaration of Interests	Members were welcomed, introductions made and the apologies noted. There were no declarations of interest. Action – Lisa Golding-Smith to add Clare Robinson and Simone Burden to her SAB distribution list - COMPLETE	Lisa Golding-Smith
2 Minutes of last Meeting and Matters Arising (17 July 2018)	Page 1 <u>Meeting Attendance</u> Action – Lisa Golding-Smith to amend to show that Penny Woodhead and Lisa Butland were in attendance – COMPLETE Page 3 <u>Prevent</u> Action complete. Derek Benn has spoken to Allison Waddell about this. <u>Making Safeguarding Personal</u> Action complete. Action no longer required (Luke Turnbull to report back to the SAB at the next meeting after he has attended the A&E Delivery Board meeting). <u>Transfers of Care (Self Funders)</u> Action complete. Amended the wording.	Lisa Golding-Smith

Page 4

Preparation for GDPR

Action complete. Allison Waddell has asked members to confirm in writing that their organisation will be compliant with GDPR (this will not prevent them from sharing information for safeguarding purposes).

Page 5

Pressure Ulcer Guidance

Action – Julie Warren-Sykes to send Ged McManus the new guidance.

Julie Warren-Sykes

Page 6

Falls Protocol

Action complete. This has been resolved and published.

Page 7

SAR

CPS have asked that the SAR be pended awaiting the criminal trial as they perceive that there is a risk of generating new information which may complicate the trial. Whilst there are established procedures for dealing with such circumstances Ged McManus has agreed that some elements of the work will be put on hold pending the trial for example holding a practitioner event.

Performance & Quality

Action – Lisa Golding-Smith to chase up Allison Waddell for her action of “Allison Waddell to check with Vicky Thersby what the SAR JT action means”

Lisa Golding-Smith

Page 9

Mr A SAR

Sue Lewis feels that there was a missed opportunity and her service could help.

Action – Iain Baines and Sue Lewis to speak after this meeting and involve Allison Waddell if need be

**Iain Baines/
Sue Lewis**

	<p>Page 10 <u>Safeguarding Week</u> On today's agenda.</p> <p><u>Section 42 Audit</u> Action – Lisa Golding-Smith to chase up Allison Waddell for the action of “Agencies were asked to take a look and refine an Action Plan that will help them to take forward”</p> <p><u>Contribution to Annual Report (future Business Plan being produced in conjunction with Making Safeguarding Personal)</u> This is ongoing work and the reports are due to Scrutiny in December 2018.</p> <p>Page 11 <u>SAR Chair</u> Luke Turnbull has stepped down as Chair of the SAR Sub-group. Ged McManus is standing in temporarily as there have been no volunteers to take over as Chair. If there is no Chair by March 2019 then to look at options but hopefully there will be someone to take over in the New Year.</p> <p>Action - SAB members to think if they had any colleagues that would be able to take over as SAR Chair</p> <p>Ged McManus pointed out that if we lose another Sub-group Chair the Board will start to be dysfunctional. Penny Woodhead thanked Ged McManus for stepping in as SAR Chair but feels this is not right and there should be a distance between the SAR Chair and the SAB Independent Chair.</p> <p>The minutes of the meeting held on 17 July 2018 were agreed.</p>	<p>Lisa Golding-Smith</p> <p>ALL</p>
<p>3.1 LEDER</p>	<p>Maria Foster was welcomed to the meeting. Presentation received. Real case presented by Clare Robinson.</p> <p>Members raised the following points</p> <ul style="list-style-type: none"> • There is a need to link in with CSCB on this 	

	<ul style="list-style-type: none"> • There is a need to link in with regional work being led by Dr John Woodhouse chair of Doncaster SAB • CCG is the responsible agency for LEDER and will be updated in December • CSAB needs to be kept in touch with developments <p>Action – Clare Robinson to update the SAB in 6 month’s</p> <p>Penny Woodhead made a plea to members as they are short of reviewers and confirmed that they would be trained. Iain Baines made a commitment to find at least one reviewer and he was thanked for this. Sue Lewis suggested we reach out to a wider range of agencies for reviewers.</p> <p>Action – Lisa Golding-Smith to send the presentation out with the minutes – COMPLETE (sent with minutes)</p>	<p>Clare Robinson</p> <p>ALL</p> <p>Lisa Golding-Smith</p>
<p>3.2 Liberty Protection Safeguards Proposal</p>	<p>Two papers received. Since the writing of this paper some things have changed as there has been another meeting in the House of Lords. The Government has promised to make changes but don’t know the detail yet. Luke Turnbull briefed members on the changes he knew of but he didn’t have the exact details of some of the changes. Would like to open up as to what the Board’s role is for this bill. Iain Baines advised members that he has spoken to both MP’s about the proposed changes. Iain Baines thinks what has been suggested might make it worse for people as it is a system issue and there is a need to more system co-ordinating. This is more about the assessment burden more than the admin burden. Legal challenges will still be made against the local authority or CCG not the provider.</p> <p>Action – Ged McManus to check on the detail of what is going from his regional safeguarding colleagues and Robin Templeson</p> <p>This will be discussed at next week’s Kirklees Board meeting and it was confirmed that Clare Robinson will follow this up.</p>	<p>Ged McManus</p>

	<p>Iain Baines advised members that Parliament discuss this issue when they have empty slots.</p> <p>Thanks were given to Luke Turnbull and he was asked to have his ear to the ground and to keep the Business Group updated.</p>	Luke Turnbull
3.3 Board Insurance	<p>This had been reviewed following information received from the National Chairs network. It has been found that the board's position of contributing financially to the Local Authority's insurance policy is inadequate and a recommendation has been made that the board carries its own insurance. This is currently being actioned and may lead to a small increase in spending.</p> <p>Action – Ged McManus to keep the SAB updated on the Board insurance</p>	Ged McManus
3.4 Adding Minutes of SAB to Website	<p>It was proposed that SAB minutes are published on the website. This was agreed following discussion.</p> <p>Action – Derek Benn to check with Sheron Hobson how far the Partnership Bulletin can be disseminated</p>	Derek Benn
3.5 Sub-group Highlight Reports	<p>Reports received from Sub-groups.</p> <p>SAR Ged McManus briefed members.</p> <p>Performance & Quality Luke Turnbull briefed members and he highlighted them on the Indicator Report. Luke Turnbull confirmed that there will be a Glossary by Quarter 2.</p> <p><u>1.1 – Number of Safeguarding Concerns</u> Need a proper comparison.</p> <p><u>1.2 – Number of Section 42 Safeguarding Referrals accepted and characteristics</u> Adult Social Care is raising most of the concerns.</p> <p><u>1.3 – Number of repeat Section 42 referrals</u> Really high numbers of repeats being raised.</p>	

	<p><u>2.1 – % of adults asked to define desired outcomes for concluded Section 42 cases</u> Not reporting on the outcomes. Should be outcomes for all Section 42 enquiries. The new screens were tested last week and they have been shown to Jacquie Hellowell. Iain Baines confirmed that we are getting closer to where we need to be.</p> <p><u>3.3 – Number of Adults at Risk occurrences, associated crimes and arrests</u> To do more work to understand.</p> <p>Ged McManus asked Luke Turnbull what the SAB would be receiving in the future as previously they have received Deep Dives. Luke Turnbull advised members that we currently have a Programme of Audits and at future meetings he will present on the Audits.</p> <p>Action – Ged McManus and Luke Turnbull to speak outside of this meeting regarding what is required by the SAB</p> <p>Action - Helen Wright and Derek Benn to speak outside of this meeting</p> <p>Helen Wright commented that the rag rating should say whether agencies are achieving their objectives.</p> <p>Learning & Improvement Paper received.</p> <p>Communication & Engagement Lorraine Andrew briefed members. Derek Benn thought it would be useful to know the number of hits on the website and Ged McManus confirmed that the website needs to be relevant and up-to-date. Might have to carry out detail work with the Web Team. Sue Lewis asked if the users have been asked about the website and Helen Wright advised members that some of her users have looked at the website and fed back to Allison Waddell.</p>	<p>Ged McManus/ Luke Turnbull</p> <p>Helen Wright/ Derek Benn</p>
<p>4.1 SAB Development Day</p>	<p>Members felt it was worth attending the Development Day. Helen Wright felt that Trudy Beever (Dementia Support Worker for Alzheimer's</p>	

	<p>Society) case study (concerns over consent) was good and this has stayed with her. There is a whole load of energy that can be harnessed and it is about not knowing the outcomes.</p> <p>Ged McManus briefed members on Trudy Beever's presentation.</p> <p>Action – Lisa Golding-Smith to send the Summary out with the minutes– COMPLETE (sent with minutes)</p>	<p>Lisa Golding-Smith</p>
<p>4.2 Safeguarding Week</p>	<p>Paper received.</p> <p>Luke Turnbull pointed out that we need the results of what the consultation process told us.</p>	
<p>4.3 Case Example – Fire Service</p>	<p>Presentation received from Karina Gonzalez.</p> <p>Not developing any more partnerships but revisiting the partnerships that already have and revisiting training.</p> <p>Karina Gonzalez is currently doing a piece of work with Together Housing for this time of year (drinking at Christmas parties etc).</p> <p>Action – Lisa Golding-Smith to send the Evaluation carried out for Safe and Well Programme and link to some safety films created by Karina Gonzalez and Together Housing last year with the minutes – COMPLETE (sent with minutes)</p>	<p>Lisa Golding-Smith</p>
<p>5.1 Agree 2019 Meeting Dates</p>	<p>The following dates were suggested:</p> <p>Tuesday 22 January 2019 (to present Quarter 2)</p> <p>Tuesday 16 April 2019 (to present Quarter 3)</p> <p>Tuesday 16 July 2019 (to present Quarter 4), and</p> <p>Tuesday 22 October 2019 (to present Quarter 1)</p> <p>Action – Lisa Golding-Smith to book a room at the Shay and send calendar invites out – COMPLETE (room booked and calendar invites sent to members)</p>	<p>Lisa Golding-Smith</p>
<p>5.2 Regional and National Meetings</p>	<p>National Safeguarding Board Chairs have published guidance on the role of the Chair.</p>	
<p>5.3 SAR Decision Tool</p>	<p>Paper received.</p>	
<p>5.4 LIP</p>	<p>Paper received.</p>	

<p>6 Any Other Business</p>	<p><u>Vulnerable Adults Report</u> Derek Benn informed members of a report on Vulnerable Adults that is currently being circulated (report from Julie Killey - Acting Head of Service Commissioning & Partnerships) There was an action for Allison Waddell to speak to Ged McManus but Ged knows nothing about this.</p> <p>Action – Derek Benn to follow up with Allison Waddell</p> <p><u>Funding Request from Trading Standards</u> Ged McManus briefed members on a request for funding he has received from Trading Standards (who previously attended the SAB). Angela Everson felt that Trading Standards should not be asking the Board for funds and suggested they contact the Police & Crime Commissioner. Angela Everson would be totally against giving and doesn't think this is an appropriate request and Helen Wight thinks it is about priorities. Derek Benn suggested that we should have more information and Ged McManus confirmed that he has asked for this and briefed members on the response he received. It was agreed that the general feeling of the SAB is no to the funding request from Trading Standards.</p> <p>Action – Ged McManus to follow up with his Independent Chair colleagues</p>	<p>Derek Benn</p> <p>Ged McManus</p>
<p>7 Date and Time of Next Meeting</p>	<p>Tuesday 22 January 2019 1.30 pm – 4.30 pm Function Room 2 The Shay Stadium, Halifax</p>	