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Record of meeting

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| SAFEGUARDING ADULTS BOARD – EXECUTIVE GROUP | | | | | | | | |
| *Date* 10th February 2022 | | | | *Time* 10:00am | *Virtual meeting held via Microsoft Teams* | | | |
| *Attendees* | Jan Haxby – Director of Quality & Nursing, NEL CCG (Chair) (JH)  Bruce Bradshaw – MCA Lead, NEL CCG (BB)  Katie Chadwick – Home Options Manager, NELC (KC) (Neglect Sub-Group Chair)  Bev Compton – Director of Adult Social Services, NELC (BC)  Cllr Margaret Cracknell – Portfolio Holder, NELC (MC)  Spencer Hunt – Assistant Director Safer and Partnerships, NELC (SH)  Joe Warner – Chief Executive, Focus CIC (JoeW)  Stewart Watson – Safeguarding Adult Board Manager, NELC (SW)  Julie Wilburn – Designated Safeguarding Nurse, NEL CCG (JW)  Darren Wildbore – Chief Superintendent, Humberside Police (DW) | | | | | | | |
| *Guests* | Jacqui Wells, Housing Programme Manager, NELC (Agenda Item No. 12) | | | | | | | |
| *Note taker* | Julie Hamilton – Business Support SAB Specialist | | | | | | | |
| *Apologies* | Chris Calvert, Humberside Police (Exploitation Sub-Group Chair) | | | | | | | |
| *(Agreement was reached by all for the meeting to be transcribed for the purpose of the notes.)* | | | | | | | | |
| **1. Apologies** - Noted. | | | | | | | | |
| **2. Minutes of Previous Meeting/Matters Arising (3rd December 2021)** | | | | | | | | |
| The minutes of the meeting held on 3rd December 2021 were accepted as a true record. A redacted version had been produced for publication on the SaferNEL website. | | | | | | | | |
| *Actions Agreed* | | | | | | *Lead* | | *Deadline* |
| 2.1 The redacted version of the Minutes of the meeting held on 03.12.2021 to be published on the SaferNEL website. | | | | | | Julie Hamilton | | Posted on website 15.02.2022 |
| All outstanding actions had been completed, except the following: | | | | | | | | |
| 5.1 (05.08.2021) Liberty Protection Safeguards - The Chair to write on behalf of the SAB to its partners to seek assurances on the new LPS and to offer support/signposting if deemed necessary.  **Update 10.02.22 – Implementation of LPS delayed until April 2023.** | | | | | | | | Jan Haxby |
| **3. Presentation on Hoarding – Jacqui Wells** | | | | | | | | |
| *Discussion* | | | Jacqui Wells, Housing Programme Manager, NELC, gave a presentation on Hoarding from a Housing Standards Perspective, outlining:   * The current position in NEL * Case studies * Why changes are needed * And the way forward   Issues were discussed and the Chair thanked Jacqui for her presentation. | | | | | |
| *Actions Agreed* | | | | | | *Lead* | | *Deadline* |
| 3.1 A taskforce to be established to discuss the way forward for Hoarding. The taskforce to include Jacqui Wells / Katie Chadwick / Julie Wilburn / Ros Davey (*focus*) / Lynn Andrews (Care Plus Group) / Dr Zaro (Primary Care) / and a representative from Navigo. | | | | | | Katie Chadwick | |  |
| (Jacqui Wells left the meeting and Darren Wildbore joined the meeting at this point.) | | | | | | | | |
| 1. **SAB Neglect Sub-Group – Update on Progress – Katie Chadwick** – circulated with Agenda | | | | | | | | |
| *Discussion* | | The last meeting of the Sub-Group had been cancelled due to the high number of apologies but KC gave an update on the Rough Sleeper Initiative bid which, if successful, will provide funding over three years. | | | | | | |
| (Katie Chadwick left the meeting after this item.) | | | | | | | | |
| 1. **SAB Exploitation Sub-Group – Update on Progress – Darren Wildbore** | | | | | | | | |
| *Discussion* | Detective Superintendent Christine (Chris) Calvert has been appointed as the new Chair of the Sub-Group which held its last meeting on 18th January 2022. Updates for the action plan are being sought. Data is needed to support intelligence which identifies modern slavery and CCE/CSE. | | | | | | | |
| 1. **Strategic Risk Management Group – Update – Spencer Hunt** | | | | | | | | |
| *Discussion* | Draft Terms of Reference have been developed and were shared with the Executive. The core membership comprises the three sub-group chairs, Deborah Harding and Bruce Bradshaw, with other colleagues as and when required. The Risk Register will be refreshed to include the basic trigger and effect, controls and actions to manage the risk.  The first meeting of the Group has been arranged for 14th February 2022 at which the Terms of Reference will be agreed. Subsequent meetings will focus on individual risks. | | | | | | | |
| 1. **Integrated Care Partership (ICP) – Update – Jan Haxby / Julie Wilburn** | | | | | | | | |
| *Discussion* | A presentation was given on the progress of the ICP which outlined:   * Implementation from 1st July 2022 when CCGs will cease to exist * Six Place Based Partnerships (PBPs) * Four main aims of the ICP * Proposed governance * The evolving ICS (Service) * NEL Place governance arrangements   JW added that:   * Safeguarding has been identified as a priority. * The provisional governance/leadership arrangements have been approved. * JW is undertaking a transitional lead role three days per week. * The Senior Nurse at Place is to be the ICS representative at the ICB (Board). * Each area will have designated nurse roles. * Workshops will be held across NEL with safeguarding leads from health and social care providers. * Assurance will be sought from Place system providers. * Decisions and funding will be determined by the ICS. | | | | | | | |
| *Actions Agreed* | | | | | | *Lead* | | *Deadline* |
| 7.1 The presentation to be circulated with the draft Minutes for information. | | | | | | Julie Wilburn | | End February 2022 |
| **8. SAR Update and sign off – Julie Wilburn** – circulated with Agenda | | | | | | | | |
| *Discussion* | **SAR 04-18 AD** – The completed report has been received and shared with the SAB Executive. A 7-minute briefing has been produced for this case and has been anonymised to allow the key learning from this case to be shared; this was presented for approval for publication. The action plan from this review is being completed by the SAR Panel.  **03-20 AC** – This case was conducted as a table-top review on 16.09.21 and the key learning points and recommendations presented to the SAR Panel on 05.10.21. The action plan from this review is being completed by the SAR Panel and a 7-minute briefing is being drafted which will be presented to the SAB Executive for approval for publication.  **01-21 AA** – This case was conducted as a table-top review on 20.10.21 and the findings will be presented to the next SAR Panel meeting as the lead reviewer was not able to attend the last SAR Panel.  **01-18 AA** – The completed Action Plan was presented for information.  Issues were raised and discussed and it was felt that these issues need to be raised at, and owned by, the three Boards. | | | | | | | |
| *Actions Agreed* | | | | | | *Lead* | | *Deadline* |
| 8.1 The positions were noted. | | | | | |  | |  |
| 8.2 The redacted 7-minute briefing for SAR 04-18 AD was approved for publication. | | | | | | Julie Hamilton | | Posted on SaferNEL website 15.02.2022 |
| 8.3 The issues discussed to be raised at the SCP Development Day arranged for 10th March 2022. | | | | | | Darren Wildbore | | 22.03.2022 |
| 8.4 A Tri-Board event to be arranged to discuss the key issues raised and to find solutions. | | | | | | Julie Hamilton | |  |
| 1. **DASM Report – Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | The annual report covered 1st January to 31st December 2021 and showed:   * 177 referrals were made * 210 referrals were closed – all made by SW so closures are consistent * 130 referrals were unsubstantiated – double the figure from previous years, no known reason * Historical data from 01.01.2018 when the DASM/PiPoT protocols introduced * The majority of referrals are made via *focus* | | | | | | | |
| 1. **Policies and Procedure – Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | The NELSAB Multi Agency Policies and Procedures had been revised with the assistance of Sue Bunn, *focus*, and cover the period 2022-2025. | | | | | | | |
| *Actions Agreed* | | | | | | *Lead* | | *Deadline* |
| 10.1 Any comments on the revised Polices and Procedures to be submitted to [stewart.watson@nelincs.gov.uk](mailto:stewart.watson@nelincs.gov.uk) within 14 days. | | | | | | ALL | | 02.03.2022 |
| 10.2 The NELSAB Multi Agency Policies and Procedures to be shared with the SCP and CSP. | | | | | | Stewart Watson | | 08.03.2022 |
| 10.3 The NELSAB Multi Agency Policies and Procedures to be posted on the SaferNEL website. | | | | | | Julie Hamilton | | Posted 08.03.2022 |
| 1. **HRP/ORMM Report – Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | The last analysis was conducted in October 2020 and since then 27 further referrals for HRP/ORMMs have been made.  The report outlined:   * Good attendance from partner agencies. * The impact of the use of risk management meetings is varied, as would be expected with those capacitous service users with complex issues and needs. * The protocols are valuable and utilised regularly to improve the lives of members of our community who need that multi-agency support.   Online learning, an annual event “in person” and virtual events were discussed as ways of sharing key learning and good practice. | | | | | | | |
| 11.1 A meeting between JH/SW to discuss the way forward in respect of sharing key learning and good practice to be arranged. | | | | | | Julie Hamilton | | Meeting arranged for 16.02.2022 |
| (Spencer Hunt left the meeting at this point.) | | | | | | | | |
| **12. Liberty Protection Safeguards/DoLS – Bruce Bradshaw**– Quarter 3 2021/22 DoLS statistics circulated with Agenda | | | | | | | | |
| *Discussion* | The implementation date of 1st April 2022 has been deferred and no new date has been identified, although it may be April 2023. The risks were outlined, and an additional risk of ‘Operational Culture’ has been identified. Local operational preparation and progress was summarised. Training briefings have been prepared by *focus*.  Issues raised were discussed.  JH added that she is the LPS lead for the Directors of Nursing, supported by BB. The NEL DoLS/MCA Policy has been offered to the ICS as a model policy.  DoLS statistics for Quarter 3 2021/22 had been circulated with the Agenda for information. | | | | | | | |
| *Actions Agreed* | | | | | | *Lead* | *Deadline* | |
| 12.1 The SAB and NEL CCG Risk Registers to be amended to include the delayed implementation of LPS | | | | | | Spencer Hunt / Bruce Bradshaw |  | |
| 12.2 A detailed action plan (RAG rated) in respect of LPS to be drafted and forwarded to Jan Haxby. | | | | | | Bruce Bradshaw |  | |
| 12.3 The issue of dedicated LPS resources to be raised at the Place Board. | | | | | | Jan Haxby |  | |
| **13. Forward Plan 2022 - Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | The Forward Plan for 2022 was presented for approval. | | | | | | | |
| **14. Budget Report – Stewart Watson** - circulated with Agenda | | | | | | | | |
| *Discussion* | The Budget Report was presented for information. | | | | | | | |
| **15. Risk Register – Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | The Risk Register was presented for information. | | | | | | | |
| **16. Performance Report (Trends) – Joe Warner** – circulated with Agenda | | | | | | | | |
| *Discussion* | The Performance Report was presented for information. | | | | | | | |
| **17. Training Report – Stewart Watson** – circulated with Agenda | | | | | | | | |
| *Discussion* | A new item, the Training Report for Quarter 3 2020-21 was presented for information. This comprehensive report had been compiled by *focus* and gave information on:   * MCA training and feedback * MCA mini-series * E-newsletters * Adult Safeguarding training and feedback | | | | | | | |
| **18. Any Other Business** | | | | | | | | |
| It was agreed that meetings should continue bi-monthly and virtual. | | | | | | | | |
| **19. Future Meetings 2022** – Meetings have been arranged for the following dates/times: | | | | | | | | |
| Thursday, 14th April, **9:30am-12noon**  Thursday, 9th June, 2:00-4:30pm  Thursday, 11th August, 2:00-4:30pm  Thursday, 13th October, 2:00-4:30pm  Thursday, 8th December, 2:00-4:30pm  (Sub-Group Chairs to join meeting at start of meeting – first items after apologies and minutes)  Via Microsoft Teams | | | | | | | | |

(Meeting closed at 4:34pm)