

**Gloucestershire Safeguarding Adults Board (GSAB)**  
**Minutes of Meeting held on Friday 25<sup>th</sup> May 2018, 9.30am, Shire Hall**

**Present:**

Paul Yeatman (PY)	Independent Chair, GSAB
Annette Blackstock (AB)	Safeguarding Lead, GCCG
Sarah Jasper (SJ)	Acting Head of Safeguarding Adults, GCC
Kath Davis (KD)	Detective Superintendent, Head of PPB, Gloucestershire Constabulary
Susan Field (SF)	Director of Nursing, Gloucestershire Care Services NHS Trust
Joanne Jordan (JJ)	Director of Customer Services, Stroud District Council
Steve Olczak (SO)	Gloucestershire DWP Partnership Manager
Peter Williams (PW)	Strategic Group Manager, Planning & Housing, Forest of Dean District Council (FoDDC)
Alison Feher (AF)	Safeguarding Lead/Named Nurse SG Children, 2gether NHSFT
Della Gilby (DG)	Director of Care, Co-Chair Gloucestershire Care Providers Association
Mary Morgan (MM)	Lead Commissioner, Older People, NHS/GCC
Lisa Nicholls (LN)	Assistant Director Housing Services, Gloucester City Homes
David Peake (DP)	Commissioning Manager, Skills & Employment, GCC
Carolyn Bell (CB)	GSAB Business Manager, GCC
Sue Pope (SP) (Minutes)	Safeguarding Adults Admin Manager, GCC
Anna Hansell (AH)	Community Manager, Gloucestershire POhWER
Jon Burford (JB)	Associate Chief Nurse, Gloucestershire Hospitals NHSFT
Jess Pajak (JP)	Quality Investigation Officer, GCC
Jennifer Taylor (JT)	Lead Commissioner, Public Health, GCC
Amanda Murray (AM)	Senior Operational Manager, Gloucestershire Probation Service
Samantha Lancaster (SL)	Safeguarding & DoLS Administrator, GCC
Richard Ocone (RO)	DCI, Gloucestershire Police
Jane Harvey (JH)	Stalking Advocate
Joy Hibbins (Jy H)	CEO, Suicide Crisis
Jo Mercurio (JM)	Acting DI, Gloucestershire Anti-Corruption Unit, Gloucestershire Constabulary

**Apologies:**

Councillor Kathy Williams (KW)	Cabinet Member for Adults Service Delivery, GCC
Lynne McEwan (LMc)	Gloucestershire Hospitals NHSFT Representing Steve Hams
Vicci Livingstone-Thompson (VLT)	Deputy Chief Executive, Inclusion Gloucestershire
Angela Willis (AW)	Workforce Development Lead for GSAB, GCC
Marie Crofts (MC)	Director of Quality, 2gether NHSFT
Steve O'Neill (SO'N)	Outcome Manager, Substance Misuse, GCC
Karl Gluck (KG)	Lead Commissioner (Joint), Mental Health, NHS GCCG/GCC
Adam Openshaw (AO)	Head of Community Safety, GFRS
Margaret Willcox (MW)	Commissioning Director: Adults & DASS, GCC
Mark Scully (MSc)	Assistant Chief Officer, Gloucestershire, National Probation Service
Dawn Porter (DP)	Head of Service for Integrated Adult Social Care, GCC
Marion Andrews-Evans (MA-E)	Executive Nurse & Quality Lead, NHS GCCG
Miriam Street (MS)	Lead Commissioner, GCCG
Rob Fountain (RF)	Chief Executive, Age UK Gloucestershire
Paul Stephenson (PS)	Chief Executive, Cheltenham Borough Homes

Julia Butler-Hunt (JBH)	Healthwatch
Steve Hams (SH)	Director of Nursing, Gloucestershire Hospitals NHSFT
Rikki Moody (RM)	Gloucestershire Care Providers Association
Sarah Scott (SS)	Director of Public Health, GCC
Dr Hein le Roux (HIR)	Deputy Clinical Chair, GCCG
Julia Daunt (JD)	Inspection Manager, Adult Social Care Directorate, Gloucestershire, Care Quality Commission (CQC)
Judith Knight (JK)	Gloucestershire Diocese
Matt Lennard (ML)	Head of Operations, VCS Alliance
Simon Hester (SH)	Named Safeguarding Professional, South Western Ambulance Service NHS Trust
John Trevains (JT)	NHS England
Anita Pope (AP)	Director of Housing & Organisational Development, Gloucester City Homes
Richard Temple (RT)	Assistant Chief Officer - Gloucestershire, Bristol, Gloucestershire, Somerset and Wiltshire Community Rehabilitation Company
Vicky Powell (VP)	GCC Communication
Helen Chrystal (HC)	Safeguarding Lead Nurse, NHS England (South Central)
Karen Smith (KS)	Trading Standards
Mandy Williams (MW)	CQC
Eddie O'Neill (EO)	NHS England
Di Haines (DH)	Department of Work and Pensions

		Owner	When
1.	<b>Introductions and apologies were made</b> <b>1.1 Declaration of Interest</b> – No declarations of interest were made.		
2.	<b>Minutes of last meeting – 20/02/18</b> Minutes of the meeting held on 20/02/18 were agreed as an accurate record, with one amendment to the job title for Marie Crofts – Director of Quality, 2gether NHSFT.		
3.	<b>Matters Arising from 20/02/18</b> <b>Action: PY to report back to the May Board on the self assessment audit</b> <b>Action: PY to look at themes and the element of challenge from the self assessment audit</b> Update: Partners will meet for a 'buddy' type challenge of the self assessment audit <b>Action: CB to send out 'buddy' information to partners regarding the self assessment audit</b> All other actions completed.	CB	
4.	<b>Items from Chair</b> Changes were proposed to the format of future Board meetings, to make them more engaging and to increase the board's assurance role. In future sub group reports will be discussed at the Management Committee (re-named the Business Planning Group). Sub group reports will still be sent to Board members but only exception reporting will be raised at the Board meeting. Good attendance will be required at the Business Planning Group. SF was supportive of the proposed changes. Three papers were circulated: Draft Business Planning Group Terms of Reference, Draft Business Planning Group Agenda and Draft GSAB Agenda. PY asked for feedback on the proposal to CB by 15/06/2018. <b>Action: Members to feedback to CB on proposed changes to Management</b>		

	<b>Committee and Board meetings by 15/06/2018</b>	<b>ALL</b>	
<b>5.</b>	<b>Making Safeguarding Personal Case Study – Police</b> <p>KD presented on MSP in a police case study. Following a visit by the police, a VIST was submitted for Mr A as there were concerns regarding his health and self neglect. A second visit took place and again the police officer raised a VIST. Mr A was subsequently found deceased at his home. A police review is currently taking place, which has highlighted good practice and some areas for improvement.</p> <p><b>Action: SJ asked KD to make a referral for Mr A to the GSAB SAR sub group</b></p>		
<b>6.</b>	<b>Stalking Clinic</b> <p>RO and JH provided an outline of the Stalking Clinic, set up as a result of increased recognition of stalking and fixation; government legislation is expected later this year. There have been five clinics to date. The clinics are multi-agency and aim to problem solve and keep victims and children safe. The clinic also looks at perpetrator issues. The clinic uses a 'Stalking Risk Profile' as a risk assessment tool. The Stalking Advocate post is funded by the Hollie Gazzard Trust and is only one of eight posts nationally, out of 43 police forces. 77% of victims do not contact the police until over 100 incidents have taken place.</p>	KD	
<b>7.</b>	<b>Suicide Audit</b> <p>JT presented details of the Suicide Audit, which covered the period 2013-2015 (by date of Coroner Registrations). The audit is based on national guidance, but is not statutory. It does not look at individual cases. Details include:</p> <ul style="list-style-type: none"> <li>• Two thirds had a known mental health issue</li> <li>• One quarter had a history of self harm</li> <li>• 31% had visited their GP a month before death</li> <li>• 12% had visited their GP a week before death</li> </ul> <p>A Suicide Action Plan has been produced, which includes the appointment of a Lead GP for suicide prevention (half day per week) and a programme of communication &amp; engagement, focussing on key groups. Two day Applied Suicide Intervention Skills Training (ASIST) is available and free to all partners.</p>		
<b>8.</b>	<b>Abuse of authority for sexual gain</b> <p>JM presented on Abuse of Authority for Sexual Purpose, looking at professional boundaries, taking into account the Code of Ethics 2014. The abuse of police powers for purposes of sexual exploitation or violence fundamentally betrays the trust that communities and individuals place on the police. Vulnerability is considered in its widest sense, due to the imbalance of power between the police and the public. The Gloucestershire Anti-Corruption Unit (ACU) is part of the Professional Standards Department.</p>		
<b>9.</b>	<b>Suicide Crisis research into deaths by suicide</b> <p>JyH updated on the project completed by the charity, where she had attended twenty five inquests, recorded Coroner conclusions and spoken with families. Individual learning points and headline findings have been drawn from this process, with the aim of establishing how the charity could help people at an earlier stage.</p>		
<b>10.</b>	<b>CSE</b> <b>10.1 Independent Inquiry into Child Sexual Abuse</b> <p>The Independent Inquiry into Child Sexual Abuse Interim Report had been circulated to Board members.</p>		

11.	<b>Court of Protection Report</b> Paper taken as read.		
12.	<b>Update on Safeguarding Concerns</b> <b>12.1-12.4 Disabilities Hub Update</b> <p>Work is ongoing regarding 'Into County' placements; questionnaires were sent to residential care homes and supported living. The Quality Team can only visit if the service is being used locally. No provider had a process in place to inform GCC if they were taking an out of county placement. The top placing authorities were neighbouring counties. There are 570 out of county service users in Gloucestershire, 91 in supported living accommodation. Information sharing with health colleagues, to communicate quality concerns, particularly GPs was discussed.</p> <p>A Register of Assistance (web-based) is being set up, with links to the GSCB. There have been issues around DBS checking. Building Circles has been commissioned around social isolation and networking. The Big Health Check Day took place on 22/05/18, around 1250 people attended with 101 stallholders.</p> <b>12.5 Screening and Triage</b> <p>The service remains very busy, Advice Line calls screen out inappropriate concerns. Two practitioners are now covering the Advice Line, but staffing and capacity issues remain. Each practitioner has been assigned their own locality, to create stronger links. A new criteria for 'other' enquiries is now being used (people needing support but not care), this is likely to reduce the number of enquiries.</p>		
13.	<b>Strategic Plan 2018/21</b> <b>13.1 Strategic Plan 2018/21</b> (Papers distributed prior to the meeting) <p>The Board Development Day in April looked at the Plan and comments had added value to it, these will be incorporated, along with any input received from the community. The Plan will be ready for sign off at the September meeting.</p>		
14.	<b>Risk register</b> <b>14.1 Risk register</b> (Paper distributed prior to the meeting) <p>There has been no change to the Risk Register since the last meeting. A new risk register will be produced to link with the new strategic plan.</p>		
15.	<b>Sub-Group Reports</b> (Papers distributed prior to the meeting) <b>15.1 Safeguarding Adults Review (SAR)</b> <p><b>LM</b> – Ongoing, led by Independent Reviewer, Kate Spreadbury.</p> <p><b>MQ</b> – Chronologies are being gathered and collated for a learning event, led by SJ using a table top review methodology.</p> <p><b>LD</b> – Out of County placement (Warrington). A teleconference had been held to finalise the Terms of Reference for the review. Relevant Gloucestershire agencies are involved in the review.</p> <p><b>HE</b> – Ongoing, updates will be provided at the next SAR meeting in June.</p> <p><b>'Danny'</b> – The Action Plan has been produced.</p> <p><b>'Ted'</b> – The Action plan is now complete and was signed off by the board.</p> <p><b>Action: Any comments on the 'Ted' SAR Action Plan to CB by 15/06/18</b></p> <p>The University of Sussex has invited Gloucestershire to participate in the academic research 'Embedding Organisational learning from SARs' led by Professor Michael Preston-Shoot, Susie Bray and David Orr.</p> <b>15.2 Quality Assurance</b> <b>15.2.1 Audit Group</b> <p>To date audits have predominantly been case file audits. The group will be</p>	ALL	

<p>audited by a GCC auditor over the next few months.</p> <p><b>15.2.2 Performance Dashboard</b></p> <p>A new version of the Performance Dashboard has been produced and circulated. The narrative against the data should make it more informative. There is ongoing work around the category 'countywide'. It is hoped to incorporate data from the police dashboard, once available, particularly around domestic abuse and Modern Day Slavery. SF provided positive feedback on the new format.</p> <p><b>Action: Feedback on the new Performance Dashboard to CB by 15/06/18</b></p> <p><b>15.2.3 Making Safeguarding Personal</b></p> <p>One page summary sheets of the ADASS/LGA guidance has been produced and is available on the GSAB website. A South West ADASS MSP Event is being held on 21<sup>st</sup> June and places are available.</p> <p><b>15.3 Policy &amp; Workforce Development</b></p> <p>The updated Escalation Policy was brought to the meeting and signed off by the board. SF raised a case which did not appear to fit the policy. Alison Bradshaw, Safeguarding Lead, GCS has taken over as Chair of the sub group.</p> <p><b>15.4 Communication and Engagement</b></p> <p>The Communications Group has been well attended and the formation of a 'virtual' group is planned.</p> <p><b>15.4.1 Service User Engagement Group</b></p> <p>There are plans to work with different groups including people with LD and service users who have been through the safeguarding process.</p> <p><b>15.5 Fire Safety Development Group</b></p> <p>There has been a fire fatality in the Cotswolds; the person had a private carer and the fire was caused by an electric blanket. The sub group are taking the learning from this forward. Work is ongoing around benchmarking Gloucestershire against national figures as part of the coroners GAP analysis.</p> <p><b>15.6 Deprivation of Liberty Safeguards (DoLS: MCA)</b></p> <p>The Liberty Protection Safeguards has broad agreement but legislation to implement it is not likely to be brought forward until 'parliamentary time allows'.</p>	ALL	
<p><b>16. Cross cutting issues to follow up with GSCB</b></p> <p><b>16.1 Issues to be raised with NHS (South) QSG</b></p> <p>No issues to be raised.</p>		
<p><b>17. Any Other Business</b></p> <p>None.</p>		
<p><b>Date of next meeting:</b>  <b>Thursday 6<sup>th</sup> September 2018, 9.30am, Meeting Rooms 1 &amp; 2, Shire Hall</b></p>		