

## Gloucestershire Safeguarding Adults Board (GSAB)

### Minutes of Meeting held on Thursday 7<sup>th</sup> September 2017, 9.30am, Shire Hall

#### Present:

Paul Yeatman (PY)	Independent Chair, GSAB
Sarah Jasper (SJ)	Acting Head of Safeguarding Adults, Gloucestershire County Council (GCC)
Councillor Kathy Williams (KW)	Cabinet Member for Long Term Care, GCC
Dawn Porter (DP)	Head of Service for Integrated Adult Social Care, GCC
Susan Field (SF)	Director of Nursing, Gloucestershire Care Services (GCS) NHS Trust
Annette Blackstock (AB)	Specialist Nurse Safeguarding, GCCG Representing Marion Andrews-Evans
Simon Atkinson (SA)	Detective Superintendent, Gloucestershire Constabulary
Paul Stephenson (PS)	Chief Executive, Cheltenham Borough Homes
Catherine Coughlan (CC)	Department of Work and Pensions (DWP)
Mark Scully (MS)	Assistant Chief Officer, Gloucestershire, National Probation Service
Vicci Livingstone-Thompson (VLT)	Deputy Chief Executive, Inclusion Gloucestershire
Peter Williams (PW)	Strategic Group Manager, Planning & Housing, Forest of Dean District Council (FoDDC)
Jon Burford (JB)	Regional Director of Nursing, GHNHSFT Representing Maggie Arnold
Holly Beaman (HB)	Outcome Manager Commissioning, GCC Representing Debbie Clarke
Karen Smith (KS)	Trading Standards
Tally Giampa (TG)	Head of Community Safety, GFRS
Angela Willis (AW)	Workforce Development Lead for GSAB, GCC
Ian Millinson (IM)	Stroud District Council Representing Joanne Jordan
David Peake (DP)	Adult Education, GCC
Alison Feher (AF)	Safeguarding Lead, 2gether NHSFT Representing Marie Crofts
Steve O'Neill (SO'N)	Outcome Manager, Substance Misuse, GCC
Julia Butler (JB)	Healthwatch
Clare Hicks (CH)	Gloucestershire Care Services
Sue Pope (SP) (Observer)	Safeguarding Adults, GCC
John Trolan (JT)	Nelson Trust
Carolyn Bell (CB) (Minutes)	GSAB Business Manager, GCC

#### Apologies:

Margaret Willcox (MW)	Commissioning Director: Adults & DASS, GCC
Marion Andrews-Evans (MA-E)	Executive Nurse & Quality Lead, NHS GCCG
Sarah Scott (SS)	Director of Public Health, GCC
Maggie Arnold (MA)	Director of Nursing & Midwifery, GHNHSFT
Dr Hein le Roux (HIR)	Deputy Clinical Chair, GCCG
Julia Daunt (JD)	Inspection Manager, Adult Social Care Directorate, Gloucestershire, Care Quality Commission (CQC)
Rob Fountain (RF)	Chief Executive, Age UK Gloucestershire
Judith Knight (JK)	Gloucestershire Diocese
Matt Lennard (ML)	Head of Operations, VCS Alliance
Karl Gluck (KG)	Lead Commissioner (Joint), Mental Health, NHS GCCG/GCC

Mary Morgan (MM)  
Joanne Jordan (JJ)  
Simon Hester (SH)

Joint Commissioner, Older People, NHS/GCC  
Strategic Head (Customer Services), Stroud District Council  
Named Safeguarding Professional, South Western Ambulance  
Service NHS Trust

Helen Chrystal (HC)  
Della Gilby (DG)  
Marie Crofts (MC)  
Debbie Clarke (DC)  
Katy McIntosh (KMc)  
Chris Haynes (CH)

Safeguarding and Patients Experience Manager, NHS England  
Gloucestershire Care Providers Association  
Director of Quality, 2gether NHS Foundation Trust  
Lead Commissioner, Physical Disabilities, GCC  
Named GP Safeguarding, CCG Representing Dr Hein le Roux  
Lead Commissioner (Joint), Learning Disabilities, GCC/NHS  
GCCG

Simon Thomason (ST)  
Richard Temple (RT)

MCA Governance Manager, Joint Commissioning Older Adults  
Assistant Chief Officer - Gloucestershire, Bristol, Gloucestershire,  
Somerset and Wiltshire Community Rehabilitation Company

		Owner	When
1.	<b>Introductions and apologies were made</b> 1.1 PY welcomed Vicci Livingstone-Thompson, Inclusion Gloucestershire and Catherine Coughlan, Department for Work and Pensions to the board. 1.2 <b>Declaration of Interest</b> – No declarations of interest were made.		
2.	<b>Minutes of last meeting – 16/05/17</b> The minutes of the meeting held on 16/05/17 were agreed as an accurate record.		
3.	<b>Matters Arising from 16/05/17</b> All actions completed		
4.	<b>Items from Chair</b> <b>4.1 Local News</b> PYs contract has been extended for a further two years; work can now begin on the new Strategic Plan. The Memorandum of Understanding and Constitution are due for renewal. Children's have made amendments as a result of their Ofsted report; once updated they will be circulated to members. The Annual Report has been published and copies sent to the Chief Executives of the statutory partners. It will go to the Health & Care Scrutiny Committee (HCSC) on 12 <sup>th</sup> September. <b>4.2 National Issues</b> SCIE and RiPFA have been commissioned to create a national library of SARs and boards are being asked to submit their previous reviews; this will go live in March 2018. ADASS and the Local Government Association (LGA) have commissioned two projects on MSP and service user engagement; ADASS are meeting today and the findings will be published later this month.		
5.	<b>MSP Case Study</b> <b>5.1 Gloucestershire Care Services</b> CH provided a case study of a lady with dementia and Parkinson's disease who had a carer visiting daily. The lady reported to a district nurse that the carer spoke to her quite aggressively and got cross if she didn't complete things quickly. When spoken to by the nurse, the carer said she had asked her employer for training, but was told none was available (which was incorrect). The lady wanted to keep her carer and by working together and with training, the quality of care improved, ensuring the lady was able to keep the carer, as she wanted.		
6.	<b>Nelson Trust</b> A Gloucestershire based charity, nationally taking referrals for drug and alcohol dependency. The Hub in Southgate Street, Gloucester, supports people into		

	<p>recovery, offering employment and training opportunities. The Women's Centre in Gloucester offers a holistic approach for those with multiple vulnerabilities including drug and alcohol, domestic abuse and physical and mental health. All women are provided with a dedicated keyworker.</p> <p>After discussion the following points were noted: further awareness raising of the Nelson Trust is needed. Safeguarding Adults have used the Nelson Trust in several cases which did not meet the section 42 criteria. SA raised the difference in definition of 'vulnerable adult' between the Care Act and the board. In the Safeguarding Adults team, discretion is used when working with adults without care and support needs. The new strategic plan will focus on prevention.</p> <p><b>Action: CB to circulate Nelson Trust contact details to the group</b></p>	<b>CB</b>	
<b>7.</b>	<p><b>SAR 'Hannah' Update</b></p> <p>AW provided an update on mental health crisis care. A workforce development strategy has been approved by the Mental Health Partnership Board with a three year roll out plan providing agencies with the knowledge to understand and support those in mental health crisis. Short term funding is available for the pathway which includes e-learning and face to face training. The training will be free to attend.</p> <p>KG took the 'Hannah' recommendations to the Mental Health Partnership Board on 5<sup>th</sup> September and will provide an update at the November board. Jennifer Taylor, Lead Commissioner Public Health, provided a written update on the consensus statement which is being taken forward nationally as part of the Health Select Committee's interim report on suicide prevention.</p>		
<b>8.</b>	<p><b>New GSAB Communications and Engagement Sub Group</b></p> <p>Inclusion Gloucestershire is an all-age, all-disability user led organisation formed by the merger of Gloucestershire Voices and PING. It has 26 staff, 13 of whom have a learning or physical disability. Their work includes Quality Checking, Inclusion Hubs and Dramatic Change. The first meeting of the new GSAB Communications and Engagement sub group will be held on 26<sup>th</sup> September. The aim of the group is to provide greater engagement with the local community, develop and implement a communication and engagement strategy and share and promote safeguarding messages. The group will also have a service user led Co-production Forum providing a two way flow of information with the board.</p>		
<b>9.</b>	<p><b>CSE Update</b></p> <p>The first meeting of the CSE transitions adults/children's steering group has taken place. SJ and MW attended an introduction into the Independent Inquiry into Child Sexual Abuse. The Truth Project enables adult survivors to share their experiences with the inquiry. David Poole, the South West lead, will be providing quarterly updates which will be shared with the board.</p>		
<b>10.</b>	<p><b>Court of Protection Report</b></p> <p>Paper taken as read.</p>		

11.	<p><b>Update on Safeguarding Concerns</b></p> <p><b>11.1 Learning Disabilities</b> Funding has been obtained to extend Quality Checking across mental health and older people; this will provide a consistent approach across all of social care. Sexual abuse prevention training has been provided to 204 adults through workshops; the aim is to extend this to a wider audience and this could be taken to the new Comms and Engagement sub group. The board would like to have sight of the quality checking numbers across the different areas. The police could attend the quarterly Commissioning, CQC and Adult Safeguarding Quality Assurance meetings to raise awareness of potential issues. <b>Action: Add LD sexual abuse prevention training onto the GSAB Communications and Engagement sub group agenda</b> <b>Action: CH to provide an update to the November board on Quality Checking</b> <b>Action: SA and SJ to discuss the police attending quarterly Commissioning, CQC and Adult Safeguarding Quality Assurance meetings</b></p> <p><b>11.2 Large Scale Enquiries</b> There are currently no large scale enquiries; SJ is co-ordinating the response to one care home with significant issues. A discussion has taken place with MM, SJ and Brenda Yearwood, Quality Team, regarding the approach to be taken with quality issues which do not meet the section 42 criteria.</p> <p><b>11.3 Physical Disabilities</b> Included in LD update.</p> <p><b>11.4 Mental Health</b> Included in LD update.</p> <p><b>11.5 Older People</b> Included in LD update.</p>	CB  CH  SA/ SJ	
12.	<p><b>Strategic Plan</b> (Papers distributed prior to the meeting)</p> <p><b>12.1 Strategic Plan 2015/18</b> Updates are shown in red. This is the final year of the current plan and some items, including MSP and service user engagement, have been transferred across to the new draft plan. The Comms and Engagement sub group will be involved in shaping the new plan and a half day board CPD event will also focus on this. The Dangerous Drugs Network (DDN) will be added onto both the current and new plan. SF raised whether the Children's Ofsted inspection recommendations should be applied to adults. Do the culture issues relate only to Children's or wider? PY updated that several meetings have been held between adults and Children's regarding the Ofsted. DP suggested that re-occurring SAR recommendations could be discussed at a future board and partners could sign up to a policy whereby they agree to attend multi agency meetings when asked. <b>Action: Add DDN to the current and new Strategic Plan</b> <b>Action: Feedback on the Strategic Plan to CB by 29<sup>th</sup> September</b></p>	CB  ALL	
13.	<p><b>Risk Register</b> (Paper distributed prior to the meeting)</p> <p><b>13.1 Risk Register 2015/18</b> Pages 2 and 3 contain a summary of the data; there are no new risks. Item 4.2, covering the accuracy of performance data is ongoing. A new, more dynamic and informative quarterly report is being considered for 2018 to replace the dashboard. SA advised that Children's had completed work on new performance and data quarterly reports and involved partners to help produce them. It was agreed that a new risk relating to the Children's Ofsted needed to be added.</p>		

	<b>Action: Add a new risk relating the Children's Ofsted to the risk register.</b> <b>Action: Feedback on the Risk Register to CB by 29<sup>th</sup> September</b>	<b>CB</b>	
<b>14.</b>	<p><b>Sub-Group Reports</b> (Papers distributed prior to the meeting)</p> <p><b>14.1 – Safeguarding Adults Review (SAR)</b></p> <p><b>DK</b> – Julie Foster has been appointed as the Independent Reviewer. Learning and Challenge events will take place on 16<sup>th</sup> November and 14<sup>th</sup> December. Staff interviews are being held in October.</p> <p><b>LM</b> – There are ongoing criminal, private and CQC prosecutions. A letter is being sent to the Department of Health regarding the issue of out of county placements.</p> <p><b>SJ</b> – The recommendations were progressed by the Fire Safety Development sub group and the 'four questions' are being used nationally. The board agreed to sign off the action plan as complete.</p> <p><b>YB</b> – The board agreed to sign off the action plan as complete.</p> <p><b>AT</b> – The board agreed to sign off the action plan as complete.</p> <p><b>KH</b> – The board agreed to sign off the action plan as complete. SJ and PY met with KH earlier this week and discussed the circumstances of his self neglect. KH is happy to talk to professionals about his situation, providing valuable learning.</p> <p><b>Ted</b> – The actions are ongoing.</p> <p><b>Thematic Review</b> – Michael Preston-Shoot has submitted his first draft. Some of the areas highlighted include a lack of professional curiosity and failure to understand the Mental Capacity Act. A review of London SARs has also been undertaken which highlights similar issues.</p> <p><b>Action: CB to send out the review of London SARs</b></p> <p><b>14.2 – Quality Assurance</b></p> <p><b>14.2.1 Audit Group</b></p> <p>Two general case file audits have been completed, the good practice highlighted included a person centred approach and persistence; issues were found with SAFE1 recording. A repeat concerns audit will take place on 20<sup>th</sup> September involving one LD case with 14 repeat concerns. DP suggested that the Nelson Trust could be invited to the repeat concerns audit.</p> <p><b>14.2.2 Performance Dashboard</b></p> <p>GCS numbers have increased. The issues with data quality continue. As part of the Front Door project the team currently have a CSO co-located with them.</p> <p><b>14.2.3 Making Safeguarding Personal</b></p> <p>Covered under Items from the Chair.</p> <p><b>14.3 – Policy &amp; Workforce Development</b></p> <p>Mary Marshall has moved into the role of Safeguarding Adults Training Co-ordinator. Training numbers are increasing; 2gether NHSFT social workers will in future undertake Level 3 training. The Safeguarding Adults at Risk Self Assessment Audit Tool will be sent out to partners for completion. Two policies were ratified: Positions of Trust Framework and Out of Contact Protocol.</p> <p><b>14.4 – Communication &amp; Engagement</b></p> <p>Covered under Item 8.</p> <p><b>14.5 – Fire Safety Development Group</b></p> <p>A task and finish group has been established to complete a Gap Analysis for Gloucestershire looking at all of the coroner recommendations nationally following fire fatalities.</p> <p><b>14.6 – Deprivation of Liberty Safeguards (DoLS: MCA)</b></p> <p>Paper taken as read.</p>	<b>CB</b>	
<b>15.</b>	<b>Cross Cutting Issues</b>		

	<b>15.1 To Follow up with GSCB</b> Children's Ofsted. <b>15.2 Issues to be raised with NHS (South) QSG</b> Nil		
16.	<b>Any Other Business</b> Nil.		
	<b>Date of next meeting: Thursday 30<sup>th</sup> November 2017, 9.30am, Meeting Rooms 1 &amp; 2, Shire Hall</b>		