

## **Gloucestershire Safeguarding Adults Board (GSAB) Meeting**

**Thursday 6<sup>th</sup> September 2018, 9:30am**

**Meeting Rooms 1 & 2, Shire Hall**

### **MINUTES**

#### **Present:**

Paul Yeatman (Chair) (PY)	Independent Chair, GSAB
Sarah Jasper (SJ)	Acting Head of Safeguarding Adults, Gloucestershire County Council (GCC)
Carolyn Bell (CB)	GSAB Business Manager, GCC
Dawn Porter (DP)	Head of Service for Integrated Adult Social Care, GCC
Karen Smith (KS)	Head of Regulatory Services & Consumer Protection, Gloucestershire Trading Standards, GCC
Angela Willis (AW)	Workforce Strategy Business Partner (Adult Social Care & Multi Agency), Human Resources, GCC
Emma Hawkins (EH)	Safeguarding Adults Training Co-ordinator, Human Resources, GCC
David Peake (DP)	Interim Performance & Quality Assurance Manager, Adult Education, GCC
Shon Douglas (SD)	Senior Communications Officer, GCC
Marion Andrews-Evans (MA-E)	Executive Nurse & Quality Lead, NHS Gloucestershire Clinical Commissioning Group (GCCG)
Marie Crofts (MC)	Director of Nursing & Quality, 2gether NHS Foundation Trust NHSFT (2gether NHSFT)
Trudi Pigott (TP)	Assistant Director of Nursing, NHS England
Lynne McEwan-Berry (LM-B)	Senior Sister, Safeguarding Adults at Risk Advisory Team, Gloucestershire Hospital NHS Foundation Trust (GHNHSFT) representing Steve Hams and Jon Burford
Alison Bradshaw (ABr)	Named Nurse Safeguarding Adults, Gloucestershire Care Services (GCS) NHS Trust
Adam Openshaw (AO)	Head of Community Safety, Gloucestershire Fire & Rescue Service (GFRS)
Karl Gluck (KG)	Lead Commissioner - Mental Health, NHS GCCG/GCC
Steve O'Neill (SO'N)	Outcome Manager - Drugs & Alcohol, Public Health, GCC representing Sarah Scott
Councillor Kathy Williams (KW)	Cabinet Member for Adults Service Delivery, GCC
Katherine Davis (KD)	Detective Superintendent, Head of Public Protection Bureau, Gloucestershire Constabulary
Emma Davies (ED)	Superintendent, Head of Operations & Harm Reduction, Gloucestershire Constabulary
Mark Scully (MSc)	Assistant Chief Officer, Gloucestershire, National Probation Service
Joanne Jordan (JJ)	Director of Customer Services, Stroud District Council
Peter Williams (PW)	Head of Paid Service, Forest of Dean District Council (FoDDC)
Paul Stephenson (PS)	Chief Executive, Cheltenham Borough Homes
Anna Hansell (AH)	Community Manager, Gloucestershire POhWER
Feroz Goga (Minutes) (FG)	Administrator, Safeguarding Adults Services, GCC
Sian Smales (Observer) (SS)	Administrator, Safeguarding Adults Services, GCC

## Apologies:

Margaret Willcox (MW)  
Sarah Scott (SS)  
Steve Hams (SHa)  
Jon Burford (JB)  
Susan Field (SF)  
Dr Hein Le Roux (HLR)  
Simon Hester (SHe)

Mary Morgan (MM)  
Miriam Street (MSt)

Annette Blackstock (ABl)  
Alison Feher (AF)  
Anita Pope (AP)

Lisa Nicholls (LN)  
Di Haines (DH)  
Richard Temple (RT)

Lia Nikitopoulos (LN)

Amanda Williams (AW)

Julia Butler-Hunt (JB-H)  
Della Gilby (DG)

Riki Moody (RM)

Vicci Livingstone-Thompson(VL-T)

Rob Fountain (RF)

Matt Lennard (ML)

Judith Knight (JK)

Commissioning Director: Adults & DASS, GCC

Director of Public Health, GCC

Director of Quality & Chief Nurse, GHNHSFT

Associate Chief Nurse, GHNHSFT

Director of Nursing, GCS NHS Trust

Deputy Clinical Chair, NHS GCCG

Head of Safeguarding, South Western Ambulance Service NHS Trust

Lead Commissioner - Older People, NHS GCCG/GCC

Lead Commissioner - Continuing Health Care/End of Life Care & Integrated Personal Commissioning and Interim Lead

Commissioner - Learning Disabilities, NHS GCCG/GCC

Safeguarding Lead, NHS GCCG

Safeguarding Lead, 2gether NHSFT

Director of Housing & Organisational Development, Gloucester City Homes (GCH)

Assistant Director, Housing Services, GCH

Department of Work and Pensions

Assistant Chief Officer, Gloucestershire, Bristol, Gloucestershire, Somerset and Wiltshire Community Rehabilitation Company

Inspection Manager, Adult Social Care Directorate,

Gloucestershire, Care Quality Commission (CQC)

Inspection Manager (Hospitals Directorate), South West Hospitals Team, CQC

Manager, Healthwatch Gloucestershire

Director of Care, Co-Chair, Gloucestershire Care Providers

Association (GCPA)

Business Operations Manager, GCPA

Chief Executive, Inclusion Gloucestershire

Chief Executive, Age UK Gloucestershire

Head of Operations, VCS Alliance

Head of Human Resources & Safeguarding, Gloucestershire Diocese

		Owner	When
1.	<b>Welcome, Introductions and Apologies</b> PY welcomed three new members to the group, AO of GFRS, ED from the Police and TP from NHS England. <b>1.1 Declaration of Interest</b> - No declarations of interest were made.		
2.	<b>Minutes of the Last Meeting – 25/05/18</b> The minutes of the meeting held on 25/05/18 were agreed as an accurate record.		
3.	<b>Matters Arising from 25/05/18</b> <b>Page 2, Item 3</b> - CB to send out 'buddy' information to partners regarding the self assessment audit - <b>Buddy sessions held - Action Complete</b> <b>Page 2, Item 4</b> - Members to feedback to CB on proposed changes to Management Committee and Board meetings by 15/06/2018 - <b>None received - Action Complete</b> <b>Page 3, Item 5</b> - KD to make a referral for Mr A to the GSAB SAR sub group -		

	<p><b>Action Complete</b>  <b>Page 4, Item 15</b> - Any comments on the 'Ted' SAR Action Plan to CB by 15/06/18 - <b>Action Complete</b>  <b>Page 5, Item 15</b> - Feedback on the new Performance Dashboard to CB by 15/06/18 - <b>None received - Action Complete</b></p>		
4.	<p><b>Items from Chair</b>  <b>4.1 National Update</b>            PY met with Dave McCallum and Dave Jones of GSCB to discuss establishing a joint group for the management of Exploitation, CSE, Modern Slavery and Missing (where there is a strong connection); a joint one-off Transitions event is also planned. PY is attending a National Chairs meeting with homelessness and safeguarding on the agenda. Planning is underway for the 2019 Roadshows, which will be on the theme of domestic abuse.  <b>4.2 Annual Report and Executive Summary</b>            The Annual Report is to be submitted to the GCC Adult Social Care Management Team and the GCC Corporate Management Team. It is hoped to publish the report at the end of September before its submission to the GCC Health and Care Overview and Scrutiny Committee meeting in November.</p>		
5.	<p><b>Case Study – District Council</b>            PW gave a presentation on a District Council case study, which related to an elderly couple who were not referred to safeguarding. The source of the issue was a debt recovery agent. The couple persistently did not engage with the correspondence sent to them. When the issue was investigated from a safeguarding perspective, it was apparent that contact had not been made with them. A street warden was used to facilitate contact with the couple, their neighbour was spoken with and background information was gathered. It was established that the husband was unwell, but was recovering and he advised that he would be getting in contact regarding the debt. The issues were considered and it was decided to cease the recovery of the debt. The GCC Adult Helpdesk was contacted for advice, but it was decided not to raise a concern with the GCC Safeguarding Adults Team. FoDDC continues to engage with the couple, speaking with them via the telephone and introduced the Council Tax officer via the street warden; however, the couple still do not always respond to correspondence.</p>		
6.	<p><b>Strategic Plan 2018/21</b>            Feedback has been received on the draft Strategic Plan, which has been taken into account. It was agreed to ratify the plan and for the Business Planning Group to decide upon the timeframe for the implementation of its actions.</p>		
7.	<p><b>Risk Register 2018/21</b>            It was agreed to reconfigure the Risk Register against the Strategic Plan and take to the Business Planning Group in November. It was agreed to retain the same format as previously for the document. There has been no change in the target scores. It was noted that Risk 3.4 will change in future as agencies increase their face to face training.</p>		
8.	<p><b>GSAB Governance – Performance and Quality Assurance</b>            It is planned to change the focus of audits from Adult Social Care to a more multi-agency approach. Since the last meeting, audits have been undertaken on Repeat Concerns, MCA Practice/Advocacy and Sexual Abuse of People with Learning Disabilities. There is a plan to establish a joint GSCB/GSAB missing persons and exploitation group for the management of high risk individuals. It has</p>		

	<p>been identified that there is an increase in financial abuse concerns and that the recording practice is possible responsible for this increase. The number of Advice Line calls and the number of concerns raised, which then go on to become Section 42 enquiries, have significantly increased. Work is being done to make the SAFE1 i.e. recording tool for safeguarding concerns, more user friendly. It is hoped to incorporate Police domestic abuse data and show trends of domestic abuse in future. It was felt that the Quarterly Performance Report was helpful and user friendly. PY requested for members to share any data that may be relevant for the report. It was noted that for the Enquiries Per Population map, the figure for the population of the Forest of Dean was not accurate and could skew the overall figures.</p> <p><b>Action: CB to discuss of population figures in Quarterly Performance Report with GCC Data &amp; Performance Team</b></p>	<b>CB</b>	
<b>9.</b>	<p><b>GSAB Sub Group Exception Reports</b></p> <p><b>9.1 Multi Agency Safeguarding Adults Policy &amp; Procedures</b> It is hoped to have a revised and updated Multi Agency Policy by the end of 2018.</p> <p><b>9.2 DoLS &amp; Liberty Protection Safeguards Update</b> The MCA (Amendment) Bill is currently going through parliament; however, there are some significant departures from the Law Commission's recommendations on which it is based, one of which in particular is a cause for concern i.e. the placing of responsibility for assessing deprivations of liberty on care home managers. The Bill proposes significant changes to the current regime, including the re-introduction of the NHS as a responsible body. The Bill is expected to receive Royal Assent in June 2019. SJ is planning to arrange a meeting with the NHS towards the end of October to discuss the proposed changes.</p> <p><b>9.3 Information Sharing Guidance – Sign Off</b> It was agreed to ratify the Information Sharing Guidance. Furthermore, MA-E updated the board that a secure online shared care record system, Joining Up Your Information (JUYI), has been developed, which gives an overview of health information in one digital record. GP, hospitals, community health and mental health information has been linked; Children's Social Care information has been linked; and Adult Social Care information will eventually also be linked. It was agreed to provide an update on JUYI to the group in six months time.</p>		
<b>10.</b>	<p><b>Voice of the Service User</b> PY gave an update on behalf of VL-T. The Co-production and Service User Engagement Group met on 17/07/18. In an effort to increase future attendance, the group has planned a themed programme of meetings for the year, which will be published. There is also a plan to have a virtual group as well as a physical one.</p>		
<b>11.</b>	<p><b>Board Theme “Our GSAB Statutory Partners”</b></p> <p><b>11.1 Gloucestershire Constabulary</b> KD and ED gave a presentation; discussing Governance Arrangements, the Public Protection Unit, Harm Reduction; Capturing the Voice of the Service User; Embed the Learning from SARs.</p> <p><b>11.2 Gloucestershire County Council</b> The presentation will be sent out with the minutes.</p> <p><b>11.3 Gloucestershire CCG</b> MA-E gave a presentation; discussing Governance Arrangements, NHS Public Involvement Duties, How People Can Get Involved? and Learning from SARs.</p> <p><b>11.4 Gloucestershire Hospitals NHS Foundation Trust</b></p>		

	<p>LM-B gave a presentation; discussing Governance Arrangements, Service User Voice, Annual CQC Community Mental Health Survey, Embedding Learning from SARs.</p> <p><b>11.5 2gether NHS Foundation Trust</b></p> <p>MC gave a presentation; discussing Governance Arrangements, Service User Voice, Annual CQC Community Mental Health Survey, Embedding Learning from SARs.</p> <p><b>11.6 Gloucestershire Care Services NHS Trust</b></p> <p>ABr gave a presentation; discussing Governance Arrangements, Capturing the Voice of the Service User; Embedding the Learning from SARs.</p>		
12.	<p><b>Cross Cutting Issues to Follow Up with GSCB</b></p> <p>Follow up with the GSCB whether they are aware of the Joining Up Your Information (JUYI) initiative.</p> <p><b>Action: CB to update Dave Jones, GSCB on the JUYI system</b></p>	CB	
13.	<p><b>Issues to be Raised with NHS (South) QSG</b></p> <p>No issues were raised.</p>		
14.	<p><b>Any Other Business</b></p> <p>No other business was raised.</p>		
	<p><b>Date of next meeting:</b></p> <p><b>Wednesday 28<sup>th</sup> November 2018, 9:30am, Meeting Rooms 1 &amp; 2, Shire Hall</b></p>		