

## Hampshire Safeguarding Adults Board Meeting Thursday 20<sup>th</sup> June 2019

### Present

Templeton, Robert (RT)	Independent Chair - Hampshire Safeguarding Adults Board
Ridley, Adrian (AR)	Business Manager - Strategic Partnership Team
Allen, Graham (GA)	Director of Adults' Health and Care - Hampshire County Council, Adults Health and Care
Bowyer, Glenn (GB)	Group Manager Community Safety - Hampshire Fire and Rescue Service
Cordon, Steph (SC)	Basingstoke Borough Council
Davis, Claire (CD)	Hampshire Hospitals Foundation Trust
Golding, Melanie (MG)	Hampshire Constabulary
Hearsey, Kerry (KH)	Chief Executive - Princess Trust for Carers
Holder, Fiona (FH)	Head of Safeguarding – Solent NHS
Kent, Amanda (AK)	Chief Executive – Speakeasy Advocacy
Kinsella, Lorretta	Hampshire Clinical Commissioning Groups Partnership (South)
Lambert, Sarah (SL)	Safer Norther Hampshire

Lappin, Jo (JL)	Head of Safeguarding, Quality and Governance - HCC Adults Health and Care
Lobo, Marie-Claire (MCL)	HCC Public Health
Maclean, Caz (CM)	Associate Director of Safeguarding - Southern Health NHS Foundation Trust
Metcalfe, Jaki (JM)	Consultant Nurse - Central Safeguarding Adults Team, West Hampshire CCG
Moore, Greg (GM)	Hampshire Constabulary
Pearce, Juliet (JP)	Deputy Director of Nursing - University Hospital Southampton
Read, Vanessa (VR)	Executive Officer – Hampshire Care Association
Rees, Karen (KR)	Independent Reviewer
Smith, Sarah (SS)	Tenancy Support Manager – Vivid Homes
Veck, Nicola (NV)	National Probation Service
Elvy, David (DE)	Senior Administrator – Strategic Partnership Team

## Apologies

Anderson, Angela (AA)	Head of Professional standards and regulations - Solent NHS Trust
Barrett, Mel (MB)	Chief Executive – Basingstoke Borough Council
Beckett, Darren (DB)	Principle Trading Standards Officer - Trading Standards
Brandon, Jason (JB)	Head - Hampshire County Council Mental Health
Cruickshank, Helen (HC)	Consultant in Public Health – Hampshire County Council
Davies, Karen (KD)	Solent NHS Trust
Lee, Sue (SL)	Strategic Partnerships Manager – Strategic Partnership Team
Ludick, Zena (ZL)	Operations Director Medicine – Hampshire Hospitals Foundation Trust
McNicholas, Ellen (EM)	Director of Quality and Nursing - West Hampshire CCG
Osbaldeston, Laura-Jane (LJO)	NHS Fareham and Gosport CCG
Priest, Nicky (NP)	Assistant Director of Nursing - NHS England (Wessex)
Pritchard-Thomas, Katie (KPT)	Hampshire Hospitals Foundation Trust

Ryan, Caroline (CR)	Community Safety Manager - Safer North Hampshire
Smith, Ross (RS)	Service User Representative
Thompson, Sarah (ST)	Head of Safeguarding – Portsmouth Hospitals NHS
Winter, David (DW)	Chief Inspector - Hampshire Constabulary

Absent

Bourke, James (JB)	Prison Governor - HM Prison Service
Browning, Tom (TB)	Head of Hampshire LDU - Hampshire Probation Service
Butt, Sophie (SB)	Service Manager - Hampshire Safeguarding Children's Board
Cockburn, Tracey (TC)	Inspection Manager for Adult Social Care - Care Quality Commission
Cole, Debra (DC)	Safeguarding Adults & Domestic Abuse Lead - Surrey and Borders Partnership NHS Foundation Trust
Dibdin, Craig (CD)	Chief Superintendent - Hampshire Constabulary
Fairhurst, Cllr Liz (LF)	Executive Member – Hampshire Adult Services
Hull, Paula (PH)	Director of Nursing and Allied Health Professionals – Southern Health Foundation Trust
Leatherbarrow, Emma (EL)	Director of Partnerships - Healthwatch Hampshire
Packham, Lesley (LP)	Director - Crown Home Care
Phillips, Paul (PP)	Safeguarding Manager – South Central Ambulance Service
Szewczyk, Alison (AS)	Deputy Director of Nursing - Frimley Park Hospital NHS Foundation Trust
Watson, Dave (DW)	Head of Safeguarding Unit/Reviewing Service - HCC Children's Services

## Summary of meeting and actions agreed

Item Number	Summary of key actions agreed	Person responsible
1.	<p><b>Welcome and Introductions</b></p> <p>RT welcomed all present to the meeting. Introductions were given around the room and apologies received were noted.</p> <p>This would be RT's last Board meeting as Chair. He would be leaving to take up the post of Director of Operations in the mental health charity The Richmond Fellowship.</p>	
2.	<p><b>Minutes and Matters Arising</b></p> <p>The minutes of the Hampshire Safeguarding Adults Board held on the 21<sup>st</sup> March 2019 were considered and agreed to be an accurate record of the meeting.</p> <p>Actions from 21/03/19:</p> <p>Item 1.01:A summary of the Chairs Report will be distributed.</p> <p>Item 1.02: Work of the Workforce Development Group would be discussed under the agenda.</p>	
3.	<p><b>Chairs Report and Update</b></p> <p>A discussion was held on where the Board stood and how it was working with the other local safeguarding boards.</p> <p>4LSAB work is going very well, but a formal agreement across authorities on how this works has not been formed. The Childrens Boards have an executive group to sign off all work. There is an opportunity to discuss this and see how well it works.</p>	

	<p>Hampshire has sought to have conversations with colleagues in other authorities regarding opportunities for strategic work.</p> <p>There is interest from Southampton in mirroring the arrangements of the Childrens board. This is being considered in Portsmouth. The IOW Board is looking to appoint a new independent Chair.</p> <p>The Board will continue to look at options and will seek to appoint an independent Chair. Set-piece meetings would be reduced as much as possible.</p> <p>Subgroups would be supported and encouraged to maintain a local focus. Models across the country have been considered.</p> <p>The IAWG will have an important role to play. The next meeting will coincide with the meeting of the Childrens Executive group. The IAWG is a partnership group, not an executive group, and this distinction must be made clear.</p> <p>The cohesiveness of oversight of the Pan-Hampshire area would be continued. The focus would be on smarter use of time to combine work and reduce duplication. There is still work to do to work out fine details. Challenges should be faced head-on.</p> <p>The opportunity to work with the Childrens' agenda fits in with the Family Approach. A more formalised agreement will be needed regarding executive function.</p> <p>Good relationships with the STP and Quality Surveillance Group are in place.</p> <p>RT thanked SL, AR and DE for all the Board work undertaken.</p> <p>Further talks would take place. Plans for future working would need to be in place in the next couple of months.</p>	<p><b>JL</b></p>
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	A Chair will be needed for the next IAWG meeting.	
4.	<p><b>Subgroup Reports and Q&amp;A</b></p> <p>Written reports from the subgroups are available as appendices of these minutes.</p> <p><b>Health</b></p> <p>JM reported on the Health subgroup.</p> <p>An additional meeting had been held to discuss the results of the MCA audit. There were no specific resources for MCA, and there were concerns raised that the work required is not taking place. Ongoing work is planned.</p> <p>The Medicines Error Protocol had been signed off by the Health subgroup. Further comments on the document had been received from the Policy subgroup. RT would raise this with the Policy group Chair.</p> <p>The protocol will be a living document, and there were wishes to avoid any further delay with its publication. This could be raised as a pilot for a year. Medicines management was a key part of the GWMH case. The hard work of the group on this document was noted.</p> <p>There are many new pharmacy posts being raised, and the protocol will need to be linked to these.</p> <p>Further work was also taking place on the Was Not Brought policy. RT would raise this also.</p> <p><b>Quality Assurance</b></p> <p>A report on the Quality Assurance subgroup was received from DW.</p>	<p>RT</p> <p>RT</p>

	<p>There was some capacity of an analyst in Portsmouth to work, for cost, across the area on the scorecard.</p> <p>An MSP event was held on the 3<sup>rd</sup> June. A survey was run prior to this and the results brought to the event. Themes and trends raised from this would be considered.</p> <p>The results of the MCA and self-audits would be analysed by the group.</p> <p>There would be value in Board managers having a conversation around looking at commonalities and how to choreograph audits and scorecards at a high level.</p> <p>Recommendations from the information gathered must be raised for Boards to turn into priorities.</p> <p>It was important to recognise and reward good practice from small providers.</p> <p><b>Learning and Review</b></p> <p>LK reported on the Learning and Review subgroup.</p> <p>Cases currently open to the Board were summarised.</p> <p>The Ms D SAR is ongoing. A new SAR is in the process of being commissioned, with a new independent reviewer being sought. The new SAR has different themes from previous commissioned cases, but there is a potential of a dementia diagnosis.</p> <p>Delayed transfer of care is a main priority in HCC Adults Health and Care.</p> <p>Templates are being developed in the group regarding non-statutory learning. Standardised responses to referrals are also being drafted.</p> <p>Guidance on commissioning SAR authors is currently being drafted.</p>	<p><b>LSAB Board Managers</b></p>
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	<p><b>Housing</b></p> <p>SS reported on the Housing Subgroup.</p> <p>New membership is in place in the subgroup. The gap between Housing and Health is being bridged.</p> <p>Guests speakers have been regularly attending the group. This has raised a number of actions for members.</p> <p>The subgroup would be presenting to the Board in the autumn on safeguarding challenges and opportunities faced by housing professionals.</p> <p><b>Stakeholder</b></p> <p>KH reported on the Stakeholder subgroup.</p> <p>Attendance continues to be sporadic. Knowledge and expertise is still being brought to the group.</p> <p>The group is aware of inappropriate referrals going to the MASH. There is the possibility of working with the SAL network around this.</p> <p><b>Policy</b></p> <p>JL reported on the Policy Implementation Group.</p> <p>Thresholds are also being considered in this group.</p> <p>The Multi-Agency Safeguarding Policy and Guidance will need refreshing this year. The group is considering the options on how to complete this work.</p>	
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	<p>A more user-friendly format is being considered. One-minute guides have been very well received.</p> <p><b>Business</b></p> <p>RT reported on the Business subgroup.</p> <p>The budget for the year has been agreed. The current SARs will use a significant amount of funds.</p> <p>With the current Board management arrangements, there is a reduced capacity for the year.</p> <p>A suite of e-training facilities is being considered following an internal audit at the MASH.</p> <p>Work must be meaningful, good value and achievable.</p> <p><b>Workforce Development</b></p> <p>RT reported on the Workforce Development subgroup.</p> <p>A plan for the charring arrangement is in place, with Sue Clarke and Catherine Mead co-Chairing the group. This is awaiting a final agreement.</p> <p>A list of priorities for the subgroup has been raised.</p>	
<p><b>5.</b></p>	<p><b>HSAB Concerns Register</b></p> <p>Two concerns were raised on the report, with more raised through discussions at the meeting.</p>	

	<p>Ways of reporting, and how to review this, were considered.</p> <p>The purpose of the report was to highlight areas of concern across the area.</p> <p>In response to the GWMH enquiry, there was an agreement for an overview group to be run for a limited time. The learning from the group should be presented to all Boards, and actions agreed from this.</p> <p>Learning has been drawn from the Grenfell case around how to work with families.</p> <p>Other areas of concern include medicines management, and how we easily spot issues, professional curiosity, inappropriate safeguarding referrals and understanding of the MCA.</p> <p>A collective view of priorities would need to be organised. Three areas could be arranged:</p> <ul style="list-style-type: none"> <li>- What to observe.</li> <li>- What to monitor.</li> <li>- What the Board must directly do.</li> </ul> <p>Concerns around restraint had been raised at the IAWG meeting. Assurance was needed that staff know how to use the appropriate application of restraint.</p> <p>A review may be required to look into what is taking place in other areas.</p> <p>The register needs to be focussed on live issues. This is owned by the Business subgroup and will be worked on.</p>	
<p><b>6.</b></p>	<p><b>HSAB Budget</b></p> <p>JL reported on the HSAB budget.</p> <p>An underspend is being carried forward, and will go towards funding SAR work.</p>	

<p><b>7.</b></p>	<p><b>Ms D SAR</b></p> <p>KR presented on the Ms D SAR.</p> <p>An overview of the case was given, with the methodology used and process of review.</p> <p>The SAR is running parallel to the coroner inquest. This will be referenced, but duplication of work is being avoided.</p> <p>There is great complexity of work, with organisations across three counties involved.</p> <p>Emerging learning from the case has raised a number of areas, but cross-border issues have not been found.</p> <p>Feedback on the workshop held was received from attendees.</p> <p>Next steps are now being considered. The aim is for the final report to be brought to the September Board meeting. This was the original date set, so this will be determined by the work that still has to take place.</p> <p>KR will be meeting with the parents of Ms D with AR.</p>	
<p><b>8.</b></p>	<p><b>Hampshire Police ‘Adult at Risk improvement Plan’</b></p> <p>GM presented on the Hampshire Police ‘Adult at Risk improvement Plan’.</p> <p>The report was distributed to the Board and an overview of the work taking place given.</p>	
<p><b>9.</b></p>	<p><b>FGM – Operational groups</b></p> <p>MG presented on FGM operational groups.</p>	

	<p>An overview of FGM was given, along with an update on the work of the operational and Silver groups.</p> <p>There is potential for the work of the Board to feed into the work of the police. A family approach was felt to be the way forward with this work.</p>	
<b>10.</b>	<p><b>LPA Project</b></p> <p>JM presented on the Lasting Power of Attorney Project.</p> <p>This is a secondment position JM would be taking on from September. The Health subgroup would be assisting as a clinical reference group for the work taking place.</p> <p>The work is in its early stages. Further updates will be brought to the Board as the project progresses.</p>	
<b>11.</b>	<p><b>Any other business</b></p> <p>RT gave his thanks to all present and wished good luck for the future.</p> <p>AR expressed the Board's thanks to RT for his time as Chair. Direction and vision had been given over the last two years and the Board had been led with respect.</p>	
<b>Next Meeting</b>	<p><b>23<sup>rd</sup> September 2019 – 09.30-12.30</b> <b>Longmore Room, Police HQ, Victoria House, Netley, SO31 4TS</b></p>	

### Hampshire Safeguarding Adults Board Rolling Action Log

Meeting Date:	Ref:	Action Narrative:	Who:	Timeline:	Update:	Status RAG:
<b>21<sup>st</sup> March 2019</b>						
21/03/19	1.01	Distribute Chairs report to Board.	RT	20/06/19		<b>Green: Closed</b>
21/03/19	1.02	Look into workforce development work taking place and consider how to join up work across boards.	RT	20/06/19		<b>Green: Closed</b>
<b>20<sup>th</sup> June 2019</b>						
20/06/19	2.01	Undertake talks regarding Board plans for future working.	JL	23/09/19		<b>Red: To Action</b>
20/06/19	2.02	Raise issue with the Medicines Error Protocol with the Policy group Chair.	RT	23/09/19		<b>Red: To Action</b>
20/06/19	2.03	Raise issue with the Was Not Brought policy with the Policy group Chair.	RT	23/09/19		<b>Red: To Action</b>
20/06/19	2.04	Look at commonalities and how to choreograph audits and scorecards at a high level.	LSAB Board Managers	23/09/19		<b>Red: To Action</b>