

## Hampshire Safeguarding Adults Board Meeting Thursday 4<sup>th</sup> December 2018

### Present

Templeton, Robert (RT)	Independent Chair - Hampshire Safeguarding Adults Board
Lee, Sue* (SL)	Strategic Partnerships Manager – Strategic Partnership Team
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
Brandon, Jason* (JB)	Head - Hampshire County Council Mental Health
Cole, Debra* (DC)	Safeguarding Adults & Domestic Abuse Lead - Surrey and Borders Partnership NHS Foundation Trust
Hearsey, Kerry* (KH)	Chief Executive - Princess Trust for Carers
Holder, Fiona (FH)	Head of Safeguarding – Solent NHS
Kent, Amanda (AK)	Chief Executive – Speakeasy Advocacy
Lawson, Jane (JL)	Independent Facilitator
Leatherbarrow, Emma (EL)	Director of Partnerships - Healthwatch Hampshire

Maclean, Caz* (CM)	Associate Director of Safeguarding - Southern Health NHS Foundation Trust
McGregor, Debbie (DMc)	Named Nurse Safeguarding Adults - West Hampshire Clinical Commissioning Group
McNicholas, Ellen (EM)	Director of Quality and Nursing - West Hampshire CCG
Metcalfe, Jaki (JM)	Consultant Nurse - Central Safeguarding Adults Team, West Hampshire CCG
Osbaldeston, Laura-Jane (LJO)	Head of Safeguarding and Vulnerable Adults - South Eastern Hampshire/Fareham and Gosport / Hampshire CCG Partnership
Phillips, Paul (PP)	Safeguarding Manager – South Central Ambulance Service
Smith, Sarah (SS)	Tenancy Support Manager – Vivid Homes
Smithson, Sharon (SS)	Interim Named Nurse Safeguarding Adults - University Hospital Southampton
Winter, David (DW)	Chief Inspector - Hampshire Constabulary
Aspinall, Amie (AA)	Administrator – Strategic Partnership Team
Elvy, David (DE)	Senior Administrator – Strategic Partnership Team

\*Denotes that the delegate is a voting member of the Board.

### 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
Browning, Tom* (TB)	Head of Hampshire LDU - Hampshire Probation Service
Cruickshank, Helen* (HC)	Consultant in Public Health – Hampshire County Council
Dibdin, Craig (CD)	Chief Superintendent - Hampshire Constabulary
Fairhurst, Cllr Liz (LF)	Executive Member – Hampshire Adult Services
Lappin, Jo* (JL)	Head of Safeguarding, Quality and Governance - HCC Adults Health and Care
Szewczyk, Alison* (AS)	Deputy Director of Nursing - Frimley Park Hospital NHS Foundation Trust
Thompson, Sarah (ST)	Head of Safeguarding – Portsmouth Hospitals NHS

### Absent

Bourke, James (JB)	Prison Governor - HM Prison Service
Butt, Sophie* (SB)	Service Manager - Hampshire Safeguarding Children's Board
Cockburn, Tracey* (TC)	Inspection Manager for Adult Social Care - Care Quality Commission
Date, Alice (AD)	Senior Probation Officer - National Probation Service

Hull, Paula (PH)	Director of Nursing and Allied Health Professionals – Southern Health Foundation Trust
Ludick, Zena (ZL)	Operations Director Medicine – Hampshire Hospitals Foundation Trust
Packham, Lesley (LP)	Director - Crown Home Care
Pearce, Juliet (JP)	Patient Safety Manager - University Hospital Southampton
Priest, Nicky* (NP)	Assistant Director of Nursing - NHS England (Wessex)
Pussard, Gail* (GP)	Executive Officer - Hampshire Care Association
Ryan, Caroline* (CR)	Community Safety Manager - Safer North Hampshire
Smith, Ross* (RS)	Service User Representative
Spencer, Louise (LS)	Associate Director Quality & Nursing - Hampshire Clinical Commissioning Groups Partnership (South)
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
<b>1. Welcome and introduction from Jane Lawson</b>	<p>RT welcomed all present to the day. Introductions were given around the room.</p> <p>JL was introduced and gave an overview of the day and of her background.</p> <p>The main focus would be on Making Safeguarding Personal. This should be a core characteristic of all safeguarding work. The presentation for the day would be made available as an appendix to the minutes. The following key areas were considered:</p> <ul style="list-style-type: none"> <li>- How do we make the Partnership effective through Making Safeguarding Personal?</li> <li>- What are the core ingredients of MSP?</li> <li>- What does it require us to focus on?</li> <li>- MSP Case Studies.</li> <li>- What does 'good' look like?</li> <li>- What is being done already to support this in Hampshire?</li> <li>- Making Safeguarding Personal in statutory guidance.</li> <li>- Links to MSP resources.</li> <li>- Essential steps for MSP.</li> <li>- Developing cultures across organisations.</li> <li>- Organisations' Visions and Values.</li> <li>- How does MSP link to regulatory frameworks?</li> <li>- The SABs statutory role.</li> <li>- Recent resources – The Outcomes Framework and accompanying report.</li> <li>- How do we know how well we are doing?</li> <li>- Involving service users in SABs. Sustaining engagement and support.</li> <li>- Back to basics – Core principles.</li> <li>- Making it real.</li> <li>- Connecting organisational values into frontline practice.</li> <li>- Working with risk and MSP.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Revisiting the definition of MSP.</li> </ul> <p>Group discussions on SAB priorities were encouraged and the following headline points were raised:</p> <ul style="list-style-type: none"> <li>- Leading work on MSP.</li> <li>- Continuous improvement of MCA work.</li> <li>- Defensible decision making in multi-agency risk management.</li> <li>- Leading a culture of co-production.</li> <li>- Prevention – How do we start looking forward?</li> <li>- Engaging with public health.</li> <li>- Using positive language.</li> <li>- Understanding trigger points.</li> </ul> <p>JL gave a roundup of the session. RT thanked JL for facilitating the workshop.</p>	
<p><b>2. Minutes and Matters Arising</b></p>	<p>RT welcomed members back to the business section of the meeting.</p> <p>The minutes of the Hampshire Safeguarding Adults Board held on the 13<sup>th</sup> September 2018 were considered and agreed to be an accurate record of the meeting.</p> <p>Actions from 12/06/18:</p> <p>Item 2.03: The STP workshop has been discussed and a subgroup meeting has been set up. Item Closed.</p> <p>The most appropriate Chair for the 4LSAB Workforce Development group is still being discussed. A representative from the STP is being considered.</p> <p>Work is taking place at STP level. This is mostly focused around clinical workforce issues. The programme around workforce from the Improvement Transformation Board will be extended. This will dovetail in with the STP. How the Workforce Development group feeds</p>	

	<p>into this process must be considered.</p> <p>Actions from 13/09/18:</p> <p>Item 3.01: A Learning from Deaths Forum is upcoming. Mapping of local services has taken place and this has been distributed to Forum members. Item Closed.</p> <p>Item 3.02: Feedback has been received on the HSAB Annual Report. This would be discussed under the agenda. Item Closed.</p>	
<p><b>3. HSAB Annual Report 2017-2018</b></p>	<p>Feedback has now been received on the HSAB Annual Report. Case studies have now been inserted. The document is now completed and was agreed by the Board.</p> <p>The report will now be shared with the Health and Wellbeing Board and the Select Committee for their information.</p> <p>RT thanked AR, SL and the HSAB team for this work.</p>	
<p><b>4. CQC Systems Review</b></p>	<p>GA provided feedback on the CQC Systems Review. This would also be on the Health and Wellbeing Board agenda as an update.</p> <p>The report and action plan can be forwarded following the HWB meeting. A 5-year strategy will be published at the end of the business year.</p> <p>A consultation will be sent out to all stakeholder organisations for an opportunity to comment.</p> <p>Work has been undertaken on the joint carers strategy, with wider work on accessibility of information, communications and engagement. An Executive Director has been appointed, working across Hampshire.</p> <p>Other areas of focus are access and transfer of care, collaborative working and workforce</p>	

	<p>planning. All actions are either complete or well underway.</p> <p>The update to the HWB will be brought at the point of the three month check.</p>	
<p><b>5. Learning from Unexpected Deaths</b></p>	<p>The initial meeting of the Learning from Deaths Forum was set up in light of the Gosport War Memorial Hospital report. Consideration has been given to wider issues also.</p> <p>Mapping has taken place around activities that are already occurring. This will be reviewed at the next meeting.</p> <p>A Hampshire County Council independent review of the Gosport report has been commissioned, and this will be reviewed. This seeks to answer whether there was anything that should have been done differently at the time, whether the systems across the Council are fit for purpose and what might need to be done differently. This report is nearing completion.</p> <p>There may be an opportunity to run a workshop, possibly facilitated by the reviewers of the independent review, to collect learning together. The Gosport report did not make mention of the Safeguarding Adults Board. This would be a useful resource to include. The workshop would help to provide a collective view. It would be useful if this could be run with the other local SABs. This can be discussed at the Learning from Deaths meeting.</p>	
<p><b>6. Policy Developments</b></p>	<p>Documents were distributed to Board members for ratification and information.</p> <p><b>Family Approach Protocol</b></p> <p>This document is a collaboration between the four Adults and four Childrens Safeguarding Boards and is a common priority for both areas. The final draft of this working tool for practitioners was circulated.</p> <p>Significant themes are addressed in the protocol, including MSP, MCA, Professional Curiosity and Care and Support needs.</p>	



	<p>In addition, a series of one-minute guides have been produced, with links to main policy or guidance documents.</p> <p>This will be useful for both the children’s and adults workforce. The document is more easily digestible than the previous Joint-Working protocol. It is hoped that this can be launched at the joint Board conference taking place in January.</p> <p>The Board agreed to ratify the document.</p> <p><b>Multi-Agency Hoarding Guidance</b></p> <p>Hampshire Fire and Rescue and the Housing subgroup have taken the lead on development of this guidance.</p> <p>This has been developed in response to learning from serious case referrals received by the Board. Fire death analysis has recently been run, and hoarding was highlighted as a risk factor.</p> <p>The Policy Implementation Group decided to change the title from Protocol to Guidance. This was proposed as 4LSAB guidance and would be taken to each SAB meeting in December. This will be a useful resource to practitioners for dealing with issues encountered.</p> <p>The Board agreed to ratify the document.</p> <p><b>Multi-Agency Choking Guidance and launch</b></p> <p>There have been a number of reported deaths from choking leading to a review commissioned by HSAB. A recommendation was given for multi-agency guidance to be produced. This is now being finalised.</p>	
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	<p>It was recommended that the Board endorse the guidance and offer to support its launch. The document will be circulated once complete for agreement from Board members.</p> <p>The Board will need to ensure that all policies are readily available once complete.</p>	
<p><b>7. Chairs Report</b></p>	<p>A written report will be available from RT retrospectively.</p> <p>The National Network meeting would be taking place following this meeting. Three audits are taking place, including an engagement with prisons audit and safeguarding adult returns, and recommendations given. The safeguarding audit for Chairs received a 70-80% return. Key messages will be available to distribute.</p> <p>The survey will be published and consideration given to obtaining meaningful data from the returns. This will all be discussed at the National Network meeting and distributed in the Chairs report.</p> <p>4LSAB work is taking place, and governance of this is being clarified. A Quality Assurance subgroup meeting was upcoming and work had been allocated to partners. Administration for this group had now been taken on by the Portsmouth Safeguarding Adults Board.</p> <p>It is important to keep the relationships between Boards strong, and a meeting between Board Chairs and Managers has been suggested to discuss how 4LSAB work takes place.</p>	
<p><b>8. Partner update</b></p>	<p>PP: Reports have been received from the recent CQC visits to SCAS. 111 calls had been rated as Good, and 999 calls Good and Improving.</p> <p>DW: Governance is being considered regarding adults at risk. This will be the vehicle through which MSP, MCA, Risk Management and other issues will be driven through.</p> <p>There are training issues, due to the large number of staff to train. A meeting is taking place with the Hampshire County Council and Police training leads for a multi-agency input.</p>	

	<p>JM: There is tentative funding now in the CCGs for Named GPs for Adults.</p> <p>SL: The HSAB Learning and Review subgroup have received a SAR referral for a complex case crossing boundaries with Surrey. Scoping information has now been received back.</p> <p>The case is subject to an inquest, but this has now been put back to April 2019. As the Board has decided to commission a SAR, agreed by RT, this inquest may be put further back than this also.</p> <p>An agreement has been made to run the SAR jointly with the Surrey SAB. An independent reviewer has been assigned and a SAR panel is being formed.</p> <p>The County Strategy Group has been set up with a focus on undertaking strategic assessment in the county. HSAB is one of the members of the CSG. The County Agreement being drawn up will set out how partners work within strategic priorities. The services of Serco have been secured to support the group with a review of partnerships, which will be undertaken in the new year with consideration of the strategic priorities. The report brought to the CSG will be made available to the HSAB.</p> <p>RT: Work in the children's Safeguarding Boards is taking place across a large footprint. A 4LSCB group is considering meeting on the same day as the 4LSAB Inter-Authority Working Group.</p>	
<p><b>9. Any Other Business</b></p>	<p>RT: A Reviewing the Chair questionnaire has been formed. A performance review will be run to allow Board members to feed back on the Chair of the Board, ensuring that the Board is well-led. How this is done is currently being considered, but this will be distributed once ready.</p>	
<p><b>Next Meeting</b></p>	<p><b>21<sup>st</sup> March 2019 – 09.30-12.30</b> <b>Longmore Room, Police HQ, Victoria House, Netley, SO31 4TS</b></p>	

## Hampshire Safeguarding Adults Board – October 2017

### Rolling Action Log

Meeting Date:	Ref:	Action Narrative:	Who:	Timeline:	Update:	Status RAG:
<b>12<sup>th</sup> June 2018</b>						
12/06/18	2.03	Discuss STP workshop around safeguarding and strategic direction for safeguarding.	JL/RT	September 2018		<b>Green: Closed</b>
<b>13<sup>th</sup> September 2018</b>						
13/09/18	3.01	Board to produce a map of local services and systems and distributed to members.	SL	December 2018		<b>Green: Closed</b>
13/09/18	3.02	Feedback on the Annual Report should be received by the Board by the end of October.	ALL	October 2018		<b>Green: Closed</b>