

	<b>Hampshire Safeguarding Adults Board</b>
Date	<b>10<sup>th</sup> December 2019</b>
Time	<b>09.30 – 12.30</b>
Location	<b>Longmore Room, Police HQ, Netley</b>

<b>Chair</b>	Allen, Graham (GA)	Director of Adults' Health and Care - Hampshire County Council, Adults Health and Care
<b>Attendees</b>	Beckett, Darren (DB)	Principle Trading Standards Officer - Trading Standards
	Bowyer, Glenn (GB)	Group Manager Community Safety - Hampshire Fire and Rescue Service
	Boswell, Emma (EB)	GWMH Assurance & Learning Oversight Board
	Brandon, Jason (JB)	Head - Hampshire County Council Mental Health
	Clarke, Susan (SC)	Head of Workforce and Education - Hampshire and Isle of Wight Partnership of Clinical Commissioning Groups
	Cole, Debra (DC)	Safeguarding Adults & Domestic Abuse Lead - Surrey and Borders Partnership NHS Foundation Trust
	Cordon, Stephanie (SC)	Basingstoke Borough Council
	Cruickshank, Helen (HC)	Consultant in Public Health – Hampshire County Council
	Davies, Claire	Hampshire Hospitals Foundation Trust
	Dixon, Katie (KD)	Named GP – Fareham and Gosport CCG
	Hearsey, Kerry (KH)	Chief Executive - Princess Trust for Carers
	Lappin, Jo (JL)	Head of Governance & Assurance – Hampshire County Council, Adults Health and Care
	Lynch, Mark, (ML)	Hampshire Police
	Maclean, Caz (CM)	Associate Director of Safeguarding - Southern Health NHS Foundation Trust
	McNicholas, Ellen (EM)	Director of Quality and Nursing - West Hampshire CCG

	Merriman, Rachael (RM)	Governor - HMPS
	Osbaldeston, Laura-Jane (LJO)	NHS Fareham and Gosport CCG
	Parsons, Jennifer (JP)	Head of Hampshire LDU - Hampshire Probation Service
	Pearce, Juliet (JP)	Deputy Director of Nursing - University Hospital Southampton
	Read, Vanessa (VR)	Executive Officer – Hampshire Care Association
	Rees, Karen (KR)	SAR Independent Reviewer
	Ridley, Adrian (AR)	Interim Manager – Hampshire Safeguarding Adults Board
	Ruddock-Atcherley, Jude (JRA)	HCC Adults Health and Care
	Scott-Ham, Daniel (DSH)	Hampshire Safeguarding Adults Board
	Elvy, David (DE)	Senior Administrator – Hampshire Safeguarding Adults Board

<b>Apologies</b>	Barrett, Mel (MB)	Chief Executive – Basingstoke Borough Council
	Barton, Julia (JB)	Hampshire Clinical Commissioning Groups Partnership (South)
	Gingell, Sally (SG)	Hampshire County Council, Adults Health and Care
	Kent, Amanda (AK)	Chief Executive – Speakeasy Advocacy
	Lee, Sue (SL)	Hampshire Safeguarding Adults Board
	McGregor, Debbie (DMc)	West Hampshire CCG
	Metcalfe, Jaki (JM)	Consultant Nurse - Central Safeguarding Adults Team, West Hampshire CCG
	Phillips, Paul (PP)	Safeguarding Manager – South Central Ambulance Service
	Priest, Nicky (NP)	Assistant Director of Nursing - NHS England (Wessex)
	Pritchard-Thomas, Katie (KPT)	Hampshire Hospitals Foundation Trust
	Scott-Field, Bernice (BSF)	Strategic Service Manager - MCA, Client Affairs and Safeguarding, HCC Adults' Health and Care
	Smith, Sarah (SS)	Tenancy Support Manager – Vivid Homes
	Veck, Nicola (NV)	National Probation Service
	Whale, Tracey (TW)	University Hospital Southampton

	Winter, David (DW)	Chief Inspector - Hampshire Constabulary
<b>Absent</b>	Anderson, Angela (AA)	Head of Professional standards and regulations - Solent NHS Trust
	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
	Fairhurst, Cllr Liz (LF)	Executive Member – Hampshire Adult Services
	Holder, Fiona (FH)	Head of Safeguarding – Solent NHS
	Hull, Paula (PH)	Director of Nursing and Allied Health Professionals – Southern Health Foundation Trust
	Leatherbarrow, Emma (EL)	Director of Partnerships - Healthwatch Hampshire
	Ludick, Zena (ZL)	Operations Director Medicine – Hampshire Hospitals Foundation Trust
	Packham, Lesley (LP)	Director - Crown Home Care
	Ryan, Caroline (CR)	Community Safety Manager - Safer North Hampshire
	Smith, Ross (RS)	Service User Representative
	Thompson, Sarah (ST)	Head of Safeguarding – Portsmouth Hospitals NHS
	Van Hoek, Suzanne (SVH)	Hampshire Clinical Commissioning Groups Partnership (South)

Item Number	Item	Action For	Date Action Due	Status
<b>1.</b>	<b>Welcome and Introductions</b>			
	GA welcomed all present to the meeting. Introductions were given around the room and apologies received were noted. GA would be chairing the meeting for this session.  The new 4LSAB animated scribe video was presented to the Board.  GA thanked all involved with their help during Safeguarding Week in November.			
<b>2.</b>	<b>Minutes and Matters Arising</b>			
	The minutes of the Hampshire Adult Safeguarding Board held on the 23 <sup>rd</sup> September were considered and agreed to be an accurate record of the meeting.			
	<b>From 20/06/19</b>			
2.02	<del>Raise issue with the Medicines Error Protocol with the Policy group Chair.</del>  10/12/19 – Discussions have been held and the protocol is now being trialled. Item Closed.	RT	23/09/19	<b>Closed</b>
2.03	<del>Raise issue with the Was Not Brought policy with the Policy group Chair.</del>  10/12/19 – This issue has been brought to the Policy group. Item Closed.	RT	23/09/19	<b>Closed</b>
2.04	Look at commonalities and how to choreograph audits and scorecards at a high level.  10/12/19 – No further update was brought. The Quality Assurance subgroup are looking at work around this. A report would be required for the March Board meeting, 19/03/20.	LSAB Board Managers	23/09/19	<b>In Progress</b>

From 23/09/19				
3.01	<p>Set up a one-off meeting to look at MCA application into practice.</p> <p><del>10/12/19 — A meeting has been held. A proposal has been raised for discussion at the next Board meeting. Item Closed.</del></p>	JL	10/12/19	Closed
3.02	<p>Talk to Graham Allen regarding the inclusion of Brexit in the Risk Register and associated work.</p> <p><del>10/12/19 — A discussion has taken place, and this has been removed from the Risk Register. Item Closed.</del></p>	JL	10/12/19	Closed
3.03	<p>Approach statutory partners regarding the safeguarding recognition award.</p> <p><del>10/12/19 — No successful nominations were received. As this has not moved forward, this could be delayed to next year. Item Closed.</del></p>	JL	10/12/19	Closed
3.04	<p>Provide confirmation to go ahead with the safeguarding award, and agreement on the nomination form.</p> <p><del>10/12/19 — As per the above item, this would be delayed to next year. Item Closed.</del></p>	AR	10/12/19	Closed
3. Leadership and Board Governance				
	<p>A report was distributed to members.</p> <p>Recruitment for a new Board Chair had taken place. Interviews were held on a well-organised day. Although there were some appointable candidates, the interview panel did not feel that the right candidate for the role, that would add value to the Board, was presented.</p>			

	<p>The Board has been keen to move forward and work with the other Boards in the area. Other Boards have already proceeded and appointed Chairs.</p> <p>It has been decided that the process would be paused to consider how to proceed. The distributed report considers opportunities to bring independence to the board.</p> <p>There is a strong relationship with partnerships, but assurance must also be brought.</p> <p>A proposal was raised for an Independent Scrutineer role instead of a Chair. This was opened for comments from Board members.</p> <p>This would be a chance to look at things differently, but assurance of independent scrutiny must be given. The learning board in Gosport had a large mix of different people whose roles were to challenge one another.</p> <p>JL has researched how the Independent Scrutineer role has worked in practice in children's work and nationally.</p> <p>'Freedom to roam' allows the role to undertake checks similar to an audit, checking on learning into practice. The post holder must be willing to move around different organisations.</p> <p>This would be a good role for assurance to the Board. Support needed would depend on the individual. The infrastructure required will need to be considered.</p>			
4.01	<p>The proposal will be moved forward and further work take place to fill out the Independent Scrutineer job description. This will be brought to the March Board meeting for final agreement.</p>	GA/JL/AR	19/03/20	<b>To Action</b>

4.	Subgroup reports and Q&A			
	<p>Reports were received and considered for each subgroup.</p> <p><b>Health</b></p> <p>A recommendation around MCA and LPS was raised and agreed by the Board.</p> <p>Work is being undertaken. It would be important to avoid putting the wrong resources in place for this. A further update will be brought to the March Board.</p> <p><b>Quality Assurance</b></p> <p>A report and retailed data set was distributed and considered.</p> <p><b>Learning and Review</b></p> <p>An extraordinary subgroup meeting was held to consider the Ms D SAR. A trial quality assurance session was run to consider the methodologies used in the review. For both the current SARs, the families have requested that the involved people's names be used in the report.</p> <p>One new referral has been received and is going to scoping. One additional referral has been closed as inappropriate.</p> <p>DHRs are regularly considered by the subgroup.</p> <p>An update to current cases was provided. The Sasha SAR would be reported on during the meeting. Further work is taking place on the April SAR, and a draft report is expected in the new year.</p>			

	<p>A discretionary partnership review for a hoarding case will be run in the new year.</p> <p>A local briefing was recommended for case 068, and themes and trends from case 069 were noted, but no review will be run.</p> <p>Scoping is being requested for case 070. The individual in question died in the Portsmouth area, but spent considerable time in the Hampshire area.</p> <p>The SAR Policy and Toolkit have been reviewed and combined into one document. This highlights decision making for cases, including the audit trail. The Terms of Reference are also being updated.</p> <p><b>Housing</b></p> <p>The subgroup is working well. A presentation was given on County Lines at the last meeting.</p> <p>Member organisations have footprints in all areas of the county. Members will be engaging with the MASH on a regular basis.</p> <p>There is potential to move the group to a 4LSAB status, and the Portsmouth Board has expressed interest in this. Board members were happy to endorse this move.</p> <p><b>Stakeholder</b></p> <p>There has been a focus on community drop-in sessions. A newsletter has been produced and is due to be sent out. A Safeguarding Adult Lead session, focussing on Thresholds, was run earlier in the year and was very popular.</p>			
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	<p><b>Policy</b></p> <p>The main focus of the group has been the update of the multi-agency policy. All submissions have now been received and the collation of the document is taking place. A draft will be available shortly after Christmas.</p> <p><b>Business</b></p> <p>The budget will be considered at the next Board meeting. The recommendations given by the subgroup were agreed by the Board.</p> <p><b>Workforce Development</b></p> <p>The first meeting with new Chairs has taken place. The Terms of Reference, functions of group and membership have been updated.</p> <p>Learning into a practice is a current focus. Placements work for primary care students is taking place. Working is taking place updating the Workforce Development strategy.</p> <p>A letter to safeguarding leads is being produced as it has been recognised that terminology is not standardised.</p> <p><b>Fire Safety Development</b></p> <p>This subgroup is working across the 4LSAB area.</p> <p>Fire deaths for the last period have been reviewed. A strategy is being developed. Guidance is currently out for comment.</p> <p>Training for all partners has been offered.</p>			
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	<p>The Hoarding Protocol launch event during Safeguarding Week was very successful.</p> <p>Learning from events and national reports must all be considered.</p>			
<b>5.</b>	<b>Hampshire Domestic Abuse Partnership update</b>			
	<p>JRA provided a presentation on Domestic Abuse in Hampshire.</p> <p>An overview was given of the Hampshire Domestic Abuse Strategy. The Board will have the opportunity to feed into Strategy updates.</p> <p>An overview was also provided on the following areas:</p> <ul style="list-style-type: none"> <li>- Hampshire Domestic Abuse Services.</li> <li>- Victim and CYP services.</li> <li>- Perpetrator Services.</li> <li>- Emerging issues.</li> <li>- Transformation work.</li> <li>- Next steps.</li> </ul> <p>An internal review is taking place for the police. Project Gateway continues as a separate project. University campuses have been raised as risk areas for substance misuse.</p> <p>Information distribution is being planned.</p> <p>The workstream could require a further update at a future meeting. Links have been made and relevant partners will be drawn in during the transformation work. The Board involvement in the refresh could be owned by the Business subgroup.</p>			
4.02	Provide an update on the Domestic Abuse workstream.	JL	19/03/20	<b>To Action</b>

<b>6.</b>	<b>GWMH Assurance &amp; Learning Oversight Board update</b>			
	<p>EB provided an update on the work around the GWMH.</p> <p>This was last presented to the Board in December 2018.</p> <p>Action plans have been raised from the panel report and an overview of the work undertaken was given.</p> <p>Recommendations given and key themes were summarised.</p> <p>The culture work outcome included a set of cultural commitments raised to share across the system.</p> <p>The Board's role in assurance and learning was considered. Recommendations would need to be future-proofed. Assurance would be needed when working with partners that appropriate questions are being asked and work being embedded.</p> <p>A close connection with staff who were dealing with GWMH work directly is important. It has been difficult to get appropriate support for individuals who recently left the NHS but are named in the report.</p> <p>Board commitments can be considered at the Board development day.</p>			
<b>7.</b>	<b>SAR – Sasha – Final Report</b>			
	<p>KR presented an overview of the Sasha SAR and the methodology used.</p> <p>The last presentation to the Board was given in June at the mid-point of the review.</p> <p>By request of the family, the SAR would be published under the involved person's name.</p>			

	<p>There was a delay to the SAR process due to the ongoing inquest on the case.</p> <p>The emerging learning from the case was fed into recommendations for the Board.</p> <p>A challenge has been received from Surrey regarding the publication and content of the report. The Board was keen not to re-commission the report, which had been commissioned by the HSAB, and would be aiming to release a report that the Surrey Board can endorse.</p> <p>Feedback will be provided to the family following the Board meeting.</p> <p>Any discrepancies or disagreements are noted in the report. The recommendations have been updated in the latest version to reflect the appropriate organisation to focus on the actions given.</p> <p>Recommendations were built on work that is already taking place. There were more of these than intended, but this reflects the complexity of the case.</p> <p>The Board thanked KR for her work on this SAR.</p>			
<b>8.</b>	<b>SAR – Sasha – Action Plan</b>			
	<p>LJO reported on the action plan being developed to accompany the Sasha SAR.</p> <p>The Learning and Review subgroup has endorsed the SAR report. Key areas of action for the Board have been considered.</p> <p>It was acknowledged that systems have moved on since Sasha’s death and some actions are already taking place.</p>			

	<p>Areas for action were summarised as below:</p> <ul style="list-style-type: none"> <li>- A proposal for learning events regarding the SAR, but also specifically around the MCA.</li> <li>- Communication Briefings.</li> <li>- HSAB policy and guidance updates.</li> <li>- Identify gaps in the delivery of training.</li> <li>- Receive assurance of actions from partners.</li> <li>- Qualitative and quantitative feedback.</li> </ul> <p>The Board agreed the with recommendations and actions given. These would be made available for circulation once the plan is complete.</p>			
<b>9.</b>	<b>Feedback on Distributed Papers</b>			
	<p>The following papers were circulated for noting by Board members:</p> <ul style="list-style-type: none"> <li>- HSAB Annual Report.</li> <li>- HSAB Strategy and Business Plan.</li> <li>- Risk Register.</li> <li>- Electronic Recording report.</li> </ul>			
4.03	Comments and feedback on these papers was requested by the 10 <sup>th</sup> January 2020.	All	10/01/19	<b>To Action</b>
	<p>The documents would be published on the HSAB website once confirmed.</p> <p>It was noted that the Quality Assurance group were working on collating work currently taking place into a dashboard format.</p>			
<b>10.</b>	<b>Any other business</b>			
	A proposal was raised to extend the March Board meeting to use as a Board Development Day to cover current issues that have been raised. The MCA and LPS			

	<p>would be specific areas of focus. The first hour of the meeting would be kept for the usual business of the Board.</p> <p>This was agreed by the Board. Times would be confirmed following the meeting.</p> <p>The SHIP Drug Alert System was raised. There is now a process for information on drugs to be flagged to a central point via a form. This has been disseminated to key partners for consideration over a 3-month trail.</p> <p>A County Lines summit is taking place at Netley on the 17<sup>th</sup> January. Further information would follow as it becomes available.</p> <p>An Inter-Authority Working Group workshop is taking place in February to consider collaborative work across Hampshire.</p>			
<b>Date of next meeting</b>				
	19 <sup>th</sup> March 2020 – Times to be confirmed.			