

Hampshire Safeguarding Adults Board Meeting Monday 23rd September 2019

Present

Lappin, Jo (JL) (Chair)	Head of Governance & Assurance - HCC Adults Health and Care
Ridley, Adrian (AR)	Interim Manager – Hampshire Safeguarding Adults Board
Bowyer, Glenn (GB)	Group Manager Community Safety - Hampshire Fire and Rescue Service
Butt, Sophie (SB)	Service Manager - Hampshire Safeguarding Children's Board
Charlton, Samantha (SC)	Basingstoke and Deane Borough Council
Clarke, Susan (SC)	Head of Workforce and Education - Hampshire and Isle of Wight Partnership of Clinical Commissioning Groups
Cruickshank, Helen (HC)	Consultant in Public Health – Hampshire County Council
Goodwin, Ben (BG)	Southern Health NHS Foundation Trust
Holder, Fiona (FH)	Head of Safeguarding – Solent NHS
Joyce, Georgina (GJ)	Two Saints
Kinsella, Lorretta	Hampshire Clinical Commissioning Groups Partnership (South)
Lynch, Mark (ML)	Hampshire Constabulary
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
Metcalfe, Jaki (JM)	Consultant Nurse - Central Safeguarding Adults Team, West Hampshire CCG
Osbaldeston, Laura-Jane (LJO)	NHS Fareham and Gosport CCG
Phillips, Paul (PP)	Safeguarding Manager – South Central Ambulance Service
Pritchard-Thomas, Katie (KPT)	Hampshire Hospitals Foundation Trust
Read, Vanessa (VR)	Executive Officer – Hampshire Care Association
Scott-Field, Bernice (BSF)	Strategic Service Manager - MCA, Client Affairs and Safeguarding, HCC Adults' Health and Care
Scott-Ham, Daniel (DSH)	Hampshire Safeguarding Adults Board
Smith, Sarah (SS)	Tenancy Support Manager – Vivid Homes
Thompson, Sarah (ST)	Head of Safeguarding – Portsmouth Hospitals NHS
Whale, Tracey (TW)	University Hospital Southampton
Elvy, David (DE)	Senior Administrator – Hampshire Safeguarding Adults Board

Apologies

Allen, Graham (GA)	Director of Adults' Health and Care - Hampshire County Council, Adults Health and Care
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
Browning, Tom (TB)	Head of Hampshire LDU - Hampshire Probation Service
Cole, Debra (DC)	Safeguarding Adults & Domestic Abuse Lead - Surrey and Borders Partnership NHS Foundation Trust
Franks, Francine (FF)	Interim Safeguarding Adult Lead - Frimley Health Foundation Trust
Hearsey, Kerry (KH)	Chief Executive - Princess Trust for Carers
Kent, Amanda (AK)	Chief Executive – Speakeasy Advocacy
Lee, Sue (SL)	Strategic Partnerships Manager – Strategic Partnership Team
Ludick, Zena (ZL)	Operations Director Medicine – Hampshire Hospitals Foundation Trust
Pearce, Juliet (JP)	Deputy Director of Nursing - University Hospital Southampton
Priest, Nicky (NP)	Assistant Director of Nursing - NHS England (Wessex)

Veck, Nicola (NV)	National Probation Service
Winter, David (DW)	Chief Inspector - Hampshire Constabulary

Absent

Bourke, James (JB)	Prison Governor - HM Prison Service
Cockburn, Tracey (TC)	Inspection Manager for Adult Social Care - Care Quality Commission
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
Ryan, Caroline (CR)	Community Safety Manager - Safer North Hampshire
Smith, Ross (RS)	Service User Representative

Summary of meeting and actions agreed

Item Number	Summary of key actions agreed	Person responsible
1.	<p>Welcome and Introductions</p> <p>JL welcomed all present to the meeting. Introductions were given around the room and apologies received were presented.</p>	
2.	<p>Minutes and Matters Arising</p> <p>The minutes of the Hampshire Safeguarding Adults Board held on the 20th June were considered and agreed to be an accurate record of the meeting.</p> <p>Actions from 20/06/19:</p> <p>2.01: Board plans for future working have progressed and would be discussed under the agenda. Item Closed.</p> <p>2.02: The Medicines Error Protocol would be taken to the Policy Implementation Group to sign off. Item In Progress.</p> <p>2.03: Work on the Was Not Brought policy is nearly complete. Item In Progress.</p> <p>2.04: AR had previously reported on commonalities and how to choreograph audits and scorecards at a high level. The next steps would include linking with the STP. JL has met with Julia Barton to discuss this.</p>	

<p>3.</p>	<p>Future Chairing Arrangements</p> <p>Previous DASS-led discussions have been held around developing a strategic collaborative across the area. There is an appetite for this, but the work has not proceeded as far as hoped.</p> <p>The decision has been made to appoint our own independent Chair. The IOW board have already recruited to the position.</p> <p>The Chair role specification was distributed to members for comments. It was aimed to advertise the role in the week following the Board meeting.</p> <p>It is planned that a recruitment day will be run, with a formal interview, but also informal discussions with subgroup representatives. A date for this has not yet been set. It was generally agreed that this would be a good idea.</p> <p>The following comments were given on the job description:</p> <ul style="list-style-type: none"> - A point was needed regarding sharing key themes at events. - It was important to include partners beyond Hampshire in collaborative working. - Quality Assurance should aim for best practice rather than good practice. - Under finance, it should be noted that the budget would be managed effectively. - The period given was 2 years, but a shorter period should be considered. This could be worded as being up to 2 years. <p>Disappointment was voiced that a Chair could not be in position across the area. Assurance was given that there was still enthusiasm for 4LSAB work in the subgroups.</p>	
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<p>4.</p>	<p>Subgroup Reports and Q&A</p> <ul style="list-style-type: none"> • Health <p>LJO chaired the last meeting of the Health subgroup.</p> <p>The Mental Capacity Act was considered and has now been added to the Risk Register. Physical and chemical restraint has also been added. An audit on restraint is being planned across provider services.</p> <p>Safeguarding guidance is being developed. Safeguarding leaflets have been created in other areas. Examples have been distributed for consideration.</p> <ul style="list-style-type: none"> • 4LSAB Quality Assurance <p>DW provided an document as an update for the group.</p> <p>MCA has been highlighted as an area of concern. Returns for the MCA audit were low, but still raised a number of issues.</p> <p>Capacity is still an issue. MCA is still perceived as a safeguarding duty and this needs to be moved elsewhere.</p> <p>BSF is involved in a preparation session on change to legislation. Key messages have been disseminated.</p> <p>It is intended that a stakeholder event will be run earlier in the new year. Members can contact BSF if an invitation to this is wanted.</p> <p>A rigid framework to hold agencies to account would be useful. Clear direction is needed. Work is being undertaken to get MCA Champions in place.</p>	
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	<p>There are still many areas of challenge is this area nationally. Work may be needed to look into what good MCA work looks like. The Hampshire Care Association could help with this.</p> <p>Ideas were suggested for possible work, including a one-off meeting for interested parties.</p> <p>Contractual mechanisms are needed to push issues around MCA. Support will need to be provided where services are not able to reach the correct level.</p> <p>JL would set up a one-off meeting to look at application into practice. Members were asked to nominate members to attend.</p> <p>The QA subgroup would have oversight of this work. Commissioned training may be required. This will be kept on the Risk Register.</p> <p>An audit programme may be useful for partners so that they will be aware of when these can be expected.</p> <p>DW was thanked for raising these issues with the Board.</p> <ul style="list-style-type: none"> • Housing <p>Membership of the Housing subgroup is still growing. Guest speakers have been regularly attending the group to encourage learning.</p> <p>Housing representatives are attending the Hampshire MASH regularly to work with colleagues in social services.</p> <p>There are currently no other Boards with known housing subgroups.</p>	<p>JL</p>
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	<ul style="list-style-type: none"> • Stakeholder <p>The group has been busy with the communications and social media strategies. The website and Twitter accounts are already being used. There is an aim to do more with social media.</p> <p>Material has been developed for the year's campaign.</p> <p>Adult Safeguarding Awareness week is taking place in November. The subgroup will be supporting the Board in events taking place. The launch of the Hoarding protocol will be taking place during this week. The HSAB may be able to provide a stand for an event taking place in Portsmouth Hospitals.</p> <p>Service user involvement is still problematic. Any suggested contacts can be passed to the Board.</p> <ul style="list-style-type: none"> • Policy <p>It is intended to produce a draft of the revised Safeguarding Policy by December. Members of the subgroup are currently updating sections of the document. A follow-up meeting is being held in October to bring this work together.</p> <p>A Q&A style is being adopted for the policy, with an aim to make this easier to read. One-minute guides have proved to be very useful.</p> <ul style="list-style-type: none"> • Business <p>Monitoring of the current SAR progress in ongoing. An interest is being kept in the Learning from Deaths forum and oversight panel.</p> <p>The group will focus on updating the strategy and business plan for December.</p>	
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	<ul style="list-style-type: none"> • Workforce Development <p>SC has now taken on the role of Chair for this group, with Debbie McGregor as co-Chair.</p> <p>Work on the Learning and Development strategy has now finished and has been forwarded to Chairs of subgroups for comments. Terminology has been updated where possible.</p> <p>Results from a prioritisation exercise are being considered for upcoming meetings.</p> <ul style="list-style-type: none"> • Learning and Review <p>The group has been considering a number of referrals that have been received. Some cases have been closed. A new case is being considered at the next meeting. Any DHRs will also be presented.</p> <p>The current SAR cases are proceeding. Letter templates have been created to acknowledge the receipt of cases and to inform referrers what steps are being taken.</p> <p>A spreadsheet has been created to capture information on non-statutory learning from cases.</p> <p>The SAR policy and Toolkit are being refreshed. A new form for submitting case referrals and collecting scoping information is now being used.</p> <ul style="list-style-type: none"> • Fire safety development group <p>GB reported on work currently being undertaken by the group.</p> <p>The launch of the Hoarding protocol will take place at an event on the 18th November. Invitations will be sent out to restricted numbers of invitees.</p>	
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<p>5.</p>	<p>Ms D and Ms E SARs</p> <p>LJO provided an update on the current SARs being undertaken by the Board.</p> <p>Ms D</p> <p>Following a productive meeting, confirmation has been received from Ms D's family that she could be referred to by name in the SAR report.</p> <p>A panel meeting has been held to consider additional amendments to the report document. It is aimed to present this at the December Board meeting.</p> <p>Work on the action plan will take place following completion of the report.</p> <p>Ms E</p> <p>The SCIE methodology is being used for this case.</p> <p>Interviews are taking place with key contacts for the case. A methodology session has been held. The family has agreed to be involved in the case and will be interviewed by the independent reviewer.</p> <p>A practitioners workshop has been planned for the 25th October. Work is currently on track for the case.</p>	
<p>6.</p>	<p>HSAB Concerns Register</p> <p>The Risk Register was distributed to members. This logs current concerns that the Board should be cited on.</p> <p>Allocation of ownership has been given to each item. Mechanical Restraint, MCA and Medicines Management have all been added to the register.</p>	

	<p>Whether Brexit should be included on the register was raised for discussion. Other Boards have been considering this a risk.</p> <p>All partners have a lot of work to do around this area. The main risk is around partners not having appropriate plans for business continuity in place.</p> <p>A letter containing key questions may be needed for partners. Some further exploration may be needed before adding this to the register. JL would talk to GA about this.</p> <p>Timeframes for the closure of items may be useful for the document.</p> <p>MCA work needs to be broadened beyond health.</p> <p>A workshop for the SAL Network is taking place in October that will address inappropriate referrals.</p> <p>The Gosport Assurance Panel is a time-limited group. The workstream will pass to the Quality Board. A presentation will be given at the December Board meeting.</p>	<p>JL</p>
<p>7.</p>	<p>Domestic abuse safeguarding changes</p> <p>An update was given on Hampshire Constabulary changes to Board attendance. Suitable and appropriate representation for all meetings is aimed for.</p> <p>A presentation was given around the changes in Hampshire Constabulary's Safeguarding Service.</p> <p>Domestic abuse will be considered at the December Board meeting. Updates will be provided on how these changes are working. Consent is becoming a bigger issue. Risks are seen, but help can be declined.</p>	

<p>8.</p>	<p>Homelessness</p> <p>A presentation on Homelessness from the Housing sector perspective was given. A outline was provided on the work of Vivid Homes.</p> <p>Case studies were provided showing work undertaken and the challenges faced in dealing with the issues highlighted.</p> <p>Access to information from GPs would be helpful, and CCG Board members could assist with this.</p> <p>For the Board, the Housing subgroup would be the lead on work around Homelessness. A protocol would be useful for services. This could be raised through the Board as part of the business plan.</p>	
<p>9.</p>	<p>Family Approach</p> <p>A presentation was given on the Family Approach Protocol and the training that has been provided.</p> <p>The Protocol and online toolkit is hosted on the Children’s Partnership website. Links to this are available on the HSAB site.</p> <p>There is a role in Health for all investigating officers to have a real understanding of this approach. There is a move for this to be everyday business, however there are obstacles that do not allow this to happen in a seamless way. A cultural change is needed.</p> <p>Moving forward, this work will need to be promoted. Members were asked to consider what makes it difficult to work in a family approach. This would be revisited at a future Board meeting.</p>	

<p>10.</p>	<p>CQC System Review</p> <p>JL provided an update on the review. This has now been formally closed and the 12-month action plan completed.</p> <p>The Health and Wellbeing Board have received a report. Good progress has been made, but there is still a lot of work to undertake.</p>	
<p>11.</p>	<p>HSAB/HCA Adult Safeguarding Recognition Award 2019</p> <p>The Hampshire Care Association had been asked to consider hosting an individual safeguarding recognition award.</p> <p>The award would be a feel-good factor for workers. Nominations would be put forward through the HCA.</p> <p>Nomination requests would be sent to all providers and voting would take place via the Board. There would be one winner and two runner-up places. There would be a charge of £500 to cover the cost of the award, this would include the allocation of 5 tickets for the event. The event itself would be covered by the press. The funds for this would need to be allocated.</p> <p>Feedback from Board members was generally positive. This would be an annual event, and could be tied in with Safeguarding Week.</p> <p>It would also be possible for the Board to produce its own award.</p> <p>JL would approach statutory partners regarding this.</p> <p>It was agreed that this could be tried out as a one-off event. Further consideration could be given for the future depending of funding.</p>	<p>JL</p>

	Confirmation will be needed to go ahead with the award, and the nomination form will need to be agreed.	AR
12.	<p>Any other business</p> <p>JL thanked LK for her work, this being her last Board meeting.</p> <p>Consistent guidance is needed across the districts regarding suicide prevention. A suicide prevention strategy is available through Southern Health.</p> <p>Feedback has been received regarding challenges with the Board meeting venue. If changed, car parking will still be required and it would be preferable to avoid a paid venue.</p> <p>HFRS HQ could be used, but parking is limited there. The meeting could be moved later in the day. This would be considered.</p>	
Next Meeting	<p>10th December 2019 – 09.30-12.30</p> <p>Longmore Room, Police HQ, Victoria House, Netley, SO31 4TS</p>	

Hampshire Safeguarding Adults Board Rolling Action Log

Meeting Date:	Ref:	Action Narrative:	Who:	Timeline:	Update:	Status RAG:
20th June 2019						
20/06/19	2.01	Undertake talks regarding Board plans for future working.	JL	23/09/19		Closed
20/06/19	2.02	Raise issue with the Medicines Error Protocol with the Policy group Chair.	RT	23/09/19		In progress
20/06/19	2.03	Raise issue with the Was Not Brought policy with the Policy group Chair.	RT	23/09/19		In progress
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		In progress
23rd September 2019						
23/09/19	3.01	Set up a one-off meeting to look at MCA application into practice.	JL	10/12/19		To Action
23/09/19	3.02	Talk to Graham Allen regarding the inclusion of Brexit in the Risk Register and associated work.	JL	10/12/19		To Action
23/09/19	3.03	Approach statutory partners regarding the safeguarding recognition award.	JL	10/12/19		To Action
23/09/19	3.04	Provide confirmation to go ahead with the safeguarding award, and agreement on the nomination form.	AR	10/12/19		To Action