

## Hampshire Safeguarding Adults Board Meeting Thursday 22<sup>nd</sup> March

### Present

Allen, Graham (GA)	Director of Adults' Health and Care - Hampshire County Council, Adults Health and Care
Aspinall, Amie (AA)	Administrator – Strategic Partnership Team
Beckett, Darren* (DB)	Principle Trading Standards Officer - Trading Standards
Brandon, Jason* (JB)	Head - Hampshire County Council Mental Health
Butt, Sophie* (SB)	Service Manager - Hampshire Safeguarding Children's Board
Cruickshank, Helen* (HC)	Consultant in Public Health – Hampshire County Council
Dibdin, Craig, (CD)	Chief Superintendent - Hampshire Constabulary
Date, Alice (AD)	National Probation Service
Elvy, David (DE)	Senior Administrator – Strategic Partnership Team
Flack, Alison* (AF)	CEO - Choices Advocacy
Francis, Paul	Hampshire Fire and Rescue
Lee, Sue* (SL)	Board Manager – Strategic Partnership Team
Macleane, Caz* (CM)	Associate Director of Safeguarding - Southern Health NHS Foundation Trust
Martin, Mel (MM)	Frimley Park Hospital NHS Foundation Trust
Metcalfe, Jaki, (JM)	Consultant Nurse - Central Safeguarding Adults Team, West Hampshire CCG
Parkinson, Phil (PP)	HM Prison Service
Prichard-Thomas, Katie* (KPT)	Divisional Head of Nursing - University Hospital Southampton Trust

Ridley, Adrian* (AR)	Business Manager - Strategic Partnership Team
Spencer, Louise (LS)	Associate Director Quality & Nursing - Hampshire Clinical Commissioning Groups Partnership (South)
Templeton, Robert (RT)	Independent Chair - Hampshire Safeguarding Adults Board
Watts, Carol (CW)	South Central Ambulance Service
Winter, David (DW)	Chief Inspector - Hampshire Constabulary

\*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
Bowyer, Glenn* (GB)	Group Manager Community Safety - Hampshire Fire and Rescue Service
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
Courtney, Sara* (SC)	Interim Chief Nurse - Southern Health Foundation Trust
McArdle, Sandra* (SM)	Associate Director of Governance - Hampshire Hospitals Foundation Trust
Hearsey, Kerry* (KH)	Chief Executive - Princess Trust for Carers
Lappin, Jo* (JL)	Head of Safeguarding, Quality and Governance - HCC Adults Health and Care

Leatherbarrow, Emma (EL)	Director of Partnerships, Healthwatch Hampshire
McNicholas, Ellen (EM)	West Hampshire CCG
Norris, Petra (PN)	Radian
Osborne, Simon (SO)	Care Quality Commission
Phillips, Paul (PP)	South Central Ambulance Service
Priest, Nicky* (NP)	Assistant Director of Nursing - NHS England (Wessex)
Pussard, Gail* (GP)	Interim Business Manager - Hampshire Care Association
Roberts, Josephine (JR)	Head of Specialist Housing Solutions - Radian
Roberts-Bibby, Stephanie* (SRB)	Prison Governor - HM Prison Service
Sherwood, Dave* (DS)	Assistant Director of Patient Care - South Central Ambulance Service
Szewczyk, Alison* (AS)	Deputy Director of Nursing - Frimley Park Hospital NHS Foundation Trust
Thompson, Sarah (ST)	Head of Safeguarding – Portsmouth Hospitals NHS
Warren, Jonathan (JW)	Surrey and Borders NHS
Watson, Dave* (DW)	Head of Safeguarding Unit/Reviewing Service - HCC Children's Services

Absent

Cockburn, Tracey* (TC)	Inspection Manager for Adult Social Care - Care Quality Commission
Fairhurst, Cllr Liz (LF)	Executive Member – Hampshire Adult Services
Fitzsimons, Alison (AF)	Associate Director of Nursing - Portsmouth Hospital Trust
Packham, Lesley (LP)	Director - Crown Home Care
Rendle, Catherine (CR)	Policy and Information Office - Action Hampshire
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
<b>1. Chair's Introduction</b>	<p>Robert Templeton welcomed all present to the meeting and introduced himself in his first Board meeting as Chair. Sue Lee was welcomed back after some time absent from the Board. Introductions were given around the room.</p> <p>RT presented three questions for the Board to consider for 2018-19. The feedback received is noted below:</p> <p>What would you want from your new chair? Feedback:</p> <ul style="list-style-type: none"> <li>• Maintain a focus on partnership working.</li> <li>• Keep on track with strategic aims.</li> <li>• Commonality across the Boards.</li> <li>• Focus on Making Safeguarding Personal through a shared agenda across Boards.</li> <li>• Energy, leadership and clear directions.</li> <li>• Build relationships with all stakeholders.</li> <li>• Links to the National Safeguarding Agency.</li> <li>• Shared objectives.</li> </ul> <p>What would your want to see from the Board? Feedback:</p> <ul style="list-style-type: none"> <li>• Keep on track with objectives.</li> <li>• Consider the Stop process – Stop, Think, Organise, Proceed.</li> <li>• Added value through commonality with other Boards.</li> <li>• Opportunities for respectful challenge.</li> <li>• More opportunities for workshops.</li> <li>• National oversight.</li> <li>• Avoiding duplication in subgroups.</li> </ul>	

- Driving the subgroups.
- Wider thematic analysis of national SARs.
- Clear priorities.
- Commitment and engagement from all partners.
- Transparency.
- Problem Solving.
- Innovation.
- Networking.
- Holding systems to account effectively.

What would you want to change?

Feedback:

- Rationalise meetings.
- Coordinate objectives with other Boards for efficiency and effectiveness.
- Being able to share more time with each other, building up relationships and communication.
- Having Boards staggered over a longer period.
- Unblocking of issues in systems.
- Streamlining between Boards.
- More agency presentations and deep- dives.
- More feedback on work taking place.
- Themed meetings.
- Greater collaboration.

It will be most important for Boards to focus on work that is relevant to what we do, what difference is made through it and whether it is helping create a stronger system. Priorities must be aligned with other Boards on a local, regional and national level.

Regionally, the priority is to work closely with the four local Boards, as well as the four local Children's Boards. RT is also currently chairing the Network for Local Adult Safeguarding Boards.

<p><b>2. Minutes and Matters Arising</b></p>	<p>The minutes of the Hampshire Safeguarding Adults Board held on the 12<sup>th</sup> December 2017 were considered and agreed to be an accurate record of the meeting.</p> <p>Actions from 12/12/17:</p> <p>Item 4.01: The Domestic Abuse Strategy is being reviewed and Adult Services have been invited to contribute. An update document has been received and distributed. Item Closed.</p> <p>Item 4.02: No further feedback was received on the HSAB Annual Report, and the document has been published. This will be received by Health and Care services and the Health and Wellbeing Board. The report can be distributed to individual members' agencies. There is an aim for a common report format across the region. Item Closed.</p> <p>Item 4.03: The Family of Mr C have been written to regarding the SAR reports. No further feedback has been received. Item Closed.</p> <p>Item 4.04: The required change was made to the Mr C SAR report prior to publication. Item Closed.</p> <p>Item 4.05: The Mr C SAR and Thematic Review reports were published on the HSAB website and distributed. Board members were asked to share these with their organisations. It is important to recognise that learning disabilities have become a common thread in SARs. SL sits on the LeDeR steering group and can feed into the forum. Item Closed.</p> <p>Consideration will be given to a thematic review, feeding in information received from the LeDeR programme regarding learning disabilities in SARs. This will be added to the agenda for the next Board.</p> <p>Item 4.06: The SAR Action Plan was considered at the last Health Subgroup. A Lead has been assigned and Task and Finish Group Terms of Reference will be drafted for the next</p>	<p><b>HSAB Team</b></p>
--	--	-------------------------

	<p>meeting. There is still an ongoing issue on the use of the Mental Capacity Act and this will continue to be considered. Item Closed.</p> <p>A national campaign around capacity decisions is needed as capacity needs to be understood by everyone. The National Competency Framework for MCA could be used more consistently.</p>	
<p><b>3. Presentation: National, Regional and local priority updates</b></p>	<p>RT gave a presentation report as Chair. This would be available as an appendix to these minutes in presentation and report form.</p> <p>A link was available through the Chair's Report to the NHS digital data. This was all in the public domain.</p>	
<p><b>4. CQC Review - update</b></p>	<p>Graham Allen reported on the recent CQC local system review, commissioned by local government. Overall, twenty high-level reviews of Health and Social Care provisions were being undertaken.</p> <p>The review involved a fieldwork element in which CQC reviewers attended a variety of venues. As the council are about to enter a pre-election period, the process will be extended, and detailed findings are expected to be delivered by the end of June.</p> <p>The review was focused at systems level and would not impact on agencies. There were key lines of enquiry on leadership and how well patients are maintained by systems. It was queried how well systems operate when tipped into crisis and how well they seek to return people home after being admitted.</p> <p>In advance of the review, a self-assessment document was undertaken, including fifteen different questions, with fifty-two source documents. Key documents were presented along with data setting out the local challenge.</p> <p>Some initial feedback was received from the CQC team. Some elements were considered positive including workshop themes and layout, the emergent and clear strategy and</p>	

	<p>elements of the STP plan.</p> <p>Various systems demonstrated how well understood and communicated visions were in being taken forward. Good work is being undertaken in maintaining patients under the systems in place, and this was considered one of the strengths of Hampshire.</p> <p>There were mixed results in crisis care, with examples of excellent practice, but some areas where acute work was lacking. It was also considered that the systems were in place to keep patients at home, but they were not as good in returning them home once admitted.</p> <p>Generally it was felt that the reviewers were very clear, and some key challenges have been raised. The review was reported as being one of the best organised that the CQC had seen.</p> <p>The draft report will be received at the beginning of May for fact checking. Once returned, this will be taken to a local summit meeting on the 20<sup>th</sup> June. The CQC will provide detailed feedback, and the system will need to respond with an action plan. An offer of support will be received from SCIE. All twenty reviews will be entered into a national report. Learning from the review will be universal.</p> <p>Feedback from the June report will be fed back to the Board.</p>	
<p><b>5. Subgroup reports Q &amp; A</b></p>	<p>Reports from each subgroup were distributed in advance of the Board meeting for members to consider. Questions would be taken at the meeting.</p> <p>Stakeholder: The meeting was attended by a member of the CQC as part of the systems review. Good feedback and notes were received afterwards. Current work includes a campaign on self-neglect and the scribe project. With the support of the other local Boards, it is hoped that a better scribe product can be obtained. A newsletter is being drafted, aimed at professionals, which will be signed off soon. Social media, including Facebook, is being considered, but some resources are needed for this work. Health representation is</p>	

	<p>currently missing in the group, though representatives tend to be from non-statutory organisations. Links to the Health and Wellbeing Board Ageing Well subgroup need to be written into the Business plan.</p> <p>Health: The main part of the last Health subgroup was focused on the Mr C SAR action plan. Chairing and Deputy Chairing arrangement changes have been signed off. New pressure ulcer guidance has been considered and needs to be embedded in the multi-agency safeguarding policy.</p> <p>Housing: A MASH presentation was given at the subgroup. Following this, members have now linked with the MASH and a housing representative will now be attending the MASH once a week.</p> <p>Learning and Review: Four referrals have been received since the last Board meeting. These do not all reach the threshold for a SAR, due to single-agency dimensions. Further work may be required on awareness raising around SARs. A Domestic Homicide referral has been received and the HSAB will hold an interest in this case. Following a referral from Hampshire Fire and Rescue, a thematic review has been recommended looking at all fire death and serious injury referrals over the last three years. Work is currently being undertaken on this and findings will be presented at the June Board.</p>	
<p><b>6. QA and WFD Workshop - updates</b></p>	<p>Feedback was given from the 4LSAB Quality Assurance and Workforce Development workshops which were held following the last Inter-Authority Working Group meeting. Good attendance was received from authorities and there was good engagement at each workshop.</p> <p>It was the general view that the Quality Assurance subgroup should be focussed on the actions and recommendations coming out of reviews and ensuring that these were being acted on by organisations. A draft Terms of Reference and work plan will be written up prior to the next meeting, and these will need to be signed off before moving forward. David Winter will continue Chairing the group.</p>	

	<p>There was a good appetite for unity in the meeting. An integrated dataset will be needed. Through reviews, there is a plethora of information to show where safeguarding is not working as well. Collaborative work can be undertaken to address these issues across the region.</p> <p>The Workforce Development workshop was also a successful meeting. There was attendance from three of the Boards, but the IOW Board also sent through information regarding their programme prior to the meeting.</p> <p>Workforce Development is a more difficult area due to the sharing of resources required. There was an appetite to move forward together, but also reluctance to abandon work that is currently taking place.</p> <p>The next meeting will take place in Southampton, focussing on how to form leadership of the group. Engagement with all Boards is needed. Recognising that there is a large amount of duplication, there must be benefit in running work in a more joined-up fashion.</p> <p>The next steps involve looking into how to work with the Children’s Boards. There is not an intention to combine the Boards, but rather to look into how best to align work together. Early discussions are taking place with strategic partners about changes coming to the Children’s Boards, and potential collaborative areas are being identified. A 4LSCB group is meeting to agree areas of joint working.</p>	
<p><b>7. National Network of Chairs – Priorities for the next year</b></p>	<p>RT gave a presentation on the priorities for the year for the National Network of Chairs. The presentation is available as an appendix to these minutes.</p> <p>Networks are in place and the priorities of national networks are being linked.</p> <p>The priorities of the ADASS and LGA groups were presented.</p> <p>The annual report will distil some of these priorities into what is being undertaken locally.</p>	

<b>8. Any Other Business</b>	No further matters were raised.	
<b>9. Plenary</b>	<p>RT thanked all members for attending and summarised the meeting.</p> <p>There was a large amount of work to be undertaken, including the expectations of members on the Board and Board Chair for the coming year. Work will take place looking at learning disabilities in SARs and conversations held regarding Board structures. Reports from the CQC and fire referrals reviews will be expected later in the year.</p>	
<b>Next Meeting</b>	<p><b>12<sup>th</sup> June 2018, 9.30 – 12.30</b> <b>Police HQ, Netley, Longmore Room</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> December 2017</b>						
12/12/17	H4.01	Further feedback from the Domestic Abuse Steering Group regarding the DA Strategy update to be provided. HSAB Team to liaise with JRA	HSAB/JRA	March 2018		<b>Closed</b>
12/12/17	H4.02	Provide feedback on the Annual Report Document prior to publication.	ALL	20 <sup>th</sup> December 2017		<b>Closed</b>
12/12/17	H4.03	A letter from the Board to the family of Mr C will be needed to outline the conclusions of the review and next steps.	RT	March 2018		<b>Closed</b>
12/12/17	H4.04	Update Point 6.31 in the Mr C SAR Review	KR	March 2018		<b>Closed</b>
12/12/17	H4.05	Distribute the Mr C SAR and Thematic review learning following publication	ALL	March 2018		<b>Closed</b>
12/12/17	H4.06	Health Subgroup to review SAR and Thematic Review documents for Health elements and map these onto existing systems.	Health Subgroup	March 2018		<b>Closed</b>
<b>22<sup>nd</sup> March 2018</b>						
22/03/18	H1.01	Consideration will be given to a thematic review, feeding in information received from the LeDeR programme regarding learning disabilities in SARs. This will be added to the agenda for the next Board.	HSAB Team	June 2018		<b>To Action</b>