

## **Kirklees Safeguarding Adults Board**

# **M I N U T E S**

**Date: 28<sup>th</sup> April 2020**

**Time: 1:00pm – 2:00pm**

**Virtual Skype Conference**

## **Attendees**

Mike Houghton-Evans Penny Woodhead	Independent Chair Greater Huddersfield CCG & representing North Kirklees CCG
Jim Griffiths Richard Parry	West Yorkshire Police Kirklees Council Commissioning, Public Health and Adult Social Care
Penny Renwick Tanya Simmons Amanda Evans Clive Barrett Julie Warren-Sykes Helen Hunter Emily Parry-Harries Cllr Musarrat Khan	Lay member West Yorkshire Fire & Rescue Service Kirklees Council, Adult Social Care Operations The Mid Yorkshire NHS Acute Hospital Trust South West Yorkshire Partnership NHS Trust Healthwatch Kirklees and Calderdale Kirklees Council, Public Health Chair of Health and Wellbeing Board

## **Apologies**

Helen Geldart Julie Clennell Lindsay Rudge	Kirklees Council Housing Service Locala Community Partnerships CIC Calderdale and Huddersfield NHS Foundation Trust
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## **Deputies and others in attendance**

Karen Oates Paula Adams Vicky Thersby Saf Bhuta Clare Robinson	Kirklees Council Housing Service Locala Community Partnerships CIC Calderdale and Huddersfield NHS Foundation Trust Kirklees Council Quality Assurance & Safeguarding Greater Huddersfield CCG & representing North Kirklees CCG
Razia Riaz Jacqui Stansfield Alison Clarkson	Kirklees Council Legal Services Kirklees Safeguarding Adults Board Kirklees Safeguarding Adults Board

## **Minutes**

Jack Senior	Kirklees Safeguarding Adults Board
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## **Mailing List:**

Yorkshire Ambulance Service - Safeguarding Team

## 1. Welcome and Introductions

Mike Houghton-Evans (MHE) opened the meeting and welcomed everyone.

The meeting will give prominence to Items 3, 4, 6 and 8 any other items need to be feedback via email and will form part of the minutes.

### Declarations of Interest

None recorded.

### Confidentiality Declarations

None recorded.

## 2. Draft Minutes and actions from meeting 29<sup>th</sup> January 2020

**Action from 24/10/2019: Toni Smith to provide feedback from the Workshop via Penny Woodhead under matters arising 'Reimagining the Care Market in West and North Yorkshire'**

**Penny Woodhead not present at meeting to provide update - Carry forward action to next meeting.**

PW confirmed no discussions have taken place regionally. Defer to next meeting.

**Discussion to take place at Delivery Group regarding the use of Twitter. JSnr to add as agenda item**

Due to COVID19 and shift in priorities it was agreed to be deferred to next meeting

**MHE to write to Board members to scope appropriate membership for Risk Escalation Conference.**

Completed

Awaiting membership response from SWYPFT

**MHE asked members to provide the KSAB Partnership Team with details of events for 2020 by 14th February**

Completed

**JG to provide brief about the Stalking Protection Orders at the next Board Meeting**

Due to COVID19 and shift in priorities it was agreed to be deferred to next meeting

**Post meeting:** Vicky Thersby (VT) requested amendment - Page 10 - CHFT- should read introduction of a new electronic form not system

**ACTION: AC to amend 28th January 2020 minutes to reflect amendment from VT "introduction of a new electronic form not system"**

### 3. Governance

Mike Houghton-Evans (MHE) gave brief overview of the Legal report although it is lengthy, it is a valuable tool. Razia Riaz (RR) confirmed this was an accurate summary.

#### Legislation

The [Coronavirus Act 2020](#) is now in force. It has made significant amendments to the Care Act 2014 (See below).

The very next day, [the Health Protection \(Coronavirus, Restrictions \(England\) Regulations 2020](#) (“the HPR 2020”) also came into force (see below).

#### Guidance

[Guidance for local authorities dealing with Care Act easements](#) has been published by the Department of Health and Social Care (DHSC).

The DHSC has also published guidance concerning [“care homes, local health protection teams, local authorities, clinical commissioning groups \(CCGs\) and registered providers of accommodation for people who need personal or nursing care.”](#)

The DHSC has further published guidance for [health and social care staff who are caring for or treating, a person who lacks the relevant mental capacity](#).

The NHS has published guidance on [managing capacity and demand \[pdf\]](#) within inpatient and community mental health services.

All partners confirmed receipt of documents no additional comments made.

### 4. Agency updates in relation to COVID-19

MHE opened discussion about assurance and the role of the board. The Independent Safeguarding Chairs National Group have also helpfully considered and agreed some principles for boards to consider in responding to the pandemic:

- To be proportionate in seeking assurance about multi agency adult safeguarding in each SAB area by asking only about plans that are extant
- To encourage and support consistency across the SABs with the network exec being a conduit to the whole network
- Disseminate as few messages as possible but make them the crucial ones - to let our board networks and members get on and do their jobs at this time

- We aim to be supportive, agile and in the confidence of government and national bodies such as NHS England, Department for Health and Social Care and the Office of the Public Guardian so we can promote messages together

They have developed three assurance questions which might fit our changing world and our considerable concerns about adults in need of safeguarding now, and as the pandemic unfolds:

1. Under Civil Contingency Act business continuity planning processes, what safeguarding impact assessments have been made locally as part of the process, both within single organisations, but also the impact on the multi-agency statutory requirements?
2. What assurance is it possible to gain about the local response to safeguarding concerns? For example, what is the extent of S42.1 activity around emerging, societal and safeguarding issues from COVID-19 – particularly the role of volunteers and keeping adults safe who have care and support needs / or who have vulnerabilities are in self-isolating groups?
3. What is emerging in your area around Care Act assessments in light of the Emergency Powers Bill?

Penny Woodhead (PW) iterated that there is a need to consider and point to critical guidance and given that there is new guidance daily this is hard to keep track of.

It was established that health partners have provided information for the Kirklees Safeguarding Adults Partnership team around assurances and arrangements.

A discussion took place regarding how the Board will move forward in sharing information and arrangements.

It was agreed that the statutory partners, Chair, and Board Manager will meet every three weeks to discuss matters relating to COVID-19 and safeguarding arrangements. This proposed timing is flexible and will be adjusted, as necessary.

A discussion took place about how the use of technology has impacted on how we work and consideration and learning points need to be captured and how positives could shape the way services are delivered.

#### Agency Safeguarding updates in relation to Covid-19

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### **Comments outside of meeting:**

#### **Karen Oates (KO)**

- **ASC report to ET**

“Assurances sought from Housing colleagues and Safer Kirklees regarding the linked agenda item Modern Day Slavery (MDS), this ensures we continue to capture intelligence of rough sleepers/homeless should this be due to Human trafficking /MDS”

Housing Services is engaging with all known rough sleepers and are assured that such issues around the risks of human trafficking / MDS would be identified – none identified at present.

We have not recorded any particular increase in the numbers of people presenting as homeless through other linked agendas such as DV.

- **Housing Services is currently preparing its assurance response in line with the Board request.**

### **Helen Hunter (HH)**

HH stressed the importance of partners ensuring that through their ongoing monitoring of the situation that any emerging areas of concern and risks are shared so that Healthwatch provide relevant insights from the population that they have already gathered, gain invaluable insight from partners into issues they are facing, and offer ongoing assistance in understanding the public's views.

## **5. Feedback from Challenge Event & Work Plan Update**

- **Challenge Event Report**
- **Work plan update**

MHE asked partners to send any comments to [KSAB@kirklees.gov.uk](mailto:KSAB@kirklees.gov.uk) for inclusion in minutes

**ACTION: JS to continue to develop workplan once comments received**

## **6. Safeguarding Adults Reviews (SARs)**

Jim Griffiths (JG) briefed the group about the recent SAR Subgroup meeting.

A new SAR request was received, and scoping was initiated. Having received pushback from health partners and having time to reflect on new national guidance that the SAR activity should stop, the SAR subgroup will discuss this further at the next scheduled SAR subgroup meeting in May as to how to proceed with the new SAR request. In the meantime, the SAR Subgroup felt that there is key learning that needs to be considered right now. This was discussed further; the importance of not developing a backlog of cases and the need for work to continue to ensure there is an appropriate flow, with a proportional response in relation to risk and learning, whilst balancing with the current pressures, hence why scoping documents had been sent out with an extended deadline to end June. JG raised that despite the long deadline issued, the sooner the subgroup receives the information, the better.

Julie Warren-Sykes (JWS) advised we also need to understand the impact that COVID-19 is having on our acute trust colleagues and the possibility of a further spike in the system, acknowledging agreement in terms of not stacking work but doing things differently and understanding that the people who would normally put a great deal of time into this work, are in some cases also working on the front line and across 7 days.

PW commented on national guidance stating that she is seeking clarification from national team on work priorities and there is conflicting information within guidance re: Children's and Adults working.

Richard Parry (RP) – advised consideration of local needs has to be given thought and we need understand our own response, and that may be by a case-by-case consideration – considering what is best for people in Kirklees.

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Richard Parry (RP) – advised consideration of local needs has to be given thought and we need understand our own response, and that may be by a case-by-case consideration – considering what is best for people in Kirklees.

JG informed that the Subgroup are progressing with learning points from previous SAR (Mr F) which the group agreed to look into and seek fresh assurances that learning points from the action plan have been implemented and continue to be adhered to.

## 7. Self-neglect Protocol Update

MHE asked partners to send any comments to [KSAB@kirklees.gov.uk](mailto:KSAB@kirklees.gov.uk) for inclusion in minutes

**Comments outside of meeting:**  
No comments/feedback received.

## 8. Performance

- **Item 8a) Qtr. 3 Performance Dashboard**
- **Item 8b) Audit programme**

MHE opened comments on the Qtr. 3 Dashboard and stated timescales recorded are good. Providers satisfactory with the exception of 3 inadequate providers, which included Dom Care.

Saf Bhuta (SB) stated that the situation has drastically changed since Qtr. 3 and acknowledged that the next dashboard will look different given the impact of COVID-19.

SB add that there is an appetite within Q&P for further intelligence around people in care in their own homes.

A discussion took place around ethical dilemmas, Making Safeguarding Personal (MSP) and the impact a blanket approach has/is having. PW added that West Yorkshire and Harrogate Healthcare Partnerships are developing an ethical principles framework. PW has come across another and will share documents with MHE when available.

**ACTION: PW to share ethical principles documents with MHE when available**

Helen Hunter (HH) stated that Healthwatch are doing a piece of work with members of the public about COVID-19 and experiences and will work with Q&P to look at the this further in terms of capturing and sharing.

**ACTION: HH to contact SB to further discuss joint working with Q&P**

RP – Expressed concerns re: blanket decision being made for individuals and how it will go against MSP.

Q&P Subgroup acknowledges that there is a need for a robust audit programme that fits in with themes of the Board work plan, however through discussions with Saf Bhuta (SB) and Jacqui Stansfield (JS) a decision has been made to expand the audit programme to look at the impact of COVID-19 which could include themes around; end of life care, communication, expectation and workforce.

HH added there's more intelligence coming from national charities about gaps and impacts, for example blood cancers and Parkinson's - feels like the tension between meeting the critical need due to Covid-19 and people's ongoing needs is getting much more airtime.

MHE iterated the importance of including the social care workforce when considering risk and understand how they are being supported and managed.

Amanda Evans (AE) added that a change in risk has required a review into existing adult social care cases and cited this as a massive piece of work and adding further work to best interest decisions.

**ACTION: SAPT to add audit programme to Q & P as an agenda item**

#### **Comments Outside of meeting:**

##### **Karen Oates (KO)**

It was noted that the Q and P group intend to widen consideration of safeguarding risks for people who are living in their homes in their communities, in addition to residential / health care settings (as stated by SB). Housing Services would be happy to support this work.

**Nicola Mitchell (NM)**

I am not sure if it was captured in the minutes but Page 6 [of the dashboard] relates to outcomes and closures- we highlighted at the [Q&P] meeting that there are a number of outstanding cases that are not shown in the figures. The figures only relate to referrals received in the quarter show some level of assurance, but in reality, there are a number that have been open for a significant length of time is much higher. Do we need to add another line for the overall number of cases that are waiting completion?

Response: AC confirms this is covered in the Q & P minutes and will add a note on the dashboard to this effect.

**Paulette Morris (PM)**

Following the decision to pause the REED backlog work, a decision has been agreed with senior management to reinstate the REED backlog work, this has been received positively by staff and the REED consultancy agency.

**9. CSE Safeguarding Assurances**

MHE gave a brief outline of the CSE reports and confirmed that progressive talks are taking place in the Gold and Silver Groups with regards to assurances around CSE/Safeguarding.

Following points will be feedback to the group for further consideration:

1. At what stage and how decisions are made on whether there is a need to involve SAR subgroup.
2. Greater clarity is needed regarding how young adults are supported outside of care act eligibility.

**10. Engagement Update**

- **Safeguarding Week** On hold until post COVID-19
- **Communication update during COVID-19**

MHE asked partners to send any comments to [KSAB@kirklees.gov.uk](mailto:KSAB@kirklees.gov.uk) for inclusion in minutes.

**Comments outside of meeting:**

**Penny Renwick (PR)**

Just one point - we didn't discuss domestic violence but it's getting a lot of national press.

Response: AC assured PW that domestic abuse is a linked agenda item so is not a standing KSAB item. The Board continues to receive assurance on a regular basis from the DA Service Manager.

## **11. Any Other Business**

MHE will share national and local Independent Chair updates virtually as and when necessary.

**ACTION: MHE to share Independent Chair updates as required**

## **12. Next Meeting Date**

Interim meeting in 3 weeks for 3 statutory partners, KSAB Manager and Chair.

**ACTION: JS to set up interim meeting between statutory partners, Independent Chair and Board Manager**

Wednesday 8th July 2020  
13:00-15:00  
Virtual

**Actions from meeting 29<sup>th</sup> January 2020**

**Item 2**

JG to provide brief about the Stalking Protection Orders at the next Board Meeting

AC to amend 28<sup>th</sup> January 2020 minutes to reflect amendment from VT “introduction of a new electronic form not system”

**Actions from 28<sup>th</sup> April 2020**

**Item 8**

PW to share ethical principles documents with MHE when available

HH to contact SB to further discuss joint working with Q&P

SAPT to add audit programme to Q & P as an agenda item

**Item 11**

JS to set up interim meeting between statutory partners, Independent Chair and Board Manager