

## **Kirklees Safeguarding Adults Board**

# **MINUTES**

**17 February 2017**

**10.00am - 12.30pm**

**Textile Centre of Excellence, Huddersfield**



**Board Members:**

<b>Name</b>	<b>Board capacity</b>	<b>Agency</b>	<b>Attended</b>	<b>Deputy</b>	<b>No Deputy</b>
Mike Houghton-Evans	Independent Chair		✓		
Vicky Thersby	Head of Safeguarding	Calderdale & Huddersfield NHS Foundation Trust	✓		
Julie Warren-Sykes	Assistant Director of Nursing, Clinical Governance and Safety	South West Yorkshire Partnership NHS Trust	✓		
Oz Khan	Superintendent, Kirklees District	West Yorkshire Police	✓		
Richard Parry	Director of Commissioning, Public Health and Adult Social Care and North Kirklees Clinical Commissioning Group	Kirklees Council Commissioning, Public Health and Adult Social Care	✓		
Penny Renwick	Lay Member	N/a	✓		
Hazel Wigmore	Lay Member	N/a	✓		
Lee Thompson	Head of Safeguarding and Quality Assurance	Kirklees Council Adults, Children and Families	✓		
Jane Ford	Designated Doctor for Safeguarding Children	Greater Huddersfield CCG			✓ (N/a)
Kerry Warhurst	Senior Nurse – Quality & Safety	NHS England– North (Yorkshire & Humber)			✓ (N/a)
Kim Brear	Assistant Director - Streetscene and Housing	Kirklees Council		✓ (1)	
Penny Woodhead	Head of Quality	Greater Huddersfield Clinical Commissioning Group & representing North Kirklees Clinical Commissioning Group		✓ (2)	
Christina Quinn	Director of Quality	Locala Community Partnerships CIC		✓ (3)	
Mohammed Ali	District Prevention Manager	West Yorkshire Fire & Rescue Service		✓ (4)	
Clive Barrett	Head of Safeguarding	The Mid Yorkshire NHS Acute Hospital Trust		✓ (5)	

**Deputies and others in attendance:**

<b>Name</b>	<b>Board capacity</b>	<b>Agency</b>	<b>Attendance reason</b>
Sarah Carlile	Safeguarding Adults Partnership Manager	Kirklees Council Commissioning and Health Partnerships	Board Support
Asif Manzoor	Deputy Safeguarding Adults Partnership Team Manager	Kirklees Commissioning & Health Partnerships	Board Support
Razia Riaz	Senior Legal Advisor	Kirklees Council Legal Services	Legal advisor to the Board
Karen Oates	Commissioning Manager – Streetscene & Housing	Kirklees Council	Deputy for Kim Brear (1)
Clare Robinson	Designated Nurse Safeguarding Adults	Greater Huddersfield Clinical Commissioning Group & North Kirklees Clinical Commissioning Group	Deputy for Penny Woodhead (2)
Paula Adams	Interim Safeguarding Lead	Locala Community Partnerships CIC	Deputy for Christina Quinn (3)
Khalid Patel	Kirklees Prevention Assistant	West Yorkshire Fire & Rescue Service	Deputy for Mohammed Ali (4)
Frances Aldington	Named Professional for Safeguarding Adults	The Mid Yorkshire NHS Acute Hospital Trust	Deputy for Clive Barrett (5)
Lisa Hodgson	Business Support Manager	Kirklees Council, Safeguarding Adults Partnership Team	Minute taker
Sue Richards	Assistant Director for Early Intervention and Prevention	Kirklees Council, Commissioning, Public Health and Adult Social Care	Item 10
Lee Hamilton	Prevent Coordinator	Kirklees Council, Community Safety	Item 12
Jackie McGranaghan	Team Manager, Safeguarding and Social Work	Kirklees Council, Learning and Organisational Development	Items 16 & 17 (on behalf of Marion Gray, Training subgroup Chair)

**Mailing List:**

Nikki Gibson, Head of Safeguarding – Yorkshire Ambulance Service

Number	Item	Lead person & timescale
1.	<p><b>Welcome and Introductions</b>  Mike Houghton-Evans (MHE) welcomed all to the meeting. Introductions were made. Deputies/ Apologies were recorded.</p>	
2.	<p><b>Declarations of Interest</b>  None were recorded.</p>	
3.	<p><b>Previous Minutes &amp; Matters Arising</b>  The minutes of the meeting held on 10<sup>th</sup> October 2016 were received as an accurate record.</p> <p><u>Matters Arising</u></p> <p><b>Page 4:</b>  Systems Thinking and safeguarding partnership event – <b>ACTION: Sarah Carlile (SC) to rearrange this event</b></p> <p>Female Genital Mutilation (FGM) Strategy sign off – <b>ACTION: Hazel Wigmore (HW) to take this item to the next meeting of the Multi-agency Asylum Seekers group.</b></p> <p>Mental Health Crisis concordat – this is now on the delivery group agenda</p> <p>Premature deaths for people with Learning Disabilities - Kerry Warhurst (KW) was to speak to Deborah Turner (DT) about a presentation to today's board. This item has since been deferred. <b>ACTION: KW/SC to follow this up</b></p> <p><b>Page 5:</b>  <i>Item 5</i> - Lee Thompson (LMT) actions regarding Deprivation of Liberty Safeguards (DOLS) pilot work – this need to be revisited. <b>ACTION: LMT to discuss with Razia Riaz (RR).</b></p> <p><i>Item 5</i> - Covert medication factsheet – <b>ACTION: Clare Robinson (CR) to discuss the factsheet at the next delivery group.</b></p> <p><i>Item 6</i> - National audit re: the impact of safeguarding. <b>ACTION: Mike Houghton-Evans (MHE) will check this action at the next national chairs meeting.</b></p> <p><b>Page 7:</b>  <i>Item 8</i> - The Early Intervention &amp; Prevention (EIP) report is on today's agenda</p> <p><i>Item 9</i> - Recording of domestic abuse incidents. An audit of MARAC cases involving an adult at risk has been commissioned and is currently underway. Once this is finalised further work may arise. <b>ACTION: Asif</b></p>	<p>SC</p> <p>HW</p> <p>KW/SC</p> <p>LMT</p> <p>CR</p> <p>MHE</p> <p>AM</p>

	<p><b>Manzoor will pick up domestic abuse recording as part of the ongoing work of the Quality &amp; Performance subgroup.</b></p> <p><b>Page 8:</b>  <i>Item 10</i> - Human Trafficking and Anti-Slavery action plan – no feedback received from Board members on the papers that were circulated. A 3 Board meeting took place on 16<sup>th</sup> February and SC and MHE attended. The work on Human Trafficking and Anti-Slavery will continue through the 3 Boards. There is also representation now from the Safeguarding Adults Partnership Team (SAPT) on the Human Trafficking network, so there is better connectivity between the partnerships on this agenda.</p> <p><b>Page 10:</b>  <i>Item 12</i> - The challenge event work is now complete. Follow-up information will be discussed regarding peer challenge at the away day directly after the Board meeting.</p> <p><b>Page 11:</b>  <i>Item 13</i> - The audit schedule is on today’s agenda.</p> <p><b>Page 12:</b>  <i>Item 15:</i> Care Home Quality update (including OG action plan) is on today’s agenda.</p> <p><i>Item 16</i> – It was noted in addition to the minutes of 10<sup>th</sup> October 2016 that a report regarding the Deprivation of Liberty Safeguards (DOLS) had been to the Kirklees Council Cabinet meeting and this was also picked up via the Kirklees Council Overview and Scrutiny Panel for Health and Social Care.</p> <p><b>Page 13:</b>  <i>Item 17</i> – both the ‘Mr G’ and ‘OG’ implementation plans have been discussed at the Safeguarding Adults Review (SAR) subgroup. The refreshed plans will also be discussed as ongoing standing items at the subgroup.</p> <p>SC confirmed that the inquest dates are now finalised for the ‘Mr G’ case and the independent author of the SAR will be called to give evidence.</p>	
4.	<p><b>Membership Changes</b></p> <p>Mike Houghton-Evans (MHE) formally welcomed the Board’s new lay member, Penny Renwick (PR) who joins with a wealth of governance knowledge from her previous post of Pro-Vice Chancellor. This is PR’s first Board meeting, though she has been actively involved in Board events for some months.</p>	
5.	<p><b>National Issues</b></p> <p>Mike Houghton-Evans (MHE) confirmed that there were no specific</p>	

	<p>national issues to discuss at present.</p> <p>Penny Renwick (PR) raised the wider national issue of lack of funding for local authorities and public services and whether this has been discussed at Board level in terms of safeguarding. Sarah Carlile (SC) confirmed that this issue will be raised in the away day. It was discussed that lack of funding meant agencies would need to 'pull together' more with resources becoming scarce.</p>	
<p>6.</p>	<p><b>Regional Issues: Update report on West and North Yorkshire and York Combined Procedures</b></p> <p>Sarah Carlile (SC) updated everyone on the combined procedures.</p> <p>The update report has already been discussed at six of the seven regional Safeguarding Adults Boards who are involved in this work. It highlights the position of the current policy and procedure – this was last updated in 2015 to ensure it was Care Act compliant. Further work is now needed following the Care Act becoming embedded into daily practice. Safeguarding responses are now more personal and proportionate, with a move away from the more traditional approach and linked agendas such as Human Trafficking and Domestic Abuse need to be taken into account.</p> <p>Work has now begun on updating the procedures Jonathan Phillips, Independent Chair of the Independent Chairs group is supporting the working group. SC is acting as the project manager.</p> <p>The Board was asked to approve the work that has already started – Board members welcomed the work being done.</p> <p>Alongside the report is a detailed project plan of where of where the work has got to. This shows clear scope and a set of actions with a tight timescales. SC did point out, however, that it was a 'moveable feast' as some issues are no longer as high priority as previously thought. There will be a consultation period across the seven authorities (June to July 2017) during which time frontline staff will also be consulted (in Kirklees this may possibly be done through focus groups, questionnaires etc). Lee Thompson (LMT) pointed out that the Systems Thinking work may also inform this work.</p> <p>SC confirmed that there are no issues at present and will keep the Board updated and as an implementation plan is developed.</p>	
<p>7.</p>	<p><b>Governance: Legal Update</b></p> <p>Razia Riaz (RR) referred to the legal report submitted to the Board members and gave an overview of each of the legal cases on there.</p> <p><b>Court of Appeal 'State Detention' Inquest Case</b> – the ruling of the case was that the individual did not die in state detention. The court</p>	

	<p>found that there is no deprivation of liberty in the context of the delivery of life-saving medical treatment. The case has an implication on Deprivation of Liberty Safeguards (DOLS) within hospital settings (not just Intensive Care Units).</p> <p>The case will now go to Supreme Court. Until the ruling is finalised, Hospital Trusts should be looking at getting their own legal advice about what DOLS applications should be submitted.</p> <p>It is possible that the Law Commission feedback (due in March), will take this case into account but this isn't confirmed at the moment.</p> <p><b>Secretary of State for Justice V Staffordshire CC &amp; ORS [2016] EWCA CIV 1317 (Court of appeal)</b> – the outcome of this case ruled that there is no difference between public and private deprivations.</p> <p><b>RD and Others (Duties and Powers of Relevant Person's Representatives and Section 39D IMCAs) [2016] EWCOP 49</b> – The Local Authority is still required to monitor whether RPRs and IMCAs are performing their duties correctly in terms of taking an application to the Court of Protection. The Local Authority would be required to bring any case to the Court of Protection themselves if the RPR or IMCA has failed to do so. This case gave specific examples of when this should happen to make it clear.</p> <p><i>For the benefit of some of its members, the Board briefly discussed the terms RPR (Relevant Person's Representative) and IMCA (Independent Mental Capacity Advocate) and how they fit into the Deprivation of Liberty Safeguards (DOLS) process.</i></p> <p><b>Law Commission report on DOLS</b> – this was to be published at the end of 2016, however it is now due at end of March 2017.</p>	
8.	<p><b>Governance: Publication of Board Minutes – advice for the Board</b></p> <p>Lisa Hodgson (LH) has undertaken a review of published minutes for the Safeguarding Adults Boards and Safeguarding Children Boards within the West Yorkshire and Humber region. The findings brought together any good practice or learning and resulted in 12 recommendations for the Board in terms of publishing any future minutes.</p> <p>Razia Riaz (RR) confirmed that the agenda did not need to be published as the minutes would cover this. The papers also wouldn't be published. The Board is not a public body in terms of FOI requests.</p> <p>Based on the recommendations and RR's update, the minutes will be published on the Board webpage once they have been approved at Board. <b>ACTION: LH to circulate the webpage link to the published minutes for Board members to share as required.</b></p>	LH

	The Board thanked RR and LH for completing this piece of work.	
9.	<p><b>Governance: HWB KSAB KSCB CSB CT Protocol Dec 2016</b></p> <p><b>(Health &amp; Wellbeing Board; Kirklees Safeguarding Adults Board; Kirklees Safeguarding Children Board; Community Safety Partnership and Children’s Trust)</b></p> <p>There are a number of common areas between the above statutory partnerships and a protocol has been created to allow partners to work closer together around these themes.</p> <p>The partnerships exist because they are prescribed by legislation (and this includes the areas of work), however, all the Boards have an interest in safety and wellbeing of Kirklees residents. Joint work has already started and became the focus of safeguarding week. The work is to continue to be taken forward (which includes future meetings of all the Board Chairs). The protocol for this work was discussed which has already been signed off at the Health and Wellbeing Board.</p> <p>Sarah Carlile (SC) confirmed that measures of success will be built into the work.</p> <p>Penny Renwick (PR) would like to attend if possible these Boards as an observer for her own development.</p> <p>Paula Adams (PA) also confirmed that there is some common membership across the Boards which can be helpful for cross-cutting work.</p> <p><b>ACTION: All members to ensure this is fed back to partner agencies and their Boards and their governing bodies.</b></p>	ALL
10.	<p><b>Early Intervention &amp; Prevention (EIP) and Adult Safeguarding – Terms of Reference and work programme for EIP</b></p> <p>Sue Richards (SR) attended the Board for this item in her current capacity as Assistant Director for EIP (Kirklees Council). In the future, SR will move into the post of Service Director for Integration and confirmed there is a crossover in work with both posts.</p> <p>SR has spoken to the EIP Board about how to target vulnerable populations within Kirklees and generate a community infrastructure where the Council cannot directly deliver a service. EIP is a partnership agenda and has already worked with other agencies, but there isn’t at present any explicit protocol as to how this will/should work.</p> <p>There is a need to co-ordinate the way people receive advice or services and a need to work towards the same vision regardless of agency. Work is currently ongoing on integrated commissioning and the EIP work plan also looks at how agencies work together more as joint</p>	

providers.

Draft Terms of Reference have been created for an Integration Board to drive this co-ordinated work with an emphasis on EIP but not exclusively built around this.

Board members discussed how the Board could support and influence this work.

Osman Khan (OK), the Chair of the Safeguarding Adult Review subgroup suggested that it would be useful for partner agencies to share information at an earlier stage; particularly around people's lifestyle choices. This has become apparent with investigations into tragic deaths.

There may be a potential for a crossover with membership of various boards but no crossover exists at moment.

SR explained there is an agreed set of outcomes which currently look at how partnerships can measure what difference they're making and to whom. Rather than intervening to make the whole population more resilient the thoughts are to work with specific groups.

Richard Parry (RP) also confirmed that at a practical level it does pose challenges (especially at a Kirklees-wide level). Instead the work will begin at a neighbourhood level and there are a number of agency partners that can be involved including GPs, district nurses, voluntary and community organisations, neighbourhood police and fire etc. The work in one neighbourhood can then be replicated a number of times in different neighbourhoods.

The authority for this work will come from the Council's Health and Wellbeing Board (HWB) and this will then set the priorities via research into prevention; it will also help to join up services for the achievement of any outcomes. The EIP Board will then report back to the HWB regarding the areas to work on.

There KSAB identified that there are already a number of projects and work streams already ongoing (such as the promotion of dignity and safe places) but this brings it altogether under one umbrella. Hazel Wigmore (HW) asked that as there is a move into 'integration'; is someone still picking up the specific EIP programme work that has already started. RP confirmed that the EIP programme work will continue.

#### Requests to and from the Board

Mike Houghton-Evans (MHE) confirmed that the Board would like to be engaged with the EIP work; to contribute to and influence this. He asked that as part of any defined work programme that there was a focus on safeguarding areas.

	<p>SR asked that the Board contributed to the agenda through an emphasis on joint working and support with certain areas of work through a 'safeguarding viewpoint'. Support to 'unblock' areas of work would also be welcomed.</p> <p>In terms of the EIP Programme, decisions could be brought to this Board for discussion. Board members need to be aware of the integration board when sharing the findings from Safeguarding Adult Reviews and an aligned strategic plan would also be useful.</p> <p>RP also asked the Board to endorse more positive risk-taking.</p> <p><b>ACTION: SR and SC to discuss the role of the Safeguarding Adults Board in terms of the Integration Board</b></p>	<p>SR/SC</p>
<p>11.</p>	<p><b>Linked Agendas: Sex Work and links with Safeguarding Adults</b></p> <p>Lee Thompson (LMT) requested that the Safeguarding Adults Board reach a local decision regarding sex workers being identified as adults at risk.</p> <p>The request is in relation to a recommendation on a Domestic Homicide Review (DHR) in Kirklees.</p> <p>LMT explained to Board members that the DHR procedure is similar to a Safeguarding Adults Review where a panel of multi-agencies came together to look at this case and commissioned a report and recommendations.</p> <p>He gave some details of the circumstances around the review. In the case discussed, in addition to the male victim being vulnerable, the female perpetrator was also vulnerable and being a sex worker made her more vulnerable.</p> <p>A recommendation of the DHR was that a multi-agency process should be created to manage risk for complex, risky behaviours (in a similar vein to the hoarding framework).</p> <p>LMT suggested that there may be a need to include reference to sex workers as adults at risk in policies and procedures. A strategy meeting and protection plans should also be considered.</p> <p>Julie Warren-Sykes (JW-S) supported this suggestion.</p> <p><b><u>Outcome</u></b></p> <p>It was pointed out that the individual in this case would fall under the category as an 'adult at risk' regardless of her being sex worker.</p> <p>Mike Houghton-Evans (MHE) suggested to the Board that a cohort of people shouldn't be seen as vulnerable, individual characteristics should</p>	

	<p>lead to this instead. LMT explained that in certain areas across the country this will be less of an issue as Kirklees has a high level of sex workers and that maybe it should be around referencing rather than categorising. 'Sex worker' should be one of the vulnerabilities rather than a type of individual.</p> <p>Oz Khan (OK) agreed fully with MHE's view on this.</p> <p><b>ACTION: LMT and Sarah Carlile (SC) to discuss a way forward with this.</b></p>	<p><b>LMT/SC</b></p>
<p><b>12.</b></p>	<p><b>Linked Agendas: Update on the Kirklees Prevent Strategy</b>  Lee Hamilton (LHa), Prevent Coordinator for Kirklees Council attended the meeting and gave a presentation on the national and local Prevent strategy.</p> <p>The Prevent duty commenced in July 2015. Various agencies are involved with a duty to prevent people becoming involved in terrorist acts. Kirklees became a Prevent priority area in 2015.</p> <p>This priority status means that there is funding from the Home Office. A Prevent hub has been jointly developed between West Yorkshire Police and the Local Authority.</p> <p>There is no single profile or pathway for the individuals that Prevent works with, although, age and deprivation can make someone vulnerable. The work tries to safeguard as early as possible using Channel Panels. Channel Panels are multi-agency and meet monthly to discuss individuals at risk. The process is to identify, assess and support individuals at risk. Representation from adult safeguarding is present on the panels.</p> <p>Since March 2016 over 1000 frontline local authority staff have been trained at WRAP (Workshop to raise Awareness of Prevent).</p> <p>Social work guidance has been circulated by LMT. There have also been positive steps with health representation on all membership boards (Clare Robinson is the lead).</p> <p>LHa also confirmed that the work being undertaken with individuals coming into the country was focussed on people from conflict zones who want or are going to return home and who need support.</p> <p>Prevent has good links with Kirklees Neighbourhood Housing (KNH).</p> <p>Sarah Carlile (SC) asked if any analysis had been done regarding the numbers of adults at risk covered by this area of work. Oz Khan (OK) confirmed that that information is obtainable. Asif Manzoor (AM) confirmed that it could be part of the future Quality &amp; Performance work.</p>	
<p><b>13.</b></p>	<p><b>Performance – Minutes of the Delivery Group</b></p>	

	<p>Sarah Carlile (SC) discussed the minutes of the delivery group on behalf of Penny Woodhead (PW).</p> <p>Last year, the away day focussed on how to set up and construct the delivery group.</p> <p>The Delivery group is now in operation and has met several times, although it is still in its early stages. Membership consists of chairs of subgroups and statutory partnership representatives – it is still being determined if this needs widening. Recent additions to the membership have included a lay member and Adult Social Care.</p> <p>Actions and timetabling of subgroups have caused slight issues and some groups have altered due to this.</p> <p>The previous minutes of the Delivery Group (19<sup>th</sup> January) discussed activity updates from sub-groups. Future meetings will try to triangulate this info in a more formal way. The meeting also focussed on performance (on today’s agenda).</p> <p>Mike Houghton-Evans (MHE) commented that the group showed good partnership working and representation from sub-groups.</p>	
<p>14.</p>	<p><b>Performance – Draft Quality Assurance Framework and the Audit Schedule.</b></p> <p>Asif Manzoor (AM) presented both documents to the Board.</p> <p><b>Draft Quality Assurance Framework</b>  AM gave an overview of way the framework will be used to look at quality and performance. There are 4 key areas:</p> <ul style="list-style-type: none"> <li>• Information based on the data we already have;</li> <li>• Safeguarding arrangements – including making safeguarding personal;</li> <li>• Partnerships – how are partners evidencing effectiveness</li> <li>• The Board itself.</li> </ul> <p>The above 4 areas then feed into 3 Overall aims as stated on the framework.</p> <p>The document explains the work that is going to be carried out and links to audit programme; challenges; peer challenges; how the Board is meeting strategic objectives and its work plan.</p> <p><u>Outcome</u>  The Board agreed to sign this off.</p> <p><b>Audit Schedule</b>  This programme links into the above Quality Assurance Framework and audit activity needs to be carried out for each of the 4 key areas.</p>	

	<p>The audits should show throughout: Making Safeguarding Personal; personalised adult at risk type activity; evidence of the Board's effectiveness and the performance of the Board.</p> <p>Mike Houghton-Evans (MHE) suggested that the recent Systems Thinking work undertaken by the Local Authority needed referencing in terms of being clearer about what constitutes a safeguarding referral and investigation and how we are satisfying proportionate but effective response to these. Lee Thompson (LMT) confirmed that this had been being looked at under external audit and agreed it needed reflecting in regular audit activity.</p> <p>Sarah Carlile (SC) asked that everyone note that this multiagency independent audit schedule will be undertaken by the Board regardless of what audit activity each agency is already undertaking.</p>	
<p><b>15.</b></p>	<p><b>Safeguarding Adults Reviews - Care Home Quality – update on developments (OG implementation Plan)</b></p> <p>Clare Robinson (CR) presented on behalf of Penny Woodhead (PW).</p> <p>CR explained that the OG action plan was based on a review of a care home closure. One outcome of the review determined that processes needed to be refreshed to support the provider to rectify issues earlier before it gets to the closure stage.</p> <p>An 'Early Intelligence Group' is being reformed with membership currently being finalised. A procedure is also now in place and will formally start in April.</p> <p>A representative of the local Care Quality Commission (CQC) has been involved in discussions but not specifically involved with the process. Mike Houghton-Evans (MHE) confirmed that the CQC need to be part of the solution at an early stage.</p> <p>Penny Renwick (PR) suggested that the tone of the framework needs to be right to ensure providers and agencies are confident to use this. It was suggested that a 'No blame, near miss' ideology needs using, but not avoiding safeguarding when there needs to be.</p>	
<p><b>16 &amp; 17.</b></p>	<p><b>Training Plan 2017/18 &amp; Annual report training subgroup 16/17</b></p> <p>Jackie McGranaghan (JMcG) attended the Board meeting on behalf of Marion Gray (Chair of the Training subgroup).</p> <p>JMcG updated the Board on the draft training plan for the next financial year and asked the Board to note its contents. She also reiterated that this year's plan may need to be fairly fluid due to changes within partner organisations.</p>	

Key considerations:

- There is now a teaching partnership with York University and the University of Huddersfield.
- Making Safeguarding Personal is also an underpinning theme and high on agenda.
- Preparation for further 3 board working. Joint training on Forced Marriage, Female Genital Mutilation (FGM) and Honour-Based Violence has been set. Coercive and Controlling Behaviour training is already being delivered.
- Changes that may occur when the West Yorkshire, North Yorkshire and City of York policy and procedure is updated and any impact on training.
- A review is being undertaken of how training is currently being provided.

Mike Houghton-Evans (MHE) suggested the Board may need to think about personal responsibility for competence and this is not always training course based. There may also be a need to think about who the workforce actually is e.g. look at unpaid carers and their training. This may also need to include certain communities such as BME communities who have a lack of safeguarding knowledge (as pointed out by Hazel Wigmore (HW)).

Clare Robinson (CR) confirmed that the 'Intercollegiate document on adult safeguarding' (still in draft form from the Royal College of Nursing) would be published shortly which discussed personal responsibility in terms of training.

Penny Renwick (PR) suggested that not enough analysis about who attends the training.

JMcG confirmed that an independent review of the courses in terms of Making Safeguarding Personal will be undertaken. A further piece of work will also be undertaken to ask if staff are putting this into practice and if not what the barriers are. Barriers stated were mainly around managers not understanding Making Safeguarding Personal and embedding the training. The Training subgroup is also looking at who isn't accessing multi-agency training and why. Once established, this will help Learning and Development to look at developing the learning framework themselves and partner organisations.

Sarah Carlile (SC) reiterated that 'No Secrets' tied us into having a specific training plan. Agencies now have their own training plans so moving forward the Board may need to make a decision about whether we have a training plan or strategy; how much multi-agency training we need to deliver and also how the Board looks at the effectiveness of its workforce development.

**ACTION: ALL The Board signed the action plan off in principle, however, all to send any detailed comments on the training plan to**

**ALL**

	<p><b>Sarah Carlile by 3<sup>rd</sup> March 2017.</b></p> <p><b>ACTION: JMcG/ SC to take the discussion back to the training subgroup.</b></p>	<p><b>JMcG/ SC</b></p>
<p><b>18.</b></p>	<p><b>Items Presented for Information Monitoring Reports</b></p> <p><b>Safeguarding</b>  Asif Manzoor (AM) presented the information and analysis to the Board and confirmed that the 'Dashboard' report could be a new way of presenting this.</p> <p>This is an update of work in process of information that could be presented to the Board from across the partnership. This work will be coordinated by the Quality and Performance subgroup.</p> <p>Mike Houghton-Evans (MHE) reiterated that the analysis and narrative needs to be a frontline response not done by the Q&amp;P subgroup. AM confirmed that this was the plan for the data. AM also confirmed that the dashboard does take a long period of time to create and finalise and there is a timeliness risk of pulling together the information needed, so whatever is finally agreed needs to be realistic.</p> <p>MHE reiterated that the Board would want to know particular concern areas but also good practice and exception reporting with a narrative that sits behind this.</p> <p>Lee Thompson (LMT) confirmed that he would like to be involved in the Local Authority narrative in order to be able to anticipate challenge and questions.</p> <p>AM confirmed that all partner agencies within the Q&amp;P subgroup have looked at what dataset the Board would want initially; the plan is for Q&amp;P representatives to then provide the data with an analysis/narrative. This data is fed into the delivery group. Vicky Thersby (VT) (Chair of the Quality and Performance subgroup) also confirmed that the initial dataset was wide and varied including a large range of health data– this has then been narrowed to be pertinent for the Board.</p> <p>Karen Oates (KO) asked AM for further information around the data for the domestic abuse 'alleged abuse type' as it looks very low. AM reminded everyone that this is domestic abuse that relates to an adult at risk not domestic abuse in general.</p> <p>MHE expressed thanks on behalf of the Board to AM for the work that has already take place on this and a further update will be required at the next Board meeting.</p> <p><b>ACTION: AM to liaise with LMT</b></p>	<p><b>AM/LMT</b></p>

	<p><b>Mental Capacity Act (MCA) /Deprivation of Liberty Safeguards (DOLS)</b></p> <p>In common with all other Local Authorities, DOLS applications continue to increase with 657 awaiting allocation. Systems Thinking work is ongoing to look at increasing capacity across the system and how to potentially deal with the initial application. It was noted that the recognised ADASS priority tool and guidance is being used by the DOLS Manager to prioritise all applications.</p> <p>Specific national updates have been included in item 7 – Legal updates.</p> <p>In addition, the Policing and Crime Act 2017 has been given royal assent – this is looking to alter the status of DOLS whereby they will not be seen as state detention. This will have implications in practice as there would no longer be coroner involvement if there was no concern over how a person died whilst under a DOLS.</p>	
19.	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Safeguarding week is planned for week commencing 9<sup>th</sup> October 2017</li> <li>• A Safeguarding network event with a theme of ‘Preventing Financial Abuse’ is taking place on 17<sup>th</sup> March 2017.</li> <li>• Sarah Carlile asked that the Board was made aware that the engagement strategy is ongoing. A full report will be presented at the next Board.</li> </ul>	
19.	<p><b>Next Meeting Date:</b></p> <p>12<sup>th</sup> June (12pm – 2.30pm) – Textile Centre  14<sup>th</sup> August (12pm – 2.30pm) – Board Room, Broad Lea House  11<sup>th</sup> September (Challenge Event) – Northorpe Hall, Mirfield (all day)  13<sup>th</sup> November (12pm – 2.30pm) – Board Room, Broad Lea House</p>	

## Summary of actions from 17<sup>th</sup> February 2017

Item No.	Action	Lead person/s	Timescale
8	The webpage link to the published minutes to be circulated for Board members to share as required.	Lisa Hodgson	
9	HWB KSAB KSCB CSB CT Protocol Dec 2016 to be fed back to partner agencies, their Boards and their governing bodies.  (Health & Wellbeing Board; Kirklees Safeguarding Adults Board; Kirklees Safeguarding Children Board; Community Safety Partnership and Children's Trust)	All	
10	Discussion to take place regarding the role of the Safeguarding Adults Board in terms of the Integration Board.	Sarah Carlile / Sue Richards	
11	Further discussion to take place regarding Sex Work and links with Safeguarding Adults.	Sarah Carlile/ Lee Thompson	
16/17	a) Detailed comments on the training plan to be sent to Sarah Carlile by 3 <sup>rd</sup> March 2017.  b) Board discussion regarding the training plan and Training subgroup Annual Report to be taken back to the training subgroup.	All  Jackie McGranaghan/ Sarah Carlile	By 03/03/17  Next subgroup (02/05/17)
18	Further discussion to take place around including Lee Thompson in the narrative writing for the Quality and Performance data dashboard (Adult Social Care data).	Asif Manzoor/ Lee Thompson	Next Q&P subgroup (02/05/17)

## Continuing actions from previous Board meetings

Board Date	Item No.	Action	Lead person/s	Timescale
12/07/16	10	A rearranged 'Systems Thinking and Safeguarding' partnership event to be organised.	Sarah Carlile	
12/07/16	16	Female Genital Mutilation (FGM) strategy sign-off – to be taken to the next meeting of the Multi-agency Asylum Seekers group.	Hazel Wigmore	Next Multi-agency Asylum Seekers group
12/07/16	18	Presentation of the work regarding 'Premature Deaths for People with Learning Disabilities'. To be followed up with Deborah Turner	Sarah Carlile/ Kerry Warhurst	
10/10/16	5	<p>a) Discussion to take place regarding how information is shared across Adult Social Care concerning mental capacity and DoLS (in terms of the pilot projects)</p> <p>b) Covert medication factsheet to be shared and discussed at delivery group.</p>	<p>Lee Thompson/ Razia Riaz</p> <p>Clare Robinson</p>	Next delivery group 07/03/17
10/10/16	6	Further information required from the National Chairs meeting about the national audit of impact of Safeguarding.	Mike Houghton-Evans	Next National Chairs meeting
10/10/16	9	Further discussion to take place regarding the recording of prevalence of domestic abuse as part of the ongoing work of the Quality and Performance subgroup.	Asif Manzoor	