

## **Kirklees Safeguarding Adults Board**

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

**Date: 24<sup>th</sup> October 2019**

**Time: 9:30am – 12:00midday**

**Textile Centre,  
Red Doles Lane, Huddersfield**

## **Attendees**

Mike Houghton Evans	Independent Chair
Penny Woodhead	Greater Huddersfield CCG & representing North Kirklees CCG
Jim Griffiths	West Yorkshire Police
Richard Parry	Kirklees Council Commissioning, Public Health and Adult Social Care
Penny Renwick	Lay Member
Chloe Haigh	NHS England– North (Yorkshire & Humber)
Tanya Simmons	West Yorkshire Fire & Rescue Service
Amanda Evans	Kirklees Council, Adult Social Care Operations
Clive Barrett	The Mid Yorkshire NHS Acute Hospital Trust
Helen Geldart	Kirklees Council, Economy and Infrastructure
Lindsay Rudge	Calderdale & Huddersfield NHS Foundation Trust
Julie Warren-Sykes	South West Yorkshire Partnership NHS Trust
Julie Clennell	Locala Community Partnerships CIC
Helen Hunter	Healthwatch, Kirklees and Calderdale
Emily Parry-Harries	Kirklees Council, Public Health

## **Deputies and others in attendance**

Sarah Carlile	Kirklees Safeguarding Adults Board
Jacqui Stansfield	Kirklees Council Adult Social Care Operations
Alison Clarkson	Safeguarding Adults Partnership Team, Kirklees Council
Clare Robinson	Greater Huddersfield Clinical Commissioning Group & North Kirklees Clinical Commissioning Group
Vicky Thersby	Calderdale & Huddersfield NHS Foundation Trust
Janet Smith	South West Yorkshire Partnership NHS Trust
Paula Adams	Locala Community Partnerships, CIC
Ash Manzoor	Kirklees Commissioning & Health Partnerships
Marie Gibb	The Mid Yorkshire NHS Acute Hospital Trust
Paula Adams	Locala Community Partnerships CIC
Razia Riaz	Kirklees Council Legal Services
Saf Bhuta	Kirklees Council, Adult Social Care
Toni Smith	North Kirklees and Greater Huddersfield CCG

## **Minutes**

Jenny Sharpe	Kirklees Council
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## **Mailing List**

Nikki Gibson, Head of Safeguarding – Yorkshire Ambulance Service

## 1. Welcome and Introductions

### Welcome and Introductions

Mike Houghton-Evans (MHE) opened the meeting; introductions were made, and apologies were noted.

### Independent Chair and Vice Chair Roles

MHE explained about the role of the Independent Chair and its time limited nature. He took up the role as the first Independent Chair in 2015 and will step down at the end of March 2020. However, he has agreed to stay on through the recruitment process and transition period until a new chair is in place.

The recruitment period is likely to start early next year, and more details will follow.

MHE reported that together we have worked effectively and developed a most effective Board, as confirmed through the recent peer challenge. The Board is in a good place to pass to a new chair.

To ensure maximum consistency during the transition period, Vice Chair, Penny Woodhead, has agreed to extend her role for another 12 months until March 2021.

## 2. Declarations of Interest

None recorded.

## 3. Confidentiality Declarations

None recorded

## 4. Previous Minutes and Matters Arising. Accuracy.

The Minutes of the meeting held on 11 July 2019 were agreed as an accurate record following slight amendments:

Page 8 – Emily Parry-Harries (EP-H) advised that the money allocated to support the alliance is not new-it is existing money allocated to spend in a different way

Page 11 – Janet Smith (JSm) asked for a slight amendment: Recruited to '*Named Safeguarding Advisor*' (not Nurse).

### **Actions from the Minutes of the Last Meeting:**

All actions from the last meeting have been completed or are on today's agenda with the exception of:

- PW and SB to have conversation regarding the implementation of Liberty Protection Safeguards process and provide update at next Board. Action carried forward.
- SB to add MSP papers to the agenda and review at next Quality & Performance Subgroup - Action carried forward

## 5. Governance

Legal Update: Razia Riaz (RR) gave a brief summary for each of the topics:

- The Supreme Court have overturned the decision in the Court of Appeal and confirmed that legal authorisation must be sought in cases where 16- or 17-year olds lack the capacity to consent. This will have an impact on safeguards - [D \(A Child\) \[2019\]](#)
- A LA had made an application for an injunction under the court's inherent jurisdiction that would have prevented KR from living together with ST (they've been married for 40 years). The Judge concluded that the order sought would not have been necessary or proportionate - [London Borough of Croydon v KR & Anor \[2019\]](#)
- The Court of Protection has backed a local authority's decision in not seeking to facilitate the 51 year old's request as this would be a criminal offence - [Council right not to facilitate man with learning disabilities to have contact with sex workers, says judge](#)
- A former manager at a care home where a young woman died is sentenced for failing to attend and disclose evidence at an inquest despite receiving a summons from the Coroner - [Care home manager to be sentenced for failure to disclose evidence at inquest](#)

RR also gave an update on the Domestic Abuse Bill 2019.

The Bill is currently being considered through Parliament – the Bill will look at:

- Controlling Coercive Behaviour: now a criminal offence
- Establishing a Domestic Abuse Commissioner
- Prohibiting cross-examining the victim in court
- Guidance on the use of Special Measures for court
- Local authorities providing secure accommodation when needed

**Action: RR will report back with an update on the above and follow up with a briefing note.**

## 6. Governance

Delivery Group Key Update

#### Draft Minutes:

The minutes from the Delivery Group were circulated prior to the meeting for information.

#### Work plan highlights exceptions:

Saf Bhuta (SB), Vice Chair of the Delivery Group reported to the Board on this item. Monitoring the Board workplan is now the work of the Delivery Group, with exceptions reported to Board:

Revision of Self neglect Protocol – A Task and Finish Group has been rescoping, building on previous work. The intention is to bring this to Board for sign off in January 2020.

The chair has offered up the Board Development Day in January to assist in the implementation of the new Protocol. Board members agreed with this suggested approach.

The Board approved this approach and agreed to nominate key managers when an invitation is circulated. A series of workshops for front line practitioners will be timetabled to take place after the Development Day.

The Delivery Group has also discussed revisiting its approach to using social media.

#### Communication and Engagement update:

Alison Clarkson (AC) provided update on the Engagement Strategy and tabled an update report that summarised the ongoing work around Communication and Engagement:

The group will work to a planned timetable of 4 scheduled events per year based on significant national/international awareness dates which fit with hot topics on the Board's agenda and will be added to/changed should the need arise. It will focus on the specific events and offer support/co-ordination of message sharing, etc. The group will adopt the model used for the successful Adult Social Care Global Diversity Café event during Safeguarding Week - working collaboratively with partners, linking into existing engagement/outreach events scheduled and having conversations with the public about safeguarding topics and what makes them feel safe.

The timetable of events for the coming year is populated with awareness days. Partners are invited to add to these days and where resources allow and where relevant to the work of the Board, the group will support.

## **7. Governance**

### Kirklees Safeguarding Adults Board Strategic Plan 2019-2023 – Sign Off

MHE asked the Group if they are satisfied with the plan, which has been updated. The Board signed this off

Jim Griffiths, Chair of the SAR Subgroup advised that there are 3 ongoing SARs.

Adult K – This report has been signed off by the Board previously and a summary of the learning will be published on the KSAB website and shared with two other Boards who were also involved

MHE thanked the Group for all their contributions towards the plan.

## **8. Governance**

Kirklees Safeguarding Adults Board Draft Annual Report

Members agreed to sign of the Annual Report, pending some minor amendments and some comments awaited from Saf Bhuta.

Pending further advice, the draft will not be published until NHS Digital have published the figures from the Statutory Safeguarding Adults Collection. It is anticipated the figures will be confirmed in December.

Summary Page:

It is proposed that a more person centred summary will also be produced for use on the Board Website, and for easy reference purposes SC asked the Board for feedback by mid-November.

Penny Renwick (PR) and Helen Hunter (HH) commented that the version circulated in the Board papers needed simplifying, but the summary still needed to be a robust document. AC and SC will look at the summary document taking this feedback into consideration.

Paula Adams (PA) said an easy read version would be helpful, perhaps with a hyperlink to the full document.

## **9. Safeguarding Adults Reviews (SAR's)**

The main learning from this Review has been to confirm that the LeDeR (a Learning Disability Review process led by NHS England) was the best way of reviewing this particular case, and we have updated our policies to reflect what to do when different processes possibly overlap.

MHE stated that that it was important to publish a summary which reflected the good practice demonstrated in this case,

Richard Parry (RP) agreed, and stated we need to be clear as a Board about our commitment to learning and the challenges around overlaps of processes.

## **10. Prevention**

MHE welcomed Toni Smith (TS) to the meeting.

Kirklees Integrated Care Home Quality Strategy was tabled which had been circulated for information prior to the meeting.

**Care Homes Report**

TS advised of ongoing developments- which include development of the existing Early indicator of Concern electronic form/tool to give it an online presence. A Database has been developed to present dashboard information. A Quality Assurance Framework is also being developed and work to transform the care pathway.

TS's overall summary is that there is still a lot of work to do, but work is progressing well.

This report was presented to provide assurances to the Board on the monitoring of safe care and partnership work undertaken to improve the care market

TS informed the Board of the work of the CHESP (Care Home Early Support and Prevention) Group which was formed in April 2017 as part of improvement work required following the SAR into the closure of Oxford Grange She gave an update on the work carried out between October 2018 and January 2019.

CHESP meetings are well attended and close working with The Care Quality Commission is working well. The meetings also have close links with the Local Authority with regard to any safeguarding concerns. CHESP is there to be a supportive, not a punitive approach.

A workshop will be held on 'Reimagining the Care Market in West and North Yorkshire' and TS will provide feedback to the Board from this workshop

**Action: TS to provide feedback from the Workshop via Penny Woodhead under matters arising**

Board members thanked TS for this helpful update and made the following points for future consideration, which included reflections from Panorama: Whorlton Hall.

SB said it would be very helpful to get the reports from CHESP as a way of improving links with the performance dashboard.

RP commented on continued learning from the SAR on Oxford Grange. MHE asked about people with complex needs who may be more likely to be placed outside Kirklees. Discussion on out of area placements/emergency placements/far away placements and the impact on care took place.

SB talked about the links with CQC care home providers. MHE discussed Whorlton Hall and the service users who had key workers. Advocacy for individuals with complex needs is essential.

EPH said the CHESP approach gave good assurance –but asked about monitoring of quality in people's own homes. TS said the CHESP model for care homes wouldn't work for people at home, but there are other ways to monitor which are to be developed.

A Briefing Report was presented to a previous Board meeting regarding proposed changes to the Large Scale Enquiries (LSE) policy and guidance which was last revised in 2011. The policy is currently being reviewed and updated in line with the Care Act 2014.

The Local Authority and the CCG are working together on the processes which should be completed for the February 2020 deadline.

Sarah Carlile (SC) presented this document to the Board. The Section 42 guidance is to support good practice when making decisions about Safeguarding enquiries. Most of the actions in the summary have already been incorporated into the Board's workplan.

SC highlighted further areas that Board members, as system leaders should note. These included the use of person-centred language in safeguarding and IT systems

## **Performance Dashboard**

SB will keep the Board updated. The completed document will be presented at the April 2020 Board.

## **11. Performance**

### **Performance:**

#### **Section 42 Enquiry Guidance (for information only)**

This ADASS/ LGA document was circulated to the Board for information. Yorkshire and Humber ADASS have contributed to this work over the last 2-3 years

#### **Section 42 Enquiry Summary Document**

SB informed that we need to collate data first before publishing the report. From the Board's perspective, how are our QA processes using data/terminology? How is the data used? There are "can openers" in guidance. We are already responding from QA perspective.

EPH said that data is not just about numbers but stories within them and there is lots of good quality data. People need to understand what it is needed for to ensure quality recording.

SB highlighted the key points for:

Front door Q1 increase

Effective front door

Discussions on cases that don't meet the requirements of a S42

Abuse in own home

Adult at risk – is their voice heard

Pg 2 – making safeguarding personal (MSP) outcomes: positivity on risk

Pg 3 – indicative timescales: various issues are preventing closures

Pg 4 – health data: VT has produced a template to help assist with future health data capture

Pg 5 – market information: now established a formal interface with the CHESP group and the Q&P planning will receive a quarterly overview from the CHESP

HH asked if there is any scope for us to understand the outcomes of MSP.

AC informed that in March 2020, a Yorkshire and Humber regional event on scams and financial abuse will take place. A lot of work has been undertaken over a number of years in Kirklees to raise awareness of this issue, therefore the Safeguarding Partnership team will be involved in the planning of this event

SB advised that there is ongoing work with CCG and the local authority looking at an NHS approach with people's experience on their journey. This ongoing work will give more insight.

CR noted that the SI framework is about to change – no details yet, will come in in 2020.

### **11d MCA/DOLS Report**

There are pressures on staffing with the volumes coming in, but urgent authorisations and approvals are given priority. Desktop reviews are not to be carried out due to staffing levels. SB/SMcGurk looking further at this.

**Action: SB looking at desktop reviews (MCA/DOLS).**

Backlogs will be covered by an external organisation who will be undertaking 10 assessments per week. Also looking at time limits/breaches. SB re-assured the Board that processes are in place to reduce backlogs.

ME informed that ADASS will be publishing a tool which will inform national law changes next year. RP added that ADASS are not in a position to advise at this stage.

SB shared with members that a group has been formed that will look at LPS (Liberty Protection Safeguards) Code of Practice and provide understanding about our position around LPS and learning.

## **12. National and Regional Updates**

Alison Clarkson (AC) informed the Board of some forthcoming events:

- 5<sup>th</sup> November - MSP outcomes framework/discussions/workshops
- 12<sup>th</sup> November – Section 42 Enquiry Regional event: looking at the recent guidance referred to earlier in the meeting
- 2<sup>nd</sup> December – LGA event working together for effective outcomes

AC informed that in March 2020, a Yorkshire and Humber regional event on scams and financial abuse will take place. A lot of work has been undertaken over a number of years in Kirklees to raise awareness of this issue, therefore the Safeguarding Partnership team will be involved in the planning of this event

MHE informed the Board of a recent report ['The Poor Relation'](#) from CPS (Crown Prosecution Service) which details the Police and Prosecution Service's response to

crimes against older people. JG had looked at the report and there are several recommendations. JG to feedback next meeting.

JG said he would circulate a PowerPoint presentation on 'cuckooing' for info.

**Action: JG to feedback recommendations from the CPS report at the next meeting**

**Action: JG to circulate PowerPoint 'Cuckooing'**

### **13. Agency Safeguarding updates and local issues**

#### **Calderdale & Huddersfield Foundation NHS Trust**

Vicky Thersby informed that the Trust are reviewing their Safeguarding policy and training.

#### **South West Yorkshire Partnership NHS Trust**

Janet Smith informed that training is being revised in line with the NHS Intercollegiate Document.

Tanya Simmons informed that winter messages, ie 'Keeping Warm', are shared messages which could be linked with the campaign for Yorkshire & Harrogate 'looking out for your neighbour'. Tanya is to send the link so that this can be promoted.

**Action: TS to send link to 'looking out for your neighbour' campaign**

#### **West Yorkshire Police**

JG shared that police performance data reports have been discussed with Saf Bhuta, the present format is quite child focussed and making it more relevant to the Safeguarding Adults Board is work in progress.

#### **Mid Yorkshire NHS Hospital Trust**

Clive Barratt informed the Board the Trust are preparing for a visit from The Care Quality Commission (CQC) in Quarter 4 and is expecting a rating to be changed from requires improvement to good.

- The Safeguarding Mental Health Strategy has been developed and Clive will circulate to members.
- The Trust is undertaking work around Liberty Protection Safeguards. There is now a Delirium Nurse post in the safeguarding team.

- Held a Tea dance for Dance with Dignity Day
- A lead for Learning Disability has been appointed
- Held a Quality Summit
- Held a Tea dance for Dance with Dignity Day
- A lead for Learning Disability has been appointed
- Undertaking a review of the LOCALA safeguarding policy
- Held a Quality Summit
- Held a Tea dance for Dance with Dignity Day
- A lead for Learning Disability has been appointed

Greater Huddersfield CCG

Clare Robinson informed the group that the CCG Safeguarding Annual Report is published on the website and an easy read information about flu jabs has been produced.

Kirklees Housing Services

Helen Geldart informed she will be attending a homelessness conference regarding sharing good practice. She will share the slides after the event.

**Action: HG to share slides following the homelessness conference**

Karen Oates reported that an advice sheet has been produced about learning from a SAR which was centred on dementia and housing options.

Locala

Paula Adams highlighted the following topics:

- Undertaking a review of the LOCALA safeguarding policy
- Held a Quality Summit
- Held a Tea dance for Dance with Dignity Day
- A lead for Learning Disability has been appointed
- Expecting CQC inspection soon

#### **14. Inter Board Update**

MHE reported that the Inter-Board group met yesterday, and work continues to move to moving forward to ensure a holistic approach to working with people. A refreshed Inter-Board Protocol is to be signed off and supported by H&WB Board (Health & Well-being Board).

#### **15. AOB**

Board Manager update:

SB welcomed Jacqui Stansfield taking over from Sarah Carlile as Board Manager at the end of November.

SB thanked SC for supporting the Board through the interim period. SB advised that SC will be here to ensure a seamless handover.

#### **16. Next Meeting Date**

Wednesday 29 January 2020, 9:30-12:00

Textile Centre, Red Doles Lane, Off Leeds Road, Huddersfield, HD2 1YF

**Actions from meeting 24<sup>th</sup> October 2019**

**Item 4**

Carry forward from 11<sup>th</sup> July 2019: PW and SB to have conversation regarding the implementation of Liberty Protection Safeguards process and provide update at next Board.

**Item 4**

Carry forward from 11<sup>th</sup> July 2019: SB to add MSP papers to the agenda and review at next Quality & Performance Subgroup

**Item 5**

RR will report back with an update on the above and follow up with a briefing note.

**Item 10**

TS to provide feedback from the Workshop via Penny Woodhead under matters arising

**Item 12**

JG to feedback recommendations from the CPS report at the next meeting

**Item 12**

JG to circulate PowerPoint 'Cuckooing'

**Item 13**

TS to send link to 'looking out for your neighbour' campaign

**Item 13**

HG to share slides following the homelessness