



Safeguarding Adults Board
Minutes of meeting held on Tuesday 14 March 2017
Filby Room, Norfolk Constabulary, Jubilee House,
Falconers Chase Wymondham, Norwich NR18 0WW

PRESENT:

Joan Maughan, Independent Chair
James Bullion, Exec Dof Adult Social Services
Sue Doolan, Governor, HMP Bure
Isabel Farrelly, (on behalf of Garry Collins), Equality Officer, Norfolk Fire & Rescue
James Kearns, CEO, Build Charity
Cllr Elizabeth Morgan, Norfolk County Council
Kate Rudkin, Head of Development & Operations, Age UK, Norfolk
Jackie Schneider, Head of Patient Safety, N Norfolk CCG
Helen Thacker, (on behalf of Lorna Bright) Head of Service, Safeguarding, Norfolk County Council
Judith Bell, Operations Manager, Healthwatch Norfolk
Lella Andrews, Inspection Manager, Care Quality Commission
Nick Davison, C/Supt, Norfolk Constabulary
Bob Cronk, (on behalf of Richard Block), Director of Neighbourhoods, Norwich City Council
James Kearns, Chief Executive Officer, BUILD Charity
Jane Sayer, Dof Nursing, Quality and Patient Safety, NSFT
Gary Woodward, Adult Safeguarding Senior Nurse, Norfolk CCG
Paul Reeve, Deputy Director, Norfolk & Suffolk Community Rehabilitation
Darryn Adcock, Hof Offender Management, HMP Bure
Michael Millage, (on behalf of Mark Talbot), Chair ARMC
Maria Richardson (on behalf of Deborah Beresford), Safeguarding Lead, NCHC
Walter Lloyd Smith, Board Manager, NSAB
Andrea Smith, Safeguarding Coordinator, NCC (Minutes)

Item	Minute	Action
1	Welcome and apologies for absence	
1.1	Garry Collins, Richard Block, Lorna Bright, Emma Hardwick, Julie Wwendth, Antek Lejk, Emma Osborne, Deborah Beresford and Gavin Thompson	
1.2	JM wished to record her thanks to Christine MacDonald from Healthwatch for her attendance and participation at	

Item	Minute	Action
	previous board meetings. Christine has recently retired.	
2	Declarations of interest	
2.1	None	
3	Approval of minutes	
3.1	Item 10.4 to read: CM had noted the action for Healthwatch and is happy to discuss further how HWN could help but that, in the future, the representative from HWN will be Judith Bell.	
3.2	Item 12.2: should read 'WLS to communicate with LSAP chairs' (this item relates to the spate of burglaries targeting elderly people in the west of the county.)	
3.3	Other than the two points above, the minutes were signed off as an accurate record of the last meeting.	
4	Minutes of last meeting (Tues 10 January 2017)	
4.1	<p>(Item 4.3) News Desk - Vulnerable communities The members of the group are not fixed and interest from others is welcome. Judith Blackman from Norfolk Probation Service expressed interest and Walter will send on contact details to her. Christine MacDonald advised that Healthwatch is hosting a follow-up meeting on this topic in June, and believes that some useful information may come from that which she can pass to the group. HS had met with the Task & Finish Group. A paper had been drafted for presentation at the October Board, around the recourse of public funds.</p> <p>CMcD advised that the follow up meeting with Jenny McKibben regarding migrant workers has yet to take place. Feedback has been requested and there will be a watching brief.</p> <p>JM has had conversations with GYROS and has asked them what the board should be considering. GYROS are best placed to advise as they are out there dealing with people. WLS has contacted GYROS but received no response to date. Update: WLS has made repeated attempts to contact GYROS but to no avail. HT advised that Neil Howard (Equality and Accessibility Officer, NCC) has good links with the LGBT community and ethnic groups within the area. JM suggested that it would be useful for Neil to attend a future board meeting.</p> <p>JBe suggests that the Citizen's Advice Bureau or Keystone would be a good access route into GYROS. BC says that David Ashcroft, chair of the Norfolk</p>	

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	<p>Safeguarding Childrens Board has contacts with groups in Norwich. IF has some contact details which she will forward on to AS. If anybody else can suggest contacts, please forward details to AS.</p> <p>Both DB and EM suggested INTRAN as best placed to provide data on where diverse population focused. They work with every public sector group across the east so best to use them as an umbrella agency. They provide translation services, including Braille. DB will provide JM with some details. EM suggests Valerie Gidney as point of contact at NCC.</p>	<p>WLS / IF</p> <p>DB</p>
4.2	<p>(Item 4.8) in relation to safeguarding and older people's bed availability) Jackie Schneider to seek feedback from HESAA for further discussion at the January 2017 meeting. JSay confirmed that, along with CCGs, they had commissioned a review of beds for mental health patients/older people and will advise further. Update: The company who have completed the bed review for NSFT were due to feedback to the Trust board on the 23 February, but were defeated by adverse weather. This meeting is scheduled for 30 March, and we'll receive a report at May's meeting. Action: carry forward.</p>	<p>JSay</p>
4.3	<p>(4.12) MO will send the strategy through to WLS/AS for forwarding on to board members. Work is progressing but uncertain whether the strategy has been emailed through. WLS to follow up with MO for a copy of the Norfolk PREVENT Strategy. Update: MO advised WLS that the strategy has just been updated so WLS will circulate once finalised. Action: carry forward.</p>	
4.4	<p>(5.4) SD confirmed that much was taking place in prisons to safeguard vulnerable prisoners. SD would be happy to arrange a presentation to the board mid-year to explain what is being done. There are three prisons in the area and each work very differently so much information needs to be collated, and colleagues consulted, before the presentation can be put together. Action: carry forward to July 2017.</p>	<p>SD</p>
4.5	<p>(5.6) Safeguarding advocates: following Daniel Anderson's presentation at the last board meeting, members AGREED that it would be helpful to invite a Pohwer representative to a future meeting. Of particular interest would be sight of more statistical data and comparisons with other counties. For those counties that are doing well, what is it that they're doing that we in Norfolk aren't?</p>	

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	<p>SD advised that it would be useful for advocates to have links with prisons as it's not something that currently happens. Advocates are more likely to have contact with young offenders' institutions.</p> <p>Action: WLS to invite Pohwer to a future board meeting.</p>	<p>WLS</p>
4.6	<p>(5.8) Protection: the group discussed the lack of safeguarding referrals from dental practices. JSch confirmed that there is still a lot of work to be done as the safeguarding procedure is new to dentists. It was established that NHS England are doing work with dentists and GPs and it was AGREED that could be followed up by the health executive sub group.</p> <p>CMcD forwarded on link of local dental committees: http://www.norfolkldc.co.uk/</p> <p>Update: JSch advises that this is on the HESAA agenda. Action: close.</p>	
4.7	<p>(6.2) Those that attended the development day were contacted recently to seek feedback on how MSP was being embedded in their organisations. This provoked a discussion that MSP shouldn't be seen as a separate process, but that it is part of safeguarding, the group AGREED this principle. JK argued that it needs to 'run through' all safeguarding contacts. IS suggested that it is monitored and KR thought that it could be a standing item on the LSAP agenda. The group AGREED that this would be a good idea. Update: WLS advised that this is in progress. Action: close.</p>	
4.8	<p>(7.3) <i>Claire Crawley, Senior Policy Manager, Adult Safeguarding</i>, has been invited to attend the board meeting in March to give an overview of her work. Board members have been asked to suggest anyone who they feel may be interested in attending. All board member to submit names to Andrea Smith by Friday 3 February in order to establish numbers. Action: close.</p>	
4.9	<p>(9.4) Members AGREED that this long-standing issue regarding data sharing needs to be resolved in support of improving adult safeguarding activity across Norfolk agencies and, the Norfolk Public Protection Forum (PPF) was felt to be the appropriate forum to continue to take this forward to resolution. JM to speak with Jon Shalom (Community Safety Co-ordinator, Norfolk's County Community Safety Partnership (CCSP)) to agenda this topic for a future PPF meeting. Update: JM advises that this piece of work is moving along well and is perhaps</p>	

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	<p>something for the next board meeting. WLS sent an email out on 15 February but few responses received. Action: WLS will resend email and asks for responses by 27 March. If your agency isn't doing any work in relation to information sharing, please respond to let us know.</p>	<p>WLS/All</p>
<p>4.10</p>	<p>(11.1) JM gave the members an overview of case BB. The inquest takes places in Norwich at the end of January. JM has given final feedback to Chris Brabbs, independent report writer, and Chris has fed back his main concern about the process; specifically the lack of respect of confidentiality from the review group. The family of BB have been invited to meet with JM to discuss any concerns they have regarding the report but none have expressed an interest to meet as yet. The cost of this particular SAR was mentioned. JM will need to advise the governance group of the exact costs. Update: JM has telecom meeting with governance group on 15 March 2017. Action: close.</p>	
<p>4.11</p>	<p>(12.2) JW advised the board that there had been a spate of burglaries targeting elderly people in the west of the county and the Breckland area. These burglaries had been particularly violent in nature and the perpetrators appeared to be choosing victims with key safes and grab handles. Ten had been reported in a 48 hour period. Communications need to go out as soon as possible and it was felt that the LSAP chairs would be a good starting point. WLS to communicate with LSAP chairs. Update: WLS issued an email to LSAP chairs. Action: close.</p>	
<p>4.12</p>	<p>(12.4) GC mentioned an incident where an elderly male had died in a house fire. The victim's home, which was in a poor state of repair, was one which was privately owned amongst a row of council owned houses. The house did not have a smoke alarm and it was only because the fire spread into a neighbour's house that the alarm was raised and the fire service called. WLS suggested that this should be considered for a safeguarding review. CG to provide further information and submit a SAR1. Update: IF advised that there was no social services interaction. Action: GC to advise if there will be a referral made.</p>	<p>GC</p>
<p>5</p>	<p>Risk and Performance Report</p>	
<p>5.1</p>	<p>KR gave a brief overview of the report. Under R22 the risk is showing as red due to the upcoming target date. The green shows that the score will be reached. R28: no prison representative at that time but the red can be reduced now as progress here is good. R29: there isn't much work coming through at this time due to the lack of understanding and recognition of self-neglect.</p>	

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5.2	The board acknowledged the limited capacity of the subgroups to deliver board work particularly around actions from SARs, and this work often seemed to fall to the chairperson. JM emphasised the extensiveness of the action plans for SAR AA and BB and asked if the capacity issue is something that needs to be recorded on the risk register. JM and board members felt that this is something that should be afforded additional time for debate at the next meeting in May. Action: WLS/AS to add to May agenda.	WLS/AS
6	CQC update on safeguarding adults work	
6.1	LA gave an informative presentation on the CQC's adult safeguarding work in the last year (in Norfolk), and then answered questions from the board.	
6.2	JM asked if there was anything that the board could do to work with CQC. LA explained that there is training and guidance available but it's generally the better providers who take it up. The board discussed a quality strategy and agreed that it would be good to hear from providers who do care about what they do, and engage with them.	
6.3	The board AGREED that the role of carer should be regarded as a positive career choice and attract the best quality candidates. EM queried whether this was something that could be highlighted in upcoming Radio Norfolk programmes on adult safeguarding. HT has been linking in with Radio Norfolk recently so will pick this up with her contact.	HT
6.4	LA to send presentation link to AS to disseminate.	LA/AS
6.5	JBU felt that it would be useful to have an offline discussion about edge of care/edge of eligibility issues, to include MM, JSc also. Action: JBU to pick up with HT to progress.	JBU/HT
7	Business group report	
7.1	WLS talked through the report.	
7.2	In order to agree priority for focus, ND suggested that the board need to look at the biggest safeguarding threats to Norfolk by using available data.	
7.3	Whilst agencies have access to data, it was acknowledged that it would take the skill and expertise of an analyst to draw it out and make sense of it. This in turn leads to resourcing issues.	
7.4	As a start to finding meaningful data, those agencies with analysts/researchers are asked to check with them to see if	

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	they have capacity and feedback to AS by Friday 31 March with response. If your agency is unable to help, please advise that you're not able to at this time.	ALL
8	Mr AA action plan	
8.1	JSay advised that the inquest will commence on 27 March and will last for approximately four weeks. This means that there is more urgency to have as many of the actions on the plan completed as possible.	
8.2	WLS/AS to email out action plan today and obtain status update from owners. This will be followed up by a telephone call. Only a short statement of what has been done is required. AS will collate. An updated version of the action plan will need to be sent to the coroner by 25/26 March.	All
9	Safeguarding adult reviews	
9.1	Paper tabled and WLS talked through.	
9.2	JK said that he found the summary very useful and asked if it could be a regular update. The other members AGREED .	
9.3	JM invited board member to attend a future safeguarding adult review group (SARG) meeting if they so wished. They are typically held on the first Tuesday of every month at Norfolk Constabulary, Wymondham, and last approximately three hours. If you would like to attend, please email AS. It was suggested that no more than two people attend each time.	
10	Presentation in response to BBC1 Panorama programme: 'Revealed: Britain's Mental Health Crisis' (screened on 6 Feb)	
10.1	JSay presented an overview of the Mortality Review 2017, which started prior to the Panorama programme being televised.	
10.2	The presentation provoked lots of discussion on early deaths (under aged 75) of people using services provided by/in the care of NSFT. Action: JM said that she will lead a debate at PPF on developing a dementia strategy.	JM
11	Update: older people's mental health bed availability	
11.1	Delayed; see 4.2. Action: carry forward.	JSch
12	AOB	
12.1	Whistleblowing: JBu advised the board that he had recently met with a whistleblower from the adult care sector. JBu was interested to know if the board had set up an	

Item	Minute	Action
	environment for whistleblowing. He said that he found it difficult to find the process for doing so. JM confirmed that it hadn't been discussed by the board recently. She had, however, been doing some work in Northern Ireland recently and had some of their documentation which covered the matter. Action: JM will look through documents to see if there is anything that NSAB can use.	JM
12.2	The meeting closed however JM welcomed members to stay on for Clare Crawley's presentation.	
	Date of next meeting	
	Tuesday 16 May 1-4pm in the Filby room, Norfolk Constabulary, Wymondam	