



**Norfolk Safeguarding Adults Board
Minutes of meeting held on Tuesday 16 July 2019
Academy Suite, South Green Park, Mattishall, Dereham**

PRESENT:

Joan Maughan, Independent Chair
Chris Balmer, T/Chief Supt, Norfolk Constabulary
Clive Rennie, Assistant Director of Commissioning MH and LD, NHS/NCC (item 6)
Deborah Beresford, Deputy Dof Nursing and Quality, NCHC
Garry Collins, Head of Prevention & Protection, Norfolk Fire & Rescue
Gary Woodward (deputising for Alison Leather), Adult Safeguarding Lead, N&W CCGs
Helen Thacker (deputising for Craig Chalmers), Head of Service - Safeguarding, Norfolk County Council
Ian Callaghan, Chief Resource Officer, UEA
James Bullion, Executive Director, Adult Social Services
James Butler, Observing
James Kearns, CEO Build Charity
Jennifer Chenoufi, (deputising for Judith Blackman) Senior Probation Officer, NPS
Jeremy Bone, Delivery Manager, Norfolk County Council (item 5)
Judith Bell, Operations Manager, Healthwatch
Karen Wooldridge, Senior Business Support Officer (Minutes)
Kevin Hanner, Approved Mental Health Professional Team Manager, Norfolk County Council (item 6)
Kim Goodby (deputising for Nancy Fontaine) Safeguarding Lead, NNUH
Lorna Bright, Assistant Director of Int Ops LD & MH, Adult Social Services (item 3)
Michael Millage, Chair, ARMC
Paula Gilbert, Group Safety Lead, HMPPS
Cllr Penny Carpenter (replacing Greg Peck as Councilor Rep), Norfolk County Council
Sally Hughes, Public Health Commissioning Manager, Norfolk County Council
Saranna Burgess (deputising for Diane Hill) Dep Director of Patient Safety and Quality
Walter Lloyd-Smith, Board Manager, NSAB
Wayne Shuter (deputising for Jo Rusby) Senior Probation Officer, NSCRC

Item	Minute	Action
1	Welcome and apologies for absence	
1.1	JM opened the meeting and introductions were made. Apologies were received from: Alison Leather, Cath Byford, Craig Chalmers Gavin Thompson and Ruth Butterfield.	
2	Declarations of interest	
2.1	None	

3	<p>Safeguarding issues for people with learning disabilities and autism in Norfolk</p> <p>Board discussion and response</p>	
3.1	<p>Lorna Bright from Norfolk County Council thanked WLS for the invitation to attend the meeting. Lorna is the Assistant Director of Integrated Operations (Learning Disabilities and Mental Health) at Norfolk County Council. Lorna talked through a presentation which was circulated to the prior to the meeting.</p>	
3.2	<p>As a result of the Winterbourne Report by Sir Stephen Bubb a LD Partnership Board and Autism Partnership Board were created to co-produce strategies, these were created via joint working between professionals, families, service users and social workers.</p> <p>A national transforming care programme was also created to reduce the number of people in inpatient services, ensure fewer admissions/shorter stays in hospital and create better community provision and this has been replicated on a local level with Transforming Care Partnership taking the lead.</p> <p>The partnership has set up a workforce workstream to ensure paid and unpaid staff are trained appropriately and a finance workstream to obtain additional funding for projects to increase provision.</p>	
3.3	<p>There are 7,000 adults in Norfolk with autism and most do not have contact with the council and there are around 16,000 with learning disabilities of which over 2,400 use adult social care.</p> <p>The specialist hospital placements in Norfolk are spread over Cawston Park (Jeesal) and Astley Court.</p> <p>Astley Court is an Assessment and Treatment Centre with an outstanding rating and have six places block funded but increase to 8 – open ward.</p> <p>NCC are not making new admissions to Cawston Park and there are a number of safeguarding concerns and the CQC inspection came out with a requires improvement outcome. There is a CCG Senior Quality and Audit Consultant on site and number of changes have been made the management team. NCC/NHS safeguarding teams are involved and regularly updating the relevant parties involved.</p> <p>Some residents at Jeesal are out of county and although we are not responsible for the package of care as the local authority, NCC are responsible for their safeguarding.</p>	

3.4	<p>A placement at Cawston Park on costs around £3.5k to £5k a week with care and support in the community coming in at £2.5k to £3.5k in comparison, but there is a shortage of provision.</p> <p>Lorna confirmed that a new supported living team within NCC has been created to help fill some of these gaps and provide alternative solutions.</p>	
3.5	<p>Paula commented that giving contracts to private companies give any public service less control.</p> <p>Michael said that smaller independent specialist homes are very good and not overly expensive, staff have a high level of training and it is a way of life for them.</p>	
3.6	<p>Lorna presented some slides on how Norfolk compares to the CQC targets for inpatients and Norfolk are below target which puts Norfolk in a good position to reach the 2020 goals.</p>	
3.7	<p>Councillor Carpenter asked about more integration between adults and children, Lorna confirmed that PfAL (preparing for Adult Life 14-24) had been set up to help transitioning service users. Lorna explained that this was set up as part of the CS improvement plan.</p>	
3.8	<p>After the presentation and some discussion, the Board viewed a clip from the Panorama programme about the abuse of vulnerable adults living at Whorlton Hall.</p> <p>It was noted that some of the issues in this video were caused by high turnover of staff and non qualified staff taking up positions due to problems with recruitment.</p>	
3.9	<p>James B condemned what took place at Whorlton Hall and said it was an example of abuse hidden in plain sight.</p> <p>He also confirmed that NHS England and CQC were going to conduct 27 inspections in East Anglia some would be in Norfolk but not sure where.</p> <p>Chris says that PCC processes flag issues but if the police go into a care home, they don't see the true behaviour of staff. It is also hidden from family members when they visit as they get treated very well and looked after Is it possible to do an unannounced visit? James B said CQC do give at least a day's warning.</p> <p>Judith explained that Healthwatch do have the ability to enter and view any funded unit although she said they may not be best placed or qualified to enter specialised settings.</p>	

	<p>In response Debbie suggested joint partnership with Healthwatch and she would pick this up at PESO, this would enable joint visits and training and support for staff.</p> <p>Autism awareness E learning has now been created with the help of the Autism Partnership Board and has been made available to every NCC employee.</p> <p>Chris asked if it could be made available to other agencies. Lorna confirmed that Tracey Walton, Autism Commissioner was already looking into this. Michael agreed with this as there should be a consistency over Norfolk.</p>	
3.10	<p>Walter suggested that be a 'summit' take place to discuss a 'Norfolk response'. The Board should approach the Autism Partnership Board and LD Partnership Board to gain their input.</p> <p>James K suggested feedback from families would be required and their involvement should also be considered.</p>	
3.11	<p>Joan brought up the issue of out of county assessment and treatment and how to reengage in own area and how some local authorities are 'dumping and running' with out of county cases.</p> <p>Norfolk currently have only 4 service users out of County.</p>	
3.12	<p>Joan suggested that all the comments be brought together and allow time on the development day for focus of this matter and push forward with the summit idea.</p> <p>Action: Joan would like to meet James B separately to discuss pooled funding.</p>	JM
4	Update on LeDeR reviews in Norfolk and nationally	
4.1	<p>Due to Alison Leather's absence this item will be carried forward. As absence was advised on Monday 15 July 2019 at 14:29 it was not possible to organise a substitute for this item.</p>	
5	Safeguarding Dashboard	
5.1	<p>Jeremy thanked WLS for the invitation to attend the meeting. Jeremy presented a document that explained how the new Safeguarding Dashboard will work and what decisions he required from the Board.</p>	
5.2	<p>The Board AGREED that the dashboard should focus on performance rather than activity and that the structure should be of the dashboard should be in line with the NSAB strategic plan. The Board agreed with this approach.</p>	

5.3	<p>Jeremy suggested using the three indicators, preventing abuse and neglect, managing and responding to concerns and enquires about abuse and neglect and learning lessons and shaping future practice.</p> <p>The Board AGREED with the first two however, both Helen and Chris B said that it didn't need to be structured with learning lessons and shaping future practice.</p>	
5.4	<p>It was noted that agencies needed to avoid sharing background data and only share data that they know they can share.</p> <p>There would be scope for benchmarking with the data. Judith explained there is a lot of health data available to enable benchmarking. Gary added that there was a lot of data available of the SAC (Safeguarding Adult Collective).</p>	
5.5	Chris confirmed that he was attending a Safeguarding Children Partnership meeting with Andrew Stewart to confirm information needed for Children's dashboard.	
5.6	Action WLS to circulate presentation after the meeting with a timeline for thoughts and comments along with a link to the Suffolk dashboard to explain.	WLS
6	Difficulties of accessing Section12 doctors and implications on safeguarding adults	
6.1	Clive and Kevin talked about the issues with availability of section 12 doctors and that this has led to a number of 12 hour breaches and delays. The biggest delays and risks are when working with children, there is very long delay in availability of CAMHs in the King's Lynn area particularly out of hours.	
6.2	Clive explained that a two week, 24 hour audit took place in December 2018. In this time 68 MHA assessments took place involving 155 medical attendees, more than two doctors per assessment if doctors need to return and only 2 GPs were in attendance in this time. Of these assessments only 21 community psychiatrists knew the individual subject to the MHA.	
6.3	Responsibility for providing AMHPs is the responsibility of the local authority and a section 12 doctor is the responsibility of the CCG. There are no contracts for section 12 doctors and there have been issues when doctors have attended before and not been paid for their services, this may make them reluctant to attend at a later date.	

6.4	There was some discussion of matter with Joan suggesting a regionalised NHS budget as it is a regional and national problem. Councillor Carpenter suggested retention payments and offers of transport for the doctors, so they don't have to drive. Kim replied saying that NNUH offer transport to doctors if needed.	
6.5	Clive and Kevin have been working on a paper recommending a Section 12 Solutions app. This app enables doctors to mark their availability and specialisms on line so other professionals can see when and where they are available. This is acknowledged as only a part solution as there needs to be work done on finding more doctors that are available out of hours. Cambridgeshire have just invested in this app. NHS England are funding the app for the first year, after this the next two years' funding need to be guaranteed by the local CCG. An answer is expected tomorrow (17 July), Clive will keep the board up to date of any progress.	
7	CQC and safeguarding annual update	
7.1	This item was deferred due to Ruth Butterfield's absence. Ruth advised on the morning of the meeting that this was due to urgent tribunal work.	
8	NSAB Annual Report 2018-2019 (draft proofs)	
8.1	Walter circulated copies of the meeting for members to take away and read. Action: Walter requested comments/ feedback to be given within the next seven days.	All
8.2	Joan thanked both Andrea and Walter for their work on the report to get it to this stage so early.	
9	Student deaths at the UEA: Update from taskforce	
9.1	Ian Callaghan gave an update from the taskforce and confirmed that UEA has four students deaths this academic year, two confirmed as suicide, two awaiting outcomes. They were confirmed as all male and of traditional academic age.	
9.2	After the 4th death UEA Vice Chancellor wrote to NHS England to declare a suicide cluster. NCC, EAABT, Norfolk Constabulary and the local NHS were also notified. As a result of this a focus group has been set up between UEA and University of Bristol (they have had a number of suicides as well).	

9.3	Ian explained that some students with existing mental health issues don't tell anyone when they arrive at the university as they see this as a fresh start. There is also an issue with the time it takes for medical records to transfer, this provides opportunity for people to fall through the gaps.	
9.4	A new system has been put in place when students register with the UEA surgery. They can opt in to add an additional in case of emergency contact if they don't want to share possible mental health issues with their next of kin. Bristol have put this in place and have 80% up take by students.	
9.5	Specialist MH training has been given to a range of staff including cleaners, security staff as they are on campus out of hours. Along with mental health specialists being placed in school structure.	
9.6	Ian did say that there has been an overall lower rate of university suicides, although there is a higher rate of men.	
9.7	Deborah inquired about people who are on placement with NSFT as part of their course. Ian confirmed that students were advised of where they could get assistance and being on placement wouldn't cause a lack of access to services.	
10	Minutes of last meeting (14 May 2019)	
10.1	The minutes were signed off as an accurate reflection of the meeting.	
11	Matters arising	
11.1	<p>(4.3) It was hoped that an analyst post would be created to work for the children's and adult Boards. Unfortunately, this was declined by Children's Services at this time due to incoming changes to the safeguarding children's arrangements.</p> <p>Chris B gave comment on the current work to establish the Multi-Agency Safeguarding Arrangements (MASA). It was acknowledged that there are a number of shared areas of work between the adults and children's board in this regard.</p> <p>The board AGREED there should an ongoing discussion between JM/WLS/David Ashcroft and Abigail McGarry in regard to future opportunities for joint working.</p> <p>Action: Ongoing</p>	JM/WLS
11.2	<p>(4.6) It was AGREED that a job spec of a data analyst for NSAB should be drawn up with what's required and where to go from there. Action: WLS and HT will draft this. PG highlighted that there is a need to focus on the what the potential outcomes of the role are. It will be a necessary step in order to gain financial support for the post.</p>	WLS/HT

	Action: Completed and closed	
11.3	<p>(5.2) Board members were asked for their comments on the business plan. Vicky talked about a pilot project underway regarding a serious violence strategy for Norfolk. She will circulate a paper. Under this work there are separate streams of work looking at criminal exploitation of children and county lines. Amanda Murr is doing work to bring functions together. It's about ensuring that children and families are picked up and managed accordingly through the process. Detached youth work is very valuable too, so the OPCC are looking at preventative measures. They have commissioned four detached youth workers to start putting interventions in place (only in Norwich at this time). The OPCC have also commissioned St Giles Trust to work across primary and secondary schools. There is a lot of work currently being taken forward in this area and Vicky will send through more details. Action: item to be checked with Andrea.</p>	AS/JB
11.4	<p>(6.2) Vicky asked members if there was anything that they needed to be sighted on or a piece of work that Vicky's team needs to work on. She encouraged members to share the strategy within their organisations. Vicky may approach board members for help, advice or views. Action: carry forward</p>	Vicky
11.5	<p>(6.3) James B offered to facilitate a round table discussion relating to female offending, given his ADASS role and further promote the work of the WONDER project.</p> <p>Update: James B confirmed that the WONDER project is being future nationally, the regional round table discussion has not taken place as yet. Action: James B to take forward</p>	JB
11.6	<p>(8.2) (4.3) SH referred to the mental health strategy review and will be able to provide a one-page update on this. Update: the final version is now available, and SH will share with WLS and circulate. Action: close.</p>	SH
11.7	<p>(8.4) GT is the new chair of the domestic abuse and violence board (DASVB). This is a Norfolk strategy and its key objectives are: to have joined up services for domestic abuse; integrate to make better use of resources; have a skilled workforce; work with perpetrators (as there is a recognised significant gap); provision; performance – understanding the overall impact of the DASVB work.</p> <p>GT advised that there is a need to look at issues of sexual violence as victims have often been left without proper support whilst the focus has been on domestic abuse.</p>	

	<p>A meeting is to be arranged for March/April with key strategic leads who have an interest around domestic violence. This will be a workshop style meeting with a focus around what the strategy means and what people can contribute.</p> <p>JM said that it would be useful if GT could provide the board with an update, following that meeting.</p> <p>Vicky will check with GT. Action: carry forward.</p> <p>Update: Vicky to be invited back to the Board for an update</p>	KW/JB
11.8	<p>(8.6) Safeguarding vulnerable adults in care homes – link to Hansard reference. WLS will send link to AS to circulate. This relates to homes that are rated inadequate.</p> <p>Action: Close</p>	
12	Safeguarding news desk and Board Manager's update	
12.1	<p>Joan explained she had met with Tony Hedges, Safeguarding Manager, Norwich City FC to discuss safeguarding issues within faith communities and the ideas that he has that have worked in an environment nearly as big as UEA. Action: Tony Hedges to be invited to future NSAB meeting.</p>	JB/AS
12.2	<p>A members list has been circulated to the Board. Action: Members to check members list is correct and inform Andrea if there are any changes.</p>	All
12.3	<p>Joan confirmed the Extraordinary Board meeting taking place on 11 September, this is due to a SAR report that has been completed. The report writer will be presenting.</p>	
12.4	<p>The deputy manager role has a complete job description that has been grade. Joan confirmed that PCC has not confirmed its contribution as yet. £10k from NCC and CCGs has been confirmed along with £3k from NSFT, £15k from District Councils. Probation Service and N&N have turned it down.</p>	
12.5	<p>Walter confirmed that the Self Neglect and Hoarding policy has been republished. He has received a summary of findings of the self neglect piece of work that Professor Michael Preston-Shoot from is completing. Action: Walter to circulate to the Board.</p>	
12.6	<p>The 1st of the new subgroups' meetings, PML will be taking place on 01/08. This group will move forward challenges on</p>	

	mental capacity/adult safeguarding, shaping and supporting the dashboard work.	
12.7	Paula to start negotiations with Governors to reengage with the strategy for people in the justice pathway. Action Paul to arrange a meeting in late September/early October to link up with the Prison Group Director.	PG
13	Domestic abuse and sexual violence board – updates/feedback (standing item)	
13.1	Item deferred due to absence of Charlotte Belham.	
14	Safeguarding impact of any organisational change or reduction of services (SAR Mr AA Rec 13.5)	
14.1	Joan referred to the updated SAR review document and updated the Board on what stage each SAR was at.	
15	AOB	
15.1	GW: With the changes happening to the CCG Gary is unsure of his line management. There will be a different overall manager for the team.	
	Date of next meeting	
	Extraordinary board meeting: Wednesday 11 September	