



## Leeds Safeguarding Adults Board

### Minutes

25/11/2014

Membership	Name	Agency	
Full	Dr Paul Kingston	Independent Board Chair	Attended
Full	Dennis Holmes	Leeds City Council, Interim Director of Adult Social Services	Attended
Full	Max Naismith	Chair, Mental Capacity Act LIN Sub-group	Attended
Full	Ellie Monkhouse	Chair, Performance, Audit and Quality Assurance Sub-group	Apologies
Full	Kieron Smith	Chair, Policy, Protocol and Procedures Sub-group	Attended
Full	Steve Clough	Chair, Communication and Community Engagement Sub-group	Attended
Full	Diane Hampshire	Leeds West CCG	Apologies
Full (deputy)	Susan Lines	Leeds Community Healthcare NHS Trust	Attended
Full (deputy)	Jeff Barlow	Leeds Teaching Hospitals NHS Trust	Attended
Full (deputy)	Maureen Kelly	Leeds CCG West, South and East, North	Attended
Full (deputy)	Peter Turner	West Yorkshire Probation Trust	Attended
Full	Andrew Chandler	National Probation Service	Attended
Full	Anthony Deery	Leeds and York Partnerships NHS Foundation Trust	Attended
Full	DCI Mark Griffin	Chair, Safeguarding Adults Review Sub-group	Attended
Full	Superintendent Sam Millar	West Yorkshire Police	Attended
Full	Angie Clegg	Leeds Community Healthcare NHS Trust	Apologies
Full	Clare Linley	Leeds Teaching Hospitals NHS Trust	Attended
Full	Suzanne Hinchliffe CBE	Leeds Teaching Hospitals NHS Trust	Apologies
Full	Michele Tynan	Leeds City Council, Adult Social Care	Attended
Full	Lisa Parker	West Yorkshire Probation Trust	Apologies
Full	Munaf Patel	Leeds Community Safety	Attended
Full	Sal Tariq	Leeds Children's Social Care	Attended
Associate	Tanya Matilainen	Healthwatch	Attended
Associate	John Statham	Leeds City Council Environments and Housing	Attended
Co-opted	Joy Fisher	Leeds Link	Apologies
Co-opted	Emma Stewart	Leeds Link	Attended
Co-opted	Lizzy Mills	Crown Prosecution Service	Apologies
Co-opted	Wendy Dixon	Care Quality Commission	Apologies
Co-opted	Philip Bramson	A4mnd	Attended
Co-opted	Paul Belbin	Gipsil	Attended
Ex-officio	Hilary Paxton	Head of Safeguarding Adults	Attended
Ex-officio	Emma Mortimer	Safeguarding Adults Partnership Manager	Attended
Ex-officio	Gerry Gillen	LSAB Legal Adviser	Attended
Ex-officio	Amanda Loftus	Leeds Safeguarding Adults Partnership Support Unit (Minutes)	Attended
Observer	Mick Connell, Lead	LGA Peer Challenge Team	Attended

Membership	Name	Agency	
	Reviewer		
Observer	DS Tessa Adams	LGA Peer Challenge Team	Attended
Observer	Rachel McKie	Leeds and York Partnerships NHS Foundation Trust	Attended
Presenter	Christian Walsh	MCA LIN (joining Max Naismith, Chair MCA LIN for Item 4)	Attended

Item		Action	Responsibility and completion date
1.	<b>Welcome</b>		
	<p>Dr Paul Kingston welcomed members of the Board and the members of the LGA Peer Review Group, who had asked to attend the Board meeting as part of their review of adult safeguarding in Leeds.</p> <p>Dr Kingston noted that in order that the Peer Challenge Team was able to attend, he had decided to change the date of the Board meeting from October to today. This meant that unfortunately a number of key NHS Board members were unable to attend.</p>		
i.	<b>Introductions and Apologies</b>		
	Members of the Board introduced themselves. Dr Kingston noted apologies and welcomed new members and visitors to the Board.		
ii.	<b>Minutes of 12/08/2014 and Action Plan</b>		
	<p>It was noted that in relation to reference in the minutes to the Savile enquiry the delay relates to the investigation at Stoke Mandeville Hospital.</p> <p>The minutes were otherwise accepted as an accurate record.</p> <p>Dr Kingston checked responses to action from August 2014. All were complete, excepting Item 5), Prevention of Abuse Campaign, which is not due for discussion until December 2014 and Item 10) Partnership Responses to Mid-Staffordshire NHS Foundation Trust Inquiry recommendations. Dr Kingston advised that the latter action would be addressed through assurances to the new statutory Board in 2015 via commissioners in Health and Social Care about their ability to meet relevant standards. Other issues were for the Health and Wellbeing Board to address.</p>	Amendment to minutes	Jayne Ogier 30/11/2014
iii	<b>SAB and LSAPSU Reviews (Verbal)</b>		
	<p>Dennis Holmes, Interim Director of Adult Social Services advised the Board that the LGA Peer Review had commenced and welcomed the two members who were present at the meeting.</p> <p>Dennis also reported that the Independent Review of the Safeguarding Support Unit by Gerry Broadbent had been completed.</p>		

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	<p>Dennis advised that he has received the report and will circulate it to statutory partners and Dr Paul Kingston for comments in the first instance. They will be given a week to feedback. The final draft will then be circulated to all board members along with the report from the Peer Review team. It was hoped that this would be before Christmas.</p>		
Part A:			
2	<p><b>LGA Peer Challenge – Board Discussion</b></p> <p>Mick Connell reported that the LGA Peer Challenge Group had been made very welcome. They had met a lot of people and had had the opportunity to hear views individually and collectively.</p> <p>The peer reviewers asked to hear the Board's views about adult safeguarding in Leeds, including those concerning:</p> <ul style="list-style-type: none"> <li>• The Board's achievements to date</li> <li>• The Board's key priorities</li> <li>• The Board's immediate and longer term challenges</li> </ul> <p>Feedback from discussions:</p> <p>Dennis Holmes reported that one part of the discussion in his group had been around the 'Front Door' to services and triaging of referrals. He also advised that there had been discussion around the definition of a vulnerable person or the circumstances that makes them vulnerable.</p> <p>Bridget Emery reported her group's view the Board had established itself and good links had been made. She noted that there are challenges in relation to boundaries and resources and how to be more flexible. She reported that discussion had also taken place around the transition of services for young people and for those who are disadvantaged but are not picked up by statutory services.</p> <p>Emma Mortimer reported that her group felt that a lot of work had been undertaken by board members to develop and progress as a Board. A new venue/format of the meetings has been instigated and this was considered to be much better.</p> <p>Max Naismith commented that the Board's development is evolutionary, but that there is currently improved debate with discussion and professional challenge. She felt that the discussions were more outcome focussed with consideration of how the process had made a difference to adults at risk.</p> <p>Michele Tynan said she felt it is necessary to recognise the achievements since 2008; a lot of good work had been undertaken but now the Board recognised the need to change and move from a forum giving information to one with much more space for real discussion. Michele also noted the need to need for this Board to work more closely with the Safer Leeds Executive and the Children's</p>		

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	Safeguarding Board, particularly in tackling domestic abuse.		
3.	<p><b>Care Act 2014 and Care And Support Statutory Guidance</b></p> <p>Hilary Paxton reported that the paper was provided for information only, and not for discussion today and that a detailed debate will take place around this at the December Board/workshop.</p>		
4.	<p><b>Mental Capacity Act/LIN Sub-group: Position Statement</b></p> <p>Max Naismith and Christian Walsh did a presentation on the MCA Act and the work being done by the MCA LIN and discussion took place around this.</p>		
Part B:			
5	<p>Leeds Safeguarding Adults Board: Report of Board Business Management Group (attached)</p> <ul style="list-style-type: none"> <li>i. Board Business Plan: Highlights and Exceptions Report</li> <li>ii. Achievements against the Business Plan: 2014-15</li> <li>iii. Action Log</li> <li>iv. Forward Plan</li> <li>v. Finance Report</li> </ul>		
6	<p><b>LSAB Learning and Improvement</b></p> <p>Emma Mortimer reported on behalf of Diane Hampshire, Sub-group Chair:</p> <p>Emma explained that following discussion at the August LSAB meeting about the difficulties in the Training and Workforce Development Su-group, she had met with Diane who had offered to chair the new group.</p> <p>Emma reported that in line with the approach of the LSCB, the group would be renamed as the Learning and Improvement Sub-group with clear links to learning from cases through the Safeguarding Adults Review Sub-group. Emma further reported that the intention is that the group will have a more strategic approach in ensuring that the workforce is trained to an appropriate level.</p> <p>Emma submitted a draft terms of reference for this group.</p> <p>Discussion took place around this. Claire Linley was of the opinion that it was not clear in relation to NHS representation. An action was agreed that Emma would take this back to Diane Hampshire prior to circulation.</p>	Revised Terms of Reference to be more explicit about involvement of NHS providers	Emma Mortimer 31.12.2014
7	<p>Performance and Quality Assurance</p> <ul style="list-style-type: none"> <li>i. Data: <ul style="list-style-type: none"> <li>a) Quarter 2, 2014-15</li> </ul> </li> </ul>		

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	Gillian Probyn from the Performance and Quality Assurance Sub-group gave an overview of the Quarter 2, 2014-15 performance data.		
8	<p><b>Making Safeguarding Personal: Update</b></p> <p>Hilary Paxton, Head of Safeguarding reported the work that she had led on with Max Naismith in developing the Leeds approach to Making Safeguarding Personal and the explained how this approach is fundamental to the ethos of adult safeguarding in the Care Act 2014. It was agreed that this would be discussed further at the Board development session scheduled for December.</p>		
9	<p><b>Communication and Community Engagement Sub-group LSAB Safeguarding Adults from Abuse and Neglect – Easy Read Leaflet</b></p> <p>Kieron Smith reported that an easy read leaflet has been developed. He reported that a number of organisations had worked with him to put this together including LYPFT, which was very helpful.</p> <p>Kieron reported that he has a supply of these leaflets if anyone needs any for their respective organisations.</p>		
10	<p><b>Safeguarding Adults Reviews: Overview</b></p> <p>DCI Griffin provided members with an overview of the current reviews that are being undertaken by the SAR Sub-group.</p>		
11	<p><b>Domestic Homicide Reviews: Overview</b></p> <p>Munaf Patel gave an overview of the current Domestic Homicide Reviews underway in Leeds. He noted that DHR 6 is the first to be completed and reported in Leeds and this had recently been signed off by the Chair of the SLE, Neil Evans.</p> <p>Dr Kingston noted that he and Superintendent Sam Millar had met with the Chief Executive, Tom Riordan and it had been agreed that work would be undertaken within Safer Leeds to analyse the key themes in the Domestic Homicide Reviews in Leeds. Dr Kingston felt this was analysis that would be of interest to the Board and advised he would discuss it further with Superintendent Millar.</p>	Analysis of DHR themes to be provided to the LSAB	Dr Kingston / Superintendent Millar  28.02.2015
12	<p><b>Savile Inquiry: Update from LTHT</b></p> <p>Jeff Barlow explained that further allegations had been brought forward and these were being investigated. Kate Lampard is due to publish the full, national Savile Inquiry report in January 2015.</p> <p>Hilary Paxton noted that four learning events had been run in Leeds</p>	Further updates as necessary to the LSAB re: Savile Inquiry	Clare Linley

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	<p>by the Savile Legacy Unit. This was at Dr Kingston's request. They had been well-received and provided valuable learning.</p> <p>Clare Linley offered to keep the Board updated about any further developments of relevance in the Savile Inquiry.</p>		
13	<p><b>LSAB Strategic Plan and Community Consultation</b></p> <p>Tanya Matilainen and Kieron Smith highlighted the plans to consult on the LSAB Strategic Plan. This plan was endorsed by members.</p>		
14	<p><b>Progressing the Adult Safeguarding Part of the Leeds Multi-agency Gateway to Safeguarding/Partnership Vulnerability Unit &amp; the Safeguarding Partnership</b></p> <p>Max Naismith provided a brief update of progress with the multi-agency Front Door project.</p>		
	<p>The meeting ended at 16.45 Dr Kingston thanked Board members and the Peer Challenge Team.</p>		
Part C:			
15	Items for information and dissemination		
16	LSAB meeting dates 2015-16 ( <i>attached</i> )		
17	LSAB LGA Peer Challenge Self-Assessment ( <i>attached</i> )		
18	<p>Gaining access to an adult suspected to be at risk of neglect or abuse: a guide for social workers and their managers in England – SCIE – October 2014 <a href="http://www.scie.org.uk/care-act-2014/safeguarding-adults/">http://www.scie.org.uk/care-act-2014/safeguarding-adults/</a></p>		
19	<p>The state of Health Care and Adult Social Care in England 2014 – CQC – October 2014 <a href="https://www.cqc.org.uk/sites/default/files/state-of-care-201314-full-report-1.1.pdf">https://www.cqc.org.uk/sites/default/files/state-of-care-201314-full-report-1.1.pdf</a></p>		
20	<p>Leeds Advocacy Group Annual Report 2013-14 <a href="http://www.leedsadvocacy.org.uk/wp-content/uploads/2014/09/Annual-Review-2013-2014.pdf">http://www.leedsadvocacy.org.uk/wp-content/uploads/2014/09/Annual-Review-2013-2014.pdf</a></p>		

## Leeds Safeguarding Adults Board

25<sup>th</sup> November 2014

## Action List

Item No.	Action	Person / organisation responsible	Deadline
Item 1 ii)	Amendment to minutes	Jayne Ogier	30.11.2014
Item 6)	Revised Terms of Reference to be more explicit about involvement of NHS providers	Emma Mortimer	31.12.2014
Item 11)	Analysis of DHR themes to be provided to the LSAB	Dr Kingston / Superintendent Millar	28.02.2015
Item 12)	Further updates as necessary to the LSAB re: Savile Inquiry	Clare Linley	As necessary