



Core Priorities:  
 Risk Management and Self Neglect  
 Mental Health  
 Engagement and Participation  
 Quality assurance  
 Learning and Development Strategy  
 SAB management arrangements

**PLYMOUTH SAFEGUARDING ADULTS BOARD  
 FULL BOARD MEETING  
 Thursday 20 July 2017  
 10am to 1pm  
 WINDSOR HOUSE, TAVISTOCK ROAD,  
 PLYMOUTH, PL6 5UF  
 MINUTES**

**Present:**

Andrew Bickley	Independent Chair	
Cllr Lynda Bowyer	Portfolio Holder for Health and Adult Social Care	Plymouth City Council
Carole Burgoyne	Director for People	Plymouth City Council
Jane Elliott Tonic	Adult Safeguarding Manager	Plymouth City Council
Julian Moulard	Adult Safeguarding	Plymouth City Council
Craig Downham	Superintendent	Devon & Cornwall Constabulary
Jonathan Nason	Head of Plymouth, Cornwall & IoS Local Delivery Unit	National Probation Service
Kerri Nason	Operations Manager	DDC CRC
Gary Wallace	Public Health	Plymouth City Council
Geoff Baines	Director of Professional Practice, Quality and Safety	Livewell Southwest
Sue Baldwin	Designated Safeguarding Nurse	NEW Devon CCG
Jon Mcleavy		Independent
Wendy Rowden	Representing the Criminal Justice, Commissioning and Partnerships Manager	Office of the Police and Crime Commissioner
Jon Cox	Housing Services Manager	Sovereign Housing

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Beverley Allingham	Representing the Director of Nursing,	PHNT
Megan Cleaves	Safeguarding Administrator	Plymouth City Council
<b>Also in attendance:</b>		
Bridie Oakes-Richards, Governor, Dartmoor Prison		
Kate Spreadbury attended for item 6 on the agenda		
<b>1. Welcome/Apologies</b> <ul style="list-style-type: none"> <li>Andy Bickley welcomed everyone to the meeting</li> </ul> <b>Apologies from:</b> <ul style="list-style-type: none"> <li>Chris Rogers, Named Professional Safeguarding Paramedic, SWAST</li> <li>Bel Davies, Inspection Manager, CQC</li> <li>Craig McArdle, Assistant Director, PCC</li> <li>Joanna Robison, Criminal Justice, Commissioning and Partnerships Manager, Office of the Police and Crime Commissioner</li> <li>Greg Dix, Director of Nursing, PHNT.</li> <li>Lorna Collingwood-Burke, Chief Nursing Officer, New Devon CCG.</li> <li>Sandy Magee, Children's Services, Plymouth City Council</li> <li>Nick Rudling, Deputy Safeguarding Lead, NHS England.</li> <li>Matt Garrett, Head of Community Connections, Plymouth City Council</li> <li>Gary Walbridge, General Manager, Plymouth City Council</li> </ul> <b>Declarations of Interest.</b> <ul style="list-style-type: none"> <li>AB declared an interest in item 6 as he had prior involvement in his previous role.</li> </ul>		
<b>2. Minutes and matters arising</b> <ul style="list-style-type: none"> <li>Item 4 Probation to be amended to CRC</li> </ul> <b>Matters Arising</b> <ul style="list-style-type: none"> <li>No matters arising, all actions from previous meeting are completed.</li> </ul>		
<b>3. Chair's Update</b> <ul style="list-style-type: none"> <li>AB on behalf of the Board congratulated Carole Burgoyne on being awarded a MBE for her services to children and young people in Plymouth.</li> <li>Work is ongoing with the Department of Health regarding the quality and tracking of SARs. There is a regional review led by Kate Spreadbury with a Conference planned for November.</li> </ul>		
<b>4. Budget 2016-17</b> <ul style="list-style-type: none"> <li>Work is ongoing on developing a policy regarding the budget.</li> <li>JM needs to speak to OPCC regarding their contribution.</li> <li>There will be £3000 from CRC to be split between Children's and Adult's Boards.</li> <li>AB confirmed that he is contracted for 20 days work per year for SAB.</li> </ul>		JM

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<p><b>5. Quality and Performance</b></p> <ul style="list-style-type: none"> <li>• GB gave his presentation on the information gained from the data he used. The data was from 1 June 2016 to 31 December 2016 this was benchmarked from data from 1 April 2015 to 31 March 2016. The data was sourced from the Local Authority Annual Safeguarding Adults Collection (SAC) Return.</li> </ul> <p><b>Questions/Comments discussed.</b></p> <ul style="list-style-type: none"> <li>• It would be useful to look at source of the referral. The quality of these referrals could be used to target training.</li> <li>• It would be helpful to show people with multiple categories of abuse.</li> <li>• What is the difference between care home, residential and nursing home in the location of abuse. Care home was used in the 2015-16 SAC return for the 2016-17 return location was changed to show residential or nursing home.</li> </ul> <p><b>Recommendations</b></p> <ul style="list-style-type: none"> <li>• GB highlighted a number of recommendations in his presentation and has suggested the following. <ol style="list-style-type: none"> <li>1. Safeguarding Board to establish a multi-agency performance sub group to analyse data and report to the Executive and Board</li> <li>2. to analyse the national benchmark information for 2016/17 once published</li> <li>3. to take responsibility for implementing recommendations and reporting progress to the Executive</li> </ol> </li> </ul>	
<p><b>6. SCR/SAR Updates</b></p> <p><b>SCR V</b></p> <ul style="list-style-type: none"> <li>• The SCR report was published 12 June 2017. There was some media locally this was overshadowed by national events.</li> <li>• JM met with the family before publication. He is the point of contact for the family and will revisit 6 and 12 months' time.</li> <li>• The recommendations from the report will be monitored by the SAR Sub Group who will provide updates to the Board. To be included in the agenda for the next Executive Group meeting in September.</li> </ul> <p><b>SAR RM</b></p> <ul style="list-style-type: none"> <li>• Kate Spreadbury attended the meeting to present her draft report. The family have received a copy of this report and Kate and JM are meeting with the family on Tuesday 25 July 2017 for any comments/feedback.</li> <li>• The request for the SAR was made by RM's family in March 2015 after seeing the outcome of the inquest regarding V reported by the media. The SAR process started in November 2016 after a number of other of legal routes had been explored by the family.</li> <li>• Kate met with family to go through the ToR and they also submitted evidence for the report.</li> <li>• A learning event was held 3 May 2017 with operational staff from the key agencies. Kate expressed that the people involved were very open and had a</li> </ul>	JET

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<p>great willingness to learn.</p> <p><b>Comments/Feedback</b></p> <ul style="list-style-type: none"> <li>• It was felt that it is a very helpful report and easy to read and understand.</li> <li>• One of the challenges was obtaining information from the DWP and the need to explore further the relationship between the Board and DWP.</li> <li>• Discussion took place regarding the ViST process and what people do with the information within the ViST. AB will speak to Steve Parker regarding ViSTs.</li> <li>• Agencies are still not confident in using the Risk Management Process.</li> <li>• The action plan will be monitored by the SAR Sub Group.</li> </ul>	<p>AB</p>
<p><b>7. National Regional Updates</b></p> <ul style="list-style-type: none"> <li>• n/a</li> </ul> <p><b>Safeguarding Managers Report</b></p> <ul style="list-style-type: none"> <li>• Could any comments regarding the report be sent to AdultSafeguarding@plymouth.gov.uk</li> <li>• Could any expressions of Interest for the ADDAS Conference on 20 November be sent to the Adult Safeguarding mailbox.</li> </ul>	
<p><b>8. AOB</b></p> <ul style="list-style-type: none"> <li>• Information has been sent out regarding SARC could all comments be sent to Adult Safeguarding so AB can send a response.</li> </ul>	<p>All</p>
<p><b>9. Future Meetings</b></p> <p>Thursday 5 October 2017</p> <p>Thursday 18 January 2018</p> <p>Meetings are 10:00 to 13:00 and are held at Windsor House</p>	

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