

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 19 April 2018
 10am to 1pm
 WINDSOR HOUSE, TAVISTOCK ROAD,
 PLYMOUTH, PL6 5UF
 MINUTES**

Present:

Andrew Bickley	Independent Chair	
Carol Burgoyne	Director for People	Plymouth City Council
Matt Garrett	Service Director for Community Connections	Plymouth City Council
Jane Elliott Tonic	Adult Safeguarding Manager	Plymouth City Council
Jon Mcleavy	Independent Member	
Craig Downham	Superintendent	Devon & Cornwall Constabulary
Lorna Collingwood-Burke	Chief Nursing Officer	New Devon CCG
Gary Walbridge	General Manager	Plymouth City Council
Liz Cox	Representing the Director of Professional Practice, Quality and Safety	Livewell Southwest
Sue Baldwin	Designated Safeguarding Nurse	NEW Devon CCG
Jon Cox	Housing Services Manager	Sovereign Housing
Anne Proctor	Head of Devon, Torbay, Plymouth and Cornwall LDU Assistant Chief Officer	DDC CRC
Megan Cleaves	Safeguarding Administrator	Plymouth City Council

Also in attendance:

Sonya Manton for item 7 CCG Update

Sara Zanoni shadowing Lorna Collingwood- Burke, New Devon CCG

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1. **Welcome/Apologies**

- Andy Bickley welcomed everyone to the meeting

Apologies from:

- Cllr Lynda Bowyer, Portfolio Holder for Health and Adult Social Care, PCC
- Geoff Baines, Director of Professional Practice, Quality and Safety, Livewell
- Greg Dix, Director of Nursing , Plymouth Hospitals NHS Trust
- Julian Moulard, PCC
- Nick Rudling, Deputy Safeguarding Lead, NHS England
- Jonathan Nason, Head of Plymouth, Cornwall & IoS Local Delivery Unit, National Probation Service
- Gary Wallace, Public Health, PCC
- Chris Rogers, Named Professional Safeguarding Paramedic, SWAST
- Bel Davies, Inspection Manager, CQC
- Craig McArdle, Assistant Director, PCC
- Lynn Gooding, Criminal Justice, Commissioning and Partnerships Manager, Office of the Police and Crime Commissioner
- Sandy Magee, Children's Services, Plymouth City Council

Declarations of Interest.

- There were no declarations of interest.

2. **Minutes and matters arising**

- Minutes of the previous meeting were agreed.

Matters Arising

- With regards to the query about previous SAR referral for DP raised by the CRC, JET and AP have clarified that although PSAB were made aware of the internal enquiry and later had sight of the report summary, there was no formal SAR referral.

3. **Chair's Update**

- AB has attended two of the Healthwatch engagement activities one at Hamoaze House the other at the Carer Support Group at Mannamead.
- AB is attending the Wellbeing, Overview and Scrutiny Committee on 13 June 18.
- AB has met the Chair of the PREVENT Partnership, Candice Sainsbury they are looking at a conference later in the year, where there will be a slot available for PSAB.
- AB has met with the Governor of Dartmoor prison. There are 635 prisoners many of them local with 200 being Plymouth based.
- The Regional SAB Chairs group met in March, they discussed the publications of SCR and SAR with regards to liability and implications for Boards, the reviewer and individual members. They are looking at developing a workshop to look at MSP.

4. Budget expenditure Q4 update

- The budget for this year has an underspend of £7,311 this is due to reduced costs for SARs and savings with training. There is a cost of £8,300 towards the contract with Healthwatch for the engagement and participation work they are completing on behalf of the board.
- The LA, CCG and OPCC agreed for their share of the underspend to be carried forward to the following year.

5. Sub Group Updates

SAR Sub Group

- **V**
There is a productive working group around housing who are working on the recommendations for the SCR.
- **RM**
There is a task and finish group being planned to look at the recommendations from the SAR which includes tracking through the ViST process.
- **TT**
A multi-agency learning workshop is in the planning stage this will be led by Livewell and PCC Adult Safeguarding Team.
- **PH**
A multi-agency learning workshop is in the planning stage this will be led by Livewell and PCC Adult Safeguarding Team.
- **DP**
The SAR referral for DP meets the criteria for a SAR under the Care Act Section 44 (4) ; *A SAB may arrange for there to be a review of any other case involving an adult in its area with needs for care and support (whether or not the local authority has been meeting any of those needs).* The recommendation from the SAR Sub Group is to commission a SAR. There is a proposed Lead Reviewer David Mellor, who is an ex Deputy Chief Constable from Cheshire. There is an unusual criminal justice element with this referral with the SAR being for the offender not the victim, David will have the necessary experience to pull all the information together.
- Letters have been sent out to agencies asking them to contribute and share information.
- The Board was asked why a SAR was being considered for DP and not for PH or TT. PH circumstances are very similar to DP. With regards to PH there were fewer agencies involved and learning could be shared through a learning event. With TT management reviews are very good and staff would gain from attending a learning event which will highlight key information found.
- AP said that Probation had completed a very detailed review with clear learning and asked whether there was any value in completing a SAR. Although there were very good internal reviews completed by agencies it was felt that an Independent Reviewer would be able to pull them together and would be able to extract any pertinent information.
- The ToR needs to be very clear, succinct and show what we can learn across

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all agencies. It will be informed by the Panel meeting, the engagement of the family of Tanis Bhandari and other stakeholders. It will remain in draft form until contributions and comments have been received and considered by the SAR Panel.

- Following PCC legal advice we would need to have DP permission to use any health records which are not in the public domain. We can obtain transcripts from the court hearings, the cost of which is estimated at £800. Contact will be made with the Governor of HMP Full Sutton to inform her of the SAR.
- The family of Tanis Bhandari will be contacted to inform them that the Board has decided to proceed with a SAR. There will be a letter sent offering them a meeting with David Mellor and Julian Moulard to discuss expectation, the purpose of the SAR and limitations. They will stress that the SAR is primarily about learning not individual or agency accountability.
- There has been a lot of media attention especially from a journalist from Plymouth Herald. Comms Leads from agencies will be updated and comms statements will be prepared.
- The Board accepted the SAR Sub Group recommendation to commission a SAR.

Actions

- Letter to the Governor of HMP Full Sutton
- Letter to the family of Tanis Bhandari to offer a meeting with the Lead Reviewer and Julian Moulard.
- Exploration of consent from DP to share medical records/information.
- Clear and succinct ToR to include learning across agencies and how they work together.

Joint Comms

- There has been some progress although it has been a struggle to get people together. PCC Comms, Tracy Watkinson and Jane Elliott Tonic have looked at the calendar of campaigns for agencies for the coming year and whether there is the opportunity for both Boards to 'piggy back' these.
- Devon SAB use Twitter and Facebook to promote the Board and the work its doing. PHNT also use Facebook and Twitter.
- Safer Plymouth and the Health and Wellbeing Board have also been having similar conversations regarding Twitter and Facebook.

Quality and Performance

- Following Geoff Baines' presentation to the last PSAB Executive Group meeting, encouraging improvement trends in recording have been identified; the focus will now be on comparisons across the last 3 years of data and related workshops for frontline staff.
- There has been an increase this year in referrals which did not meet the criteria for a safeguarding concern.
- Auditing is planned to reduce the number of referrals not meeting criteria and associated work with referrers.
- Geoff Baines is happy to continue as Chair of this sub group.

JM

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<ul style="list-style-type: none"> We currently do not capture the severity of risk at the beginning and end of the safeguarding process, nor whether it has changed; work is in planning to capture this information and update the relevant staff. 	
<p>6. PSAB Review</p> <ul style="list-style-type: none"> JMC carried out the review with support from JET and JM on behalf of the Board. He spoke to Craig McArdle, Sue Baldwin and Gary Walbridge as part of the review. The purpose of the review is to look at the function, form and funding of PSAB. The review also looked at other local Boards and how they work. The review made a number of recommendations these will be discussed further at the PSAB Executive Group meeting. 	
<p>7. CCG Update</p> <ul style="list-style-type: none"> Sonya Manton, Director of Strategy, New Devon CCG joined the meeting to give an update on STP (Sustainability Transformation Partnership). At the end of 2016, 3 Local Authorities and 2 CCGs came together to see how they could deliver services and support the needs of the population of Devon. There are plans to work together to improve acute services with acute trusts sharing resources when required. These include reducing agency costs, improving access, and reducing delays, although this faces many challenges. Discussion took place regarding how the Board could be assured that safeguarding is at the centre especially with organisational changes. Could the 3 SABs work together to collectively ensure that people of Devon are cared for. The Board would want the learning from SARs acknowledged and utilised in future developments. <p>Actions</p> <ul style="list-style-type: none"> Recirculate The Integrated Commissioning Intentions for the Plymouth Health and Wellbeing System 2018-20 with a request for feedback Circulate the monthly updates for Boards and Governing Bodies from meetings of Devon STP partner organisations. 	<p>JET JET</p>
<p>8. National Regional Updates</p> <ul style="list-style-type: none"> Update for the LeDeR programme is included in pack. <p>Safeguarding Managers Report</p> <ul style="list-style-type: none"> SABs need a consistent approach for assurance around the wider implementation of MSP; there is an event planned for June, each Board/area will be allocated 6 places. AB noted that it would be useful for frontline staff including the Police to attend. <p>Action</p> <p>AB to discuss with the peninsula SABs' Independent Chairs.</p>	<p>AB</p>
<p>9. AOB</p> <ul style="list-style-type: none"> Annual Report - Jane Elliott Toncic is developing a template for Board members feedback. 	

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<p>10. Future Meetings</p> <p>Thursday 19 July 2018</p> <p>Thursday 18 October 2018</p> <p>Thursday 17 January 2019</p> <p>Meetings are 10:00 to 13:00 and are held at Windsor House</p>	
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