

**HALTON  
SAFEGUARDING  
ADULTS  
BOARD**

**HALTON SAFEGUARDING ADULTS BOARD**

**FRIDAY, 26 JANUARY, 2018 AT 9.30AM**

**BOX 9, SELECT SECURITY STADIUM, WIDNES**

**PRESENT:** Audrey Williamson (AW) Independent Chair  
 Marie Wright (MW) HBC  
 Jimmy Bush (JB) HBC (*Representing Sue Wallace-Bonner*)  
 Bridgid Dineen (BD) HBC  
 Michelle Creed (MC) Halton Clinical Commissioning Group  
 Simon Churchill NWAS (*Representing Susan Hewitt*)  
 Mark Bradley (MB) Cheshire Constabulary (representing Gareth Lee)  
 Helen Smith (HS) Halton CCG  
 Hitesh Patel (HP) Halton CAB  
 Mark Lunney (ML) Age UK  
 Samantha Atkinson (SA) Halton CCG  
 Gareth Lee (GL) Cheshire Police

**In attendance:** Denise Taylor (DT) HBC (Minutes)

**APOLOGIES:** Donna Yates (DY) Cheshire, Greater Manchester Probation  
 Emma Coxon Cheshire Fire  
 Sue Wallace-Bonner HBC  
 Susan Hewitt (SH) NWAS  
 Denise Roberts (DR) Halton CCG  
 Tracey Coffey (TC) HBC  
 Helen Moir (HM) HBC

		<b>ACTION</b>
<b>1</b>	<b>Apologies</b>  Apologies were noted as above and those members present introduced themselves to the rest of the Board.	
<b>2</b>	<b>Minutes from the last meeting and Matters Arising (27.10.17)</b>	

		<b>ACTION</b>						
	<p>The following corrections/amendments were made to the minutes of the last meeting:</p> <p><u>Apologies:</u> It was noted that Michelle Creed submitted her apologies and Denise Roberts represented.</p> <p>The minutes were then agreed as a true and accurate record with the following matters arising:</p> <table border="1" data-bbox="296 595 1209 965"> <tr> <td data-bbox="296 595 384 815">2.1</td> <td data-bbox="384 595 1066 815"> <u>NHS England North Update – Lampard Report (Previous Item 6)</u>  Michelle to provide Denise with a form of words in respect of basic DBS checks and three yearly reviews. </td> <td data-bbox="1066 595 1209 815"><b>MC</b></td> </tr> <tr> <td data-bbox="296 815 384 965">2.2</td> <td data-bbox="384 815 1066 965"> <u>Partner Updates Item No. 9c)</u>  Audrey to provide Denise with form of words in relation to consultation on ‘change for children’. </td> <td data-bbox="1066 815 1209 965"><b>AW</b></td> </tr> </table> <p>The Action Log was updated accordingly. It was agreed that members would confirm with Denise when their action is completed.</p>	2.1	<u>NHS England North Update – Lampard Report (Previous Item 6)</u> Michelle to provide Denise with a form of words in respect of basic DBS checks and three yearly reviews.	<b>MC</b>	2.2	<u>Partner Updates Item No. 9c)</u> Audrey to provide Denise with form of words in relation to consultation on ‘change for children’.	<b>AW</b>	
2.1	<u>NHS England North Update – Lampard Report (Previous Item 6)</u> Michelle to provide Denise with a form of words in respect of basic DBS checks and three yearly reviews.	<b>MC</b>						
2.2	<u>Partner Updates Item No. 9c)</u> Audrey to provide Denise with form of words in relation to consultation on ‘change for children’.	<b>AW</b>						
<b>3</b>	<p><b>SAR/MAR/TR Action Plan (Standing Item)</b></p> <p>Helen Smith provided Board members with an update of the newly established Safeguarding Adults Review Group (SARG). The group met last week, and considered the Terms of Reference and the Action Plans. There were a number of actions, which some of the clinical elements had been taken forward by North West Boroughs and they produced an updated Action Plan. It was felt that there was lack of clarity by lead professionals and in particular communication; MDT meetings take place, however this does not include the Local Authority and the group felt that this was part of the action. Helen agreed to forward report and action plans to Denise for circulation (attached below).</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div data-bbox="300 1666 485 1778" style="text-align: center;">   Halton SARG  update Jan18.docx </div> <div data-bbox="549 1666 718 1778" style="text-align: center;">   HSAB Action plan  Jan 2018v2.docx </div> </div> <p>It was noted that two learning events have already taken place with Ruth Austin as the facilitator. The SARG proposed a further learning event around the practicality of the recommendations as some were felt not to meet the required action. The group agreed to adapt the actions to make the recommendations more</p>	<b>HS / DT</b>						

		<b>ACTION</b>
	<p>meaningful and SMART and align actions that are linked from each action plan. The recommendations focus on care coordination and referrals and the group agreed that a learning event with senior executives and heads of service would be the best way forward to enable progress against the recommendations. Michelle and Helen to discuss the wording of the recommendations outside of this meeting. Michelle to arrange Lisa Cooper to facilitate the event.</p> <p>Discussion ensued around the risk assessment process and shared understanding; it was agreed that this would be an agenda item at the learning event. Jimmy advised that he is in talks with North West Boroughs for weekly discussions to adopt the same model; HBC have the same threshold levels and reporting. There is some learning with future SARS, Sam agreed to look into this.</p> <p>It was noted that there is another Serious Adult Review currently being considered. The SARG would also be the group that monitored resulting action plans and enabled shared learning. This would ensure that a defined process was in place for establishing SARs and overseeing recommendations. It was agreed that the SARG would meet quarterly or as an exception if there was a case for consideration. It was agreed that local SARG's Terms of Reference to be reviewed and shared; to be signed off electronically due to timeliness. Membership to include, CCG, health providers and mental health. An invitation was extended to Mark Bradley, Police, however he was unable to attend. Gareth or Halton PPU agreed to chair the group; Gareth will arrange to meet with Sam to discuss policy input.</p>	<p><b>MC / HS</b></p> <p><b>MC</b></p> <p><b>SA</b></p> <p><b>GL / SA</b></p>
<p><b>4</b></p>	<p><b>HSAB Strategic Plan</b></p> <p>Bridgid provided members of the Board with an update of the upcoming Strategic Plan due for review (current plan covers 2016-2018). The approach to the development of a Strategic Plan for HSAB 2019-2023 is offered to HSAB for consideration. It also responds to the recommendation to HSAB from the Peer Review commissioned by HBC Adult Social Services. <i>'Review the scope of the SAB and strengthen clarity and delivery of the Strategic Plan annual actions'</i>.</p> <p>It was noted that it will be necessary for HSAB and sub group members and/or specific services to provide information relevant to the Performance Framework and key safeguarding principles to which they make a contribution.</p> <p>The timeframe for development and finalisation is as follows:</p>	

		<b>ACTION</b>
	<ul style="list-style-type: none"> <li>❖ <u>Jan-March 2018</u>: Lead Officer to engage with HSAB members concerning Performance Framework data</li> <li>❖ <u>Jan-Mar 2018</u>: HSAB Officer to consult sub group chairs concerning reporting and monitoring arrangements to/from HSAB</li> <li>❖ <u>April 2018</u>: Draft Strategic Plan disseminated to HSAB members for consideration</li> <li>❖ <u>HSAB April 2018</u>: <ul style="list-style-type: none"> <li>- HSAB to agree performance data to be included in future performance data capture</li> <li>- HSAB to agree reporting and monitoring arrangements</li> </ul> </li> <li>❖ <u>May 2018</u>: Development Day to share Strategic Plan with partners</li> <li>❖ <u>June 2018</u>: Plan presented to relevant boards including HWBB</li> </ul> <p>It was agreed that the data information to be monitored at sub groups and relevant information to be fed to the Board.</p> <p>Lengthy discussion followed and Gareth felt that the information they currently hold is not appropriate for the Board; it is not capable of catching type and frequency, and requires more qualitative data. Bridgid and Gareth to discuss in more detail appropriateness for the Board.</p> <p>The rise of social media and displaying incidences on people's Facebook page is prevalent, however, when relayed to the Police they have no records of such incidences. Facebook and social media are valid places to pick up information and this could be used as a starting point of what is going on in the community, therefore we could include this in some way. Private businesses pay people to do searches on Facebook etc., and this is something that we could also work towards.</p> <p>There were pros and cons of social media and some members of the meeting felt this was a good tool, but equally could be a dangerous mode, it would have to be managed in terms of intelligence information. Healthwatch work is useful, but it is difficult to try and find positive information. Michelle advised that CCG will be currently undertaking a clinical audit, and has shared this with the provider.</p> <p>Board members noted the contents of the report and agreed that the purpose of the Board is to ensure it is effective whilst considering health and wellbeing, hate crime, including ethnicity, racist behaviour and historically in Halton there has been incidents of abuse of people with learning disabilities.</p>	<b>BD / GL</b>

		<b>ACTION</b>
<b>5</b>	<p><b>Training and Marketing Update</b></p> <p>To be discussed under Annual Report (Item 8)</p>	
<b>6</b>	<p><b>Lampard Report Update</b></p> <p>Helen Smith updated members of the meeting that Alder Hey carries out DBS checks for all of their new recruits, anyone who moves within the organisation and also includes their volunteers. Tracey will be raising this concern at the Children’s Safeguarding Board. There are systems and processes in place by CCG, Alder Hey are looking to carry out three yearly checks, there is a safety net in the system being monitored. The recommendation is not mandated by law. There is a check and balance every three months, close down and report by exception.</p>	
<b>7</b>	<p><b>Pan-Cheshire Harmful Practices Strategy</b></p> <p>Jimmy Bush on behalf of Sue Wallace-Bonner informed members of the Board of the new Harmful Practices Strategy on behalf of Cheshire Police, our local health partners and the Councils across Cheshire West and Chester, Cheshire East, Halton and Warrington. Harmful Practices are broadly considered to incorporate Honour-Based Abuse (HBA), Forced Marriage (FM) and Female Genital Mutilation (FGM). This will be circulated to all Children’s and Adults Boards.</p> <p>Jimmy explained that this replicates modern slavery the strategy we have signed up to, however there is a gap in training provision. The training would not be an issue to the staff, as within safeguarding we do get vulnerable people from triage who are victims of modern slavery, however, Complex Care teams would not know the process when referring to the Home Office.</p> <p>It was noted that there is no mandate and there will be further work on the Pan Cheshire footprint. There will be a requirement for local delivery.</p> <p>The Board noted the contents of the Strategy and agreed to adopt the Strategy subsequent to the following issues being resolved:</p> <ul style="list-style-type: none"> <li>• Vulnerable People’s Forum – Sam to research connections to the various groups for representation from this Board</li> <li>• Audrey to contact Richard Strachan, LSCB Chair to obtain further information and seek advice to take the Strategy forward – Audrey to email Denise with response for circulation to the Board</li> </ul>	<p><b>SA</b></p> <p><b>AW / DT</b></p>

		<b>ACTION</b>
<b>8</b>	<p><b>Annual Report 2017-2018</b></p> <p>Bridgid gave a progress report to Board members and highlighted the salient points:</p> <ul style="list-style-type: none"> <li>• <u>Training</u>: Development Day is live on Eventbrite, training sessions agreed. Seven minute briefings will be written to complement each theme. Marketing material will be ready for 1<sup>st</sup> March</li> <li>• <u>Annual report</u>: Suggestion to use 10 page maximum. Headings to reflect six safeguarding principles and HSAB priorities.</li> <li>• <u>Area in Progress</u>: Consultations with HSAB members have begun. Annual report template being designed</li> </ul> <p>Board members noted the contents of the report and agreed the following:</p> <ul style="list-style-type: none"> <li>• £400 to cover Development Day costs, plus additional £500 for 12 month training programme (facilitator costs)</li> <li>• Bridgid to explore further the understanding of Joint Neglect and Self-Neglect with Children’s Services – Agreed in principle to hold a Neglect Campaign</li> <li>• SAR and MAR Action Plan Learning Event to be arranged towards end of the year</li> <li>• Planning Half Day for HSAB Strategic Plan to be arranged in May include Partnership forum</li> <li>• Annual report format (10 page full colour reflecting six principles and focus on three priorities for HSAB 2017-2018 -</li> </ul>	<p><b>BD</b></p> <p><b>BD</b></p> <p><b>BD</b></p>
<b>9</b>	<p><b>Faith Sector</b></p> <p>Mark Lunney presented members with a report regarding Faith organisations who have a unique position within communities. Mark highlighted the issues being faced on a daily basis in Halton with some recommendations on moving forward collaboratively, via the two safeguarding boards. This report was presented to the Partnership Forum by Pauline Ruth. Mark highlighted the key issues:</p> <ul style="list-style-type: none"> <li>• Local identified concerns</li> <li>• Runcorn and Widnes Foodbanks</li> <li>• Mersey Gateway bridge and tolls</li> <li>• ‘Affordable’ homes</li> <li>• Work Injuries Rate</li> <li>• Poverty in the Borough including fuel poverty</li> </ul>	

		<b>ACTION</b>
	<ul style="list-style-type: none"> <li>• Some issues coming to the attention of people in the Faith Sector</li> <li>• Recommendations made, however it has not been formally signed off by the Faith Sector Group. There is a Task and Finish group to address the issues.</li> <li>• It was noted that Pauline did a fantastic job and was well commended</li> </ul> <p>Discussion followed and Marie asked if the three pastors are still operating in the borough and whether this is reported. Jenny McGregor still manages this service and the pastors are providing a service at night and at weekends. Jimmy said that they have identified mental health and have given information for assistance to report in. Marie agreed to contact Jenny for data information.</p> <p>Audrey commented that the report gives a lot of detailed and useful factual information. The issues are global, and doesn't think all the issues can be resolved, however the Task and Finish group is a way forward to come up with strategies and addressing the issues with some of the data informing the Plan.</p> <p>Hitesh commented that there are a number of other committees looking at similar issues, for example, Public Health are looking at Affordable Warmth and this report would be a good example to share with Public Health and Commissioners.</p> <p>Board members noted the contents of the report and agreed that the report is shared with Eileen O'Meara, Director of Public Health, Commissioners within the Clinical Commissioning Group and the Local Authority, Mark to take this forward. Pauline leads the Task and Finish Group with support from Bridgid. Bridgid will feedback to Pauline.</p>	<p style="text-align: center;"><b>MW</b></p> <p style="text-align: center;"><b>ML BD</b></p>
<p><b>10</b></p> <p>10a</p>	<p><b>Performance and Information</b> (<i>Standing Item</i>)</p> <p>➤ <u>Performance Framework:</u></p> <p><u>Police</u></p> <ul style="list-style-type: none"> <li>• Gareth reported that work is in progress to extract more informative and useful information out of the system, timescale for this is sometime after the 1<sup>st</sup> April. A member of the meeting asked for Community Safety data to be broken down in more detail. Also Reporting Centres to be included within the Annual Report. It was agreed that Gareth would obtain number from the Police Commissioner and Bridgid would follow up with Shelagh Semoff around Reporting Centres</li> </ul>	<p style="text-align: center;"><b>GL BD</b></p>

		<b>ACTION</b>
	<ul style="list-style-type: none"> <li>• Mark referred to Page 51 of the Framework in relation to DBS referrals and asked if the data was correct and was the information effective? Gareth responded that there are issues regarding delay and recruitment and it could take up to six months. Audrey reiterated the importance of providing performance information to Bridgid in a timely manner</li> <li>• Page 52 – the number of suicide incidents, instigator around looking at reviews, debate with Public Health, suicide will not be classed as a suicide until the coroner has deemed it necessary. Bridgid to seek assurance from Sarah Johnson-Griffiths regarding national suicide data included within the Strategy – Bridgid to update at the next Board meeting in April</li> </ul>	<p><b>ALL</b></p> <p><b>BD</b></p>
10b	<p>➤ <u>Sub Group Updates:</u></p> <ul style="list-style-type: none"> <li>• Partnership Forum – Mark talked through his report. This was Mark’s first meeting and felt it was well received and a positive meeting. Terry Kierney from Nightstop attended</li> <li>• Sam Atkinson asked to attend the regularly Forum – Agreed.</li> <li>• Health Sub Group – Sam talked through the report. MAPPA will link into the process</li> <li>• Faith Sub Group – It was noted that Pauline Ruth is an asset to the Faith Sub Group, it was agreed that Bridgid would draft a ‘thank you’ letter on behalf of the chair of the Board</li> <li>• Provider Forum – Jimmy to request a representative from the Provider Forum to attend the Partnership Forum</li> </ul>	<p><b>SA</b></p> <p><b>BD</b></p> <p><b>JB</b></p>
10c	<p>➤ <u>Partner Updates</u></p> <p><u>HSCB</u></p> <ul style="list-style-type: none"> <li>• Denise to obtain Neglect Strategy document from Tracey Holyhead to circulate to members of the Board for information</li> <li>• Michelle Creed to discuss proposals with David Parr and Nigel Wenham from Police in relation to the termination of the LSCBs</li> </ul>	<p><b>DT</b></p> <p><b>MC</b></p>
10d	<p>➤ <u>Additional</u></p> <ul style="list-style-type: none"> <li>• Agenda Charity Commission’s new Safeguarding Strategy at the next meeting</li> </ul>	<p><b>BD</b></p>
<b>11</b>	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Audrey on behalf of the Board thanked Hitesh formally for his support on the Adult Safeguarding Board. Engaging Community Staffordshire will be taking over the contract from 1<sup>st</sup> April and will therefore have a seat on this Board.</li> </ul>	

		<b>ACTION</b>
	<p>Healthwatch is critical to safeguarding; Hitesh will be continuing his representation on the Partnership Forum</p> <ul style="list-style-type: none"> <li>• Audrey on behalf of the Board thanked Helen Smith for her contribution to the Board and wished her well in her new role</li> </ul>	
<b>12</b>	<p><b>Date &amp; Time of Next Meeting</b></p> <p style="text-align: center;">Friday, 20 April, 2018 at 9.30am Board Room, Municipal Building</p>	
<p>Audrey thanked members of the Board for their contribution into the meeting.</p>		