

## Minutes of the Rotherham Safeguarding Adults Board Strategic Meeting

Wednesday 28 January 2015 – 9.00-12.00

Present:		
Prof Pat Cantrill	Independent Safeguarding Chair	PC
Shona McFarlane	Director of Health and Wellbeing, NAS, RMBC	SMF
Cllr John Doyle	Cabinet Member for Adult Social Care and Health	JD
Sam Newton	Adult Safeguarding Service Manager, NAS, RMBC	SN
Tracy Holmes	Head of Corporate Communications and Marketing, NAS, RMBC	TH
Tracey Slater	Patient Experience Manager, NHS	TS
Amanda Coyne	MCA/DOLS Co-Ordinator, NAS, RMBC	AC
Chris Prewett	Head of Safeguarding and Standards, RDASH	CP
Sue Cassin	Chief Nurse NHS Rotherham CCG	SC
Pete Horner	South Yorkshire Police	PH
Dawn Peet	Safeguarding Officer, South Yorkshire Fire and Rescue	DP
Tracey McErlain-Burns	Chief Nurse, Rotherham Foundation Trust	TMEB
Tony Clabby	CEO, Healthwatch, Rotherham	TC

Apologies:		
Lesley Dabell	Chief Executive, Age UK Rotherham	LD
Dr Lee Oughton	NHS Rotherham	LO
Janine Parkin	Strategic Commissioning Manager, NAS, RMBC	JP
June Lovett	Assistant Chief Nurse, NHS Rotherham	JL
Deb Wildgoose	Deputy Director of Nursing, RDASH	DW
Jane Parfremment	Safeguarding Children and Families Director, CYPS, RMBC	JPa
Val Allen	SCOPE	VA

Minutes:		
Joanne Featherstone	Management Secretary, RMBC	

Item	Action
<p>The meeting was opened with the following updates:</p> <ul style="list-style-type: none"> <li>SM announced that she is to take up a new role within Leeds City Council and will be leaving RMBC early April.</li> </ul> <p>With the departure of Tom Cray from the Council in December SM also said that she had been appointed as the Interim Director of Adult Social Services with RMBC until her departure.</p> <p>PC thanked SM for all the support that she had received from her and said that she had deep regret that SM was leaving the authority. PC quoted a piece from the 1842 Sanitary report - 'those who might advocate a better state of things depart'.</p> <ul style="list-style-type: none"> <li>PC also announced that she would formally like to tender her resignation to the Board as Chair. PC has been Chair of the RSAB since 2008 to the present date. PC is looking at options on whether this should be her last meeting or whether she will attend the next scheduled meeting in April, this is to be agreed.</li> </ul>	

Item		Action
1	<p><b>Minutes of the Last Meeting and Matters Arising</b></p> <p>The minutes of the last meeting were read and reviewed for accuracy. The following items were addressed.</p> <ul style="list-style-type: none"> <li>• Page 2, item 2, fifth paragraph states <i>306 degree</i>, this should read 360 degree.</li> <li>• Tri-x update was given by SN. The South Yorkshire procedures are currently being updated and will be re-launched in April 2015.</li> <li>• Page 3, item 3 – Update on Review – CGI have now finished their inspection and their report has been submitted to Eric Pickles. We are expecting a quick publishing of the report, and expect to receive a couple of hours' notice before this is published.</li> <li>• Page 3, item 4 – VARM update - the report has now approved and is included in the VPU (Vulnerable Persons Unit) report which will be going to SRP (Safer Rotherham Partnerships) for final approval.</li> </ul> <p>Two social workers are now working in the VPT (Vulnerable Persons Team) and we are looking at how we move forward successfully. Update is to be brought back to Board in April.</p> <ul style="list-style-type: none"> <li>• Page 4, item 5 – Care Act update - the role and accountability of the Safeguarding Board had been discussed at the Development Session which had been held earlier in the month. PC said that the guidance does not seem relevant for the Board and that she was not sure who the audience should be as the guidance appears to be very general. We are to send comments back.</li> </ul> <p>Half page purpose of clarity is required by Rotherham – what the areas of contention are and what is our take on this. PC and SM to pull document together to help show the direction of travel for the Board.</p>	<p><b>SN</b></p> <p><b>PC/SM</b></p>
2	<p><b>Self-Assessment</b></p> <p>Yorkshire and the Humber Safeguarding Adults Partner Self-assessment framework was discussed, information had previously been circulated by email to all. A date for completions was agreed for the end of February 2015.</p> <p>CP stated that RDASH had already done a self-assessment and are currently amending it to suit the RMBC style.</p>	
3	<p><b>Safeguarding Annual Account 2014/15</b></p> <p>The annual account was brought to the Board for information only. The report has already been agreed by Cabinet Member and is now published on the website. SN said that we should now be considering information for the 2014/15 annual account and by April will give everyone the opportunity to review the format.</p> <p>Item to be on the next agenda (April) and we will discuss how to take this forward.</p>	<p><b><i>Item for next agenda</i></b></p>

Item		Action
4	<p><b>Draft Job Description</b></p> <p>SM presented a draft job description for comments. The job description outlines the roles and responsibilities and expectations of Board representatives. The following comments were made:-</p> <ul style="list-style-type: none"> <li>• Some replication with bullet 1 and 7.</li> <li>• TMCEB – organisation to appoint someone who fits the criteria of the job description and then sign off at Board.</li> <li>• Numbering instead of bullet points was suggested.</li> <li>• Pen portrait - it was suggested that this should sit alongside the job description.</li> <li>• SC asked if it would give clarity to section off sub-groups? this to be considered. This could be different for each organisation.</li> </ul> <p>Changes to be made, revised job description will then be sent out.</p>	SM
5	<p><b>Making Safeguarding Personal (MSP)</b></p> <p>SN discussed a regional event that had taken place in January regarding MSP and said that it was not particularly useful and posed more questions than answers, the role of organisation having a DASM was also on the agenda.</p> <p>Relationship link to be made stronger between RSAB, Health and Wellbeing Board (HWBB) and the Safer Rotherham Partnership Board (SRP).</p> <p>SM to ask Michael Holmes to provide a report on this, this will be presented at the HWBB and RSAB.</p> <p>CP thanked SN's team for inviting RDASH to the event.</p> <p>A sub-regional event has been organised for February 2015, an email regarding this event has been circulated to all members of the Board and sub-groups.</p>	
6	<p><b>The Care Act 2014</b></p> <p>Progression is ongoing, currently weaving itself through processes and procedures.</p>	
7	<p><b>DoLS Update</b></p> <p>AC briefed the meeting on the current position of DoLS applications.</p> <ul style="list-style-type: none"> <li>• There are currently 109 cases pending.</li> <li>• The department have dealt with 194 cases since 1 April 2014. Figure continues to raise in comparison Sheffield 1,600 applications.</li> </ul> <p>Not sure where 109 cases stand on our RAG (Red/Amber/Green) status. Some cases will be quite urgent and we don't want to miss them. Priority is to be considered.</p>	

Item		Action
	<p>AC discussed a letter that had been received from Niall Fry of the DoH. The letter was sent to local authority and NHS DoLS leads setting out some of the key initiatives that will be coming down the line to address the impact of the Supreme Court decision. A meeting to discuss this and other issues is to be held in Leeds – 23 February 2015 – AC will be attending.</p> <p>DoLS backlog – AC discussed a strategy on how the Council will be dealing with the current backlog.</p> <ul style="list-style-type: none"> <li>• To train Social Workers as BIA to qualify for progression.</li> <li>• Social Workers already fully qualified will be trained. Some social workers have already put themselves forward for training.</li> <li>• Looking to recruit five Best Interest Assessor's on a full time basis.</li> <li>• To increase support resources from two to four.</li> </ul> <p>Pilot scheme to be run for use of the assessment forms; residential care home to be approached.</p> <p>TMcEB discussed their applications and said that if AC has any problems with them then to let her know. We are aware that the hospital needs to increase their applications.</p> <p>AD highlighted a case where a person had been inappropriately placed and that if the threshold had not been changed then this may have never come to light. AC to feed in a summary of a case where an authority had inappropriately placed someone.</p> <p>PC stressed that this item is a significant issue for the Board, we need to ensure that all Safeguarding issues are being met. PC asked AC to do a brief paper to outline what the Board should be looking at and addressing. The Board needs reassurance.</p>	AC
8	<p><b>SY&amp;B Pressure Ulcer Good Practice Protocol for Safeguarding</b></p> <p>SC presented the above protocol as the final version for information purposes.</p> <p>SN asked if it would be okay to use as a link in the South Yorkshire procedures – this was agreed.</p>	
9	<p><b>Serious Case Review Report</b></p> <p>SM discussed the above report which outlines our commitment as a Board to learn from the experiences of others. Actions raised from SCRs should be reviewed by the Board and identify areas where our practices could be improved and develop a responsive action plan to improve services.</p> <p>Recommendations are for the RSAB to reflect on the SCR lessons to identify any issues or actions.</p> <p>RSAB to take operation sub-group with undertaking a brief 'Could it Happen Here' review and subsequent action plan.</p> <p>SM discussed a recent example of the home that went out of business in December and actions that were taken. SN to take to sub-group and submit a precise back to Board in July.</p>	SN

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<b>10</b>	<b>Pen Portrait and Statement of Assurance</b>  Item already discussed with item 4.	
<b>11</b>	<b>Any Other Business</b>	
	<b>11.1</b> TMcEB – discussed an imminent inspection that is due to take place with the hospital and community services in Rotherham – 60-100 inspectors will be involved.	
	<b>11.2</b> Tony Clabby introduced himself to the meeting. Tony is the new CEO at Healthwatch, Rotherham.	
	<b>11.3</b> Dawn Peet discussed a recent Support Review which resulted in losing three advocates.	
	<b>11.4</b> TS announced that her role had now changed and that this would be the last RSAB meeting that she will be attending. Judith Wilde will be attending future meetings in her place. The Chair thanked TS for all her involvement with the Board.	
	<b>11.5</b> SM gave an update on action taken since the Development Session. Letters have been compiled and sent out, so far we have had a response back from Gill Alton, Principle of Rotherham College of Arts and Technology and David Blain from Yorkshire Ambulance Service.	
	<b>11.6</b> T Clabby discussed an Ambulance Board meeting which was open to the public. The Ambulance service is to undergo a CQC inspection.	
	<b>11.7</b> PC thanked all for attending and said that in light of current and future changes within the authority that PC had been around RMBC for a numbers of years where there are caring and committed people; there is an awful lot of good within Rotherham which we need to hold onto.	
<b>12</b>	<b>Next Meeting</b>  8 April 2015, 9.00-12.00 – Meeting Room 1, Wing B, Floor 4, Riverside House.	