

Brighton & Hove Safeguarding Adult Board
3-5pm, Monday 5 June 2017
The Council Chamber, Hove Town Hall

Present

Name	Designation
Graham Bartlett	Independent Chair, B&H Safeguarding Adults Board (SAB)
Mia Brown	Business Manager, B&H SAB
Peter Wileman	Brighton & Hove City Council (BHCC) Community Safety
Karen Barford	Councillor - BHCC
Melinda King	East Sussex Fire & Rescue Service (ESFRS)
Helen Lofthouse	Brighton & Hove Wellbeing Service
David Kemp	ESFRS
Caroline Davies	Brighton & Sussex University Hospitals NHS Trust (BSUH)
Candy Gallinagh	B&H Clinical Commissioning Group (CCG)
Roland Marden	Healthwatch B&H
Domenica Basini	National Health Service (NHS) England
Soline Jerram	B&H CCG
Eleanor Battie	Lay Member
Christine Chatfield	Lay Member
Gail Gray	Chair of Violence Against Women & Girls (VAWG) Forum
Wendy Taylor	Pavilions
Sarah Songhurst	South East Coast Ambulance Service NHS Foundation Trust (SECamb)
Andy Porter	Sussex Partnership NHS Foundation Trust (SPFT)
David Feakes	Sussex Community NHS Foundation Trust (SCFT)
Mark Burden	National Probation Service (NPS)
Rob Persey	BHCC, Executive Director, Health & Adult Social Care (HASC)
Brian Doughty	BHCC, Assistant Director, HASC
Richard Bates	Sussex Police
Regan Delf	BHCC, Health Special Educational Needs (SEN) & Disabilities
Michelle Jenkins	BHCC Head of Adult Safeguarding
Julie Cholerton	BHCC SAB Administrator (notes)

Apologies Received

Name	Designation
Samuel Newbould	Kent, Surrey & Sussex Community Rehabilitation Company (KSSCRC)
Peter Wilkinson	Consultant in Public Health (PH) Medicine & Deputy Director of PH, BHCC HASC
Jason Tingley	Detective Superintendent, Sussex Police

No Apologies Received

Name	Designation
Tracy John	BHCC Housing

1. Welcome and Introductions

1.1 Graham Bartlett reminded all members to declare any conflicts of interest should they arise.

2. Minutes of Last Meeting

2.1 The Minutes of the meeting 13 March 2017 were agreed for accuracy and updated on as follows:

3. Matters Arising

3.1 The SAB considered the circulated update on matters arising from the last meeting.

3.2 **(10) Lay Members:** Michelle Jenkins is buddying Eleanor Battie & Tony Benton is buddying Christine Chatfield.

3.3 **(4) PASA Membership:** MJ advised Simon Hughes is looking into this and will update at the next Board.

3.4 **(6) Safeguarding Data Report:** MJ advised all data received. MJ will meet with Brian Doughty's team and the Social Work service to ensure issues are fed directly back. **Agenda more time for Data report at next Board.**

3.5 **(7) X Review, Action Plan and Publication** Review is now published on the SAB website - <http://brightonandhovelscb.org.uk/safeguarding-adults-board/safeguarding-adults-reviews/x-sar-april-2017/>

3.6 **(AOB) Training Charges for non-attendance:** For training badged under SAB the decision to charge will be taken by the Business Manager in consultation with the attendee's line manager.

4. Feedback from Sub Group Chairs

Sub Group / Chair	Headlines
Quality Assurance Michelle Jenkins	<ul style="list-style-type: none"> MJ advised she has not received information back from Sussex Police & that there is a plan in place; GB has flagged to Jason Tingley.

	<ul style="list-style-type: none"> The group agreed to appoint a shared QA officer for East Sussex (3 days) and Brighton & Hove (2 days) to support the sub group which is the 'workhorse' of the Board. AP noted the Homelessness Audit was a good piece of work which highlighted a lot of learning. QA Sub Group Action Plan to come to September Board
Safeguarding Adult Review (SAR) Roland Marden	<ul style="list-style-type: none"> RM advised the group is well attended. Recommendations and an Action plan for X SAR were agreed. A process was introduced to link into the Care Governance Board (CGB) and it was agreed the CGB will update the SAB SAR Sub Group monthly.
Participation & Engagement (P&E) Richard Bates	<ul style="list-style-type: none"> RB advised the first meeting has taken place and that is was productive. The focus is on sharing good / effective practice. The Group will develop SAB communications to mirror the LSCB sub group.
MCA / DoLS Soline Jerram	<ul style="list-style-type: none"> SJ noted headlines and advised of the proposal to disseminate work into other groups as per paper. CCG have trained 18 health providers as Best Interest Assessors (BIAs) The Law Commission report is now not due out for 3 years The board agreed to disband the group and ensure work is directed appropriately
Learning & Development (L&D) David Kemp	<ul style="list-style-type: none"> DK advised this group has not met since the last Board & the focus is on recommendations from Safeguarding Adult Reviews. Training Needs Analysis (TNA) Dave Hunt undertook this for LSCB / VAWG to look at ways to find efficiencies. Nothing major identified yet. <p>Agenda at September Board</p>

4.1 The view from the Board is that every member of staff has training as a standardisation. MB advised the QA tool covers training and that the SAB are not duplicating training but providing assurance around multi-agency training.

4.2 GB advised the L&D Sub Group has just commenced with a vision towards understanding quality & adding value.

5. ESFRS Hoarding Framework for CiP – Melinda King & Helen Lofthouse

5.1 MK advised the framework is based on outcomes around living requirements. MK / HL are working with Carelink, HASC & CCG and have met with a range of partners to develop the framework. There is a tool for frontline officers to use.

5.2 **Action Plan:** MK & HL are liaising with WSCC who have a panel set up with the aim of mirroring their arrangement, which is similar to the Multi Agency Risk Assessment Conference (MARAC) recording.

5.3 ESFRS are working with wellbeing services and do not want to duplicate any work already ongoing across HASC. HL noted this was a useful piece of multi-agency work.

5.4 DF asked is the framework could be adapted for to create one Pan Sussex process. HL agreed. DR asked who will lead and where does the risk sit? DK advised 1 staff member is liaising with MK who is moving on. **The Board requested the framework is taken to ESCC.**

5.5 RP asked if the framework needs a level in Brighton & Hove to identify lead Groups.

5.6 The outcome is to declutter properties and keep residents safe.

5.7 GB asked what the role of the SAB is and which Agency should lead?

The Board agreed the framework should be Pan Sussex and link with self-neglect groups. Ownership was agreed in principle and that the framework will sit under SAB delegated to Pan Sussex Safeguarding Procedures Group (PSSPG). **MJ to take to PSSPG & feedback to the Board.**

5.8 HL advised the group will continue with quarterly discussions.

5.9 GB noted Section 18, SAB should expect agencies to pull together a meeting if there are any concerns & cases taken forward on a needs basis for individuals. MJ will lead. **MJ / MK to meet and agree way forwards.**

6. Safeguarding Dataset – Michelle Jenkins

6.1 MJ presented the HASC data report Q1 – 4 16/17:

- RP challenged whether heatmaps would work better for residential reporting. **MJ to bring back proposal for heatmaps.**
- KB requested the report identified people and where they are + repeat referrals within a given time.

6.2 Development of Multi agency data set:

- SJ advised SIs data is organised so Providers would need to supply information.
- A debate took place around 'what question is it that the Board is asking? MJ advised the new QA officer will develop this when in role.
- DF to request information from Pan Sussex Group

7. B&H SAB Constitution – Mia Brown

7.1 The Constitution has been drafted, agreed by Legal and is now with the Data Protection team to consider the new GDPR legislation. MB advised she is not in a position to give a completion date as yet.

8. Stop, Look, Care CQC Feedback – Michelle Jenkins

8.1 MJ advised of the need to know all are aware of the report and identify ways the Board could get the message out around 'What is Good Care?'.
MJ to bring back proposal for heatmaps.

SJ advised this initiative has been ongoing for 2 years so home carers and relatives can speak to professionals to ensure everyone is on the same wavelength. The CCG are currently carrying out an evaluation and it has proved to have stopped at least 1 hospital admission.

Suggestions for sharing were:

- Target informal carers via the Carers Centre
- Use as an aid for Service Users when employing PAs

All to promote, share and raise awareness of the report.

9. Any Other Business

9.1 Challenge Event

MB advised the event is a seminar with the SAB reviewer around process and reviews to understand more around methodologies and processes, at a cost of £1k for 20 people. The Board Agreed in principle that they are happy for this to proceed in September / October subject to what other Boards say. **MB to gain view from East Sussex and bring back to the Board.**

9.2 **Annual Report** MB advised she will contact all and bring back to the Board in September

9.3 **SAB Conference** Date confirmed as 1 December 2017

9.4 **Dedicated SAB Admin Support** GB thanks RP for the funding for admin support, which is going through the recruitment process.

9.5 **World Elder Abuse Day – 16 June 2017** CG advised the CCG are putting on an event in the Brighthelm Centre with 4 speakers, all are welcome to attend.

9.6 **SAB Membership** SJ & GG advised this would be their last Board. GG advised Joanne Welsh will attend in her place.

Next Meeting: 3-5pm on 4 September 2017 in the Council Chamber, Hove Town Hall

Following meetings

Date	Time	Venue
4 December	3-5pm	Council Chamber, Hove Town Hall
5 March 2018	3-5pm	G91, Hove Town Hall