



Teeswide Safeguarding Adults Board

Meeting Date: **Tuesday 26 April 2016**
 Time: **9.30am – 12pm**
 Venue: **Stockton Sixth Form College**

Minutes

Attendees		
Name	Role	Representing
Julie Allan	Head of Area	National Probation Service Cleveland
Karen Agar	Associate Director of Nursing	Tees Esk & Wear Valley NHS Foundation Trust
Ann Baxter	Independent Chair	Teeswide Safeguarding Adults Board
Cllr Jim Beall	Lead Member	Stockton-on-Tees Borough Council
Martin Crow	Project Officer	TSAB Business Unit
Lorraine Garbutt	Business Manager	TSAB Business Unit
Liz Hanley	Assistant Director, Adults Social Care	Stockton-on-Tees Borough Council
Stuart Harper-Reynolds	Named Nurse, Adult Safeguarding	North Tees and Hartlepool NHS Foundation Trust
James Hart	Observer	Teesside University
Edward Kunonga (Part)	Director of Public Health	Middlesbrough Borough Council
Gina McBride (Minutes)	Admin and Information Officer	TSAB Business Unit
Pam McNeice	Clinical Lead, Learning Disabilities	South Tees CCG
Barbara Potter	Head of Quality and Safeguarding	Hartlepool & Stockton CCG and South Tees CCG
Patrick Rice	Assistant Director of Adult Social Care	Redcar & Cleveland Borough Council
Sally Robinson	Director of Child and Adult Services	Hartlepool Borough Council
Erik Scollay	Assistant Director, Social Care	Middlesbrough Borough Council
Barbara Shaw	Corporate Director of People Services	Redcar & Cleveland Borough Council
Alastair Simpson	Detective Superintendent, Head of Vulnerability	Cleveland Police
Helen Smithies	Assistant Director of Nursing Safeguarding	South Tees Hospitals NHS Foundation Trust
Dave Turton	Head of Community Safety	Cleveland Fire Brigade

Apologies		
Name	Role	Representing
Katherine Acheson	Compliance Inspector	CQC
Elaine Godwin	Admin Officer	TSAB Business Unit
Jean Golightly	Executive Nurse	Hartlepool & Stockton CCG and South Tees CCG
Jill Harrison	Assistant Director of Adult Services	Hartlepool Borough Council
Jane Johnstone	Assistant Dean Academic Developments &	Teesside University

	Governance	
Natasha Judge*	Healthwatch Manager	Middlesbrough, Redcar & Cleveland and Stockton
Peter Kelly	Director of Adults and Health	Stockton-on-Tees Borough Council
Phil Lancaster	Director of Community Protection	Cleveland Fire Brigade
Angela Legg	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Christine McManus*	Safeguarding Lead	North East Ambulance Service
Elizabeth Moody	Director of Nursing and Governance	Tees Esk & Wear Valley NHS Foundation Trust
Paul Mundy	Learning & Development Coordinator	TSAB Business Unit
Tony Parkinson	Executive Director, Corporate and Commercial Services	Middlesbrough Borough Council
Lindsey Robertson	Community Services Manager	North Tees & Hartlepool NHS Foundation Trust
Cllr Julia Rostron	Lead Member	Middlesbrough Borough Council
Alison Smith*	Deputy Director of Nursing	NHS England
Jo Tate	Head of Residence and Services	HMP Holme House Prison
Cllr Steve Thomas	Development Manager	Healthwatch Hartlepool
Cllr Dave Walsh	Lead Member	Redcar & Cleveland Borough Council
Christine Wharton	Inspection Manager	CQC

*Will attend for specific agenda items only

Absent		
Name	Role	Representing
Christopher Akers-Belcher	Healthwatch Manager	Hartlepool Borough Council
Nick Banfield	Governor	HMP Kirkclevington Grange
Cllr Paul Beck	Lead Member	Hartlepool Borough Council
David Egglestone	Lead Manager	Durham Tees Valley Community Rehabilitation Company
Barbara Gill	Director of Offending Services	National Probation Service
Cllr Carl Richardson	Lead Member	Hartlepool Borough Council

Copies: Jenny Anderson; Peter Bell; Angela Brown; Anya Camidge; Susan Cawley; Pam Collinson; Jo Fisher; Jackie Gibson; Emily Gill; Julie Hartley; Jas Lang; Kelly McCluskey; Pat McQuillan; Suzanne Metcalfe; Wendy Milburn; Kathryn Murray; Pamela O'Connor; Judith Oliver; Laura Poppleton; Rae Rynn; Mike Sharman; Denise Walker; Anne Warlow

Agenda Item 1	Introductions and Apologies	Presenter: Chair
Discussion	Introductions were made and apologies noted.	

Agenda Item 2	Minutes from the meeting held on 23/02/16	Presenter: Chair
Discussion	Ann Baxter (AB) reminded members that minutes are now published on the TSAB website . Subject to minor amendments, the minutes from the meeting held on 23 February 2016 were agreed as a true and accurate record.	
Action Points	Action Owner	Deadline
1. Minutes from 23/02/16 to be amended and uploaded onto the TSAB website	Business Unit	10/05/16

Agenda Item 3	Matters Arising	Presenter: Chair
Discussion	Members Induction Pack	

	<p>The Members Induction Pack has been reviewed and is now available online. The web link has recently been emailed to new members and the Business Unit welcomes any feedback.</p> <p>North Tees Performance Meetings This item was not discussed.</p> <p>PVP Data This information has been received by the Business Unit.</p> <p>CCG – Changes in Medication Distribution Barbara Potter (BP) advised that she is seeking further information from NHS England as they commission chemists and pharmacies. BP will provide an update to members when available.</p>	
Action Points	Action Owner	Deadline
1. New members to provide feedback on Induction Pack	New Members	28/06/16
2. BP to provide an update on medication distribution when available	BP	28/06/16

Agenda Item 4	<u>Revised Care Act Guidance</u>	Presenter: Chair
Discussion	<p>The Revised Care Act Guidance was circulated for information.</p> <p><u>Chapter 14 - Highlighted Changes</u> A comparative document has been provided by Hull City Council which highlights the changes to Chapter 14 of the Care Act.</p>	

Agenda Item 5	Quality Surveillance Group - Safeguarding Issues (<i>Standing Item</i>)	Presenter: Barbara Potter
Discussion	<p>A meeting is scheduled to take place on 5 May with NHS leads to look at developing a 'heat map'. This consists of collating information from NHS Trusts and major care providers. BP will provide further detail at the next Board meeting.</p> <p>Nursing / Residential Care QSG Group A proposal was put forward last year to establish a specific QSG in relation Nursing and Residential Care. No further feedback has been received on this proposal.</p> <p>Local Authority Representation It has been raised at previous Board meetings that Local Authority (LA) were not represented at the Safeguarding Quality Surveillance Group. The Board requested that appropriate LA links are made to this group. Liz Hanley (LH) advised that George Irving from Stockton-on-Tees Borough Council (SBC) attends; hospital issues are the main focus, however, Local Authority issues are also discussed. Members agreed that Local Authorities need to be involved with conversations around the quality of care and bed availability within the independent sector.</p> <p>Sally Robinson (SR) explained that Hartlepool Borough Council (HBC) are looking to radically change their approach to supporting care providers. This is in an effort to significantly improve standards of care. SR commented that HBC are looking at care plans and matching these directly to support services. BP advised that CCG have recently launched a quality assurance tool. It was acknowledged that a collaborative approach needs to be adopted if improvements are to be made. AB reflected that the QSGs provide an ideal opportunity to share concerns about care providers where issues can be addressed as early as possible.</p>	

	It was acknowledged that these agenda items have been carried forward for a number of meetings. AB requested that BP liaises with the appropriate people to ensure that these issues are resolved.	
Action Points	Action Owner	Deadline
1. BP to provide an update on 'heat map' project	BP	28/06/16
2. BP to seek clarification on Nursing / Residential Care QSG	BP	28/06/16
3. BP to feedback to CCG regarding direct links between care plans and support services	BP	28/06/16

Agenda Item 6	Tees Health Partnership	Presenter: Edward Kunonga
Discussion	<p>Mental Health Concordat Edward Kunonga (EK) explained that the mental health concordat outlines the need for agencies to improve the quality of care and support for individuals, families and carers linked to mental health crisis. EK advised that this is a nationally driven incentive and to date 27 national organisations have signed up to take part. This includes NHS England, the Fire Brigade and Police. Jacqui Cheer Chief Constable of Cleveland Police has launched a local initiative. A task force has been established (chaired by Amanda Hume, CCG) to pull together multi-agency information.</p> <p>A Task & Finish group was formed to collate multi-agency data about people who frequently accessed support services over a 12 month period. Cleveland Police identify individuals with mental health needs by using a mental health qualifier (QL32) on their reporting system. This police data indicated that from 1700 QL32 incidents, 30 individuals (referred to as 'Cohort 30') accounted for 13% of the flagged calls received by Cleveland Police. This cohort was then mapped against data held by other organisations to determine whether these individuals regularly accessed their services. These cases were also considered in more detail to see if anything could have been done to prevent attendances. Key findings are included in the Tees Health Partnership report.</p> <p>A detailed action plan has been developed to identify those at risk and to improve co-ordinated multi-agency activity. For example, if a community support package is in place and the person contacts Cleveland Police, Officers can deal with the individual appropriately rather than taking them to a mental health facility.</p> <p>EK acknowledged that sharing of information between agencies can be a challenge. It was noted that data does not necessarily need to be identifiable and merely sharing anonymised data can result in positive outcomes to improve services and inform strategic planning. As a result of these findings the focus is to look at prevention and recovery for people at risk of mental health crisis. SHR asked if regular attendees at A&E are being reviewed as part of this work. EK confirmed that this should be covered.</p> <p>Julie Allan (JA) commented that the National Probation Service have not recently been involved with this work. She asked if the Probation Service is able to contribute to future work streams.</p> <p>Strategic Safeguarding Responsibilities AB reiterated that significant pieces of work including any aspect of safeguarding should be communicated and shared with the Board. This should reduce any duplication and enable resources to be shared.</p>	
Action Points	Action Owner	Deadline
1. Detailed action plan to be circulated to members	EK	10/05/16
2. EK to request that Probation are involved in future work streams	EK	10/05/16

3. Update on progress to be brought to the TSAB in 6 months	EK	18/10/16
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Agenda Item 7	CQC Discussion	Presenter: Chair
<p>Discussion</p>	<p>CQC have committed to attend two TSAB meetings per year, however they were unable to attend today's meeting. Members of the Board, LEGs and Sub-Groups were asked to submit questions to the Business Unit. A 'Questions and Answers' document was tabled at the meeting. A brief summary of the discussion is detailed below:</p> <p>Q1. Is there any clarity around training refresher periods or the types of training which care home provider staff must attend? Lorraine Garbutt (LG) commented that the previous CQC standards specified what was deemed as mandatory training; however this is no longer the case.</p> <p>Q2. What do CQC do as an organisation when they receive a concern? It seems as though they share the concern with the Local Authority which triggers our duty to do an enquiry, but as the overall regulator what do they do with that reported concern? It seems as though they do not do anything until the LA completes their enquiry. After the enquiry is completed and the outcome is shared with CQC the LA does not receive feedback/action plans from CQC as to what they will do as the regulator.</p> <p>Does the information that the LA shares with them get used in regard to making decisions about doing spot checks on certain providers? Liz Hanley (LH) explained that all other agencies involved with safeguarding include the 'alserter' as part of the process. It was noted that the answer provided by CQC refers to complaints which does not relate to the question.</p> <p>Q3. Can CQC confirm that they do not need to be informed of medicines incidents that do not cause harm, and do not reach safeguarding thresholds? Some homes report all, others just as specified. Do they notify using the abuse form? CQC confirmed that they do not need to be informed of medicine incidents that do not cause harm and do not reach safeguarding thresholds. If the medicine error was the cause of a death then the provider would send a notification of death form to us (Regulation 16). If the medicine error caused injury or there was an allegation of abuse then this would be a notification of other incidents (regulation 18).</p> <p>Q4. The Law Society Document seems to propose changes in the role of the CQC relating to DoLS. Please could you provide further information on this? CQC have requested further information relating to this question.</p> <p>Q5. Given the number of Serious Concerns Protocol meetings within LAs where management and leadership are issues, what processes are CQC going through to approve registered managers?</p> <p>Do they have any guidelines for determining staffing and skills levels when looking at registration particular around general or EMI nursing? Patrick Rice (PR) requested that further information is sought in relation to managerial vacancies and general competency issues.</p> <p>Q6. Attendance at safeguarding meetings - is there a general rule or documentation that could be submitted in their absence? Members acknowledged that information sharing continues to be a challenge.</p> <p>Q7. Home closures process - is there anything we can do differently?</p>	

	<p>CQC have requested further information relating to this question.</p> <p>AB suggested that CQC are contacted to confirm which meetings they are able to attend and that appropriate representation is sought so that an in depth discussion can be held. There was a suggestion that teleconferencing should be considered as a means of supporting CQC to contribute to future meetings.</p> <p>Notification of Strategy Meetings from LAs This item was not discussed.</p>
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Action Points	Action Owner	Deadline
1. Electronic copy of CQC Questions and Answers to be sent with the minutes of this meeting	Business Unit	10/05/16
2. Business Unit to confirm which meetings CQC can attend	Business Unit	28/06/16
3. Appropriate CQC representation to be sought	Business Unit	28/06/16
4. Consideration of the use of teleconferencing for future meetings with CQC involvement.	Business Unit	18/10/16
5. Business Unit to send further detail to CQC in relation to the unanswered questions	Business Unit	28/06/16

Agenda Item 8	CQC Inspection Report - North Tees & Hartlepool NHS Foundation Trust	Presenter: Barbara Potter
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Discussion	BP advised that following this inspection an action plan has been developed and will be presented to their Board. A copy of the action plan can be provided at the next TSAB meeting.
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Action Points	Action Owner	Deadline
1. CQC Inspection Report Action Plan to be brought to the next TSAB meeting.	BP	28/06/16

Agenda Item 9	Transforming Care	Presenter: Pam McNeice
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Discussion	<p>Pam McNeice (PMc) informed members that the Transforming Care programme stems from a national document produced to improve commissioning of services and to reduce the number of Learning Disability inpatient beds. The original target for the North East and Cumbria was to reduce inpatient beds by 53% within five years; however this has now been reduced to a 3 year period. The North East is on target to achieve this having reduced the number of beds by 15% over the past year - in the main these are the less complex cases of individuals accessing low secure beds. As part of the Transforming Care programme individual care and treatment reviews are taking place in order to arrange and develop specific services.</p> <p>Transformation Plan This item was not discussed.</p> <p>Information Sharing AB commented that Local Authorities have raised major concerns in relation to information sharing. The LAs feel that insufficient detail is provided which makes it difficult to put appropriate support arrangements in place. It was also acknowledged that specially commissioned services can have significant cost implications.</p> <p>Barbara Shaw (BS) highlighted concerns around a particular case within Redcar & Cleveland Borough Council (RCBC), where an individual could have been inappropriately placed due to a lack of accurate information. The complexity of these cases cannot be underestimated and the LAs must be provided with detailed information in order to make informed decisions. It was reiterated that the right people need to be involved from the onset to ensure proper planning.</p>
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	<p>PMc advised that David Hambleton, National Chief Executive for CCG understands the concerns in relation to the financial implications and acknowledges that there may be a need to co-produce and co-fund services.</p> <p>LH commented that individual client information is crucial from an operational perspective; however information also needs to be shared to allow for strategic planning. PMc will send contact details to Business Unit of appropriate individuals who can provide a strategic overview on Transforming Care.</p> <p>Alastair Simpson (AS) highlighted that individuals with a serious history of offending should be discussed through the Multi-Agency Public Protection Arrangements (MAPPA) forum. JA advised that risk assessments would need to be carried out on anyone who is being considered for release.</p> <p>Members agreed that these issues should be raised nationally. AS suggested that the example raised by BS is used as an anonymised case study to highlight the potential implications. It was noted that Durham have been leading on regional discussions surrounding transforming care and that this case study should also be shared with them.</p> <p>Implementing ‘Building the Right Support – A National Plan to Develop Community Services and Close Inpatient Facilities’ This item was circulated for information.</p>
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Action Points	Action Owner	Deadline
1. PMc to raise concerns to CCG and request that LA representatives are involved in the discussions of cases at an early stage	PMc	10/05/16
2. PMc to raise the TSAB’s concerns at the regional network to enable escalation to a national level	PMc	10/05/16
3. PMc will send contact details to Business Unit of appropriate individuals who can provide a strategic overview on Transforming Care at the next meeting.	PMc	10/05/16

Agenda Item 10	Learning Disability Death Review (LeDeR) Programme	Presenter: Pam McNeice
Discussion	<p>PMc tabled a document which was circulated to members.</p> <p>PMc explained that the LeDeR programme has been implemented in response to key recommendations from CIPOLD (Confidential Inquiry into Premature Deaths of People with Learning Disabilities). The main objective is to seek potential reasons as to why people with learning disabilities die prematurely compared to others. The findings will lead to preventative measures. This is a nationally driven programme and the North East is one of 4 areas piloting this. The pilot began on 1 April and will operate for 6 months.</p> <p>Data is being collected on a national level of all deaths involving people with learning disabilities. PMc described the process that will be followed which involves a number of local leads acting as reviewers. There will be a system in place to ‘flag’ those cases that need to come to the SAB.</p> <p>Helen Smithies (HS) raised concerns that it is expected that this additional work is to be carried out by staff who do not have capacity to increase their workload. There is no extra funding in place to facilitate this. The process and accountability arrangements are also unclear. Although primary care will lead on the review other agencies may also need to be involved.</p>	

	<p>PMc suggested that Robert Turnmore, National Coordinator for LeDeR could be invited to the next meeting to provide further insight. PMc advised that Durham SAB is leading on regional aspects and the Business Manager may be able to send some further information regarding their discussions.</p> <p>AB recently attended a tele-conference which provided insight for Chairs of Safeguarding Boards. AB reiterated that not all deaths will have a safeguarding element. AB questioned where this work can be picked up within the Sub-Groups and indicated that the SAR Sub-Group may be the most appropriate.</p> <p>AB requested that further information is obtained from the Durham Board to help inform how this should be managed strategically across Tees.</p>
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Action Points	Action Owner	Deadline
1. Electronic copy of LeDeR update to be circulated with the minutes of this meeting	Business Unit	10/05/16
2. LG to request further information from Durham SAB	LG	28/06/16
3. Members to discuss the implications of the LeDeR programme in their own networks and feedback to the next TSAB meeting.	All	28/06/16
4. Robert Turnmore to be invited to the next meeting	Business Unit	28/06/16

Agenda Item 11	Strategic Plan 2016/17 and Governance	Presenter: Martin Crow / Chair
Discussion	<p>Strategic Plan 2016/17 A copy of the draft Strategic Plan 2016/17 was emailed to members prior to the meeting. Feedback received so far has been incorporated into the Plan. A final draft will be circulated following this meeting for final comments. The updated version will be agreed by AB prior to publication.</p> <p>MC highlighted that the Local Executive Group and Sub-Group Chairs may want to develop a work plan incorporating the strategic aims and objectives.</p> <p>LH advised that an outstanding action from last year's Strategic Plan was to develop an appraisal process for the Independent Chair. The Business Unit is hosted by SBC and Neil Schneider, Chief Executive of SBC has agreed to lead the appraisal. A 360 degree feedback system is also being looked at to allow Board members to contribute. LH confirmed that the contract agreement is for 2 years and is due for renewal in April 2017. LH requested that members contact her if they have any queries.</p> <p>Governance This item was deferred to the next meeting.</p>	

Action Points	Action Owner	Deadline
1. Strategic Plan to be circulated to members for final comments	MC	27/04/16
2. Business Unit to arrange publication of Strategic Plan 2016/17 and to cascade to relevant individuals	Business Unit	13/05/16
3. Members to contact LH if they have any queries regarding the Independent Chair appraisal system	All	28/06/16
4. Governance to be discussed at the next TSAB meeting	All	28/06/16

Agenda Item 12	Update from Local Executive Groups	Presenter: LEG Chairs
Discussion	<p>Hartlepool – Sally Robinson (SR)</p> <ul style="list-style-type: none"> • LEG met on 11 April and included a presentation on the strategic priorities and work plan of the Safer Hartlepool Partnership which was helpful in terms of understanding where priorities align. • There was also a presentation on a piece of work commissioned through the Better Care Fund to provide enhanced support to providers in relation to 	

	<p>medication, which is being piloted for 12 months. The pilot has been in place since January and is already demonstrating positive outcomes in terms of improving communication, learning from incidents and sharing best practice. The initial focus is on care homes but this will expand to include domiciliary care providers as the pilot progresses.</p> <ul style="list-style-type: none"> • The main area of activity in Hartlepool continues to be in relation to care homes, with a number of homes subject to the Serious Concerns Protocol including embargoes on new admissions in place. This continues to create issues in relation to availability of care home beds, particularly for people requiring nursing care. • The LEG was informed that the SAR linked to the murder in 2014 has now commenced following conclusion of the criminal proceedings. <p>Middlesbrough – Erik Scollay (ES)</p> <ul style="list-style-type: none"> • LEG met on 4 April and was chaired by the deputy, Louise Grabham • Discussion on Transforming Care and the concerns surrounding this • Presentation from Natasha Judge, Healthwatch • Discussions on discharges from James Cook University Hospital and the Better Care Fund • Discussions on National Guidance on Female Genital Mutilation • Acknowledged the differences between the performance data across Tees – data for MBC is being revisited • Presentation from the DoLS Team including the complexity of referrals <p>ES advised that Middlesbrough Borough Council (MBC) has recently had an organisational restructure where many staff have been centralised. ES explained that one of the priorities for the group is reviewing membership and to establish a more focused work plan.</p> <p>Redcar – Patrick Rice (PR)</p> <ul style="list-style-type: none"> • Principal Social Worker attended to provide an update on the Annual Health Check Report for Social Workers • Discussions on key safes and associated procedures • Discussions around providing consistency in home care workers • Safeguarding literature for RCBC was agreed <p>Stockton-on-Tees – Liz Hanley (LH)</p> <ul style="list-style-type: none"> • Reviewed Terms of Reference and discussed membership • Proposal put forward to have North and South Local Executive Groups to help partners such as health and the police. LH advised that the voluntary sector representative would prefer to keep local arrangements in place • LH has asked LEG members to think of innovation and good practice and feedback at the next meeting
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Action Points	Action Owner	Deadline
1. Consideration of merging the LEGs to a North/ South arrangement to be further considered at the next TSAB and LEG Chair meeting	AB	28/06/16

Agenda Item 13	Update from Sub-Groups	Presenter: Sub-Group Chairs
Discussion	<p>Communication & Engagement (Dave Turton)</p> <ul style="list-style-type: none"> • Agreed not to proceed with purchase of a Safeguarding App • Agreed for PDF Flip Reader to be purchased • Website has approximately 500 hits per week • Discussion on dissemination of information, strategic direction does not appear to be filtering to the appropriate people (e.g E-Bulletin) 	

- Developing a formal process for capturing the “adult’s voice”
- Discussions around two-way communication between the Board and the Local Executive Groups

Cllr Jim Beall (JB) acknowledged that communication needs to be targeted and made reference to a particular campaign lead by Cleveland Fire Brigade. An information leaflet is delivered to people in receipt of a household appliance, notifying people of the ‘stay warm’ scheme. In his opinion this is simple and effective.

Learning, Training & Development (Sally Robinson)

The LTD Sub-Group has not met since the previous TSAB; therefore no further updates were provided.

Performance, Audit & Quality (Lorraine Garbutt)

Due to a restructure within MBC, Richenda Broad is no longer the Chair of the PAQ Sub-Group. Erik Scollay (ES) volunteered to take on this role.

LG highlighted the key points relating to the work of the Sub-Group:

- Summarised achievements and the priorities going forward
- Considering audits on domestic abuse and medication errors
- Ongoing work relating to nursing care provision
- The Quality Assurance Framework / Self-Audit Tool have been agreed and will be rolled out from this month. Briefing sessions with statutory partners (in the first instance) will be held during May. Organisations will have 6 weeks to complete the audit from the date of the briefing session. AB reminded members that this will involve significant input from agencies.
- Issues raised on WRAP training and PREVENT. There are concerns that the training does not promote links to safeguarding within the Local Authorities and does not refer to the Care Act
- Trying to establish consistencies in reporting across Tees. In particular, the primary cause of abuse will be recorded and any other forms of abuse identified will be recorded as sub-categories

Policy, Procedures and Practice (Helen Smithies)

- PREVENT – Channel Referral Pathway - this item was ratified by the Board. It was noted that the script shared at WRAP training cannot be changed. LG highlighted that Local Authority representatives were uncertain of Channel Panel membership. AS advised that it is the decision of the Chair as to who to invite
- Safeguarding and Promoting the Welfare of Children and Adults at Risk - this protocol was ratified by the Board

Safeguarding Adults Review (Barbara Shaw)

- SAR Policy and Procedures – this item was ratified by the Board
- SAR Leaflet – this item was ratified by the Board
- Discussions around practicalities and the function of the Sub-Group and Review Group
- Extensive discussions on when the adult and/or family should be notified of a SAR

Action Points	Action Owner	Deadline
1. AS to check arrangements around Channel Panel membership	AS	28/06/16
2. PREVENT – Channel Referral Pathway to be published on the TSAB website	Business Unit	10/05/16
3. Safeguarding and Promoting the Welfare of Children and	Business Unit	10/05/16

Adults at Risk to be published on TSAB website		
4. TSAB agreement to the PREVENT document to be shared with the LSCB lead prior to publication.	Business Unit	10/05/16

Agenda Item 14	Making Safeguarding Personal Working Group Update	Presenter: Lorraine Garbutt
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Discussion	<p>LG advised that the title of this group has now changed to 'Operational Leads Practice Group' to reflect the wider agenda of the group.</p> <p>Minutes from the meeting held on 15/02/16 The minutes of the meeting held on 15 February were circulated for information.</p> <p>LG highlighted the key points raised at the most recent meeting held on 22 April 2016:</p> <ul style="list-style-type: none"> • Care homes and quality of care • Care homes fluctuating in and out of the Serious Concerns Protocol – MBC are seeking legal advice on this and how to prevent this from happening • Emphasised the importance of links between Commissioning and Safeguarding • Concerns regarding the North East Ambulance Service and response times. AB suggested that more information is collated on this issue so that it can be discussed at a future meeting. JB advised that the Health & Scrutiny Committee reviews NEAS regularly and that this issue could be raised within this forum • Questions were raised on what to do if professionals have a number of concerns regarding a particular service. <p>MSP Evaluation – LA Positions LG informed that position statements have been received from each of the Local Authorities. A report will be pulled together and circulated to members.</p> <p>A number of documents have been developed such as the Alert Form, Strategy Form and the MSP Survey in order to capture MSP outcomes.</p> <p>Members of the OLPG reflected that MSP is perhaps not as a high a priority for other partners and that more work could be done to raise awareness for staff such as district nurses for example.</p> <p>Suggestions have been raised to have specific legal training in terms of negotiating realistic outcomes.</p> <p>LG advised that overall progress is being made.</p>
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Action Points	Action Owner	Deadline
1. Further information to be obtained with regards to safeguarding concerns around NEAS	OLPG	28/06/16
2. Letter to be sent to NEAS noting TSAB concerns	AB	28/06/16
3. JB to raise concerns regarding NEAS at Health & Scrutiny Committee	JB	28/06/16
4. Teeswide MSP Report to be circulated to members	LG	10/05/16

Agenda Item 15	Children and Vulnerable People in Custody (CVPIC) Working Group	Presenter: Alastair Simpson
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Discussion	Alastair Simpson (AS) informed members that this group has re-focused their workload in line with the Terms of Reference. Data and recommendations will be compiled and should be available for the next TSAB meeting.
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Action Points	Action Owner	Deadline
1. CVPIC data and recommendations to be discussed at the next TSAB meeting	AS	28/06/16

Agenda Item 16	Any Other Business	Presenter: All
Discussion	<p><u>Multi-Agency Guidance – Female Genital Mutilation</u> This document has been shared with the Local Executive Groups and should be disseminated appropriately.</p> <p>Domestic Abuse Cllr JB advised that the Chairs of the TSAB, LSCBs, Stockton Safer Partnership and the Health and Wellbeing Board recently met to discuss Domestic Abuse and how to establish a co-ordinated approach. It was noted that there is a lack of clarity on strategic responsibilities. SBC are looking to develop a steering group which focuses on this subject from a strategic point of view - this group will report to the Health and Wellbeing Board. AB referred to the Statement of Principles document which outlines how Boards communicate with each other. AB requested that this document is reviewed and circulated for signatures.</p> <p>E3 Programme JA informed members that further reform of the National Probation Service is imminent. There is a national push to streamline processes and an indication that there will be staffing changes within the Tees area. JA expressed that she wishes to continue to be involved with partnership work. JA advised that offices in Redcar and Middlesbrough have now closed and that one of the Hartlepool sites is due for closure. JA asked members to let her know if any office accommodation becomes available, particularly in the Hartlepool area.</p> <p>Next Meeting Date AB reminded members that the next TSAB meeting begins at 9am.</p>	
Action Points	Action Owner	Deadline
1. FGM Guidance to be circulated as appropriate	All	10/05/16
2. Statement of Principles to be reviewed and circulated for signatures	Business Unit	17/05/16
3. Members to contact JA with any office accommodation they are made aware of	All	28/06/16

Next Meeting Date: **Tuesday 28 June 2016**
Time: **9am – 11.30am**
Venue: **Stockton Sixth Form College**

Minutes authorised by Independent Chair on 09/05/16

