



Teeswide Safeguarding Adults Board

Meeting Date: **Tuesday 18 December 2018**
 Time: **09:30am – 12pm**
 Venue: **Stockton Sixth Form College**

Minutes

| Attendees | | |
|------------------------|---|---|
| Name | Role | Representing |
| Karen Agar | Associate Director of Nursing Safeguarding | Tees Esk & Wear Valley NHS Foundation Trust |
| Cllr Jim Beall | Lead Member | Stockton-on-Tees Borough Council |
| Jane Bell | Administration Officer | TSAB Business Unit |
| Sharon Caddell | Project Manager | Office of Police & Crime Commissioner |
| Sandra Clemment | NPS Manager | National Probation Service |
| Mandy Cockfield | Service Manager | Redcar & Cleveland Borough Council |
| Martin Crow | Project Officer | TSAB Business Unit |
| Jill Edmenson | Healthwatch Coordinator | |
| Lorraine Garbutt | Business Manager | TSAB Business Unit |
| Stuart Harper-Reynolds | Named Nurse (Adult Safeguarding) | North Tees and Hartlepool NHS Foundation Trust |
| Ian Harrison (Part) | Trading Standards Licensing Manager | Hartlepool Borough Council |
| Jill Harrison (Chair) | Director of Adult and Community Based Services | Hartlepool Borough Council |
| Gina McBride (Minutes) | Admin and Information Officer | TSAB Business Unit |
| Mel Newton | Senior Lecturer | Teesside University |
| Alison Peevor | Head of Quality & Adult Safeguarding | Hartlepool & Stockton CCG |
| Darren Redgwell | Deputy Director of Operations | Durham Tees Valley Community Rehabilitation Company Limited |
| Steve Rose | Chief Executive | Catalyst |
| Anne-Marie Salwey | Detective Superintendent – Head of Specialist Crime | Cleveland Police |
| Erik Scollay | Director of Adult Social Care | Middlesbrough Borough Council |
| Helen Smithies | Assistant Director of Nursing Safeguarding | South Tees Hospitals NHS Foundation Trust |
| Zoe Sherry | Mental Health Lead | HealthWatch Hartlepool |
| Katie Tucker | CQC Inspector | CQC |
| Cllr Steve Thomas | Lead Member | Hartlepool Borough Council |
| Ayshea Winchester | Safer Custody Manager | HMP Holme House Prison |
| Ann Workman | Director of Adults and Health | Stockton-on-Tees Borough Council |

Apologies

| Name | Role | Representing |
|-------------------|----------------------|------------------------------------|
| Katherine Acheson | Compliance Inspector | CQC |
| Ann Baxter | Independent Chair | Teeswide Safeguarding Adults Board |

| | | |
|-------------------|--|---|
| Mark Davis*** | Chief Executive | Middlesbrough Voluntary Development Agency |
| Stephen Down* | Safeguarding Lead | North East Ambulance Service |
| Judith Gray | Volunteer Lead for Adult Learning Disabilities | Healthwatch Hartlepool |
| Elaine Godwin | Admin Officer | TSAB Business Unit |
| Jean Golightly | Director of Nursing & Quality | Hartlepool & Stockton CCG and South Tees CCG |
| Karen Grundy | Project Lead | Healthwatch Stockton |
| Steve Johnson | Area Manager – Prevention and Protection | Cleveland Fire Brigade |
| Rachelle Kipling | Commissioners Officer | Office of Police & Crime Commissioner |
| Angela Legg | Data Analysis and Performance Monitoring Officer | TSAB Business Unit |
| John Lovatt | Assistant Director | Hartlepool Borough Council |
| Mike Milen*** | Chief Executive | Redcar & Cleveland Voluntary Development Agency |
| Elizabeth Moody | Director of Nursing and Governance | Tees Esk & Wear Valleys NHS Foundation Trust |
| Katie Needham | Interim Director of Public Health | Stockton-on-Tees Borough Council |
| Jean Pegg | Inspection Manager | CQC |
| Barbara Potter | Deputy Lead Nurse Head of Quality and Adult Safeguarding | Hartlepool & Stockton CCG and South Tees CCG |
| Ann Powell | Head of Cleveland Area | National Probation Service |
| John Rafferty | Compliance Business Partner - Safeguarding | Thirteen Group |
| Patrick Rice | Interim Director Adult Care & Health | Redcar & Cleveland Borough Council |
| Lindsey Robertson | Director of Nursing, Patient Safety & Quality | North Tees & Hartlepool NHS Foundation Trust |
| Jo Tate | Health & Social Care Lead | HMP Holme House Prison |
| Christine Wharton | Inspection Manager | CQC |
| Victoria Wilson | Head of Service - Adult Care | Redcar & Cleveland Borough Council |

| Absent | | |
|--------------------|-------------|------------------------------------|
| Name | Role | Representing |
| Cllr Julia Rostron | Lead Member | Middlesbrough Borough Council |
| Cllr Dave Walsh | Lead Member | Redcar & Cleveland Borough Council |

*Attends for specific agenda items only; ** Attends 2 times per year; ***Attends on behalf of MVDA, RCVDA & Healthwatch South Tees

Copies: Peter Bell; Susan Cawley; Jackie Gibson; Emily Gill; Suzanne Glass; Lorna Harrison; Colin Holt; Jas Lang; Pat McQuillan; Suzanne Metcalfe; Pamela O'Connor; Judith Oliver; Laura Poppleton; Angela Pringle, Mike Sharman; Rachael Surtees; Lyndsay Waddington, Anne Warlow

| Agenda Item 1 | Introductions and Apologies | Presenter: Chair |
|---|-----------------------------|------------------|
| Introductions were made. Jill Harrison (JH) explained that she would be chairing the meeting in the absence of Ann Baxter who has sent apologies. | | |

| Agenda Item 2 | Minutes from the meeting held on 01/11/18 | Presenter: Chair |
|---|---|------------------|
| The minutes from the meeting held on 1 November were agreed as a true and accurate record. | | |
| Matters Arising All previous actions were completed, with the following key points raised: <ul style="list-style-type: none"> Regional Peer Review Findings | | |

Ann Workman (AW) informed that the next peer review will be South Tyneside and will take place in February 2019.

- **MAPPA / Transforming Care (c/f)**
AW was unable to provide an update as the meeting has not yet been held with Ann Powell (AP) from Probation and requested that this item is removed.
- **NHS Leadership Programme**
AW advised that she is working with North Tees NHS Foundation Trust (NTHFT) and Tees Esk & Wear Valleys (TEWV) NHS Foundation Trust as part of a 9 month project that will link in to the leadership programme.
- **Tees All Age Autism Partnership**
A representative from this group will attend the February Board meeting. Members will be interested to gain further information about this group, particularly how the governance arrangements fit within existing structures. Steve Rose (SR) advised that he had spoken with colleagues and it is believed that this group is established in the South of Tees and they are looking to develop one in the North.
- **Information Sharing Agreement (ISA) / Teeswide Inter-Agency Policy**
Some signatures remain outstanding. Members present who had the authority to do so signed the documents.
- **Section 42 Enquiry Letter**
This matter was raised at the previous Board meeting and will go to the next Policy, Procedures and Practice (PPP) Sub-Group for further discussion.
- **Exemplar SAR Notification Form**
The Safeguarding Adults Review (SAR) Sub-Group will consider developing an exemplar notification form at the next meeting in January.
- **Annual Report**
A printed version of the Annual Report was provided. Ann Baxter (AB) is in the process of visiting various strategic committees across Tees to talk through the Annual Report and the Board's Strategic Plan.
- **Foundations Practice**
A member of staff from Foundations Practice will attend the April Board meeting to observe.
- **Links to GP Federation**
AW has spoken with Fiona Adamson and they are looking to arrange a meeting to discuss potential GP membership at the Board.
- **Modern Day Slavery (MDS) Data**
A question was raised at the previous Board meeting about low levels of Modern Day Slavery reporting to the Local Authorities. The data shows that during 2017/18, 14 Concerns were raised for Modern Slavery, 5 of these cases progressed to a Section 42 Enquiry. Within the current reporting year only 4 Concerns have been raised so far across Tees. The National Referral Mechanism data shows 15 referrals have been made in the current reporting year with 6 being recorded as a MDS crime. Helen Smithies (HS) commented that some of the NRM figures will also include children. It was noted that as awareness increases, we may start to see a rise in figures.

| Action Points | Action Owner | Deadline |
|---|--------------|----------|
| 1. AW to update on Peer Review findings when available | AW | 03/04/19 |
| 2. Collate outstanding signatures for ISA and Teeswide Policy | GMc | 14/02/19 |

| Agenda Item 3 | Financial Abuse | Presenter: Ian Harrison |
|--|-----------------|-------------------------|
| <p>Timelock Presentation</p> <p>Ian Harrison (IH) from Hartlepool Borough Council (HBC) gave a presentation on financial abuse and highlighted the different ways in which people can fall victim:</p> <ul style="list-style-type: none"> • Impersonation fraud • Hacking • Cold calling / rogue traders <p>IH talked through some case examples to illustrate how easy it can be for someone to lose their money to financial abuse. In HBC, the Trading Standards Team prioritises support to the vulnerable and elderly, there are a number of mechanisms that can be put in place to help prevent financial abuse:</p> | | |

- Enrolling people on the Mailing Preference Service (MPS) and Telephone Preference Service (TPS) that helps filters out cold callers
- Install Tru-Call devices – another device that connects to a person’s phone and filters out cold calls or numbers known to be scammers
- Covert CCTV cameras installed for repeat victims of financial abuse and those that are vulnerable
- Issue free ‘No Cold Call’ stickers
- Work with local Councillors to create ‘No Cold Call Zones’ within the community – this is done through a consultation process with residents
- Educating carers and care professionals on how to spot the signs of financial abuse
- Raising awareness of the Banking Protocol – if a bank member of staff thinks that there is something suspicious and believe someone is being coerced into withdrawing their money, the police respond immediately to the bank.

Scammers require instant access to money, so that they can move the money on quickly without trace. Timelock is a voluntary facility that Trading Standards are trying to encourage the banks to adopt. This would allow a client to add a period of notice to access large amounts of money. It is very rare that a person would need a large amount of money immediately and that often expensive purchases are planned. There is the ability to have a second named signature on the account should the need ever arise to withdraw funds immediately. The Timelock facility would make it difficult for scammers to access money and would act as a huge deterrent to thieves.

Board members supported this initiative and offered to write a letter of support. Timelock can also be discussed at the Regional Safeguarding Meeting in which the 12 North East Local Authorities attend. Stuart Harper-Reynolds (SHR) suggested that the presentation is shared with the Dementia Network – IH was happy for the PowerPoint to be circulated to support conversations in other forums. AW will also raise this at the North East ADASS meeting.

JH noted that the Tees Q2 statistics show 150 Concerns on Financial Abuse and 66 of those cases led to a Section 42 Enquiry. This demonstrates that Financial Abuse is an issue across Tees.

| Action Points | Action Owner | Deadline |
|---|---------------|----------|
| 1. Letter of support to be drafted on behalf of the Board | Business Unit | 14/02/19 |
| 2. Timelock to be discussed at the Regional Safeguarding meeting and the North East ADASS meeting | LG / AW | 03/04/19 |
| 3. Presentation to be shared via appropriate networks including the Dementia Network | All | 14/02/19 |

| Agenda Item 4 | Organisational Restructures | Presenter: All |
|--|-----------------------------|----------------|
| <p>Anne-Marie Salwey (AMS) provided an update on the restructure within Cleveland Police. The new Chief Constable wants to change how services are delivered and to reduce layering within the ranking structure. The head of each department has been asked to redesign their arrangements and put this proposal to the Chief Constable on 15 January for approval. The structure will be circulated to the Board for information.</p> <p>The Protecting Vulnerable People (PVP) Unit will become ‘Safeguarding’. The structure should become more localised (North and South divide) with a Commander of the North and Commander of the South. They will be responsible for Neighbourhood Policing, Drugs, and Licensing etc. and will work alongside a Crime Commander.</p> <p>AMS advised that she will be in a new role (Crime Commander of the North) from January 2019 and Lisa Beaker will be taking on the safeguarding role and is likely to attend the Board in future.</p> <p>Domestic Abuse is a priority for police going forward and is likely to move to the Crime Commands.</p> <p>JH thanked AMS for her contribution to the Board and wished her well in her future role.</p> | | |

| JH informed that from February 2019, Pat Riordan will be HBC's Director of Public Health. AW advised that Katie Needham (SBC's interim Director of Public Health) will be joining the Board to represent Public Health on a Tees level. | | |
|---|--------------|----------|
| Action Points | Action Owner | Deadline |
| 1. Cleveland Police restructure to be circulated to Board for information | AMS | 14/02/19 |

| Agenda Item 5 | Sub-Group Update | Presenter: Sub-Group Chairs |
|--|------------------|-----------------------------|
| <p>Communication & Engagement (CE) – Steve Rose</p> <p>The CE Sub-Group last met on 3 December. The group is pulling together an annual programme of awareness campaigns in order to coordinate a joined up approach. Work is ongoing to influence national campaigns on adult safeguarding. The Board's recent newsletter focused on loneliness and isolation and SR encouraged members to promote the newsletter amongst their organisations. The link is included below:</p> <p>https://www.tsab.org.uk/professionals/newsletters/newsletter-edition-nine-december-2018/newsletter-dec-18-2/</p> <p>SR asked that members inform the Business Unit of any thematic ideas to include within future newsletters.</p> <ul style="list-style-type: none"> • TSAB Consultation <p>Lorraine Garbutt (LG) explained that every year the Board goes through a consultation process with professionals and members of the public. Two surveys have been created to collate people's views on the work of the Board and to help determine what our future priorities will be. The surveys have been circulated via the newsletter and can be accessed via the links below:</p> <ul style="list-style-type: none"> • https://www.tsab.org.uk/home/annual-survey-2018-19-professionals/ (Professionals) • https://www.tsab.org.uk/home/annual-survey-2018-19-general-public/ (General Public) <p>LG requested that members share these surveys amongst their organisations and to particularly push out to care providers. LG commented that the Board struggles to obtain the views of service users; one Safeguarding Manager has offered to talk through the survey with individuals who have been through the Safeguarding Process (if deemed appropriate to do so). LG explained that a meeting will be held in the New Year with Healthwatch Stockton, South Tees and Hartlepool to look at ways we can work better together throughout the consultation period.</p> <ul style="list-style-type: none"> • CE Strategy <p>The Board's Communication and Engagement Strategy was reviewed alongside the Domestic Abuse Communication Strategy to ensure that appropriate links have been made.</p> <p>Learning Training and Development (LTD) – Jill Harrison</p> <p>The LTD Sub-Group last met on 5 December:</p> <ul style="list-style-type: none"> • Duty to Refer <p>JH advised that there was an interesting presentation from the Middlesbrough lead on Duty to Refer, which was introduced in October 2018 as part of the Homelessness Reduction Act and places a duty on specified public authorities to make a referral in instances involving homelessness. A generic referral form has been developed across the North East which is used by all 12 LAs, but the response will be different in each local area. Representatives on the Sub-Group will be looking at whether frontline staff in their own organisations are aware of the Duty to Refer, and whether further training or awareness raising is needed.</p> <ul style="list-style-type: none"> • Virtual College Contract <p>The existing Virtual College contract which is joint with the Tees LSCBs comes to an end on 31 March 2019. Work is underway to explore whether it can be extended for a further 2-3 years. The proposed changes to Children's Safeguarding arrangements are a complicating factor but it is hoped that they will still be able to commit to continue the current arrangement.</p> | | |

Under the existing contract 8,279 licences out of 10,000 have been used with 3 months remaining on the contract. There may be the need to purchase additional licences, but money has been set aside in the budget to allow for this. Of the licences used the split is fairly equal between Adults and Children's courses.

- **Conference 2019**

The theme of the 2019 Conference is Modern Day Slavery and the date has been confirmed as 16 October 2019 to tie in with Modern Day Slavery Day which takes place in the same week. The subject has a high profile nationally so this may help to encourage local press interest in the event.

It is proposed that the event covers both Adults and Children's issues and views are being sought from Directors of Children's Services colleagues across Tees. Venues are being explored and a diary invitation will be issued in due course; members are encouraged to save the date.

- **Safeguarding Champions Events**

A number of Safeguarding Champions were recruited at the Learning and Networking Events that took place during 2017/18 and two half day events are planned to bring these Champions together, support them in their role and encourage further volunteers. The events are planned for 27 February for South of the Tees and 13 June for North of the Tees. A survey has been circulated to the existing champions to obtain feedback on what they would like the events to cover and any resources they feel may be of assistance.

- **Training Needs Analysis (TNA)**

A Task & Finish Group was brought together in November to review the existing TNA template and guidance document. The aim is to circulate this in the first week of January, and to allow a month for completion. JH encouraged all partners to participate.

- **Workbooks**

The workbook covering Learning from Safeguarding Adults Reviews has been revised and the title changed to Learning from Serious Instances of Abuse and Neglect, as this was felt to be more meaningful to frontline staff. Members approved the revised workbook.

JH noted that 869 workbooks have been completed to date, demonstrating that they are a useful training resource, especially for staff that may not have access to e-learning or who do not like e-learning.

Operational Leads Sub-Group (OLSG) – Lorraine Garbutt

The OLSG last met on 8 November.

- **CPS Update**

Charlotte Dennison (CD) from CPS attended following discussions raised at the Board regarding the low number of prosecutions where victims lacked capacity. One case highlighted at the meeting has been reopened and is now progressing to court. CD is leading a charging pilot which covers the North East for the next 6 months. This pilot will be focussing on decision making and a weekly report will be produced for the Senior District Crown Prosecutor. Previously prosecutors were expected to make decisions within 5 or 28 days depending on a case however these timescales were unrealistic. Moving forward a new target has therefore been set as 21 days for everything to improve consistency. CD is also producing a 'myth busters' document that is aimed to support victims and professionals, this leaflet will be brought to the next meeting in January.

- **Themed Discussion Self-Neglect**

The group discussed existing practices in relation to Self-Neglect. Data shows that a large volume of this type of Concern do not progress to a Section 42 Enquiry and this is usually due to individuals being referred to other areas outside safeguarding or dealt with through case management. It was noted that the high risk panels are not in place across all 4 LAs and until these have been implemented there is no mechanism in place to escalate high risk cases. It was felt that the Self-Neglect Guidance should be strengthened and a Task & Finish Group has reviewed the current guidance that will go to OLSG in January for further discussion. The group also reviewed 2 SBC Self-Neglect cases at the recent multi-agency audit.

- **MSP Guidance**

The group has refreshed the MSP guidance on the TSAB website and the link is included for information: <https://www.tsab.org.uk/key-information/prevention/making-safeguarding-personal-tsab-guidance/>

- **Multi-Agency Audit Report (HBC)**

The group reviewed 2 HBC cases. One was a Domestic Abuse case and one was an incident between residents case (findings from this case helped to inform discussions at the Incidents between Residents Task & Finish Group). It was noted that the Care First system was difficult to use. The Domestic Abuse case was categorised as No Further Action, however members felt that a Section 42 Enquiry had taken place, but recognised that a multi-agency strategy meeting had not been held. The second case was also No Further Action, however members felt that it was dealt with appropriately. HBC will be taking the findings from the audit back to their own Sub-Group.

Performance Audit & Quality Sub-Group (PAQ) – Lorraine Garbutt

The last meeting was chaired by the deputy, Helen Williams. The main focus of the meeting was around the Local Authority Quarter 2 Performance Reports and the TSAB Quarter 2 Report.

- **What is a Concern?**

LG advised that national data was published that indicates vast differences in the way in which Concerns and Section 42 Enquiries are recorded across the country. As a result of this, a national conference was held in London to unpick this in further detail. There were 2 representatives from Tees (MBC and SBC) and they will be pulling together a briefing note that will come to the Board.

- **QAF Process**

At the last Board meeting it was requested that PAQ reviews the Quality Assurance Framework (QAF) process. Feedback was generally positive, LG has provided feedback to AB who has requested this is added as a substantive item on the Board's Development Day agenda.

Policy Procedures and Practice (PPP) – Lorraine Garbutt

The PPP Sub-Group has not met since the last Board meeting. However, there has been a number Incidents between Residents Task & Finish Group meetings. LG explained that this group was set up in August to look at the high number of Concerns being reported to LAs, the remit of the group was to focus on physical instances of abuse between residents in care homes. A broad range of agencies attend and there have been some very valuable discussions. After 4 meetings it has been acknowledged that there are some tools that the group can develop which will help practitioners, but that these instances are often linked to bigger issues associated with quality of care and the fragility of care services. The group will look to develop a crib sheet for front of house teams, to ensure that these cases are dealt with consistently across Tees. A useful 'hints and tips' guide will be produced for care providers which will demonstrate good practice to help prevent these instances occurring. The group recognises that the care system is extremely fragile for a number of reasons and that this is potentially a high risk for the Board. LG will pull together a summary based on discussions held at these T&F meetings and bring to the Board.

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Safeguarding Adults Review (SAR) – Jill Harrison

- **Case 5/18**

This notification was submitted by South Tees Hospitals NHS Foundation Trust (STHFT). The individual was known to a range of partners, however it was identified that the group required information from Housing before a recommendation could be made to the Independent Chair.

- **SAR3**

The action plan was reviewed and the majority of actions are now complete. JH made a plea to partners who have any outstanding actions to complete before the next SAR meeting on 23 January, so that the action plan can be signed off at the Board in February.

- **Operation Sanctuary**

The Sub-Group acknowledged that there is already ongoing work from a Tees perspective through the Vulnerable Exploited Missing and Trafficked (VEMT) group and Newcastle City Council are soon to publish a Sexual Exploitation Strategy. The Sub-Group felt that it would be beneficial to wait until these pieces of work have been completed and will therefore review the position in 6 months to determine if there are any gaps from a Tees perspective.

It was noted that Sexual Exploitation will also be included as part of the conference next year.

| Action Points | Action Owner | Deadline |
|--|--------------|----------|
| 1. Members to advise Business Unit of any ideas for future newsletters | All | Ongoing |
| 2. Members to share professionals and public consultation survey appropriately amongst their organisations | All | 14/02/19 |
| 3. Learning from Serious Instances of Abuse Workbook to be added to the TSAB website | MC | 04/01/19 |
| 4. National Conference Briefing Paper to be brought to a future Board meeting | ES | 20/06/19 |
| 5. IBR summary to be discussed at a future Board meeting | LG | 14/02/19 |
| 6. Agencies to review the SAR3 Action plan and provide evidence for outstanding actions | All | 23/01/19 |

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| Agenda Item 6 | TSAB Q2 Performance Report | Presenter: Lorraine Garbutt |
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The Q2 Performance Report was presented to members. SR commented that NTHFT and STHFT's main category of abuse is Neglect and TEWV's main category of abuse is Physical. Karen Agar (KA) explained that this is probably due to the nature of the patients, as they are mental health patients and there is also a Forensic Unit at Roseberry Park. These physical instances of abuse are usually incidents between patients. KA assured members that each incident is looked into and if there are repeat occurrences a risk assessment is completed and management plans put in place. They will also check that the environment is suitable to meet their needs.

It was noted that the scales on the graphs relating to Foundation trust activity are different and it was queried whether more direct comparisons could be made such as 'per bed days'.

Martin Crow (MC) commented that NEAS data is now included in the TSAB performance reports.

| Action Points | Action Owner | Deadline |
|--|---------------|----------|
| 1. Trusts to liaise with AL to establish if more detailed information could be included to compare by the number of bed days | HS, KA and LR | 14/02/19 |
| 2. AL to amend scales on graphs, so that they are all consistent | AL | 14/02/19 |

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| Agenda Item 7 | Partner Assurance Report | Presenter: Sandra Clemment |
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Probation (c/f)

Sandra Clement had not been briefed on this item and was therefore unable to provide an update.

| Action Points | Action Owner | Deadline |
|---|--------------|----------|
| 1. Probation's Partner Assurance Report to be carried forward to the next meeting | AP | 14/02/19 |

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| Agenda Item 8 | Links with Criminal Justice Board | Presenter: Sandra Clemment |
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SC had not been briefed on this item and was therefore unable to provide an update.

| Action Points | Action Owner | Deadline |
|--|--------------|----------|
| 1. Links with Criminal Justice Board to be carried forward to the next meeting | AP | 14/02/19 |

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| Agenda Item 9 | Risk Register | Presenter: Lorraine Garbutt |
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The Risk Register has been updated and is aligned to the Board's Strategic Plan. All actions are RAG (Red Amber Green) rated.

| LG informed that there are a number risks identified through the Sub-Groups that do not necessarily fit within the risks identified through the strategic plan. JH suggested that the Risk Register in its current format is shared at all Sub-Group meetings and that the Sub-Groups discuss any other potential risks. | | |
|--|--------------|----------|
| Action Points | Action Owner | Deadline |
| 1. Risk Register to be discussed at Sub-Group meetings | LG | 14/02/19 |
| 2. LG to collate risks identified through the Sub-Groups and bring back to the Board | LG | 14/02/19 |

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| Agenda Item 10 | Any Other Business | Presenter: All |
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Venue
JH reminded members that all meetings next year will be held at the Jim Cooke Conference Suite in Stockton Library.

TSAB Development Day
The Board's Development Day will take place on 7 March. JH asked that members check that it is in their diaries. The Directors of Children Services have been invited to talk about the future arrangements for the Local Safeguarding Children's Boards and how we can work together.

GCSX Accounts
HS informed that the government are phasing out GCSX accounts and from the end of March 2019, GCSX accounts will no longer exist. This poses a problem for agencies sharing confidential information. It is thought that GCSX may be replaced with TLS (Transport Layer Security) although it is not certain if all agencies will use this. HS reflected that there was added benefit in 'GCSX' showing in the email address itself as professionals are then sure it is going to a secure location. JH will speak with Trevor Smith to see if he has any further information.

Mental Health Act Reform
This link has been included for information:
[Modernising the Mental Health Act Increasing choice, reducing compulsion Final report of the Independent Review of the Mental Health Act 1983](#)

| Action Points | Action Owner | Deadline |
|--|--------------|----------|
| 1. Members to respond to Development Day calendar invitation | All | 14/02/19 |
| 2. JH to liaise with TS regarding future process for secure information sharing and to ask that this is picked up at the regional information governance group | JH | 14/02/19 |
| 3. Agencies to check proposals within their organisations for secure information sharing | All | 14/02/19 |

Next Meeting Date: **Thursday 14 February 2019**

Time: **9:30am – 12pm**

Venue: **Jim Cooke Conference Suite, Stockton Library**

Minutes approved by Chair:



Date: 20 December 2018

Appendix 1 – Attendance Matrix

The table below reflected named members of the TSAB, although deputies have been shaded. The table does not include attendance at the Board's Development Day on 07/03/2018

| Company | 22/02/2018 | 24/04/2018 | 29/06/2018 | 05/09/2018 | 01/11/2018 | 18/12/2018 | 6 |
|---|------------|------------|------------|------------|------------|------------|------|
| CCG Board Member (Hartlepool & Stockton CCG and South Tees CCG) | 2 | 1 | 0 | 1 | 1 | 1 | 83% |
| Cleveland Fire Brigade Board Member | 0 | 1 | 0 | 1 | 2 | 0 | 50% |
| Cleveland Police Board Member | 1 | 1 | 1 | 1 | 0 | 1 | 83% |
| CQC Board Member (Mlbro, Redcar, Stockton) (committed to attend 2 meetings per year) | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| CQC Board Member (Hartlepool) | 1 | 0 | 1 | 1 | 0 | 1 | 67% |
| Durham Tees Valley Community Rehabilitation Company | 0 | 0 | 1 | 1 | 0 | 1 | 50% |
| HBC Board Member | 1 | 1 | 1 | 1 | 0 | 1 | 83% |
| HBC Assistant Director | 0 | 0 | 0 | 0 | 1 | 0 | 17% |
| HBC Lead Member | 1 | 1 | 1 | 0 | 0 | 1 | 67% |
| Healthwatch Hartlepool | 0 | 0 | 1 | 1 | 1 | 1 | 67% |
| Healthwatch South Tees (committed to attend 2 meetings per year)* from Sept 2018 RCVA will attend on their behalf | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Healthwatch Stockton (Member since October 2017) | 1 | 0 | 0 | 1 | 1 | 1 | 67% |
| HMP Holme House Prison | 0 | 0 | 0 | 0 | 2 | 1 | 33% |
| MBC Board Member | 1 | 1 | 1 | 1 | 1 | 1 | 100% |
| MBC Assistant Director (N/A) | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| MBC Lead Member | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Middlesbrough & Redcar Voluntary Development Agency (Member since December 2017) | 1 | 1 | 1 | 1 | 1 | 0 | 83% |
| National Probation Service Cleveland | 1 | 1 | 0 | 1 | 0 | 1 | 67% |
| North East Ambulance Service (attend for specific agenda items only) | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| North Tees & Hartlepool NHS Foundation Trust | 1 | 1 | 1 | 1 | 1 | 1 | 100% |
| Public Health (Member since September 2017) | 1 | 1 | 0 | 0 | 0 | 0 | 33% |
| Office of Police & Crime Commissioner (Member since February 2018) | 1 | 0 | 1 | 0 | 1 | 1 | 67% |
| RCBC Board Member | 1 | 1 | 1 | 0 | 1 | 1 | 83% |
| RCBC Assistant Director | 0 | 0 | 0 | 1 | 0 | 0 | 17% |
| RCBC Lead Member | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| SBC Board Member | 1 | 1 | 1 | 1 | 1 | 1 | 100% |
| SBC Assistant Director (N/A from January 2018) | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| SBC Lead Member | 0 | 1 | 0 | 1 | 1 | 1 | 67% |
| South Tees Hospitals NHS Foundation Trust | 1 | 1 | 1 | 1 | 1 | 1 | 100% |
| Teesside University | 1 | 0 | 1 | 0 | 1 | 1 | 67% |
| Tees Esk & Wear Valleys NHS Foundation Trust | 1 | 1 | 1 | 1 | 1 | 1 | 100% |
| TSAB Independent Chair | 1 | 1 | 1 | 1 | 1 | 0 | 83% |
| TSAB Business Unit | 6 | 4 | 4 | 5 | 5 | 4 | 100% |
| Voluntary Sector (Catalyst) | 1 | 0 | 1 | 0 | 1 | 1 | 67% |
| Housing (Member since September 2017 - new safeguarding lead appointed August 2018) | 0 | 0 | 0 | 1 | 0 | 0 | 17% |