



## Teeswide Safeguarding Adults Board

Meeting Date: **Wednesday 3<sup>rd</sup> April 2019**

Time: **1.30pm – 4pm**

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

### Minutes

Attendees		
Name	Role	Representing
Karen Agar	Associate Director of Nursing Safeguarding	Tees Esk & Wear Valley NHS Foundation Trust
Ann Baxter	Independent Chair	Teeswide Safeguarding Adults Board
Robin Brierley (Part)	Cleveland Anti-Slavery Network Chair	Cleveland Anti-Slavery Network
Jill Edemenson	Coordinator	Healthwatch Stockton
Deborah Fenny	Detective Inspector	Cleveland Police
Lorraine Garbutt	Business Manager	TSAB Business Unit
Elaine Godwin	Admin Officer	TSAB Business Unit
Stuart Harper-Reynolds	Named Nurse (Adult Safeguarding)	North Tees and Hartlepool NHS Foundation Trust
Jill Harrison	Director of Adult and Community Based Services	Hartlepool Borough Council
Rachelle Kipling	Commissioners Officer	Office of Police & Crime Commissioner
Angela Legg	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Amy Mahoney	Project Officer	TSAB Business Unit
Gina McBride (Minutes)	Admin and Information Officer	TSAB Business Unit
Mike Milen***	Chief Executive	Redcar & Cleveland Voluntary Development Agency
Katie Needham	Interim Director of Public Health	Stockton-on-Tees Borough Council
Jean Pegg	Inspection Manager	CQC
Alan Peirson	Health & Wellbeing	Cleveland Fire Brigade
Barbara Potter	Head of Quality and Adult Safeguarding	South Tees CCG
Ann Powell	Head of Cleveland Area	National Probation Service
John Rafferty	Compliance Business Partner - Safeguarding	Thirteen Group
Steve Rose	Chief Executive	Catalyst
Simon Smart (Part)	Divert Project Manager	PCC Office
Helen Smithies	Assistant Director of Nursing Safeguarding	South Tees Hospitals NHS Foundation Trust
Elaine Sherrick	Safeguarding Lead	Foundations Practice - Observer
Zoe Sherry	Mental Health Lead	HealthWatch Hartlepool
Cllr Steve Thomas	Lead Member	Hartlepool Borough Council
Victoria Wilson	Assistant Director of Adult Care	Redcar & Cleveland Borough Council

Apologies		
Name	Role	Representing
Katherine Acheson	Compliance Inspector	CQC

John Lovatt	Assistant Director	Hartlepool Borough Council
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
Emma Champley	Assistant Director Adult Strategy & Transformation	Stockton-on-Tees Borough Council
Mandy Cockfield	Service Manager	Redcar & Cleveland Borough Council
Mark Davis***	Chief Executive	Middlesbrough Voluntary Development Agency
Stephen Down*	Safeguarding Lead	North East Ambulance Service
Jean Golightly	Director of Nursing & Quality	Hartlepool & Stockton CCG and South Tees CCG
Judith Gray	Volunteer Lead for Adult Learning Disabilities	Healthwatch Hartlepool
Elizabeth Moody	Director of Nursing and Governance	Tees Esk & Wear Valleys NHS Foundation Trust
Mel Newton	Senior Lecturer	Teesside University
Lisa Bosomworth	Development and Delivery Manager	Healthwatch South Tees
Steve Johnson	Area Manager – Prevention and Protection	Cleveland Fire Brigade
Patrick Rice	Corporate Director of Adults & Communities	Redcar & Cleveland Borough Council
Lindsey Robertson	Director of Nursing, Patient Safety & Quality	North Tees & Hartlepool NHS Foundation Trust
Alison Peavor	Head of Quality & Adult Safeguarding	Hartlepool & Stockton CCG
Erik Scollay	Director of Adult Social Care	Middlesbrough Borough Council
Lisa Theaker	Superintendent	Cleveland Police
Christine Wharton	Inspection Manager	CQC
Ann Workman	Director of Adults and Health	Stockton-on-Tees Borough Council

<b>Absent</b>		
<b>Name</b>	<b>Role</b>	<b>Representing</b>
Darren Redgwell	Deputy Director of Operations	Durham Tees Valley Community Rehabilitation Company Limited
Cllr Julia Rostron	Lead Member	Middlesbrough Borough Council
Jo Tate	Health & Social Care Lead	HMP Holme House Prison
Cllr Dave Walsh	Lead Member	Redcar & Cleveland Borough Council
Ayshea Winchester	Safer Custody Manager	HMP Holme House Prison

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

**Copies:** Peter Bell; Chris Brown; 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

<b>Agenda Item 1</b>	<b>Introductions and Apologies</b>	<b>Presenter:</b> Chair	
Introductions were made and apologies are to be noted in the minutes.			
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. Apologies to be included within the minutes		GMc	17/04/19

<b>Agenda Item 2</b>	<b>Minutes from the meeting held on 14/02/19</b>	<b>Presenter:</b> Chair	
The minutes of the meeting held on 14 February 2019 were agreed as a true and accurate record.			
<b>Matter Arising</b>			
<ul style="list-style-type: none"> <li><b>GP Membership</b></li> </ul>			

This agenda item will be carried forward.

- **Information Sharing Agreement – Signatures**

Four signatures remain outstanding - relevant members to sign the agreement.

- **GCSX Emails**

The Business Unit has amended all documents that include reference to GCSX email addresses. The Concern form has been updated accordingly and added to the TSAB website.

- **All Age Autism Partnership**

At the previous Board meeting Linda Lord (LL) gave a presentation on the Tees All Age Autism Partnership. LL was to contact the Directors of Children and Adult Services across Tees – Hartlepool Borough Council (HBC) and Redcar & Cleveland Borough Council (RCBC) were unsure if this had been done. Mike Milen (MM) advised that he had been invited to a meeting, but it was cancelled – another meeting has been scheduled to take place at the end of April.

- **Risk Register**

The Risk Register was taken to all Sub-Groups for feedback. One of the risks identified through PPP was around Incidents between Residents, a lot of work has been completed through the Task & Finish Group, however, some work is outstanding to finalise the resources to be added to the TSAB website. Once this has been done the group felt that this would help to mitigate risks of this nature.

The SAR Sub-Group raised a potential risk around the lack of Independent Reviewers for single agency reviews. Members felt that this is a single agency risk and not a Board risk.

Lorraine Garbutt (LG) advised that once the Strategic Plan has been drafted, the Risk Register may need refreshing.

Members formally approved the Risk Register in its current format.

Action Points	Action Owner	Deadline
1. GP membership to be carried forward to the next meeting	AW	20/06/19
2. Healthwatch Hartlepool, Healthwatch South Tees, Middlesbrough Voluntary Development Agency and South Tees Hospitals NHS Foundation Trust to sign the Information Sharing Agreement	As specified	17/04/19
3. Risk Register to be reviewed following publication of the TSAB Strategic Plan 19-20	LG	20/06/19

Agenda Item 3	Criminal Justice Board Presentation	Presenter: Rachele Kipling
<p>Rachele Kipling (RK) and Simon Smart (SS) gave a presentation on Vulnerable Victims and Perpetrators and links to the Criminal Justice System.</p> <ul style="list-style-type: none"> <li>• The Police &amp; Crime Commissioners (PCC) Office has launched its Police and Crime Plan 2019/20 which includes 5 objectives:               <ol style="list-style-type: none"> <li>1. Investing in our Police</li> <li>2. Better deal for victims and witnesses</li> <li>3. Tackling offending and reoffending</li> <li>4. Working together to make Cleveland safer</li> <li>5. Securing the future of our communities</li> </ol> </li> <li>• The Local Criminal Justice Board links separately with Cleveland and Durham Community Safety Partnerships</li> </ul> <p><b>Support for Vulnerable Victims</b></p> <ul style="list-style-type: none"> <li>• Identifying vulnerability at the first point of contact – staff in the Control Room will undertake a needs assessment based on threat, harm, risk, vulnerability and engagement (THRIVE)</li> </ul>		

- Achieving best evidence through different means - a victim does not necessarily have to write a statement; this could be via video which can be done at the Sexual Assault Referral Centre for example
- Intermediary service which supports victims through the court process. The national contract is managed by the Ministry of Justice and has recently conducted a recruitment campaign to appoint more intermediaries locally – RK will send further information on how people can apply to be an intermediary
- Victim Care and Advice Service provides emotional and practical support for victims and are proactive in contacting them to ask if they would like any help rather than relying on officers making referrals. Previously a lot of the support offered was over the telephone, but more face to face appointments are now available
- Counselling services offered for victims of abuse
- Independent Domestic Violence Advocates (IDVAs) are offered to victims of Domestic Abuse. Funding has been secured for a further 12 months to commission a whole system approach and an evaluation will be completed in July - each Local Authority will be considered separately
- The Sexual Assault Referral Centre is co-commissioned between the OPCC and NHS England and offers a Sexual Violence Advisory Service including emotional/practical support and counselling services.
- The Witness Support Service is commissioned nationally by the Ministry of Justice to the Citizens Advice Bureau and offers support to victims for the duration of the trial. The Witness Support Service also offers assistance through pre-court visits and if there are any special measures required. My Sisters Place and SARC have video link facilities which allows victims to give evidence outside court.

Ann Baxter (AB) commented that anecdotally, members have expressed concerns that some cases involving a person with care and support needs may not proceed to court as it may be perceived that the quality of evidence is more questionable. AB asked if there was any data that could be shared with the Board on the number of vulnerable victim cases going to court. RK explained that there is a Cleveland Victim and Witness Group. The group has an associated performance framework. Through the group work has been done to map the victim's journey identifying critical contact points and identifying how the victim's journey can be more streamlined and made easier for them. RK to send data to the Business Unit to establish what can be included within the Board's quarterly performance reports.

### **Support for Perpetrators**

- Voluntary attendance forms have recently been reviewed (nationally) and the new forms came into force on 1 April 2019
- Voluntary attenders are offered access to the liaison and diversion scheme – any safeguarding issues are identified at this point
- The Appropriate Adult service has recently been reviewed and operates 24 hours a day, 7 days a week
- Signposting to appropriate services
- Support available through Cleveland Rehabilitation Company and Probation
- Work is undertaken through a Reoffending Group and Scrutiny Panels sit alongside this

Members asked if links are being made with the voluntary and community sector. It was acknowledged that there are differences in commissioning across the 4 Tees Local Authorities and that the contract for counselling services for victims of sexual violence in Redcar & Cleveland has ended and funding from the Home Office has been withdrawn. Victoria Wilson (VW) will check if any correspondence has been made regarding Home Office funding and the Board will also write a letter of support.

AB asked how the Board can help and work in partnership. RK indicated that the Board can be consulted on upcoming commissioning projects and service provision. RK indicated that the Board and PCC's Office have shared priorities and that perhaps Domestic Abuse could be tackled collectively and to look at potential co-commissioning opportunities. The Whole System Approach evaluation is soon to be published and the Board can also help with this. Barbara Potter (BP) advised that she attends the

Domestic Abuse Partnership and will raise co-commissioning opportunities and issues in disparity of funding between the Local Authorities in Tees.

It was noted that some members of the Board sit on the Victims Group and the Reoffending Group and that relevant items for discussion should be brought to future TSAB meetings.

AB invited RK to a future meeting to provide an update.

Action Points	Action Owner	Deadline
1. RK to send further information on intermediaries to the Business Unit for circulation with the minutes	RK / GMc	17/04/19
2. RK to send vulnerable witness data to Business Unit to establish if this can be included in the quarterly multi-agency performance reports	RK / AL	17/04/19
3. RK to ensure links are made with the Board regarding consultation processes	RK	Ongoing
4. BP to raise co-commissioning opportunities and disparity of funding at the Domestic Abuse Partnership	BP	20/06/19
5. VW to establish if contact has been made with the Home Office regarding funding of counselling services	VW	17/04/19
6. Joint letter to be drafted to Home Office regarding counselling support for victims of Sexual Violence in Redcar & Cleveland	AB	17/04/19
7. RK to attend a future Board meeting to provide an update	RK	TBC

<b>Agenda Item 4</b>	<b>Cleveland Anti-Slavery Network Presentation</b>	<b>Presenter:</b> Robin Brierley
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Robin Brierley (RB) gave a presentation on the Cleveland Anti-Slavery Network.

- HMRC inspected Cleveland Police in 2017 and there were a number of gaps identified including no structured partnership to address human trafficking and modern slavery. As a result the Cleveland Anti-Slavery Network was formed in February 2018
- The Community Safety Partnerships across the four Boroughs link in to the Network and the Strategic Vulnerable Exploited Missing and Trafficked (VEMT) Group. The Network helps to raise awareness and understanding of the subject with partner agencies and feeds into national structures
- The National Referral Mechanism (NRM) is a framework for identifying victims of Human Trafficking and Modern Slavery. Referrals are made by 'First Responders' and First Responder agencies should know within their organisations who is trained to make these referrals.
- Data is collated by the National Crime Agency and a monthly briefing document is circulated and can be broken down by Local Authority area
- When a victim is identified, consent is requested and a reasonable grounds decision is made which can take up to 5 days. Therefore there is a period of up to 5 days where agencies must work together to support the victim. It was noted that the reasonable grounds decision may come back as negative and therefore there is an expectation that agencies will still need to work together to support the victim on a longer term basis
- RB advised that National Referral reforms are underway and the Board will need to keep up to date with any changes.
- Discussions are ongoing between Local Authorities and Police to draft a victim care pathway which proposes there is a multi-agency meeting held within 24-48 hours of a victim being identified
- It was noted that with some victims it can be challenging to establish their age
- The PCC's Office have secured funding for a train the trainer course – members should contact RK for further information
- Homeless or rough sleepers can be particularly vulnerable to this type of exploitation

VW advised that RCBC recently had a case and acknowledged that staff learned a lot from it. VW suggested that RCBC do a case analysis of lessons learned and good practice that can be shared with others.

Action Points	Action Owner	Deadline
1. Members to keep updated with National Referral reforms	All	Ongoing
2. VW to liaise with LG regarding case analysis and lessons learned	VW	11/07/19
3. Members to contact RK with any questions regarding train the trainer courses	RK	20/06/19

Agenda Item 5	Serious and Organised Crime	Presenter: Chair
AB advised that there has been some awareness raising around serious organised crime and that Cleveland Police are linking with Northumberland Police. Community Safety Officers from each Local Authority are invited to attend meetings throughout the year, however this is in its infancy. An update will be brought to a future meeting.		
Action Points	Action Owner	Deadline
1. Serious and Organised Crime to be discussed at a future meeting	AB	23/09/19

Agenda Item 6	TSAB Strategic Plan	Presenter: Lorraine Garbutt
Following the Board's Development Day and the Operational Leads Development Day, feedback has been collated and LG is in the process drafting the TSAB Strategic Plan for 2019/20. LG advised that the Annual Consultation Survey ended on 31 March and that some work will be undertaken to look at themes and trends to incorporate into the Plan. A short report will be produced based on feedback from the Consultation Surveys and this will be shared to members for comment.		
One of areas of discussion at the Development Days was around the potential to merge Sub-Groups or have joint Sub-Groups across Children and Adult Safeguarding. This will need to be a substantive discussion at a future meeting.		
Action Points	Action Owner	Deadline
1. Consultation Survey Report to be circulated to members	LG	17/04/19
2. TSAB / Children's Safeguarding Structures and Sub-Groups to be discussed at a future meeting	All	20/06/19
3. Strategic Plan to be added to the next agenda for approval	GMc	20/06/19

Agenda Item 7	Update from Sub-Groups	Presenter: Sub-Group Chairs
<b>Communication &amp; Engagement (CE) – Steve Rose</b>		
<ul style="list-style-type: none"> <li> <b>Healthwatch</b>            Karen Grundy (KG) who previously worked for Healthwatch Stockton is now the Community Programme Manager for Catalyst, Stockton. A meeting was held some time ago with members of the Business Unit, KG and Steve Thomas (ST) from Healthwatch Hartlepool to look at ways to work better together and to perhaps look at doing joint surveys with similar questions. LG suggested that this should be picked up again to include the new Healthwatch contacts.         </li> <li> <b>TSAB Advertising Across Tees</b>            SR advised that he has arranged a meeting with Paul Williams (MP for Stockton South) regarding a National Adult Safeguarding Day. AB mentioned that Lyn Romeo, Chief Social Worker had been contacted previously with regards to a national campaign.         </li> </ul>		
<p>SR commented that Safeguarding messages are not currently being coordinated across the 4 Tees Boroughs. It was suggested at the meeting that Local Authority magazines are used to raise key messages to residents, however the group acknowledged that this would be a challenge as local magazines need a minimum of 3 months' notice. Jill Harrison (JH) suggested that the CE Sub-Group considers what themes they would like to include in the summer editions and winter editions.</p>		
<p>The Sexual Exploitation Leaflet approved at the previous Board meeting has been added to the TSAB website and the CE Sub-Group acknowledged that environmental health plays a key role in disseminating the leaflet to where it needs to be (takeaways, taxis etc.)</p>		

- **Teesside Gazette Article**  
This item was not discussed.
- **Annual Survey**  
See agenda item above.

#### **Learning Training & Development (LTD) – Jill Harrison**

- **New Chair**  
Patrick Rice from RCBC will be taking over as Chair.
- **Safeguarding Champions Events**  
The South Tees Safeguarding Champions Event in February was well attended by a wide range of organisations and feedback was positive. A North Tees event will take place in June. JH highlighted that the challenge will be how we retain their enthusiasm and to keep them involved going forward.
- **Training Needs Analysis**  
The Training Needs Analysis has been completed and a training plan is being developed.
- **Conference**  
The theme of the conference is Exploitation in Tees which includes links to modern slavery and the date (16 October) coincides with Modern Slavery Awareness Week. Work is ongoing to plan the conference and Children's colleagues and the PCC's Office are involved.

#### **Operational Leads (OL) – Lorraine Garbutt**

- **Development Session**  
The Operational Leads Development Day was poorly attended, however there were some good discussions around future priorities. Part of the session included a case study based on a SAR Notification and it is hoped that this exercise will help to improve the quality of SAR Notifications being submitted.
- **Multi-Agency Audit – Self-Neglect (SBC)**  
SBC's Audit Report was shared for information. Areas of good practice were identified and there was good evidence of decision making and appropriate escalation. Mental Capacity Assessments were completed and to a good standard and there was evidence of multi-agency working. SBC are the only LA in Tees who do not use the Decision Support Guidance (DSG), however having cross referenced their decision making with the DSG, the team manager is now looking to embed this into practice.

The Multi-Agency Audit Guidance has been slightly amended to ask that members who are unable to attend send an appropriate deputy or produce a report in advance if they cannot be represented.

LG advised that the last audit meeting was around hospital discharges and was led by Middlesbrough Borough Council (MBC). The Business Unit are currently waiting for a copy of the report.

#### **Performance Audit & Quality (PAQ)**

In the absence of Erik Scollay, LG provided an update:

- **Concerns Workshop**  
Nationally, it is recognised that LAs record Concerns and Enquiries differently and a workshop was held in London to try and improve consistency in reporting. As a result of the workshop there will be some further guidance issued.
- **Residential and Nursing Care Home Data**

Trevor Smith (TS) from HBC has completed some work around Residential and Nursing Care Data and the number of Concerns generated from these services. There seems to be a higher volume of reports from the North Tees area in comparison to the South Tees area. The Operational Leads Group will discuss further.

**Policy, Procedures & Practice (PPP)**

This group now only meets as and when required, the last meeting was chaired by Angela Connor. In the absence of Ann Workman (AW) LG provided an update:

- **High Risk Panels**  
The High Risk Panels are not yet fully embedded in Stockton-on-Tees Borough Council (SBC). A meeting will be pulled together once appropriate to discuss the potential for a Teeswide High Risk Panel.
- **Mental Capacity Act (MCA) Amendment Bill**  
The group talked about the potential implications and acknowledged that the Bill has not yet been passed through Parliament. The Board has a MCA and Deprivation of Liberty Safeguards (DoLS) Policy that will need a full review once the Bill has been passed. Barbara Potter (BP) advised that the 5 local CCGs are working together to coordinate a response. AB asked that BP links in to the Board to avoid duplication.
- **SAR Regional Guidance**  
This document advises that there is no legal basis to continue a Section 42 Enquiry for an adult who has died - this differs from TSAB procedures where currently the Enquiry continues in order to safeguard others at potential risk. LG noted that the Inter-Agency Safeguarding Adults Procedures have been in place since 2015 and although there has been a number of tweaks over the years it has been suggested that a Task & Finish Group completes a full review and will consider the SAR Regional Guidance as part of the review.

**Safeguarding Adults Reviews (SAR) – Helen Smithies**

- **New Chair**  
JH has taken on responsibility of Chair and Victoria Wilson is the Deputy Chair
- **SAR Leaflet for Families – For Approval**  
Approved.

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- **Case 5/18**  
A Scoping and Authors Briefing has been held and Agency Review Reports are currently being written. Reminders are in diaries to submit the reports by 30 April.
- **Case 6/18**  
A new notification has been received from Cleveland Police regarding a Middlesbrough resident. Chronologies have been requested and a meeting is to be arranged to review the case.
- **Case 7/18**  
A recommendation of no further action was made and agreed by the Independent Chair.
- **SAR3**  
Some evidence remains outstanding and therefore the Sub-Group is unable to formally sign off the action plan as complete.

Action Points	Action Owner	Deadline
1. Discuss joint working with Healthwatch representatives	LG	19/08/19
2. CE Sub-Group to consider themes for LA magazines (summer and winter editions)	SR	03/06/19
3. BP to provide link between CCGs and TSAB regarding MCA Amendment Bill	BP	20/06/19
4. SAR Leaflet to be added to TSAB website	GMc	17/04/19



<b>Agenda Item 8</b>	<b>Partner Assurance Report - RCBC</b>	<b>Presenter:</b> Victoria Wilson
<p>RCBC's Partner Assurance Report was circulated for information. VW reflected that the Quality Assurance Framework (QAF) was a useful exercise and that staff completing the QAF were new to the process and learned a lot.</p> <p>VW acknowledged that it was a big piece of work and that the scrutiny from the panel was fair, positively challenging and constructive. The panel highlighted areas of development which will be taken on board.</p> <p>VW advised that in future the QAF will be divided across service leads to complete and that the process should become easier each year.</p>		

<b>Agenda Item 9</b>	<b>CQC Discussion</b>	<b>Presenter:</b> Jean Pegg
<p><b>Non-Commissioned Care Services</b></p> <ul style="list-style-type: none"> <li>• <b>Gaps in Quality Assurance</b></li> </ul> <p>JH advised that this discussion came from the SAR Sub-Group and members reflected that the quality of care for non-commissioned services cannot be monitored by the LA and issues may only come to light if a Safeguarding Concern is raised. VW highlighted that this would also be the case for private care homes and self-funded providers.</p> <p>There were also issues identified when individuals are placed out of area and how LAs can assure themselves that the care being provided is adequate. It was noted that there is a statutory responsibility for LAs to visit children placed out of area, but this is not the case for adults. Jean Pegg (JP) felt that the placing authority should carry out reviews and that this should be a visit to the home and a face to face meeting with the individual, in her opinion a review should not be carried out over the telephone. It was noted that previously there was a duty of care on the LA to carry out an annual review, however in the new Care and Support Guidance there is no mention of a timescale and nothing that states that there should be face to face visits. Local Authorities may have interpreted the guidance differently - the placing authority may send a member of staff to visit the home or ask that the resident authority carry out a review on their behalf. AB suggested that each LA asks their Commissioning Teams what measures they have in place. VW will raise via the DASS Network and JP agreed to discuss amongst CQC's networks.</p> <p>Members felt that this must be a national issue. BP advised that the CCGs have already raised these concerns via the Accountable Care Partnership and the Learning Disability Partnership. AB agreed to raise this through the national chairs network and bring to the attention of the Department of Health. There was acknowledgement that for Local Authorities, people with the most complex needs may be placed out of area, simply because they do not have an appropriate placement within the local area. There are added complications of people accessing placements through different systems (people who are placed by the CCGs, Continuing Health Care or self-funders).</p> <p>JH made reference to a case where someone was placed in a non-commissioned service in Hartlepool and the placing authority had not contacted HBC to ask for more information about the home. HBC only became aware of this individual due to a DoLS request. BP agreed to raise this with NHS England,</p> <p>JP explained that in Durham, CQC were finding that some providers were contacting the police to manage behaviour of residents on multiple occasions but not notifying CQC. There is now a trial in place in Durham where each registered location is tagged and a number of callouts to police will automatically trigger a CQC inspection. Providers can face a fixed penalty notice if they have not complied with CQC regulations. This work is now due to be replicated in Redcar – AB asked if conversations could take place with all Tees LAs.</p> <ul style="list-style-type: none"> <li>• <b>Joint Quality Assurance Visits and CQC Inspections (Case 11/16)</b> This item was not discussed.</li> </ul> <p><b>Unwitnessed Falls</b></p> <p>CQC ask providers to report unwitnessed falls to them as a statutory notification, this often prompts providers to also report the incident to the Local Authority as a safeguarding concern, which is not always appropriate. JP advised that there is a link for providers on CQC's website which describes what should</p>		

be reported to CQC <a href="https://www.cqc.org.uk/guidance-providers/adult-social-care#notifications">https://www.cqc.org.uk/guidance-providers/adult-social-care#notifications</a> . JP suggested that CQC could attend provider forums to talk through what providers should report.		
Action Points	Action Owner	Deadline
1. Non-commissioned services issues to be raised via: <ul style="list-style-type: none"> <li>a. National Chairs Network</li> <li>b. Commissioning Teams</li> <li>c. DASS Network</li> <li>d. CQC Colleagues / Networks</li> <li>e. NHS England</li> </ul>	AB LA Reps VW JP BP	20/06/19
2. Update on non-commissioned services to be discussed at the next meeting	All	20/06/19
3. JP to speak with CQC/LA colleagues regarding links with police	JP	20/06/19
4. LAs to liaise with CQC colleagues to ask if they are able to attend provider forums	LA Reps	20/06/19

<b>Agenda Item 10</b>	<b>Cleveland Fire Brigade</b>	<b>Presenter: Alan Peirson</b>
<p>Alan Peirson (AP) explained that Cleveland Fire Brigade are currently reviewing their safeguarding and vulnerable person procedures. The Fire Brigade are actively involved in signposting people to the correct services and operate an advocate system to support vulnerable people.</p> <p>The Fire Brigade continues to undertake safeguarding training and many of the workforce have completed the Board's e-learning courses.</p> <p>The Fire Brigade has 8 stations that are part of the Safe Place Scheme and staff have received safeguarding training. AP advised that the scheme does not often get used, but when it does they are important instances where people need immediate help.</p> <p>The Fire Brigade has made links with Cleveland Police around Modern Slavery and how the Fire Brigade can help.</p> <p>All flexi duty officers, advocates and home fire safety officers have an app on their phone to make it easier to support vulnerable people such as the homeless and a referral can be made to an appropriate charity in the relevant Local Authority area.</p> <p>AP advised that Cleveland Fire Brigade will be inspected in May and the report will be published on the HMIC website in August.</p>		
Action Points	Action Owner	Deadline
1. HMIC Report to be discussed at Board	SJ	23/09/19

<b>Agenda Item 11</b>	<b>Any Other Business</b>	<b>Presenter: All</b>
None.		

Next Meeting Date: **Thursday 20 June 2019**

Time: **9:30am – 12pm**

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

Minutes approved by Independent Chair:



Date: 12/04/19

## Appendix 1 - Attendance Matrix

The table below reflects named members of the TSAB, although deputies have been shaded.				
<b>Company</b>	<b>14/02/2019</b>	<b>07/03/2019</b>	<b>03/04/2019</b>	<b>3</b>
Catalyst	1	0	1	67%
CCG Board Member (Hartlepool & Stockton CCG and South Tees CCG)	1	2	1	100%
Cleveland Fire Brigade	1	2	1	100%
Cleveland Police	0	0	1	33%
CQC Board Member (Mlbro, Redcar, Stockton) (committed to attend 2 meetings per year)	0	0	0	0%
CQC Board Member (Hartlepool)	0	0	1	33%
Durham Tees Valley CRC	1	0	0	33%
HBC Board Member	1	1	1	100%
HBC Assistant Director	0	0	0	0%
HBC Lead Member	1	1	1	100%
Healthwatch Hartlepool	1	1	1	100%
Healthwatch South Tees (Member since April 2019)	0	0	0	0%
Healthwatch Stockton	1	1	1	100%
HMP Holme House Prison	0	0	0	0%
MBC Board Member	1	1	0	67%
MBC Lead Member	0	0	0	0%
Middlesbrough & Redcar Voluntary Development Agency	0	1	1	67%
National Probation Service Cleveland	1	1	1	100%
North East Ambulance Service (attend for specific agenda items only)	0	1	0	33%
NTHFT	1	1	1	100%
Public Health	1	1	1	100%
Office of Police & Crime Commissioner	1	0	2	67%
RCBC Board Member	0	1	0	33%
RCBC Assistant Director	1	0	1	67%
RCBC Lead Member	0	0	0	0%
SBC Board Member	1	0	0	33%
SBC Assistant Director (Member since April 2019)	0	0	0	0%
SBC Lead Member	1	0	0	33%
STHFT	1	1	1	100%
Teesside University	1	1	0	67%
TEWV	1	0	1	67%
Thirteen Housing	0	1	1	67%
TSAB Independent Chair	1	1	1	100%
TSAB Business Unit	5	5	5	100%