



Teeswide Safeguarding Adults Board

Meeting Date: **Wednesday 9 December 2020**

Time: **9:30am – 12pm**

Venue: **Microsoft Teams**

Minutes

Attendees		
Name	Role	Representing
Karen Agar (Part)	Associate Director of Nursing Safeguarding	Tees Esk & Wear Valley NHS Foundation Trust
Michael Bell (Part)	Designated Safeguarding & Investigations Officer	Durham Football Association
Darren Best	Independent Chair	Teeswide Safeguarding Adults Board
Philip Bond	Detective Superintendent – Safeguarding Lead	Cleveland Police
Jon Carling	Chief Executive	Catalyst Stockton
Sarah Corrigan	Strategic Development & Communications Officer	Healthwatch South Tees
Cllr Dorothy Davison	Lead Member	Middlesbrough Borough Council
Olly Duncan (Part)	Hub Manager (Stockton and Hartlepool Districts)	Cleveland Fire Brigade
Mike Fleet (Part)	Principal Lecturer (Programmes) Department of Nursing & Midwifery	Teesside University
Jean Golightly	Director of Nursing & Quality	Tees Valley CCG
Joanne Gamble	Assistant Director of Nursing Safeguarding	South Tees Hospitals NHS Foundation Trust
Lorraine Garbutt	Business Manager	TSAB Business Unit
Ryan Haigh	Durham and Tees Valley Senior Safeguarding Leader	Department for Work and Pensions
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
Steve Johnson (Part)	Area Manager – Prevention and Protection	Cleveland Fire Brigade
Rachelle Kipling**	Temporary Assistant Chief Executive	Office of Police & Crime Commissioner
Angela Legg	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Cllr Sue Little	Lead Member	Hartlepool Borough Council
Amy Mahoney	Project Officer	TSAB Business Unit
Gina McBride (Minutes)	Admin and Information Officer	TSAB Business Unit
Cllr Ann McCoy	Lead Member	Stockton-on-Tees Borough Council
Mike Milen***	Chief Executive	Redcar & Cleveland Voluntary Development Agency

Cllr Mary Ovens	Lead Member	Redcar & Cleveland Borough Council
John Rafferty	Compliance Business Partner - Safeguarding	Thirteen Group
Darren Redgwell	Deputy Director of Operations	Durham Tees Valley Community Rehabilitation Company Limited
Patrick Rice	Corporate Director of Adults and Communities	Redcar & Cleveland Borough Council
Ann Workman	Director of Adults and Health	Stockton-on-Tees Borough Council

Apologies		
Name	Role	Representing
Jane Bell	Administration Officer	TSAB Business Unit
Lisa Bosomworth	Development and Delivery manager	Healthwatch South Tees
Sarah Bowman-Abouna	Director of Public Health	Stockton-on-Tees Borough Council
Mark Davis***	Chief Executive	Middlesbrough Voluntary Development Agency
Elaine Godwin	Admin Officer	TSAB Business Unit
Neil Harrison	Head of Safeguarding & Specialist Services	Hartlepool Borough Council
Natasha Judge	Healthwatch Manager	
John Lovatt	Assistant Director	Hartlepool Borough Council
Elizabeth Moody	Director of Nursing and Governance	Tees Esk & Wear Valleys NHS Foundation Trust
Alison Peevor	Head of Quality and Adult Safeguarding	Tees Valley CCG
Ann Powell	Head of Cleveland Area	National Probation Service
Helen Richmond	Safer Custody and Equalities Hub Manager	HMP Holme House Prison
Karen Sheard	Deputy Chief Nurse	North Tees and Hartlepool NHS Foundation Trust
Gary Watson	Business Manager	South Tees Safeguarding Children Partnership
Christine Wharton**	Inspection Manager	CQC
Victoria Wilson	Assistant Director of Adult Care	Redcar & Cleveland Borough Council

Absent		
Name	Role	Representing
Christopher Akers-Belcher	Chief Executive	Healthwatch Hartlepool
Erik Scollay	Director of Adult Social Care	Middlesbrough Borough Council
Kelly Smith	Inspection Manager	CQC (Hartlepool)
Leanne Stockton	Business Manager	Hartlepool & Stockton Safeguarding Children Partnership
Sarah Wilson	Head of Safer Prisons and Equality	HMP Holme House Prison

*Attends for specific agenda items only; ** Attends 2 times per year; ***Attends on behalf of MVDA and RCVA

Copies: Chris Brown; Caroline Gallilee; Emily Gill; Emily Gibson; Suzanne Glass; Lorna Harrison; Neil Harrison; Nigel Hart; Colin Holt; Kay McGowan; Suzanne Metcalfe; Judith Oliver; Laura Poppleton; Angela Pringle, Mike Sharman; Rachael Surtees; Lyndsay Waddington

Agenda Item 1	Introductions and Apologies	Presenter: Chair
Introductions were made and apologies noted.		
Darren Best (DB) introduced himself as the new Independent Chair and advised that he had circulated an introductory letter to all Board members.		

<p>Ryan Haigh (RH) is the new Senior Safeguarding Lead for the Department of Work and Pensions. It was confirmed that RH will continue to attend future meetings as a Board member.</p>		
Action Points	Action Owner	Deadline
1. Members to contact the Business Unit if they would like a copy of the Independent Chair's introductory letter	All	25/02/2021
2. RH to be invited to future TSAB meetings	Business Unit	25/02/2021

Agenda Item 2	Safeguarding in Football	Presenter: Michael Bell
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Michael Bell (MB) delivered a presentation on Safeguarding in Football. The following key points were raised:

- Durham Football Association (FA) covers seven Local Authority areas including Hartlepool and Stockton. Middlesbrough and Redcar are covered by North Riding FA who have a similar structure to Durham FA.
- The FA has a responsibility to ensure that people are aware of safeguarding and how to report abuse or neglect.
- Safeguarding resources such as policy templates, safeguarding training etc. are provided to local clubs.
- There is a Safeguarding Team at Durham FA which local football clubs can contact for any advice – contact details will be shared with the minutes.
- There is a central administration hub, which ensures that safeguarding concerns are picked up centrally and FAs can work collaboratively together if necessary. There are good working relationships between the different FAs.
- DBS checks are currently in place for anyone who works with under 18s. This is soon to be expanded to include those who work with vulnerable adults (e.g. for open age disability football).
- Safeguarding work covers both male and female football.

Members commended MB for the positive work the FA is doing in raising awareness of safeguarding. MB advised that safeguarding is a focus for many sports and not just football.

MB enquired if the Board could facilitate links with local safeguarding leads. The Business Unit will provide these details.

Action Points	Action Owner	Deadline
1. Contact details of Durham and North Riding FA Safeguarding Team to be shared with the minutes of the meeting	MB / Business Unit	16/12/20
2. LA Safeguarding Lead contacts to be shared with MB	Business Unit	16/12/20

Agenda Item 3	OPCC Domestic Abuse Project	Presenter: Rachelle Kipling
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Rachelle Kipling (RK) provided an overview of the Domestic Abuse Project as follows:

- A strategic meeting was held in September 2019 to try to understand the shared priorities relating to domestic abuse across children and adult services, public health and community safety.
- SafeLives were approached as they are a specialist organisation that supports with research and reviews.
- A copy of the *Proposal for Support* has been attached to the agenda for information. RK advised that there are some slight amendments and will circulate the updated version.
- SafeLives will develop some recommendations around greater coordination of activity and consistency of responding to domestic abuse across Tees.
- SafeLives will also undertake a review of the MARAC process.
- The OPCC would welcome a funding contribution from the TSAB and Children Partnerships. Hartlepool and Stockton Safeguarding Children Partnership have agreed their contribution. The OPCC will pick up on any outstanding costs.
- Once the Information Sharing Agreement is in place SafeLives have committed to conduct the review and recommendations in 2 – 3 months.

- RK would like to pull together a Governance Group to oversee the work. Darren Redgwell (DR) felt that Probation and Durham Tees Valley CRC are key stakeholders.

Cllr Ann McCoy (AMc) advised that Stockton-on-Tees' (SBC) Domestic Abuse Board meets on 17 December to consider the proposal. AMc will confirm the outcome to Board members after the meeting has been held.

AMc enquired how SafeLives will make sure that they consider work that is already ongoing in each of the LAs with regards to managing Domestic Abuse to highlight good practice and prevent duplication. RK advised that the Terms of Reference have not yet been drafted and a more detailed project plan will be developed with SafeLives. RK indicated that SafeLives are flexible in their approach and can incorporate the current arrangements across Tees.

Members agreed in principal to the proposal but recognised that there needs to be some consideration of the work already ongoing in each of the LAs. SafeLives will need to incorporate this into their project plan. A Governance Group will also need to be set up to oversee the work.

DB commented that whatever recommendations are developed; they will need to reflect the new Domestic Abuse Bill, they should seek to be practically achievable in terms of available resource and cost and must be cognisant of arrangements already in place within each area.

Action Points	Action Owner	Deadline
1. RK to circulate an updated copy of the Safe Lives Proposal	RK / Business Unit	ASAP
2. AMc to confirm outcome of Stockton Domestic Abuse Board meeting	AMc / Business Unit	18/12/20
3. RK to feedback comments above to SafeLives	RK	ASAP
4. RK to set up Governance Group and report back to TSAB	RK	31/03/21

Agenda Item 4	Sub-Group Update	Presenter: Sub-Group Chairs
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Communication and Engagement (CE)

An evaluation report on the success of National Safeguarding Adults Awareness Week was circulated for information. Amy Mahoney (AM) provided an overview as follows:

- Due to Covid-19 restrictions, face to face events were not possible. Social media, online activity, radio interviews, shopping centre displays and bus stop adverts were some of the tools used to share key messages.
- Legal Literacy webinars were held with positive feedback received from delegates.
- TSAB sponsored the Middlesbrough Football Club (MFC) match day programme against Norwich County on Saturday 21 November. MFC shared social media messages tagging TSAB and safeguarding messages were also shown on pitch banners. This significantly increased online activity and website views.
- TSAB website views increased by 34% compared to the previous week and interestingly 77% of those were new users to the site. The *Report Abuse* webpage saw a 50% increase.
- TSAB received national recognition from the Ann Craft Trust.

AM thanked all partners who were involved and who supported the campaign.

DB questioned if the Board could build on this success and raise awareness of safeguarding on a quarterly basis. It may provide an opportunity to share messages around topics that people aren't as familiar with, such as grooming. AM advised that a Communications Plan has been drafted with Children Partnership colleagues focusing on themes that span across both children and adults. Activity will commence in 2021.

Operational Leads (OL)

The Operational Leads met informally on 3 December. The following key points were raised:

- Multi-agency audits were on hold due to the inability to complete on a face to face basis, after some discussion it was agreed to run the next Stockton-on-Tees Borough Council (SBC) audit

virtually, using Microsoft Teams. The topic is hospital discharge. If this approach is successful, the remaining audits for 2020-21 will take place.

- An issue was raised by Middlesbrough Borough Council (MBC) relating to the availability of suitable housing for individuals who have been subject to discussion at Team Around the Individual (TATI) panels; often the cases feature homelessness, alcohol/drug misuse, sexual exploitation, chaotic lifestyle and risk taking behaviours and most housing options have been exhausted for the individual. Some other Local Authority (LA) members shared similar experiences but advised that conversations are taking place at a strategic level.

The Board has a Risk Register linked to the Strategic Plan. It was debated whether this was a Board risk or a LA risk. It was felt that this was a single agency risk.

DB questioned how well the TATI process is understood as there seems to be limited public information on how to access it. RK advised the MARAC Strategic Group screened a number of MARAC cases and identified that some referrals could have perhaps been managed through other safeguarding processes. This element will be picked up through the SafeLives project.

Jill Harrison (JH) advised that the SAR Sub-Group has recently completed an audit on TATI, which included a report from each of the LAs and also feedback from partners on how well they think the TATI process is working. Feedback has been incredibly positive, but it was acknowledged that it does place a significant demand on agencies and Covid-19 has further impacted on this. It is a resource intensive process; however it does achieve good outcomes for people.

Mike Milen (MM) reflected that although the TATI is the right course of action for some individuals, there may be alternatives such as support from the voluntary sector and specialist services. This may help with capacity issues.

It was agreed for each LA to pull together a presentation for Board on TATI, to talk through the successes, pressures and challenges and how MARAC fits in to the process. If possible, it would also be helpful to hear from someone who has been through the process or for their views to be shared, with their consent.

Performance Audit and Quality (PAQ)

In the absence of Erik Scollay (ES), Lorraine Garbutt (LG) provided a brief overview. A copy of the minutes from the meeting held on 6 December can be shared with members.

- The group considered the Covid-19 National Insight Report which showed an increase in reporting of Concerns and also Domestic Abuse cases nationally. The PAQ Sub-Group will continue to monitor data.
- Quarter 2 reports were presented from each LA.
- SBC presented a Domestic Abuse report which analysed data from Quarter 1 and Quarter 2. The report was broken down into age, gender, type and ward level. SBC will be presenting an End of Year report at a future meeting.
- The Business Unit and a performance lead representative have met with Cleveland Police to discuss what data will be included as part of the multi-agency performance reports. This data will begin to feed in to Quarter 3.

Safeguarding Adults Review (SAR)

This section has been removed due to the confidential nature of the items discussed.

Covid-19/Care Homes Task & Finish Group

The Task & Finish Group met on 24 November. This was a one-off meeting to discuss what could be done to assure the Board on safeguarding and the impact of Covid-19 on the Care Sector.

The group suggested raising awareness through social media and radio. BBC Tees are keen to hear from an individual and their story. Options regarding this are being explored.

LA members present provided assurance that there are a number of mechanisms in place to ensure people are safeguarded in care settings and partners are continuing to work closely together. CQC are the regulators for registered settings and each Local Authority has regular quality assurance visits. Partners have highlighted good practice across agencies as well as working together to find solutions. JH advised that each LA was asked to provide assurance on a national basis relating to financial support, training, PPE etc.

This piece of work was marked as complete.

Action Points	Action Owner	Deadline
1. Joint Communications Plan to be discussed at next TSAB meeting	AM / NH	25/02/2021
2. Hospital Discharge Audit Report to be presented at next TSAB meeting	Calum Titley (CT)	25/02/2021
3. LA to deliver presentation re TATI to a future Board meeting and seek to include service users' views	LA Reps	23/06/2021
4. PAQ minutes to be circulated to members for information	Business Unit	16/12/2020
5. Contact CSP Leads re DHR Annual Report	DB / Business Unit	13/01/2021
6. Members to circulate Learning Briefings within their organisations and networks	All	ASAP
7. Members to advise how the learning from Josh and Adult C has been embedded within their organisations	All	22/04/2021

Agenda Item 5	Quarter 2 Performance Report	Presenter: Angela Legg
Due to time restrictions Angela Legg (AL) provided a brief overview of the Quarter 2 Performance Report. A copy of the PowerPoint slides will be circulated with the minutes.		
DB requested that the Q3 performance report is moved up the agenda for the next meeting to allow for a more in-depth discussion.		
DB questioned how the performance data links to the Board's priorities identified in the Strategic Plan. LG informed that each Sub-Group has a work plan, which is derived from the Strategic Plan. These are monitored on a regular basis.		
One of the Key Performance Indicators (KPI) is around people's outcomes being achieved. The Board are currently rated as 'amber' against this KPI which may need to be explored further.		
Action Points	Action Owner	Deadline
1. PowerPoint slides to be shared with the minutes	Business Unit	16/12/2020
2. Performance Reports to feature higher up the agenda	Business Unit	Ongoing

Agenda Item 6	TSAB Development Session	Presenter: Chair
The Development Day takes place on 11 March 2021. It was agreed that the Business Unit would pull together a list of options for the session for members to consider and provide comments.		
LG asked that members feedback promptly as the session will take some time to plan and organise.		
Action Points	Action Owner	Deadline
1. Business Unit to circulate options for Development Day	Business Unit / DB	ASAP
2. Members to provide feedback on options for Development Day	All	ASAP

Agenda Item 7	Crimes Against Older People – Action Plan	Presenter: Phil Bond
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A copy of the Vulnerable Adults Action Plan was shared for information. PB advised that there are multiple action plans ongoing, including one for MARAC.

DB advised that he is meeting with Richard Lewis (Chief Constable of Cleveland Police) tomorrow and will talk through the action plan.

Agenda Item 8	Adults Missing from Health and Care Settings	Presenter: Chair	
<p>A new framework has been recently published which outlines the arrangements that need to be in place locally in response to adults who go missing. DB felt that police should lead on this and questioned if it could be incorporated into the work of the Vulnerable Exploited Missing and Trafficked (VEMT). LG felt that it may be beneficial for VEMT to have a Task & Finish Group to look at this. LG will liaise with PB to establish who is best placed to take this work forward.</p>			
Action Points		Action Owner	Deadline
1. LG to liaise with PB re VEMT work		LG / PB	ASAP

Agenda Item 9	Any Other Business	Presenter: Chair	
<p>Local Safeguarding Risks in Relation to Mental Health Assessments Following discussions at an OLSG meeting, Karen Agar (KA) was asked to provide some assurance on risks in relation to mental health assessments. A Task & Finish Group was set up with members from TEWV and LAs to discuss the issues raised.</p> <ul style="list-style-type: none"> • Confusion over who holds responsibility for finding the first medic to assess - TEWV now have clear guidance in place and a system for flagging delays. • Delays in Section 12 Approved Doctors - A second Section 12 doctor has been identified to attend Mental Health assessments, this will be monitored at the Mental Health Group where Approved Mental Health Professionals (AMPHs) attend. • Delays of accessing beds in high demand - Unfortunately this is likely to be an ongoing problem as the ambulance service are only able to transport individuals one at a time and transport is based on priority of need which can cause delays for some people. • Unsafe discharges from wards – KA is delivering a Safeguarding Briefing next week and will highlight again about appropriate professionals attending discharge planning meetings and that social workers should be invited. • Section 17 and visiting arrangements – TEWV have followed national guidance throughout the pandemic. • No smoking policy – cigarettes belonging to patients are given to them before their leave. Support is also given to individuals to help them to give up smoking. <p>AMc felt that this was a good example of the Board seeking assurance from partners when concerns have been raised.</p> <p>Femicide Census – A 10 Year Report Cleveland Police area has the highest annual average rate of femicide (2015-18) in the UK.</p> <p>MM will share a copy of the report with the minutes.</p> <p>Annual Survey AM made a plea to Board partners who haven't yet completed the survey to please do so and circulate/encourage other staff members to complete. Links below:</p> <ul style="list-style-type: none"> • Professionals - https://www.tsab.org.uk/campaigns-and-initiatives/professionals-survey-consultation-2020-2021/ 			

- **General Public** - <https://www.tsab.org.uk/campaigns-and-initiatives/general-public-survey-consultation-2020-2021/>
- **Easy Read** - <https://www.tsab.org.uk/campaigns-and-initiatives/general-public-easy-read-survey-consultation-2020-2021/>

Voice of the Adult

DB highlighted that going forward he would like to work on how the Board will hear the voice of service users and carers. DB asked members to consider how this could be done and provide comments/thoughts to the Business Unit.

Information Only

Previous Minutes - Members are given the opportunity to highlight any inaccuracies once the draft minutes are circulated, this is to allow more time for discussions at meetings. JG will feedback comments to the Business Unit on previous minutes.

Probation Partner Assurance Report – circulated for information.

CQC Rapid Review – A brief report will be shared once available.

Action Points	Action Owner	Deadline
1. Femicide Census will be shared with minutes	MM	16/12/2020
2. Members to complete circulate annual survey	All	25/02/2021
3. Members to consider ways in which the voice of the adult can be more inclusive in Board business	All	25/02/2021
4. JG to feedback on previous minutes	JG	ASAP
5. AW to provide a brief report on CQC’s Rapid Review	AW	TBC

Next Meeting Date: **25/02/2021**
 Time: **1:30pm – 4pm**
 Venue: **Microsoft Teams**

Minutes approved by Independent Chair:



Date: 15/12/2020

Appendix 1 - Attendance Matrix

The table below reflects named members of the TSAB, although deputies have been shaded.

	27/02/2020	11/03/2020	23/04/2020 (CANCELLED)	24/06/2020 (CANCELLED)	22/09/2020	22/10/2020	09/12/2020	
Company								5
Catalyst Stockton	0	0	0	0	1	1	1	60%

CCG Board Member (Tees Valley CCG)	1	1	0	0	1	1	1	100%
Cleveland Fire Brigade	1	1	0	0	1	1	2	100%
Cleveland Police	1	1	0	0	1	1	1	100%
CQC Board Member (Mlbro, Redcar, Stockton) (committed to attend 2 meetings per year)	0	0	0	0	0	0	0	0%
CQC Board Member (Hartlepool)	2	0	0	0	0	0	0	20%
Durham Tees Valley CRC	0	0	0	0	0	1	1	40%
Department of Work and Pensions	0	0	0	0	1	0	1	40%
Hartlepool and Stockton Safeguarding Children Partnership	0	1	0	0	0	0	0	20%
HBC Board Member	1	1	0	0	1	1	1	100%
HBC Lead Member	0	1	0	0	1	1	1	80%
Healthwatch Hartlepool	0	0	0	0	0	0	0	0%
Healthwatch South Tees	2	0	0	0	1	1	1	80%
Healthwatch Stockton	1	1	0	0	0	1	0	60%
HMP Holme House Prison	0	2	0	0	0	0	0	20%
MBC Board Member	1	0	0	0	0	1	0	40%
MBC Lead Member	0	0	0	0	1	1	1	60%
Middlesbrough & Redcar Voluntary Development Agency	1	0	0	0	1	1	1	80%
National Probation Service Cleveland	0	1	0	0	1	0	0	40%
North East Ambulance Service (attend for specific agenda items only)	0	0	0	0	0	0	0	0%
North Tees & Hartlepool NHS Foundation Trust	1	1	0	0	2	1	1	100%
Public Health	1	0	0	0	0	0	0	20%
Office of Police & Crime Commissioner (committed to 2 meetings per year)	0	0	0	0	0	1	1	40%
RCBC Board Member	0	0	0	0	1	1	1	60%
RCBC Lead Member	0	0	0	0	0	1	1	40%
SBC Board Member	1	1	0	0	1	1	1	100%
SBC Lead Member	1	1	0	0	1	1	1	100%
South Tees Hospitals NHS Foundation Trust	1	1	0	0	0	1	1	80%
South Tees Safeguarding Children Partnership	0	0	0	0	0	1	0	20%
Teesside University	1	1	0	0	0	1	1	80%
Tees Esk & Wear Valleys NHS Foundation Trust	1	1	0	0	1	1	1	100%
Thirteen Housing	1	0	0	0	1	0	1	60%
TSAB Independent Chair	1	1	0	0	1	2	1	100%
TSAB Business Unit	4	6	0	0	4	4	4	100%