



Teeswide Safeguarding Adults Board

Meeting Date: **Thursday 22 February 2018**

Time: **9.30am- 12pm**

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

Minutes

Attendees

Name	Role	Representing
Karen Agar	Associate Director of Nursing	Tees Esk & Wear Valley NHS Foundation Trust
Julie Allan	Head of Cleveland Area	National Probation Service
Ann Baxter	Independent Chair	TSAB
Jane Bell	Administration Officer	TSAB Business Unit
Sarah Bowman-Abouna	Interim Director of Public Health	Stockton-on-Tees Borough Council
Sharon Caddell	Project Manager	Office of Police & Crime Commissioner
Martin Crow	Project Officer	TSAB Business Unit
Lorraine Garbutt	Business Manager	TSAB Business Unit
Elaine Godwin (Minutes)	Admin Officer	TSAB Business Unit
Karen Grundy	Project Lead	HealthWatch Stockton
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
Angela Legg	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Gina McBride	Admin and Information Officer	TSAB Business Unit
Mike Milen	Chief Executive	Redcar & Cleveland Voluntary Development Agency
Mel Newton	Senior Lecturer in Nursing from the School of Health and Social Care	Teesside University
Jean Pegg	Inspection Manager	CQC
Alison Peevor	Head of Quality and Adult Safeguarding	Hartlepool & Stockton CCG
Barbara Potter	Head of Quality and Adult Safeguarding	South Tees CCG
Patrick Rice	Interim Director Adult Care & Health	Redcar & Cleveland Borough Council
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
Cllr Steve Thomas (Part)	Lead Member	Hartlepool Borough Council
Helen Williams	Named Nurse Safeguarding Adults	South Tees Hospitals NHS Foundation Trust
Ann Workman	Director of Adults and Health	Stockton-on-Tees Borough Council

Apologies		
Name	Role	Representing
Cllr Jim Beall	Deputy Leader and Adult Social Care & Health	Stockton-on-Tees Borough Council
Mandy Cockfield	Service Manager	Redcar & Cleveland Borough Council
Stephen Down*	Safeguarding Lead	North East Ambulance Service
Jean Golightly	Director of Nursing	Hartlepool & Stockton CCG and South Tees CCG
John Graham	Director of Operations	Durham Tees Valley Community Rehabilitation Company Limited
Natasha Judge**	South Tees Healthwatch Manager	Middlesbrough, Redcar & Cleveland
John Lovatt	Assistant Director	Hartlepool Borough Council
Elizabeth Moody	Director of Nursing and Governance	Tees Esk & Wear Valleys NHS Foundation Trust
Lindsey Robertson	Deputy Director of Nursing, Patient Safety & Quality	North Tees & Hartlepool NHS Foundation Trust
Zoe Sherry	Volunteer and Mental Health Lead	HealthWatch Hartlepool
Helen Smithies	Assistant Director of Nursing Safeguarding	South Tees Hospitals NHS Foundation Trust
Jo Tate	Health & Social Care Lead	HMP Holme House Prison
Dave Turton	Head of Community Safety	Cleveland Fire Brigade
Cllr Dave Walsh	Lead Member	Redcar & Cleveland Borough Council
Victoria Wilson	Service Manager – Adult Care (Adults & Communities)	Redcar & Cleveland Borough Council

*attends for specific agenda items

** committed to 2 meetings per year

Absent		
Name	Role	Representing
Katherine Acheson	Compliance Inspector	CQC
Mark Davis	Chief Executive	Middlesbrough Voluntary Development Agency
Judith Gray	Volunteer Lead for Adult Learning Disabilities	HealthWatch Hartlepool
Cllr Julia Rostron	Lead Member	Middlesbrough Borough Council
Christine Wharton	Inspection Manager	CQC

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	
Discussion	Introductions were made and new members welcomed. Julie Allan (JA) advised members that this would be her last meeting and Anne Powell (AP) will be her successor going forward. Ann Baxter (AB) thanked JA for her commitment to the Board.		
Agenda Item 2	Minutes from the meeting held on 13 December 2017	Presenter: Chair	
Discussion	A minor amendment was suggested to wording on page 3. Following these changes, the minutes were agreed as a true and accurate record.		
Action Points	Action Owner	Deadline	
1. Minutes to be amended and uploaded to TSAB website	EG	15/03/18	

Agenda Item 3	Matters Arising	Presenter: Chair	
Discussion	<p>Information Sharing Agreement – Outstanding Signatures A number of signatures remain outstanding. Relevant Board members to be notified and asked to send to the Business Unit.</p> <p>Modern Day Slavery (MDS) Tees Protocol Anne-Marie Salwey (AMS) explained that from April 2018 a new role has been created within Cleveland Police to lead on MDS. One of the post holder's responsibilities will be to create a Teeswide MDS Procedure. Ann Baxter (AB) has asked that this development is linked to the Policy, Practice and Procedure Sub-Group (PPP). AMS noted that excellent work has been produced nationally and the newly appointed post holder has links previously to this area of work.</p> <ul style="list-style-type: none"> • Feedback from Newcastle MDS Event Lorraine Garbutt (LG) informed members that she had attended the above event at which the Tackling Modern Slavery: a Council Guide was launched. The event was delivered by the Local Government Association (LGA) and provided an opportunity for Newcastle City Council to share their MDS arrangements. Specific reference was made to the importance of partners working together and good information sharing mechanisms. A regional arrangement has also been created between Newcastle and neighbouring authorities to allow victims, irrelevant of location to be housed at their local victim reception centre. LG noted that all of the work detailed in Newcastle will be picked up in the MDS Tees Protocol process. <p>Links to Prevent</p> <ul style="list-style-type: none"> • Data and LA Representatives <ul style="list-style-type: none"> ▪ LG confirmed that the TSAB Quality Assurance Framework (QAF) covers the requirement for Prevent data and evidence supplied by organisations provides assurance to the Board within this area. • Connectivity between the TSAB and Prevent <ul style="list-style-type: none"> ▪ A new Health E-learning package which includes Prevent has been recently launched. Barbara Potter (BP) confirmed that by the end of March 2018, 85% of NHS employees will have completed the Prevent training course. <p>Mike Briggs Update Mike Briggs has met with the ADASS (Directors of Adult Social Services) regional group. AW informed members that further discussions are due to take place at the next regional meeting in March.</p>		
Action Points	Action Owner	Deadline	
1. Business Unit to contact relevant organisations for ISA signatures.	Business Unit	01/03/18	
2. AW to update on Mike Briggs Report at the April TSAB meeting.	AW	24/04/18	

Agenda Item 4	TSAB Q3 Performance Report	Presenter: Angela Legg	
Discussion	<p>Angela Legg (AL) explained that a number of presentational changes have been made to the Q3 report based on research conducted and feedback from the PAQ Sub-Group. Info graphics have been included which help to provide a Q3 snap shot and includes the four main themes from the TSAB Strategic Plan. The new format also allows for training information to be included. AL welcomed comments on the new format.</p> <p>AL summarised the key points from the Quarter 3 Performance Report:</p>		

- Performance Indicators have been incorporated into the report in line with the TSAB Business Plan. Two KPI's are currently showing as amber however significant improvements have been observed in one of the areas in comparison to 2016/17.
- Overall, Safeguarding Concerns and Section 42 Enquiries have continued to increase across Tees during Q3. An overall increase in the number of Concerns and Section 42 Enquiries is anticipated at the end of this reporting year.
- Neglect & Acts of Omission and Physical continue to be the two highest categories of abuse this quarter. More than half of the Section 42 Enquiries, within both of these categories occurred in Care Homes.
- The two main locations of risk are 'Care Home' and 'Own Home'. An increase in the number of Section 42 Enquiries has been recorded in each quarter of 2017/18.
- The Hospital / Health Setting category has also seen a significant increase in the number of Section 42 Enquiries recorded in each quarter of 2017/18.
- Three of the LAs reported figures against the new sub-categories within the Neglect and Acts of Omission & Physical categories. This data highlights that a significant proportion of the Section 42 Enquiries reported within the Physical category relate to incidents between residents in care settings. Assurance has been provided that all 4 LA's will be providing the data in these sub categories by the end of the year.
- A new section of the report highlights the source of concerns that are submitted to a LA; Care Homes and NHS Staff submit nearly 50% of the concerns.
- From the Trusts' perspective, one trust has recorded a decrease in the number of contacts reported into Safeguarding in comparison to others. It was suggested that further detailed analysis should be carried out in this area.
- Focus continues on discharge related issues within the Trusts and work continues to provide further improvements.
- The total recorded crimes this quarter with a QL52 flag has decreased when compared to the same time period last year.
- Adult Safeguarding concerns were identified and referred into the Tees LA's during Q3 by Cleveland Fire Brigade. The main area of abuse identified was Self-Neglect.

Questions/Queries Raised:

- Increases in Concerns and Enquiries were discussed, members deemed this as a positive trend however questions were raised as to whether the increase in concerns was due to the significant amount of training/awareness sessions that are currently occurring across Tees or a real increase in recorded concerns.
- Barbara Potter (BP) commented that within health and social care awareness programmes have been implemented and there is a lot of integrated working to support services.
- Erik Scollay (ES) commented that through new initiatives such as Transforming Care individuals are now discharged out in the community with one to one care, whereas previously individuals perhaps would have gone into a community hospital before going home.
- Jill Harrison (JH) noted that providers are facing an increase in the complexity of needs from individuals. This places extra pressures on providers and may have a direct impact on the number of residents and physical incidents data.

	<ul style="list-style-type: none"> Members welcomed the new info graph section, and asked for this to continue for the year-end report. 		
		Action Owner	Deadline
1.	AMS to establish if there are any factors behind the decrease in QL52 flags being added.	AMS	24/04/18
2.	KA to explore TEWV data further and provide an update at the April meeting.	KA	24/04/18
3.	AL to further explore the data on the percentage of those who were satisfied with their outcome in 2017/18.	AL	24/04/18

Agenda Item 5	Sub-Group Update	Presenter: Sub-Group Chairs
Discussion	<p>Communication and Engagement – Martin Crow In the absence of Dave Turton (DT), Martin Crow (MC) provided the following update:</p> <ul style="list-style-type: none"> Adult Safeguarding Awareness Campaign The awareness campaign ran from the 4-18 February 2018. The aspiration of the campaign was to “improve the profile of adult abuse related issues across Tees and in doing so act to help and protect adults”. The full evaluation will take several more weeks to complete; however, the qualitative analysis will be included in the Annual Communication and Engagement Report, which will be published for the Board’s development day. <p>Radio adverts ran via Smooth FM and Community Voices FM (CVFM). Interviews were conducted alongside the social media activity on CVFM. Martin Crow (MC) thanked representatives from Middlesbrough Borough Council (MBC), Cleveland Police and the Voluntary Sector for taking the time out to assist with these. CVFM proved to be the most engaged and proactive of the organisations exceeding the expectations for the campaign and helping the Board engage with a harder to reach audience.</p> <p>Printed media was also used in local publications where varying levels of success were observed.</p> <p>During the week, Football events were held in each of the Boroughs along with the first Making Safeguarding Personal (MSP) training session for professionals. 1,250 safeguarding leaflets were distributed and 600 people directly engaged with face to face.</p> <p>The core message of the campaign: ‘Do you know how to prevent adult abuse and neglect?’ was well received, as was the wider theme of developing ‘A Whole Community Approach’ to the prevention of abuse. The two learning events delivered during the course of the campaign also helped to significantly increase the profile of the subject across Tees, and as such the main aim has been achieved.</p> <p>JH advised that although the campaign has formally ended, awareness raising continues in a number of forms within the local media in Hartlepool. MC commented that an article will also be distributed with local media to all residents who live in the Stockton Borough Council (SBC) area.</p> <p>MC informed that recently in a national Children’s campaign from the Department of Education one tweet generated significantly more interest than it had taken the Board to generate within the two week period. This emphasises the requirement for a national Adults safeguarding campaign.</p>	

- **Hartlepool Stakeholder Event Feedback**

56 delegates from across 30 organisations who deliver health and wellbeing related services attended the event on the 6 February. Feedback has been very positive with people recognising an increase in knowledge and an opportunity for networking.

- **South Tees Stakeholder Event**

The South Tees event is being held on Tuesday 20th March, this is a combined event for professionals delivering health and wellbeing related services in Middlesbrough or Redcar & Cleveland. There are still spaces available for the event where focus will be centred on the Mental Capacity Act (MCA), Domestic Abuse and Modern Slavery.

- **Prevention Task & Finish Group**

The group has recently met and a Terms of Reference has now been devised. The Board will be informed of the group's progress in due course.

Learning Training and Development – Jill Harrison

The LTD Sub-Group have not met since the last Board meeting.

- **Virtual College E-Learning**

The Virtual College contract has been renewed in conjunction with the Children's Safeguarding Boards across Tees. A wider range of courses will be available to all users. Members were asked to promote the Virtual College within their respective organisations and across care providers and the voluntary sector.

Steve Rose (SR) advised that feedback from the voluntary sector regarding the Virtual College courses is very strong and thanked the Board for this learning resource.

Planning is underway for the Annual Conference; further updates will follow in due course.

Performance Audit and Quality – Erik Scollay

The PAQ Sub-Group met on 19 February.

- Members discussed The Action on Elder Abuse Report. Concerns were raised regarding a number of issues within the report. Member's agreed that it would be worthwhile speaking to the author of the report, Stephen McCarthy (England Director, Action on Elder Abuse), to gain further clarification in a number of areas.
- Members discussed each of the Local Authorities performance reports and agreed the Q3 TSAB report.
- Concerns were raised regarding the rounding of statistics on national websites such as the NHS, which can impact on the accuracy on data in smaller Local Authorities. Follow up work is being carried out in relation to this.
- An update was provided on the medication audit action plan.
- Progress on the Quality Assurance Framework (QAF) 2017-18 was discussed with a view of the tool being amended for some of the smaller organisations in Tees.
- Discussions also took place regarding the reporting deadline schedule for 2018-19.

- **Home Care Update**

There were no updates on this matter. LG has offered assistance in relation to this group.

Policy Procedures and Practice Guidance – Ann Workman

The PPP Sub-Group have not met since the last Board meeting

- **Medication Incidents – Guidance for Providers (for approval)**

Following the meeting in December the suggested amendments have been made to the Medication Incidents – Guidance for Providers document. AW asked for the document to be ratified by members. Jean Pegg (JP) highlighted that a couple of minor amendments are required within section 4 to include reference to the CQC. Following the minor amendments the Board agreed to the ratification of the guidance.

Operational Leads - Lorraine Garbutt

The Operational Leads Sub-Group (OLSG) met on 18 January 2018.

- Discussions were held regarding the number of cases involving vulnerable people that do not meet the thresholds to progress to the Crown Prosecution Service (CPS). LG explained that further analysis is being carried out in the area between the Business Unit and Cleveland Police. Following the analysis a suggestion was made for CPS to attend a Board meeting in the future. ES welcomed further analysis to be conducted. AMS explained that the CPS does have a challenge process which Cleveland Police use regularly. A scrutiny process is also in place.
- The agenda for the OLSG Development Day will be similar to that of Board's Development Day with a focus on operational issues. Views will also be taken from the group in relation to the Boards Strategic Plan.
- **Survey**
A survey has been developed to gain feedback from front line staff within each Local Authority and the Health Trusts to ascertain from their perspective, what works well, and what could be improved. There have been a number of technical difficulties with the survey however this has been picked up with Stockton Borough Council (SBC). Feedback on the results is due to be cascaded at the OLSG Development Day in March.

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Safeguarding Adults Review – Jill Harrison

The SAR Sub-Group met on 15 January 2018

In the absence of Helen Smithies (HS), JH provided the following update:

- **Terms of Reference (Review)**

Due to the volume and complexity of work being discussed by the sub-group, a suggestion has been put forward that the ToR are reviewed to ensure that all LAs are represented. Under current arrangements the sub-group only has representation from two LAs. Members agreed to broaden and extend the membership of the group.

- **SAR3 Action Plan**

The format of the SAR3 Action Plan is being reviewed to simplify the monitoring of progress against the plan. It is anticipated that each organisation will be provided with an individual action plan. It has been suggested that a separate SAR 3 monitoring meeting is held on a bi-monthly basis (alternate months to SAR meetings) until the action plan is complete; all relevant partners will be expected to attend. If this is agreed the first meeting will be held on 9 April. Members were in agreement for this to take place.

- **Operation Sanctuary – Extraordinary Meeting**
The report is due to be published on Friday 23 February. Once published a meeting will take place with representatives from the Children’s Sub-Groups from North and South of the Tees to look at how to address the report and identify areas where work is required
 - **Regional procurement of SAR reviewers**
The North East Region is looking to implement a dynamic purchasing system as a long term solution to enable Safeguarding Adults Boards to access Independent Reviewers. South Tyneside Council are leading on the project. Scoping took place in late 2017 whereby LAs were asked to submit information regarding the number of DHRs and SARs that have taken place. Information received suggested that there is not a high demand for reviewers and the market is under developed. LG explained that a form was issued to each LA area asking for their commitment to participate. Forms were not received from two of the LAs. LG noted that the forms to be completed were sent to the procurement leads and not the safeguarding leads, therefore may not have reached their intended destination for completion. LG advised should HBC and RCBC have difficulties in finding their forms to contact her directly.
- The new framework will not be in place until September 2018 and LG will keep the Board informed of the progress.

Action Points	Action Owner	Deadline
1. Anne Workman (AW) to discuss Printed Media with MC following the meeting.	AW/MC	01/03/18
2. Members to promote the Virtual College training portal within their respective organisations.	All	On-going
3. AB to write to Steve McCarthy (Action on Elder Abuse) extending an invite to attend a future Board meeting.	Chair	31/03/18
4. Reference to CQC to be included in section 4 of the Medication Incidents – Guidance for Providers.	Business Unit	01/03/18
5. Medication Incidents –Guidance for Providers to be disseminated once the minor amendments have been completed.	Business Unit	15/03/18
6. AMS to discuss the number of cases involving vulnerable people that do not meet the thresholds to progress to the CPS with Suzanne Mills (SM).	AMS	24/04/18
7. Invite to be extended to a representative from CPS to attend a future Board meeting.	Business Unit	05/09/18
8. Appropriate representatives from Middlesbrough Borough Council and Stockton-on-Tees Borough Council to be invited to SAR Sub-Group meetings.	Business Unit	01/04/18
9. SAR3 Action Plan meetings to commence bi-monthly from April.	Business Unit	08/04/18
10. Extraordinary meeting to be arranged to discuss the Operation Sanctuary SCR.	Business Unit	ASAP
11. JH and PR to advise LG if the procurement forms cannot be located.	JH/PR	15/03/18
12. LG to inform the Board of any progress in relation to the regional procurement of SAR reviewers.	LG	24/04/18

Agenda Item 6	TSAB Development Day – 07/03/18	Presenter: Chair
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Discussion	<p>A draft agenda was circulated to members for comment.</p> <p>AB advised that the strategic leads from the LSCB's, Community Safety Partnerships and the Health and Well-Being Boards have been invited to join the session from 11am. AB noted that however after reviewing the content and discussions for the day it would be a good opportunity for them to join for the entire meeting and proposed this to members. Members were all in agreement for this.</p> <p>Members agreed that the section on 'Is TSAB Effective?' should be given more time than the Development Day will allow, therefore it was agreed for this section to be carried forward to the April TSAB meeting where members will have time to reflect following the Development Day.</p> <p>AB indicated that there has been a good response to attendance at the session and encouraged councillors to attend.</p>		
Action Points	Action Owner	Deadline	
1. Strategic leads invitation to the Development Day to be extended for the entire session 9am-1pm.	Business Unit	01/03/18	
2. "Is TSAB Effective?" section to be included on the April TSAB meeting agenda.	EG	24/04/18	
3. LA representatives to encourage elected members to attend the Development Day.	LA Reps	ASAP	

Agenda Item 7	CQC State of Care Reports (c/f):	Presenter: Jean Pegg	
Discussion	<p>JP introduced herself to members as the Inspection manager for Hartlepool. JP advised that unusually HBC is in a separate region/Hub to the other LAs in Tees. AB explained that on-going attempts have been made with CQC colleagues from the other areas to attend the Board, and conversations continue in this area.</p> <ul style="list-style-type: none"> • The State of Adult Social Care Services 2014 - 2017 <p>JP explained that CQC are moving forward in line with a 5 year strategy. The following key points were raised:</p> <ul style="list-style-type: none"> • A new, consolidated assessment framework for adult social care was published in June 2017 that reduced duplication between the Key Lines of Enquiry and made more explicit the characteristics of inadequate, requires improvement, good and outstanding services. • Originally there was a slightly different assessment framework for services such as Hospitals. The next phase pulls all of the frameworks together so that the frameworks are the same and strengthened. • There are now five Key Lines of Enquiry (KLOE) <ul style="list-style-type: none"> ○ Is it Safe? ○ Is it Effective? ○ Is it Caring? ○ Is it Responsive? ○ Is it Well-Led? • KLOES have been strengthened in 2017 so that more onus is placed on the providers and leadership and their responsibility and approach to caring. • CQC will focus on risk with a more proportionate response and frequency of inspections has changed: Any service that receives a Requires Improvement will be re-inspected within 12 months (unless Intelligence suggest otherwise). Any service that receives an inadequate rating will be re-inspected within six months of the initial inspection. • In the report issued in July 2017 almost 4 out of 5 services were good or outstanding overall nationally. Leaving 1 out of 5 services requiring improvement. 		

- The ratings for the five key questions asked for all services show that: safe and well-led have the least favourable results as around a quarter of services were rated requires improvement or inadequate. 9 out of 10 services were rated good or outstanding for caring.
- The ratings for the type of service show that: community social care services, like supported living and Shared Lives, were rated the best overall. However the CQC's biggest concern is nursing homes, and with the decline in nursing beds JP acknowledged that it is not perceived that this will improve.
- JP commented on some of the key characteristics observed when a service is rated outstanding. JP acknowledged that it is not a case of everyone being a dementia champion for example it is how those champions have made a difference in the workplace. Within an outstanding service staff will be able to articulate the services strategic direction, demonstrate the culture within the home and see evidence of the care plan in practice.
- There are two types of inspection, a full inspection or a focussed inspection. Should concerns be raised however during an inspection a focussed inspection can turn into a full inspection.
- A key ambition is to foster stronger and more effective partnerships
- The 3 principles for Quality Matters are
 - Promote the Quality through everything CQC do
 - Support and Encourage improvement
 - Co-ordinate Action
- Questions were raised regarding the monitoring of the new framework and the "So what" question.
- **Mental Health Services (For Information)**
AB asked that Karen Agar (KA) summarise the Mental Health Service document for a future meeting.
- **CQC Outstanding Actions**
 - **Pilot Dashboard**
JP confirmed that in April 2017 a dashboard portal was piloted between the CQC and Commissioning services to assist in the sharing of information. JP advised that due to technological constraints this dashboard did not progress any further.
 - **Privatisation of Care**
Concerns were raised at the June 2017 TSAB meeting regarding a new model of care that was emerging and how it would be regulated. JP advised that she had conducted some research around this and VIDA (the Uber of home care) are registered with CQC and have fulfilled the regulation requirements however they are yet to receive their first inspection so have yet to be tested. JP noted that companies such as these are mainly Southern based however if the model is found to be successful they may move further North.
- **Regional Ratings**
 - JP shared the latest CQC ratings for the North East; the report covers figures until the end of January 2018 and is for Adult Social Care only. The North East is 3rd in the national rankings with 80% of the services rated "Good". Following this discussions were held regarding the ratings across each LA area in the Tees area and the work that is carried out.
 - Enquires were made as to whether the report could be accessed freely. JP advised that the data should be available from the CQC website to download.

Action Points	Action Owner	Deadline
1. Karen Agar (KA) to summarise the Mental Health Service document at the April TSAB meeting.	KA	24/04/18
2. Angela Legg to establish if the CQC data can be extracted from the CQC website.	AL	24/04/18

Agenda Item 8	MARAC Review Update	Presenter: Sharon Caddell
Discussion	<p>Report and Recommendations Sharon Caddell (SC) provided an overview on the review of the Tees MARAC Arrangements Report.</p> <p>MARAC arrangements within the Cleveland Force area were initially implemented in 2006 and meetings currently take place every 3 weeks across each Local Authority area. MARAC meetings are currently chaired by a Detective Inspector and are administered by the Police.</p> <p>During the review a number of alternative operating models were looked at including Cambridge, Leeds, Nottingham, and Durham where a combination of weekly and daily MARACs using ECINs have been adopted</p> <p>After careful consideration and detailed analysis by the review group the following new arrangements were agreed:</p> <ul style="list-style-type: none"> • From 1 April there will be 2 MARAC Operational Groups that will operate on a North (Hartlepool and Stockton) and South basis (Middlesbrough and Redcar and Cleveland) with a focus on problem solving. • Each of the MARACs will meet on a fortnightly basis. Meeting venues will be alternated across each of the Local Authority areas. • A refreshed MARAC operational protocol will provide guidance for practitioners. <ul style="list-style-type: none"> ○ Appendix A - Review ToR The Tees MARAC Review Task and Finish Group Terms of Reference were provided to members for information. ○ Appendix B - Standard Operating Protocol A refreshed MARAC operational protocol to provide guidance for practitioners was provided to members for information. ○ Appendix C - Training Plan The review group identified that in relation to MARAC referrals the quality and volume of referrals were identified as problematic with either insufficient information being provided or inappropriate referrals being made using the DASH risk assessment tool. To ensure a common standard for referrals and to ensure that the professional judgement of the practitioner is the key driver for the MARAC referral a training plan has been developed; case studies or similar experiential content will also be used to supplement the training. ○ Appendix D - Independent Chair Job Description Currently MARAC meetings are chaired by a Detective Inspector, under new arrangements an Independent Chair is being recruited by the PCC office. The recruitment for this post is currently underway. ○ Appendix E - Strategic Group ToR 	

	<p>A Tees MARAC Steering Group will be established from April 2018 to oversee the MARAC function and performance. This Group will be attended by the Independent MARAC Operational Group Chair, and will be Chaired on an annual rational basis by the Local Authority Community Safety Representative. . SC confirmed that a nominated individual would be a representative per service area on behalf of other LAs: for Community Safety, Children's Services, Adult Social Care, Early Help, Troubled Families, Public Health. It was suggested that communication surrounding this had not reached the correct level and AW asked for further discussions outside of the meeting.</p> <p>Concerns were raised regarding the frequency of the MARAC and the proposals identified with regards to daily meetings. Assurance was given from AMS that the Protecting Vulnerable People Unit (PVP) monitor cases on a daily basis and where required speak to key agencies for updates. A suggestion was made for the MARAC review report to be cited at the Operational Leads Sub-Group and a review completed in 6 months to look at the effectiveness of the new model. The findings will then be brought back to Board.</p> <ul style="list-style-type: none"> • Links to Performance Data The Domestic Abuse Transformation Partnership has recognised that the number of Section 42 Enquiries in relation to Domestic Abuse should be higher. AL to further explore with Suzanne Mills. <p>Adult Services Representative SC confirmed to members that representatives from adult social care within Tees had been involved in the Task and Finish Group meetings.</p>
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Action Points	Action Owner	Deadline
1. Discussions regarding the Strategic group ToR and the LA representative to take place following the meeting.	AW/SC	24/04/18
2. Any review of the revised MARAC process to be shared at the OLSG prior to the findings being presented to the Board.	SC/LG	18/12/18
3. Further exploration of the number of Section 42 enquiries relating to Domestic Abuse to be carried out.	AL	29/06/18

Agenda Item 9	Transforming Care Update (c/f)	Presenter: Ann Workman
Discussion	AW requested that this agenda item is carried forward to a future meeting. All members were in agreement.	
Action Points	Action Owner	Deadline
1. Transforming Care update to be carried forward to a future TSAB meeting.	EG	24/04/18

Agenda Item 10	QSG Safeguarding Issues (Standing Item)	Presenter: Barbara Potter
Discussion	BP indicated that the QSG has now been extended to cover the entire North East and Cumbria area. Concerns have been raised regarding two Learning Disability Providers in the Tees area.	

Agenda Item 11	Any Other Business	Presenter: All
Discussion	None	

Next Meeting Date: **Tuesday 24 April 2018**
Time: **1.30pm – 4pm**
Venue: **Stockton Sixth Form College**

Minutes approved by Ann Baxter 08/03/18

A handwritten signature in cursive script, appearing to read 'Ann Baxter', is positioned below the text.

Appendix 1 - Attendance Matrix

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

Company	Attendance for 2017 (%)	22/02/2018
CCG Board Member (Hartlepool & Stockton CCG and South Tees CCG)	100%	2
Cleveland Fire Brigade Board Member	83%	0
Cleveland Police Board Member	83%	1
CQC Board Member (committed to attend 2 meetings per year)	50%	1
Durham Tees Valley Community Rehabilitation Company	17%	0
HBC Board Member	83%	1
HBC Assistant Director	83%	0
HBC Lead Member	67%	1
Healthwatch Hartlepool	50%	0
Healthwatch South Tees (committed to attend 2 meetings per year)	33%	0
Healthwatch Stockton (Member since October 2017)	0%	0
HMP Holme House Prison	33%	0
MBC Board Member	100%	1
MBC Assistant Director (N/A)	N/A	0
MBC Lead Member	0%	0
National Probation Service Cleveland	67%	1
North East Ambulance Service (attend for specific agenda items only)	0%	0
North Tees & Hartlepool NHS Foundation Trust	67%	1
Public Health (Member since September 2017)	67%	1
RCBC Board Member	67%	1
RCBC Assistant Director	67%	0
RCBC Lead Member	0%	0
SBC Board Member	0%	1
SBC Assistant Director	100%	0
SBC Lead Member	67%	0
South Tees Hospitals NHS Foundation Trust	100%	1
Teesside University	33%	1
Tees Esk & Wear Valleys NHS Foundation Trust	100%	1
TSAB Independent Chair	100%	1
TSAB Business Unit	100%	6
Voluntary Sector (Catalyst)	67%	1
Middlesbrough Voluntary Development Agency (Since Dec 2017)	0%	1
Housing (Member since September 2017)	50%	0