Safeguarding Committee

Held on Monday, 7 March 2016 1.00pm at
Birch House, Ransomwood Business Park, Mansfield

Present:
Nichola Bramhall  Director of Nursing & Quality, South Notts CCGs
(Deputy Chair)
Val Simnett  Designated Nurse Safeguarding Children, Newark & Sherwood CCG
Kathryn Higgins  Designated Nurse Children in Care Nottinghamshire and Nottingham City
Gail Colley- Bontoft  Head of Quality and Adult Safeguarding, Nottingham North and East CCG
Nicola Ryan  Deputy Chief Nurse, Bassetlaw CCG
Cathy Burke  Nurse Consultant Safeguarding, Bassetlaw CCG
Kerrie Adams  Senior Public Health & Commissioning Manager, Nottinghamshire County Council
Dr Melanie Bracewell  Designated Doctor for Safeguarding Children South Notts CCGs
Dr Rebecca Sands  Designated Doctor for Safeguarding Children, N&S & M&A CCGs
Dr Jane Selwyn  GP Representative, Newark and Sherwood CCG

In attendance:
Sue Wass  Corporate Governance Officer (minutes)

ADULT SAFEGUARDING AGENDA

WELCOME AND INTRODUCTIONS (SG/16/01)
The Deputy Chair welcomed members to the meeting.

APOLOGIES FOR ABSENCE (SG/16/02)
Apologies were received from Elaine Moss, Dr Vicki Walker, Dr Fiona Straw, Dr Amy Taylor and Rosa Waddingham.

DECLARATIONS OF INTEREST (SG/16/03)
No declarations of interest were made in relation to the agenda.

REPORTS: SAFEGUARDING ADULT INTERCOLLEGIATE DOCUMENT (SG/16/04)
Gail Colley-Bontoft reported that the report from NHS England had been published in draft in February. The Committee expressed its disappointment at the limited consultation the document had undergone and had significant concerns regarding training and the overlap between children’s and adult services, agreeing that it was not fit for purpose in its current form. It was agreed that Nichola Bramhall would formally respond to NHS England detailing the Committee’s concerns and would raise the matter at the next Nottinghamshire
Safeguarding Adults Board (NSAB). It would also be raised at the next NHS England Safeguarding Board.

- **ACTION:** GBC to draft a letter detailing the Committee’s concerns regarding the draft NHSE Safeguarding Adults Intercollegiate Document for NB to formally send to NHSE on behalf of the Committee and raise at the NSAB.

**LOCAL/NATIONAL UPDATES (SG/16/05)**
Nichola Bramhall fed back on the previous meeting of the NSAB, which had been a development session examining how to streamline sub-groups. There was a presentation on modern slavery and a discussion relating to the Goddard Inquiry. It was noted that there had been implied criticism regarding health actions. It was noted that to date there was no evidence that there was a gap in commissioning arrangements for victims of historical abuse and it was agreed that this would be kept under review.

**ANY OTHER BUSINESS FOR THE ADULT SECTION (SG/16/06)**
It was noted that the first draft of the adult safeguarding internal audit report would be circulated at the end of March. A gap analysis would be undertaken against the recommendations and would be discussed at the next Safeguarding Committee.

**JOINT SAFEGUARDING AGENDA**

**WELCOME AND INTRODUCTIONS (SG/16/07)**
The Deputy Chair welcomed Dr Bracewell to the meeting.

**DECLARATIONS OF INTEREST (SG/16/08)**
No declarations of interest were made in relation to the agenda.

**MINUTES OF THE SAFEGUARDING COMMITTEE HELD ON 21 DECEMBER 2015 (SG/16/09)**
The minutes were agreed as an accurate record of the meeting.

**MATTERS ARISING (SG/16/10)**

**SG/15/118 Deprivation of Liberty Safeguards (DoLS):** It was noted that work was ongoing to find ways of limiting the financial impact of seeking legal advice over potential DoLS cases. It was agreed a report should be drafted to highlight potential financial implications to governing bodies. The protocol drafted and discussed at the last meeting relating to when to inform the Coroner’s Office of a death of a patient subject to DoLS had been tested with a number of GPs. Feedback had been that it was too prescriptive and Gail Colley Bontoft was contacting the Coroner to confirm what their requirements were.

- **ACTION:** RW/GCB/NB to co-ordinate the drafting of a report on DoLS for governing bodies.

**SG/15/97 Transition:** *GE to circulate report.* Kerrie Adams agreed to bring a report to the next Committee meeting.
ACTION: KA to bring a report on Transition to the next Committee meeting

All other actions were noted as completed or would be picked up later in the agenda.

MINUTES OF THE CCG SAFEGUARDING OPERATIONAL WORKING GROUP HELD 18 FEBRUARY (SG/16/11)

VS asked the Committee to note the minutes and actions from the Safeguarding Operational Working Group. It has been agreed at the Committee development day in January that the remit of the Group would remove some of the operational detail from the Committee, allowing it to focus on key issues and the Committee’s risk register. It was noted that the standing item on Care Homes should not duplicate other meetings where quality concerns were shared and only safeguarding issues should be raised and discussed. The Group’s Terms of Reference were agreed.

REPORTS (SG/16/12)

NOTIFICATION OF STANDARD DOMESTIC ABUSE INCIDENTS

VS reported that a recommendation from serious case review JN15 had been for consideration to be given for police standard risk domestic abuse incidents to be notified to universal health services. Following discussion at the Safeguarding Operational Working Group further work had been undertaken to bring a set of recommendations to the Committee for approval.

The Committee acknowledged the importance of sharing DV incidents with health organisations but recognised the issues of large numbers of standard risk cases and the complexities around consent to share where concerns are low level. The group considered the administrative and financial resources necessary to manage such a system given the large number of potential cases this would entail, with the risk that responses to more serious cases would be delayed. There were already agreed procedures for the escalation of cases to health where children or adults were in need of safeguarding, and any risk posed by not having complete information of incidents of domestic abuse would be mitigated by continuing to develop staff awareness and routine enquiry when patients access services.

Discussing the notification of standard risk incidents where women were pregnant, the Committee agreed that it was important to capture this cohort due to evidenced increased risk of domestic abuse during pregnancy. However at the present time there was no procedure to capture and report standard risks when women were pregnant. It was agreed that further inter-agency working should be pursued to enable standard abuse of pregnant women notifications to health. An update report would be given to the July Committee meeting.

ACTION: SW to add to committee forward work plan for the July Meeting.

HOMECARE REPORT

Gail Colley Bontoft had brought the report to the Committee following rising concerns regarding the capacity and capability of home care providers. The CCGs were not assured on a number of issues, including care, staff training and recruitment. It was noted that in Bassetlaw, who were outside of the Nottinghamshire tender, assurances were obtained on a monthly basis.

It was agreed that the report raised wider quality concerns and it was agreed that a risk should be formally raised, but that it should not sit on the Safeguarding Committee’s risk
register. It was agreed that risk for the south and mid-Notts CCGs should be acknowledged at the CCGs’ Quality and Risk Committees.

GP PRACTICE SAAF
VS reported that the tool, which had been developed to evidence GP practices’ compliance with statutory safeguarding duties, had been rolled out to practices in mid Nottinghamshire. To date there had been a return rate of 28%. There had been some variation in the quality of responses received and feedback had been given. Next steps were to make a further request for submission and for the tool to be rolled out across the south CCG areas. It was noted that in the south it would be linked to their Quality Performance Framework; and the Committee discussed the importance of practices complying with the request. It was noted that the SAAF had been updated in Bassetlaw to include DBS checks and it was agreed to share the updated SAAF. An update on progress would be given at the July Committee Meeting

ACTIONS:
- CB to share the Bassetlaw SAAF
- SW to add the update to the Committee Forward Work Plan

IRIS
Gail Colley Bontoft introduced the report which demonstrated the success of the pilot Identification and Referral to Improve Safety (IRIS) project in the Mansfield and Ashfield and Nottingham West CCG areas. There was a discussion concerning funding streams for the project, as in Bassetlaw CCG area the Home Office and Public Health funded domestic abuse awareness training. It was agreed that the project should be put forward for discussion at a future CCG Chief Officers’ meeting, with a recommendation from the Safeguarding Committee that it should be rolled out across mid and south Nottinghamshire.

- ACTION: GCB to update the paper for discussion at the Chief Officers’ meeting, including costings and the financial implications for CCGs.

PREVENT
Gail Colley Bontoft introduced the paper, which detailed the progress that had been made to comply with the statutory duties for health in the Counter-Terrorism and Security Act 2015. Good progress had been made, including increasing the number of WRAP trainers and the drafting of a policy. Although it was noted the Nottinghamshire was designated a low risk area, the Committee agreed it was important to continue to raise awareness and for CCGs to ensure staff undertook the statutory training module.

POLICY APPROVALS (SG/16/13)
PREVENT Policy
The policy was approved and Bassetlaw agreed to also adopt the policy.

Mental Capacity Act 2005 Policy
It was noted that this policy related to how the south and mid Nottinghamshire CCGs were assured that providers discharged their responsibilities under the Act. The policy was approved.

Domestic Violence Policy
The policy was approved subject to the title of the policy changing to Domestic Abuse Policy.
ASSURANCE: RISK REGISTER (SG/16/14)
Nichola Bramhall introduced the item. It had been agreed at the Committee development day that mitigating the risks on the Committee’s register should form the Committee’s work plan for 2016/17. Each risk was examined in turn to seek assurance that the risks were in the Committee’s remit to action; to note any updates required and to assess the level of risk.

1. **Children and young people experiencing mental illness will not receive appropriate and timely interventions**
   It was agreed that the risk should be examined by the Safeguarding Operational Working Group (SOWG) to understand if there were any specific safeguarding issues within the risk assessment. It was noted that the risk owner had now left the CCG and safeguarding risk owners should in future be a member of the Committee.

2. **Provider organisations may not fulfil requirements of the 2015/16 standard contract to implement the Child Protection Information Sharing Project (CP-ISP) without additional funding from CCGs to support the IT upgrades and maintenance costs required to implement the system**
   It was agreed for the SOWG to assess the level of risk, as the Committee considered it to be too high in light of recent progress, including the appointment of a project manager.

3. **Children and Young People in Care of the Local Authority may be detrimentally affected by not receiving initial health assessments within statutory timescales**
   Kathryn Higgins reported that data collection continued to be a concern. The Committee asked that the SOWG review the risk and set actions and timescales to mitigate the risk.

4. **The risk is that children and pregnant women who go missing from health services may not be safeguarded as a result of there being no clear local procedures and pathways in place to distribute alerts across the health community**
   The Committee believed that this was no longer a risk; however a greater risk was identified relating to the inappropriate sharing of information. It was agreed that the SOWG would consider how to take forward this new risk.

5. **Children and adults may receive substandard or unsafe care as a result of inadequate assurance in relation to the quality of continuing health care funded placements and care packages**
   The Committee considered this to be a quality issue and recommended that it be placed on CCG quality risk registers.

6. **Health staff may fail in their responsibilities to recognise and respond to individuals at risk of radicalisation due to lack of awareness/ training**
   Further to the discussion at the previous agenda item, it was considered this was no longer a risk.

7. **There is a risk that failure to make suitable and appropriate arrangements for care and accommodation in accordance with Winterbourne recommendations for individuals with learning disabilities. There is a risk that the subsequent guidance**
document Transforming Care for People with Learning Disabilities – Next Steps (January 15) may not be met by the CCG

The Committee considered this to be an issue that it was not in the Committee’s remit to influence and should not be on its risk register.

The Committee discussed whether any new risks should be highlighted. It was agreed that a risk relating to DoLS should be added.

There was a discussion relating to potential gaps in oversight of children’s homes run by private providers, which came under the supervision of OFSTED. It was requested that the SOWG scope the potential safeguarding issues of private children’s homes and recommend any actions to the Committee at the next meeting.

ACTIONS:

- GCB to draft a risk on DoLS for discussion for the next SOWG
- The SOWG to review the risk register and make recommendations for action at the next Committee meeting.
- The SOWG to discuss the issue of private children’s homes and recommend a course of action at the next Committee meeting.

ADMINISTRATION: COMMITTEE ANNUAL REPORT (SG/16/15)

The Committee noted that its membership, as stated in their Terms of Reference, was out of date and was agreed for Nichola Bramhall to amend the annual report and make recommendations on the updating of the Committee’s Terms of Reference to be agreed at the next meeting.

ACTIONS:

- NB to amend annual report and circulate to members for approval prior to next meeting
- NB to revise ToR for approval at the next meeting

CHILDRENS SAFEGUARDING AND LOOKED AFTER CHILDREN AGENDA

REPORTS: CHILDREN IN CARE PERFORMANCE INFORMATION (SG/16/19)

Kathryn Higgins detailed key statistics from the report. Progress had been made since the report by Amanda Edmonds in January 2015 that some performance indicators were not being reached. However issues with data collection, reporting cycles and administrative processes meant that assurance could not be given around the meeting of statutory timescales for both initial and review health assessments. The report detailed an action plan on work being undertaken to improve data collection.

Nichola Bramhall updated the committee on the CCG post for designated nurse for children in care. This would now be hosted by Nottingham City CCG in recognition that 47% of the LAC population resided in the city. It was noted that from 1 April Cathy Burke was designated nurse for children in care for Bassetlaw.

LOCAL UPDATES (SG/16/20)

A work plan and priorities had been set for 2016/17 at the most recent session of the Nottinghamshire Children’s Safeguarding Board.
ANY OTHER BUSINESS FOR THE CHILDRENS SESSION (SG/16/21)
MB noted there had been a change in statutory guidance for GPs to be informed of Initial Health Assessments and a process and template would be produced for the Committee to agree in principle.

The next meeting will be held on Tuesday 24 May 1pm, Meeting Room 1, Hawthorn House.