Safeguarding Committee

Held on Tuesday, 10th January 2017 1.00pm at
Hawthorn House, Ransom wood Business Park, Mansfield

Present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Nichola Bramhall</td>
<td>Director of Nursing and Quality, Nottingham North &amp; East (NNE), Nottingham West (NW) and Rushcliffe (R) CCGs (Chair)</td>
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<tr>
<td>Nicola Ryan</td>
<td>Deputy Chief Nurse, Bassetlaw CCG</td>
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<tr>
<td>Jean Gregory</td>
<td>Head of Quality and Adult Safeguarding, NNE, NW and R CCGs</td>
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<tr>
<td>Margaret Cheetham</td>
<td>Quality and Vulnerable Adults Manager, Mansfield &amp; Ashfield (M&amp;A) and Newark &amp;Sherwood (N&amp;S) CCGs</td>
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<tr>
<td>Val Simnett</td>
<td>Designated Nurse Safeguarding Children, M&amp;A, N&amp;S, NNE, NW and R CCGs</td>
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<tr>
<td>Cathy Burke</td>
<td>Nurse Consultant Safeguarding, Bassetlaw CCG</td>
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<td>Pat Higham</td>
<td>Lay Member</td>
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<tr>
<td>Dr Becky Sands</td>
<td>Designated Doctor for Safeguarding Children, Mid Notts CCGs</td>
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<td>Dr Jane Selwyn</td>
<td>GP Safeguarding Lead, Newark and Sherwood CCG</td>
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<td>Dr Vicki Walker</td>
<td>Designated Doctor for Children in Care and named doctor for M&amp;A and N&amp;S CCGs</td>
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<td>Dr Nadya James</td>
<td>Designated Doctor, County and South Notts CCGs</td>
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<td>In attendance:</td>
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<td>Liz Broomham</td>
<td>Quality and Safety Team Secretary, M&amp;A and N&amp;S CCGs (minutes)</td>
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ADULT SAFEGUARDING AGENDA

WELCOME AND INTRODUCTIONS (SG/17/01)
The Chair welcomed members to the meeting.

APOLOGIES FOR ABSENCE (SG/17/02)
Apologies were received from Elaine Moss, Kathryn Higgins, Dr Fiona Straw, Rosa Waddingham and Dr Melanie Bracewell. The Chair declared the meeting quorate for this section.

DECLARATIONS OF INTEREST (SG/17/03)
No declarations of interest were made in relation to the agenda.

LOCAL/NATIONAL UPDATES (SG/17/04):

NOTTINGHAMSHIRE SAFEGUARDING ADULTS BOARD (NSAB)
The chair provided the Committee with a highlight report from the NSAB meeting held on 13th October 2016. The report was submitted using the Assure, Advise, Alert template. It was noted that there were no items for escalation from the NSAB meeting. Nichola Bramhall provided details in relation to the Independent Inquiry into Child Sexual Abuse (IICSA), it was confirmed that support is available for those who had been subject to abuse. However, it was not clear whether there is support in place for practitioners (health and social) involved in the review. The Strategic Management Group was tasked to investigate and report back to the Safeguarding Board.

It was noted that the next NSAB meeting is due to take place on Thursday 12th January. Nichola Bramhall agreed to provide a highlight report on this meeting at the next Joint Safeguarding Committee in April.

- **ACTION:** NB to submit a highlight report from the NSAB meeting to the next Joint Safeguarding Committee in April

### ANY OTHER BUSINESS FOR THE ADULT SECTION (SG/17/06):

#### CONTRACT SUSPENSION
Nicola Ryan provided details of issues identified in two Care Homes in Bassetlaw in relation to medicines reviews. Both Adbolton Hall (South County) and Highfields (City) Care Homes are part of the same care home group, MPS Group. Nicola Ryan reported that a meeting is due to take place on Thursday 12th January with MPS Group to discuss contract suspension of the two Care Homes. Committee members agreed that this should be added to the agenda for the February Safeguarding Operational Working Group for discussion. It was noted that the South CCGs team were already aware of and dealing with quality concerns at Adbolton as part of their ongoing quality monitoring.

- **ACTION:** LB is to add MPS Group contract suspension to the February Safeguarding Operation Working Group agenda for discussion

### JOINT SAFEGUARDING AGENDA

#### WELCOME AND INTRODUCTIONS (SG/17/07)
Dr Vicki Walker, Dr Becky Sands and Dr Nadya James joined the meeting. The Chair declared the meeting quorate for this section.

#### DECLARATIONS OF INTEREST (SG/17/08)
No declarations of interest were made in relation to the agenda. However please see item NAMED DOCTOR OPTIONS APPRAISAL (SG/17/17).

#### MINUTES OF THE SAFEGUARDING COMMITTEE HELD ON 12 JULY 2016 (SG/17/09)
The minutes of the meeting held on 13 September were agreed as an accurate summary of the discussions held subject to some minor amendments suggested.

#### MATTERS ARISING (SG/17/10)

* (SG/16/51) Care Home Concerns EM to convene a dedicated session to take forward action on care home issues. It was noted that this session is yet to be arranged.


(SG/16/64) NHSE Compliance Tool for LAC Health Services Kathryn Higgins to update the tool on a regular basis and highlight any risks or other actions. It was noted that this is an ongoing action and that an update on this should be provided at the Joint Safeguarding Committee in July.

- **ACTION:** KH to provide an update on risks or actions from the NHSE compliance tool at the Joint Safeguarding Committee in July

(SG/16/72) Southern Health Review LB to compile all actions in to one action plan to be reviewed at the next SOWG meeting. It was agreed that all responses should be collated and the action plan be submitted to NSAB. It was noted that there are still out-standing items that will be monitored through the Safeguarding Operational Working Group. The chair asked that an update report be provided at the July Joint Safeguarding Committee.

- **ACTION:** Sue Barnitt to collate responses, update the action plan and submit to NSAB. An update report should be provided for the Joint Safeguarding Committee in July

(SG/16/72) Adult safeguarding internal audit report action plan LB to add Safeguarding Training to the next Safeguarding Operational Working Group agenda and also to the Safeguarding Committee agenda in January for an update. It was noted that this item had been deferred and will be discussed at the Safeguarding Operational Working Group in February and the Joint Safeguarding Committee in April

It was noted that all other actions were complete.

MINUTES OF THE CCG SAFEGUARDING OPERATIONAL WORKING GROUP HELD ON 4 OCTOBER, 1 NOVEMBER AND 6 DECEMBER (SG/17/11)
The minutes of the meetings held on 4 October, 1 November and 6 December were noted.

Val Simnett summarised the key issues discussed at these meetings:

- Monitoring of the 360 Assurance Action Plan
- Monitoring of the Sepsis Action Plan
- Care Home monitoring
- Preparing for the Children’s 360 Assurance audit
- Unaccompanied Asylum Seeking Children discussions
- Oversight of Operation Equinox work
- Overview of the Serious Case Review/ Safeguarding Adult Reviews/ Domestic Homicide Review matrix

ASSURANCE: RISK REGISTER (SG/16/81)

*Children and Young People in Care of the Local Authority may be detrimentally affected by not receiving initial health assessments within statutory timescales (SC2)*

*The risk is that due to lack of national and local clarity, the potential ability of health services to be able to respond in a timely way to the needs of unaccompanied migrant children being placed in Nottinghamshire is compromised (SC3)*

Committee members agreed that, in relation to the above risks, providers should add Unaccompanied Asylum Seeking Children on to their own risk registers. It was noted that the CCGs are accountable for the initial needs assessments and therefore these risks will need to remain open.
The risk is that reduced professional capacity in MASH may affect safeguarding decisions / assessments and adversely affect performance data (SC8)

Val Simnett reported that the MASH Team is a small team in a commissioning organisation so reduced capacity may always be an issue. It was noted that an options appraisal has been produced and agreed at the Safeguarding Operational Working Group and this will be submitted to the Joint Safeguarding Committee in April for discussion/ approval.

The Committee approved the suggested amendments made to this risk at the Safeguarding Operational Working Group.

LOCAL UPDATES (SG/17/13)

EQUINOX

Val Simnett updated the Committee on recent developments. Several disclosures of historical abuse have been made and it is thought that the recent football scandal may encourage more men to come forward. It was noted that the Nottinghamshire City/County Operation Equinox Strategic Management Group had proposed a jointly funded post to support survivors to access appropriate services

Val Simnett provided Committee members with a copy of the Terms of Reference for the Operation Equinox Health Care Advisory Group (OEHCAG) which supported the Operation Equinox Health Strategy. The rationale for the group is to ensure there is a health group in place to offer support for complex health needs, as some survivors had reported that they were not given access to the correct services for their needs. It was agreed that the OEHCAG could support access to specialist services when existing services did not meet specific needs, and act as a contingency in case an Individual Funding Request is needed for a patient. Monitoring for any trends and themes will also take place through the OEHCAG.

The Committee agreed that the Terms of Reference should be approved and shared with the Strategic Management Board.

- ACTION: VS to share the Terms of Reference for the Operation Equinox Health Care Advisory Group (OEHCAG) with the Strategic Management Board.

ANY OTHER BUSINESS FOR THE JOINT SESSION (SG/17/15)

THE LEARNING DISABILITY MORTALITY REVIEW (LeDeR)

Margaret Cheetham provided details of The Learning Disability Mortality Review (LeDeR) Programme which aims to facilitate local reviews of deaths of people with learning disabilities registered with a GP in England at the time of their death. All deaths will be reviewed, irrespective of the cause or place of death to ensure patients received the appropriate care.

It was reported that NHS England held two events at which they gave out implementation guidance for the LeDeR programme. It was noted that each organisation should have a key person to gather the appropriate information and task and finish groups should be established to discuss and review individual patients if required. The committee noted the huge amount of work and resource that will be needed for this programme.

Nichola Bramhall reported that Sally Seeley, Director of Quality and Personalisation at Nottingham City CCG (Senior Responsible Officer for the Transforming Care Partnership),
has created a task and finish review group for LeDeR as part of this programme. She agreed to discuss with Sally what is expected of each CCG and will report back to the Joint Safeguarding Committee in April.

- **ACTION:** NB to discuss expectations of each CCG for the LeDeR programme with Sally Seeley and will report back at the next Joint Safeguarding Committee in April.

**MEETING FREQUENCY**
Following discussions it was agreed that the Joint Safeguarding Committee should now be held quarterly. The effectiveness of the Safeguarding Operational Working Group and the positive impact this has had on the focus and size of the agenda for the Safeguarding Committee was acknowledged. Committee members requested that copies of the agenda and minutes of the Safeguarding Operational Working Groups be circulated when approved.

- **ACTION:** LB to circulate approved minutes and agendas for the Safeguarding Operational Working Group to members of the Joint Safeguarding Committee for information on a monthly basis

**ORION UNIT**
Margaret Cheetham reported that the Orion Unit on the Highbury Hospital site will be visited jointly by Mid Notts, South Notts and Bassetlaw CCGs to review services following emerging themes. The Committee agreed that all escalations should be reported to the Safeguarding Committee following the service review.

**CHILDRENS SAFEGUARDING AND LOOKED AFTER CHILDREN AGENDA**
The Chair declared the meeting quorate for this section.

**REPORTS (SG/17/16)**

**NSCB ANNUAL REPORT (SG/17/16a)**
The Committee noted the NSCB Annual Report. This was circulated for information only.

**CHILDREN IN CARE, ADOPTION & FOSTERING PATHWAY REVIEW FINAL REPORT (SG/17/16b)**
Dr Vicki Walker presented the final report for the Children in Care, Adoption and Fostering Pathway review. It was noted that in order to understand how health outcomes for looked after children and care leavers could be improved, a whole system review of the pathway for looked after children's statutory health services was sought to analyse the health 'journey' that a child takes while in care. The final report reflects the work that has been undertaken and makes recommendations for improvement for providers, commissioners and Children's Social Care.

Dr Walker reported that the recommendations for the CCGs, CAMHS and Public Health have been pulled into an action plan which is being led by Nicole Chauvadra. It was agreed that the action plan and the CAMHS report should be monitored at the Safeguarding Operational Working Group with exceptions to be escalated to the Joint Safeguarding Committee.

- **ACTION:** The Children in Care, adoption and fostering action plan and CAMHS report are to be monitored at the Safeguarding Operational Working Group with exceptions to be escalated to the Joint Safeguarding Committee.
IN CARE OUT OF TROUBLE (SG/17/16c)
Cathy Burke presented the ‘In Care Out of Trouble’ report. It was noted that the review was established to examine the reasons for, and how best to tackle, the over representation of children in care, or with experience of care, in the criminal justice system in England and Wales. Cathy Burke reported that she had submitted this report to the Youth Justice Board but it was felt the CCG would not need to benchmark against this.

The Committee agreed that this could form part of the Service Improvement Forum within the Children in Care, Adoption and Fostering Pathway. Dr Vicki Walker agreed to discuss this with Nicole Chauvadra.

- ACTION: VW agreed to discuss the ‘In Care Out of Trouble’ report findings as part of the Children in Care, Adoption and Fostering Pathway and Service Improvement Forum with Nicole Chauvadra.

UNACCOMPANIED ASYLUM SEEKING CHILDREN AND REUNIFICATION OF CHILDREN PATHWAY (SG/17/16d)
Cathy Burke reported that she and Kathryn Higgins had worked with Social Care colleagues to create the circulated pathway which has been developed for Unaccompanied Asylum Seeking Children placed via the National Transfer Protocol. This has been created as part of the mitigation for the related risks on the risk register.

The Committee agreed that the pathway should be approved and circulated.

NAMED DOCTOR OPTIONS APPRAISAL (SG/17/17)

On reflection it was noted that the Designated Doctors employed by NUH may have a declaration of interest in relation to this item. It was however recognised that the Safeguarding Committee is not the decision making committee in relation to this item and that the ultimate decision in relation to this item would be by the Governing Bodies. The role of the Safeguarding Committee is to assure itself that all reasonable options have been considered and make a recommendation based on review of the benefits/risks of each proposal. It was therefore agreed that the Designated Doctors have valuable insights and should contribute to the discussion.

Val Simnett presented the options appraisal for the Named Doctor for Safeguarding role for Mid and South CCGs. It was reported that at present the Named Doctor for safeguarding on behalf of the CCGs is primarily undertaken by Paediatricians within Nottingham University Hospitals (NUH) and Sherwood Forest Hospital (SFHT) as part of their respective Community Paediatrics services.

In addition there are a further 3PAs undertaken by Mid-Notts and Nottingham City CCGs. These are undertaken by GPs who take on this role in addition to their practice duties. This includes a GP training role delivered by a City GP on behalf of Mid-Notts CCGs. Historically in the South Notts CCGs there has been a lack of available GPs to take on this role. Poor uptake has centred on concerns about support, capacity and cover. To try and address these issues, the following options are put forward for consideration:

- Option 1: Reconfigure the roles so that there are only 2 Named Dr roles – one for South and one for Mid Notts and both transfer to GPs.
• Option 2: Named Professional for Safeguarding on behalf of the Nottinghamshire County CCGs (Nurse Specialist) with retention of 2 Doctor PAs for support/advice (1 South, 1 Mid Notts)

• Option 3: No Change

Cathy Burke reported that in Yorkshire they have a Band 8 Nurse Consultant in post, however it was noted by the Committee that this would have a cost implication.

After discussion the Committee agreed that option 2 would be favourable however admin support would need to be factored into this role for at least two days per week. Val Simnett and Dr Vicki Walker agreed to feed back to Nicole Chauvadra the favoured options from the Committee members, including the option to have a Band 8 Nurse Consultant.

• ACTION: VS/VW agreed to feedback the preferred options for the Named Doctor role to Nicole Chauvadra.

LOCAL UPDATES (SG/17/18)

NOTTINGHAMSHIRE SAFEGUARDING CHILDREN BOARD (NSCB)

Val Simnett gave a brief overview of items discussed at the NSCB meeting. The highlights included:

- Multi Agency themed audits continue to take place
- Positive outcomes from the Safeguarding Visit to Sherwood Forest Hospitals Emergency Department
- CAMHS development work and five year plan

The Committee members raised concerns in relation to a decision made at the NSCB to proposed changes to the way in which Child Protection Conferences are minuted. It was agreed that decisions and recommendations will be sent with the Chairperson's summary - an audio recording of the conference will be saved within Framework. This audio recording can then be requested by practitioners, it will be sent by secure email and practitioners then have the responsibility to transcribe the information and add to records.

A number of concerns regarding this decision were raised by Committee members. It was agreed that a representative from Mid Notts CCGs would need to be a member of the group reviewing this pilot. Val Simnett agreed to summarise the concerns raised by the Joint Safeguarding Committee and Nichola Bramhall agreed to submit these concerns to The Chair of the NSCB and request a formal response.

• ACTION: VS agreed to summarise concerns raised by the Joint Safeguarding Committee regarding the pilot for Child Protection Conferences to be audio recorded as opposed to formally minuted. NB to submit summary of concerns to the Chair of the NSCB and request a formal response.

ANY OTHER BUSINESS FOR THE CHILDRENS SESSION (SG/17/20)

CONSIDERATION OF RISKS IN LIGHT OF AGENDA ITEMS (SG/17/21)

It was agreed that there were no new risks to be considered

AGREEMENT OF KEY MESSAGES FOR FEEDBACK TO GOVERNING BODIES (SG/17/22)
• Concerns regarding the Learning Disability Mortality Review (LeDeR) programme and the possible impact on resources and capacity
• Approval of the Terms of Reference for the Operation Equinox Health Care Advisory Group (OEHCAG)
• Approval of the Unaccompanied Asylum Seeking Children and Reunification of Children Pathway
• Recognition that disclosures of historical abuse may rise due to recent football scandal
• Favoured option from the Named Doctors Options Appraisal

The next meeting will be held on Tuesday 25 April 2017 1pm, Meeting Room 3, Birch House.