

# Minutes of the Leeds Safeguarding Adults Committee Meeting

Wednesday 12 December 2007

Leeds Civic Hall, Leeds

2 pm – 4 pm

## Present:

Mike Evans (Chair)	Leeds Adult Social Care
Paul Hardy	Leeds Adult Social Care
Peter Westhead	Commission for Social Care Inspection
Jim Traynor	Leeds Adult Social Care
Nancy Hill	Leeds PCT
Joy Fisher	The Alliance of Service Users & Carers
Karen Goor	Ridings Law Solicitors
Ray Ellis	Age Concern
Sally Mansfield	Leeds Teaching Hospital Trust
Claire Lindley	Leeds Teaching Hospital Trust
Rosemary Young	Leeds Social Care Transformation
Tabitha Arulampalam	Mental Health Modernisation Team
Jemima Sparks	Leeds Social Care Transformation
Pauline Barnett	Leeds PCT
Patricia McCausland	Legal Services LCC
Christine Clark	Leeds Safeguarding Adults Unit
Emma Mortimer	Leeds Safeguarding Adults Unit
Marion Bunyan (Minutes)	Leeds Safeguarding Adults Unit

## Apologies:

Christine Thornton	Leeds PCT
Matthew Orton	Leisure and Learning
Pam Wisnia	Leeds Jewish Welfare Board
Jackie Kerr	Crown Prosecution Service
Julie Mason	Leeds MH Partnership Foundation Trust
Angela Mkandla	Leeds PCT Strategic Partnership & Development Teams (Older People & Disabled People)
Norman Sterling-Baxter	Leeds Safeguarding Adults Unit

## **1 Welcome**

The Chair welcomed members to the meeting and everybody introduced themselves.

## **2 Minutes of the last meeting and matters arising**

### **2.1 Modernisation Boards**

Invitations to join the Safeguarding Adults Committee have been sent out to modernisation boards and the Healthcare Commission. Representations from the Health Care Commission and the Learning Disabilities board are still outstanding.

**Action:** Emma to chase up partnership boards again for nominations.

**Action:** Peter Westhead to chase up Healthcare Commission for nomination.

The minutes of the previous meeting were agreed to be correct.

## **2.2 Police Involvement**

Christine has made initial contact with the Police and Probation Service. Negotiations are in progress to secure their representation on the Safeguarding Adults Committee.

### **3 Performance Improvement Project – report by Christine Clark and Emma Mortimer, Safeguarding Adults Co-ordinators**

Emma tabled a brief report updating members on the Safeguarding Adults Units progress and advised on both the expansion of the project and a change in timescales. The Unit is working hard together with colleagues in SSD and is concentration on finishing the audits. Work on these is to be completed in December 07. A report on the outcome and recommendations of the audit will be presented to the committee in March 08.

Work has begun on the multi-agency procedures and annual plan and completion is anticipated in Spring 08. The Unit is awaiting the results of the audits before work can commence on the business plan.

Safeguarding Adults work reaches far across the boundaries of adult protection and this will need to be evidenced in national and local targets. The Unit is working hard to raise understanding of Safeguarding Adults issues across Leeds.

### **4 Committee Sub-Groups – Christine Clark and Emma Mortimer, Safeguarding Adults Co-ordinators**

Nominations for the sub-groups have been sparse and most organisations have not yet contacted the Unit with their nominations. The Leeds Teaching Hospital Trust has put forward its nominations to the groups.

The Committee advised that the Unit should target organisations direct for attendance at the sub-groups. A schedule of meetings will be drafted and sent to partner organisations.

### **5 Training Report – Norman Sterling-Baxter, Training and Development Officer**

The report was mailed with the agenda and outlines the training progress made in the past three months. There is no contact for the delivery of training within the Leeds Teaching Hospital Trust so it has not been possible to provide training. Claire Linley from the Leeds Teaching Hospital Trust suggested that all contact should be made through her or Sally Mansfield.

The report outlines the training provision made and a breakdown of this. The breakdown data is a compilation of figures of several safeguarding adults courses. Members of the Committee would like to see data of individual training rather than a round figure of all training. A strategy to record individual training in safeguarding adults is needed and engagement with partner agencies to gather this info is to be welcomed in the future.

### **6 Training Sub-Group Report – Norman Sterling-Baxter, Training and Development Officer**

The report was mailed to members with the agenda and updates on the work of the Training Sub-group and the plans for the implementation of the multi-agency strategy.

No discussion was held.

## **7 Operation of the POVA list – Christine Clark and Emma Mortimer, Safeguarding Adults Co-ordinators**

Christine tabled two briefing papers (1) 'The decision in Wright and Operation of the POVA List' and (2) 'New Criminal Offence: Prosecution of Neglect'.

- (1) The court of Appeal has recently made an important decision in respect of the administration of the Protection of Vulnerable Adults (POVA) list. This new legislation has implications on how to deal with Safeguarding Adults cases in the future. The POVA List's operation has changed and people referred to the list can now make representations. There could be appeal processes in the future and this could delay people to be placed onto the list.
- (2) Neglect is now a criminal offence and this can potentially be wide ranging. There is no clear definition on the act of either 'neglect' or 'ill treatment' and this can have implications in cases reported to the Police. Committee members were confused on whether this offence relates only to care homes or applies beyond. Karen Goor, Ridings Law offered to look into and clarify the Legislation. She will e-mail the unit with her findings.

A session on legal obligations in Safeguarding Adults is to be planned for a future Committee meeting.

## **8 Serious Case Review procedure and cases for review – Christine Clark and Emma Mortimer, Safeguarding Adults Co-ordinators**

Emma introduced the Serious Case Review Procedure which was mailed with the agenda.

Emma explained that organisations represented on the Safeguarding Committee would undertake a Serious Case Review with the support of the Safeguarding Adults Unit. The review would be chaired by an independent chair. The purpose of a review would be one of learning and improvement and is not designed as a replacement of other procedures. Members of the committee were asked to sign off the procedures. It was agreed that before the procedures can be adopted certain issues had to be addressed:

- Better clarification of terminology
- Lack of clear definitions
- Limited indicators – examples needed
- Clarification on the outcome of a Serious Case Review

Other issues discussed were:

- Concerns around information sharing across organisations
- The secure management of information
- Difficulties with workloads and timescales
- Limited resources

**Action: Christine to circulate Information Protocol to Committee members**

**Action: The procedures are to be revised and a draft will be mailed at the end of**

## **January 08 to members to invite their comments and suggestions.**

The revised procedures are to be re-presented to the committee at the March 2008 meeting for adoption.

### **9 News and current issues in safeguarding work – update from each agency**

An increase in Safeguarding Adults investigations which may be linked to the increased desire to label issues as Safeguarding Adults has been noted. Cases are arising where family members having issues with care staff, ex-members of care staff and staff generally having issues with each other and all making Safeguarding Adults allegations which often conclude as not founded. As provision of support changes to Direct Payments and Individualised Budgets, an increase of abuse and referrals is expected. It was agreed that training in appropriate management actions in cases of alleged abuse is needed.

The Leeds Teaching Hospital Trusts new Safeguarding Procedure has been implemented in October 2007. Work is ongoing around internal reporting procedures, creation of an internal reporting system to monitor reporting of abuse and an intranet. An E-learning package is also being developed. Communication in the Trust with the Police is good and the Trust is part of a Sub-group to develop procedures on missing people.

The Leeds PCT is working together with the Police on a PCT Action Plan. Awareness of the role of the Mental Capacity Act (2005) is increasing and this is resulting in a number of training issues. An E-Learning package will be available.

Age Concern is revising their procedures and all new members to the organisation are to undertake safeguarding adults training.

Members agreed that safeguarding adults work is increasing due the rise in awareness.

### **10 Safeguarding, Dignity and Choice, Practitioners Conference 8 January 08 – Mike Evans, Chair**

A major conference for practitioners, their managers and colleagues from partner agencies, voluntary sector and independent sector is to be held on 8th January 08.

### **11 Dates of Future Meetings**

Wednesday 19 March 08  
2 – 4 pm, Venue to be announced

Wednesday 18 June 08  
2 – 4 pm, Venue to be announced

Wednesday 17 September 08  
2 – 4 pm, Venue to be announced