

## Notes

### Adult Protection Board NI – Wednesday 30 November 2pm via zoom

#### Present:

DP, Interim Deputy Director, SPPG
PC, Director MH & LD Community Wellbeing, NHSCT
GT Director of Adult Community and Older People Services, BHSCT
D/Sergeant JE, PSNI
MD, Director WCF/Ex Dir SW, NHSCT
CR, Interim Service Manager, BHSCT
VM, Chief Executive, PCC
BB, Interim Director of Older People and Primary Care, SHSCT
ME, Lead AHP Consultant, PHA
RD, Interim Programme Manager, SPPG
CH, Social Care Lead, SPPG

#### Apologies:

DCI JD, PSNI
TR, Interim Executive Director, Social Work, BHSCT
BD, Chief Executive, RQIA
NP, Director of Nursing, Older People & Primary Care, SEHSCT
TC, Acting Director Women Children's Services/Ex Dir SW, WHSCT
CM, Interim Director of CYPS, SHSCT
BW, Director Social Care & Children, HSCB

#### In attendance: OT Minute Taker

##### 1. Introductions

DP welcomed everyone to the meeting, introductions were made and apologies noted.

##### 2. Notes from previous meeting were agreed.

### **3. Update on Sub-groups**

#### **Performance / Data**

CR provided an update. The first meeting with the new chair and reconstituted membership is planned for 15/12/22. There is a plan to review the current referral and data documents to meet OSS audit recommendations including the ability to capture trends in categories of alleged perpetrators. The forms will then be shared for feedback before coming to the Board for sign off.

#### **Procedures (Joint Protocol)**

RD reported that the sub group met on 15<sup>th</sup> November and had a very constructive meeting, and the sub group is close to an agreed definition for what constitutes Joint Protocol investigations. Next steps agreed include: road testing application of the new definition by Trusts and CRU, undertaking further review and wording changes to the Joint Protocol document and the creation of case studies to include in the protocol document that will aid staff's working application of the revised definitions. This will sit alongside staff training and the building of working relationships and facilitated discussions between HSC staff and PSNI staff.

JE informed the Group that there is a series of meetings in the diary and the next meeting is due to be held on 13<sup>th</sup> December 2022.

#### **Training and Development**

BB apologised to the Group that to date a meeting had not taken place for the Training and Development sub group, however it was confirmed that there is a date in the diary for this meeting. CH informed the Board a draft Terms of Reference and workplan has been drawn up and this would be shared and discussed at the meeting.

#### **Serious Case Reviews**

CH informed the Board the SCR group held the first meeting on 11/11/22. Draft ToR and workplan documents were issued. The chair and professional officer of the SBNI Case Management Review committee had presented to the group. This had been well received and generated useful discussion. It was noted that RQIA are on this group in an advisory capacity. CH has shared draft ToR with the Group.

### **4. Engagement Platform / User Involvement**

DP noted there was a need for a strong breath of membership at the IAPB. Some people, not part of the Engagement Platform still want to contribute to the work of the Board. An approach is being developed to address this.

VM indicated she was disappointed in the progress the IAPB had made to date. DP acknowledged this and advised that staff changes/subgroup Chairs and other competing work pressures had made things difficult.

VM stressed the importance of the IAPB making progress in the coming period specifically around the subgroups and user engagement model. A paper outlining the current structures would be helpful for those involved in the work of IAPB.

## **ACTION**

**Engagement Platform / User Involvement - CH to circulate paper to outline current structures.**

## **5. Regional Benchmarking Audit Highlights**

CH shared the audit highlight report with Board members prior to the meeting. C H advised the report was in draft awaiting an accuracy check with Trust ASG specialists. The following are some of the significant issues identified.

- There is a SPOA telephone number for each of the Trusts Adult Gateway Teams. However, the operational model behind each contact number varies from Trust to Trust.
- It was also found there were some different interpretations regarding definitions of Adult Safeguarding, Adult Protection and Alternative Safeguarding. Language and pathways need to more consistent.
- There are variations with the use of APP documentation across Trusts, on occasion this is the result of the IT platform available in each Trust. Encompass will help to standardise the system and use of forms.
- All Trusts report compliance with completion of the APP7 form. However, criteria for the use/completion of the suite of forms was at times open to interpretation.
- The audit highlighted some inconsistency around information and documentation shared by Trusts with service users. This needs to be standardised.

- CH informed the Board that all 5 Trusts report compliance with the completion of initial /full protection plans when necessary. It is recorded on the relevant APP form and within case notes. There is no timescale for any part of the Investigation process most notably the protection / safety plan – establishing indicative timeframes would be helpful.

DP noted that standardisation would lead to regional consistency of process and recording and could improve quality and outcomes.

## **ACTION**

**CH to finalise the report and identify a small number of key messages for sharing regionally.**

### **6. DoH Request to Review Current APP1 Documentation**

DP noted the Department of Health position that the current APP1 form lacked depth and breadth. DP requested the Policy & Procedures Group could look at the current referral form and if it could be amended to give scope for additional narrative and detail.

MD noted the Policy & Procedures Group should comprise of the staff working on the ground daily as they are best placed to develop forms that meet the operational needs.

### **7. Engagement with LASPs**

DP informed the Group that he wanted to improve communication between the IAPB and LASPs. He plans to discuss how to facilitate this with BW and the LASP chairs. He proposed meeting with chairs at least quarterly, in the first instance.

## **ACTION**

**DP to discuss a model for engagement with LASPs with B W**

### **8. Any other Business**

DP informed the IAPB that discussions were taking place at regional level in terms of the training requirements linked to the Adult Protection Bill. DP will update the Group when the information becomes available.

DP also advised IAPB that at a recent Transformation Board meeting, A M (DoH) noted she is very keen to capture specific data about designation of alleged perpetrator i.e. family, staff, other. DoH wants to improve the data captured and recorded in order to identify regional trends and “red flags”.

## **9. Date of Next Meeting**

The next meeting will be held on 1<sup>st</sup> February 2023 at 2pm.