

## Minute of Meeting

Interim Adult Protection Board NI – Wednesday 15<sup>th</sup> May 2025  
2pm via MS Teams

### Present:

David Petticrew, Co-Director, SPPG (Chair)
Randal McHugh, SPPG
Karen Harvey (on behalf of Briege Donaghy) RQIA
Jill Duffie, PSNI
Stacey Chambers, NIAS (on behalf of Des Flannagan)
Deborah Hanlon (on behalf of Colm McCafferty) SHSCT
Carina Boyle (on behalf of Karen O'Brien) WHSCT
Ruth Donaldson, SPPG
Caroline Lecky, PHA (on behalf of Sandra Aitcheson and Heather Reid)
Amanda Burgess, NHSCT
Rebecca Slane, SPPG (minutes)

### Apologies:

Ciara McKillop, Interim Director, SPPG
Helen McVicker, NISCC
Briege Donaghy, RQIA
Brian Beattie, SHSCT
Sandra Aitcheson, PHA
Colm McCafferty, SHSCT
David Robinson, SEELB
Petra Corr, NHSCT
Maura Dargan, NHSCT
Nadeshda Fergusan, PSNI
Heather Reid, PHA
Ursula Murray, PCC
Tom Cassidy, WHSCT
Karen O'Brien, WHSCT
Lynn Preece, SEHSCT

Des Flannagan, NIAS
Katherine McElroy, PCC
Colin McMullan, BHSC
David Robinson, SEHSC
Stephen McLaughlin, WHSC
Caroline Holloway, SPPG

### **Previous Minutes**

Minutes from the last meeting were circulated and the group agreed that they were an accurate record. However, B Beattie was wrongly noted as an attendee and also as an apology. This will be amended.

D Petticrew notified attendees that IAPB meeting minutes will be published on the Department of Health (DoH) website. <https://online.hscni.net/partnerships/interim-apb/>

Apologies were noted and it was recognised that the meeting clashed on this occasion with the Mental Health Collaborative Board meeting.

**R Slane to check B Beattie's attendance status for the February meeting minutes.**

### **Matters Arising**

D Petticrew began by advising that Office of Social Services (OSS) sit on the Transformation Board Chaired by Peter Toogood. That is why they do not sit on the IAPB. However, a review of the IAPB and discussion regarding attendance is required going forward.

**Action: D Petticrew & C McKillop to discuss future format of IAPB meetings.**

### **Prevention Sub-Structure of IAPB:**

R McHugh highlighted previous meeting discussions that have taken place regarding opening a new work stream around prevention within the IAPB, sharing that individuals have expressed a willingness to look at prevention. However, prevention sits outside the original mandate for IAPB and C McCafferty previously advised that this group in its own right could not take it forward but it might be taken forward via LASP colleagues as part of their remit.

D Petticrew added that adding a new subgroup to the present workstreams could be considered once some of the current workplan is completed. The groups are progressing to the stage where people may have a degree of capacity soon and be able to commit to new pieces of work. Prevention to remain on the agenda for future discussion.

D Petticrew continued, explaining that once the new Bill has been enacted, this Interim Adult Protection Board will be reconfigured and will be replaced with a substantive, fully independent Board. The group will then be put on a statutory footing.

## **Transformation Board - Update**

Key updates as below:

### **Draft Adult Protection Bill:**

D Petticrew shared that the concerns about Clause 4, NIPS, responsibilities under the Bill to report, are an ongoing issue still to be resolved. D Petticrew communication has been ongoing between the Bill Team and the NI Prison Service around these obligations, resourcing and governance and whether the Northern Ireland Prison Service will be named in the Bill itself.

**Action: Further updates to be provided regarding the APB during future meetings.**

### **Business Case:**

D Petticrew informed the group that the Bill has been being worked up with a corresponding Business Case. The OSS, Policy, SPPG and Trusts have been involved in this, with considerations of cost. The Business Case was approved in March 2025. As a result, the funding for the Bill has since been approved in principle, but yet to be identified. D Petticrew related that the entire requirements of the Bill may not proceed at the one time and there may be a phased approach. This has yet to be agreed.

### **Statutory Guidance Project Team:**

R McHugh highlighted that there was previous confusion about language being used in the statutory code of guidance. However, OSS has since confirmed that they are satisfied with the language being used. OSS and DSO continue to work on the Guidance.

## **Update on Sub-groups**

### **Serious Case Reviews**

A Burgess informed the group that herself and R Donaldson are planning to meet to discuss the progress that has been made thus far. Plan to also meet with Professor Lorna Montgomery (QUB)

to progress the SCR model for N. Ireland. D Hanlon will also be part of the initial review before a considered model will be brought to the wider group.

**Action: A Burgess to provide a further update at the next meeting.**

### **Policies and Procedures (Adult Joint Protocol)**

R McHugh shared that he and J Duffie, PSNI have engaged in meetings with OSS to resolve minor issues relating to language. R McHugh advised colleagues that he and Fiona Rowan, OSS have also spoke with all 5 Trusts individually relating to referral contact with the PSNI. All 5 Trusts are satisfied with the guidance. R Donaldson shared that F Rowan is also planning to engage with NISCC.

Currently, there are minor issues that needs addressed to get the Adult Joint Protocol to completion. J Duffie advised that it is expected that the issues will be resolved quickly.

**Action: J Duffie/ RMcH to engage with OSS & key stakeholders to bring work to conclusion and to IAPB for approval.**

### **Data & Performance**

R Donaldson advised that she is planning to have a meeting with Tracy Reid on Thursday 22<sup>nd</sup> May to gather information on this agenda item which will be shared during the next meeting.

R McHugh advised colleagues that BHSC have been experiencing problems with their data returns and that he will co-ordinate a meeting to address same.

R McHugh continued, stating that there has been issues with all Trusts pulling data from Encompass for monthly returns resulting in Trusts submitting incomplete data and some data not meeting the requirements of the 'data 4' return. In addition, R McHugh advised colleagues that Trusts have been gathering a significant amount of data for a period of time that has never been fully used and this should be reviewed by this group to ensure it is still fit for purpose.

Furthermore, R McHugh informed the group that he had checked the returns for statutory functions with SPPG Governance colleagues and they have been satisfactory. However, the data 4 return that is completed needs reviewed.

**Action: R McHugh, to engage with Policy colleagues to review ASG returns.**

D Hanlon acknowledged the data inaccuracies arising from using ENCOMPASS relating that she has analysed adult safeguarding and adult protection data from one week, comparing the ENCOMPASS data recorded with manual data. Her analysis revealed significant inaccuracies within ENCOMPASS.

A Burgess agreed that ENCOMPASS data is currently unreliable. C Leckey also acknowledged data challenges.

D Petticrew advised that SPPG are unable to stand down any requirement for accurate Trust data but encouraged Trusts to flag data that they know is inaccurate and to actively ensure that data submitted is as accurate as possible due to possible implications of inaccuracy.

### **Training and Development**

R Donaldson advised that the Training and Development subgroup meeting on the 14<sup>th</sup> May was well attended and important issues discussed to include updated Terms of Reference (ToR) and work plan. R Donaldson advised that there will be a meeting on the 16<sup>th</sup> May in the Stormont Estate involving independent healthcare providers senior leaders, in the homecare and care home sector which will afford an opportunity for the independent sector to voice training requirements.

R Donaldson advised that the community and voluntary sector colleagues at the meeting asked about RQIA involvement in the process. They were reassured that RQIA are involved in the training and development work and they have been invited to the subgroups. K Harvey reiterated that this was the case.

Trust colleagues asked whether the Adult Protection Bill should be built into the Care Home Contract. D Petticrew highlighted that the Bill has not been enacted and it could take time. He advised that there was the opportunity to have an over-arching statement or clause in the contract about meeting all legislative requirements. DLS could advise in terms of wording.

R Donaldson provided an update on the Joint Protocol training which had been taken forward by the SHCST and PSNI. Related that the training had to be approved by the regional AS Leads. David highlighted the process for approving any training going forward: regional agreement with Leads; to then be tabled and approved at the Training and Development Group before being tabled and approved at the IAPB to provide quality assurance, consistency and regional endorsement.

R Donaldson related that similarly the NHSCT had developed Level 1 Training that has been regionally agreed. Request had been made at the Training and Development meeting for the JP and Level 1 Training to be shared with SPPG and OSS in the first instance.

**Action: R Donaldson to inform the Training and Development group of the process for agreeing any training materials as outlined above.**

K Harvey then asked when a review of the Operational Policy is going to occur. R McHugh answered that the Operational Policy is due to be discussed at the policy subgroup once the Joint Protocol is endorsed by IAPB.

D Hanlon related the need to change the Procedures as they are currently outdated.

**Date of Next Meeting: 26<sup>th</sup> June @ 2pm via MS Teams.**