



**Perth & Kinross Adult Protection Committee  
Minute**

Friday 7<sup>th</sup> June 2019  
10.00 – 12.00

Meeting Room 410, Council Building, 2 High Street

**PRESENT**

Bill Atkinson	Independent Convener
Susan Hunter	Independent Vice-Convener
Jacqueline Pepper	Depute Director, ECS, Chief Social Worker
Diane Fraser	Head of Adult Social Work & Social Care, P&K HSCP
Graham Binnie	Detective Chief Inspector, Police Scotland
Gina Tait	Manager, Rivendell Care Home
Nicola McCallum	Manager, Kincarrathie House
Mary Notman	Adult Protection Coordinator, P&K HSCP
Grace Gilling	NHS Lead for Adult Protection
Erin Wilson	Capability Scotland
Michelle Dow	Service Manager, Housing, PKC
Jackie Daly	Clinical & Professional Team Manager, HSCP
Julie Wyllie	Care Home Manager, Ancaster House
Clare Gallagher	Independent Advocacy
Sandy Watt	Citizens Advice Bureau
Sandra Smith	GP, P&K HSCP

**Also in attendance:**

Zoe Robertson, Contracts and Commissioning Officer (item 2)

**APOLOGIES**

David Stokoe	Service Manager, Communities
Amanda Welch	Adult Services Team Manager, Care Inspectorate
Lindsey Bailie	South Locality Manager, P&K HSCP
Claire Mailer	Head of Housing & Environment
Billy McLintock	Fire Rescue Service
Angie McManus	AHP Lead, P&K HSCP
Natasha Shiels	Capability Scotland
Alan Morgan	Kippen Care
Claire Thomas	Carer
Brian Hutton	Improvement Officer, ECS, PKC
Richard Ogston	Perth College

	<b>MINUTES</b>	<b>ACTIONS</b>
<b>1</b>	<b>WELCOME AND APOLOGIES</b>	
	BA welcomed all to the meeting and apologies were noted as above.	
<b>2</b>	<b>Commissioning Team Monitoring of Service Providers</b>	
	<ul style="list-style-type: none"> <li>• ZR presented on how the Commissioning Team will be monitoring service providers going forward. The previous reports were not graded in a way that was helpful to identify areas of good practice and those that needed improvement.</li> <li>• There are now risk level indicators which will be scored which will inform on how often visits take place.</li> <li>• There will be continual contact with providers to ensure that actions are being followed through.</li> <li>• There is a support and advice section with links to areas of work that will be useful to providers. The aim is work collaboratively with providers.</li> <li>• There will be a focus on training including on what providers are doing for staff retention as this is an issue within the sector.</li> <li>• At the end of the year all of the information will be put into one report to get a whole picture of service provision in PKC.</li> <li>• JW stated that there has not been any feedback since the monitoring has been implemented. ZR stated that the Commissioning Team are now at the point of writing the annual report which will be presented at the Care Home forums, which will provide feedback. ZR stated that going forward providers will be asked to present at the forums if they feel as though they are doing something well that should be shared.</li> <li>• BA asked how service user experience will be monitored. ZR advised that there is an expectation that Contracts Officers speak to service users when they are visiting. There are discussions regarding potentially doing voice recordings of discussions to capture some of this information.</li> <li>• BA advised that the Annual Report should come back to this Committee.</li> </ul>	
<b>3</b>	<b>MINUTE OF APC 8<sup>th</sup> March 2019</b>	
	<p>The previous minute was approved as an accurate record.</p> <p>Matters arising:</p> <ul style="list-style-type: none"> <li>• JP has seen the policy that is being developed for transition from Child Protection to Adult Protection. This is going to the Child Protection Operational sub group for comment. It will then be tabled at both the APC &amp; CPC meetings.</li> <li>• North Ayrshire Visit – Actions are still being identified to take forward in a sub-group.</li> <li>• Work is on -going with regards to Adult Protection making</li> </ul>	

	bettors links with the Learning Disabilities network.	
<b>4</b>	<b>MINUTES OF APC – SUB GROUP</b>	
	<ul style="list-style-type: none"> <li>• Minute of previous meeting approved as an accurate record.</li> <li>• All matters arising from this meeting are covered on the Committee agenda.</li> </ul>	
<b>5</b>	<b>NATIONAL DATASET 2018-19</b>	
	<ul style="list-style-type: none"> <li>• There is work on-going nationally due to the difficulties in comparing data nationwide as data is recorded differently in different areas.</li> <li>• The total number of referrals progressing to ASP from 01/04/2018 -31/01/2019 is 236 which is a decrease of 18 from the following year where 354 progressed to ASP.</li> <li>• Referral from NHS have gone up from 9% to 12%.</li> <li>• The number of investigations relating to people with dementia has increased from 21% to 31%.</li> <li>• Learning disability investigations have gone down significantly from 30% to 7%. The reason for this is unclear but MN will explore client group categories (Autism has been added recently as separate category so may not be included) and the new reporting system for care settings to ensure screening is consistent. MN advised that the Adult Protection sub-Committee will look into this and report back.</li> <li>• Financial Harm had increased to 29% which is an increase from 6% in 2017/18.</li> <li>• Physical harm has decreased from 54% to 24%.</li> <li>• The location of harm has markedly changed. Last year care home made up just over half of all investigations. This has gone down to 38%. MN stated that this is due collaborative work with the care home sector such as lowering the threshold for care homes reporting incidents to the Local Authority. BA asked the members of the Committee that work in the Care Home sector if they feel that it is a positive that there are less Adult Protection inquiries within care homes. JW advised that previously care homes would over report however now they feel there is more trust to deal with issues at a local level that does not need social work involvement.</li> <li>• The numbers of Large Scale Inquiries has gone down from 11 last year to 4 this year. MN stated that there has been a lot of work done with the care homes.</li> <li>• There has been an increase in investigations where the outcome is no further action. This gone up to 54% from 41%.</li> <li>• GB stated that many calls that police receive are not crimes or result in investigations and it is not always clear where this information should go. It is also not always clear who should action concerns. There is an issue with different services assuming that they will be dealt with by someone else. GG stated that in her view, the first person someone comes into</li> </ul>	<b>MN</b>

	<p>contact with should be the one to report the concern/ incident. GG stated that she has been working with A&amp;E around some of these issues which should show an improvement. GG will share this report when it is completed.</p> <ul style="list-style-type: none"> <li>• DF noted that there will have to be a way to capture mental health figures when services are moved from Murray Royal to Carseview. JP stated that we have to think about how information is shared across the Partnership particularly where the service is shared with another IJB. BA advised that he will bring this up at the Tayside Group.</li> </ul>	<b>BA</b>
<b>6.</b>	<b>FAITH LEADERS MEETING FEEDBACK</b>	
	<ul style="list-style-type: none"> <li>• A meeting was arranged with faith leaders in the area as an outcome of the Violence Against Women conference. While there was attendance by 2 faiths, the Bishop of the Catholic Church could not attend. Another meeting will be convened and BA will report back to the next Committee following this meeting.</li> </ul>	
<b>7</b>	<b>JOINT DEVELOPMENT DAY WITH CHILDCARE – 28<sup>TH</sup> MAY</b>	
	<ul style="list-style-type: none"> <li>• A report was tabled containing all feedback from the joint Development day; this is an opportunity for members to comment on any issues which will allow them to be incorporated into the report. MN &amp; RD to meet in July to identify main areas raised and any action needed.</li> <li>• JP stated that that one of the main areas of focus that came out of the day is focus on the early stages of the ICR process; there needs to be clarity on what we want to achieve as well the key practices issues that will be investigated.</li> <li>• It was agreed that a table top exercise would be useful to look at different cases that have gone to ICR in order to look at key themes.</li> <li>• JW noted that it is important that outcomes of Large Scale Inquiries are fed back to care homes so that they are able to learn from them.</li> <li>• BA asked if anyone felt as though the development day was dominated by Children’s service. Those at the Committee who were in attendance confirmed they did not feel this and agreed that it was a useful day.</li> </ul>	

<b>8</b>	<b>ADULT PROTECTION CONCERNS AND OUTCOMES</b>	
	<ul style="list-style-type: none"> <li>• MN advised that numbers of AP concerns going to enquiries has dropped to 53%. MN stated that it is a statutory duty to make inquiries so there should be a very good reason for a concern not to go to an enquiry. Out of 78 concerns:30 did not go to enquiry.</li> <li>• When the 78 cases were analysed from January to March 2019, the reasons they did go to inquiry were as follows: <ul style="list-style-type: none"> <li>- 1 was already an AP case.</li> <li>- 1 resulted in a duty visit.</li> <li>- 5 did go to enquiry but were not recorded.</li> <li>- 3 were criminal offences. Went to Key Worker for welfare checks.</li> <li>- 16 were care agencies incident reporting.</li> <li>- 3 went back to key teams/ workers.</li> <li>- 1 was end of life care.</li> </ul> </li> <li>• One of the main concerns was that 20 out of the 30 AP concerns were recorded by the Out of Hours Team (OOH). 15 of these were reported by care agencies. Care agencies should be reporting incidents to OOH as Adult Protection issues. Care agencies should not be reporting care home incidents to OOH unless immediate action is required. For all other incidents they should use the online portal.</li> <li>• JP queried why care agencies were being asked not to report incidents to out of hours as this may be the most convenient way for them to do so at that time. JP stated that reporting should be made as easy as possible for care homes rather than making them fit into our processes. MN clarified that all incidents that need an urgent response out with working hours should be reported to Out of Hours. However OOH is an emergency services and when it is routine reporting the portal should be used which is available 24/7.</li> <li>• Of the cases noted that had progressed to the AP process, DF stated that the report should note whether the action taken was appropriate. MN to report back to the next APC on the stats for April-July period</li> </ul>	<b>MN</b>
<b>9</b>	<b>INDEPENDENT ADVOCACY STRATEGY CONSULTATION – CLARE GALLAGHER</b>	
	<ul style="list-style-type: none"> <li>• CG raised the Independent Advocacy Strategy that is currently out for consultation.</li> <li>• The consultation period for the strategy is about to come to an end, at which point the strategy will be written. This should identify any gaps in services.</li> <li>• CG advised that she will speak to Marliese Richmond with regards to sharing an anonymised version of the information</li> </ul>	

	<p>gathered from the consultation so that information can be shared on people's views of Independent Advocacy services in Perth and Kinross.</p> <ul style="list-style-type: none"> <li>• CG advised that Marliese can still be contacted if anyone has information that they think should be in the strategy.</li> </ul>	<b>CG</b>
<b>10</b>	<b>SCR MRS ELLEN ASH – FULL REPORT – GRACE GILLING</b>	
	<ul style="list-style-type: none"> <li>• GG has produced the document on the SCR for Mrs Ellen Ash based on the information from the events held in relation to this. Two of the events were pan-Tayside. It was noted that it was useful to hear other Partnership's views on the ICR/SCR out with Perth and Kinross.</li> <li>• DF stated that one of the main issues that this brought up is the need for a lead profession for Adult Protection cases as often services assume that someone else will deal with concerns.</li> <li>• MN stated that an escalation policy for all agencies is crucial when concerns are not being addressed.</li> </ul>	
<b>11</b>	<b>SCR'S IN SCOTLAND</b>	
	<ul style="list-style-type: none"> <li>• MN and GB shared a report on the 3 published SCRs which have taken place in Scotland this year.</li> <li>• The first SCR was a double murder by a non UK National individuals who were not open to criminal justice as they had not committed the crime in the UK before. As a result the Home Office have given more assurance of a more co-ordinated approach in relation to the deportation process and communication with MAPPA with regards to individuals who are not UK nationals. JP suggested invited someone from criminal justice to the sub –group when this is being discussed given the nature of the case.</li> <li>• The second SCR related to a male under 18 who was admitted to hospital with severe nutritional failure which almost resulted in his death. As the person is at the transition age the case demonstrated a need for links between Adult and Children's services.</li> <li>• The 3<sup>rd</sup> case related to a woman who was found dead in her home in November 2016. She had severe physical disabilities due to a spinal injury and was in the receipt of care at home services between 2009 - 2016. Her sister was convicted of her murder. As the case will have the most relevance to adult services this will be taken back to the Adult Sub-group for learning and actions.</li> </ul>	<b>MN</b>
<b>12.</b>	<b>ASP 6 Monthly stats and trend report</b>	
	<ul style="list-style-type: none"> <li>• JP stated that it would be helpful to see trends in the report rather than just the peaks and troughs.</li> <li>• JP noted that the number of investigations within Learning Disabilities was less than half this year compared to the</li> </ul>	<b>MN</b>

	previous year. It was agreed that there needs to be a focus on LD however there needs to be clarity on what this focus looks like.	
<b>13.</b>	<b>ASP National Improvement Plan Update</b>	
	<ul style="list-style-type: none"> <li>• It was confirmed that funding has been approved for an ASP inspections across Scotland and this would include Perth and Kinross.</li> <li>• GB advised that he is concerned with work load as the Dundee inspection was just last year which Tayside Police were also involved with and this will be 2 more inspections within 2 years. BA advised that this is something that can be raised with Dale Meller at the next Committee and at the COG.</li> <li>• MN stated that the AWI and ASP legislation is currently being reviewed and will be human rights led.</li> <li>• DF asked if there was an update on GP/ Primary Care Guidance. MN advised that there is a national meeting next Thursday (13<sup>th</sup> June) and will have an update following this.</li> </ul>	<b>BA/JP</b>
<b>14</b>	<b>IMPROVEMENT PLAN 2019 - 20</b>	
	Item not discussed as this will be the basis of the extended afternoon session.	
<b>15.</b>	<b>COMMUNICATIONS PLAN</b>	
	<ul style="list-style-type: none"> <li>• BA suggested removing anything from the plan that is over a year old and begin looking at what needs to be planned for the future year.</li> </ul>	
<b>16.</b>	<b>INDPENDENT INQUIRY INTO MENTAL HEALTH SERVICES IN TAYSIDE</b>	
	<ul style="list-style-type: none"> <li>• The interim report of the independent inquiry into mental health services in Tayside was released on 22<sup>nd</sup> May. The investigation was a result of concerns raised by various individuals.</li> <li>• NHS are aware that they need to accept the report and respond to areas of concern. The report will be used to inform the model of care and culture within NHS Tayside MH Services.</li> <li>• It is likely that the final report will be released in September.</li> </ul>	
<b>17</b>	<b>POLICIES – HUMAN TRAFFICKING</b>	
	<ul style="list-style-type: none"> <li>• MN advised that extra links have been added to policy to ensure that staff have all the relevant information i.e. 60% of Human Trafficking involved UK residents. There is also information on how the applications can be filled out as this can affect the person's application for Asylum in the future.</li> <li>• APCC policy was tabled for approval</li> </ul>	

	Both policies approved	
	<b>DATE OF NEXT MEETING</b>	
	<b>Friday 6<sup>th</sup> September, 10am – 12 noon, Meeting Room 10/11, Pullar House</b>	