



Perth & Kinross Adult Protection Committee Minute

Friday 5th June 2020

10.00 – 12.00

Microsoft Teams

ATTENDEES

Bill Atkinson	Independent Convener
Councillor Sheila McCole	Councillor – Perth City South
Susan Hunter	Independent Vice-Convener
Diane Fraser	Head of Adult Social Work & Social Care, P&K HSCP
Angie McManus	AHP Lead P&K HSCP
Mary Notman	Adult Protection Coordinator, P&K HSCP
Clare Gallagher	CEO, Independent Advocacy
Leanne Blacklaw	Detective Inspector, Police Scotland, PPU
Deborah Lally	Head of Student Experience, Perth College UHI
Pablo Vilar	Operations Manager, Balhousie
Linzi Muir	Directorate Admin (minute taker)

APOLOGIES

Gina Tait	Manager, Rivendell Care Home
Clare Mailer	Head of Housing and Environment, P & K HSCP
Jacqueline Pepper	Depute Director, Education & Children's Services & Chief Social Work Officer
Michelle Dow	Service Manager, Housing & Environment
Grace Gilling	ASP Lead, NHS Tayside
Sandra Gourlay	Lead Nurse, P&K HSCP
Sandy Watts	Citizens Advice, Perth
Erin Wilson	Capability Scotland
Brian Hutton	Improvement Officer, ECS, PKC
Julie Wyllie	Care Home Manager, Ancaster House
Natasha Shiels	Capability Scotland
Alan Morgan	Kippen & Rifiga Home care
Irena Davidora	Scottish Ambulance Service

	<p>Welcome and Apologies</p> <p>BA welcomed all to the meeting and apologies were noted as above.</p> <p>It was noted that this is first occasion that the Adult Protection Committee has been convened virtually through Microsoft Teams.</p> <p>BA advised he was at the Chief Officer group earlier this week and the Chief Officers asked BA to feed back to those that have been working at the frontline, their appreciation of their hard work over the last few months. Chief Officers were grateful for the high quality of work that has been displayed under challenging circumstances.</p> <p>BA advised that Public Protection Executive Group has been created which was initially meeting twice a week, then reduced to once a week, and is now meeting monthly. This is to ensure the arrangements in place are as good as they can be under the current circumstances and everything is being done that can be to protect the most vulnerable in Perth and Kinross in the current climate.</p> <p>This agenda will focus on the impact of COVID -19 on Adult Support and Protection and the Committee will be invited to share some of the leadership challenges that have been faced and share their experiences through this period.</p> <p>The meeting will also acknowledge future work planned that has been able to continue as well as work that has been put on hold with the acknowledgment that this will be resumed in the future.</p>	
<p>2</p>	<p>Minute of Meeting of the Adult Protection Committee (6th March 2020)</p> <p>SM asked who the external POA training was for. MN stated that is for all staff including Social Work, Health and the third sector.</p> <p>CG advised she accessed the training for some of her newer staff and the feedback was excellent.</p> <p>Item 4 – Care Inspectorate BA advised that at the last meeting the Care Inspectorate advised that there would be an Adult Protection inspection this year. However the inspection programme is currently suspended. MN confirmed there is currently no update on this. Work remains on-going in preparation for the inspection with work continuing on the self-evaluation.</p> <p>Item 6 ASP Investigation to Case Conference rates It was agreed that two people would be identified from Local Authorities that had a much higher conversion rate than PKC for investigations going to case conferences to audit some cases locally. They been identified however this</p>	<p>MN</p>

	<p>has not gone ahead due to lockdown. MN to progress this after lockdown has been eased</p> <p>Item 7 – Community Engagement MN met with the carer group (Carer Voice) to look at better representation of carers on the APC. There were two members that were keen to be part of the Committee. MN has made contact however this has not been able to move forward due to the current situation.</p> <p>At the previous meeting it was noted that there is potential for the APC to take key messages around ASP to some of the transformation activities. MN advised that this is still being worked on.</p> <p>It was noted that carer representation is on-going work through the improvement plan. The Committee constantly needs to look at how carers can have an appropriate voice with the planning and delivery of services as well as representation on this group.</p> <p>Item 8 - ASP statistics for people with a Learning Disability MN confirmed that the AP audit for people with Learning Disabilities is now scheduled for 26th June, which will be done virtually. The focus will be on cases that did not progress to Adult Support and Protection (ASP). MN has identified 40 cases, 34 of which did not go to ASP procedures. The reasons why these cases did not go to ASP will be analysed and any concerns will be identified. MN will bring back the report on the audit at the September Committee.</p> <p>Mental Health Inquiry Grace Gilling has advised that the report is not ready for this meeting but she may be in a position to bring it to next meeting.</p>	<p>ALL</p> <p>MN</p> <p>GG</p>
<p>3</p>	<p>COVID-19 impact on ASP – COG risk register, weekly stats BA stated that one of the areas of work of the Public Protection Group was to create a Risk Register for the risks associated with COVID 19 and how that affects all aspects of public protection. BA advised that a risk register has been produced and presented to the Chief Officer Group (COG) and they have requested a Risk Register that focuses on high level risks which has now been produced. BA advised he will share the risks that are relevant to this group so that the Committee can give their views in relation to their experiences around some of the issues.</p> <p>The register looks at the consequences of risk and what the control measures are. The first set of risks are around initial ASP process e.g. how AP concerns are received and screened and the process for holding Case Conferences. There is a requirement to ensure processes have been adapted and modified to cope with COVID-19 so that an any adult can still be protected under ASP procedures.</p>	

BA advised that the current position is that we have been trying to do as much as possible virtually and where home visits are required staff are given PPE to ensure that staff can safely conduct visits.

BA advised that there are currently discussions around people's experiences when conducting or participating in virtual meetings in comparison to face to face meetings with clients and families. There is evidence that there are some positives from the new ways of working since lockdown and as a result there is on-going work around looking at how these procedures can be adapted and modified for the future.

CG advised that Independent Advocacy Perth & Kinross (IAPK) have been involved in various ASP cases throughout this period. CG advised that IAPK are still managing to provide a service remotely as much as possible through this time.

BA stated that there is a question around access for families, whether they be with children, older people, people with mental health illness etc. in relation to services that they would normally be receiving either through voluntary or statutory sector and what the risks are for families that are no longer receiving these services. BA stated there has been attempts by the voluntary sector to try and maintain contact with these families remotely and using other mechanisms rather than face to face contact.

BA noted that the current issues around care homes has been a concern both locally and nationally. BA asked PV (Balhousie) if he could update on his experiences and how the organization have coped with the challenges and what has been available in terms of support during this period.

PV stated that the Care Homes are under strain, however noted that Perth and Kinross have led the way in terms of keeping in contact with Care Homes and providing support. PV advised that using MS Teams to conduct meetings with Care Homes has been beneficial in comparison to other Local Authorities that are using telephone conferences. In terms of the last couple of weeks they have felt an increase in anxiety from the Local Authority but has advised that they have been supportive to care homes particularly in relation to testing. PV advised that there were issues in relation to mass testing which was highlighted to Contracts and Commissioning who then provided support in this area. BA advised that it is evident on the Risk Register that at the beginning of the outbreak of COVID 19 the concerns locally were similar to concerns nationally which were focused around how we can support the care home sector and residents from a distance as well as being able to provide PPE and cope with potentially high levels of staff absences. BA stated that these issues have been dealt with well by a combination of the Local Authority, Care Homes and 3rd sector partners.

There are now arrangements in place for regular contact between the Local Authority, The Care Inspectorate and the Care Home sector. MN and others have been involved in starting a process for direct contact with care homes to establish what further supports can be offered. BA advised that issues around

care homes were very high risk at the beginning of COVID -19 and as a national body of Chairs there will be a review of the current situation and how the sector has managed under COVID 19. There will likely be learning from the outcome of this review.

CG advised that she has been attending 3rd Sector Forums. The feedback from this has been that the 3rd sector have, in the most part, been able to operate as usual through virtual means. CG advised that it has been easier in some instances to link with other services virtually as they are able to attend a lot more meetings due to not having to travel large distances.

BA advised that a positive of the crisis has been that through technology there have been instances of more people being able to join meetings including professionals, clients and families. This has meant that the correct person involved in a case is more likely to be able to attend a meeting rather someone representing an agency that may not know the case as well. Some families may be more comfortable contributing to meetings remotely rather than within a meeting surrounded by professionals. BA advised that these positives are being captured to see how they can be taken forward into the future.

AM advised that with regards to the work looking at providing more supports to care homes, Sandra Gourlay (Lead Nurse) is leading a short life working group around supportive visits for all care home in Perth and Kinross. AM advised that it is hoped that the supportive visits to care homes will support the Adult Support and Protection agenda around general care provision to colleagues in the care home sector.

SM advised that at start of the lockdown most concerns to Councilors in relation to care homes was around the provision of PPE for staff. SM stated that there was an expectation that more relatives and family members would bring concerns forward however this has not been the case. SM noted this was positive and stated that this is evidence of good work in the coordination between Perth and Kinross Council and the care homes in the area.

SM stated that in relation to both care homes and care at home, the incidences of staff contacting councilors regarding lack of PPE died down relatively quickly after the first week or two of new regulations being in place due to COVID 19.

BA stated that the COG recognized the reduction of concerns in relation to the care home sector however still recognises care homes as being a high level risk. An update at the next COG will be provided to see if the risk can be reduced to a lower level.

The meeting moved to 1.10 of the Risk Register which is around victims of domestic abuse and their children placed heightened risk. The Partnership has a weekly meeting with key providers of services and supports for victims of domestic violence. Referrals in relation to domestic abuse have not been at high level locally that has been reported nationally. Locally there are

<p>arrangements in place to deal with an upsurge of referrals in relation to domestic violence, which may be the case as lockdown begins to ease as there will be more opportunity for victims to share their stories.</p> <p>Point 1.12 is around pharmacies not being able to deliver supervised dispensing of c in the event of individuals self-isolating and do not have an appropriate representation to collect medication on their behalf. BA advised that there have also been issues in relation to general prescriptions. Arrangements have been put in place across Perth and Kinross to ensure to those shielding have access to prescriptions.</p> <p>SH asked if there are online delivery of prescriptions in Perth and Kinross through apps that also allow clients to track their medication and alert them of when to take it. The Committee was not aware of this in Perth and Kinross. It was noted that this would help those living in rural areas, particularly in the current climate, to access prescriptions. MN to look into what is available locally.</p> <p>CG advised in some rural areas community groups have arrangements in place to deliver food, prescriptions etc. to those that are shielding or vulnerable due to COVID -19.</p> <p>CG advised that there have been some discussion about setting up Zoom rooms for vulnerable people to enable them to make calls and identify themselves as being at risk. CG advised that members of the Committee are welcome to attend the 3rd sector forums for further discussion around some of these issues. MN confirmed that webinars are being held on various subjects in Perth & Kinross</p> <p>BA advised that one of the concerns during this period has been around how messages about COVID-19 are getting out to people. The Corporate Communications team has been looking at trying to bring all the material that has been coming in both locally and nationally and trying to filter this through the normal social media platforms and ensuring information going out nationally is connected to that going out locally. National leaflets have been adapted and distributed for both clients and voluntary, third sector and statutory workers.</p> <p>Weekly Statistics ASP Stats are currently being gathered weekly rather than monthly. A national report is also produced so that local statistics can be compared to the national statistics.</p> <p>BA confirmed that we initially had a drop-in referrals in the first week or two of lockdown measures, however referrals that come through the Police and other sources have returned to similar levels pre COVID-19. BA noted that we have generally not experienced a peak in referrals that was expected during this period.</p> <p>MN reassured that Adult Support and Protection is monitored and remains a</p>	<p>MN</p>
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	<p>high priority throughout this period.</p> <p>DF reassured the Committee, that in terms of referrals to Social Work, they are being dealt with as business as usual. Investigations and inquiries are taking place as normal and staff are continuing to visit clients using appropriate PPE. Case Conference are continuing to take place virtually.</p>	
4	<p>APC Core Group for ICR</p> <p>A paper was tabled with a recommendation to develop a core group for considering Initial Case Reviews. Historically, there have not been many cases in Adult Protection Committee in Perth and Kinross that have required us to form an Initial Care Review group. There are two cases ongoing currently and it would be good practice to have a group.</p> <p>The paper proposes to put together a standing group that would be available to respond quickly to a request for an initial case consideration and to strike the balance between having a core set of members who have representation across the multi-agency groups involved in Adult Protection but also the flexibility to draft on particular expertise to the group depending on the different circumstances of the case.</p> <p>ICR and SCR's are relatively new to Adult Services compared to Children's Services therefore it is thought it will be beneficial to get a formal remit and process in place so that people are clear on the correct procedures.</p> <p>The Committee supported the formation of the group</p>	MN
5	<p>APC risk profile</p> <p>A Risk Register has been created for Adult Support and Protection. BA stated that the document has been designed to strike the balance between having a tool that is useful for assessing risk and the control mechanisms that we have in place to manage those risks and something that is not overly detailed and provides clarity to those viewing it rather than confusion.</p> <p>This was created through a Risk Workshop where key areas of focus were identified.</p> <p>It was noted that once the Committee can meet in person again, the document can be analysed more thoroughly.</p>	
11	<p>APC Improvement Plan</p> <p>The Improvement Plan is a live document and it is important that it reflects our experience and circumstances at the time. The amber and red points have been updated to reflect current issues as a result of COVID-19.</p>	

	<p>MN stated that the Scottish Government have released the national improvement plan therefore the headings on the P&K APC improvement plan have now been changed to reflect the national plan.</p> <p>Other than the actions around the Covid-19 impact, all actions/ tasks are on-going and on target.</p> <p>SM asked if some of the actions dated March 2020 are completed, and if not, whether there is a way to make this clearer and show that they remain active. MN to update.</p>	MN
	<p>Areas postponed due COVID-19</p> <p>BA stated that there are a number of areas from previous minutes and workstreams that have not been progressed at this stage due to COVID-19. BA assured the Committee that these areas are being tracked and will be worked on and be brought to the meeting to provide updates.</p> <p>These items have been identified as:</p> <ul style="list-style-type: none"> • IRD process • ASP investigation to case conference conversion rates/ paper update on SW & SC improvement plan • ASP Tayside statistical framework • VPR/AP Audit • APC statistical framework • Mental Health Report Tayside report 	
	<p>AOCB No other business for discussion</p>	
	<p>Date of next meeting Friday 4th September 2020, 10am, TBC</p>	