

**Safeguarding Learning Development Group Meeting Minutes**  
**Monday 26<sup>th</sup> November, 2019, 2:30 – 4:30**  
**Camden and Islington NHS Foundation Trust 1<sup>st</sup> Floor the Peckwater Centre London**  
**NW5 2TX**

**1. Introductions and Apologies**

**Chair:** Adenike Owonaiye (AO)

**Minutes:** Naima Omar (NO)

**Attendees:** Sahra Wellington (SW) Dorothy Amoyaw (DA) Sian Phillips (SP), Francis Kudjoe (FK), Adenike Owonaiye(AO), Rochelle Woodhead (RW), Juliet Glasgow (JG), Sam Pepper (SP), Ishaitu Kamara (IK), Bablur Hossain (BH), Mark Tucker (MT), Rachel Duffield, Lorraine Dorman (LD), Katherine Winter.

**Apologies:** Noel Geoghegan (Safeguarding service manager), Martin Hampton, Vanessa Taylor, Eilis Woodlock, Manju Reith, Robert Simpson, Silvia Gomez, Rebecca Broadhurst (RB) Claire Taylor (CT)) Helen Egbelana (HE).

**AO** welcomed everyone to the meeting and introductions were made. She stated the purpose of the meeting again and requested that members ensure they get someone to take their place if they are unable to make the meetings so that information can be disseminated to the rest of the services. AO explained that her current role as Acting Safeguarding Lead is coming to an end as Lead Practitioner Helen Onslow had just returned from maternity leave on the day but unable to attend the meeting. AO will be jo-sharing the post with Helen in the coming months.

**2 Structure/Adoption of last minutes- AO**

Adoption of last minutes and actions.

- Lorraine Dorman's presentation on data collection which could not be completed at the last session will take place today.
- Previously looked at the Workflow review and mentioned why the concerns episode on mosaic hasn't been rolled out the reason is because the published guidelines by ADASS is still being awaited.
- The Service manager, safeguarding Noel Geoghegan has been away since March 2019 and had only just returned and will be making the decision on when the new workflow will be completed, hopefully by Easter 2020.
- Working with the CIN in relation to standardising the carenotes and mosaic data bases for recording still ongoing.
- Completed the user acceptance test by filling out the proposed Concern episode in the test site. This has now been put on hold and work will still be carried out on this once a direction is received as to how Camden will implement the recommendation from ADASS.
- Information on the Adults safeguarding practice guide section on safeguarding not as robust as it should be - meeting to take place to have more information provided.
- Attached information request form for getting in touch with police was reported as an issue, if you can't get hold of police can contact children's MASH team 9<sup>th</sup> floor 5ps. AO to circulate the police referral form.

- SAMS feel isolated sometimes they feel they have to make all the decisions it's a joint effort people need to work together in safeguarding. To discuss with service manager the possibility of looking into a periodic forum of sharing by SAMs.
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### **3) Presentation by Lorraine Dorman (Strategy and Change) on data collection**

Lorraine presented information on data collection in Mosaic and implications for when this is not accurately recorded. She looked into data reporting on referral sources, PACH, (previously alleged perpetrator), categories on abuse locations, appropriate sector (private or public), selecting abuse types (e.g. physical abuse instead of domestic abuse and vice versa) etc She mentioned that in accurate data collection information gathered is fed back to the NHS directly. Also discussed by Lorraine is the selection of 'organisational concerns' when the issue is not an organisational use. This raises further issues which affect the SAC returns.

AO mentioned that there had been a recent audit of recording on Mosaic using the theme of domestic violence. She also mentioned that ASC managers will soon start a monthly roll out of peer auditing with managers auditing cases from teams other than their own. Overall she enjoined members to ensure that they reiterate to their teams that concerns episodes should not be left open for longer than three working days although she acknowledged that the reason for why this happens is the fact that the concern for is usually too long. The implication of this is that our conversion rates remain very low.

**(Presentation attached to these minutes).**

The mental Health service workers raised the issue of training and accessibility to mosaic and issues with private sectors having access to LA training was also discussed. A decision will be made soon as this will be made open to some external providers and partner agencies.

In terms of training on Safeguarding Rethink manager SP commented that Safeguarding is discussed with staff at every supervision session and the referral process is laminated and made visible safeguarding is discussed at every supervision look at patterns and trends etc.

### **4) Training session - Presentation on "Covert medication and the MCA" and its implications on Safeguarding Including general safeguarding discussion presented by AO: Attached to minutes**

AO presented on the administration of covert medication, its meaning, its implication and interface with Safeguarding and MCA. The purpose is to enlighten and discuss evidence based and practical solutions to restrictions in relation to administering medication and for overcoming challenges that this poses and also to better equip at supporting professionals carers in best practice in administration of medicines covertly while considering the legal basis for taking such actions. She mentioned that this will be especially necessary with the incoming LPS which replace the DoLS with more emphasis on social workers carrying out more robust assessments especially in relation to restrictions in peoples' lives.

**(Presentation attached to these minutes).**

## **5) Lead Practitioner Update**

- AO encouraged the appropriate recording in safeguarding episodes and reminded all that following the workflow review, there will be training rolled out to support practitioners around navigating the new system and ensuring appropriate recording for the purposes of good practice and data retrieval. She mentioned that the SAPB a scrutiny committee commented on the latest safeguarding board annual report, and highlighted anomalies in recording of safeguarding and other matters relating to process of investigations and enquiries.
- AO encouraged the participation of participants in thinking about making presentations on any topic of research that they may want to present or request information on. (To contact AO regarding this).
- AO would incorporate in the next meeting, looking at demographic ratio particular abuse types and why some people are not reporting safeguarding concerns well enough. To discuss next time.
- Safeguarding is about protecting people and making sure people are supported. Making safeguarding personal is all about how people's wellbeing can be improved. She stressed the importance of disseminating information to the general public that if they are concerned about anyone's safety, security or wellbeing, reports should be made to MASH.

## **6 General Discussion/ Group feedback**

- Discussion on joint audit held and AO confirmed with the group. .At the end of discussion it was agreed that for the next meeting the practice audit form will be brought in for study as a group so that practitioners will be aware of what to look out for in good practice and recording. There will also be feedback provided on the outcome of the proposed peer audits in December.
- Discussion held on self-neglect amongst clients known to the R&R service. LD from the R&R North team, Sahra Wellington discussed concerns on how safeguarding gets overlooked within the mental health services due to volume of work, number of clients being maintained on the duty system and problems with recording on two databases.

## **7 AOB/Close of Business**

- Next meeting to be held at the R&R North service – date to be confirmed via email.
- Goodbye and well done to Sahra Wellington who will sadly be leaving Camden next month.
- Helen Onslow (LP-Safeguarding) will be joining us from next meeting.