North Ayrshire Adult Protection Committee  
Thursday 2 May 2019 at 10:00am  
Garnock and North Coast & Islands Rooms, Cunninghame House, Irvine

Present
John Paterson, Independent Convenor (Chair)  
Kenny Hankinson, Group Manager, Scottish Fire & Rescue Service  
David MacRitchie, Chief Social Work Officer, NAHSCP  
Eleanor McLaren, Team Manager (Litigation), NAC  
Pete Gilfedder, Senior Nurse (AMH Inpatient & Forensic Services and ANP Service), NAHSCP  
Philip Gosnay, Senior Manager, Education & Youth Employment, NAC  
Ann Reid, Senior Nurse (Health & Community Care), NAHSCP  
Brenda Walker, Senior Officer Adult Support & Protection, NAH&SCP  
Vicki Yuill, Arran CVS

In Attendance
Colin Convery, Inspector, Police Scotland (deputising for C Martin)  
Caroline Conway, Senior Clerical Assistant, NAHSCP (Minutes)  
Richard Donachie, Scottish Ambulance Service  
Johannah Lamont, Learning & Development Adviser (Adult Support & Protection), NAHSCP  
Ron Lilly, Scottish Ambulance Service  
Phil McAleer, Scottish Ambulance Service

Apologies
Kirsty Calderwood, Child Protection Lead Officer, North Ayrshire Child Protection Committee  
Maureen Johnston, Inspector, Care Inspectorate  
Dr Paul Kerr, Clinical Director, NAH&SCP  
Colin Martin, Superintendent, Police Scotland  
Ann McArthur, Adult Support & Protection Adviser Acute Services, NHS Ayrshire & Arran  
Angela O’Neill, Associate Nurse Director (Acute), NHS Ayrshire & Arran  
Alistair Reid, Senior Manager AHPs, NAHSCP  
David Thomson, Associate Nurse Director / IJB Lead Nurse, NAHSCP  
Fiona Thomson, Mental Health Services Public Reference Group  
Nigel Wanless, Scottish Care

Invited but Did Not Attend
Helen McArthur, Senior Manager Community Care Services, NAHSCP  
Fiona Thomson, Mental Health Services Public Reference Group

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<thead>
<tr>
<th>Item</th>
<th>Action</th>
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<tbody>
<tr>
<td>1</td>
<td>Welcome &amp; Apologies</td>
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<tr>
<td>1.1</td>
<td>J Paterson opened the meeting by welcoming the Committee and those in attendance, and invited introductions.</td>
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<td>1.2</td>
<td>Apologies are as noted above.</td>
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<td>2</td>
<td>Previous Minutes (Paper 1)</td>
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The minutes of the meeting held on 28 February 2019 were agreed as an accurate record.

3 **Matters Arising**

All actions from the previous meeting are complete.

4 **Scottish Ambulance Service**

R Lilly, P McAleer, and R Donachie delivered an informative presentation on the history of the Scottish Ambulance Service, and where they are now.

Key points:
- The Scottish Ambulance Service is currently undergoing a strategic review of its reporting procedures, recognising that improvements are needed.
- The service is moving towards a public protection model in terms of Child Protection and ASP procedures. Eventually they hope to be able to make ASP referrals directly from the ambulance vehicle, but this direct electronic system is not yet in place.
- They regularly attend strategic meetings such as this, and they also attend Case Conferences, recognising the importance of collaborative working.

The presenters were thanked for their input.

5 **Convenor’s Report**

5.1 **National Convenors’ Group**

There is no update from the National Convenors’ Group, as there has not been a meeting held since the Committee met in February.

5.2 **National ASP Forum**

The National ASP Forum met in March and was well attended. The ASP Inspection programme was discussed. Inspection of the Council areas who did not take part in the 2017 programme, will be inspected over the next two years. The Inspection will not be of the same depth as the 2017 Inspection which was more rigorous. It is likely the file reading element will remain, however the Inspection will not consider redacted cases or hold scrutiny sessions, though consideration may be given to a different focus group model to gather views from Service Users. The Inspection will not include Health files.

5.3 **Ayrshire APCs Convenors & ASP Lead Officers Group**

The Ayrshire APCs Convenors’ & ASP Lead Officers’ meeting agreed that an approved Joint Working Statement will be amalgamated into the three Committees’ Terms of Reference/Constitution when these are revised.
Also discussed was Prevent, where clarity regarding the reporting process is still required. Internal discussions are ongoing within North, East, and South Ayrshire.

### 5.4 North Ayrshire Chief Officers Group

There were no issues of note for the Committee from the last meeting of the Chief Officers Group.

### 6 Senior Officer’s Report (Paper 2)

The Committee noted the Senior Officer’s Report (Paper 2).

The following were highlighted:

- **Graph 2** - Since 2009, the number of ASP referrals gradually increased, reaching a peak of 812 in 2013/14, and has thereafter gradually decreased to 323 in 2018/19. It is highly likely that the decrease is due to improved application of thresholds, and the introduction of the Adult Concern Report process where concerns for adults can be passed on regarding circumstances that do not meet the criteria for ASP. A front sheet regarding information sharing has recently been added to the APR (referral form) to reassure referrers who might be concerned about breaching GDPR and this will be used from July 2019 onwards. The Committee discussed ensuring the appropriateness of Concern Reports; B Walker suggested undertaking an audit of these and will take this forward.

- **Item 3.2 update** – a total of 22 Local Authorities have now been in touch to request information, documentation, advice/guidance etc regarding our ASP arrangements in North Ayrshire.

- **Item 7 Service User & Supporter Evaluation** – the Committee was advised that the evaluation process is taking longer to embed than was anticipated. An exercise will be undertaken to try to establish the reasons for this and action taken where necessary to remove barriers.

- **Item 16 Benchmarking of GP Referrals Across Ayrshire** – it was highlighted that whilst the combined numbers for ASP Referrals and Adult Concern Reports from GP Surgery staff was at a similar level in North and East, the number is significantly lower in South.

### 7 Adult Protection Committee Work Plan (Paper 3)

The Committee noted the Adult Protection Committee Work Plan (Paper 3).

All items are on target for period 4/8 of the biennial reporting period 2018-2020.

### 8 Key Performance Indicators Update (Paper 4)

The Committee noted the Key Performance Indicators Update (Paper 4).
The Key Performance Indicators will be discussed in full at the Development Session taking place this afternoon.

9 Annual ASP Training Update

9.1 J Lamont delivered a presentation to update the Committee regarding ASP training in 2018-2019.

Key points: -

- A total of 596 people have attended ASP training.
- Seven new courses have been introduced.
- The multi-agency courses received very positive evaluations from delegates.
- Bespoke training was delivered to ten agencies/internal services. Further bespoke training is planned for 2019-2020, to agencies including Men’s Shed and Ayrshire College.
- Courses being designed for 2019-2020 include Hoarding Behaviours, Sexual Harm, Crossing the Acts, Role of the Second Person, and Investigative Interviewing.

9.2 J Lamont also updated the Committee on the 2018-2019 ASP Staff Survey.

Key points: -

- The Committee noted the increased response rate.
- The highest number of responses was received from North Ayrshire Council, with Care Homes, Scottish Ambulance Service, Scottish Fire & Rescue Service, GP Surgeries, and the Voluntary Sector returning fewer than ten each.
- The Committee highlighted that the number of respondents who did not know about the Three Point Test criteria for ASP has increased, however they noted that this could be as a result of the vastly increased number of respondents, including those in services who undertook the survey this year for the first time, but might previously have viewed ASP as not being something relevant to them and therefore not undertaken the survey at all in previous years.

J Lamont will take forward the following recommendations: -

- Issuing a Meta Compliance message to NAC staff (they will receive information when they log on to their computer).
- Agencies should receive individual reports on the responses from their agency, to allow them to take forward actions specific to them.
- Question 2 should be removed from future Staff Surveys, to which the Committee agreed.

Progress on these will be fed back to the Committee via the Senior Officer’s Report.
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<tr>
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<th>Adult Protection Committee – Revised Annual Self Evaluation Report (Paper 5)</th>
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<td>10</td>
<td>The Committee noted the revised Annual Self Evaluation Report (Paper 5).</td>
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<td>The report tabled at the last meeting contained some answers which J Paterson</td>
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<td></td>
<td>wished to discuss further with the respondents. Following these conversations,</td>
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<td>the respondents clarified that where they had marked “Strongly Disagree”, they</td>
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<td>in fact meant ‘Strongly Agree’ and had completed the survey quickly not realising</td>
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<td>they had ticked the wrong boxes. As the revised answers had quite a profound</td>
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<td>impact on the report, this was updated to reflect the changes and resubmitted</td>
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<td>to the Committee. The revised version will be submitted to the next meeting of</td>
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<td>the Chief Officers Group.</td>
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<td>Scottish Government – Future Direction Statement (Paper 6)</td>
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<td>The Committee noted the Future Direction Statement from the Scottish</td>
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<td>Government (Paper 6).</td>
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<td>This outlines the review of the Mental Health (Care &amp; Treatment) (Scotland)</td>
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<td>Act 2003, in conjunction with the Adults With Incapacity (Scotland) Act 2000,</td>
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<td>and the Adult Support &amp; Protection (Scotland) Act 2007. It is recognised that</td>
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<td>this is likely to be a complex and quite possibly lengthy process.</td>
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<td>Complex Case Escalation Protocol (Paper 7)</td>
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<td>The Committee noted the Complex Case Escalation Protocol (Paper 7), shared</td>
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<td>with North Ayrshire from colleagues in West Lothian.</td>
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<td>This document offers a process to deal with complex cases where all possible</td>
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<td>action is being taken but risk remains. It is recognised that this is a much</td>
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<td>simpler process that the Rochdale protocol discussed at a previous meeting.</td>
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<td>E McLaren noted that Legal could have a role in the Critical Team element of</td>
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<td>the West Lothian protocol.</td>
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<td>At the Committee’s request, B Walker will table the West Lothian Complex Case</td>
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<td>Escalation Protocol at the next meeting of the ASP Improvement Subgroup, who</td>
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<td>will develop a draft model for North Ayrshire, to be considered at the APC and</td>
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<td>all the other relevant governance groups which might be impacted.</td>
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<td>South Ayrshire Significant Case Review (Paper 8)</td>
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<td>13</td>
<td>The Committee noted the South Ayrshire Significant Case Review (SCR) (Paper 8)</td>
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<td>, which was published last week.</td>
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<td>The Committee requested the ASP Improvement Subgroup consider the key</td>
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<td>issues and recommendations from this SCR and ‘sense check’ these against</td>
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<td>practice in North Ayrshire. Several appropriate events to facilitate learning</td>
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<td>from this SCR will also be considered.</td>
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14 **Adult Protection Committee Member Attendance**

J Paterson reminded the Committee Members that they are expected to attend as many Committee meetings as possible or be represented by a deputy if they are not able to attend themselves. J Paterson also acknowledged that there are times when Members need to prioritise other commitments ahead of attending the Committee.

K Hankinson advised that Scottish Fire & Rescue Service is experiencing particular pressures on staff time and asked if their continued attendance at the Committee is required for every meeting. J Paterson advised that given the positive contribution they have made to date, and this contribution was acknowledged at the 2017 Adult Support & Protection Inspection, attendance from SFRS would be much appreciated, where possible, however where there were difficulties and the agenda did not require specific attendance from SFRS, it would be understood that current resources did not permit attendance. It is also acknowledged that those Partners with an Ayrshire wide remit, are represented on the North, East, and South Committees and this can have resource implications.

15 **Partner Updates (Papers 9a, 9b, and 9c)**

15.1 The Committee noted the Partner Update submitted by David MacRitchie on behalf of Justice Services (Paper 9a).

15.2 The Committee noted the Partner Update submitted by M Francey on behalf of NAHSCP Locality Services (Paper 9b).

15.3 The Committee noted the Partner Updated submitted by A McArthur on behalf of NHS Ayrshire & Arran Acute Services (Paper 9c).

16 **Any Other Competent Business**

None raised.

17 **2019 Meeting Dates**

- 22 August 2019
- 14 November 2019

All Thursdays at 10:00am within Cunninghame House, Irvine.

JP/cpconway
16 May 2019

**Addendum**

Item 6 Senior Officer’s Report. Please note there is an inaccuracy in Graph 2; the total number of ASP Referrals for 2018-2019 is 363, not 323 as noted. The Senior Officer’s Report will be updated accordingly.