



Minutes of the Nottinghamshire Safeguarding Adults Board Meeting

Held on 9th July 2015

*Nottinghamshire Safeguarding Adults Board
C/o Safeguarding Adults Strategic Team
County Hall
West Bridgford
Nottingham
NG2 7QP
Tel No: 0115 977 3911*

**Attendance List for the NSAB Meeting
9th July 2015**

NAME	ORGANISATION	PRESENT	APOLOGIES	ABSENT
Allan Breeton Chair	Independent Chair, Nottinghamshire Safeguarding Adults Board	√		
Amanda Sullivan Vice Chair	Chief Operating Officer, Newark and Sherwood Clinical Commissioning Group	√		
Becky Sampson (Visitor)	Designated Adult Safeguarding Manager / Service Manager, Nottinghamshire County Council	√		
Bernadette Carter	Senior Solicitor (Litigation), Safeguarding and Social Care, Legal Services, Nottinghamshire County Council		√	
Carol Williams – (Visitor – Shadowing Julie Gardner)	Specialist Practitioner, Safeguarding, Nottinghamshire Healthcare NHS Trust	√		
Catherine Kelly Board Member	Senior Account Officer, Nottinghamshire County Council	√		
Claire Bearder Board Member	Group Manager, Access and Safeguarding, Nottinghamshire County Council	√		
David Pearson Board Member	Corporate Director, Adult Social Care, Health and Public Protection, Nottinghamshire County Council		√	
Deborah Kitson Associate Member	Chief Executive Officer, Ann Craft Trust		√	
Denise Nightingale	Chief Nurse and Executive Lead for Quality and Safety, NHS Bassetlaw Clinical Commissioning Group		√	
Elaine Moss Board Member	Director of Quality and Governance, Newark and Sherwood Clinical Commissioning Group		√	
Emma Darby Board Member	Persons at Risk Team, Community Safety, Nottinghamshire Fire and Rescue Service		√	
Helen Chamberlain Board Member	Superintendent, Nottinghamshire Police		√	
Julie Cuthbert	Senior Communications Business Partner, Nottinghamshire County Council	√		

Julie Gardner Board Member	Associate Director, Safeguarding and Social Care, Nottinghamshire Healthcare NHS Trust	√		
Karmon Hawley	Inspection Manager, Adult Social Care Inspection Directorate, Care Quality Commission		√	
Leigh Sanders – Deputy for Helen Chamberlain	Detective Chief Inspector, Nottinghamshire Police	√		
Moira Hardy Board Member	Deputy Director of Nursing, Midwifery and Quality, Doncaster & Bassetlaw Hospitals NHS Foundation Trust	√		
Nichola Bramhall	Director of Nursing and Quality, Nottingham North and East Clinical Commissioning Group		√	
Amanda (Mandy) Jones – Deputy for Nichola Bramhall	Adult Safeguarding Lead, Nottingham North and East, Nottingham West, Rushcliffe Clinical Commissioning Groups	√		
Nicola Ryan Board Member	Head of Assurance / Deputy Nurse, NHS Bassetlaw Clinical Commissioning Group	√		
Nigel Hill Board Member	Head of Nottinghamshire National Probation Service	√		
Paul McKay Board Member	Service Director, Adult Social Care, Health and Public Protection, Nottinghamshire County Council	√		
Rebecca Stone	Assistant Director of Quality and Patient Safety, Nottingham North and East Clinical Commissioning Group		√	
Richard Connell – Deputy for Bernadette Carter	Solicitor, Legal Services, Nottinghamshire County Council	√		
Rob Morris (Dr) Board Member	Consultant Physician, Nottingham University Hospitals NHS Trust	√		
Ruth Hyde Board Member	Chief Executive Officer, Broxtowe Borough Council	√		
Sarah Banks Associate Member	Advanced Legal Practitioner, Legal Services, Nottinghamshire County Council		√	
Steve Edwards Board Member	Service Director, Children's Social Care, Nottinghamshire County Council	√		

Stuart Sale Board Member	Nottinghamshire Safeguarding Adults Board Manager, Safeguarding Adults Strategic Team, Nottinghamshire County Council		√	
Sue Bowler Board Member	Director of Nursing, Sherwood Forest Hospitals Trust		√	
Sue Matthews Associate Member	Crown Advocate, Crown Prosecution Service		√	
Victoria Bagshaw Deputy for Sue Bowler	Deputy Director, Nursing and Quality, Sherwood Forest Hospitals Trust	√		
Wendy Hazard Board Member	Locality Quality Manager – Nottinghamshire, North Division East Midlands Ambulance Service	√		
Anna Jakeman Minute Taker	Business Support Administrator, Safeguarding Adults Strategic Team, Nottinghamshire County Council	√		

**Minutes of the NSAB Meeting
9th July 2015**

Agenda Item	Discussion	Action by	By date
1.	Welcome, Introductions and Apologies		
	<p>Allan Breeton welcomed all to the meeting, apologies were given as detailed above, and introductions were made.</p> <p>Victoria Bagshaw asked that it be noted that Sue Bowler will be the representative for the Sherwood Forest Hospitals Trust going forward, and not Andrew Haynes. Victoria was deputising for Sue at this meeting.</p>		
2.	Minutes of the Board Meeting held on 16th April 2015		
	<p><u>Points of Accuracy</u></p> <p>There were no points of accuracy raised, and the minutes were agreed to be a true and accurate record of the meeting.</p> <p><u>Matters Arising</u></p> <p><i>Action 2.1 – Allan Breeton and Paul McKay are to draft a letter to NHS England to ask them to confirm their commitment to and engagement with the Board activity and action plans:</i> Allan informed the Board that this was one of a number of actions from the last meeting relating to NHS England. He confirmed that he and Paul had not drafted a letter, but added that he would provide further information later in the course of the meeting.</p> <p><i>Action 2.2 – Amanda Sullivan is to follow up any updates to the SCR F13 action plan with NHS England and provide an update to the Board at the next meeting:</i> Paul McKay confirmed that updates were still awaited from both NHS England and the Clinical Commissioning Group (CCG). Further information would be provided in the SAR (Safeguarding Adults Review) Sub-Group's report to the Board, which was to be considered later in the meeting.</p> <p><i>Action 2.3 – Rosy Johnson is to circulate the information received regarding fire safety checks with these minutes:</i> Claire Bearder confirmed that this action had been completed.</p> <p><i>Action 2.4 – Paul McKay is to provide a report on Care Home Provider Suspensions to Rosy Johnson for circulation to the Board Members:</i> Paul confirmed that this action was complete. He added that there are now only seven Care Homes which are suspended, and no Home Care Provider Agencies are currently suspended.</p> <p><i>Action 3.1 – Stuart Sale is to complete and circulate composite report in readiness for the next Board meeting:</i> Claire confirmed that this action was complete, and further information would be provided in the Quality Assurance (QA) Sub-Group's report to the Board, which was to be considered later in the meeting.</p> <p><i>Action 3.2 – The Task and Finish Group is to meet, agree strategy and report back to the next Board meeting:</i></p>		

	<p>Allan confirmed that the Task and Finish Group met on 8th May 2015. He would provide further information later in the meeting under a specific agenda item.</p> <p><i>Action 3.3 – All Members are to provide the information requested and note that all correspondence with the NSAB should be via the team email address safeguarding1.adults@nottsgov.uk</i> This action is complete.</p> <p><i>Action 3.4 – Yvonne Dales and Allan Breeton are to liaise with Helen Chamberlain regarding the chairing of the Training Sub-Group. An update is to be provided at the next NSAB meeting:</i> Allan confirmed that this would be discussed further when an update was received from the Training Sub-Group later in the meeting.</p> <p><i>Action 3.5 – The Task and Finish Group is to consider the need for an Executive Group, and review the NSAB’S Terms of Reference and Constitution, and provide an update to the Board at the next meeting:</i> Allan confirmed that further information with regard to this action would be provided later in the meeting when the agenda item relating to the Strategic Plan was considered.</p> <p><i>Action 3.6 – Catherine Kelly and the Communications Sub-Group are to create a presentation promoting the NSAB’s key messages, role, function etc, which can be utilised by all Board Members. A draft presentation is to be circulated to the NSAB prior to the next Board meeting:</i> Catherine Kelly confirmed that a presentation had been drafted, and would be shown under the Communications Sub-Group Update agenda item later in the meeting.</p> <p><i>Action 3.7 – Allan Breeton is to provide an update to the Board with regard to his meetings with Chris Eyre, Anthony May and Health partners about the connectivity between the 3 statutory bodies under the Care Act:</i> Allan confirmed that he had met with Anthony May, and is to continue doing so on a quarterly basis. Meetings with Chris Eyre and Health partners are yet to take place.</p>		
2.1	<p>Action: Allan Breeton is to provide an update to the Board at the next meeting with regard to his meetings with Chris Eyre and Health partners about the connectivity between the three statutory bodies under the Care Act.</p>	Allan Breeton	08.10.15
2.2	<p><i>Action 3.8 – Paul McKay is to provide an update to the Board at the next meeting with regard to the County Council’s proposal for an integrated model for the Children’s and Adults’ Safeguarding Boards’ support function:</i> Paul confirmed that this is ongoing, but a decision is expected within the next seven to ten days. He added that he would email an update when he is able to do so.</p> <p>Action: Paul McKay is to email the Board members with an update on the County Council’s proposal for an integrated model for the Children’s and Adults’ Safeguarding Boards’ support function.</p>	Paul McKay	31.07.15
	<p><i>Action 4.1 – Julie Gardner is to provide a copy of the updated report regarding Jimmy Savile to Rosy Johnson. Rosy is to circulate the report to the Board on receipt:</i> This action is complete.</p> <p><i>Action 4.2 – Paul McKay and Claire Bearder are to meet to discuss the requirement for organisations to carry out reviews of internal policies and procedures in order that assurance can be provided that safeguarding</i></p>		

<p>2.3</p>	<p><i>arrangements are in place. An update is to be provided to the Board at the next meeting:</i> Paul confirmed that the meeting had not yet taken place but it has been arranged. An update will be provided at the next meeting.</p> <p>Action: Paul McKay and Claire Bearder are to meet to discuss the requirement for organisations to carry out reviews of internal policies and procedures in order that assurance can be provided that safeguarding arrangements are in place and any lessons from the Savile case are explored in social care. An update is to be provided to the Board at the next meeting.</p> <p><i>Action 4.3 – Julie Gardner is to provide an update report to the Board for the October meeting:</i> This action relates to the NHS Trust Development Authority update report provided to the NSAB at the April meeting, and the Trust-wide action plan which has been produced. A further update is to be provided by Julie at the October Board meeting.</p>	<p>Paul McKay / Claire Bearder</p>	<p>08.10.15</p>
<p>2.4</p>	<p>Action: Julie Gardner is to provide a further update in relation to the NHS Trust Development Authority report and Trust-wide action plan in relation to Jimmy Savile case.</p> <p><i>Action 5.1 – Allan Breeton and Paul McKay are to meet to discuss the escalation process should the Board not receive necessary assurance in relation to safeguarding at the Independent Health Provider A and other independent hospitals / units, and provide an update at the next Board meeting:</i> <i>Action 5.2 – Allan Breeton is to contact NHS England to discuss Independent Health Provider A and the findings from the meeting held in March and the subsequent Board discussions which took place at this meeting (16th April), and to request evidence that the unit is a safe place and ask if appropriate action has taken place, and provide an update at the next Board meeting:</i> Claire informed the Board that a meeting had taken place recently in relation to Independent Health Provider A and progress was being made. However, a risk does remain in respect of four individuals who were due to move from the unit, as there has been some slippage in the timescales.</p> <p><i>Action 5.3 – Claire Bearder is to contact the MASH to advise that it needs to keep a close eye on the referrals received from Independent Health Provider A, and request the data relating to those referrals, and provide an update at the next Board meeting:</i> <i>Action 5.4 – Claire Bearder is to add “Independent Hospitals / Units” to the Risk Register:</i> Claire confirmed that both actions are complete, and further information would be provided under the QA Sub-Group’s Update which is on the agenda for later in the meeting.</p> <p><i>Action 6.1 – DCI Austin Fuller is to provide a copy of the presentation (given to the Board on Modern Slavery) to Rosy Johnson for circulating with these minutes of the meeting:</i> Claire confirmed that this action is complete.</p> <p><i>Action 6.2 – Rosy Johnson is to include “Modern Slavery” for a future Partnership Event and ensure relevant partners are invited to attend / present. It was suggested that it should be scheduled for the event on 24th November 2015:</i> This action is for later in the year, and Allan stated that the agenda for the Partnership Event would be confirmed nearer to the date.</p>	<p>Julie Gardner</p>	<p>08.10.15</p>

2.5	<p>Action: The Safeguarding Team is to include “Modern Slavery” on a future Partnership Event with a suggested date of 24th November 2015.</p> <p><i>Action 7.2.1 – The Training Sub-Group is to focus on its role in taking forward the work of the Board in relation to training. Helen Scaman is to ensure that this is added to the agenda for the next Training Sub-Group meeting:</i> Claire confirmed that an update on the Training Sub-Group would be provided later in the meeting under the relevant agenda item.</p> <p><i>Action 7.3.1 – Board Members are to identify any risks and send them by email to safeguarding1.adults@nottsc.gov.uk for inclusion on the Risk Register:</i> This is an ongoing action for all Board Members. Claire stated that she has not yet been informed of any additional risks which need to be included, other than those already listed.</p>	Safeguarding Team	30.10.15
2.6	<p>Action: Board Members are to identify any risks and send them by email to safeguarding1.adults@nottsc.gov.uk for inclusion on the Risk Register.</p> <p><i>Action 7.3.2 – The QA Sub-Group is to continue to provide an update to the Board as appropriate on the Risk Register:</i> Claire confirmed that this would be provided under the QA Sub-Group’s agenda item later in the meeting.</p> <p><i>Action 7.4.1 – Allan Breeton is to contact F13’s family and provide an update to the Board at the next meeting:</i> Allan confirmed that he and Amanda Sullivan had met the parents of F13. They were unhappy and had a number of complaints about various organisations involved in the case. They raised a number of issues which were explained to the Board.</p> <p>Amanda commented that there have been issues around the SCR F13 Action Plan, which she would expand on later in the meeting under the SAR Sub-Group Update agenda item. Allan stated at this point that he was very frustrated with the situation around NHS England’s involvement with the Board and its business. He has been informed that NHS England was now withdrawing from membership of the Board. There are issues involving NHS England’s engagement in relation to both Independent Health Provider A and the action plan stemming from SCR F13. He suggested that a meeting is required with a senior member of NHS England in order to discuss the issues being faced by the Board. Amanda added that there had been a discussion at the most recent SAR Sub-Group meeting in relation to the frustration at the slow progress of the action plan. It was agreed by the Board that Allan should arrange to meet with a senior representative from NHS England, and that Amanda should assist in identifying who to make contact with.</p>	All Board Members	Ongoing
2.7	<p>Action: Allan Breeton is to arrange a meeting with a senior member of NHS England (to be identified with assistance from Amanda Sullivan) to discuss the issues facing the Board in relation to NHS England’s involvement and engagement with Board business. An update is to be provided at the next Board meeting.</p> <p><i>Action 7.4.2 – The SAR Sub-Group is to provide an update to the Board at the next meeting in relation to progress on SAR G15:</i> Amanda confirmed that the SAR Sub-Group’s report to the Board covered the update on SAR G15, and would be discussed further later in the meeting under the relevant agenda item.</p> <p><i>Action 8.1 – Emma Darby is to provide an update to the Board at the next meeting in relation to the Hoarding Pathway Workshop which took place on</i></p>	Allan Breeton	08.10.15

	<p><i>30th April 2015:</i> Allan and Paul both attended and presented at this event, which was very well attended. They are now linking in with Vulnerable Persons Panels.</p>		
3.	Strategic Plan		
	<p>Allan thanked the Task and Finish Group who had helped put together the Strategic Plan 2015-2018, a copy of which had been circulated to Board members prior to the meeting.</p> <p>Julie Gardner queried whether the document needed to demonstrate the learning of the Board. Nicola Ryan agreed, stating that she had queried this and Allan had replied that it was covered in a paragraph in the introduction to the document, which states "We will consider the learning from national and local reviews such as Winterbourne View and Stafford Hospital to ensure that important lessons are learnt and mistakes are not repeated".</p> <p>Steve Edwards confirmed that he thought the document was very good. He did however query whether it needs to be clearer that the Board has the authority to hold agencies to account. It was agreed that Steve and Claire would draft an additional sentence to insert.</p>		
3.1	<p>Action: Steve Edwards and Claire Bearder are to draft an additional sentence to add to the introduction of the Strategic Plan to demonstrate that the Board has the authority to hold agencies to account.</p> <p><u>Update: this action has been completed.</u></p> <p>The Board agreed that, subject to the changes listed above, the Strategic Plan 2015-2018 was signed off. Allan confirmed that the Board would continue to review the Strategic Plan on an annual basis at the Board's Development Day which takes place each January.</p>	Steve Edwards / Claire Bearder	17.07.15
4.	DASM		
	<p>Becky Sampson gave a presentation to the Board on the role of the Designated Adult Safeguarding Manager (DASM) within the Local Authority. The presentation is not detailed within these minutes, but a copy will be sent out to Board members when the minutes are distributed.</p>		
4.1	<p>Action: The Safeguarding Adults Team's administrative support is to send out a copy of the DASM Presentation with these minutes.</p> <p>Allan thanked Becky for the presentation, and asked if any member of the Board had any comments or questions.</p> <p>Following questions and a discussion it was agreed that a progress report detailing links between the statutory agency DASMs should be provided to the October Board meeting.</p>	Safeguarding Adults Team	31.07.15
4.2	<p>Action: Becky Sampson is to coordinate a report with the Police and the CCGs into the role of the DASM within the statutory agencies, and the links being formed between those agencies. The report is to be presented at the October Board meeting.</p>	Becky Sampson	08.10.15

5.	Chair's Update		
5.1	<p>Allan informed the Board that he and Stuart Sale, the new Board Manager, had met with a representative from Whatton Prison. Prisons have their own safeguarding process, and Whatton Prison had approached the Safeguarding Team requesting a meeting. There are three prisons within Nottinghamshire – Whatton and Ranby, as well as Lowdham Grange which is privately run.</p> <p>The representative from Whatton Prison shared the safeguarding procedures, and Stuart has reviewed these. There is a proposal for the prisons to be represented at the NSAB Partnership, and Allan stated that ideally there would be one representative for all three prisons. He confirmed that he would keep the Board updated.</p> <p>Action: Allan Breeton is to update the Board in relation to links formed with the Nottinghamshire Prisons, and their possible representation at the Partnership Board.</p>	Allan Breeton	08.10.15
5.2	<p>Allan then stated that the Regional Board meetings, which were chaired by Cath Roff, are now chaired by Helen Jones from the City. Allan now attends these meetings to represent the chairs of the safeguarding boards. Helen Jones is currently looking into a formula for the funding of Boards, and Allan confirmed that he would provide a further update at the next meeting.</p> <p>Action: Allan Breeton is to provide an update to the Board in relation to the possible funding for safeguarding boards at the next meeting.</p>	Allan Breeton	08.10.15
5.3	<p>Allan also informed the Board that he had recently attended a conference in Derbyshire on Modern Slavery. Helen Brown of Unchosen (an anti-trafficking charity that organises film campaigns to raise public awareness) had shown videos regarding exploitation, and these videos will be available for approximately one month in September free of charge via Unchosen's website (www.unchosen.org.uk). Allan suggested that Catherine Kelly and Julie Cuthbert, as representatives of the Communications team at Nottinghamshire County Council, as well as any other organisations, obtain copies of the videos.</p> <p>Action: Catherine Kelly and Julie Cuthbert, as well as any other organisation which so requires, are to obtain copies of the videos on exploitation available during September on Unchosen's website.</p>	Catherine Kelly / Julie Cuthbert / All	30.09.15
6.	Sub-Group Updates		
6.1	Communications Sub-Group		
	<p><u>NSAB Presentation</u></p> <p>At the previous meeting in April, Allan had asked Catherine Kelly and the Communications Team at the County Council to create a presentation that could be utilised by all members of the Board. Once the presentation is finalised, he requires members to deliver the presentation (tailored for individual organisations) three times per year.</p> <p>Catherine delivered the presentation to the Board. The presentation is not detailed within these minutes.</p> <p>On completion of the presentation, Allan thanked Catherine for the work which has been done and asked if Board members had any feedback.</p>		

<p>6.1.1</p>	<p>Paul queried whether the presentation should include the Board's priorities for 2015 to 2018, as specified in the strategic plan. He also suggested that the work to be done in year one could be included.</p> <p>Rob Morris suggested that there needs to be mention of the accountability of Board members.</p> <p>Claire stated that it would be helpful if guidance notes were available for some, if not all, of the slides. She also requested that abbreviations followed wording in full. For example, rather than just mentioning NSAB, it should state "Nottinghamshire Safeguarding Adults Board (NSAB)".</p> <p>Steve Edwards suggested that the final slide regarding how to pass on a concern should list the Multi-Agency Safeguarding Hub (MASH) contact details, not just the Safeguarding website.</p> <p>Mandy Jones suggested that the Board's Vision should be on a slide at the beginning of the presentation, not the end.</p> <p>Allan confirmed that the presentation can be tailored with details for individual organisations. As an example, he confirmed that organisations could add contact details for Board members.</p> <p>Allan requested that Catherine amend the presentation according to the comments made during the meeting and any others that Board members might email to her separately.</p> <p>Action: Board members are to email any comments and feedback to Catherine Kelly (catherine.kelly@nottsc.gov.uk) by 23 July and Catherine is to make necessary amendments to the presentation. The updated presentation is to be brought to the next meeting for final approval.</p> <p><u>Elder Abuse Awareness Day</u></p> <p>Catherine then informed the Board that the Elder Abuse Awareness Day had taken place on 15 June. A case study was put together and was covered by the local press.</p> <p><u>Update on Websites</u></p> <p>The Nottinghamshire County Council website is due to migrate in September to a new format. The safeguarding pages will be updated and transferred, and there will be further discussions in September following migration about the safeguarding website being separated from the main Council website.</p> <p>Allan thanked Catherine for her update.</p>	<p>All / Catherine Kelly</p>	<p>08.10.15</p>
<p>6.2</p>	<p>Quality Assurance Sub-Group</p>		
	<p>Claire Bearder presented a report on the QA Sub-Group which had been distributed prior to the meeting.</p> <p><u>Board Data</u></p> <p>A copy of a data report was distributed during the meeting, which demonstrated an increase in the number of service user outcome satisfaction being recorded. Claire also confirmed that work which has taken place with</p>		

	<p>individuals to manage their risks has led to their risk being reduced or removed on an increased number of occasions.</p> <p>Claire informed the Board that the number of repeat referrals has increased again, but as previously reported this is as a result of all safeguarding cases which leave the MASH being deemed as requiring a safeguarding assessment or a Section 42 Enquiry.</p> <p><u>Risk Register</u></p> <p>Claire thanked Nicola Ryan for her assistance with the Risk Register. She confirmed that the format of the register had been changed in order to show what further actions are required to mitigate risks.</p> <p>Claire informed the Board that there is currently one risk which is scored as “high”, which relates to NHS England and the discussions which had taken place earlier in the meeting in relation to the lack of engagement.</p> <p>Claire then queried with the Board whether the risks on the register were relevant and whether there were any additional risks to be added. In addition, she asked whether risks which have been mitigated and have been turned green on the register should remain or be removed from the document. Amanda suggested that they should be taken off, but with an addendum providing information about work which has taken place. Rob added that there may still be a need to monitor risks even after they have been mitigated in order to ensure that they do not become an issue again. He also stated that any risks on the register need to be in relation to something that the Board has the power to change.</p> <p>Allan agreed, and stated that the Board needs to demonstrate that risks are being considered. Therefore, if considered necessary, the risk should be included on the register.</p> <p>With regard to the Risk Register, Allan thanked Nicola for her input, and asked that all Board members continue to advise the Sub-Group of any newly identified risks.</p> <p>6.2.1 Action: All Board Members are to continue to advise the QA Sub-Group of any newly identified risks.</p> <p><u>Risk Factors and Prevention</u></p> <p>Claire confirmed that the Board will be updated as work progresses on the data available to the Strategic Analytical Unit in relation to prevention.</p> <p><u>Care Act Compliance Assurance</u></p> <p>All organisations on the Board completed a Care Act Assurance document with the exception of NHS England, who did not respond, and the Care Quality Commission (CQC) who did reply but did not complete the document. Work is to be undertaken in relation to those organisations which were not able to provide certain assurances when completing the document.</p>	All	Ongoing
6.3	Safeguarding Adults Reviews Sub-Group		
	Amanda Sullivan presented a report on the SAR Sub-Group, which had been distributed to the Board prior to the meeting.		

6.3.1	<p><u>SAR G15</u></p> <p>Due to more flexibility under the Care Act on what can be done, Amanda confirmed that the SAR Sub-Group has agreed to commission a Significant Incident Learning Process (SILP) for this case. The Board will be updated on progress in due course.</p> <p><u>City Case</u></p> <p>Amanda confirmed that there may be criminal proceedings in this case. The Sub-Group has recommended to Allan as Chair of the NSAB that a joint SAR is undertaken with Nottingham City. The Board will be updated on progress in due course.</p> <p><u>F13 Update</u></p> <p>As discussed earlier in the meeting, Amanda confirmed that she and Allan had met with F13's family. The Sub-Group is continuing to monitor both the multi-agency and individual organisation action plans. Amanda reiterated the Sub-Group's concerns around the lack of progress in relation to the multi-agency action plan, particularly in respect of the lack of involvement from NHS England.</p> <p><u>Safeguarding Adults Reviews Procedures</u></p> <p>User guidance is being produced in relation to SAR Procedures, and will be published once complete.</p> <p>Action: The SAR Sub-Group is to provide a further update at the next meeting in relation to the ongoing work detailed in its report.</p>	Amanda Sullivan / SAR Sub-Group	08.10.15
6.4	Training Sub-Group		
	<p>Claire Bearder presented a report on the Training Sub-Group. She stated that she did not attend the Training Sub-Group, and the report was produced by Stuart Sale, who as Board Manager had chaired the last meeting as there is currently no permanent chair.</p> <p>The Sub-Group has considered the function of the Sub-Group, and the suggestion is that more focus should be given to providing evidence and assurance to the Board about how training / learning makes a difference.</p> <p>The Sub-Group also wants to explore the possibility of combining with the Children's Training Sub-Group, and look at whether this may reduce any duplication of work, and a further update is to be provided at the next Board meeting.</p> <p>In addition, the Sub-Group is recommending that its name is changed to the Safeguarding Adults Learning and Development Sub-Group to better reflect the work it does.</p> <p>With regard to the lack of a permanent chair for the Sub-Group, Allan commented that this has been an issue. He noted that Nottinghamshire Police does not currently chair any of the sub-groups, and is the only one of the statutory agencies that does not currently have this responsibility. Ruth felt that it was interesting that the Sub-Group is intending to change its focus, and queried whether it would result in "straying into quality assurance territory", which it should not do. Paul agreed, stating that while there needs to be a link with the work of the QA Sub-Group there should not be an</p>		

<p>6.4.1</p>	<p>overlap.</p> <p>Allan suggested a task and finish group may be required to review what is needed from the Training Sub-Group. In any event, multi-agency training must take place, and that is not happening at the moment.</p> <p>Paul suggested a meeting should be arranged with Allan, Leigh, Claire and Amanda to discuss the chairing of the sub-groups.</p> <p>Action: Allan Breeton, Leigh Sanders, Claire Bearder and Amanda Sullivan are to discuss the chairing of each of the Sub-Groups, and provide an update at the next Board meeting.</p> <p><u>Update: it was requested by the Chair that this meeting does not take place, as he will meet with the Police to seek a resolution.</u></p> <p>In relation to the discussions around whether or not to combine the Adults' and Children's Training Sub-Groups, Paul commented that this was related to his earlier action (Action 2.2) and the decision which is yet to be made regarding whether or not to combine the support function for the Adults' and Children's Boards.</p> <p>Allan noted that the Sub-Group was requesting the Board agrees a number of recommendations, but suggested any agreement or otherwise was put on hold until decisions regarding the Chair were made.</p> <p>Amanda then acknowledged that people across organisations are stretched to resource issues. She queried whether the Board should look at more integration of training across organisations, rather than an integration with the Children's Safeguarding Training Sub-Group, within the County. Allan suggested that this should be considered as part of the discussions away from the Board.</p>	<p>Allan Breeton / Leigh Sanders / Claire Bearder / Amanda Sullivan</p>	<p>08.10.15</p>
<p>7.</p>	<p>Any Other Business and Closing Remarks</p>		
	<p>Leigh Sanders informed the Board that due to a change in structure within Nottinghamshire Police he had now moved from Homicide. He also stated that several ranks within the Police have been "removed" from the structure, and therefore the job title of the representative on the Board was likely to be different. He confirmed that either he or Helen Chamberlain would be the representative on the Board.</p> <p>Paul also stated in terms of Community Safety there had been a recent case involving roofers which had resulted in prison sentences.</p> <p>Going forward, Paul's responsibilities at the Council are changing, and Caroline Baria will be responsible for safeguarding. This was therefore likely to be Paul's final NSAB meeting. However, he will still be responsible for Community Safety, and queried whether the Board would like him to attend to update once a year. He confirmed that he would ensure he maintained the links between Safeguarding and Community Safety. Allan thanked Paul for the work he had done while a member of the Board, and confirmed that he would be welcome to attend to provide any necessary updates in relation to Community Safety.</p> <p>Mandy Jones queried what work was taking place in relation to "prevent" and strategic links. Allan stated that Board members should be aware and he stated he would consider it as a possible agenda item for the October meeting.</p>		

7.1	<p>Action: Allan Breeton is to consider whether “Prevent” should be an agenda item for the October Board meeting.</p> <p>Rob Morris stated that there was now a link to the Law Commission Consultation regarding Deprivation of Liberty Safeguards, and that he would forward it to the Safeguarding Team’s email address.</p>	Allan Breeton	30.09.15
7.2	<p>Action: Rob Morris is to forward the Law Commission Consultation link relating to Deprivation of Liberty Safeguards to the Safeguarding Team’s email address.</p> <p>Update: this action has been completed – the link is as follows: http://www.lawcom.gov.uk/project/mental-capacity-and-deprivation-of-liberty</p> <p>Julie Gardner stated that the City Board has requested a paper for the September meeting on the Restructure of Adult Mental Health Beds Across Nottingham City and County. Julie suggested that it should also come to the NSAB and Allan agreed.</p>	Rob Morris	17.07.15
7.3	<p>Action: Julie Gardner is to provide a copy of the “Restructure of Adult Mental Health Beds Across Nottingham City and County” in readiness for the October Board meeting.</p>	Julie Gardner	30.09.15
8	Close		
	<p>There being no further business, Allan thanked the Board members for their attendance and input and closed the meeting.</p>		
9.	Future Meeting Dates		
	<p><u>NSAB Meetings:</u></p> <ul style="list-style-type: none"> • 8th October 2015 2:00pm to 5:00pm Lawn View House, Sutton in Ashfield, NG17 5GA <p><u>NSAB Partnership Events:</u></p> <ul style="list-style-type: none"> • 24th November 2015 9:00am (for a 9:30am start) to 12:30pm The Talbot Suite, Rufford Mill, NG22 9DG 		