



# **Minutes of the Nottinghamshire Safeguarding Adults Board Meeting**

## **Held on 8<sup>th</sup> October 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  
8<sup>th</sup> October 2015**

<b>NAME</b>	<b>ORGANISATION</b>	<b>PRESENT</b>	<b>APOLOGIES</b>	<b>ABSENT</b>
Allan Breeton Chair	Independent Chair, Nottinghamshire Safeguarding Adults Board	√		
Amanda Sullivan Vice Chair	Chief Operating Officer, Newark and Sherwood Clinical Commissioning Group		√	
Bernadette Carter	Senior Solicitor (Litigation), Safeguarding and Social Care, Legal Services, Nottinghamshire County Council		√	
Caroline Baria	Service Director, Strategic Commissioning, Access and Safeguarding, Nottinghamshire County Council	√		
Cathy Sheehan – Deputy for Wendy Hazard	East Midlands Ambulance Service	√		
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		√	
Helen Chamberlain Board Member	Superintendent, Nottinghamshire Police		√	
Jane Freezer – Deputy for Sue Bowler	Safeguarding Adults Advisor, Sherwood Forest Hospitals NHS Trust	√		
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	√		
Nicola Ryan Board Member	Deputy Chief Nurse, NHS Bassetlaw Clinical Commissioning Group		√	
Nigel Hill Board Member	Head of Nottinghamshire National Probation Service		√	
Rebecca Stone	Assistant Director of Quality and Patient Safety, Nottingham North and East Clinical Commissioning Group		√	
Richard Cropley	Persons at Risk Team Manager, Nottinghamshire Fire and Rescue Service	√		
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		√	
Yvonne Dales – Deputy for Leigh Sanders	Detective Inspector, Nottinghamshire Police	√		
Anna Jakeman – Minute Taker	Business Support, Safeguarding Adults Strategic Team, Nottinghamshire County Council	√		
Gail Colley-Bontoft – Guest	Head of Quality and Adult Safeguarding, South Nottinghamshire Clinical Commissioning Groups	√		
Hannah Hogg – Guest	Specialist Practitioner Safeguarding, Nottinghamshire Healthcare NHS Trust	√		



<p>2.3</p>	<p><i>NHS Trust Development Authority Report and Trust-wide action plan in relation to the Jimmy Savile case:</i> Allan stated that would be discussed further under agenda item 6 (Savile Investigation Update).</p> <p><i>Action 2.5 – The Safeguarding Team is to include “Modern Slavery” on a future Partnership Event with a suggested date of 24<sup>th</sup> November 2015:</i> Allan confirmed that Modern Slavery is to be the main topic at the Partnership Event on 24<sup>th</sup> November 2015. He asked Board members to attend, and to encourage other colleagues to attend.</p> <p><i>Action 2.6 – Board Members are to identify any risks and send them by email to <a href="mailto:safeguarding1.adults@nottsc.gov.uk">safeguarding1.adults@nottsc.gov.uk</a> for inclusion on the Risk Register:</i> Allan confirmed that this is an ongoing action, and would be covered in more detail under agenda item 11.2 (Quality Assurance Sub-Group Update).</p> <p><i>Action 2.7 – 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:</i> Allan confirmed that a meeting which had been scheduled to take place on 5<sup>th</sup> October has been postponed, and will now take place on 27<sup>th</sup> October 2015. He will provide an update at the next Board meeting.</p> <p><b>Action: Allan Breeton is to provide an update in relation to the meeting which is scheduled to take place on 27<sup>th</sup> October 2015 to discuss the issues facing the Board in relation to NHS England’s involvement and engagement with Board business.</b></p> <p><i>Action 3.1 – 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:</i> This action has been completed and the Strategic Plan updated.</p> <p><i>Action 4.1 – The Safeguarding Adults Team’s administrative support is to send out a copy of the DASM presentation with the minutes of the meeting which took place on 9<sup>th</sup> July 2015:</i> This action was completed.</p> <p><i>Action 4.2 – 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 meeting:</i> Claire Bearder confirmed that there had been a meeting of DASMs held on 28<sup>th</sup> September 2015. Further guidance from the Department of Health is anticipated in relation to the role of the DASM, and work will be able to progress once this is published.</p> <p><i>Action 5.1 – Allan Breeton is to update the Board in relation to links formed with the Nottinghamshire Prisons, and their possible representation at the Partnership Board:</i> Allan confirmed that he is to ask the representative from Whatton Prison, Gerry Bishop, to attend the Partnership Board Event on 24<sup>th</sup> November.</p> <p><i>Action 5.2 – Allan Breeton is to provide an update to the Board in relation to the possible funding for safeguarding boards at the next meeting:</i> Allan informed the Board that he intends to organise a separate meeting in relation to funding, and that he would keep the Board updated as to</p>	<p>Allan Breeton</p>	<p>14.01.16</p>
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	progress.		
2.4	<p><b>Action: Allan Breeton is to organise a meeting in relation to the possible funding for safeguarding boards, and provide an update to the NSAB at the January meeting.</b></p> <p><i>Action 5.3 – 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:</i> Julie Cuthbert confirmed that the DVD has been obtained from Unchosen, an anti-trafficking charity, and has three films. Allan and Julie agreed to meet away from the Board meeting to review the films.</p>	Allan Breeton	14.01.16
2.5	<p><b>Action: Allan Breeton and Julie Cuthbert are to meet to review the films obtained from Unchosen, and provide an update to the Board at the next meeting as to how they will be utilised.</b></p> <p><i>Action 6.1.1 – Board members are to email any comments and feedback to Catherine Kelly by 23<sup>rd</sup> 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:</i> Julie Cuthbert confirmed that she would provide further information under agenda item 11.1 (Communications Sub-Group Update).</p> <p><i>Action 6.2.1 – All Board Members are to continue to advise the QA Sub-Group of any newly identified risks:</i> This action is ongoing, and would be discussed in further detail under agenda item 11.2 (Quality Assurance Sub-Group Update).</p> <p><i>Action 6.3.1 – The SAR Sub-Group is to provide a further update at the next meeting in relation to the ongoing work detailed in its report:</i> This action is ongoing, and would be discussed in further detail under agenda item 11.4 (Safeguarding Adults Reviews Sub-Group Update).</p> <p><i>Action 6.4.1 – 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:</i> Allan confirmed that he is taking this forward together with Amanda Sullivan, Claire Bearder and Leigh Sanders, and he would provide a further update at the January Board meeting.</p>	Allan Breeton / Julie Cuthbert	14.01.16
2.6	<p><b>Action: Allan Breeton is to provide a further update on the chairing of the sub-groups at the January Board meeting.</b></p> <p><i>Action 7.1 – Allan Breeton is to consider whether “Prevent” should be an agenda item for the October Board meeting:</i> Allan confirmed that, due to the full agenda for this meeting, the action is to be carried forward to January. Ruth Hyde stated that the Prevent Steering Group which runs across the City and County is in the process of developing an action plan, and is also looking to appoint a lead officer. She added that the Home Office is currently offering some funding to Local Authorities and the Steering Group is considering pooling funds across the City and County. Allan requested a further update at the January Board meeting, and suggested that if a lead has been appointed a presentation could be requested.</p>	Allan Breeton	14.01.16
2.7	<p><b>Action: Ruth Hyde is to provide an update on the work of the Prevent Steering Group.</b></p> <p><i>Action 7.2 – Rob Morris to forward the Law Commission Consultation link relating to Deprivation of Liberty Safeguards to the Safeguarding Team’s</i></p>	Ruth Hyde	14.01.16

	<p><i>email address:</i> This action has been completed.</p> <p><i>Action 7.3 – 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:</i> This action would be discussed in more detail under agenda item 4 (Restructure of Adult Mental Health Beds).</p>		
<b>3.</b>	<b>Think Family – Update from Nottinghamshire Healthcare Trust</b>		
<b>3.1</b>	<p>Hannah Hogg had been invited to attend the Board meeting to provide an update on the work being done by the Nottinghamshire Healthcare Trust in relation to “Think Family”.</p> <p>Following the presentation, Allan thanked Hannah and asked for any comments or questions from Board members.</p> <p>Nichola Bramhall queried if there were any plans to do an evaluation of the impact of Think Family on service users. Hannah responded that the hope is that this will be done in future. She added that she has now been identified as the lead within safeguarding at the Healthcare Trust to link with the volunteer sector, and she hopes to use these links to establish what Think Family means to them.</p> <p>Ruth Hyde queried whether the promotion of Think Family has had any impact on the number of referrals to the Multi-Agency Safeguarding Hub (MASH). Hannah responded that she was unable to confirm, but there should be robust data available in the future.</p> <p>Allan commented that part of the role of the Board under the Care Act is to ensure and be assured that organisations are doing what is required. He added that the presentation given by Hannah evidences that the Nottinghamshire Healthcare Trust is doing that.</p> <p>Allan requested that a copy of the presentation be circulated electronically after the meeting.</p> <p><b>Action: Anna Jakeman is to circulate a copy of the Think Family presentation to Board members after the meeting.</b></p> <p><u>Update: The presentation was emailed to Board members on 9<sup>th</sup> October 2015</u></p>	<b>Anna Jakeman</b>	<b>09.10.15</b>
<b>4.</b>	<b>Restructure of Adult Mental Health Beds</b>		
<b>4.1</b>	<p>Julie Gardner informed the Board that the City’s Safeguarding Board had requested a report on Adult Mental Health Beds. Having received the report, the City’s Board requested further data and assurance, and a revised report has now been drafted.</p> <p>The paper had not been distributed prior to the meeting, and Allan requested that it was sent out by email.</p> <p><b>Action: Anna Jakeman is to distribute the Restructure of Adult Mental Health Beds paper and appendices to Board members.</b></p>	<b>Anna Jakeman</b>	<b>09.10.15</b>



	<p><u>Update: The report and appendices were emailed to Board members on 9<sup>th</sup> October 2015</u></p> <p>Julie stated that the report evidences the impact of a decrease in the number of mental health beds and the increase in more holistic services, and considers the risks associated with this.</p> <p>Allan queried what the City's Safeguarding Board was expecting of the report, and Julie responded that it looks at where delays are occurring and what lessons are being learned. The City wants assurance that the citizens of Nottinghamshire have access to beds in a timely way.</p> <p>A discussion followed and it was agreed that Julie would take away the issue of what services were available for people with dementia and include the response in an updated version of the document. It was also agreed that access to mental health beds should be included on the risk register, which was discussed in further detail later in the meeting during the update on the Quality Assurance Sub-Group.</p> <p>Allan stated that the same message needs to be given to both the City and County Safeguarding Adults Boards through the report.</p>		
4.2	<p><b>Action: All Board members are to consider the report on the Restructure of Adult Mental Health Beds and its appendices, and email <a href="mailto:julie.gardner@nottshc.nhs.uk">julie.gardner@nottshc.nhs.uk</a> with any feedback by 31<sup>st</sup> October 2015.</b></p>	All Board Members	31.10.15
4.3	<p><b>Action: Julie Gardner is to update the report further to any feedback received, and include a response in relation to services available for dementia patients.</b></p>	Julie Gardner	30.11.15
5.	<b>Strategic Plan</b>		
5.1	<p>Allan confirmed that the Strategic Plan has now been agreed, and the Quality Assurance (QA) Sub-Group has assured him that the work required in Year 1 is progressing.</p> <p>The Board's Development Day will be held in January 2016, and Allan stated that he requires good attendance in order that a full review of the Strategic Plan can be carried out.</p> <p>Allan asked if anyone had any comments at this point.</p> <p>Nichola Bramhall queried the membership of the task and finish group in relation to the work on Transitions, as she noted it referred to membership from "across children's and adult social care". Caroline Baria suggested that this should be changed to reflect the membership across health organisations, not just social care, and this was agreed.</p>		
	<p><b>Action: Claire Bearder is to arrange for the wording on page 4 of the Strategic Plan under Transitions to be changed to reflect the membership of the task and finish group being from across health organisations, not just social care.</b></p>	Claire Bearder	31.10.15
6.	<b>Savile Investigation Update</b>		
	<p>Hannah Hogg presented a report which provided an update and assurance to the Board in relation to actions taken further to the Savile investigation and</p>		

	<p>the publication of the Lampard Report.</p> <p>The Board agreed the recommendations to note the content of the report and the progress made in relation to the Savile investigation.</p>		
<b>7.</b>	<b>Goddard Inquiry and Learning from Operation Medomsley</b>		
	<p>Steve Edwards stated that the Goddard Inquiry has served notice of the requirement for retention / non-destruction of documents relating to the independent inquiry into child sexual abuse, and all organisations need to ensure they comply.</p> <p>Ruth Hyde commented that this could be a “tricky” issue, as data retention policies are in place within organisations to ensure that data is not kept for longer than it should be.</p> <p>Rob Morris also queried how organisations would know what they need to keep, particularly given the number of relevant individuals within organisations (eg staff and patients). Access to records would be required.</p> <p>Steve also stated that a letter in relation to Operation Medomsley from Durham Local Safeguarding Children Board highlighted the importance of access to specialist counselling for males who have been abused, adding that recent learning has shown that specialist sexual abuse counselling is available to women but males do not have the same degree of access or support. Steve informed the Board that a Strategic Management Group is looking into this issue and a pathway is being developed.</p> <p>Steve has been advised that Nottingham City and Nottinghamshire County account for approximately 10% of the whole country’s work in relation to these cases. The Goddard Inquiry is intending to investigate regional bases and it is likely that Nottingham / Nottinghamshire will be on the list. If that does occur, there will need to be consideration of what happened historically.</p> <p>Julie Gardner added that organisations also need to consider what is in place for the future if an individual is currently suffering abuse.</p> <p>Allan queried what actions the Board needs to take, if any. Rob suggested that the pathway which is being developed needs to be shared, and Nichola confirmed she would email this to Anna Jakeman for circulation.</p>		
<b>7.1</b>	<b>Action: Nichola Bramhall is to email the pathway which is being developed by the Strategic Management Group to Anna Jakeman.</b>	<b>Nichola Bramhall</b>	<b>16.10.15</b>
<b>7.2</b>	<b>Action: Anna Jakeman is to circulate the pathway document to Board members.</b>	<b>Anna Jakeman</b>	<b>16.10.15</b>
	<p>Caroline queried whether a co-ordinated response was being put together, and Nichola confirmed that Elaine Moss is the representative on the Group. She confirmed she would ask Elaine to provide an update to the Board at the next meeting.</p>		
<b>7.3</b>	<b>Action: Nichola Bramhall is to ask Elaine Moss to provide an update to the Board on the Strategic Management Group at the January Board meeting.</b>	<b>Nichola Bramhall / Elaine Moss</b>	<b>14.01.16</b>
	<p>Allan stated that once the Board has received the update, it can consider whether any further actions need to be done.</p>		

<b>8.</b>	<b>CQC Statement on Adult Safeguarding</b>		
<b>8.1</b>	<p>Allan commented that section 5 of the CQC Statement relates specifically to Safeguarding Boards. He confirmed that he will ask the CQC to attend the next Board meeting in January to present the Statement.</p> <p><b>Action: Allan Breeton is to invite the CQC to attend the January Board meeting to present the Statement on Adult Safeguarding.</b></p>	<b>Allan Breeton</b>	<b>14.01.16</b>
<b>9</b>	<b>Annual Report Update</b>		
<b>9.1</b>	<p>Allan confirmed that the Annual Report for 2014/5 would be the last in the current format, and confirmed that he intends to launch it at the Partnership Event in November.</p> <p><b>Action: Allan Breeton asked all Board members to consider the draft Annual Report and email any comments or feedback to the Safeguarding Adults Strategic Team by 23<sup>rd</sup> October 2015.</b></p> <p>Allan asked that his thanks to John Dowson for his work be noted.</p>	<b>All</b>	<b>23.10.15</b>
<b>10.</b>	<b>Chair's Update</b>		
<b>10.1</b>	<p>Allan confirmed that the East Midlands Regional Safeguarding Board is now chaired by Helen Jones, and that he would arrange to circulate the Board's Business Plan and Mental Health Concordat.</p> <p><b>Action: Allan Breeton is to arrange for the East Midlands Regional Safeguarding Board Business Plan and Mental Health Concordat to be circulated to the Board members.</b></p>	<b>Allan Breeton</b>	<b>30.10.15</b>
<b>11.</b>	<b>Sub-Group Updates</b>		
<b>11.1</b>	<b>Communications Sub-Group Update</b>		
<b>11.1.1</b>	<p>Julie Cuthbert confirmed that, further to the Board meeting in July, some comments had been received in relation to the presentation which Catherine Kelly had given. These comments had been taken into account, and had resulted in some minor amendments to the presentation. In addition, Paul McKay had suggested a video of Allan could be added to the presentation. Allan has now recorded this video, and it needs to be incorporated. Once completed, Julie will forward it to Anna Jakeman for circulation.</p> <p><b>Action: Julie Cuthbert is to send a copy of the Board presentation to Anna Jakeman for circulation once it has been finalised with the video incorporated.</b></p> <p>Julie confirmed that she will be looking at the Communications Strategy and will meet with Stuart Sale in this regard to audit what has been done (eg leaflets, posters). The Safeguarding Awareness Survey will be carried out every other year.</p> <p>Julie asked people to confirm their organisations' contacts for the Communications Sub-Group.</p>	<b>Julie Cuthbert</b>	<b>14.01.16</b>

11.1.2	<b>Action: All Board members are to provide Julie Cuthbert with their organisations' contacts for the Communications Sub-Group by email to <a href="mailto:julie.cuthbert@nottscc.gov.uk">julie.cuthbert@nottscc.gov.uk</a></b>	All	30.10.15
11.2	<b>Quality Assurance Sub-Group Update</b>		
	<p>Claire Bearder acknowledged the presence of a police representative at the last QA Sub-Group meeting and stated that they had made a very useful contribution.</p> <p>Claire then presented a report which had been distributed to the Board.</p> <p><u>Board Data</u></p> <p>Claire presented a paper to the Board, and stated the suite of data is what the Sub-Group proposes is brought to the NSAB. She added that the data will always be for a quarter year behind, as the Sub-Group will review it before it is presented at the Board meeting.</p> <p>In relation to the chart for the Safeguarding Assessment Outcomes, Claire stated that the numbers were reducing, showing that the less questions are being asked about desired outcomes for individuals the more the likelihood of the risk being removed is decreasing. The Board was in agreement that this should be included in the data set.</p> <p>Allan stated that he approved of the style of presentation of the suite of data, and suggested that Claire and Caroline should meet away from the Board to look further at the clarity of the information contained.</p>		
11.2.1	<p><b>Action: Caroline Baria and Claire Bearder are to meet to discuss the clarity of the information contained within the suite of data being presented to the Board.</b></p> <p>Discussion ensued regarding the data in relation to referrals that do not meet the threshold for a Section 42 Enquiry. The Board felt that information regarding the nature of referrals that do not meet the threshold should also be included in the report.</p>	Caroline Baria / Claire Bearder	14.01.16
11.2.2	<p><b>Action: The QA Sub-Group is to break down the information into the broad themes of referrals that do not go on to a Section 42 Enquiry, and provide further information in the suite of data to be presented to the Board.</b></p> <p>In relation to the data on Repeat Enquiries, Claire queried whether the NSAB considered it useful to record the repeat referrals on a numerical basis.</p> <p>Yvonne believed it was a good idea, commenting that in the Police repeat callers can be very costly.</p> <p>Rob Morris agreed, but added that any work needed to be proportionate, and Caroline suggested that it was more important to look at those who were referred two or three times and the reasons for that.</p> <p>Rob suggested that it would also be useful to look at the time between referrals, as a few days could be a very different situation to a few months, for example.</p> <p>Allan requested that Claire and the QA Sub-Group look at the scope of the work in this regard, and provide an update at the next meeting.</p>	QA Sub-Group	07.01.16

<p>11.2.3</p>	<p><b>Action: Claire Bearder and the QA Sub-Group are to look at the scope of the work required to consider repeat referrals, and provide an update at the January Board meeting.</b></p> <p><u>Risk Register</u></p> <p>Claire informed the Board that no organisations have specifically identified any risks, but the Sub-Group has done and these have been added.</p> <p>In relation to Risk 2 regarding NHS England, Allan has a meeting organised in late-October, and the Register will be updated accordingly. It was agreed that reference to “high” secure hospitals would be removed.</p> <p>In relation to Risk 3 regarding Deprivation of Liberty Safeguards (DoLS), Rob Morris stated that he had faced issues in that the Local Authorities have stated that they are unable to carry out DoLS assessments due to lack of capacity. He agreed that it was right for DoLS to be on the Risk Register, but felt that the actions required were out of the Board’s control. Caroline agreed that it should be on the Register. .</p> <p>Allan stated that the Register should be kept updated so that the Board can demonstrate what it is doing in relation to Risks.</p> <p>In relation to Risk 4, Allan stated a meeting is arranged to take place away from the Board to consider how the risk regarding funding uncertainty can be mitigated.</p> <p>Further to earlier discussions in the meeting, it was agreed that the Restructure of Adult Mental Health Beds would be added. Allan also asked that Board members continue to advise the Safeguarding Adults Team of any new risks.</p>	<p>Claire Bearder / QA Sub-Group</p>	<p>07.01.16</p>
<p>11.2.4</p>	<p><b>Action: Claire Bearder is add the Restructure of Adult Mental Health Beds to the Risk Register.</b></p>	<p>Claire Bearder</p>	<p>16.10.15</p>
<p>11.2.5</p>	<p><b>Action: all Board members are to advise the Safeguarding Adults Strategic Team by email of any new risks.</b></p> <p><u>Risk Factors and Prevention</u></p> <p>Claire outlined the work of the QA Sub-Group in relation to data available to the Strategic Analytical Unit (SAU) as detailed in her report.</p> <p><u>Recommendations</u></p> <p>Recommendations 1 and 2 from the report were approved.</p> <p>In relation to Recommendation 3 of the report that the Board approves the cessation of reporting on data relating to assessments completed within 56 days, a discussion ensued and Allan felt that further discussion was needed. He asked Caroline and Claire to consider the matter away from the Board meeting.</p>	<p>All</p>	<p>Ongoing</p>
<p>11.2.6</p>	<p><b>Action: Caroline Baria and Claire Bearder are to consider Recommendation 3 of the QA Sub-Group report, and provide a further update at the January Board meeting.</b></p> <p>Allan thanked Claire for her update.</p>	<p>Caroline Baria / Claire Bearder</p>	<p>07.01.16</p>

<b>11.3</b>	<b>Training Sub-Group Update</b>		
	<p>Claire presented a report to the Board which had been written by Anji Dyke who has been employed by Nottinghamshire County Council as a temporary consultant.</p> <p>The report updated on the review of the safeguarding learning and development opportunities, and made proposals for a framework of multi-agency learning for approval by the Board. An appendix detailing the learning, training and development pathways had been circulated with the report which outlined the proposals in detail. The Board approved this approach.</p> <p>Claire stated that because there has been no chair for the Training Sub-Group the group has not been meeting and there has been a lack of engagement.</p> <p>Allan reiterated that he is going to speak to Health, Police and Social Care partners with regard to the chairing of all of the Sub-Groups. Claire stated that the appointment of a chair will drive forward the Training Sub-Group, and it will re-form and pick up the recommendations being made in Anji's report.</p>		
<b>11.3.1</b>	<p><b>Action: Allan Breeton is to speak to Health, Police and Social Care partners with regard to the chairing of all Sub-Groups, and update the Board at the next meeting.</b></p> <p>Allan thanked Claire for her update.</p>	<b>Allan Breeton</b>	<b>14.01.16</b>
<b>11.4</b>	<b>Safeguarding Adults Reviews Sub-Group Update</b>		
	<p>In Amanda Sullivan's absence, Claire stated that SAR G15 is continuing, and the Significant Incident Learning Process (SILP) is being utilised for the review. There are two Practitioners Learning Events taking place in November. She added that Commissions need to ensure that they are very involved with report authors, and that Board members need to ensure that they "own" their organisation's reports. Julie Gardner added that, as a Commissioner, there is a need to maintain an overview of the report and the work going into it. The SILP needs to be robust, transparent and reliable.</p> <p>There is modern slavery review underway which the City is leading on and the County is contributing. Hayley Frame is the author.</p> <p>Allan thanked Claire for her update.</p>		
<b>12.</b>	<b>Any Other Business and Closing Remarks</b>		
	<p>Allan reminded the Board of the upcoming Partnership Event on 24<sup>th</sup> November 2015, the Extraordinary Board meeting on 17<sup>th</sup> December 2015 and the Development Day on 1<sup>4th</sup> January 2016.</p>		
<b>13.</b>	<b>Close</b>		
	<p>There being no further business, Allan thanked the Board members for their attendance and input and closed the meeting.</p>		

14.	<b>Future Meeting Dates</b>		
	<p><u>NSAB Meetings:</u></p> <ul style="list-style-type: none"> <li>• 17<sup>th</sup> December 2015 – Extraordinary Meeting 2:00pm to 5:00pm Lawn View House, Sutton in Ashfield, NG17 5GA</li> <li>• 14<sup>th</sup> January 2016 – Development Day 9:00am to 5:00pm The Towers, Botany Avenue, Mansfield, NG18 5NG</li> <li>• 14<sup>th</sup> April 2016 2:00pm to 5:00pm Lawn View House, Sutton in Ashfield, NG17 5GA</li> <li>• 14<sup>th</sup> July 2016 2:00pm to 5:00pm Lawn View House, Sutton in Ashfield, NG17 5GA</li> <li>• 13<sup>th</sup> October 2016 2:00pm to 5:00pm Lawn View House, Sutton in Ashfield, NG17 5GA</li> </ul> <p><u>NSAB Partnership Events:</u></p> <ul style="list-style-type: none"> <li>• 24<sup>th</sup> November 2015 9:00am (for a 9:30am start) to 12:30pm The Talbot Suite, Rufford Mill, NG22 9DG</li> <li>• 17<sup>th</sup> May 2016 9:00am (for a 9:30am start) to 12:30pm The Towers, Botany Avenue, Mansfield, NG18 5NG</li> <li>• 22<sup>nd</sup> November 2016 9:00am (for a 9:30am start) to 12:30pm The Talbot Suite, Rufford Mill, NG22 9DG</li> </ul>		