

Dear,

Further to your recent Freedom of Information request, I am writing to advise that *Inspire* manages all County Council Libraries within Nottinghamshire. Please see this link which will provide you more information on this service, <http://www.nottinghamshire.gov.uk/culture-leisure/libraries/inspire> . I have liaised with Inspire to provide you with the response below:

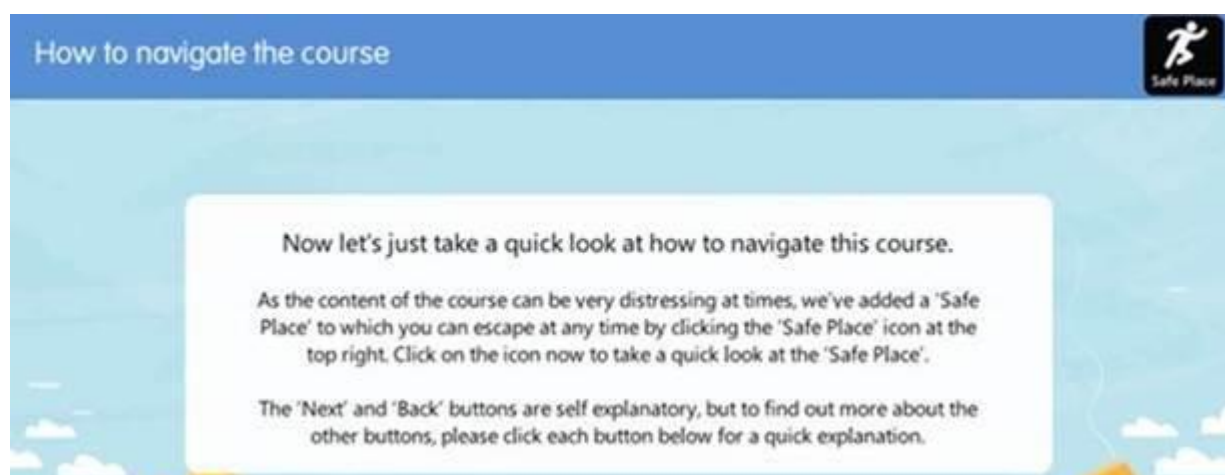
**Inspire risk assessments for courses which may have an impact on mental well-being.**

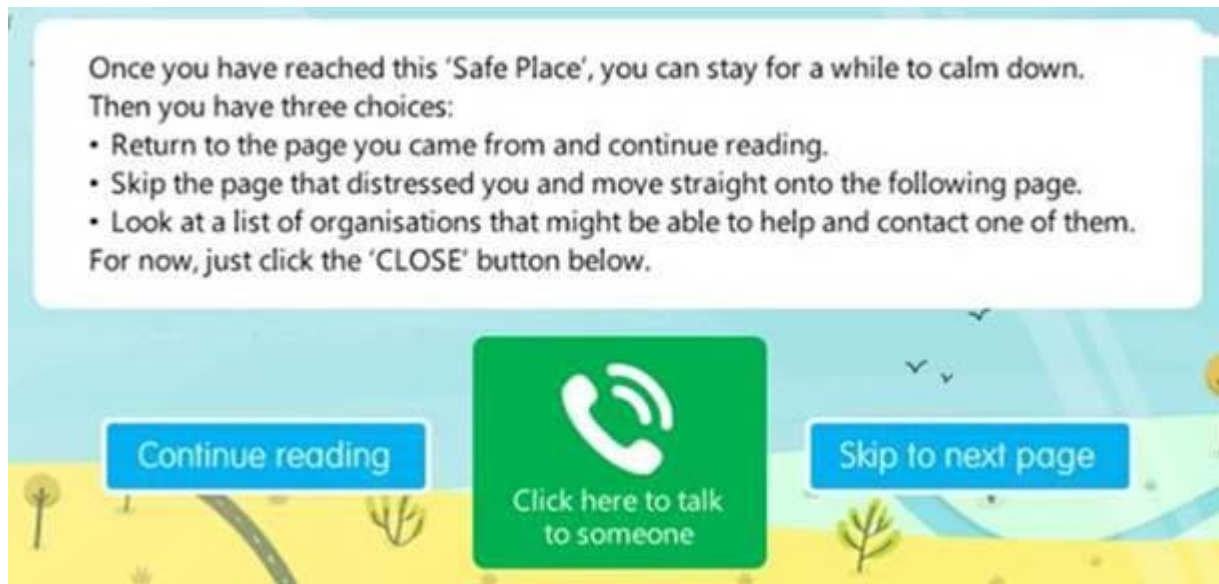
In general, the training required by Inspire staff relate to the professional and technical aspects of their role, customer service and the interpersonal skills to enable them to provide services to the public and work alongside colleagues. This is not subject to a specific risk assessment. Inspire, in keeping with good employment practice, believe that after appropriate recruitment, training to enable people to successfully complete their duties is in their best interest with respect to ongoing mental wellbeing as opposed to asking staff to perform duties they are not qualified or trained to undertake.

In addition, we take a proactive stance with respect to supporting individual's mental well-being by providing personal resilience and mental health awareness training to staff and managers.

However, as part of our commitment to safeguarding children and vulnerable adults Inspire ensures that all staff who work with service users complete safeguarding training. As previously(pre April 16), when Library Services were provided from within Nottinghamshire County Council, and now as Inspire(post April 2016), the training is as recommended by the Nottinghamshire Safeguarding Children Board (NSCB) and provided to Inspire staff by the NSCB Approved provider – Virtual College. In addition, staff are advised as to how to raise concerns, make referrals and act in an emergency. This is the same arrangement as for Nottinghamshire County Council Staff.

It is recognised that this kind of training can be distressing as a topic and potentially raise issues from someone's past. Because of this, the training is designed with support in mind – **see screenshots below**. In addition, staff discuss training before and after completion with their line manager so additional and immediate support can be provided as required.





I hope the above assists you, however, if you wish to raise any concerns about the way your request was dealt with, then please write to the Team Manager, Complaints and Information, County Hall, West Bridgford, Nottingham, NG2 7QP or e-mail [foi@nottsc.gov.uk](mailto:foi@nottsc.gov.uk) quoting the reference number above.

Following this, if you remain dissatisfied, you can ask the Information Commissioner to review your request. However, the Information Commissioner cannot normally make a decision unless you have exhausted the procedure provided by the Council. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
Tel: 0303 123 1113 or 01625 54 57 45  
[www.ico.org.uk](http://www.ico.org.uk)