

<b>SAFEGUARDING ADULTS BOARD</b>		
<i>Date</i> 4 <sup>th</sup> July 2025	<i>Time</i> 9:00am	<i>Venue</i> Crosland Suite, Grimsby Town Hall
<i>Attendees</i>	<p>Katie Brown (KB) - Director of Adult Services, NELC (Chair)            John Allen (JA) – Principal Social Worker, NELC            Jo Barnes (JB) – Chief Executive Officer, Nurtrio            Paul Bassett (PB) – Assistant Director Adult Social Services, NELC (Adults at Risk Sub-Group Chair)            Katie Chadwick (KC) – Head of Home Options, NELC            Paul French (PF) – Chief Superintendent, Humberside Police            Melanie Fullbrook (MF) – Local Dementia Services Manager, Alzheimer’s Society            Karen Gray (KG) – Dementia Advisor, Alzheimer’s Society            Tracey Kendall (TK) - Prevention Leadership Manager and Designated Safeguarding Lead, HFRS            Lee Mair (LM) – Chief Executive Officer, Focus            Donna Phillips (DP) - Designated Safeguarding Nurse Adults &amp; Children, Place/NHS H&amp;NY ICB            Duncan Rossiter (DR) – Chief Officer, Citizen’s Advice Bureau, Grimsby            Cllr Stan Shreeve (SS) – Portfolio Holder &amp; Deputy Leader, NELC            Janine Smith (JS) – Chief Operating Officer, Navigo            Stewart Watson (SW) – Safeguarding Adults Board Manager, NELC            Julie Wilburn (JW) – Deputy Director of Safeguarding, NHS Humber &amp; North Yorkshire Integrated Care Board (ICB)            Dr Sanjedah Zaro (SZ) – Named GP Safeguarding Adults, Primary Care</p>	
<i>Via Teams</i>	Phil Booker (PB) – Detective Superintendent, Humberside Police – Agenda Item No. 8 only	
<i>Guests</i>	Ryan Jewitt (RJ), Head of Nursing, ICB – Agenda Item No. 14 only	
<i>Note taker</i>	Julie Hamilton (JH) – Business Support SAB Specialist, NELC	
<i>Apologies / non-attendees</i>	<p>Lynn Andrews – Chief Nurse, Care Plus Group            Lisa Bartlett – Safeguarding Lead, Foresight            Laura Booth – Head of North &amp; North East Lincolnshire PDU, National Probation Service            Janet Burgin – Nurtrio            Michala Dickinson – Safeguarding Adults Lead, Navigo            Michelle Emmerson – Prevention &amp; Development Manager, HFRS            Sharon Humberstone – Named Nurse Safeguarding Adults, NLaG            Adam Knights – Co-Chair, NELCA            Jane Leman – Managing Director, Lincolnshire Quality Care Services            Andrew Lister – Divisional Senior Manager - Quality, EMAS            Lisa Revell – Chief Executive, Care Plus Group (CPG)            Melanie Sharp - Deputy Chief Nurse, Humber Health Partnership            Paula South – Director of Statutory Partnership, NHS Humber &amp; North Yorkshire Integrated Care Board (ICB)            Kim Sparks – Joint Service Manager, Cloverleaf Advocacy</p>	

	<p>Jenny Swann - Deputy Designated Nurse Safeguarding Adults and Children, NHS Humber &amp; North Yorkshire Integrated Care Board (ICB)  Vicky Thersby – Head of Safeguarding, Humber Health Partnership  Lucy Wilkinson – Delivery Manager, Healthwatch NEL</p>	
<b>1. Welcome, Introductions and Apologies</b> - Noted.		
<b>2. Minutes of Previous Meeting/Action Tracker/Matters Arising (9<sup>th</sup> May 2025)</b> – circulated with Agenda		
The Minutes of the Board Meeting held on 9 <sup>th</sup> May 2025 were accepted as a true record. The action tracker was updated, outstanding actions as follows:		
12.1 The Inspection Report, Breakdown of MAPPA Statistics for NEL and Update on Early Release Scheme be deferred to the next meeting. – Laura Booth was unable to attend the meeting in person and unable to join via Teams due to IT issues – DEFERRED TO NEXT BOARD MEETING		
14.1 A draft of the ‘easy read’ Safeguarding Adults leaflet be presented to the next Board Meeting. – Currently being redesigned – DEFERRED TO NEXT BOARD MEETING		
<b>3. Redacted Minutes of Previous Meeting/Matters Arising (9<sup>th</sup> May 2025)</b> – circulated with Agenda		
The redacted version produced for publication on the SaferNEL website was approved.		
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
3.1 The redacted version of the Minutes of the meeting held on 9 <sup>th</sup> May 2025 to be published on the SaferNEL website.	Julie Hamilton	Completed
<b>4. Tri-Board/Multi-Board Update</b> – Paul French		
<i>Discussion</i>	PF reported that the Tri/Multi-Board had not met since the last Board Meeting; it is due to meet in the next few weeks.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
4.1 Quarterly updates on the Tri/Multi-Board to be presented to the Board.	Paul French	
<b>5. Update on Provision of Appropriate Adults</b> – Katie Brown		
<i>Discussion</i>	KB reported that commissioning leads are working on a joint specification for the provision of an appropriate adult system for both children’s and adult services; this will be going live imminently.	
<b>6. National Safeguarding Week (17<sup>th</sup>-21<sup>st</sup> November 2025) - update on “bite size” webinars</b> – Katie Brown		
<i>Discussion</i>	<p>KB reported that five volunteers had come forward to produce webinars on professional curiosity, dementia friends, MCA, frailty awareness and complex lives.</p> <p>A webinar on some of the safeguarding processes e.g. S42 enquiries, was suggested, also a case-based safeguarding webinar, and the involvement of VCSE organisations.</p>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
6.1 Discussions to take place with Lee Mair (S42 enquiries) and Dr Zaro (case-based safeguarding webinar) to produce more webinars to be launched during National Safeguarding Week.	Katie Brown	

6.2 Children's Services to be asked to provide a webinar on trauma informed practice to be launched during National Safeguarding Week.		Paul French	
[Note – Action 6.2 was discussed as part of Agenda Item No. 13.]			
<b>7. Nurtrio Easy Read Safeguarding Adults Leaflet - update – Katie Brown/Stewart Watson</b>			
<i>Discussion</i>	SW reported that the leaflet is currently being redesigned.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
7.1 A draft of the 'easy read' Safeguarding Adults leaflet to be presented to the next Board Meeting.		Stewart Watson	19/09/2025
<b>8. Scrutiny &amp; Assurance Sub-Group – Phil Booker</b>			
<i>Discussion</i>	<p>PB reported that there have been two meetings with himself as the new chair. The first one was cancelled due to a high number of apologies and the second one was not a reflection of the wider partnership due to very few attendees.</p> <p>A new ToR and agenda will be based around the thematic areas that have been identified from learning from SARs to ensure partnership delivery and improvements.</p> <p>Key themes have been identified which will form the sub-group's priority areas.</p> <p>Next steps will be:</p> <ul style="list-style-type: none"> <li>• Create a ToR</li> <li>• Build a business plan against the themes</li> <li>• Identify the relevant agencies to attend</li> <li>• Identify a representative for each agency and their deputy</li> <li>• Deliver against the priorities</li> </ul>		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
8.1 The use of the independent chair from the Safeguarding Children's Partnership to quality assure the work of the Sub-Groups to be discussed at the next SAB Executive.		Katie Brown	Deferred from 05/09/2025 to 24/11/2025 meeting
8.2 The use of Focus' data to be discussed with Lee Mair.		Phil Booker	
8.3 The Scrutiny & Assurance Sub-Group update to be circulated with the Minutes.		Julie Hamilton	Completed
<b>9. MCA Group – John Allen – presentation circulated with Agenda</b>			
<i>Discussion</i>	<p>JA reported that the ToR for the Group has been revised slightly.</p> <p>The presentation included:</p> <ul style="list-style-type: none"> <li>• Update on activity</li> <li>• Headline issues/areas of risks – continuing waiting list for DoLS authorisations, no MCA lead identified, reduction in BIAs across the system</li> <li>• Supporting practice development</li> <li>• Supporting local training offer – delivered to 200+ practitioners at a cost of £750 per session. There is now a waiting list and a resource issue with 70% of the budget spent.</li> <li>• Plans for quarter ahead</li> <li>• Support</li> </ul>		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>

9.1 A one-off workshop to discuss Hoarding to be held.	John Allen	Completed, workshop held 11/09/2025
9.2 The issue of funding for MCA training to be discussed at the next SAB Executive.	Katie Brown	Deferred from 05/09/2025 to 24/11/2025 meeting
9.3 The figures for MCA training uptake by children's services to be shared with Katie Brown.	John Allen	
9.4 SAB Members are asked to promote the training strategy and pathways by circulating the link. The video can be accessed here: <a href="#">Safeguarding Adults Board - Training Strategy Overview (youtube.com)</a>	ALL	Completed
<b>10. Probation Service</b> - Inspection Report, October 2024, circulated with Agenda (apologies from Laura Booth)		
<i>Discussion</i>	LB was unable to join the meeting due to connectivity issues.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
10.1 The Inspection Report, Breakdown of MAPPA Statistics for NEL and Update on Early Release Scheme to be deferred to the next meeting.	Laura Booth	19/09/2025
<b>11. Proposed changes to NHS England and Safeguarding within the ICB</b> – Katie Brown/Julie Wilburn – presentation circulated with Agenda		
<i>Discussion</i>	<p>JW gave a presentation on the HNY ICB reorganization which included:</p> <ul style="list-style-type: none"> <li>• Model ICB – blueprint</li> <li>• Purpose and role of ICBs</li> <li>• Core functions of ICBs</li> <li>• Functions to grown/invest in over time</li> <li>• Functions for ICBs to retain and adapt</li> <li>• Functions for ICBS to review and transfer</li> <li>• Future of ICB functions</li> <li>• Expected national/regional functions</li> <li>• Provider functions</li> <li>• Managing the transition</li> <li>• Timeline</li> </ul>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
11.1 Further updates on the HNY ICB reorganization to be presented to the next and future Board Meetings.	Julie Wilburn	19/09/2025
(Comfort break taken 10:13-10:26am.)		
<b>12. Risk Register</b> – Stewart Watson – circulated with Agenda		
<i>Discussion</i>	The Risk Register as at February 2025 was presented for discussion.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
12.1 Individual risk owners to be contacted for an update on their risk(s). Any risks where the owner is no longer available to be directed to Katie Brown. Updates to be provided by 31 <sup>st</sup> July 2025.	Julie Hamilton	31/07/2025
12.2 The updated Risk Register to be presented to the next SAB Executive for discussion.	Stewart Watson	Deferred from 05/09/2025 to

		24/11/2025 meeting
<b>13. SAR 02-22 AB 'GH' Action Plan – Donna Phillips – circulated with Agenda</b>		
<i>Discussion</i>	<p>DP reported that following completion by an independent author of this SAR, the SAR Group examined the recommendations in the context of current practice within NEL. The recommendations from the SAR were focused on two specific agencies - Nottinghamshire County Council (NCC) (who were host commissioner for the subject of the review) and Elysium (the provider in NEL where the subject was residing at the time of her death). The SAR Group considered the recommendations for NCC in the context of holding a lens to processes in NEL to assure the SAB that these are already in place. The SAR Group also sought assurance from Elysium around the recommendations specifically for their service, which included an assurance meeting with the SAB Manager, Chair of the SAR Group, NEL commissioner, Head of Service and Head of Safeguarding at Elysium. The report presented the outcomes of both these pieces of work, and highlighted potential future learning for partners across NEL following this very complex and challenging case.</p> <p>DP asked for the SAB to consider a NEL-wide training offer for all agencies working with adults around trauma informed practice.</p>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
13.1 SAR 02-22 AB 'GH' - The agency responses following recommendations for Nottinghamshire County Council (Part 1) be approved.	Donna Phillips	Completed
13.2 SAR 02-22 AB 'GH' - The action plan from Elysium (Part 2) be approved.	Donna Phillips	Completed
13.3 Trauma-informed practice to be the theme for next year's NEL SAB Conference which is to be arranged for the second week in September 2026.	Stewart Watson	
<b>14. LeDeR Annual Report 2024/25 – Ryan Jewitt – circulated with Agenda</b>		
<i>Discussion</i>	<p>TRJ gave a presentation on the LeDeR Annual Report 2024/25 which included:</p> <ul style="list-style-type: none"> <li>• Introduction/purpose</li> <li>• Governance and oversight</li> <li>• Performance highlights</li> <li>• Data</li> <li>• Key themes/learning</li> <li>• Recommendations and improvement plan</li> <li>• Summary</li> </ul>	
<i>Agreed Actions</i>	<i>Lead</i>	<i>Deadline</i>
14.1 The presentation on the LeDeR Annual Report 2024/25 to be circulated with the Minutes.	Julie Hamilton	Completed
(Ryan Jewitt left the meeting at this point.)		
<b>15. Mental Health Placements in NEL – update – Leigh Holton (apologies)</b>		
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
15.1 The update on mental health placements in NEL to be deferred to the next Board Meeting.	Leigh Holton	19/09/2025
<b>16. Domestic Abuse Annual Report – Helen Cordell (apologies)</b>		

<i>Agreed Actions</i>		<i>Lead</i>	<i>Deadline</i>
16.1 The Domestic Abuse Annual Report to be deferred to the next Board Meeting.		Helen Cordell	19/09/2025
<b>17. Forward Plan 2025 – Stewart Watson</b> – circulated with Agenda			
The 2025 Forward Plan was presented for information.			
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
17.1 The following items to be added to the Forward Plan for 2025: October – Tri/Multi-Board Update October – ICB Update December – CQC Report 2026 – Quarterly Tri/Multi-Board Updates		Julie Hamilton	Completed
17.2 Any suggestions for the Forward Plan 2025 to be submitted to <a href="mailto:julie.hamilton@nelincs.gov.uk">julie.hamilton@nelincs.gov.uk</a>		ALL	
<b>18. Any Other Business</b>			
<i>Discussion</i>	SW reported that SAB Assistant Manager vacancy had not been filled following its recent advertisement and applications.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
18.1 The SAB Assistant Manager vacancy to be readvertised.		Stewart Watson	Completed, position filled
<b>19. Future Meetings 2025</b>			
Agreed Meetings: (first Friday of each month, except August, 9:00am-12noon, in-person at Grimsby Town Hall) 3 <sup>rd</sup> October 5 <sup>th</sup> December (Executive Meetings to be held on alternate months via Teams.) (Meeting closed at 11:19am)			