

<b>SAFEGUARDING ADULTS BOARD</b>	
<i>Date</i> 10 <sup>th</sup> January 2025	<i>Time</i> 9:00am
<i>Venue</i> Crosland Suite, Grimsby Town Hall	
<i>Attendees</i>	<p>Paul French (PF) – Chief Superintendent, Humberside Police (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 Brown (KB) - Director of Adult Services, NELC (Chair)            Sue Bunn (SB) – Head of Safeguarding, Focus CIC            Nicola Burnett (NB) – Detective Superintendent, Humberside Police (Scrutiny &amp; Assurance Sub-Group Chair)            Katie Chadwick (KC) – Head of Home Options, NELC            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) – Deputy Chief Officer, Citizen’s Advice Bureau, Grimsby            Cllr Stan Shreeve (SS) – Portfolio Holder &amp; Deputy Leader, NELC            Tracy Slattery (TS) – Delivery Manager, Healthwatch NEL            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>Guests</i>	DI Thomas Kelly, Humberside Police (Agenda Item No. 4)
<i>Observer</i>	Katie Laughton (KL) – Navigo
<i>Note taker</i>	Julie Hamilton (JH) – Business Support SAB Specialist, NELC
<i>Apologies / non-attendees</i>	<p>Lisa Bartlett – Safeguarding Lead, Foresight            Laura Booth – Head of North &amp; North East Lincolnshire PDU, National Probation Service            Michelle Emmerson – Prevention &amp; Development Manager, HFRS            Francine Evans – Joint Service Manager, Cloverleaf Advocacy            Melanie Fullbrook – Local Dementia Services Manager, Alzheimer’s Society            Jane Leman – Managing Director, Lincolnshire Quality Care Services            Andrew Lister – Divisional Senior Manager - Quality, EMAS            Lisa Revell – Deputy 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 – Cloverleaf Advocacy            Vicky Thersby – Head of Safeguarding, Humber Health Partnership</p>
<b>1. Welcome, Introductions and Apologies</b> - Noted.	

**2. Minutes of Previous Meeting/Action Tracker/Matters Arising (1<sup>st</sup> November 2024) – circulated with Agenda**

The Minutes of the Board Meeting held on 1<sup>st</sup> November 2024 were accepted as a true record. There were no matters arising; all actions had been completed or were on the Agenda.

**3. Redacted Minutes of Previous Meeting/Matters Arising (1<sup>st</sup> November 2024) – 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 Any comments on the redacted version of the Minutes of the meeting held on 1 <sup>st</sup> November 2024 to be forwarded to <a href="mailto:julie.hamilton@nelincs.gov.uk">julie.hamilton@nelincs.gov.uk</a> by 17/01/2025.	ALL	Re-circulated for comments 10/01/2025
3.2 The redacted version of the Minutes of the meeting held on 1 <sup>st</sup> November 2024 to be published on the SaferNEL website.	Julie Hamilton	Published 16/01/2025

**4. Presentation: Operation Bombardier and Exploitation Prevention – DI Tom Kelly, Humberside Police – circulated with Agenda**

<i>Discussion</i>	<p>DI Tom Kelly, Humberside Police, gave a presentation which outlined:</p> <ul style="list-style-type: none"> <li>• Kinetic OCG Team</li> <li>• What is an OCG?</li> <li>• Ingredients of a County Line</li> <li>• Signs of ‘cuckooing’</li> <li>• Operation Bombardier</li> <li>• Headlines/outcomes</li> <li>• Form for sharing information/intelligence</li> </ul> <p>The exploitation of children is a theme for both the CSP and SCP, and that of adults for the CSP and SAB.</p> <p>SS thanked TK for the presentation and asked how the public could be engaged i.e. looking for and reporting in respect of ‘cuckooing’ and county lines.</p> <p>PB suggested that information regarding possible ‘cuckooing’ addresses could be shared with professionals across systems so that signs could be spotted and questions asked.</p> <p>TK added that any information, no matter how insignificant it may seem, could be significant/crucial to the Police e.g. activity at derelict properties.</p> <p>The Chair thanked DI Tom Kelly for the informative presentation.</p>
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<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
4.1 Katie Chadwick’s/Home Options Team’s contact details to be shared with Humberside Police contacts.	Nicola Burnett	
4.2 The presentation on Operation Bombardier to be given to a future meeting of the Adults at Risk Sub-Group.	DI Tom Kelly/ Paul Bassett	03/02/2025
4.3 The Scrutiny & Assurance Sub-Group to report back in six months’ time as to what impact the	Nicola Burnett	04/07/2025

information/intelligence sharing form for professionals has had on exploitation in NEL.		
(DI Tom Kelly left the meeting)		
<b>5. Feedback/reflections from the Learning Event/Conference held on 21<sup>st</sup> November at Immingham Civic Centre – Paul French – circulated with Agenda</b>		
<i>Discussion</i>	Feedback received suggested that the conference had been successful, had been held in a good location with good facilities, and that the content and workshops had been well received. PF thanked all those involved in its planning and the day itself.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
5.1 The NEL SAB Conference to be an annual learning event, with the next one to be planned for early Autumn.	Stewart Watson	
<b>6. Updates from Sub-Group Chairs – reports circulated with Agenda</b>		
<i>Discussion</i>	<p><b>6.1 Adults at Risk (AAR) Sub-Group – Paul Bassett</b></p> <p>A presentation was given which outlined:</p> <ul style="list-style-type: none"> <li>The Sub-Group last met on 02/12/2024 at which duplication of work with the Scrutiny &amp; Assurance Sub-Group was discussed, leading to a review of the AAR Sub-Group’s Terms of Reference and its membership.</li> <li>The Sub-Group has agreed a set of priority areas for consideration over the next 12 months: Homelessness; Self-Neglect; Mental Health; and Substance Misuse.</li> <li>Homelessness is to be considered at the Sub-Group’s next meeting on 03/02/2025.</li> <li>No areas of risk or additional support were identified.</li> </ul>	
<i>Discussion</i>	<p><b>6.2 Scrutiny and Assurance (S&amp;A) Sub-Group - Nicola Burnett</b></p> <p>A presentation was given which outlined:</p> <ul style="list-style-type: none"> <li>The December meeting was cancelled and the Sub-Group is next meeting on 21/01/2025.</li> <li>Duplication with the AAR Sub-Group has been discussed.</li> <li>The S&amp;A Sub-Group membership has been reviewed.</li> <li>The Scrutiny &amp; Assurance Framework and Action Plan have been commenced; the Action Plan was also presented for information and the Framework was read out.</li> <li>The Action Plan includes the next S11 Audit for Safeguarding Adults.</li> <li>The Chair has met with the Chair of the SAR Group and would like quarterly meetings of all the Sub-Group Chairs to avoid duplication of work and discuss cross-cutting themes.</li> <li>Activity in North Lincolnshire is to be mirrored in NEL.</li> <li>No areas of risk were identified.</li> <li>The SAB is asked to suggest issues for scrutiny by the S&amp;A Sub-Group.</li> </ul>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
6.1 The Adults at Risk Sub-Group to provide an update on the key issues in respect of homelessness to the next Board Meeting.	Paul Bassett	07/03/2025

6.2 The Scrutiny & Assurance Sub-Group to present its Scrutiny & Assurance Framework to future meetings of the Executive and Board.	Nicola Burnett	Executive 07/02/2025, Board 07/03/2025
6.3 Any suggestions for the membership and action plan for the Scrutiny & Assurance Sub-Group to be forwarded to <a href="mailto:nicola.burnett@humberside.police.uk">nicola.burnett@humberside.police.uk</a>	ALL	
(Comfort break taken 10:10-10:20am)		
<b>7. Tri-Board Update – Paul French</b>		
<i>Discussion</i>	PF reported that he had discussed the Tri-Board (or ‘Multi Board’) with Ann-Marie Matson, Director of Children’s Services. There is unanimous support for any key emerging challenges e.g. domestic abuse, exploitation, safeguarding vulnerable adults, etc, also reports e.g. Deprivation Inspection and Probation Service Inspection.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
7.1 The Agenda for future Board Meetings to include a standing item – Multi-Board Update.	Julie Hamilton	
7.2 The report on the Probation Service Inspection to be presented to the next Board Meeting.	Laura Booth	07/03/2025
<b>8. NEL SAB Membership - update – Stewart Watson</b>		
<i>Discussion</i>	SW reported that Adam Knights, Managing Director of Knights Care, has accepted the role of representing the care home sector. Adam is currently the Chair of NELCA.  For Members’ information: <ul style="list-style-type: none"> <li>• Cloverleaf Advocacy - Kim Sparks has accepted the substitute role.</li> <li>• CAB – Duncan Rossiter is representing the voluntary sector.</li> <li>• MCA Group – John Allen is to act as Chair.</li> <li>• Helen Davis has been replaced by Paula South, Director of Statutory Partnerships, Humber &amp; North Yorkshire ICB, with Julie Wilburn, Deputy Director of Safeguarding to act as substitute.</li> </ul>	
<i>Agreed Actions</i>	<i>Lead</i>	<i>Deadline</i>
8.1 The SAB Membership to be updated.	Julie Hamilton	
<b>9. Progress Update: Public Health Report on DA in NEL</b>		
<i>Discussion</i>	There was no update.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
9.1 An update on the Public Health Report on DA in NEL to be sought from Diane Halton and presented to the next Executive and Board Meetings.	Stewart Watson	Executive 07/02/2025, Board 07/03/2025
<b>10. Rough Sleeping Strategy- Katie Chadwick – funding information circulated with Agenda</b>		
<i>Discussion</i>	The letter from the Ministry of Housing, Communities & Local Government confirmed that a total of £1,499,610.00 has been allocated for 2025/26 across Homelessness and Rough Sleeping grant funding programmes.	

	<p>KC reported that the grant is ring-fenced and will be used to design services to local need e.g. provide drop-in surgeries at specific locations. How can homelessness be prevented? How can the number of times families are placed in temporary accommodation be reduced? 49% of the grant is used to fund temporary accommodation. What can partner agencies do to assist us? e.g. provide additional staff and/or accommodation. The NEL Homeless/Rough Sleeping Strategy is being reviewed and will feature both adults and children/families. A consultancy has been commissioned to provide a needs assessment. Homelessness affects many sectors – children, care leavers, adults. Governance is a key issue. KC sits on the Health &amp; Wellbeing Board; there is no Homeless Reduction Board in NEL.</p> <p>SS mentioned the role of Harbour Place and praised the new facility at Swan House which has had good outcomes.</p> <p>PF suggested that the Adults at Risk Sub-Group should be able to identify the issues/gaps in services and that a focus group may be needed.</p> <p>Issues were discussed.</p>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
10.1 Any suggestions on homelessness/rough sleeping to be forwarded to <a href="mailto:katie.chadwick@nelincs.gov.uk">katie.chadwick@nelincs.gov.uk</a>	ALL	
10.2 The Adults at Risk Sub-Group focus group on homelessness to be chaired by Katie Chadwick.	Paul Bassett/ Katie Chadwick	
<b>11. Nurtrio – Easy Read Safeguarding Adults leaflet</b> – Stewart Watson/Jo Barnes – draft attached with Agenda, final version not yet available		
<i>Discussion</i>	<p>SW reported that the draft safeguarding leaflet produced by Nurtrio for its service users is currently being re-designed by NELC and will be available for all partner agencies. PF suggested the final leaflet should be quality assured by a neighbouring local authority.</p> <p>On a separate issue, JB reported that the <b>All Age Learning Disability Partnership Board</b> is well attended but sits in isolation; it provides services for vulnerable people of all ages with learning disabilities. KB reported that there is the Autism Board for those with lived experience and the Learning Disabilities Board for professionals; however, she felt that the two need to work in conjunction, together with the All Age Learning Disability Partnership Board.</p>	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
11.1 The final version of the Easy Read Safeguarding Adults leaflet to be presented to the next Executive Meeting.	Stewart Watson	07/02/2025
11.2 The issue of the All Age Learning Disability Partnership Board, the Autism Board and the Learning Disabilities Board to be progressed.	Katie Brown	
<b>12. NEL SAB Annual Report 2023/24 – Stewart Watson</b> – circulated with Agenda		
<i>Discussion</i>	SW presented the final Annual Report 2023/24 for approval which is to be presented to the Health & Adult Social Care Scrutiny Committee on 29/01/2025, together with the revised NEL SAB Strategic Plan.	

<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
12.1 Any amendments to the final Annual Report 2023/24 to be forwarded to <a href="mailto:julie.hamilton@nelincs.gov.uk">julie.hamilton@nelincs.gov.uk</a> by 17/01/2025.		ALL	Re-circulated for comments 10/01/2025
<b>13. MAPPA Annual Report 2023/24 – Stewart Watson</b> – circulated with Agenda			
<i>Discussion</i>	SW presented the MAPPA Annual Report 2023-24 for the Humberside Area for information.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
13.1 A breakdown of the MAPPA Humberwide statistics in respect of NEL to be presented to the next Board Meeting.		Laura Booth	07/03/2025
<b>14. Performance – Q3 2024/25 Report – Sue Bunn</b> – circulated with Agenda			
<i>Discussion</i>	SB presented the Q3 2024/25 Performance report for information. It was noted that future DoLS reports should only be by exception; there were no exceptions in Q3. The Performance report showed a spike in referrals during November 2024; this may be due to the safeguarding profile being raised at the NEL SAB Conference and also during National Safeguarding Week. SB reported that some had been resolved at the initial enquiry stage.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
14.1 The Q3 2024/25 Performance Report be noted.		ALL	Completed
<b>15. Safeguarding Training – Q3 2024/25 Report – Sue Bunn</b> – circulated with Agenda			
<i>Discussion</i>	SB presented the Q3 2024/25 Safeguarding Training report for information. The issue of engagement with some providers remains e.g. care providers. Online training should help with links enabling training to be undertaken at any time.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
15.1 The Q3 2024/25 Safeguarding Training Report be noted.		ALL	Completed
15.2 The MCA Group to undertake a review and present its revised Terms of Reference to the May 2025 Board Meeting.		John Allen	09/05/2025
<b>16. Safeguarding Concern Conversion Rates Report - January 2025 – Sue Bunn</b> – circulated with Agenda			
<i>Discussion</i>	SB presented a report which compared local referral figures to regional/national data. NEL rates are the lowest in the Yorkshire/Humber region, possibly because all cases are referred to the SPA, then onto triage and allocations; other areas may not have this pathway. Calls are made to the vulnerable person at the triage stage. The Yorkshire ADASS meeting is also looking at current data for a more consistent approach.  The report included data on: the top five referrers; reasons for closure, investigations leading to action plans, advice; and assessment.  The Chair thanked SB for the very informative report.		
<i>Actions Agreed</i>		<i>Lead</i>	<i>Deadline</i>
16.1 The Safeguarding Concern Conversion Rates Report be noted.		ALL	Completed
<b>17. Forward Plan 2025 – Stewart Watson</b> – circulated with Agenda			

<i>Discussion</i>	The 2025 Forward Plan was presented for information.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
17.1 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> by 17/01/2025.	ALL	Re-circulated for comments 10/01/2025
<b>18. Departure of Rob Walsh from NELC – Paul French</b>		
<i>Discussion</i>	PF advised the Board that Rob Walsh is to retire from the post of Chief Executive of NELC following the May 2025 Elections.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
18.1 Rob Walsh to be invited to attend the May Board Meeting to be thanked for his service and to accept a letter of recognition from the SAB.	Julie Hamilton	09/05/2025
18.2 The letter of recognition to Rob Walsh to be drafted at the next Executive Meeting and presented to the next Board Meeting.	Stewart Watson	Executive 07/02/2025, Board 07/03/2025
<b>19. Provision of Appropriate Adults – Paul French</b>		
<i>Discussion</i>	PF advised that there is some disparity across NEL with the provision of ‘appropriate adults’ for vulnerable persons within custody, and that agencies/services need to allocate this function to specific roles. A Humber-wide discussion will be held shortly, this to include all local authorities within the Humber region. SW added that care-leavers will have their own support worker and KB asked what happens for out-of-hours.	
<i>Actions Agreed</i>	<i>Lead</i>	<i>Deadline</i>
19.1 The outcome of the Humber-wide discussion on the provision of ‘appropriate adults’ for vulnerable persons within custody to be presented to the next Board Meeting.	Paul French	07/03/2025
<b>20. Future Meetings 2025</b>		
<p>Agreed Meetings:            (first Friday of each month, except August, 9:00am-12noon, in-person at Grimsby Town Hall)            7<sup>th</sup> March            9<sup>th</sup> May            4<sup>th</sup> July            3<sup>rd</sup> October            5<sup>th</sup> December            (Executive Meetings to be held on alternate months via Teams.)            (Meeting closed at 11:40am)</p>		