



## Teeswide Safeguarding Adults Board

Meeting Date: **Tuesday 8 September 2015**

Time: **2pm – 4.30pm**

Venue: **Fire Service HQ, Hartlepool**

### Minutes

#### Attendees

Name	Role	Representing
Julie Allan	Head of Cleveland Area	National Probation Service
Ann Baxter	Chair	TSAB
Cllr Jim Beall	Lead Member	Stockton-on-Tees Borough Council
Gordon Bentley	Adult Safeguarding Officer	North of England Commissioning Support
Margaret Brett	Head of Safeguarding	Tees, Esk and Wear Valley NHS Foundation Trust
Richenda Broad	Executive Director of Wellbeing Care & Learning	Middlesbrough Borough Council
Martin Crow	Project Officer	TSAB Business Unit
David Egglestone	Lead Manager	Durham Tees Valley Community Rehabilitation Company
Lorraine Garbutt	Business Manager	TSAB Business Unit
Liz Hanley	Adult Services Lead	Stockton-on-Tees Borough Council
Stuart Harper-Reynolds	Named Nurse Adult Safeguarding	North Tees and Hartlepool NHS Foundation Trust
Jane Humphreys	Director of Children Education and Social Care	Stockton-on-Tees Borough Council
Peter Kelly	Director of Public Health	Stockton-on-Tees Borough Council
Caroline Kitching	Head of Public Protection/Probation Manager	HMP Kirklevington Grange
Phil Lancaster	Director of Community Protection	Cleveland Fire Brigade
Gina McBride	Admin and Information Officer	TSAB Business Unit
Mark Platt	Head of Residence	HMP Kirklevington Grange
Patrick Rice	Assistant Director of Commissioning and Adults	Redcar & Cleveland Borough Council
Sally Robinson	Director of Child and Adults Services	Hartlepool Borough Council
Alastair Simpson	Detective Superintendent	Cleveland Police
Helen Smithies	Head of Nursing (Safeguarding and Vulnerable Groups)	South Tees Hospitals NHS Foundation Trust

#### Apologies

Name	Role	Representing
Jean Freund	Executive Nurse	Hartlepool & Stockton CCG and South Tees CCG
Barbara Gill	Director of Offending Services	National Probation Service
Elaine Godwin	Admin Officer	TSAB Business Unit
Jill Harrison	Assistant Director of Adult Services	Hartlepool Borough Council
Natasha Judge	Healthwatch Manager	Middlesbrough, Redcar & Cleveland and Stockton

Julie Lane	Deputy Director of Nursing Quality and Patient Safety	North Tees and Hartlepool NHS Foundation Trust
Angela Legg	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Dan Maddison	Communities and Partnerships	Cleveland Police
Christine McManus	Safeguarding Lead	North East Ambulance Service
Elizabeth Moody	Director of Nursing and Governance	TEWV
Cllr Carl Richardson	Lead Member	Hartlepool Borough Council
Barbara Shaw	Corporate Director of People Services	Redcar & Cleveland Borough Council
Jo Tate	Head of Residence and Services	HMP Holme House Prison
Cllr Steve Thomas	Development Manager	Healthwatch Hartlepool
Bev Walker	Deputy Director of Nursing	NHS England
Cllr Dave Walsh	Lead Member	Redcar & Cleveland Borough Council
Christine Wharton	Inspection Manager	CQC

<b>Absent</b>		
<b>Name</b>	<b>Role</b>	<b>Representing</b>
Christopher Akers-Belcher	Healthwatch Manager	Hartlepool Borough Council
Cllr Paul Beck	Lead Member	Hartlepool Borough Council
Claire Boshier	Senior Service Delivery Manager	Victim Support
Neil Pocklington	Assistant Director	Middlesbrough Borough Council
Cllr Julia Rostron	Lead Member	Middlesbrough Borough Council

<b>Agenda Item 1</b>	<b>Introductions and Apologies</b>	<b>Presenter:</b> Chair	
<b>Discussion</b>	<p>Introductions were made.</p> <p>Ann Baxter (AB) welcomed new members, Caroline Kitching (CK) and Mark Platt (MP) from Kirklevington Grange Prison.</p> <p><b>Deputy Chair of the Teeswide Safeguarding Adults Board (TSAB)</b> It was raised at the last Board meeting that there should be Deputy Chair in place. Through further investigation it was identified that this cannot be a Local Authority Director. Subsequently, Phil Lancaster (PL) has accepted the role of Deputy Chair.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. Business Unit to send TSAB Induction Pack to CK and MP.		GMc	22/09/15

<b>Agenda Item 2</b>	<b>Minutes from the meeting held on 14/07/15</b>	<b>Presenter:</b> Chair	
<b>Discussion</b>	<p>The minutes from the meeting held on 14 July 2015 were reviewed by members and a minor inaccuracy was highlighted. Once amended, members agreed that the minutes were a true and accurate record.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. Business Unit to amend page 2 of the minutes to state 'Moya Sutton'		GMc	22/09/15

<b>Agenda Item 3</b>	<b>Matters Arising</b>	<b>Presenter:</b> Chair	
<b>Discussion</b>	<p><b>Adult Protection Medical Officer</b> AB agreed at the last meeting to contact ADASS colleagues and the Chair's Network. Alastair Simpson (AS) and Bev Walker (BW) were also asked to raise this concern within their organisations. AB explained that no other Board has appointed an individual specifically to deal with this issue. AS was unable to gain any further information through the Regional Chief Inspectors forum and advised that he will be writing to the Police Chief Council for advice.</p>		

**Local Authority Designated Officer (LADO) / Designated Adult Safeguarding Manager (DASM) Role**

It was acknowledged that the LADO role has been replaced with 'Designated Officer' in Children's Services. Liz Hanley (LH) advised that further to the recent guidance issued around the role and responsibilities of the DASM that there will be discussions held at the Regional Safeguarding Adults Network meeting on 21 September.

**Independent Chair Accountability Arrangements**

All meetings (with the exception of the DCS/DASS) have been scheduled. AB will attend these meetings on behalf of the TSAB to present the Strategic Plan and Annual Report. It was acknowledged that Hartlepool Community Safety Partnership (CSP) requested that AB attends the Hartlepool CSP Board to present these items. It was agreed by members of the TSAB that the accountability arrangements meet the statutory requirements for dissemination of the Strategic Plan and Annual Report and that each agency has a responsibility to communicate this information internally. It was suggested that LEG chairs could present TSAB information to CSPs on request.

**Children and Vulnerable People in Custody (CVPIC) Working Group Update**

The first meeting was held in July. The Terms of Reference were divided into various work streams and allocated to relevant members of the group. Invitations have been extended to members to observe the operation of the custody suite. AS confirmed that Colin Morris (Chair of Stockton's Safeguarding Children Board) will be chairing future meetings and that the group meets again on 14 September 2015. An update will be provided at the next Board meeting.

**Transforming Care: Next Steps – Information Sharing**

In the absence of Jean Freund (JF), Gordon Bentley (attending on behalf of JF) was unable to provide an update. JHu indicated that Stockton-on-Tees Borough Council (SBC) have received a little more information since the last meeting, but it is still not sufficient to ensure appropriate planning. An update will be required at the next Board meeting.

<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>
1. AS to write to Police Chief Council regarding Adult Protection Medical Officer	AS	10/11/15
2. Business Unit to inform Hartlepool CSP that AB will not be attending their Board meeting	Business Unit	22/09/15
3. Accountability Arrangements to be reviewed annually	TSAB	September 2016
4. AS to provide an update on CVPIC at the next meeting	AS	10/11/15
5. Transforming Care: Next Steps – Information Sharing deferred to next meeting	JF	10/11/15

<b>Agenda Item 4</b>	<b>Policy and Practice National Context</b>	<b>Presenter: Lorraine Garbutt</b>
<b>Discussion</b>	<p><b>National Competency Framework for Safeguarding Adults</b> Lorraine Garbutt (LG) advised that Bournemouth University and Learn to Care have reviewed the National Competency Framework for Safeguarding Adults in line with The Care Act 2014. The Teeswide Training Strategy and Plan refer to the previous version and will be reviewed to reflect any changes. LG indicated that single agency training should be mapped against these revised competencies to ensure staff groups are receiving the appropriate level of training. LG suggested that the Business Unit should purchase a number of copies and distribute them to members through the LTD Sub-Group. Richenda Broad (RB) suggested that SCIE should be contacted to find out why there is a charge associated with this document as this information should be freely available.</p>	
<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>
1. Business Unit to purchase copies of the Competency	Business Unit	10/11/15

Framework and circulate to members		
2. LG to determine why there are associated costs	LG	10/11/15

<b>Agenda Item 5</b>	<b>Business Items</b>	<b>Presenter: All</b>
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<b>Discussion</b>	<p><b>QSG Safeguarding Issues</b> In the absence of JF this item was not discussed.</p> <p><b>Teeswide Nursing Care Provision</b> Members were asked a series of questions prior to the meeting around nursing provision and to reflect on the current situation within their organisations. The findings will be circulated separately.</p> <p>The CCG are currently offering a premium fee rate linked to the quality of provision within Hartlepool Borough Council (HBC) as an incentive to attract additional nursing beds.</p> <p>It was recognised that the lack of quality nursing care and the lack of nursing bed availability is causing an additional strain on hospitals. In some LAs it was acknowledged that there is a direct correlation between nursing care and the number of alerts being raised.</p> <p>HS reiterated that there is a shortage of nurses and that the NHS are recruiting from other countries.</p> <p>In summary, there is a shortage of nursing beds in Hartlepool and overall each LA has issues in retaining staff and registered managers. There are issues around funding, medication training and the reliance on the use of agency staff. It was noted that smaller, independent providers may struggle to cope with staff cover/high turnover rates and associated costs and that the introduction of the Living Wage will further impact on providers ability to provide quality care.</p> <p>LH has asked that a Quality Surveillance Group is set up to look specifically at Residential Care and Nursing Homes; however this is to be confirmed. It was acknowledged that there needs to be a strategic plan to tackle this whole issue. The relationship between Commissioning and CQC needs to be strengthened. It was suggested that advice could be sought through the ADASS group.</p> <p>It was also noted that the Board requires good performance data to identify key issues and trends. It was suggested that this information is produced through the Performance, Audit and Quality Sub-Group to include trend information on the number of alerts/ referrals from nursing homes, linked to the type of abuse and the actual incidents. For example, an analysis of medication errors leading to safeguarding enquiries within nursing homes.</p> <p>AB suggested that nursing provision should be further discussed at the next meeting when CQC are in attendance. AB will raise these concerns with the Health and Wellbeing Boards.</p>	
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<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>
1. LA Directors to forward nursing provision information to the Business Unit	LA Directors	11/09/15
2. Business Unit to circulate Teeswide nursing provision information to members	Business Unit	22/09/15
3. Advice on nursing provision to be sought via the ADASS group	AB	10/11/15
4. Feedback on Quality Surveillance Group to look at Nursing Homes across Tees.	JF	10/11/15
5. AB to raise concerns with the Health and Wellbeing Boards	AB	December 2015
6. Nursing provision to be discussed at the next TSAB when	All	10/11/15

CQC are in attendance			
<b>Agenda Item 6</b>	<b>Business Items</b>	<b>Presenter:</b> Martin Crow	
<b>Discussion</b>	<p><b>Care Act Implementation Plan Review</b> The Care Act Implementation Plan in relation to Safeguarding Adults was developed in February 2015. Most of the areas within the plan are now complete and there are plans in place to address any outstanding actions. Work is ongoing to complete the actions under the Making Safeguarding Personal (MSP) section of the plan by the beginning of October.</p>		
<b>Agenda Item 7</b>	<b>Business Items</b>	<b>Presenter:</b> Martin Crow	
<b>Discussion</b>	<p><b>TSAB Strategic Plan</b> All members present received a copy of the Strategic Plan. MC explained that work will begin on the TSAB Strategic Plan (2016-17) in November and will be published in April 2016. Although this is a tight timescale, it will mean that the Board's work will fit into an annual cycle.</p> <p><b>Annual Report</b> MC advised that an online version of the Annual Report should be available tomorrow on Stockton Council's webpage, to access please <a href="#">click here</a>. Professionally printed copies will be made available to all TSAB members and sent via post.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. Business Unit to send printed copies of the Strategic Plan to absent members		Business Unit	22/09/15
2. Business Unit to send printed copies of the Annual Report to all members		Business Unit	22/09/15
<b>Agenda Item 8</b>	<b>Business Items</b>	<b>Presenter:</b> LEG Chairs	
<b>Discussion</b>	<p><b>Update from Local Executive Groups (LEGs)</b> Following feedback from the Development Day in June 2015 it was agreed that the LEG Chairs would be asked to attend TSAB meetings for a trial period of 12 months, after which, membership would be reviewed.</p> <p><b>Stockton LEG – Liz Hanley</b> LH advised that Stockton LEG has good multi-agency attendance; however there was no Police representation at the last meeting.</p> <p><b>Redcar &amp; Cleveland LEG – Patrick Rice</b> PR informed the group that the Redcar LEG has representation from volunteers, residential care home providers and care at home providers. He feels that the diverse membership promotes healthy debates and useful feedback.</p> <p><b>Middlesbrough LEG – Richenda Broad</b> In the absence of Neil Pocklington, this item was not discussed.</p> <p><b>Hartlepool LEG – Sally Robinson</b> In the absence of Jill Harrison, this item was not discussed.</p> <p><b>LEG Deputy Chairs</b> This item was not discussed.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. AS to make enquiries in relation to the lack of police representation at recent LEG meetings		AS	07/10/15
<b>Agenda Item 9</b>	<b>Business Items</b>	<b>Presenter:</b> Sub-Group Chairs	
<b>Discussion</b>	<p><b>Update from Sub-Groups</b></p> <p><b>Communication and Engagement – Phil Lancaster</b></p>		

- Communication and Engagement Strategy is in draft format and will be circulated to TSAB members for comments following agreement by the CE Sub-Group
- *House of Type* have been commissioned to develop the TSAB website
- Board members will be consulted at key milestones during the construction of the TSAB website prior to it going 'live' in December/January

***Learning Training and Development – Jane Humphreys***

JHu reflected that the LTD Sub-Group is well attended; however there has been no representation from South Tees Hospitals NHS Foundation Trust for the last few meetings.

- Considering PREVENT and Modern Slavery awareness training
- Mental Capacity Act Conference to be held early next year
- Virtual College have been commissioned to deliver some foundation level e-learning courses

***Safeguarding Adults Learning and Development Coordinator***

JHu sought approval from Board members to recruit a Learning and Development Coordinator within the Business Unit. This would be a 30 hour fixed term contract for an initial period of 12 months. The post will be reviewed to consider if there is a proven need for this role to be a permanent position. JHu asked that this job is advertised on partner agencies' internal bulletins and indicated that this could be a secondment opportunity. All partner agencies agreed to the recruitment of this post, however there were some concerns raised around supporting secondments as each person who expressed an interest would need to be considered on an individual basis. JHu suggested that if there is a low response rate the contract could be extended to 2 years.

***Performance, Audit and Quality – Richenda Broad***

RB advised that the PAQ Sub-Group has been working on a Quality Assurance Framework (QAF) and Self-Audit Tool. The QAF has been based on a range of models including the Section 11 Audit, which is used in Children's Services. All agencies will complete a full audit in the first year (next financial year) and a small group will be pulled together to assess the quality of the audits submitted. If there are improvements to be made, an action plan will be developed and a full audit will be required the following year. If all of the necessary evidence has been provided and the organisation is deemed to have met the required standard an update will be required annually for the following 3 years.

Middlesbrough Borough Council (MBC) has agreed to pilot the QAF and Self-Audit Tool in the first instance and South Tees Hospitals NHS Foundation Trust volunteered to be included in the pilot programme. The pilot will commence in October and the findings will be discussed at the PAQ meeting in December.

All members present approved the QAF, Self-Audit Tool and the proposal to pilot this within MBC and South Tees Hospitals NHS Foundation Trust.

***Policy, Procedures and Practice – Helen Smithies***

HS has agreed to chair the PPP Sub-Group until Chris Brown's secondment has concluded.

The following documents were considered and ratified by members;

- Teeswide Inter-Agency Policy
- Teeswide Inter-Agency Procedures
- Teeswide Inter-Agency Safeguarding Adults Alert Form
- Single Agency Policy
- Serious Concerns Protocol

**Teeswide Inter-Agency Policy and Procedures**

The policy and procedures were trialled for 3 months and discussed at the last PPP meeting. LG mentioned that she has had discussions with West Yorkshire and North Yorkshire legal services teams. They are willing to share their Safeguarding Adults Board's procedures and LG noted that these are much more extensive than the Teeswide version. LG suggested that the Teeswide Procedures presented at this meeting are agreed, however during review, more work can be done to incorporate best practice from North and West Yorkshire.

**Teeswide Inter-Agency Safeguarding Adults Alert Form**

It was acknowledged that MBC need to have a gcsx email address to ensure information is sent securely. JHu requested that the 'out of hours' contact is included on the form.

**Single Agency Policy**

This policy is for organisations to use as a model template in developing their own safeguarding policies. Redcar Voluntary and Development Agency have promoted the use of this policy.

**Information Sharing Policy**

This policy is currently awaiting legal advice and will come back to the Board for ratification.

**Adults and Children Interface Protocol**

This protocol was developed some time ago by Redcar & Cleveland Borough Council (RCBC) and was agreed by the Local Safeguarding Children Board (LSCB). Further to the recent PPP Sub-Group meeting, the protocol has been forwarded for discussion at the Teeswide LSCB's Policy and Procedures meeting. JHu and RB mentioned that they had recently attended a seminar in relation to 'Operation Sanctuary'. JHu has requested a copy of Newcastle's Interface Policy and will forward this on to HS. RB suggested that it may be beneficial to ask someone from Newcastle's 'Operation Sanctuary' to provide a brief presentation to TSAB members.

**Deprivation of Liberty Safeguards (DoLS) Consultation**

An email has been sent to Board members requesting comments in relation to the consultation. The Business Unit will collate the information and the PPP Sub-Group will submit a collective response on behalf of the Board.

It was acknowledged that the Teeswide Inter-Agency Policy will be available online soon. All policies, procedures and relevant documentation will be made available online once the TSAB website goes live.

Action Points	Action Owner	Deadline
1. Communication and Engagement Strategy to be circulated to members for comments.	Business Unit	TBD
2. Partner agencies to advertise Learning and Development Coordinator on internal bulletins	All	TBD
3. If there is a low response rate to the vacancy, JHu to seek approval from AB to extend the contract to 2 years	JHu	TBD
4. Amendments to be made to Alert Form	GMc	22/09/15
5. Information Sharing Protocol to be brought to the next TSAB for ratification	HS	10/11/15
6. JHu to forward Newcastle Council's Child and Adult Interface Protocol to HS	JHu	22/09/15
7. Operation Sanctuary presentation at future Board meeting to be explored.	Business Unit	10/11/15
8. Teeswide Policy and Procedures to be discussed at LTD Sub-Group to ensure staff are aware of them	JHu	24/09/15

9. Members to provide feedback on DoLS consultation by 1 October 2015	All	01/10/15
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<b>Agenda Item 10</b>	<b>Business Items</b>	<b>Presenter:</b> Alastair Simpson	
<b>Discussion</b>	<p><b>Police Referral Criteria</b> AS advised that the referral criteria have been developed to help partner agencies identify criminal matters and to ensure that appropriate referrals are being made to the police. AS noted that all incidents reported to the police are investigated. If inappropriate referrals are made, this has a significant impact on staff time and depending on the issue it may not always be appropriate to interview an individual. AS made particular reference to financial abuse cases. It is often misinterpreted that any concerns involving money constitutes as a crime, however this is not the case.</p> <p>Discussions were held around adults consenting to concerns being made to the Local Authority. Agencies have a duty of care, however if the adult has capacity and they do not wish for the concern to be reported to the Local Authority, then it should not be reported. If there is any uncertainty the PVP Unit should be contacted for advice.</p> <p>JHu requested that the referral criteria is updated to include the new categories of abuse stated within the Care Act.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. Discussions on referrals to police and LAs (gatekeeping) to be discussed at the PPP meeting and feedback at the next TSAB		HS	10/11/15
2. AS to request that the criteria be updated to include the new categories of abuse		AS	10/11/15

<b>Agenda Item 11</b>	<b>Business Item</b>	<b>Presenter:</b> Martin Crow	
<b>Discussion</b>	<p><b>TSAB Newsletter</b> This will form a key part of the Communication and Engagement Strategy. It is hoped that from October 2015 the newsletter will be a way of filtering information to front line staff. It will provide a snapshot of the work of the Board and will be circulated bi-monthly. Themes will be identified throughout the year and linked to key dates such as 'National Slavery Day' etc. Eventually the newsletter will be published on the website and the link will be circulated via email as a way to promote access to the site. Partners can work with the Business Unit to include any information of relevance and to promote safeguarding events within their organisations.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. MC to liaise with AS regarding Modern Slavery content for the first issue of the newsletter.		AS / MC	01/10/15

<b>Agenda Item 12</b>	<b>Business Items</b>	<b>Presenter:</b> Chair	
<b>Discussion</b>	<p><b>2016 Meeting Schedule</b> All meetings for 2016 have now been confirmed. AB highlighted that the Development Day will take place on 23 February 2016. This will include a TSAB meeting and development session.</p>		
<b>Action Points</b>		<b>Action Owner</b>	<b>Deadline</b>
1. GMC to recirculate 2016 meeting schedule		GMC	22/09/15

<b>Agenda Item 13</b>	<b>Business Items</b>	<b>Presenter:</b> Lorraine Garbutt	
<b>Discussion</b>	<p><b>MSP Update</b> The minutes from the MSP meeting held on 13 August 2015 were circulated for information.</p> <p>LG advised that operational leads from each of the LAs attended and that</p>		



	<p>members had commented how useful it was to talk about operational issues in this way. It may be that these meetings continue once the MSP work has concluded.</p> <p>It was identified that there are some difficulties in relation to electronic management systems and how MSP information is captured in such a way that outcomes can be monitored and reports generated. The group are looking to develop MSP practice guidance which will include a Teeswide MSP Survey to be completed by the Service User at the end of the safeguarding process.</p> <p>It was also noted that MSP has been interweaved into the Teeswide policy and procedures.</p>
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<b>Agenda Item 14</b>	<b>Practice Items</b>	<b>Presenter: All</b>
<b>Discussion</b>	<p><b>Partner Updates</b> MP and CK indicated that they have recently developed a safeguarding policy for their organisation which now formalises procedures. MP advised that Kirklevington is now a Young Offenders Institute as well as an adult prison.</p> <p>David Eggleston (DE) advised that the National Probation Service is currently reviewing their policies and procedures which should be finalised in the next few months.</p>	

<b>Agenda Item 15</b>	<b>Confidential Items</b>	<b>Presenter: All</b>
<b>Discussion</b>	<p><b>Safeguarding Adult Reviews (SAR)</b></p> <p><b>Terms of Reference</b> Barbara Shaw (BS) is Chair of the SAR Sub-Group and Sally Robinson (SR) has agreed to be the Deputy Chair. This Sub-Group will meet on a regular basis as well as coming together as and when required to consider possible SARs.</p> <p><b>SAR 2015 Meeting Date</b> The first SAR Sub-Group meeting will be held on Thursday 15 October from 2pm-5pm at Seafeld House, Redcar.</p> <p><b>Domestic Homicide Reviews</b> SR advised that they are still awaiting a response from the Home Office. Formal feedback will be brought to the Board when available.</p> <p><b>SCR2 (HBC)</b> A Single Agency Review has been completed and an Overview Report should be completed within the next 3 months.</p> <p><b>SAR3 (HBC)</b> The trial for this case is due to commence in February 2016 and should conclude at the end of March 2016. The SAR will begin once the trial has finished.</p> <p><b>LLR2 (HBC) – Nursing Home Closure</b> A summary of the Lessons Learned Review was circulated. It focused on key points of what worked well, what did not work well and what improvements need to be made. The report and action plan are currently being finalised and will be monitored by Hartlepool’s Local Executive Group. AB requested that an update is provided at the next meeting when CQC are in attendance. SR noted that Hartlepool continue to work with CQC and that they are looking to improve their own internal systems.</p> <p><b>MBC New Case</b> This item was not discussed.</p> <p><b>Potential SAR Cases</b></p>	

	Members present were unaware of any potential SAR cases.	
<b>Action Points</b>	<b>Action Owner</b>	<b>Deadline</b>
1. Domestic Homicide Reviews feedback from Home Office to be discussed at a future meeting	SR	TBD
2. SCR2 Overview Report to be discussed at a future TSAB meeting	SR	TBD
3. LLR2 update to be discussed at the next meeting	SR	10/11/15
4. MBC new case to be discussed at the next meeting	RB	10/11/15
<b>Agenda Item 16</b>	<b>Any Other Business</b>	<b>Presenter: All</b>
<b>Discussion</b>	None.	

Next Meeting Date: **Tuesday 10 November 2015**  
Time: **2pm-4.30pm**  
Venue: **Fire Service HQ, Hartlepool**