



Teeswide Safeguarding Adults Board

Meeting Date: **Wednesday 11th October 2023**

Time: **9.30am – 12pm**

Venue: **Microsoft Teams**

Minutes

Attendees		
Name	Role	Representing
Janet Alderton	Assistant Director of Nursing & Patient Safety	North Tees and Hartlepool NHS Foundation Trust
Richard Baker	Assistant Chief Constable	Cleveland Police
Jane Bell	Administration Officer	TSAB Business Unit
Cllr Lisa Belshaw	Lead Member	Redcar and Cleveland Borough Council
Darren Best	Independent Chair	Teeswide Safeguarding Adults Board
Gordon Bentley	Designated Nurse Safeguarding Adults	North East and North Cumbria Integrated Care Board
Lindsay Britton-Robertson	Assistant Director of Safeguarding	South Tees Hospitals NHS Foundation Trust
Jon Carling****	Chief Executive	Catalyst Stockton
Jeremy Collins (Part)	Detective Chief Inspector (Adult Safeguarding)	Cleveland Police
Elsbeth Devanney	Group Director of Nursing & Quality	Tees, Esk and Wear Valleys NHS Foundation Trust
Natasha Douglas	Healthwatch Manager	Healthwatch Stockton
David Felton (Part)	Assistant Chief Constable	Cleveland Police
Mike Fleet	Principal Lecturer (Programmes) Department of Nursing & Midwifery	Teesside University
Elaine Godwin	Admin Officer	TSAB Business Unit
Jean Golightly	Director of Nursing & Quality	North East and North Cumbria Integrated Care Board
Jen Moore	Designated Nurse Safeguarding Adults	North East and North Cumbria Integrated Care Board
Jill Harrison	Director of Adult and Community Based Services	Hartlepool Borough Council
Neil Harrison	Head of Safeguarding & Specialist Services	Hartlepool Borough Council
Gina Hurwood	SAR Co-Ordinator	TSAB Business Unit
Alyson Longstaff	Advanced Customer Support Senior Leader	Durham Tees Valley Department for Work and Pensions
Graham Lyons	Service Manager	Stockton-on-Tees Borough Council
Amy Mahoney	Business Manager	TSAB Business Unit
Samantha Midgley	Project Officer	TSAB Business Unit
Jen Moore	Designated Nurse Safeguarding Adults	North East and North Cumbria Integrated Care Board
Carolyn Nice	Director of Adults and Health	Stockton-on-Tees Borough Council
Cara Nimmo	Assistant Director for Adult Care Operations	Redcar & Cleveland Borough Council
Kay Nicolson	CEO	A Way Out
Karen Rees (Part)	Independent Reviewer	

Helen Richmond	Safer Custody and Equalities Hub Manager	HMP Holme House Prison
Linda Sergeant	Project Coordinator	Healthwatch South Tees
Erik Scollay	Director of Adult Social Care	Middlesbrough Borough Council
Angela Storm	Data Analysis and Performance Monitoring Officer	TSAB Business Unit
Gaynor Trueman (Part)	CEO	North East Sex Work Forum
Gary Watson	Business Manager	South Tees Safeguarding Children Partnership

Apologies		
Name	Role	Representing
Cllr Bob Buchan	Lead Member	Hartlepool Borough Council
Angela Connor	Assistant Director Adult Social Care/PSW	Stockton-on-Tees Borough Council
Mayor Chris Cooke	Lead Member	Middlesbrough Borough Council
Mark Davis***	Chief Executive	Middlesbrough Voluntary Development Agency
Paula Dewell	Detective Superintendent – Head of Safeguarding	Cleveland Police
Dr Hilary Lloyd	Chief Nurse	South Tees Hospitals NHS Foundation Trust
John Lovatt	Assistant Director	Hartlepool Borough Council
Cllr Ann McCoy	Lead Member	Stockton-on-Tees Borough Council
Peter Neal	CEO	Redcar and Cleveland Voluntary Development Agency
Julian Penton****	Development Officer	Hartlepower
Ann Powell	Head of Stockton & Hartlepool PDU	National Probation Service
John Rafferty	Compliance Business Partner - Safeguarding	Thirteen Group
Darren Redgwell	Head of Middlesbrough, Redcar & Cleveland PDU	National Probation Service
Patrick Rice	Corporate Director of Adults and Communities	Redcar & Cleveland Borough Council
Chloe Swash	Admin Officer	TSAB Business Unit
Robin Turnbull	Area Manager	Cleveland Fire Brigade
Helen Wilson	Superintendent	Cleveland Police

Absent		
Name	Role	Representing
Sarah Aspinall	Inspector	CQC (Middlesbrough, Stockton-on-Tees and Redcar & Cleveland)
Sarah Bowman-Abouna	Director of Public Health	Stockton-on-Tees Borough Council
Kate Duncan	Head of Safer Prisons & Equality	HMP Holme House Prison
Rachelle Kipling	Temporary Assistant Chief Executive	Office of Police & Crime Commissioner
Michelle Monty	Inspector	CQC Hartlepool
Leanne Stockton	Business Manager	Hartlepool & Stockton Safeguarding Children Partnership
Katie Tucker	Inspector	CQC Hartlepool
Stephen Thomas	Development Officer	Healthwatch Hartlepool

*Attends for specific agenda items only, ** Attends 2 times per year; ***Attends on behalf of MVDA, RCVA & Healthwatch South Tees, **** Attendance will be shared between Catalyst and Hartlepower

Copies: Chris Brown; Rebecca Duce; Caroline Gallilee; Emily Gibson; Suzanne Glass; Lorna Harrison; Nigel Hart; Kay McGowan; Suzanne Metcalfe; Judith Oliver; Laura Poppleton; Angela Pringle, Mike Sharman; Karen Sproston; Rachael Surtees; Lyndsay Waddington

Agenda Item 1	Introductions and Apologies	Presenter: Chair
Darren Best (DB) welcomed members to the October meeting. Apologies will be recorded on the minutes.		

Agenda Item 2	Right Care Right Person	Presenter: David Felton
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Assistant Chief Constable, David Felton (DF), joined the meeting to provide an update on Right Care Right Person (RCRP).

Cleveland Police (CP) have adopted a phased approach to the work, with a current focus on putting internal structures in place to deliver the changes over the next 12 months. An internal implementation board has been created within CP, led by DF, to look at structures, policies and procedures and project support. Richard Baker (RB) has responsibilities in relation to safeguarding and vulnerability. Four key themes have been identified internally which will then lead onto the external approach, with a tasking group for each theme being led by a senior manager. The four themes are:

- Capability and training of staff – CP are utilising the national toolkit to inform this
- Data quality – In order to identify benchmarks and future direction the force recognises the need for data to improve, which will eventually expand to involve partner organisations
- Media, Communications and Engagement – Head of communications, Alex Drinkall, leads on this work. A strategic meeting involving a number of partner organisations has already taken place to provide an external link
- Strategic Partnership Group – Dominic Gardner from Tees, Esk and Wear Valleys NHS Foundation Trust (TEWV) has assisted with creating the group. The group have met twice and a further meeting is being planned for November to discuss the delivery of RCRP at strategic level and to understand some of the challenges that this will involve.

In line with the national agreement a phased approach has been adopted. Phase one looks at concern for welfare and splits into three areas – Critical threat to life will continue to be responded to by CP, concern for welfare will be considered through system and policy changes and the final area where CP are an automated point of reference is being reviewed and some changes have already taken place. Concern for welfare will be the priority, followed by other areas including absences from locations such as hospitals, hospital transportations and handovers and missing.

Externally meetings have already taken place with TEWV to consider the mental health approach and to build relationships in this area. The four Local Authority (LA) Chief Executives have been briefed and the next strategic partnership group meeting will consider the creation of a RCRP governance group straddling all agencies to help manage the implementation.

Alyson Longstaff advised that the DWP are holding an awareness session to assist staff when dealing with welfare calls and requested if DWP could be involved with the Communications Group. DB advised that information regarding the meeting planned for November has been provided to TSAB and will be circulated to members following this presentation with the minutes of the meeting. DF will provide some updated information to be circulated in relation to this.

Lindsay Britton-Robertson noted that from a data perspective it will be helpful to measure the impact that the initiative has on the most vulnerable people. From a health perspective consideration will need to be given to responding to patients in situations where CP may have been the default option. DF assured that CP will work with partner organisations to find the best solutions and that it will not be a situation where responsibility is passed over on a set date.

Erik Scollay (ES) attended the Strategic Partnership Group where a question was raised as to how the four LAs will be represented. ES is happy to continue to provide representation but will contact the Directors in the other LA areas outside of this meeting to agree representation.

DB suggested that it would be useful for CP to provide a schematic showing the different groups that have been set up, so that TSAB can identify where they have representation and identify any gaps. DF advised that this should be in place by early 2024 at which point an update can be provided to Board.

A national webinar took place last week which included a presentation from Humberside ICB who began work on the project in 2019. DF assured that CP have been in contact with a number of organisations including Humberside ICB to consider any learning in relation to costs and timescales.

DB thanked DF for providing the first formal update to the Board in relation to RCRP.

Action Points	Action Owner	Deadline
1. Revised date and details for November RCRP meeting to be sent to the Business Unit	DF	18/10/2023
2. Details of RCRP November meeting to be circulated with the minutes	BU	25/10/2023
3. Update and Schematic for RCRP groups to be provided to Board in the New Year	DF/RB	13/03/2024

Agenda Item 3	NE Sex Work Forum	Presenter: Gaynor Trueman
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The North East Sex Worker Forum (NESWF) has been in existence for 10 years as a collective of agencies, but has operated as a Charity for the last two years. Chief Executive Officer, Gaynor Trueman (GT), attended the meeting to provide an update on their work to create the Cleveland Sex Worker Strategy. It was recognised that a number of pieces of work were taking place in isolation across the region. The Police and Crime Commissioner provided funding for a Sex Worker Strategy to create a more collaborative approach. NESWF have conducted research across the region to identify barriers around access to services and to consider the broader range of people that may be involved since the pandemic.

Consultations have taken place with people who have lived experience to identify needs and focus groups have taken place with front line practitioners to look at areas where there may be gaps in knowledge and what is needed to equip them to respond appropriately. A training package has been created to look at the changing industry and three sessions have been delivered. It has been acknowledged that Adult Sexual Exploitation has links to the sex industry, and meetings have taken place with Jeremy Collins to ensure that this is included within the strategy. The NESWF plan to create a strategic Board to ensure that the strategy moves forward and to create a collaborative harm reduction process across the region. Regional learning days take place across the year to provide a platform for individuals with lived experience and practitioners to come together in order to network and learn from each other. The next event is scheduled to take place at the end of October where the strategy will be shared and from this a number of Task & Finish Groups may be formed to create a policy. An evaluation will take place in 2024 to consider how things may have changed.

Carolyn Nice offered to provide representation from Adult Services on the strategic Board.

DB thanked GT for her presentation and for raising awareness of the work. A link will now be established to TSAB via representation on the Strategic Board.

Action Points	Action Owner	Deadline
1. Carolyn Nice to contact Gaynor Trueman regarding representation on the strategic Board	CN	31/10/2023

Agenda Item 4	SARs for Approval	Presenter: Karen Rees
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Independent Reviewer, Karen Rees (KR), attended the meeting to present two SAR cases; Case 1/22 James and Case 3/22 SK. KR explained that the two reviews were carried out simultaneously as it was initially believed that there would be similar themes within the learning and recommendations. Once the review process began it became evident that the only similarity was that both cases had been subject to a LeDer review, although for differing reasons.

A different process to previous SARs was used in order to make this a rapid process. Chronologies and work to look at themes and learning from previous reviews were used to compile a pre-workshop report. Face to face practitioner workshops took place and feedback from these was then used to make amendments to Version 1 of the report. The panel were then used as key leads to look at any outstanding information and to work on creating subsequent versions of the report and building the recommendations,

taking into consideration any barriers that have been encountered in taking forward recommendations from previous SARs.

The methodology used during the workshops focused on what 'good' may have looked like, rather than what didn't go well, and what the response would be now and any barriers to being able to provide support. This approach highlights changes in practice that have already taken place and anything additional that still needs to be addressed. The process received positive feedback from those involved including allowing for open and honest discussion, identifying learning prior to the reports being produced, providing an opportunity to network and to understand perspectives and challenges of other organisations.

James – KR thanked the LA for providing a link worker who was able to make the family aware of the process and keep them updated on progress. KR met with the family and James's carer prior to the workshops. The face to face meeting gave an insight into things previously unknown and demonstrated the importance of family engagement. Feedback was then provided to both following the final governance meeting. They were pleased with the outcome of the review and agreed with the recommendations whilst also understanding some of the constraints.

A number of areas of good practice were identified along with areas where change has already been made, evidencing that learning around some of the key themes from previous SARs is now embedded. Consideration was given to 'what good would look like' in relation to the key themes and a number of recommendations were then agreed with the Governance Group.

It was highlighted that the Mental Health organisations involved in the review operate within a wider area than the four Tees Local Authorities and that there would be benefit in sharing the learning with colleagues in Darlington. Jean Golightly offered to action this.

SK – KR met virtually with SK's brother, as the nominated spokesperson for the family. This provided a useful insight into SK's background and life prior to his difficulties. Feedback was provided following the review process. SK's brother expressed appreciation for the openness and honesty from the professionals involved and agreed with the recommendations. KR noted that in both cases it would be beneficial to provide an update to the families in 6 or 12 months' time as both were keen to see the changes that the review would make, not just in the areas where the cases happened but across the wider TSAB area.

KR's presentation contains a summary of the key points from both reviews. A copy of this will be shared with the minutes.

Copies of the Overview Report and Learning Briefing from both cases were shared with the meeting agenda. No queries were raised by members so the documents were deemed as agreed.

Publication – Jill Harrison (JH), Chair of the SAR Sub-Group, advised that the aim will be to publish the reviews in 3-4 weeks' time. There is no Coroner involvement to delay this and checks has been made to ensure that there are no sensitive dates relating to either case. Press statements will be agreed in advance in case of any press interest, and the Communication Leads within the Local Authorities will manage this. JH requested that Redcar & Cleveland Borough Council confirm that this will be Chris Styles for the James case. Any media interest should be reported to the Business Unit who will liaise with the link workers and family to ensure that this is managed sensitively. DB added that he will be happy to support with any media interest if needed.

It was agreed that the SARs should be published on different dates to give each the importance and attention it deserves. Once dates have been agreed this will be communicated to the families and members are encouraged to share the reports and learning widely within their organisations.

Final drafts of the reports will be shared with the families prior to publication. For SK a link will be shared with the brother. James's family would like to receive a printed copy which will be hand delivered by the link worker. James's informal carer would like a link or a printed copy to review in his own time and will come back to the link worker if he has any questions. Gina Hurwood (GH) will liaise with the link worker to organise this.

DB expressed thanks to both families for their involvement and engagement in the process, to KR for producing the reports and recommendations, to the Governance Group led by JH, to the Business Unit for their support and to everyone that has been involved in shaping the reports. Adding that the important work now is to take the recommendations forward.

GH advised that discussion has taken place at the North East Champions Group around engagement with families, and the difficulties that this can pose. GH suggested that it may be beneficial to obtain some feedback from the families involved in both cases regarding the process and if there is anything that could be done differently to assist. GH will discuss this further with the key workers outside of this meeting.

KR thanked everyone that had been involved in the process.

Action Points	Action Owner	Deadline
1. Learning from James SAR to be shared with colleagues in Darlington	JG	13/12/2023
2. RCBC to confirm communications lead for the James SAR	CN	25/10/2023
3. Any press interest from the James or SK SAR to be communicated to the Business Unit	All	Ongoing
4. Copies of the reports to be shared with families and carers	GH	31/10/2023
5. Discuss gaining feedback from the families regarding the SAR process	GH	31/10/2023

Agenda Item 5	Annual Report 2022/23 Final Draft	Presenter: Amy Mahoney
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The first draft of the Annual Report was shared at the September meeting. Following this a number of minor amendments have been made and the final draft was shared with the agenda for approval. The report aims to showcase the Board's achievements and the level of work undertaken by partners and the Sub-Groups to achieve the objectives set out in the Strategic Plan. Amy Mahoney requested that any final amendments or feedback are provided to the Business Unit by Friday 20th October with the aim of publishing the report on Monday 6th November. A media statement will be prepared by SBC's communications and media team in preparation for any media interest.

DB thanked everyone that has contributed to the report.

Action Points	Action Owner	Deadline
1. Final comments on the Annual Report to be forwarded to the Business Unit	All	20/10/2023

Agenda Item 6	Q1 Performance Report	Presenter: Angela Storm
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A copy of the Q1 Performance Report was shared with the agenda. Angela Storm (AS) highlighted the key points from the report:

Data is provided against each of the Boards 4 Strategic Aims. Joint working – In Q1 two Multi Agency Audits took place, 50 cases were referred into Team Around the Individual (TATI) and 96% of individuals were satisfied with their outcome from the Safeguarding process. People – Figures are shown for the number of people that accessed the Boards training across the various platforms and no new SAR recommendations were made during the period. Communication – Figures demonstrate the level of social media and website activity for the quarter and 93% of individuals were asked about their desired outcome. Services – Three non-statutory partners have commenced the Quality Assurance Framework and data is included in relation to the Responding to and Addressing Serious Concerns (RASC) Protocol.

Performance Indicators (PI) – The PIs were reviewed by the Performance, Audit and Quality (PAQ) Sub-Group and the decision was made to keep the same 4 in place for this reporting year. As all the PIs were achieved in the previous year the decision was made to increase the criteria to more than 95% for PI 2. The way that the PIs are shown in the report now includes a breakdown by Local Authority (LA) area.

Concerns Received – The number of Concerns received increased during Q1. AS noted that the percentage increase in Concerns has been impacted by some issues in the way that Concerns were

being captured within Stockton-on-Tees Borough Council (SBC). This has now been rectified which will reduce the increase to 15% when compared to the same period in the previous year. The number of Concerns progressing to a Section 42 Enquiry has reduced, impacted by two of the LA areas. This figure will continue to be monitored but is currently still above the national average. There have been increases in relation to Physical Abuse in comparison to Q1 of the previous year and increases in Concerns received from Care Homes and NHS Secondary Care.

Section 42 Enquiries Commenced – There has been a small increase in the number of S42 Enquiries commenced. Over half related to females, with more than half of these being in the age category 65+. The four main types of abuse were Neglect & Acts of Omission, Physical, Financial & Material and Domestic Abuse with increase in Neglect & Acts of Omission and Financial & Material Abuse. The number of Enquiries relating to Organisational Abuse has more than doubled, although the numbers do remain low.

Location of Abuse – For some time the main location of abuse has been Own Home. During Q1 this has changed to Care Homes. The main types of abuse were Neglect & Acts of Omission and Physical. This data may have been impacted by issues from 2 of the LA areas in relation to RASC. Financial, Domestic Abuse and Self-Neglect are the main categories of abuse recorded against Own Home.

Concluded Section 42 Enquiries – In more than half of the cases the source of risk was known to the individual. The figure is usually higher but may have been impacted by an increase in the Service Provider category. Safeguarding action was taken in the majority of cases with 93% of people being asked about their desired outcome and outcomes being fully or partially achieved in 96% of these cases. Risk was reduced or removed in over 90% of cases.

Multi Agency Data – There was an increase in the number of Concerns referred to the LAs from both North-Tees & Hartlepool Hospitals NHS Foundation Trust and South-Tees Hospitals NHS Foundation Trust with Neglect & Acts of Omission as the main type of abuse. Allegations against the Trusts included similar themes to previous years around Communication, Discharge, Medication and Pressure Ulcer Care. Tees, Esk & Wear Valleys (TEWV) NHS Foundation Trust also reported an increase in the number of Concerns referred to the LAs. The main type of abuse was consistently reported as Physical, but this is now more varied. Cleveland Police recorded a 1% decrease in overall recorded crime force wide since Q1 last year. Domestic Abuse crimes have increased since Q1 in the previous year with a small increase in the Repeat Victim rate. Cleveland Fire Brigade continue to identify and refer to the LAs. The main types of abuse are Self-Neglect and Psychological. Thirteen Housing made 35 referrals with 17 progressing to S42 Enquires. More than half of these related to males which is a change from previous quarters. The main types of abuse reported were Self-Neglect, Neglect & Acts of Omission and Domestic Abuse.

In response to a query around the use of conversion rates to monitor performance DB advised that this was removed as a formal PI due to the fact that a high figure could be viewed as a positive or a negative outcome. The figure continues to be monitored by the PAQ Sub-Group alongside narrative from the LAs which provides assurance in relation to the figures. Carolyn Nice queried if a Vulnerable Adult Risk Management (VARM) process existed regionally for individuals that don't meet the criteria for a S42 Enquiry, whether all LAs are assured that referrals are appropriate and that systems are in place to identify repeat referrals and ensure the right links are made. DB agreed that feedback from the independent peer review that took place in SBC has highlighted some weaknesses in the way that TSAB consider data, particularly in relation to cases that don't meet the criteria for a S42 Enquiry. DB suggested that these areas should be something for the PAQ Sub-Group to look at in further detail. DB also suggested that data and the assurance that it provides on an individual and collective basis could be a key focus for both the Operational Leads and Board Development sessions due to take place in February 2024.

DB highlighted 5 key points from the performance report:

- Linked to the SAR presentation from KR, the need to gain assurance around cases that fall below the criteria for a S42 Enquiry
- It is beneficial to see the PIs broken down by LA area, and DB suggests that this is something that continues

<ul style="list-style-type: none"> The move to Care Homes as the main location of risk is something that should continue to be monitored The query in relation to conversion rates is often raised during scrutiny meetings following the publication of the Annual Report. The aim should be to be able to provide a more coherent response in relation to this. This could also be added to the agenda for the Development Session. Data in relation to housing is currently only provided by Thirteen Housing. Would it be possible to obtain data from the other major providers across Tees? 		
Action Points	Action Owner	Deadline
1. Consideration to be given to the way that TSAB collect & consider data	PAQ Sub-Group	27/11/2023
2. Data to be a key focus for Operational Leads and Board Development sessions	BU	February 2024
3. Conversion rates and narrative around this to be considered during the Development session	BU	February 2024
4. Establish if data could be provided by other major housing providers across Tees	PAQ Sub-Group	27/11/2024

Agenda Item 7	Strategic Plan Monitoring Framework – Mid-Year Update	Presenter: Angela Storm
A copy of the Framework was circulated with the agenda. All actions are on schedule and there are no areas for concern.		

Agenda Item 8	Sub-Group and Task & Finish Group Update	Presenter: Sub-Group Chairs
<p>Updates were provided by the Chairs of the Sub-Groups that have met since the last Board meeting in September.</p> <p>Communication & Engagement (CE) – Neil Harrison</p> <p>The CE Sub-Group met on 2nd October.</p> <p>The formal launch of the High Risk Adults Panel (HRAP) will take place on Monday 6 November 2023. The new suite of documentation will be hosted on the TSAB website, and information will be shared via internal websites, newsletters and bulletins to ensure that all professionals are aware of the changes being made.</p> <p>Plans for the Spotlight on Modern Slavery & Exploitation campaign which took place between 2nd – 6th October were shared with the group. TSAB hosted a comprehensive resource page online to support the campaign. A social media campaign across the week was also implemented to raise important messages and to share resources around Modern Slavery and Sexual Exploitation. 380 professionals from both adults and children’s services across Tees attended a half day conference which took place on Wednesday 4th October. This featured presentations from guest speakers including The Chair of the Anti-Slavery Network, Cleveland Police, North East Regional Organised Crime Unit, Barnardo’s, Causeway, The Salvation Army and Local Adult and Children’s Safeguarding teams. Attendees also heard from a guest speaker with lived experience. Feedback from the event has been really positive and an in-depth evaluation will be presented to Board following the next CE Sub-Group meeting.</p> <p>The National Safeguarding Adults Week Task and Finish Group have met twice with a third meeting scheduled for the end of October. Planned activity includes a Bus Stop campaign, a trauma informed practice session, DBS session for professionals, resident magazine articles, radio campaigns and sessions with an independent advocacy service user group. Once plans are confirmed a multi-agency communication plan, social media plan and resource pack will be shared with CE members to provide an overview of all activity across Tees during the week.</p>		

A Safeguarding Champions Event will be hosted across Sexual Abuse and Sexual Violence Awareness Week (5th – 11th February 2024). The half day event will include presentations from ARCH Teesside, financial abuse and scams, safe place scheme and learning from SARs.

The Annual Consultation Survey is now live and was launched immediately after the Modern Slavery and Exploitation conference. Small amendments have been to the survey for 2023/24. The loneliness and isolation question has been removed along with the reference to Liberty Protection Safeguards. As in previous years there is a Professionals, a General Public, and a General Public Easy read version. The survey will close on 31st January 2023. The results and analysis will be published within the Communication & Engagement Report for 2023/24.

The CE Strategy has been updated and some minor amendments made. A copy of the revised version was shared with the agenda.

Learning, Training & Development (LTD)– Cara Nimmo on behalf of Patrick Rice

The Q1 report for Me-Learning was shared with the Sub-Group. The platform continues to be well used with a good spread across all sectors and a high completion rate.

The Training Budget was reviewed. The current plan does allow for any additional learning that may be identified from reviews. Due to demand an additional date has been added for the Digitally Assisted Stalking Awareness webinar that is being hosted in conjunction with the Children's partnerships. In response to the Molly SAR a Trauma workbook and webinar course are being developed. The Sub-Group agreed the outline proposals for these.

The Charging policy for non-attendance at training events was reviewed, and different options for enforcing this were considered.

TSAB have updated their Training Web Page to provide information on all the courses offered, including dates for scheduled sessions.

Discussion took place around the Oliver McGowan mandatory training with an action for members to feedback on the position within their own organisations. Jen Moore (JM) advised that she is conducting a piece of work in relation to this covering providers and LAs across Tees. JM will provide feedback to the Business Unit and the LTD Sub-Group and any issues will be highlighted to Board.

Operational Leads

The Sub-Group have not met since the last Board meeting. Graham Lyons attended the meeting to present the findings from SBC's Multi Agency Report on incidents Between Residents. Copies of the reports from the two cases considered were shared with the agenda. Areas of good practice were identified around use of the TSAB Decision Support Guidance and timely interventions. An area for potential learning was identified in relation to actions and timescales been made clearer within case notes. This has been fed back to the teams so that improvements can be made.

Safeguarding Adults Review – Jill Harrison

Two SARs have been concluded and were covered under Agenda Item 4.

Two SARs are almost completed, and the final reports will be shared with members at the December Board meeting.

The Jack SAR is due to commence with Mike Ward as the appointed reviewer.

The Sub-Group met last week to discuss a new SAR notification and the recommendation has been forwarded to DB for approval.

Adult Sexual Exploitation Toolkit & Risk Screening Tool – Copies of both documents were shared with the agenda for approval prior to being launched in November. Jeremy Collins (JC) advised that within the toolkit there is a query around the best way to include the MAPPA, MARAC and MATAAC referral

documents. The toolkit is a PDF format which does not allow the documents to be embedded, and as they aren't TSAB documents they are not available via the TSAB website. JC suggested that options included the documents being added in the background where they would not be publicly visible, circulating them as part of the communications plan during the launch, including an email link at the end of the toolkit in the event of any queries or alternatively as most organisations will already have the documents there is no need to include them.

Due to the late running of the meeting DB requested that the documents are circulated to members with the minutes for any feedback or suggestions regarding the inclusion of the MAPPA, MARAC and MATAAC documents.

Action Points	Action Owner	Deadline
1. Feedback in relation to the Oliver McGowan training to be provided to the Business Unit and LTD Sub-Group	JM	Once Available
2. ASE Toolkit and Risk Screening Tool to be circulated with the minutes for any feedback	BU	25/10/2023
3. Feedback in relation to the ASE Toolkit and Risk Screening Tool to be provided to the Business Unit by 31 st October	All	31/10/2023

Agenda Item 9	Information Sharing Agreement	Presenter: Amy Mahoney
The Information Sharing Agreement (ISA) will be circulated with the minutes for feedback or comments. Changes made have been highlighted in yellow. If no feedback is received by the end of October, the document will be deemed as agreed.		
Action Points	Action Owner	Deadline
1. ISA to be circulated with the minutes for approval.	BU	25/10/2023
2. Feedback or comments in relation to the ISA to be forwarded to the Business Unit by 31 st October	All	31/10/2023

Agenda Item 10	Any Other Business	Presenter: All
No further points raised for discussion.		

Next Meeting Date: **Wednesday 13th December 2023**

Time: **9.30am – 12pm**

Venue: **Microsoft Teams**

Minutes approved by Independent Chair:



Date: 19/10/2023

Appendix 1 - Attendance Matrix								
The table below reflects named members of the TSAB, although deputies have been shaded.								
Company	16/02/2023	07/03/2023	19/04/2023	14/06/2023	13/09/2023	11/10/2023	13/12/2023	6
Catalyst Stockton / Hartlepower	2	1	1	1	2	1	0	100%
ICB	2	2	3	1	2	3	0	100%
Cleveland Fire Brigade	1	0	1	1	1	1	0	83%
Cleveland Police	1	1	2	1	2	1	0	100%
CQC Board Member (Mlbro, Redcar, Stockton) (committed to attend 2 meetings per year)	0	0	0	0	0	0	0	0%
CQC Board Member (Hartlepool)	0	0	0	0	0	0	0	0%
Durham Tees Valley CRC	0	0	0	0	0	0	0	0%
DWP	0	1	1	0	1	1	0	67%
Hartlepool and Stockton Safeguarding Children Partnership	0	0	0	0	0	0	0	0%
Hartlepool Borough Council	2	2	3	2	1	2	0	100%
HBC Lead Member	0	1	1	1	1	0	0	67%
Healthwatch Hartlepool	0	0	1	1	0	0	0	33%
Healthwatch South Tees	1	0	0	1	1	0	0	50%
Healthwatch Stockton	1	1	1	0	0	1	0	67%
HMP Holme House Prison	1	0	1	1	1	1	0	83%
Middlesbrough Borough Council	1	1	2	1	2	1	0	100%
MBC Lead Member	1	1	1	0	1	0	0	67%
Middlesbrough VDA / Redcar & Cleveland VDA	2	0	0	0	0	0	0	17%
National Probation Service Cleveland	1	0	0	0	0	0	0	17%
North East Ambulance Service (attend for specific agenda items only)	0	0	0	0	0	0	0	0%
North Tees & Hartlepool NHS Foundation Trust	1	1	1	1	1	1	0	100%
Public Health	0	1	0	1	1	0	0	50%
Office of Police & Crime Commissioner (committed to 2 meetings per year)	1	1	0	1	1	0	0	67%
Redcar & Cleveland Borough Council	1	1	1	2	1	1	0	100%
RCBC Lead Member	0	1	1	1	0	1	0	67%
Stockton on Tees Borough Council	1	1	2	1	1	2	0	100%
SBC Lead Member	0	1	1	0	1	0	0	50%
South Tees Hospitals NHS Foundation Trust	1	1	1	1	1	1	0	100%
South Tees Safeguarding Children Partnership	0	0	1	0	0	1	0	33%
Teesside University	0	0	0	0	0	1	0	17%
Tees Esk & Wear Valleys NHS Foundation Trust	1	1	1	1	1	1	0	100%
Thirteen Housing	1	1	0	1	1	0	0	67%
TSAB Independent Chair	1	1	1	1	1	1	0	100%
TSAB Business Unit	5	6	7	6	7	6	0	100%