

Strategic Planning and Performance Group (SPPG) Interim Adult Protection Board (IAPB) NI Meeting	
Location:	Microsoft Teams
Date:	Thursday 6 th November 2025
Time:	2pm - 4pm

Members in Attendance:	
Ciara McKillop – Chair	Caroline Holloway - SPPG
Rebecca Slane – SPPG, Minute Taker	David Petticrew - SPPG
Amanda Burgess – NHSCT	Karen Harvey - RQIA
Leah Crothers – PSNI	Rhoda McBride - BHSCT
Lynda Donaghy - PSNI	Brian Beattie - SHSCT
Helen McVicker - NISCC	Lyn Preece - SEHSCT

Apologies:	
Des Flannagan - NIAS	Heather Reid - PHA
Colm McCafferty - SHSCT	Maura Dargan - NHSCT
Petra Corr – NHSCT	Amanda Burgess – NHSCT
Stephen McLaughlin – WHSCT	Colin McMullan - BHSCT
Kerrylee Weatherall - BHSCT	Colm McCafferty - SHSCT
Randal McHugh - SPPG	Karen O'Brien - WHSCT
Mary Emerson - AHP	David Robinson – SEHSCT
Tom Cassidy - WHSCT	Michelle Lavery - WHSCT
Tracy Magill - NHSCT	Heather Reid - PHA
Stephanie Patterson - NHSCT	Deborah Hanlon - SHSCT
Briege Donaghy - RQIA	Katherine McElroy - PCC
Kerry Brennan – PSNI	Klara Sinclair – NHSCT

1.	Welcome and Apologies
1.1	C McKillop welcomed all to the meeting and apologies were noted.
2.	Previous Minutes – 02/10/25
	No further amendments or issues were raised regarding the previous minutes.
3.	Matters Arising – Previous meeting (captured on agenda)

	<p>Action: The Adult Protection Transformation Board updates to be made a standing Agenda item on IAPB – COMPLETE.</p> <p>Action: C Holloway to distribute the Scottish definition of harm to all meeting attendees – COMPLETE.</p> <p>Action: D Petticrew to continue to provide updates on the Muckamore inquiry at future meetings – COMPLETE.</p> <p>Action: This group to provide their feedback of the Serious Case Review document during the first IAPB meeting of 2026 - On Agenda.</p> <p>Action: This Adult Protection Data set will be Sub-Group Agenda item to be moved to the start of the future meetings - On Agenda.</p> <p>Action: C Holloway to distribute the final version of the Adult Joint Protocol - On Agenda.</p> <p>Action: The Dashboard is to be reviewed at a future meeting – Discussed under Agenda item 8.</p> <p>Action: C Holloway to engage with colleagues before the next meeting to explore the feasibility of developing a regular news sheet and also summarise the data held that provides oversight of the ASG service area - On Agenda.</p>
4.	<p>Chairs Update –</p> <ul style="list-style-type: none"> • Adult Protection Transformation Board (APTB) Update
	<p>D Petticrew reported that APTB members have recently received correspondence from PCC about how robust the advocacy arrangements are within the existing APB Bill. This will be discussed as part of the Agenda during the next meeting which is scheduled to take place on Thursday 11th December 2025. Accordingly, D Petticrew will provide an update during the next IAPB meeting.</p>
5.	<p>Statutory Guidance Update</p>
	<p>C Holloway advised that she has recently contacted policy colleagues regarding the Statutory Guidance. The Statutory Guidance is being developed by Barrister, Lorcan McGreevy and Linda Johnston, Social Worker. The next meeting of the full Statutory Guidance Project Team is scheduled to meet in January 2026. The IAPB will be kept informed of any developments.</p>

6.	Update on Muckamore Inquiry and hospital closure
	<p><u>Muckamore Inquiry:</u></p> <p>D Petticrew advised that the Inquiry report is on track to be published in March 2026. Part of the inquiry will involve the inquiry Chair issuing 'letters of concern' to all parties referred to in the report to provide them with a right to reply before the report is published.</p> <p>It is planned that the letters will be received by parties by 31st December 2025.</p> <p>This 'Maxwellisation' process allows individuals eight weeks to respond to a letter of concern if they believe they have been unfairly represented in the report. All responses must be supported by appropriate evidence.</p> <p><u>Hospital Closure:</u></p> <p>A small number of patients remain in Muckamore Hospital. The trajectory of the Hospital closure is expected to be by the end of this calendar year.</p>
7.	Information & Adult Safeguarding Oversight – Headline data (Data Snapshot attached)
	<p>C Holloway shared the front sheet of the Dashboard with the group, noting that the data may not be fully accurate at this stage.</p> <p>Key statistics were highlighted, including that 80% of referrals are redirected to other services, while 20% proceed through the protection pathway. A notable decrease in the number of Joint Protocols was also observed between 2024 and 2025.</p> <p>Concerns were raised regarding the low number of ABE interviews conducted by Trusts over the past year - only seven in total. However, it was acknowledged that this figure may not be accurate and does not include ABE interviews carried out by the PSNI.</p> <p>Members also expressed concern about the terminology used, particularly the phrase "screened out." It was felt that this language may be unclear to the public and could misrepresent the nature of the referrals. It was agreed that, prior to making the Dashboard publicly available, the language should be carefully reviewed to ensure clarity and accessibility.</p> <p>C Holloway encouraged members to provide their feedback, especially relating to what they think should be considered before sharing the Dashboard with the public.</p>

	<p>Colin Logue will be providing a demonstration of the Dashboard during the next meeting which will involve addressing queries such as who will have access to the Dashboard.</p> <p>Action: All members to review the Headline Data report and provide their feedback which will be discussed during the next IAPB meeting.</p>
8.	Draft News Sheet
	<p>It was agreed that the News Sheet would be useful to implement quarterly.</p> <p>Suggestions for how it can be improved include:</p> <ul style="list-style-type: none"> • Adding a section that illustrates updates from each of the workstreams that feed into the IAPB to get an idea of the progress being made. • Adding a LASP section. • Adding a Glossary/FAQ so explain definitions such as what “screened out” means. <p>B Beattie added that it would be advantageous to share the News Sheet with a few members of the sub-groups who could provide their suggestions. When sharing the News Sheet, it will be important to inform the sub-groups of the intentions of having it and how they can contribute to it.</p> <p>Action: All members to review and provide feedback which will be discussed during the next meeting.</p>
9.	Sub-Group Updates
9.1	Engagement Platform
	<p>Deferred to the next meeting.</p>
9.2	Serious Case Reviews
	<p>The Serious Case Review Protocol has been shared with representatives from the community and voluntary sector. They have been informed that the Protocol is intended as guidance for staff. Leaflets and information packs for the public will be developed and shared at a later stage.</p> <p>There are two outstanding issues to be clarified, one involves the Coroner’s Office. The second involves SPPG Safety Improvement team. This is to ensure clarity about where the SCR process fits within the overall framework of review and governance processes.</p> <p>Action: The SCR Protocol is to be shared at the next meeting.</p>

9.3	Policies and Procedures – Draft Adult Joint Protocol
	Vacant Chair to be confirmed (Leah Crothers)
	<p>R McBride made suggestions in writing following the last meeting on 2nd October 2025. Accordingly, some changes have since been made to the document.</p> <p>The PSNI now have the draft Adult Joint Protocol (AJP) document. Therefore, they will quality assure it before it can go into final draft.</p> <p><u>Action:</u> IAPB to sign off the AJP during the next meeting.</p>
9.4	Data & Performance
	<p>A Task and Finish Group (T&FG) is currently being established, with several individuals already expressing interest following a recent Expression of Interest (EOI). The group will be chaired by Alison Beckett, who is leading the development of a workstream and reviewing the relevant data set. The T&FG will actively consider the views of service users, families, and carers to ensure their perspectives are reflected in the work.</p> <p>A small workstream is needed within Trusts and TASS Leads to review the current data set and associated guidance. A key focus of this workstream will be to assess whether the data set aligns with the types of questions being asked by Encompass.</p>
9.5	Training & Development
	<p>Task & Finish Group Chairs have been identified. They will be meeting C Holloway on Monday 10th November to agree on the ToR for the pieces of work they are going to be doing around identifying what training will be required now that the Bill is available to view.</p> <p>It is expected that early into the next financial year that an overview of all the training that is required under each of the levels.</p> <p>There has been very active involvement from the advocates as they are showing a clear interest in working with the group.</p>
10.	Prevention Agenda
	<p>Quarterly attendance of LASP Chairs – dates to be agreed.</p> <p>Deborah Hanlon – SHSCT Action Plan (next meeting).</p>
	<p>C McKillop reminded members that it had previously been agreed that LASP Chairs would contribute to discussions on the prevention agenda to ensure effective connections with local partnerships. R McBride suggested developing a regional template to promote consistency across Trusts. C Holloway advised</p>

	<p>that work is already ongoing to increase regional consistency as she had recently met with LASPs, who agreed to develop a report template, D Hanlon agreed to share SHSCT proforma to aid the process.</p> <p>C Rooney offered to develop a Prevention Framework for discussion at the LASP Chairs group which should be available to view in early 2026. The framework will outline key areas for review and show how they align with the IAPB and LASPs.</p> <p>C McKillop emphasised the importance of supporting local partnerships without imposing on their activities, highlighting that our role is to offer support, rather than direction.</p>
11.	AOB
	<p>C Holloway shared a message from R McHugh – If any Assistant Directors would like to speak with him about the direction of travel in relation to the ASG in the prison service, he is happy to facilitate a discussion.</p> <p>The next meeting will consist of the Dashboard presentation, D Hanlon discussing the Southern locality partnership, sub-group updates (beginning with the Training & Development group and a further discussion about the IAPB News Sheet.</p>
12.	Date of Next Meeting – Thursday 18th December 2025 2pm via Teams