

# **Teeswide Safeguarding Adults Board**

## **Terms of Reference**

### **Performance, Audit and Quality Assurance Sub Group**

#### **1. Aims**

- 1.1 To ensure that there is appropriate oversight of the delivery of the Teeswide Safeguarding Adults Board's (TSAB) strategic leadership role to promote inter-agency co-operation to prevent risk of harm and abuse and to improve outcomes for people who have been harmed or abused.
- 1.2 To lead the development and implementation of a performance framework and provide assurance to the TSAB that safeguarding practice across all the agencies on the TSAB is in line with agreed policies and procedures.

#### **2. Objectives**

- 2.1 To performance manage the delivery of the TSAB's Business Plan priorities and to provide regular reports on progress.
- 2.2 To agree a framework for collecting data on key performance measures for safeguarding activity covering the Teeswide Local Authorities and partner organisations to inform the TSAB that partners are fulfilling their responsibilities for safeguarding adults.
- 2.3 To collate and analyse information on activity and outcome data.
- 2.4 To develop systems to audit safeguarding operational practice, in conjunction with the Policy & Procedures Sub Group, to provide assurance to the TSAB that practice is in line with agreed safeguarding procedures and protocols.
- 2.5 To direct and undertake multi-agency audits in accordance with the TSAB's Business Plan priorities.
- 2.6 To ensure systems are in place to receive feedback from service users and carers of their experience of the safeguarding process and that this is used to improve practice where appropriate.
- 2.7 To monitor and report on the implementation of recommendations made by Safeguarding Adult Reviews, Management Reviews and, where appropriate, Serious Incidents.
- 2.8 To make applications as appropriate to the TSAB, in liaison with the Teeswide Business Unit, for an allocation from the budget to support project work by Sub Groups.

#### **3. Responsibilities and Accountabilities**

- 3.1 The Sub Group is accountable to the TSAB.
- 3.2 Each member of the group is accountable to the agency they represent.

- 3.3 Each constituent agency is responsible for ensuring information is provided and communicated effectively in order to achieve the purpose and objectives of the group.
- 3.4 The Sub Group will contribute to the TSAB work programme and annual report and develop an annual work programme.
- 3.5 The Sub Group will provide reports to the TSAB in accordance with the TSAB's Terms of Reference.

#### **4. Membership**

- 4.1 The Sub Group will comprise representatives from: Commissioners of NHS Health Care services; providers of NHS Health Care services; Local Authority Adult Social Care, Cleveland Police and other organisations represented on the TSAB as appropriate.

#### **5. Chairing Arrangements**

- 5.1 A member of the TSAB will chair the Sub Group.

#### **6. Meeting Schedules**

- 6.1 The Chair will confirm the frequency of meetings and administration will be provided by the Teeswide Business Unit.

#### **7. Review of Terms of Reference**

- 7.1 The Terms of Reference may be amended, modified or replaced by resolution of the Sub Group, following approval of the TSAB and will, in any event, be reviewed annually or sooner if deemed necessary.