

Teeswide Safeguarding Adults Board

Terms of Reference

Learning, Training and Development Sub Group

1. Aims

- 1.1 To lead the development, implementation and evaluation of a multi-agency training strategy for the protection of adults at risk of harm or abuse including awareness raising, investigation training and training for managers.

2. Objectives

- 2.1 To develop a multi-agency training strategy for the protection of adults at risk of harm or abuse aimed at increasing awareness and supporting best practice.
- 2.2 To evaluate the effectiveness of the multi-agency training strategy.
- 2.3 To ensure appropriate links are made between the in-house training strategies of statutory agencies and other relevant organisations and the multi-agency training strategy.
- 2.4 To identify the training requirements of all levels of staff across statutory agencies, independent provider organisations and other relevant organisations.
- 2.5 To develop competency requirements for all levels of staff across statutory agencies and other relevant organisations in accordance with national / occupational standards.
- 2.6 To make recommendations to the Teeswide Safeguarding Adults Board (TSAB) on how the training element of the TSAB budget should be used and to be responsible for monitoring the allocation of the budget.
- 2.7 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.