

SAFEGUARDING ADULTS BOARD – NEGLECT SUB-GROUP – TERMS OF REFERENCE – 2021

Purpose and Objectives

The purpose of the Neglect Group is to assist identifying areas of practice to the SAB Executive which may require their attention in order to ensure continual practice improvement by:

- Development and implementation of the Neglect Priorities within the Strategic Plan.
- Quarterly reporting to the SAB Executive of the agreed data set for scrutiny, identifying trends or themes to facilitate enquiry in the area of neglect.
- Maintaining and monitoring of practice in the area of neglect escalating areas of concern to the SAB Executive.
- Ensuring learning and workforce development in all agencies is consistent with policy and guidance.
- Working in partnership with all agencies to develop training requirements when needed in response to changing trends or emerging issues of neglect.
- Embed the use of the High Risk Panel, Operational Risk Management Meeting, Neglect and Hoarding Protocols in practice.
- Annual reviews of quality assurance and training policies.

When required, to form specific task and finish groups in order to:

- Audit and review cases when themes and trends emerge in the data requiring explanation.
- Horizon scanning for areas of practice improvement and changes to legislation.
- Ensure learning from Safeguarding Adult Reviews (SARs), Serious Incident Learning Process (SILPs), Mental Health Reviews (MHRs) or Domestic Homicide Reviews (DHRs) are embedded in practice.
- Ensuring training is continually reviewed and updated in line with learning and practice improvement in line with local and national guidance.
- Enable the dissemination of issues and learning to partners and practitioners.

Membership and Responsibilities

The Neglect Group will be made up of the identified strategic leads for safeguarding adults across partner organisations including representation from:

- North East Lincolnshire Council (NELC) (Home Options) (Chair)
- CARE
- Care Link
- Children's Services, NELC
- East Midlands Ambulance Service (EMAS)
- Engie Housing/NELC
- Environment Services, NELC
- **focus**, Independent Adult Social Work
- Harbour Place
- Humberside Fire and Rescue Service (HFRS)
- Lincolnshire Housing Partnership (LHP)
- Longhurst Housing

- NAVIGO
- NAVIGO Extra
- Northern Lincolnshire and Goole NHS Foundation Trust (NLAG)
- North East Lincolnshire Care Plus Group (CPG)
- Sector Support NEL Partnership
- We Are With You

Group members are responsible for:

- Attending, when requested by the chair, and contributing to SAB Executive directed task and finish group meetings and provide written reports or deputies if unable to attend.
- Commissioning learning and development activities jointly where this meets common needs.
- Providing advice to the SAB Executive Group and other partners and providers on methods of learning and workforce development.
- Supporting partners to promote awareness for staff, students and volunteers of local safeguarding procedures.

Chairing Arrangements

- The Chair will be appointed by the SAB Executive and be required to attend bi-monthly meetings with the SAB Executive.
- S/he will take responsibility for the arrangement of meetings of the group as a minimum on a quarterly basis setting agendas and ensuring attendance of members with the assistance of the SAB business support.
- S/he will ensure the production of the agreed data set and present it at these meetings.
- S/he will have a dedicated deputy who will fulfil this role as and when required.

Accountability, Governance and Reporting

- The Neglect Group is directly accountable to the SAB Executive and will have their delegated responsibility for delivering the directions of the SAB.
- The Neglect Group will provide a quarterly report to the SAB.
- Meeting quoracy will require at least two statutory SAB members.

Frequency of Meetings and Business Support

The Neglect Group will meet as and when directed by the SAB Executive or required by the Chair, with meeting dates set with at least 14 days' notice. The minutes of any meeting should be circulated to members within 20 working days of the meeting.

Review

There will be an annual review of the Neglect Group's terms of reference and membership to be approved by the SAB Executive.