

SAFEGUARDING ADULTS BOARD – TERMS OF REFERENCE – 2025

Purpose and Objectives

The purpose of the Safeguarding Adults Board (SAB) is to provide strategic leadership and direction for partners in the context of multi-agency safeguarding arrangements by:

- Having oversight of the effectiveness of partnership safeguarding arrangements.
- Endorsing safeguarding policies, procedures, and protocols.
- Holding partners to account for compliance with guidelines and procedures under the Care Act 2014.
- Promoting NEL core safeguarding priorities across partnerships in collaboration with the Safeguarding Children Partnership.
- Securing sufficient resources, financial and in kind, to fulfil the Board's function and assure quality of safeguarding in NEL.

Objectives of the SAB will be achieved through ensuring both statutory and non-statutory safeguarding partners are involved with, and contribute to, SAB core business and are held to account where necessary by assuring itself that:

- The principle that all people in North East Lincolnshire feel safe and are safe is upheld.
- All partners have policies and procedures in place to underpin safe practice with regard to the Mental Capacity Act 2005, Care Act 2014 and Deprivation of Liberty Safeguards.
- All partners work within and deliver services that are compliant with NEL Safeguarding Procedures.
- Processes are in place to evidence that safeguarding is responsive to risk and need, is accessible to all people living in NEL and promotes choice through the application of a Making Safeguarding Personal approach.
- Information sharing protocols between partners are compliant with data protection requirements.
- Diversity and difference are addressed effectively through interagency policy, procedure, guidance and SAB activity.

Membership and Responsibilities

Partner agencies will provide effective leadership by nominating persons of sufficient seniority to contribute to board activity including decision-making and commitment of resources. Membership will therefore be comprised of senior decision-making representatives that reflect multi-agency partnerships across North East Lincolnshire. Where partners are unable to attend, they should nominate deputies to attend and delegated to act on their behalf.

Training and Induction

Training and induction will be provided for all new SAB members by the SAB Manager. Thereafter training and development will be provided for all board members as decided by the board, e.g. for legislation changes or changes in structure and governance

SAB Member Responsibilities:

The role of SAB members is to work in partnership within the multi-agency group to provide effective strategic governance at senior management level across all partner organisations. Members will be accountable for taking independent, collective and public responsibility for ensuring safeguarding arrangements deliver good outcomes and are accountable for directing and overseeing robust action is taken to address poor practice or tackle instances where the board is aware that safeguarding principles are not being applied. The SAB will have oversight of and influence safeguarding functions and activity devolved to SAB sub-groups as outlined below by holding agencies to account and giving strategic direction in the following areas:

- Support, guidance and awareness-raising for communities and organisations to recognise and address abuse and neglect so that all in NEL are able to respond appropriately and know how and when to refer concerns.
- Evidence that the voice, and impact of, service users and carers is heard and informs all safeguarding practice.
- Organisational procedures are sufficient for the effective discharge of statutory safeguarding functions.
- Lessons from Safeguarding Adult Reviews, research and experience are learned and acted upon to improve outcomes.
- Audits and evaluation systems are in place to evaluate the impact and quality of safeguarding work.
- Safeguarding Adult Reviews (SAR) and Significant Incident Learning Processes (SILP)
- Setting priority areas of work and responding to the reports of the work groups as required.
- Quality and performance within safeguarding providing information on safeguarding outcomes that is measured, recorded and reported in an open and transparent way on an individual, organisational and community basis.
- Provision of information systems to collate information and inform evaluation of practice, policy and procedures.
- Endorsing communications and training and development strategies that promote a system-wide culture of learning across the NEL interagency workforce and promotes the view that Safeguarding Is Everybody's Business.

Chairing Arrangements

The Chair will be appointed from within the Executive Group.

Accountability, Governance and Reporting

Each agency/organisation will contribute to the annual report and be responsible for presenting and sharing the report with their own boards and organisations within three months of publication. The SAB and all partners will be responsible for considering reports on performance and outcomes of safeguarding activity and hold each other to account - setting strategic direction, monitoring budgets and approving the Strategic Plan and Annual Report. Member representing an agency/organisation on the SAB will be responsible for attendance and ensuring they make a contribution to the board whilst remaining accountable to the governing body of their own agency/organisation.

The SAB will hold partner agencies to account and provide challenge and scrutiny of safeguarding practice informed by the information, updates on action plans and reports it receives from subgroup activity.

Frequency of Meetings and Business Support

The SAB will meet bi-monthly. Meetings will be scheduled to interface with subgroups and supported by a dedicated Safeguarding Adults Board Business Support officer funded through board contributions. Other than in exceptional circumstances, the minutes of SAB meetings will be disseminated within 20 working days of meetings.

Members will be expected to attend all meetings and provide reports and information to the board as required. Where unable to attend members should delegate a suitable representative to act on their behalf who will be responsible for presenting reports, making decisions or taking actions as required of the designated board member. Board members will be required to contribute to and request agenda items relevant to strategic safeguarding issues.

SAB quoracy will require two statutory members from local authority, police, and health and two other non-statutory members.