

**LOCAL SAFEGUARDING ADULTS BOARD
EXECUTIVE GROUP
TERMS OF REFERENCE**

Purpose of the Board

To establish agreed policies and strategies which underpin partnership working in order to prevent abuse and neglect happening to adults at risk on the Isle of Wight as well as reacting effectively when it does.

Responsibilities

1. Develop and implement effective multi-agency policies and procedures for safeguarding adults at risk.
2. Report to and receive advice from the Strategic Group on matters of legislation, policy and professional practice
3. Ensure there is communication within the wider community to develop awareness of the need to safeguard and protect adults in vulnerable situations from harm.
4. Develop systems to audit and evaluate the impact and quality of safeguarding work.
5. Develop and produce a Business Plan in order to direct the work of the Board and establish priorities.
6. Develop and implement a Training Strategy to meet the training needs of staff across all agencies to work effectively together to protect adults at risk.
7. Ensure that appropriate working groups are in place to support the Business Plan, commission projects from these groups and scrutinise and monitor the work of the sub groups.
8. Ensure local publicity and public awareness campaigns are implemented and effectiveness monitored
9. Monitor and Review safeguarding practice to ensure all practitioners are aware of their responsibilities in respect of safeguarding adults.
10. Ensure use of a social care governance framework to support practitioners, managers and teams to reflect on and evaluate practice in relation to safeguarding adults

Membership

Membership must include the following:

- Chair (Head of Adult Social Care)
- Rep from Public Protection Unit
- Rep from NHS Provider
- Rep from NHS Commissioner
- Rep from Housing
- Rep from Housing Association

Rep from Voluntary Sector
Adult Safeguarding Lead
Other agencies co-opted on as necessary

Regular attendance is required by all members. On the occasions that they cannot attend they will submit a brief written report on named actions. This will be presented by their deputy at the meeting.

Quorum

No business shall be transacted at the meeting unless at least 3 Partner members of the Board are present.

Frequency of Board Meetings

The Executive Group will meet bi-monthly. The co-ordination and administrative support for the meeting will be the responsibility of the Adult Safeguarding Admin Support.

Governance and Accountability

The Executive Group will be responsible to the Strategic Group

Review

These Terms of Reference will be reviewed in 12 months.