



## **HALTON SAFEGUARDING ADULTS BOARD**

### **SAFEGUARDING PERFORMANCE, QUALITY ASSURANCE AND AUDITS SUB-GROUP (Health, Police and Social Care)**

#### **TERMS OF REFERENCE**

##### **AIMS AND OBJECTIVES**

- This sub-group has been established to oversee the quality of safeguarding activity across all areas of responsibility which also ensures there are effective and accountable safeguarding adult quality audits and monitoring systems in place.
- The sub-group will be responsible for overseeing the performance of safeguarding activity, and to develop a framework to ensure there are effective and accountable safeguarding performance indicators and monitoring systems in place. This will enable the HSAB to consider trends in safeguarding activity.
- For trends that are identified from Performance / QA / Audits to feed into the development of the training plan.

##### **FUNCTIONS**

- Lead on overseeing safeguarding audits across Halton, ensuring there are effective and accountable quality audits and monitoring systems in place.
- Gather and analyse data from safeguarding quality audits to identify key themes and develop learning from this data.
- To receive validated performance data from partner agencies and to scrutinise that data to identify trends and themes for the HSAB and to inform future priority work areas and training needs.
- Lead on the development of a HSAB performance framework, continually reviewing partners' indicators to ensure the effectiveness of arrangements to safeguard adults.
- Report any matters relating to quality assurance or reflective practice/learning to the HSAB Chairperson.

- Collation and analysis of KPIs from each statutory partner.
- Maximising early intervention and prevention opportunities.
- Collaborative programme of audits.
- Monitor quality of services provided to vulnerable adults in Halton.
- Develop, implement and review the training plan.
- Maximising organisational learning opportunities and adopting best practices.

## GOVERNANCE AND ACCOUNTABILITY

The Performance, Quality Assurance and Audits Sub-Group will report progress of its work plan to the HSAB Executive Group and the main HSAB meeting. The Chairperson of the Sub-Group will submit reports and attend those meetings to provide an update from the group.

## FREQUENCY

The Performance, Quality Assurance and Audits Sub-Group will meet on a quarterly basis and report into the main HSAB.

## MEMBERSHIP

The Membership of the Performance, Quality Assurance and Audits Sub-Group will be as follows:

Organisation	Role
Cheshire Police	Chair - DCI, Cheshire Constabulary
NHS Cheshire and Merseyside: Halton ICB	Vice Chair – Designated Nurse Safeguarding Adults
Bridgewater Community Healthcare NHS Foundation Trust	Head of Adult Safeguarding
Halton Borough Council	Quality Assurance Manager
Halton Borough Council	Practice Manager Policy, Performance and Customer Care Team
Halton Borough Council	Safeguarding and Dignity Officer
Halton Borough Council	Divisional Manager, Care Homes

Organisation	Role
Halton Borough Council	Interim Principal Manager, IASU
Halton Borough Council	Principal Manager, Mental Health
Halton Borough Council	Principal Manager, Prevention & Assessment
Mersey Care	Named Professional Safeguarding Adults
St Helens and Knowlsey Teaching Hospitals, NHS Trust	Named Nurse

- Representatives of the sub-group are required to attend the meetings or send an appropriate deputy from their organisation. Where this is not possible, apologies must be given in advance.

## QUORUM

As a minimum of 3 other agencies are present to ensure that sufficient multi-agency input is present for decision making. Attendees must have the appropriate authority to make decisions on behalf of their respective organisations. Agencies which are unable to attend must ensure minutes and actions are taken forward within their organisations.

## ADMINISTRATION

The administration of this sub-group will be the responsibility of the HSAB Support Officer.

A copy of the minutes will be sent to each sub-group member and other people by agreement of the Chairperson. The accuracy of minutes will be checked at the subsequent meeting.

## OPERATING PRINCIPLES

### 1. Empowerment

People being supported and encouraged to make their own decisions and informed consent

### 2. Prevention

It is better to take action before harm occurs.

### 3. Proportionality

The least intrusive response appropriate to the risk presented.

### 4. Protection

Support and representation for those in greatest need.

## **5. Partnership**

Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

## **6. Accountability**

Accountability and transparency in safeguarding practice.

**DATE TERMS OF REFERENCE AGREED: 28/10/2022**

**REVIEW DATE: October 2023**