

# [ safeguarding vulnerable adults ]

## Terms of Reference

### Warrington Safeguarding Adult Learning and Review Sub Group

#### Introduction

The overarching remit of Warrington Safeguarding Adults Board as outlined in its mission statement is as follows:

*'Warrington' Safeguarding Adults Board will oversee local arrangements to ensure that safeguarding adults at risk is prioritised and coordinated effectively. We are committed to continuous improvement, learning from experience and enabling adults at risk of neglect and abuse to have a voice'.*

The Safeguarding Adult Learning and Review Sub Group will report to and support the work of the Safeguarding Adults Board.

#### Purpose

Safeguarding Adult Boards have a statutory requirement under the Care Act 2014, to undertake Safeguarding Adult Reviews. When the threshold for SAR's is not met, the Care Act makes provision for other types of reviews to be agreed locally.

A Safeguarding Adult Review must be arranged when:

- An adult dies in its area as a result of abuse or neglect, whether known or suspected, and there is a concern that partner agencies could have worked more effectively to protect the adult.
- An adult has not died but the WSAB knows or suspects the adult has experienced serious abuse or neglect.

The overall remit of the Safeguarding Adult Learning and Review Sub group is to support the SAB to fulfil its statutory obligations to conduct Safeguarding Adults Reviews; and through overseeing a local framework for conducting investigations and reviews, ensure effective local implementation of appropriate actions and learning from serious incidents and investigations.

## Objectives and Key Tasks

1. To develop and oversee a local framework for conducting reviews of local safeguarding practice including statutory SARs
2. To screen, on behalf of the SAB those cases referred for consideration against the SAR criteria.
3. To present to the WSAB chair the determination of the sub group in relation to the criteria, with recommendations as to method of review required in accordance with the SAR policy and procedures.
4. To support the review process regardless of method as directed by the chair of the WSAB including advising on the constitution of panels and setting of terms of reference.
5. To ensure that review findings and recommendations are communicated appropriately and translated into clear action plans.
6. Monitor and review, on behalf of the SAB, action plans
7. Report the status of action plans to the WSAB.
8. To consider the findings of national and local serious incident investigations and SARs and ensure effective dissemination of learning as appropriate.
9. To ensure local procedures comply with national legislation, guidance and CQC advisory notes and inspection findings and to ensure appropriate review, making recommendations, linking into other sub groups as appropriate.
10. Contribute to the priorities of the WSAB in accordance with the Business Plan and deliver the objectives relevant to the group.
11. Contribute to the WSAB Annual Report specifically in relation to the publication of review recommendations.
12. To ensure an effective link with the training sub group in terms of lessons learnt and make recommendations to the policy sub group in terms of required changes and development.
13. To link with other SAB forums as required

Within these TORs the Sub group will provide assurance for the SAB on the local arrangements for conducting single agency serious incident investigations (SI) and the threshold between SAR and SI. This process is necessary to gain assurance that single agency investigations have not missed opportunities to identify and address potentially serious multi agency failings.

The Sub Group may also be asked to consider cases where a significant “near miss” has taken place. In these situations, nothing serious may have happened but there is evidence of significant weakness in the way local professionals and services have worked together to safeguard adults at risk adults. This will also include cases where there is an ongoing accumulation of concern. In these instances a SAR would not usually be considered within a framework which gives provision for more appropriate and proportionate multi agency reviews to be undertaken.

## **Meetings**

The Safeguarding Adult and Learning Review will meet on a scheduled quarterly basis (to be reviewed annually). Extraordinary meetings will be convened at the request of the WSAB in response to incidents which potentially meet the SAR criteria.

## **Membership**

The sub group shall be composed of the appropriate professionals as nominated by each member organisation. Members representing individual agencies must have sufficient delegated authority to effectively represent their agency and to make decisions on their agencies behalf.

Chair: A senior member of Warrington Clinical Commissioning Group

Deputy Chair: A sub group member nominated by the chair when required.

The Following agencies and organisations will be represented:

Warrington Clinical Commissioning Group  
Warrington Borough Council  
Bridgewater Community Healthcare  
5 Borough Partnership  
Warrington and Halton Foundation Hospital Trust

## **Quorum**

In order that a meeting is quorate, the Chair must be in attendance plus two other members. There must be representation from a minimum of three agencies.

## **Confidentiality**

All sub group members will ensure that strict confidentiality is maintained in relation to information provided in relation to adults at risk. Documents relating to personal information will be defined as confidential and restricted to group members only.