



Derbyshire Safeguarding Adults Board

Terms of Reference

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1. Introduction

1.1. The Derbyshire Safeguarding Adults Board (DSAB) is a multi-agency strategic partnership, which ensures and oversees the effectiveness of arrangements made by individual agencies to safeguard adults who have care and support needs or are experiencing, or at risk of experiencing, abuse or neglect.

1.2. The DSAB was originally established under the Department of Health guidance, 'No Secrets (2000)', and now is on a statutory footing under the Care Act 2014.

1.3. The DSAB's vision:

"We will all work together to enable people in Derbyshire to live a life free from fear, harm and abuse."

1.4. For the vision to become a reality, safeguarding must become 'everybody's business', and the following six safeguarding principles agreed by the Government within the guidance to the Care Act 2014, need to be adopted by all organisations as a foundation to achieving good outcomes for adults living in Derbyshire.

- **Empowerment**

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

- **Prevention**

It is better to take action before harm occurs.

- **Proportionality**

The least intrusive response appropriate to the risk presented.

- **Protection**
Support and representation for those in greatest need.
- **Partnership**
Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- **Accountability**
Accountability and transparency in safeguarding practice.

2. Aims of the Board

- 2.1. To work together to oversee, monitor and co-ordinate systems and services in their duties of prevention of harm and protection of adults with care and support needs.
- 2.2. To develop multi-agency safeguarding adults policies and procedures and monitor their implementation.
- 2.3. To provide multi-agency training in safeguarding adults and be assured that staff in organisations access high-quality training relevant to their role.
- 2.4. To oversee the continued development of services that empower and support people in Derbyshire to make their own choices and ensure that any interventions are proportionate and the least intrusive in response to the risk presented.
- 2.5. To identify and highlight good practice and ensure that learning is disseminated.

- 2.6. To raise awareness of safeguarding to the general public to promote a safer community.
- 2.7. To be accountable and transparent to professionals and the public by making the Board accessible to all.
- 2.8. To embed the core values of equality and diversity in all safeguarding adults strategic planning and practice in line with the joint SABs equality and diversity vision statement.
- 2.9. To respectfully challenge each other to provide assurance around performance in safeguarding adults with care and support needs.

3. Objectives of the Board

- 3.1. To help and protect adults in its area who have care and support needs from experiencing abuse and neglect. The Board will seek to achieve this objective by co-ordinating and ensuring the effectiveness of what each of its members does.
- 3.2. To agree, develop and implement a three-year Strategic Business Plan, which will be reviewed annually, and evaluate the outcomes of the plan in relation to the wellbeing and safety of adults at risk in Derbyshire.
- 3.3. To ensure there is a simple and effective system in place to report all safeguarding concerns.
- 3.4. To ensure there is a multi-agency system to respond to safeguarding concerns and to undertake enquiries into allegations of abuse and neglect.

- 3.5. Multi-agency policies and procedures should be reviewed and updated yearly as a minimum and whenever relevant to reflect national guidance and policy as well as the views and experiences of adults who have a need for care and support, their families and professionals in Derbyshire.
- 3.6. To work with other partnership groups and Boards across Derbyshire collaboratively to improve the health and wellbeing of our citizens including, but not solely, Derby and Derbyshire Safeguarding Children Partnership, Derbyshire Health and Wellbeing Board, the Safer Communities Board, East Midlands Safeguarding Adults Network, and Derby Safeguarding Adults Board.
- 3.7. To support organisations to inform and educate staff members to confidently carry out their responsibilities under the policies and procedures and to develop and promote a comprehensive multi-agency training programme.
- 3.8. To establish ways to analyse safeguarding data to increase the Board's understanding of what is working well and where improvements are needed.
- 3.9. To publish an annual report outlining the activity of Board over the previous year. This report will be approved by Board members and will be presented to the Scrutiny Committee, Chief Executive and the Leader of the Council, Health and Wellbeing Board and Derby and Derbyshire Safeguarding Children Partnership and the local health watch organisation.
- 3.10. Take overarching responsibility for Safeguarding Adult Reviews (SARs) and ensure that any learning is disseminated and implemented by all relevant agencies.
- 3.11. To develop preventative strategies that aim to reduce abuse and neglect in Derbyshire.

3.12. To seek assurances from partners that they are fulfilling their safeguarding responsibilities.

3.13. To identify mechanisms for monitoring and reviewing the impact of policy and education.

4. The DSAB's sub-groups

4.1. The DSAB sub-groups as of December 2021 are:

- Core Business Group
- Learning and Development*
- Mental Capacity Act*
- Operational and Leadership
- Performance and Improvement
- Policy and Procedures*
- Safeguarding Adult Review

* indicates a joint group with Derby Safeguarding Adults Board

4.2. Sub-Group Chairs will report on sub-group activity at each quarterly DSAB meeting. Sub-groups should each have terms of reference that are reviewed annually to ensure that the group is effective and is fulfilling the requirements of the DSAB.

5. The DSAB's Chairing arrangements

5.1. Chair: Andy Searle.

5.2. Vice Chair: Bill Nicol, Deputy Director, NHS Derby and Derbyshire Clinical Commissioning Group.

6. The DSAB's membership

6.1. There are three statutory partners to the DSAB, these being:

- Derbyshire County Council Adult Social Care and Health
- NHS Derby and Derbyshire Clinical Commissioning Group and NHS Tameside and Glossop Clinical Commissioning Group
- Derbyshire Constabulary

6.2. It is recognised, both nationally and locally, that to be effective, the Board needs to have wider membership and currently the DSAB has the following representation:

- Director, Derbyshire County Council Adult Social Care and Health
- Head of Public Protection, Derbyshire Constabulary
- Deputy Director Head of Adult Safeguarding, (NHS Derby and Derbyshire Clinical Commissioning Group)
- Designated Nurse, Tameside and Glossop NHS Clinical Commissioning Group
- Chief Nurse, NHS Derby and Derbyshire Clinical Commissioning Group
- Chief Executive, Office of the Police and Crime Commissioner
- Chief Executive, Healthwatch Derbyshire
- Derbyshire Carers
- Chief Nurse/Safeguarding Lead, Derbyshire Community Health Services NHS Foundation Trust
- Head of Community Safety, Derbyshire County Council
- Chief Executive, Age UK Derby and Derbyshire
- Deputy Governor, HMP Foston Hall
- Deputy Governor, HMP Sudbury
- Derbyshire Mind
- Lead Nurse – Safeguarding Adults, Derbyshire Health Care Community Interest Company
- Area Manager, Derbyshire Fire and Rescue Service
- Derbyshire representative, East Midlands Ambulance Service NHS Trust.

- Chief Executive, Derbyshire Voluntary Action
- Head of Safeguarding, Chesterfield Royal Hospital NHS Foundation Trust
- Designated Safeguarding Lead, University Hospitals of Derby and Burton NHS Foundation Trust
- Derbyshire District Councils Housing/Environmental Health (attended by a representative from the Derbyshire District Councils Safeguarding Leads Sub-Group)
- Director of Nursing and Patient Experience, Derbyshire Healthcare NHS Foundation Trust
- Head of Derbyshire Probation Delivery Unit (PDU), The Probation Service
- Diocese of Derby

6.3. Advisors to the Board

- Inspection Manager Care Quality Commission – Central
- Derbyshire County Council Legal Department

6.4. Membership is reviewed at every Board meeting.

7. The DSAB's support arrangements

7.1. DSAB Project Manager.

8. Responsibilities and accountability

8.1. Each individual member of the DSAB is expected to contribute towards the effective running of the Board.

8.2. DSAB members must be of sufficient seniority within their organisation to hold their organisation to account and make strategic DSAB decisions on behalf of their organisation.

- 8.3. Wherever possible, the Chair will aim to reach decisions by consensus. The Chair will have the casting vote in the event of equal votes. Where issues directly concern the use of the DSAB budget, the funding agencies will have final voting rights.
- 8.4. Issues requiring a decision by the Chair between meetings will be made by the Chair and ratified at the next Board, unless it is felt that an extraordinary meeting is required. In the absence of the Chair this decision will fall upon the Vice-Chair.
- 8.5. Any individuals attending the Board in an advisory role, rather than as a Board member, will not have voting rights.
- 8.6. Any conflicts of interest must be declared by DSAB members so that they can be recorded, and steps can be taken to ensure that the individual concerned is not involved with the matter in question.
- 8.7. The Board will be quorate when the three statutory partners are represented (Local Authority, Police and CCGs).
- 8.8. Attendance at DSAB and sub-group meetings will be monitored and reported in the DSAB annual report.

9. Frequency of meetings

- 9.1. The DSAB will meet quarterly, unless extenuating circumstances call for an extraordinary meeting to be held.

10. Review arrangements

10.1. The DSAB terms of reference will be reviewed annually. The next review will be in January 2023.

10.2. The terms of reference exist as a living document and will be revised as appropriate in line with changes (structural and legislative) after discussions with Board members.

10.3. Review history:

- Initial Agreement: 8th March 2016
- Review 2 Agreed: 27th March 2018
- Review 3 Agreed: 11th June 2019
- Review 4 Agreed: 25th January 2021
- Review 5 agreed: 14th December 2021
- Next review: 22nd January 2023

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