



## **Derbyshire Safeguarding Adults Board (DSAB) Terms of Reference 2024-2025**

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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 the arrangements of individual agencies to safeguard people in Derbyshire who have care and support needs and are experiencing, or at risk of experiencing, abuse, or neglect.

1.2 The DSAB vision for 2024-2025:

*‘The DSAB partnership will support and enable people in Derbyshire to make choices to stay safe and to live a life free from harm, abuse, and exploitation.’*

1.3 The DSAB mission for 2024-2025:

*‘The DSAB partnership will listen, learn, support and challenge each other to achieve the best possible outcomes for people in Derbyshire by putting the person at the centre of everything we do throughout the safeguarding processes.’*

1.4 To achieve the above vision and mission safeguarding adults must become, ‘everybody’s business’, and the six safeguarding principles as stated within the Care Act 2014 need to be embedded within all organisations as a foundation to achieving the best possible outcomes for people in Derbyshire citizens.

1.5 Safeguarding Principles

- **Empowerment**

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

- **Prevention**

It is better to take action before abuse or neglect 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**

Transparency within 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 the prevention of harm and the protection of adults with care and support needs from abuse and neglect.

2.2 To seek assurance that partners work together to safeguard people in Derbyshire in a way that supports them in making choices and having control about how they want to live.

2.3 To develop and oversee multi-agency safeguarding adults policies and procedures and monitor their implementation.

2.4 To provide education and resources in relation to safeguarding adults and be assured that staff in Derbyshire organisations access high-quality safeguarding training relevant to their role.

- 2.5 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.
- 2.6 To identify and promote examples of positive safeguarding practice and learning across the DSAB partnership.
- 2.7 To raise awareness in relation to recognising and reporting abuse and neglect.
- 2.8 To be accountable and transparent to professionals and the public by making the activity of the DSAB well known and accessible to all.
- 2.9 To embed the core values of equality, diversity and inclusion in all safeguarding adults strategic planning and safeguarding practice in line with the joint Derbyshire and Derby City SAB equality and diversity vision statement.
- 2.10 To respectfully challenge DSAB partners to provide assurance around their performance in relation to safeguarding adults with care and support needs.

### **3. Objectives of the Board**

- 3.1 To protect adults in its area who have care and support needs and are experiencing, or are at risk of experiencing abuse and neglect in accordance with the Care Act 2014 by co-ordinating and ensuring the effectiveness of the work undertaken by its members.
- 3.2 To agree, develop and implement a Strategic 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 an effective system in place to report safeguarding adult concerns.
- 3.4 To ensure there is a multi-agency system to respond to safeguarding adult concerns and to undertake enquiries into allegations of abuse and neglect.
- 3.5 To create, review and update multi-agency policies and procedures 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 wellbeing of people in Derbyshire including, but not solely, Derby City Safeguarding Adults Board, Derby and Derbyshire Safeguarding Children Partnership, Derbyshire Health and Wellbeing Board, Derbyshire Safer Communities Board, Derbyshire Domestic Abuse and Sexual Violence Governance Board and the ADASS East Midlands Safeguarding Adults Community of Practice Group.
- 3.7 To support organisations to inform and educate staff members to confidently carry out their safeguarding responsibilities and to develop and promote multi-agency training.
- 3.8 To promote the end of discrimination motivated by hostility towards adults at risk where the abuse or neglect is motivated by protected characteristics as specified in the Equality Act 2010 – age, disability, gender reassignment, pregnancy and maternity, sexual orientation, race, religion or belief, sex and sexual orientation.
- 3.9 To analyse safeguarding data to increase the Board's understanding of what is working well and where improvements are needed.

3.10 To publish an annual report outlining the activity of Board over the previous year.

This report will be approved by DSAB Board members and will then be shared with other local Boards and Partnerships (see 3.6) as well as being made publicly available.

3.11 To take overarching responsibility for Safeguarding Adult Reviews (SARs) in accordance with S.44 of the Care Act 2014 and seek assurance that any learning is disseminated and implemented by all relevant agencies.

3.12 To develop preventative strategies that aim to reduce abuse and neglect in Derbyshire.

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

3.14 To develop mechanisms for monitoring and reviewing the impact of policy and education.

3.15 To ensure that the Derbyshire safeguarding adults agenda is strategically driven, adequately represented and included in the strategic plans of key partner agencies.

## 4. The sub-groups

4.1 As of April 2024, The Derbyshire SAB has five joint sub-groups (joint with Derby SAB)

- Core Business Group (CBG)
- Learning and Development Sub-Group (L&D)
- Mental Capacity Act Sub-Group (MCA)
- Policy and Procedures Sub-Group (P&P)
- Making Safeguarding Personal Sub-Group (MSP)

4.2 Derbyshire SAB has two standalone sub-groups:

- Safeguarding Adult Review Sub-Group (SAR)
- Performance and Improvement Sub-Group (PISG)

4.3 Sub-group Chairs report on sub-group activity at each quarterly DSAB Board meeting. Each sub-group has its own terms of reference and action plan to ensure that the group is fulfilling the requirements of the DSAB.

## 5. The Board's Chairing arrangements

5.1 Independent Chair: Andy Searle

5.2 Vice Chair: Bill Nicol, Deputy Director, NHS Derby and Derbyshire Integrated Care Board

## 6. Membership of the Board

6.1 There are three statutory partners to the Derbyshire SAB, these being:

- Derbyshire Constabulary
- Derbyshire County Council
- NHS Derby and Derbyshire Integrated Care Board

6.2 It is recognised, both nationally and locally, that to be effective, the SAB needs to have wider membership.

6.3 A list of [current Derbyshire SAB Board members](#) can be found on Derbyshire Safeguarding Adults Board website.

6.4 Membership is reviewed at every Board meeting.

## **7. The Board's support arrangements**

7.1 Derbyshire SAB Service Manager.

7.2 Derbyshire SAB Business Services Officer.

## **8. Responsibilities and accountability**

8.1 Each individual member of the Derbyshire Safeguarding Adults Boards is expected to contribute towards the effective running of the Board.

8.2 Consistent attendance at the Board is fundamental to progressing safeguarding adults work. Board members are expected to attend all Board meetings or send a nominated deputy and attendance is closely monitored and reported in the SAB annual reports.

8.3 Board members and nominated deputies must be of sufficient seniority within their organisation to make strategic SAB decisions on behalf of their organisation.

8.4 The Independent Chair will aim to reach decisions by consensus. Where issues directly concern the use of the SAB budgets, the statutory partner agencies have final decision making rights.

8.5 When DSAB issues require an immediate or urgent decision, the Independent Chair has the authority to make a decision following consultation with the DSAB statutory partners. The decision will be ratified at the following Board meeting, unless it is felt that an extraordinary meeting is required.



8.6 Any individuals attending the Board in an advisory role, rather than as a Board member, do not have decision making rights.

8.7 Any conflicts of interest must be declared by SAB 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.

8.8 The Board is quorate when the statutory partners are represented (Local Authority, Police and ICB).

8.9 All Board members will:

- Promote awareness of safeguarding adults within their agency and appropriate forums which they attend
- Actively contribute to the strategic development of safeguarding adults activity within Derbyshire
- Contribute to the development and review of the Derby and Derbyshire Safeguarding Adults Policy and Procedures
- Implement the Derby and Derbyshire Safeguarding Adults Policy and Procedures in their agencies
- Identify and raise risks and challenges in relation to safeguarding adults in Derbyshire and contribute to the development of multi-agency solutions as required.
- Nominate appropriate representation at Board sub-groups

## 9. Frequency of meetings

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

9.2 One of the quarterly scheduled Board DSAB Board meetings will be held as an annual joint Board meeting and Development Session with Derby City SAB

## **10. Review arrangements**

10.1 The terms of reference will be formally reviewed annually.

10.2 The terms of reference can be revised at any time when required, and in line with any changes (structural and legislative) following discussion with Board members.

10.3 Review history:

- Initial Agreement: 16<sup>th</sup> May 2024
- Review: 31<sup>st</sup> March 2025

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