

CALDERDALE SAFEGUARDING ADULTS BOARD

Learning and Improvement Group

TERMS OF REFERENCE



1. Title

Calderdale Safeguarding Adults- Learning and Improvement Group.

2. Purpose

To contribute to the implementation of the multi - agency policy, procedures and guidance to safeguard adults at risk from abuse in Calderdale and assist adults at risk to live a life that is free from abuse and neglect and which enables them to retain independence, well-being, dignity and choice.

The Learning and Improvement Group will achieve this by delivering and implementing a strategic approach to learning and development activities that invests in people by supporting partner agencies in raising the skills and competencies of staff and volunteers and promotes inter agency collaboration.

To promote a culture of continuous learning and improvement across the organisations that work together to safeguard and promote the welfare of adults at risk, identifying opportunities to draw on what works and promote good practice.

3. Accountability

The Learning and Improvement Group is directly accountable to the Calderdale Safeguarding Adults Board (CSAB) and has delegated responsibility for the areas outlined below, and to deliver the objectives set out in the CSAB business plan.

To ensure clear governance arrangements the Learning and Improvement Group will regularly report to CSAB on areas of activity, performance and quality assurance.

The Learning and Improvement Group will have membership from service users/unpaid carers.

The Learning and Improvement Group will seek annual approval for the Multi - Agency Safeguarding Adults Training Plan.

The Learning and Improvement Group will produce minutes which will be distributed to group members, available for CSAB members and for inspection and review by external bodies as appropriate, redacted where necessary and published on the CSAB website.

Responsibility

The Learning and Improvement Group will be responsible for:

- Overseeing the development of the Safeguarding Adults Training Strategy.
- Submitting the annual training plan for approval to the Safeguarding Adults Board.
- Commissioning learning and development strategy/activities to meet common needs, including training for those undertaking specific roles within the procedures.
- Ensuring that all learning and development activities have clear learning outcomes and are regularly evaluated.
- Disseminating learning from Safeguarding Adults Reviews.
- Developing a methodology for identifying and recording training needs across partner agencies to inform the strategy and commissioning intentions.
- Supporting partner agencies, to ensure that staff and volunteers at all levels have appropriate knowledge and competencies.
- Ensuring that all training commissioned or delivered is consistent with safeguarding policy and promotes best practice.
- Making sure the annual safeguarding training plan relates to and integrates with partner agencies workforce development plans.

4. Membership

The Learning and Improvement Group will be made up of the identified strategic leads for Safeguarding across our partner agencies including Calderdale Adult Services, Health partners, the Police and the Voluntary, Independent and Private sectors.

The Chair will be reviewed annually and report directly to the Safeguarding Adults Board. The Learning and Improvement Group will also from time to time draw in the expertise of a range of staff to ensure it meets its delegated responsibilities.

North Bank Forum
Calderdale Council
West Yorkshire Police
Calderdale & Huddersfield Foundation Trust
Together Housing
Voluntary Action Calderdale
South West Yorkshire Foundation Trust
Probation
Clinical Commissioning Group

Adult Health & Social Care
Service user
MCA/Dols
SAB Manager

5. Quoracy

To meet quoracy each meeting requires attendance from three different organisations.

6. Frequency

The Learning and Improvement Group will meet bi-monthly in order to meet its delegated responsibility and ensure effective reporting mechanisms into the CSAB.

From time to time the group will establish task and finish groups to undertake time limited pieces of work. The outcomes of these groups will be reported to the Learning and Improvement Group and formally signed off.

Group Chair: Designation:

Signature: Date:

To CSAB, Date: Ratified:

Review Date: