

# CALDERDALE SAFEGUARDING ADULTS BOARD

Performance & Quality Group

## TERMS OF REFERENCE



## **1. Title**

Calderdale Safeguarding Adults Board - Performance and Quality Group.

## **2. Purpose**

The Calderdale Safeguarding Adults Board (CSAB) is committed to ensuring that all agencies work together to minimise abuse or neglect to safeguard adults at risk and to safeguard effectively where abuse or neglect have or may have occurred.

The Quality and Performance Group will develop structures to assure the CSAB through performance and quality measures that safeguarding is delivered consistently and effectively across Calderdale.

## **3. Accountability**

The Performance and Quality Group reports to the CSAB. The CSAB reports to the Partnership Board for Health and Wellbeing.

## **4. Membership**

Membership of the Performance and Quality Group is from the Statutory, Independent and Voluntary Sector and includes:-

Chair: Vicky Thersby CHFT  
Vice Chair: Anne Brier CHFT  
Carol Morgan SWYPT  
Lisa Rowe Together Housing  
Darren O'Sullivan AHSC  
Tracy Selves VAC  
Vicky Allonby SAB Manager  
Luke Turnbull CCG  
Probation-  
WYPolice-

## **5. Core Members**

Quoracy- Members should commit to attend 75% of meetings.

The group aspires to have Service Users and carer representatives as part of the core membership. This is currently an aspiration and the CSAB is developing its arrangements with the involvement of service users. The Terms of Reference for this group will be amended once a mechanism is in place to involve Service Users and carers more effectively, under guidance from the CSAB.

Core members will be responsible for reporting on the quality and the delivery of safeguarding arrangements in their agency.

The Chair of the group will be a member of the CSAB and appointed by the CSAB on an annual basis.

## **6. Frequency**

A minimum bi-monthly, with additional meetings as required. Meetings will be scheduled to ensure work feeds into the CSAB meetings in a timely manner.

## **7. Functions of the Group**

The Performance and Quality Group is responsible for the following:-

### **7.1 Quality Assurance and Audit**

- Be assured that local policy, procedures and standards are embedded in practice.
- Be assured that national and local lessons learned and lessons from Safeguarding Adults Reviews are embedded into practice.
- Monitor action plans for Partner agencies as identified through the annual self-assessment.
- Monitor feedback from service users and referrers.
- To develop a timetable of multi-agency safeguarding audits.
- To receive reports of safeguarding audits from Partner agencies.
- To propose and recommend changes to policy and procedures and guidance.

### **7.2 Performance Management**

- To identify and recommend minimum data requirements and performance indicators for the CSAB and Partner agencies.
- Ensure effective analysis is in place to target future work.
- To identify appropriate performance targets for the CSAB and Partner agencies including outcomes.
- To receive and promote discussion of problematic areas reported by Partner agencies.
- Identify risks through data and feedback.

## **8. Reporting and Governance Arrangements**

The group through the Chair will:

- Report to the CSAB on a bi-monthly basis (including identified risks)
- Review the work streams work plan annually
- Review the Terms of Reference and propose amendments to the CSAB

Group Chair:

Designation:

Signature:

Date:

To CSAB, Date:

Ratified:

Review Date: