

## **Terms of Reference for Safeguarding Community Engagement (SCE) Activity Group**

**Chair:** Irene Richards, Lay Member  
Deputy Chair, Gill Hawken, Lay Member

**Meeting Frequency:** At least every 3 months, or as required, and will be accessible remotely.

### **Quoracy and attendance:**

To be quorate meetings must include representatives from:

- At least three agencies
- One Lay Member present

Nominated members are expected to attend all meetings. When this is not possible, please communicate to the Chair in advance and ensure that a suitable substitute is attending.

The Chair may initiate Task and Finish Groups (which are time limited), or permanent sub-groups, to achieve the purposes of the SCE Activity Group. The Chair must highlight any changes to these Terms of Reference to the Safeguarding Adults Board and Safeguarding Children's Partnership Executive group, via the Business Unit.

### **Purpose**

The Safeguarding Community Engagement Activity Group, will lead on:

- i) Engaging local organisations with community champions or networks and offering them safeguarding partnership training on specific areas of risk, as identified by the Safeguarding Adults Board or Safeguarding Children's Partnership.
- ii) Provide oversight of the Safeguarding Ambassador programme
- iii) Scrutinise and contribute to newsletters, website, annual reports and strategies.

The SCE Activity Group will highlight areas that need to be monitored or explored further to the Safeguarding Adults Board, or the Safeguarding Children's Partnership.

### **Governance**

The SCE Activity Group reports to the Safeguarding Adults Board and Local Safeguarding Children's Partnership Executive group.

Members are responsible for ensuring any actions are effectively carried out, and will ensure that relevant information is shared within their organisations.

### **Core Membership**

- HealthWatch
- Enfield Children and Young People Services
- Enfield Voluntary Action
- Enfield Carers Centre
- Enfield Youth Support Service (Safeguarding Ambassadors)
- Enfield Early Help (Community Engagement officer)

### **Review**

These Terms of Reference will be reviewed annually and as necessary.