

ENFIELD SAFEGUARDING ADULTS BOARD (SAB)

TERMS OF REFERENCE

1.0 Introduction and aims

1.1 The vision of the Safeguarding Adults Board:

“is for an Enfield community where we can all live free from abuse and harm; a place that does not tolerate abuse; where we all work together to stop abuse happening at all, and where we all know what to do if it does take place.”

1.2 The strategy to deliver this vision is articulated in the priorities of the Safeguarding Adults and Annual Reports:

- Prevent abuse.
- Protect when it does occur.
- Learn from experience.

2.0 Safeguarding Adults Board strategy and arrangements

2.1 The Safeguarding Adults Board (SAB or Board) is a multi-agency partnership concerned with the safeguarding of adults at risk in the London Borough of Enfield. The SAB has the strategic responsibility for overseeing and developing the safeguarding adult's arrangements across the borough. This includes responding to concerns and reports about abuse and prevention strategies.

2.2 Safeguarding arrangements in the borough are developed with reference to national and local guidance in particular, the Care Act 2014, 'Making Safeguarding Personal' (LGA and ADASS), Pan London Safeguarding Adults Policy and Procedures, and any Care Quality Commission (CQC) guidance and/or requirements.

2.3 Through the Safeguarding Adults Strategy and the development of annual action plans, members of the SAB work together to maintain strategic oversight and to provide leadership and direction to all those concerned with safeguarding adults in the Borough. Whilst promoting good practice, the SAB will be proactive and forward thinking and will listen and learn from current practice and experience. The Board will campaign and raise awareness about safeguarding, and challenge current thinking and practice where this may result in positive outcomes for individuals and Enfield's safeguarding adult's arrangements.

2.4 The SAB strongly believes that all 'adults at risk' have the right to live their lives free from abuse and promoting the wellbeing, quality of life and dignity of individuals, is fundamental to its work. The Board will strive to ensure that, as far as possible, individuals have choice and control in safeguarding matters and can both influence and take a full part in the arrangements at both operational and strategic level. This includes the promotion of strategies that facilitate individuals protecting themselves and therefore promoting independence.

2.5 At the heart of the work we undertake, are the six safeguarding principles of:

- 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.

3.0 Membership

- 3.1 All members of the Board are sufficiently senior in their organisation to represent that organisation(s) and to make multi agency agreements and decisions as a Board member.
- 3.2 Local residents, carers and service users invited onto the Board or its Activity groups also contribute to the decision making of the Board. Where required, individuals will be supported to be able to make a full contribution to Board meetings and activities.
- 3.3 Alongside the Board members' strategic role within the Borough arrangements, they also hold a key role within their own organisation to support the development of the safeguarding adult's arrangements. In most cases this person is known as the 'lead person' for safeguarding for that agency or organisation. As far as possible, Board members are expected to make decisions based on the views of the organisation or body of people they are representing.
- 3.4 Current membership of the Safeguarding Adults Board includes:
- NHS North Central London Integrated Care Board
 - Police – North Area Basic Command Unit
 - London Borough of Enfield
 - Enfield Member Representation
 - Lay Person
 - NHS North London Partnership Mental Health Trust
 - NHS North Middlesex Hospital Foundation Trust
 - NHS Royal Free London Foundation Trust
 - London Ambulance Service
 - London Fire Brigade
 - Healthwatch
 - Department for Work and Pensions
 - Enfield Carers Centre
 - Safeguarding Children's Partnership
 - Safer Stronger Communities Board (SSCB)
 - Probation
 - Care Quality Commission
 - Department of Work and Pensions

4.0 Meetings

- 4.1 Meetings of the Board are held quarterly for two hours.
- 4.2 Meetings require two of the three statutory partners (Local Authority, Police and Integrated Care Board) representation to be quorate.
- 4.3 The Chair for the Enfield Safeguarding Adults Board, accountable to the Chief Executive of the local authority, but appointed by the local authority in the name of the Board having consulted with all statutory partners.

5.0 The role and purpose of the Safeguarding Adults Board

- 5.1 The Safeguarding Adults Board (SAB) is responsible for planning, developing and monitoring safeguarding adults work in the borough based on best practice guidance and requirements.
- 5.2 The SAB is responsible for ensuring that Enfield has a multi-agency safeguarding policy and procedure for responding to abuse and neglect, which is regularly reviewed and developed, based on relevant guidance and good practice. These will take into account the views of adults who have needs for care and support, their families, advocates and carer representatives. In London, this is the Pan London Policy and Procedures for safeguarding adults: [London Multi-Agency Adult Safeguarding Policy and Procedures – LondonADASS](#)
- 5.3 The SAB is responsible for the implementing Safeguarding Adults Reviews (SAR), as detailed in the Care Act. This includes: ensuring independence and suitably qualified reviewers are engaged; timely publication of reports; confirming that there has been effective dissemination and testing of learning in partner organisations.
- 5.4 On behalf of the partner agency they represent, members are responsible for ensuring that they have management arrangements in place to ensure the implementation of the safeguarding policy and procedure, and SAR learning, and to promote this with any other agencies they represent as a member of the Board.
- 5.5 The SAB will improve the effectiveness of safeguarding work in the Borough by making sure it does not discriminate and that it promotes equality. In doing so, it will consider the likely impact of their work and anticipate the impact of changes to services and policies so that as far as possible, any negative consequences are eliminated / minimised, and opportunities for promoting equality are maximised. The partnership will develop strategies to deal with the impact of issues of race, ethnicity, religion, gender and gender orientation, sexual orientation, age, disadvantage and disability on abuse and neglect.
- 5.6 The SAB must ensure that it has arrangements which will enable it to carry out the duties and functions specified under Schedule 2 of the Care Act (2014). The Board has a role in overseeing safeguarding practice within its area and with particular emphasis on Making Safeguarding Personal.

6.0 Strategic planning and reporting

- 6.1 The SAB will produce an annual report about safeguarding arrangements in the borough. This report will include a summary of safeguarding activity during the previous year and to implement the strategy, including by individual partners. The annual report will include any findings of Safeguarding Adults Review and subsequent action.
- 6.2 Members of the Board will ensure that sufficient resources are available to meet the development and implementation of the strategic plan. These resources will be pooled from across the partnership.
- 6.3 The SAB will ensure data collection systems are in place across the partnership and receive reports, which monitor a range of activities in a way that monitor trends and will inform practice.

7.0 Organisational learning and training and development

7.1 In conjunction with member organisations the SAB are responsible for preparing and agreeing a training and development plan and ensuring it is adequately resourced.

8.0 Activity Groups and other agencies

8.1 In order to achieve its aims the Board's has established subgroups. Where required, these groups update the Board about the progress and outcomes.

8.2 These groups will be reviewed annually by the SAB

8.3 The SAB will also be supported by various forums and agencies operating in the borough including human resource services, contracted providers and any other parties concerned with the safeguarding of adults at risk. These groups will provide vital links into other organisations and partnerships.

9.0 Other considerations

9.1 If a member of the Board has an allegation made against them, the individual's membership on the Board would be suspended and another representative sought from the organisation they represent.

9.2 In all other circumstances in which a 'conflict of interest' situation occurs any other action would be agreed on an individual case basis, between the Chair of the Board and the agency/organisation Chief Executive Officer, in consultation with the Council's head of Safeguarding Adults.

10.0 Review

10.1 The terms of reference will be updated as necessary and formally reviewed by the Board on an annual basis.