

## **Hampshire Safeguarding Adults Board**

### **Quality Assurance Sub Group Terms of Reference**

#### **Purpose**

The purpose of the Quality Assurance Subgroup is to support the HSAB to fulfil its remit of ensuring local safeguarding arrangements are effective and deliver the outcomes that people want. The HSAB Quality Assurance Framework will act as the mechanism by which the Board will hold local agencies to account for their safeguarding work, including prevention and early intervention. This will be achieved through the delivery of an annual work plan developed in line with HSAB strategic priorities and objectives, and through the production of regular reports and information as required to the Board.

#### **Specific responsibilities**

1. To produce an annual programme of work in line with HSAB strategic priorities and objectives.
2. To develop a range of tools and methodologies to support the implementation of the HSAB Quality Assurance Framework.
3. To ensure the activities of the Quality Assurance Subgroup reflect and promote the principles of Making Safeguarding Personal and those outlined in the Government Statement on Safeguarding Adults (May 2013).
3. To co-ordinate the implementation of the HSAB Organisational Safeguarding Audit Tool and to collate findings in order to identify areas of generic learning to inform future planning and development.
4. To co-ordinate the implementation of the HSAB Integrated Scorecard and to present findings to the HSAB on a regular basis.
5. To formulate an annual audit programme informed by the HSAB business plan as well as findings from monitoring activities. This will include commissioning multi-agency themed audits and case file audits.
6. To monitor delivery of local safeguarding adult review action plans and to ensure the implementation of these are assessed in terms of their impact on front line practice and outcomes for service users.
7. To monitor key outcomes of national reviews and inquiries advising HSAB of any learning arising which could be applied in Hampshire.
8. To undertake the activities relating to improving and evaluating practice outlined in the HSAB Learning and Review Framework.

9. To maintain the Learning from Experience Database as a means of disseminating and promoting learning from serious cases.
10. To identify themes, trends and gaps arising from monitoring activity and to make recommendations about where to target HSAB work to gain greatest improvement.
11. To advise HSAB of approaches to gain user feedback in order to ensure that the voice of the service users informs, influences and shapes the development of services.
12. To maintain a strategic overview of Mental Capacity Act and Deprivation of Liberty Safeguard arrangements across organisations and in particular to ensure these are working effectively – across health and social care – alongside safeguarding adults processes.
13. To liaise with other HSAB subgroups and working groups to ensure a joined up and consistent approach to the work undertaken. Wherever possible, to adopt a multi agency approach both within the area covered by HSAB as well as the other LSAB's in Hampshire.

## **Membership**

The Subgroup will be comprised of representatives from the following agencies:

- West CCG
- North Hampshire CCG
- North East Hampshire CCG
- Fareham and Gosport and South East CCG
- Adult Services Department
- Hampshire Constabulary
- NHS Providers
- Community Safety
- Hampshire Fire and Rescue Service
- Housing
- Independent Sector
- Public Health
- Trading Standards

## **Chairing arrangements**

The Chair will be appointed by the HSAB.

The Vice-Chair will be appointed by the QA Subgroup.

## **Meetings**

Meetings will be held quarterly. To be considered quorate, meetings must have representatives from at least three statutory agencies. The meeting agenda and papers will be circulated 5 working days in advance of the meeting.