



**Isle of Man Safeguarding Board
Safeguarding Adults Quality Training & Development Sub Group
Terms of Reference**

The purpose and responsibilities of the Adults Quality Training and Development Group

1. Purpose

Support and be accountable to the Safeguarding Board (SB).

Contribute to the delivery of the SB Business Plan.

Produce a work plan.

1. Identify and implement a process that delivers quality assurance in relation to adult safeguarding through accurate data, effective reflection and analysis by:
 - a) Developing a dataset, with analysis, on the effectiveness of multi-agency safeguarding arrangements for adults at risk.
 - b) Collating and evaluating the dataset clearly defining the strengths and areas for improvement of the Isle of Man's multi-agency response to safeguarding.
 - c) Providing analysis of the dataset to alert the SB to potential areas for further enquiries and audit to develop strengths and reassurance.
 - d) Providing a quarterly adult safeguarding performance report to the AIP and alternate quarters to the SB.
- 1.1 To develop a training strategy and inter-departmental/inter-agency training and staff development programme for people who work with vulnerable adults or in services affecting the safety and wellbeing of vulnerable adults.
- 1.2 To be responsible for ensuring that inter agency training on safeguarding and promoting the wellbeing of vulnerable adults is provided to meet local need.
- 1.3 To evaluate the quality and effectiveness of this training.

2. Role and Responsibilities

- 2.1 To develop and implement a SB Training Strategy and inter- departmental/inter- agency Training and Staff Development Programme

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- 2.2 To develop specific training in response to local issues and serious case review recommendations.
- 2.3 To recruit, train, support and evaluate the performance of any identified Training Pool.
- 2.4 To develop and implement arrangements for dealing with concerns raised during training.
- 2.5 To ensure, through the Chair of the Group that the SB Chair is informed promptly of any indications of concern regarding safeguarding practice on the Isle of Man. If the concern is regarding a particular agency.
- 2.6 Where best practice and research has been identified by the Group, to share this with the wider membership of the SB.
- 2.7 To undertake activities to progress the SB work plan.
- 2.8 Present proposals for new pieces of work via the Action Implementation Panel (AIP) to the SB, with rationale and evidence of local/national need or trends.
- 2.9. Provide regular reports and updates on performance and progress culminating in an annual evaluation to support the SB Annual Report.
- 2.10. Recommend to the SB any actions arising from case audit activity.
- 2.11. Identify any cases that should be considered for a Serious Case Management Review and refer these to the Independent Chair of the Safeguarding Board
- 2.12 Ensure that all reviews reflect past learning, current priorities and are undertaken on the basis of multi and inter agency/professional cooperation.
- 2.13 Provide, to the AIP the minutes and a report on the work of the subgroup, these will be shared with the SB.

3. Accountability

- 3.1 The group is accountable to the SB and will report to the Board via the Action and Implementation Panel?
- 3.2 Identify risks to safeguarding and alert the SB to these.
- 3.3. Provide constructive challenge on the basis of evidence-based scrutiny.

4. The Quality Training and Development Subgroup will:

- 4.1. Meet at least six times a year with additional meetings for other tasks, including, but not limited to, Case File Audits; Reporting and Learning etc. The timings will coincide with the AIP/SB meeting cycle and availability of datasets.

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- 4.2.** Membership, which should reflect the multi-agency focus of the SB and the specialist skills, knowledge and experience required, will include Designated Named Safeguarding Leads from the following agencies:
- (4.2.1).** Adult Social Care Service, Manx Care
 - (4.2.2)** Adult Safeguarding, Manx Care
 - (4.2.3)** Department of Education Sport and Culture
 - (4.2.4).** Head of Safeguarding, Health Services, Manx Care
 - (4.2.5)** Mental Health Services, Manx Care
 - (4.2.6)** Isle of Man Constabulary
 - (4.2.7)** Isle of Man Prison and Probation Service
 - (4.2.8)** Representative from DHSC Quality, Safety Engagement
 - (4.2.9)** An Independent member from the Safeguarding Board
 - (4.2.10)** Learning, Education and Development
- 4.3** Produce minutes, which will be distributed to Subgroup members, and attached to the SB papers and for inspection and review by external bodies as appropriate, redacted where necessary. NB The Safeguarding Board and its subgroups are not subject to FOI.
- 4.4** The group will be quorate where three members from three separate agencies¹ are present.
- 4.5** The Adults and Children’s QTD Subgroups will remain separate and this will be regularly reviewed.
- 5. Administration**
- 5.1** Administration is to be provided by the Safeguarding Board’s Administration Team.

Review Date: November 2022

¹ The agencies are: Manx Care, DHSC, LEaD, Isle of Man Constabulary, Isle of Man Prison and Probation Service, DESC