

DRAFT National Safeguarding Adults Board (SAB) Chairs Network – Terms of Reference (effective September 2021)

Purpose & Role of the Network

The National Safeguarding Adults Board Chairs' Network ('the Network') will provide a forum for SAB Chairs and Scrutineers from across England, facilitating working together wherever appropriate. SAB Chairs from other UK jurisdictions are also invited to join and participate. The Network will:

- being an influencer of change at a national level in relation to safeguarding issues, and providing advice and challenge around national policy areas relevant to safeguarding
- promote good practice standards and collaborative working across the regions and with Independent Chairs in other jurisdictions
- provide learning, support and peer mentoring opportunities for SAB Chairs and aims to offer a learning event at every quarterly meeting.
- developing excellence through the collation of national learning and research, enabling a pathway for the escalation of reviews and learning, circulating relevant material of interest on a monthly basis
- providing and maintaining an updated website which makes relevant papers available for the membership. The website will also host a repository for Safeguarding Adults reviews (SARs).
- promote partnership working and connect with national organisations in respect of adult safeguarding e.g., DHSC, CQC, NHSE/I with the aim of influencing improvements in safeguarding practice
- working in collaboration with all relevant national professional bodies/ networks to promote effective safeguarding practice.
- collaborating with the National SAB Business Managers' Network and with all agencies involved in safeguarding adults.

Membership

- The Core Members of the Group are the Chairs/ Scrutineers for all Safeguarding Adult Boards in England*. The Membership list is held by the Network Convenor(s) and the Convenor(s) will liaise with SABs to keep the Membership list up to date
- Chairs/ Scrutineers of Safeguarding Boards from other UK countries/ jurisdictions are also invited to join and participate in the Network
- Representatives will be invited to the Network from partner organisations from time to time as the agenda dictates.
- The Convenor(s)/ Network Chair(s) is appointed through a selection process under contract from the Care and Health Improvement Programme (CHIP) Advisor, every two years in April subject to available funding.
- Co-opted Membership – subject to the agreement of core members.

*Reference to Section 14 (150) of the Care Act Guidance

Executive

- The Executive is drawn from those who coordinate (on a voluntary basis), meetings in each of the 9 regions (based on A1 /LGA regions) and meets 8 times a year along with the CHIP Advisor (LGA/ADASS), to determine the agenda of quarterly meetings and to discuss matters which are being raised in the regions.
- The Executive will consider any referrals under the National Safeguarding Adult Review Escalation protocol for consideration by the wider Network and referral on to DHSC for wider consideration.

Roles and Responsibilities - The Network is accountable for:

- Producing an annual work plan indicating key deliverables.
- Producing an annual report on the work of the network.
- Exchanging information about relevant practice, policy and research developments and promoting the adoption of best practice in safeguarding arrangements with relevant partners.
- Enable SAB chairs to be kept up to date with and promote good practice in safeguarding adults, developments in case law and research and any other relevant issues¹
- Receiving and responding to any relevant consultations, information on national and regional changes, legislative changes, guidance etc.
- Liaising with relevant regional and national groups and networks on specific areas of common interest, including central government departments.
- Setting up 'Task & Finish' groups, as agreed by the membership, with a remit to undertake specific pieces of work in connection with the above core functions.

The membership of the Network will commit to:

- Attending, where possible, the majority of the scheduled Network meetings.
- Championing the Network within and outside of work areas.
- Sharing communications and information across all Network members, as appropriate.
- Notifying members of the Network, as soon as practical, if any matter arises which may be deemed to affect the development of the Network.
- Providing information on Published SARs for the Network's repository

Members of the Network will expect:

- That each member will be provided with complete, accurate and meaningful information in a timely manner.
- To be given reasonable time to make key decisions.
- Open and honest discussions.
- Confidentiality of sensitive information that may be shared by members.

Working methods / ways of working:

- The Network will agree an annual programme of work with Task & Finish groups being convened for time limited projects as appropriate.
- Meetings
 - Meetings will be held four times each year, virtually, with any additional meetings taking place by agreement of the membership.
 - Meetings will be Chaired by the appointed Convenor(s)
 - Agenda item topics will be agreed at the previous Executive Meeting.
 - Papers will be circulated one week in advance of meetings.
 - CHIP will provide meeting set up arrangements for the Network.

Funding

The post of convenor(s) is supported through the CHIP programme, subject to funding and agreed deliverables.

¹ 14.150 Care and Support statutory guidance