



## **Terms of Reference**

### **Havering Safeguarding Adults Board – Safeguarding Prevention Sub Group**

#### **Role and purpose**

- To monitor the implementation of the delivery plan in the Safeguarding Adults Prevention Strategy.
- To review the Safeguarding Adults Prevention Strategy and keep it up to date.
- To foster a culture of taking action before harm occurs, by promoting access to information and education on how to prevent or stop abuse and neglect.

#### **Core Tasks**

- To raise awareness of abuse and neglect with staff, partners and the wider public through improved communications and campaigns.
- To provide targeted safeguarding information to the groups identified through data analysis.
- To work with carers groups to raise awareness of adult safeguarding amongst carers.
- To review and evaluate the training provision relating to safeguarding.
- To work in partnership with others to address local safeguarding adults concerns.
- To ensure that there are safeguards in place to protect people who organise their own care via personal budgets or direct payments.

**Chair:** Irvine Muronzi (NELFT)

**Vice Chair:** Diane Egan (LBH)

#### **Membership**

The Safeguarding Prevention Sub Group will comprise representatives of key partner agencies of the Havering Safeguarding Adults Board (HSAB), extending to other organisations as necessary by agreement of the Board.



Organisation	Role
LB Havering	Safeguarding Boards Business Manager
LB Havering	Safeguarding Boards Business Support
LB Havering	Service Manager for Disabilities (Adult Social Care)
LB Havering	Neighbourhood Services Manager (Housing)
LB Havering	Community Safety Team Leader
LB Havering	Communications Team
LB Havering	Commissioning Unit
BHRUT	Safeguarding Adults Advisor (BHRUT hospitals)
NELFT	Mental Health Social Care Lead
NELFT	Safeguarding Adults Advice Service
Met Police	Police Constable
Met Police	Detective Sergeant
Healthwatch	Community Support Officer
WPD	Support worker
CCG	Designated Adult Safeguarding Manager
LFB	Station Commander

In the event that any named member cannot attend a meeting, a nominated deputy from the relevant business area must attend in their place and be suitably briefed to contribute on behalf of their agency.

Membership will be reviewed regularly to ensure the maximum effectiveness of the group.

### **Frequency**

Bi-monthly, but the Chair reserves the right to call extraordinary meetings if so required.

Meetings will be scheduled with reference to the meeting timetable for the Havering Safeguarding Adults Board to enable timely and efficient reporting by the Sub Group to the Board.

Meeting locations will vary between member organisations, to make it as easy as possible for all partners to attend.

### **Quorum and decision-making**

The quorum required to make a decision is 3 different agencies represented, with the Council constituting one agency. Decisions will be taken unanimously where possible but otherwise by a majority vote (one person, one vote).