



## **Mid & West Wales Safeguarding Board (MAWWSB)**

### **Local Operational Groups**

### **Terms of Reference**

#### **Purpose**

The purpose of the Children and Adult Local Operational Groups (LOGs) is to support the Mid & West Wales Regional Safeguarding Executive Board in its core business as set out in the Social Services and Wellbeing Act [Wales] 2014 to:

- Protect children and adults in their area who may be experiencing, or at risk of abuse, neglect and other kinds of harm and;
- To prevent children and adults in their area from becoming at risk of abuse, neglect and other kinds of harm.

#### **Objectives**

The MAWWSB Local Operational Groups will:

- Work together collaboratively within a multi-agency context and environment and with key third sector organisations to keep children and adults who may be at risk safe within their local area
- Ensure safeguarding practice, strategic planning and commissioning of services across all partner agencies continuously improves and promotes good outcomes for children and adults who may be at risk in their local area
- Create a forum in which shared learning, information sharing and guidance takes place within a multi-agency environment. This will include ensuring learning from regional and national published practice reviews/SUSR's is disseminated and shared

- Work together collaboratively, however will professionally challenge and hold each other to account when safeguarding practice falls below expected standards.

### **Membership**

Members of Local Operational Groups will hold senior responsibility within their organisations for safeguarding practice. They should have the authority to make decisions on behalf of their organisation and be able to fully contribute and engage in discussion in relation to safeguarding practice.

### **Children's Representation**

- Head of Service
- Senior Safeguarding Manager, Children's Services
- Designated Safeguarding Lead, (Primary & Secondary Education)
- Designated Head-teacher Representation
- Designated FE Representation
- Designated Safeguarding Lead, Learning and Development
- Named Nurse, Hywel Dda University Health Board / Powys Teaching Health Board
- Named Doctor, Safeguarding
- A Police officer who holds at least the rank of Inspector and whom the Chief Officer has charged with specific responsibilities in relation to the protection of children and adults, Dyfed Powys Police
- Designated Safeguarding Lead, National Probation Service / Probation Community Rehabilitation Company
- Youth Offending/Justice Service
- Designated Housing Representative
- Designated third sector representatives

### **Adult Representation.**

- Head of Adult Services
- Senior Safeguarding Manager, Adult Services
- Designated Safeguarding Lead, Learning and Development
- Designated ( where appropriate) Representation Higher Education
- Commissioning Lead, Safeguarding
- Head of Service, Hywel Dda University Health Board / Powys Teaching Health Board
- A Police officer who holds at least the rank of Inspector and whom the Chief Officer has charged with specific responsibilities in relation to the protection of children and adults, Dyfed Powys Police
- Designated Safeguarding Lead, National Probation Service / Probation Community Rehabilitation Company

- Designated Housing Representative
- Designated third sector/Private provider representatives

### **Agencies who May Attend Periodically for Issues Specific Safeguarding Items**

- Welsh Ambulance Trust
- Mid and West Wales Fire and Rescue Service
- Other appropriate organisations with specific safeguarding interests as agreed locally, e.g. DWP.

### **Functions**

The MAWWSB Local Operational Groups will:

- Ensure systems and processes are in place to provide assurance children and adults at risk are effectively safeguarded.
- Inform multi-agency safeguarding practice within a local context.
- Work collaboratively with the MAWWS Executive Board who will provide strategic leadership and guidance on expected work and activity within their local area.
- Share and disseminate relevant learning from regional and national practice reviews/SUSR's
- Oversee and monitor the implementation of any practice review/MAPF/SUSR action plans at a local level.
- Work collaboratively with the three standing MAWWSB Regional Sub Groups, namely the Practice Review Sub Group, Policies & Procedures Sub Group and the Training Sub Group. .
- Collect and analyse Quality Assurance information for children and adults at risk. Identify safeguarding practice trends including local themes and risk areas and report this to the MAWWS Executive Board as part of the Regional Quality Assurance Reporting Framework.
  - Support a programme of local and regional audits in relation to safeguarding activity as directed by the MAWWSB. These findings will be reported to the Executive Board as part of the Regional Quality Assurance Reporting Framework.
- Ensure the voice of children and adults at risk is heard and informs practice and local service delivery.
- Where agreed and considered appropriate, discuss cases that could potentially meet the criteria for a practice review/MAPF/SUSR.
- Discuss and monitor new and ongoing PRUDiC Cases.
- Ensure robust local oversight of commissioned services and practices, including Care and Nursing Homes and Domiciliary Care provision, including services that are being monitored via provider performance.

- Develop strong links and clear communication channels with service users and local community groups, and consider and establish ways in which their views can be fed into Local Operational Group meetings.
- To consider and identify multi-agency safeguarding training needs and report this into the Regional Sub Group.

### **Frequency of Meetings**

Meetings will take place quarterly and will be scheduled to aid and facilitate effective two-way communication with the MAWWSB. For example, 6 weeks after and 6 weeks prior to Executive Board meetings.

Meetings will be scheduled on an annual basis working to a 12 month forward calendar.

Extraordinary LOG meetings can be scheduled to take place in between the normal calendar of meetings when considered appropriate.

### **Agenda**

Agenda items for discussion will vary dependent upon local need and issues, however within this context to promote consistency across the region, regional standard agenda items should be discussed at each Local Operational Group (Please see Appendix 1).

### **Governance**

Local Operational Group Chairs will report directly to the MAWWS Executive Board. This will be done via attendance at Executive Board meetings and via the Regional Quality Assurance Reporting Framework.

Local Operational Group Chairs are responsible for ensuring Board directives are reported back to LOG members as appropriate. This will be supported by the MAWWSB Business Unit who will either attend Local Operational Group meetings or provide a written update report.

### **Chairing Arrangements**

All Local Operational Groups should be chaired by a Head of Children or Adult Service or a nominated Senior Manager with responsibility for safeguarding who are also Executive Board members. A Vice Chair should be nominated and elected which should be from a different agency.

## **Appendix 1**

**Standard agenda items to be discussed at all Local Operational Groups, where relevant for Children's and Adult Services.**

Local and Regional Quality Assurance data and activity, which should include:

- **Data**
- **Practice audits**
- **Health Report and Data**

Regional action plans including Business Unit Plans and VAWDASV

Child Practice Reviews and Adult Practice Reviews

- **New referrals**
- **Review and report on progress of ongoing reviews**
- **Review and report on progress on regional action plans**
- **Review and monitor progress and proposed timescale for any pending and outstanding reviews**

MAPFs

- **New referrals**
- **Review and report on progress of ongoing MAPFs**
- **Review and report on progress of regional action plans**
- **Review and monitor progress and proposed timescale for any pending and outstanding MAPFs.**

New and Ongoing PRUDiC Cases

Domestic Homicide Reviews

- **Identify any new DHRs**
- **Progress update on any ongoing DHR's and any identified crossover safeguarding practice themes**

Youth Offending Critical Learning Cases

- **Identify any new YJCL**
- **Progress update on any ongoing YJCLC and any identified crossover safeguarding practice themes**

Local safeguarding training needs

Safeguarding and Commissioning/Private sector provider/ Provider Performance/Escalating Concerns

Safeguarding in Education

Contextual Safeguarding Issues as and when considered appropriate including **CSE, Criminal Exploitation, Prevent, Modern Slavery** etc.

Statutory Agency Service Updates.

Issues recommended for consideration at the Regional Training and Policies & Procedures Sub Groups

Local planned activity for National Safeguarding Week, which will now be an annual event

Local Junior Safeguarding Boards and regional youth partnerships to be invited to attend and share their views and ideas on safeguarding matters at regular intervals

The process of engaging the views of service users/community groups into LOG meetings regarding Safeguarding issues, including the Junior Safeguarding Board.

Any Relevant Safeguarding Items presented by invited guest attendee.

