

Pathways and Partnerships Sub-Group

Terms of Reference

Document Version Control			
Version	Date	Changes Made By	Comments
0.1	July 2021	Cath Erine	Reviewed and revised
0.2	21/07/2021	Angie East	Reformatted
1.0	17/08/2021	Angie East	Added Document Version Control
1.1	07/10/2021	Angie East	Replaced BSAB logo

The Pathways and Partnerships Sub-Group leads on the development of policies, guidance and practice tools to support practitioners to deliver high quality safeguarding support to adults in Barnsley. The group, in collaboration with the SAFE group, oversees the communications plan to increase the knowledge of the public of adult safeguarding and how to share concerns. The sub-group will support the work of the Barnsley Safeguarding Adults Board's (BSAB) strategic plan with a related work plan.

The Pathways and Partnerships Sub-Group has delegated decision making responsibility on behalf of the Board. Exceptions include:

- Expenditure above £1,000.00 per annum
- Creation of a work stream outside the work plan agreed with the Board

Objective - To enhance the safeguarding of adults by:

1. Producing, evaluating and revising Barnsley's policies, procedures and guidance to support best practice and tracking implementation by tracking all BSAB's partners.
2. Developing our ability to embed Making Safeguarding Personal (MSP) practice across all partners in collaboration with Safeguarding Adults Forum by Experience, Performance Management and Quality Assurance and Learning and Development sub-groups.
3. Developing a Communications and Marketing Strategy and receiving feedback on its impact.
4. Identifying policies and guidance that will require practice development or other learning sessions to embed and agreeing with the Learning and Development sub-group and BSAB how these will be delivered.
5. Identifying and actively engaging in opportunities for partnership working across Barnsley, regionally and nationally to support development of best practice.
6. Collaborating with the Performance Management and Quality Assurance, Learning and Development, and SAFE sub-groups in order to meet the strategic objectives through the monitoring of the performance and quality of Safeguarding in Barnsley.
7. Support BSAB to deliver its strategic objectives by facilitating effective partnerships and best practice.
8. Receiving regular and routine reports of key outcomes from both the Adult and Children's Safeguarding Boards to inform and support sub-group activity.
9. Sharing information from/to Pathways and Partnerships Sub-Group and other forums/meetings that members of Pathways and Partnerships Sub-Group attend to

increase our ability to respond to issues and more effectively cascade safeguarding information.

Reporting requirements and frequency of meetings

The sub-group will meet on a bi-monthly basis between board meetings, with additional meetings arranged as and when necessary to meet the reporting and delivery requirements.

The sub-group will escalate to the Safeguarding Adult Board Chair any urgent concerns identified between routine Board reports.

The sub-group is required to maintain a forward plan of work and set time aside to:

1. Review Terms of Reference;
2. Review its achievements and challenges to assess and evaluate its effectiveness, and to inform continuous improvement;
3. Consider its future requirements including decision making parameters and budgetary responsibilities.

The meeting will be structured to ensure the full participation of representatives from all partners. The sub-group Chair or Vice Chair will provide a written report supported by contributions from sub-group members to every Safeguarding Adults Board meeting.

Members of the sub-group reserve the right to convene an extraordinary meeting if required. All meetings will be minuted and minutes will be supplied to BSAB.

Chair and Vice Chair

The Chair is endorsed by the Safeguarding Adults Board and must attend the Safeguarding Adults Board.

The Chair will retain tenure for three years; the Vice Chair will replace the Chair at the end of the third year. A new Vice Chair will be appointed from within the sub-group membership.

The change in Chair will be co-ordinated with that of the Chair of the Performance Management and Quality Assurance and the Learning and Development Sub-Groups of the Safeguarding Adult Board to reduce the incidence of Chairs changing in the same year.

Membership and Attendance

The Pathways and Partnership sub-group will consist of members nominated by the Safeguarding Adults Board member organisations. It will consist of a core group of statutory, independent and voluntary agencies with the ability to co-opt members for specific areas of activity.

Attendance at the sub-group will be monitored and recorded via a RAG rated attendance sheet. In the case of non-attendance by a member or deputy for two or more meetings, this will be brought to the attention of the Safeguarding Adult Board.

P&P TOR approved July 2021. Review July 2022.

Quoracy

Decisions can only be taken if the meeting is quorate; quoracy will be achieved if the following criteria are met:

- Presence of Chair or Vice Chair,
and
- Representation of 50% of the Pathways and Partnership group membership, excluding the Chair of the meeting.

The BSAB will be informed of all non-quorate meetings.

Co-ordination and Support

This will be provided by the Safeguarding Adults Board Manager and BMBC Safeguarding Adults Business Support.

Members will be given 7 days following the release of meeting minutes in which to give comments after which time the minutes will be classed as a true and accurate record of the meeting.

Date Terms of Reference agreed July 2021

Review date July 2022

Learning and Development Sub-Group

Membership

Standing Members		
Role	Organisation	Substitute member
Head of Service (Chair)	ASC	Vice Chair
Specialist Safeguarding Advisor (Vice Chair)	BHNFT	Safeguarding Adults Advisor
Safeguarding Adults Board Manager	BMBC	No Substitute
Housing Management Team Leader	Berneslai Homes	Housing Management
Detective Chief Inspector	South Yorkshire Police	TBC
Commissioning Manager, Healthier Communities	BMBC	Commissioning Manager
Named Nurse Safeguarding Adults	South West Yorkshire Partnership NHS Foundation Trust	Safeguarding Nurse SWYPFT
Safeguarding Representative	Barnsley College	Safeguarding Representative
Health and Wellbeing Principal, Public Health	BMBC	TBC
Customer Forum Representative		TBC
Project Manager	IDAS	TBC
Area Manager	Barnsley Recovery Steps	Safeguarding Lead
Vice Chair	Healthwatch	TBC
Communications and Marketing Business Partner	BMBC	TBC
Safeguarding Lead	Spectrum CIC	TBC
Service Manager – by invitation	Cloverleaf	TBC
Team Manager	Community Rehabilitation Company	TBC
Local Partnership Manager	Department for Work	TBC

Standing Members		
Role	Organisation	Substitute member
	and Pensions	

Experts by invitation (also to receive minutes)			
Role	Organisation	Member	Deputy
Legal Services Representative	BMBC	Deborah Broadhurst	TBC