



## Halton Children and Young People SAFEGUARDING PARTNERSHIP (HCYPSP)

And

### Halton Safeguarding Adults Board (HSAB)

#### Health Sub Group

#### TERMS OF REFERENCE

##### 1. Purpose

To provide an effective health providers and commissioners' forum for the work of local partners and agencies to develop work to ensure that children and vulnerable adults in Halton are safeguarded.

To implement and deliver a Work Plan in line with the priorities of both Boards and provide a conduit to allow information exchange, contribution and feedback of all partners and agencies.

##### 2. Membership

Senior representatives from NHS providers within Halton include:

- NHS Halton CCG Commissioners
- NHS England (Cheshire & Merseyside)
- HBC Public Health Commissioners
- HBC Children's and Adults' Commissioners
- NWAS
- Halton Haven
- Strategic Lead for Safeguarding Children/Named GP
- Strategic Lead for Safeguarding Adults
- Designated Nurses for Adults, Children and Children in Care
- NHS Halton CCG Designated Doctor and Chief Nurse
- HCYPSP Head of Safeguarding, HBC
- HSAB Officer, HBC

Assurances from appropriate Commissioners will be gained regarding safeguarding issues for those providers that deliver services within the Borough but are not Halton specific, representatives from agencies/providers will be invited as appropriate e.g. Alder Hey and Liverpool Heart & Chest Hospitals

### **3. Key Responsibilities**

- Provide assurance and advice to the HCYPSP and HSAB for the provision of Health services to safeguard children, young people and vulnerable adults;
- Work in partnership to enable and ensure the delivery of both Boards agendas and priorities;
- Provide a forum to discuss national guidance, new initiatives and to share best practice and expertise on safeguarding issues and for group members to promote this within their organisations;
- Provide a forum to ensure all updated and new guidance within relation to policy and practice is shared and appropriate actions are taken across the Health economy to implement;
- Facilitate and ensure appropriate actions are taken on behalf of the Boards to implement decisions and recommendations relating to Health services and report on impact and outcomes;
- Monitor and review recommendations from inspections, case reviews (e.g. Suicide, CDOP, learning disability mortality review), audits and action plans, ensuring these are implemented by relevant local Health providers and that lessons learnt are clearly embedded in practice;
- Promote clear communication between the wider Health community to develop and monitor the planning and delivery of safeguarding practice, processes and standards.
- Influence the planning of safeguarding training delivered to health staff.

Reports from the Sub Group will be presented to the appropriate Board meetings as required.

### **4. Chairing Arrangements**

This group will be chaired by the NHS Halton CCG Chief Nurse and/or Deputy Chief Nurse/Children's Clinical Lead.

The Chair will be a member of the Boards & Executives, representing the Sub Group and all health providers. In the exceptional circumstances when neither the above is able to attend, another member of the Sub Group may chair.

### **5. Role of Members**

Members of the Health Sub Group will be responsible for ensuring that:

- Their own agencies are informed of, and fully involved in, the work of the Sub Group;
- Information is disseminated within their own Trust/organisation and other partners as relevant;
- Active participation in the agenda and discussion, bringing issues to and from their own area of responsibility;
- Liaise and work with senior managers in their own Trust/organisation to ensure ownership of safeguarding across the health economy agenda;
- Undertake actions as agreed by the Sub Group.

If a nominated member of the Health Sub Group is unable to attend, then a delegated representative should attend in their place. The delegated representative must be able to make decisions at a strategic level of responsibility. The nominated member should inform the Multi-agency Safeguarding Unit admin staff and ensure that their delegated representative has been briefed and provided with the relevant papers.

## **6. Governance**

Each member of the Health Sub Group has responsibility to ensure organisational accountability through governance structures within their own organisation. The Health Sub Group will report to the appropriate Board or Executive. The Chair will be members of the Boards and Executives.

The Chair of the Health Sub Group is responsible for ensuring that the relevant targets identified within the Boards' Business Plans are met. They will report progress of the Sub Group's Work Plan and any actions devolved to the Sub Group to the both Boards on a quarterly basis.

Where targets identified in the Board Business Plans relevant to the Health Sub Group are not being met, the HCYPSP Head of Safeguarding and/or HSAB Officer will work with the Sub Group to identify ways of overcoming blockages.

Health Sub Group members (or representatives from their organisation) will continue to be members of and contribute to the work of other Sub Groups of the Boards.

## **7. Frequency of Meetings**

Bi-monthly.

**Month/Year Approved:** June 2019