

**DERBYSHIRE COUNTY COUNCIL
PEOPLE IMPROVEMENT AND SCRUTINY COMMITTEE**

REPORT OF THE CHAIR OF THE COMMITTEE

14 MAY 2014

TERMS OF REFERENCE OF SAFEGUARDING WORKING GROUP

1. Purpose of the Report

To note the terms of reference for the safeguarding working group.

2. Information

The People Improvement and Scrutiny Committee agreed to have a working group on safeguarding and for this to be a standing item. It was therefore proposed that terms of reference be established for the working group. This will ensure lines of inquiry are structured around the business plans of the Authority's work on safeguarding and wider priorities of the Council Plan.

It was agreed at the March meeting of the working group to include vulnerable adults/adults at risk as well as children/young people in the terms of reference.

The terms of reference are in Appendix A.

3. Considerations

In preparing this report the relevance of the following factors has been considered: financial, legal, prevention of crime and disorder, equality of opportunity, human rights, personnel, environmental, health, property and transport.

4. Background Papers

None

5. RECOMMENDATION

The Committee note the terms of reference of the Safeguarding working group for 2014/15.

COUNCILLOR DIANE CHARLES
CHAIR OF PEOPLE IMPROVEMENT AND SCRUTINY COMMITTEE

**PEOPLE IMPROVEMENT AND SCRUTINY COMMITTEE –
SAFEGUARDING WORKING GROUP**

TERMS OF REFERENCE

APRIL 2014

Terms of Reference:

1. Purpose

1.1 The safeguarding working group has responsibility for the scrutiny of the Council's work to

- safeguard and promote the welfare of children in Derbyshire.
- prevent, detect and protect adults who are at risk from abusive behaviour and practice in all its forms.

2. Function

2.1 The safeguarding working group will make recommendations as appropriate to the People Scrutiny Committee for its consideration. The Working Group can also update the People Scrutiny when relevant on its work programme.

3. The Safeguarding Working Group will:

3.1 Develop a work programme that delivers against the following priorities as laid out in the Council Plan (A Derbyshire that cares):

- Thriving children, young people and families
- Independent and supported older people
- Adults with physical and learning disabilities leading independent and fulfilled lives

The work programme will focus on the key action plan of the Derbyshire Safeguarding Children Board and the developing priorities of the Derbyshire Safeguarding Adult Board.

3.2 Ensure the Authority is discharging its duty of having regard to the need to safeguard and promote the welfare of children, as per section 11 of the Children Act 2004.

3.3 Ensure the Authority has in place arrangements that reflect the importance of safeguarding and promoting the welfare of children, as per the guidance laid out in the Working Together to Safeguard Children, March 2013.

- 3.4 Ensure the Authority has in place arrangements that reflect the importance of safeguarding vulnerable adults / adults at risk as per the Derbyshire and Derby City Safeguarding Adults Policy and Procedures.
- 3.5 Ensure the Authority is carrying out its roles and responsibilities, including Safeguarding Lead, staff, volunteers and service managers as per the Derbyshire and Derby City Safeguarding Adults Policy and Procedures.
- 3.6 Request information from officers, representatives from partner organisations and elected members to fulfil the work programme.
- 3.7. Request attendance at working group meetings from officers, representatives from partner organisations and elected members to fulfil the work programme.
- 3.8 Visit frontline services (eg Children Homes, Area Teams and Preventative Services) to develop knowledge and experience of safeguarding issues of vulnerable children and adults.
- 3.9 Attend training sessions to develop knowledge and experience of safeguarding issues, practises and processes.

4. Membership and Meeting Arrangements

- 4.1 The following elected members are part of the Safeguarding Working Group:

Member	Electoral Division
Cllr Diane Charles	Eckington and Killamarsh
Cllr Glennice Birkin	Ilkeston East
Cllr John Frudd	Ilkeston South
Cllr Daniel Walton	Sawley

- 4.2 Working group members will meet monthly on the following dates.

- 30th April 2014
- 14th May 2014
- 18th June 2014
- 16th July 2014
- 17th September 2014
- 15th October 2014
- 12th November 2014
- 10th December 2014

These dates are changeable on the agreement of the working group. Extra dates will also be arranged if necessary.

- 4.3 The working group can co-opt additional members on a temporary or permanent basis, with agreement of working group members.

- 4.4 The Chair will be elected by the People Scrutiny Committee.
- 4.5 Wherever possible, decisions will be reached by consensus. In exceptional circumstances and where decisions cannot be reached by consensus of opinion, voting will take place and decisions agreed by a simple majority. Where there are equal votes the Chair of the meeting will have the casting vote.
- 4.6 Any personal or prejudicial interests should be declared on any item of business.
- 4.7 The Safeguarding Working Group will be regarded as a “working group” for Access to Information Act purposes and consequently meetings shall not be open to the press or public.
- 4.8 Freedom of Information (FOI) Act provisions shall apply to all working group business.

5. Expectations of the Chair and Working Group Members:

Members will:

- 5.1 Represent the Authority in promoting the issues around safeguarding children and adults at risk.
- 5.2 Contribute to the development of the Working Group as an effective, efficient and inclusive team including raising concerns with the Chair if necessary.

6. Review

- 6.1 The work of the Working Group will be subject to regular review, taking into account opinion and experience of elected members. The Working Group will be successful if it can demonstrate that it has contributed to improving outcomes in safeguarding children and adults at risk.