

Learning & Development Subgroup

TERMS OF REFERENCE

Merton Safeguarding Adults Board (MSAB) is committed to ensuring that all agencies work together to minimise abuse or neglect to adults at risk and to safeguard effectively where abuse or neglect has, or may have, occurred.

The MSAB is responsible for ensuring the effective coordination of safeguarding work and activity of all agencies working with adults with care and support needs at risk across all sectors and disciplines. The MSAB aims to ensure that there are effective and accessible training opportunities in place to meet its objectives and for ensuring that all agencies meet their responsibilities to safeguard adults and that processes are developed to monitor interagency work and outcomes for people who have care and support needs whether or not they are in receipt of services. The MSAB and this subgroup will ensure that training and development opportunities are responsive to local, regional and national needs.

The Training and Development Subgroup will develop robust mechanisms which assure the MSAB that good practice to safeguard adults at risk is delivered consistently by partner agencies with a key focus on workforce development, quality of training and monitoring the delivery and compliance with training standards across agencies. Areas of weakness are identified and strategies developed to make improvements when the need arises. The Learning and Development subgroup will also have a key focus on ensuring the MSAB meets its requirements in sharing emerging learning and findings from Safeguarding Adults Reviews and monitoring its outcomes of embedding learning in practice and systems in line with the MSAB's core functions.

Remit of the subgroup:

The Board and this subgroup will oversee the training and development of the wider adult safeguarding workforce and ensure adequate provision is made to respond to identified training needs and maintain an ethos of development in practice across agencies, highlighting compliance with training, its standards and identified needs to inform the workforce training strategy in a local and national context.

Functions of the subgroup:

- Ensure that the Pan London Multi-Agency Safeguarding Adults Policy and Procedures (the Procedures) are used within training delivery and that training delivered is reflective of the procedures and good practice guidance.
 - Report to the Board any issues related to the Procedures identified through training
 - Develop and regularly review the training standards for safeguarding
 - Ensure that the service users and carers lived experience informs future training and development planning and delivery
 - Develop and review an annual action plan to support the work of Board

- Produce a Learning & Development Strategy, updated every 3 years
- Advise the Board on learning and development and contribute to the Board's annual business plan
- Produce information and report on learning opportunity and uptake on provision for the Board's annual report
- Promote best practice and support the Board to raise awareness of Safeguarding Adult's agenda through training
- Provide advice and guidance to support a range of learning solutions to meet identified learning needs
- Maintain good links across member agencies and with external partners to ensure learning information is shared appropriately
- Ensure multi-agency representation at meetings and to report any concerns regarding membership to the Board
- Meet four times a year pre MSAB Board meetings
- An extraordinary meeting may be arranged in line with the needs of the sub-group, e.g. a DHR or SAR learning.
- Chair/minute taking arrangements to be agreed by the group
- Review terms of reference and chairing arrangements a minimum of every 3 years
- Each meeting is quorate if a minimum of 3 organisations are represented, including the local authority safeguarding lead and a representative for learning/training from one agency
- There is no specific budget for the Learning & Development sub-group, however, the L&D sub-group can make a business case to the Board for any resources required.

Membership:

The membership is open to Partners from The Police, The Fire Brigade, South West London CCG, St Georges and St Helier Hospital Trusts, Merton Mental Health Team, London Borough of Merton where at least 3 members are required for the group to be quorate. Non-members may be invited on request.

To be reviewed March 2023