

**Executive Group**

**Terms of Reference**

# Aims

* To oversee the delivery of the Board’s Delivery Plan
* To review and address performance matters and steer resources to ensure delivery
* To hold partner organisations to account
* To ensure the front-line workforce understand the NYSAB structure and strategy
* To receive reports from sub committees of the NYSAB, and the Local Safeguarding Adults Groups, and act as required
* To escalate matters of concern to the NYSAB

# Objectives

* To report to the NYSAB on progress of the Strategic Plan including matters relating to legislation, policy and professional practice.
* To review progress of the NYSAB Strategic Plan at each meeting.
* To ensure that appropriate task and finish groups are in place to support the Strategic Plan, and commission projects from these groups as appropriate.
* To scrutinise and gain assurance about the work and attendance of all sub- groups, any task and finish groups, and LSAGs on a quarterly basis to ensure delivery of the priorities in the strategic plan, and report to the SAB
* To review safeguarding adults performance in North Yorkshire and analysis of quarterly data reports to the NYSAB on agreed KPIs and agree actions if necessary
* To oversee production of an Annual Report on the activity and progress of NYSAB.
* To gain assurance around management action plans arising out of recommendations made in SAR and Lessons Learned reports.
* To ensure implementation of the Board’s Communication and Engagement strategy.
* To monitor the Board’s budget and approve funding requests and plans for expenditure as and when required, and consider additional expenditure in extraordinary circumstances.
* To make urgent decisions on behalf of the SAB in accordance with the Scheme of Delegation

# Membership

Independent Chair

HAS - Assistant Director Quality & Engagement

HAS - Assistant Director Care and Support

CCGs – Director

Police – Deputy Chief Constable

Acute Trust - Executive or Deputy Director

TEWV - Executive or Deputy Director

Designated Safeguarding Professionals

Representative from Safeguarding Children Partnership and Community Safety Partnership

Policies, Practice & Legislation Sub-Group Chair

Performance & Quality Improvement Sub-Group Chair Learning & Review Sub-Group Chair

Secretariat – Support from HAS Governance Team

# Meetings

The Executive Group will meet one month before full SAB meetings to enable it to review activity in the previous quarter and to enable timely reports to the SAB. Members are expected to attend all meetings. If they are unable to attend they will identify a deputy with decision making authority from their agency.

This group will be chaired by the Independent Chair. The group will be responsible for ensuring that there are effective governance arrangements for managing the Board business.

# Accountability and Decision Making Authority

Each agency/organisation is responsible for ensuring two-way communication between the Executive Group and the agency/organisation they represent.

# Reporting

The Executive Group will report to the Safeguarding Adults Board.

The sub-groups of the SAB and Local Safeguarding Adults groups will report to the Executive at every meeting by way of written report.