

## **Bradford Safeguarding Adults Board Training Sub- Group Terms of Reference**

### **Purpose:**

Our aim, on behalf of the Safeguarding Adult Board, is to coordinate and ensure the effectiveness of safeguarding adults learning and development activity in the Bradford District to enable those working with adults at risk (and children) of experiencing abuse and neglect are appropriately skilled and competent.

### **Aims and Remit:**

- To support the development of accessible multi-agency training that compliments the training available to staff in single agency or professional settings
- To support the principles of working together and create an ethos which values collaborative working and learning with, and from, other professionals across children and adult services
- To ensure that the learning and development opportunities provided respect diversity, are person-centred and respect staff strengths and skills in working collaboratively with service users to achieve their desired outcomes
- To ensure that the learning and development opportunities delivered and commissioned are of a consistently high standard, dynamic and responsive to emerging needs across the District, and they incorporate learning from evaluation.
- To ensure that the learning and development opportunities provided are accessible and relevant to the Bradford District's workforce using all appropriate and available delivery methods.
- To contribute to, and work in conjunction with, the Safeguarding Adult Board strategy and delivery plan.
- To ensure that links are made with any relevant district training strategies and developments
  
- **Accountability & Governance**
  - The Chair and Deputy Chair will be appointed from within the Training Sub Group Membership
  - The Training Sub Group will report to the Executive Group to ensure effective coordination of activity through BSAB sub-groups.
  - The Chair or Deputy Chair of the Training Sub Group will attend every Executive Group meeting in order to ensure the above.
  - Accountability of individual agencies represented at the BSAB to agree multi-agency commitment and participation in the Training Sub Group.
  - The Training Sub Group will report progress against their business plan actions, by exception, to the Executive Group

### **Core Membership of the Training Sub Group**

Clinical Commissioning Group (CCG)  
West Yorkshire Police  
Bradford Metropolitan Council – Adult Social Care  
Service User Representation  
Airedale NHS Foundation Trust  
Bradford District Care Foundation Trust  
Bradford Teaching Hospital Foundation Trust  
University of Bradford  
Voluntary Sector  
Housing  
CGL

It is also recognised that other agencies may be required to attend for specific discussions to support decision making. These invitations will be made at the request of the Chair/Vice Chair on behalf of the membership.

### **Frequency of Meetings**

The meetings will routinely be quarterly, with exception meetings organised as needed. Members are expected to attend all meetings of the group or send a deputy. Members are required to be active participants and ensure they are fully prepared for the meetings. If a member of the group misses three consecutive meetings the Chair will write to the agency concerned requesting a different representative attends the meetings.

### **Quoracy**

For the meeting to be quorate, the 3 statutory partners (LA, Police and CCG) will be represented and involved in decision making, other partners will be invited and attendance monitored.

Terms of reference was reviewed and agreed on:	Oct 2021
Review date:	July 2022
Next Review date	July 2023