

Dudley Safeguarding Adults Board

Terms of Reference for the MASH Task and Finish Group

Purpose

The purpose of the MASH Strategic Task and Finish Group is to provide multi-agency direction for the establishment of an Adult MASH ensuring that the various work streams identified deliver the contribution to their agreed objectives.

Key Responsibilities

- To develop, monitor and review the MASH service and all related policy documents and agree and make recommendations for change and improvement.
- Agree the commitment that each agency will make to the operation of the MASH.
- Agree the direction and outcomes of the MASH and establish management and decision making processes.
- Considering job descriptions for staff employed in the MASH and advising partner agencies on appropriate training for MASH staff.
- Record and manage the operational and organisational risk of the MASH.
- Monitor performance and compliance with the MASH information sharing agreement.

Reporting Arrangements

The sub-group will report to the Executive Board of Dudley Safeguard Adult Board. The Board Chair will be a member of the Executive Group. The group will ensure that a report on the MASH is produced for the Annual Report.

Core Membership

The membership will consist of partners of the safeguard board together with local authority, H.R, communication, information governance, I.T, and performance managers.

The agencies in attendance are:

- Dudley MBC – Adult Safeguarding, Children’s Services, Housing, Public Health, ICT Services, Communications and Public Affairs, Adult Social Care, Corporate Landlord Services, Community Safety.
- Dudley Clinical Commissioning Group
- Dudley Group NHS Foundation Trust
- National Probation Service
- Dudley Walsall Mental Health Trust
- West Midlands Police

Extended Group Membership

Additional members will be co-opted onto the board as the business need requires.

Working Arrangements

The group will meet monthly for the first year of operation and then subject to agreement the frequency of the meetings will be revised.

Additional meetings may be arranged when required to support the effective functioning of the MASH.

Management of the Group

The group will be chaired by the Chief Officer for Adult Social Care within the local authority.

The group will retain responsibility for all aspects of the MASH process, supported by each organisation, satisfying itself that appropriate processes are in place to provide the required assurance. The group may task the Operational Group with additional work as required with its development.

Minutes distribution

Minutes will be distributed within 10 working days of the meeting. Agenda and papers for the meeting will be distributed three days prior to the meeting date.