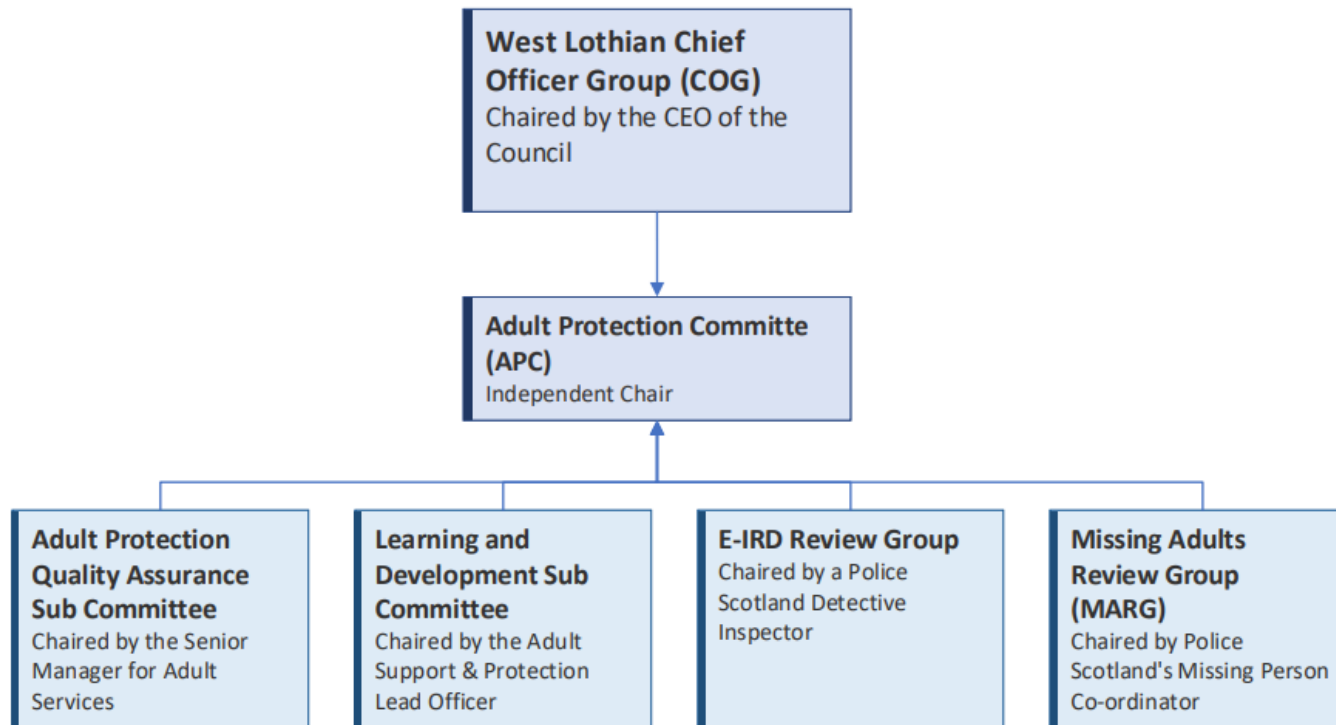


## West Lothian Governance and Leadership structure



The purpose of the WL Chief Officers Group (COG) is to:

- Provide leadership, direction, governance and oversight of the Public Protection arrangements within West Lothian
- Ensure agencies, individually and collectively, work to protect the children, young people and vulnerable adults of West Lothian
- Responsibility for maximising the involvement of those agencies not under their direct control, including the Scottish Children's Reporter Administration, the Crown Office and Procurator Fiscal Service and the third sector
- Oversee the development and strategic planning for Child Protection, Adult Protection, Violence against Women & Girls and Offender Management, which is delivered through four separate committees, namely; Child Protection Committee; Adult Protection Committee; Violence Against Women & Girls Committee; Offender Management Committee
- Provide demonstrable consistency and coherence in terms of leadership, direction and scrutiny in respect of all areas of public protection. It ensures there are links between the four areas of Public Protection and other areas of strategic planning across West Lothian
- The four Public Protection Committees report to the COG on a range of devolved matters, in line with agreed action/business plans including quality

assurance, performance management, development of policy and procedure for the purpose of delivering on both local and national priorities.

The purpose of the WL Adult Protection Committee (APC) is to:

- Provide a leadership role in working with all involved agencies to ensure the continuous improvement of adult protection services in West Lothian
- Provide clear links with wider adult support services and reinforces and develops, through joint multi-agency practice, the integration of adult support and protection services across West Lothian
- To keep under review procedures and practices of public bodies and office holders (i.e the Council, the Care Commission, the Health Board, the Chief Constable and any other public body or office holder as specified/required locally) relating to the safeguarding of adults at risk across West Lothian
- To give information or advice, or make proposals to any public body and office holder on the exercise of functions relating to safeguarding adults at risk
- To make, or assist in making, arrangements for improving the skills and knowledge of officers or employees of public bodies and office holders who have responsibilities relating to safeguarding adults at risk
  
- Any other function relating to safeguarding adults at risk as may be specified by order of Scottish Ministers.

The purpose of the WL Adult Protection Committee Quality Assurance Sub-committee is to:

- Progress the work of the WLAPC by providing robust quality assurance to any area of adult protection process
- Develop, implement, monitor and review a robust quality assurance framework to monitor the effectiveness of the Adult Protection Service in West Lothian
- Develop, implement, monitor and review a performance reporting framework and a system for self-evaluation that monitors adult protection services and can be linked to National Outcomes and the requirements of the Single Outcome Agreement
- Develop, implement, monitor and review multi-agency procedures and protocols for Large-scale Investigations, Learning Reviews, Critical Reviews, Significant Case Reviews and any other key issues/areas
- Develop and monitor multi-agency improvement plans in response to external inspection reports or internal audit processes.

The purpose of the WL Adult Protection Committee Learning and Development Sub-committee is to:

- Provide a consistent and relevant learning and development training framework for staff
- Incorporate learning from National Reports, new developments and local practice to share learning amongst staff
- Identify the training and development needs of staff who work with adults across statutory, private, voluntary and independent sectors in West Lothian and incorporate these needs into the rolling programme of delivered training sessions
- Consider national inspection reports, Significant Case Reviews and other relevant reports and disseminate the learning to multiagency partners.

The purpose of the WL Adult Protection Committee EIRD Review Group is to:

- To review the content of each IRD and ensure that decision making and actions taken are proportionate, necessary and mitigate risk
- To review the content of each IRD and decision making taken to provide feedback to the IRD participants where further actions require to be undertaken
- To identify, collate and compile examples/themes of good practice, learning and suggestions for improvement for oversight leadership and governance arrangements
- To progress system enhancements and the development of operational practice by making suggestions to appropriate others to continuously improve and include in IRD training sessions
- To agree closure of an IRD.

The purpose of the WL Adult Protection Committee Missing Adult Review Group (MARG) is to:

- Review and report on missing persons incidents in West Lothian with partners to raise awareness about these
- Review and report on the location of the missing person incidents to identify learning and consider approaches to reduce occurrence
- Review missing person data to identify trends, patterns, themes and collaboratively explore means of reducing same
- To collaborate with partners across agencies in order to raise awareness about the Herbert Protocol and ways to best promote its use
- Develop recording mechanism prompts and methods on agency recording databases about use of the Herbert Protocol.

Each of the Governance and Leadership arrangements are multi-agency in attendance with operational representatives in attendance at each of the the Sub committees.

