

**SAFEGUARDING MANAGEMENT GROUP EXECUTIVE COMMITTEE**  
(Known as Risk Assessment Group (RAG))

**MEMBERSHIP AND TERMS OF REFERENCE**

Membership

Chair and Vice-Chair of SMG  
Diocesan Safeguarding Advisers  
Legal Adviser  
Diocesan Secretary  
Bishop's Chaplain  
Safeguarding Administrator

Terms of Reference

1. To act as the executive body for the SMG, ensuring that actions flow from SMG decisions.
2. To advise the SMG on matters concerning safeguarding and ensuring that necessary and appropriate information is provided to the SMG.
3. To act under delegated authority from the SMG between meetings of the SMG and in matters not requiring formal decision by the SMG.
4. To make risk assessments concerning blemished DBS Disclosures (and in other matters referred to it) and to advise parishes on appropriate courses of action.
5. To advise the Bishop on risk assessments and other safeguarding matters.
6. To maintain a schedule of all on-going safeguarding matters in the Diocese and to ensure that appropriate agreements/arrangements are in place and being observed.
7. To carry out other tasks referred to it by the SMG, the Bishop or other proper bodies or individuals.

February 2014