

---

WELSH STATUTORY INSTRUMENTS

---

**2015 No. 1466**

**The Safeguarding Boards (Functions and Procedures) (Wales) Regulations 2015**

**Procedures of Safeguarding Boards**

5.—(1) Subject to the provisions of this regulation, a Safeguarding Board is to determine its own procedures and to make a copy of such procedures publicly available.

(2) At the first meeting of a Board, the members present must appoint one of the members as Chair and one as vice Chair.

(3) The Board must agree rules of procedure for meetings of the Board, to include provision for a person to preside at meetings.

(4) Unless the Board's rules of procedure provide otherwise, the Board must act in accordance with a simple majority vote of the members present, the person presiding at the meeting having a second or casting vote in the event of a tied vote.

(5) At each Board meeting the Board must give consideration as to how it will give children or adults the opportunity to participate in the work of the Board.

(6) At its next meeting after a child or adult has participated in the Board's work, the Board must evaluate the effectiveness of that participation.

(7) The Board must keep minutes of its meetings; the minutes are to record the decisions taken, evidence on which decisions were taken, any views and dissenting views expressed and any discussion about participation by a child or an adult in the Board's work.

(8) The appointment of a Chair or a vice Chair will come to an end if:

- (a) the appointment was for a fixed term and that term expires;
- (b) the person appointed resigns;
- (c) the person appointed is no longer a member of the Board;
- (d) the members, by majority decision, so decide.