



“To work in partnership, preventing abuse and ensuring excellent practice and timely responses to the safety and protection of individuals or groups within our communities”

Terms of Reference

Thurrock Safeguarding Adults Board OPERATIONAL GROUP	
Frequency Of Meetings:	A minimum of six times a year.
Committee Chair:	The Chair will be nominated by the TSAB
Membership:	See page three.
Observers and Further Representation:	<p>The Chair may invite observers to attend on an <i>ad hoc</i> basis, according to the rule set out in the Constitution.</p> <p>The Chair may invite further representatives from Member Organisations to attend.</p>
Secretary:	TSAB Administrator and Manager
Quorum:	When at least two members who represent the core member organisations are present, along with four other members.
Approval:	TSAB
Date Approved:	9 March 2021
Version	V3.1
Review Date:	Annually – March 2022

Purpose

The Operational Group (OG) is responsible for the operational delivery of the Thurrock Safeguarding Adults Boards (TSAB) priorities.

Objectives

- To ensure that local safeguarding activity is efficient and effective, thereby meeting the requirements of the Care Act 2014 and statutory guidance.
- To work collaboratively to identify ways of working that will enhance the experience of the recipients of safeguarding adults services.
- To work collaboratively with partners locally and regionally to ensure that safeguarding practice is efficient, effective, and in line with best practice.
- To maintain the development of appropriate strategies and protocols for safeguarding adults and associated issues.
- To lead on the development and delivery of the TSAB Strategic Plan and associated action plan.
- To alert the TSAB to emerging themes and concerns.
- To provide reports to the TSAB detailing progress against the Strategic Plan -action plan and to alert the Board members of emerging trends and concerns.
- To review Safeguarding Adult Reviews, making recommendations to the TSAB to improve the safeguarding system locally, and host learning events where in-depth consideration is required.

Chair

In the event of the OG's Chair being unable to attend part or all of a meeting, they will normally select another Member to act as chair for duration of the meeting. Should the Chair be unable to nominate a temporary chair, Thurrock Council will nominate a temporary Chair.

Accountability

The OG will report into the TSAB and will be held to account for delivery.

Meetings of the OG will be recorded as minutes. The OG minutes will be shared with TSAB for noting in order that TSAB members remain informed of the OG's work.

The OG will receive reports from any sub groups or task and finish groups that are constituted under the TSAB.

The nature of the work undertaken by the OG means that it does not receive standing reports, but rather produces the information it requires according to the agenda item in hand.

Conflicts of Interest

The TSAB rules on how potential conflicts of interest are managed are set out in the Constitution.

Membership

Thurrock Safeguarding Adults Board
Operational Group – Terms of Reference

ROLE	ORGANISATION
TSAB Manager	Independent
Strategic Lead and Principal Social Worker	Thurrock Borough Council
Safeguarding Adults Team Manager	Thurrock Borough Council
Supported Housing Team Manager	Thurrock Borough Council
Training Officer	Thurrock Borough Council
ASB Team Manager	Thurrock Borough Council
Deputy Chief Nurse	Thurrock Clinical Commissioning Group
Inspector	Essex Police
Senior Probation Officer	National Probation Service
CSP Board Manager	Thurrock Community Safety Partnership
Manager	Essex Community Rehabilitation Company
Chief Operating Officer	Thurrock Healthwatch
Community Liaison Officer	Essex Fire and Rescue Service
Safeguarding Lead (or representative)	East of England Ambulance NHS Foundation Trust
Specialist Safeguarding Advisor	North East London NHS Foundation Trust
Safeguarding Adult Advisor	Essex Partnership University NHS Foundation Trust
Safeguarding lead	Mid and South Essex University Hospitals Group
Pastoral Lead	Thurrock Adult Community College