

*“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”*

**TSAB - Board Induction Pack**

**Introduction**

Welcome to the Thurrock Safeguarding Adults Board (TSAB). This short introductory guide will help you to become familiar with your role as a member of the Board. The induction pack includes:

* Functions of the TSAB
* Structure of Board and sub groups
* Board priorities and action plans
* Responsibilities of Board members
* Your contribution
* Links with other Boards / groups
* Finances
* Further information.

The TSABs ethos is based upon the six safeguarding principles:

**Empowerment -** People being supported and encouraged to make their own decisions and informed consent.

**Prevention -** It is better to take action before harm occurs.

**Proportionality -** The least intrusive response appropriate to the risk presented.

**Protection -** Support and representation for those in greatest need.

**Partnership -** Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.

**Accountability -** Accountability and transparency in safeguarding practice.

**Functions of the SAB**

Each local authority must set up a Safeguarding Adults Board (SAB). The main objective of a SAB is to assure itself that local safeguarding arrangements and partners act to help and protect adults in its area who meet the criteria set out within the statutory guidance.

The SAB has a strategic role that is greater than the sum of the operational duties of the core partners. It oversees and leads adult safeguarding across the locality and will be interested in a range of matters that contribute to the prevention of abuse and neglect.

A SAB has 3 core duties:

• To publish a Strategic Plan that sets out what the board has achieved and what it aims to achieve for the next year;  
• To publish an Annual Report detailing what the SAB has done during the year to achieve its main objective and implement its strategic plan, and include learning from any Safeguarding Adult Reviews  
• Carry out Safeguarding Adult Reviews (SARs).

Each SAB should:

* identify the role, responsibility, authority and accountability with regard to the action each agency and professional group should take to ensure the protection of adults
* establish ways of analysing and interrogating data on safeguarding notifications that increase the SAB’s understanding of prevalence of abuse and neglect locally that builds up a picture over time
* establish how it will hold partners to account and gain assurance of the effectiveness of its arrangements
* determine its arrangements for peer review and self-audit
* establish mechanisms for developing policies and strategies for protecting adults which should be formulated, not only in collaboration and consultation with all relevant agencies but also take account of the views of adults who have needs for care and support, their families, advocates and carer representatives
* develop preventative strategies that aim to reduce instances of abuse and neglect in its area
* identify types of circumstances giving grounds for concern and when they should be considered as a referral to the local authority as an enquiry
* formulate guidance about the arrangements for managing adult safeguarding, and dealing with complaints, grievances and professional and administrative malpractice in relation to safeguarding adults
* develop strategies to deal with the impact of issues of race, ethnicity, religion, gender and gender orientation, sexual orientation, age, disadvantage and disability on abuse and neglect
* balance the requirements of confidentiality with the consideration that, to protect adults, it may be necessary to share information on a ‘need-to-know basis’
* identify mechanisms for monitoring and reviewing the implementation and impact of policy and training
* carry out safeguarding adult reviews and determine any publication arrangements
* produce a strategic plan and an annual report
* evidence how SAB members have challenged one another and held other boards to account
* promote multi-agency training and consider any specialist training that may be required. Consider any scope to jointly commission some training with other partnerships, such as the Community Safety Partnership.

[*Care and Support Statutory Guidance 2010*](https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance)

**Structure of the Board and Subgroups**

Click on the links below to see the terms of reference for each group, can be found on the TSAB website - <https://www.thurrocksab.org.uk/what-we-do/work-of-thurrock-sab/>

**Board Priorities and delivery plans**

The Safeguarding Adults Board continues to focus on its core function of ensuring that the safeguarding system works effectively, additionally there will be distinct pieces of work that will focus on particular groups of people or abuse types. The four themes listed below are the priority areas within the latest strategic plan.

1. Increase understanding of abuse and neglect: use data to create profiles by location, abuse type, perpetrator, care and support need
2. Contribute to implementing the recommendations of the Sexual Abuse/Violence JSNA (Joint Strategic Needs Assessment)
3. Focus on perpetrator disruption
4. Strengthen transitional safeguarding arrangements.

Latest versions of the action plans will be sent alongside this document.

**Responsibilities of Board members**

You should have the necessary skills and experience to take part in the Board. Board members should be

* Able to promote the aims of the TSAB.
* Carry out a strategic role in relation to safeguarding and promoting the independence, wellbeing and safety of adults.
* Scrutinize Board meeting papers and challenge where necessary during meetings.
* Have the authority to speak on behalf of the organisation they represent.
* Refer back to own organisation to account on all matters relating to safeguarding adults and to recommend ways to implement necessary changes within organisation.
* Be able to request their organisation deploys resources to support safeguarding adults work by the allocation of financial or human resources to directly support the achievement of the partnership business plan and to ensure that adults safety and wellbeing is promoted within the services provided by their organisation.
* Develop knowledge and understanding of what is an emerging field of work in order to keep up to date. Share this within the Board and their own organisation.
* Prioritise attendance at meetings and ensure that their organisation is appropriately represented on relevant groups.
* Ensure that staff and volunteers within their organisation are kept fully informed of the partnerships work and that their views are fed into the partnership.
* Represent the interests of adults and safeguarding on other groups that they are members of.
* Understand the pressures facing front line practitioners.
* Contribute to the Thurrock Safeguarding Adults Board Annual Report.
* Promote information sharing between partner organizations in line with agreed information sharing protocols.

**Your contribution**

The following prompts may help you in preparing for a meeting:

* What do you want/need to get out of the meeting?
* What information do you need to bring to the meeting?
* Do you, and your fellow Board members, understand your responsibilities for safeguarding adults?
* How does safeguarding adults link to other wider agendas in your organisation? Are there clear links to other systems such as domestic violence, child protection, victim support and community safety and cohesion?
* Is there anything your organisation should be doing to safeguard adults?
* How can you influence the work of the Board to make it relevant to your organisation?
* Is the Board doing its job properly?

**Finances**

The SAB member agencies contribute annually towards resources at an agreed level, having regard to the differing size, resources and responsibilities of each agency. Thurrock Council administers the budget on behalf of the Board and has the authority to act as the Board's budget holder for the authorisation of payments. Details of how monies were spent last financial year can be found in the [annual report](https://www.thurrocksab.org.uk/)[[1]](#footnote-1).

**Further information/Resources**

* Care Act and Statutory Guidance
* SET Safeguarding Adult Guidelines
* Information Sharing Protocol
* TSAB strategic plan
* TSAB annual report

1. <https://www.thurrocksab.org.uk/> [↑](#footnote-ref-1)