



“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 | | |
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| Frequency Of Meetings: | A minimum of six times a year. | |
| Committee Chair: | The Chair will be from the Clinical Commissioning Group | |
| Membership: | Strategic Lead and Principal Social Worker | Thurrock Borough Council |
| | Safeguarding Adults Team Manager | Thurrock Borough Council |
| | Supported Housing Team Manager | Thurrock Borough Council |
| | ASB Team Manager | Thurrock Borough Council |
| | Inspector | Essex Police |
| | Senior Probation Officer | The Probation Service |
| | CSP Manager | Thurrock Community Safety Partnership |
| | 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 |

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| Observers and Further Representation: | The Chair may invite observers to attend on an <i>ad hoc</i> basis, according to the rule set out in the Constitution. The Chair may invite further representatives from Member Organisations to attend. |
| Secretary: | TSAB Administrator and Manager |
| Quorum: | When two Core Members, along with four other members are present. |

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| Approval: | TSAB |
| Date Approved: | May 2023 |
| Version | V5 |
| Review Date: | Annually – May 2024 |

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.
- To lead the development and implementation of an audit programme, facilitating coordinated scrutiny of particular elements of the SET safeguarding adults guidelines in Thurrock.

- To report audit findings undertaken by this group, including those commissioned on behalf of the Group, to the TSAB.
- To oversee the implementation of recommendations that arise from the audit programme and report back to the TSAB.
- To review the TSAB Activity Report to check accuracy, identify trends and areas for further exploration.

Chair

The Chair will be from the Clinical Commissioning Group. The deputy Chair will be from Thurrock Council.

Membership

Members may nominate a deputy, providing they have sufficient seniority and subject knowledge to make decisions on behalf of their organisation.

Conflicts of Interest

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

Accountability

- Meetings of this group will be recorded as minutes.
- This group will report into the TSAB.
- The Chair will provide a verbal update against its objectives at each TSAB meeting.
- All information will be sent securely.
- The OG will receive reports from any sub groups or task and finish groups that are constituted under the TSAB.