

**WMFS SAFEGUARDING OVERSIGHT AND ASSURANCE GROUP**

**TERMS OF REFERENCE**

1. Purpose

To ensure oversight of safeguarding activity in the Service and assurance of its quality, outcomes, and impact.

2. Main Roles of group

In line with the National Fire Chiefs Council (NFCC) Safeguarding Guidance, to ensure the Service has robust and proportionate arrangements to:

- Monitoring service performance on safeguarding and supporting organisational learning using intelligence.
- Ensure compliance with relevant statutory responsibilities.
- Ensure there is an effective accountability framework outlining safeguarding roles and responsibilities across the Service (including overall leadership responsibilities, policies, and procedures, how allegations/concerns/referrals are dealt with, advice and support.
- Ensure staff and volunteers are aware of current safeguarding policies and procedures as well as legal and moral obligations to effectively safeguard the Service's resident population.
- Ensure satisfactory systems are in place to monitor and report on the above arrangements.

3. Membership

- Assistant Chief Fire Officer (ACFO) (People) to Chair the Group
- Group Commander, Fire Safety
- Group Commander, Response
- Group Commander, Fire Control
- Group Commander, Organisational Learning and Personal Development (OLPD)
- Operations Commander (1)
- WMFS Safeguarding Manager, People Support Services (PSS)
- Children and Young Peoples Manager, Prevention
- Partnerships Manager, Prevention
- Senior Business Partner, PSS
- Data Controller
- Policy Team representative

4. Accountability

The Group reports to the designated Strategic Enabler, currently People.

Changes and outcomes will be consulted on with the Joint Consultative Committee (JCC) and through the Employee Relations Framework. The Group will establish task-and-finish groups as required.

5. Regularity

The Group will meet quarterly. A monthly working group will meet to progress the Group's action plan. The Group Commander best positioned to support this work would attend this meeting on behalf of the other Group Commanders.

6. Review

The Terms of Reference will be reviewed by the Group annually in January.