



Independent Chair

Cambridgeshire Safeguarding Adults Board and Peterborough Safeguarding Adults Board.

Job Description

Main Purpose:

Under the Care Act 2014, both Cambridgeshire County Council and Peterborough City Council has a duty to ensure a Safeguarding Adults Board (SAB) is in place. The selection of agencies and individual members' needs to be guided by the importance for the SAB to keep itself informed and assured about its local communities, and about any wider safeguarding issues and risks.

The Independent Chair will:

- Be responsible for delivering Section 43 and Schedule 2 of the Care Act 2014, which relates to how the SAB is managed and delivered.
- Provide independent scrutiny, leadership and strategic vision to the Safeguarding Adults agenda for Cambridgeshire and Peterborough.
- Chair the Cambridgeshire Safeguarding Adults Board and Peterborough Safeguarding Adults Board, along with any subgroups or other meetings as necessary.
- Ensure the Boards have independent objectives and authoritative identities.
- Prepare a Safeguarding Adult's Strategy with annual delivery plans, prepared through consultation with partners and the community, setting out the short and longer term actions the Board as a whole and each individual member organisation will take to help adults Cambridgeshire and Peterborough.

- Deliver an annual report on Board activities, including an assessment of the effectiveness of local safeguarding arrangements and the challenges for the next year.
- Ensure Section 44 of the Care Act 2014 Safeguarding Adults Reviews (SARs) are commissioned, outcomes and actions taken, published and reported in the annual report.

Key Responsibilities:

- To chair arranged meetings of the Cambridgeshire and Peterborough Safeguarding Adults Boards and any extraordinary meetings as required.
- Chair both boards in an effective and professional manner (Ensuring all partners have a voice and can contribute) including setting of agendas, approval of minutes and management of associated business.
- Meet with the Chief Executive Safeguarding Partnership Members, the Executive Directors for Adult Social Services within each local authority, other board members or representatives as required.
- Support the Chief Executive partners in discharging their statutory safeguarding duties
- Ensure that both Boards work effectively, with good collaboration between members, encouraging and supporting the development of partnership working between partner agencies, including any sub-groups of the Boards.
- Provide assurance that the Boards operate independently of their member agencies and that any conflicts of interest are appropriately managed.
- Oversee the development and implementation of safeguarding strategies for the boards, delivery plans to ensure that these reflect learning from local safeguarding adults reviews and other areas of development and improvement work.
- Ensure that performance management and assurance is integrated into the role and function of the boards, their workplans and sub-groups to deliver improved outcomes for adults at risk and their carers.
- To promote Cambridgeshire Safeguarding Adults Board and Peterborough Safeguarding Adults Board's abilities to independently fulfil statutory objectives of monitoring, challenging, and scrutinising the effectiveness of inter-agency adult safeguarding work.
- Through the boards, ensure that partner organisations are held accountable for the effective deployment of resources in relation to safeguarding activity.
- Oversee the development of the boards and constituent sub-groups ensuring they deliver the outcomes defined through the safeguarding strategies and board priorities.
- To ensure the board promotes an awareness of safeguarding adults in the local communities and that the voices of vulnerable people and their carers are well represented in the work of the boards.
- To ensure that the Cambridgeshire Safeguarding Adults Board and Peterborough Safeguarding Adults Boards operate independently of their member agencies.
- To ensure the boards report to all members' and other appropriate governance structures at required intervals.
- To chair meetings of the joint Cambridgeshire and Peterborough SAR Subgroup, as required and oversee the management of the safeguarding adults reviews.
- To act as the public representative for the boards, in consultation with relevant board members for any media communications.

- To provide independent arbitration as necessary when conflicts of interest arise within the boards.
- Liaise with the appropriate managers to ensure the timely and effective management of board business within agreed budgets.
- To oversee the completion of the SAB's Annual Reports.
- Link nationally and regionally to ensure that the partnerships' activities are aligned with national policy expectations and other developing practice.
- To ensure that the work of the boards are managed in line with the principles of promoting equality and respecting diversity for all.
- To work co-operatively with neighbouring Safeguarding Adults Boards as required and foster co-operation with the Local Safeguarding Children's and other local partnership boards.
- To adhere to confidentiality and ensure the Safeguarding Adults Boards' business documents are always kept safe and secure and data protection and GDPR are adhered to.
- To comply with any other duties as may be jointly agreed from time to time as necessary and appropriate to the role.

Chair support and accountability

- The Chair will be supported by and via the SAB's Chief Executive Safeguarding Partnership consisting of representatives from statutory partners.
- The Chair will be supported by identified members of the safeguarding adults board's business unit.
- The Chair will be offered training as appropriate.

SAB Independent Chair - Person Specification

Qualifications	<ul style="list-style-type: none"> • A relevant professional qualification appropriate to the post in one of the following: health; social care; policing; fire and rescue; education, law or related and evidence of professional updates over time. (E) • Degree or master's degree (D)
Knowledge and Experience	<ul style="list-style-type: none"> • Significant experience of working at a senior strategic level within an agency which has operational responsibility for the safeguarding of adults with care and support needs and the promotion of their welfare. (E) • Managing governance arrangements in a large organisation and across partnerships (E) • Direct experience of working with vulnerable adults. (E) • Experience of managing staff and or teams who work directly with vulnerable adults (D) • Legal literacy covering all areas applicable to adult safeguarding (D) • Experience of supporting adults with care and support needs (E) • Knowledge of operations of key safeguarding partners and safeguarding networks. (E.) • Chairing of multi-agency partnership meetings. (E.) • Understanding and being able to apply the statutory requirements of Section 44 of The Care Act and understanding of the criteria to ensure robust decision making and effective Safeguarding Adults Reviews locally. (E) • Involvement in Safeguarding Adults Reviews (E) • Chairing and or facilitating Safeguarding Adults Reviews or similar multi-agency reviews. (D) • Being able to manage conflict and differing priorities. (E.) • Experience of presenting and writing high quality reports for a range of audiences. (E.) • Experience of working with members of the public to improve services. (E.) • Experience of managing strategic and operational change. (E.) • Understands the General Data Protection Regulation (GDPR) and what it means to be compliant with data protection. (E.) • Experience of monitoring GDPR (D)
Abilities and Aptitudes	<ul style="list-style-type: none"> • Has a passion for and commitment to the safeguarding agenda locally, regionally and nationally (E.) • To be able to lead and inspire excellent practice in safeguarding. (E.) • Be self-aware, innovative, and able to think outside the box. (E.) • Ability to influence key stakeholders and decision makers in a multi-agency environment. (E.) • Ability to engage a wide range of diverse groups, including service users, community groups promoting equality and rights. (E.)

	<ul style="list-style-type: none">• Experience of engaging wide range of diverse groups. Have due regard with Section 149 Equality Act 2010, to ensure that the SAB and its members have “due regard” to the need to eliminate discrimination, advance equality of opportunity between persons who share a protected characteristic and those who do not, foster good relations between persons who share a relevant protected characteristic and persons who do not share it to tackle prejudice and promote understanding. (E.)• That the SAB Chair is aware of the protected characteristics: age, gender reassignment, disability, pregnancy and maternity, race, religion or belief, marriage, civil partnership, sex, and sexual orientation to ensure that the SAB gives serious, substantive, and advance consideration of what (if any) of the SAB’s work and decisions would have on the protected group(s) and what mitigating factors can be put in place. (D)• Able to analyse complex concepts and communicate these effectively to a range of audiences. (E.)• Ability to speak with authority on safeguarding issues, including to the media. (E.)• Ability to understand and oversee the management of the SAB’s multi-agency budget.• Experience of managing budgets. (E.)• Excellent communication skills. This includes verbal, negotiations skills, use of technology including e-mail and use of meeting platforms and ability to manage conflict effectively. (E.)• To be able to advise the safeguarding partnership on areas of development and make proposals for change when necessary. (E.)• Ability to engage with a variety of professionals and safeguarding partners to drive the SABs objectives and priorities (E.)
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