



Independent Chair of Southampton Safeguarding Adults Board Role Specification

Employing Body	Southampton Safeguarding Adults Board (SSAB)
Time commitment	Up to 24 days per year)minimum of 1 day a month)
Remuneration	£500 a day
Accountable to	Chief Executive, Southampton City Council

Southampton SAB is proud of the work they are doing to help adults in Southampton thrive, through strong collaboration and partnership, robust action plans and a tenacious drive to improve quality and make safeguarding personal.

The partnership is now looking to appoint its next chair to build on this strong foundation and to provide independent leadership and strategic vision to the SSAB. The successful candidate will ensure that their Board develops an independent and authoritative identity and that it works effectively to safeguard adults at risk across the city through good collaboration and effective partnership working between its members.

Main Purpose of the Role
<p>The SSAB partners are looking for a highly experienced and qualified person who is able to support the Safeguarding Adults Board to deliver the following outcomes in how it operates:</p> <ul style="list-style-type: none"> • It has an independent, objective and authoritative identity. • It has clear independent leadership and strategic vision. • Partners work effectively together to safeguard adults at risk in the city. • Adult safeguarding maintains a high profile across all agencies, organisations and communities in the city. • It has regular opportunities to evaluate its effectiveness in scrutinising safeguarding work across all partner agencies. <p>The person who is appointed will need:</p> <ul style="list-style-type: none"> • To provide independent leadership to ensure that SSAB operates as a strategic partnership • To ensure SSAB has a clear identity, purpose, vision and direction • To ensure the voice of service users, carers and stakeholders is represented at the core of all Board activity • To work effectively in collaboration with other Statutory Boards across Southampton, Portsmouth, Hampshire and Isle Of Wight (4LSAB) area to ensure co-ordination and alignment of activity across the partnership

Leadership

- To Chair SSAB and Business sub group (shared with chair of Southampton Safeguarding Children Partnership)
- To lead the direction of SSAB through providing constructive challenge to statutory partners (Local Authority, Police and NHS) and non-statutory partners to ensure continuous development of the successful safeguarding arrangements that exist in Southampton.
- To take the lead in ensuring that SSAB is forward thinking, dynamic and creative in its approach
- To foster a positive culture of openness, excellence in practice and continuous development through holding member agencies to account where improvement plans are required
- To ensure that the SSAB and sub groups work with a level of independence and across organisational boundaries in the best interests of individuals or groups who may be vulnerable to abuse, neglect or exploitation
- To ensure compliance with the Care Act 2014 duties of the Board through the production of a co-produced strategy, underpinning business plan and publication of an annual report
- To ensure the objectives of the business plan are monitored and achieved
- To foster and develop any necessary partnership agreements (Memorandum of Agreements) between members of the SSAB to ensure effective partnership working is in place
- To provide independent decision making, challenge and support where required
- To represent the SSAB at regional and national events and networks as required and contribute to SSAB seminars, developments and conferences and share key themes as required

Collaborative Working

- To promote the awareness of vulnerable people and carers across communities and ensure they are well represented on all Board activity
- To work in collaboration with the SSAB Chairs and Board personnel across Hampshire and regionally
- To ensure co-operation, joint ownership and sharing of policy frameworks and practice guidance to reduce duplication
- To develop a positive working relationship with neighbouring local authorities and other relevant strategic forums such as the Southampton Safeguarding Children Partnership, Health and Wellbeing Board and Southampton Safe City Partnership.

Quality and Assurance

- To confirm that SSAB is assured of effective safeguarding arrangements through oversight of robust quality and performance frameworks which extends throughout the partnership, including evaluation of the SSAB's own activity
- To ensure that learning is drawn from cases referred to the Case Review Group and is disseminated to partners
- To contribute to regulation, inspection, peer review and external assessment processes as required by all partner agencies
- Promote good practice and create opportunities to celebrate best practice across agencies

Learning from Experience

- To make decisions regarding whether to conduct Safeguarding Adult Reviews (SARs) as recommended by the Case Review Sub Group
- To ensure that SARs are conducted effectively in accordance with the policy
- To ensure that any recommendations from SARs are addressed and implemented
- To support the Board development of dissemination of learning across the partnership to include learning from national reviews and enquiries
- To ensure that any complaints are dealt with fairly and swiftly

Public Awareness/Media Interest

- To promote positive public perceptions through social media and in supporting campaigns where possible
- To respond to media enquiries on behalf of SSAB, in consultation with involved partner agencies in line with the agreed protocol, informing the SSAB member organisations of all such responses

Finance

- To oversee the agreement of a budget for SSAB with partner agencies and ensure that the SSAB budget is reviewed and set annually to meet the priorities of the SSAB Business Plan
- To ensure that the budget of the SSAB is managed effectively

Reporting

- Oversee the production of an Annual Report which is developed with partner involvement
- Contribute to the reporting required within individual agencies
- Present the Annual Report to the Health and Wellbeing Board

Working arrangements

- The post holder will be accountable to the Chief Executive, Southampton City Council with day to day communication.
- The post holder will be required to work in and travel between a variety of SSAB partner agency settings in Southampton, some travel to regional and occasional national events will be required
- The post holder will be required to provide their own office base, information technology equipment and phone
- The post holder will receive administrative support from the Safeguarding Partnerships Team
- This post holder will be independent of all SSAB Partner Agencies

Additional information

- The position will be managed by Southampton City Council on behalf of SSAB
- The post holder will be expected to work a minimum of one day per month with additional hours and work by agreement
- This appointment will be for up to a period of two years

How to Apply:

If you feel you have what it takes to deliver this role, please submit your Curriculum Vitae and a supporting statement outlining any skills and experience you possess which demonstrates your ability to provide a high quality service. We will also require:

- **At least 2 professional references are also required as well as**
- **Enhanced DBS check**
- **ESI Check as part of the Intermediaries (IR35) Legislation.**

For an informal discussion regarding the Southampton post please contact Libby Pearce, Interim Southampton Safeguarding Adults Board Manager, on 02380 832995.

Your Curriculum Vitae and supporting statement should be emailed to safeguarding.partnershipsteam@southampton.gov.uk. The closing date for submissions is 25th October 2019. Interviews will take place at the beginning of November.

Person Specification

Knowledge	<ul style="list-style-type: none"> • Sound understanding of safeguarding in relation to promoting the welfare of vulnerable adults, preventing harm occurring and dealing with it effectively when it does happen • Knowledge of the key accountabilities, structure and drivers within the independent sector, voluntary sector and within public services • Knowledge of the contribution and responsibilities that different agencies make to the work of SSAB at a strategic level
Skills	<ul style="list-style-type: none"> • Excellent interpersonal, communication and presentation skills with ability to maintain a positive public, media and professional profile transferable to a variety of audiences • Chairing skills: ability to organise, co-ordinate and follow through on key decisions, manage competing views and positively challenge to achieve the desired outcome • Assertive, clear thinking and able to negotiate • Able to generate and develop good working relationships across partnership boards and member organisations • Ability to manage sensitive and/or confidential information appropriately in respect of individuals and cross organisational matters • Effective problem-solving skills, ability to identify issues of risk or conflict of interest and lead partners to effective resolution and decision • Skills in negotiating to assist in managing and resolving problems • Ability to influence senior personnel and liaise with political representatives • Self-motivating and confident in own ability to work independently • Conversant with and able to use information technology systems
Experience	<ul style="list-style-type: none"> • Experience of leading and managing in large public, independent or voluntary sector settings • Experience of challenging and questioning constructively at a strategic level and ability to contribute positively to improvement plans • Experience of chairing complex meetings with a range of partners and stakeholders • Sufficient experience (including personal experience if relevant) of the operational context of safeguarding work to enable well rounded contributions to considering case issues e.g. complaints or safeguarding adult review decisions • Experience of managing budgets effectively
Additional Requirements	<ul style="list-style-type: none"> • To be able to demonstrate drive, passion, enthusiasm and stamina • Ability to demonstrate a commitment to co-production and the importance of integrating the views of service users and carers into service development and delivery