



JOB DESCRIPTION

POST TITLE:	Independent Chair of Blackburn with Darwen Local Safeguarding Adults Board
PAYMENT:	£500 per day (maximum 24 days per year)
RESPONSIBLE TO:	Chief Executive, BwDBC
RESPONSIBLE FOR:	Chairing Blackburn with Darwen Local Safeguarding Adults Board Directing the work of the LSAB Manager

This is an independent role and therefore candidates must not be employed by or affiliated to any local organisations

Overall Objectives of the Post:

- To ensure the LSAB operates effectively and exercises its functions as set out in relevant legislation and guidance
- To ensure the LSAB has the capacity to challenge and scrutinise local safeguarding arrangements and has an independent voice.
- To ensure the LSAB operates as the independent strategic lead for safeguarding in Blackburn with Darwen.
- To drive forward the continuous development of the LSAB in recognition of the broader safeguarding agenda and the growing understanding of safeguarding and promoting the welfare of adults in Blackburn with Darwen.
- To undertake the role of ensuring agencies safeguard and promote the welfare of adults at risk of abuse and neglect.

Key Tasks of the Post:

- To chair the LSAB meetings.
- To manage the agenda of the Board and facilitate LSAB development
- To co-ordinate and chair the LSAB to deliver the actions for the LSAB
- To Chair, in conjunction with the Chair of the LSCB, the Business Group of both Boards and manage the agenda setting and approval of decisions taken
- To ensure, with the assistance of the Safeguarding Unit, that key national, regional and local issues are brought to the attention of the LSAB
- To lead and support in the production of the LSAB Annual Report and Strategic Plan
- To chair the Adult QA and Performance Monitoring Committee
- To maintain good liaison throughout the LSAB structure and visibly support the work of the committees of the LSAB
- To contribute to the decision making process in respect of serious case reviews
- To maintain regular liaison (as appropriate) with the Local Authority Chief Executive and the Director of Adult Services.
- To lead the Board's media activities
- To undertake any additional tasks (after discussion with the Head of Safeguarding and Director of Adult Services) deemed relevant to the role of Independent Chair

The LSAB Chair also has additional corporate responsibilities to:

- Be a member of regional and national safeguarding networks
- Attend, and where appropriate contribute to, national and regional events
- Attend local groups and activities on behalf of the Board to help promote and support safeguarding throughout the Local Authority
- Present the LSAB's annual report to the Health and Wellbeing Board
- Undertake duties and activities required of the Chair in the LSAB disputes resolution process
- Contribute to regulation, inspection and corporate assessment processes as required by all agencies within the LSAB partnership

- Respond to any request from the Council's Overview and Scrutiny Committee in relation to local safeguarding arrangements

The appointment will be for a period of 3 years to be reviewed, with the Director of Adult Services, six months after appointment and then in the March of each subsequent year. Termination outside of the appointment timescale will be done in consultation with the Board and the Director of Adult's Services. The post holder can re-apply for a second consecutive three years but not for a third or subsequent period.

It is anticipated that the role will require a commitment of approximately 24 days per year. This has been calculated on the basis of existing information but will be reviewed within six months of appointment.

Fees will be fixed at a daily rate of £500 per day. Invoices will be paid monthly in arrears, to be invoiced pro-rata to the Safeguarding Unit. The level of remuneration will be discussed with the post holder for each three year period ahead of appointment and will not change over the life of the contract. For Chairs re-applying for a second term the level of remuneration will be at the same daily rate. Expenses will be paid in line with the Council's procedures.

The post holder must act in compliance with all legislations and the Data Protection Act of 1998 in respecting the privacy of personal information held by Board partners.

The post holder must carry out their duties with full regard to the Council's Equal Opportunities, Policy, Code of Conduct, Safeguarding Policy and all other Council policies.

The above list is not exhaustive and other duties relevant to the post may from time to time be required. For this reason, the LSAB Chair must have a flexible approach to the time commitment they are able to offer. Variation may also occur to the duties and responsibilities without changing the general character of the post.

PERSON SPECIFICATION

POST TITLE: Blackburn with Darwen Local Safeguarding Adults Board
Independent Chairperson

PAYMENT: £500 per day (maximum 24 days per year)

	ESSENTIAL	DESIRABLE
Qualifications and Training	<ul style="list-style-type: none"> • Educated to degree level or above 	<ul style="list-style-type: none"> • Management development qualifications • Hold a professional qualification in a relevant field (e.g. social work, education, health, criminal justice etc.)
Work Experience	<ul style="list-style-type: none"> • Experience of working at a senior, strategic level within a statutory, voluntary or independent organisation in the context of safeguarding adults. • Experience of chairing complex partnership meetings, demonstrating an ability to summarise discussions in order to clarify and highlight the most pertinent factors to achieve resolution and clear decisions • Experience of chairing or involvement with partnership Boards/Committees • Evidence of ongoing training and development in safeguarding 	

Knowledge/Skills/Aptitudes	<ul style="list-style-type: none"> • The ability to foster and develop effective working relationships within and between agencies • Experience of chairing complex professional meetings effectively at a senior level • A good understanding of the statutory requirements and associated guidance in relation to the LSAB • Understanding governance within public sector organisations • Extensive knowledge of safeguarding practice, policy and procedure • Effective communication, analytical and problem solving skills, especially in handling diverse perspectives which can arise in multi-agency partnerships • Ability to influence and negotiate with partners at a senior/strategic level across agencies and across political structures • Ability to work with other Boards and Chairs across regional networks • Exceptional presentation skills • Commitment to engaging with members of the public and vulnerable adults • Evidence of CPD in safeguarding • Ability to co-ordinate safeguarding activity of Board partners in prioritising the welfare of vulnerable adults • Ability to scrutinise and challenge multiple and complex organisational safeguarding arrangements 	<ul style="list-style-type: none"> • Knowledge of the work, roles and responsibilities of key statutory agencies • Experience of media communications
Additional Characteristics	<ul style="list-style-type: none"> • This is an independent role and 	

	<p>therefore candidates must not be employed by or affiliated to any local organisations</p> <ul style="list-style-type: none"> • Objective focus on safeguarding without bias or constraint • Seen by partners to be fair and impartial in the LSAB's function to challenge agencies • An effective broker/intermediary within the partnership where there may be conflict or perceived lack of influence • Politically experienced and astute and able to work effectively with elected members and non-executives • Flexible in terms of time commitment to ensure that periods of increased activity maintain the benefit of consistent leadership • Be committed and accountable for their own personal development in relation to the role of LSAB Chair and willing to undertake training and briefing as required 	
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