Job Description: Independent Chair Sunderland Safeguarding Adults Board

**Job Title:** Independent Chair, Sunderland Safeguarding Adults Board

**Directorate:** People

Reports to: Executive Director of People Services

Accountable to: Chief Executive of Sunderland City Council

Period of Contract: 2 years, subject to review at 6 months and annual appraisals.

Contract Award: Subject to enhanced DBS disclosure and suitable references

**Main Purpose:**

To provide independent leadership and strategic vision to the Safeguarding Adults agenda across the City of Sunderland.

To chair Sunderland Safeguarding Adults Board (SSAB).

To ensure the Board has an independent objective and authoritative identity.

To work with partners to ensure SSAB has the ability to meet its core statutory duties in line with the Care Act (2014) and to ensure that the Board meets its agreed aims and objectives stated in the Strategic Delivery Plan.

To drive continuous improvement and development in the prevention and protection of adults at risk of abuse and/or neglect within the definition of the Care Act (2014)

Key Responsibilities:

Oversee the development and implementation of an overall strategy and annual business plans and to ensure that this reflects learning from investigations and any Safeguarding Adult Reviews and other areas of work.

To agree with the Strategic Safeguarding Team (SSAB Business Unit) an annual work programme for SSAB and delegated responsibilities to sub-committees of the Board to ensure that the work plan is sufficient to deliver the Strategic Delivery Plan.

To provide a Chair’s Report twice yearly, to update the Board on any Chair’s actions taken or work conducted outside the meeting on behalf of the Board.

Ensure that performance management is integrated into the role and function of SSAB and its sub-committees to deliver improved outcomes for adults at risk of abuse and/or neglect and their carers.

Oversee the performance management of the Board’s work plan and ensure that the plan maintains a clear focus on outcomes.

Ensure the Board works collaboratively and effectively by encouraging and supporting the development of partnership working between the partner members of SSAB and its sub-committees.

To promote SSAB’s ability to independently fulfil statutory objectives of monitoring, challenging and scrutinising the effectiveness of inter-agency adult safeguarding work.

Through the Board, ensure that partner organisations are held accountable for the effective deployment of resources in relation to safeguarding activity.

Oversee the development of the Board and constituent sub-committees.

To lead and direct the work of the Board sub-committees and hold the sub-committees accountable for their outcomes.

To ensure the Board promotes an awareness of Safeguarding adults at risk of abuse and/or neglect in the local community and that the voices of vulnerable people and their carers are well represented in the work of the Board.

To ensure that SSAB operates independently of its member agencies.

To ensure the Board reports to all members’ and other appropriate governance structures at required intervals.

To oversee the management of the Safeguarding Adult Review process.

To act as the public representative for the Board, in consultation with relevant Board Members for any media communications.

To provide independent arbitration as necessary should conflicts of interest arise within the Board.

Liaise with the appropriate managers to ensure the timely and effective management of Board business within agreed budgets.

To oversee the completion of the Annual Report of SSAB.

Link nationally and regionally to ensure that the Partnership’s activities are aligned with national policy expectations and other developing practice.

To continually review, with other agencies, SSAB’s membership and sub-committees to ensure it is effective and representative.

To ensure that the work of the Board is managed in line with the principles of promoting equality and respecting diversity for all.

To ensure that the work of the Board adheres to and promotes the principles of Making Safeguarding Personal.

To work co-operatively with neighbouring Safeguarding Adults Boards as required.

To foster close co-operation with Sunderland Safeguarding Children’s Board.

To adhere to confidentiality and ensure SSAB business documents are kept safe and secure at all times.

To comply with any other duties as may be jointly agreed from time-to-time as necessary and appropriate to the role.