

## JOB DESCRIPTION

<b>Job Title</b>	SSCP Business Manager		
<b>Directorate</b>	Children & Family Services		
<b>Reporting to</b>	Head of Service		
<b>Grade</b>	7		
<b>Evaluation ref:</b>	NOM0104	<b>Job ref:</b>	<b>Family</b>
<b>Role purpose</b>			
<p>Lead, manage &amp; coordinate the Somerset Safeguarding Children Partnership (SSCP) statutory functions and locally agreed priorities to ensure compliance with statutory functions and regulatory requirements.</p> <p>This post supports the Somerset Safeguarding Children Partnership, which is a tri-partite arrangement between the three statutory safeguarding agencies for children:</p> <ul style="list-style-type: none"> <li>• Somerset Council</li> <li>• Somerset Integrated Care Board</li> <li>• Avon and Somerset Constabulary.</li> </ul>			
<b>Responsibilities</b>			
<p>Operational Delivery</p> <ul style="list-style-type: none"> <li>• Coordinate the effective day to day operational management of the Somerset Safeguarding Children Partnership's work, including subgroup activity to ensure compliance with statutory functions and regulatory requirements.</li> <li>• Produce correspondence, statistical, and financial information and reports as required and on behalf of the SSCP Executive Group or SSCP's Independent Scrutineer.</li> </ul> <p>Service Planning &amp; Delivery</p> <ul style="list-style-type: none"> <li>• Provide a clear and coherent approach to business planning for the SSCP, including oversight of ensuring effective delivery plans against the SSCP priorities as set out in the Children and Young People's Plan (CYPP) and each SSCP delivery subgroup.</li> <li>• Lead and facilitate statutory and non statutory learning reviews and ensure cross-partner monitoring, reporting and evaluation are in place.</li> <li>• Produce a comprehensive twelve-monthly report (as set out in Working Together to Safeguard Children, 2023) that evaluates the effectiveness of local safeguarding arrangements and identifies priority areas for improvement.</li> </ul>			

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### Induction & Development

- Induct new SSCP Members and co-ordinate a programme of ongoing development for the SSCP.
- Develop and oversee the SSCP's learning and improvement framework; including authoring rapid reviews, commissioning and coordinating Local Child Safeguarding Practice Reviews (LCSPRs), and the meaningful dissemination of learning to front line practitioners and managers/senior leaders.
- Oversee work to evaluate the impact of multi-agency safeguarding training on practice and evaluate the effectiveness of single agency safeguarding arrangements

### Subject Matter Expert

- Provide expert and impartial professional advice and briefings to the SSCP Executive Group, the SSCP subgroups, as well as relevant agencies of the SSCP (as defined in Working Together to Safeguard Children, 2023) on safeguarding issues such as legislation, government guidance and policy, research findings and practice developments that reflect best practice in safeguarding.
- Oversee and support the resolution of safeguarding-based differences of opinion raised through the multi-agency escalation process (Resolving Professional Differences protocol) and promote positive outcomes.

### Budget Management

- Manage the service budget to ensure partnership objectives are met and appropriate contributions are received from partners

### Performance Frameworks

- Develop and coordinate the SSCP's performance management and quality assurance arrangements; including analysis of data, the engagement of front-line staff in audit activity/practitioner focus groups events, securing feedback from children and young people who use safeguarding services, and the evaluation of how learning has impacted on front line practice.

### Team Management

- Supervise and line manage staff in the SSCP Business Unit team ensuring they are enabled, developed, and engaged to deliver high-quality, consistent support to the partnership services.

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### Stakeholder Engagement

- Identify and provide opportunities for engagement with children and young people to support the delivery of the SSCP's work and the Children and Young People's Plan work.
- Ensure the views of children, young people and families influence the Children and Young People's Plan work, as well as SSCP priorities and work.
- Ensure that learning from rapid reviews, local Child Safeguarding Practice Reviews and other multi-agency learning activities is disseminated and addressed as appropriate.
- Work with the SSCP Multi-agency Training Manager, as well as multi-agency partners, to ensure the delivery of a multi-agency safeguarding training plan to meet local need and priorities.
- Promote and enable the private, voluntary and independent sector's engagement in SSCP activity to safeguard children and young people, by sharing learning as appropriate.
- Ensure appropriate linkages with other key partnerships, such as the Somerset Adult Safeguarding Board and the Safer Somerset Partnership to work together to deliver joint initiatives and ensure priorities are aligned.

### Impact

- Direct line management responsibility for 5 staff, with the option of managing associate staff as required.
- Management of the Somerset Safeguarding Children Partnership budget—circa 300K, which includes a revenue-generating training budget.
- Regular contact with and support to the senior leads of the three statutory safeguarding partners for children - Director of Children Services (Somerset County Council), Chief Nursing Officer (Somerset Integrated Care Board) and Area Commander (Avon and Somerset Constabulary), as well as the Independent Scrutineer for the partnership.
- Contact with strategic leads for all relevant agencies included in the Somerset Safeguarding Children Partnership, including the Cabinet Member for Children and Families, Chair of the Children and Young People's scrutiny committee and the Chair of the multi-agency Health and Wellbeing Board, as well as national bodies e.g the national Child Safeguarding Review panel, or Department for Education.
- Key relationships with partnership staff including health e.g. General Practitioners, Community Physicians Consultants, Senior Police Officers up to Assistant Chief Constable level, County or District Councillors, senior District Officials, Magistrates, Probation staff, head teachers.
- Serve on voluntary bodies and organisations whose activities complement SSCP objectives in service provision, acting as adviser or representative.
- Planning typically to be concerned with the current year and year ahead, creating and delivering service plans against the Somerset Safeguarding Children's Partnership priorities within set objectives.

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<b>Knowledge / Experience / Skills</b>			
	<b>Essential</b>	<b>Desirable</b>	
<b>Knowledge</b>			
Significant professional operational and management experience of children and families work, including working with children in need of protection and children in care in a safeguarding setting.	X		
Sound knowledge of the children's safeguarding agenda, legislation and guidance.	X		
<b>Experience</b>			
Substantial managerial experience, including making a contribution to the corporate management of an organisation where required.	X		
Professional operational and management experience of children and families work.	X		
Demonstrable experience of partnership working including the ability to influence and, where appropriate, lead multi-agency groups and projects to deliver services and initiatives.	X		
<b>Qualifications / Registrations / Certifications</b>			
Educated to Degree Level (Social Care, Education, Health, Police) with experience of working as a manager with children in need of protection and children in safeguarding settings.	X		
Evidence of work-related continuing management development.	X		
<b>Skills</b>			
Ability to use influence and persuasion to achieve objectives Promotes the need for change and models this behaviour Ability to communicate positively and effectively in a range of settings.	X		
<b>Working Conditions</b>			
<b>Working Arrangements</b>			
Somerset Council's dynamic Working Strategy will be applied to this position.			
<b>Corporate Responsibilities</b>			



**Somerset**  
Council

## JOB DESCRIPTION

Understand, uphold, and promote the aims of the council's equality, diversity, and inclusion policies; health, safety and wellbeing of self and others; and Organisational values in everything you do. Equality and Diversity practice covers both interaction with staff, service users and communities and includes challenging discrimination and promoting equality of opportunity for all.

Date: November 2024