**VCSFE**

**Representation Pro-Forma**

This form is to be used if you wish to have VCFSE (voluntary, community, faith and social enterprise) sector representation on your partnership group. Blackburn with Darwen Community Network will run a selection process to find representatives on your behalf. We recommend that you request two places so that the representatives can support each other but also so that you get better representation and there is the ability to cover for each other with meeting clashes, holidays, sickness, etc.

Please complete the form and send it back to Donna and Garth. if you have any difficulties - please ask.

**Name of:**

Monitor Sub-Group

**Chair:**

Andy Horne (Lancashire Constabulary)

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| **Overall aim:**  The group is responsible for QA and Audit work of the SAB’s partners in order to measure the effectiveness of safeguarding practice, and provide assurance as to the effectiveness of safeguarding work across the borough. The group also has responsibility for ensuring that resultant action plans from Safeguarding Adults Reviews and other such learning events are completed and implemented by the board’s partners. |
| **Reporting to: BwD Safeguarding Adults Board**  **Frequency of meetings & commitment of time:**  Meetings take place every two months via MS Teams for a duration of two hours. |
| **Terms of reference:** |
| **Person specification/Skills/Knowledge Required:**  Experience of audit and quality assurance work would be beneficial. A level of seniority within their respective organisation would be useful to be able to direct subsequent action and make decisions/commitments on behalf of the organisation (members of this sub-group are generally from a middle-manager level of seniority or above) |
| **Please return to:**  **Garth Hodgkinson: Secretary BwD Community Network**  [**Garth.hodgkinson@communitycvs.org.uk**](mailto:Garth.hodgkinson@communitycvs.org.uk)  **Donna Talbot Secretary BwD Community Network**  [**Donna.talbot@communitycvs.org.uk**](mailto:Donna.talbot@communitycvs.org.uk) |