

## What is a lead trustee for safeguarding?

The lead trustee for safeguarding is a trustee of the Caring Together board who has the skills, experience and confidence in the area of safeguarding or who is willing to undertake the necessary training to gain the knowledge and skills required to undertake the role.

The role and responsibilities of the lead trustee for safeguarding are described below and have been agreed by the board. However safeguarding is the responsibility of all trustees as part of their governance role.

## Responsibilities

There are three main sets of duties for the lead trustee for safeguarding in addition to their wider responsibilities as a trustee.

### 1. **Strategic**

- Ensure Caring Together's strategic plans reflect safeguarding legislation and regulations specific to our activities, statutory guidance, and the safeguarding expectations of the Charities Commission.
- Work with the CEO and designated safeguarding lead regularly to review whether the things the organisation has put in place are creating a safer culture and keeping people safe.
- Check the organisation's risk register reflects safeguarding risks properly and plans sensible measures to take, including relevant insurance for trustees liability.
- Ensure organisational readiness for external inspections and that we respond to any reports.
- Make sure there is space on the board and committee agendas for safeguarding reports and help trustees understand and challenge those reports.

### 2. **Effective policy and practice**

- Make sure there is an annual review of safeguarding policies, procedures and practice which is reported to the board.
- Understand how safeguarding practice is monitored to see whether policies and procedures are effective.
- Call for audits of qualitative and quantitative data (either internal or external) when they're needed.

- Learn from case reviews locally and nationally, to improve Caring Together's approach to safeguarding.
- Oversee safeguarding allegations against staff or volunteers, together with CEO and designated safeguarding lead.
- Be a point of contact for staff or volunteers if someone wishes to complain about a lack of action in relation to safeguarding concerns.

### 3. **Creating the right culture**

- Champion safeguarding throughout the organisation.
- Attend relevant safeguarding training events and conferences.
- Support the trustees in developing their individual and collective understanding of safeguarding.
- Attend meetings, activities, projects to engage with staff, volunteers and beneficiaries to understand safeguarding on the ground.
- Work with the chair, CEO, designated safeguarding lead and communications team in order to manage all serious safeguarding cases.
- Support regular safeguarding updates for staff, volunteers and beneficiaries.
- Make sure you have ways of gathering the views of staff and volunteers in relation to safeguarding and sharing these with the board.

## **Support from the chair**

The chair should make sure that the lead trustee for safeguarding either has the required knowledge, skills, and experience or is supported to develop these.

This can include:

- Setting up regular meetings together with the lead trustee, CEO and designated safeguarding lead.
- Making sure the lead trustee is allocated enough time at meetings to provide full and detailed reports on safeguarding.
- Encouraging the lead trustee to take part in local and national partnerships that can help you keep up to date with safeguarding messages, trends and priorities.

From NCVO <https://knowhow.ncvo.org.uk/safeguarding/checklists-training-and-other-support/specialist-guides/safeguarding-for-trustees/lead-trustee-for-safeguarding>

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