

Method Statement

Tender for Protecting People Independent Chair: Children at Risk Committee and Adults at Risk Committee



Reference number	[INSERT]
Tenderer name	
Total quality weighting	95%
Quality threshold	Please note that a quality threshold will be applied to all method statements. Statements are evaluated on a 10 point scale (0 being low and 10 being high), following which the relevant weighting is applied. For all questions within each method statement a quality threshold of 7 (out of 10) will be applied.

Instructions to tenderers

Answer each requirement directly and use specific examples. Explain your own contribution, the approach taken, the outcome achieved and how the learning would transfer to this commission. Cross-reference supporting evidence where helpful and stay within any word limits set by the Council.

Method Statement 1: Integrated strategic leadership

Section weighting: 35% (of total quality weighting of 95%)

ISL1	Explain how you would provide independent, effective and credible leadership across both the Children at Risk Committee and Adults at Risk Committee, while respecting their distinct statutory, policy and practice responsibilities.
Response	

- Describe how you would create coherence across the integrated Protecting People remit without losing the necessary focus of either Committee.
- Include your approach to agenda-setting, inclusive facilitation, decision-making, action tracking and relationships with the Vice-Chairs and Strategic Support Team.
- Provide a relevant example of leading across organisational or professional boundaries.

ISL2	Explain how you would establish constructive relationships with the Chief Officers Group and senior leaders across partner organisations, and provide independent advice, challenge and assurance.
Response	

- Cover mutual accountability, escalation, handling disagreement and maintaining independence.
- Show how you adapt your communication and influencing approach for different audiences.
- Provide a relevant example where your challenge improved a decision, response or outcome.

Method Statement 2: Assurance, risk and improvement

Section weighting: 30% (of total quality weighting of 95%)

ARI1	Describe how you would use data, evidence, quality assurance, inspection findings and professional intelligence to maintain oversight of performance, impact and strategic risk across the two Committees.
Response	

- Explain how you would distinguish assurance from reassurance and identify gaps or weak evidence.
- Include how you would support clear reporting and escalation to the Chief Officers Group.
- Provide an example demonstrating analytical skills and sound judgement in a complex setting.

ARI2	Describe how you would promote a culture of continuous improvement, reflective learning and effective implementation of learning across the Protecting People system.
Response	

- Include oversight of learning reviews, turning findings into sustainable improvement and testing whether changes have made a difference.
- Explain how you would manage sensitive or contested learning while sustaining trust.



- Provide a relevant example of leading improvement or organisational change.

Method Statement 3: Inclusive leadership and lived experience

Section weighting: 20% (of total quality weighting of 95%)

ILI1	Explain how your leadership would be rights-based, trauma-informed, inclusive and focused on the experiences and outcomes of people at risk of harm.
Response	

- Describe how you would ensure the voices of children, young people, adults, families, unpaid carers and people with lived experience influence priorities, scrutiny and improvement.
- Explain how you would address barriers to participation and avoid tokenism.
- Provide a relevant example of inclusive engagement influencing strategic decisions.

Method Statement 4: Skills, abilities and relevant experience

Section weighting: 15% (of total quality weighting of 95%)

SAE1	Using evidence from your career, demonstrate that you have the skills and abilities needed to undertake this integrated Protecting People Chair role.
Response	

- Address strategic and whole-system leadership; impartiality and independence; influencing and advocacy; analytical thinking; constructive challenge; communication and listening; judgement; resilience; conflict resolution; and the ability to operate in sensitive, high-accountability environments.
- Summarise your knowledge and experience of public protection, multi-agency governance, relevant legislation and guidance, strategic planning or commissioning, risk management, performance and quality assurance.
- Be clear about transferable experience where it was gained outside child or adult protection.

Tender value

Award criterion: Cost 5%

Please enter the total value of your tender submission in the table below.



Total tender value	£
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Conflict of interest declaration

Are you aware of any actual, potential or perceived conflict of interest that could arise if you were selected as the preferred provider?

Yes ☐ **No** ☐

If yes, provide details and explain the arrangements you propose to manage the conflict:

Tenderer declaration

I confirm that the information supplied in this method statement is accurate and that I will notify Dundee City Council of any material change relevant to this tender.

Name	
Signature	
Date	