

## **NORTH LINCOLNSHIRE COUNCIL**

### **HEALTH AND WELLBEING BOARD**

#### **PARTNERSHIP WORKING PROTOCOL**

##### **1. OBJECT AND KEY POINTS IN THIS REPORT**

1.1 This report introduces a partnership working protocol that has been written to clarify the roles and relationship and inter dependencies between the following statutory boards: Health and Wellbeing Board; Local Safeguarding Children's Board; Safeguarding Adults Board and Safer Neighbourhoods' Board.

1.2 The protocol is recommended for adoption in the revised Health and Wellbeing Board's Memorandum of Understanding and Terms of Reference.

##### **2. BACKGROUND INFORMATION**

- 2.1 The Health and Social Care Act 2012 introduced a requirement for the local authority to establish a Health and Wellbeing Board. The North Lincolnshire Health and Wellbeing Board is a constituted committee of the council with specific roles and responsibilities set out in a memorandum of understanding.
- 2.2 The Care Act 2014 makes a statutory requirement on local authorities to establish a Safeguarding Adults Board.
- 2.3 The Children's Act 2004 and statutory guidance 'Working Together to Safeguard Children' sets out the duties and functions of the Local Safeguarding Children's Board, including the requirement for certain documents to be considered by the Health and Wellbeing Board including the Annual Report and Business Plan.
- 2.4 The Crime and Disorder Act 1998 requires the responsible authorities in a local government area to work together in formulating and implementing strategies to tackle local crime and disorder in the area and to establish a Community Safety Partnership (CSP).
- 2.4 A partnership working protocol (attached) has been created to provide a framework in one place to provide clarity about the relationships between the four boards.

## **OPTIONS FOR CONSIDERATION**

- 3.1 That the Health and Wellbeing Board adopt the Partnership Working Protocol, building the contents into a revised and updated Memorandum of Understanding and Terms of Reference, with a further report submitted to the Board at its next scheduled meeting.

## **4. ANALYSIS OF OPTIONS**

- 4.1 The aim of the North Lincolnshire Partnerships protocol framework is to support the Safeguarding Adults Board (SAB), Local Safeguarding Children Board (LSCB), Safer Neighbourhoods Strategy Board (SFNSB) and Health and Wellbeing Board (HWB) to operate effectively, being clear about their respective functions, inter-relationships and roles and responsibilities in terms of safeguarding and wellbeing.
- 4.2 The protocol provides the means to ensure effective co-ordination between the Boards. This protocol is designed to ensure these functions are discharged effectively in North Lincolnshire without duplicating functions or creating additional structures.
- 4.3 The opportunities presented by a formal working relationship between the North Lincolnshire Health and Wellbeing Board, the two safeguarding boards and the Safer Neighbourhoods Strategy Board can be summarised as follows:
  - Securing an integrated approach to the JSNA, ensuring comprehensive safeguarding data analysis in the JSNA
  - Aligning the work of the LSCB and SAB business plans with the HWB Strategy and related priority setting and preventing duplication
  - Ensuring that safeguarding responsibilities and priorities are reflected in the health and wellbeing agenda and community safety partnership agenda
  - Evaluating the impact of the HWB Strategy on safeguarding outcomes, and of safeguarding on wider determinants of health outcomes (such as domestic abuse)
  - Ensuring the crime and disorder reduction and substance misuse plans are aligned to the safeguarding and wellbeing agenda.

## **5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)**

- 5.1 There are no additional resource implications.

## **6. OUTCOMES OF INTEGRATED IMPACT ASSESSMENT (IF APPLICABLE)**

- 6.1 The protocol has been shared with the board chairs and managers and feedback from board discussions have been incorporated.

## **7. OUTCOMES OF CONSULTATION AND CONFLICTS OF**

## **INTERESTS DECLARED**

7.1 None

## **8. RECOMMENDATIONS**

- 8.1 That the Health and Wellbeing Board adopt the Partnership Working Protocol, building the contents into a revised and updated Memorandum of Understanding and Terms of Reference.
- 8.2 That the Health and Wellbeing Board receive a further report at its next scheduled meeting.

## **DIRECTOR OF PEOPLE**

Civic Centre, Ashby Road, Scunthorpe DN16 1AB

Author: Becky McIntyre

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**Background Papers used in the preparation of this report:**

# North Lincolnshire Partnership Protocol Framework: Health and Wellbeing Board, Safer Neighbourhoods Strategy Board, Safeguarding Adults Board and Local Safeguarding Children's Board



## Introduction

The aim of the North Lincolnshire Partnerships protocol framework is to support the Safeguarding Adults Board (SAB), Local Safeguarding Children Board (LSCB), Safer Neighbourhoods Strategy Board (SNSB) and Health and Wellbeing Board (HWB) to operate effectively, being clear about their respective functions, inter-relationships and roles and responsibilities in terms of safeguarding and wellbeing. The protocol provides the means to ensure effective co-ordination between the Boards. This protocol is designed to ensure these functions are discharged effectively in North Lincolnshire without duplicating functions or creating additional structures.

The role of the LSCB, SAB and SNSB in relation to the HWB is one of equal partners underpinned by this protocol. Each is accountable to each other and the LSCB has a statutory responsibility to challenge and hold agencies to account for the safety of North Lincolnshire's children. The SAB has a statutory responsibility to assure itself that local safeguarding arrangements and partners act to help and protect adults in North Lincolnshire. The SNSB has a responsibility to reduce crime, disorder and substance misuse and produce a joint needs analysis. The HWB must ensure it has considered the SAB and LSCB plans and priorities when preparing the Joint Strategic Needs Assessment for North Lincolnshire and in promoting integrated working.

It is taken in the statutory context of:

- Working Together 2015 – LSCBs should also work with the HWB, informing and drawing on the Joint Strategic Needs Assessment. The LSCB chair is required to publish an annual report on the effectiveness of child safeguarding and promoting the welfare of children in the local area. The report should be submitted to the Chief Executive, Leader of the Council, the local police and crime commissioner and the Chairman of the HWB.
- Ofsted's framework and evaluation schedule for the inspection of services for children in need of help and protection, children looked after and care leavers and reviews of LSCBs – "governance arrangements enable LSCB partners (including the HWB.) to assess whether they are fulfilling their statutory responsibilities to help (including early help), protect and care for children and young people"
- Care Act 2014 – the local SAB must have effective links with other key partnerships in the locality and share relevant information and work plans. They should consciously cooperate to reduce any duplication and maximise any efficiency, particularly as objectives and membership is likely to overlap. The local SAB annual report must be sent to the Chairman of the HWB.
- Crime and Disorder Act 1998 – Requires the responsible authorities in a local government area to work together in formulating and implementing strategies to tackle local crime and disorder in the area - establish a Community Safety Partnership (CSP). The **2007 Regulations** require the preparation of:
  - a partnership plan for the local government area, setting out the CSP's priorities;

- a county level community safety agreement, setting out the ways the responsible authorities in the county might work more effectively to implement the identified priorities by joint working.
- Health and Social Care Act 2012 - Power of the HWB to give its opinion to the local authority which established it on whether the authority is discharging its duty to have regard to relevant JSNA and JHWS. Power for HWB to request information for the purposes of enabling or assisting performing its functions from:
  - the local authority
  - certain members or those they represent with a duty to provide

### **Purpose of protocol**

The opportunities presented by a formal working relationship between the North Lincolnshire HWB, the two safeguarding boards and the SNSB can be summarised as follows:

- Securing an integrated approach to the JSNA, ensuring comprehensive safeguarding data analysis in the JSNA
- Aligning the work of the LSCB and SAB business plans with the HWB Strategy and related priority setting and preventing duplication
- Ensuring that safeguarding responsibilities and priorities are reflected in the health and wellbeing agenda and community safety partnership agenda
- Evaluating the impact of the HWB Strategy on safeguarding outcomes, and of safeguarding on wider determinants of health outcomes (such as domestic abuse)
- Ensuring the crime and disorder reduction and substance misuse plans are aligned to the safeguarding and wellbeing agenda.

### **Shared Principles for this protocol**

- The Boards will work together to minimise the duplication of reports and actions, and to ensure there are no strategic or operational gaps in policies, protocols, services or practice.
- The Boards share a commitment to a strategic approach to understanding needs, in a way that includes analysis of data and effective engagement with frontline practitioners, with children and young people, vulnerable adults and with families and carers.
- The Partnerships are committed to developing a joined up approach to understanding the effectiveness of current services (what difference does it make) and identifying priorities for change – including where services need to be improved, reshaped or developed.
- All four Boards will work together to provide constructive challenge to one another and partners.

## **Individual Board Functions**

### LSCB

The LSCB is the statutory multi-agency partnership with responsibility for safeguarding and promoting the welfare of children.

Its key responsibilities are to:

- Develop policies and procedures for safeguarding and promoting the welfare of children in North Lincolnshire, including policies and procedures in relation to the action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention; training of people who work with children or in services affecting the safety and welfare of children; recruitment and supervision of people working with children; investigations of allegations concerning people who work with children; safety and welfare of children who are privately fostered and cooperation with neighbouring children's services authorities and their board partners.
- Communicate and raise awareness of the need to safeguard children and promote the welfare of children to those working with children including volunteers and members of the public.
- Monitor and evaluate the effectiveness of what is done by the local authority and board partners individually and collectively to safeguard children and promote their welfare and advise them on ways to improve.
- Participate in the local planning of services for children in North Lincolnshire
- Undertake reviews of serious cases and advise the local authority and board partners of lessons to be learned.

### SAB

The SAB is the statutory multi-agency partnership with responsibility for safeguarding vulnerable adults. It must lead adult safeguarding arrangements across the area and oversee and coordinate the effectiveness of the safeguarding work of its member and partner agencies. The SAB functions are to:

- Assure itself that local safeguarding arrangements are in place as defined by the Care Act 2014 and statutory guidance.
- Assure itself that safeguarding practice is person-centred and outcome-focused.
- Work collaboratively to prevent abuse and neglect where possible.
- ensure agencies and individuals give timely and proportionate responses when abuse or neglect have occurred.
- Assure itself that safeguarding practice is continuously improving and enhancing the quality of life of adults in its area.

The SAB should also concern itself with a range of issues which can contribute to the wellbeing of its community and the prevention of abuse and neglect, such as:

- the safety of people who use services in local health settings, including mental health
- the safety of adults with care and support needs living in social housing.
- effective interventions with adults who self-neglect, for whatever reason.
- the quality of local care and support services.

- the effectiveness of prisons in safeguarding offenders.
- making connections between adult safeguarding and domestic abuse.

### Safer Neighbourhoods Strategy Board

The SNSB is the leadership group of the Community Safety Partnership for North Lincolnshire and is the statutory multi-agency partnership with responsibility for reducing crime, disorder and substance misuse. The board must work together to:

- Prepare and implement a strategic assessment and partnership plan.

### HWB

The aim of the HWB in North Lincolnshire is to collectively plan services to meet the health and wellbeing priorities in the area. The Board has a duty to improve integrated working between local health care, social care, public health and other public service practitioners so that patients and service users experience more joined-up care, particularly in the transition between health (NHS) and social care. The overarching aim is to improve the health and wellbeing of the population of North Lincolnshire from pre-birth to end of life and reduce inequalities. The Board is constituted as a committee of the Local Authority.

The statutory functions of the Health and Wellbeing Board are to:

- prepare and publish a North Lincolnshire Strategic Assessment.
- prepare and publish a Joint Health and Wellbeing Strategy.
- encourage and promote integrated working and joint commissioning across agencies.

## **Relationship and Reporting between the boards**

Effective communication and engagement between the Boards is paramount. Each partner organisation has responsibility and accountability for safeguarding. As such, all key strategic plans, whether they are formulated by individual agencies or by partnership forums, should include safeguarding as a cross-cutting theme to ensure that existing strategies and service delivery, as well as emerging plans for change and improvement, include effective safeguarding arrangements.

Specifically there need to be formal interfaces between the HWB and the Safeguarding Boards and the SNSB at key points including:

- The needs analyses that drive the formulation of the Health and Wellbeing Strategy, the Safeguarding Boards' annual business plans and Safer Neighbourhoods partnership plan. This needs to be reciprocal in nature assuring that Safeguarding Boards' and SNSB needs analyses are fed into the JSNA and that the outcomes of the JSNA are fed back into safeguarding boards' planning;
- Ensuring each Board is regularly updated on progress made in the implementation of the Health and Wellbeing Strategy and the individual Board plans in a context of mutual scrutiny and challenge;

- Annually reporting evaluations of performance on plans to provide the opportunity for reciprocal scrutiny and challenge and to enable Boards to feed any improvement and development needs into the planning process for future years' strategies and plans.

The table below outlines the required reporting between the boards and the joint working required.

<b>HWB</b>	<b>LSCB</b>	<b>SAB</b>	<b>SNSB</b>
<ul style="list-style-type: none"> <li>○ Consult North Lincolnshire LSCB on issues which affect how children are safeguarded and their welfare promoted</li> <li>○ Consult North Lincolnshire SAB on issues which affect how vulnerable adults are safeguarded and protected</li> <li>○ Take note of recommendations and identified areas for improvement made by North Lincolnshire safeguarding boards and report back to the safeguarding boards on subsequent progress</li> <li>○ Invite the Chair of the safeguarding boards to attend the HWB Board meetings, as needed</li> <li>○ Ensure that messages and information provided by the LSCB and SAB are appropriately disseminated within organisations commissioning and providing health and social care services.</li> <li>○ Take an overview of the safeguarding boards' activities as part of its monitoring arrangements including presentations of the LSCB and</li> </ul>	<ul style="list-style-type: none"> <li>○ Present the LSCB Annual Report to the North Lincolnshire HWB.</li> <li>○ Share safeguarding needs analysis with HWB to inform JSNA</li> <li>○ Identify gaps in service for health and social care commissioners to consider as part of its commissioning process</li> <li>○ Cascade learning from Serious Case Reviews and Management Reviews and monitor impact on outcomes for children.</li> <li>○ Undertake audits and feedback results to the HWB, advising on what is working, what we are worried about and what we can do to address concerns.</li> </ul>	<ul style="list-style-type: none"> <li>○ Present the SAB Annual Report to the North Lincolnshire HWB.</li> <li>○ Share safeguarding needs analysis with HWB to inform JSA</li> <li>○ Identify gaps in service for health and social care commissioners to consider as part of its commissioning process</li> <li>○ Undertake audits and feedback results to the HWB, advising on what is working, what we are worried about and what we can do to address concerns.</li> <li>○ Cascade learning from Safeguarding Adults Reviews and monitor impact on outcomes for vulnerable adults.</li> </ul>	<ul style="list-style-type: none"> <li>○ Share the strategic assessment with HWB to inform JSA</li> <li>○ Be informed by learning identified from the case audits or serious case reviews undertaken by the safeguarding boards</li> <li>○ Inform safeguarding boards of any learning from strategic assessment and analysis in respect of safety and safeguarding issues.</li> </ul>

<p>SAB Business Plans and Annual Reports and that of the Child Death Overview Panel Annual Report.</p> <ul style="list-style-type: none"> <li>○ Consult the other boards about the joint needs assessment and present the JSNA summaries when finalised</li> </ul>			
	<ul style="list-style-type: none"> <li>○ Share any cross cutting themes from audits, serious case reviews, practice etc with SAB</li> </ul>	<ul style="list-style-type: none"> <li>○ Share any cross cutting themes from audits, serious case reviews, practice etc with LSCB</li> </ul>	<ul style="list-style-type: none"> <li>○ Share any cross cutting themes from audits, serious case reviews, practice etc with LSCB and SAB</li> </ul>
	<ul style="list-style-type: none"> <li>○ The chair of LSCB will attend HWB meetings at least once a year to present the annual report and other times as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>○ The chair of SAB will attend HWB meetings at least once a year to present the annual report and other times as appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>○ The chair of SNSB will attend HWB meetings as appropriate.</li> </ul>
<ul style="list-style-type: none"> <li>○ Board managers to take responsibility for highlighting relevant issues from each board for sharing with the other boards The chair and manager of each board shall be sent minutes of the other boards</li> </ul>			