

July 2014

**City of York Health &
Wellbeing Board/YorOK
Children's Trust Board and
Local Safeguarding Children
Board Protocol**

1. Introduction

- 1.1 This document sets out the expectations of the relationship and working arrangements between City of York Health & Wellbeing Board (HWBB) YorOK Children Trust Board and the City of York Safeguarding Children Board (CYSCB). It covers their respective roles and functions, membership of the boards, arrangements for challenge, oversight and scrutiny and performance management
- 1.2 The Chairs of the Boards have formally agreed to the arrangements set out in this document, which will be subject to review annually.

2. The City of York Safeguarding Children Board

- 2.1 The CYSCB is a statutory partnership with responsibility for agreeing how relevant local organisations will co-operate to safeguard and promote the welfare of children. The CYSCB's role is to monitor and evaluate the effectiveness of local arrangements to safeguard all children.
- 2.2 The CYSCB's key lead responsibilities are to:
 - Develop policies and procedures for safeguarding and promoting welfare of children in the area of the authority, 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, ensuring safe recruitment and working practice, investigating allegations and concerns and training provision.
 - Monitor and evaluate the effectiveness of what is done by the Local authority and board partners individually and collectively to safeguard and promote the welfare of children and advise them on ways to improve.
 - Communicate and raise awareness of the need to safeguard children and promote the welfare of children to those who work with children including volunteers and members of the public

- Through the Child Death Overview Panel (CDOP) collect and analyse information about child deaths with a view to learning from experience and safeguarding and promoting the welfare of children
- Participate in the local planning and commissioning of children's services to ensure that they take safeguarding and promoting the welfare of children into account
- Undertake reviews of cases where abuse or neglect of a child is known or suspected, a child has died or a child has been seriously harmed, and there is cause for concern about the way in which the authority, their Board partners or other relevant persons have worked together to safeguard the child.
 - Lead on or contribute to specific safeguarding initiatives e.g. sexual exploitation, e safety, substance misuse, licensing.

3. The Health & Wellbeing Board

- 3.1 The Health & Wellbeing Board (HWBB) is a partnership of providers and commissioners of community, health and social care services in the City of York.
- 3.2 The Board commissions programmes of work to improve health outcomes and reduce health inequalities including for children living in City of York.
- 3.3 The basis for decisions about strategy and design for service delivery is the **Joint Strategic Needs Assessment (JSNA)** in City of York.

Within this context the overarching strategy for Health and Well Being Strategy and "Dream On" the Children's Plan for children should focus on prevention, early intervention and local delivery of care, provided within effective and integrated models of service delivery.

- 3.4 The members of the Board, through working together and developing integrated services, will:

- 1) Provide a forum to enable provider and commissioner dialogue
- 2) Play an expert and advisory function to the overarching Health and Wellbeing Board in respect of the setting of strategic priorities for children's health and wellbeing.
- 3) Implement the agreed programme of service transformation to meet the needs of children, provide services as close to home as possible, safeguard children and avoid duplication.

3.5 The HWBB's and YorOK key areas of lead responsibility are:

- The provision of expert advice on children's health across the city and input to commissioning as required
- Development and implementation of delivery plans for seamless pathways and integrated service delivery.
- Agreeing operational processes to deliver joined up care.
- Driving forward the further integration of multi-agency services.
- Developing children's workforce planning in partnership
- 'Unblocking' pathways where organisational boundaries are causing challenges.
- Driving change and bring challenge to encourage new ways of working.
- Agreeing joint working principles e.g. information sharing, consensus on consent etc.
- Developing a joint delivery plan for improvement within children's community health services with milestones for achievement.
- Lead accountability for strategies to address neglect, domestic abuse and through the YorOk Trust the delivery of the Early Help Action Plan.

4. The Relationship between the CYSCB and the HWBB and YorOK

- 4.1 The roles and responsibilities of the respective bodies are different but complementary. They have a common purpose – to promote joint working and co-operation between partners to improve the wellbeing of children in City of York, support and develop areas of mutual interest: examples include: identifying and addressing neglect, reducing domestic abuse and supporting children affected by this, reducing infant mortality, responding to changing need and challenges presented and experienced by children from ethnic minority groups and the changing ethnic profile in the city, reducing teenage conceptions and promoting integrated multi-agency practice in prevention and early help.
- 4.2 Whilst the CYSCB contributes to that wider goal of improving the well-being of all children, of necessity, it has a narrower focus on safeguarding and promoting welfare.
- 4.3 The CYSCB is a statutory body in its own right. In order to ensure that its separate identity and independent voice is not compromised, the CYSCB must not be subordinate to or subsumed within Children’s Trust Board structures.
- 4.4 Through its case review, evaluation and audit programmes of work, the CYSCB must be able to form a view of the quality of local activity, to challenge organisations as necessary, and to speak with an independent voice. For that reason, the CYSCB and HWBB and YorOK must be chaired by different people.
- 4.5 In City of York, the CYSCB is chaired by an independent person; the HWBB is chaired by an elected member of the Council, The YorOk Board is chaired by the Lead Member for Children’s Services (City of York City Council)
- 4.6 The Director of Children’s Services will represent the CYSCB on the HWBB. The independent Chair of CYSCB will be invited to attend HWBB and YorOk meetings, as/when necessary, in order to present reports and assist/advise on the development of effective plans and service delivery arrangements for safeguarding City of York children. Similarly, representatives of HWBB and YorOK will be invited to attend CYSCB when there are issues of common interest

and purpose and to provide assurance about the contributions of the boards to safeguarding arrangements in the City.

4.7 CYSCB will work with the HWBB and YorOK, informing and drawing on the JSNA. The HWBB may request the CYSCB to consider issues for development, action or scrutiny or vice versa.

4.8 Given the CYSCB's remit (see 2.2 above) the CYSCB's role in relation to HWBB is:

- to focus on ensuring that key people and organisations that have a duty under s11 of the Children Act 2004 are fulfilling their statutory obligations to safeguard and promote the welfare of children and that the arrangements made by the HWBB are effective in supporting this
- to offer support, guidance, advice, challenge and scrutiny to HWBB to enable the partner organisations to discharge their safeguarding responsibilities effectively
- to hold to account the HWBB for delivery of the aspects of lead strategies affecting children in relation to domestic abuse, neglect and early help
- to produce and publish an Annual Report which comments on the effectiveness of safeguarding in City of York and provides information and challenge to the work of the HWBB in order to drive improvements. The Annual Report will be submitted to the Chair of the HWBB as well as the Chief Executive of the Council, the Leader of the Council and the Police and Crime Commissioner).

4.9 The HWBB and YorOk will work with the CYSCB:

- to develop and interpret the Joint Strategic Needs Assessment with respect to safeguarding and promoting the welfare of City of York's children
- to develop a clear understanding of the effectiveness of current services, including where services might need to be improved, reshaped or developed
- to ensure priorities for change are delivered

- 4.10 The HWBB will consider within its remit any Community, Health and Social Care services the provision of which is the responsibility of its members; this will include safeguarding children services
- 4.11 In general, the CYSCB will not be an operational body or one which directly commissions or delivers services to children, young people and their families. YorOK and the HWBB provide expert advice around all issues of children's health. It supports the shaping of children's health strategy and priorities for the city to reduce health inequalities and improve outcomes for children and families. Commissioning decisions remain the remit of the relevant commissioning groups.

5. Planning and Reporting

- 5.1 There will be reciprocal bi-annual reporting on progress between the Boards in April and October of each year.
- 5.2 An annual planning meeting of the three chairs plus Lead Officers will be held in May of each year to set out a broad strategic work plan for the year identifying the Lead Board and reporting arrangements for each work stream.
- 5.3 The Chairs of the CYSCB and Adult Safeguarding Board will produce a joint report to the HWBB bi-annually on areas of joint working.

Signed:  Date: 13th July 2014
 Simon Westwood, Independent Chair of City of York Safeguarding Children Board

..... Date: 13th July 2014
 Signed:
 Cllr.Linsay Cunningham-Cross Chair of City of York Health and Wellbeing Board

..... Date: 13th July 2014
 Signed
 Cllr. Janet Looker, Chair of YorOK Children's Trust Board