



Strengthening Safeguarding Arrangements in York

Inter-Board Working Protocol

City of York

Health & Wellbeing Board and its sub board

YorOK (Children's Board)

Safeguarding Children Board

Safeguarding Adults Board

Safer York Partnership

October 2016

1. Introduction

- 1.1 This document sets out the expectations of the relationship and working arrangements between City of York Health & Wellbeing Board (HWBB) and its children's sub board YorOK, Safeguarding Children Board (SCB) Safeguarding Adult Board (SAB) and Safer York Partnership (SYP). 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 when significant legislative or organisational changes require it. This will include any changes that arise following the enactment of the Children and Social Work Bill 2016.

2. Principles

This protocol sets out the principles underpinning how the Boards work within their defined remits, the interface between the boards and the practical means by which effective co-ordination and coherence between the Boards will be sustained.

The core principles are:

- **Safeguarding is the business of all Boards.**
- **The Boards will know each other's business.**
- **A culture of scrutiny and challenge will exist across the Boards.**
- **The Boards will work together to avoid duplication and ensure consistency.**
- **At the heart of their decision making, the Boards will remain focused on delivery that benefits people in York**
- **The Boards share a commitment to a strategic approach to understanding needs including analysis of data and engagement with stakeholders.**

- **The Boards are committed to developing a joined up approach to assessing the effectiveness of services and identifying priorities for change, including where services need to be commissioned, improved, reshaped or developed.**

3. The Health & Wellbeing Board and its children's sub-board YorOK

- 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 for residents 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 Wellbeing Strategy and “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. Functions of the Board as set out in the terms of reference are:
- In order to advance the health and wellbeing of the patients and residents in York, to encourage persons who arrange for the provision of any health or social care services to work in an integrated manner.
 - To provide such assistance or other support as it thinks appropriate for the purpose of encouraging the making of arrangements under section 75 of the National Health Service Act 2006 between the Council and NHS bodies in relation to the exercise of NHS functions or health related functions of the Council.
 - To exercise the functions of a local authority and its partner clinical commissioning groups under sections 116 and 116A of the Local Government and Public Involvement in Health Act
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2007 relating to joint strategic needs assessments, and health and wellbeing strategy.

- To exercise the statutory functions of a Health and Wellbeing Board in relation to the carrying out and publication of pharmaceutical needs assessments.
- To exercise any other functions of the Council which the Council has determined should be exercised by the Board on its behalf in accordance with section 196(2) of the Health and Social Care Act 2012 including:

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

- The provision of expert advice and strategy on health and wellbeing 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.
- '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.

YorOK Board

- 3.6 YorOK is the name of York's former *Children's Trust* arrangements. This is the local partnership that brings together all partners and organisations responsible for providing services for children, young people and families, focusing on a shared commitment to improving children's lives.

The aim of the YorOK board is to ensure that all children have the support they need to ensure they are healthy, stay safe, enjoy life and achieve well at school and beyond, make a positive contribution to society and achieve economic well-being.

3.7 YorOK sets key priorities for partnership working with children and young people. The Children and Young People's Plan (2016-20) sets the direction for everyone working to improve outcomes for people working with children and young people

3.8 Four Priorities for 2016-2020:

- Early Help
- Emotional and Mental Health
- Narrowing Gaps in Outcomes
- Priority Groups – Children and young people in care, Young people not in education, employment or training, Young carers, refugees, children living in poverty

3.9 The functions:

- Publish Children's Plan. This takes into account data about how things are going, including the Joint Strategic Needs Assessment (JSNA) and performance information.
 - Agree an Early Help Strategy that outlines our ambition for early help services for children and families, and the principles that guide us. It explains the strategic framework within which the services have been designed, and how we organise them. It describes the delivery of those services, and the priorities for developing them further
 - Champion, influence and add value to services for children and young people.
 - Ensure the voice of children and young people is represented in both strategic planning and service delivery.
 - Bring together resources to develop, implement and evaluate joint strategies, programmes and projects which improve outcomes for children and young people. Develop shared responsibility mechanisms.
 - Monitor and evaluate the impact of improvements made through integrated working.
 - Identify and disseminate areas of good practice.
 - Developing children's workforce planning in partnership
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4. Safeguarding Children Board

4.1 The SCB is a statutory partnership with responsibility for agreeing how relevant local organisations will co-operate to safeguard and promote the welfare of children. The SCB's role is to monitor and evaluate the effectiveness of local arrangements to safeguard all children.

4.2 The SCB'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.
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5. Safeguarding Adults Board

- 5.1 The Safeguarding Adults Board (SAB) oversees and leads adult safeguarding across the city in order that all agencies contribute effectively to the prevention of abuse or neglect of vulnerable people. It has a strong focus on partnership working. The work of the Board includes the safety of patients in local health services, the quality of local care and support services, and the effectiveness of prisons and approved premises in safeguarding offenders.
- 5.2 The Board's Vision, stated in the 2016/19 Strategic Plan, is that the SAB aims to ensure that agencies supporting adults who are at risk or in vulnerable situations, and the wider community, can, by successfully working together:
- Establish that **Safeguarding is Everybody's Business**
 - Develop a culture that does not tolerate abuse
 - Raise awareness about abuse
 - Prevent abuse from happening wherever possible
 - Where abuse does unfortunately happen, support and safeguard the rights of people who are harmed to:
 - ✓ stop the abuse happening
 - ✓ access services they need, including advocacy and post-abuse support
 - ✓ have improved access to justice
 - ✓ have the outcome which is right for them and their circumstances.
- 5.3 Under the Care Act 2014 it is a legal requirement for the SAB to have a Strategic Plan and to produce an annual summary of its progress. The Strategic Plan for 2016/19 is on the website under "Board". It follows the six guiding principles of the Care Act:
- EMPOWERMENT
PREVENTION
PROPORTIONALITY
PROTECTION
PARTNERSHIP
ACCOUNTABILITY
- 5.4 The SAB must arrange a Safeguarding Adults Review (SAR) when an adult dies as a result of abuse or neglect, whether known or
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suspected and there is concern that partner agencies could have worked more effectively to protect the adult. An SAR must also be arranged if an adult has not died but the SAB knows or suspects that the adult has experienced serious abuse or neglect.

6. Safer York Partnership

6.1 The Safer York Partnership (SYP) provides a governance structure for partners to work together to prevent and reduce crime, offending and substance misuse and the fear of crime in York. SYP provides both the strategic direction for community safety and local delivery of community safety outcomes across the City of York.

6.2 Its key functions are to:

- promote collaborative partnership working between statutory and non-statutory partners
- commission and implement a strategic assessment and partnership plan to reduce crime and disorder
- approve Domestic Homicide reviews as required.

6.3 Each year North Yorkshire Police produce a Joint Strategic Intelligence Assessment (JSIA) using information gathered from all responsible authorities, wider partners and the community. SYP uses this information to develop its strategic priorities. Its five strategic priorities are:

Protecting Vulnerable people
Reducing the Harm caused by alcohol
Reducing Victims of anti- social behaviour
Reducing Victims of crime
Prevent

6.4 The Crime and Disorder Act 1998 requires a three-year Community Safety Plan to be created, based on a Joint Strategic Intelligence Assessment of partners' data and information. The current plan is for 2014-17 but is refreshed annually to ensure that the partnership is able to respond to emerging issues.

6.5 The Safer York Partnership has the responsibility to understand the nature and extent of crime and disorder issues including offending and substance misuse issues and to set out a plan to address them.

7. The Relationship between the Boards

7.1 The roles and responsibilities of the respective bodies are different but complementary. All are statutory Boards with the exception of YorOK which is a sub-board of the HWBB.

They have a common purpose – to promote joint working and co-operation between partners to improve safeguarding and wellbeing in the City of York. To work together on areas of mutual interest.

7.2 In City of York, the HWBB is chaired by an elected member of the Council, its children's sub board YorOk is chaired by the Lead Member for Children's Services (City of York Council) the SCB and SAB are chaired by independent persons and the Safer York Partnership is chaired by a senior officer of the Council.

7.3 The Director of Children's Services represents the SCB on the HWBB. The Lead Member for Children (Chair of YorOK) is a participant observer on the SCB. The Chair of the HWBB, Lead Member for Adult Services and Director of Adult Services are members of the Safeguarding Adult Board. The Heads of Safeguarding or the Assistant Directors of Adult and Children provide links between the safeguarding boards.

7.4 The Independent Chairs of SCB and SAB will present annual reports to the HWBB and will also attend as/when necessary, in order to present update reports and assist/advise on the development of effective plans and service delivery arrangements. Similarly, representatives of HWBB will attend other Boards 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.

7.5 SCB and SAB will offer support, guidance, advice, challenge and scrutiny to HWBB to enable the partner organisations to discharge their safeguarding responsibilities effectively.

7.6 The HWBB and YorOk will work with the SAB, SCB and SYP:

- to develop and interpret the Joint Strategic Needs Assessment with respect to safeguarding and promoting the welfare of residents in York
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- 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

7.7 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 and adult services.

7.8 The SAB and SCB are not bodies which directly commission or delivers services. YorOK and the HWBB provide expert advice around all issues of health. HWBB supports the shaping of health strategy and priorities for the city to reduce health inequalities and improve outcomes for all. Commissioning decisions remain the remit of the relevant commissioning groups.

8. Practical arrangements to secure co-ordination of business

8.1 An annual planning meeting of all chairs plus business support and lead officers will be held in June of each year to set out a broad strategic work plan for the year reviewing the Lead Boards and reporting arrangements for each work stream. The Boards will share their refreshed plans for the coming financial year to ensure co-ordination and coherence. To facilitate this cycle, business managers will seek to align meeting schedules as far as possible. Respective Business Managers will maintain an informal network to share issues of common interest and to assist in the co-ordination of each Board's business. Quarterly meetings will be held between respective Business Managers to ensure cross-referencing of a forward look and connectivity of relevant areas of business progressing through the Boards. This will help to avoid duplication of work, gaps in policies and services and more aligned agenda-setting processes. This meeting will also identify any areas for consideration in the budget setting process for the following year.

8.2 As early as possible, but no later than September each year, the Independent Chairs of the two Safeguarding Boards will publish an Annual Report which comments on the effectiveness of safeguarding in City of York. The Annual Reports will be submitted to the Chair of the HWBB as well as the Safer York Partnership, the Chief Executive of the Council, the Leader of the

Council and the Police and Crime Commissioner. These may include recommendations and areas for HWBB and SYP to consider in the refresh of the Health and Wellbeing Strategy and the Safer York plans.

- 8.3 There will be reciprocal arrangements for each board to identify named representatives who will have the responsibility to ensure that each Board is aware of overlapping issues and provide an update on relevant strategies and action plans.

This protocol was approved by the chairs below and remains in force and will be reviewed annually at a meeting of the relevant Chairs.

Signed:

Cllr. Carol Runciman, Chair of Health and Wellbeing Board

Signed:



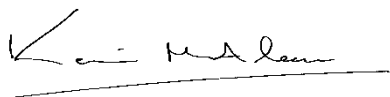
Cllr. Stuart Rawlings, Chair of YorOK Board

Signed:



Simon Westwood, Independent Chair, Safeguarding Children Board

Signed:



Kevin McAleese, Independent Chair, Safeguarding Adults Board

Signed:



Steve Waddington, Chair of Safer York Partnership

October 2016

Governance diagram – Strategic ‘Lead’ and Support Boards

Key	Safer York Partnership	Safeguarding Adult Board	Safeguarding Children Board	YorOK Board	Health and Wellbeing Board
Lead Board					
Supporting Board					
Safeguarding Children (including early help)			Lead Board		
Safeguarding Adults		Lead Board			
Complex Crime and Safeguarding* (see below)					
Neglect			Lead Board		
Children’s Emotional Health and Well-Being (inc. CAMHS) ** (see below)				Lead Board	Lead Board
Domestic Abuse	Lead Board				
Drugs and Alcohol					Lead Board
Child Sexual Exploitation			Lead Board		
Children Detained or in Custody			Lead Board		
Community Safety (inc. Prevent)	Lead Board				
Adult Mental Health (inc. suicide and self-harm)					Lead Board

*North Yorkshire Police have the operational delivery lead on Complex Crime and Safeguarding (covers FGM, Trafficking, Sham Marriages, Gangs and Violence, extremism, hate crime, modern slavery

** The CAMHS executive oversees child and adolescent mental health plans. The Local Authority are responsible for the lead on the Youth Offending Board and Strategic Partnership for Children in Care

