

<b>HEALTH AND WELLBEING BOARD</b>		AGENDA ITEM No. 9
<b>23 MARCH 2017</b>		<b>PUBLIC REPORT</b>
Contact Officer(s):	Joanne Procter	Tel. 01733 863765

## PETERBOROUGH INTER BOARD PROTOCOL

<b>RECOMMENDATIONS</b>	
<b>FROM : Peterborough Safeguarding Children Board</b>	<b>Deadline date : N/A</b>
The Health and Wellbeing Board to consider and endorse the Inter Board Protocol	

### 1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Board from Peterborough Safeguarding Children Board and Peterborough Safeguarding Adult Board.

### 2. PURPOSE AND REASON FOR REPORT

- 2.1 The protocol has been developed so that the relationship between the four statutory boards (Peterborough Safeguarding Children Board, Peterborough Safeguarding Adults Board, Safer Peterborough Partnership, Health and Wellbeing Board) is formalised. The protocol stipulates a clear governance arrangement, how the four Boards will agree their joint priorities, sets out a process for the Boards to report on progress and allows for formal challenge.
- 2.2 This report is for Board to consider under its Terms of Reference No. 2.2 *To actively promote partnership working across health and social care in order to further improve health and wellbeing of residents.*

### 3. PETERBOROUGH INTER BOARD PROTOCOL

The protocol is attached as Appendix One.

### 4. CONSULTATION

- 4.1 The Protocol is between the four statutory boards. The protocol was considered and agreed at the Peterborough Safeguarding Adults Board and the Peterborough Safeguarding Children Board on 11<sup>th</sup> January 2017 and was considered and agreed at the Safer Peterborough Partnership on the 25<sup>th</sup> January 2017. The Protocol is being brought to the Health and Wellbeing Board for final sign off.

### 5. ANTICIPATED OUTCOMES

If the Protocol is signed off by the Health and Wellbeing Board it will result in a formalised relationship between the Statutory Boards. It will put in place a formalised reporting structure which allows for enhanced scrutiny and limits duplication/ gaps in the work undertaken by the Boards.

## **6. REASONS FOR RECOMMENDATIONS**

At present there is a protocol in place between the Peterborough Safeguarding Children Board and the Health and Well Being Board but there is not a formal protocol in place between the four statutory boards.

### ***ALTERNATIVE OPTIONS CONSIDERED***

It is considered good practice for a protocol to be in place between the Statutory Boards. To date the protocol only addresses the relationship between the Health and Wellbeing Board and the Peterborough Safeguarding Children Board.

## **7. IMPLICATIONS**

If the Protocol is agreed and implemented it will enhance the relationships between the four statutory Boards and will provide a clear governance and reporting structure.

## **8. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

Protocol between the Peterborough Health and Wellbeing Board and the Peterborough Safeguarding Children Board

# **Peterborough Inter-Board Protocol**

## **The relationship between:**

- **Peterborough Health & Wellbeing Board**
- **Safer Peterborough Partnership**
- **Peterborough Safeguarding Children Board**
- **Peterborough Safeguarding Adults Board**

**December 2016**

Name	Organisation/Designation	Signature
Dr Russell Wate QPM	Chair of Peterborough Safeguarding Children Board and Peterborough Safeguarding Adults Board	
Claire Higgins	Chair of Safer Peterborough Partnership	
Cllr John Holdich OBE	Chair of Peterborough Health and Wellbeing Board	

<b>Contents</b>	<b>Page</b>
Introduction	3
Principles	3
Board Functions	3-4
Health and Wellbeing Board	
Safer Peterborough Partnership	
Peterborough Safeguarding Children Board	
Peterborough Safeguarding Adults Board	
Communication & Engagement	4-5
Practical Arrangements to Secure Coordination	5
Appendix 1: The Four Boards	7
Appendix 2: Board responsibilities and Functions	8-10

## **1. Introduction**

- 1.1 The aim of this protocol is to define how the Peterborough Health and Wellbeing Board (HWB) and the Safer Peterborough Partnership (SPP) work together with the Peterborough Safeguarding Children Board (PSCB) and the Peterborough Safeguarding Adults Board (PSAB) in the pursuit of safeguarding and promoting the health and wellbeing of children, young people and adults in need of help and protection.
- 1.2 This protocol sets out the principles underpinning how the four Boards work across their defined remits, the specific function of each Board, how communication and engagement will be secured across the Boards and the practical means by which effective co-ordination and coherence between the Boards will be secured. The protocol also refers to the interface with other partnership forums in Peterborough.
- 1.3 The role of the PSCB and PSAB in relation to the PHWB and the SPP is one of equal partners underpinned by this protocol.

## **2. Principles**

- 2.1 This protocol does not seek to dilute the discrete responsibilities of each Board. Its focus is on ensuring that the following simple principles underpin how the four Boards will operate.
  - Safeguarding is the responsibility 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 collaboratively to avoid duplication and ensure consistency

## **3. Board Functions**

### **3.1 The Peterborough Health and Wellbeing Board**

- 3.2 Health and Wellbeing Boards were established by the Health and Social Care Act 2012. They are a forum where key leaders from the health and care system work together to improve the health and wellbeing of their local population and reduce health inequalities.
- 3.3 Board members collaborate to understand their local community's needs, agree priorities and encourage commissioners to work in a more joined up way. As a result, patients and the public should experience more joined-up services from the NHS and local councils.

### **3.4 The Safer Peterborough Partnership**

- 3.5 Community Safety Partnerships are an important feature of the network of partnerships that help to tackle crime and reduce reoffending and were set up under Sections 5-7 of the Crime & Disorder Act 1998. Community Safety Partnerships are made up of representatives from the police, local authorities, fire and rescue authorities, probation service, prison, health and other agencies with a tangible stake in the community.
- 3.6 The SPP ensures agencies work together to protect their local communities from crime and to help people feel safer. They decide how to deal with local issues like antisocial behaviour, drug or alcohol misuse and re-offending. The SPP annually assesses local crime priorities and consults partners and the local community about how to deal with them.

### 3.7 The Peterborough Safeguarding Children Board

- 3.8 The PSCB is a key statutory body that was put in place under the Children Act 2004. It is responsible for agreeing how organisations co-operate to safeguard and promote the welfare of children and young people in Peterborough, and for ensuring the effectiveness of what they do.
- 3.9 The PSCB is made up of a Board with senior representatives from its member agencies and various sub-committees which undertake the Board's business.

### 3.10 The Peterborough Safeguarding Adults Board

- 3.11 The PSAB is a multi-agency partnership which has statutory functions under the Care Act 2014. The main objective of the board is to assure itself that local safeguarding arrangements and partners act to safeguard adults at risk of abuse in the local area.

## 4. Communication and Engagement

- 4.1 Under section 11 of the Children Act 2004 all agencies have a responsibility for safeguarding.
- 4.2 As such, all key strategic plans whether they be formulated by individual agencies or by partnership forums should include safeguarding as a cross-cutting theme. This is to ensure that existing strategies and service delivery as well as any emerging plans for change and improvement include effective safeguarding arrangements that ensure that all people in Peterborough are safe and their wellbeing is protected.
- 4.3 **The Health and Wellbeing Strategy** for Peterborough is a key commissioning strategy for the delivery of services to children and adults.
- 4.4 The Safer Peterborough Partnership produces an annual strategic assessment of community safety to inform the **SPP Strategy**. This document allows the SPP to make informed decisions about partnership priorities and target setting based on need and trends.
- 4.5 It is critical that in drawing up, delivering and evaluating both strategies there is effective interchange between the HWB and the SPP and the two Safeguarding Boards.
- 4.6 Specifically there need to be formal interfaces with the Safeguarding Boards at key points including:
- The needs analyses that drives the formulation of the annual Health and Wellbeing Strategy, the SPP Strategy and the Safeguarding Boards' Business Plans. This needs to be reciprocal in nature ensuring that the Safeguarding Boards' needs analyses are fed into the Joint Strategic Needs Assessment (JSNA) and strategic assessment for the SPP and that the outcomes of the JSNA and SPP strategic assessment 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, the SPP Strategy and the individual Board business 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 all Boards to feed any improvement and development needs into the planning process for future years' strategies and plans.
- 4.7 The opportunities presented by a formal working relationship between the PHWB, the SPP, the PSCB and the PSAB can be summarised as follows:

- Securing an integrated approach to the JSNA and SPP strategic analysis, ensuring comprehensive safeguarding data is included in both (consistent with the statutory guidance contained within *Working Together 2015*)
- Agreeing cross cutting priorities that are applicable to all four boards, including overall accountability and the resultant actions for the four boards.
- Aligning the work of the PSCB and PSAB business plans with the HWB Strategy, and SPP Strategy and related priority setting.
- Ensuring safeguarding is everyone’s responsibility, reflected in the public health agenda and related determinant of health strategies; together with community safety priorities and the short, medium and long term objectives of the SPP.
- Evaluating the impact of the HWB Strategy and SPP Strategy on safeguarding outcomes, and of safeguarding on wider determinants of health and community safety outcomes.
- Identifying a coordinated approach to communication, learning and improvement, performance management, change and commissioning
- Cross Board scrutiny and challenge and “holding to account”: the HWB and SPP for embedding safeguarding, and the Safeguarding Boards for overall performance and contribution to the HWB and SPP Strategies.

## 5. Practical Arrangements to Secure Co-ordination

- 5.1 The following arrangements detail the effective co-ordination and coherence in the work of the three Boards.
- 5.2 **Bi-Annually**, the chairs of the 4 Boards will meet to ensure the coordination of leadership, the coherence of respective plans and to consider the strategic risks facing children, young people, families, adults and communities. These meetings will take place in April/May and September/October.
- 5.3 **Between September and December** each year, the Independent Chair of the two Safeguarding Boards will present to the Health & Wellbeing Board and the Safer Peterborough Partnership their Annual Reports outlining performance against the Business Plan objectives in the previous financial year.
- 5.4 This will be supplemented by a position statement on the Boards’ performance in the current financial year.
- 5.5 This will provide the opportunity for the Health and Wellbeing Board and the Safer Peterborough Partnership Board to scrutinise and challenge the performance of the Boards, to draw across data to be included in the JSNA and SPP strategic analysis and to reflect on key issues that may need to be incorporated in the refresh of the Health and Wellbeing Strategy and the SPP Strategy.
- 5.6 **Between October and February**, the Peterborough Health & Wellbeing Board and the Safer Peterborough Partnership Board will present to the Safeguarding Boards the review of their respective strategies including the refreshed JSNA and SPP analysis and the proposed priorities and objectives for each.

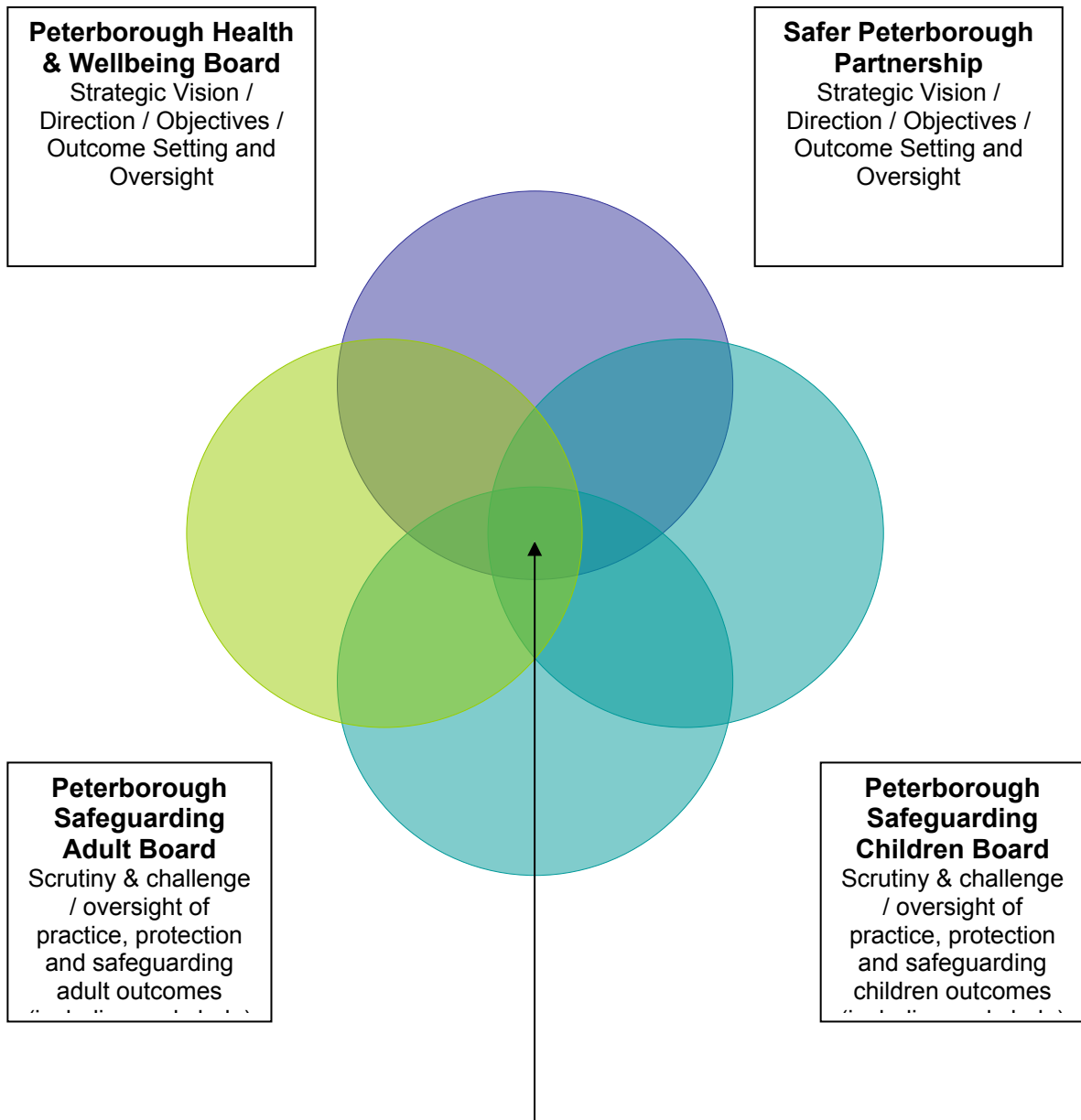


- 5.7 This will enable the Safeguarding Boards to scrutinise and challenge performance and to ensure that the refreshed Safeguarding business plans appropriately reflect relevant priorities set by the HWB and the SPP.
- 5.8 **In April / May** the Boards will share their refreshed plans for the coming financial year to ensure co-ordination and coherence.
- 5.9 In addition to the scheduled interface across all four Boards, it is expected that relevant learning arising from reviews is shared; and opportunities for coordinating consultations, communications and engagement are fully utilised.

## **6. Relationships between the Safeguarding Boards**

- 6.1 There should be equally effective co-ordination and coherence between the two safeguarding boards. This will be achieved in part by the arrangements set out above but it is critical that there are processes in place to ensure effective cross-working, scrutiny and challenge. This will be achieved in five ways:
- The PSCB and PSAB are Chaired by the same person
  - There is an integrated business unit that supports both the PSCB and PSAB
  - Sharing annual plans during the formulation stages to enable co-ordination and coherence where there are overlaps in business.
  - Agreeing the cross cutting priorities that are applicable to all four boards, including overall accountability and the actions for the four boards.
  - Ensuring that there is cross-Board representation to secure on-going communication.

## Appendix 1: The Four Boards



**Shared Safeguarding Priorities**  
**Strategic Risks**  
**Shared Learning – lessons from reviews**  
**Shared Consultation**  
**Joint Communication & Engagement**

## Appendix 2: Board Responsibilities and Functions

### What the Peterborough Health and Wellbeing Board does

The Health and Wellbeing Board aims to improve the health and wellbeing of local people and tackle health inequalities by:

- identifying local health needs and priorities, and making sure commissioning plans reflect the findings of our analysis of local health needs, the Joint Strategic Needs Assessment (JSNA).
- preparing and publishing a Joint Health and Wellbeing Strategy based upon the needs identified within the JSNA. It will help us plan the delivery of integrated local services by addressing the underlying factors of health and wellbeing.
- encouraging agencies to collaborate
- communicating and engaging with the public and other stakeholders about how to achieve the best possible quality of life

Health and Wellbeing Boards have strategic influence over commissioning decisions across health, public health and social care through the development of a Health and Wellbeing strategy.

Boards are intended to strengthen democratic legitimacy by involving democratically elected representatives and patient representatives in commissioning decisions alongside commissioners across health and social care. The boards also provide a forum for challenge, discussion, and the involvement of local people.

Boards will bring together clinical commissioning groups and councils to develop a shared understanding of the health and wellbeing needs of the community.

They will undertake the Joint Strategic Needs Assessment (JSNA) and develop a joint strategy for how these needs can be best addressed. This will include recommendations for joint commissioning and integrating services across health and care.

Through undertaking the JSNA, the board will drive local commissioning of health care, social care and public health and create a more effective and responsive local health and care system. Other services that impact on health and wellbeing such as safeguarding, housing and education provision will also be addressed.

### What the Safer Peterborough Partnership does

The Safer Peterborough Partnership is accountable for the following key statutory responsibilities:

- the organisation of a strategy group to be made up of senior representatives from the responsible authorities with the objective of achieving a co-ordinated and focused approach to dealing with crime, disorder and community safety
- to prepare, implement and performance manage an evidence-led annual strategic assessment and three-yearly partnership plan that aims to reduce crime and disorder in the area
- to consult the community on the levels and patterns of crime, disorder and substance misuse and thus be informed on matters that need to be prioritised by the partnership
- to reduce re-offending
- to coordinate domestic homicide reviews
- to share information among the responsible authorities within the SPP
- to assess the value for money of partnership activities.

## What the Peterborough Safeguarding Children Board does

The key objectives of the PSCB, as set out in the statutory guidance, 'Working Together to Safeguard Children' 2015, are:

- To co-ordinate local work to safeguard and promote the wellbeing of children;
- To ensure the effectiveness of that work

Regulation 5 of the Local Safeguarding Children Boards Regulations 2006 sets out that the functions of the LSCB, in relation to the above objectives under section 14 of the Children Act 2004, are as follows:

1(a) developing policies and procedures for safeguarding and promoting the welfare of children in the area of the authority, including policies and procedures in relation to:

- (i) the action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention;
- (ii) training of persons who work with children or in services affecting the safety and welfare of children;
- (iii) recruitment and supervision of persons who work with children;
- (iv) investigation of allegations concerning persons who work with children;
- (v) safety and welfare of children who are privately fostered;
- (vi) cooperation with neighbouring children's services authorities and their Board partners;

(b) communicating to persons and bodies in the area of the authority the need to safeguard and promote the welfare of children, raising their awareness of how this can best be done and encouraging them to do so;

(c) monitoring and evaluating the effectiveness of what is done by the authority and their Board partners individually and collectively to safeguard and promote the welfare of children and advising them on ways to improve;

(d) participating in the planning of services for children in the area of the authority; and

(e) undertaking reviews of serious cases and advising the authority and their Board partners on lessons to be learned.

Regulation 5 (3) provides that an LSCB may also engage in any other activity that facilitates, or is conducive to, the achievement of its objectives.

## What the Peterborough Safeguarding Adult Board does

The PSAB has three main duties under the Care Act:

It must publish a strategic plan for each financial year that sets how it will meet its main objective and what the members will do to achieve this. The plan must be developed with local community involvement, and the SAB must consult the local Healthwatch organisation. The plan should be evidence-based and make use of all available evidence and intelligence from partners to form and develop its plan.

It must publish an annual report detailing what the PSAB has done during the year to achieve its main objective and implement its strategic plan, and what each member has done to implement the strategy as well as detailing the findings of any safeguarding adults reviews and subsequent action.

It must conduct any safeguarding adults review in accordance with Section 44 of the Act. In order to meet these objectives the board acts as follows:

- agrees and reviews multi-agency Peterborough safeguarding adults policy and procedures for protecting vulnerable adults, taking into account statutory requirements, national guidance and regional policies
- maintains an annual business plan, setting priorities for preventing and addressing abuse of vulnerable adults, and produces and disseminates an annual report
- monitors incidents of abuse and neglect, reviews trends and acts where appropriate to improve services and support to vulnerable adults
- regularly evaluates how agencies and providers safeguard vulnerable adults, by introducing rigorous quality assurance and scrutiny systems across partner agencies
- agrees a serious case review protocol and reviews and learns from situations where safeguarding arrangements may have been inadequate
- maintains a programme of training and development on safeguarding vulnerable adults for staff across agencies in the statutory, independent provider and voluntary sectors
- develops and promotes arrangements for adults at risk and carers to be well-informed about safeguarding arrangements and provide opportunities for service users and carers to influence and feedback on their effectiveness
- promotes public awareness of safeguarding as an issue for all citizens and engage the wider community in helping to prevent abuse and neglect and to report where they have concerns

This page is intentionally left blank