

## **Protocol Agreement between Slough Children and Young People's Partnership Board and the Slough Local Safeguarding Children Board**

This document sets out the expectations of the relationship and working arrangements between Slough Children and Young People's Partnership Board (CYPPB) and Slough Local Safeguarding Children Board (the LSCB). It covers their respective roles and functions, membership of the two boards, arrangements for challenge, oversight and scrutiny and performance management. This document was originally developed in July 2011 and has been updated subsequently.

The Chairs of the CYPPB and the LSCB have formally agreed to the arrangements set out in this document, which will be reviewed annually. It reflects the guidance in *Working Together to safeguard children: a guide to inter-agency working to safeguard and promote the welfare of children* (Department of Education, March 2013).

### **1. Responsibilities of the CYPPB and LSCB**

#### Children and Young People's Partnership Board

The CYPPB consists of senior representatives of organisations working with children, young people and their parents in Slough. The CYPPB is not a separate organisation, each partner retains its own functions and accountabilities. The CYPPB aims to meet the obligations placed on local authorities by Section 10 of the Children's Act 2004 to make arrangements to promote cooperation between relevant partners and other agencies working with children. These arrangements are made to be made with a view to improving the wellbeing of all children in the authority's area, which includes protection from harm or neglect.

The Children and Young People's Partnership Board (CYPPB) is responsible for co-ordinating the development and delivery of programmes of work, set out in the Children and Young People's Plan, and other local and national policy objectives, that deliver the health and wellbeing strategic priorities agreed by the Slough Wellbeing Board, and other national requirements, to meet the needs of children young people and their families resident in Slough. The CYPPB is constituted as one of the Priority Delivery Groups which work with the Slough Wellbeing Board.

The CYPPB aims to support all our children and young people growing up in Slough to enjoy life, achieve through learning, be proud of where they live and be valuable members of the community. The CYPPB works to promote, develop and share a child and family-centred, outcome-led vision for all children and young people. The CYPPB ensures that collectively partners improve outcomes for children and young people through delivering the objectives in the refreshed Children and Young People's Plan, the Slough Wellbeing Strategy and other strategies developed as required.

The CYPPB works to promote effective joint working arrangements between professionals delivering front facing services, and sound governance within each statutory partner agency/service. It also works to promote collaborative

commissioning of services, ensuring robust inter-agency governance of commissioned services.

In developing its work programme and the Children and Young People's Plan, the CYPPB will draw upon the advice from and the findings in the LSCB annual report, reflecting upon the strengths and weaknesses of safeguarding arrangements and practice and what needs to be done by each partner to improve safeguarding and promotion of children's welfare and showing how they intend to respond to the issues raised, with particular focus on the following workstreams which have been agreed as priorities for the CYPPB:

- Objective 1 Stay Safe – Kitty Ferris AD Children, Young People & Families Social Care Service.
- Objective 2 Early Intervention – Kitty Ferris AD Children, Young People and Families Social Care.
- Objective 3 Good Physical and Emotional Health - Angela Snowling - Consultant in Public Health.
- Objective 4 High Quality and Effective Education – Robin Croft AD Achievement and Inclusion
- Objective 5 Effective Support for Young People –Alan Sinclair AD Adult Social Care, Commissioning & Partnerships.

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The following further underpinning workstreams have been set:

- Reviewing and implementing a Joint Commissioning Strategy
- Implementing a Children's Workforce Development Strategy
- Developing a Communication and Participation Strategy
- Developing a performance scorecard for monitoring purposes

### Local Safeguarding Children Board

The LSCB is a statutory partnership with responsibilities outlined in *Working Together to safeguard children: a guide to inter-agency working to safeguard and promote the welfare of children* (Department of Education, March 2013).

The LSCB is not an operational body or one which delivers services to children, young people and their families. Its role is co-coordinating and ensuring the effectiveness of safeguarding across partner organisations and contributing to broader planning, commissioning and delivery.

The LSCB's key responsibilities are safeguarding and promoting the welfare of children and young people in three broad categories:

- Activity that affects all children and aims to ensure that all children have safe and effective care
- Targeted groups where children have been identified as 'in need' or are vulnerable

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<sup>1</sup> Revised September 2013 to reflect lead officer changes

- Responsive work to protect children who are suffering, or are likely to suffer significant harm.

LSCB core functions are set out in primary legislation and regulations and include:

- Set out thresholds for referrals to children's social care, and processes for the assessment of children in need
- Agree inter-agency procedures and protocols
- Ensure training on safeguarding (single-agency and inter-agency) is provided and monitored
- Monitor and evaluate the effectiveness of the work carried out by the Local Authority and all Board partners to safeguard and promote the welfare of children and advise on improvements
- Communicate and raising awareness
- Participate in planning and commissioning
- Carry out functions relating to child deaths
- Commission and oversee Serious Case Reviews

The LSCB may agree to fulfill these functions in a variety of ways that may include:

- Collecting and analysing information about child deaths to apply to preventative work
- Undertaking reviews of cases where abuse or neglect of a child is known or suspected and there is cause for concern about the way in which agencies have worked together to safeguard the child
- Leading on or contributing to specific safeguarding initiatives, e.g. missing children, trafficked children, sexual exploitation
- Participating in the local planning and commissioning of children's services to ensure that they take safeguarding and promoting the welfare of children into account
- Auditing processes for safe recruitment and supervision of people working with children
- Requiring the investigation of allegations into people working with children
- Receiving evidence on the safety and welfare of children who are privately fostered
- Co-operation with other local authorities and LSCBs.

The LSCB will publish an annual business plan setting out agreed priorities based on fulfilling the key responsibilities against local identified need. It will also publish an annual report with a comprehensive analysis of safeguarding in the local area which informs the CYPPB's planning as described above.

The LSCB will work with other Boards across the Thames Valley and beyond as required. This will include joint liaison with the strategic MAPPA Board which works to help reduce the re-offending behaviour of sexual and violent offenders in order to protect the public, including previous victims, from serious harm. A separate protocol is in place describing this relationship.

## **2. Relationship between the CYPPB and the LSCB**

The CYPPB and the LSCB have important but distinct roles in keeping children safe. The CYPPB's role is to produce, publish and monitor the Children and Young People's Plan and ensure that services are commissioned to meet identified need and improve outcomes for children and young people, with appropriate safeguarding arrangements in place. The LSCB is responsible for scrutinising and challenging partner organisations in their work to keep children safe, including the duty to promote co-operation to improve the wellbeing of children in the local area and to ensure the effectiveness of the arrangements made by wider partnership and individual agencies to safeguard and promote the welfare of children.

The LSCB should ensure that the work of the CYPPB is making effective arrangements through its individual members and the wider partnership to safeguard and promote the welfare of children.

The LSCB must retain its separate identity and independent voice. The CYPPB should consult the LSCB on issues which affect how children are safeguarded and their welfare promoted, including in the development of the Children and Young People's Plan.

The LSCB will provide a copy of its annual report to the CYPPB setting out their assessment of local safeguarding arrangements and any key findings from audits carried out during the year. The CYPPB will take account of this in reviewing and progressing the Children and Young People's Plan, as described above, and in discharging its other duties.

The CYPPB and LSCB will establish and maintain regular communication to ensure that their strategies, policies, protocols, services or practice are aligned. They will establish compatible business planning and reporting processes and maintain a regular flow of information as set out below. Each will be accountable to the other in the following specific ways:

The CYPPB will:

- Ensure the LSCB is formally consulted during the development of the Children and Young People's Plan and other strategies.
- Ensure that messages and information provided by the LSCB are appropriately disseminated within CYPPB member organisations.
- Consult with the LSCB concerning safeguarding elements of service commissioning, delivery and developments
- Consult the LSCB on issues which affect how children are safeguarded and their welfare promoted.
- Take note of recommendations and identified areas of improvement made by the LSCB and feedback to the LSCB on subsequent progress.

- Receive exception reports from the LSCB and respond formally to them, advising the LSCB of the outcome/proposed action and ensure actions are taken forward in respect of commissioning of services;
- Take an overview of the LSCB's activities as part of its monitoring arrangements.

The LSCB will:

- Provide six monthly reports on its findings from its scrutiny activity to the CYPPB, including its annual report
- Present a report to the CYPPB when a gap in safeguarding has been identified which relates to CYPPB business. Such reports will be submitted by exception by the LSCB when necessary and the CYPPB will respond to them formally.
- Ensure LSCB members' participation in joint planning/consultation events with the CYPPB as appropriate.
- Hold the CYPPB to account on matters of safeguarding in all its activities, providing appropriate challenge on performance and results of performance indicators.
- Feedback learning from Serious Case Reviews and ensure that the lessons are learnt.
- Highlight gaps in service for the CYPPB to consider as part of its joint commissioning process.
- Undertake audits and feedback results to the CYPPB, advising on ways to improve and highlighting areas of underperformance.

### **3. Relationship between the Chairs of the LSCB and the CYPPB**

The CYPPB and LSCB will have separate Chairs, who work co-operatively to ensure the delivery of improved outcomes for children, and the delivery of their respective safeguarding roles. The Chair of the LSCB will be a member of the CYPPB.

The CYPPB is chaired by the Lead Member for Children's Services and Education who will attend the LSCB as a 'participating observer'.

### **4. Relationship between the Director of Wellbeing and the Chairs**

Local authorities are responsible for establishing an LSCB in their area and ensuring that it is run effectively. The Director of Wellbeing has responsibility for the work of the LSCB as a whole and is accountable to the SBC Chief Executive, Lead Member and SBC scrutiny. The Director of Wellbeing will be a member of both the CYPPB and the LSCB.

The Lead Member is a 'participating observer' of the LSCB and chairs the CYPPB.

### **5. Membership of the LSCB and CPB**

Where members have a role on both the LSCB and CPB, they will be expected to represent their organisation reflecting the terms of reference for the separate boards,

taking a safeguarding lead on the LSCB, and a planning, commissioning and monitoring role on the CPB.

## **6. Performance Management**

LSCB and CYPPB members will be fully involved in the development of the Children and Young People's Plan and the measures agreed to assess performance against agreed targets. A joint balanced scorecard is used by both groups to assess progress against key objectives and to inform their respective workplans.

