

Protocol Agreement between Slough Children and Young People's Partnership Board and the Slough Wellbeing Board / Priority Delivery Groups

This document sets out the expectations of the relationship and working arrangements between the Slough Children and Young People's Partnership Board (CYPPB) and the Slough Wellbeing Board (SWB) and sungroups.

The Chairs of the CYPPB, the SWB and the relevant other Partnership Delivery Groups (PDGs) have formally agreed to the arrangements set out in this protocol. The protocol should be read alongside Board and PDG Terms of Reference.

1. Responsibilities of the CYPPB, SWB and Priority Delivery Groups

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 with a view to improving the wellbeing of all children in the authority's area, which includes the protection of children and young people from harm or neglect. The CYPPB is constituted as a Priority Delivery Group (see below). It is responsible for the development of effective joint working between professionals across agencies in the delivery of improved services for children and young people.

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 by delivering objectives set out in its Children and Young People's Plan and the Slough Wellbeing Strategy (see below) and other strategies developed as required, through effective joint working arrangements between professionals delivering front facing services. The CYPPB also works to promote collaborative commissioning of services, ensuring robust inter-agency governance of commissioned services.

The following objectives have been agreed as priorities for the CYPPB:

- Objective 1 Stay Safe
- Objective 2 Early Intervention
- Objective 3 Good Physical and Emotional Health
- Objective 4 High Quality and Effective Education
- Objective 5 Effective Support for Young People

The following further underpinning work streams have been established:

- 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

The priority programmes of the CYPPB will change over time to reflect changing national and local policy objectives.

Slough Wellbeing Board

The Slough Wellbeing Board is a Council Committee which exercises the statutory functions of Health and Wellbeing Boards as set out in the Health and Social Care Act 2012. Key statutory functions include:

- Preparation and publication of joint strategic needs assessments (JSNAs) and Joint Health and Wellbeing Strategies (JHWSs). In Slough this strategy is known as the Joint Slough Wellbeing Strategy (JSWS).
- To encourage persons who arrange for the provision of health and social care services to work together in an integrated manner to advance health and wellbeing.
- To give an opinion to the NHS Commissioning Board on the Slough Clinical Commissioning Group's level of engagement with the Board, the JSNA and the SWS.
- To consider whether the Council is discharging its duties to promote health and wellbeing effectively.

In addition, the Board has the following locally-agreed objectives:

- To act as the umbrella high level strategic partnership for the Borough, working to agree on the priorities that will improve the health and wellbeing and reduce the inequalities of the residents of Slough. To oversee the implementation of the JSWS, including leading directly on a limited number of identified priority work streams.
- To deliver the Board's duty to promote joint commissioning and integrated provision, by bringing together a wider range of resources across the NHS, social care, public health and other related services;
- To give the public a voice in shaping health and wellbeing services in Slough, and provide a key forum for public accountability of the NHS, public health, social care and other commissioned services that are related to health and wellbeing in Slough.

The SWB is constituted as a Council Committee under Section 102 of the Local Governance Act 1972 but applied with modifications as prescribed in the Health and Social Care Act 2012 and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

Priority Delivery Groups (PDGs)

Reporting to the SWB are a number of subgroups (PDGs). These bring together representatives from a range of partner agencies and organisations to develop, implement and monitor the programmes of work required to deliver to the SWB priorities.

A key purpose of these PDGs is to provide specialist strategic leadership to drive the development of work programmes required to implement key aspects of the JSWS and to inform its future direction. The SWB will agree with each PDG which parts of the JSWS it will lead on and will request an annual update report on these areas. These lead areas should be reflected in the PDGs' own strategy documents.

The PDGs will provide progress reports to the SWB, highlighting progress against JSWS priorities and identifying any barriers to progress that the SWB may be able to address. A cross PDG bi-monthly planning group will support this process and facilitate joint working between PDGs on areas of common interest.

The CYPPB operates as a PDG (see below). The other PDGs are:

- Climate Change
- Community Cohesion
- Healthier Communities
- Safer Slough Partnership
- Skills, Employment and Enterprise

The PDGs are not constituted as sub-committees of the SWB, but the SWB will be asked to sign off their Terms of Reference and to review their strategy documents to ensure these reflect the wider objectives of the JSWS.

2. Relationship between the CYPPB and the SWB

As the CYPPB operates as a PDG, its relationship with the SWB should reflect both the formal reporting mechanisms and ongoing joint working described above.

The SWB will:

- Sign off the CYPPB's Terms of Reference
- Identify objectives within the JSWS which the CYPPB should lead on and agree these with the CYPPB Chair.
- Review the Children and Young People's Plan to ensure it is in line with the JSWS and adequately reflects the strategic priorities the SWB is looking for the CYPPB to lead on.
- Receive and review regular reports from the CYPPB as described above.
- Give input as to how the CYPPB might overcome identified barriers to progress, taking a joint strategic approach as appropriate.
- Work with the CYPPB on the delivery of the SWB's priority work streams as these relate to education and children's services.
- Ensure issues highlighted in the CYPPB's reports are reflected in the future development of the JSNA and JSWS and in the selection of the SWB's own priority work streams.
- Alert the CYPPB to any issues relating to education and children's services which it should be aware of.
- Seek input from the CYPPB on an ad hoc basis on any issues the SWB is discussing which relate to education and children's services.
- Support the CYPPB to work with other PDGs on areas of common interest (see below).

The CYPPB will:

- Send its Terms of Reference to the SWB for sign-off.
- Have regard to the JSWS in developing and refreshing the Children and Young People's Plan and other strategies and programmes and bring this to the SWB for review.
- Ensure that the Children and Young People's Plan and the wider work programme of the CYPPB reflects the areas of the JSWS that the CYPPB has agreed to lead on.
- Provide regular reports to the SWB on progress against the areas of the JSWS that the CYPPB is leading on. These reports should also identify any barriers to progress on

broader initiatives which the SWB may be able to address, as well as highlighting issues which the SWB might wish to incorporate in the JSWS or its future work programme.

- Provide input as required to support the delivery of the SWB's priority work-streams as these relate to education and children's services.
- Provide advice to the SWB on issues relating to education and children's services when requested.
- Alert the SWB to any issues it should be aware of at any time.

3. Relationship between the CYPPB and the other PDGs

There is likely to be some commonality and shared priority interest between the CYPPB and other PDGs, notably the Healthier Communities PDG and the Safer Slough Partnership, for which cross PDG working will be required. Where this is the case one PDG will be identified to lead the delivery programme on behalf of the other supported by named representative(s) from the other PDG, who will be involved and actively contribute to the work programme and provide regular updates to the PDG for which they are a member. The lead PDG will take overall responsibility for the progress of the project and will provide reports to the SWB.

The responsibilities of the CYPPB, Healthier Communities and Safer Slough Partnership set out below describe the expectations for joint working arrangements specifically in relation to issues relating to the wellbeing of children and young people. The principles of these arrangements will be replicated between and across all the PDGs to tackle other priority objectives for which strategic connectivity and joint working is required.

The CYPPB will:

- Identify work programmes underway which relate to Children's Services and Education and identify those which can be managed by the PDG alone and those which require a joint approach, as well as its own role in each, be it as lead or supporting PDG. This will also include work programmes which the PDG needs to be aware of even where it has no direct input.
- Ensure a representative from the CYPPB of seniority and in a position to make decisions and effectively represent the board members, sits on and is also a member of other key PDGs as appropriate (e.g. the Safer Slough Partnership and the Health PDG). The role of the CYPPB representative will be to
 - make strategic connections between the work programmes of both the PDG and CYPPB,
 - be a conduit for sharing information in the PDG meetings
 - report back key messages to the CYPPB, for information, decision or action.
- Ensure, for programmes of work that could equally be led by more than one PDG, a 'lead' PDG is agreed and the 'supporting' PDG ensures adequate resource is provided to contribute to the programme.
- Provide appropriate levels of input and resource into programmes that other PDGs are leading on and for which there is a shared interest.
- Receive and review update reports from members participating in project groups for work programmes led by other PDGs and provide an appropriate response to these.
- Share the Children and Young People's Plan and other information with the other PDGs so that they are fully aware of the CYPPB's priorities and can provide feedback on these.

The Healthier Communities PDG will:

- Identify the work programmes underway which relate to Children's Services and Education and identify those which can be managed by the PDG alone and those which

require a joint approach, as well as its own role in each, be it as lead or supporting PDG. This will also include work programmes which the PDG needs to be aware of even where it has no direct input.

- Look to ensure that a lead PDG has been identified for all work programmes which need to be managed jointly with other PDGs. Ensure, for programmes of work that could equally be led by more than one PDG, a 'lead' PDG is agreed and the 'supporting' PDG ensures adequate resource is provided to contribute to the programme.
- Lead joint programmes as appropriate, ensuring adequate input is sought from other PDG leads.
- Provide appropriate levels of input and resource into programmes that other PDGs are leading on and for which there is a shared interest.
- Receive and review update reports from members participating in project groups for work programmes led by other PDGs and provide an appropriate response to these.
- Share the Health Strategy and other information with the other PDGs so that they are fully aware of the Healthier Communities PDG's priorities and can provide feedback on these.
- Seek ad hoc input as appropriate from other PDGs on other relevant issues.
- Respond to other PDGs when approached for views or input on areas of common interest.
- Ensure a representative from the PDG of seniority and in a position to make decisions and effectively represent the board members, sits on and is also a member of the CYPPB.

The Safer Slough Partnership will:

- Identify work programmes underway which relate to Children's Services and Education and identify those which can be managed by the PDG alone and those which require a joint approach, as well as its own role in each, be it as lead or supporting PDG. This will also include work programmes which the PDG needs to be aware of even where it has no direct input.
- Look to ensure that a lead PDG has been identified for all work programmes which need to be managed jointly with other PDGs. Ensure, for programmes of work that could equally be led by more than one PDG, a 'lead' PDG is agreed and the 'supporting' PDG ensures adequate resource is provided to contribute to the programme.
- Lead joint programmes as appropriate, ensuring adequate input is sought from other PDG leads.
- Provide appropriate levels of input and resource into programmes that other PDGs are leading on and for which there is a shared interest.
- Receive and review update reports from members participating in project groups for work programmes led by other PDGs and provide an appropriate response to these.
- Share its strategy and other information with the other PDGs so that they are fully aware of the Safer Slough Partnership's priorities and can provide feedback on these.
- Seek ad hoc input as appropriate from other PDGs on other relevant issues.
- Respond to other PDGs when approached for views or input on areas of common interest.
- Ensure a representative from the PDG of seniority and in a position to make decisions and effectively represent the board members, sits on and is also a member of the CYPPB.

