

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

**July 2011**

This document sets out the expectations of the relationship and working arrangements between Slough Children's Partnership Board and Slough Local Safeguarding Children Board. It covers their respective roles and functions, membership of the two boards, arrangements for challenge, oversight and scrutiny and performance management.

The Chairs of the CPB and the LSCB have formally agreed to the arrangements set out in this document, which will be reviewed annually. It is based on the guidance in Section 3 of 'Working Together 2010'.

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

### Children's Partnership Board

The CPB consists of senior representatives of organisations working with children, young people and their parents in Slough. The CPB is not a separate organisation, each partner retains its own functions and accountabilities.

The role and responsibility of the CPB is to:

- develop and promote a local vision to drive improved outcomes for children, young people and families
- agree the priorities for children and young people based on a thorough needs analysis
- develop a strategy for delivering improved outcomes for children and young people to meet those needs
- commission services to meet the identified needs
- monitor the delivery of those services
- and engage children, young people and their families in planning, delivery and feedback on services.
- oversee the effective delivery of the Children and Young People's Plan
- evaluate the impact of the outcomes on children's lives and use them to drive future prioritisation and commissioning of services

To do this the CPB needs to:

- establish robust arrangements for interagency governance and ensure it delivers effectively
- develop integrated working strategies
- support those strategies through integrated processes
- develop and promote integrated front line delivery, organised around the child, young person and their family

The CPB will publish a three yearly Children and Young People's Plan setting out the priorities for children and young people in the borough. Details of commissioning arrangements and performance monitoring will be published on the Children's Trust website. In preparing the Children and Young People's Plan, the CPB will draw upon the advice from and the findings in the LSCB annual report, and show how they intend to respond to the issues raised, with particular focus on:

- Priority 1 - Helping families to care for their children, by ensuring that children and young people are effectively safeguarded from harm and are safe in their families and their communities
- Priority 2 – Helping families care for their children by ensuring simple, quick, easy and effective routes for children, young people and their families to identify problems and intervene early, offer support to families to help them find solutions and prevent the need for more intensive services.

and reflect 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.

### Local Safeguarding Children Board

The LSCB is a statutory partnership with responsibilities outlined in ‘Working Together 2010’.

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 groups:
  - 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
  - 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
- Communicating and raising awareness
- Participating in planning and commissioning
- Carrying out functions relating to child deaths
- Commissioning and overseeing 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 preventive 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 is used by the CPB to ensure that the necessary structures, processes and cultures are in place to ensure that children are fully safeguarded.

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

The CPB and the LSCB have important but distinct roles in keeping children safe. The CPB 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, including safeguarding.

The LSCB is responsible for scrutinising and challenging partner organisations in their work to keep children safe, and include 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 CPB 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 CPB should consult the LSCB on issues which affect how children are safeguarded and their welfare promoted, including the development of the CYPP.

The LSCB must provide an annual report to the CPB setting out their assessment of local safeguarding arrangements and any key findings from audits carried out during the year.

The LSCB will be held accountable for its work and scrutinised through the Director of Children's Services and the relevant scrutiny panels in the local authority and any scrutiny arrangements in member organisations.

Both the CPB and the LSCB will work together through the Chairs and the Business Manager to ensure that action taken by one body does not duplicate the

work of the other, and to ensure that policies, procedures, protocols and practice are co-ordinated.

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

The CPB and LSCB should have separate Chairs, who work co-operatively to ensure the delivery of improved outcomes for children, and their safeguarding respectively.

The Chief Executive and the Leader of the Council should be satisfied that local partnership arrangements are improving outcomes for children and supporting safeguarding.

The LSCB annual report will set out the achievements of the LSCB against its agreed business plan, highlighting particular areas of improvement and particular areas of concern and challenge. This report will be presented to the relevant scrutiny panels of all agencies.

### **4. Relationship between the Director of Children's Services and the Chair of the LSCB.**

Local authorities are responsible for establishing an LSCB in their area and ensuring that it is run effectively. The DCS has responsibility for the work of the LSCB as a whole and is accountable to the LA Chief Executive, Lead Member and relevant scrutiny panel of the local authority. The DCS should be a member of both the CPB and the LSCB. The Lead Member is a 'participating observer' of the LSCB.

The DCS is accountable for the functioning of the LSCB, and the LSCB Chair is accountable to the DCS.

The LSCB Chair can communicate directly with the relevant monitoring bodies such as the relevant inspectorate, and, if necessary, to the relevant government department.

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

Members of the LSCB should be people with a strategic role in relation to safeguarding and promoting the welfare of children within their organisation. They should be able to speak for their organisation with authority, commit their organisation to policy and practice decisions and hold their organisation to account.

Members of the CPB should be people with a strategic role in relation to planning, delivering or commissioning services for children, young people and their families.

Both the LSCB and CPB have terms of reference and membership (governance) and each member organisation has committed, through their Chief Executive or equivalent, to their representatives role on the LSCB and the 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 CPB members will be fully involved in the development of the CYPP and the measures agreed to assess performance against agreed targets.

Priorities and targets for the LSCB will be agreed and identified by the LSCB, taking account of the CYPP and other local and national issues. These will form the basis of the LSCB business and workplan and will be reported quarterly, with each agency taking responsibility for performance reporting on agreed measures.

Where the LSCB identifies areas for improvement, the CPB will consider those and report back on progress.

The performance management system will form the basis of the annual report from the LSCB to the CTB and any other relevant scrutiny arrangements.

## 7. Safeguarding Priorities for Slough 2011-12

Safeguarding priorities for Slough in the year 2011-12 are based on the Joint Strategic Needs Analysis, the Children's Needs Analysis, and the Ofsted Report on Safeguarding and Looked After Children in Slough (published June 2011).

The priorities focus on improving outcomes for children through:

Priority 1 - Helping families to care for their children, by ensuring that children and young people are effectively safeguarded from harm and are safe in their families and their communities

- a. Focussing on improving outcomes for children to prevent them being at risk of significant harm. **CPB to plan and monitor, LSCB to check effectiveness**
- b. Effective assessment and management of risk, contingency planning and care planning across all partners. **Individual partners to plan, implement and monitor, LSCB to check effectiveness**
- c. Identifying specific areas of work that lead to safeguarding concerns and ensuring processes are in place to maximise effective interagency working. **CPB to plan and monitor, LSCB to check effectiveness**
- d. Ensuring that the most vulnerable children are promptly identified and receive services which promote their well-being and keep them safe. **CPB to plan, implement and monitor LSCB to check effectiveness**
- e. Planning and commissioning services which enable parents to improve their care of their children, in particular, prevention of domestic abuse, substance abuse and support for parents with mental health problems **CPB to plan, implement and monitor**
- f. Improving quality assurance systems across all partners and using the outcomes to improve safeguarding practice for children and young people at risk of significant harm, through identifying individual children and using the themes arising to improve practice.

**Individual partners to plan, implement and monitor , LSCB to check effectiveness**

- g. Improving management oversight for children in need and children with child protection plans. **Individual partners**
- h. Planning and delivering safeguarding training and monitoring the impact on children and their families. **LSCB**
- i. Planning and commissioning services for children and young people who are looked after and ensuring that they are safeguarded and their identified needs are met. **CPB to plan, implement and monitor, LSCB to check effectiveness**
- j. Making sure that that children and young people who are looked after are adequately safeguarded in all settings **LSCB**
- k. Supporting partners in developing a competent, confident and safe children's workforce **LSCB**

Priority 2 – Helping families care for their children by ensuring simple, quick, easy and effective routes for children, young people and their families to identify problems and intervene early, offer support to families to help them find solutions and prevent the need for more intensive services.

**CPB to plan and commission; LSCB to scrutinise effectiveness of safeguarding**

Priority 3. Helping families to ensure children and young people enjoy good physical and emotional health across their life course. **CPB, LSCB to check effectiveness of any safeguarding implications.**

Priority 4. Helping families to ensure children and young people receive high quality and effective education, leading to high standards. **CPB, LSCB to check effectiveness of any safeguarding implications**

Priority 5. Helping young people and their families as they move into adult life. **CPB, LSCB to check effectiveness of any safeguarding implications**