

Cabinet

Wednesday, 20 March 2019

Additional Information

Contact: Steve Jones (Telephone 07980 752109),
email: stevejones@swindon.gov.uk

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References from Other Council Bodies - Health and Wellbeing Board

Cabinet

Date: 20th March 2019

Author: Cabinet Member for Adults
Corporate Director Adults' Services

Wards: All

Parishes Affected: All

1. Purpose and Reasons

1.1 To consider the following matters referred to Cabinet from the Health and Wellbeing Board:

1.2 Health and Wellbeing Board – 13th March 2019

1.2.1 Endorsement of proposed multi-agency safeguarding arrangements and approval of the formation of the Swindon Safeguarding Partnership.

2. Recommendations

2.1 To agree the recommendation of the Health and Wellbeing Board at its meeting on 13th March 2019.

3. Detail

3.1 **Health and Wellbeing Board – 13th March 2019**

3.2 Multi-agency Safeguarding Arrangements for Children and Adults at Risk

3.3 At its meeting on 13th March 2019, the Health and Wellbeing Board considered a report on the Multi-agency Safeguarding Arrangements for Children and Adults at Risk, proposed by the Chief Constable, the Clinical Commissioning Group (CCG) Accountable Officer and the Local Authority Chief Executive in response to the legal requirements set out in the Care Act 2014, the Children & Social Work Act 2017 and the statutory guidance Working Together to Safeguard Children 2018.

3.4 The Board resolved:

3.4.1 **That the proposed multi-agency safeguarding arrangements be endorsed and that Swindon Borough Council, the Swindon Clinical Commissioning Group and Wiltshire police approve the formation of the Swindon Safeguarding Partnership, as set out in the report and at appendix 1 to the report.**

3.4.2 That it be noted that, as a result of the legislation, and upon commencement of the new arrangements, the Swindon Local Safeguarding Children Board will cease to exist.

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.

References from Other Council Bodies - Health and Wellbeing Board

Cabinet

Date: 20th March 2019

3.5 A copy of the report is attached at Appendix 1.

4. Alternative Options

4.1 It is a matter for Cabinet as to whether the recommendations of the Health and Wellbeing Board are supported.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

5.1 This report has no financial or procurement implications. The financial and/or procurement implications of the reports to the Health and Wellbeing Board are addressed in those reports (attached as appendices).

Legal and Human Rights Implications

5.2 Legal and Human Rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with convention rights. The legal and human rights considerations of the reports to the Corporate Parenting Advisory Board and the Health and Wellbeing Board are addressed in those reports (attached as an appendices).

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

5.3 This report has no additional implications to be addressed. Any additional implications the report to the Corporate Parenting Advisory Board and the Health and Wellbeing Board are addressed in those reports (attached as appendices).

Diversity Impact Assessment

5.4 A DIA has not been completed in relation to this report.

Risk Management

5.5 There are no identified unmitigated risks.

6. Consultees

6.1 The Director of Finance (Section 151 Officer) and Interim Director of Law (Monitoring Officer) are consulted in respect of all Cabinet reports.

7. Background Papers

7.1 None.

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.

References from Other Council Bodies - Health and Wellbeing Board

Cabinet

Date: 20th March 2019

8. Appendices

- 8.1 Appendix 1 – Report to the meeting of the Health and Wellbeing Board held on 13th March 2019.

9. Key Decision/Decision in Cabinet Work Programme

- 9.1 This is not a Key Decision.

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Multi-agency Safeguarding Arrangements for Children and Adults at Risk

Health and Wellbeing Board

Date: 13 March 2019

Author:	Simon Ratcliff, Strategic Manager LSCB
Wards:	All
Locality Affected:	All
Parishes Affected:	All

1. Purpose and Reasons

1.1 This report introduces the Multi-agency Safeguarding Arrangements for Children and Adults at Risk that the Chief Constable, the Clinical Commissioning Group (CCG) Accountable Officer and the Local Authority Chief Executive are proposing in response to the legal requirements set out in the Care Act 2014, the Children & Social Work Act 2017 and the statutory guidance Working Together to Safeguard Children 2018.

- The Care Act 2014 requires that local authorities work with their partners to maintain an Adult Safeguarding Board.
- The Children and Social Work Act 2017 removes the requirement for local authority areas to have Local Safeguarding Children Boards and strengthens the requirements on the 3 statutory partners (the local authority, police and CCG) to determine the most appropriate multi-agency arrangements for protecting and safeguarding children in their area.
- Working Together 2018 is the statutory guidance that sets out what the safeguarding partners must do to meet their safeguarding children responsibilities.

As part of the review of their multi-agency safeguarding responsibilities the partners have considered the benefits of bring together the arrangements for children and adults at risk under a Swindon Safeguarding Partnership. Swindon's safeguarding partners intend to coordinate their safeguarding services and work together with relevant organisations and agencies to safeguard and promote the welfare of children and adults at risk with regard to local need.

1.2 Whilst there is an ongoing and unchanged requirement under the Care Act for a Swindon Local Safeguarding Adult Board, the new arrangements for children must be in place in line with the publishing and implementation timescales set out in Working Together 2018 (Transitional Arrangements). The key dates are as follows:

Safeguarding partners have up to 12 months, from 29 June 2018, to agree their local arrangements to safeguard and promote the welfare of children in their area. They must have published their arrangements by 29 June 2019, but may do so at any time before the end of that period.

Further information on the subject of this report can be obtained from Simon Ratcliff (LSCB Strategic Manager) - 07392102935 – Sratcliff@swindon.gov.uk

Multi-agency Safeguarding Arrangements for Children and Adults at Risk

Health and Wellbeing Board

Date: 13 March 2019

Following publication of their arrangements, safeguarding partners have up to three months from the date of publication to implement the arrangements. The implementation date should be made clear in the published arrangements. All new local arrangements must have been implemented by 29 September 2019.

Once the arrangements have been published and implemented, the Swindon Local Safeguarding Children Board will cease to exist.

2. Recommendations

The Health and Wellbeing Board is invited to:

- 2.1 endorse the proposed multi-agency safeguarding arrangements and to recommend that Swindon Borough Council, the Swindon Clinical Commissioning Group and Wiltshire police approve the formation of the Swindon Safeguarding Partnership set out in this report and at appendix 1.
- 2.2 Note that as a result of the legislation, and upon commencement of the new arrangements, the Swindon Local Safeguarding Children Board will cease to exist.

3. Detail

- 3.1 The document at Appendix 1 – *Multi-agency Safeguarding Arrangements for Children & Adults at Risk* - sets out in detail how the safeguarding partners in Swindon intend to coordinate their safeguarding services and how they will work together with relevant organisations and agencies to safeguard and promote the welfare of children and adults at risk with regard to local need.
- 3.2 As defined in the Children Act 2004 (as amended by the Children and Social Work 2017) and the Care Act 2014, the lead representatives of the safeguarding partners are:
 - The Chief Executive of the local authority
 - The Accountable Officer for the clinical commissioning group for an area, any part of which falls within the local authority area
 - The chief officer of police for an area, any part of which falls within the local authority area.

In Swindon, the lead representatives have delegated their responsibilities for the safeguarding arrangements to:

- Swindon Borough Council – David Haley, Corporate Director Childrens Services
- Swindon Borough Council – Sue Wald, Corporate Director Adult Social Services and Health

Further information on the subject of this report can be obtained from Simon Ratcliff (LSCB Strategic Manager) - 07392102935 – Sratcliff@swindon.gov.uk

Multi-agency Safeguarding Arrangements for Children and Adults at Risk

Health and Wellbeing Board

Date: 13 March 2019

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- Swindon Clinical Commissioning Group – Gill May, Director of Nursing and Transformation
 - Wiltshire Police – Deborah Smith, Detective Superintendent Head of Public Protection

The three safeguarding partners will each seek approval for the new arrangements through their respective governance structure.

Although the lead representatives have delegated their responsibilities to those named above they remain accountable for any action or decisions taken on behalf of their respective agency. Decisions involving policy, resourcing and commissioning will include full participation by Cabinet Members and the PCC.

- 3.3 The safeguarding partners in Swindon are committed to a partnership model that focuses on continuous learning and improvement with a clear line of sight on frontline safeguarding practice. The partners will promote a shared commitment to work together to improve outcomes for children and adults at risk.

The Swindon Safeguarding Partnership will support, enable and challenge local organisations and agencies to work together in a system where:

- The views, needs and experiences of children and adults at risk and those that care for them are central to safeguarding arrangements and processes
- Children and adults at risk are safeguarded and their welfare promoted
- Partners collaborate and own the shared responsibility for achieving improved outcomes for children and adults at risk.
- Organisations and agencies challenge appropriately and hold one another to account effectively
- There is early identification and analysis of new safeguarding issues and emerging threats
- Learning is promoted and embedded in a way that local services for children and adults can become more reflective and implement changes to practice
- Information is shared effectively to facilitate more accurate and timely decision making for children and adults.

The Swindon Safeguarding Partnership believes that effective safeguarding is founded on practitioners developing lasting and trusting relationships with the children and adults they work with as well as each other. The Partnership will look beyond organisational constraints and boundaries to build a culture which improve outcomes for all.

- 3.4 In determining their arrangements the safeguarding partners had close regard to the following list of issues that must be included in the published arrangements if

Further information on the subject of this report can be obtained from Simon Ratcliff (LSCB Strategic Manager) - 07392102935 – Sratcliff@swindon.gov.uk

Multi-agency Safeguarding Arrangements for Children and Adults at Risk

Health and Wellbeing Board

Date: 13 March 2019

they are to be considered compliant with Working together 2018. Appendix 1 therefore sets out:

- How the safeguarding partners will work together to identify and respond to the needs of children in the areas;
- Arrangements for commissioning and publishing local child safeguarding practice reviews;
- How the effectiveness of the arrangements will be scrutinised by an independent person, including how the arrangements will be reviewed and how any recommendations will be taken forward.
- Who the three local safeguarding partners are
- The geographical boundaries covered by the safeguarding arrangements;
- Which relevant agencies the safeguarding partners will work with, why they have been chosen and how they will work together;
- How the arrangements will include the voice of children and families;
- How the arrangements will be funded
- How all early years settings, schools (including independent schools, academies and free schools) and other educational establishments will be included in the safeguarding arrangements;
- How the safeguarding partners will use data and intelligence to assess the effectiveness of the help being provided to children and families;
- How inter-agency training will be commissioned, delivered and monitored for impact, and how multi-agency audits will be undertaken;
- How the learning from child safeguarding practice reviews will be embedded across local organisations and agencies;
- How the threshold document setting out local criteria for action aligns with the arrangements;
- Where the safeguarding partners' annual report will be published.

4. Alternative Options

- 4.1 None. As set out above, there is a legal requirement that the statutory partners have multi-agency safeguarding arrangements in place.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The statutory safeguarding partners are required to resource the multi-agency safeguarding arrangements on an equitable and proportionate basis. The contributions, both financial and in-kind, will be set out in a Memorandum of Understanding that will be signed by the three partners.

Multi-agency Safeguarding Arrangements for Children and Adults at Risk

Health and Wellbeing Board

Date: 13 March 2019

Legal and Human Rights Implications

- 5.2 There are no direct legal or human rights implications arising from this report

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.3 Staffing: It is proposed that there be a restructuring of the business support arrangements. Currently there are separate business support teams for the LSAB and the LSCB. It is proposed that there be just one team in future and the formal process for this restructuring commenced on February 27th 2019.

Diversity Impact Assessment

- 5.4 A DIA has not been completed in relation to this report.

6. Consultees

- 6.1 In drawing up their proposals, the Safeguarding Partners have consulted with members of the current Local Safeguarding Children Board and the Local Safeguarding Adult Board.
- 6.2 The Director of Finance (Section 151 Officer) and the Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 Link to [Care Act 2014](#)
- 7.2 Link to [Working Together 2018 \(Guidance and Transitional Arrangements\)](#)

8. Appendices

- 8.1 Appendix 1: Swindon Safeguarding Partnership – Multi-agency Safeguarding Arrangements for Children and Adults at Risk.

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Swindon Safeguarding Partnership

Multi-agency Safeguarding Arrangements for Children and Adults at Risk

March 2019

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Introduction

This document sets out how the safeguarding partners in Swindon intend to coordinate their safeguarding services and how they will work together with relevant organisations and agencies to safeguard and promote the welfare of children and adults at risk with regard to local need.

Children

The Children and Social Work Act 2017 and its accompanying guidance [Working Together to Safeguard Children 2018](#) place a shared and equal duty on the statutory safeguarding partners to make arrangements to work together to safeguard and promote the welfare of all children in a local area.

Adults

The [Care Act 2014](#) requires that every local authority must set up a Safeguarding Adults Board (SAB), whose main objective is to assure itself that local safeguarding arrangements and partners act to help and protect adults in its area who meet the criteria for safeguarding. The local authority lead for the Safeguarding Adults Board in Swindon is the Director of Adult Services.

Safeguarding Partners

As defined in the Children Act 2004 (as amended by the Children and Social Work 2017) and the Care Act 2014, the lead representatives of the safeguarding partners are:

- The Chief Executive of the local authority
- The Accountable Officer for the clinical commissioning group for an area, any part of which falls within the local authority area
- The chief officer of police for an area, any part of which falls within the local authority area.

In Swindon, the lead representatives have delegated their responsibilities for the safeguarding arrangements to:

- Swindon Borough Council – David Haley, Corporate Director Childrens Services
- Swindon Borough Council – Sue Wald, Corporate Director Adult Social Services and Health
- Swindon Clinical Commissioning Group – Gill May, Director of Nursing and Transformation
- Wiltshire Police – Deborah Smith, Detective Superintendent Head of Public Protection

The safeguarding partners have agreed that these arrangements will apply to the local authority area of Swindon Borough Council.

The safeguarding partners have equal and joint responsibility for local safeguarding arrangements, which is underpinned by equitable and proportionate funding including through any contributions from relevant agencies. The delegated representatives have the responsibility and authority for ensuring full participation with the safeguarding arrangements.

Although the lead representatives have delegated their responsibilities to those named above they remain accountable for any action or decisions taken on behalf of their respective agency. Decisions involving policy, resourcing and commissioning will include full participation by Cabinet Members and the PCC.

Purpose

The safeguarding partners in Swindon are committed to a partnership model that focuses on continuous learning and improvement with a clear line of sight on frontline safeguarding practice. The partners will promote a shared commitment to work together to improve outcomes for children and adults at risk.

The Swindon Safeguarding Partnership will support, enable and challenge local organisations and agencies to work together in a system where:

- The views, needs and experiences of children and adults at risk and those that care for them are central to safeguarding arrangements and processes
- Children and adults at risk are safeguarded and their welfare promoted
- Partners collaborate and own the shared responsibility for achieving improved outcomes for children and adults at risk.
- Organisations and agencies challenge appropriately and hold one another to account effectively
- There is early identification and analysis of new safeguarding issues and emerging threats
- Learning is promoted and embedded in a way that local services for children and adults can become more reflective and implement changes to practice
- Information is shared effectively to facilitate more accurate and timely decision making for children and adults.

The Swindon Safeguarding Partnership believes that effective safeguarding is founded on practitioners developing lasting and trusting relationships with the children and adults they work with as well as each other. The Partnership will look beyond organisational constraints and boundaries to build a culture which improve outcomes for all.

Swindon Safeguarding Partnership – Membership

In line with both Working Together 2018 and the Care Act 2014, the Swindon Safeguarding Partnership will include as members all organisations, agencies and individuals that will enable it to be effective in safeguarding of children and adults.

The Child Safeguarding Practice Review & Relevant Agency (England) Regulations 2018 list the relevant agencies that safeguarding partners can consider when constituting their local arrangements. The list is not prescriptive in that not all agencies have to be included and neither does it limit the partners to those on the list. The overriding duty is for the partners to engage the organisations and agencies that enable the partnership to be effective in its response to local circumstances.

The Care Act 2014 requires that in addition to the Local Authority, the Clinical Commissioning Group and the Police, Safeguarding Adults Boards may also include such other organisations and individuals as the establishing local authority considers appropriate.

The Swindon Safeguarding Partnership will comprise of the named statutory safeguarding partners and those agencies and organisations listed below:

- The Armed Forces
- Avon & Wiltshire Mental Health Partnership NHS Trust
- British Transport Police
- Care Quality Commission (CQC)
- Charitable and Voluntary Organisations; including faith groups
- Childminders
- Children and Family Court Advisory and Support Service
- Clinical Commissioning Group
- Dentists
- Dorset & Wiltshire Fire & Rescue Authority
- Education Providers including Early Years settings
- General Practitioners
- Great Western Hospital NHS Foundation Trust
- Healthwatch Swindon
- National Health Service England
- NSPCC
- Opticians
- Oxford Health NHS Foundation Trust
- Probation – The National Probation Service and the Community Rehabilitation Company
- Pharmacists
- SBC Services (Adults, Childrens, Education, Housing, Public Health)
- The Secure Estate (Prisons, Secure Training Centres etc.)
- South West Ambulance Service Foundation Trust
- Swindon Advocacy Movement
- UK Visa, Immigration, Enforcement and Border Force
- Youth Offending Service
- Where appropriate, other services commissioned by any of the above

Representatives should be able to promote the effectiveness of the Partnership through their responsibility and accountability for the services their agencies deliver to children & families, and their influence over the effectiveness of their agencies contribution to multi-agency safeguarding.

The Safeguarding Partnership Strategic Executive will review the membership of the partnership annually.

Independent Scrutiny

“The role of independent scrutiny is critical to provide assurance in judging the effectiveness of services to protect children.

Independent scrutiny can also assist when there is disagreement between the leaders responsible for protecting children in the agencies involved in multi-agency arrangements.

It will be a local decision how best to implement a robust system of independent scrutiny. Safeguarding partners should involve a person or persons who are independent, for example by virtue of being from outside the local area and/or having no prior involvement with local agencies.”

Working Together 2018

Swindon Safeguarding Partnership recognises the benefits of rigorous and independent scrutiny of its safeguarding arrangements and believes that the effectiveness of those arrangements can best be measured through the analysis and challenge of performance information, the impact of quality assurance activity on outcomes for children and adults at risk, and its arrangements for and response to Child Safeguarding Practice Reviews and Safeguarding Adult Reviews.

The Partnership will therefore commission an Independent Chair of the Safeguarding Executive, Independent Reviewers for Quality Assurance activities and, where appropriate, Child Safeguarding Practice Reviews and Safeguarding Adult Reviews.

The Independent Chair of the Safeguarding Executive will support the statutory safeguarding partners in the establishment of the new arrangements. This role will be reviewed at the end of the first year of operation. The safeguarding partners expect that, subject to this review they will share the chairing of the Safeguarding Executive on an annual and rotating basis from April 2020.

Subject to review the partners intend that from April 2020 independent scrutiny of the safeguarding arrangements will be provided by an Independent Chair of the Performance and Quality Assurance Subgroup who will work with the Safeguarding Executive to identify areas of challenge and to develop and monitor improvement plans.

Reviewers of quality assurance activity will work with the Performance and Quality Assurance Subgroup to conduct quality improvement activities aligned to the Partnership’s Business Plan. All partners will be responsible for ensuring that learning from these is embedded across the partnership.

Reporting

The Swindon Safeguarding Partnership will produce an independently scrutinised Annual Report which sets out what the partnership has done and how effective its multi-agency safeguarding arrangements have been in practice. It will include actions relating to safeguarding and domestic homicide reviews and what the safeguarding partners and others have done as a result. In addition the report will include:

- evidence of the impact of the work of the safeguarding partners and relevant agencies, including training, on outcomes for children and adults at risk.
- an analysis of any areas where there has been little or no evidence of progress on agreed priorities
- a record of decisions and actions taken by the partners in the report’s period (or planned to be taken) to implement the recommendations of any local and national safeguarding and/or domestic homicide reviews, including any resulting improvements
- ways in which the partners have sought and utilised feedback from service users to inform their work and influence service provision.

The report will be published on the partnership's website and distributed widely across partners and the wider public.

In line with legislation a copy of the report will also be sent to the Child Safeguarding Practice Review Panel and the What Works Centre for Children's Social Care. The Partnership will also share the report with equivalent bodies for Health and the Police.

Dispute Resolution

Safeguarding partners and relevant agencies must act in accordance with the arrangements for their area, and will be expected to work together to resolve any disputes locally. Public bodies that fail to comply with their obligations under law are held to account through a variety of regulatory and inspection activity. In extremis, any noncompliance will be referred to the Secretary of State.

Working Together 2018

The Swindon Safeguarding Partnership will expect and support organisations and agencies to hold one another to account and to challenge appropriately when concerns or disputes relating to the effectiveness of the multi-agency safeguarding arrangements arise.

The Partnership will maintain a risk register to document organisational and strategic issues that might impact on the Partnership's ability to meet its statutory obligations.

The Risk Register will be reviewed by the Partnership's Executive and a summary of the risks and mitigating actions as well as the impact of challenge will be included in the annual report.

Funding and Resourcing

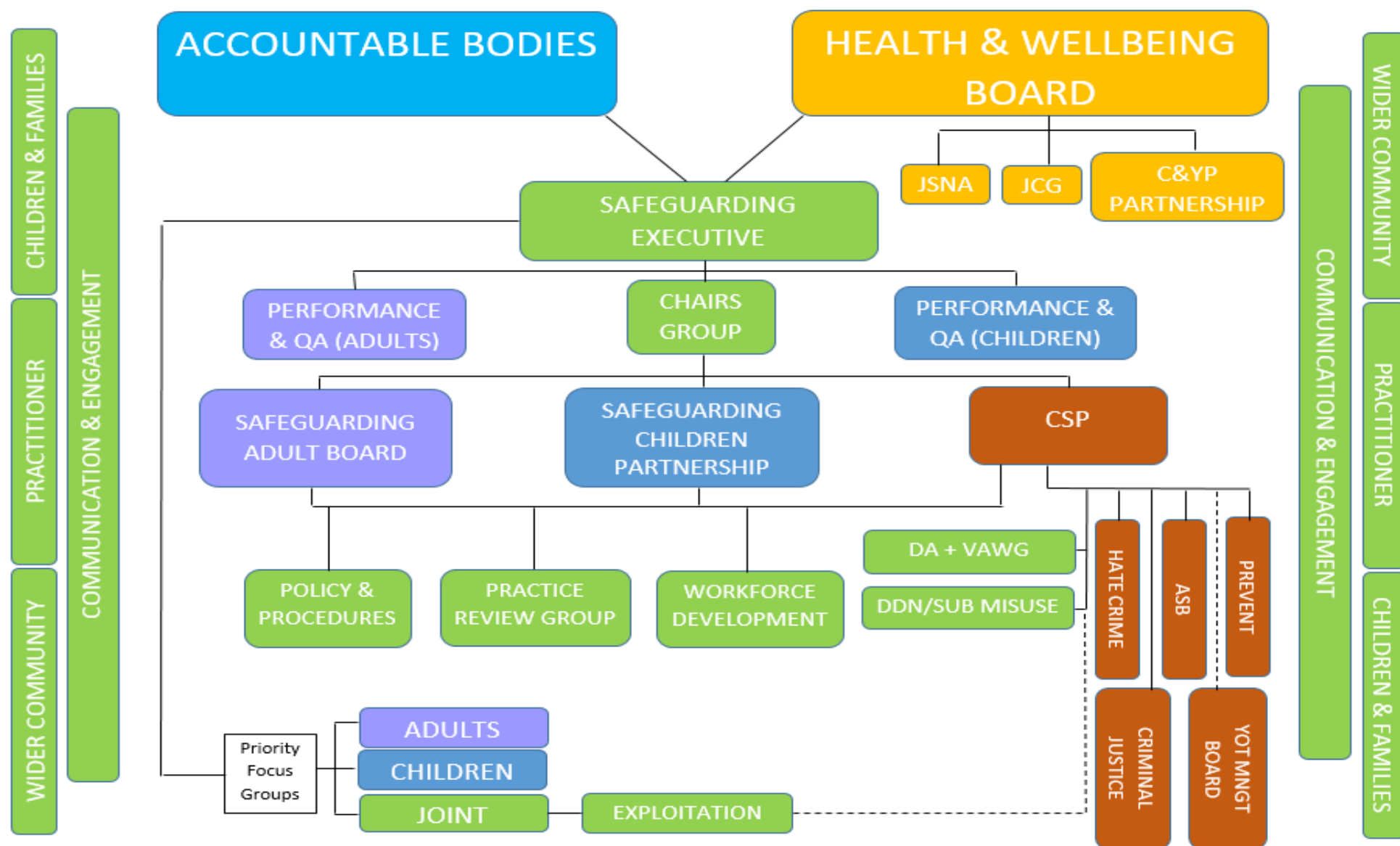
The three safeguarding partners may make payments towards expenditure incurred in conjunction with local arrangements for safeguarding and promoting welfare of children locally.

The safeguarding partners should agree the level of funding secured from each partner, which should be equitable and proportionate, and with each relevant agency, to support the local arrangements to safeguard and promote the welfare of children in their area. The funding should be transparent to children and families in the area and sufficient to cover all elements of the arrangements.

Working Together 2018

Section 14 of the Care Act 2014 states that Members of a SAB are expected to consider what assistance they can provide in supporting the Board in its work. This might be through payment to the local authority or to a joint fund established by the local authority to provide, for example, secretariat functions for the Board. Members might also support the work of the SAB by providing administrative help, premises for meetings or holding training sessions. It is in all core partners' interests to have an effective SAB that is resourced adequately to carry out its functions.

The funding arrangements for the Swindon Safeguarding Children Partnership will be developed and agreed ahead of the commencement of the new arrangements and contributions will be set out in a Memorandum of Understanding signed by the lead representatives and those with delegated responsibility for the arrangements as set out above. The safeguarding partners will provide through financial or in-kind contributions the resources required to deliver on their ambition for effective multi-agency safeguarding arrangements as set out in this document and the partnership's annual business plan.



Safeguarding Partnership Delivery Groups

Swindon Safeguarding Executive

Meeting **8 times per year** the Executive comprises:

- The Director of Children's Services, Swindon Borough Council (SBC)
- Executive Nurse, Swindon Clinical Commissioning Group (CCG)
- Head of Public Protection, Wiltshire Police
- The Director Of Adult Services, Swindon Borough Council (SBC)
- The Director of Public Health, Swindon Borough Council (SBC)
- A representative of education providers

The following will receive papers relating to the meetings of the Safeguarding Executive and will be invited to attend when there are policy, resourcing and commissioning decisions to be addressed:

- Police & Crime Commissioner for Swindon & Wiltshire
- Swindon Borough Council Cabinet Member for Adults
- Swindon Borough Council Cabinet Member for Children
- Chief Executive of Swindon Borough Council
- Accountable Officer for Swindon Clinical Commissioning Group
- Chief Constable of Wiltshire Police

The core role of the Executive is to:

- ensure all elements of the Partnership are working effectively;
- to set the budget and agree expenditure; to agree the Partnership's Business Plan and its Annual Report;
- to agree to the commissioning and publication of Child Safeguarding Practice Reviews (CSPR) and Safeguarding Adult Reviews (SARS);
- to ensure there is a response to new and emerging safeguarding issues;
- to understand the performance and impact of safeguarding services; and,
- ensure the views and experiences of children and adults at risk inform the work of the Partnership

Subject to review the chairing of the Executive is to be shared between the 3 statutory partners from April 2020

Swindon Safeguarding Adult Board & Swindon Safeguarding Children Partnership

Meeting four times per year these two groups will:

- Focus on performance and practice related to the Partnerships priorities;
- Seek, listen and respond to the voice of children and adults at risk
- Contribute to forward Business Planning; and,
- Contribute to and receive the Annual Report.

Terms of Reference to be developed

Chairs Group

Meeting four times per year the chairs group will support the Executive by ensuring that:

- the partnerships business plan is on track;
- each sub group is working effectively;
- agencies are properly represented across them all; and,
- where the work of one sub group can add value to that of another it is properly identified; and,
- that between them the priorities of the safeguarding partnership are being covered.

Terms of Reference to be developed

Performance and Quality Assurance (P&QA)

Each of the Adults and Childrens P&QA groups will meet **four times per year** with dates set to coincide with the availability of performance data. The P&QA discharges the core quality assurance and performance management functions of the Partnership.

P&QA is responsible for the collation and interrogation of the Partnership data set, for setting and delivering the case auditing programme for the Partnership and to use evidence based approaches to determine practice issues or service areas that require in-depth scrutiny and challenge.

The two groups will take place on the same day and be arranged so as to enable joint areas of interest to be addressed by both groups together.

Terms of Reference to be developed

Workforce Development (WD)

Meeting **four times per year**, WD is responsible for the delivery of an effective multi-agency learning and development programme that has a demonstrable impact on outcomes for children and adults at risk.

Terms of Reference to be developed

Practice Review Group (PRG)

Meeting **4 times per year** the Practice Review Group will consist of senior officers from different agencies such as health, children social care, adult social care, community safety and police and will receive referrals on cases that may meet the criteria for a statutory such as a Child Safeguarding Practice Review and Safeguarding Adults Review.

The group will also receive and consider referrals for cases that provide for additional learning where those cases do not meet the criteria for a statutory review.

The panel will discuss the referrals and use statutory criteria to make recommendations to the Independent Chair (from April 2020 to the Safeguarding Executive) and any relevant statutory bodies such as the national panel on Child Safeguarding Practice Reviews. Where safeguarding practice reviews are commissioned the Practice Review Group will establish a review reference group to oversee the individual review process.

The Practice Review Group and the Safeguarding Executive will adhere to statutory guidance as set out in Chapter 4 of Working Together 2018 and Section 44 of the Care Act 2014.

Terms of Reference to be developed

Policies and Procedures (P&P)

Meeting **four times per year**, P&P will:

- lead on the development of relevant multi-agency guidance and policies;
- develop local thresholds document
- respond to national multi-agency policies, procedures, guidance or research findings and develop local guidance as required; and,
- In relation to safeguarding children, contribute to the maintenance, development and promotion of the South West Regional Child Protection Procedures.

Terms of Reference to be developed

Communication & Engagement (C&E)

Meeting 4 times a year this group will lead on the Partnership's communication and engagement strategy. This will include:

- Oversight of the website, newsletters and social media;
- Liaison with sector specific safeguarding groups (e.g. Designated Safeguarding Leads in schools, Social workers through the PSW, the current Health sub-group etc.);
- Consultation with children and families, adults at risk etc; and,
- Co-ordination of an annual plan of targeted engagement with communities to raise awareness of identified safeguarding issues and consult on issues communities identify as being of concern.

Terms of Reference to be developed

Priority Focus Groups (PFG)

These groups will focus on the Partnership's priorities and identified emerging threats. They will consist of representatives from organisations that play a key role in delivering the identified improvements in services for children and families and adults at risk will meet as frequently as required. Where appropriate they will be time limited with clear terms of reference and SMART action plans. For as long as the group is needed the Chair would attend meetings of the Chairs Group

Terms of Reference for these groups to be developed.

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