



Protocol Outlining Relationship between Buckinghamshire Safeguarding Children Board, Buckinghamshire Safeguarding Adults Board, Health & Wellbeing Board and Safer, Stronger Bucks Partnership Board

(Including relationship to Corporate Parenting Panel, Integrated Commissioning Executive Team, Health and Adult Social Care Committee, Children's Social Care & Learning Committee, Police and Crime Commissioner and Panel, Early Help Strategy Group)

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- V2.0 October 2015: Scrutiny added
- V2.1 January 2016: Lead for FGM added
- V3.0 January 2017: JETs replaced by Integrated Commissioning Executive Team (ICET); text amended to say Chairs to meet at least annually; text added to explain role of officers group; Early Help Strategy Group added; format amended to separate BSCB, BSAB, SSBPB and BSAB from the other groups mentioned in the document; PCC section updated.

Date of next review: January 2018

Approved by: BSCB, BSAB, HWB, SSBPB, CPP HASC Chairman and CSC&L Chairman, OPCC.

1 PURPOSE

This Protocol relates to the strategic Boards in Buckinghamshire which are working to safeguard children, young people and adults who are vulnerable to abuse or neglect. Specifically these are:

- Buckinghamshire Safeguarding Children Board (BSCB)
- Buckinghamshire Safeguarding Adult Board (BSAB)
- Health & Wellbeing Board (HWB)
- Safer and Stronger Bucks Partnership Board (SSBPB)

It also describes how these four Boards will maintain links with the following strategic groups, which also play a role in relation to safeguarding children and / or adults vulnerable to abuse or neglect.

- Integrated Commissioning Executive Team (ICET)
- Corporate Parenting Panel (CPP)
- Health and Adult Social Care Committee (HASC)
- Children's Social Care & Learning Committee
- Police and Crime Commissioner and Panel
- Early Help Strategy Group

The Protocol sets out;

- The distinct roles, responsibilities and governance arrangements for each of the above boards and partnerships, including their specific roles and responsibilities in relation to safeguarding
- How they work together to safeguard and promote the welfare of people living in Buckinghamshire
- Governance, accountability and coordination arrangements for thematic areas that are relevant to more than one of the above bodies

Safeguarding is everyone's responsibility. As such, this protocol aims to ensure:

- ✓ clarity around the roles and responsibilities of the above partnerships and boards
- ✓ that work is well co-ordinated with no duplication of effort
- ✓ that we achieve more by working together
- ✓ that working together has a positive impact on outcomes for Buckinghamshire residents
- ✓ that there is effective challenge and scrutiny of safeguarding arrangements across Buckinghamshire

Where the word safeguarding is used in this document it means:

- Protecting people from abuse, maltreatment or neglect
- Preventing impairment of health or development
- Ensuring that children and adults have safe and effective care
- Taking action to enable people have the best life chances

2 FUNCTIONS OF BOARDS AND PARTNERSHIPS

2.1 Buckinghamshire Safeguarding Children Board (BSCB)

Purpose and Functions

The BSCB is a statutory body created under the Children Act 2004. Section 14 of the Children Act 2004 sets out the objectives of LSCBs, which are:

- To coordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area; and
- To ensure the effectiveness of what is done by each such person or body for those purposes.

Regulation 5 of the Local Safeguarding Children Boards Regulations 2006 sets out that the functions of the LSCB, are as follows:

1. Develop policies and procedures for safeguarding and promoting the welfare of children in Buckinghamshire, including policies and procedures in relation to:
 - The action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention
 - Training of people who work with children or in services affecting the safety and welfare of children
 - Recruitment and supervision of people who work with children
 - Investigations of allegations concerning people who work with children
 - Safety and welfare of children who are privately fostered
 - Cooperation with neighbouring children's services authorities and their Board partners
2. Communicate to people and organisations in Buckinghamshire 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.
3. Monitor and evaluate 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
4. Participate in the planning of services for children in Buckinghamshire
5. Undertake reviews of serious cases and child deaths and advise the authority and their Board partners on lessons to be learned.
6. Publish an annual report on the effectiveness of child safeguarding and promoting the welfare of children in Buckinghamshire.
7. Provide challenge to ensure that there is a comprehensive, effective and adequately resourced early intervention strategy for the provision of services to children and young people in Buckinghamshire.

Terms of Reference and Membership

The Terms of Reference, including membership for the BSCB can be found at: www.bucks-lscb.org.uk/about-the-bscb/

Governance and Accountability

Working Together 2015 states that in order to provide effective scrutiny, the LSCB should be independent. It should not be subordinate to, nor subsumed within, other local structures.

The BSCB has a role in co-ordinating and ensuring the effectiveness of the work of local partners to safeguard and promote the welfare of children. The Board will hold organisations, individually and in partnership, to account for their performance in this respect. However, the Board is not accountable for their operational work and each Board partner retains their organisational lines of accountability for safeguarding.

The BSCB discharges many of its responsibilities on behalf of its statutory partners and as such is held to account by each of these organisations for its performance. The agreement of statutory partners is required for any work that has implications for policy, planning or the allocation of resources.

The Director of Children's Services should ensure that all appropriate local authority services engage effectively with the BSCB. The DCS is accountable to the Chief Executive of Buckinghamshire County Council, and where appropriate the Lead Member for Children's Services for the effective working of the BSCB.

The Chair of the BSCB must be independent of local agencies so that the BSCB can exercise its local challenge function effectively. The Independent Chair is appointed by and is accountable to, the Chief Executive of Buckinghamshire County Council. Where appropriate the Lead Member for Children's Services will also hold the Independent Chair to account for the effective working of the BSCB.

2.2 Buckinghamshire Safeguarding Adults Board (BSAB)

Purpose and Function

The Care Act 2015 puts Safeguarding Adults Boards (Safeguarding Adults Board) on a statutory footing. Section 14 of the Care Act 2015 sets out the objectives of the Safeguarding Adults Board, which are:

- To co-ordinate and ensure effective and proportionate multi-agency responses to concerns around adult safeguarding or the protection of adults at risk of harm
- To ensure the effectiveness of what is done by each such person or body for those purposes
- To hold partners to account for their activity in relation to the safeguarding of vulnerable adults
- To use data, information and intelligence to effectively identify risk and act on it
- To undertake Safeguarding Adult Reviews as required using an appropriate methodology determined by the circumstances of each review
- The Safeguarding Adults Board should produce an annual report and an annual work plan.

The above includes a requirement to work effectively with partners across borders.

Terms of Reference and Membership

The Terms of Reference, including membership for the Safeguarding Adults Board can be found at:

Governance and Accountability

The Director of Adults Services (DAS) has the responsibility to ensure that a Safeguarding Adults Board exists. The DAS is accountable to the Chief Executive of Buckinghamshire County Council, and where appropriate the Lead Member for Adults Services for the effective working of the Safeguarding Adults Board.

The Chair of the Safeguarding Adults Board should be independent of local agencies so that the Safeguarding Adults Board can exercise its local challenge function effectively. The Independent Chair should be appointed by and be accountable to, the Chief Executive of Buckinghamshire County Council.

Although the Safeguarding Adults Board produces a multi-agency adult safeguarding policy and procedure, it is the responsibility of each partner to develop their own organisational policy in relation to adult safeguarding which complies with the multi-agency policy.

There will be sovereignty around decision making processes. Partners will be accountable through their own organisation's decision making processes for the decisions they take. It is expected that Members of the Safeguarding Adults Board will have delegated authority from their organisations to take decision within the terms of reference.

2.3 Health and Well-Being Board (HWB)

Purpose and Function

The Health and Social Care Act 2012 established health and wellbeing boards as 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. Its focus will be on securing the best possible health outcomes for all local people.

The HWB aims to:

- Drive whole system leadership and set and hold the vision for health and social care across Buckinghamshire
- Be a focussed strategic partnership board to deliver improved outcomes
- Have oversight of the delivery of the commissioning strategies of the organisations to support the delivery of the health and wellbeing strategy
- Deliver its statutory responsibilities set out above

The key functions of the HWB are:

- To prepare a Joint Strategic Needs Assessments (JSNA) and Joint Health and Wellbeing Strategies (JHWS), a statutory duty of local authorities and clinical commissioning groups (CCGs).
- To encourage integrated working between health and social care commissioners, including providing advice, assistance or other support to encourage arrangements under section 75 of the National Health Service Act 2006 (i.e. lead commissioning, pooled budgets and/or integrated provision) in connection with the provision of health and social care services.
- To sign off the Better Care Fund BCF (formerly known as the Integrated Transformation Fund):

- Produce a pharmaceutical needs assessment: This was formerly a responsibility of the primary care trust but the Health and Social Care Act 2012 transferred responsibility for the developing and updating of PNAs to health and wellbeing boards.
- To use its power of influence to encourage closer working between commissioners of health-related services and the board itself.
- To use its powers of influence to encourage closer working between commissioners of health-related services (such as housing and many other local government services) and commissioners of health and social care services.
- Any other functions that may be delegated by the council under section 196(2) of the Health and Social Care Act 2012.

The HWB is responsible for the improvement of outcomes across all aspects of health and wellbeing in Buckinghamshire. Children and young people's safeguarding and the safeguarding of adults at risk of harm are key elements of this. The HWB will ensure relevant consideration is given to safeguarding for both children and vulnerable adults through:

- Addressing safeguarding holistically in local needs assessment; including by considering and addressing information provided by the LSCB and BSAB on safeguarding priorities.
- Integrating safeguarding into the development of the Joint Strategic Needs Assessment and the Health and Well-Being Strategy
- Having oversight and receiving assurance from the Integrated Commissioning Executive Team , Healthy Communities Partnership (Public Health), LSCB and BSAB that safeguarding is being integrated into commissioning arrangements at both strategic and operational levels.

Terms of Reference and Membership

The Terms of Reference, including membership for the HWB can be found at: <https://democracy.buckscc.gov.uk/mgConvert2PDF.aspx?ID=20219>

Governance and Accountability

The HWB will be accountable for its actions to its individual member organisations.

There will be sovereignty around decision making processes. Representatives will be accountable through their own organisation's decision making processes for the decisions they take. It is expected that Members of the HWB will have delegated authority from their organisations to take decisions within the terms of reference.

2.4 Safer and Stronger Bucks Partnership Board (SSBPB)

Purpose and Function

The SSBPB is the key partnership for promoting safer and stronger communities and crime and disorder reduction at the county level. It is the strategic body through which partners work to address those issues which affect residents across the whole of Buckinghamshire and which are best addressed together the perspective of strategy, economy and efficiency.

Key functions:

- Take a Buckinghamshire wide approach to tackling common issues and responding to shared challenges;

- Commission the production of the annual partnership strategic assessment to analyse need and determine priorities;
- Agree county level community safety priorities and the summation of those within the annual Safer Bucks Plan (County Community Safety Agreement)
- Provide the Thames Valley Police and Crime Commissioner (PCC) with a single point of contact and engagement in relation to Buckinghamshire wide issues, actively working to maximise efficiency and reduce duplication;
- Represent the community safety partners within Bucks in discussions with the PCC;
- Oversee/advise and ensure effective deployment of partnership community safety funds, where they exist;
- Oversee the effectiveness of substance misuse commissioning from a crime and disorder perspective;
- Provide a dissemination platform for legislative changes and guidance which has countywide implications;
- Provide strategic direction and decision making for the operational sub groups across the Community Safety Partnerships.

The SSBPB will ensure relevant consideration is given to safeguarding for children, young people and vulnerable adults by:

- Addressing relevant safeguarding issues in local needs assessment; including by considering and addressing information provided by the BSCB and BSAB on safeguarding priorities.
- Include relevant safeguarding issues in the Safer Bucks Plan
- Integrating safeguarding into commissioning arrangements at both strategic, tactical and operational levels

Terms of Reference and Membership

Due for review January 2017 – this document to be updated once terms of reference and membership agreed.

Governance and Accountability

The Safer and Stronger Bucks Partnership Board is a statutory body and is the county's response to the Crime & Disorder Act Regulations 2007, which states that: *"for each county areas there shall be a county strategy group whose function shall be to prepare a community safety agreement for the county area on behalf of the responsible authorities in that county area."* It is currently chaired on a rotating basis meeting by meeting by each of the statutory partners.

2.5 Links with Other Key Boards

The above four Boards also need to maintain strong links with a number of other strategic groups which also have a role around safeguarding children and / or adults vulnerable to abuse or neglect. The key links are listed below.

Integrated Commissioning Executive Team (ICET)

Purpose and Function

The ICET membership includes Clinical Directors and Chief Officers from the Clinical Commissioning Groups and Buckinghamshire County Council. Its purpose is to set out the

route map for integration of commissioning and extend integrated commissioning across health and social care demonstrating qualitative, and efficiency improvements for both health and social care.

It oversees areas of collaborative commissioning activity across all ages of the population including assurance and strategic planning for children and young people's commissioning across health, education and social care. This includes the development and deployment of the Better Care Fund (BCF); the implementation of the older people's commissioning strategy including out of hospital services; the Integrated Community Equipment Services (ICES) and the recently commissioned Children & Young People's Integrated Therapies Service; joint arrangements for Mental Health Aftercare (S117) and further integration of learning disabilities services through the Transforming Care Partnership (TCP) Programme; existing children and young people's integrated commissioning arrangements of CAMHS (child and adolescent mental health), including the local area CAMHS transformation plan, and residential short breaks for children and young people.

The ICET will ensure relevant consideration is given to safeguarding for children and young people, including as they transition into adult services by:

- Addressing safeguarding holistically in local needs assessment; including by considering and addressing information provided by the BSCB and BSAB on safeguarding priorities.
- Integrating safeguarding into commissioning arrangements at both strategic and operational levels
- Embedding and integrating safeguarding into service arrangements

Governance and Accountability

The Integrated Commissioning Executive Team (ICET) provides regular updates on the progression of the ICET's programme to the Healthy Bucks Leaders group (made up of the chief executives of Buckinghamshire's health and care organisations) and to the Health and Wellbeing Board. The ICET has delegated decision making responsibilities as set out in the S75 agreement(s) agreed by the constituent members. However in other respects, the ICET is an **advisory body**. Members are required to ensure that decision making, where required, is made through the governance of their respective organisations.

Corporate Parenting Panel (CPP)

Purpose and Function

Buckinghamshire County Council's Corporate Parenting Panel considers matters concerning the Council's role as a Corporate Parent to children and young people Looked After and those receiving Aftercare services. In particular with regard to improving the health, education, employment, training and housing outcomes for children and young people Looked After through:

- Ensuring integrated planning and activity for children Looked After and actively promoting opportunities for children Looked After by the Council.
- Ensuring effective communication arrangements are in place between panel members and the children and young people who are Looked After.

The main functions of the Corporate Parenting Panel are:

- To monitor service practices to ensure that required information is collected and co-ordinated in line with best value principles.

- To ensure that child's needs in relation to issues of race, ethnicity, disability, religion, language, age or sexual orientations are fully addressed.
- For Panel members to undertake visits to the Council's residential units for Children and to consider all Regulation 33 (Care Standards Act 2000) visit reports by officers.
- To identify and disseminate local and national best practice for those children and young people in receipt of Care and Aftercare services.
- To ensure that the views of looked after children, young people and their parents fully inform all policy, planning and strategic development.
- To publish an annual report identifying trends, the setting of specific targets and outcomes in relation to achievement, health and social inclusion. This report is presented to BCC Council leaders at full Council annually.
- To promote the needs of looked after children in any inter-agency planning led by any of its member agencies (for example, the Children' & Young People's Plan).

The core business of the Corporate Parenting Panel relates to safeguarding for children and young people, including during their transition to adult services. The panel's aims will reflect a child's entitlement to:

- Feel safe, protected and valued in a strong, sustained and committed relationship with at least one carer.
- Live in a caring, healthy and learning environment.
- Feel respected and supported in his / her cultural beliefs and personal identity.
- Have access to appropriate education and opportunities in order to fulfil their potential.
- Have access to effective healthcare, assessment, treatment and support.
- Have opportunities to develop positive social skills, talents and abilities and to spend time in freely chosen play, cultural and leisure activities.
- Be prepared for leaving care by being supported to care and provide for him/herself in the future.

Governance and Accountability

Under review at time of original version – updated version requested.

Both the CPP and the BSCB have an assurance role in relation to Looked After Children and therefore there is a need for strong working links between these groups.

The Police and Crime Commissioner (PCC) and Panel

The Police and Crime Commissioner (PCC) aims to cut crime and to deliver an effective and efficient police service in Thames Valley. The PCC has a duty to:

- Hold the chief constable to account for policing on behalf of local people
- Scrutinise, support and challenge performance
- Publish and regularly update a police and crime plan
- Set the force budget and policing precept element of the council tax
- Commission services and award grants
- Engage with communities
- Appoint, and where necessary dismiss, the chief constable

In addition to the response to local need, the PCC must also contribute to responding to national and regional criminal activity and threats.

The Police and Crime Panel, which consist of Member representatives across the Thames Valley in turn holds the PCC to account. The PCC and Panel are therefore key partners who should be consulted with on any safeguarding concerns.

Section 1(8) (h) of the Police Reform and Social Responsibility Act 2011 states that: 'The police and crime commissioner must, in particular, hold the chief constable to account for the exercise of duties in relation to the safeguarding of children and the promotion of child welfare that are imposed on the chief constable by sections 10 and 11 of the Children Act 2004.'

A key part of the PCCs role is to work with partners including Community Safety Partnerships (CSPs) through the Community Safety Fund and criminal justice partners to achieve the shared objective of tackling crime, the causes of crime, and supporting victims and offenders. There is therefore a key link to the SSBPB which is the top level CSP in Buckinghamshire.

Buckinghamshire County Council's Scrutiny Committees

Under the Local Government Act 2000 the Council discharges its statutory functions in relation to Overview and Scrutiny to four Select Committees. Two of these select committees have within their remit responsibility for oversight and scrutiny of safeguarding for children and adults by the Council's Children's, Social Care & Learning Select Committee and the Health, Adult Social Care Committee respectively.

The Select Committees are formal Council Committees comprising primarily of elected Members (with some co-optees). Select Committees have a role in scrutinising the work of both the Council and partners, including in relation to safeguarding matters. To be effective in their role they need to work in partnership with all the boards in relation to safeguarding. This means that all of the principles of joint working outlined above equally apply.

The Select Committees will develop their work programmes in conjunction with partnership boards in order to ensure a complementary approach. For example the Children's Social Care & Learning Select Committee has recently BSCB.

Purpose and Function

The detailed role and remit of Select Committee's is set out in the Council's Constitution. Its key roles are:

- a) Reviewing and scrutinising the decisions made by the Leader/Cabinet/Cabinet Member or Managing Director or relevant senior officer jointly with a Deputy Cabinet Member or by any other officer,
- b) Questioning the Leader and all other Cabinet Members and senior officers about their decisions and performance whether generally in relation to policies and targets over a period of time or specifically in relation to particular decisions, initiative or projects,
- c) Scrutinising the work of partnerships and partnership boards,
- d) Making reports and/or recommendations to the Cabinet/Leader/Cabinet Member or Council arising out of the scrutiny process.

Terms of Reference and Membership

These are set out in the County Council's Constitution, available at:
www.buckscc.gov.uk/about-your-council/council-structure/constitution/

Early Help Strategy Group

Purpose and Function

The Early Help Strategy Group has membership at a senior level from across key partners agencies working with children and young people in Buckinghamshire. It's key purpose is to provide strategic direction and oversight to the multi-agency implementation and delivery of Early Help in Buckinghamshire. In particular:

- Set the strategic direction for Early Help and ensure this is set out in an Early Help Strategy which is annually reviewed
- Continuously monitor and evaluate the impact and effectiveness of Early Help with a particular focus on outcomes for children and families
- Use evidence from monitoring and evaluation to inform and evolve the strategic direction of Early Help
- Provide evidence to Commissioners to ensure that local services contribute to the effective delivery of the Early Help
- Hold partners to account where there is evidence to suggest that engagement with Early Help requires improvement
- Direct the work of the Early Help Operational Group to support the delivery of the Early Help Strategy
- Ensure there is effective communication to and from the Early Help Operational Group
- Manage the effective use of relevant pooled / partnership budgets to support Early Help
- To support a culture of continuous learning and improvement to enhance front line practice.
- Regularly report to the Buckinghamshire Safeguarding Children Board (BSCB), the Safer, Stronger Bucks Partnership and other senior partnership group to inform their assessment of the impact and effectiveness of Early Help in Buckinghamshire
- Respond to requests or challenges from senior partnership groups for further information or assurance around Early Help in Buckinghamshire

Governance and Accountability

Early Help must be embedded and owned across agencies working in Buckinghamshire. Therefore governance lines are from each agency represented on the Early Help Strategy Group back to their own agency, and all agencies are responsible for ensuring that they keep relevant managers and staff up to date on this agenda and any specific actions required.

There is a direct reporting line between this group and the BSCB which has a statutory duty set out in Working Together 2015 to assess the impact and effectiveness of Early Help.

There is also a direct reporting line through to the Health and Wellbeing Board, the Children's Delivery Group, the Buckinghamshire Association of Secondary Head Teachers (BASH), the Primary Executive Board (PEB) and the Ofsted Improvement Board. The Early Help Strategy Group should ensure that the BSCB and other Boards listed above receive regular reports to inform their assessment of the impact and effectiveness of Early Help in Buckinghamshire.

3 HOW THE BOARDS AND PARTNERSHIPS WORK TOGETHER

The boards and partnerships have distinct, yet complementary functions. Safeguarding is not the core purpose for all of the boards and partnerships, but it is a key theme that unites them all.

The information provided in the section above, outlines the roles and responsibilities that each board / partnership has in relation to safeguarding. This section sets out how they will work together to safeguard and promote the welfare of children and vulnerable adults in Buckinghamshire.

Key principles:

- **We will offer mutual challenge and support:**

The BSCB and BSAB have a specific remit to ensure the effectiveness of safeguarding arrangements across partners. As such they will work with, and where necessary offer challenge to the other groups outlined in this document to ensure that they safeguard and promote the welfare of children and adults vulnerable to abuse or neglect in the work that they do.

Independent of the scrutiny roles of the BSCB and BSAB, the boards and partnerships will offer each other mutual challenge and support in order to optimise safeguarding arrangements and ensure we are achieving the best possible outcomes for our children, young people and adults vulnerable to abuse or neglect.

- **We will share good practice and resources**

To help each of the boards and partnerships to develop and improve, relevant good practice and resources will be shared. This could include policies and practices, including those identified in other authorities, or opening out training and development opportunities across the wider partnerships.

- **We will work together on themes of common interest:**

Some themes have relevance across a number of the boards and partnerships. In such cases there will be joint working to reduce duplication of effort. Arrangements for this are set out in more detail in the next section.

- **We will focus on outcomes for children, young people and vulnerable adults**

Whilst as partnerships we are not delivering frontline services, we will ensure our work remains focused on achieving the best possible outcomes for children, young people and adults vulnerable to abuse or neglect.

- **We will be open and honest:**

We will work together in a way that is open and honest, recognising that we are all seeking to achieve the best possible outcomes for Buckinghamshire residents.

- **We will talk to each other about areas of risk**

We will share information on key risks or concerns. This will help the different boards and partners to maintain a good understanding of emerging risks that may be relevant to their work and support the principle of offering mutual challenge and support.

- **We will think partnerships**

We will adopt a mind-set where we stop and consider the wider partnerships context in relation to the work we are doing. Where there is benefit in informing, or working together with other partnership we will seek to do this.

Reporting arrangements between partners

The following reporting arrangements for regular / annual reports will support closer working between the partnerships. It is expected that reports will clearly state the response and / or action that is required from the receiving Board and that reports will be tabled with sufficient time for appropriate discussion and challenge, for issues relevant to that partnership to be identified and necessary action agreed.

	BSCB	BSAB	HWB	SSBPB	ICET	CPP	BCC Select Committees
Buckinghamshire Safeguarding Children Board							
Annual Report		Present: Autumn	Present: Autumn	Present: Autumn	Inform: Autumn	Inform: Autumn	Inform Children's Select Committee*: Autumn
Buckinghamshire Safeguarding Adult Board							
Annual Report	Present: Winter		Present: Winter	Present: Winter	Inform	n/a	Inform HASC*: Autumn
Health and Wellbeing Board							
Joint Health and Wellbeing Strategy	Consult: Autumn (every 4 years)	Consult: Autumn (every 4 years)		Consult: Autumn (every 4 years)	Consult: Autumn (every 4 years)	Consult: Autumn (every 4 years)	Inform Children's Select Committee and HASC: Autumn (every 4 years)
Joint Strategic Needs Assessment	Present (every 4 years)	Present (every 4 years)		Present (every 4 years)	Consult (every 4 years)	Inform (every 4 years)	Consult Children's Select Committee and HASC: Autumn (every 4 years)
Annual Report	Inform: Autumn	Inform: Autumn		Inform: Autumn	Inform: Autumn	Inform: Autumn	Inform Children's Select Committee and HASC: Autumn
Safer and Stronger Bucks Partnership Board							
Safer Bucks Plan	Consult	Consult	Consult		Inform	Inform	Inform the Transport, Environment and Communities Committee (statutory crime and disorder committee)
Strategic Assessment	Inform	Inform	Inform		Inform	Inform	Inform the Transport, Environment and Communities Committee (statutory crime and disorder committee)
Children's Joint Executive Team							
Commissioning intentions			Present				Inform Children's Select Committee*:
Annual report			Inform				Inform Children's Select Committee*:
Corporate Parenting Panel							
Annual Report	Present						Inform Children's Select Committee

* Children's Select Committee = Children's Social Care and Learning Select Committee / HASC = Health and Social Care Select Committee

In the case of issues or reports which fall outside of the above fixed reporting protocol:

- Any of the Chairs can make a written request to another partnership for information or consideration of any area of concern
- Any of the Chairs can make a request for an item to be placed on another partnership meeting agenda
- Any of the Chairs can request a meeting with one or more of the other partnership Chairs to consider and agree a way forward regarding specific issues

Where an area of concern cannot be resolved within the above framework, a resolution meeting will be held between the Board Chairs and officers at Director / Head of Service level.

Annual Meeting

The Chairs of the BSCB, BSAB, HWB and SSBPB will meet on at least an annual basis. This will enable greater understanding of each other's structures, reporting mechanisms and shared priorities.

Officers Meeting

The lead officer for the BSCB, BSAB, HWB and SSBPB will meet on a quarterly basis to support effective joint working between the Boards. Currently these officers are the BSCB Business Manager, the BSAB Business Manager, the HWB Lead Officer and the Head of Resilience and Community Safety.

Common Membership

Where there is common membership between the partnerships, these common members have a role in ensuring that relevant information is communicated across the partnerships, and they should raise relevant issues to the appropriate board or partnership Chair.

In particular, the following people will have a key role in ensuring continued strong relationships between the partnerships.

Director of Children's Services (DCS)

The DCS has the lead responsibility for improving outcomes for children and young people in Buckinghamshire. The DCS will be a member of the HWB and BSCB.

Director of Adult Services (DAS)

The DAS has the lead responsibility for improving outcomes for adults in Buckinghamshire. The DAS will be a member of the HWB the BSAB and the BSCB.

Director of Public Health (DPH)

The DPH is a statutory chief officer of the Council and the principal adviser on all health matters to elected members and officers, with a leadership role spanning all three domains of public health: health improvement, health protection and healthcare public health. The DPH sits on the HWB and is committed to playing a full part in the Council's action to meet the needs of vulnerable children, adults and young people and attends the BSCB.

Lead Member for Children, Young People & Education

The Lead Member for Children, Young People & Education will be a member of HWB and a 'participant observer' of the LSCB as well as sitting on the Corporate Parenting Panel. The Lead Member can:

- Seek the views of the LSCB on a particular topic

- Bring to the attention of the LSCB an exception report raising safeguarding concerns
- Present an annual report

Lead Member for Health & Wellbeing

The Lead Member for Health & Wellbeing will sit on the HWB and is a 'participant observer' of the BSAB. The Cabinet Member can:

- Seek the views of the BSAB on a particular topic
- Bring to the attention of the BSAB an exception report raising safeguarding concerns
- Present an annual report

In addition to those roles listed above, a list is maintained by the lead officers stating a named individual for each Board who has a specific role to report or provide updates on behalf of another Board.

The role of the County Council Chief Executive and Leader

The Chief Executive of the County Council is responsible for seeking reassurance that the Director of Children's Services and Director of Adult Social Services are fulfilling their statutory responsibilities for safeguarding and promoting the welfare of children and adults. This includes ensuring that the relationship between the BSCB, BSAB, HWB, SSBP, JET and CPP is working effectively.

The Chief Executive and Leader of the Council should make an annual assessment of the effectiveness of local governance and partnership arrangements for improving outcomes for children and adults and supporting the best possible standards for safeguarding.

4 WORKING TOGETHER ON THEMES OF COMMON INTEREST

There are a number of pieces of work or themes which are relevant to more than one partnership. In such cases the default position should be that partnerships seek to work together to achieve the best outcomes and reduce duplication of work.

When a piece of work or theme is identified that is likely to have relevance across more than one partnership:

- The other partnerships should be contacted to discuss the relevance of the theme / piece of work
- There should be agreement across those partnerships for whom the theme / piece of work is relevant on the following:
 - The approach to be taken
 - Which partnership will lead and how all partners will contribute
 - Responsibility and accountability for that particular piece of work / theme
 - Communication / reporting arrangements

It is recognised that this is likely to require formal discussion and decision making at partnership meetings. However, in most cases this should not delay work from starting.

A table is set out below on those themes where there has already been discussion and agreement on how the partnerships will work together and proposals for themes which the Boards may wish to take forward. However, this is not an exhaustive list of areas where partnership working may be appropriate. At each revision of this document, any new areas should be added and decisions made on how this will be taken forward.

Themes of common interest: Some areas in the table below are more developed than others. As relationships between the Boards grow, these areas will be developed further.

Theme	Lead	Further Information
Human Trafficking and modern day slavery	SSBPB	<p>The SSBPB is the lead for the strategic development and overview of the Buckinghamshire multi-agency response to human trafficking and modern day slavery.</p> <p>The links between human trafficking, modern day slavery and CSE are recognised by means of representation on the CSE Sub Group from community safety partners. This will allow relevant information from the SSBPB to be cascaded to the Sub Group, and where necessary escalated to the BSCB.</p> <p>Both the CSE Sub Group and the BSCB should offer relevant challenge to the SSBPB on the work that is being done around human trafficking and modern day slavery, and the outcomes this is achieving for children and young people. Where necessary, updates should also be taken from the CSE Sub Group back to the SSBPB.</p>
Child Sexual Exploitation	BCCB	<p>The BSCB is the lead for the strategic development and overview of the Buckinghamshire multi-agency response to CSE. The BSCB has a CSE Sub Group which oversees the Buckinghamshire CSE Strategy. This describes both strategic and operational level arrangements for CSE across partners and includes a multi-agency action plan. CSE is a key priority in the BSCB Improvement and Development Plan 2015-17. The BSCB also provides multi-agency training relating to CSE. The BSCB, as part of its statutory functions, will seek to assure itself that partners are effectively working together to tackle CSE.</p> <p>CSE is also an important theme for the SSBPB, particularly in relation to prevention, disruption and enforcement against perpetrators. The BSCB and the SSBPB should provide challenge and support to each other around CSE, with a particular focus on ensuring there is a coordinated, partnership approach. This will be facilitated by:</p> <ul style="list-style-type: none"> • Community Safety partners sit on the CSE Sub Group and should contribute to the development of the CSE Sub Group work plan, including offering relevant challenge and ensuring it fully reflects the role of the SSBPB. • BSCB will provide regular updates on CSE to the SSBPB. <p>The SAB will have a role in ensuring there is appropriate provision in place for children who continue to be exploited as they transition into adulthood, and for adults disclosing CSE in their past.</p> <p>The HWB will need to ensure that the Joint Needs Assessment (JSNA) includes robust and up to date profiling relating to CSE given that this is the starting point for many commissioning decisions.</p> <p>The Children's, Social Care & Learning Select Committee has recently carried out an Inquiry into CSE with recommendations</p>

		for Cabinet and the BSCB.
Female genital mutilation (FGM)	HWB	Following a partnership challenge event around FGM and Bucks wide strategy and multi-agency action plan are under development. It has been agreed that the Health and Wellbeing Board will act as strategic lead.
Radicalisation and terrorism (the new 'Prevent' statutory duty)	SSBPB	The SSBPB agreed in March 2015 that strategic oversight of the Prevent duty and more specifically the work of the Channel Panel, will reside with it. This will include: <ul style="list-style-type: none"> a) A restricted briefing from SECTU about Buckinghamshire at the May meeting and agreeing the Prevent Duty action plan. b) Having strategic oversight of the Channel Panel which will include 6 monthly updates on referral numbers and case studies. c) Overseeing communications both within and external to the Buckinghamshire partnership. d) Receiving six monthly updates on the Prevent Duty action plan. e) Taking a check and challenge approach to partners' engagement on this agenda. f) Working with other agencies that are subject to the Prevent Duty, such as schools, HE/FE establishments and VCS organisations to share learning and evidenced good practice. g) Provide a single point of contact on this issue for the Children's and Adults' Safeguarding Boards. h) Inviting the Chairs of the Adults' and Children's Safeguarding Boards be invited to attend the SSBPB meetings when this is being discussed (May and November).
Domestic Abuse	SSBPB	The SSBPB will take the lead on Domestic Violence, and oversees the multi-agency Domestic Violence Strategy Group.
Forced marriage and honour based violence	SSBPB	The SSBPB will take the lead on forced marriage and honour based violence.
Hate/Mate Crime	SSBPB	The SSBPB will take the lead on hate / mate crime.

5 REVIEW ARRANGEMENTS

This protocol will be reviewed on an annual basis as part of the annual meeting between the partnership and with the Select Committee chairs.