

# **Working Together Protocol -Strategic Partnership Boards in Staffordshire**

**2022**

WORKING DRAFT



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### 1. Statement of Commitment

- 1.1. This Protocol is intended to support effective joint working between Strategic Partnership Boards in Staffordshire.
- 1.2. The Strategic Partnership Boards are committed to working together at every level to keep Staffordshire people safe from harm and improve their health and wellbeing. Boards within this commitment include:
  - Staffordshire Health and Wellbeing Board (HWBB)
  - Staffordshire Safeguarding Children Board (SSCB)
  - Staffordshire and Stoke-on Trent Adult Safeguarding Partnership Board (SSASPB)
  - Staffordshire Strategic Community Safety Forum / Partnership (CSP)
- 1.3. The mechanisms by which this joint agreement and review are achieved will be developed in partnership by the Boards' Chairs.

### 2. Collective Responsibilities

- 2.1. Staffordshire's Partnership Boards are committed to ensuring effective links are made with each other to maximise effectiveness and minimise duplication. Boards will aspire to:
  - 2.1.1. Ensure the safety and health and wellbeing of people in Staffordshire are collectively addressed and that there are no gaps in addressing needs.
  - 2.1.2. Identify the lead partnership and respective responsibilities for a particular issue or priority.
  - 2.1.3. Provide clarity of focus for each partnership body. This will provide a clear understanding of the needs, emergent issues, and avoid duplication.
  - 2.1.4. Share appropriate information across partnerships and member organisations.
  - 2.1.5. Identify where there are problems and work together to formulate solutions taking a joined up and constructive approach across policies or issues of mutual interest.
  - 2.1.6. Ensure that there is a shared approach to reviews of serious cases in the county and the learning to emerge from these.
  - 2.1.7. Board Chairs will actively support the Boards in delivering these collective responsibilities.
- 2.2. All Partnership Boards understand the importance of engaging with our local population, and the importance of consultation, engagement and feedback in informing their business.
- 2.3. All Partnership Boards will work to promote the sustainability and efficiency of services, support the prevention agenda and work to mitigate the impact of inequalities in Staffordshire.

### **3. Individual Partnership Board Responsibilities**

- 3.1. Each Board has specific statutory powers, duties and roles. This Protocol is intended to support the effectiveness of each Partnership Board. It is not intended to override or replace the statutory duties and powers of any of the individual agencies.

Further overview information is available in the Appendices:

Appendix A - an overview of collective responsibilities across the partnerships

Appendix B - a description of each Board, their duties and their priority areas

#### **4. Arrangements to support coordination between the Boards**

- 4.1. To support effective coordination and to promote better inter-partnership working the following arrangements are agreed:
  - 4.1.1. Respective Board Annual Reports/Plans will be presented to the other Boards.
  - 4.1.2. The Health and Wellbeing Board will consult widely on future iterations of the Health and Wellbeing Strategy along with the latest version of the Joint Strategic Needs Assessment.
  - 4.1.3. Where items are to be presented at Partnership Board meetings that are considered to be of particular or significant relevance to other Boards, it is courteous and good practice to advise other Partnership Chairs and enable them to contribute to the debate.
  - 4.1.4. Chairs or members of each partnership Board may be invited to attend the other partnership Development Days / development activity.
  - 4.1.5. Each of the Boards will circulate their newsletters / updates with each other in order to share and involve others in their work and progress.
  - 4.1.6. The Chairs and business managers/ lead officers of each Partnership Board will convene six monthly meetings to support strengthened inter-partnership working.

#### **5. Reporting Arrangements and Forward Plans**

- 5.1. Reporting arrangements and forward plans will be clearly set out to support alignment of reporting on shared agendas.

See Appendix C for information regarding the current reporting arrangements.

## **6. Arrangements for review**

- 6.1. This protocol will be reviewed and updated on an annual basis by the Chairs and business managers/lead officers for the respective Boards, or when relevant national guidance affecting one of these Boards is introduced.

## **7. Resolution process**

- 7.1. Where there is a concern that this protocol is not succeeding in ensuring strengthened partnership working to keep Staffordshire residents safe and healthy, resolution should be sought through communication between the Chairs of the Boards, and relevant Chief Officers / lead officers.

## **Signatories:**

### **Staffordshire Health and Wellbeing Board - Co-Chairs**

Dr Johnny McMahon / Dr Alison Bradley

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**Staffordshire Safeguarding Children Board - Chair**

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**Staffordshire & Stoke-on-Trent Adult Safeguarding Partnership Board - Chair**

John Wood

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**Staffordshire & Stoke-on-Trent Strategic Community Safety Forum – Chair**

Ben Adams

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## Appendix A –

## Staffordshire Strategic Partnerships Shared Statutory Responsibilities

	Staffordshire Health and Wellbeing Board	Staffordshire & Stoke-on-Trent Strategic Community Safety Forum (SSSCSF)	Staffordshire Safeguarding Children Board	Staffordshire & Stoke-on-Trent Adult Safeguarding Partnership Board
<b>Sexual Exploitation of Children &amp; Vulnerable Adults</b>	The Health and Wellbeing Board receives reports and supports action as required.	SSSCSF will get updates from each CSP member around the activities those agencies are undertaking around addressing sexual exploitation with reference to perpetrators and understanding risk of offending in the community.	Staffordshire Safeguarding Children Board leads on the implementation of the Staffordshire Child Sexual Exploitation (CSE) strategy. SSCB commissions training for the workforce around Child Sexual Exploitation (CSE).	Staffordshire & Stoke-on-Trent Adult Safeguarding Board provides oversight, coordination and assurance in relation to the sexual exploitation of vulnerable adults.
<b>Prevent Programme</b>	The Health and Wellbeing Board receives an annual report from the Community Safety Partnership.	SSSCSF will be provided with updates from each CSP member with regards system wide Prevent programme in Staffordshire.	SSCB seeks assurance that the arrangements for children who are subject to involvement with Prevent / Channel panel is in line with statutory requirements and local needs.	The Staffordshire & Stoke-on-Trent Adult Safeguarding Board supports and promotes the Prevent programme coordinated by the Community Safety Partnership; and the SSASPB Strategic Plan.
<b>Youth Justice</b>	The Health and Wellbeing Board receives reports and supports action as required.	SSSCSF will be provided with updates from each CSP member with regards to neighbourhood crime and community safety issues. Incorporating Youth Justice data within the annual Crime and Disorder Strategic assessment. Receives the	Staffordshire Safeguarding Children Board seeks assurance through its performance and quality assurance arrangements that youth justice, youth offending, and targeted youth support provisions are compliant with section 11 duties.	N/A

		annual Youth Justice Plan and supports action.		
<b>Modern Slavery</b>	The Health and Wellbeing Board receives reports and supports action as required.	SSSCSF will be provided with updates from each CSP member agency for Modern Slavery, working closely with the Adult and Children's Safeguarding Boards on this agenda.	SSCB works with the Staffordshire Community Safety Partnerships to promote understanding and awareness of modern slavery from a child safeguarding perspective. Modern Slavery is also included in the Staffordshire Safeguarding Children Board Child Exploitation Strategy 2020/22.	SSASPB works in partnership with the Community Safety Partnerships to promote awareness of modern slavery. It's also mentioned within the SSASPB's Strategic Plan 2019-22.
<b>Domestic Abuse</b>	The Health and Wellbeing Board receives reports and supports action as required.	SSSCSF will be provided with updates from each CSP member agency with regards Domestic Abuse services and systems, MARAC and Domestic Homicide Reviews and MAPPA.	SSCB commissions multi-agency Domestic Abuse training events with a focus on how Domestic Abuse impacts on children. It also analyses evaluations with the view to learning on ways to respond to children who are living with adults in abusive relationships / situations.	SSASPB works to prevent harm and reduce the risk of domestic abuse of adults with care and support needs, and supports the work overseen by the Staffordshire Community Safety Partnership.
<b>Health and Wellbeing</b>	The Health and Wellbeing Board holds statutory responsibility for Health and Wellbeing including delivery of the Staffordshire Health and Wellbeing Strategy 2022-2027; the JSNA; health and care integration.	SSSCSF must take account of health and wellbeing in its programme delivery.	SSCB provides an annual report to Health and Wellbeing Board and takes account of Health and Wellbeing Strategy and Joint Strategic Needs Assessment.	SSASPB provides an annual report to Health and Wellbeing Board and takes account of Health and Wellbeing Strategy and Joint Strategic Needs Assessment.
<b>Stronger Communities</b>	Building Stronger Communities in a wider context is fundamentally	Safer, Stronger Communities are a prerequisite for community	Healthy Communities and, healthy places help to support safeguarding and	Healthy communities, healthy places support the protection of vulnerable adults.



	central to the Health & Wellbeing Board via their priorities and the Health & Wellbeing Strategy.	safety. SSSCSF will take account of this in their delivery plan.	promote the welfare of children and young people.	
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## Appendix B – Board Roles & Priorities

### Staffordshire Health Wellbeing Board (NB- HWBB conversations underway around ToR / future focus):

<b>Board purpose</b>	<p>Designed to lead improvements on health and well-being and oversee transformation of Staffordshire health and care services. Which includes:</p> <ul style="list-style-type: none"> <li>• Leading a conversation with the public about how they can improve their own health and well-being.</li> <li>• Ensuring there is a clear prevention programme to improve health and well-being and reduce ill health and the associated demand on health and care services, in line with the Health and Well-Being Strategy.</li> <li>• Ensuring a commitment and contribution from all partners to the prevention programme and assuring its implementation.</li> <li>• Providing democratic input to the Sustainability and Transformation Partnership (STP), alongside Stoke-on-Trent City Council.</li> <li>• Acting as an advocate for the changes required to ensure the sustainability of the health and care services and shaping proposals to ensure that they are publicly accessible.</li> <li>• Overseeing the Better Care Fund (BCF) and encouraging joint commissioning between the County Council and the NHS.</li> <li>• Monitoring health and well-being, identifying emerging trends and any additional actions required.</li> <li>• Carrying out the statutory functions of the Board.</li> </ul>
<b>Statutory duties</b>	<p>As set out in the Health and Social Care Act 2012, these are:</p> <ul style="list-style-type: none"> <li>• Prepare and publish a Joint Strategic Needs Assessment (JSNA) as well as a Pharmaceutical Needs Assessment (PNA) every 3 years.</li> <li>• Prepare and publish a Joint Health and Wellbeing Strategy (JHWS) setting out how the needs identified in the JSNA will be prioritised and addressed.</li> <li>• Ensure effective public engagement and consultation in developing the JSNA and JHWS.</li> <li>• Promote the integration of health and social care services including providing advice, assistance and other support in encouraging arrangements under S.75 of the NHS Act 2006.</li> <li>• Encourage providers to work closely with the Board and encourage those that provide health, health related or social care services in an area to work “closely together”.</li> <li>• Consider and report on whether CCG Commissioning Plan have taken proper account of the JHWS.</li> </ul>
<b>Board priorities</b>	<p>The Board is committed to:</p> <ul style="list-style-type: none"> <li>• Providing strategic leadership based on evidence: focusing on those area where the Board can make the biggest difference to health and well-being.</li> <li>• Transparency in decision making so that the public can understand the decisions being taken and the rationale behind them.</li> </ul>

	<ul style="list-style-type: none"> <li>• Involving the public in decision making allowing people to have their say and an opportunity to influence decisions.</li> <li>• Acting with courage and conviction to ensure that decisions are taken in the long-term interests of the whole population.</li> </ul>
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### Staffordshire Safeguarding Children Board (SSCB)

<b>Board purpose</b>	<p>To safeguard and promote the welfare of children and young people in Staffordshire.</p> <p>The SSCB is the key mechanism for agreeing how the relevant organisations will co-operate to safeguard and promote the welfare of children and ensuring the effectiveness of what they do.</p>
<b>Statutory duties</b>	<p>Staffordshire Safeguarding Children Board has statutory duties and functions as defined under Section 14 of the Children Act 2004 (as amended) which are:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• To ensure the effectiveness of what is done by each such person or body for those purposes.</li> </ul>
<b>Board priorities</b>	<p>The SSCB is committed to:</p> <ul style="list-style-type: none"> <li>• Effective Partnership Working – we are committed to effective collaborative partnership working which will deliver the best possible protection of children and young people in the areas.</li> <li>• Focus on the Family – our work will support families to enable their children to flourish and learn in preparation for a long, productive happy life.</li> <li>• Committed to Early Help – we recognise that those with economic, health and other disadvantages will need additional support to achieve the same outcomes as their peers. The recognition and consideration of adverse childhood experiences (ACES) will inform the decision-making process enabling the right services to be facilitated to the right children at the right time.</li> <li>• Promotion of a Learning Culture – we will operate as a learning system; open and ambitious to improve.</li> </ul>

### Staffordshire & Stoke-on-Trent Adult Safeguarding Partnership Board (SSASPB)

<b>Board purpose</b>	<p>The SSASPB is a multi-agency statutory partnership established by the Care Act 2014. Its main objective is to help and protect adults in its area by coordinating and ensuring the effectiveness of what each of its members does. The Board's role is to assure itself that safeguarding partners act to help and protect adults who:</p> <ul style="list-style-type: none"> <li>• Have needs for care and support</li> <li>• Are experiencing or at risk of abuse or neglect.</li> </ul>
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	<ul style="list-style-type: none"> <li>• and as a result of those care and support needs are unable to protect themselves from either the risk of, or the experience of abuse or neglect.</li> </ul> <p>Vision for safeguarding: 'Adults with care and support needs are supported to make choices in how they will live their lives in a place where they feel safe, secure and free from abuse and neglect.'</p> <p>Our vision recognises that safeguarding adults is about the development of a culture that promotes good practice and continuous improvement within services, raises public awareness that safeguarding is everyone's responsibility, responds effectively and swiftly when abuse or neglect has been alleged or occurs, seeks to learn when things have gone wrong, is sensitive to the issues of cultural diversity and puts the person at the centre of planning to meet support needs to ensure they are safe in their homes and communities.</p>
<b>Statutory duties</b>	<p>The Care Act 2014 outlines three statutory functions for the Board:</p> <ul style="list-style-type: none"> <li>• Publish a 3-year strategic plan that sets out how it will meet its main objectives and what the members will do to achieve this. The Plan will be subject to annual review to check relevance and focus and will be developed following consultation with local Healthwatch organisations. Healthwatch will support the SSASPB by providing the views of the Public with reference to voiced Adult Safeguarding priorities. The plan should be evidence based and make use of all available evidence and intelligence from partners to form and develop its plan.</li> <li>• Publish an annual report detailing what the SSASPB has done during the year to achieve its main objective and implement its strategic plan, and what each member has done to implement the strategy as well as detailing the findings of any Adult Reviews and subsequent action.</li> <li>• Conduct any Safeguarding Adult Reviews (SAR) with accordance with S.44 of the Care Act 2014.</li> </ul>
<b>Board priorities</b>	<p>The SSASPB has identified the following for the period 2019-22:</p> <ul style="list-style-type: none"> <li>• Engagement – Improve public awareness of adult safeguarding, Making Safeguarding Personal &amp; Communication with those who work with adults.</li> <li>• Financial &amp; Material Abuse – Seek assurances as to the effectiveness of safeguarding partner's arrangements to communicate to communities, arrangements for reporting concerns and responding to those concerns with a particular emphasis on people most vulnerable to risk.</li> </ul>

<b>Board purpose</b>	The purpose of the Staffordshire & Stoke-on-Trent Strategic Community Safety Forum is to bring together responsible authorities and other relevant organisations, to deliver collaboratively on community safety outcomes for local people and local communities. It will provide a structure for key organisations to work together cooperatively and collectively to focus resources and investment on a shared strategic vision.
<b>Statutory duties</b>	The statutory duties rest with the individual City, Borough and District Community Safety Partnerships. This forum is designed to bring those CSP's together to work together better on issues impacting the County.
<b>Board priorities</b>	<p>The Staffordshire &amp; Stoke-on-Trent Strategic Community Safety Forum will seek to deliver the following priorities:</p> <ul style="list-style-type: none"> <li>• Develop links and opportunities for collaborative working between the responsible authorities and other relevant organisations to deliver the most efficient and effective community safety services for the communities of Staffordshire &amp; Stoke-on-Trent.</li> <li>• Establish a joint strategic vision and strategic priorities.</li> <li>• Mitigate risks to community safety services by finding and implementing solutions and taking action.</li> <li>• Attract funding and resources from appropriate funding streams and/or organisations in co-operation with all local stakeholders, including CSP's.</li> <li>• Agree the utilisation of funding and other resources attracted by the SSSCSF and have due regard for local, county-wide and city-wide priorities.</li> <li>• Champion the community safety agenda.</li> </ul>

### Appendix C – Scheme for Annual Reporting between the Partnership Boards

Board	Report(s)	Circulation	Purpose
<b>Staffordshire Health and Wellbeing Board</b>	<ul style="list-style-type: none"> <li>Joint Health and Wellbeing Strategy</li> <li>Joint Strategic Needs Assessment</li> <li>Director of Public Health Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>Staffordshire’s Families Strategic Partnership Board</li> <li>Staffordshire Safeguarding Children Board</li> <li>Staffordshire and Stoke on Trent Safeguarding Adults Board</li> <li>Staffordshire Community Safety Partnership</li> </ul>	<p>The purpose is to inform the boards of the strategic direction of the board and ensure that they understand how health and wellbeing outcomes may become compromised and require a wider partnership response for example infant mortality and the link to the Child Death Overview Panel.</p> <ul style="list-style-type: none"> <li>- Information</li> <li>- Scrutiny and</li> <li>- Agreed dependency</li> </ul>
<b>Staffordshire Safeguarding Children Board</b>	<ul style="list-style-type: none"> <li>Business Plan</li> <li>Annual Report</li> </ul>	<ul style="list-style-type: none"> <li>Staffordshire Families Strategic Partnership Board</li> <li>Staffordshire and Stoke on Trent Safeguarding Adults Board</li> <li>Staffordshire Health and Wellbeing Board</li> <li>DACADB</li> <li>Scrutiny for Policies, Children and Families</li> </ul>	For information and scrutiny
<b>Staffordshire and Stoke on Trent Adult Safeguarding Partnership Board</b>	<ul style="list-style-type: none"> <li>Annual Report</li> <li>SSASPB Strategic Plan</li> </ul>	<p>Currently provided to:</p> <ul style="list-style-type: none"> <li>Staffordshire Health and Wellbeing Board</li> <li>Stoke-on-Trent HWBB</li> <li>Staffordshire County Council Safeguarding Overview and Scrutiny</li> <li>Stoke-on-Trent City Council Overview and Scrutiny</li> <li>Staffordshire Police &amp; Fire Commissioners.</li> </ul>	Provided for overview and scrutiny.
<b>Staffordshire Strategic</b>	<ul style="list-style-type: none"> <li>Strategic vision &amp; priorities document</li> </ul>	<ul style="list-style-type: none"> <li>Local authorities (City / County, District &amp; Borough) x10</li> <li>Staffordshire Police</li> </ul>	The purpose to ensure that community safety services are being delivered efficiently and effectively.

<b>Community Safety Forum / Partnership</b>		<ul style="list-style-type: none"> <li>• British Transport Police</li> <li>• Staffordshire Fire &amp; Rescue Authority</li> <li>• Staffordshire Integrated Care System</li> <li>• National Probation Service</li> <li>• Staffordshire Commissioner's Office</li> <li>• Staffordshire Safeguarding Children Board</li> <li>• Staffordshire &amp; Stoke-on-Trent Safeguarding Adults Board</li> <li>• Local Criminal Justice Partnership Board</li> </ul> <p>*Pending confirmation of report circulation</p>	<p>*Pending confirmation</p>
<b>Staffordshire Corporate Parenting Board</b>	<ul style="list-style-type: none"> <li>• Staffordshire Corporate Parenting Strategy</li> <li>• Annual report</li> </ul>	<ul style="list-style-type: none"> <li>• Staffordshire's Safeguarding Childrens Board</li> <li>• Staffordshire and Stoke on Trent Adults Safeguarding Partnership Board.</li> </ul> <p>*Query for consideration; should reports go to the HWBB if health needs are identified?</p>	<p>The purpose is to understand the needs of Children in Care and care leavers so that partners outside of Corporate Parenting Panel are aware of and understand the needs of our children and ensure that the required support is available.</p> <p>This will be provided</p> <ul style="list-style-type: none"> <li>- For information</li> </ul> <p>To plan for dependent issues</p>