

Inter-Board Protocol

- **The Bromley Health & Wellbeing Board**
- **The Safety Bromley Partnership Board**
- **The Bromley Safeguarding Children Board**
- **The Bromley Safeguarding Adults Board**

November 2021

DRAFT

Contents

Page

Introduction	3
Principles	3
Board Functions	3-4
The Bromley Health and Wellbeing Board	
The Bromley Community Safety Partnership Board	
The Bromley Safeguarding Children Board	
The Bromley Safeguarding Adults Board	
Communication & Engagement	4-5
Practical Arrangements to Secure Coordination	5
Appendix 1: The Four Board	7
Appendix 2: Board responsibilities and Functions	8-10

1. Introduction

- 1.1 The aim of this protocol is to define how the Bromley Health and Wellbeing Board (BHWB) and the Safer Bromley Partnership Board (SBPB), work together with the Bromley Safeguarding Children Board (BSCB) and the Bromley Safeguarding Adults Board (BSAB), in the pursuit of safeguarding and promoting the health and wellbeing of children, young people and adults.
- 1.2 This protocol sets out the principles underpinning how the four Boards work across their defined remits, the specific function of each Board, how communication and engagement will be secured across the Boards, and the practical means by which effective co-ordination and coherence between the Boards will be secured. The protocol also refers to the interface with other partnership forums in Bromley.
- 1.3 The role of the BSCB and BSAB in relation to the BHWB and the SBPB is one of equal partners underpinned by this protocol.

2. Principles

- 2.1 This protocol does not seek to dilute the discreet responsibilities of each Board. Its focus is on ensuring that the following simple principles underpin how the four Boards will operate.
 - Safeguarding is the business of all Boards
 - The Boards will know each other's business
 - A culture of scrutiny and challenge will exist across the Boards
 - The Boards will work together to avoid duplication and ensure consistency

3. Board Functions

3.1 The Bromley Health and Wellbeing Board

- 3.2 Health and Wellbeing Boards were established by the Health and Social Care Act 2012. They are 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.
- 3.3 Board members collaborate to understand their local community's needs, agree priorities and encourage commissioners to work in a more joined up way. As a result, patients and the public should experience more joined-up services from the NHS and local councils.

3.4 The Safer Bromley Partnership Board

- 3.5 Crime and Disorder Reduction Partnerships (DDRPs) were created by the Crime & Disorder Act 1998, to develop and implement strategies to reduce crime and disorder. These partnerships are generally known as Community Safety Partnerships (CSPs); within Bromley, the partnership is known as the Safer Bromley Partnership (SBP), and the work of the Partnership is governed by the Safer Bromley Partnership Board (SBPB).
- 3.6 The SBPB comprises of statutory and non-statutory partners. It brings the organisations together so that they can cooperate at a strategic level to improve community safety outcomes for the residents of Bromley. The Board has the responsibility for developing a Strategy that delivers the priorities determined by MOPAC, as well as those that are important to our residents.

3.7 The Bromley Safeguarding Children's Board

- 3.8 The BSCB is the key statutory body for agreeing how organisations co-operate to safeguard and promote the welfare of children and young people in Bromley and for ensuring the effectiveness of what they do.
- 3.9 The BSCB is made up of a Board with senior representatives from its member agencies and various sub-committees which undertake the Board's business.

3.10 The Bromley Safeguarding Adults Board

- 3.11 The BSAB is a multi-agency partnership which has statutory functions under the Care Act 2014. The main objective of the board is to assure itself that local safeguarding arrangements and partners act to safeguard adults at risk of abuse in the local area.

4. Communication and Engagement

- 4.1 Everyone has a responsibility for safeguarding.
- 4.2 As such, all key strategic plans whether they be formulated by individual agencies or by partnership forums should include safeguarding as a cross-cutting theme to ensure that existing strategies and service delivery, as well as emerging plans for change and improvement include effective safeguarding arrangements that ensure that all people in Bromley are safe and their wellbeing is protected.
- 4.3 The Health and Wellbeing Strategy for Bromley is a key commissioning strategy for the delivery of services to children and adults.
- 4.4 The Community Strategy and the Crime Reduction Strategy are 2 of the Council's 7 policy framework documents, and these are combined, into the Safer Bromley Partnership Strategy 2020-23. The SBPS contains high level actions that Partners deliver to MOPAC/local priorities and the strategy signposts the reader to the individual Partnership plans/strategies that detail specific actions at a granular level. A crime needs assessment (CNA) is produced annually; it reviews patterns of crime and antisocial behaviour. It is produced to better understand the crime related needs in the borough, to help decision makers set strategic priorities related to crime, and inform the work of partners, so that

limited resources can be directed to those areas where it is needed; the information can also be used in supporting future commissioning processes.

4.5 It is critical that in drawing up, delivering and evaluating both strategies there is effective interchange between the BHWB and the SBPB with the two Safeguarding Boards.

4.6 Specifically, there needs to be formal interfaces with the Safeguarding Boards at key points including:

- The needs analyses that drives the formulation of the annual Health and Wellbeing Strategy, the SBPS and the Safeguarding Boards' Business Plans. This needs to be reciprocal in nature ensuring that the Safeguarding Boards' needs analyses are fed into the Joint Strategic Needs Assessment (JSNA) and strategic assessment for the CSP and that the outcomes of the JSNA and CSP strategic assessment are fed back into Safeguarding Boards' planning.
- Ensuring each Board is regularly updated on progress made in the implementation of the Health and Wellbeing Strategy, the SBPS and the individual Board business plans in a context of mutual scrutiny and challenge.
- Annually reporting evaluations of performance on plans to provide the opportunity for reciprocal scrutiny and challenge and to enable all Boards to feed any improvement and development needs into the planning process for future years' strategies and plans.

4.7 The opportunities presented by a formal working relationship between the BHWB, the SBPB, the BSCB and the BSAB can be summarised as follows:

- Securing an integrated approach to the JSNA and CSP strategic analysis, ensuring comprehensive safeguarding data is included in both (consistent with the statutory guidance contained within *Working Together 2013/15*)
- Aligning the work of the BSCB and BSAB business plans with the HWB Strategy, and SBPB and related priority settings.
- Ensuring safeguarding is everyone's responsibility, reflected in the public health agenda and related determinant of health strategies; together ensuring that these priorities are reflected within the meta themes within the SBPS.
- Evaluating the impact of the HWB Strategy and SBPS on safeguarding outcomes, and of safeguarding on wider determinants of health.
- Identifying coordinated approach to communication, learning and improvement, performance management, change and commissioning.
- Cross Board scrutiny and challenge and "holding to account": the BHWB and CSP for embedding safeguarding, and the Safeguarding Boards for overall performance and contribution to the HWB and SBPB.

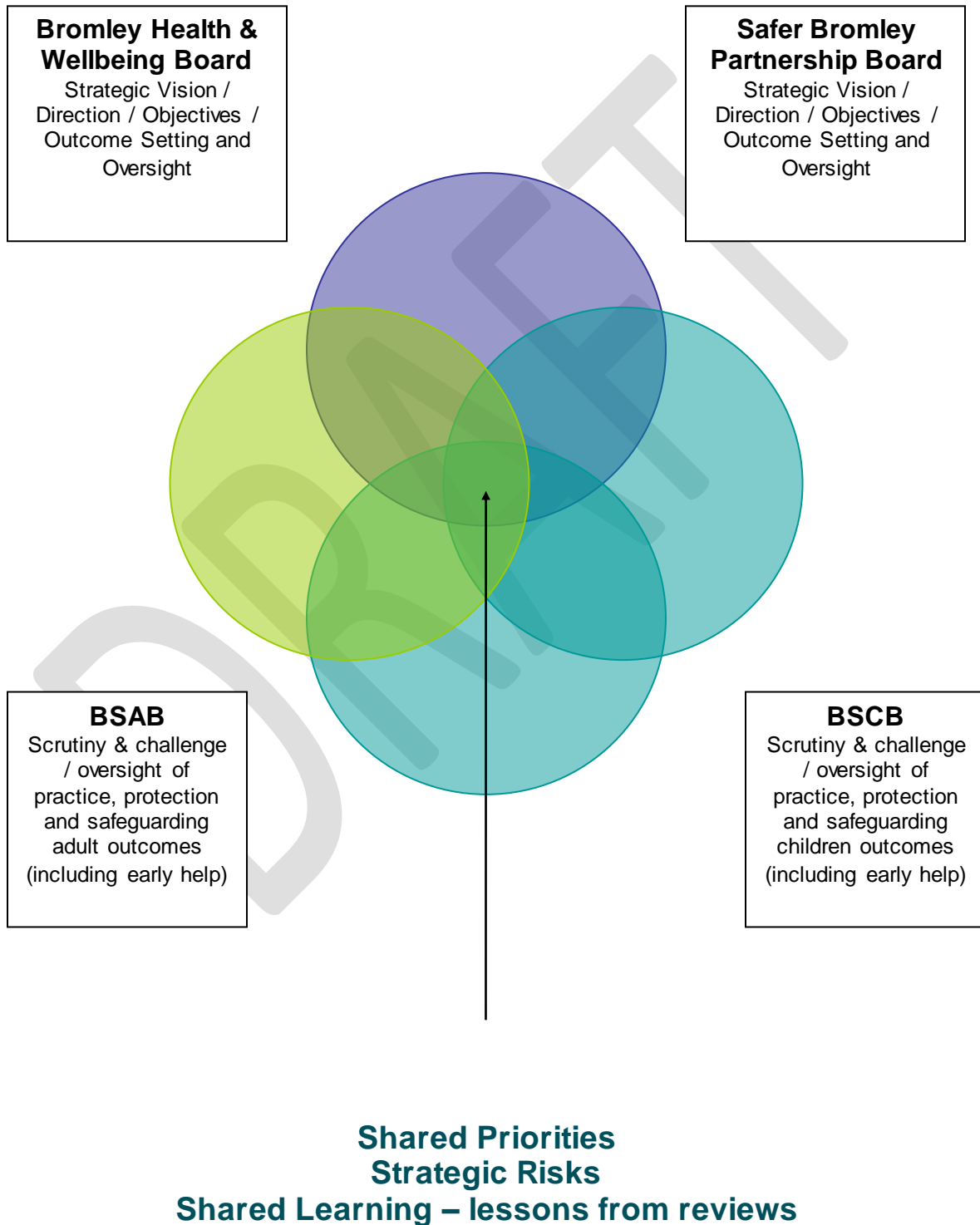
5. Practical Arrangements to Secure Co-ordination

- 5.1 The following arrangements detail the effective co-ordination and coherence in the work of the four Boards.
- 5.2 **Bi-Annually**, the chairs of the 4 Boards will meet to ensure the coordination of leadership, the coherence of respective plans and to consider the strategic risks facing children, young people, families, adults and communities.
- 5.3 **Between September and November** each year, the Independent Chairs of the two Safeguarding Boards will present to the Health & Wellbeing Board and the SBPB their Annual Reports outlining performance against Business Plan objectives in the previous financial year.
- 5.4 This will be supplemented by a position statement on the Boards' performance in the current financial year.
- 5.5 This will provide the opportunity for the Health and Wellbeing Board and the SBPB to scrutinize the effectiveness of safeguarding arrangements across the Borough, to draw across data to be included in the JSNA and SBPB strategic analysis and to reflect on key issues that may need to be incorporated in the refresh of the Health and Wellbeing Strategy and the SBP Strategy.
- 5.6 **At agreed annual intervals** the Bromley Health & Wellbeing Board and the SBP Board will present to the Safeguarding Boards the review of their respective strategies including the refreshed JSNA and SBP analysis and the proposed priorities and objectives for each.
- 5.7 This will enable the Safeguarding Boards to scrutinise and challenge performance and to ensure that the refreshed Safeguarding business plans appropriately reflect relevant priorities set by the BHWB and the SBP.
- 5.8 **When ready (April)**, the Boards will share their refreshed plans for the coming financial year to ensure co-ordination and coherence.
- 5.9 In addition to the scheduled interface across all four Boards, it is expected that relevant learning arising from reviews is shared; and opportunities for coordinating consultations, communications and engagement are fully utilized.

6. Relationships between the Safeguarding Boards

- 6.1 There should be equally effective co-ordination and coherence between the two safeguarding boards. This will be achieved in part by the arrangements set out above but it is critical that there are processes in place to ensure effective cross-working, scrutiny and challenge. This will be achieved in two ways:
- Sharing annual plans during the formulation stages to enable co-ordination and coherence where there are overlaps in business.
 - Ensuring that there is cross-Board representation to secure on-going communication.

Appendix 1: The Four Boards



Shared Consultation Joint Communication & Engagement

Appendix 2: Board Responsibilities and Functions

1. The Bromley Health and Wellbeing Board

The Health and Wellbeing Board aims to improve the health and wellbeing of local people and tackle health inequalities by:

- identifying local health needs and priorities and making sure commissioning plans reflect the findings of our analysis of local health needs, the Joint Strategic Needs Assessment (JSNA). In Bromley this document is known as the Bromley Health and Wellbeing Profile.
- preparing and publishing a Joint Health and Wellbeing Strategy based upon the needs identified within the JSNA. It will help us plan the delivery of integrated local services by addressing the underlying factors of health and wellbeing.
- encouraging agencies to collaborate
- communicating and engaging with the public and other stakeholders about how to achieve the best possible quality of life
- assessing needs for pharmaceutical services in Bromley and publishing a Pharmaceutical Needs Assessment (PNA). The current PNA was developed by the former PCT.

Health and Wellbeing Boards have strategic influence over commissioning decisions across health, public health and social care through the development of a Health and Wellbeing strategy.

Boards are intended to strengthen democratic legitimacy by involving democratically elected representatives and patient representatives in commissioning decisions alongside commissioners across health and social care. The boards also provide a forum for challenge, discussion, and the involvement of local people.

Boards will bring together clinical commissioning groups and councils to develop a shared understanding of the health and wellbeing needs of the community.

They will undertake the Joint Strategic Needs Assessment (JSNA) and develop a joint strategy for how these needs can be best addressed. This will include recommendations for joint commissioning and integrating services across health and care.

Through undertaking the JSNA, the board will drive local commissioning of health care, social care and public health and create a more effective and responsive local health and care system. Other services that impact on health and wellbeing such as safeguarding, housing and education provision will also be addressed.

2. The Safer Bromley Partnership Board

Whilst the Safer Bromley Partnership is responsible for a huge range of activity, the statutory obligations placed upon the Safer Bromley Partnership Board (SBPB) are limited to :

- setting up a Strategic Group to direct the work of the Partnership (Safer Bromley Partnership Board)
- engage and consult with the community about their priorities and their progress in achieving them
- set up protocols and systems for sharing information
- analyse data, including crime levels and patterns, in order to identify priorities in an annual strategic assessment
- set out a partnership strategy and monitor progress
- commission Domestic Violence Homicide reviews.

3. The Bromley Safeguarding Children's Board

The key objectives of the BSCB, as set out in the statutory guidance, 'Working Together to Safeguard Children' 2013, are:

- To co-ordinate local work to safeguard and promote the wellbeing of children.
- To ensure the effectiveness of that work

Regulation 5 of the Local Safeguarding Children Boards Regulations 2006 sets out that the functions of the LSCB, in relation to the above objectives under section 14 of the Children Act 2004, are as follows:

1(a) developing policies and procedures for safeguarding and promoting the welfare of children in the area of the authority, including policies and procedures in relation to:

- (i) the action to be taken where there are concerns about a child's safety or welfare, including thresholds for intervention.
- (ii) training of persons who work with children or in services affecting the safety and welfare of children.
- (iii) recruitment and supervision of persons who work with children.
- (iv) investigation of allegations concerning persons who work with children.
- (v) safety and welfare of children who are privately fostered.
- (vi) cooperation with neighbouring children's services authorities and their Board partners.

(b) communicating to persons and bodies in the area of the authority 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.

(c) monitoring and evaluating 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.

(d) participating in the planning of services for children in the area of the authority; and

(e) undertaking reviews of serious cases and advising the authority and their Board partners on lessons to be learned.

Regulation 5 (3) provides that an LSCB may also engage in any other activity that facilitates, or is conducive to, the achievement of its objectives.

4. The Bromley Safeguarding Adults Board

The Board has three main duties under the Care Act:

It must publish a strategic plan for each financial year that sets how it will meet its main objective and what the members will do to achieve this. The plan must be developed with local community involvement, and the SAB must consult the local Healthwatch organisation. The plan should be evidence-based and make use of all available evidence and intelligence from partners to form and develop its plan.

It must publish an annual report detailing what the SAB has done during the year to achieve its main objectives and implement its strategic plan, and what each member has done to implement the strategy as well as detailing the findings of any safeguarding adults reviews and subsequent action.

It must conduct any safeguarding adults review in accordance with Section 44 of the Act. In order to meet these objectives, the Board acts as follows:

- agrees and reviews multi-agency Bromley safeguarding adults policy and procedure for protecting vulnerable adults, considering statutory requirements, national guidance and London regional policies
- maintains an annual business plan, setting priorities for preventing and addressing abuse of vulnerable adults, and produces and disseminates an annual report
- monitors incidents of abuse and neglect, reviews trends and acts where appropriate to improve services and support to vulnerable adults
- regularly evaluates how agencies and providers safeguard vulnerable adults, by introducing rigorous quality assurance and scrutiny systems across partner agencies
- agrees a serious case review protocol and reviews and learns from situations where safeguarding arrangements may have been inadequate
- maintains a programme of training and development on safeguarding vulnerable adults for staff across agencies in the statutory, independent provider and voluntary sectors
- develops and promotes arrangements for adults at risk and carers to be well-informed about safeguarding arrangements and provide opportunities for service users and carers to influence and feedback on their effectiveness
- promotes public awareness of safeguarding as an issue for all citizens and engage the wider community in helping to prevent abuse and neglect and to report where they have concerns.