Structure and governance arrangements for the Cambridgeshire and Peterborough Safeguarding Boards

Introduction

The Children and Social Work Act 2017 has given the partners in Cambridgeshire and Peterborough a unique opportunity to develop new partnership safeguarding arrangements.

The imminent changes to Local Safeguarding Children Boards arising from the Act, changing structures and working arrangements in partner agencies (including increased joint working between the two local authorities), the ongoing demands on resources, have made it essential to look at the current Safeguarding Board Governance arrangements across the County.

It was agreed by the statutory partners (as laid out in the Children and Social Work Act 2017 and the Care Act 2014), that the new structure should streamline existing processes and ensure that, where possible, there was a countywide approach. This has resulted in the creation of an Executive Board and a single, countywide Safeguarding Adult Board, a single countywide Safeguarding Children Board and single countywide Delivery Groups to support them. As part of this process membership of the various boards and, sub groups has been reviewed, and where appropriate amended to fit in with the new structure.

The proposed structure (as described in this paper) was discussed, and agreed at the Countywide Adults and Children’s Safeguarding Executive Board on the 27th September 2017. It was agreed that the revised structure would be implemented from 1st January 2018 and would be reviewed in August 2018.

Independent scrutiny and monitoring of safeguarding practice

The work of the Safeguarding Boards, delivery groups, sub groups and task & finish groups will be supported by the Independent Business Unit (led by Jo Procter) and Independent Chair of the Safeguarding Boards. Together, they will ensure that there is robust, independent scrutiny and oversight of multi-agency practice Countywide. This will be driven through a variety of mechanisms including communications (that include a safeguarding board website), audits and quality assurance activity, focus groups, surveys, multi-agency reviews (this also includes the statutory SCR and SAR reviews) and the validation of single agency safeguarding training. The business unit will also assist and lead where needed in writing safeguarding policy, procedures and guidance for the partnership. They will ensure representation takes place at all of the other statutory partnerships, and ensure that the work of the board is effectively highlighted with all the key stakeholders that have agencies in the two local authority areas. This includes communication with children, young people their families and those adults in need of help and protection.

Revised Structure

The remainder of this paper details the revised countywide structure and governance arrangements for the Cambridgeshire and Peterborough Safeguarding Adults and Children’s Boards. The following diagram demonstrates the revised governance arrangements for the Boards.
Whilst the structure appears hierarchical, it is important to note that in reality it is a whole system approach to safeguarding. Members of all of the various groups and boards are integral and have a crucial part to play in the safeguarding of adults and children across Cambridgeshire. To be effective the process also requires input from children/young people, those adults in need of help and protection and frontline practitioners. These views will be gathered via a range of activities including surveys and consultation with groups.

The size and complexity of the health family has been recognised within the new structure. The CCG will represent health (as stipulated in statute) on the Safeguarding Executive Board, Safeguarding Adult Board and Safeguarding Children Board. The CCG have undertaken to represent the wider health community and communicate information and issues raised by the Boards and vice versa. The wider health agencies will be represented on the delivery groups and task and finish groups.

The structure also includes those sub groups who have a “dotted line” to the Safeguarding Boards (Education Safeguarding Group, Child Protection Information Network and Health Executive Group). These groups will continue to run as normal, and are a key and essential part of the safeguarding work of the boards.

The safeguarding boards also work very closely with the Health and Wellbeing boards in both local authority areas, the Countywide Community Safety Partnership, the Local Family Justice Board, and the MAPPA SMB. This ensures that all aspects of safeguarding are taken into account by the other statutory boards and there is a co-ordinated and consistent approach.
Safeguarding Executive Board

**Chair:** SAB/SCB Independent Chair (Dr Russell Wate)

**Membership:** The membership includes strategic leadership from the three statutory partners. Local Authority, Police, Clinical Commissioning Group, Public Health and Health watch. Where necessary, members of other agencies will be co-opted onto the Board as and when required.

**Frequency of meetings:** Quarterly. Additional meetings will be convened if required

**Role:** The Safeguarding Executive Board is the overarching countywide governance board for both the LSCB and SAB. The Board will meet four times a year and will consider issues around both the adults and children’s safeguarding agendas. The Board is a high level, strategic board that will primarily focus on safeguarding systems performance and resourcing. This Board will have the statutory accountability for safeguarding in both local authority areas.

Safeguarding Adults countywide governance arrangements

There has been a move to a countywide Safeguarding Adult Board, which is supported by a county wide Delivery Group. Further details regarding the Board/ Groups are detailed below.
Safeguarding Adult Board

Chair: Independent Chair (Dr Russell Wate)

Membership: Senior managers from the Local Authority, CCG, Police and partner agencies involved in safeguarding adults. A full list of the membership of the Board can be found at Appendix 1.

Frequency of meeting: Quarterly

Role: The SAB is responsible for progressing the Boards business priorities through the business plan and finalising the annual report. It will authorise the policy, process, strategy and guidance required to support Board priorities and effective safeguarding. It will scrutinise, challenge and maintain an overview of adult safeguarding in Cambridgeshire and Peterborough. It will ensure that Safeguarding Adult Reviews (SAR’s) are undertaken when necessary and will oversee the SAR process.

Safeguarding Adults Delivery Group

Chair: SAB Independent Chair (Dr Russell Wate)

Membership: Operational managers from the Local Authority, Health, Police and partner agencies involved in safeguarding adults. A full list of membership can be found at Appendix 1.

Frequency of meeting: Quarterly

Role: To implement the business plan, manage the preparation of detailed proposals and documents for SAB approval, coordinate the dataset, audits and other sources of information about safeguarding in the local authority areas. Ensure that learning is used to inform and improve practice, including through the SAB training programme. It will carry out this role within the meeting, but also through task and finish groups or by identifying responsible individuals as required.

SAR sub group

Chair: Independent Chair (Jon Chapman)

Membership: Senior and operational managers from the local authority, health, police and partner agencies involved in safeguarding adults.
Frequency of meeting: Bi monthly (to be cancelled if required)

Governance: The SAR sub-committee reports directly to the Safeguarding Adult Board

Task & Finish Groups

All existing sub groups, with the exception of the SAR sub group, will be replaced with time limited task and finish groups. The focus of the task and finish groups will be determined by the SAB or the Delivery Group. Practice and Procedures and QEG will continue as a task and finish group at present.

Safeguarding Children's countywide governance arrangements

There has been a move to a countywide Safeguarding Children Board, which is supported by a county wide Delivery Group. Further details regarding the board/groups are detailed below.

Safeguarding Children Board

Chair: Independent Chair (Dr Russell Wate)

Membership: Senior managers from the Local Authority, CCG, Police and partner agencies involved in safeguarding children. Membership includes designated safeguarding health professionals. A full list of members can be found at Appendix 1

Frequency of Meeting: Six times per business planning year. Due to the ongoing inspection regime of safeguarding children practice it has been agreed that the Safeguarding Children Board will need to meet more frequently than the Safeguarding Adult Board. This will be the subject of review and amended if required.

Role: The SCB is responsible for progressing the Boards business priorities through the business plan and finalise the annual report. It will authorise the policy, process, strategy and guidance required to support Board priorities and effective safeguarding. It will scrutinise, challenge and maintain an overview of the state of children's safeguarding in Cambridgeshire and Peterborough. This will be undertaken through quality assurance activity, learning and development programmes and commissioning and overseeing SCR's / learning reviews (as required.)

Safeguarding Children Delivery Group (previously referred to as the Business Committee in Cambridgeshire)
Chair: SCB Independent Chair (Dr Russell Wate)

Membership: Operational managers from the Local Authority, Health (including the named safeguarding professionals), Police and partner agencies involved in safeguarding children.

Frequency of Meeting: Five times per business planning year

Role: To implement the business plan, manage the preparation of detailed proposals and documents for LSCB approval, coordinate the dataset, audits and other sources of information about safeguarding in the local authority areas and ensure that learning is used to inform and improve practice, including through the SCB training programme. It will carry out this role within the meeting, through task and finish groups or by identifying responsible individuals as required.

Case Review Group

Chair: Independent Chair (Flick Schofield)

Membership: Senior and operational managers from the Local Authority, Health, Police and partner agencies involved in safeguarding adults.

Frequency of meeting: Bi monthly (to be cancelled if required)

Governance: The Case Review Group reports directly to the Safeguarding Children Board

Quality and Effectiveness Group

Chair: Head of Service – Adult & Children’s Safeguarding Board

Membership: Senior and operational managers from the Local Authority, Health, Police and partner agencies involved in quality assurance of safeguarding children.

Frequency of Meeting: Quarterly

Task & Finish Groups
All existing sub groups, with the exception of the case review and QEG, CSE and online safeguarding sub group, will be replaced with time limited task and finish groups. The focus of the task and finish groups will be determined by the SCB or the Delivery Group.

Next Steps

The governance arrangements discussed within this paper came into effect on the 1st January 2018. The arrangements enhance the scrutiny and monitoring role of the Board and further enforce effective joint working arrangements within a context of trust and commitment to safeguarding.

The overall effectiveness of the new arrangements will be reviewed in the summer 2018.
Appendix 1

Board and Delivery Group Membership

Safeguarding Executive Board

The Board members include:

- Chair of the LSCB/ SAB
- Executive Director, People & Communities, Cambridgeshire & Peterborough Local Authorities
- Assistant Chief Constable, Cambridge Constabulary
- Chief Nurse, Nursing & Quality Directorate, CCG
- Director of Public Health
- Healthwatch Chair

Members are supported by:

- Service Director, Adult’s & Safeguarding, Cambridgeshire & Peterborough Local Authorities
- Service Director, Children’s & Safeguarding, Cambridgeshire & Peterborough Local Authorities
- Service Director, Communities & Safety, Cambridgeshire & Peterborough Local Authorities
- Service Director Education, Cambridgeshire & Peterborough Local Authorities
- Deputy Director Patient Quality & Safety, CCG
- Head of Public Protection, Cambridgeshire Constabulary

Safeguarding Adults Board (SAB)

The Board members include:

- Service Director, Adult’s & Safeguarding, Cambridgeshire & Peterborough Local Authorities
- Assistant Directors, Adult Social Care, Cambridgeshire & Peterborough Local Authorities
- Assistant Director Commissioning & Commercial Operations, Cambridgeshire & Peterborough Local Authorities
- Cabinet Member. Integrated Adult Social Care and Health, Peterborough City Council
- Chairwoman of Adults Committee, Cambridgeshire County Council
- District Council Representatives
- Head of Public Protection, Cambridgeshire Constabulary
- Deputy Director Patient Quality & Safety, CCG
- Designated Nurse for Safeguarding Adults, CCG
- Representatives of the Community Networks Group
- Chief Executive Officer, Healthwatch
• Head of Safeguarding, Cambridgeshire Fire & Rescue
• Chief Executive, Cambridgeshire Age Concern (representing voluntary sector)
• Deputy Director and Head of Cambridgeshire Local Delivery Unit, BeNCH CRC
• Head of Cambridgeshire Local Delivery Unit, National Probation Service
• HM Prison representative
• Senior Locality Manager, East of England Ambulance Service
• Housing association representative (Axiom housing)
• Sub regional housing representative
• Higher Education representatives
• CQC representative

SAB Delivery Group
The Group members include:
• Designated nurse for safeguarding adults, CCG
• Named nurses/ Heads of safeguarding for acute trusts and health providers
• Head of safeguarding & quality assurance, Peterborough Local Authority
• Principal Social Worker (adults), Cambridgeshire Local Authority
• Head of Service, Adult social care, Peterborough City Council
• Adult Safeguarding Manager, Cambridgeshire County Council
• Head of Commissioning, Social Care, Cambridgeshire & Peterborough Local Authority
• Drug and Alcohol Commissioner , Public Health
• Representatives of Community Network Group
• DCI representative, Public Protection Department, Cambridgeshire Constabulary
• Team Leader, National Probation Service
• Team Leader BeNCH CRC
• Voluntary sector representative (to be confirmed)
• Provider Forum representative
• SSAFA representative
• Healthwatch representative

Safeguarding Children Board (SCB)
The Board members include:
• Service Director, Children’s & Safeguarding, Cambridgeshire & Peterborough Local Authorities
• Service Director, Education, Cambridgeshire & Peterborough Local Authorities
• Assistant Director, Children’s Social Care, Cambridgeshire & Peterborough Local Authorities
• Assistant Director, Housing, Communities and Youth, Cambridgeshire & Peterborough Local Authorities
• Cabinet Member for Children’s Services, Peterborough City Council
• Chairman of Children & young People Committee, Cambridgeshire County Council
• District Council representatives
• Consultant Lead for Clinical Policies and Children’s Public Health
• Head of Public Protection, Cambridgeshire Constabulary
• Deputy Director Patient Quality & Safety, CCG
• Designated Doctor for Safeguarding Children, CCG

January 2018
• Designated Nurse for Safeguarding Children, CCG
• Senior Locality Manager, East of England Ambulance Service
• Chief Operating Officer, Healthwatch
• Head of Safeguarding, Cambridgeshire Fire & Rescue
• Deputy Director and Head of Cambridgeshire Local Delivery Unit, BeNCH CRC
• NPS – Head of Cambridgeshire Local Delivery Unit, National Probation Service
• Education representatives (primary/secondary and higher education)
• Lay members (Cambridgeshire & Peterborough)
• Senior Service Manager, CAFCASS
• Safeguarding Manager, Diocese of Ely

**SCB Delivery Group**

The Board members include:

• Designated nurse for safeguarding children, CCG
• Named nurses/Heads of safeguarding for acute trusts and health providers
• Head of Safeguarding & quality assurance, Peterborough Local Authority
• Head of Service, Partnerships & Quality Assurance, Cambridgeshire County Council
• Head of Service, Family Support, Peterborough City Council
• Head of Prevention and Early Help, Peterborough City Council
• Head of Service, Safeguarding, Huntingdon and Fenland, Cambridgeshire County Council
• Head of Service, Safeguarding, (South) Cambridgeshire County Council
• Principal Social Worker, Cambridgeshire County Council
• Head of Service, Early help (North) Cambridgeshire County Council
• Head of Service, Early help (South) Cambridgeshire County Council
• YOS manager and alternative to care strategic lead, Cambridgeshire County Council
• Head of Offender Services (YOS), Peterborough City Council
• Education Safeguarding Lead, Peterborough City Council
• Education Safeguarding Manager, Education Child Protection Service, Cambridgeshire County Council
• DCI representative, Public Protection Department, Cambridgeshire Constabulary
• Team Leader, National Probation Service
• Team Leader BeNCH CRC
• Voluntary sector representative (NSPCC)
• SSAFA representative