B&NES Community Safety and Safeguarding Partnership Arrangements

Think Family and Community
This document sets out how the safeguarding partners in Bath and North East Somerset intend to coordinate their safeguarding services and how they will work together with relevant organisations and agencies to safeguard and promote the welfare of children and adults at risk and to keep our communities safe with regard to local need. The area covered by the arrangements is defined by the B&NES Council boundary. Partners to these arrangements may have responsibility for services outside this area either due to their organisational boundaries overlapping other local authority areas or because they have responsibilities for children or adults at risk living in another area. Some partners may also need to work to another area’s arrangements, for example during a case review commissioned by another area, and where this is the case the Safeguarding Partnership will help facilitate communication and engagement by partners.

Introduction

Partners in B&NES have been creative and constructed an exciting new community safety and safeguarding arrangement. We are committed to maximising the integration of safeguarding children and adults with community safety and the work of the Responsible Authorities Group (RAG). Our new Partnership is designed to offer us the chance to work more effectively and with joint purpose to protect children, adults, families and communities who most need our help.

In June 2019 the B&NES Community Safety and Safeguarding Partnership was approved by Avon Fire and Rescue, Avon and Somerset Constabulary, BaNES Clinical Commissioning Group, B&NES Council and the National Probation Service. It was developed in partnership with the existing members of the Local Safeguarding Children Board, Local Safeguarding Adult Board and RAG which it replaces. The Partnership will come into existence in September 2019.

We have ensured that the statutory requirements of the three Boards we are replacing, as set out in various guidance, will continue to be met. We have ensured that the new arrangements meet all the requirements set out in:


The Partnership will employ an Independent Chair who will manage the Partnership Support and ensure independent scrutiny takes place. We have developed robust scrutiny arrangements; Lay Members have a key role in this.

Avon and Somerset Constabulary, BaNES Clinical Commissioning Group and B&NES Council have agreed the required funding arrangements. Partner contributions from other agencies are welcomed.
We have agreed the following principles for the Community Safety and Safeguarding Partnership:

- The voice of children, adults and families is strengthened.
- To be cognisant of arrangements in neighbouring areas and ensuring links are maintained.
- To build on the existing ‘good’ arrangements that are in place and ensure these aren’t destabilised or diluted.
- Maintain our focus on the areas that are important and relevant to children, adults, families and community as well as the areas that will benefit from joint working.
- To work more effectively and efficiently and ensure that resources are used to their optimum.

The Community Safety and Safeguarding Partnership is Committed to:

- Strengthening and improving the work on Think Family and Community.
- Improving strategic decision making and leadership by having one cohesive conversation.
- Focusing on shared strategic objectives to achieve the greatest impact and improve outcomes for children, adults, families and communities.
- Reducing duplication and therefore enabling us to use our resources more effectively.
- Ensuring we improve outcomes for children, adults and communities by having one conversation on areas where there is significant interface between the LSCB, LSAB and the RAG, such as :
  - Exploitation including
    - Sexual Exploitation of children and adults
    - Criminal Exploitation of children and adults
    - Human Trafficking and Modern Slavery
    - Forced Marriage, Female Genital Mutilation, Honour Based Violence
    - Radicalisation and Prevent (Channel Panel)
    - County Lines
    - Knife Crime and Serious Violence
    - Mate and Hate Crime
    - Serious and Organised Crime Disruption
    - Financial Exploitation
    - ‘Rogue’ traders and scams
  - Complex (Toxic) Trio
  - Domestic abuse (including Multi-Agency Risk Assessment Conference processes)
  - Licensing; safety and use of public place
  - Statutory and non-statutory learning reviews
  - Offenders (including Multi-Agency Public Protection Arrangements)
  - Rough sleeping and drug related deaths
  - Unaccompanied Asylum Seekers
  - Training and development needs of the workforce
  - Awareness raising and communications with the workforce and the community
We are aware that there are risks and limitations to the new arrangements and have put the following mitigations in place:

- Robust performance monitoring and scrutiny – this will ensure the ‘business’ of all three existing groups is delivered through one mechanism; it will also inform the review of how effective the new Community Safety and Safeguarding Partnership is.
- A robust induction for members of the Operational Group and Chairs of sub groups to ensure understanding of the range of issues when discussing ‘all age’, think family and think community.
- All sub groups will take account of legislative requirements including the Mental Capacity Act in their work.
- Ensuring that the learning from Avon and Somerset Strategic Partnership safeguarding children scrutiny arrangements are shared and not duplicated at the local level.
- Careful monitoring of areas of duplication, ensuring efficiencies are realised thereby improving outcomes.

**B&NES Community Safety and Safeguarding Partnership**

**Governance Structure**

- **Executive Group**
- **Operational Group**
 - Practice Review Sub Group
 - Domestic Abuse Sub Group
 - Early Intervention Sub Group
 - Vulnerable Communities Sub Group
 - Exploitation Sub Group
 - Quality & Performance Sub Group
 - Youth Offending Service Management Board
 - Training and Workforce Development Sub Group

(NB the YOS Management Board will have report to BSCCP and also the Health and Wellbeing Board)
## Executive Group and Operational Group Remit and Membership

<table>
<thead>
<tr>
<th>Group</th>
<th>Remit</th>
<th>Membership</th>
</tr>
</thead>
</table>
| **Executive Group** | Approval of:  
• Strategic Plan  
• Budget  
• Annual reports  
• Risk Register  
• Communication plan  
Oversight of and Responsible for:  
• Performance and outcomes  
• Effectiveness of multi-agency working  
• Quality assurance  
• Removal of barriers to innovation and problem solving  
• Collective challenge  
• Ensuring statutory responsibilities are delivered / delivery of legal framework |  
• Independent Chair  
• Business Support Manager  
• Area Manager, Risk Reduction Avon Fire and Rescue  
• Chief Executive or Executive Director for Nursing and Quality NHS BaNES CCG  
• Chief Officer Avon and Somerset Constabulary  
• B&NES Council DCS and DASS  
• National Probation Service  
• Police and Crime Commissioner (non-voting member)  
• Council Lead Member (non-voting member) |
| x 2 per year - bi-annual (virtual meetings will be convened if issues require this) |  |  |
| **Operational Group** | Delivery and oversight of:  
• Strategic Plan  
• Budget monitoring  
• Risk Register  
• Performance activity and quality issues (including sec 11, 175 and self-assessments in line with standards; monitoring multiagency effectiveness)  
• Approval of policies and procedures  
• Challenge / critical friend  
• Operational challenges  
• Key messages to the community and Joint Newsletters  
• Highlighting concerns to the Executive Board for unlocking  
• Awareness of national and regional work and ensuring feed into their work  
• Avon and Somerset MAPPA Board relevant reports  
• Criminal Justice Board relevant reports  
• Voice of children and adults at risk  
• Implementation of Making Safeguarding Personal Authorising  
• Practice Review reports and action plans  
• Communications plan and external communications  
• Training and Development Strategy  
• Approval of performance indicators  |  
| x 4 per year - quarterly |  |  |

B&NES Community Safety and Safeguarding Partnership Arrangements
### Sub Group Remit and Membership

<table>
<thead>
<tr>
<th>Sub Group</th>
<th>Chair</th>
<th>Areas of work covered</th>
</tr>
</thead>
</table>
| Quality and Performance Sub Group     | NHS BaNES CCG                       | - All age  
- Safeguarding standards for children and adults  
- Audit reporting  
- Single and multi-agency dashboard review and monitoring  
- Implementation of Assurance Framework  
- (including annual performance indicator and audit programme development annually) |
| Exploitation Sub Group                 | Avon and Somerset Police             | - All age  
- Missing children and adults  
- Serious Violence  
- County Lines  
- Modern slavery / trafficking  
- Financial, sexual, organised crime, disruption (including elements of licensing and trading standards)  
- Forced Marriage, FGM, Honour Based Violence  
- Prevent  
- Youth@Risk and Contextual Safeguarding  
- Public Protection |
| Vulnerable Communities Sub Group      | Avon Fire and Rescue                 | - All age  
- Night time economy  
- Drug and alcohol  
- Fraud  
- Anti-social behaviour arising from nuisance, rough sleeping and street drinking (not homelessness as dealt with by another partnership)  
- Licensing and trading standards  
- Community triggers |
| Early Intervention Sub Group          | NHS BaNES CCG                       | - All age  
- Early Help  
- Early intervention and prevention |
| Domestic Abuse Sub Group              | B&NES Council                       | - All age  
- Existing DAP Terms of Reference  
- Control and coercion |
| Training and Workforce                | B&NES Council                       | - All age  
- Delivery of training and development strategy  
- Delivery of training programme  
- Evaluation and monitoring of training effectiveness |
| Practice Review                       | B&NES Council                       | - All age  
- Children Safeguarding Practice Reviews (including responsible for Rapid Review reports to National Panel)  
- Safeguarding Adult Reviews (including Making Safeguarding Personal)  
- Domestic Homicide Reviews  
- Learning Reviews |
All sub groups will also be responsible for the following:
- Development of communication materials in line with the Communication Plan
- Policy and procedure writing (establishment of task and finish groups to undertake the drafting)
- Ensuring the actions within the Strategic Plan and Board Assurance Framework are delivered
- Monitoring effectiveness
- Consideration of any training and development needs
- Delivering statutory and good practice frameworks
- Ensuring the voice of children, adults and communities is listened to
- Being aware and abreast of national and regional networks and activities that will influence local arrangements
- Ensuring evidence-based approaches are implemented
- Ensuring Think Family and Think Community is explicit in all work undertaken

**Task and Finish Group Remit and Membership**

<table>
<thead>
<tr>
<th>Sub Group</th>
<th>Task &amp; Finish Group</th>
<th>Chair</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quality and Performance Sub Group</td>
<td>Audit Programme Group</td>
<td>Independent</td>
<td>All age&lt;br&gt;The multi-agency audit programme requires development – however it will take account of age-related and practice issues. The group will cover all ages; audits will be bespoke and draw from relevant agency involvement; audit reports shared with the group</td>
</tr>
<tr>
<td>Quality and Performance Sub Group</td>
<td>Mental Capacity Act Group with Liberty Protection Safeguards Task and Finish Group</td>
<td>To be determined</td>
<td>Age 16 and above&lt;br&gt;Currently being scoped</td>
</tr>
<tr>
<td>Quality and Performance Sub Group</td>
<td>Joint Targeted Area Inspection Task and Finish Group</td>
<td>B&amp;NES Council</td>
<td>Children only however, dependant on theme</td>
</tr>
<tr>
<td>Exploitation Sub Group</td>
<td>Hate Crime Task and Finish Group</td>
<td>To be confirmed</td>
<td>All age&lt;br&gt;Identify hate crime cases&lt;br&gt;Review and ensure appropriate referrals have been made to safeguard individuals&lt;br&gt;Link with B&amp;NES Hate Crime and Community Cohesion Partnership</td>
</tr>
<tr>
<td>Exploitation Sub Group</td>
<td>Prevent Steering Group</td>
<td>B&amp;NES Council</td>
<td>All age&lt;br&gt;Existing steering group exists</td>
</tr>
</tbody>
</table>
### Domestic Abuse Sub Group
- MARAC Task and Finish Group
- To be confirmed
- • All age
  • Task and finish until the pilot is embedded

### Practice Review Sub Group
- Drug Related / Homelessness / Rough Sleeping Death Reviews Group
- To be confirmed
- Remit currently under review

### All Sub Groups
- Communication Plan Task and Finish Group
- Business Support Manager
- • All age

Existing children, adult, carers and citizen groups / forums will have a close relationship with the Partnership and will be invited to contribute and influence its work.

The existing Homelessness Partnership and Suicide and Self Harm Groups will continue to report under their existing governance structures; however they will share relevant reports and information with the Operational Group.

The combined Training and Development Sub Group will receive requests from all sub groups and task and finish groups.

Educational establishment will have a representative on the Operational Group; they will advise the Schools Standards Board and the Child Protection Forums of all relevant issues.

### Scrutiny Arrangements of the B&NES Community Safety and Safeguarding Partnership

The Scrutiny arrangements of the Community Safety and Safeguarding Partnership have been agreed and are set out in a separate document.

### Funding Arrangements for B&NES Community Safety and Safeguarding Partnership

The expected costs of the new arrangement as approved by Avon and Somerset Constabulary, NHS BaNES CCG and B&NES Council are set out below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staffing</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Independent Chair</td>
<td>14,850</td>
<td>27 days x £550 independent scrutiny and LSAB requirement</td>
</tr>
<tr>
<td>Independent Business Support Manager (1 FTE)</td>
<td>62,765</td>
<td>Reporting to the Independent Chair (includes salary on costs and benchmarked against other areas)</td>
</tr>
<tr>
<td>Independent Business Support Administrator (1FTE)</td>
<td>30,000</td>
<td>Reporting to the Business Support Manager and Independent Chair (includes salary on costs and benchmarked against other areas)</td>
</tr>
<tr>
<td>Independent auditor / quality assurance</td>
<td>10,000</td>
<td>Undertake bespoke audits for scrutiny purposes reporting to the Independent Chair; Chair of the Audit Programme Group Review new training charging arrangement</td>
</tr>
<tr>
<td>Multi-Agency Risk Assessment Conference coordinator</td>
<td>17,000</td>
<td>Post required for the co-ordination of high risk domestic abuse cases for children and adults</td>
</tr>
<tr>
<td>---------------------------------------------------</td>
<td>--------</td>
<td>---------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Expenses</td>
<td>1,500</td>
<td>Basic expenses for above independent staff</td>
</tr>
<tr>
<td><strong>Ancillary running costs</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Room and equipment hire</td>
<td>5,000</td>
<td>Stakeholder, enquiry, policy launch, Safeguarding Adult Reviews, Domestic Homicide Reviews, Children Practice Reviews and development sessions</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>1,500</td>
<td>Stakeholder event and development sessions</td>
</tr>
<tr>
<td>Adult and children practice review electronic record system</td>
<td>3,000</td>
<td>System for management of Safeguarding Adult Reviews, Children Practice Reviews and potential for Domestic Homicide Reviews going forward</td>
</tr>
<tr>
<td>South West Child Protection Procedures contract</td>
<td>1,038</td>
<td>Requirement to have procedures</td>
</tr>
<tr>
<td>Printing and design</td>
<td>500</td>
<td>Generally information on line, website costs may require revisiting</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>147,153</td>
<td></td>
</tr>
<tr>
<td><strong>For 29.09.19 - 31.03.20</strong></td>
<td>73,576.50</td>
<td></td>
</tr>
</tbody>
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**Note:**
1. Cost of Reviews will be shared equally by CCG, Council and Police and are not included above. Each agency needs to ensure a suitable reserve or other provision for these Reviews (at a cost of between 5-15K each)
2. Child Death Overview Panel costs will be met separately by the Council and CCG; new CDOP arrangements are published
3. Costs associated with Avon and Somerset Strategic Safeguarding Partnership are not included and are to be borne by each agency separately
4. Finance and Human Resource costs have not been factored into the budget and this will be included as part of the first review. The Council will host the budget and the associated costs.
5. There is no contingency identified and each agency needs to ensure a suitable reserve or other provision is made available if needed

The three statutory partners have agreed to their contributions for 2019/20 and will review these again in February 2020. The three partners have agreed to provide staffing, administration, venues, etc. in kind to help support the work of the new arrangements.
The proposed Training Programme costs of the B&NES Community Safety and Safeguarding Partnership have been separated out as it is intended that this will be self-financing from October 2020/21 onwards subject to the success of the implementation of the new Training Charging Policy. The expected costs are set out below.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Staffing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training co-ordinator (1FTE)</td>
<td>43,881</td>
<td>To be decided where this reports; anticipated that this spend will be recouped through Charging Framework includes on costs</td>
</tr>
<tr>
<td>Training Administrator (0.7 FTE)</td>
<td>13,080</td>
<td>Based on existing staff time – includes on costs</td>
</tr>
<tr>
<td>Independent / specialist trainers</td>
<td>15,000</td>
<td>Where expertise is required and not available locally</td>
</tr>
<tr>
<td>Expenses</td>
<td>300</td>
<td>Basic expenses for above independent staff</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td>80,061</td>
<td></td>
</tr>
</tbody>
</table>

| Ancillary Running Costs                 |           |                                                                           |
| Learning Pool                           | 7,300     | Data system which agencies access to book onto training                   |
| Room and equipment hire                 | 500       | Negligible as long as agencies continue to provide rooms for free         |
| **Total Cost**                          | 80,061    |                                                                           |

| For 29.09.19 - 31.03.20                 | 56,030.50 | This includes estimated additional cost of external trainers £8,000 and management time whilst moving to new model £8,000 |

Cross Border Working with Neighbouring Local Authorities and CCGs
The three statutory partners recognise the importance, necessity and requirement to work across borders. This is increasingly evident with the risks being highlighted with county lines, trafficking and exploitation. The partners are committed to this to improve outcomes for children, adults and communities.

The Council and NHS Banes CCG will continue to work with Avon and Somerset Constabulary as part of the Strategic Partnership and will seek and take opportunities to improve working. In addition they will work across the BaNES, Wiltshire and Swindon Partnership to align where possible.

Where the opportunity arises the Community Safety and Safeguarding Partnership will work with all other areas including those at a distance from its existing borders if required and appropriate, to safeguard children and adults and communities at risk.
Next Steps and Proposed Timeline
The Local Safeguarding Children’s Board, Local Safeguarding Adults Board and Responsible Authorities Group will hold a final meeting in September 2019 and will be dissolved. The B&NES Community Safety and Safeguarding Partnership will be launched during the week of 23.09.19 (before 29.09.19).

A six months report of the effectiveness of the new arrangements will be produced and presented in March 2020