

West Sussex Collaborative Working Agreement (CWA)

Between West Sussex Safeguarding Children Partnership, Safeguarding Adults Board, West Sussex Health and Wellbeing Board, and Safer West Sussex Partnership

Mission statement

To consistently improve the health, wellbeing and safety of our residents via a coherent West Sussex partnership alliance that maximises opportunities and targets resources to enhance the quality of life for all. We will work to safeguard and protect the most vulnerable people in our communities and develop an environment which promotes the health and wellbeing of all.

1. Purpose of Collaborative Working Agreement

This Collaborative Working Agreement outlines the cooperative working relationship between the following West Sussex multi-agency boards and partnerships:

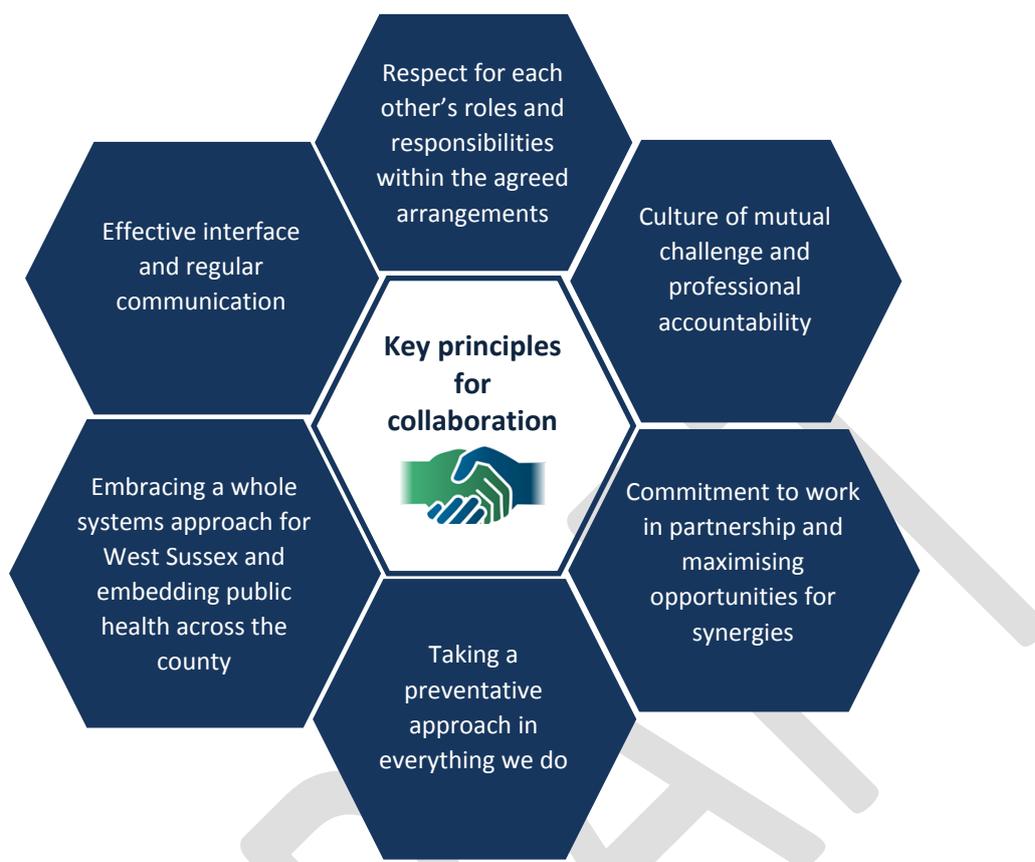
- West Sussex Safeguarding Children's Partnership (WSSCP), (which replaced the West Sussex Safeguarding Children's Board with effect from June 2019)
- West Sussex Safeguarding Adults Board (WSSAB),
- Health & Wellbeing Board (HWB) and
- Safer West Sussex Partnership (SWSP)

It aims to improve the health, wellbeing and safety of all residents of West Sussex and safeguard children, young people and adults, particularly those who are vulnerable to abuse and neglect. The four boards and partnerships are all part of the West Sussex multi-organisational system and have key interrelationships between them. Consequently, there is a need to work collaboratively to improve outcomes for the residents of West Sussex, minimise duplication, and maximise value for money. In this context, the agreement gives an overview of:

- Roles and responsibilities of the boards and partnerships, and accountabilities
- Interdependencies between partnerships and cross cutting themes

Collaboration between the partnerships is based on the six key principles set out in Figure 1 below.

Figure 1 Collaboration between the partnerships is based on six key principles



Why have we have a Collaborative Working Agreement?

All four boards and partnerships share a common ambition contributing to the wider goals of improving the health, wellbeing and safety of all people in West Sussex. The purpose of this agreement is to set out a framework within which the boards and partnerships will work together to achieve these goals. Within the wider governance arrangements of the four boards and partnerships, their role is to ensure the effectiveness of the arrangements made by individual agencies and partners to safeguard and promote the welfare of adults, young people and children.

The opportunities presented by a formal working relationship between HWB, SWSP, WSSAB and WSSCP are summarised as follows:

- Identifying a coordinated approach to delivering the boards and partnerships' goals, recognising that all partnerships operate within the same geographical boundary and therefore serve the same population within West Sussex.
- Strategic plans, whether formulated by individual agencies or by partnerships, should include safeguarding as a theme to ensure that existing strategies and service delivery as well as emerging plans for improvement include effective safeguarding arrangements so that residents in West Sussex are safe and their wellbeing is protected.

- Aligning business plans with strategic shared priorities such as tackling key issues which impact the health, wellbeing and safety of people in West Sussex such as health inequalities, violence and exploitation.
- Identifying areas of commonality and pooling evidence, expertise and resources to influence policy, practice and outcomes both locally and beyond the boundary of West Sussex.
- Securing an integrated approach to the JSNA to include, where appropriate, analysis of safeguarding data, including evidence of prevalence of issues relating to safeguarding such as child exploitation, and neglect.
- Aligning WSSCP and WSSAB Business Plans with the West Sussex Joint Health and Wellbeing Strategy and the County Community Safety Agreement to improve outcomes and demonstrate impact.
- Ensuring health, wellbeing and safeguarding is everyone's responsibility and each organisation and individuals within those organisations must play their full part.
- Sharing learning and building on strengths and using our collective resources to address areas of concern or which require further development.

2. Shared Responsibilities of the four Boards and Partnerships

WSSAB, WSSCP, HWB and SWSP are interdisciplinary and multi-agency partnerships with the aim of working collaboratively to improve the health, wellbeing and safety of the residents of West Sussex. To this end, the partnerships, including the various agencies that make up the partnerships, are all part of the West Sussex multi-organisational system and have a duty to ensure that these shared responsibilities and actions are carried out and embedded in their organisational strategies and delivery plans. Their responsibilities are:

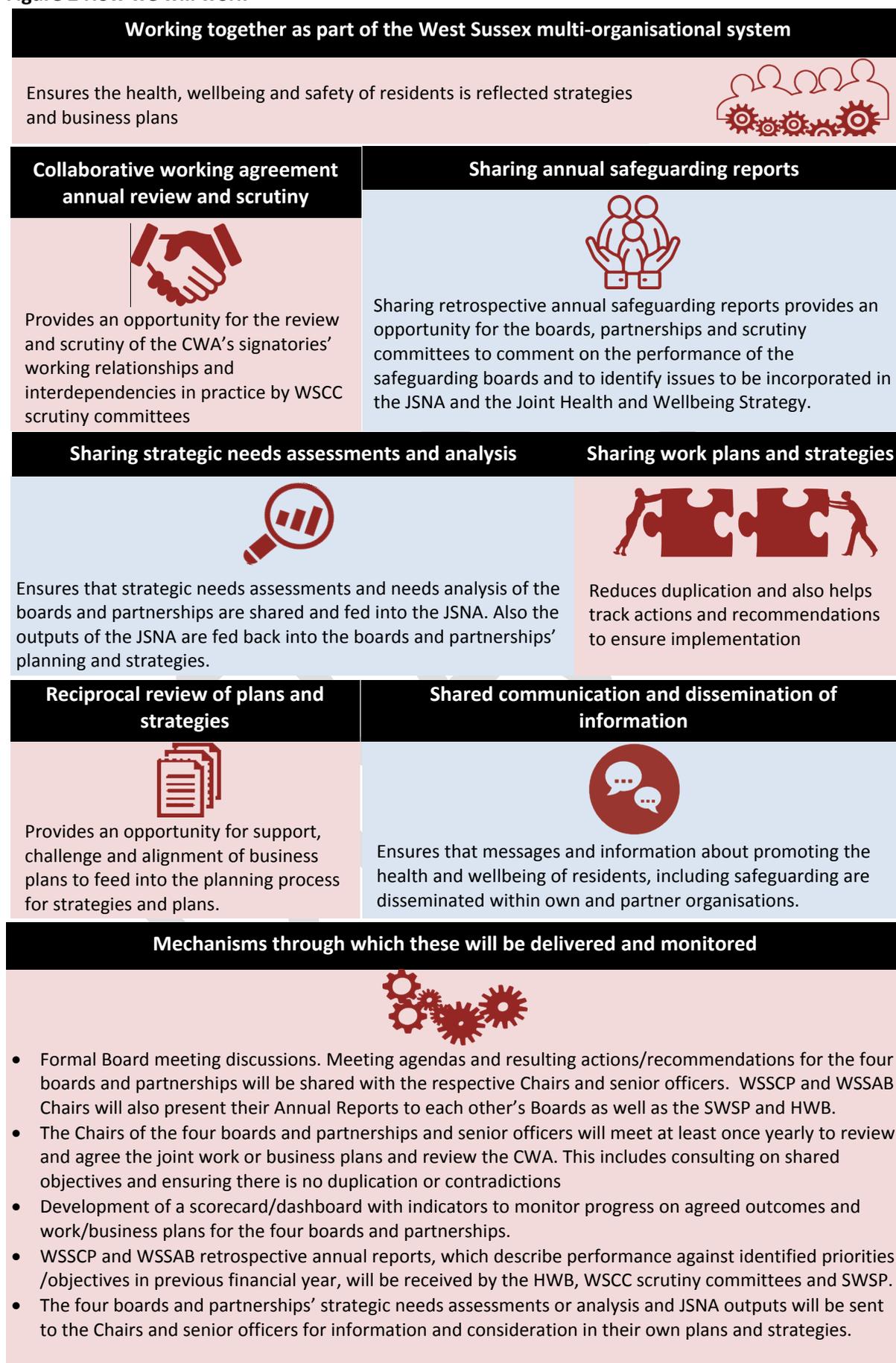
- The WSSCP and WSSAB are responsible for facilitating and assuring effective partnership work; they work with partners to ensure procedures and processes are in place to promote the welfare, prevent and minimise risk and maximise the safety and wellbeing of adults and children in West Sussex. The two safeguarding boards are responsible for supporting and collaborating with each other and the HWB and SWSP on their safeguarding procedures and delivery.
- The Safer West Sussex Partnership has the responsibility to understand the nature and extent of crime and disorder issues including offending and substance misuse issues and to set out a plan to address them.
- The Health and Wellbeing Board is responsible for recognising and prioritising the health and wellbeing needs of the county, including issues relating to the wider determinants of health such as violence, education, housing etc., and agree a joint strategy to best meet those needs.

Further details of the four boards and partnerships are detailed in Appendix 1.

3. How we will work

Figure 2 outlines how all four boards will work together as part of the West Sussex multi-organisational system.

Figure 2 How we will work



4. Working Together - Partnership Priorities for 2019-20

This Collaborative Working Agreement which will be reviewed annually, provides the framework for interconnectivity between the four partnership boards within West Sussex. It sets out the commitment and reinforcing principals to connect agendas and actively collaborate to improve the health, wellbeing and safety of people in West Sussex.

Table 1 outlines the individual priorities of each partnership for the forthcoming performance year and a website link to where more information and evidence base can be found.

Highlighted in bold are the thematic areas that the four boards have agreed will benefit from a coordinated and comprehensive West Sussex whole system approach to maximise impact.

Table 1 Priorities Matrix

<p>Health and Wellbeing Board JHWS priorities (2019 -2024)</p> <p>Starting well:</p> <ul style="list-style-type: none"> • Improved infant and maternal outcomes especially in deprived areas • Children, young people and families have good emotional wellbeing and mental health • Children grow in a safe and healthy home environment with supportive and nurturing parents and carers • Children and young people leaving care are healthy and independent <p>Living and working well:</p> <ul style="list-style-type: none"> • Individuals, families, friends and communities are connected • People are able to look after their own health and wellbeing • People have access to good quality homes, providing a secure place for families to thrive and promote good health, wellbeing and independent living • People live, work and play in environments that promote health and wellbeing <p>Ageing Well</p> <ul style="list-style-type: none"> • Fewer older people feel lonely or socially isolated • Older adults stay healthier, happier and independent for longer • There is a reduction in the number of people having falls • People received good quality end of life care and have a good death 	<p>Safer West Sussex Partnership priorities for 2019/20 (not yet approved)</p> <p>The County Community Safety Agreement (2016-20) outlines the current priorities as:</p> <ul style="list-style-type: none"> • Child Exploitation • Domestic Violence & Sexual Abuse • Drugs and Alcohol • Modern Slavery • Preventing Radicalisation and Violent Extremism • Serious and Organised Crime • Serious Violence
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West Sussex Safeguarding Children Partnership	SAB Board Priorities for 2019-20:
<p>Current priorities (to 31/08/19) are:</p> <ul style="list-style-type: none"> • Neglect; • Child Sexual Abuse • Emotional Health and Wellbeing. <p>Priorities from 01/09/19 – 31/03/21:</p> <p>TBC</p>	<ul style="list-style-type: none"> • Making Safeguarding Personal • Transitional Safeguarding • Homelessness and Safeguarding • Continued commitment to developing pan Sussex (i.e. with East Sussex and, Brighton and Hove SABs) board policies and procedures

5. Aspirations for Collaborative Working Agreement in first year (2019/20)

- Richer picture of the West Sussex story and the narrative of the scale and scope of issues
- A culture of collaboration
- Sharing of intelligence

6. Actions planned to support to achievement of aspirations in first year (2019/20)

- Launch of Collaborative Working Agreement (24th October 2019)
- Production of information about each Partnership/Board
- Establish regular meeting of the Partnership/Board Chairs
- Combined work plan and timeline
- Standardisation of reporting templates between Partnerships/Boards
- Development of tools to share information and performance e.g. scorecard

Appendix 1

About the Boards and Partnerships

The following sections gives an overview of each board or partnership, its purpose and statutory responsibilities, interdependencies with the other boards or partnerships, and where to find further information.

West Sussex Safeguarding Children's Partnership (WSSCP)

Under new statutory guidance, Working Together to Safeguard Children, published by the Department for Education in July 2018, Local Safeguarding Children Boards (LSCBs) will be replaced by Local Safeguarding Children Partnerships as the decision making body overseeing multi-agency plans to protect children and safeguard/promote their welfare. The new arrangements will be led by three lead safeguarding partners: Police; Health via the Clinical Commissioning Groups (CCGs) and the Local Authority – as set out in the Children and Social Work Act 2017 and Working Together to Safeguard Children 2018.

The statutory functions of the WSSCP are to:

- Develop local policies and procedures which describe how organisations will work together to safeguard and promote the welfare of children;
- Communicate the need to safeguard and promote the welfare of children and participate in local and Pan Sussex planning;
- Undertake a LLR (or recommend that a national review is undertaken where appropriate) where abuse or neglect of a child is known or suspected, a child has died, or been seriously harmed, and criteria detailed in Chapter 4 of [Working Together to Safeguard Children 2018](#) has been considered.
- Take responsibility for monitoring action to improve safeguarding including action arising from National and Local Learning Reviews (LLRs) and Safeguarding Adults Reviews (SARs) and consider whether LLRs or SARs need to be reviewed by or conducted in conjunction with the WSSAB. As a member of the Pan Sussex Child Death Overview Panel (CDOP), review the deaths of all children who are normally resident in West Sussex area and put in place procedures to ensure that there is a coordinated response by relevant organisations to an unexpected death of a child.
- Monitor and evaluate the effectiveness of what is done by partners individually and collectively to safeguard and promote the welfare of children and advise them on ways to improve. This should include as a minimum:
 - a) assessing the effectiveness and impact of the help being provided to children and families, including early help; and
 - b) quality assuring practice for example through joint audits of case files involving practitioners and identifying lessons to be learned;
- Assess whether Board partners are fulfilling their statutory obligations under sections 10 and 11 of the Children Act 2004 and parallel duties and asking Board partners to self-

evaluate;

- Monitor and evaluate the effectiveness of training, including multi-agency training, to safeguard and promote the welfare of children; and
- Produce and publish an annual report on the effectiveness of safeguarding and promoting the welfare of children in the local area. The purpose of this report is to ascertain whether safeguarding arrangements are working, and if not, why not. It should provide local partners and the public with a rigorous and transparent assessment of the performance of local services. Once published the annual report should be submitted to the Chief Executive and Leader of the Council, the local Police and Crime Commissioner, Chief Nurse, Clinical Commissioning Groups and the Chair of the Health and Wellbeing Board.

West Sussex Safeguarding Adults Board (WSSAB)

- i. The Care Act 2014 sets out the statutory framework for adult safeguarding, which stipulates the responsibilities of local authorities and those with whom they work, to protect adults at risk of abuse or neglect via the function of an adult Safeguarding Board.
- ii. The Board is facilitated by an independent chair and is comprised of statutory partners from the local authority, police and CCG as well as members from a wide range of partner agencies.

The Board's functions are to:

- have in place a three year strategy with annual business plans;
- identify the role, responsibility, authority and accountability with regard to the action each agency and professional group should take to ensure the protection of adults at risk of abuse or neglect;
- hold partners to account and gain assurance of the effectiveness of its arrangements via peer review and multi-agency self-audits;
- develop policies and strategies for safeguarding adults at risk of abuse and neglect in collaboration and consultation with all relevant agencies and in the spirit of making safeguarding personal;
- formulate guidance about the arrangements for managing adult safeguarding and response to complaints;
- identify mechanisms for monitoring and reviewing the implementation and impact of policy;
- develop strategies, in line with making safeguarding personal, to identify and respond to the impact of issues of race, ethnicity, religion, gender and gender orientation, sexual orientation, age, disadvantage and disability on abuse and neglect;
- gain assurance from partners that procedures identifying circumstances giving grounds for concern and subsequent referrals to a central point, are effective;
- balance the requirements of confidentiality with the consideration that, to protect adults at risk of abuse or neglect, it may be necessary to share information on a 'need-to-know basis';

- promote multi-agency training and learning;
- facilitate SARs when an adult in its area dies as a result of abuse or neglect or an adult has experienced serious neglect or abuse and, there is concern that partner agencies could have worked more effectively to protect the adult.
- produce Annual Reports;

West Sussex Health and Wellbeing Board (HWB)

- i. West Sussex Health and Wellbeing Board (HWB) brings together elected members, senior leaders from the NHS, local authorities, voluntary sector and other partners to work together to:
 - improve the health and wellbeing of the local population;
 - promote integration; and
 - reduce health inequalities.
- ii. The HWB provides system leadership and is a forum for challenge and problem solving.
- iii. The HWB has the duty to understand the needs and assets of the local population through the Joint Strategic Needs Assessment (JSNA); and to agree strategic priorities to meet those needs through the Joint Health & Wellbeing Strategy (JHWS).
- iv. As system leaders for health and wellbeing in West Sussex, the HWB uses its strategic influence in the planning, commissioning and provision of health, care and wellbeing services to ensure prevention is prioritised and services are joined up. As a result, residents, patients and service users should experience better health and coordinated services.
- v. Further information or details about the HWB responsibilities and working arrangements can be found on the [HWB website](#)

Safer West Sussex Partnership (SWSP)

- i. The Safer West Sussex Partnership Executive (SWSPE) is a statutory group formed in respect of the Crime and Disorder Act 1998 and the subsequent Crime & Disorder (Formulation and Implementation of Strategy) Regulations 2007. The group comprises representation from each of the statutory and co-operating bodies and additionally provides the functions and governance for the Drug and Alcohol Board.
- ii. The SWSP achieves its aims through partnership working across the statutory partners of the SWSP and with external stakeholders including the Sussex Police & Crime Commissioner and the voluntary sector, to address County-wide priorities.
- iii. In line with the legislative requirements of the Police and Justice Act 2006, West Sussex County Council's Environmental & Community Services Select Committee provides the annual scrutiny function for the SWSP and its partners.