



North Lincolnshire Safeguarding Adults Board Partnership Agreement

Version Control	
Status	V10/ Final
Date approved	November 2021
Review date	November 2023

Contents

1. Introduction	Page 3
2. Business Process	Page 5
3. Purpose of the Partnership Agreement	Page 6
4. Structure of the Safeguarding Adults Board	Page 6
5. Responsibilities of the Safeguarding Adults Board	Page 7
6. Membership, roles, and expectations	Page 8
7. Accountability and Governance	Page 8
8. Roles and Responsibilities	Page 9
9. Declarations	Page 10
10. Funding	Page 10
11. Executive Director Signature Agreements	Page 10

Appendix 1 – Terms of reference for safeguarding Adults Board meeting

1 Introduction

1.1 Statutory requirements for a Safeguarding Adults Board

The Care Act 2014 s.43 requires each local authority must establish a Safeguarding Adults Board (SAB) for its area, the objective of a SAB being to help and protect adults where there is reasonable cause to suspect that an adult

- has needs for care and support (whether, or not the authority is meeting any of those needs),
- is experiencing, or is at risk of, abuse or neglect, and
- as a result, of those needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

Care & Support Guidance 14.104 states that each Safeguarding Adults Board should:

- 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.
- Establish how it will hold partners to account and gain assurance of the effectiveness of its arrangements.
- Determine its arrangements for peer review and self-audit.
- Establish mechanisms for developing policies and strategies for protecting adults at risk of abuse and neglect which should be formulated, not only in collaboration and consultation with all relevant agencies but also take account of the views of people who use care and support, families, and carer representatives.
- Develop procedures for identifying circumstances giving grounds for concern and directing referrals to a central point.
- Formulate guidance about the arrangements for managing adult safeguarding, and dealing with complaints, grievances, and professional and administrative malpractice.
- Develop strategies to deal with the impact of issues of race, ethnicity, religion, gender and gender orientation, sexual orientation, age, disadvantage and disability on abuse and neglect.
- 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' bases.

- Identify mechanisms for monitoring and reviewing the implementation and impact of policy.
- Carry out Safeguarding Adult Reviews.
- Produce an Annual Report.
- Produce a Strategic Plan.
- Promote multi-agency training.

1.2 North Lincolnshire Safeguarding Adults Board

North Lincolnshire SAB exists to fulfil these statutory obligations for North Lincolnshire

Locally, NLSAB states its main objectives as being to assure itself that local safeguarding arrangements and partners act to help and protect adults at risk within North Lincolnshire.

The NLSAB aims to promote awareness and understanding of abuse and neglect amongst service users, carers, professionals, care providers and the wider community and works to generate community interest and engagement to ensure that 'safeguarding is everyone's responsibility'.

(Source: <http://www.northlincssab.co.uk/>)

Six key principles underpin all adult safeguarding work:

- **Empowerment** – Personalisation and the presumption of person-led decisions and informed consent.
- **Prevention** – It is better to take action before harm occurs.
- **Proportionality** – Proportionate and least intrusive response appropriate to the risk presented.
- **Protection** – Support and representation for those in greatest need.
- **Partnership** – Local solutions through services working with their communities. Communities have a part to play in preventing, detecting, and reporting neglect and abuse.
- **Accountability** – Accountability and transparency in delivering safeguarding. (Care & Support Guidance, 14.4)

In addition to these principles, the NLSAB also endeavours to demonstrate the following values:

- **Self-responsibility**- each partner is responsible in their own right for the safeguarding of any vulnerable persons and has a Collective ownership and commitment for safeguarding adults across the NLSAB partnership.

- Equality of opportunity amongst all NLSAB partners. The inclusion of adults with a lived experience and experts by experience.
- Integrity- the board partners will operate transparency and be the place of significant specialist knowledge for others to access to support the residents of North Lincolnshire. Excellence in terms of supportive relationship to enable each and every partner to be their best organization.

1.3 Links to other partnerships & strategies

- Children’s Multi-Agency and Resilience Safeguarding Board (CMARS)
- Community Safety Partnership (CSP)
- Health & Wellbeing Board (HWBB)
- Health and Social Care Standards Board
- Adults Partnership
- Domestic Abuse Partnership Board

2. Business Process

The member organisations of the NLSAB are expected to adhere to the information sharing requirements under Section 45 of The Care Act 2014, and the information policy within the Multi Agency Safeguarding Policy & Procedures and the –

- Caldicott Principles.
- General Data Protection Regulations.
- Crime and Disorder Act 1998.
- Nolan ‘seven principles of public life’.

2.1 Complaints and disputes process

The NLSAB is a collaborative partnership body with an Independent Chair who will ensure that no particular sector or members is unduly favoured. Problems and issues should normally be debated and resolved at SAB meetings.

Any dispute or complaint that cannot be resolved and which compromises the effectiveness of the safeguarding arrangements will be addressed by the following dispute resolution process:

If two or more agencies are engaged in a disagreement that cannot be resolved satisfactorily and is likely to endanger the effectiveness of the Board, the Independent Chair will convene a joint resolution meeting with the parties involved. The meeting will be chaired by the Independent Chair with an agenda agreed prior to the meeting by all parties involved.

If the dispute is between the Chair and a SAB partner the Director of Adult Social Care will chair the meeting.

If no resolution can be reached consideration should be given by the Chair and the Director of Adult Services to seek formal independent arbitration via a professional body such as the Chartered Institute of Arbitrators to reach an acceptable conclusion.

3. Purpose of this Partnership Agreement

1. The purpose of this partnership agreement is to provide all relevant partner agencies with a high-level description of the role and purpose of North Lincolnshire Safeguarding Adults Board (NLSAB) in relation to its statutory functions, local objectives, structure, operations, membership, and the roles and expectations of the statutory partner agency representatives.
2. Further details of areas of work for NLSAB will be found in the Strategic Plan, Annual Report and at www.northlincssab.co.uk hence duplication of those sources will be kept to a minimum.
3. Executive Directors of member organisations will sign this document to signal agreement to work together within North Lincolnshire to deliver on the ambitions as set out in the strategic plan. The Strategic Plan sets out our priorities and objectives for the next three years.
4. This document will also provide a resource for example for new board members, agency representatives deputising for board members, and informing other agency staff about the formal remit and operations of NLSAB.

4. Structure of North Lincolnshire Safeguarding Adults Board

1. The Safeguarding Adults Board Executive group meets quarterly and is chaired by the independent chair but led by the three statutory partners, North Lincolnshire Council, North Lincolnshire Clinical Commissioning Group and Humberside Police.

The meeting is operated in two parts, the first collectively with the chair to consider strategic safeguarding issues, policy change and local challenges, and the second half of the meeting to receive updates and to support the Chairs of the Subgroups. The Executive Group is responsible for agreeing and signing off any policies and procedures. The Executive Group holds the

responsibility for agreeing and commissioning any Safeguarding Adult Reviews as defined by the Care Act 2014.

2. The Board of NLSAB extended members also meets quarterly (between the Executive). A full list of members is published in the Annual Report accessible at <http://www.northlincssab.co.uk/news-and-resources/>
3. Much of the activity of NLSAB is delivered by the sub groups (Protection & Accountability, Prevention & Proportionality and Partnership & Empowerment) that carry out work according to the strategic plan, these groups have an executive lead member to provide oversight and leadership to the group. Progress is reported to and overseen by the Executive Group, through highlight reports which are authored by the relevant sub group Chair.
4. Board partners are expected to support the work of subgroups, for example by identifying and approving the involvement of staff members with particular roles, knowledge, and skills. These representatives may not otherwise be Board Members.

The Subgroups are:

- **Prevention & Proportionality** – Executive Lead, Darren Wildbore, Humberside Police
 - **Partnership & Empowerment** – Executive Lead, Karen Pavey, North Lincolnshire Council
 - **Protection & Accountability** – Executive Lead, Helen Davis, North Lincolnshire Clinical Commissioning Group
5. North Lincolnshire SAB has an Independent Chair. The Independent Chair is able to constructively challenge and hold to account the partner agencies of the SAB and can also act as a spokesperson for the NLSAB. This arrangement provides reassurance that the Board has some independence from the statutory and other partners.

5. Responsibilities of the board.

5.1 Strategic plan

1. North Lincolnshire SAB's Strategic Plan lays out our shared goals and vision over the next three years. It covers how the Board will focus on the prevention of abuse and neglect as well as making sure that organisations work together to keep people safe when abuse has occurred, giving people choice, control and involvement. It emphasises our focus on the underlying principles of 'making safeguarding personal.

2. The latest Strategic Plan can be accessed at <http://www.northlincssab.co.uk/news-and-resources/>

5.2 Annual Report

1. North Lincolnshire SAB's Annual Report outlines the activities the Board has undertaken to fulfil its statutory responsibilities for the strategic development and oversight of adult safeguarding across North Lincolnshire. The Report highlights the Board's progress and achievement in delivering the priorities and objectives identified within the Strategic Plan.
2. Annual Reports are available at North Lincolnshire SAB's website <http://www.northlincssab.co.uk/news-and-resources/>

5.3 Safeguarding Adults Reviews (SARs)

1. The North Lincolnshire SAB must arrange a SAR when an adult in its area dies as a result of abuse or neglect, whether known or suspected, and there is a concern that partner agencies could have worked more effectively to protect the adult. The SAB must also arrange a SAR if an adult in its area has not died, but the SAB knows or suspects that the adult has experienced serious abuse or neglect. The SAB is also free to arrange a SAR in any other situations involving an adult in its area with needs for care and support.
2. The SAR Learning and Review Framework is available at North Lincolnshire SAB's website <http://www.northlincssab.co.uk/professionals/>

6. Membership – partner agencies

The statutory agencies who are partners within NLSAB are –

- North Lincolnshire Council.
- North Lincolnshire Clinical Commissioning Group (CCG).
- Humberside Police.
- Other agencies -
- Healthwatch North Lincolnshire
- East Midlands Ambulance Service (EMAS)
- Humberside Fire and Rescue Service (HFR)
- Northern Lincolnshire and Goole NHS Foundation Trust (NLaG)
- Rotherham, Doncaster and South Humber Mental Health Trust (RDaSH)
- Ongo

- Regulated Health and Social Care Provider representatives
- National Probation Service (NPS)
- North Lincolnshire Public Health
- Care Quality Commission (CQC)

7. Accountability and Governance

Accountability of the coordination of the NLSAB is located within the Local Authority through the Director of Adult and Community & Wellbeing Services.

- The NLSAB is chaired by an independent person appointed by the NLSAB but is accountable to the Chief Executive of North Lincolnshire Council.
- In the first instance, each agency is accountable to its own governance structure. Each agency may be subject to external inspection that may include safeguarding.
- In addition to this, the Care Act and Guidance provides a duty to cooperate. There is an expectation that Safeguarding Adults Boards will *'hold partners to account and gain assurance of the effectiveness of its arrangement.'* (Care & Support Guidance 14.104)

8. Roles and Expectations

Roles and expectations of partner agency representatives include -

- Commitment and active engagement in the business of the board.
- Promote partnership working and collective ownership of adult safeguarding.
- Sharing information and promoting the understanding of each other's duties and priorities.
- Provide constructive and supportive challenge, and in turn be open to accountability within the partnership.
- Learning from areas which both worked well, and those which need improvement.
- Ensuring the learning from the board is shared and disseminated within own organisations.
- Championing the safeguarding of adults within their own agency.
- Identifying safeguarding adults' issues that require board attention and escalating issues of concern where necessary.

- Ensuring that actions required by the board are carried out and supporting the work of Subgroups.

8.1 Professional advisors

Members who attend in a professional and managerial capacity should be:

- Able to present issues clearly in writing and in person.
- Experienced in the work of their organisation.
- Knowledgeable about the local area and population.
- Able to explain their organisation's priorities.
- Have a thorough understanding of abuse and neglect and its impact.
- Understand the pressures facing front line practitioners.

For North Lincolnshire SAB, these professional advisors are expected to:

- Advise the board on issues or courses of action relevant to their expertise.
- Provide constructive challenge and feedback on board activity.
- Undertake pieces of work as required by the board.
- Recognise limits to their inputs into board decisions.

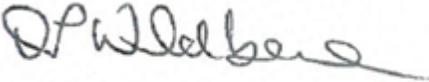
9. Declarations

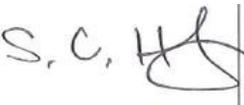
All NLSAB Members are required to declare an interest that arises or maybe perceived to arise in the course of conducting the NLSAB. Members should declare any conflicts of interest at the start of the NLSAB meetings. Board members who have declared a personal interest will be able to participate at the discretion of the Chair.

10. Funding

The Executive Leads of the NLSAB will agree levels of funding and resources contributed to the Board to carry out its functions and to discharge their statutory accountabilities.

11. Executive Lead Signature of agreement to this Partnership Agreement

Partner Agency & Post-	Signature	Role on the NLSAB
Kathy Clark – Independent Chair		Independent Chair
Executive Director – Karen Pavey North Lincolnshire Council		Statutory Partner
Executive Director – Helen Davis North Lincolnshire Clinical Commissioning Group		Statutory Partner
Executive Director – Darren Wildbore Humberside Police		Statutory Partner

<p>Executive Director – Simon Donnachie</p> <p>Humberside Fire & Rescue Services</p>		<p>Member</p>
<p>Executive Director – Ellie Monkhouse</p> <p>Northern Lincolnshire & Goole Hospitals NHS Trust</p>		<p>Member</p>
<p>Executive Director – Tracey Wrench</p> <p>Rotherham, Doncaster and South Humber Mental Health Trust</p>		<p>Member</p>
<p>Executive Director East Midlands Ambulance Service</p>		<p>Member</p>
<p>Executive Director – Steve Hepworth</p> <p>Ongo</p>		<p>Member</p>

<p>Executive Director – Nick Hamilton-Rudd</p> <p>National Probation Service</p>		<p>Member</p>
<p>Executive Director – Jenny Jenkinson</p> <p>Healthwatch North Lincolnshire</p>		<p>Member</p>
<p>Executive Director – Becky Bailey</p> <p>Humberside, Lincolnshire and North Yorkshire Community Rehabilitation Company</p>		<p>Member</p>
<p>Executive Director – Andrew Appleyard</p> <p>Care Quality Commission</p>		<p>Member</p>

Appendix 1

Terms of Reference of North Lincolnshire SAB Board Meeting

Purpose

The Board Meeting exists to be the key partnership decision-making forum of North Lincolnshire SAB.

Key Objectives

- Scrutinise and sign-off key documentation for the Board including the Strategic Plan, Subgroup Plans, the Annual Report, and Partnership Agreement.
- Receive assurance reports from partner agencies and progress reports from Subgroups, and any other person or body required to undertake an activity for the Board.
- Promote shared accountability, partnership working, and collective ownership of the safeguarding of adults in North Lincolnshire.

Arrangements

- The board meets quarterly.
- Attendees at the board meeting are senior representatives of partner agencies.

Any additional advisor or observer whose attendance is agreed with the Independent Chair

- The board meeting has an Independent Chair whose role is to manage the agenda, provide constructive feedback and challenge to board members, and to address any issues of concern or conflict that arise.
- For the meeting to be quorate for binding decision-making, there must be in attendance representatives from the three statutory agencies - North Lincolnshire Council, North Lincolnshire Clinical Commissioning Group, and Humberside Police.
- The Board Meeting is administered by the Business Support Unit, who will provide papers to members in advance, and will take and distribute minutes
- The Business Support Unit may also provide reports on relevant issues or activities of the Board.

Expectations of Board Meetings

It is expected that Board Meeting Members

will:

- Prioritise attendance.
- If unable to attend, send apologies as far as possible in advance, and identify a deputy to attend who is adequately briefed on the board meeting and their role within it.
- Identify issues and concerns that need to be, or would usefully be, part of the board meeting agenda.
- Provide any written reports to the Business Support Unit in advance.
- Read papers in advance.
- Engage in the business of the meeting through discussion, reflection, support, and constructive challenge.
- Be open to accountability and challenge regarding their own agency's contribution to adult safeguarding.
- Committing to and completing any actions agreed in the board meetings.
- Sharing information from the board meeting within their own organisation.