

## Future Safeguarding Governance Arrangements

### **Introduction**

As a result of the establishment of a single management structure and a joint committee across the Greater Nottingham Clinical Commissioning Partnership work is currently underway to establish appropriate sub-committees. This paper outlines the proposed way forward for safeguarding governance arrangements in Nottingham as a result of these changes.

### **Background**

#### **Staff Structures**

As a result of the CCG integration in Greater Nottingham there is now a single Executive Lead for Safeguarding for all four of the CCGs (Nottingham City, Nottingham North and East, Nottingham West and Rushcliffe). This is the Chief Nurse/ Director of Quality.

In the new staffing structure that has recently been consulted on there is the intention to establish a Greater Nottingham Safeguarding Adults Team comprising a full-time Designated Nurse for Safeguarding Adults and an Adult Safeguarding and Mental Capacity Act (MCA) Practitioner.

The current arrangements for safeguarding children are not affected by the staff consultation and in the new structure there will continue to be a full-time Designated Nurse for Safeguarding Children and a part-time Associate Designated Nurse for Safeguarding Children for City. This is because there is currently a joint safeguarding children team covering the 5 Nottinghamshire County CCGs comprising a part-time Designated Nurse and a full-time Associate Designated Nurse. These post holders are hosted in Mansfield and Ashfield CCG and have not been included in the current staff consultation. There is however an expectation that the two teams will work closely together.

There is already a Designated Nurse for Looked After Children (LAC) who covers all 6 of the Nottingham CCGs. This is not affected by the current staffing consultation.

Each of the Nottingham CCGs has in place arrangements to ensure appropriate Designated Doctor cover required to meet statutory responsibilities. For the Greater Nottingham CCGs this is included in the contract with Nottingham University Hospitals (NUH).

### **Previous Governance Arrangements**

City and County CCGs previously had separate safeguarding governance arrangements.

In City there was a Safeguarding Steering Group which met bi-monthly and reported to the City Quality Improvement Committee. Membership was comprised of:

Director of Quality and Personalisation (Chair)  
Corporate Medical Lead (Deputy)  
Designated Professionals for Safeguarding Children  
Lead for Adult Safeguarding  
Children's Commissioning  
Designated Professionals for Looked After Children  
Named GP with responsibility for Safeguarding

The main aims of the Safeguarding Steering Group were to:

- Effectively seek assurance from commissioned services/health providers in order to discharge our statutory responsibilities effectively relating to safeguarding children, young people and adults.
- Provide assurance to the CCG's Quality Improvement Committee Governance that Safeguarding mechanisms and processes are integral to the work of the CCG with regard to all commissioned services in order to ensure better outcomes for the population of Nottingham City.

In the County there was until January 2018 a Joint Safeguarding Committee (covering all 6 County CCGs including Bassetlaw) which has met quarterly and reported to the Governing Bodies and South Nottinghamshire Quality and Risk Committee and the relevant Quality Committee in Bassetlaw. Membership was comprised of:

Chief Nurse and Director of Quality and Governance for Newark and Sherwood and Mansfield and Ashfield CCGs (Chair)  
Director of Nursing and Quality for Nottingham North & East, Nottingham West and Rushcliffe CCGs (Vice Chair)  
Head of Quality and Adult Safeguarding for Nottingham North & East, Nottingham West and Rushcliffe CCGs  
Deputy Chief Nurse, for Newark and Sherwood and Mansfield and Ashfield CCGs  
Head of Quality and Adult Safeguarding, for Newark and Sherwood and Mansfield and Ashfield CCGs  
Chief Nurse, Bassetlaw CCG  
Deputy Chief Nurse (Designated Nurse Safeguarding Adults, Children & LAC), Bassetlaw CCG  
Named General Practitioner, Mid Notts CCGs  
Designated Nurse Safeguarding Children, Mid Notts and South Notts CCGs  
Associate Designated Nurse Safeguarding, Mid Notts and south Notts CCGs  
Designated Doctors Safeguarding Children (1 each from South and Mid Nottinghamshire CCGs)  
Designated Nurse Children in Care, Nottingham City CCG and Nottinghamshire County CCGs  
Designated Doctors Children in Care (1 each from South and Mid Nottinghamshire CCGs)  
Public Health Manager (children lead representing the Nottinghamshire Children and Young People's Health and Wellbeing Commissioners Forum)  
Lay member

The main aims of the Safeguarding Committee were to:

- Ensure that the Nottinghamshire CCGs fulfill statutory responsibilities as outlined in the Care Act 2014 and promote the safety and welfare of adults with care and support needs within the CCGs and across all commissioned and contracted services.
- To monitor CCG and contracted and commissioned services compliance with statutory guidance relating to safeguarding adults including the Mental Capacity Act (2005).
- To monitor CCG and contracted and commissioned services compliance with statutory guidance relating to safeguarding children and children in care, including the Children Act 2004, Working Together to Safeguard Children 2013 and Promoting the health and wellbeing of looked after children - revised statutory guidance 2015.

In October 2016 a Safeguarding Operational Working Group (SOWG) was established in the County which has met monthly and reported to the Safeguarding Committee. Membership was comprised of:

Designated Nurse Safeguarding Children, CCG  
Deputy Designated Nurse for Safeguarding Children, CCG  
Deputy Chief Nurse (Designated Nurse Safeguarding Adults, Children & LAC), Bassetlaw CCG  
Head of Quality and Adult Safeguarding NNE, NW and Rushcliffe  
Head of Quality and Adult Safeguarding M&A and N&S  
Adult Safeguarding Lead from the members of the CCGs  
Designated Nurse for Children in Care

The purpose of the SOWG was to undertake the operational activities required to ensure that the aims of the Safeguarding Committee and hence the CCGs' statutory responsibilities were met. As a result of the effectiveness of the SOWG the need for a Safeguarding Committee in County in addition has been reviewed. It was felt that having the two groups resulted in repetition and therefore the Safeguarding Committee was dissolved in January 2018.

Strategic oversight has been achieved by establishing a Safeguarding Executive comprising the Executive Leads for Safeguarding for the three CCG groupings i.e South Nottinghamshire County, Mid Nottinghamshire County and Bassetlaw.

There are currently also separate local adult and children safeguarding boards and associated sub-groups in both City and County. Whilst some sub-groups are currently established that work cross-authority there are still a number of sub-groups that are City or County only.

## Case for Change

In the proposed staffing structures that are out to consultation there are a number of post holders who will work across the Greater Nottingham footprint (Chief Nurse/ Director of Quality, Designated Nurse for Safeguarding Adults and Adult Safeguarding/ MCA Practitioner) and for some the wider Nottingham footprint (Designated Nurse LAC and the CCG Named Nurse). These individuals are required to engage with both City and County local safeguarding boards and associated sub-groups.

The 2018/19 planning guidance clearly signals the direction of travel regarding the establishment of Integrated Care Systems with clear distinctions between strategic and tactical commissioning. Locally we are already seeing the establishment of teams to deliver functions across the Nottingham footprint e.g. communications and engagement. It is likely that in the fullness of time it will be expected that other appropriate functions are delivered across this footprint with safeguarding being included in that. The current restructure should therefore be considered an interim position with a move in future to all aspects of safeguarding moving to a Nottingham and Nottinghamshire wide model. The timescales for this are however still unclear.

The [Wood Report](#) was published at the end of May 2016 and included 34 recommendations. In April 2017 the Children and Social Work Act received Royal Assent, the Act included measures which addressed some of the recommendations made in the Wood Report. A draft revised version of the statutory guidance 'Working Together to Safeguard Children' was published for consultation which concluded in December 2016 and it was anticipated that the new guidance would be published in May 2018 however it is likely that this timescale will not be met.

Whilst the final guidance is not yet available, unless there are major changes from the version consulted on, we can expect that:

- The responsibility for Child Death Overview Processes (CDOP) will transfer from the Department for Education to the Department of Health and arrangements will need to cover population sizes/ geographical areas such that 80-120 child deaths are reviewed annually to enable identification of themes and trends for learning. Child death review partners will include Local Authorities and Clinical Commissioning Groups for the local area.
- Local Safeguarding Boards will be disestablished and the statutory safeguarding partners, Local Authority, Clinical Commissioning Groups and Chief Officer of Police will be responsible for determining bespoke arrangements which best suit the local area.

There will be a 12- 15 month implementation period for new arrangements following the publication of the revised guidance.

The existing Local Safeguarding Children Boards in Nottingham City and Nottinghamshire County are currently considering options for future local safeguarding arrangements. Early indications are that whilst there will be a move to implement cross authority arrangements for activity and meetings at a sub-group level there will continue to be separate City and County arrangements at a Strategic/ Executive level. There are currently no plans to alter the local adult safeguarding arrangements. Further papers will be brought to the Governing Body when the details of proposed new safeguarding partnership arrangements and arrangements for CDOP are clearer.

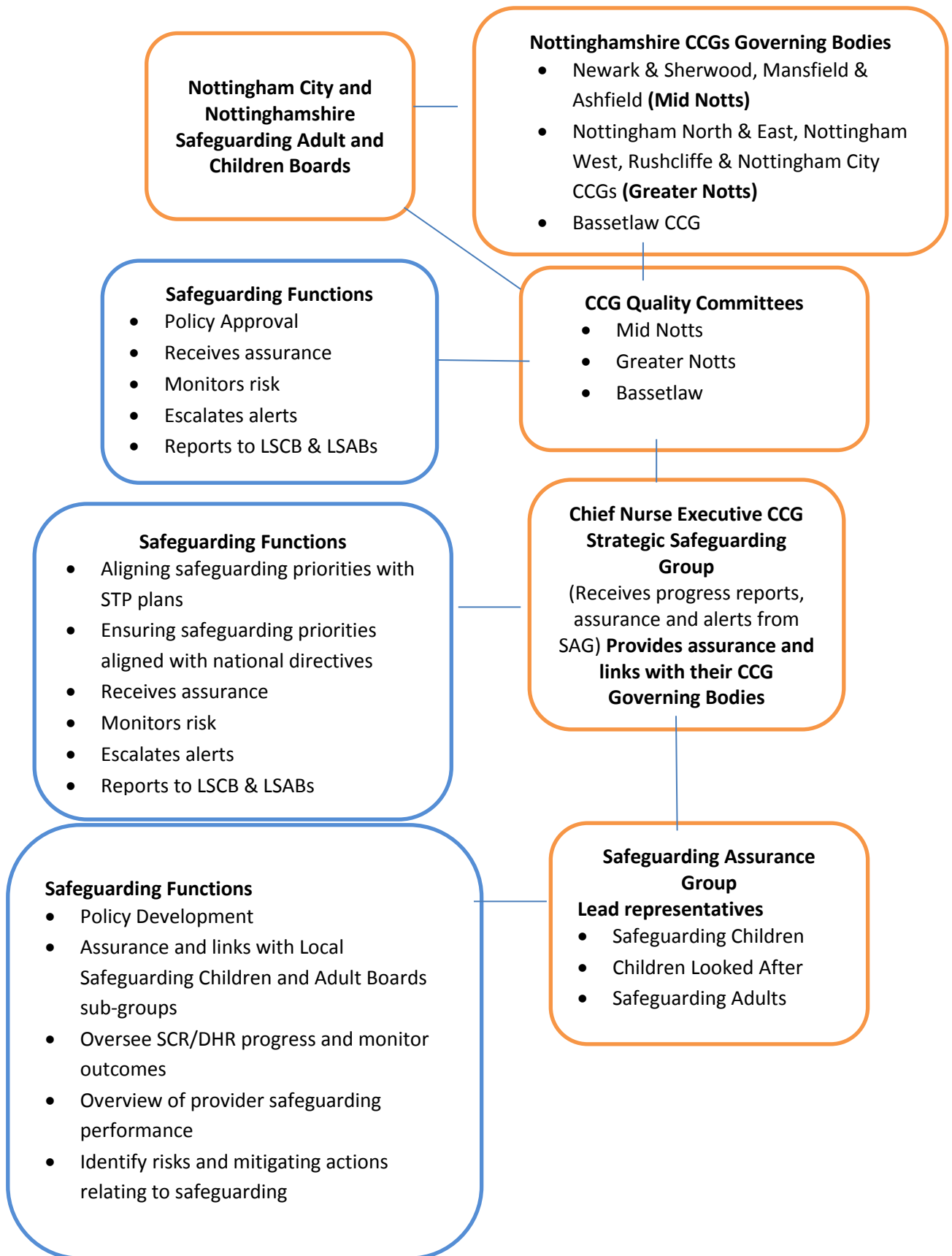
The purpose of the CCG integration is to make more effective use of limited resources. It is therefore important that the opportunity is taken to reduce duplication including attendance at separate City/ County meetings by key individuals as possible.

As detailed above there are similarities in both the membership and aims/objectives of the current City and County safeguarding meetings. In addition to the obvious efficiencies associated with integrating the current City and County safeguarding governance arrangements there are wider benefits in terms of learning and sharing, identification of themes and trends and ensuring consistent practice.

## Proposed Way Forward

It was therefore agreed at both City and County Safeguarding Groups that the current City and County Safeguarding arrangements would be disestablished and new integrated governance arrangements established. The chart below shows the new safeguarding governance structure and how these relate to

individual CCG Governing Bodies (and their sub-committees) and the local safeguarding boards. Terms of reference for the new groups have been drafted- see appendix A for the Terms of Reference of the CCG Strategic Safeguarding Group. Terms of reference for the Safeguarding Assurance Group were approved at the first meeting of the Strategic Safeguarding Group held on 6<sup>th</sup> April 2018.



**Next Steps**

- To approve the terms of for the newly established CCG Strategic Safeguarding Group by the end of May 2018
- To hold the first meeting of the joint Safeguarding Assurance Group by end May 2018.

**Recommendations**

The Governing Body is asked to:

- **NOTE** the future arrangements for Safeguarding Governance across Nottinghamshire
- **APPROVE** the terms of reference for the newly established CCG Strategic Safeguarding Group

**Working on behalf of NHS Nottingham City, Newark and Sherwood CCG, NHS Mansfield and Ashfield CCG, NHS Rushcliffe CCG, NHS Nottingham North and East CCG, NHS Nottingham West CCG, NHS Bassetlaw CCG**

**Nottinghamshire Chief Nurse Executive  
Strategic Safeguarding Group  
Terms of Reference**

<p><b>Purpose of the Group</b></p>	<p>The purpose of the Group is to set strategy and gain assurances from the Nottinghamshire Safeguarding Assurance Group to inform individual CCG governance structures including Governing Bodies as appropriate within the remit of the following Nottinghamshire Clinical Commissioning Groups (CCGs):</p> <ul style="list-style-type: none"> <li>• NHS Nottingham City CCG</li> <li>• NHS Nottingham West (NW) CCG</li> <li>• NHS Rushcliffe CCG</li> <li>• NHS Bassetlaw CCG</li> <li>• NHS Newark and Sherwood (N&amp;S) CCG</li> <li>• NHS Mansfield and Ashfield (M&amp;A) CCG</li> <li>• NHS Nottingham North and East (NNE) CCG</li> </ul> <p>The Group discharges its statutory responsibility for safeguarding in line with: -</p> <ul style="list-style-type: none"> <li>• The Children Act 1989 &amp; 2004 and Working Together Statutory Guidance 2018</li> <li>• Promoting the Health and Wellbeing of Looked-after Children 2015</li> <li>• The Health and Social Care Act 2012</li> <li>• The Mental Capacity Act 2005</li> <li>• The Care Act 2014.</li> </ul> <p>The purpose of the Group is to ensure that the safeguarding of children and adults in need of care and protection is integral to CCG business and to ensure consistency of practice, procedures, learning and improvement across the Nottinghamshire Sustainability and Transformation Partnership (STP) footprint.</p>
<p><b>Membership</b></p>	<ul style="list-style-type: none"> <li>• Chief Nurse/ Director of Quality, Greater Nottingham Clinical Commissioning Partnership <ul style="list-style-type: none"> <li>○ Nottingham City CCG</li> <li>○ Nottingham North and East CCG</li> <li>○ Nottingham West CCG</li> <li>○ Rushcliffe CCG</li> </ul> </li> <li>• Chief Nurse Mid Notts <ul style="list-style-type: none"> <li>○ Newark &amp; Sherwood CCG</li> <li>○ Mansfield &amp; Ashfield CCG</li> </ul> </li> <li>• Chief Nurse Bassetlaw CCG</li> <li>• Chair of the Nottinghamshire Safeguarding Assurance Group</li> </ul>
<p><b>Chair and Deputy</b></p>	<p>Chief Nurse Mid Nottinghamshire CCGs – Chair Chief Nurse/ Director of Quality, Greater Nottingham Clinical Commissioning Partnership- Deputy Chair</p>
<p><b>Quorum</b></p>	<p>The quorum for transaction of business shall be:</p> <ol style="list-style-type: none"> <li>a. 2 Chief Nurses or their representatives (one of which must be the chair or deputy chair)</li> </ol>

	b. Chair of the Notts Safeguarding Assurance Group or their representative
<b>Frequency and conduct of business</b>	The Group will meet quarterly Additional meetings may be convened for extraordinary circumstances
<b>Authority</b>	The Group will be directly accountable to individual CCGs Governing Bodies (or committees with delegated authority) via the Chief Nurses
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• To align safeguarding priorities with STP plans</li> <li>• To ensure safeguarding priorities are aligned with national directives</li> <li>• To receive assurance</li> <li>• To monitor risk</li> <li>• To act as the conduit to individual CCG governance structures</li> <li>• To report to Local Safeguarding Children and Adult Boards and Executive Safeguarding Partnerships</li> </ul>
<b>Reporting and Governance arrangements</b>	See Appendix 1
<b>Declaration of Interests</b>	All members of the group are responsible for declaration of interests at the beginning of each meeting and to update written records of 'Declaration of Interest' with the relevant CCGs.
<b>Conduct</b>	To remain professional at all times in line with NMC Codes of Practice and Terms of Condition of employment.
<b>Review of the Terms of Reference</b>	<p>These Terms of Reference will be formally reviewed by the Group annually and these may be amended at any time to reflect changes in circumstances that may arise.</p> <p>Any such changes made by the group to the terms of reference will be authorised by each CCG Governing Body (or committee with delegated authority).</p>
<b>Secretary</b>	<p>The draft agenda for each meeting will be circulated 2 weeks in advance by the Chair of the Safeguarding Assurance Group (SAG), with requests for additional agenda items agreed with the Strategic Safeguarding Group Chair</p> <p>Any items to be placed on the agenda are to be sent to the administrator for the Chair of the Nottinghamshire Strategic Safeguarding Committee 72 hours prior of the meeting accompanied by all relevant background papers.</p> <p>Brief highlight reports will be recorded and shall be circulated promptly to all members.</p>
<b>Approved</b>	May 2018
<b>Review Date</b>	May 2019

## Appendix 1

### Nottingham City and Nottinghamshire Safeguarding Governance Structures

