



**Doncaster
Council**

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. (See Annex 2 on Intranet.)

Decision Ref. No:
AHWB/008/2018
**Alignment of Children's
and Adults Safeguarding
Boards**

Box 1

**DIRECTORATE: Adults, Health and
Wellbeing**

DATE: 2.2.18

Contact Name: Griff Jones

Tel. No.: 01302 737621

Subject Matter: Alignment of Children's and Adults Safeguarding Boards

Box 2

DECISION TAKEN:

To appoint an external consultant to develop a sustainable model to align the Doncaster Safeguarding Children's Board and Doncaster Safeguarding Adults Board structures, sub structures and business support arrangements to reduce duplication within the system and streamline efficiencies to ensure the Boards are fit for purpose and sustainable for the future.

The consultant costs will be £400 per day and the work will take 20 days to complete at a total cost of £8000

The funding for this will be split in the following ways
£4000 will be funded through the budget of the Adult Safeguarding Board
£4000 will be funded by the LOYCP Budget

This work will be completed by the 31st May 2018

The Adults Safeguarding Board will also commission the consultant to facilitate the Adults Board's Development Day at a cost of £500, which they will fund to include preparation, facilitation and travel costs incurred.

Box 3
REASON FOR THE DECISION:

Give relevant background information

The introduction of the Children and Social Work Act 2017 brings with it some opportunities for alignment across both the safeguarding children’s and adults agendas.

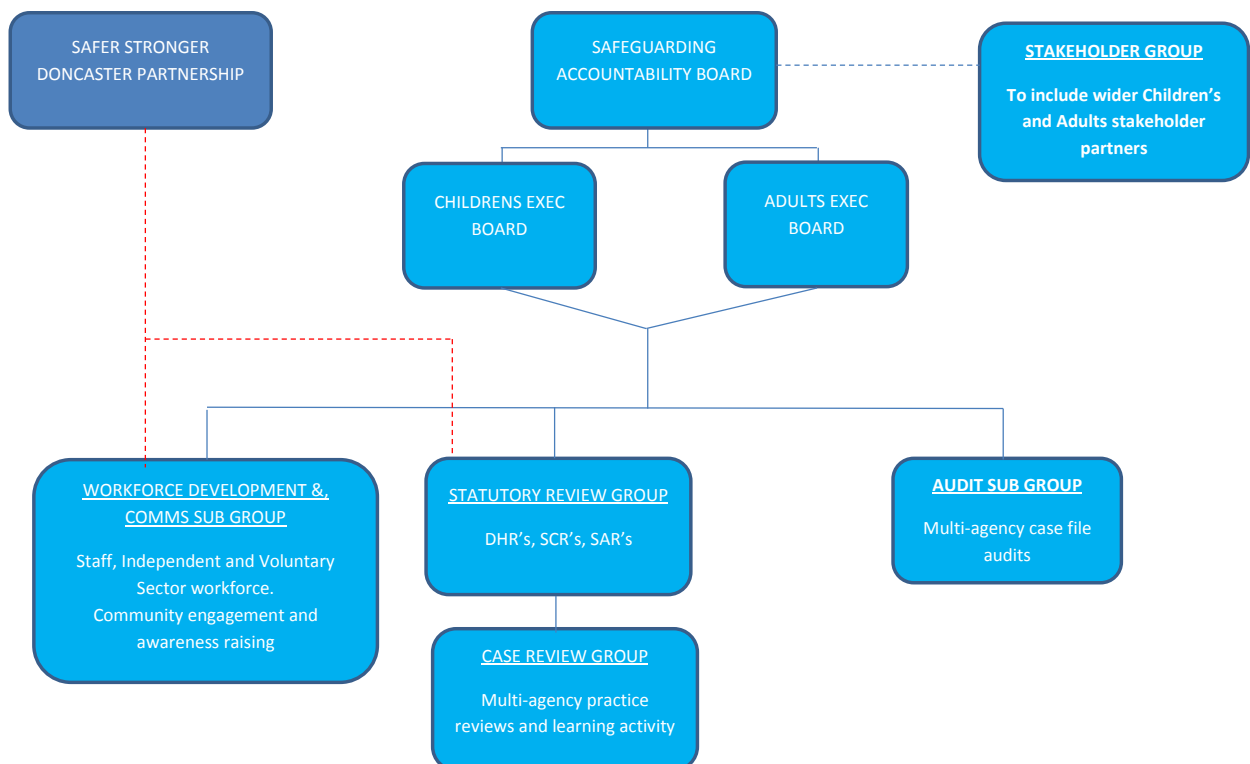
- The replacement of Local Children Safeguarding Boards with local safeguarding partners
- The establishment of a new national Child Safeguarding Practice Review Panel
- The transfer of responsibility for child death reviews from Local Safeguarding Children Boards to new Child Death Review Partners

There is a need to develop a system which is understandable and makes good sense to young people, adults at risk and their families. The need for streamlined and coherent governance arrangements and removal of unnecessary duplication in strategic groups and their functions. Also the need to enhance efficiencies by working across organisational and geographical boundaries where possible.

Joint working groups across both safeguarding children’s and adult’s agendas have helped to generate a current appetite for change and alignment across the whole system.

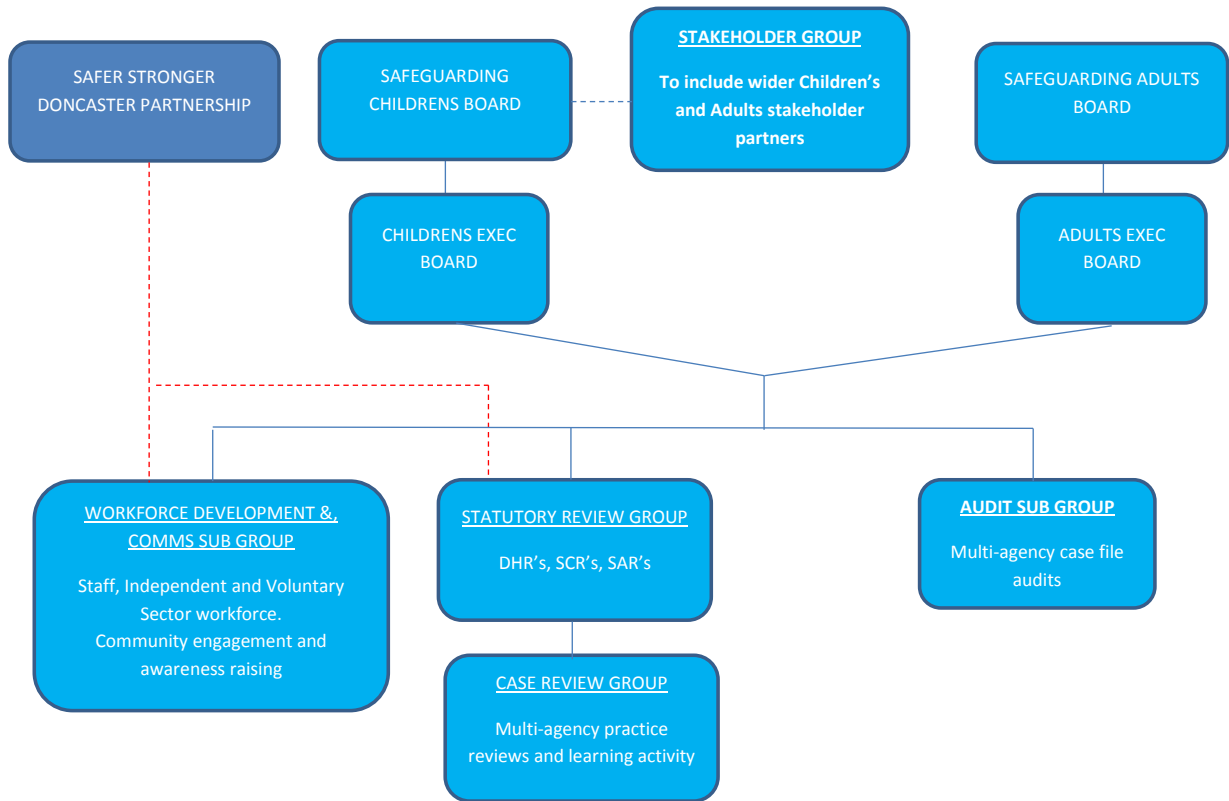
Two proposed models have been identified which will be considered alongside others by the consultant.

Potential Model 1



- **Shared Board**
- **1 chair**
- **Board meetings are divided into children, shared and adult business**
- **PAB is children's board, additional partners join for adult/shared agendas**

Potential Model 2



- **CSE sub-group be moved to SSD**
- **CDOP be moved to HWB Board**
- **Workforce Development is commissioned by SSD, DSAB and DSCB**
- **Performance data is collated outside the Boards and shared with them for assurance purposes**

The decision for the future model is to be confirmed by the DSCB and DSAB collectively.

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

- 1) Commission an external consultant with Children's and Adults Safeguarding Board experience and best practice to develop the proposed sustainable model who can act as a critical friend and be independent of both Boards. This is the preferred option
- 2) Appoint someone from within either the Children's or Adults Safeguarding Board to develop the model. The risk here is that they won't have the experience and knowledge of best practice across the all age safeguarding arena to ensure both agendas are fully met in the model which will be presented to both Boards.

Box 5**LEGAL IMPLICATIONS:**

S112 of the Local Government Act 1972 allows a local authority to appoint such officers as are necessary for the proper discharge of its functions, on such reasonable terms and conditions as it thinks fit.

If the Employee is sourced through an agency Doncaster MBC has a policy that regulates the use of Agency workers and care must be taken to ensure this policy as followed as when seeking authority to operate outside the policy this could create a precedent.

There is a legal obligation to consider best value and therefore it is recommended that there be regular reviews of the decision to use agency staff to ensure this obligation is being met. A contract detailing the terms of the assignment should be in place before commencement of the assignment.

Reed were appointed as the Councils supplier of temporary staff following a procurement process which was compliant with both EU Procurement Regulations and Contract Procedure Rules.

It is important that sight is not lost of the Council's recruitment and retention and vacancy management policies which should be followed.

**Name: Helen Wilson Signature: H. Wilson Date: _01/03/2018_
Signature of Assistant Director of Legal and Democratic Services (or representative)**

Box 6**FINANCIAL IMPLICATIONS:**

The cost to AHWB for this decision is £4,500 and will be funded from within the existing Adults Safeguarding Board budgets.

The contribution of £4k from LOCYP is potentially going to be funded by the Safeguarding Board's budget, subject to approval, however as this is not yet confirmed it is being underwritten from LOCYP's Change & Transformation Programme budget, which was approved by Executive Board on 10th May 2016. This includes the additional Service Transformation Funding, which was approved by Cabinet on 21st June 2016 in the Q4 Finance & Performance report.

Name: David Blakesley/Paul Williams **Signature:** [redaction]
Date: 21/02/18
Signature of Assistant Director of Finance & Performance
(or representative)

Box 7
HUMAN RESOURCE IMPLICATIONS:

Human Resources support the decision to appoint an external consultant for the reasons outlined in the body of this ODR.

The Council's Hiring and Managing Agency Worker policy has been followed and the consultant has been sourced via the Council's managed service provider, Reed Specialist Recruitment Ltd.

Changes to the intermediaries' legislation (commonly referred to as IR35) came into effect on 6th April 2017 and applies to both new and existing workers / roles. The change moves responsibility from the worker's personal service company (PSC) to the organisation paying the worker / PSC to ensure they make appropriate deductions of tax and NI at source. It is the council's responsibility to determine whether a role will fall inside or outside IR35. It has been established that this role falls outside IR35.

Name: D L Dawson **Signature:** [redaction] **Date:** 13.02.18
Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8
PROCUREMENT IMPLICATIONS:

If the decision is to appoint an external provider then, due to the cost exceeding £5k, there are two options for the procurement of these services:

1. Via the Doncaster Council's Corporate Contract for Recruitment Services which is via the Reed Agency.
2. Conducting an informal procurement exercise whereas a minimum of 3 verbal quotes are obtained, preferably one being from a Doncaster based business.

If option 2 is the chosen route to market then a Contract Award Notice should be completed and submitted to the Strategic Procurement Team.

Name: Holly Wilson **Signature:** [redaction] **Date:** 22/02/2018
Signature of Assistant Director of Finance & Performance
(or representative)

Box 9**ICT IMPLICATIONS:**

There are no direct ICT implications at this stage. Further consultation should take place with ICT to fully understand any ICT implications in relation to the future model.

Name: Peter Ward (Governance & Support Manager)

Signature: [redaction]

Date: 09/02/18

Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10**ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

Name: Gillian Fairbrother (Principal Property Surveyor)

Signature: By email

Date: 9th February, 2018

**Signature of Assistant Director of Trading & Property Services
(or representative)**

Box 11**RISK IMPLICATIONS:**

To be completed by the report author

If this decision is not taken then the alignment of the Board's will be delayed when agreement has been made at both that this work should be taken forward and completed by the 31st May 2018. The alignment proposal was signed off by both Safeguarding Boards at a joint session in January 2018.

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12**EQUALITY IMPLICATIONS:**

To be completed by the report author

There will be no negative impact on any of the protected characteristics in relation to the alignment of these two boards. The service will continue to be monitor client and carer gender, age, ethnicity, disability, religion and belief, and sexual orientation to ensure appropriate placing and no negative impact on individuals/ families.

Name: _Griff Jones_ **Signature:** _by email__ **Date:** _02/02/18__
(Report author)

**Box 13
CONSULTATION**

Officers

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

Cllr Blake has been sent a copy of this decision

**Box 14
INFORMATION NOT FOR PUBLICATION:**

In accordance with the Freedom of Information Act 2000, it is in the Public's interests for this decision to be published in full, redacting only the signatures.

**Name: Gillian Parker_ Signature: __by email_ Date: _01/03/2018_
Signature of FOI Lead Officer for service area where ODR originates**

Box 15

[redaction]

Signed: _____ **Date:** _09/03/2018
Director of People Damian Allen

Signed: _____ **Date:** _____
Additional Signature of Chief Financial Officer or nominated representative for Capital decisions.

Signed: _____ **Date:** _____
Signature of Mayor or relevant Cabinet Member consulted on the above decision (if required).

- **This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.**
- **A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.**
- **A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.**
- **A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox**