



MK TOGETHER

**Safeguarding
Partnership**

MK Together

Safeguarding Handbook

October 2024



Introduction

Strong partnerships are at the heart of the way we do things in Milton Keynes. We have long since realised that we will have greater impact on the lives of local people if we work closely together. Strengthened partnership arrangements were introduced in 2019 to lead the multi-agency work in relation to safeguarding, community safety and health and wellbeing.

The MK Together Partnership incorporates statutory partnerships for

- Health and wellbeing through the Health and Care Partnership
- Community safety through the Community Safety Partnership, known as Safer MK
- Safeguarding for adults and children through the Safeguarding Partnership

This handbook details how Milton Keynes multi-agency safeguarding arrangements are incorporated in the MK Together Partnership arrangements.

MK Together Partnership

Milton Keynes partnership arrangements have been underpinned by the following principles:

- **Improves outcomes for residents** – local partnership working should have a direct impact on the lives of the people living in Milton Keynes.
- **Maximises value for the Milton Keynes pound** – streamlined partnerships minimise duplication and help partners work together efficiently.
- **Flexible and agile** – partnerships adapt as needed in order to keep up with the ever-changing world.
- **Facilitates system wide working** – a space for open and honest conversations, further enhancing relationships across the system.
- **Safeguarding as a golden thread** – it is front and central in everything we do.

Milton Keynes Partnership arrangements:

- Will have in place robust performance and quality monitoring measures regarding the implementation of agreed strategic priorities.
- Will ensure that equality and diversity and safeguarding are incorporated into planning and service delivery.
- Are informed by innovation and sustainable best practice across the system which is then incorporated into commissioning plans.
- Have independent scrutiny at their core to provide assurance and hold a lens up to the system.
- Work with the support and advice of stakeholders and others, ensuring the views of local people are taken into account.
- Have suitable information sharing protocols in place signed by all responsible authorities.

Our safeguarding arrangements

The MK Together Safeguarding Partnership provides system-wide leadership for safeguarding. The partnership jointly considers adults and children and as such fulfils the responsibilities of both the Safeguarding Adult Board and Safeguarding Children Partnership. It seeks to assure itself that:

- Safeguarding practices in the city of Milton Keynes are compliant with legislative standards.
- The needs of local children and adults at risk of harm are met.
- Local services strive for continuous improvement.

Detailed Terms of Reference for the MK Together Safeguarding Partnership are included later in this handbook.

Specified roles within the MK Together Partnership

Lead Safeguarding Partners (as required by Working Together 2023) meet at least annually:

Chief Executive Officer of Milton Keynes City Council

Chief Constable of Thames Valley Police

Chief Executive of Bedfordshire, Luton and Milton Keynes (BLMK) Integrated Care Board

Delegated Safeguarding Partners (as required by Working Together 2023) meet quarterly with other key colleagues from across the system as the MK Together Safeguarding Partnership:

Director of Children's Services, Milton Keynes City Council

Chief Superintendent, Thames Valley Police

Chief Nurse, BLMK Integrated Care Board

Named member of the MK Together Safeguarding Partnership for rough sleeping:

Director of Adult Services, Milton Keynes City Council

Working Groups

Four Working Groups act on behalf of the strategic boards to deliver partnership priorities in terms of safeguarding and community safety. The Working Groups report directly to the MK Together Safeguarding Partnership for scrutiny and assessment of progress against the strategic priorities and management of risk to safeguard children and adults at risk of harm. The MK Together Safeguarding Partnership is the escalation route for risks, issues, or barriers to safeguarding identified by working groups or other routes.

Each member of a working group is delegated to make decisions, commit resources and challenge as appropriate for their organisation.

Assurance – Sponsored and chaired by BLMK Integrated Care Board

Assurance acts as the lens over the system to ensure the partnership is:

- Compliant with statutory requirements and that safe systems are in place to safeguard children and vulnerable adults
- Overseeing action plans of statutory safeguarding reviews and inspections.
- Identifying areas for development in whole system safeguarding
- Managing the partnership dataset to monitor system-wide practice

Review – Sponsored and chaired by Milton Keynes University Hospital

This group is responsible for the management oversight of:

- Domestic Homicide Reviews
- Safeguarding Adult Reviews
- Local Child Safeguarding Practice Reviews
- Reviews following the death of a rough sleeper
- Collaborative learning exercises

Wherever possible, review processes will engage children, families, and adults at risk of harm so we can learn from their experiences and improve practice.

Delivery – Sponsored and Chaired by Milton Keynes City Council, vice chair from TVP

This is the project group for the partnership, delivering medium to long term projects that have been identified via several routes including:

- New national requirements including the implementation of the Serious Violence Duty, and the Combatting Drugs Strategy
- Learning from statutory and local learning reviews
- Hotspot data and community concerns for crime and disorder
- Strategic Needs Assessments and the views of people who live and work in Milton Keynes
- Carry out statutory functions such as the Annual Safeguarding Partnership Report and Review of Restraint at Oakhill STC

Child Death – Sponsored and Chaired by Public Health

Child Death (known in other areas as Child Death Overview Panel) is responsible for ensuring the child death pathway is embedded in local agencies and considers modifiable factors and any themes in children who die to inform further work. This includes:

- Reviewing local pathways including the Joint Agency Response to ensure it meets the needs of the local population
- Reviewing every death of a child who was resident in Milton Keynes to consider modifiable factors
- Completing an annual report detailing any themes in child deaths, progress against last year's actions and making recommendations for future work to reduce preventable death in children

Independent scrutiny arrangements

The whole partnership benefits from an independent safeguarding scrutineer who acts as a critical friend for decision-making across the system. The safeguarding scrutineer observes and challenges the work of the partnership, offering oversight of the effectiveness of the partnership arrangements. They will:

Observe key meetings and offer challenge and feedback where appropriate.	Audit activities (including Child Safeguarding Practice Rapid Reviews) and feedback on decision making.	Scrutinise annual reports and challenge any inaccuracies.
Seek assurance from key members of the partnership through regular one-to-one meetings.	Receive highlight and end of project reports from task and finish groups and provide appropriate challenge.	Facilitate dispute resolution between partners.

The Independent Scrutineer will carry out at least one independent scrutiny exercise per year based on themes arising from Local Child Safeguarding Practice Reviews, Safeguarding Adult Reviews and Domestic Homicide Reviews. Learning is taken forward by the Safeguarding Partners.

Relevant Agencies:

The Safeguarding Partners are obliged under the *Working Together to Safeguard Children* statutory guidance and the Care Act 2014 to set out the relevant agencies that will support safeguarding duties in Milton Keynes and how they will work together. The relevant agencies are expected to:

Fully engage with the partnership.	Provide information which enables and assists the safeguarding partners to perform their duty to safeguard and promote the welfare of children in their area.	Contribute to the work of the partnership and task and finish groups as appropriate.
Have appropriate robust safeguarding policies and procedures in place specifically relevant to their organisation, providing evidence as required.	Ensure that their organisation works in accordance with inter-agency safeguarding procedures approved by the partnership.	

The relevant agencies in Milton Keynes are:

- Schools, Academies and MK College
- Oakhill Secure Training Centre
- HMP Woodhill
- Milton Keynes University Hospital NHS Foundation Trust
- Central and North West London NHS Foundation Trust (CNWL)
- National Probation Service
- MK Youth Justice and Support Service
- NHS England
- Parish councils
- Voluntary, community and social enterprise sector organisations operating in MK
- Children's homes/fostering agencies

Agencies that are not named above are also expected to cooperate and collaborate with the safeguarding partners.

The partnership will continue to carry out the annual review of restraint at Oakhill Secure Training Centre and will oversee any action plans resulting from this review as well as Ofsted inspections and incident learning reviews. Oakhill STC and private children's homes are named as relevant agencies for our safeguarding partners and will be included in any stakeholder participation, engagement and performance assessment.

Partnership working with Education

A key function of the Safeguarding Partnership is to ensure that education providers, both local authority maintained and academy trust, have a voice in strategic decision making for system wide safeguarding children.

In Milton Keynes, education is represented at a strategic level by:

Director of Children's Services as Delegated Safeguarding Partner

MKCC Education, Learning and Inclusion Team at Working Group Level

Existing forums are used to facilitate consultation between Designated Safeguarding Leads, Head teachers and MKCC Education, Learning and Inclusion teams to ensure information flow and collaboration between the safeguarding partners and education providers (quadrant model).

The Early Help Strategy sets out how family centres are used as the local hub for operational information sharing and workforce development.

Training and workforce

Training and workforce issues are overseen by the MK Together Safeguarding Partnership. There is a standing item on the Safeguarding Partnership agenda, providing all members of the partnership, and chairs of the working groups, with the opportunity to highlight any areas where commissioning multi-agency training might need to be considered.

Levels of Need

The levels of need document is published on the MK Together Partnership [website](#).

Arrangements for commissioning and publishing reviews

A panel of safeguarding partners (Case Review Panel) is responsible for overseeing the statutory case review and learning responsibilities of the Partnership. The Panel oversees the rapid review process for both children's and adults' referrals and has delegated decision making responsibility for what type of review may be carried out.

The safeguarding scrutineer will carry out an annual audit of rapid reviews to assess robustness of decision making.

Membership of the Case Review Panel is:

- Milton Keynes City Council – Director of Children's Services and/or Director of Adults Services as appropriate.
- Bedfordshire, Luton & Milton Keynes ICB – Chief Nurse or designated safeguarding leads for children and adults.
- Thames Valley Police – appropriate Detective Chief Inspector, or Detective Inspector.

Once agreement is reached regarding the level of review, commissioning and publishing of review activity is led by Review Working Group, supported by the MK Together team. Completed reports are reviewed by the MK Together Safeguarding Partnership.

Safeguarding annual report

An annual report will be agreed by the Safeguarding Partnership. This will set out progress made against the delivery of safeguarding priorities, and detail how the system has assured itself that children and adults at risk of harm are appropriately safeguarded against abuse and neglect. It will detail how the partnership has been able to assure itself that relevant agencies work together to discharge their safeguarding responsibilities effectively. This report will be publicly available.

Disputes and whistleblowing

Any dispute should ideally be resolved by the safeguarding partners. Where a majority view cannot be reached, the safeguarding scrutineer will be called upon to facilitate a resolution.

Any employee wishing to raise a concern should in the first instance refer to the whistleblowing policy for their own organisation. Government guidance is also available at: <https://www.gov.uk/whistleblowing>

Funding

Partnership support arrangements and activities will be funded by contributions by partner agencies. Agency contributions will be agreed by the MK Together Safeguarding Partnership

and published in an annual report. The budget will be managed on behalf of the partnership by the MK Together Team.

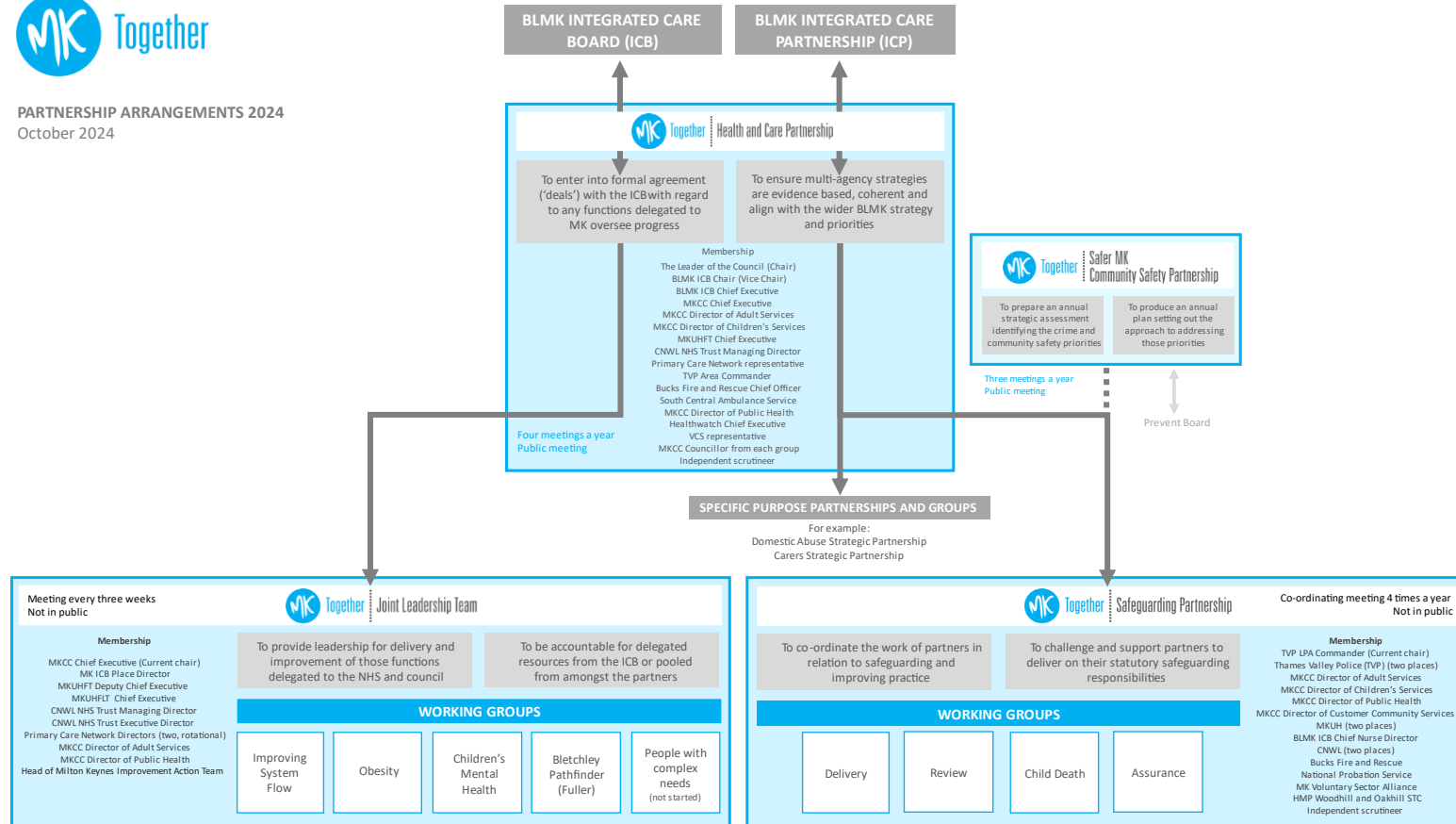
Escalation

Agencies within the partnership are expected to resolve professional differences and disputes within their own senior management structure. Where this has failed the issue must be raised with their agency's representative on the Safeguarding Partnership who will seek to find a suitable solution. It is not expected that escalation be required after this point however if in the rare case an agreement cannot be reached the concern will be raised with LSPs and the Independent Safeguarding Scrutineer for a decision.

Appendix one – MK Together partnership diagram



PARTNERSHIP ARRANGEMENTS 2024
October 2024



Appendix two – Terms of Reference for Strategic Partnerships



MK TOGETHER

Safeguarding Partnership

MK Together is the over-arching brand we use on our partnership work in the area of health, care and community safety

MK Together Safeguarding Partnership

Terms of Reference

Frequency of meeting: Four times a year (April, July, October, January)

The MK Together Safeguarding Partnership brings together senior leaders from key agencies in Milton Keynes to lead the delivery of strategic priorities to safeguard children and adults in Milton Keynes and incorporates multi-agency safeguarding arrangements as set out in Working Together 2023 and the Care Act 2014.

The MKT Safeguarding Partnership is accountable to the Health and Care Partnership and, to a lesser extent to the Community Safety Partnership but it is an operational decision-making body in its own right.

The joint functions of the MK Together Safeguarding Partnership are:

- Delivery and monitoring of multi-agency priorities and procedures to protect and safeguard children and adults in the local area, in compliance with published arrangements, thresholds and statutory guidance.
- Close partnership working and engagement, including with education (at strategic and operational level) and other relevant agencies, allowing better identification of and response to harm and assuring itself that safeguarding practice is person-centred and outcome focused.
- The implementation of effective information sharing arrangements between agencies, including data sharing that facilitates joint analysis between partner agencies.
- Delivery of high-quality and timely rapid reviews and statutory reviews (SARs, LCSPRs and DHRs), with the impact of learning from local and national reviews and independent scrutiny clearly evidenced in the annual report.
- The provision of appropriate multi-agency safeguarding professional development and training.
- Seeking of, and responding to, feedback from children and families about their experiences of services and co-designing services to ensure children and adults from different communities and groups can access the help and protection they need.
- Maintaining oversight of work with people who are rough sleeping and the work of the Domestic Abuse Strategic Partnership.

In order to deliver the joint functions, the Safeguarding Partnership will:

- Oversee and be responsible for the analysis, intelligence, and timely collection of agency data
- Review and promote consistent understanding and application of referral and intervention thresholds across agencies so that the right support is given to the right individuals at the right time
- Coordinate the views of children and adults about the services they receive and feed key learning, issues, and good practice to the Local Safeguarding Partners
- Support effective engagement with relevant agencies in the local area at operational and strategic level
- Use learning from rapid reviews and statutory reviews to prompt reflection and analysis of where improvements need to be secured, and action taken
- Strengthen system conditions for effective multi-agency child protection work
- Chair, attend or be reported to on regular multi-agency operational meetings and subgroups, to ensure common threads across the arrangements.

Agree strategic priorities for the safeguarding of children and adults and reporting on progress annually.

- Develop shared policies, processes and responses to identified issues, making best use of the total resources available.
- Co-ordinate the work of the four working groups, delegating effectively and providing active support and sponsorship.
- Commission any reviews including Child Safeguarding Practice Reviews, Safeguarding Adult Reviews and Domestic Homicide Reviews.
- Commission any multi-agency training and co-ordinating a response to any workforce issues.

The core membership of the MK Together Safeguarding Partnership includes the Delegated Safeguarding Partners and will be made up of chief officer or senior level representation from the following agencies:

- Milton Keynes City Council (five places to include the Director of Adult Services, Director of Children's Services, Director of Public Health and Director of Customer and Community Services)
- BLMK Integrated Care Board (ICB) (two places)
- Thames Valley Police (two places)
- Milton Keynes University Hospital Foundation Trust (two places)
- Central and North West London NHS Foundation Trust (CNWL) (two places)
- Buckinghamshire Fire and Rescue Service
- National Probation Service
- MK Voluntary Sector Alliance
- HMP Woodhill
- Oakhill Secure Training Centre

One of the DSPs will act as chair, and the chair will rotate, normally after a period of two years. The independent safeguarding scrutineer will be in attendance. Other representatives may be invited to attend the Partnership meeting in an advisory or expert capacity by the Chair.

Agencies should ensure regular and consistent attendance. For the meeting to be considered quorate, one representative of each of the following organisations must be present: Milton Keynes City Council, BLMK Integrated Care Board (ICB), Thames Valley Police, Milton Keynes University Hospital Foundation Trust, and Central and North West London Foundation Trust.

Meetings will usually be held virtually, with at least one in-person meeting a year.



MK TOGETHER

**Safer
MK**

MK Together is the overarching brand used in Milton Keynes partnership work in the area of health, care and community safety.

Community Safety Partnership

Terms of Reference

Frequency of meeting: Three times annually (July, November and March)

It is a requirement of the Crime and Disorder Act 1998 to have a Community Safety Partnership. The aim of the partnership is to reduce crime, and the fear of crime and make Milton Keynes a safer place. It is constituted as a committee of Milton Keynes City Council as a Partnership Board.

The key functions of the Community Safety Partnership are:

1. To prepare an annual community safety assessment, informed by the voice of people who live and work in Milton Keynes, identifying the crime and community safety priorities.
2. To produce a strategy and plan setting out the approach to addressing those priorities.
3. To provide strategic oversight of duties including serious violence, combatting drugs, and Prevent.

In order to do this the partnership will:

Consider any safeguarding issues raised by the Safeguarding Partnership, a multi-agency group which exists to co-ordinate the work of partners in relation to safeguarding, challenging and supporting partners to deliver on their statutory safeguarding responsibilities.

The Milton Keynes Council Cabinet member with responsibility for Community Safety will be appointed Chair, with the Vice-Chair being the Police Area Commander for Milton Keynes.

The core membership of the board will be made up as follows (representatives of the Responsible Authorities denoted with *):

- MKCC Cabinet Member (Chair)
- TVP Area Commander (Vice Chair)*
- MKCC Chief Executive or nominated representative *
- BLMK Integrated Care Board (ICB) nominated representative*
- Buckinghamshire Fire and Rescue Service nominated representative *

- National Probation Service nominated representative *
- Representative of the Thames Valley Police and Crime Commissioner
- MKCC Director of Children's Services or nominated representative
- MKCC Director of Customer and Community Services
- MKCC Director of Public Health or nominated representative
- VCS representative
- Urban and rural parish councillor
- Business representative
- MKCC Councillor from each group

The independent safeguarding scrutineer will be in attendance. Other representatives may be invited to join the Board in an advisory or expert capacity by the Chair. Membership will be reviewed regularly to ensure that the partnership has the requisite skills.

The representatives of the responsible authorities are voting members of the Community Safety Partnership. If a voting member is unable to attend a meeting, he or she should appoint a deputy to act as a substitute. Any nominated deputies or substitutes for voting members must be of an appropriate seniority and be adequately briefed.

A quorum of a minimum of four representatives of the Responsible Authorities, except in financial matters when an affirmative vote of all five Responsible Authorities, will be required.

Meetings will be held in public except where exempt or confidential information is likely to be disclosed, and the meeting or part of the meeting is held in private. The public will be able to watch the meetings live on-line via YouTube. As usual, questions from the public should be submitted in advance of the meeting.

Meetings are conducted in accordance with procedural rules applicable to council committees, except where modified by these terms of reference. Voting members are expected to attend in person where possible.

The usual cycle for agenda items for the meetings will be as follows:

July	Consider a progress report against the annual community safety plan Youth Justice Support Service annual report Consider any domestic homicide reviews that need to be reported
November	Consider a progress report against the annual community safety plan Consider the latest community safety assessment for next year's plan Consider any domestic homicide reviews that need to be reported
March	Agree the annual community safety plan for the coming financial year Consider any domestic homicide reviews that need to be reported

Sub Committees and working groups

The partnership will establish any standing sub committees or working groups as appropriate.



MK TOGETHER

Health and Care Partnership

MK Together is the over-arching brand we use on our partnership work in the area of health, care and community safety.

Health and Care Partnership

Terms of Reference

Frequency of meetings: Four times annually (usually June, September, December and March)

Health and wellbeing boards are a component of the Health and Social Care Act 2012 and are statutory bodies. The Health and Care Partnership fulfils the requirement to have a board. It is constituted as a committee of Milton Keynes City Council as a Partnership Board.

The main functions of the partnership are:

1. To ensure local multi-agency health and care strategies are evidence based, preventative, coherent and that our local health and care system is working together effectively.
2. To enter into formal agreement with the BLMK Integrated Care Board (ICB) with regard to any functions delegated to Milton Keynes and to oversee and drive progress.

In order to do this the partnership will:

- Provide system-wide strategic leadership and oversight for improving the health and wellbeing of the people of Milton Keynes.
- Consider any public health issues raised by the Director of Public Health not being addressed elsewhere that require the attention of the partners.
- Consider any safeguarding issues raised by the Safeguarding Partnership, a multi-agency group which exists to co-ordinate the work of partners in relation to safeguarding, challenging and supporting partners to deliver on their statutory safeguarding responsibilities.
- Keep the BLMK Integrated Care Partnership (ICP) strategic priorities (start well, live well, age well, growth and reducing inequalities) under review, ensuring local action is addressing these.
- Keep the strengths and needs of the local population under review, identifying any areas where more action is required, and where appropriate feeding this into the BLMK Integrated Care Partnership (ICP).

The core membership of the board will be made up of:

- The Leader of Milton Keynes City Council (Chair)
- BLMK ICB Chair (Vice Chair)
- BLMK ICB Chief Executive or representative
- MKCC Chief Executive
- MKCC Director of Adult Services
- MKCC Director of Children's Services
- MKCC Director of Public Health
- MKUHFT Chief Executive or representative
- Central and North West London NHS Trust (CNWL) Chief Executive or representative
- GP representative
- TVP Area Commander
- Buckinghamshire Fire and Rescue Service representative
- South Central Ambulance Service NHS Foundation Trust representative
- Healthwatch representative
- VCS representative (with links to the local Voluntary Sector Alliance)
- MKCC Councillor from each group to include the Portfolio Holder for Adult Services, the Leader of the main opposition group and a representative from the minority opposition party

No elected councillor may serve on the partnership and hold a position of Chair of a Milton Keynes City Council scrutiny committee.

The independent safeguarding scrutineer will be in attendance. Other representatives may be invited to join the partnership in an advisory or expert capacity by the Chair.

Meetings will be held in public except where exempt or confidential information is likely to be disclosed, and the meeting or part of the meeting is held in private. The public will usually be able to watch the meetings live on-line via YouTube. As usual, questions from the public should be submitted in advance of the meeting.

Meetings are conducted in accordance with procedural rules applicable to council committees, except where modified by these terms of reference.

Core members are expected to attend in person where possible. Core members (other than councillors) are required to nominate deputies. Councillors intending to nominate a substitute to attend on their behalf should notify Milton Keynes City Council Democratic Services in writing (which can be by email) before the start time for the meeting.

The quorum for the Board will consist of six members, of whom no more than half will be Councillors. Only core members will have the right to vote. In line with the national regulations on formal local government committee meetings, members not physically present in the room will not be able to have their vote recorded.

Appendix three – Terms of Reference of Working Groups



Assurance

Sponsor: BLMK Integrated Care Board

Purpose

Responsible for oversight of statutory safeguarding and community safety assurance and ensuring robust systems are in place to protect children and vulnerable adults in Milton Keynes.

Monitors progress and impact of system change and learning. Assurance will do this by:

- Developing, populating and monitoring a partnership data set and risk register.
- Seek system assurance on behalf of the Safeguarding Partnership around compliance through challenge and insight.
- Co-ordinating assurance activities such as audits for performance monitoring against priorities and statutory obligations.
- Reviewing, agreeing, and embedding new multi-agency policies and procedures.
- Receiving single and joint agency inspection reports and updates on completion of subsequent action plans.
- Receiving annual updates on compliance with specific duties including the Serious Violence Duty and Domestic Abuse Duty.
- Seeking assurance that the safeguarding needs of rough sleepers are being met.

Membership

Chair: BLMK ICB, Director of Nursing Safeguarding and Vulnerabilities

- Milton Keynes City Council - Adults and Children's Services, Public Health (MKCC)
- Thames Valley Police (TVP)
- BLMK Integrated Care Board (ICB)
- Education represented by MKCC Children's Services
- Central and North West London NHS Foundation Trust (CNWL)
- MK University Hospital Foundation Trust (MKUHFT)
- Buckinghamshire Fire and Rescue Service
- National Probation Service
- South Central Ambulance Service (SCAS)

Members will be senior managers from named agencies who have appropriate authority to be able to make decisions and commit resources on behalf of their agency.

For the meeting to be quorate, at least one representative from the Local Authority, ICB and TVP are required. Chair may invite additional members as necessary.

Expectations of members:

- Have a full understanding of compliance requirements for Working Together 2023, Care Act 2014, Crime and Disorder Act 2014, Serious Violence Duty 2023.
- Be able to provide, understand and explain their service's safeguarding data as required by the Partnership Data Set.
- Be able to scrutinise safeguarding data provided by partners to assure themselves and gain insight of system-wide safeguarding, and review impact of work carried out by the Partnership.
- Report on inspection results and progress on action plans.
- Agree and co-ordinate a programme of assurance activities such as audits for performance monitoring against priorities and statutory obligations.
- Be able to delegate/nominate team members for specific pieces of work required by Assurance.
- To commit to contributing to new or updates to multi-agency policies and procedures, ensuring consultation within their agency is completed.
- Be of appropriate seniority to sign new multi-agency policies and procedures and ensure they are embedded within practice in their agency.
- Have capacity to prepare for meetings and carry out agreed actions.
- Be able to think strategically for system wide assurance.

Expectations for members of the Safeguarding Partnership:

- To ensure their nominated member has capacity to fully contribute to the work of Assurance.
- To ensure their nominated member is of a sufficiently senior level to make decisions and commit resources on behalf of the agency.
- Whilst consistent attendance is required from the nominated member, they must ensure a suitably senior named deputy is nominated for times when the member is unavailable.

Reporting

- Assurance is accountable to the MK Together Safeguarding Partnership and provides quarterly highlight reports.
- Assurance receives strategic direction from the MK Together Safeguarding Partnership.
- Chair will ensure Assurance works closely with other MK Together groups for consistency and collaboration.

Meets at least six times a year
Meetings held virtually



Delivery

Sponsor: Milton Keynes City Council

Purpose

Delivery is responsible for carrying out statutory functions for Safeguarding Children and Adults and Community Safety and delivering on projects required to maintain compliance and reduce risk to the population of Milton Keynes. Delivery will do this by:

- Completing activities on behalf of the partnership, including the review of restraint at Oakhill STC and the Section 11 audit.
- Producing the annual safeguarding report, strategies and strategic needs assessments.
- Maintain a partnership risk register and action plan.
- Reviewing new and emerging vulnerabilities in the population and put mitigation in place, this includes issues that impact on people who are rough sleeping.
- Carrying out actions coming out of statutory reviews.
- Commissioning Task and Finish Groups for medium to long term projects required by the Partnership.

Membership

Chair: Director of Customer and Community Services, MKCC

- Thames Valley Police (TVP) (vice chair)
- Milton Keynes City Council - Adult and Children's Services, Public Health (MKCC)
- BLMK Integrated Care Board (ICB)
- Central and North West London NHS Foundation Trust (CNWL) – Campbell Centre and MH Services
- MK University Hospital Foundation Trust (MKUHFT)
- Education represented by MKCC Children's Services
- National Probation Service
- Buckinghamshire Fire and Rescue Service
- South Central Ambulance Service (SCAS)

Members will be of a suitable management level to direct and allocate appropriate resources, and to complete tasks or nominate team members for task and finish groups as directed.

For the meeting to be quorate, at least one representative from the Local Authority, ICB and TVP are required. Chair may invite additional members as necessary.

Expectations of members:

- Be able to commit to, lead on and contribute to projects as directed including those that are statutorily required and those identified via this group, statutory reviews, or local risk.
- Be able to assess emerging risks and vulnerabilities within the local population, gather data to evidence the risk and bring to Delivery for discussion and action planning.
- Be able to contribute to discussion about risk and identify/commit to mitigating actions.
- Be able to contribute to partnership corporate risk management.

Expectations for members of the Safeguarding Partnership:

- To ensure their nominated member has capacity to fully contribute to the work of Delivery.
- To ensure their nominated member is of appropriate management level required to contribute to the work of the group.
- Whilst consistent attendance is required from the nominated member, they must ensure a suitably senior named deputy is nominated for times when the member is unavailable.

Reporting

- Delivery is accountable to the MK Together Safeguarding Partnership and provides quarterly highlight reports.
- Delivery receives strategic direction from the MK Together Safeguarding Partnership.
- Chair will ensure Delivery works closely with other MK Together groups for consistency and collaboration.

Meets monthly
Meetings held virtually



Review

Sponsor: Milton Keynes University Hospital Foundation Trust

Purpose

To manage local and statutory practice reviews, ensuring they are appropriately commissioned, meet quality expectations, and have clear actions identified.

Identify local learning opportunities and relevant learning from national reviews carried out by the National Child Safeguarding Practice Review Panel and other safeguarding partnerships. Review will do this by:

- Providing decision making and direction on all statutory reviews (Local Child Safeguarding Practice Reviews, Safeguarding Adult Reviews, Domestic Homicide Reviews) as directed by the local Case Review Panel.
- Carrying out reviews where there is a death of a person known to be rough sleeping.
- Agreeing and signing off final reports and action plans from statutory reviews.
- Carrying out learning exercises on incidents that occur that do not meet the threshold for statutory reviews but where there are opportunities to learn.
- Receiving and reviewing learning from single agency learning exercises following incidents.
- Review learning from relevant reviews completed by the national panel or other safeguarding partnerships.
- Create and disseminate learning bulletins.

Membership

Chair: Head of Safeguarding, Milton Keynes University Hospital Foundation Trust

- Milton Keynes City Council - Adults and Childrens Services (MKCC)
- Thames Valley Police (TVP)
- BLMK Integrated Care Board (ICB)
- Central and North West London NHS Foundation Trust (CNWL)
- MK University Hospital Foundation Trust (MKUHFT)
- Public Health

Members will be senior managers from named agencies who have appropriate authority to be able to make decisions related to statutory and local reviews on behalf of their agency.

For the meeting to be quorate, at least one representative from the Local Authority, ICB and TVP are required. Chair may invite additional members as necessary.

Expectations of members:

- Have a full understanding of statutory requirements related to Local Safeguarding Children Practice Reviews (LSCPRs), Safeguarding Adult Reviews (SARs) and Domestic Homicide Reviews (DHRs).
- Be able to contribute to and agree terms of reference for individual reviews ensuring the appropriate and proportionate model is applied.
- Review expressions of interests from Reviewers and Independent Chairs to agree on the most suitable candidate.
- Ensure their agency responds to requests for information, chronologies and IMRs and that submissions meet the deadline and are of a high standard.
- Act as panel member at Review for concise LSCPRs and SARs where a separate panel is not required.
- Be able to challenge other agencies and the Reviewer/Independent Chair to ensure relevant learning is achieved.
- Be able to scrutinise, question and challenge agency information to achieve learning from local reviews where the incident does not meet the statutory threshold.
- Be able to scrutinise national reviews to identify any local learning.
- Be able to develop and commit to a SMART action plan derived from learnings from reviews.
- Be able to share learning within own agency.
- Have capacity to prepare for meetings and read draft reports for comment.

Expectations for members of the Safeguarding Partnership:

- To ensure their nominated member has capacity to fully contribute to the work of Review.
- To ensure their nominated member is of the appropriate management level required to ensure their agency fully participates in reviews as expected and commits to actions for their agency.
- Whilst consistent attendance is required from the nominated member, they must ensure a suitably senior named deputy is nominated for times when the member is unavailable.

Reporting

- Review is accountable to the MK Together Safeguarding Partnership and provides quarterly highlight reports.
- Review receives strategic direction from the MK Together Safeguarding Partnership.
- Chair will ensure Review works closely with other MK Together groups for consistency and collaboration.

Financial Responsibility

The Review will deliver reviews on behalf of the Safeguarding Partnership and ensures that best value for money is achieved when procuring independent reviewers.

- Review will escalate financial risks to the Safeguarding Partnership.
- Review will escalate additional spend on individual reviews that is outside of the allocated budget.

Meets at least 6 times a year
Meetings held virtually



Purpose

To review deaths of all children normally resident in the area, including those who die abroad and where appropriate and in discussion with the relevant partnership when a Milton Keynes child dies out of area in the UK, to understand what happened and why, ensure bereaved families are appropriately supported and prevent future child deaths.

Child Death will do this by:

- Reviewing child deaths, excluding those babies who are stillborn and planned terminations of pregnancy carried out within the law.
- Determining whether there are modifiable factors which might, by means of a locally or nationally achievable intervention, be modified to reduce the risk of future child deaths.
- Analysing data to identify trends and produce an annual report that makes recommendations accordingly.
- Oversee any changes implemented by the BLMK Unexpected Child Death Review Pathway.

Membership

Chair: Director of Public Health, Milton Keynes City Council

- Thames Valley Police (TVP)
- Public Health
- BLMK Integrated Care Board (ICB)
- Central and North West London NHS Foundation Trust (CNWL)
- MK University Hospital Foundation Trust (MKUHFT)
- Designated Doctor for Child Deaths
- MKCC Coroner's Office
- South Central Ambulance Service

Members will be senior managers from named agencies who have appropriate authority to be able to make decisions related to statutory and local reviews on behalf of their agency.

For the meeting to be quorate, at least one representative from the Local Authority, ICB and TVP are required. Chair may invite additional members as necessary.

Expectations of members:

- Have a full understanding of the statutory child death review processes as outlined in Working Together 2023.
- Have capacity to read all reports of child deaths to be reviewed and other meeting papers.
- Be able to scrutinise data to assess and identify themes and modifiable factors.
- Be able to commit to actions for their agency.

Expectations for members of the Safeguarding Partnership:

- To ensure their nominated member has capacity to fully contribute to the work of Child Death.
- To ensure their nominated member is of senior management level required to make decisions and commit resources on behalf of the agency.
- Whilst consistent attendance is required from the nominated member, they must ensure a suitably senior named deputy is nominated for times when the member is unavailable.

Reporting

- Child Death Group is accountable to the MK Together Safeguarding Partnership and provides quarterly highlight reports.
- Child Death Group receives strategic direction from the MK Together Safeguarding Partnership.
- Chair will ensure Child Death Group works closely with other MK Together groups for consistency and collaboration.

Meets four times a year
Meetings held virtually

Appendix four - Case review process

A summary of the local process and timescales for serious incidents – adults (including where there has been the death of a person who is rough sleeping), children and domestic homicides - that should be notified to the Case Review Panel via the MK Together team. The agreement of Serious Incident Notifications is delegated to the Case Review Panel. The partnership's approach to learning is further set out in the [Collaborative Learning Threshold and Process Document](#).

