

REPORT TO: Health Policy and Performance Board

DATE: 8 June 2010

REPORTING OFFICER: Strategic Director, Adults & Community

SUBJECT: Halton Local Involvement Network (LINK) and
Healthy Halton Policy and Performance Board
Protocol

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 To present Healthy Halton Policy and Performance Board with a proposed protocol with LINK.

2.0 RECOMMENDATION

That the Healthy Halton Policy and Performance Board Members approve the protocol between Healthy Halton Policy and Performance Board (Overview and Scrutiny) and the Halton Local Involvement Network (LINK).

3.0 SUPPORTING INFORMATION

- 3.1 The relationship between each organisation; the Council's Overview and Scrutiny Committee and the LINK is covered by the Local Government and Public Involvement in Health Act 2007 (Section 226) and the Local Involvement Networks Regulations 2008.
- 3.2 Healthy Halton Policy and Performance Board has already started to develop a good working relationship with Halton LINK as demonstrated by the cooption of a LINK representative onto the Board. The attached protocol will strengthen and clarify the arrangements between the two bodies.
- 3.3 The Protocol attached in appendix one sets out how LINK can refer issues to the Healthy Halton Policy and Performance Board .

4.0 FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications emanating from this report.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 5.1 None identified.

6.0 RISK ANALYSIS

- 6.1 Healthy Halton Policy and Performance Board is required to work closely with LINks and ensure that there are opportunities for LINks to refer relevant issues to the Board. This protocol seeks to formally establish this process.

7.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 This protocol will enhance the ability for Healthy Halton Policy and Performance Board to look at issues impacting on Halton residents including those that are most vulnerable and disadvantaged.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None

**Communication and Joint Working Protocol between
Halton Borough Council's
Healthy Halton Policy & Performance Board
Overview and Scrutiny Committee (OSC)
and the Halton Local Involvement Network (LINK)**

1. Introduction

- 1.1 This protocol covers the relationship between Halton Borough Council's Healthy Halton Policy & Performance Board Overview and Scrutiny Committee (OSC) and the Halton LINK Board.
- 1.2 Both bodies are committed to developing effective communication and possible joint working arrangements in order to best carry out their functions and ensure that the people of Halton receive good quality health and social care services.

2. Legal Framework

- 2.1 The relationship between the OSC and the LINKs is covered by the Local Government and Public Involvement in Health Act 2007 (Section 226) and the Local Involvement Networks Regulations 2008. Both bodies are committed to following all legal requirements.

3. Sharing Workplans

- 3.1 The Halton LINK Board and the OSC will share their workplans and take part in joint working if agreed by both bodies. The Halton LINK Manager and designated Scrutiny Officer will be responsible for facilitating this.

4. Referrals and Requests

4.1 LINK to OSC

- 4.1.1 In line with legislation Halton LINK can refer issues to OSC and request the OSC to investigate the issue further. The decision to make a referral will be made by the Halton LINK Board. Referrals may be made where the LINK Board feels that the matter is sufficiently serious to warrant attention from the OSC; that the matter is one that falls within the remit of the OSC to investigate; and that making a referral is an appropriate step in the circumstances.
- 4.1.2 Referrals to the OSC will be made in writing through the Halton LINK Manager on behalf of the LINK Board. The OSC will acknowledge receipt of such referrals within 20 working days. The OSC will decide whether its powers are exercisable in the matter and, if they are,

whether they are to be exercised. In exercising these powers the OSC will take into account any information provided by Halton LINK and keep Halton LINK informed about any actions they take concerning the referral.

4.2 OSC to LINK

4.2.1 The OSC may make requests to the Halton LINK Board to investigate issues and to support its own investigations. In considering whether to make such a request the OSC will take account of Halton LINK's remit and powers under the legislation. Requests will be made in writing through the designated Scrutiny Officer to the Halton LINK Manager. Halton LINK will acknowledge receipt of requests.

4.2.2 Requests will be considered by Halton LINK Board. In deciding whether to accept the request the Board will consider: the resources and capacity available to action the request; and existing commitments under the Halton LINK workplan. Halton LINK will keep the OSC informed of progress about action taken regarding the request.

5.0 Progress Reports

5.1 The Halton LINK representative on the OSC will verbally report on its work to the OSC as and when required.

5.2 In line with legislation Halton LINK is required to publish its Annual Report and Accounts by 30 June of each year. OSC will receive a copy of the final Annual Report and Accounts and will also be given an opportunity to comment on the draft Annual Report.

6.0 Attendance at Meetings

6.1 Representatives from OSC and the LINK Board may attend each other's meetings as observers. In addition to this, representatives may request an opportunity to speak at each other's meetings in respect of any referrals or requests as set out in Section 4. Such matters will be facilitated through the Halton LINK Manager and designated Scrutiny Officer.

7.0 Other Opportunities for Joint Working

7.1 There may be opportunities for joint working between the two bodies such as joint workshops, conferences etc. Such opportunities will be investigated and progressed by the Halton LINK Manager and designated Scrutiny Officer who will report to the Halton LINK Board and the OSC respectively.