

Halton Safeguarding Partnership Arrangements and Memorandum of Understanding



November 2023

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The list of all relevant agencies can be found <u>here</u>.



Message from the partnership

Halton Children and Young People Safeguarding Partnership are pleased to present our local safeguarding children's arrangements and memorandum of understanding; these were revised in August 2023 and brought together in one document.

Working Together to Safeguard Children 2018 provides the statutory guidance for the three safeguarding partners who are required to make joint safeguarding decisions to meet the needs of local children and families.

The partners are jointly responsible for publishing local plans to keep children safe and promote their welfare. Our ambition is to be an equitable and robust partnership that has a strong and strategic approach, in ensuring that:

- Every child and young person in Halton is safe and healthy and has the opportunity to reach their potential.
- When support is needed, we achieve effective, early intervention and improve outcomes for children, young people and families.
- We embed a culture of learning that always seeks to make improvements.

In Halton, the safeguarding partner organisations accountable officers are:

- Halton Borough Council Chief Executive
- Cheshire Merseyside Integrated Care Board Chief Executive
- Cheshire Constabulary Chief Constable



They remain accountable for any actions or decisions taken on behalf of their respective agency but have delegated their functions to:

- Strategic Director Children's, Halton Borough Council
- Deputy Chief Nurse/Children's Clinical Lead, Cheshire Merseyside Integrated Care Board (ICB)
- Chief Superintendent/Superintendent, Cheshire Constabulary PPU

Local context:

The tri-partite safeguarding partnership was introduced in 2019 and there was planned independent scrutiny of our arrangements in 2020 and 2021. This independent oversight, the 2021 annual report from the National Panel and the 2021 Wood Review all informed multi-agency development sessions where we created our business plan for 2022 to 2024. We also strengthened our arrangements in how we work together to meet the aims of the partnership; it is these revised arrangements that are detailed in this document. In doing this we have:

- Reviewed the terms of reference and membership of the subgroups within the structure.
- Acknowledged the need for responsive "task and finish" groups, which includes greater involvement from relevant agencies.
- Strengthened our links to the education sector, ensuring a strong line of accountability.
- Improved the links between each subgroup in the model ensuring support, influence and communication.
- Increased the transparency of subgroups and accountability to the Executive Group.

As a Safeguarding Children Partnership, we have made a pledge to:

- Provide strong strategic leadership across the partnership to make the safety of children and young people a priority.
- Actively involve children and young people and their families, in shaping how we work.
- Listen to front line practitioners and their managers and take their views into account.
- Act in an open and transparent way and foster a culture of challenge, scrutiny, and support across the partnership.
- Ensure that our staff have the skills, support, and supervision to keep children and young people safe.
- Share information and intelligence that will enable us to keep our children and young people safe.
- Celebrate strengths and positive achievement and we are committed to continuously improve.
- Work with other strategic partnerships in Halton to ensure that our plans are aligned in order to maximise the opportunities for children and young people.

Key outcomes we want to achieve based on this are:

- Widespread awareness of good practice
- Improved recognition of abuse and neglect, including abuse and exploitation that occurs in the community.
- Professional access to quality core training
- Help offered to children and young people at the earliest opportunity.
- Work with service users to build strengths and support networks.
- Ensure adult services are engaged in the partnership.

The Halton Picture

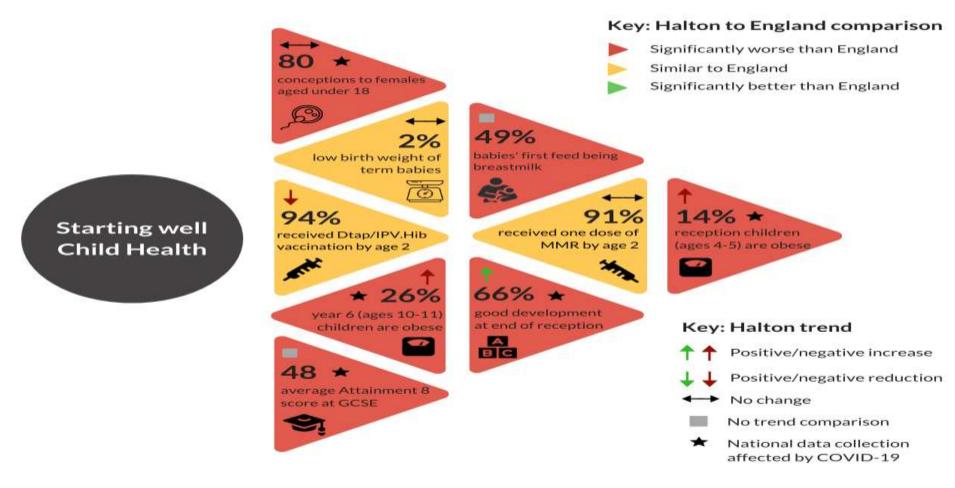
This map shows the Halton Borough Council local authority area footprint for the HCYPSP arrangements. Cheshire Constabulary covers the local authority area of Halton Borough Council as well as three other Cheshire local authority areas. Cheshire and Merseyside ICB has a wider footprint again, but deliver their services via one-Halton.

The safeguarding partners and other organisations and agencies included in these arrangements fulfil their statutory and legislative duties to safeguard and promote the welfare of all children living in Halton as well as children in care who live or are placed outside of our local authority area.



Halton children

Improving the social context within which children live is essential to improving their development and short and long-term life chances. Early years' experience is crucial to children's physical, cognitive and social development. During this development period it is critical that the child has the best conditions and environment in which to achieve the 'best start in life'. The graph below shows that Halton children fair significantly worse than the England average in a number of key areas.



Data: June 2022

Key Issues about childhood poverty, health and attainment in Halton

- Life expectancy (LE) at birth is statistically lower than national and regional averages. Healthy LE and disability-free LE are also lower.
- Almost 1 in 5 children under 16 are living in relative poverty in Halton. This proportion has increased locally and nationally in recent years.
- For most health-related indicators, Halton fairs worse than NW and England, including early booking for maternity care, smoking at time of delivery, obesity during pregnancy and child obesity, breast feeding, hospital admissions due to gastroenteritis in infants (under age 1), respiratory tract infections, and some vaccination and immunisation uptake.
- Fewer Halton children receive early developmental checks, up to and including the 2-2½ year check.
- Whilst a higher proportion of 2-2½ year checks achieve a good level of development, lower proportions achieve a good level of development by end of Reception year. However, there has been substantial improvement locally and the gap between Halton and England has narrowed.
- The last 10 years has seen fewer young people being admitted to hospital with alcohol-specific causes. However, rates remain above England.
- Admissions due to injuries are a significant problem, a leading cause of A&E attendance and the top cause of emergency admissions. Rates are statistically above England, but the gap has narrowed as rates have fallen.
- Halton has higher levels of Special Educational Needs (SEN). Speech, Language and Communication problems as well as social, emotional, and mental health problems are the top reasons.
- Educational attainment overall is lower than comparators.

How we deliver on our priorities

HCYPSP is based on a responsive model design, it identifies local priorities and delivers key activity. It is made up of four main groups, with distinct roles to meet the statutory responsibilities of the partnership and the key priorities as defined in the business plan. These groups meet regularly and report into each other to create a cycle of learning and improvement. Where challenges and barriers are found, they develop 'task and finish' groups to take forward projects.

Alongside this are the Pan-Cheshire arrangements, ensuring collaborative local work with the wider Cheshire partners and stakeholders.

The model has four main elements:

- The Executive Group
- Safeguarding Practice Subgroup
- Contextual Safeguarding Subgroup

There are also two linked groups:

- Safeguarding Children in Education Group (the status of this group and TOR will be reviewed re WT 2023)
- Health Operational Group

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Executive Group

This group brings together the lead officers from the three safeguarding partners including subgroup chairs and other relevant officers to oversee the HCYPSP arrangements and make decisions regarding local implementation. This group offer assurance to the accountable officers about the effectiveness of partnership arrangements.

The key role and functions are assessment of need, strategy, planning and delivery, establishing performance targets, quality and performance monitoring, compliance, and oversight of child safeguarding practice learning reviews. This group are responsible for oversight and quality assurance of multi-agency working specifically within the 'safeguarding pathway' for children between early help services and statutory safeguarding processes. Multi-agency audit themes are agreed by this group and the impact audit work has on outcomes is reported back to this same group. The group can direct attendance from any other relevant agency depending on the theme/issue.

Safeguarding Practice Subgroup

The Safeguarding Practice Group has strategic and operational manager representation across the three safeguarding partner organisations and other selected relevant agencies. This group is directed by the Executive Group to deliver plans to improve frontline practice and embed a culture of learning in Halton. Much of the activity is driven through task and finish groups; wider relevant agency representation and frontline practitioner participation is achieved through these groups as they are co-opted in for particular projects.

Contextual Safeguarding Strategic Group

This group brings together senior officers from the three safeguarding partners with responsibilities for child criminal exploitation, child sexual exploitation and modern slavery. It is responsible for the development, implementation and oversight of the Child Exploitation Strategy and underpinning action plans and associated work streams.

Direct links to other groups

Health Operational Group: Chaired by the Deputy Chief Nurse/Children's Clinical Lead, Cheshire Merseyside ICB. This is a joint sub-group of children and adult health providers, which ensures engagement with safeguarding across the health economy.

Safeguarding Education Subgroup: Chaired by the Safeguarding Children in Education Officer, Halton Borough Council and ensures partnership engagement with school leadership and designated safeguarding leads. The group supports training, development and scrutiny (e.g. s175 audits) and intelligence reporting on emerging themes and trends within schools. This includes Early Years settings, 6th Form and FE Colleges.



Direct Links to Other Groups

Child Death Overview Panel (CDOP): The Pan-Cheshire CDOP is chaired by the Director of Public Health and meets on a quarterly basis. It is responsible for reviewing all child deaths of children normally resident in the Cheshire area. A key function is to determine whether a death was deemed preventable or in which there were modifiable factors that may have contributed to the death and decide upon the required actions to prevent future child deaths. It is accountable to the Health and Wellbeing Board/One Halton Place Based Partnership.

Halton Learning Alliance and SEND Strategic Partnership: These Boards contribute to the HCYPSP Scrutiny and Assurance Framework and link to the Safeguarding Executive Group as appropriate.

- Halton Learning Alliance recognises that the accountability for overall education standards and outcomes (including the most vulnerable) is owned collectively, and not by any individual organisation or agency. The role of the Board is to provide the local framework for accountability for education standards and quality in Halton.
- **SEND Strategic Partnership** recognises the collective accountability for supporting children and young people with special educational needs and/or disabilities to achieve outstanding outcomes within Halton.

Corporate Parenting Board: The Board brings together multi-agency partners and young people themselves, in order to achieve improved outcomes of all children and young people in care or leaving care. The Board oversees the associated strategy and action plan.

Pan-Cheshire Channel Panel: The aim of this multi-agency panel is to prevent vulnerable people from being drawn into extremism. The panel identifies opportunities for partnership action to reduce opportunity for radicalisation of our children and young people.

Halton CYP Emotional Mental Health & Well-Being Partnership Board (EMHW): The Board brings together multi-agency partners to ensure delivery of the children and young people's elements of the All-Age Mental health Action Plan. The Board ensures that the full spectrum of universal/preventative, targeted and specialist emotional well-being support is developed and delivered to children and young people in Halton.

Engaging our relevant agencies

HCYPSP engage <u>relevant agencies</u> through subgroup activity and wider information sharing pathways; supporting relevant agencies to meet their safeguarding responsibilities. This may be as permanent members of groups within the model or fluid members that are virtually linked, attending specific events or learning processes. Similarly, there are national bodies that may be required to engage in specific roles at certain times, SERCO is a good example of this given the presence of a Contingency Initial Accommodation Centre for asylum seekers in Halton. To ensure that the workforce is appropriately skilled to safeguard children in Halton, the HCYPSP offer all relevant agencies access to:

- <u>Pan-Cheshire Safeguarding Online Procedures</u> which provides the multi-agency local policies, procedures, guidance, toolkits and other key documents that set out the required standards of practice.
- Halton's own suite of resources
- A range of multi-agency assessment tools that support assessing need, providing help and decision making.
- Learning from audits, case reviews.
- Multi-agency training which can be found here.

The locally relevant agencies list is likely to change over time, due to the nature of commissioned services. Therefore, HCYPSP will be promoting that if a service is identified as a relevant agency by the partnership, then it must support the approach. Our basic expectations of local agencies are to:

- Provide data and performance information.
- Participate in multi-agency and single agency audits.
- Undertake Section 11 and Section 175 audits as required, provide evidence and impact of actions taken.
- Maintain and share relevant workforce information.
- Attend core mandatory training as required.
- Support the partnership training offer.
- Engage with the local Safeguarding Practice Learning Review, Safeguarding Rapid Review, Serious Case Review or National Panel Serious Case Review where the criteria has been met and meet statutory requirements.
- Facilitate engagement with local learning events and share HCYPSP related briefings.
- Participate in HCYPSP subgroup activity as required.

Our key delivery partners are:

- Citizens Advice
- The Probation Service
- NSPCC
- Youth Justice Board
- Bridgewater Community Healthcare NHS Foundation Trust
- CAFCASS
- National Youth Advocacy Service
- Warrington and Halton Hospitals NHS Foundation Trust
- Cheshire Fire and Rescue Service
- Northwest Boroughs Healthcare NHS Foundation Trust
- Serco
- Schools, Colleges and other educational providers within Halton as identified within the statutory guidance as relevant agencies.

The list of all relevant agencies can be found on this link.

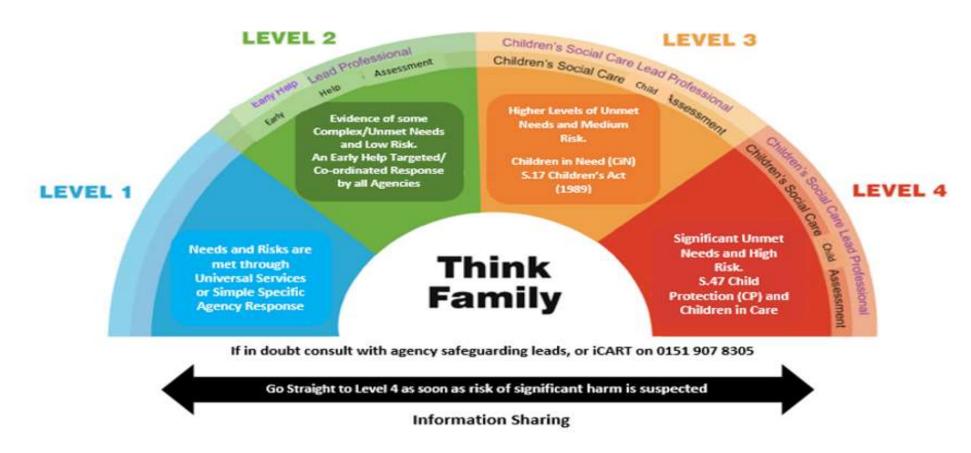
Links to other partnerships

We are also keen to ensure that we work with other local strategic partnerships so that we can take forward projects jointly. These partnerships include, the Halton Domestic Abuse Partnership, the Youth Justice Board, the CCG Executive Health Safeguarding Group, Health and Wellbeing Board, Community Safety Partnership, SEND Partnership Board, Adult Safeguarding Board, Child Poverty group, Children's Improvement board, One Halton, Chief Officers Group, and the Strategic Housing Board.



Halton Continuum of Need

This model reflects Halton's ambition to provide early help to enable children and families to have positive outcomes and reach their full potential independent from additional services. The challenge for all is to offer help and support swiftly, by reducing 'process' so that children and families with emerging need can be supported within the context of the service being delivered at that time. Where help is necessary, this should be timely and provided in the least intrusive way, building on the strengths of children, young people and families to ensure they are resilient, safeguarded and protected against exploitation. The expectation is that children, young people and their family will be supported to become more independent and resilient. The model below represents a framework to describe the Continuum of Need a child, young person or family may have and the nature of support that is available at each level.



Scrutiny and Assurance

The HCYPSP arrangements have been developed to create an environment that is conducive to robust scrutiny and constructive challenge, as well as a partnership approach to learning and improvement across the multi-agency children's safeguarding system.

The HCYPSP has a range of mechanisms in place to ensure scrutiny and assurance including independent scrutiny, which are:

- Multi-agency Audits.
- s11 and s175 Audits.
- Practice Learning Reviews.
- Local Reflective Reviews and learning events.
- Multi-agency training.

These mechanisms provide opportunities for quality assurance, case tracking and deep dives into specific agencies, themes, cohorts, and areas of focus. We utilise the key themes/messages from this activity to support continuous learning and as a responsive approach towards 'breaking the mould' for ensuring that scrutiny and assurance is transparent and inclusive.

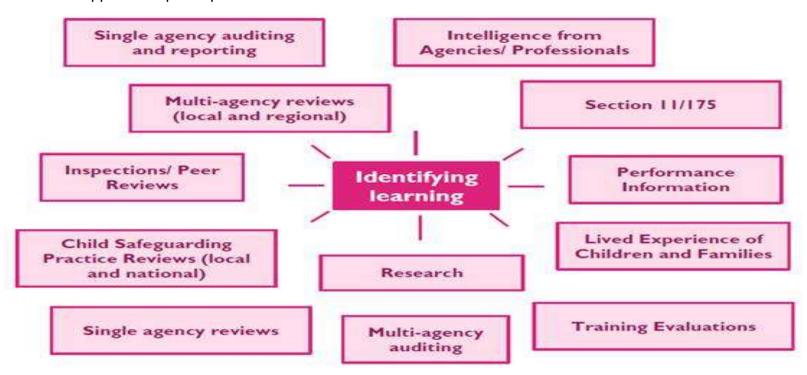


Learning and improving

Halton Children and Young People Safeguarding Partnership (HCYPSP) is committed to fostering a culture of reflective practice, learning and continuous improvement which enables both professionals and organisations to learn lessons and share good practice.

The HCYPSP Learning and Improvement Framework (LIF) underpins our work and describes our overarching approach to learning and improvement. This approach supports the Partnership to remain responsive to emerging safeguarding issues, adapting scrutiny and learning processes to maximise opportunities for system-wide learning.

Learning opportunities from safeguarding practice arise from a variety of sources (see diagram below). This framework sets out the key practice reviews and learning opportunities that the HCYPSP and its partners will use to look at what is working well, what isn't and what needs to happen to improve practice.



Local reviews and national panel

Decision making around the Local Safeguarding Practice Review process sits with HCYPSP. When we receive notifications on a serious child safeguarding incident where abuse or neglect of a child is known or suspected a Virtual Panel meeting is convened.

If the Virtual Panel decide that an incident meets the threshold of a Notifiable Serious Incident, then a Rapid Review must be held.

If the Rapid Review Panel determine that a Local Child Safeguarding Practice Review (CSPR) is required, the CSPR is undertaken by an Independent Reviewer commissioned by HCYPSP supported by the CSPR subgroup. Its membership is determined on a case-by-case basis dependent on the nature and context of the case.

External scrutiny of decision making about the need for a CSPR is offered by the National Panel through the submission of Rapid Review Reports.

Once the CSPR report and associated recommendations have been agreed by the HCYPSP Executive Group, the relevant subgroup

responsible develops and delivers the identified areas of learning via an action plan. CSPR findings are published on the HCYPSP website and reported in the HCYPSP Annual Report.

More information about these procedures can be found through this link.

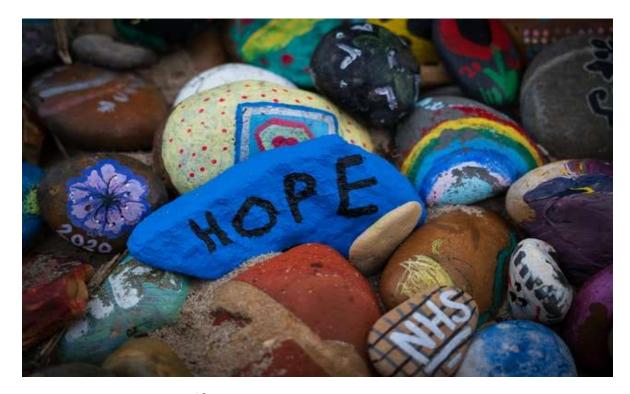


Multi-agency training

We utilise messages from local and national audit and reviews to establish a responsive multi-agency training offer.

The effectiveness of training offered is monitored and evaluated to ensure practitioners continue to build their knowledge and skills and be aware of any new and emerging issues, guidance or legislation. Individual agencies are required to ensure that their workforce is sufficiently trained and competent in safeguarding children and to meet the needs of the children, young people, and their families. The premise of multi-agency training is that it is 'added value' and 'better together' to provide a collective understanding of the local needs of children and families.

This is refreshed annually to ensure it is responsive to local needs.



Voice and engagement of children and young people

Halton have established mechanisms in place, to gather the views/experiences of children, young people and families, either directly through services, via independent voice representatives or via established groups and networks.

For example:

- Children in Care Council.
- Halton Youth Cabinet, UK Youth Parliament and 'Make Your Mark' annual youth ballot where young people get to vote on issues that matter to them.
- School Councils.
- Halton Healthwatch.
- Routine feedback and surveys from children and young people involved with services.
- Involvement of young people in commissioning, recruitment and the scrutiny and assurance framework.

HCYPSP also require partners and relevant agencies to evidence how they have captured the voice of the child, young person and families in their work. This creates opportunity for children and young people to not only share their voice but also to challenge, shape and influence Halton's strategic planning and be involved in commissioning of services.



Dispute resolution and escalation

When working with practitioners from other agencies, at times there will be differences of opinion or concerns about professional practice in relation to a child, young person or family.

Throughout our work the safety and wellbeing of the child or young person is always the primary concern, and professional disagreements must not obstruct this.

All agencies are responsible for ensuring that their staff are supported, and know how to appropriately challenge, escalate and resolve intra-agency concerns and challenges about a child or young person's wellbeing and the response to their safeguarding needs.

Guidance on the dispute resolution and escalation process can be found here

Dispute resolution and escalation Flowchart



Step 4: Days 16 to 21

Statutory partners will ask for written representation and may request a meeting with the involved parties. A recommendation will be made based on the most appropriate action and resolution for the dispute.

Step 3: Days 9 to 14

The Senior Manager will escalate the issue to their Safeguarding Partnership representative, who will arrange to seek resolution. They may request a meeting with the involved parties.

If an agreement can't be achieved the issue should be brought to the Safeguarding Partnership Manager and the escalation will move to step 4.

Step 2: Days 3 to 9

The line manager or named/ designated safeguarding lead should discuss the concerns with their opposite manager in the other agency. If a resolution can't be achieved, the professionals must notify their senior manager and the escalation will move to step 3.

Step 1: Day 1

When concerns arise, initial attempts should be made between workers to resolve the issue. This is step 1.

If a resolution can't be reached, professionals must escalate the issue to their line manager or the named/ designated safeguarding lead in their organisation. This is when the escalation moves to step 2.

Independent Scrutiny Arrangements

The Working Together 2018 arrangements include a requirement for independent scrutiny of partnership activity and impact.

"The role of independent scrutiny is to provide assurance in judging the effectiveness of multiagency arrangements, in order to safeguard and promote the welfare of all children in a local area." Working Together 2018.

The decision about how to deliver on independent scrutiny is left to local determination with the proviso that it is objective, is constructive and reflects to drive continuous improvement. The Partnership will have an Independent Scrutineer. The Independent Scrutineer will consider how effectively the arrangements are working for children and families as well as for practitioners, and how well the safeguarding partners are providing strong leadership. To achieve this, the Independent Scrutineer will speak to practitioners and service users to understand the effectiveness of partnership work.

The Independent Scrutineer will report to the steering group, providing details of strengths, weaknesses, and challenges.

The Independent Scrutineer will:

- Act as a constructive critical friend, providing critical challenge and appraisal of Halton's multiagency safeguarding partnership arrangements in relation to children and young people.
- Act independently of the three safeguarding partners
- Focus on the impact of the partnership arrangements and working rather than processes.
- · Promote reflection to drive continuous improvement.
- Introduce the Annual Report
- Front 'Child Safeguarding Practice Review' publications, where needed, to demonstrate independent scrutiny.



Annual Report

The Board will publish a report for a 12-month period setting out what has been done by the Board, and the partners, to safeguard children and young people during the previous year and the impact and effectiveness of the partnership arrangements.

Partnership Business Team

The Partnership Business Team is responsible for co-ordinating effective working relationships with staff from the three safeguarding partners and all other relevant agencies and supporting the implementation of multi-agency planning, training, and improvement activity.

Duties will be varied, but will include the following:

- Maintain and update policy and procedures, including links with the PAN Cheshire Network.
- Maintain communications and knowledge sharing including briefings and web presence, including communicating learning and key messages to all agencies.
- Maintain partnership plans such as a forward plan, business plan and support subgroup work plans.
- Preparing agendas, administer and minute meetings of all groups that sit within the arrangements.
- Support a range of multi-agency practice reviews including co-ordination management of action plans.
- Coordinate and administer multi-agency audits.
- Collate performance information reports and draft annual reports.
- Manage multi-agency learning and development, co-ordinate training and delivery of multi-agency training programme and learning events.
- Maintain links and joint working with other partnerships and Boards

Head of Safeguarding:

- Provides strategic leadership and management oversight of the safeguarding business unit functions for children and young people including the development of strategic plans for agreed priorities.
- Brings strategic leads together to drive forward these arrangements and develop one overarching strategic approach.
- Leads on local and national learning including from serious child safeguarding incidents,
- Leads on engaging with relevant agencies on safeguarding arrangements.



• Leads on the development of statutory guidance, policies, procedures, strategy and other key documents.

Business Manager:

- Develops and implements HCYPSP operational arrangements.
- Leads and facilitates engagement with strategic leaders and key safeguarding partners of all agencies relevant to children and young people safeguarding to promote multi-agency working and ensure effective partnership working.
- Takes responsibility for the safeguarding boards' governance arrangements and business structure processes including overseeing the management, effectiveness, and compliance of the HCYPSP subgroup meetings.
- Manages all aspects of safeguarding partnership budgets financial management and staff team management.
- Produces the Annual Report, Business Plan and strategies on behalf of the Partnership,
- Leads on external audits, manages peer reviews, and responds to external scrutiny.
- Sets revised Terms of Reference for Partnership Sub-groups and manages the running of these,
- Works with regional and national colleagues and agencies to develop, share and implement models of best practice and provide continuous improvement and learning to strengthen the effectiveness of safeguarding practice in Halton.

Safeguarding Development Officer:

- Develops and facilitates the training programme and other learning activity.
- Contributes to the development and implementation of the HCYPSP arrangements.
- Helps to boost communication and engagement activity.
- Meets expectations of other funding partners and the delivery of expectations in terms of training, support, and guidance.
- Works with Pan-Cheshire partners to help develop a Pan-Cheshire training programme, as well as a local programme, identifying areas that may need to be addressed for local issues.
- Ensures learning from Child Safeguarding Practice Reviews and Learning Reviews across the Pan-Cheshire area is disseminated.

Senior Administration Officer role:

- Supports and develops the HCYPSP functions and work streams (including minute taking in all sub-groups and task and finish groups)
- Oversees all invoicing in relation to Partnership training,
- Develops and maintains communications (including emails, social media and website management)
- Supports the audit process and scrutiny and assurance framework.
- Provides support to the Partnership, Business Manager, Scrutineer and Safeguarding Development Officer
- · Services all meetings, training events and conferences
- Supports the community engagement work and coordination of the community engagement activities.

Funding Arrangements and Responsibilities

Funding allocations are agreed by the three accountable officers which is via direct funding or in-kind support. This funding contributes to the costs associated with the implementation and ongoing development of HCYPSP arrangements. It is planned that the three safeguarding partners' funding contribution will increase each financial year, in line with inflation.

The funding contribution remains the responsibility of any successor organisation to the three safeguarding partner signatories named in this agreement.

In addition, individual safeguarding partners will contribute to the development and delivery of the training programme, communications, marketing, events and child safeguarding practice learning reviews and funding of independent scrutiny.



Success Criteria

We will know that we have successfully implemented the new arrangements when:

- Children, families, and communities tell us they feel safer and able to contribute to the work of the partnership.
- Professionals tell us they feel supported, know where to go for information, and they have opportunities to learn and network.
- Professionals in adult services engage closely in the Children's partnership, so young people say their transition to adulthood passes smoothly without incident.
- Policies, procedures, and tools for undertaking all types of reviews of practice are revised based on evaluations, are implemented and users report an improvement in outcomes.
- Stakeholder feedback confirms that there is a clear and widespread awareness of the potential signs for abuse and neglect, including abuse and exploitation that occurs in the community.
- Agencies report, and we can evidence, reduced duplication across the different partnerships and boards in Halton.
- The Partnership and sub-group chairs have clear workplans in place. Actions are undertaken, monitored and achieve the desired impact.
- The Safeguarding Accountable Officers tell us they are assured.
- We can evidence that the budget allocated has been managed effectively to implement priorities agreed.
- Our respective inspectorates report that our response to child protection and safeguarding arrangements are consistently good or outstanding.
- Professionals have widespread awareness of good practice.

Glossary

A & E	Accident & Emergency
CCG	Clinical Commissioning Groups
CDOP	Child Death Overview Panel
CSPR	Child Safeguarding Practice Review
CYP	Children & Young People
EMHW	Emotional Mental Health & Well-Being
HCYPSP	Halton Children & Young People Safeguarding Partnership
ICB	Integrated Care Board
LE	Life Expectancy
LIF	Learning Improvement Framework
SEND	Special Educational Needs and Disabilities