

**THE DOMESTIC ABUSE LOCAL PARTNERSHIP BOARD -  
TERMS OF REFERENCE**

**Terms of Reference for Local Domestic Abuse Partnership Boards**

**1. Purpose and Role**

1.1 The Local Domestic Abuse Partnership Board is a partnership group responsible for supporting Nottinghamshire County Council in meeting its duty under Part 4 of the [Domestic Abuse Act](#).

1.2 The Domestic Abuse Act 2021 came into effect in April 2021 and places a duty 'on local authorities in England to provide support for survivors of domestic abuse and their children in refuges and other safe accommodation'.

1.3 The Board will work together to support, advise, and work in partnership to ensure survivors of domestic abuse have access to adequate and appropriate support within safe accommodation services. The Board aims to provide advice on a coordinated community approach to commissioning and delivering services within the community to prevent domestic abuse and improve the wellbeing of survivors and their children. The Board will be an advisory partnership with commissioning and decommissioning decisions sitting within their existing organisational structures.

1.4 The Board will work together to improve outcomes for survivors of domestic abuse, including their children, through a strategic approach to identifying and addressing gaps in support within relevant safe accommodation services.

**2. Frequency**

2.1 The Board will meet on a quarterly basis.

**3. Membership**

3.1 The Board will include membership from several responsible bodies and agencies that by law, must be represented. This includes representation for, or on behalf of, tier one and tier two authorities; representatives of survivors of domestic abuse; representatives of children of domestic abuse; charities and other voluntary organisations that work with survivors of domestic abuse; as well as health care and housing services. Members of the Board may be given responsibility for leading relevant sub-groups to ensure alignment of their agendas.

3.2 The following organisations are required to be represented:

Officers from the tier one authority

- Nottinghamshire County Council Public Health
- Nottinghamshire County Council Adult Social Care Commissioning (Housing lead)
- Nottinghamshire County Council Children's Services

Officers from the Tier two authorities'

- Bassetlaw District Council
- Mansfield District Council
- Ashfield District Council

- Newark & Sherwood District Council
- Gedling Borough Council
- Broxtowe Borough Council
- Rushcliffe Borough Council

Representative of survivors of domestic abuse

- Representative from the commissioned Coproduction Service

Representative of children of domestic abuse

- Equation

Representatives for charities and other voluntary organisations that work with s of domestic abuse, including specialist and by and for services.

- North and South Domestic Abuse Service contracted providers

Representatives for health care services

- Nottingham and Nottinghamshire Integrated Care System from 1<sup>st</sup> April 2022. Prior to this date representatives from the Nottingham, Nottinghamshire and Bassetlaw Clinical Commissioning Groups.

Representatives for policing or criminal justice

- Nottinghamshire Police
- Nottinghamshire Probation inc. Community Rehabilitation Company
- Police and Crime Commissioner

3.3 There are eight subgroups which will report into the Local Partnership Board and each will have its own Terms of Reference. These are detailed in the structure chart in **Appendix 1a**.

3.4 Other members will be co-opted in to cover agenda items and improve working practices across the city/county, for example the Nottingham Crime and Drugs Partnership

**3.5 Chair for the Domestic Abuse Local Partnership Board:** Nottinghamshire County Council will consult the Board during 2022 on preferred arrangements for its chair with a view to establishing a suitable permanent arrangement. In the meantime, the Director of Public Health will chair the Board on an interim basis.

**3.6 Vice-Chair for the Domestic Abuse Local Partnership Board:** *To be agreed by Local Partnership Board.*

3.7 Members of the Board are responsible for representing the groups in the above and reporting back from subgroups which they chair.

#### **4. Roles and responsibilities**

The Domestic Abuse Local Partnership Board will:

- 4.1. Provide advice and data to support Nottinghamshire to undertake a robust local needs assessment to identify and understand the needs of domestic abuse survivors within their area (including those that present from out of area).
- 4.2. Provide expert advice and data to support the development of a local strategy, agreeing the appropriate steps needed to meet the needs identified, ensuring the needs of all survivors,

including those with protected characteristics and / or additional complex needs, are represented and met through the strategy.

- 4.3. Support Nottinghamshire to effectively engage with domestic abuse survivors and expert services in understanding the range and complexity of needs.
- 4.4. Advise members of the Board on commissioning and decommissioning decisions (where appropriate). This can include when and how commissioning is undertaken to ensure the best and most appropriate services are made available for survivors and include a commitment to transparency and clarity regarding these decisions, including level of spend across tier 1 and 2 authorities.
- 4.5. Support in ensuring join up across other related areas such as [not limited to] housing, health, early years and childhood support, social services and police and crime services.
- 4.6. Advise and support in dealing with issues raised and identified from engagement through formal and informal routes.
- 4.7. Escalate issues to the relevant representative / body.
- 4.8. Provide an annual report to Department for Levelling Up Housing and Communities regarding the performance of the above duties and share this report with the Safer Nottinghamshire Board, and district and borough Councils, for performance monitoring purposes.
- 4.9. Communicate the above developments and increased provision of support for survivors of domestic abuse, to wider stakeholders and the public.

## **5. Roles and Responsibilities of Members**

Members of the Local Partnership Board will:

- 5.1. Work together effectively to ensure the Domestic Abuse Duty and associated funding is commissioned and action plans are implemented regarding support for survivors of domestic abuse and their children in refuges and other safe accommodation.
- 5.2. Ensure they are sufficiently briefed to be able to reflect the views of the organisation/partnership they represent in meetings.
- 5.3. Contribute relevant information from their service area and / or locality.
- 5.4. Be responsible for ensuring that any local or internal plans involving support and housing are aligned with the Local Partnership Board's commissioning plan.
- 5.5. Collate and contribute relevant monitoring and performance management information.
- 5.6. Consult about the work of the group, where appropriate.
- 5.7. Champion the work of the group in their service areas, wider networks, and localities.

## **6. Meetings**

### Frequency

- 6.1. The Board will convene every quarter as a minimum.

Approved: XX/XX/XX

## Declaration of Interests

6.2. Any member having a personal or prejudicial interest in specific agenda items or decisions should declare this at the start of the meeting. This includes interests arising from involvement with organisations operating in the domestic abuse service sector.

## Decision Making

6.3. All members will be able to participate in decision making except where a member declares an interest.

6.4. Decision making will, where possible, be made by consensus. Where this is not possible decisions will be made by majority, with the chair holding the deciding vote.

6.5. As an advisory partnership decision making responsibilities will be less frequent.

## Papers

6.6. Members will be able to put forward suggested agenda items for consideration.

6.7. The agenda and supporting papers will be circulated at least seven days in advance of meetings.

6.8. Standard agenda items will include;

- Current position – data update/overview
- Domestic Abuse Strategy
- Progress on Action Plans
- Development opportunities - funding
- Subgroup updates – themed, one detailed update per meeting

6.9. Minutes will be taken and circulated to partner organisations no later than seven days after the meeting.

## Absence

6.10. Where members are unable to attend a meeting, they are responsible for informing the Board ahead of the meeting and, as far as possible, should ensure a representative is present to act on behalf of the organisation / body.

## **7. Reporting**

7.1. The Local Partnership Board chair will provide quarterly updates to the Safer Nottinghamshire Board Performance Subgroup.

7.2. The Local Partnership Board will provide recommendations to Nottinghamshire County Council's Adult Social Care and Public Health Committee.

7.3. The Local Partnership Board will support Nottinghamshire in reporting back to Department of Levelling up Housing and Communities on delivering the duty in line with statutory guidance and the standardised reporting form.

7.4. The report detailed in 7.3 will also be circulated to the Safer Nottinghamshire Board, and district and borough Councils, for performance monitoring purposes.

7.5. The Board will also consider and provide any wider communications or reporting required to engage with stakeholders on the provision of accommodation-based support. Partnerships communications to consider include:

- Safer Nottinghamshire Board
- Nottinghamshire Safeguarding Adults Board
- Nottinghamshire Safeguarding Children's Partnership
- Nottinghamshire's Local Resilience Forum (Housing sub-group)
- Nottinghamshire Health and Wellbeing Board
- Nottingham City and Nottinghamshire VRU (Violence Reduction Unit)
- MARACs (Multi-Agency Risk Assessment Conferences)
- Office of the Police and Crime Commissioner

Appendix 1a



