

**Chief Executives' Group – North Yorkshire and York
24 September 2015**

Multi-Agency Information Sharing Protocol

1 Purpose of the Report

To note the development and roll-out of the Multi-Agency Information Sharing Protocol, and to promote its adoption by other public bodies and organisations in the region.

2 Background

2.1 A number of public bodies in the region have jointly developed an Information Sharing Protocol, intended to ensure that data sharing between them is compliant with the Data Protection Act. The organisations involved in this initiative have been:

- City of York Council
- North Yorkshire County Council
- North Yorkshire Fire & Rescue Service
- North Yorkshire Police
- York Teaching Hospital Foundation Trust

2.2 Since the Protocol was adopted in March 2015, a number of other public bodies have either signed or indicated an interest in becoming a signatory.

3 Purpose of the Protocol

3.1 Public bodies and other organisations involved in delivering public services in the region repeatedly find themselves sharing personal data with the same partners for a wide range of purposes. Many of those individual data sharing arrangements will have common features. Examples of current or developing data sharing arrangements across North Yorkshire and York include:

- Community Safety partnerships
- Children and Adult Safeguarding boards
- North Yorkshire Youth Justice Service
- York Youth Offending Team
- Developing Stronger Families (also known as Troubled Families programme)
- Prevent Strategy
- North Yorkshire Pathway (preventing homelessness among young people)
- No Wrong Door (reducing risk of exploitation or abuse of looked-after children)

- 3.2 The Protocol is intended to simplify and standardise data sharing processes between partners. The Protocol provides an overarching set of principles that all signatories agree to follow whenever they share data. In each case where there is an ongoing need to share data locally between signatories, a standard template can be completed to detail the particular arrangements. The intention is to simplify and standardise information sharing processes between organisations hence reducing delays and eliminating some of the perceived barriers to information sharing.
- 3.3 This approach encourages compliance with the Data Protection Act by providing a framework for employees to follow when information sharing is being considered. This in turn promotes public confidence that personal data is being processed correctly and safeguarded from inappropriate or accidental disclosure.
- 3.4 The principles contained in the Protocol are summarised in Appendix 1. The Protocol also includes details of relevant legislation and the existing legal powers available to public bodies to share information, a glossary of terms and details of key contacts in each organisation. The full version of the Protocol is available on the NYCC website:

<http://www.northyorks.gov.uk/article/30517/Information-sharing>

4 Next steps

- 4.1 Invitations to adopt the Protocol have already been extended to a number of other public bodies in North Yorkshire, including:
- all district and borough councils;
 - the two national park authorities;
 - the Clinical Commissioning Groups (CCGs)
- 4.2 Invitations will also be sent to other potential partner agencies including housing associations, Youth Offending Teams, NHS Trusts and related bodies, government agencies and other relevant organisations involved in delivering public services across the region.

5 Recommendations

- 5.1 The Chief Executives are asked to note the development of the new Protocol and to promote its adoption by partner organisations across the region.

Name of officer	Max Thomas
Job title	Head of Internal Audit (Veritau)
Date	7 September 2015

Appendices

Appendix 1- Multi-Agency Information Sharing Protocol summary of key principles