

Powys Children and Young People's Partnership Personal Information Sharing Protocol (PISP)

Reviewed April 2010

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PART A – Introduction

1 Introduction

- 1.1 This Personal Information Sharing Protocol (PISP) has been prepared to assist the sharing of personal information to support the Powys Children and Young People’s Partnership Plan (CYPP plan) as described by the Wales Accord on the Sharing of Personal Information.

2 The Information Sharing Community

- 2.1 This Personal Information Sharing Protocol covers the exchange of information between a wide range of agencies in Powys for the purposes of delivering services for and in respect of children.

3 Scope and Purpose of Information Sharing

- 3.1 The Personal Information Sharing Protocol details the specific purpose(s) for information sharing to support the Powys Children and Young People’s Partnership Plan, the group(s) of service users it impacts upon, the relevant legislative powers, what data is to be shared, the consent processes involved (where appropriate), the required operational procedures for the exchange of information and the process for review.
- 3.2 The aim of Powys Children and Young People’s Partnership Plan is to provide a strategic vision and state the agreed priorities that will direct the work of all partners. The Plan combines the overall framework for the development and improvement of universal services with the need for targeted services to protect vulnerable children.
- 3.3 The aim of sharing personal identifiable information through the Powys Children and Young Person’s Partnership is to ensure that a co-ordinated, joint approach to the planning and delivery of services in Powys is maintained.
- 3.4 Personal identifiable information will be shared to support the Powys Children and Young People’s Partnership’s aspirations of delivering 7 Core Aims for all children and young people, in that they:
- have a flying start in life
 - have a comprehensive range of education and learning opportunities
 - enjoy the best health and are free from abuse, victimisation and exploitation;
 - have access to play, leisure, sporting and cultural activities
 - are listened to, treated with respect, and have their race and cultural identity recognised;
 - have a safe home and a community which supports physical and emotional wellbeing; and
 - are not disadvantaged by poverty
- 3.5 Personal identifiable information will also be shared to deliver the following 10 basic entitlements which apply to every young person (11-25) in Wales.
- Education, training and work experience - tailored to their needs
 - Basic skills which open doors to a full life and promote social inclusion
 - A wide and varied range of opportunities to participate in volunteering and active citizenship

- High quality, responsive and accessible services and facilities
- Independent, specialist, careers advice and guidance and student support and counselling services
- Personal support and advice – where and when needed and in appropriate formats –with clear grounds on confidentiality.
- Advice on health, housing, benefits and other issues provided in accessible and welcoming settings.
- Recreation and social opportunities in a safe and accessible environment.
- Sporting, artistic, musical and outdoor experiences to develop talents and broaden horizons and promote rounded perspectives including both national and international contexts.
- The right to be consulted, to participate in decision making, and to be heard, on all matters which concern them or have an impact on their lives.

3.6 Personal information may also be shared to support the following:

- Information is shared to support access to effective care, Education, Health and recreational services.
- Records may also be shared in the event of an emergency.
- Information may be needed to support the monitoring of services against existing standards and benchmarks.
- Information may also be shared to support the effective administration, audit and inspection of services.

3.7 Partners may only use the information disclosed to them under this Personal Information Sharing Protocol for the specific purpose(s) set out in this document.

3.8 The PISP is supplementary to the Wales Accord on the Sharing of Personal Information (WASPI) and partner organisations will have given consideration to its contents when drawing up this PISP.

3.9 This document sets out the rules and procedures to be adopted when sharing information to support these functions. Information shared to support functions other than those listed is not covered by this document.

3.10 In this document:-

- Part A** is this introduction;
- Part B** sets out the detailed rules and operational procedures that must be followed when sharing personal information;
- Part C** describes the specific rules relating to consent and the legislative and statutory powers that support the sharing of personal information;
- Part D** describes the methods for sharing information that are permitted in support of the Powys Children and Young People Partnership's aims and the controls which apply to those methods.

4 High Level Functions Covered by this Protocol

- 4.1 The Powys Children and Young People's Partnership process functions involve:
- Implementing an assessment of need
 - Agreeing joint planning priorities
 - Agreeing multi agency commissioning of support for service users
 - Implementing multi-agency support in relation to service user need
 - Implementing multi-agency performance management monitoring and review of service users progress
 - Processing referrals

5 Who does this Personal Information Sharing Protocol apply to?

- 5.1 This PISP applies to staff of any organisation which delivers services in Powys on behalf of the Children and Young Peoples' Partnership in a statutory or voluntary context.
- 5.2 This PISP also includes the work of CYPP membership organisations and agencies, who will be responsible for ensuring all those agencies with whom they have a single agency commissioning arrangement, are aware of and work within this PISP.
- 5.3 The term 'staff' encompasses paid workers, volunteers, students and other temporary workers approved by the employing / hosting organisation to carry out work relating to the Children and Young Peoples' Partnership plan.

6 Service Users

- 6.1 Any child, young person, or family members of a child or young person who become known to a service provided by one of the signatory organisations and who might benefit from input from another partner organisation.
- 6.2 The CYPP is responsible for services for all children and young people from the ante-natal stage to the age of 18 years, together with those participating in or receiving youth support services (within the meaning of Section 123 of the Learning and Skills Act) up to the age of 25, and care leavers (up to 21 or 25 if in education in training).
- 6.3 These children, young people and their family members are specifically the residents of Powys but residents of other authority areas will also be included occasionally.

7 Value of sharing to Service Users

- 7.1 A co-ordinated service will:
- ensure effective and efficient practice
 - reduce the need for service users to repeat information and reduce duplication work if accessing multiple service provision.
 - enable children and young people to access the services to which they are entitled.
 - empower children and young people and families in the decision making process.
- 7.2 Agencies must ensure that Service Users are active partners in the delivery of their services.

8 Training

- 8.1 Signatory Organisations are responsible for the PISP within their own organisations, and should ensure the PISP is disseminated, understood and acted upon by all relevant, current and newly appointed staff.

9 Security

- 9.1 Breaches of security and / or confidentiality and other violations of this PISP should be reported to the named individuals in 32.1.
- 9.2 Para 9.1 does not replace any required action to be taken in the event of a confidentiality or security breach by any signatory organisation's internal security policy
- 9.3 Whistle blowing. Signatory organisations must ensure that staff reporting breaches of security or confidentiality are afforded protection from reprisal and harassment.

10 Complaints Procedure

- 10.1 Each organisation must have a formal procedure by which Service Users can direct their complaints regarding application of this PISP.

11 Review of this Personal Information Sharing Protocol

- 11.1 This PISP will be reviewed one year after implementation and every 2 years thereafter.

12 Management Responsibilities and Authorisation

- 12.1 The managers responsible for this PISP are listed below¹:-

¹ For the names of CYPP members who are meet the designated roles below please see Section 32.1

Designation	Organisation
Joint Chair of Powys CYPP	Powys County Council
Joint Chair of Powys CYPP	Powys Teaching Health Board
Local Authority Strategic Director – Care & Wellbeing	Powys County Council
Local Authority Strategic Director – Communities Skills and Learning	Powys County Council
Head of Schools and Inclusion	Powys County Council
Head of Children’s Services	Powys County Council
Head of Recreation, Culture and Countryside	Powys County Council
Service Manager	Powys Youth Offending Service
Deputising Officer, Head of Clinical Strategy,	Powys Teaching Health Board
Director of Nursing	Powys Teaching Health Board
General Manager – Women and Children’s Services	Powys Teaching Health Board
Chief Superintendent	Dyfed Powys Police
Police Authority Member	Police Authority
Assistant Chief Probation Officer	All Wales Probation Trust
Secondary Head Teacher Representatives	Powys County Council
Primary Head Teacher Representatives	Powys County Council
County Commander	Powys Fire and Rescue Service
Chief Executive	PAVO
Head of Housing	PCC Housing
Young People’s Representative (Youth Forum)	Powys County Council
Senior Officers in the CYPP	Powys County Council

Part B – Rules and Procedures

13 Summary

- 13.1 Information can only be shared for the purposes set out in the High Level Functions (Para 4.1)
- 13.2 Personal information must be collected using the approved collection tools and ensuring the required identifying information is complete and up-to-date.
- 13.3 Only the minimum necessary personal information must be shared to support the work of staff that has a legitimate involvement with the service user.
- 13.4 In addition, staff must also follow their own organisation's procedures relating to information handling

14 What personal information will be shared?

- 14.1 Given the range of organisations involved in providing children and youth support services, there is a substantial variety of personal identifiable information held by various organisations and many aspects of a young person's life, depending on the remit of each organisation. Such personal identifiable information includes (but is not limited to):-
 - a. Basic Demographics
 - b. Carer's perspective
 - c. Education, training and employment advice, support and experiences
 - d. Skill levels and competency in basic skills (literacy and numeracy)
 - e. Involvement / participation in community activities
 - f. A wide range of information about the service user's general health and social well-being
 - g. Ability to live independently, nature and suitability of accommodation
 - h. Benefits advice and support
 - i. Relevant advice and support that may have been provided by partner organisations
 - j. User and carer perspective of any situation/issues/concerns
 - k. Issues relating to abuse/neglect
 - l. Involvement with the criminal justice system
- 14.2 Much of the information described above is sensitive and it is important that workers sharing information share only the minimum necessary consistent with the purpose of sharing.
- 14.3 The personal identifiable information which will be shared between relevant organisations will be used to ensure that there is a multi agency approach to working with service users. Relevant organisations will work cohesively and will have access to personal identifiable information to record joint action plans detailing what/how services will be provided, how needs will be met and how the service user's ongoing support/care will be monitored and reviewed.

15 Key Identifying Information

- 15.1 When sharing information, the following data items will be used to ensure that all partners are referring to the same individual:
- Children Services – DRAIG reference Number
 - Education & Schools – Unique Pupil Number (to support identification only)
 - Local Health Board/NHS – National Health Service Reference No
- 15.2 Other identifiers as relevant to individual services.

16 What information collection tools must be used?

- 16.1 Where appropriate, joint CYPP collection tools will be devised and employed.

17 When is personal information shared?

- 17.1 Information may only be shared on a **need-to-know** basis when it supports the delivery of the functions as described within the Children and Young Peoples Partnership as set out above.
- 17.2 If staff make changes to a record, reasonable efforts must be taken to ensure that anyone who has received a copy of the record is also alerted to the change.

18 What other rules should be followed?

- 18.1 Organisational policies and procedures relating to personal information will need to be followed such as:-
- Information Security
 - Records Management
 - Data quality

Part C – Consent and Legislation

19 Summary

- 19.1 Information sharing should not take place without the informed consent of the service user. Part C sets out the law and general rules of consent that will usually apply. It also describes what to do in special circumstances where the user does not consent, is unable to consent or withdraws consent.

Staff should not hesitate to share personal information in order to prevent abuse or serious harm, in an emergency or in life-or-death situations. **If there are concerns relating to child or adult protection issues, the relevant organisational procedures must be followed.**

20 Ensuring Consent is informed

- 20.1 Informed consent is required to share personal identifiable information between different organisations. Service user's or their lawful representatives must be informed clearly about what information is to be shared, who the information will be shared between, and for what purpose. The member of staff must be satisfied that the service user has understood the information sharing arrangements.
- 20.2 The service user's preferred method of communication should be used to ensure the consent is informed.
- 20.3 It is necessary to communicate with the service user about the need for personal identifiable information sharing at the earliest appropriate opportunity, preferably at first contact.
- 20.4 The service user should also be provided with a copy of a "fair processing notice" to read and keep. This will supplement the verbal communication and provide for future reference.
- 20.5 Consent should not be regarded as a permanent state. Opportunities to review the service user's continuing consent to information sharing should arise during the course of ongoing case management and service provision. It is not possible to set hard and fast rules on the timing of such reviews and practitioners should exercise professional judgement in determining whether it would be appropriate to re-visit an individual's continued consent at any given juncture.

21 Obtaining and Recording Consent

- 21.1 For the purposes of this PISP explicit consent is required.
- 21.2 Consent to share personal identifiable information will usually be secured when children, young people and families first access services. If there is a significant change in the use to which the personal identifiable information will be put to that which has been previously explained, consent should be sought again.
- 21.2 While consent can be given in writing, this is not essential. Provided that service users have been informed appropriately as set out above, verbal consent is sufficient to allow information sharing between partner organisations.

- 21.3 On all occasions when decisions/agreements have been made relating to consent, a record should be kept on the relevant documentation and / or on the case file indicating the nature of and reasons for those decisions/agreements.
- 21.4 This will ensure that consent is current and that service users are aware of the information they are agreeing to share.
- 21.5 The consent to continue sharing personal identifiable information must be regularly reviewed by the people involved with the service user. Ideally it should take place in the context of the children and youth support service. If the consent status changes this must be communicated to the appropriate staff in each organisation.
- 21.6 While it is preferable only to share personal identifiable information between agencies that have signed up to this protocol, the rules set out here also apply where organisations have not yet signed up.

22 Who can Consent?

- 22.1 Where there is a duty of confidence, it is owed to the person who has provided the information on the understanding it is to be kept confidential. It is owed to the person to whom the information relates, if different from the provider.

A child or young person, who has the capacity to understand and make their own decisions, may give (or refuse) consent to sharing.

Children aged 12 or over may generally be expected to have sufficient understanding.

Younger children may also have sufficient understanding. This is presumed in law for young people aged 16 and older.

When assessing a child's understanding, the practitioner should explain the issues in a way that is suitable for their age, language and likely understanding, Where applicable, practitioners should use their preferred mode of communication.

The following criteria should be considered in assessing whether a particular child or young person, on a particular occasion, has sufficient understanding to consent, or to refuse consent, to sharing information about them.

Can the child or young person understand the question being asked of them? Do they have reasonable understanding of:

- What information might be shared
- The main reason or reasons for sharing that information; and
- The implications of sharing that information, and if not sharing it?

Can they:

- Appreciate and consider the alternative courses of action open to them;
- weigh up one aspect of the situation against another;
- express a clear personal view on the matter; as distinct from repeating what someone else thinks they should do; and
- be reasonably consistent in their view on the matter, or are they constantly changing their mind?

- 22.2 In most cases where a child cannot consent or where they are judged not competent to consent a person with parental responsibility should be asked to consent on behalf of the

child. If a child or young person is judged not to have the capacity to make decisions, their views should still be sought as far as possible

22.3 Where parental consent is required. The consent of one such person is sufficient. In situations where family members are in conflict, the practitioner will need to consider carefully whose consent should be sought. If the parents are separated, the consent would usually be sought from the parent with whom the child resides. If a Care order is in force, the local authority will share responsibility with parents and practitioners should liaise with them about questions of consent.

22.4 Where a child is judged competent to give consent, their consent or refusal to consent is the one to consider, even if a parent or carer disagrees., where parental consent is not required, the young person should be encouraged to discuss the issue with parents, however a service should not be withheld, on condition that they do so.

22.5 Practitioners should always work to try to reach agreement or understanding of the information to be shared and act in accordance with their professional code of practice, where one exists and consider the safety and well-being of the child, even where that means overriding refusal to consent.

22.6 Practitioners should seek advice from their manager or nominated advisor when unsure.

22.7 If there is any doubt over parental responsibility then further enquires should be made. To clarify:-

- Mothers – they are automatically deemed to have parental responsibility
- Married couples who have children together automatically have parental responsibility²
- An unmarried father has parental responsibility if:
 - (from 1 December 2003) by jointly registering the birth of the child with the mother
 - by a parental responsibility agreement with the mother
 - by a parental responsibility order, made by a court
- Others, such as grandparents and step parents, do not have parental responsibility, though it can be acquired by:

a) Being appointed as Guardian, if a parent dies

² The law in relation to parental responsibility has recently been revised. For a child whose birth was registered from 15 April 2002 in Northern Ireland, 1 December 2003 in England and Wales and 4 May 2006 in Scotland, both of the child's parents have parental responsibility if they are registered on the child's birth certificate.

Throughout the United Kingdom, a mother automatically acquires parental responsibility at birth. However, the acquisition of parental responsibility by a father varies according to where and when the child's birth was registered:

For births registered in England, Wales or Northern Ireland

A father acquires parental responsibility if he is married to the mother at the time of the child's birth or subsequently. An unmarried father will acquire parental responsibility if he is recorded on the child's birth certificate (at registration or upon re-registration) from 1 December 2003 in England or Wales and from 15 April 2002 in Northern Ireland.

New legal changes, in force from April 6, 2010, extend equal legal treatment for both unmarried couples and same-sex parents. The Human Fertilisation and Embryology Act 2008 (Parental Orders) Regulations extend the group of people who can apply for a parental order following surrogacy to include both unmarried couples and same-sex partners.

- b) Obtaining a Residence Order, Guardianship Order or Special Guardianship Order from the Court
- c) Adopting the child.

22.8 The Local Authority may share parental responsibility for a child, dependent upon the care order issued, by the Courts.

23 Refused / Withdrawn Consent

- 23.1 An individual has the right to withhold consent to have personal identifiable information about them shared. A person also has the right to withdraw consent to sharing personal identifiable information at any point. Further information should not then be shared.
- 23.2 Where the individual has withheld consent, the implications of withholding consent will be clearly explained and this dialogue must be recorded in the case record. If a person withdraws consent to share personal identifiable information it should also be explained that information already shared cannot be recalled.
- 23.3 It may be possible in exceptional circumstances to share the personal identifiable information without the persons consent if it is in the best interest of the service user; such a decision should only be taken with appropriate advice / approval from line managers. (See section Sharing Information without Consent Para 27.)

24 Impaired Capacity to Consent

- 24.1 Capacity to give consent to share information must be determined at the earliest appropriate opportunity. In law there is a presumption of capacity, until proved other wise, but capacity must be specific to the nature of the decision being made.

The common law test of capacity is a 4 stage test:

- ◆ Is the person able to absorb the information, simply conveyed with a neutral delivery? See Mental Capacity Act Code of Practice Para 4.16 – 4.19
- ◆ Are they able to retain the information long enough to process? See Mental Capacity Act Code of Practice Para 4.20
- ◆ Are they able to weigh up the pros and cons and arrive at a decision? See Mental Capacity Act Code of Practice Para 4.21 – 4.22
- ◆ Can they communicate the decision somehow? See Mental Capacity Act Code of Practice Para 4.23 – 4.25

- 24.2 All four stages must be satisfied for capacity to be demonstrated.
- 24.3 Where it is determined that a person does not have the capacity to give consent, any previously expressed views of the person and/or their advocates will be considered prior to sharing information.
- 24.3 This decision will be governed by the service user's best interests taking due account of the views of the relatives or carers of the service user, the legal guardian, a person holding a registered Enduring Power of Attorney, a relevant Lasting Power of Attorney or a Court Appointed Deputy.
- 24.4 The decision made upon the service user's capacity & the reasons that led to the decision to proceed with the disclosure must be fully documented and be filed in the service user record. It is necessary to inform the service user and/or their carer of the decision.

25 Temporary impairment of capacity

- 25.1 Where a person has a temporary loss of capacity, consent will be deferred, if appropriate, until such time as consent can be obtained. Consent to share information will be reviewed when capacity is regained. In emergency situations, the rules above concerning impairment or loss of capacity should be followed.

26 Actions to be taken where subject lacks mental capacity

- 26.1 Whenever dealing with issues of capacity to consent, local rules and procedures should be followed and these must be compatible with the Mental Capacity Act 2005 and its Code of Practice
- 26.2 Where it is determined that a service user does not have the capacity to give consent then the reasons that led to the decision to proceed with the disclosure must be fully documented and be recorded in the case file.

27 Sharing Information Without Consent

- 27.1 **Staff are permitted to disclose personal information in order to prevent abuse or serious harm to others. If there are concerns relating to child or adult protection issues, you must follow the relevant local procedures.**
- 27.2 In most cases, the necessary consent will be forthcoming but where service users withhold or withdraw consent, it may be necessary or desirable to share information without their consent. There may also be circumstances where information needs to be shared but it would not be appropriate to seek consent, for example, where to do so would place an individual at risk of serious harm.
- 27.3 It is possible to share confidential information without consent. This will normally be justified in the over-riding public interest. Such situations where information might be shared without consent include;
- 'Life and death' situations;
 - Where there is statutory duty or court order to share information.
 - Where a person's condition indicates they may be a risk to the public or may inflict self-harm.
 - When there is evidence that the child is suffering or is at risk of suffering significant harm.
 - Where there is reasonable cause to believe that a child may be suffering or is at risk of significant harm.
 - To prevent significant harm arising to children and young people or serious harm to adults, including through the prevention, detection and prosecution of serious crime.
 - On a case-by-case basis, to prevent serious crime and support detection, investigation and punishment of serious crime.
- (This is not an exhaustive list)
- 27.4 If there are concerns relating to child or adult protection issues, the relevant local procedures must be followed.

27.5 Any claimed substantial public interest justification must be clearly stated and any decision to share personal identifiable information with another party without the consent of the service user must be fully documented and evidence by lead service staff. The service user should usually be informed of this decision, and what information has been shared unless doing so would cause or be likely to cause risk or harm to others or would hinder or be likely to hinder any investigation or legal proceedings.

28 Working with the Private and Voluntary Sectors

- 28.1 The statutory agencies will also work with independent sector organisations in order to provide services to children, young people, and their families.
- 28.2 Where an independent sector organisation is providing a service on the basis of a contract, that organisation is regarded as being an agent of the statutory authority that it made the contract with, and therefore, the sharing of personal identifiable information will take place under the same conditions as are set out within this PISP.
- 28.3 Where independent organisations are delivering services without a contract, then explicit consent to share personal information must always be secured.
- 28.4 The CYPP has an expectation under commissioning and procurement arrangements that any provider contracted to deliver services would be expected to sign up to the WASPI framework and this Personal Information Sharing Protocol (PISP)

Comment

28.5 Where the provider feels they are unable to sign up then reasons will be explicitly given.

Comment [c1]: Currently on WASPI website only Powys CC and Powys Carers and Disability Powys are shown as having signed up to WASPI

29 Legislative / Statutory Powers

- 29.1 Children's Act 2004 – Section 25 of the Act places a duty on each Children's Services authority to make arrangements to promote co-operation between itself and relevant partner agencies to improve the well-being of children in their area. The section states that good information sharing is key to successful collaborative working and that arrangements under section 25 of the Act should ensure that information is shared for strategic planning purposes and to support effective service delivery.
- 29.2 Section 11 of the Act places a duty on key people and bodies to make arrangements to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children, arrangements should ensure that:
- all staff in contact with children understand what to do and the most effective ways of sharing information if they believe a child and family may require targeted or specialist services in order to achieve their optimal outcomes;
 - all staff in contact with children understand what to do and when to share information if they believe that a child may be in need, including those children suffering or at risk of significant harm.
- 29.3 Learning and Skills Act 2000 – Sections 123-129 and Section 138 provide for the framework for taking forward the vision set out in Extending Entitlement for youth support services in Wales. Section 138 subsection (3) lists persons and bodies empowered to supply relevant information about young people to a local authority or to any other person or body involved in the provision of youth support services specified in section 123 of the Act, including; Local Authority, Health Authority, the National Council for Education and Training for Wales, Chief Officer of Police, Probation Board, Youth Offending Team.
- 29.4 Local Government Act 2000 – Section 2 of the Local Government Act 2000 sets out a broad cross-government expectation that there should be a concerted aim to improve the well-

being of people and communities. This provides an implied power to share information with other statutory services and the independent sector including; Social Services, Health, Police, Education, Housing, Leisure, other statutory services and the independent sector.

- 29.5 Section 115 of the Crime and Disorder Act 1998 provides any person with a power to disclose information to responsible public bodies, such as the Police, Local Authorities, and Health Authorities etc, for a range of purposes covered by the Act, for example the compilation of reports on parenting orders, and anti-social behaviour orders etc.
- 29.6 Whilst these provisions provide the power to share personal identifiable information, the actual disclosure of information in accordance with these powers must be conducted within the legal framework of the Data Protection Act 1998 and the Human Rights Act 1998 and in compliance with the Common Law Duty of Confidence.

Part D – Methods and Controls

30 Summary

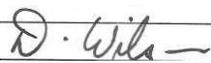
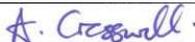
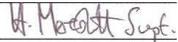
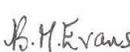
- 30.1 Part D sets out the details of the information to be shared to support the Children and Young People Partnership Plan and the controls which must be applied to the information in order to ensure that it is kept secure from accidental disclosure.

31 Methods and Controls for the Exchange of Personal Information

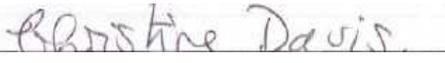
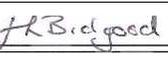
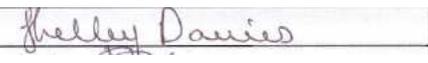
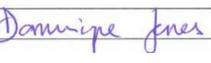
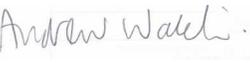
- 31.1 The tables included provide a list of the personal information to be shared between the partner organisations, with whom in each organisation it will be shared, when it will be shared, why it will be shared i.e. its purpose and the methods of how it will be shared.
- 31.2 These tables are to be reviewed and updated whenever there are changes e.g. additions to or subtraction of information shared or a change in the staff / organisations with whom the data is shared.

32 Management Responsibilities

32.1 The Managers responsible for the content of this PISP and the accompanying tabulated documentation are;

Name	Signature
Cllr Leslie Davies	
Gloria Jones-Powell	
Paul Griffiths	
Douglas Wilson	
Amanda Lewis	
Chris Jones	
Mary O'Grady	
Clare Lines	
Carol Shillabeer	
Andrew Cresswell	
Superintendent Huw Meredith	
Cllr Kelvin Curry	As above
Rebecca Remigio	 <small>Personal Information Sharing Prof</small>
Andy Timpson	
Beryl Evans	
Tim Williams	
Chris Potter	
PAVO (PAVO Attendee – Ruth Parry Wright)	

Powys Children and Young People Partnership Personal Information Sharing Protocol April 10

Coleg Powys	
Careers Wales	
Christine Davis	
Mair Wilson	
Youth Participation Officer	
Shelley Davies	
Mike Griffiths	
Dominique Jones	
Resolve Cymru	

Declaration of Acceptance and Participation

Powys Children and Young People's Partnership
Personal Information Sharing Protocol (PISP)

Signed by:

On behalf of: (Please write in capitals)

Organisation:

Name:

Position:

HQ Address:

Telephone Number:

E-Mail:

Date:

Designated Person Details:

Name: _____

Position: _____

Contact Address: _____

Telephone Number: _____

E-Mail: _____