



Missing and Child Sexual Exploitation Group Terms of Reference v.1

1. APPOINTMENT

The Missing and Child Sexual Exploitation Group (MCSE) is appointed by the Plymouth Safeguarding Children Board (PSCB) and shall be made up of partner agencies of the Board.

2. PURPOSE

The Plymouth Safeguarding Children Board (PSCB) is the statutory vehicle for co-ordinating and evaluating effectiveness of safeguarding and promoting welfare of children within the City of Plymouth.

The purpose of MCSE is to monitor and evaluate the effectiveness of the strategic and operational multi-agency response to Missing Children and Child Sexual Exploitation across Plymouth together with modern slavery and human trafficking.

3. MEMBERSHIP

Membership of the MCSE shall be drawn from representatives of partner agencies of the PSCB as follows:-

- 3.1 NSPCC (Community and Voluntary);
- 3.2 Devon and Cornwall Police (Police);
- 3.3 City College Plymouth (Education);
- 3.4 NEW Devon Clinical Commissioning Group (Health);
- 3.5 Education Welfare Manager (Education);
- 3.6 Named Nurse Safeguarding Children, Plymouth Hospitals NHS Trust (Health);
- 3.7 Named Nurse Safeguarding Children, Livewell Southwest CIC (Health);
- 3.8 Senior Probation Officer (Probation);
- 3.9 Barnardos (Community and Voluntary);
- 3.10 Alternative Complimentary Education (Education);
- 3.11 Torbridge School (Education);
- 3.12 Lead Officer for Learning and Development (PSCB);
- 3.13 Public Health (Local Authority);
- 3.14 Plymouth Learning Partnership (Education);
- 3.15 Brook Green Special School (Education);

Comment [WT1]: New DfE Guidance on definition of CSE – CSE is CSA – application of focus?

- 3.16 *Twelve's Company (Community and Voluntary);*
- 3.17 *Youth Participation (Local Authority);*
- 3.18 *Youth Offending Service (Local Authority).*

Membership of the MCSE shall be reviewed by the Independent Chair of the PSCB on a bi-annual basis to assess value of participation and its reflection of the demands and needs within the City to safeguard and promote the welfare of children. There is no time limit upon membership within the MCSE.

Members are expected to make every effort to attend all meetings and disseminate information within their agency. Attendance will be recorded formally through meeting minutes. Members of the MCSE are expected to provide information and expertise to decision making and to conduct its responsibilities and duties, and related PSCB tasks as identified from time to time via the MCSE.

Appointments to the MCSE shall be made by the PSCB, based upon nominations/expressions of interest received from city stakeholder groups and sectors. The PSCB may seek independent expressions of interests to represent a key group where it has determined that such a group are not already represented. This may occur in response to local and national intelligence, findings from Serious Case Reviews or other methods of learning/indication of concern.

4. RESPONSIBILITIES The MCSE has been appointed to undertake the following functions of the PSCB:-

- 4.1 ensuring that current practice and interventions are informed by evidence based and linked and mapped to national policy and developments;
- 4.2 ensuring the focus is on prevention as well as response;
- 4.3 ensure multi-agency practice is regularly reviewed and evaluated;
- 4.4 ensuring that current and future multi-agency policies and procedures are appropriately designed to be responsive in meeting the demand that CSE, modern slavery and human trafficking poses within the local community and when necessary develop new policies and procedures, for safeguarding and promoting the welfare of children;
- 4.5 ensure that there is clear data and evidence supporting effective responses to the risk to children and young people of CSE and Missing Children and modern slavery and human trafficking;

- 4.6 ensure frontline practitioners are adequately trained in how to identify and respond;
- 4.7 ensure that the public receive key messages;
- 4.8 ensure links to other groups of the PSCB and its Peninsula Local Safeguarding Children Boards.

5. DUTIES

The MCSE shall:-

- 5.1 review and scrutinise data sets of key performance data in relation to children who are absent, go missing, become vulnerable to CSE, modern slavery and human trafficking and who receive support services following exploitation;
- 5.2 address the risks associated with victims, perpetrators and locations by proactive problem solving;
- 5.3 seek assurance and scrutinise evidence of collaborative working for the safeguarding and welfare of children and young people who go missing or are being or are at risk of being sexually exploited;
- 5.4 seek assurance of effective action against those intent on abusing and exploiting children and young people in this way;
- 5.5 provide awareness raising and preventative education for children and young people who are at risk of going missing or being sexually exploited;
- 5.6 provide awareness raising to other professionals and members of the general public;
- 5.7 seek assurance of multi-agency risk assessment carried out according to the Plymouth Assessment Framework ensuring where possible the views of the child are included;
- 5.8 facilitate a shared picture at both strategic and operational level of intelligence on all threats associated with CSE;
- 5.9 evaluate responses of agencies to the risks identified and identify requirements for service development;
- 5.10 seek assurance and scrutinise evidence of early intervention to reduce the harm posed to children and young people;
- 5.11 seek assurance of the effectiveness of investigation, prosecution and disruption of perpetrators, while managing the expectations of the child victim or witness;
- 5.12 seek assurance and scrutinize evidence of relevant and timely access to appropriate health services;
- 5.13 adopt a collective watching brief to determine further interventions required;
- 5.14 manage and direct the tasks of M&CSE operational meetings when required;
- 5.15 scrutinise agencies records of the view of the child/young person and that they share and act upon that view where appropriate;

- 5.16 monitor progress on PSCB action plans and inform the annual safeguarding report;
- 5.17 embed and implement throughout its business the Ten Wishes of children and young people and promote consultation with children and young people;
- 5.18 promote equality and diversity through anti-discriminatory practice and learning opportunities.

- 6. ACCOUNTABILITY** The MCSE is accountable to the PSCB.
- 7. INVITED TO ATTEND** In addition to members of the MCSE, it may be appropriate to invite subject matter experts to provide advice, support and information.
- 8. IN ATTENDANCE** The PSCB Safeguarding Business Manager and safeguarding assistant shall be an officer in attendance at the MCSE.
- 9. QUORUM** For MCSE meetings to be quorate at least one representative from the following key agencies must be in attendance:-
- 9.1 Local Authority
 - 9.2 Health
 - 9.3 Police.
- In the absence of a quorum the power to make decisions shall cease and the meeting may be adjourned to another date/time.
- 10. BUSINESS SUPPORT** The PSCB Business Manager, on behalf of the Independent Chair, will ensure that MCSE is properly equipped to carry out its role and shall provide support and advice.
- 11. CHAIRMAN** The MCSE will elect a Chair and Vice Chair to provide leadership and promote PSCB business at the MCSE. The Chair must be from a key agency (health, police, local authority and shall be elected by MCSE members, through a vote, on a bi-annual basis.
- 12. DEPUTISING** In the absence of the Chair of the MCSE, the Vice Chair shall chair the meeting.
- 13. DECLARATION OF INTERESTS** Everyone in attendance at MCSE must declare any actual or potential conflicts of interest. These shall be recorded in the meeting minutes. Anyone with a relevant or material interest in a matter under consideration must be excluded from the discussion. This shall be recorded in the minutes.
- 14. MEETINGS** The MCSE will meet quarterly.

15 COMMUNICATION The MCSE and PSCB will formally communicate through the following mechanisms:-

- 14.1 at PSCB Board meetings through Chair's attendance;
- 14.2 by written report;
- 14.3 any other form agreed by MCSE and PSCB.

16 REVIEW OF TERMS OF REFERENCE Every two years MCSE will conduct a review of its purpose and effectiveness including compliance with its Terms of Reference, and propose any adjustments which may be required. These will be reviewed by the PSCB.

The Terms of Reference shall be next reviewed:

By MCSE: _____

By PSCB: _____

17 APPROVED BY: MCSE Chair on: _____

Independent Chair of PSCB on: _____