

# North Somerset Safeguarding Boards



## **NSSAB AND NSSCB SUB-GROUP Terms of Reference**

### **TACKLING EXPLOITATION & MISSING CHILDREN**

#### **1. AIM**

The aim of the sub-group is to drive forward the strategic priorities of the Safeguarding Boards.

#### **NSSAB**

The overarching purpose of an SAB is to help and safeguard adults with care and support needs. It does this by:

- assuring itself that local safeguarding arrangements are in place as defined by the Care Act 2014 and statutory guidance
- assuring itself that safeguarding practice is person-centered and outcome-focused
- working collaboratively to prevent abuse and neglect where possible
- ensuring agencies and individuals give timely and proportionate responses when abuse or neglect have occurred
- assuring itself that safeguarding practice is continuously improving and enhancing the quality of life of adults in its area

#### **LSCBs**

**Section 14 of the Children Act 2004** sets out the objectives of LSCBs, which are:

- a) to coordinate what is done by each person or body represented on the Board for the purposes of safeguarding promoting the welfare of children in the area; and
- b) to ensure the effectiveness of what is done by each such person or body for those purposes.

#### **2. PURPOSE**

The purpose of the Sub-group is to coordinate matters arising from Board meetings. The aim of the Sub-group is to drive forward the strategic priorities of the Board.

Purpose:

Children, Young People, and Adults at Risk will be safer in North Somerset because there are effective strategies, policies, procedures, practices, learning and development in relation to Exploitation and children missing from Home, Care and Education, together with Trafficking and modern slavery. It is the responsibility of this sub-group to ensure this happens on behalf to the LSCB.

#### Terms of Reference:

- Contribute to the development of the LSCB Annual Business Plan
  - Produce an annual work plan ensuring that it contributes to the objectives of the LSCB Annual Business Plan
  - Ensure that other sub groups are tasked with relevant work and communicate relevant information to other sub groups, and the Board
  - Ensure that the voice of children and young people, and adults at risk, is central to the work of the group
  - Ensure that current practice and interventions are informed by evidence based and linked and mapped to national policy and developments
  - Ensure a focus on prevention as well as response
  - Ensure multi-agency practice is regularly reviewed and evaluated
  - Ensure that multi-agency policies and procedures are effectively preventing and responding to safeguarding concerns in relation to tackling exploitation, missing children, trafficking and modern slavery, in liaison with the policies and procedures sub-group
  - Ensure that there is clear data and evidence supporting effective responses to the risk to children, young people, and adults at risk, of exploitation, missing children, trafficking and modern slavery
  - Ensure staff are adequately trained in how to identify and respond to exploitation, missing children, trafficking and modern slavery.
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- Ensure that key stakeholders receive relevant messages

### 3. KEY OBJECTIVES

(These will change yearly and be directly linked to the Business Plan)

NSSAB	NSSCB
Empowerment	Neglect
Protection	Sexual Exploitation
Prevention	Missing/Missing from Education
Proportionality	Domestic Abuse
Partnership	Early Intervention
Accountability	Bullying

### 4. ACCOUNTABILITY AND RESPONSIBILITY

- The ***Tackling exploitation & missing children sub-group*** is accountable to the LSCB and LSAB. The group will report to the LSCB and LSAB Executive Groups.
- The ***Tackling exploitation and missing children sub-group*** links with other sub-groups by quarterly reporting to the board, attending other sub groups for joint initiatives. Cascading information to those sub groups and inviting sub group chairs, where it has been identified that there may be a crossover of collaboration.
- All members will be responsible for linking to their senior management teams within their agencies and will take on projects/tasks as appropriate to their role on behalf of the group.

### 5. STRUCTURE

The ***Tackling exploitation and missing children sub-group*** will have two co-chairs who will share the responsibilities of the group.

The Care Act 2014 states that “Members of a SAB are expected to support the Board in its work”. This expectation includes financial and other resources such as administrative support.

In accordance with Working Together 2015 “all LSCB member organisations have an obligation to provide LSCBs with reliable resources which enable the LSCB to be strong and effective.” This obligation includes financial and other resources such as administrative support.

## **6. MEMBERSHIP, QUORACY, AUTHORITY**

- 6.1 The co-chairs of the sub-group will be Board members and will automatically attend both the Boards and both the Executives in that capacity.
- 6.2 Professional advisers may be co-opted as necessary.
- 6.3 To be quorate all meetings of the sub-group must have at least five members from at least three agencies.
- 6.4 The ***Tackling exploitation and missing children sub-group*** is authorised by the NSSAB to undertake the activities described in these Terms of Reference.

## **7. FREQUENCY OF MEETINGS**

A minimum of every quarter with additional meetings to be held as necessary.

## **8. REPORTING AND GOVERNANCE ARRANGEMENTS**

Governance and challenge will be provided by the NSSAB and the NSSCB to support the work of delivering the actions. All sub-group members are responsible for ensuring proactive support and delivery of the Business Plans (***appendix 1 and 2***). The Board will hold all members to account.

### **8.1 Principle accountabilities for members of the *Tackling exploitation and missing children sub-group***

- there is an expectation to attend the ***Tackling exploitation and missing children sub-group*** quarterly or send a nominated deputy
- to familiarise themselves with the group’s terms of reference
- to undertake a commitment to support the group’s work plan by carrying out actions in-between meetings, on occasions working with other group partners in short time working groups.

### **8.2 Responsibilities**

- Submit a Quarterly Report to the NSSCB
- Review the action plan regularly, ensuring it feeds into the NSSCB business plan and is progressing effectively.
- Each group member will have the relevant knowledge and skills of their organisation, to carry out the tasks of the sub group, and will share good practice between agencies.
- Continue to develop our understanding of the nature of exploitation in North Somerset so that trends can be identified in order that agencies are able to target their own service delivery.
- Any of the functions of the group may be separated out into an independent task and finish group as particular situations arise.

- 8.3 The co-chairs of the sub group will be appointed by the NSSAB and NSSCB for a term of three years.

**9. REVIEW OF THE TERMS OF REFERENCE**

Terms of reference will be reviewed annually.

<b>Date of revision:</b>	<b>Review date:</b>
02.07.19	01.01.20

[Appendix 2: NSSCB Annual Report and Business Plan](#)