**Terms of Reference for Multi agency** **Missing and Exploitation Operational Group (MEOG)**

**Frequency**- Weekly

**Purpose**-

* Ensure the voice of the child is central in our practice and the focus on the outcomes we are achieving is held as the core principle by all practitioners
* Confirm risk assessments for all new CSE screening/risk tool received.
* Ensure new cases and changes in risk are recorded in the CSE list (responsibility of Missing and exploitation coordinator).
* Monitor children identified at risk of exploitation and missing who are placed out of county or placed by other Local Authorities in West Sussex and ensure actions are undertaken.
* Consider information raised through referrals from health, education and other agencies.
* Agree referral to specific CSE intervention and level required eg low/med to Asphaleia, Med/High to Barnado’s and high (post event) Lifecentre.
* Monitor all high risk cases and frequent missing (3 x in 90 rolling days) children to ensure risk/safety plans are agreed and being followed and recorded in police/CSC systems
* Share information across agencies and ensure new information and actions are recorded on relevant systems
* Provide feedback to professionals working with the child within 2 working days of the meeting.
* Ensure actions from previous meetings have been completed and escalate to relevant line managers if not. Continued non- compliance with actions should be escalated to higher level managers as appropriate.
* Ensure intelligence on the places that are being frequented is shared and recorded to SUPPORT future disruption activities and that disruption activities are planned and actioned
* Ensure intelligence on potential perpetrators is shared and recorded to SUPPORT future disruption activities and the prevention and disruption activities are being planned and actioned
* Ensure all services are working effectively together- identifying what is working well and resolving issues and barriers , reporting and escalating to MACSE monthly/ and LSCB sub group.

**NB. The operational meeting does not replace or supersede any safeguarding procedure.**

**Governance**

1. This Multi- agency missing and exploitation operational group (MEOG) will provide reports of activity, stuck cases, good practice, performance and themes/trends for the MACE tactical group to review. This report will be provided by the Chair and Police inspector Missing/CSE team monthly.
2. The MACE tactical group will report to the WSSCB exploitation sub group on; performance, analysis of trends from intelligence, outcomes of audits and evidence of good practice. It will also report on barriers, gaps in interventions and any concerns about performance to be addressed.
3. The WSSCB Child exploitation subgroup provides strategic oversight of missing, exploited and trafficked children. This group has multi-agency representation and is responsible for the policy and performance of the work to address these issues and improve practice.
4. The West Sussex safeguarding children’s board has the overall responsibility

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| * To coordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area; and * To ensure the effectiveness of what is done by each such person or body for those purposes. |

In this respect it has a monitoring function on children at risk of sexual exploitation, going missing or being exploited and /or trafficked.

**Membership –**

**Chaired by Service development Manager or Police inspector**

CSC-Missing and exploitation coordinator

Police.- Missing and CSE team coordinator

Health-CSE nurse

WSCC- Children’s contracts and commissioning manager

Children’s Social Care Management representative

Education Representative.- Pupil entitlement

Return Home Interview Service-Missing People

Youth Offending Service.

Barnardo’s and Asphaleia

Information will be shared as appropriate with other services including-

National Probation Service*- Mark Burden* Mark.Burden@probation.gsi.gov.uk , Tel 01273 627800; *07866645976.*

District and Boroughs *via nominated representatives*

Change Grow Live-via Katherine Wadbrook

**Quoracy-** **Minimum attendance is from the 3 statutory agencies of CSC, Health and Police.**

**The Chair’s role in each meeting is to ensure that**:

* All agencies are represented at the appropriate level and if not report back to the MACSE.
* All members are given an opportunity to contribute to the meeting.
* The information shared is done so in accordance with current guidance and is accurately recorded on each agencies system.
* Actions are collated and clearly understood by those who need to complete them.
* Ensure that the meeting is at the appropriate level and focused on achieving the aims of reducing the risk of harm to children and improving the way agencies are working together to do so.
* Reporting to the MACSE is completed on a monthly basis
* Given the volume of children that may be discussed to hold all members of group to expectations that discussions will be succinct, purposeful and only share the relevant information to achieve the purpose of the meeting.

AR April 2018

Annual review

Next review due April 2019