

# **Torbay Safeguarding Children Partnership**

## **Multi-Agency Safeguarding and Child Death Review Arrangements**

**December 2024**

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## **Introduction/Role of the Torbay Safeguarding Children Partnership**

The Children and Social Work Act 2017 legislates for current safeguarding children partnership (SCP) arrangements, with recent guidance being updated within Working Together to Safeguard Children 2023 (WT2023) published by HM Government. The Act names the statutory partners as the local authority, the police and NHS integrated care board (ICB). This document describes the multi-agency safeguarding arrangements for Torbay.

WT2023 introduced Lead Safeguarding Partners (LSPs) from each of the three statutory partner organisations, who along with their Delegated Safeguarding Partners (DSPs) provide the strategic leadership for each Safeguarding Children Partnership.

For the Torbay Safeguarding Children Partnership (TSCP) the Lead Safeguarding Partners are:

- Chief Executive, Torbay Council
- Chief Executive, NHS Devon ICB
- Chief Constable, Devon and Cornwall Police

With Delegated Safeguarding Partners being:

- Director of Children's Services (DCS), Torbay Council
- Chief Nursing Officer (CNO), NHS Devon ICB
- Chief Superintendent (South Devon Police Commander), Devon and Cornwall Police

The chair of the LSP Group is currently being decided, with the current chair of the DSP Group being the Chief Nursing Officer for NHS Devon ICB. The South Devon Police Commander will assume chairing of the DSP Group from April 2025.

The Delegated Safeguarding Partners collectively form the TSCP Executive Group and have delegated responsibility for making most decisions required of the partnership. However, certain decisions such as yearly budgetary arrangements, key strategic decisions and the TSCP Annual Report are agreed at LSP level. The geographical area covered by the TSCP corresponds to the boundary of Torbay Council, with immediate neighbouring areas falling under the jurisdiction of the Devon Safeguarding Children Partnership.

To ensure that Torbay arrangements are successful, the statutory safeguarding partners invite participation from a wide range of agencies and organisations (Relevant Agencies), all of whom have a valuable part to play in the safeguarding of our children. The partnership aims to model a proactive and responsive approach to the needs of children, young people and families across the local authority area and drives opportunities to shape and influence policy development, leading to improved outcomes, practice and identifiable impact.

Since its inception in late 2020, the TSCP has employed an Independent Scrutineer (IS) who is independent of safeguarding partners but ensures that we are delivering on the agreed strategic

approach. The Independent Scrutineer provides an independent view on the effectiveness of safeguarding arrangements within Torbay and reports on these to the LSPs and DSPs (Executive Group) and any other identified groups/forums as required.

The statutory safeguarding partners all agree that these arrangements should be adopted across agencies in Torbay and will provide a solid foundation to further improve the way in which we safeguard children. As a partnership we remain committed to doing the very best to support and protect our children, young people and their families in Torbay.

### **Independent Scrutiny**

The Safeguarding Children Partnership's scrutiny arrangements are part of a wider system, which includes statutory inspection arrangements. Scrutiny in Torbay is bigger than any one person's role and is at the heart of all the partnership's audit review and learning activity. Scrutiny is focussed on learning and is designed to be positive in its approach. The TSCP aims to build and maintain a culture where everyone involved in safeguarding children, from frontline practitioners to strategic leaders, welcomes and actively participates in scrutiny, trusting and learning from each other, while accepting their responsibilities and accountabilities. The partnership aims to achieve improvement by developing good practice based on what we know works well and is evidence based. It is expected that the TSCP assurance system will primarily assess how effectively the safeguarding arrangements are working for children and families. Underpinning this will be an assessment of the effectiveness of leadership provided by the safeguarding partners, including decision making in respect of practice reviews, and whether the arrangements properly support practitioners to operate at their optimum level.

### **The Independent Scrutineer**

The TSCP has its own Independent Scrutineer (IS), who is employed via a fixed term contract to provide thirty-six days scrutiny per year. The Independent Scrutineer is independent from the safeguarding partners, and has expertise in child safeguarding, an understanding of local need and of effective partnership working. The Independent Scrutineer role includes:

- Reviewing and oversight of all partnership auditing activity.
- Determining the effectiveness of arrangements to identify changes required.
- Reporting on the quality assurance of local safeguarding arrangements.
- Having a direct line of sight to frontline practice, including through engagement with practitioners, children and families.
- Ensuring the development of a culture throughout the TSCP in which scrutiny and assurance is seen as a positive process, with learning as its outcome.
- Ensuring that children are at the heart of all scrutiny activity by providing challenge to partners and receiving feedback directly from children and families.

## **Structure of the TSCP**

The Lead Safeguarding Partners (LSP) operate at Chief Executive level within their respective organisations and provide the partnership with its highest level of decision making. The LSP's will meet four times per year, twice specifically in relation to the TSCP and twice in respect of the wider pan-Devon LSP arrangements. The work of the LSP's will predominantly focus on strategic decision making, oversight of major local safeguarding decisions and the overall funding and strategic management of the local multi-agency safeguarding arrangements.

The Delegated Safeguarding Partners (DSP) operate as the TSCP's Executive Group and are responsible for the oversight of the work of the partnership and agreed multi-agency practice across all areas of children's local safeguarding in Torbay. The level of authority required by the Executive to undertake their role is delegated from the Lead Safeguarding Partners. The Executive Group's key roles are to support the strategic direction of the TSCP as set by the LSPs, be responsible for determining the work programme of the partnership, initiate learning reviews and audits where required and authorise the reporting and agreed actions arising from these. The Executive are also responsible for ensuring that the statutory functions of the TSCP are fulfilled and act as the point of liaison with other relevant bodies and national government on matters relating to safeguarding children in Torbay. The Executive Group meets on a bi-monthly basis and during their meetings receive a report on the progress of the TSCP sub-groups from the chair of the Business Group, a report on the effectiveness of the local arrangements from the Independent Scrutineer and any other updates required from managers leading on specific functions such as quality assurance.

The TSCP Business Group sits under the Executive Group within the TSCP structure. The Business Group is primarily responsible for actioning the strategic decisions made by the DSPs via the oversight and performance management of all operational aspects of partnership work flow, including oversight of risk and the development of the partnership's data dashboard. The Business Group is also responsible for the oversight of the partnership's quality assurance, training and policy development functions, as well as acting as being the link between the wider partnership and the Executive Group. The Business Group is chaired by a senior manager from within the safeguarding partners and is attended by a broad cross-section of safeguarding partners and relevant agencies, including the faith, sports and voluntary sectors.

There are currently four sub-groups and two task and finish groups sitting below the Business Group in the TSCP structure, with each being established to focus on an element of core business and the priorities of the partnership. There is also a mental health workstream that currently reports directly to the Executive Group.

The Child Safeguarding Practice Review (CSPR) Panel is responsible for oversight of TSCP learning reviews, converting all TSCP learning review recommendations into actions, and ensuring oversight of these actions through to resolution. This is undertaken with the aim of ensuring local multi-agency practice improves in line with that agreed in review reports. The CSPR Panel also reviews regional and national learning and incorporates this into the work of the partnership where agreed. In 2024 the TSCP's Independent Scrutineer became a fixed attendee of the CSPR Panel.

The Quality Assurance (QA) Group retains oversight of all single and multi-agency audit activity across the partnership and works alongside the multi-agency learning and development training leads to support the implementation of learning within the TSCP. The QA Group also leads on multi-agency case audits (MACA) and their subsequent learning actions. As per the CSPR Panel, in 2024 the TSCP's Independent Scrutineer also became a fixed attendee of the Quality Assurance Group.

The Child and Young Persons Exploitation Group (CYPEG) is part of Torbay's multi-agency response to child exploitation and is responsible for Torbay's multi-agency Child Exploitation Strategy. CYPEG is also the TSCP's direct link to local exploitation services.

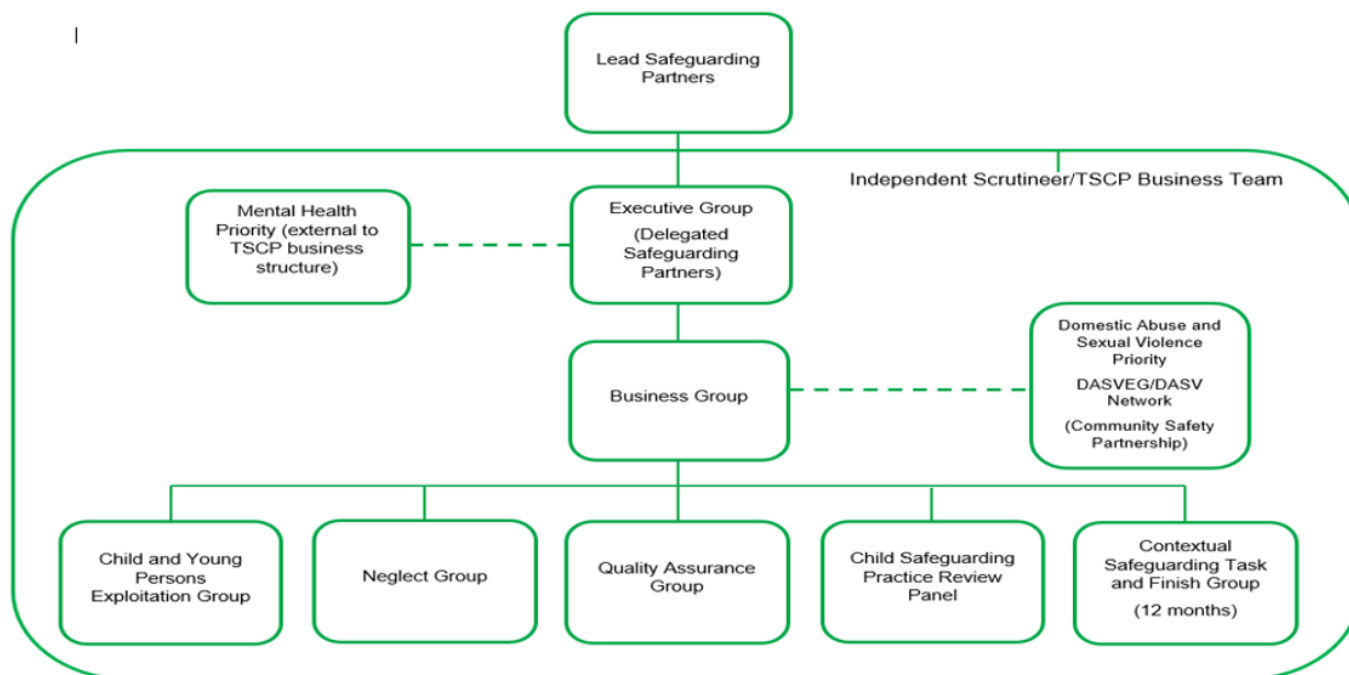
The Neglect Group is focused on identifying and understanding causes of local neglect, incorporating these into the TSCP Neglect Strategy, and promoting preventative multi-agency responses. This group also oversees the implementation of the Graded Care Profile 2 (GCP2), which is a locally agreed multi-agency tool for assessing neglect.

The TSCP's domestic abuse priority is managed via joint arrangements with the Torbay Community Safety Partnership (TCSP). These arrangements have been reviewed, with the TCSP domestic abuse lead being a fixed attendee of the TSCP Business Group to ensure oversight and information exchange. The domestic abuse lead also attends TSCP Executive Meetings by invitation when oversight at a higher level is required.

The need for a local Contextual Safeguarding strategy was identified by CYPEG and this led to the agreement for the TSCP to commission a task and finish group to undertake this piece of work. The Contextual Safeguarding Task and Finish Group reports to the TSCP Business Group in line with agreed TSCP process but also shares members with CYPEG to ensure continuity and shared understanding of local safeguarding concerns in respect of exploitation.

The second task and finish group is a short term arrangement, focussed on updating the partnership's Levels of Need (Threshold) document. This will be designed to ensure it aligns with Working Together to Safeguard Child 2023 and the provision of local arrangements in Torbay, with a particular emphasis on services provided within Torbay's family hubs.

## TSCP Structure Diagram



## Relevant Agencies

Relevant Agencies are organisations that the statutory safeguarding partners of the TSCP consider necessary to safeguard and promote the welfare of children as set out in The Child Safeguarding Practice Review and Relevant Agency (England) Regulations 2018. In order that relevant agencies can fulfil their roles and responsibilities, the safeguarding partners will undertake the following responsibilities to promote and further local safeguarding arrangements so that the statutory objective of supporting and enabling agencies working together to improve outcomes for children can be met. Specifically, the safeguarding partners will:

- Set out in this document, and in future arrangement documents, the agencies they wish to work with in the local safeguarding partnership arrangements.
- Consult with Relevant Agencies to develop local arrangements; and
- Communicate with Relevant Agencies the expectations placed on them from being named as a relevant agency, including how the safeguarding partners will seek assurance from them regarding their safeguarding systems and how they will share information across the local arrangements.

Relevant Agencies currently provide assurance to the TSCP regarding their safeguarding effectiveness via self auditing processes and associated action plans. Relevant Agencies are also required to give regular updates and assurance about their work, when requested, as part of the scrutiny process to ensure safeguarding is embedded in their arrangements. The currently required audits include those under S157/175 of the Education Act 2002 for independent schools, early years providers and all other educational institutions, and S11 of the Children Act 2004 for other agencies deemed 'relevant' by the TSCP.

The TSCP has elected to collaborate and work together with the following Relevant Agencies to improve outcomes for children and families in Torbay. This list is not exhaustive and will be amended and updated as required at the request of the Lead and/or Delegated Safeguarding Partners.

### **Schools, Colleges, Further and Higher Education Providers**

In Torbay there are 31 primary schools, 8 secondary schools, and 1 further education provider. There are also 29 Torbay Council approved and quality assured unregistered alternative education providers. Schools and other education settings are therefore important safeguarding partners. The TSCP acknowledges that at present schools are not represented within the partnership as effectively as envisaged. However, there is a current workstream designed to resolve this deficiency, with it being intended that senior school leadership will be represented at DSP level. The longer term plan is that schools will be represented throughout the partnership's group structure to ensure joint working to safeguard children within a multi-agency shared approach. There will also be a focus on exploring how schools can participate to ensure the voices of children and young people contribute to safeguarding developments and priorities. Existing learning opportunities for Designated Safeguarding Leads (DSL) in schools will continue to be developed within the Learning and Development function of the TSCP and will act as a mechanism for schools to learn, as well as an opportunity to provide feedback and participate in the work of the wider partnership.

### **Early Years and Childcare Settings**

Within Torbay there are 29 early years/childcare settings, comprised of private, voluntary and independent sector providers. Collectively these form a large and significant sector that are key partners within the local arrangements for safeguarding children. At present this sector is represented within the partnership via their relevant local authority 'lead', however direct providers are invited to partnership reviews/meetings as and when required. The TSCP acknowledges that many early years/childcare settings have limited flexibility to attend events during their opening times, therefore work with these agencies is often undertaken outside of core hours.

### **Probation and Youth Justice Services**

Probation and Youth Justice Services attend, and take on some chairing roles when required, the TSCP sub-group system. Both agencies are key to the effectiveness of local safeguarding arrangements and collaborate with partners to actively support learning and the improvement of local and regional services.

### **Children and Family Court Advisory and Support Service (CAFCASS)**

CAFCASS currently operate as a partner within the new arrangements via attendance, when deemed relevant, at learning reviews. CAFCASS attendance across the wider partnership sub-group structure will be reviewed and invitations initiated as required.



## **Torbay Adult Social Care Services**

Torbay Adult Social Care Services has its own separate safeguarding arrangements. When required, the two partnerships/services collaborate but it is recognised that effective join-up could be explored further, with a tentative proposal for the Chair of the Adult Safeguarding Partnership to attend the TSCP Business Group being considered. The two safeguarding partnerships in Torbay share many of the same partner agencies and overall objectives.

## **South Devon NHS Foundation Trust**

Key safeguarding staff from the South Devon NHS Trust are fixed attendees at a number of the TSCP's sub-groups and the Chief Nursing Officer for the NHS Trust is a member of the partnership's Executive Group. Due to its size and multiple layers of service, the details of NHS Trust representation within the TSCP are likely to change periodically, reflecting the complexity of the health economy. Current arrangements ensure involvement and assurance of the NHS system without the need for excessive health membership of sub-groups. Local children's mental health services are represented via arrangements with Child and Family Health Devon.

## **South West Ambulance Service NHS Foundation Trust (SWASFT)**

Although SWASFT are not members of any of the current TSCP sub-groups, by virtue of the nature of their business they are clearly a relevant agency and are subject to S11 auditing arrangements. SWASFT routinely attend Rapid Reviews and/or Child Safeguarding Practice Reviews when relevant and contribute to the partnership's learning via these processes.

## **Devon and Somerset Fire and Rescue Service**

Devon and Somerset Fire and Rescue Service have recently expanded their safeguarding arrangements and are engaged in discussion with the TSCP regarding becoming a fixed attendee at the partnerships Business Group. Similarly to SWASFT, the fire and rescue service are subject to S11 arrangements.

## **CSW Group (Previously Careers South West)**

CSW Group are not part of the TSCP sub-group structure but do retain regular contact with Torbay Council's Education Department via the services they provide to local children. CSW Group are subject to S11 arrangements.

## **Public Health Services**

Public Health Services remain as a key safeguarding partner and contribute to the TSCP Executive Group and sub-groups when required. The work of Public Health teams helps inform the planning, delivery and assurance of universal, targeted and protective services in Torbay.

## **The Office of the Police and Crime Commissioner**

The Office of the Police and Crime Commissioner (OPCC) will be involved, where necessary, in the policy and planning functions of the TSCP, although most relevant arrangements are managed via Devon and Cornwall Police.

## **British Transport Police and Border Authorities**

British Transport Police and Border Authorities will be involved in the policy and planning functions of the local, regional, and national safeguarding arrangements as required.

## **Prisons, Secure Training Centres and Young Offender Institutions**

There are currently no prisons, secure training centres or Young Offender Institutions in Torbay. However, if any of these facilities open in the area then they will become relevant agencies by virtue of their role.

## **Torbay Council Cabinet Member for Children's Services**

The cabinet member for Children's Services is a member of the partnership's Business Group Wider Partners Forum. This allows the cabinet member to discharge their responsibilities under the Children Act 2004 as the political lead for Children's Services.

## **Other Providers**

Other providers of services to children and families in, or visiting, Torbay will continue to be key partners under the local safeguarding arrangements and will contribute to the work of the TSCP via the sub-group/oversight structure as and when required. These organisations are varied and presently include:

- Voluntary sector.
- Community and faith groups.
- Drug and alcohol treatment providers.
- Domestic abuse support services.
- Adopt South West.
- Fostering agencies.
- Language schools
- Sexual health services.
- Dentist/oral health services.
- Children's homes.
- Charities.

## **Commissioning/Publishing and Learning from Local Child Safeguarding Practice Reviews**

The TSCP has a well established system for managing serious incidents, from the receiving of the Serious Incident Notification (SIN), through to Rapid Reviews and Child Safeguarding Practice Reviews (CSPR). SINS are reviewed by a multi-agency panel of senior safeguarding partners within four days of being received by the TSCP and if the required criteria are met the TSCP arranges a Rapid Review. If the SIN criteria are not met, the TSCP review the information within the referral with a view to identify or extract potential learning. If, in that instance, potential learning is identified, the multi-agency panel will consider other non-statutory mechanisms for using the referral to improve local safeguarding practice.

The TSCP has a process for convening Rapid Reviews that has been agreed by the safeguarding partners, with the chairing of Rapid Reviews currently being undertaken by the chair of the partnership's CSPR Panel. All final Rapid Review reports are authorised by the Executive and forwarded to National Panel within the required 15 day period from initial notification.

If the potential for further learning is identified within a Rapid Review, the TSCP will commission a Local Child Safeguarding Practice Review, unless the criteria is met for a National Review which would need to be agreed by the National Panel. CSPR's have a target completion time of six months from the date the need to hold this form of review is identified, which is the date the Executive authorise the linked Rapid Review, through to publishing on the TSCP website.

Once a review is completed by the TSCP, the learning identified, and any actions required, are passed to the partnership's CSPR Panel for management and oversight. This panel retains oversight of all required actions until they are deemed completed. The partnership's Quality Assurance Group then takes on the next phase of the learning process, which is to review/audit local practice with the intention of identifying the impact of the changes deemed necessary within the review process. Feedback on all stages of this process is routinely provided to the Business and Executive Groups, which includes independent scrutiny.

## **Child Death Overview Arrangements**

Child death reviewing arrangements in Torbay form part of the regional South West Peninsula Child Death Overview Panel (CDOP). This service is currently commissioned to Livewell Southwest.

Child death review partners are defined in section 16Q of the Children Act 2004, which for the South West Peninsula CDOP are:

- Cornwall Council
- Council of the Isles of Scilly
- Devon County Council
- Plymouth City Council

- Torbay Council
- NHS Devon ICB
- NHS Cornwall and Isles of Scilly ICB

The child death review arrangements operate in line with the requirements of the statutory guidance, *Working Together to Safeguard Children 2023*, and the *Child Death Review: Statutory and Operational Guidance (England) 2018*. Within these arrangements, Devon and Cornwall Police join the child death review partners to form quoracy. The child death review process is defined by four stages following the death of a child:

1. Immediate decision making and notifications.
2. Investigation and information gathering.
3. Child Death Review Meeting (CDRM).
4. Independent review of the child death by the CDOP.

The TSCP were represented at CDOP by NHS Devon ICB in 2024 via arrangements that were agreed in May 2022. New arrangements are due to begin in 2025 that will ensure continuity of learning from child deaths via wider partnership attendance at CDOP. CDOP learning will continue to feed into the TSCP via agreed arrangements, with the outcome of the linked TSCP learning/interventions being fed back to the CDOP to complete the learning cycle.

## **Training**

Multi-agency safeguarding training arrangements are managed by the TSCP via named training managers for each of the three safeguarding partners. The lead training manager for Torbay Council is the direct link for these arrangements into the TSCP and is a fixed attendee at the Business Group, which enables the effective flow of training requirements and information into and across the partnership. Multi-agency safeguarding training is commissioned by the TSCP via arrangements with Torbay Children's Services Learning Academy and is overseen by the named training managers. The impact of training is monitored by the Learning Academy, with updates being provided to the Business and Executive Groups when necessary and any remedial actions agreed as required. A full overview of TSCP multi-agency training is recorded in the [TSCP Annual Report - Training Offer](#).

## **Sharing and Use of Information and Data**

In order that safeguarding partners and relevant agencies continuously improve their safeguarding practice, they will need to routinely share data and intelligence. The TSCP expects all partner agencies to have, and follow, clear policies and processes for sharing and storing data that comply

with current local/national policy and legislation. There is also an expectation that all partner agencies routinely check that this is being adhered to.

Any data breaches that occur should be reported to an agency's data protection officer as soon as the breach is known. The agency in question is then responsible for following all relevant processes in respect of the breach in line with their data policy. However, it is also important to note that data protection should not be a barrier to data sharing or good practice.

The TSCP supports the following key set of principles in respect of information sharing to safeguard and protect children:

### **Share information**

- Communicate concerns across agencies involved with the child and family.
- Attend and participate in conferences, core groups, reviews and meetings.
- Do not use data protection as a barrier.
- Seek advice if in doubt.
- Record your decision as to why you share or do not share information.

### **Assess risk**

- Always be child-centred in assessments.
- Use evidence to analyse risk and protective factors.
- Maintain a multi-agency focus, include all children, read the history and identify recurring patterns.

### **Focus on the child**

- Use multi-agency guidance policy and procedures.
- Record the child's wishes feelings and behaviour.
- Listen to what the child is saying.
- Do not take adult explanation of injuries at face value; have the confidence to challenge.
- Plans for children must be SMART.

### **Evidence all decision making**

- All professions must know who to go to with safeguarding concerns.
- Supervision must be regular and robust.
- Managers must have regular oversight of case files.

### **Recording is paramount**

- Records must be legible, accurate, dated, and signed.
- Records must contain up to date information about the child.
- Share records as appropriate.

## **Five key points about information sharing**

1. Explain to people openly and honestly what information you will share, with whom and why. The only time that you should not do this is if letting them know may leave someone at risk of significant harm.
2. You should respect the wishes of family members if they do not want information shared, unless someone will be placed at risk of significant harm if you do not share the information.
3. If in doubt speak to your manager or have a general discussion with children's services, by which we mean, one where you do not necessarily share the name of the family.
4. Make sure that the information that you are sharing is accurate, up to date, necessary for the purpose for which you are sharing it and only shared with those who need to know it. The information should also be shared securely. Having decided to share information you need not tell everyone everything.
5. You should always record the reason for your decision, whether you shared the information or not.

## **Data Informed Practice**

The TSCP has developed a data dashboard that it will use to identify trends and concerns that require further analysis to drive improved practice. The dashboard will be managed by the Business Group, with analysis being predicted to predominantly be used by the Executive and Quality Assurance groups. However, all key partners will have access to the dashboard and analysis when it is fully operational. The dashboard is currently in its inception stage and is not a full multi-agency reflection of local practice, but as data sources and analyses are developed its use and impact will expand across local safeguarding arrangements.

## **Local Levels of Need (Threshold) Document**

The TSCP is currently in the process of updating its Levels of Need (Threshold) document, via a multi-agency task and finish group, to ensure it aligns with Working Together to Safeguard Children 2023 and local arrangements. The current document is available to view on the TSCP website but will be replaced by the updated version once this is complete and authorised by the partnership.

## **Listening and Responding to the Voice of Children and Families**

To ensure that the voice of children and families is heard locally, the TSCP includes the local authority's Engagement Team within its sub-group structure. Engagement improvement is subject to an ongoing development process within the partnership, one that all safeguarding partners are aligned to, and forms part of the independent scrutiny arrangements. The TSCP acknowledges

that further improvements can be made in this area and is committed to ensuring that progress is maintained and impact evaluated.

### **Professional Challenge and Escalation**

Safeguarding partners and relevant agencies should always attempt to resolve any professional challenges and disputes locally. Whilst every effort will be made to work across the partnership in a strengths-based way, there may be occasions where necessary agreement cannot be reached. In these situations, the TSCP Professional Differences policy may need to be invoked.

This policy provides practitioners with the means to raise concerns they may have about decisions made by other professionals or agencies by:

- Challenging professional decisions that could put children at risk or obscure the focus on the child.
- Resolving relevant difficulties within and between agencies promptly and openly.
- Identifying problem areas in working together where there is a lack of clarity.

Effective working together depends on an open approach and honest relationships between agencies. Problem resolution is an integral part of professional co-operation and joint working to safeguard children. Full details of the partnership's [Professional Differences \(escalation\) Policy](#) can be found on the TSCP website.

### **Whistleblowing**

Whistleblowing is a process that applies where an employee has concerns about malpractice and/or wrongdoing and holds a reasonable belief that the concern is within the public interest or where the organisation, and/or members of it, may be at risk. This could be in relation to unlawful conduct, financial malpractice, and similar wrongdoings. The reporting of the concern raised is in the form of a 'protected disclosure'. Due to the multi-agency structure of the partnership, the TSCP does not have its own specific policy regarding this matter. However, it is expected that all statutory and relevant agencies that fall under the remit of the partnership have their own policies and procedures in respect of whistleblowing.

### **Funding**

In line with WT2023 the Lead Safeguarding Partners (LSP) will be responsible for agreeing the level of funding needed to deliver the multi-agency safeguarding arrangements in Torbay. This includes consideration of business and analytical support, independent scrutiny, infrastructure, and core functions, including local child safeguarding practice reviews, multi-agency training and learning events. The LSP will be responsible for ensuring that adequate, equitable funding is allocated and spent in line with agreed priorities. Funding for the arrangements should be

reviewed on an ongoing basis to ensure that they can meet the financial needs of the partnership's arrangements. The funding will be transparent to children and families in Torbay, and the individual contributions of safeguarding partners and relevant agencies will be clearly set out in TSCP Annual Reports.

### **Business Support**

The administration of the TSCP is undertaken by a Business Team consisting of a full-time Business Manager and two Coordinators. One of the Coordinators is full time and the other has a half time contract. The Business Team are responsible for the arranging, recording, and minuting of all TSCP meetings. Prior to meetings the team work with group chairs to circulate previous minutes and agree agendas. Following meetings the team then work with chairs to ensure tasks agreed within meetings are clarified, recorded and actioned. In addition to the coordination of meetings, the Business Team are also responsible for the management and updating of all TSCP policies and procedures via agreed arrangements, the coordination of TSCP reviews and often operate as the link between safeguarding partners and relevant agencies. The TSCP Business Manager is the primary link to other Safeguarding Children Partnerships, works with other Business Managers in the South West and Peninsula areas to develop, share and support improved practice and is the named budget holder for the TSCP.



## Glossary

CAFCASS	Children and Family Court Advisory and Support Service
CDOP	Child Death Overview Panel
CDRM	Child Death Review Meeting
CNO	Chief Nursing Officer
CSPR	Child Safeguarding Practice Review
CYPEG	Children and Young People Exploitation Group
DCS	Director of Children's Services
DfE	Department for Education
DSP	Delegated Safeguarding Partner
GCP2	Graded Care Profile 2
GDPR	General Data Protection Regulations
ICB	Integrated Care Board
IS	Independent Scrutineer
LA	Local Authority
LSP	Lead Safeguarding Partner
MACA	Multi-Agency Case Audit
MASH	Multi Agency Safeguarding Hub
NCMD	National Child Mortality Database
NHS	National Health Service
OPCC	Office of the Police and Crime Commissioner
SCP	Safeguarding Children Partnership
SEND	Special Educational Needs and Disabilities
SIN	Serious Incident Notification
SWASFT	South West Ambulance Service NHS Foundation Trust
TSCP	Torbay Safeguarding Children Partnership
TCSP	Torbay Community Safety Partnership
WT2023	Working Together to Safeguard Children 2023