

## **Part 2 Specification**

### **Contract Reference**

**TCS6324**

### **Contract Title**

**Torbay Child Exploitation: A Response  
to Tackling Child Sexual Exploitation in  
Torbay**

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# A Overall Scope and Nature of the Requirement

## A1 Introduction

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- A1.1 Torbay Council's Exploitation team sits alongside the Torbay Multi – Agency Safeguarding Hub (MASH) and other front door services including Early Help. Working closely with partner agencies we aim to identify children at risk of Child Criminal Exploitation, Child Sexual Exploitation, and Trafficking.
- A1.2 The Exploitation team are tasked also with coordinating responses to safeguard children and young people identified as vulnerable to exploitation by working with partners to disrupt perpetrators and identify locations of risk to children. A range of multi-agency forums exist to address and deliver this activity. The successful provider will contribute to these forums.
- A1.3 As part of our response to safeguarding children and young people vulnerable to child exploitation we are looking to commission a service that provides face to face interventions with children and young people who have been identified and assessed as at risk of being sexually exploited or assessed as experiencing sexual exploitation between the ages of 10 and 18.
- A1.4 We require this service to be 'child focussed' and ensure that interventions are evidence based with measurable impacts. The interventions will be successful in reducing the risk of exploitation to children who are referred to the service.
- A1.5 Applicants should have a proven track record of working with children (any child under 18) who are at risk of, or who are being exploited. The interventions should be planned alongside lead professionals and/or social workers and be documented, reviewed and evaluated.
- A1.6 As of June 2024, The Exploitation Team have 179 children and young people who have been assessed as at risk of exploitation at either a medium or high level. 90 of these have been assessed as at risk of child sexual exploitation and a further 48 have been assessed as at risk of both child sexual exploitation and child criminal exploitation.
- A1.7 Each child referred to the service must have bespoke package of interventions directly linked to the risk assessment document that the commissioned service receives at the point of referral.
- A1.8 It is expected that the intervention will reduce the risk of child exploitation and therefore the package needs to be measurable in terms of outcomes and impact. There should be regular reviews and an evaluation to evidence the reduction.

## **B Core Requirements**

This section sets out the Authority's core requirements for this Contract, which Applicants are required to demonstrate within their response that they are capable of meeting.

In order to achieve any threshold set in relation to award evaluation criteria Applicants are required to establish within the relevant responses how they will meet these requirements.

### **B1 Service Provision**

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- B1.1 It is a requirement that all work with children and young people accessing the service will be bespoke with the acknowledgement that each person's story is different.
- B1.2 All those working to deliver this service will be Enhanced DBS Checked and Applicants will need to demonstrate this as part of their Tender response.
- B1.3 It is expected that the Provider will be able to deliver a service to reduce vulnerabilities for young people at risk or experiencing Child Sexual Exploitation (CSE). For the avoidance of any doubt, this will be referred to as CSE throughout the Tender documents, unless explicitly stated that a point is referring to a specific element.
- B1.4 Applicants will be required to work with other partners to plan the interventions for those accessing the service. These planning meetings will be well documented, reviewed part-way through the intervention to determine effectiveness and evaluated once the intervention has concluded.
- B1.5 The referral into the service will come from professionals working directly with the child where it has been identified that a child or young person is at risk of exploitation or is currently being exploited.
- B1.6 All referrals will be followed up by the Provider within a week of the referral being received. If it is not likely that the child or young person can be contacted within a week or any barriers to engagement are identified, this will be immediately communicated to the referrer.
- B1.7 All interventions must be on a one-to-one basis with the child or young person with the use of child-focused models which will build resilience and reduce vulnerability.
- B1.8 It is expected that the Provider will share their assessments with children and young people to provide honest and sensitive explanations for concerns. All planning and resilience work will be co-produced with the child or young person and progressed at their pace and with their consent.
- B1.9 It is a requirement that all work will be undertaken by staff who have the relevant specialist skills and training in delivering this type of intervention. Those staff will receive regular supervision and guidance.

## B2 Specific Requirements

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### Eligibility Criteria:

- B2.1 The eligibility criteria for the service is for children and young people who have been identified by professionals as being at risk of CSE or who are currently being exploited and where a Torbay Safeguarding Partnership Child Exploitation Toolkit has been completed and has assessed the child with medium/high vulnerability or is being exploited. All children and young people between the ages of 10 and 18 will be eligible to have access to this service.
- B2.2 There may be occasions where the young person is experiencing multiple or interconnected forms of exploitation. In this situation a young person can still be eligible for the service where it is identified that the primary need is sexual exploitation. It is expected that the Provider will work with the lead professional and multi-agency network to plan sequencing of interventions and/or joint working as appropriate to address the multiple vulnerabilities for that young person.

### Quality Assurance and Safeguarding:

- B2.3 It is expected that the service will work within local Safeguarding practices and processes and work to support and contribute to statutory processes such as Children in Need and Child Protection procedures. Torbay Children and Adult Safeguarding and Social Care Procedures can be found online at:
- Torbay Safeguarding Children Partnership Procedures: [Welcome to the Torbay Safeguarding Children Partnership... \(trixonline.co.uk\)](http://trixonline.co.uk)
  - Torbay and Devon Partnership: Safeguarding Adults: [Policy and guidance - Devon Safeguarding Adults Partnership](#)
- B2.4 It is expected that the Provider will contribute to Early Help planning where the child, young person or their family is working with services at this level.
- B2.5 The Provider will demonstrate an organisational commitment to ensuring best safeguarding practices are maintained at all times and will ensure lessons learnt and examples of good practice are identified and shared at Young People's reviews and Contract Management Meetings.
- B2.6 The Provider will have robust, up-to-date Safeguarding Policies including Safer Recruitment and will demonstrate compliance.
- B2.7 The Provider will need a robust compliments and complaints procedure and will offer the opportunity to those who are involved in the service, whether that's a child or young person receiving support or a member of their family, to offer feedback about the service being provided.

- B2.8 The Provider will be pro-active in sharing appropriate information and feedback in relation to the service to the Exploitation team and Council's authorised representative.
- B2.9 Children, young people and their families using the service can expect information that is accessible, available, relevant and user focused.

**Service Model and Outcomes:**

- B2.10 The Provider will have a robust implementation and mobilisation plan in place.
- B2.11 Following referral of the child or young person to the service, the Provider will meet with a lead professional and/or parents or carers where necessary to agree a package of intervention(s) aimed at mitigating the identified vulnerabilities from the Torbay Safeguarding Partnership Child Exploitation Toolkit.
- B2.12 The service will be accessible to all children and young people in under-represented groups, including boys and young men, separated young people seeking asylum, and young people with additional learning needs.
- B2.13 The service will respond to fluctuations in demand and have a robust process for managing demand, allocation and prioritisation and waiting lists where required.
- B2.14 It is expected that the service provision will develop and/or have in place an assessment and intervention framework which includes regular review through which outcomes and achievements can be monitored.
- B2.15 Where appropriate, following assessment by the Provider, it is expected that if other areas of vulnerability are identified, for example, substance misuse or domestic abuse, the Provider will work within a multi-agency manner to ensure that appropriate referrals and services are offered to the child, young person or family where relevant.
- B2.16 The following are expected outcomes as a direct result of the intervention provided:
- Children and young people to have access to high quality information, advice and guidance regarding recognising the signs of grooming and exploitative behaviour.
  - Children and young people to have access to high quality information, advice and guidance to equip them with developing safety and coping strategies to navigate relationships both in person and online.
  - Identified vulnerability at the start of the intervention is reduced.
- B2.17 The Provider will provide feedback from children, young people and families to evidence that the above outcomes have been achieved.

## **Contract and Performance Review Requirements:**

- B2.18 Contract Review Meetings will take place on a quarterly basis where the Key Performance Indicators (KPIs), as outlined in B2.15 – B2.23 will be discussed along with issues arising, areas of success and any feedback provided by service users.
- B2.19 The Provider is expected to produce, at least 2 weeks in advance of the scheduled meeting, the data for each of the KPIs in the format provided by the Commissioners.
- B2.20 Data must be accompanied by a narrative which interprets data and provides information about the progress of the service achieving its objectives.
- B2.21 If anything urgent arises between the scheduled review meetings, it is expected that the Provider will make the Commissioners aware of the risk or issue as soon as it becomes apparent.

## **Location of Delivery:**

- B2.22 The Service must be based within Torbay as it the service will be for Torbay residents.
- B2.23 The Service must be on a public transport route to ensure ease of accessibility to all who need to access the service.

## **Hours of Delivery**

- B2.24 It is expected that the Service will be flexible in the operation of the Service. The hours of delivery will be in line with the needs of the Children and Young People accessing the service. On occasion this may mean including evening and weekend work.

## **Legislation, Regulation and Guidance**

- B2.25 Relevant Legislations, Regulations and Guidance can be found in Appendix K. The Service is expected to be delivered in line with those Legislation, Regulations and Guidance laid out within the abovementioned Appendix.

## **Policies and Procedures**

- B2.26 It is expected that the Applicant reads through Appendix K under the Policies and Procedures Section to ensure that they have robust policies and procedures in place in reference to those listed.

## B3 Staffing

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- B3.1 All work will be undertaken by staff who have specialist skills and training in delivering this type of intervention. Staff will receive regular supervision and guidance.
- B3.2 It is expected that the provider will ensure that staff working to deliver the services are trained in the following areas as a minimum:
- Safeguarding
  - Exploitation
  - Restorative Practice
  - Modern Slavery
  - Equality and Diversity

## B4 Data Protection and Information Security

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### Data Collection and Data Processing

- B4.1 The data collection/processing requirements in respect of this Contract are set out in the table below:-

<b>Role of Supplier</b>	Data Processor acting on behalf of the Authority in respect of the processing of Contract Personal Data described below.
<b>Subject matter of the processing</b>	Processing of the Contract Personal Data in connection with the provision of the Services.
<b>Duration of the processing</b>	The processing activity shall only be undertaken for the duration of the Contract unless the processing requirement is terminated earlier through formal variation.
<b>Nature and purpose of the processing</b>	The processing activity will be carried out for the specific purpose of Safeguarding victims of Child exploitation and reducing the risk of child exploitation
<b>Type of personal data processed</b>	The processing activity will apply to these types of personal data: <ul style="list-style-type: none"><li>• Name, Address and other contact details</li><li>• Bank or payment details</li><li>• Images</li></ul>

	<ul style="list-style-type: none"> <li>• Employment and past employment details</li> <li>• NHS number</li> <li>• Third party information (Next of kin etc)</li> </ul> <p>And the following special category data:</p> <ul style="list-style-type: none"> <li>• Racial or ethnic origin of the data subject</li> <li>• Political opinions</li> <li>• Religious or philosophical beliefs</li> <li>• Genetic data</li> <li>• Physical and mental health data</li> <li>• Sexual orientation</li> <li>• Sexual life</li> <li>• Criminal proceedings</li> <li>• Criminal records</li> </ul>
<b>Categories of data subjects</b>	<p>The processing activity will only apply to these categories of data subjects:</p> <ul style="list-style-type: none"> <li>• Children subject to, or at risk of, exploitation</li> <li>• Parents</li> <li>• Members of the public including children not known to Social Services</li> </ul>
<b>The means of processing the data</b>	<p>Applicants are to provide details within their Part 5 Award Questionnaire Technical Question response.</p>
<b>Rights and obligations of the controller</b>	<p>As described in the Contract dated [date].</p>
<b>Approved sub-processors and in each case:</b> <ul style="list-style-type: none"> <li>• Nature and purpose of processing</li> <li>• Location of processing</li> </ul>	<p>Applicants are to provide details within their Part 5 Award Questionnaire Technical Question response.</p>
<b>Details of approved international transfers of Contract Personal Data</b>	<p>N/A</p>

<b>together with details of approved transfer mechanisms</b>	
<b>Details of the technical and organisational measures in place to protect contract personal data</b>	Applicants are to provide details within their Part 5 Award Questionnaire Technical Question response.

### **Protection for the Rights and Freedoms of Data Subjects**

B4.2 To ensure protection for the rights and freedoms of data subjects:

- a) The Council’s data must not be transferred to a country or territory outside the European Economic Area unless that country or territory ensures an adequate level of protection for the rights and freedoms of data subjects in relation to their personal data;
- b) The successful applicant will be required to comply with any changes in data protection legislation.

## **C Additional Requirements**

This section covers any requirements that are not essential to the delivery of the contract but would be nice to have.

The ability to meet some or all of the contract specific requirements or offer further services in addition to meeting the core requirements, will attract a higher score.

### **C4 Social Value**

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- C4.1 The Council is committed to its responsibilities under The Public Services (Social Value) Act 2012. Therefore, the Council is seeking Participants who will add value to the Agreement by providing additional community benefits (above the services described within this specification).
- C4.2 The Council is committed to a performance and evidence-based approach to Social Value.
- C4.3 Further information on the Council's approach to Social Value and resources to support you in your submission are available to bidders in Part 6 Social Value Requirement, Appendix G Do's and Don'ts for Social Value Bids, Appendix H The Torbay TOMs Framework.

### **C5 Further Services Offered**

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The Applicant will be expected to suggest as part of its response to the Evaluation Questions any additional products or services that they may be able to offer as part of this Contract or any other added value that their offer might be able to bring to the Authority. Applicants are expected to build any such offers into their submissions regardless of whether specific questions are asked along these lines or not.