

West Midlands Metropolitan CSE Regional Framework

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1. INTRODUCTION

This document sets out the regional framework for safeguarding and protecting the welfare of children and young people from Child Sexual Exploitation (CSE) across the West Midlands Metropolitan Area. It describes how through our partnerships we identify, assess, challenge and provide an effective service to reduce the harm and threats posed by CSE. Local CSE responses need to be an integral part of local safeguarding processes, procedures and practices as set out in Working Together to Safeguard Children 2015. This framework aims:

- to facilitate a consistent and collaborative approach to identifying and responding to CSE across the 7 West Midlands Metropolitan Authorities – Sandwell; Birmingham; Dudley; Walsall; Coventry; Solihull; and Wolverhampton;
- to ensure that those children/young people being or at risk of being sexually exploited are identified as early as possible and action is focused on meeting their needs, including consideration of children and young people who may not always recognise or acknowledge what may be an exploitative and/or abusive situation;
- to provide a consistent approach to assessing the needs of children at risk of or being sexually exploited, ensuring that CSE is treated as a safeguarding issue and children/young people and their families are listened to and they receive effective and timely support that meets their needs;
- to provide a consistent approach to interviewing and working directly with those children and young people (and their families) who are assessed as at risk of or being sexually exploited to protect them, build their resilience and prevent the abuse continuing;
- to ensure that action is taken against those intent on abusing and exploiting children and young people by disrupting and prosecuting perpetrators;
- to ensure key locations are identified, managed and disrupted by all agencies working together through joint tasking processes;
- to support consistent communications and community engagement across the 7 West Midlands Metropolitan Area;
- to identify, understand and monitor regionally what is being done to stop CSE, its impact and effectiveness and the improvement in outcomes it creates for children and young people.

2. WHAT IS CSE?

CSE is child abuse and children and young people who become involved face huge risks to their physical, emotional and psychological health and wellbeing.

CSE is complex and widespread and can manifest itself in different ways. In all cases those exploiting the child or young person have power over them, including by virtue of their age or physical strength. Exploitative relationships are characterised in the main by the child's limited availability of choice, compounding their vulnerability. This inequality can take many forms but the most obvious include fear, deception, coercion and violence. Sexual exploitation can take many forms from seemingly 'consensual' relationships where sex is exchanged for attention, affection, accommodation or gifts, to serious organised crime including group and gang related exploitation as well as child trafficking.

Children and young people from Black and Minority Ethnic Communities can have specific vulnerabilities associated with their culture which constitute a barrier to disclosing or reporting the abuse eg. blackmail connected to shame and dishonour can be used as a method of control. In

addition, if a child or young person from a BME community discloses they have been sexually exploited, they may face additional dangers from their family and the multi-agency response will need to recognise and respond to these risks, eg. blaming female victims rather than the perpetrator(s) or risk forced marriage. These risks can also exist across cultures.

It is not just an issue for girls and young women, but also a reality for boys and young men. However, there are different obstacles to detect when boys and young men are at risk of sexual exploitation or are being sexually exploited, as they have different barriers to disclosure. They may also find it harder to disclose that they are being abused by other men because of issues about sexual identity. It is important that professionals who are assessing young men do not become distracted when exploring their sexual identity and fail to notice that they may be being, or are at risk of being sexually exploited. This should be a key element of training for professionals working with children and young people.

The West Midlands Metropolitan Area has adopted the following definition of sexual exploitation taken from statutory guidance:-

“sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive ‘something’ (eg. Food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur through the use of technology without the child’s immediate recognition. For example being persuaded to post sexual images on the internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person’s limited availability of choice resulting from their social/economic and/or emotional vulnerability.”

Whatever their experience of child sexual exploitation, it is important to consider and understand that children and young people are not making a free and informed choice to participate in the sexual activity. They often make choices against a backdrop of vulnerability and because of their experiences, age, unmet needs or vulnerability they are unable to give informed consent. Young people under the age of 16 cannot legally consent to sexual activity. Sexual intercourse with children under the age of 13 is statutory rape. A child under 18 cannot consent to their own abuse through exploitation.

Technology can play a significant part in sexual abuse, for example, through its use to record abuse and share it with other like-minded individuals or as a medium to access and groom children and young people including through social media sites. Victims may also be recorded being abused, for example on mobile phones and those images shared or used as another means of threatening, humiliating or coercing the child.

Sexual exploitation has strong links with other forms of crime, for example, domestic abuse, child abuse, online and offline grooming, the distribution of abusive images of children, child trafficking and organised criminal gang related activities. There is a strong link between trafficked children and CSE. Children are often trafficked for sexual exploitation and this can occur within the UK and across/within local authority boundaries.

The perpetrators of sexual exploitation are often well organised and use sophisticated tactics. They are known to target areas where children and young people gather without much adult supervision, eg. parks, shopping centres and/or sites on the internet. It is critical that local partnerships have a shared understanding of the local CSE problem and a co-ordinated approach to prevention, identification, protection, disruption and enforcement.

How do children and young people become involved?

There are a number of reasons why children and young people become involved. Often vulnerable children and young people are targeted by perpetrators however, this is not exclusive to those who are vulnerable. Perpetrators often target children and young people at venues such as hostels, parks, food outlets, taxi ranks and outside schools. Young people who run away from home are recognised as being more at risk. Some children and young people do not recognise the coercive nature of the relationship and do not see themselves as victims of exploitation, as they consider they have acted voluntarily. The reality is their behaviour is not voluntary or consenting. It is important to remember that a child cannot consent to his or her own abuse.

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3. NATIONAL CONTEXT

CSE is recognised nationally as one of the most important challenges facing agencies today. The findings from the Jay Report [Independent Inquiry into Child Sexual Exploitation in Rotherham](#) and the Louise Casey [report](#) on Rotherham has led to what the Government has described as a 'step-change' in their response. The Government Report, [Tackling Child Sexual Exploitation](#), published in March 2015 proposes a number of measures, including:

- A new whistle-blowing national portal for reports related to child abuse, including CSE, which is intended to help bring CSE to light and 'spot patterns of failure across the country'.
- A new national taskforce and centre of expertise, which will 'support areas that are struggling to get it right'.
- Consultation on an extension to new 'willful neglect' offence to children's social services, education and elected members.
- Giving CSE the status of a national threat in the strategic policing requirement so that it is prioritised by every police force.
- An additional £7m in 2015/16 for organisations which support those who have experienced sexual abuse.

In January 2014, the [Child sexual exploitation: health working group report](#) was published. The report identified 13 key recommendations for health agencies, which were accepted in principle. The Department of Health responded in May 2014 with a clear [action plan](#): outlining how these recommendations would be achieved. Key Themes from the report include:

- The production of NICE guidance on how to identify and treat children who have been sexually abused, including those who have been sexually exploited.
- Ensuring all safeguarding training and education includes a comprehensive section on CSE, which is endorsed by the professional bodies.
- Updated NHS guidance on information sharing.
- Health Commissioners to promote a joined up response with partner agencies through care and referral pathways for health treatment and recovery services for children who have been sexually exploited.

In response to this document a national CSE Working Group under the auspices of NHS England was established and directly links into the West Midlands Regional Health CSE Group which is chaired by Designated Professionals.

Statutory Framework

The statutory framework governing inter-agency working to safeguard and promote the welfare of children can be found [here](#).

The statutory requirements in relation to CSE are set out in the 2009 supplementary guidance on CSE are available [here](#).

The 2011 National Action [Plan](#) further clarifies these:

- Mechanisms should be in place to collect prevalence and monitor cases of CSE.
- CSE is assumed to be present, and is prioritised if believed to be a significant issue.
- Preventative activity should be put in place, helping those being exploited and targeting perpetrators.
- Local Safeguarding Children Boards (LSCBs) should have specific local procedures to cover CSE (e.g. a strategy).
- Children and young people should be involved in the drafting of CSE strategies.
- Assess and identify patterns of exploitation (problem profiling) and amend interventions to reflect the local picture.
- Training should include warning signs of CSE, how to report concerns, how to safeguard and how to prevent.
- Training should also include advice on evidence gathering.
- Awareness-raising activities should be aimed at young people and the general public, including where to obtain help and how to report.
- LSCB sub-groups should be established to lead on CSE, with close links to other groups (e.g. trafficking, missing children).
- LSCBs should ensure there is a lead person in each organisation to implement guidance.
- Arrangements should be in place for either a dedicated coordinator or co-located team.
- Arrangements should be in place for cross border working across neighbouring local authority areas.
- There should be periodic audits of multi-agency safeguarding arrangements.

4. LOCAL CONTEXT

Over the last 18 months, the 7 West Midlands Metropolitan Authorities, together with the Police, Health and other public and voluntary sector partners, have been working collaboratively to identify and respond to CSE. This work has been underpinned by the West Midlands Metropolitan Area Child Sexual Exploitation Framework which was produced in 2014.

This document is the next iteration of the framework and has been revised and updated to reflect the development in national, regional and local working arrangements and will be used by local areas to inform the work that they do collectively and individually to address CSE.

CSE does not respect local authority boundaries. Consistency in our approaches is critical if we are going to: successfully raise awareness of CSE; ensure that our workforce and the general public understand what it is and how to identify it and what to do when they see it; prevent it from happening in the first place; have robust protection arrangements in place when it does happen; make sure perpetrators understand their behaviour will not be tolerated; and use all available civil and criminal tools and powers to deal with it. Successfully tackling CSE requires a strong regional collaborative approach and joint regional solutions.

This Framework follows the Office of the Children's Commissioner's 'See Me Hear Me' framework which sets out the functions, processes and a proposed delivery structure that will assist the safeguarding of children and young people from CSE. The framework has 5 components and a set of local standards have been devised to support consistent application across the 7 West Midlands Metropolitan Authorities, these can be found at [Appendix 1](#).

In addition, the Office of the Children's Commissioner set out a set of principles which should underpin the See Me, Hear Me Framework, these can be found at [Appendix 2](#).

5. GOVERNANCE & ACCOUNTABILITY

The 7 Local Safeguarding Children's Boards (LSCB) have responsibility for overseeing the co-ordination and ensuring the effectiveness of the individual and collective systems that respond to CSE. In addition, the Government report in March signalled plans to publish an 'unambiguous statement of accountability' in terms of key roles of Directors of Children's Services, Lead Members and other key professional roles.

The West Midlands Strategic CSE Board (currently representing 7 Metropolitan areas) and Team, will continue to play a key role in reviewing and supporting local implementation against this framework and seeking to strategically lead the development and commissioning of CSE across the areas.

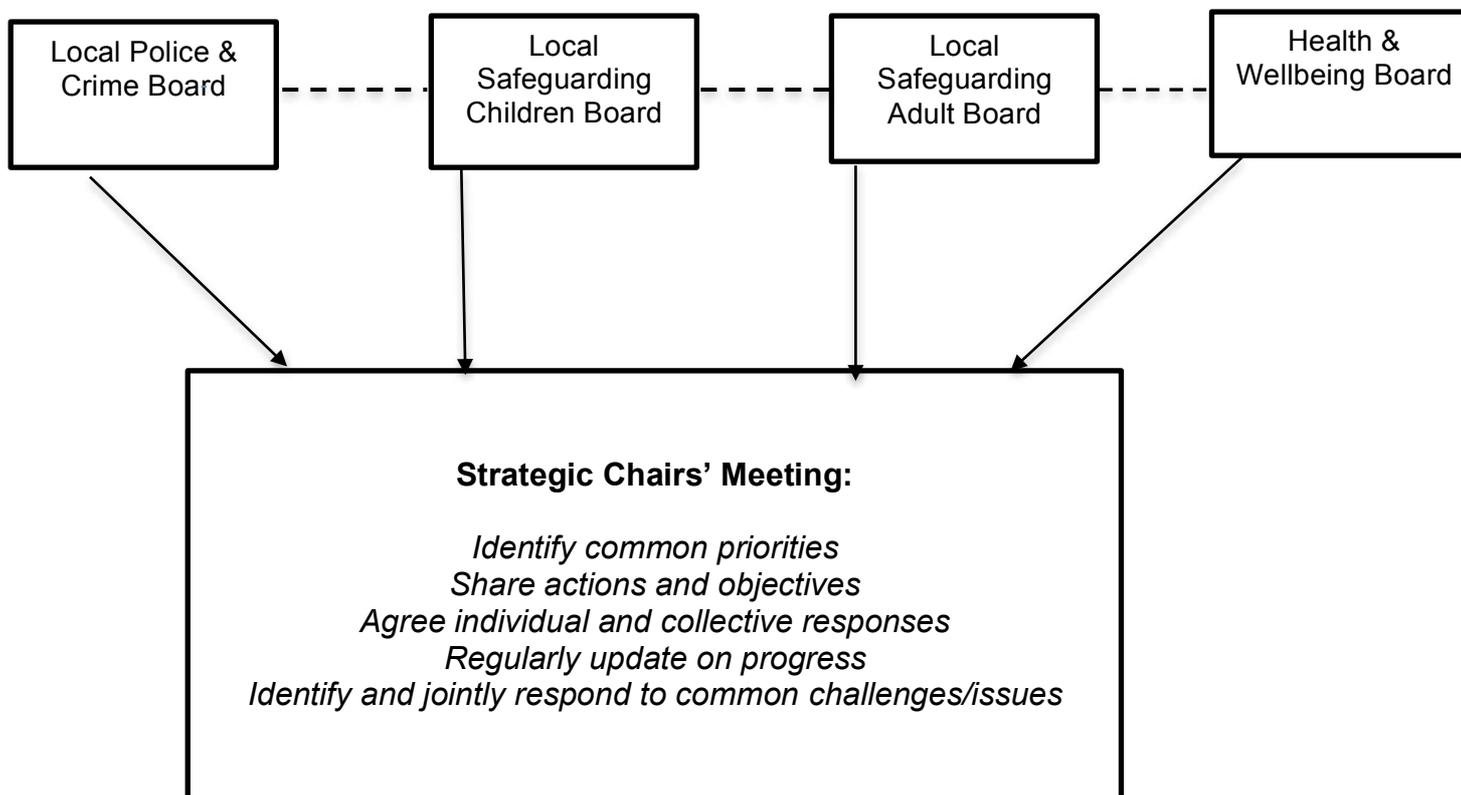
The Government guidance – Safeguarding Children and Young People from Sexual Exploitation (Supplementary Guidance to Working Together to Safeguard Children) - clearly outlines the role that Local Safeguarding Children Boards have which is to ensure that:

- the needs of children and young people who have been or may be sexually exploited and their families have been considered when planning and commissioning local services;
- specific local procedures are in place covering the sexual exploitation of children and young people;
- local safeguarding training includes information about how to identify the signs of sexual exploitation and an understanding of how to gather evidence which can be used to bring prosecutions against abusers;
- where sexual exploitation is known to be prevalent locally, specialist training is available for key professionals;
- systems are in place to track and monitor cases of sexual exploitation that come to the attention of local agencies;
- LSCB Sub-Group is put in place to lead on the issue of sexual exploitation, driving work forward and ensuring effective co-operation between agencies and professionals;
- there is a dedicated lead person in each partner organisation with responsibility for implementing the Government's Supplementary Guidance to Working Together to Safeguard Children;
- arrangements are in place to co-operate with neighbouring areas and those areas where children who have been sexually exploited are believed to have lived or been present;
- LSCBs have a responsibility to assure themselves that they have robust mechanisms in place which enable them to identify the nature and scale of CSE within their area, through collation of reliable multi agency data.

Whilst the LSCB has overall responsibility for ensuring the effectiveness, it is critical that they work in conjunction with local **Police & Crime Boards**, **Local Safeguarding Adults Boards** and **Health and Wellbeing Boards**.

- **Police & Crime Boards** have a key role in disrupting and managing offenders and also through their local tasking processes they will be managing key locations;
- **Health and Wellbeing Boards** should ensure that Child Sexual Abuse, including CSE, is a key feature in Health & Wellbeing Strategies and the JSNA and be using the findings to drive commissioning and ensuring the sexual health, teenage pregnancy and other relevant health and lifestyle services are identifying and referring potential victims of Child Sexual Abuse and CSE; and
- **Local Safeguarding Adults Boards** have a key role to play in identifying and supporting vulnerable adults and in particular, have a significant part to play providing support to victims of CSE during transition from Children's to Adult Services.

Relevant statutory agencies have individual and collective responsibility to ensure that children, young people and adults at risk are properly safeguarded. As such all key strategic plans, whether formulated by individual organisations or partnerships, should have consideration of any safeguarding implications. It is important that a mechanism is in place to clarify the role and responsibilities of each of the strategic boards and that there is a clear understanding how they inter-relate. One recommended way of doing this is having a regular meeting which brings together the Chairs of key strategic partnerships with a view to improving the way the Boards work together on common priorities; avoiding duplication; clarifying lead roles and responsibilities and having clear lines of communication.



6. IDENTIFYING SCALE OF RISK, THREAT AND HARM

West Midlands Police, Local Authority Chief Executives and senior partners are committed to developing a more systematic basis for understanding the scale and nature of the risk, threat and harm caused by Child Sexual Exploitation across the West Midlands Police area.

A quarterly CSE Assessment will be produced which will draw together all the known (non-person specific) intelligence/relevant data held across the 7 CSE & Missing Operational Groups, together with Health, West Midlands Police and other available/relevant information/intelligence. CSE and Missing Operational Groups will already be collecting a range of data in relation to victims and levels of risk; missing; perpetrators; enforcement activity, etc. This will be brought together at a local level on a regular basis and used to drive CSE and Missing Operational Groups' activity.

The quarterly assessment will be used to inform strategic decision making, local practice development and public awareness and confidence. This process will require all agencies to accurately record relevant information/intelligence in order to systematically and consistently feed into the Assessment process. The document will identify key findings in terms of victims, offenders and locations and in addition, should identify where there are key intelligence gaps.

The quarterly assessments will be disclosable products and will be made available to the Police and Crime Commissioner, Chief Executives and Directors of Children's Services, Local Police and Crime Boards, Local Safeguarding Children's and Adults Boards, the Health and Wellbeing Board

and specialist voluntary sector partners. Each local CSE Strategic Group should ensure that their multi-agency action plans are reviewed, based on the findings of the assessments as they emerge.

In addition to quarterly assessments, West Midlands Police will lead on the production of a more in-depth annual problem profile in line with the new national Strategic Policing Requirement priority.

7. PREVENTING SEXUAL EXPLOITATION

Prevention requires a co-ordinated, systematic approach across a Local Safeguarding Children Board area and is critical to the identification and protection of children and young people as well as raising awareness amongst agencies and communities. All local areas should have a robust early help offer in place which identifies and responds to Child Sexual Abuse and CSE.

The aim is to prevent children and young people from becoming victims of CSE and to prevent locations being used to recruit, groom and abuse children and young people. In order to do this, prevention must address victims, offenders and locations.

It is important that all young people develop the knowledge and skills they need to make safe and healthy choices about relationships and sexual health. This will help them to avoid situations that put them at risk of sexual exploitation or to know who to turn to if they need advice and support. PSHE provides the opportunity to deliver age-appropriate information to children and young people that will enable them to understand and manage risks and make informed, positive choices.

Raising awareness of CSE will help young people to stay safe and be healthy. All children and young people are potentially at risk of being sexually exploited or sexually abused and should be taught what makes a safe and healthy relationship. Parents and families obviously have a key role in this. Schools can also help to develop the awareness and skills to recognise and manage potential risks of harm, stay safe and seek help if they need it. Both primary and secondary schools have a vital role to play in this preventative education and awareness raising.

Specific resources are available to help facilitate discussions around healthy relationships and sexual exploitation as part of the PSHE education curriculum. Links should also be made to education and awareness raising about on-line safety.

Preventing sexual exploitation and helping young people to learn about safe, healthy relationships is central to the National Teenage Pregnancy Strategy and the National Strategy for Sexual Health and HIV. It is also a core part of the National Healthy Schools Programme which aims to equip young people with the skills and attitudes to make informed decisions about their health.

Agencies should consider how parents and carers can be informed about patterns of grooming, indicators of risk of sexual exploitation and the impact of sexual exploitation on children, young people and families. Parents and carers, in particular those responsible for children who are living away from home, should be made aware of where they can access support for themselves and how best to support children who may be at risk of sexual exploitation. Local Authorities should work to raise awareness of the risk of becoming involved in sexual exploitation with foster carers and staff in children's homes.

Children who are regularly absent from education or who are not receiving a suitable education are a vulnerable group, as are children in pupil referral units. In addition, children who go missing from home or who are homeless or missing from sight because they are not registered with a GP, health visitors or schools - even where they are not already at specific risk of sexual exploitation or being exploited - are at an increased risk of going undetected compared to children whose lives are more stable. This includes both UK national and migrant children. Local services should ensure that these children and their families receive the support they need, including awareness raising where appropriate.

Children who have mental health issues, learning disabilities or who abuse drugs or alcohol are more vulnerable to exploitation and abuse. Services should develop preventative work with these children and young people. Children who have disabilities or special needs can also be targeted by perpetrators. Local strategies, procedures and guidance will need to be adapted to meet their particular needs.

Awareness raising activities should target individuals whose work places them in a position where they will notice and could then report worrying behaviours. This could include neighbourhood policing teams, shopkeepers, park attendants, CCTV Operators, Pub Licensees, Hotel and Hostel Managers and a broad range of others in the community who are not traditionally part of the safeguarding community.

Health services such as Health Centres, Accident and Emergency and Sexual Health Clinics are well placed to display awareness raising literature about sexual exploitation services which children and young people will see.

Further work needs to be developed in terms of challenging the behaviour of perpetrators. This is an area that is under developed and cannot continue to go unchallenged. Programmes that actively challenge male attitudes towards women and programmes such as mentoring should be considered. Gender inequality underpins CSE even though it can be perpetrated against boys and therefore robust actions are required which challenge myths and stereotypes, consent and target boys and young men to help them identify and challenge their abusive behaviour. In addition, there should be programmes to raise the aspirations and ambitions of women and girls.

8. PROTECTION: THE ROLE OF MULTI-AGENCY PARTNERS

Providing an appropriate response to CSE requires the combined efforts and skills of a protective network for children and young people and depends heavily on a multi-agency response. Section 11 of the Children Act 2004 places a duty on key persons and bodies to make arrangements to ensure that in discharging their functions, they have regard to the need to safeguard and promote the welfare of children. The same principle applies to educational institutions with duties under Section 157 or 175 of the Education Act 2002 regarding safeguarding and promoting the welfare of children.

Safeguarding and promoting the welfare of children and young people in this context, in line with safeguarding children more generally, depends on effective joint working between different agencies and professionals that work with children and young people, including education, health services, youth services and children's social care, together with criminal justice agencies and voluntary sector services supporting children and families. Their full involvement is vital if children and young people are to be effectively supported and action is to be taken against perpetrators of sexual exploitation. All agencies should be alert to the risks of sexual exploitation and be able to take action and work together when an issue is identified. This joint working should be underpinned by: a strong commitment from leaders and senior managers; a shared understanding of the problem of sexual exploitation; and effective co-ordination by the LSCB.

Where an individual is concerned about a child/young person being or at risk of being sexually exploited, they should follow standard local safeguarding/child protection processes. However, individuals should be aware of the additional risk indicators in relation to CSE and any action in relation should be taken within the requirements of local area threshold guidance material and local protocols for identification, contact, referral, assessment and planning to meet identified needs/protection requirements.

Local Authority Children's Social Care has the responsibility for clarifying the process for referrals. The LSCB should publish a **threshold document** which includes:

- the process for the early help assessment and the type and level of early help services to be provided;
- the criteria, including the level of need, for when a case should be referred to local authority children's social care for assessment and for statutory services under:
 - o Section 17 of the Children Act 1989 (children in need)
 - o Section 47 of the Children Act 1989 (reasonable cause to suspect children suffering or likely to suffer significant harm).
 - o Section 31 of the Children Act 1989 (care orders).
 - o Section 20 of the Children Act 1989 (duty to accommodate a child)
- clear procedures and processes for cases relating to the sexual exploitation of children and young people.

The threshold document should be regularly reviewed particularly in terms of how it is being applied and also regularly communicated to partner agencies.

Public Health England and the Department of Health have produced a [pathway document](#) which aims to consolidate best practice by helping practitioners and in particular School Nurses, to recognise CSE and to understand its effects on health and wellbeing, including the types of CSE, its prevalence and consequences and identifying the school nurse role. Other local health providers such as GPs, Sexual Health Clinics, Accident and Emergency, Mental Health Services, Pharmacists and Dentists have a key role in recognising and responding to CSE. Local Authorities also have a key role to play in commissioning Public Health Services, ensuring that they contribute to preventing, identifying and responding to Child Sexual Abuse and CSE and that they understand and work within local pathways.

Schools have a central role in protecting young people by spotting the first signs of abuse and making appropriate referrals. They have the opportunity to deliver age-appropriate information to children and young people that will enable them to understand and manage risks and make informed positive choices, helping to prevent sexual exploitation taking place and instilling resilience. The Education landscape is complex and over the next 12 months the regional CSE Team will seek to work with schools to raise awareness and to encourage them to prioritise preventing, identifying and responding to CSE. The following resource has been used with CSE victims in Solihull for some time and reductions in risks have been evidenced:

[Healthy and Safe Relationships](#)

Local Authorities should regularly discuss CSE with schools through their relevant Safeguarding Forums.

Multi-Agency Working Arrangements

Agencies must work together from across the statutory and voluntary sectors and share all relevant intelligence and information in all cases where CSE is suspected. This ensures co-ordinated and effective interventions are instigated, children/young people benefit from a rounded assessment of their needs and enables a greater ability to identify, disrupt and prosecute perpetrators. In order to facilitate this joint working, a set of structured, formal meetings is recommended. Those attending the meetings should challenge partners, where appropriate, to ensure that each organisation plays its part collectively and effectively to ensure the best outcomes for the child/young person.

Meetings Structure

The type and format of meetings described below will enable agencies to keep a clear overview of child sexual exploitation issues within their area as per 'Working Together to Safeguard Children 2015' and other statutory guidance.

Local areas will have different arrangements but it is important that there is an identified individual and/or team who will:

- provide a lead officer role for the Local Authority;

- be based within Children's Social Care (or working very closely with them) ensuring CSE is addressed as a core part of the local child protection system;
- co-ordinate and analyse all information relating to children and young people at risk of or being exploited, locations and perpetrators;
- provide advice and support to professionals who have identified or are managing cases;
- ensure local policies and procedures are in place to prevent, identify and respond to CSE, in line with this regional framework;
- ensure there is challenge and quality assurance in the system.

In order to respond effectively to CSE there should be a number of layers in place that strategically lead and co-ordinate and operationally support individual victims and manage offenders and locations:

LSCB Strategic CSE and Missing Sub-Group - This strategic multi-agency group is responsible directly to the LSCB for ensuring that local child protection systems to prevent, identify and respond to CSE and missing are co-ordinated and effective. They should ensure that specific local procedures (within the context of this wider regional framework) are in place covering the sexual exploitation of children and young people. These procedures should be a subset of the LSCB procedures for safeguarding and promoting the welfare of children and be consistent with local youth offending protocols. This group will provide strategic oversight for CSE and missing work across the local area. They will receive regular reports from the CSE and Missing Operational Group and ensure that there are sufficient multi-agency resources available to respond effectively. They will produce a local strategy and delivery plan and regularly monitor performance and delivery. In some local areas, a separate group will be established to manage and monitor missing in order to ensure sufficient time and focus is given to children and young people who go missing. Strong links and information sharing between the two groups is essential. Local areas will have different arrangements but there should always be an overarching CSE Sub-Group established as part of the LSCB working arrangements.

A template Terms of Reference for a LSCB Strategic CSE and Missing Sub-Group is attached at [Appendix 3](#).

CSE & Missing Operational Group – This senior Operational Group will receive regular updates from the CSE Lead Officer and Police Intel on victims, offenders and locations. **This is the key mechanism for providing assurance and challenge that collective work in tackling CSE is having a real impact on the ground.** They will direct medium and long term actions to safeguard, disrupt, pursue and reduce opportunity for children to be harmed through sexual exploitation and missing episodes. They will consider the strong associations that have been identified between different forms of sexual exploitation, running away from home, child trafficking and substance misuse and act accordingly. They will use the multi-agency assessments to drive local commissioning and tasking of resources and provide regular reports to the LSCB Strategic Sub-Group on progress, impact and outcomes. They will also identify gaps in services or forms of response to inform the commissioning of services. Minimum standards for the local Operational Group include:

- The local authority will be aware of all children at risk of CSE that are known to have moved into the local area and evidence of this process will be available and regularly reviewed by the appropriate sub-group of the LSCB.
- Police trigger plans will follow a child if moved out of area.
- All children that are reported as missing will be debriefed and offered support – all of the debrief information will be fed into police intelligence systems, recorded on the child's record and shared with other professionals as needed so that services offered to support the children can be improved according to the learning from the feedback.
- Action to identify, visit and then monitor children who are identified as living unregistered with universal services will be agreed.
- Children that are reaching the age of 18 will still be discussed at CMOG if they are a victim of CSE. The local area will have a robust pathway in place that can support victims into adult services.

- Membership will include key professionals from police, education, health, social care teams, local authority regulation/enforcement teams and representatives from specialist voluntary sector services.
- The groups will monitor the impact of work to combat CSE as well as the actions undertaken.

In some areas, a separate group to manage 'Missing' has been established and in addition, more than one CMOG is in place. In order for this to work effectively, there needs to be robust links, communication and planning between the different groups.

Operational Group meetings will be chaired by an appropriately ranked Police Officer from the local Public Protection Unit and will meet at least monthly.

Sample terms of reference for the Operational Group can be found at [Appendix 4](#).

Multi Agency Sexual Exploitation MASE – (VICTIMS) – Each local authority should establish at least one MASE meeting to review and manage individual cases of children and young people at risk of or being sexually exploited. Where a child/young person is referred to the MASH/known to Social Care, their needs in relation to CSE should be considered as part of the statutory processes. The aim is to ensure only one set of processes is followed rather than parallel processes. Where appropriate, the MASE can be combined with the TAF or Think Family planning meeting/care planning meeting or initial or child protection case conference. Where the child/young person is looked after CSE should be part of the child/young person's care planning process/reviews. Critically there should only ever be one plan for the child/young person, which encompasses all of the relevant requirements/actions/interventions and desired outcomes and which is then regularly reviewed by the MASE/relevant multi-agency review meetings working closely together.

The MASE meeting should conduct focused discussions for each case concentrating on:

- Whether the child is a child in need of early help (when a CAF or TAF process is required), is a child in need (Section 17) and/or is suffering, or likely to suffer, significant harm (Section 47).
- Ensuring that a multi-agency assessment of need (ie. CAF, a child in need assessment or child/young person in need single assessment) has been or will be carried out, involving the young person and their family to inform the plans for working with the child/young person, their family or primary carers. These plans can be a TAYOS Plan, a Think Family or Family Support Plan, a Children in Need Plan or Child Protection Plan going forward.
- Ensuring that the child/young person has been spoken to alone and their views and desired outcomes are recorded.
- Ensuring the child/young person has been offered support from an Independent Sexual Violence Advisor.
- Ensuring that the child/young person's family have been engaged and their views, strengths and support needs taken into account.
- Sharing and clarifying information in order to complete the CSE risk assessment.
- Analysing their needs and/or the nature and level of any risk and harm being suffered.
- Understanding risk for any other children, including siblings.
- Sharing information pertaining to a suspected perpetrator(s).
- Considering all possible powers and options to protect the victim and disrupt the offenders.
- Consider a referral using the National Referral Mechanism in cases where a child/young person may have been trafficked.
- Ensuring a multi-agency plan is in place which provides support to address the child/young person's needs to improve the child's outcomes to make them safe.
- Co-ordinating actions, where appropriate, with other processes such as MARAC and MAPPA.

The outcome of the meeting may be that:

- The young person and family can be supported through Early Help services.

- The young person will be supported through a Child in Need Plan.
- There is a need to invoke Child Protection procedures or review the existing Child Protection Plan.
- There is a need to review and change the existing Care Plan.
- Support is provided by an Independent Sexual Violence Advisor.
- There is a possibility of criminal action against an adult.
- Co-ordinated multi-agency support is required to support and divert the child from involvement in sexual exploitation, this will be outlined in a plan/or added to existing plans with clear lead officers and timescales.
- There is insufficient information at this stage, but concerns remain, interim action needs to be taken and further assessment is required.

All outcomes, context, plans, interventions and their rationale of case management meetings must be clearly recorded on the child/young persons' file.

In every case, the local Threshold Guidance should be followed and the relevant pathways to assess, plan and intervene agreed. All the professionals involved with and working with the child/young person should have a very clear understanding of the pathways, processes and plans being made.

Where a child is known to Social Care, CSE should be managed and assessed through local Social Care processes. Local Social Care pathways and processes, together with a good/shared understanding of thresholds, need to be very clear to professionals working with the child/young person.

If a decision is made during the MASE meeting that a Section 47 Enquiry should be initiated, then the status of the meeting should change to that of a Strategy Discussion and as above, local pathways should be clear and the statutory process will take on the responsibility for managing and assessing the CSE risks. CSE Lead Officers should attend or advise any of the relevant multi-agency case management meetings, in particular prioritising child protection case conferences and care planning meetings for children in care.

The Child's Plan must set out which agencies will provide which services, including specialist sexual violence services, to the child and family, what direct work or interventions will be used, how and with whom and should set clear measurable outcomes for the child and their parents/carers and for those professionals involved. The aim should always be to give children/young people, their parents and carers, the skills knowledge and ability to manage on their own or to cope with support. The plan should reflect the positive aspects of the family situation as well as any weaknesses.

All information from MASE meetings should be co-ordinated and analysed by the identified lead officer and considered/updated in relevant forums.

A template Terms of Reference for a MASE is attached at [Appendix 5](#).

Children & Young People Known Local Authority Children's Services

In any case where a child or young person known to Children's Services or where a referral is being made presents signs of CSE, the screening tool [Appendix 6](#) should be completed by the allocated Social Worker and also the CSE Lead Officer should be advised.

Children's Services should screen children and young people for whom there are concerns for CSE to support prevention and early identification. If the outcome of the screening tool is that the child or young person is considered to be at risk of CSE, the allocated Social Workers, in conjunction with specialist voluntary sector providers and other professionals working with the child/young person, should consider who can provide the intervention to enable the child to self-manage and avoid risky behaviours and individuals. The agreed intervention should be included in the existing child's plan and reviewed through the relevant review process.

If the outcome of the screening tool is that the child/young person is considered to be likely to suffer significant harm from CSE, the assessment should be updated through the completion of the CSE Risk Assessment Tool [Appendix 7](#). In cases where the updated assessment by Children's Services identifies that the child is being sexually exploited, a multi-agency meeting should be convened under the appropriate statutory review process, including the CSE Lead Officer and actions agreed to support the child's safety and wellbeing. The meeting should seek to facilitate the same discussions and outcomes as a MASE meeting.

The child's plan should continue to be reviewed and revised in accordance with the relevant review process to support the child/young person's safety and wellbeing. As appropriate, parents/carers should be included as key partners in the child's plan including being asked to report the child missing from home and record any information that would support a future prosecution, in particular the support of an Independent Sexual Violence Advisor.

Children in Care

In any case where a child or young person who is looked after presents with signs of CSE, the CSE screening tool should be completed by the allocated Social Worker and the CSE Lead Officer should also be advised. Where children in care go missing or exhibit other concerning behaviour, they should be screened for CSE and other concerns.

If the outcome of the screening tool is that the child/young person is considered to be at risk of CSE, the allocated Social Worker in conjunction with other professionals working with the child/young person, should consider who can provide interventions to enable the child to recognise and avoid risky behaviours and individuals. The agreed intervention should be included in the existing child's plan and reviewed through the relevant statutory review process. The CSE Lead Officer should be included in the review process.

If the outcome of the screening tool is that the child/young person is considered to be likely to suffer significant harm from sexual exploitation, the child's assessment should be updated through the completion of the CSE risk assessment tool. In cases where the updated assessment by Children's Services identifies that a looked after child is being sexually exploited, a multi-agency meeting should be convened and actions agreed to support the child's safety and wellbeing. The meeting can be Chaired by a Children's Services Manager, the CSE Lead Officer or if it is being carried out as part of the statutory review process, it should be Chaired by the child's Independent Reviewing Officer. The CSE Lead Officer should be part of the statutory review process. The agreed actions should be incorporated into the Child's Care Plan. The meeting should seek to facilitate the same discussions and outcomes as a MASE meeting.

The same procedures as above should be followed in cases where young people in the 16+ team are considered to be at significant risk of harm or serious risk of harm of abuse from sexual exploitation.

In summary, where children are known to Social Care, it should be assessed alongside other risks as part of the statutory review process. The risks from CSE and missing should be embedded in existing assessment processes, children in need and care planning processes.

Involvement of Multiple Children in CSE

Where there is knowledge or strong suspicion that children or young people are involved in sexual exploitation together, or are being controlled by the same person, there will need to be additional planning, including consideration of the use of child protection procedures and/or complex (organised or multiple) abuse procedures. There is clear evidence that victims can sometimes become facilitators and more work is needed to fully understand how agencies can work together to support these individuals.

It is essential to ensure that there are no inconsistencies between individual children's Care Plans. Where a looked after child is placed in the area of another Authority, or children from other authorities are involved, that authority's duty manager must be contacted, to discuss which

authority is to take overall responsibility for convening the meeting and co-ordinating the response. The outcome of these discussions must be recorded on the child's file.

Cross Authority meetings for those children that are placed out of city should also be established when required. Named Single Point of Contacts from each agency are expected to attend these meetings, as well as any specialist providers.

A well established process exists when placing looked after children outside the Local Authority area and when receiving children from another Local Authority into the area. Whilst this is consistently used and notification is received, where CSE is a concern, ***more consideration and emphasis needs to be given to the preparation and consultation process*** that should take place before the child is placed. It is important that children/young people are not put at more risk by being put into an area where there are high risks re. CSE. Every residential setting is now required to undertake an annual locality assessment to assess whether there are such wider risks in their locality and to act to mitigate this as necessary. LSCBs should be receiving copies of these assessments and they should be shared with the CSE and Missing Group when CSE risks are identified.

Offenders – Perpetrators Case Management

Multi-agency case management of known and suspected offenders/perpetrators of CSE should be undertaken by local areas. This can be conducted within the One Day One Conversation (ODOC) setting or in a separate perpetrator case management meeting. The intelligence gained from victims will be critical for use in the monitoring and management of perpetrators and the use of proportionate civil measures and interventions including Civil Orders. The management of offenders can also be discussed in local CSE and Missing Operational Group meetings.

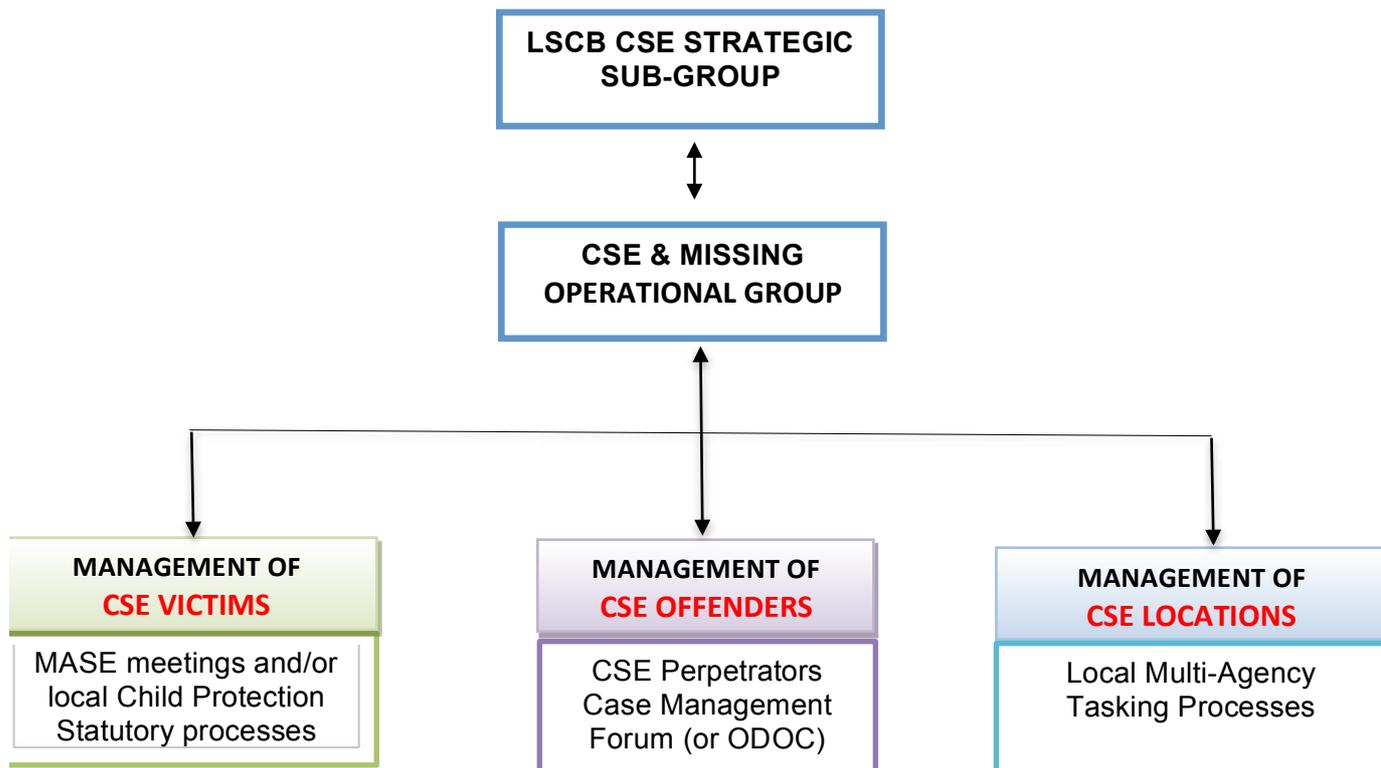
A template Terms of Reference for a Perpetrators' Case Management meeting is attached at [Appendix 8](#).

Locations

Each local area should either establish or use existing partnership tasking processes to analyse intelligence to identify hotspot locations for CSE and respond to patterns and trends with a range of tactics including deployment of resources and targeted action to disrupt CSE activity. The management of locations can also be discussed in local CSE and Missing Operational Group meetings.

A template Terms of Reference for a local partnership tasking meeting is attached at [Appendix 9](#).

The diagram below seeks to articulate the CSE Victims, Offenders and Locations management process.



MASE / Local Child Protection Statutory Processes

Multi-agency case management meetings to review and manage individual cases of children and young people at risk of or being sexually exploited. Where children are known to Social Care, these may form part of the statutory review process.

CSE Perpetrators Case Management Forum

Multi-agency group managing perpetrators who are deemed as being at risk of causing serious harm through child sexual exploitation, by determining most appropriate course of action based on an assessment of risk and ensuring interventions that support behaviour change alongside control measures are put in place.

Locational Tasking

The role of this multi-agency group is to task and coordinate partnership resources to respond to and manage locations experiencing CSE through a wide-ranging, problem solving approach, using a range of tactics, tools and powers.

Multi-Agency Safeguarding Hubs (MASHs)

All Local Authority areas have committed to the development of MASHs over the next few months. Coventry and Sandwell already operate a dedicated CSE team within their MASH to ensure an effective link between CSE mechanisms and interventions and wider threats to children at risk. All local authority areas should consider whether and how a dedicated CSE team might enhance grip and impact in managing children at risk.

9. CSE – MULTI-AGENCY REFERRAL PATHWAY

Whilst each local area will have its own referral processes, it is important that anybody who has concerns about a child in their care should ensure that as much detail as possible is gathered, including what warning signs are identified. The local LSCB and multi-agency referral protocols and pathways should always be followed.

Regional CSE Screening Tool

Professionals in all agencies working with children and young people should be alert to the possibility that a child/young person for whom they have concerns may be at risk of being sexually exploited. They should discuss their concerns with their agency's designated safeguarding advisor and they should use the CSE Screening Tool to inform their assessment about the risk of harm to the child/young person. They also need to understand how the three categories of risk 'map across' to the local multi-agency threshold guidance and the levels of need in that guidance.

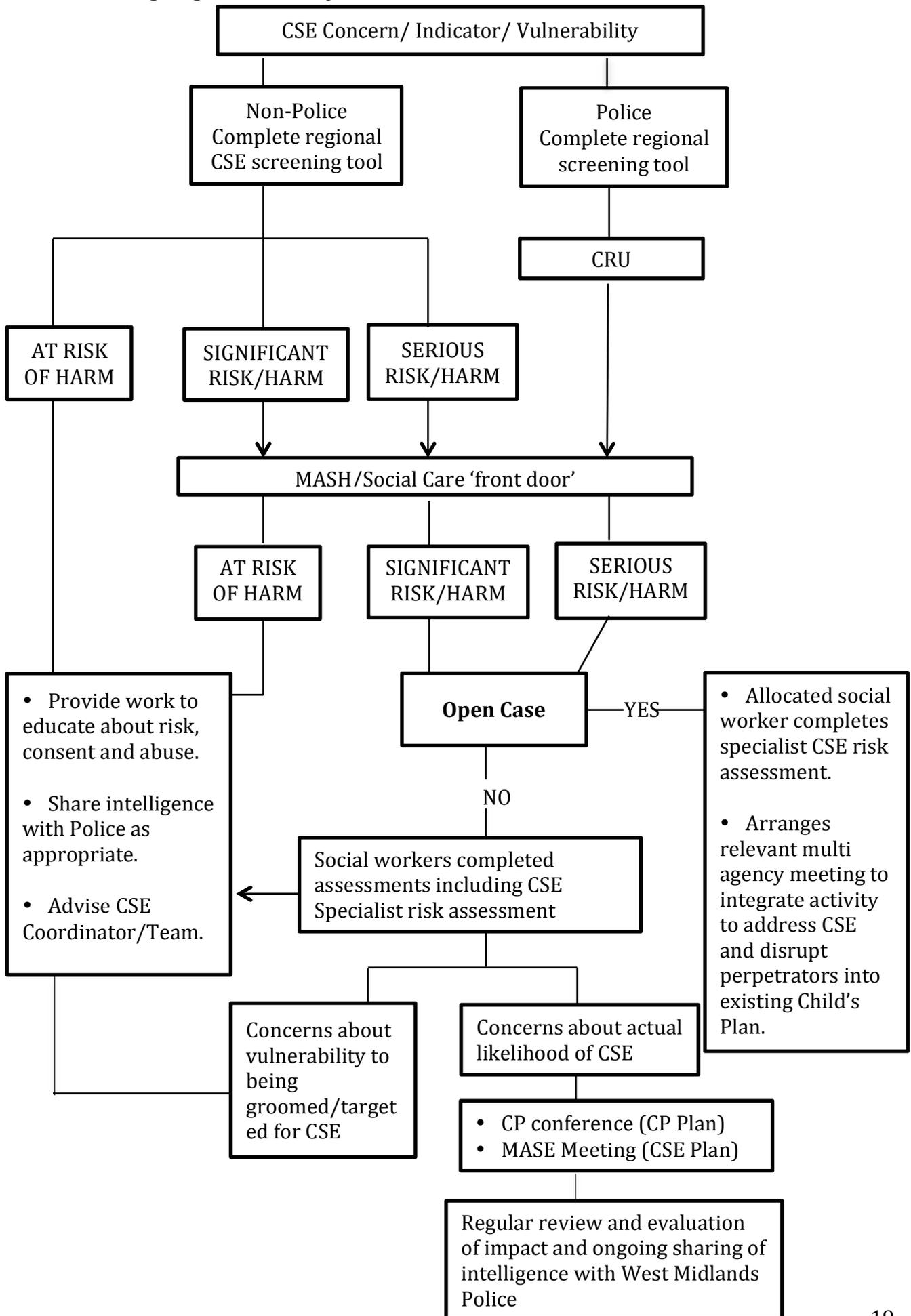
The screening tool groups indicators of risk of harm into 3 categories:

- **Category 1 (at risk of harm):** a child who is at risk of being groomed for sexual exploitation.
- **Category 2 (significant risk of harm):** a child who is targeted for abuse through the exchange of sex for affection, drugs, accommodation and goods etc. The likelihood of coercion and control is significant.
- **Category 3 (serious risk of harm):** a child who is entrenched in sexual exploitation, but often does not recognise or self denies the nature of their abuse and where coercion/control is implicit.

The screening and risk assessment tools need to be used flexibly to take account of each child's individuality, the uniqueness of his/her circumstances and the changes that may occur for him/her over time. Whilst the tools provide a range of risks that need to be considered and questions that should be asked, this doesn't replace or minimise the importance of professional judgment and the voice of the child.

The regional pathway is set out below:

CSE & Missing Regional Pathway



10. DISRUPTION AND PURSUE STRATEGIES

Disrupting perpetrator behaviour is an important part of work to tackle the sexual exploitation of children and young people. Local Police and Crime Boards/ Community Safety Partnerships have a key role to play in co-ordinating and facilitating disruption activity.

Any meeting in respect of individual children at risk of harm from sexual exploitation should consider developing a disruption plan for offenders. The plan should identify who is responsible for undertaking the work, it should be shared with the agencies involved and timescales for a review meeting agreed. Disrupting offenders is an important part of local work to tackle CSE. A disruption plan could involve a number of activities.

Co-ordinating intelligence gathering and disruption activity

West Midlands Police are well placed to identify:-

- CSE hotspots in and across the 7 Metropolitan Local Authority areas as well as the wider West Midlands region
- Trafficking both into and out of the region
- Perpetrators including those who are linked to more than one child or young person or who operate as part of an organised network.

In addition, the local identified CSE Lead Officer and partner agencies are well placed to identify links and trends in the sexual exploitation of children and young people at a local level as well as cross-border issues.

Work at a local level needs to be informed by intelligence and tackling perpetrator behaviour and local hot spots require a partnership approach. The principal place for this to take place is the local Offender Case Management Forum and/or CSE and Missing Operational Group.

The Police have a critical force-wide role in identifying trends, movements, activities and threats across Local Authority boundaries and ensuring that processes are in place to regularly update and inform local professionals directly and/or through the CSE and Missing Operational Group process.

Any 'hotspot' locations identified through debriefing missing children, patrolling officers or other intelligence sources must be policed accordingly. These locations may include night time economy venues, hostels, food outlets, taxi ranks, outside schools, addresses frequented by missing children or other venues where perpetrators may prey on victims. Appropriate information must be provided to patrolling officers, especially Neighbourhood Policing Teams, to enable disruption and intelligence gathering to take place.

Any vehicles linked to CSE through evidence or intelligence should be linked to the ANPR system. Addresses where missing children/young people are frequently found should be marked on PNC.

Evidence gathering and information sharing

The effective identification and recording of information and intelligence in relation to individual cases is crucial to the successful disruption and prosecution of perpetrators. All professionals should continually gather records and share information with the appropriate authorities. Parents and carers should be encouraged and supported in identifying perpetrators, collecting and preserving evidence (medical, forensic and circumstantial) as well as in supporting their children through the criminal justice process. Such information can form the basis of strong intelligence and can help the police to start an investigation.

Ensuring that evidence is gathered in a way that will be accepted by the Crown Prosecution Service (CPS) and can be used in court is critical. The CPS should work with local partners to discuss how to build a successful case in order to support successful prosecutions including a victimless prosecution.

The investigation should seek to identify and assemble evidence that will support charges to reflect the full extent of the abuse. Photographic evidence of physical abuse should be obtained whenever appropriate. It will help in establishing severe abuse even when the child may be unwilling or unable to give evidence. Photographic evidence of the conditions in which a child was kept could also provide valuable evidence for charges of kidnapping or false imprisonment.

Care should be taken, however, in obtaining such evidence to ensure that it does not compound the abuse suffered by the young person, and she or he should be made aware that photographs are being taken for evidential purposes. Those investigating criminal actions must understand that the welfare of the child is the paramount concern.

Civil Remedies

Securing prosecution and conviction must be the absolute priority against adults committing serious sexual offences upon children. Where there is grooming, low level harassment or other behaviour which suggests a risk of CSE, the Police and Local Authority have access to a range of civil remedies. These include remedies which specifically relate to sexual offences or grooming and other wider nuisance and anti-social behavior injunctive and closure powers.

These powers are important not only as methods of disruption or prevention, they also function as a trail of concern to be used in subsequent prosecutions, providing third party evidence.

A Child Abduction Warning Notice (Section 2 Child Abduction Act 1984; Section 49 Children's Act 1989) authorised by a child's parent and issued by the Police (or the Local Authority in the case of a looked after child aged 16-18) warns a suspected perpetrator to stop associating with a named child. As such, the adult is made aware that a concern has been raised about the relationship and that authorities are watching. Abduction Notices can be used as evidence in criminal proceedings that the adult knew the age of the child, which is clearly stated on the warning notice. Breach of an Abduction Notice can become grounds for issuing of the Sexual Risk Order.

In addition, there are new powers introduced by the Anti-Social Behaviour and Crime and Policing Act 2014:

- **Sexual Risk Order** (replaced Risk of Sexual Harm Orders) can be issued against an individual who has 'done an act of a sexual nature which suggests that they pose a risk of harm to the public in the UK or children and vulnerable adults abroad'. An 'act of a sexual nature' has not been defined in the legislation and the guidance states this 'will depend to a significant degree on the individual circumstances of the behavior and its context', which means this Order may be used by Police and the National Crime Agency to disrupt grooming activity. A Sexual Risk Order lasts a minimum of 2 years and has no maximum duration. Breach of a Sexual Risk Order is a criminal offence which can attract a term of imprisonment of up to 5 years.
- **Sexual Harm Prevention Order** can be made against a person who has been convicted or cautioned in relation to a sexual offence to protect any members of the public in the UK, or vulnerable adults and children abroad, from sexual harm including protecting children from grooming activity. The Sexual Harm Prevention Order must be made for a minimum of 5 years and can be made for an indefinite period if necessary. The Order can contain any prohibitions aimed at protecting children and others. Breach of an Order is a criminal offence, which can attract a term of imprisonment of up to 5 years.
- **Closure Notice** can be issued by the Police in respect of premises which they have reasonable grounds for believing have been, or are likely to be, used for activities related to specified child sex offences. Closure powers now capture a wider range of offences relating to child sexual exploitation and the Police will be able to take proactive action if they believe that the premises are going to be used for child sex offences.

- **Child sexual exploitation at a hotel – requirement to disclose information or comply with Notice served by Police:** Police can serve Notice on a hotel requiring them to disclose the names and addresses of guests where there is reason to believe there is CSE. Failure to comply is a criminal offence.

In addition, the following provides an overview of some of the tools currently available to Local Authorities and Police in relation to nuisance and anti-social behavior:

- **Civil Injunctions** (Anti-Social Behaviour, Crime and Policing Act 2014) are civil orders which replace the powers previously available to Council's through Anti-Social Behaviour Orders and Housing Act Injunctions.
- **Section 222 Local Government Act 1972** enables a Local Authority to bring criminal or civil proceedings in its own name, including applying for Injunctions, where it considers it expedient for the promotion or protection of the interests of the inhabitants of their area. Local Authorities may use this provision to enforce their Children Act duties.
- **Injunction under the High Court's Inherent Jurisdiction.** The recent local case (Birmingham City Council v Riaz) demonstrates that the High Court is willing to exercise its jurisdiction to grant Injunction Orders against perpetrators of CSE. It is important to note that the High Court does not have jurisdiction to attach powers of arrest to any term of the Injunctions, which makes the policing of these Orders notably challenging.

All of the above should be actively considered by the Child and Missing Operational Group in order to ensure that all civil and criminal interventions are being explored to disrupt and pursue perpetrators.

Licensing Act 2003

To support disruption of perpetrator activity and child sexual exploitation at licensed premises, the LSCB should also consider using its powers as a Responsible Authority under the Licensing Act 2003.

In March 2015 the Government issued Revised Guidance under Section 182 of the Licensing Act 2003 to add references to the protection of children from sexual exploitation, in order to raise awareness and help ensure that licensing authorities have systems in place to protect children from exploitation in licensed premises.

These are:

- Paragraph 2.21 the following sentence has been added: "Licensing authorities must also consider the need to protect children from sexual exploitation when undertaking licensing functions".
- Paragraph 11.5 the words in italics have been added: "For example the police should take appropriate steps where the basis for the review is concern about crime and disorder or the sexual exploitation of children."
- Paragraph 11.24 the words in italics have been added: "For example, reviews may arise because of drugs problems at the premises, money laundering by criminal gangs, the sale of contraband or stolen goods, the sale of firearms and the sexual exploitation of children."

The CSE Co-ordinator should establish links with the individual who is responsible for reviewing license applications for the LSCB in order to advise in respect of:

- Conditions to be placed on new licenses to reduce the risk of CSE.
- Conditions to be added by way of a Minor Variation application where vulnerabilities are identified.

- Gathering evidence to call for/Support a review where it is deemed that the premises is being used for child sexual exploitation. Any such review will allow the LSCB and other Responsible Authorities, including the Police, to present information to the Local Authority Licensing Committee who have the authority to amend, suspend or indeed remove the premises license.

Taxi Licensing

Local authorities have a statutory obligation to administer and enforce the licensing regime in respect of hackney carriages and their drivers and may adopt the relevant part of the Local Government (Miscellaneous Provisions) Act 1976, to exercise control over private hire vehicles, drivers and operators. Local Authorities are therefore able to grant/refuse, place conditions on or remove taxi licenses.

Whilst nationally taxi drivers have been identified as potentially being involved in CSE, it is also important to recognise the role that taxi drivers could have as ‘the eyes and ears of the community’. This group requires a 2 pronged approach, namely scrutiny of systems to ensure that only fit and proper people are permitted to hold a license and secondly to raise awareness amongst this group to report any CSE concerns.

Consideration should be given to:

- Referring applications where DBS checks highlight convictions to the LSCB for a richer information gathering process.
- Requiring applicants to attend CSE awareness raising sessions upon grant or renewal.
- Ensuring that complaints regarding driver conduct are properly recorded and investigated.
- Regular joint enforcement work between Police and Licensing Enforcement Officers, sharing high level intelligence which informs local enforcement operations/activity.

Wolverhampton Council, along with others elsewhere in the country (eg. Leeds), have successfully reset the responsibility of individual decision-making from the Licensing Committee to nominated officers, as key to ensuring public confidence in the integrity of the system and significantly reducing risk of successful appeals. Wolverhampton will lead on some regional guidelines on this subject.

Dudley Council is leading on a ‘Pledge’ for taxi and private hire drivers in order to mobilise the industry further as eyes and ears in reducing the threat of exploitation and to generate internal pressure and external confidence. This will be rolled out across the 7 Metropolitan Areas.

Coventry Council is leading on a cross border protocol which will be designed to ensure no inconsistency in operating standards, particularly in relation to out of area private hire drivers, which we know generates risk across the West Midlands.

11. MISSING

Missing children and young people may be at increased risk of CSE and should be reported as missing to the Police at the earliest opportunity. Once a missing child is located, it is important that they are properly debriefed to identify any risks the child has been exposed to. There are two stages to the process - the Police Safe and Well Check and the Return Interview. Where possible, the Return Interview must be completed within 72 hours by an independent person. The information/intelligence from these interviews must be reported into the **Police Intelligence Systems and recorded on the child/young person’s record**. Where external agencies are commissioned to conduct Return Interviews, this responsibility to share all information from interviews should be clear in the commissioning and contracting process. A template used by Barnardo’s for recording information from Return Interviews is recommended and is attached at [Appendix 10](#).

All missing children will be screened for CSE and local pathways will be in place to ensure that they receive the appropriate single or multi-agency response. It is recommended that children who

have gone missing 3 times within a 3 month period, are automatically discussed at a MASE meetings. Children placed out of area should consistently receive return interviews following missing episodes and local protocols should clearly identify who is responsible for doing this.

Local areas should have a good understanding of the links between children missing from home, care and education and CSE and use this to identify themes and patterns and to inform planning.

Since April 2013 police forces have been rolling out new definitions of 'missing' and 'absent' in relation to children and adults reported as missing. These are:

- *Missing* – anyone whose whereabouts cannot be established and where the circumstances are out of character, or the context, suggests the person may be subject of crime or at risk of harm to themselves or another; and
- *Absent* – a person not at a place where they are expected or required to be and there is no apparent risk.

West Midlands Police are currently revising their Missing and Absent Policy, which is expected to incorporate the following features:

- changes to the Risk Assessment questions to consider whether the person reported missing is in Looked After accommodation as well as a specific question as to whether they are a known CSE risk. The former will enhance the risk based decision whereas the latter will, under the revised policy, ensure an automatic missing response is provided by WMP;
- the automatic recording and location of absent cases on to the same system on which missing investigations are managed, which should mean (when the system upgrade is complete) that local authorities will have an automated referral for each absent case as well as the existing missing process;
- debrief provision for absent cases will still be at the discretion of each local authority.

A West Midlands Missing from Home and Care Protocol, reflecting this revised policy as appropriate, will be consulted upon shortly by West Midlands Police, the seven Local Authorities and Safeguarding Boards, and partners as necessary. This should cover:

- Details of the lead person in the local authority, police and other agencies responsible for children missing from home or care;
- An agreed inter-agency framework for assessing and classifying the degree of risk when a child goes missing from home or care or when a missing child comes to agency notice.
- Guidance on what responses different agencies will offer in relation to each degree of risk.
- An agreed list of measures to ensure that police 'missing' and 'absent' definitions are applied to children with due consideration given to their age, vulnerability and developmental factors.
- Details of what assessments will be carried out following missing and absent episodes, particularly assessments under Section 17 and Section 47 of the Children Act 1989 and how this information should be shared.
- Responses for groups facing specific risks of going missing, such as children with learning difficulties who may have little understanding of their actions or the risks to them, or to previously trafficked children who may be at risk of returning to exploitation.
- Which agencies will support the family while the child is missing and after they return;
- Details of how safe and well checks are conducted.
- Arrangements for independent return interviews, agencies which can provide them and how they will be offered to young runaways.
- Arrangements for visiting and monitoring a setting where a previously unknown/unregistered child/young person has been identified.

Additional arrangements relating to looked after children include:

- The actions residential or foster carers should take to locate the child before they are reported as missing (such as trying to contact the child by phone or contacting known friends).
- Appropriate responses to children going missing or away from placement without authorisation, including an assessment of risk, the actions and arrangements for making reports to the police when looked after children go missing.
- Agreed local authority reporting and recording and recording systems on children missing and away from placement without authorization, including children placed in other local authority areas.
- Details of any agencies providing independent advocacy services to looked after children.
- Arrangements to monitor outcomes and analyse patterns including of children placed in the area by other local authorities.

The protocol should be reviewed regularly by all agencies and scrutinised by the LSCB.

12. TRAFFICKING

Children who are abused through child sexual exploitation may also be trafficked.

There are three different types of trafficking of children for the purposes of sexual exploitation:

- Trafficking from abroad into the UK
- Internal trafficking, where children are moved from one place to another in the UK for the purposes of sexual exploitation. This may be from one street to another; from one town/city to another; or across local authority borders.
- Trafficked out of the UK to other countries and brought back again

Trafficking children, including for the purpose of sexual exploitation, is a criminal offence and concerns that a child may be being trafficked should always be reported to the police.

Anyone who works with children and young people may come into contact with a victim of trafficking. They need to be able to recognise children who have been trafficked and take action to protect these children from harm. **Where exploitation is present, statutory Child Protection and Safeguarding responses should be applied and a referral should be made to the National Referral Mechanism (NRM) for a decision on the status of the potential victim of trafficking.** The nationality or immigration status of the child does not affect agencies' statutory responsibilities. This should be considered only when the child's need for protection from harm has been addressed and should not hold up any action.

The table at [Appendix 11](#) sets out a non-exhaustive set of indicators/actions which should be considered and/or taken by frontline practitioners/volunteers and their supervising managers.

For more information, please refer to your local multi-agency procedures for safeguarding children who may have been trafficked.

13. RISING 18s / TRANSITION

Young people at risk of or being sexually exploited will be discussed at the CSE and Missing Operational Group post-18 years of age. However, only those young people who are care leavers will continue to get the support from Children's Social Care and relevant health services. Where the young person has additional vulnerabilities, there should be robust pathways into Adult Social Care and CSE should be a key part of the local transition policies and protocols. Where no additional vulnerabilities exist, the MASE should identify an appropriate lead professional who will be responsible for encouraging the young person to continue to engage with services. However, these young people may continue to engage with a specialist service. It is important to continue with a holistic, victim focused approach as opposed to systems and processes.

The West Midlands Metropolitan Area CSE Team will actively seek additional resources to support the provision of services for 18+ who do not have additional vulnerabilities and/or will not engage with Adult Social Care. The importance of ongoing specialist support services to this group cannot be underestimated in terms of the long term impact that CSE will have on the rest of their lives.

14. WORKING WITH PARENTS/CARERS

The majority of children affected by CSE are living at home when the abuse starts. It is highly likely the parents will be among the first to realise something is wrong – although they may not be able to identify what – as their child will be presenting profound behaviour changes.

Sexually exploited children may suffer physical, psychological, behavioural and attitudinal changes which all present severe challenges to parents and threaten the stability of the family environment. An affected child may direct emotional, verbal and even physical aggression towards parents and/or siblings, resulting in what could be described as a 'chaotic household'.

Perpetrators will groom, intimidate and coerce children and young people which undermines parental authority. The perpetrators of CSE deliberately seek to drive a wedge between the child and their family. This causes obvious strain at home, as trust between the parents and child/young person breaks down. This disempowerment is sometimes unknowingly reinforced by statutory agencies and professionals, who can assume that the parents are unwilling, or incapable, of protecting their child from exploitation.

Identifying the cause of their child's behaviour as sexual exploitation is distressing for parents. Many experience disbelief that their child could be exposed to such a thing without them realising. The trauma and disruption to family life cannot be underestimated and the emotional, mental and physical resilience needed to maintain a job, keep a home routine, control finances and support siblings is significant. Trying to retain a sense of normality, while simultaneously safeguarding a child who is hostile to boundary-setting and will not disclose their whereabouts when missing from home, is extremely challenging. The stress will be compounded should the child face exclusion from school, or is called upon as a witness in a court case.

Siblings are also affected by CSE. Siblings can struggle with the attention that the affected child is receiving which ultimately leads to a rift in their relationship. The reality that families can also become crime victims is often overlooked or unknown. They are often subjected to threats, assaults and intimidation by the perpetrators and in response, families can be compelled to taking extraordinary measures in their attempt to safeguard their child. Some may uproot the family, moving to another city or even country to get them away from perpetrators

Whilst there is evidence that an unstable home life does increase the vulnerability of a child to exploitation, it is crucial that there is a recognition and acknowledgement that the grooming process itself can bring chaos to a formerly stable household. The focus for the cause of the exploitation should be on the perpetrator rather than the parents' socio-economic difficulties or domestic issues.

Professionals should work in partnership with parents to safeguard their child who may be at risk of or being sexually exploited. The support model should focus on:

- Maximising the capacity of parents and carers to safeguard their children and contribute to the prevention of abuse and the disruption and conviction of perpetrators.
- Early intervention and prevention.
- Enabling family involvement in safeguarding processes around the child, including decision making.
- Ensuring the safety and wellbeing of the family in recognition of the impact of CSE.
- Balancing the child's identity as both an individual and as part of a family unit.

In some cases there may be concerns that the parents, carers or wider family may be implicit or complicit in the CSE and attempts should be made to assess this at the earliest stage to ensure concerns do not become a barrier to effective working or compromise any Police investigation. Where there is evidence that parents, carers or family members are implicated, this should be dealt with as with any other Child Protection issue, including through discussions with the Police in a Strategy meeting.

Unless there are grounds to suspect that the parent or carer are implicated they should be treated as key partners in safeguarding and protecting their child.

In cases where parents have additional needs, ie. substance misuse, domestic violence, poor mental health, disabilities, etc, consideration should be given to how best support the parents. This should be delivered through a team approach between adults and children's services and through shared plans. Clarity of roles and responsibilities and good communication is essential.

15. VOLUNTARY/COMMUNITY SECTOR

Working Together to Safeguard Children 2015 recognises the important role that the voluntary/community sector and the private sector play delivering services to children and young people. They should have the same arrangements in place as organisations in the public sector and need to work effectively with the LSCB. Paid and volunteer staff need to be aware of their responsibilities for safeguarding and promoting the welfare of children, how they should respond to child protection concerns and make a referral to Children's Social Care or Police if necessary.

Many voluntary/community organisations are specialists in preventative work, assessment and therapeutic interventions and are well placed to reach the most vulnerable children, young people and families. It is important that they are an integral part of the local child protection system and have an equal seat around the table when it comes to both strategic and operational decision making. However, it is also important to recognise the limited capacity that exists to attend meetings, etc and therefore ensuring that they are around the right tables and members of the right groups will maximise the contribution that they can make in a local area. It is important to include the specialist sector in information sharing, e.g. common priorities, sharing actions and objectives, agreeing individual and collective responses, regularly updating on progress and identifying and jointly responding to common challenges/issues. Across the region there are a range of organisations who offer a range of services that support victims or potential victims of CSE and their families.

Through local commissioning processes, the voluntary/community and private sectors will be required to work within the local child protection systems and use local policies and procedures to identify and respond to CSE and missing. However, there are a range of voluntary/community and private sector providers who are not directly commissioned who also deliver valuable services. These need to be understood and recognised and equally worked alongside to ensure that they are all working towards the vision and ambition of the LSCB as well as working within the local policies and protocols.

The regional CSE Team co-ordinate a range of events with the voluntary/community sector and will further seek to secure efficiencies in the future commissioning and contracting arrangements which will in turn, facilitate the consistent application of approaches to responding to CSE.

16. INFORMATION SHARING

On 3rd March 2015, a cross-government letter was sent to Local Authority Chief Executives, Directors of Children's Services, Police & Crime Commissioners, Local Safeguarding Children' Boards, Health and Wellbeing Boards and GPs, outlining the Government commitment to sharing information effectively for the protection of children. The letter encouraged local areas to consider the following principles for multi-agency working:

- Integrated working (eg. Co-location) to break down cultural barriers and to enhance decision making.
- Joint risk assessments and joint plans for individual interventions
- A victim focused approach as opposed to systems and processes
- Good leadership and clear governance to develop a shared culture
- Frequent review of operations to drive improvement

In addition, in March 2015, updated guidance was produced on Information Sharing for practitioners providing safeguarding services to children, young people, parents and carers - [Information sharing advice for safeguarding practitioners - Publications - GOV.UK](#)
Every LSCB will also have local information protocols, policies and procedures.

The Department of Health and the Department of Education are also considering how best to provide relevant information on CSE as part of their safeguarding policy work.

West Midlands Police have developed an information sharing tool [Appendix 12](#) to be used by front line practitioners to share information with regard to Child Sexual Exploitation. [Appendix 13](#) sets out the West Midlands Metropolitan Area CSE Information Sharing Protocol. Due to the nature of information often being anecdotal or unsubstantiated, such sharing must be done with sensitivity to data protection, confidentiality and human rights. However, it is often small seemingly innocuous pieces of information that come together to identify those who present risk.

This information will help the police keep an overview of linked crimes/cases etc. and help build intelligence and a bigger picture in relation to organised criminal networks. This tool is a way of formalising information sharing between agencies and the police, and it is not to be used as a referral tool to children's social care. In using the information sharing tool, practitioners or others must submit the information securely to West Midlands Police and in accordance with their own agency's information sharing arrangements.

The information will be assessed by West Midlands Police and filtered through police intelligence as appropriate.

Data Collection

Each LSCB should ensure that systems are in place to track and monitor cases of sexual exploitation that come to the attention of local agencies including schools, colleges and other education organisations, health, the police, social care, housing services and voluntary and community sector organisations. This information should be used to monitor prevalence, nature and responses to child sexual exploitation and also to contribute to local and regional problem profiling. It should be regularly considered by the CSE and Missing Operational Group and be used to inform local prevention, disruption and prosecution strategies.

It is recommended that the University of Bedfordshire Child Sexual Exploitation data monitoring tool is used by the LSCB and this will support a consistent approach to compiling a regional problem profile.

Risk, Threat and Harm Assessments

Problem profiling means capturing all the patterns of missing and sexual exploitation to which children and young people are subjected to in a local area. CSE and Missing Operational Groups should have a process in place which pulls together all available information on victims, offenders and locations and this should be regularly analysed and discussed. This should inform the development and review of multi-agency strategies and related action plans, the commissioning of services and delivery of training and awareness raising activity to support local professionals. This should be regularly updated and presented to Elected Members; Senior Managers and the LSCB.

In addition, this information should be co-ordinated and analysed at a regional level and inform the quarterly assessments, which show the nature and scale of the problem, in particular any local trends and cross border issues.

17. SUPPORTING VICTIMS & WITNESSES

Victims and witnesses involved in cases of CSE are particularly vulnerable. Victim support is vital in its own right but is also an important aspect of ensuring a successful prosecution. The role of the Independent Sexual Violence Advisor (ISVA) is important. ISVAs are trained to support victims of sexual violence and help them understand how the criminal justice process works.

Special measures are available for any witness under 17 and can be requested for a vulnerable or intimidated witness of any age. For those under 17, it would be usual for evidence to be video-recorded and for a live link to be used. These measures can also be made available to vulnerable and intimidated witnesses. Indeed the court will consider any difficulty faced by the young witness provided that it is brought to their attention. Given the protracted nature of investigations in sexual exploitation cases, it is not unusual for a young person to have reached the age of 18 before the case comes to court. It is important that consideration should be given to applying for special measures in these cases.

Special measures include:

- Using a video of the child's evidence to give their account of what happened;
- Answering questions from the defence using the live link from another room;
- In sexual cases, giving evidence in private by clearing the court of people who do not need to be there;
- Advocates and Judges in the Crown Court removing their wigs and gowns;
- Aids, such as sign and symbol boards, for children who have difficulty speaking;
- Screens to prevent a witness who is in Court from having to see the defendant;
- An intermediary to help explain the questions or answers if necessary.

It is important that these are considered on an individual basis and discussed with the child concerned. Assumptions should not be made for the child, for example, some children do decide they want to actually face their abuser(s) in Court rather than give evidence via video link.

Sound preparation and effective witness care can increase the likelihood of an effective trial. Care should be taken in managing the support to a victim and their family before and during the Court process. ISVA support is an intrinsic part of the Criminal Justice process. A Victim Care Strategy should be driven by the victim's needs and include details such as:

- Bail management of suspected perpetrators;
- Keeping them updated with trial dates;
- Sending reminders;
- Encouraging and assisting in pre-trial familiarisation visits;
- Providing victims and other child witness with age appropriate child witness packs;
- Pre-viewing of ABE;
- Offering transport to and from Court and practical and emotional support overnight;
- Facilitation of face to face meeting with the trial Barrister;
- Debriefing them at the end of each day;
- Reassuring them of their safety;
- Arrangements for attendance at sentencing as part of the closure process;
- In extreme cases, where there is further risk of CSE or threat to life, arranging re-housing through the local authority;
- Assisting with an application for criminal injuries compensation (after trial).

It is a fundamental aspect of the Crown Prosecution Service policy and the multi-agency practice guidance on pre-trial therapy that the best interests of the child are paramount when deciding whether, when and in what form, therapeutic help is given. Further details can be found in the multi-agency practice guidance entitled 'Provision of Therapy for Child Witnesses Prior to a Criminal Trial'.

18. WORKFORCE DEVELOPMENT AND TRAINING

All agencies bound by Section 11 of the Children's Act 2004 have a duty to ensure their staff receive safeguarding children training appropriate to their individual roles and responsibilities. In addition to training provided by individual agencies, CSE should be a core part of multi-agency training plans, which are developed and overseen by the LSCB.

The training should cover:

- preventing child sexual exploitation
- identifying all types of child sexual exploitation
- local referral and assessment processes
- investigating child sexual exploitation, compiling a case, and supporting children through the process
- responding to disclosure
- the importance of specialist supervision in this work, and how to use it.

All staff dealing with CSE should be offered regular supervisory or consultation from an experienced supervisor who should support and explore the potentially traumatic impact of the work on the emotions, judgement and resilience of individual professionals. The See Me Hear Me framework provides a set of questions to support agencies and managers/supervisors address their responsibilities to their staff. It is through staff that agencies meet their responsibilities to vulnerable children and young people and without the right training and support, frontline staff cannot act effectively.

CSE should form a core part of the LSCB Workforce Development and Training Plan. The West Midlands Metropolitan CSE Strategic Co-ordinator will work closely with local areas to commission training programmes that will be made available across the 7 LSCB areas

19. PERFORMANCE MANAGEMENT

CSE performance management information will be routinely gathered and analysed as part of single agency governance arrangements as well as the LSCB responsibility to monitor the effectiveness of local safeguarding arrangements.

An LSCB CSE performance dataset has been agreed at a regional level [Appendix 14](#) and should be used by LSCB's as one mechanism to evaluate whether partnership working and services to tackle CSE are achieving the intended outcomes for children and young people. Regular reports should be considered by the CSE and Missing Operations Group; LSCB CSE and Missing Sub-Group; and the LSCB.

It is important to highlight that the LSCB dataset cannot be a substitute for single agency CSE performance management arrangements and each partner agency will need to ensure robust performance management arrangements in respect of their contribution to tackling CSE.

Measuring impact including feedback from children and young people

At an individual case level, as well as service level, partner agencies should systematically and regularly evaluate whether immediate, short or long term outcomes for children and young people have improved and whether risk has reduced as a result of the work undertaken. This evaluation activity should also include feedback from children and young people.

Quality auditing of cases should be undertaken as part of regular quality assurance processes. Outcome from these audits should be followed up and action taken in response. This should be reported to the LSCB through existing performance management reporting processes.

[Appendix 15](#) sets out a list of measures that can be used to develop outcome focused plans and also to evaluate the impact of multi-agency intervention on outcomes of children and young people.

The list should not however, be viewed as an exhaustive list. The distance travelled in terms of improving outcomes should be evaluated when the child's plan is reviewed.

Feedback from children and young people will assist services to ensure that the needs and best interests of children and young people are met. There needs to be clear feedback mechanisms in place that advocates can promote throughout the victim and family's journey through services.

The Office of the Children's Commissioner consulted with children and young people and found that they considered the following useful and important:-

- being listened to and understood
- having their views considered
- having their individual needs and equalities addressed
- being kept informed of what is happening
- given space to talk in their own time and be flexible
- services that are attentive and respectful of their identity, culture, needs and wishes
- being able to trust and know the people who are working with them
- having one worker who sticks with them throughout
- when people keep trying and do not give up on them
- language that is accessible
- provide evidence that their input has been taken in to account and has made a difference.

Each Local Authority area should develop a system to routinely secure the feedback of children and young people who are receiving support because of concerns about child sexual exploitation. The findings of this process should be used to inform further developments and improve practice.

Peer Review

The purpose of this peer review process is to provide a multi-agency scrutiny and challenge process in relation to Child Sexual Exploitation. It should be embedded in the LSCB's quality assurance processes and the outcome should be used to drive improvement in practice and should be fed back to the LSCB.

Terms of Reference: Delegates from a range of key partners will be invited to attend the session. Each must have good knowledge and experience of working on child sexual exploitation cases. It is suggested that representatives are from:

- West Midlands Police PPU
- Crown Prosecution Service
- CSE Co-ordinator
- Specialist Voluntary Sector providing CSE support/services
- Children's Social Care and Early Help
- Community Safety Team
- Adults Social Care
- Health – commissioners and providers
- Local Authority Regulatory Services

Up to 8 cases will be selected by the CSE Co-ordinator, comprising an even mix of cases which the manager believes were well managed and those where there could be improvements.

Case files will be shared with each delegate on arrival at the session and sufficient time will be set aside for each delegate to read all the case files and make notes.

No personal details or case files should be shared electronically prior to the session, unless it is done so using secure email.

An independent chair should run the session.

The ethos of the session is that the review team is acting as a critical friend, everyone in the session should be viewed as an equal partner.

The focus of the session should be on support and challenge. Good practice should be highlighted, as should aspects of practice where there is scope for improvement.

Actions from the session should be documented in the form of a plan, with updates on these actions presented to the Operational Group; LSCB Sub-Group and the LSCB.

All partners will commit to the following ground rules:

- Ensure there are opportunities to challenge practice in a safe and supportive environment.
- Acknowledge and accept areas of learning and improvement for their own and for other organisations.
- Feedback on actions in a timely manner.
- Identify where positive changes have been made and flag up opportunities to promote these externally.
- Agree that information cannot be shared/used more widely without the express permission from the group.
- Ensure that issues of concern are reported back to individual organisations by relevant members of the group.

20. COMMUNICATIONS & COMMUNITY ENGAGEMENT

The West Midlands Metropolitan CSE Communication and Engagement Strategy facilitates a co-ordinated approach to communication and awareness raising across the 7 Local Authority areas.

It aims to build upon the regional CSE brand and develop it further to create a visually integrated marketing campaign and shared messages to raise awareness of CSE, what it is, the risk indicators and what to do if you are concerned about a child or young person and in addition, to challenge the behaviour and make it very clear that it is unacceptable.

The See Me Hear Me Campaign will continue to be implemented across the West Midlands Metropolitan Area and messages will be tailored appropriately depending on the audience. It will provide a transparent and public sharing of information with local communities and support local community engagement.

Each local area will have their individual community engagement plans and mechanisms however, there are particular sensitivities that need to be considered in relation to CSE and an acceptance that universal approaches to engaging the community need to be balanced with targeted interventions and support which address the needs of specific groups and communities.

This may include active and former CSE perpetrators; young people involved in or at risk of being sexually exploited and their close associates; those communities that are identified as disproportionately being victims or offenders; and as importantly, members of the wider community. Working with the whole of the community creates the right environment in which CSE can be stopped and safety maintained in the long term.

There are a wide range of community engagement techniques and methodologies that can be used. Which method to choose will depend on the objective to be achieved, what level of engagement is appropriate in order to achieve that objective, what groups in the community are key players to achieving the objective, level of resources, desired outcomes, etc. Whatever method or technique is used, an effective community engagement process is usually designed along the following lines:

Clearly scoped – the emphasis should be on action, framing the issues in a way that is conducive to finding solutions: why are we engaging; what are we trying to achieve; what is on the table; and, equally important, what is not.

Connected to the decision-making – the process is meant to achieve an outcome, otherwise there is the risk that those involved could become frustrated.

Inclusive – all people should have access to the information they need to participate.

Involve deliberation – people should be given the chance to think things through and weigh up alternatives.

Build relationships – getting to know people and providing opportunities for everyone to appreciate each other's viewpoints and perspectives.

Influential – people will disengage if there is no evidence that their input influences the outcomes.

Provide feedback – people should be informed of how their contribution has made a difference.

Build trust – a good community engagement strategy will result in people having confidence in their local council and community partnerships.

It is important to engage a wide range of communities and individuals and in particular to develop the capacity of local grassroots groups, the faith sector, active residents and ex-CSE victims and perpetrators to take responsibility for local solutions to ending CSE.

Listen to young people – in particular the high risk individuals who are involved in or at risk of being sexually exploited and those who are vulnerable to involvement. When engaging these individuals regard should be had to their safety as engaging in itself can put them at risk.

Youth and community workers have close contact with children and young people and will be in a key position to identify signs that someone is at risk of, or is being, sexually exploited. There may also be an ongoing role for youth workers in supporting a child or young person who is being sexually exploited as part of action agreed with other agencies.

Whilst it is important to engage with communities directly on CSE, it needs to be part of overall messages around safeguarding and community safety. Thread CSE messages through existing community engagement processes and products as well as designing specific ones.

Regional products will be designed and developed that support local areas in delivering local community engagement plans. This will ensure that there are consistent messages and approaches and provide a more effective and efficient way of commissioning in addition to setting the tone regionally.

CONCLUSION

Local Authorities across the West Midlands Metropolitan Area are working towards the structures and processes within this framework, albeit everybody is at different stages. Over the next 12 months the regional CSE Team will focus on:

- Services for 18+
- Work to support Victims who become facilitators
- Cross Border Social Care processes and practices
- Engaging with Schools/Education
- Developing/commissioning regional resources for communications; community engagement; workforce development/training; etc
- Supporting implementation in local areas
- Working to develop this work across the broader West Midlands Region

Ensuring a child centred approach is critical and actions should be focused on the child's needs and the child's voice should be evident within assessment processes and action plans. Support for parents and carers is also important and this should focus on supporting them to understand what is happening to the young person and building their capacity and capability to keep them safe.

This framework will be regularly reviewed in order to reflect updates in legislation and best practice. Where appropriate, a regional approach will be taken to maximise opportunities in relation to joint commissioning and shared services. Whilst it is recognised that the more we learn about CSE and the better we get at identifying and responding to it numbers of victims will go up, it is anticipated

that those numbers at high or serious risk will reduce due to earlier identification and working together.

APPENDICES

Appendix 1 – Local Standards - See Me, Hear Me Framework

(A) Accountability for all Safeguarding and Strategic co-ordination

Standard 1: Every Director of Public Health, in conjunction with the Director of Children's Services, must ensure that the Joint Strategic Needs Assessment includes evidence about the prevalence of CSE, identification and needs of high risk groups, local gangs, their membership and associated females. This should determine commissioning decisions and priorities.

Standard 2: Every Director of Public Health in conjunction with the Director of Children's Services should ensure the current and anticipated health and care needs of sexually exploited children and young people is addressed in the Health and Well-being Strategy.

Standard 3: Each LSCB should develop a child sexual exploitation strategy and action plan to tackle child sexual exploitation and monitor the impact of that plan. The action plan should address the following areas of activity:

- Prevention (including providing children and young people with information on safe and healthy relationships through a whole school approach to preventing CSE)
- Protection
- Pursue

(B) Multi-agency Strategic Planning

Standard 4: Each LSCB should have a dedicated sub group to co-ordinate work at a strategic level to tackle child sexual exploitation.

Standard 5: Each LSCB should have a designated Child Sexual Exploitation Coordinator/Team to support the work of the sub group/delivery of child sexual exploitation strategy and delivery plan.

Standard 6: Each LSCB should ensure they have an up to date understanding of the local position in relation to CSE, understanding intelligence held across agencies and ensure data is collated on the scale and nature of sexual exploitation in their area. West Midlands Police will work with partners to develop the agreed methodology, process and frequency for conducting a Problem Profile across the force region.

Standard 7: Each LSCB should, as part of its monitoring effectiveness activity, understand the quality and impact of the operational response of local agencies to individual children and young people and their families and identify any unmet need and/or gaps in service provision/practice¹.

(C) Partnership and information sharing for identification and assessment

Standard 8: Each LSCB should ensure effective information sharing arrangements/ agreement which places the safeguarding of children and young people at their core.

The previously agreed Information Sharing Protocol can be found at [Appendix 12](#) and should be used by the LSCB and its partners (The key components of this Information Sharing Protocol e.g. sharing intelligence with West Midlands Police can be addressed in LSCB CSE procedures where it is felt that existing Information Sharing Protocols provide sufficient guidance on sharing information in respect of child safeguarding concerns).

Standard 9: Each LSCB should oversee single and multi-agency training on child sexual exploitation that includes the warning signs and risk indicators for child sexual exploitation and how and when information sharing can take place. Training should also address specific patterns of

¹ The effectiveness of arrangements to tackle CSE should also be addressed in the LSCB Annual Report

child sexual exploitation e.g. gangs and/or groups, how to gather evidence to support criminal investigation and place sexual exploitation within the broader context of sexual abuse and gender based violence.

Standard 10: Each LSCB should ensure that the screening tool at [Appendix 6](#) and the risk assessment tool at [Appendix 7](#) are used to identify and manage those at risk of and those being sexually exploited. Each LSCB should also ensure that all staff working with children and young people are sufficiently trained and confident in using these tools and this is evident in their training strategy. Consideration should be given to the regular review of specific groups of vulnerable children and young people.

Standard 11: Each LSCB should have a CSE & Missing Operational Group to support effective gathering and use of intelligence by West Midlands Police and partners and to direct medium and long term actions to disrupt and reduce opportunity for children and young people to be harmed through sexual exploitation and/or missing episodes.

Terms of Reference for the Operational Group can be found at [Appendix 4](#).

(D) Coordination of Multi-Agency Strategic Groups

Standard 12: Each LSCB should ensure effective strategic and operational arrangements between work to tackle child sexual exploitation and work to tackle:-

- Young people going missing or running away
- Gangs and other youths inflicting serious violence upon young people
- Violence against women and girls

(E) Intervention and Service Delivery

The Intervention and Service Delivery component of the See Me Hear Me Framework is broken down into 6 areas:

- Prevention
- Pre-emptive policing to forestall exploitation
- Targeted early intervention
- Enduring support for victims and families
- Identification/apprehension of perpetrators and monitoring of non convicted suspects
- Rehabilitation of offenders

The majority of activity that will address these 6 areas of the Framework will be achieved through the delivery of the 12 standards set out above. However, to ensure a comprehensive approach to embedding all 5 components of the See Me Hear Me Framework, each LSCB should fully consider Pages 79-89 of the Office of the Children's Commissioner Inquiry into child sexual exploitation ("If only someone had listened" November 2013) when implementing Standards 1-12 inclusive.

To support LSCBs and their partners to fully deliver Component E of the See Me, Hear Me Framework as well as to promote effective and consistent practice, three further Standards have been identified as set out below:

Standard 13: West Midlands Police to:

- Ensure clear investigative plans to bring offenders to justice which are monitored through internal police performance management activity
- Work with enforcement agencies and other partners to develop and implement SMART offender management and intervention plans and to regularly review the impact of these plans

Standard 14: Every LSCB should adopt the regional CSE pathway so as to ensure that:

- Each young person who is being sexually exploited has a comprehensive multi agency assessment of their needs completed
- Individual meetings are held to consider the needs of the CSE victim and their family and to devise a plan to meet those needs

- Support services are delivered to meet a child's needs on an individual basis, promote the need to develop an enduring and trusting relationship between the child and professional supporting them and with an understanding that one-size does not fit all.
- Support is provided to parents/carers separate from the support available to the child and information on sources of support e.g. PACE (Parents Against Child Sexual Exploitation) is readily available to all parents/carers
- Disruption and investigation is integral to every child's CSE plan
- Safeguarding and disruption activity is not dependant on a direct disclosure from a young person

Standard 15: West Midlands Police, in conjunction with the Crown Prosecution Service, to ensure that tailored witness care (pre trial and post trial) is available and that victims and their families are fully supported through the court process and afterwards.

Appendix 2 – OCC Principles to Underpin See Me Hear Me

1. The child's best interests must be the top priority

The best interests of children and young people and their rights to protection must drive all decision making. The paramountcy principle (Children Act 1989) must be adhered to where applicable and children's rights under UNCRC Article 3 fully honoured.

2. Participation of children and young people

Services need to involve children and young people when decisions are being made about their care, protection and on-going support and be kept informed on any issues that affect them throughout. Professionals must be mindful of children and young people's needs and equalities. Their UNCRC Article 12 rights must be honoured.

3. Enduring relationships and support

Support must be tailored to meet the needs of the child, according to their age, identity, ethnicity, belief, sexual orientation, disability, language, and stage of development. Children and young people have told us that a consistent person who sticks with them throughout the whole period of their protection and on-going care is crucial to their recovery.

4. Comprehensive problem-profiling

It is critical that agencies regularly problem-profile their local area to analyse and understand all the patterns of exploitation to which children and young people are subjected to. A comprehensive problem-profile needs to be compiled with the oversight of the LSCB and should be shared across all key partners to inform the development of a multi-agency strategy and action plans, the commissioning of services and the delivery of training and awareness-raising activity to support local professionals.

5. Effective information-sharing within and between agencies

Every area should have a cross sector information-sharing protocol which is predicated on the best interests and safeguarding of children and young people. All relevant agencies and services should be signatories and it should clearly state what information should be shared, by whom and the process for doing this.

6. Supervision, support and training of staff

Services should invest in the development and support of staff including providing regular supervision and the opportunities for them to reflect on practice. Those professionals who offer direct support to sexually exploited children and young people might require further intensive training and must have regular opportunities to reflect on their practice with a skilled consultant or supervisor.

7. Evaluation and review

Evaluations and regular reviews of the effectiveness of the CSE strategy is necessary to ensure services and interventions are achieving their intended outcomes and meeting the child and young person's needs. Children and young people must be directly involved in this process in compliance with Article 12 of the UNCRC. This will ensure that performance is driven continuously by a cycle that leads to improvement.

Appendix 3 - LSCB Strategic CSE & Missing Sub-Group Terms of Reference

Purpose:

The group provides strategic oversight for CSE and missing work across the local area on behalf of the LSCB. They will receive regular reports from the CSE & Missing Operational Group and ensure that there are sufficient multi-agency resources available to respond effectively to CSE. They will produce a local strategy and delivery plan and regularly monitor performance and delivery.

Scope:

The scope of the group is to:

- Share best practice and ensure local action is underpinned by available evidence to ensure an effective response to child sexual exploitation/missing.
- Ensure that specific local procedures are in place covering the sexual exploitation of children and young people. These procedures should be a subset of the LSCB procedures for safeguarding and promoting the welfare of children and be consistent with local youth offending protocols.
- Ensure that a local strategy/delivery plan is in place, in line with the West Midlands Metropolitan Area CSE Framework.
- Promote good working relationships with peers in neighbouring local authorities, police forces and health services.
- Receive regular reports from the Operational Group which provide a clear understanding of the scale and scope of CSE and Missing in the area and action that has been taken to respond to it.
- Identify gaps in service provision to ensure safe, responsive and effective services are provided to children and young people at risk of child sexual exploitation/being abused via child sexual exploitation and those that are missing/absent and use this intelligence to influence local commissioning activity.
- Ensure the views of children and young people and parents/carers are reflected in on going service developments.
- Ensure that an awareness raising and training programme is in place for professionals.
- Ensure there is an engagement strategy in place which raises awareness of CSE; how to identify it; what type of information to record; and where to report it.
- Ensure that preventative programmes are in place to raise awareness with children and young people of the risks of CSE and going missing.

Accountability

The Group is accountable and reports directly to the Local Safeguarding Children Board and works closely with all sub-groups of the board. The meeting will be minuted and a record of the work of the group will be available to the LSCB.

Effective working relationships will be forged with the Health and Wellbeing Board, Adult Safeguarding Board and the Local Police and Crime Board.

Membership (senior strategic representatives from):

West Midlands Police PPU

West Midlands Police LPU

Community Safety Team/Partnership

Health & Wellbeing Board
Safeguarding Adults Board
Local Authority – (Public Health; Social Care; Early Help; CSE Team; Regulatory Services; Youth Services; Youth Offending Services; Education; Housing)
Primary, Secondary and Special Schools
Clinical Commissioning Group
Health Providers (community and acute)
Voluntary Sector Specialist Service Providers
LSCB Lay Member
Probation
Chair of the CSE and Missing Operational Group

Frequency of Meetings

The group will meet at a frequency that will support the delivery of the action plan and at least quarterly.

Evaluation

Effectiveness of the Group is determined through the impact of the local strategy/delivery plan. This will be measured through a series of performance measures and outcomes for individual children and young people.

Review

The terms of reference will be reviewed as required, in line with local, regional and national developments and in order to assess effectiveness against the objectives of the group.

Appendix 4 – CSE & Missing Operational Group Terms of Reference

Purpose:

The CSE Missing & Operational Group is a multi-agency forum which directs medium and long term actions to safeguard, disrupt and reduce opportunity for children to be harmed through sexual exploitation and missing episodes.

Scope:

- Direct intelligence collection and/or disruptive actions with regard to individuals who are believed to be harming children through sexual exploitation activities.
- Direct safeguarding and disruption activities in locations considered vulnerable to sexual exploitation activities.
- Provide oversight of ongoing criminal investigations to ensure interventions reflect the risk of harm.
- Share information and intelligence with regard to children whose behaviour and activities indicate they are at risk through missing episodes or sexual exploitation.
- Understand trends, networks and connections between victims, perpetrators and locations.
- Consider the strong associations that have been identified between different forms of sexual exploitation, running away from home, child trafficking and substance misuse.
- Share information and intelligence with regard to individuals involved in perpetrating abusive and criminal behaviour.
- Understand and respond to key locations that are being used to exploit children and young people.
- Develop multi-agency plans to protect children and young people; manage key locations; and to prosecute/disrupt perpetrators.

Accountability

The Group will report to each meeting of the LSCB CSE Strategic Sub-Group.

Membership

The listed agencies are considered to be the minimum full members and require routine attendance at the meeting.

Core members - Senior Operational Officers from:

- West Midlands Police:
 - DI - Public Protection Unit (Chair)*
 - CSE and Missing Lead(s)*
 - Lead Officer from the Local Policing Unit*
 - Intelligence Officer*
- Children's Social Care, including as appropriate, Lead for CAF/Early Help
- CSE Co-ordinator
- Relevant Health Professionals
- Education (Missing or absent from Education including links with PRU's)
- Representative from the Community Safety Team/Partnership
- Local Authority Regulatory & Enforcement Services (taxis and licensing)
- Housing
- Youth Service
- Youth Offending Service
- Probation
- LA Commissioning team (LAC placements)
- Specialist Voluntary Sector Providers

Ad hoc members

Other agencies may be required to attend on a case by case basis. They will receive a copy of the agenda and will provide the chair with any relevant information or intelligence by secure email in advance of the meeting. Their personal attendance at the meeting is at the discretion of the chair/co-chair.

Confidentiality Statement

Any agency in attendance or in receipt of information circulated from the Operational Group will be signed into the local Information Sharing Protocol. All Operational Group members will sign a confidentiality form at the start of each meeting based on the following statement:

All information discussed is strictly confidential and must not be disclosed to third parties. All documents circulated in connection with the Operational Group are to be considered restricted documents and must not be disclosed to third parties.

The retention of all documentation in a secure location is the responsibility of the receiving agency. If disclosure is sought to a third party then permission must be received from the Chair/Co-Chair of the Operational Group.

*The disclosure of information outside of the Operational Group will be deemed to be a breach of the subject's confidentiality and a breach of the confidentiality of the agencies involved. **It may be considered an offence under the Data Protection Act.***

Frequency of the Meetings.

The panel will meet monthly on **TO BE AGREED AT A LOCAL LEVEL**, however additional meetings may be held, if deemed necessary by the Chair/Co-Chair.

Chairing of the Meeting

The meeting will be chaired by an appropriate Police Officer from the PPU. At a local level it may be agreed the meeting should be co-chaired by a member of staff from Children's Services.

Role and Responsibilities:

The Chair/Co-Chair will:

- Chair the meeting
- Confirm the confidentiality statement.
- Authorise the action document for distribution.
- Ensure all allocated actions are reviewed and formally subject of closure once completed or dismissed.
- Raise any concerns/issues raised from the meeting to the Strategic Sub-Group.
- Attend the Strategic sub-group.
- Regularly review attendance, challenging persistent non-attendance and ensure that all new members are fully inducted into the process.

Appendix 5 – Multi-Agency Sexual Exploitation - Terms of Reference

Purpose:

The Multi-Agency Sexual Exploitation meetings (MASE) is a multi-agency case management forum co-ordinating support and interventions to reduce the risk of CSE to children and young people at risk of or being sexually exploited.

Scope:

- Share and clarify information in order to complete CSE risk assessment.
- Establish exact nature of concerns and the child or young person's needs.
- Identify whether a children in need or child protection plan is required.
- Ensure good quality assessments are undertaken which focus on the needs of the child/young person and family.
- Establish risk for any other children, including siblings.
- Share information pertaining to a suspected perpetrator(s) with Police, ie. Car registration, nickname/alias, descriptons/tattoos, premises/locations, etc.
- Consider the disruption and prosecution of perpetrators
- Consider a referral using the National Referral Mechanism in cases where a child/young person may have been trafficked
- Develop a multi-agency plan to meet the child's needs including support for parents/carers.

Outcomes may include:

- Referral to Early Help
- Support of an Independent Sexual Violence Advisor
- A need to invoke child protection procedures.
- A possibility of criminal action against an adult.
- Co-ordinated multi-agency plan to support and divert the child from involvement in sexual exploitation and identification of the Lead Professional.
- Insufficient information is available but concerns remain and further assessment is required.
- The meeting changing to a Strategy Discussion due to a decision to initiate a Section 47 enquiry.

Accountability

Information from MASE meetings will be analysed by the CSE Team/Lead Officer and an up-to-date picture of victims, offenders and locations will be regularly presented to the CSE & Missing Operational Group.

Membership

Attendance at the meeting should include:

- West Midlands Police
- The referrer, if a professional
- Education
- Health
- Police
- Social Worker
- CSE Team
- Specialist Voluntary Sector Provider
- Child/Young Person – where appropriate
- Parent/Carer – where appropriate
- Any other relevant person/service provider

Confidentiality Statement

Any agency in attendance or in receipt of information will be signed into the local Information Sharing Protocol.

All members will sign a confidentiality form at the start of each meeting based on the following statement:

All information discussed is strictly confidential and must not be disclosed to third parties. All documents circulated in connection with the meeting are to be considered restricted documents and must not be disclosed to third parties.

The retention of all documentation in a secure location is the responsibility of the receiving agency. If disclosure is sought to a third party then permission must be received from the Chair/Co-Chair of the meeting.

*The disclosure of information outside of the MASE meeting will be deemed to be a breach of the subject's confidentiality and a breach of the confidentiality of the agencies involved. **It may be considered an offence under the Data Protection Act.***

Frequency of the Meetings.

MASE meetings will be called as required. Individual plans will be reviewed at least every 3 months.

Chairing of the Meeting

The meeting will be chaired by a Local Authority Children Services Manager or CSE Co-ordinator. The Chair will ensure that where children move into and/or out of a Local Authority area, a robust consultation and notification process is undertaken ensuring that CSE is highlighted as an issue.

Appendix 6 – CSE Screening Tool



Sandwell NEW
SCREENING TOOL TC

Appendix 7 – CSE Risk Assessment Tool



NWG Risk
Assessment Tool.pdf

Appendix 8 – Perpetrator Case Management Terms of Reference

Purpose:

The group operates as part of the Local Police & Crime Board's Offender Management Arrangements and provides multi-agency monitoring and management of perpetrators who are deemed as high risk and/or serial offenders of CSE. The group seeks to minimise the risk of harm to victims through the use of civil measures and interventions alongside criminal justice interventions against perpetrators.

Scope:

The scope of the group is to receive and consider referrals to determine the most appropriate course of action based on an assessment of risk and evidence to support grounds for intervention including necessity, proportionality and reasonable measures. The group will develop an action for each individual based upon:

- Known risk and protective factors for themselves, their victims and/or family;
- Current or previous action taken against the individual by partner agencies;
- Compliance with any sanctions previously put in place eg. Injunctions, bail conditions, etc;
- Level of evidence available to support enforcement proceedings, should they be necessary to obtain mandatory involvement;
- Level and severity of offending behavior;
- Other known offending will be considered in the assessment of action required and the offenders will be notified of the work of the forum where appropriate to do so and with regard to any implications on the victim this may have;
- Work to an agreed exit criteria for perpetrator on a case by case basis and develop a de-selection process which includes ongoing monitoring via other existing forums;
- Link to MARAC, MAPPA and MASE meetings in assessing risk to victim before taking action required against the perpetrator;

All cases will be reviewed and updated monthly as appropriate and progress and milestones recorded.

Accountability

The group operates as part of the Local Police & Crime Board's Offender Management Arrangements. Information from the perpetrators forum will be analysed by the CSE Co-ordinator/Team and presented alongside victim and location information to the Operational Group at their meetings.

Membership (senior operational representatives from):

West Midlands Police LPU and PPU
Community Safety Team/Partnership
Housing
Community Rehabilitation Company
National Offender Management Service
City Council – Community Safety Team; Children's Social Care; Adult Social Care
Mental Health and Substance Misuse Services
Other relevant professionals

Frequency of Meetings

The group will meet monthly.

Appendix 9 – Locational Tasking Terms of Reference

Purpose:

The group operates as part of the Local Police & Crime Board's Tasking Arrangements and provides multi-agency monitoring and management of key locations where CSE and other crime/non-crimes are perpetrated.

Scope:

The scope of the group is to mobilise individual and collective resources to public places/spaces where evidence is available to suggest CSE perpetrators are grooming/exploiting potential victims. They will do this by:

- Ensuring that trends in CSE and other crime and non-crime issues are scrutinised on a monthly basis
- Tasking and co-ordinating their operational resources to respond to hotspot locations;
- Considering any trends, patterns and data with which to provide tactical and professional advice and guidance to officers regularly delivering services in the area;
- Provide advice and guidance to influence operational planning and activity by officers delivering services in the locations identified;
- Review and evaluate interventions and use this to inform future programmes of activity;
- Feedback into other operational forums including CSE and Missing Operational Group, etc.

Accountability

The group operates as part of the Local Police & Crime Board's Tasking Arrangements. Information from the tasking forum will be analysed by the CSE Co-ordinator/Team and presented alongside victim and perpetrator information to the Operational Group at their meetings.

Membership (senior operational representatives from):

West Midlands Police

Local Authority including: Youth Service; Environmental and Regulatory Services; Traffic & Parking Services; Community Safety Team, Housing, Neighbourhood Services

Social Housing Providers

West Midlands Fire Service

Voluntary Sector (locally determined)

Frequency of Meetings

The group will meet monthly.

Review

The terms of reference will be reviewed as required, in line with local, regional and national developments and in order to assess effectiveness against the objectives of the group

Appendix 10 – Template for Missing Return Interviews



Blank_Return_Interview_Form.pdf

Appendix 11 – Trafficking – Indicators of Actions

Setting/circumstance where a child may be identified as a trafficked child	Practitioner or volunteer who may identify a child who has been trafficked	Initial action & assessment within a single agency where there are concerns that a child may have been trafficked
<p>Schools, colleges, Local Authority education staff. (Application for school place, child starts/is attending school, talks to school nurse or unexpectedly leaves school)</p>	<p>Teacher, school nurse, classroom assistant, reception/administrator</p>	<ul style="list-style-type: none"> • The practitioner discusses concerns with the designated member of staff with responsibilities for safeguarding children. For school nurses this would be designated or Named Professional in the Clinical Commissioning Group; • The concerns should be considered in the light of information about trafficked children in this procedure; • Staff should not do anything which would heighten the risk of harm or abduction to the child. They should refer the case to Children's Social Care or the Police.
<p>Health services: GP surgery, A&E, Ambulance Service, maternity services, hospitals and specialist services (An adult takes a child to the GP/A&E/GUM, Community Contraceptive Services, or an unaccompanied child seeks services, maternity services/health visitor talk to women at visit homes, LAC or other child sees</p>	<p>GP, practice nurse, health visitors, hospital staff, maternity staff, adult mental health and CAMHS practitioners</p>	<ul style="list-style-type: none"> • Practitioner discusses concern with the named/designated doctor or nurse with safeguarding children responsibility; • The concerns should be considered in the light of information about trafficked children in this procedure;

		Social Care or the Police.
Police (Family or unaccompanied child comes to notice through criminal activity, illegal immigrant status, domestic violence home visits, missing persons referrals or other)	Police officer, community safety officer	<ul style="list-style-type: none"> Local police complete a Coming to Notice (CTN) report and send it to the Child Abuse Investigation Unit (CAIU); Local police discuss case with CAIU; Further investigation is undertaken as appropriate.
Local Authority Children's Social Care (Adult(s) and child/ren or an unaccompanied child seeks help directly from the Referral and Assessment Team, a child already receiving services or looked after is identified as being trafficked, a referral of concern is received from another agency/person; a child is identified as being Privately Fostered)	Children's social worker, family support worker, foster carer, reception/administrator, residential worker, children's rights officer	<ul style="list-style-type: none"> Children's Social Care Social Worker discuss case with their supervising line manager, foster carer's with the child's social worker, children's rights officer with the child's social worker; The concerns should be considered in the light of information about trafficked children in this Procedure; Further checks can be made by the child's social worker HOWEVER not if this will heighten risk of harm or abduction to the child.
Local Authority Asylum Team (The child, accompanied or unaccompanied, is referred by Children's Social Care Referral and Assessment Team to their Local Authority's asylum team who then have concerns about the child being trafficked)	Asylum team social worker	<ul style="list-style-type: none"> Asylum team staff discuss case with their supervising line manager; The concerns should be considered in the light of information about trafficked children in this Procedure;

		<ul style="list-style-type: none"> • Contact Children’s Social Care Referral and Assessment Team in own LA.
<p>Youth Offending Teams, youth clubs & Connexions (The child, accompanied or unaccompanied, commits an offence and is referred to the YOT, joins or attends a youth club, receives services from Connexions)</p>	<p>YOT practitioner, youth worker, youth work volunteer, Connexions Personal Advisor, reception/ administrator</p>	<ul style="list-style-type: none"> • YOT practitioner’s discuss case with their supervising line manager, youth worker and volunteer with their team leader; • The concerns should be considered in the light of information about trafficked children in this Procedure; • Staff should not do anything which would heighten the risk of harm or abduction to the child. They should refer the case to Children’s Social Care or the Police.
<p>The United Kingdom Visas and Immigration</p>	<p>Any member of staff who conducts substantive interviews with children or has regular contact with children in their work.</p>	<ul style="list-style-type: none"> • UKVI staff should: <ul style="list-style-type: none"> a. Consider the case in the light of guidance about trafficked children; b. Make further checks where possible; c. Discuss the case with Children’s Social Care and Police as appropriate; d. make a referral to Children’s Services where trafficking is suspected.

<p>Fire Service (Family or unaccompanied child comes to notice through fire-related or other accidents and incidents)</p>	<p>Fire Service staff</p>	<ul style="list-style-type: none"> • Fire service staff member discusses concern with the designated officer with safeguarding children responsibility; • The concerns should be considered in the light of information about trafficked children in this Procedure; • Staff should not do anything which would heighten the risk of harm or abduction to the child. They should refer the case to Children's Social Care or the Police.
<p>Local Authority Housing (Homeless adult(s) and child/ren or an unaccompanied child apply for to be housed)</p>	<p>Housing officer, reception/administrator</p>	<ul style="list-style-type: none"> • Housing staff member discusses case with the designated officer with safeguarding children responsibility, makes further checks where possible; • The concerns should be considered in the light of information about trafficked children in this Procedure; • Staff should not do anything which would heighten the risk of harm or abduction to the child. They should refer the case to Children's Social Care or the Police.
<p>LA Leisure Centres, Libraries (Adult(s) and child/ren or an unaccompanied child use leisure centres or libraries)</p>	<p>Leisure centre worker, librarians, reception/administrators</p>	<ul style="list-style-type: none"> • Leisure centre and libraries' staff member discusses case with the designated officer with safeguarding children responsibility; • The concerns should be considered in the light of information about trafficked children in this Procedure;

		<ul style="list-style-type: none"> • Staff should not do anything which would heighten the risk of harm or abduction to the child. They should refer the case to Children's Social Care or the Police.
<p>Independent private & voluntary agencies (Families and children, including Unaccompanied Children, receive a range of social care and other services from these agencies)</p>	<p>Solicitor, interpreter and others, including voluntary and private agency staff coming into contact with children, young people and families</p>	<ul style="list-style-type: none"> • Solicitors, interpreters and others coming into contact with children should telephone the local Children's Social Care Service or the Police and discuss their concerns; • Agree next steps with Children's Social Care and the Police.
<p>Community, faith groups and others (Families and children, including unaccompanied children, participate in a range of social care and other services from these agencies)</p>	<p>Organisers & volunteers for community and private sports, music, drama, church and other activities</p>	<ul style="list-style-type: none"> • Concerned adult discusses case with the designated person with safeguarding children responsibility; • The concerns should be considered in the light of information about trafficked children in this Protocol; • HOWEVER concerned adults should not do anything which could heighten risk of harm or abduction to the child. They should refer the case to Children's Social Care or the Police;

RESTRICTED (When complete)
WEST MIDLANDS POLICE
Information Report

Please send completed form to fib@west-midlands.pnn.police.uk

Please provide as much detail as possible. If you are not able to answer any of the questions please state 'not known' rather than guessing. The answers will help us determine how reliable, how accurate, and how old the information is.

1. Details of Professional submitting	
Name	
Post/Job Title	
Agency	
Contact Details - Telephone: Email	

2. Information to be submitted
<i>Please provide clear and accurate information. Include as much detail as possible such as names, dates of birth, descriptions, nicknames, vehicle details and registration numbers, phone numbers, addresses etc. If providing details of specific incidents please include dates, times, and locations.</i>

3. Date/time information received

4. If the information was supplied by someone other than yourself, on a scale of 1-3 how reliable do you think they are?
<i>1= Unreliable 2= Usually reliable 3= Always reliable Or 'Not known'</i>

5. How accurate do you think the information is on a scale of 1-4?
<i>1= Suspected to be false 2= Not known to source, but suspected to be true 3= Believed to be true 4= Known to be true beyond doubt Or 'Not known'</i>

6. If the information is from a 3rd party source, would they be willing to engage with the police?

Yes No

If Yes, please provide preferred contact details for the individual providing the information:

7. Does this information involve a licensed premise (e.g. newsagents, takeaways, pubs, off-licenses)

Yes No

If Yes, please provide the trading name and address of premise:

Appendix 13 – West Midlands CSE Multi-Agency CSE Information Sharing Protocol

- The purpose of the Protocol
- What is an Information Sharing Protocol?
- Who does the Information Sharing Protocol affect?
- The benefits of this Information Sharing Protocol
- Principles of Information Sharing
- Obtaining and Sharing Information

The protocol will detail:

- Confidential Information
- Obtaining Consent
- Sharing Information Appropriately and Securely
- Retaining and Storing Information
- Regular Review

Contained within are:

- Information Sharing Flowchart
- Signatories to the Protocol
- Information Sharing Checklist
- Legislation
- Information sharing template

Key Messages

- The welfare of a child or young person must be the first consideration in all decision making about information sharing
- Professionals can only work together to safeguard and promote the welfare of children and young people if they share relevant information
- Only share as much information as is needed but share enough to achieve the purpose for which information is being shared
- Recognise that where a child, young person or family needs the support of a number of different agencies, information sharing will be an ongoing process
- It is best practice to obtain consent to share information, although there are exceptions to this in child protection cases, for example, situations where a child would be considered to be at risk of significant harm or a Police investigation into a serious offence would be prejudiced.

Purpose of the Protocol

The purpose of this information sharing protocol is to provide a framework for the appropriate sharing of information between partners. The protocol informs all partners about the circumstances when information is shared in cases of CSE and how the sharing of information will be managed.

What is an Information Sharing Protocol?

The protocol governs the sharing of information and in doing so it:

- Clarifies the legal background in respect of information sharing
- Sets out the current codes of practice, best practice and guidance

- Outlines the principles of the process of information sharing
- Provides practical guidance on how to share information

Who does the Information Sharing Protocol affect?

The protocol affects all staff engaged with work that requires information to be shared with or is given to them by other organisations.

The benefits of this Information Sharing Protocol

- Helps remove barriers to effective information sharing
- Provides guidance to assist in complying with legislation
- Helps to ensure that consent to share personal information is obtained whenever it is required
- Helps to ensure that information is shared when there is a requirement to do so
- Helps to ensure that all agencies comply with relevant legislation
- Raises awareness amongst all agencies of the key issues relating to information sharing and give confidence in the process of sharing information with others

Principles of Information Sharing

Effective information sharing underpins integrated working and is a vital element of both early intervention and safeguarding. Each partner can hold different pieces of information which need to be placed together to enable a thorough assessment to be made.

To share information about a person you need a clear and legitimate purpose to do so, as this will determine whether the information sharing is lawful. For partners working in statutory services, the sharing of information must be included within the powers of the service. This will also apply if partners from the voluntary sector are providing a service on behalf of a statutory body and information sharing should be explicitly addressed in the contract or service level agreement.

Obtaining and sharing information

The sharing of information must have due consideration with the law relating to confidentiality, data protection and human rights. Having a legitimate purpose for sharing information is an important part of meeting those legal requirements. It is important only to share as much information as is needed and records should be accurate, relevant and up to date.

Confidential information

Confidential information is:

- Private or sensitive personal information
- Information which is not already lawfully in the public domain or readily available from another public source
- Information that has been shared in circumstances where the person giving the information could reasonably expect that it would not be shared with others

This is a complex area and you should seek advice from your organisation's Information Manager, if you are unsure about confidentiality

Signatories to the protocol may lawfully share confidential information without obtaining consent if this can be justified in the public interest. Judgement is required on whether there is sufficient public interest using the facts of each case individually. Public interest can arise when protecting children from significant harm, promoting the welfare of children or preventing crime and disorder.

Proportionality and necessity are factors to be taken into consideration when deciding whether or not to share confidential information. In making the decision, practitioners must weigh up what might happen as a result of the information being shared against what might happen if it is not and apply their professional judgement.

The nature of the information to be shared is also significant where the information is sensitive and has implications for the practitioner's relationship with the individual, recognising the importance of sharing information in a timely manner if it is in the child best interest to do so.

Where there is a clear risk of significant harm to a child, or to prevent and detect a crime the public interest test will almost certainly be satisfied

Obtaining consent

Consent must be informed, in other words the person giving consent needs to understand:

- Why the information needs to be shared
- Who will see it
- How much will be shared
- What are the purposes and implications of sharing

It is good practice for signatories to set out their policy on sharing information when clients first join a service and when securing information, the process should be transparent and respect the individual. Consent must not be obtained by coercion and must be sought again if there are to be significant changes in the use to be made of the information.

A child or young person, who is able to understand and make their own decisions, may give or refuse consent to share information. This would generally include children aged over 12, although younger children may have sufficient understanding. The child's view should be sought as far as possible. If a child is competent to give consent or refusal but a parent disagrees each individual case should be considered and again professional judgement should be applied.

When assessing a child's ability to understand, practitioners should explain in a way suited to their age, language and likely understanding. Where a child cannot consent, a person with parental responsibility should be asked to do so, on their behalf, although there are circumstances where this might be inadvisable. Where parenting is shared only one person with parental responsibility for a child needs to give consent.

It may not be appropriate to let a person know that information about them is being shared nor to seek their consent to share the information. For example, this would arise when sharing information is likely to hamper the prevention or investigation of a serious crime or put a child at risk of significant harm.

In these circumstances, practitioners need not seek consent from the person or their family nor inform them that the information will be shared. Practitioners should record the decision and rationale for doing so.

Similarly, consent need not be sought when practitioners are required to share information through a statutory duty or court order. However, in most circumstances they should inform the person concerned that they are sharing the information, why they are doing so and with whom.

Sharing Information Appropriately and Securely

Information should be shared in accordance with the principles of the Data Protection Act 1998 and follow the policy and procedures of the signatory service.

Practitioners should:

- Only share the information which is necessary for the purpose
- Understand the limits of any consent given, particularly if it is from a third party
- Distinguish between fact and opinion, information and intelligence
- Only share it with the person or people who need to know and check that the information is accurate and up to date
- Record decisions on sharing information and the reasons for doing so or not
- If deciding to share the information, record what was shared and with whom
- Know and discuss the risks posed against the young people in respect of whom information is to be shared
- Share information/intelligence relating to the risk posed towards the young person sufficiently to reduce their risk of harm.
- Complete intelligence forms (See below) to share with police and partners for submission via the panel/meetings or inbetween meetings
- Contact police with urgent information/intelligence that increases the risks posed towards a young person being sexually exploited.
- All information and intelligence will be considered to devise a risk management plan to reduce the risk of significant harm; and disrupt offenders and bring them to justice
- Information to be sent using secure e-mail between organisations.

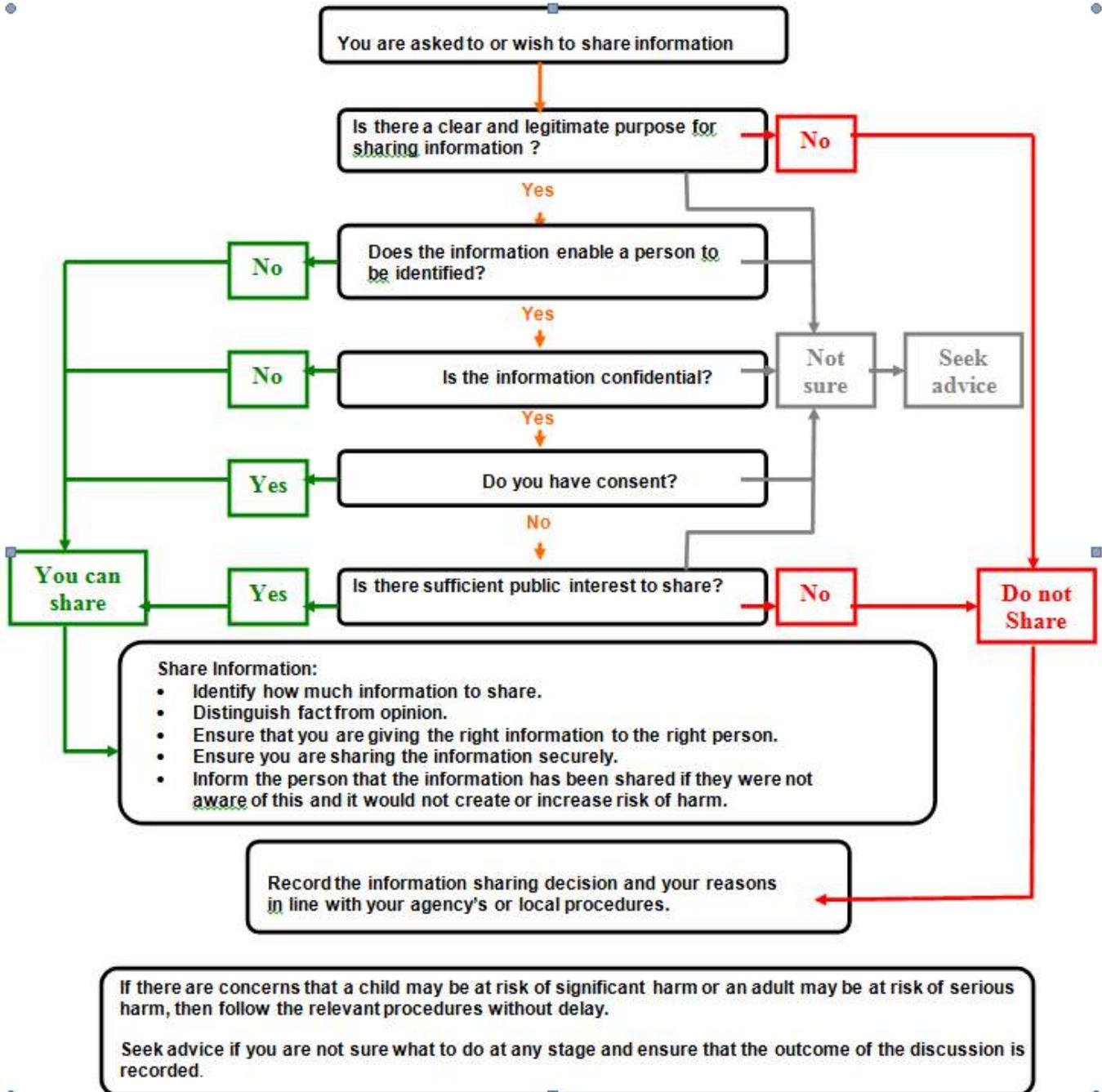
Retaining and storing Information

Information must not be retained for longer than necessary for the purpose for which it was obtained. Signatory services should ensure that they have physical and electronic security in place for the stored data and that there is awareness, training and management of the systems where the information is stored.

Regular review

This protocol will be reviewed at least annually and amended to take account of changes in law, guidance and lessons learned from sharing data.

Flowchart of key questions for information sharing



Appendix 14 – LSCB CSE Performance Dataset

(i) Year to Date: Number and profile of CSE victims				
(ii) YTD: Number of young persons missing from (a) home and (b) care 3 times or more in a quarter.				
(iii) YTD: Percentage reduction of frequently missing young people				
(iv) YTD: Number of offenders disrupted or prosecuted for CSE related offences.				
(v) YTD: Solved and resolved rape and serious sexual offences against children and young people				
(vi) YTD: Number of CSE police Operations/investigations.				
(vii) YTD: Number of CSE victims with Children in Need Plan.				
(viii) YTD: Number of CSE victims with Child Protection Plan.				
(ix) YTD: Number of children and young people who abscond from health settings before treatment				
(ix) YTD: Attendance by Partner Agencies at LSCB CSE training				
(x) YTD: Delivery of PSHE.				

Appendix 15 – Outcome Measures

Long Term Outcomes for Children & Young People:

The following is a list taken from Barnardo's outcome framework. Barnardo's direct work with sexually exploited children demonstrates that focusing on the following factors contributes most effectively to their safety and recovery in the long term.

- Reducing episodes of going missing
- Improving school attendance
- Reducing alcohol and drug consumption
- Enhancing relationships with parent/carer
- Providing stable and secure accommodation
- Assisting the child to recognise abusive/exploitative behaviour
- Encouraging the child to remain in regular contact with the service
- Improving knowledge of sexual health strategies
- Reducing association with risky peers/adults
- Improving ability to express feelings
- Improving knowledge of safety strategies
- Providing the family with access to support services
- Ensuring child becomes aware of own rights and those of others.

In addition, you should consider:

- Engagement (or increased engagement) in positive social/ recreational activities
- Increased self-esteem (self-report: measured pre and post intervention)
- Disruption of perpetrators
- Investigation of perpetrators
- Increased parental awareness of risk/protective behaviours

Criminal Justice Outcomes

These criminal justice outcomes aim to support victims and bring individuals and organised criminal networks involved in CSE to justice. They measure how these offenders are dealt with by the Police and CPS. Data of these outcomes should be routinely gathered and monitored including and specifically the attrition rates for cases referred to the CPS to ensure learning is captured.

These measures ensure positive interventions for victims and where suspects are identified, they are prosecuted or appropriate disruptions are put in place. These measures are key in establishing an accurate picture for tackling CSE across the West Midlands Police Force area. These measures include:

- Recording all interventions delivered to safeguard vulnerable children.
- The identification and disruption of individuals and organised criminal networks engaged in CSE.
- The arrest of persons involved in CSE.
- Charging offenders for CSE related offences.
- Convictions of offenders for CSE related offences.