

## PROCEDURES AND GUIDANCE

### Child Sexual Exploitation

Date of original document	September 2015
Date document reviewed	January 2018
Date document reviewed	April 2021
Date for next review	January 2022



# CHILD SEXUAL EXPLOITATION

## 1. Introduction

The sexual exploitation of children is child sexual abuse and is completely unacceptable; effective multi-agency and partnership working within a contextual safeguarding approach is recognized as good practice. East Riding Safeguarding Children Partnership members are committed to working together to effectively progress East Riding's Child Exploitation Strategy and Action Plan.

Contextual Safeguarding is an approach to understanding, and responding to, young people's experiences of harm beyond their families. It recognises that the different relationships that young people form in their neighbourhoods, schools and online can feature violence and abuse. Therefore children's social care practitioners need to engage with individuals and sectors who do have influence over/within extra- familial contexts, and recognise that assessment of, and intervention with, these spaces are a critical part of safeguarding practices. Contextual Safeguarding, therefore, expands the objectives of child protection systems in recognition"

Firmin, C. 2017. *Contextual Safeguarding: An overview of the operational, strategic and conceptual framework*

<https://contextualsafeguarding.org.uk/assets/documents/Contextual-Safeguarding-Briefing.pdf>

As a partnership, we are working hard together to protect children. Child sexual exploitation is complex and brings many challenges that cannot be dealt with quickly by a single agency, which is why, in the East Riding, we have a partnership approach. In *Putting Children First* (July 2016) the Government set out its ambitions to support vulnerable children to lead safe and positive lives, to become successful adults and to have the kind of happy childhood that we want for all our children. We want children and families to have confidence in turning to practitioners for help and protection from abuse, neglect and exploitation. This help and protection should be provided in a timely, enduring and flexible manner, and be the best it can possibly be.

Multi-agency child exploitation meetings, known as MACE, meetings are held 6 weekly to ensure cases of suspected or actual child exploitation including sexual exploitation are well managed, co-ordinated, risk reduced and that children are protected.

## 2. Definition

*Child sexual exploitation is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.*

**(DFE, 2017) GOV.uk Guidance for Definition and guidance for Practitioners**

Like all forms of child sexual abuse, child sexual exploitation:

- can affect any child or young person (male or female) under the age of 18 years, including 16 and 17 year olds who can legally consent to have sex;
- can still be abuse even if the sexual activity appears consensual;
- can include both contact (penetrative and non-penetrative acts) and non-contact sexual activity;
- can take place in person or via technology, or a combination of both;
- can involve force and/or enticement-based methods of compliance and may, or may not, be accompanied by violence or threats of violence;
- may occur without the child or young person's immediate knowledge (through others copying videos or images they have created and posting on social media, for example);
- can be perpetrated by individuals or groups, males or females, and children or adults. The abuse can be a one-off occurrence or a series of incidents over time, and range from opportunistic to complex organised abuse; and

- is typified by some form of power imbalance in favour of those perpetrating the abuse. Whilst age may be the most obvious, this power imbalance can also be due to a range of other factors including gender, sexual identity, cognitive ability, physical strength, status, and access to economic or other resources.

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' (e.g. 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.

(National Working Group for Sexually Exploited Children and Young People (NWG) 2008.)

Child sexual exploitation is a form of sexual abuse that involves the manipulation and/or coercion of young people under the age of 18 into sexual activity in exchange for things such as money, gifts, accommodation, affection or status. The manipulation or 'grooming' process involves befriending children, gaining their trust, sometimes over a long period of time, before the abuse begins. The abusive relationship between victim and perpetrator involves an imbalance of power which limits the victim's options. It is a form of abuse with is often misunderstood by victims and outsiders as consensual. Although it is true that the victim can be tricked into believing they are in a loving relationship, no child under the age of 18 can ever consent to being abused or exploited. (Barnardos, 2012)

CSE can manifest itself in different ways. It can involve an older perpetrator exercising financial, emotional or physical control over a young person. It can involve peers manipulating or forcing victims into sexual activity, sometimes within gangs and in gang-affected neighbourhoods, but not always. Exploitation can also involve opportunistic or organised networks of perpetrators who may profit financially from trafficking young victims between different locations to engage in sexual activity with multiple men. (Barnardos, 2011)

Technology is widely used by perpetrators as a method of grooming and coercing victims, often through social networking sites and mobile devices (Jage et al, 2011). This form of abuse usually occurs in private, or in semi-public places such as parks, cinemas, cafes and hotels. It is increasingly occurring at 'parties' organised by perpetrators for the purposes of giving victims drugs and alcohol before sexually abusing them. (Barnardos, 2012)

For more detail, please refer to the following government guidance documents:

[Tackling Child Exploitation](#) (issued March 2015)

[Child sexual exploitation Definition and a guide for practitioners, local leaders and decision makers working to protect children from child sexual exploitation.](#) (DfE February 2017)

### **3. Key Risk Indicators and Warning Signs**

Anyone who has regular contact with children and young people is in a good position to notice changes in behaviour and physical signs which may indicate involvement in sexual exploitation. However, parents, carers, and professionals are particularly well placed to do so. They should be able to understand and recognize the complexity of extra familial risk and how children and young people are vulnerable to sexual exploitation and the need to prevent such abuse.

CSE is not limited to any particular geography, ethnic or social background, and all agencies should assume that CSE is happening and take proactive action to prevent it. The Push and Pull factors

detailed below are not exhaustive and provide a guide to professionals. **A checklist is provided in the RIT (see appendix 1).**

Typical vulnerabilities in children prior to abuse:

- Living in a chaotic or dysfunctional household (including parental substance use, domestic violence, parental mental health issues, parental criminality)
- History of abuse (including familial child sexual abuse, risk of forced marriage, risk of honour-based violence, physical and emotional abuse and neglect)
- Recent bereavement or loss
- Gang-association either through relatives, peers or intimate relationships (in cases of gang-associated CSE only)
- Attending school with children and young people who are already sexually exploited
- Learning disabilities
- Unsure about their sexual orientation or unable to disclose sexual orientation to their families
- Friends with young people who are sexually exploited
- Homeless
- Lacking friends from the same age group
- Living in a gang neighbourhood
- Living in residential care
- Living in hostel, bed and breakfast accommodation or a foyer
- Low self-esteem or self-confidence
- Young carer

Signs and behaviour generally seen in children who are already being sexually exploited:

- Missing from home or care
- Physical injuries
- Drug or alcohol misuse
- Involvement in offending
- Repeat sexually-transmitted infections, pregnancy and terminations
- Absent from school
- Change in physical appearance
- Evidence of sexual bullying and/or vulnerability through the internet and/or social networking sites
- Estranged from their family
- Receipt of gifts from unknown sources
- Recruiting others into exploitative situations
- Poor mental health
- Self-harm
- Thoughts of or attempts at suicide

Source: [Tackling child sexual exploitation: A resource pack for councils \(LGA, 2014\)](#)

The East Riding's Risk Indicator Tool (RIT) and Risk Assessment Framework (see Appendices 1 and 2) have been developed to help professionals in all agencies assess whether a child for whom they have a concern is at risk of harm through sexual exploitation. The indicators are recognised indicators of sexual exploitation and should not be read as a definitive list and the indicators should not be taken, in themselves, as proof of involvement or predictive of future involvement. They are intended as a guide, which could be included in a wider assessment of the child or young person's needs and circumstances. In effective practice, the facts should be considered separately for each child or young person.

#### **4. What to do if you are concerned a child/young person may be at risk of CSE**

If you are concerned that a child/young person may be at risk of CSE, you must discuss these concerns with your manager in the first instance. **Your organisation's standard Child Protection Procedures should be followed at all times.**

Following discussion with the key worker and/or your manager, it may be suggested that you contact SaPH or complete a CSE Risk Indicator Tool (RIT). If support is needed in completing the RIT, please contact the Contextual Safeguarding Advisor [CE.response@eastriding.gov.uk](mailto:CE.response@eastriding.gov.uk) or call on 01482 393430

If the RIT identifies the young person as being at, or close to, High Risk of CSE, a strategy discussion should take place, between Children's Social Care & other relevant partners Health, Education & Police.

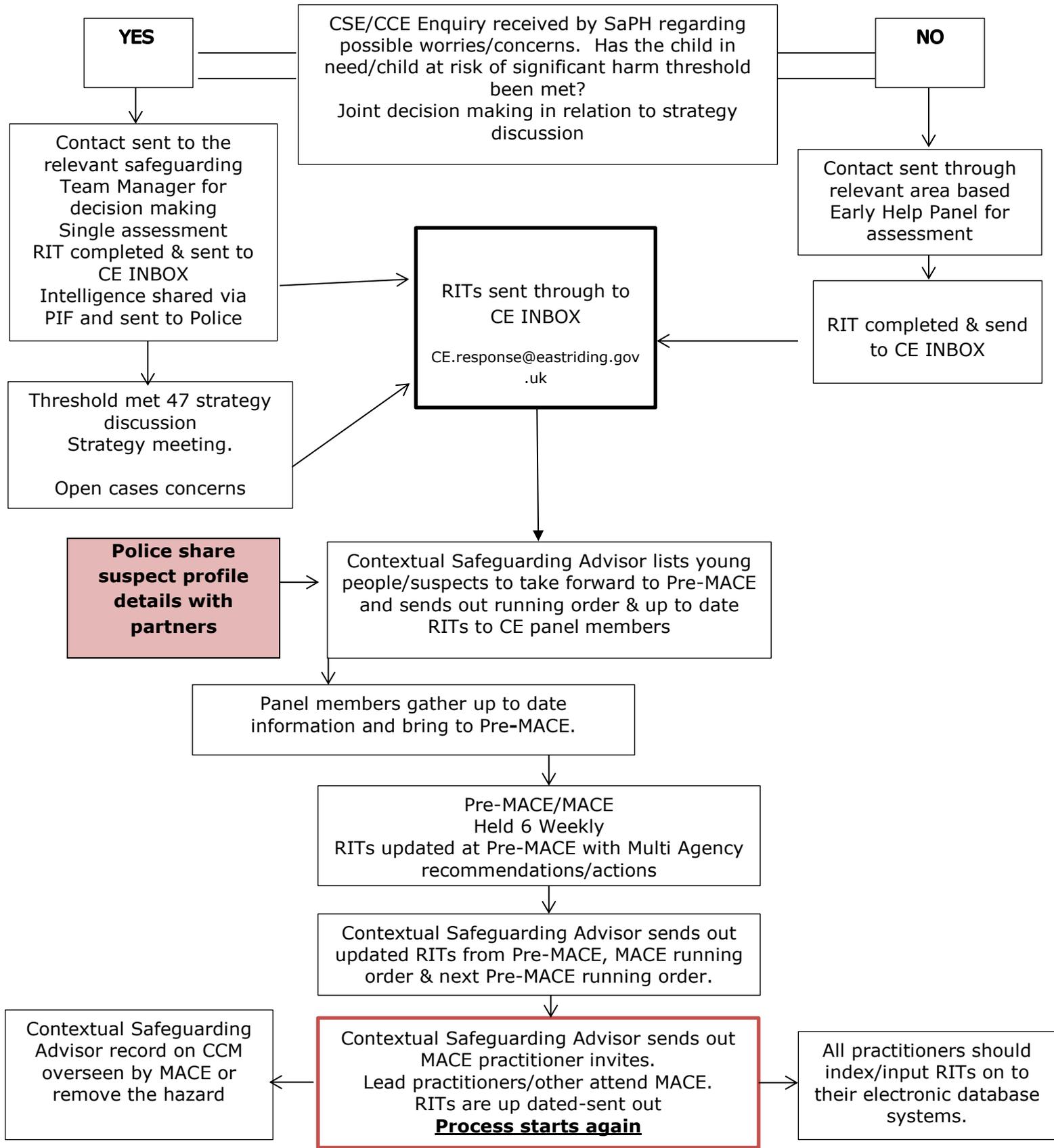
It is expected that a RIT will be completed as part of the assessment process for any child/young person who is thought to be at risk of CSE. **Please send completed RITs to the Contextual Safeguarding Advisor at [CE.response@eastriding.gov.uk](mailto:CE.response@eastriding.gov.uk)**

If you are the lead professional, you will be expected to review the child/young person's needs on a 6 weekly basis, update the RIT and send a copy to the CSE Inbox. You must index or attach the RIT on your MI system (depending on your service area) after each review.

RITs alone should not dictate that the risk to a child/young person has reduced; any risk reduction should be considered in the context of the assessment, child's plan and the child/young person's individual needs. It is important that the RIT is not viewed as a stand-alone document; the information on the RIT needs to be incorporated in the children/young people's assessments and plans.

**Please see flow chart below which explains the referral/enquiries pathway through SaPH.**

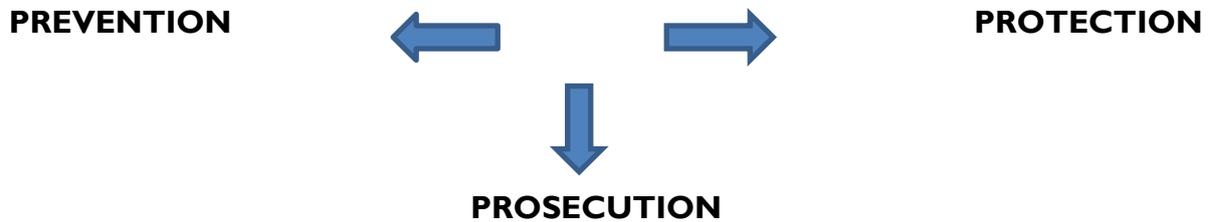
## PRE-MACE/MACE MEETINGS



Intelligence should be shared at any time with the Police using the on-line portal <https://www.reportingcrime.uk/HPPartnershipIntelligence/>

## 5. Multi-Agency Response to CSE

In order to ensure a robust and co-ordinated response to CSE in the East Riding, a number of strategic and operational groups have been established to ensure a multi-agency approach to CSE. Roles and remit of these groups are detailed below. Our shared key areas of work are prevention, safeguarding protection, disruption and bringing offenders to justice.



## 6. Contextual Safeguarding Strategic Group

The core responsibilities of the East Riding Safeguarding Children Partnership, Contextual Safeguarding Strategic Group:

- To provide the lead, on behalf of the ERSCP, on how staff from all agencies work together responding to Child Exploitation and Missing Children, including challenge and holding partners to account
- To agree, monitor and review the East Riding Child Exploitation and Missing Multi Agency Strategy and Actions Plans
- To ensure the established 'MACE' arrangements, Contextual Safeguarding Operational group and Missing Pre-Operational groups work effectively
- To ensure that national requirements and developments are incorporated effectively into East Riding's response to Child Exploitation and Missing Children
- To provide ongoing updates to the ERSCP, as required, which give updates on progress in strategic implementation and on Missing Children and the Child Exploitation 'Problem Profile' in East Riding.
- To provide an annual report to the ERSCP
- To receive ongoing data and performance information and to use the information to assess the effectiveness of the East Riding response to the Child Exploitation and Missing Children
- To ensure that there are appropriate sub regional and regional links with other areas that assist with wider co-ordination of the response to Child Exploitation and Missing Children.

See Appendix 3 for the CSE Strategic Group Terms of Reference.

## 7. Contextual Safeguarding Operational Group

The Contextual Operational Group will lead on aspects of the Contextual Safeguarding Strategy (CSE) as defined by the Contextual Safeguarding Strategic Group, with the aim of progressing actions to prevent, engage and disrupt CE and missing events. The group will meet the above aims by working towards the following objectives:

- Work collaboratively & purposefully.
- Share & discuss good practice and disseminate learning across services.

- Share & discuss practice that needs strengthening and making decisions to bring about resolve at an operational level or escalate.
- Identify & discuss any service gaps & escalate findings when necessary.
- Ensure that CE and missing training, briefings and awareness raising, meet contextual safeguarding strategic objectives and identify and coordinating any training or awareness raising activities across services.
- Will collate and analysis data from their service area and feed-back the learning.
- Sharing and discussing CSE/Missing information.
- Review quality & effectiveness of Missing, Pre-MACE and MACE & suspect processes.

Please see Appendix 4 for the CSE Operational Meeting Terms of Reference.

## 8. Pre-MACE Panel

The Pre-MACE is a multi-agency panel that has an over-arching function to support the identification of young people at risk of CSE. It ensures that children/young people are supported by appropriate services and makes certain that the risks have been identified and considered supporting the disruption and safety of children/young person.

The Panel is compliant with Working Together 2018 and the membership of key agencies ensures they are able to inform and contribute to decision making.

Membership includes:

- Humberside Police
- Children's Social Care
- Health Authority
- Probation Service
- Education Welfare Service
- Youth and Family Support Service
- East Riding Safeguarding Children Partnership
- Safer Communities
- Adult Services

Key functions include:

- Ensure that all Risk Indicator Tools completed and submitted in the agreed timescales are considered.
- Enable information to be viewed and considered prior to MACE, supporting the decision making for those children that require more in-depth discussion with the Lead Worker in attendance.
- Ensures that suspect profiles are considered alongside victims.

Decisions made by the Panel will be based on the information shared through the Risk Indicator Tool in addition to information shared by CSE representatives at the Pre-MACE meetings.

### Pre-MACE guidance

The Pre-MACE process requires a commitment from services in order to enable it to meet its responsibilities as defined by the Contextual Safeguarding Strategic Group. Those functions/processes are set out as follows:

- Lead practitioner/appropriate professional must complete a RIT if CSE indicators are identified.

- All children being overseen by Pre-MACE require their RIT to be updated, reviewed and returned as specified by CSE service representative. It is expected that these set timescales will be adhered to.
- Lead practitioner/appropriate professional should send the completed RIT to: [ce.response@eastriding.gov.uk](mailto:ce.response@eastriding.gov.uk)
- Lead practitioners/appropriate professional are responsible for ensuring the quality of the information in the RIT.
- The Contextual Safeguarding Advisor will make recommendations to enhance the quality of the information contained within the RIT.
- Where a completed RIT is submitted outside of the agreed timescale, it will be returned to the lead professionals with a request to re-submit at the next Pre-MACE meeting. The RIT will then need to be reviewed and updated prior to re-submission.
- Updated RITs will be sent out within 5 working days of Pre-MACE meeting taking place.
- The Contextual Safeguarding Advisor will update or remove the CSE Hazard 'Overseen by MACE' on CCM as agreed by CSE service representatives.
- It is expected that all agencies involved with children who are subject to Pre-MACE/MACE will ensure that updated RITs are placed on their own internal data system and actions recorded. Team Managers within children services have 5 days to respond to recommendations from the MACE process.
- Where a case is closed to Pre-MACE and the situation changes, practitioners are expected to review and update the RIT and re-submit at: [ce.response@eastriding.gov.uk](mailto:ce.response@eastriding.gov.uk)

## Pre-MACE Decisions

The following are indicative of decisions that may be made by the Pre-MACE Panel. It should be noted that this is not an exhaustive list as it is acknowledged that working with children at risk of CSE/experiencing CSE is complex and challenging and, at times, can require a range of approaches that do not always fit within specific decision making frameworks.

- Where there is evidential information showing a child is at high risk of CSE, it will result in the child being placed on the MACE agenda. This will ensure that time is allocated to discuss the child's needs alongside the lead practitioner, and will enable panel members to meet their functions.
- Where a child was recently deemed at high risk of CSE and support is now in place with actions being progressed, a decision may be made to review at the next Pre-MACE meeting.
- Where a child is not at risk of CSE, the child will cease to be overseen by Pre-MACE.
- Where panel members agree that the Risk Indicator Tool lacks sufficient information for a decision to be made, the RIT will be returned to the referrer with a request to complete the required information within a set timescale. The child will be deferred to the next Pre-MACE/MACE meeting dependent upon the risks identified.
- Where the child is at risk of CSE due to their individual vulnerabilities, and services are not currently in place to support or engage with the child/family, or where the child/family are not engaging with services, the child may be placed on the MACE agenda for further discussion. Alternatively, the panel may make recommendations and agree to review at the next Pre-MACE meeting.
- Where the child is at risk of CSE due to vulnerabilities in their life, and there is a good package of support in place, and good child/family engagement, the panel may decide that the ongoing support is sufficient and appropriate and close the case to Pre-MACE.

Panel decisions are captured in the rationale of the RIT. It should be noted that this will capture a summary of the panel discussion only and, where clarity is required on the rationale behind any multi-agency decision made, Practitioners/Managers can contact the Contextual Safeguarding Advisor to discuss.

## **9. Multi-Agency Child Exploitation MACE Meeting**

The MACE meeting aims to identify young people/children in the East Riding of Yorkshire who are at risk of CSE/CCE, and ensure they are supported by relevant agencies. The MACE meeting will identify suspects, links and networks between individuals and those who harbour children. The core responsibilities of the group are:

- To recommend and review actions to ensure that children are protected.
- To support the identification, disruption and prosecution of identified perpetrators.
- To identify possible links between victims and suspects with the purpose of disrupting and prosecuting suspects.

The Multi-Agency CE MACE Meeting membership includes:

- Children's Social Care
- Health Authority
- Youth and Family Support
- Humberside Police (Vice Chair)
- Education Welfare Service
- Looked After Children Service
- Probation Service
- ERSCP (Chair)
- Safer Communities
- Adult services

Please see Appendix 5 for the Multi-Agency CE MACE Meeting Terms of Reference and Appendix 6 for the MACE Process.

## **10. Multi-Agency Child Exploitation (MACE) Suspects**

Suspects are discussed together with victims at the Pre-MACE and MACE meetings.

The purposes of the meetings are:

- To share information about identified individuals that pose a risk to children, enabling the level of risk that individuals pose to be assessed and joint decision's to be made to reduce the risk and disrupt their offending behaviour.
- For partners to attend the meeting with the relevant information about individuals to be discussed, including options/tasks that their agency can undertake.
- To take responsibility for any actions allocated, undertake these in a timely manner and provide updates on completion.
- To provide an audit trail of the management and partnership approach to tackle CSE perpetrators in each Local Authority area.
- To identify and manage individuals who post a risk and who are active in their Local Authority area.
- To identify tactics such as child abduction notices, sexual risk orders, sexual harm orders, closure orders and human trafficking legislation where the offences are not reliant on the victim engaging with the police.

## 11. Confidentiality

All agencies have agreed boundaries of confidentiality when working with offenders, victims and other members of the public. The information contained within MACE meetings respects those boundaries of confidentiality and is shared under an understanding that:

- The minutes are closed under the Freedom of Information Act 2000 under one or more of the following reasons:
  - Investigations and proceedings by Public Authorities (S30:1:B)
  - Health and safety (8:38)
  - Personal information (S40)
  - Information provided in confidence (S41)
- The discussions and decisions of the meeting take account of Article 8.2 European Court of Human Rights, with particular reference to:
  - Public safety
  - The prevention of crime and disorder
  - The protection of health and morals
  - The protection of the rights and freedom of others
- If disclosure within an agency is felt essential, permission will be sought from the Chair of the particular MACE meeting and a decision will be made as to what information can be shared.

## 12. Information Sharing

Working Together 2018 states that all organisations should have arrangements in place which set out clearly the processes and the principles for sharing information between each other, with other professionals and with the LSCP.

Each agency has a **duty** to assist and provide information in support of Child Protection Enquiries. When requested to do so by Children's Social Care, professionals from other parts of the local authority such as Housing, Schools and those in Health, organisations have a **duty to cooperate under Section 27 of the Children Act 1989** by assisting the local authority in carrying out its children's social care functions.

**In working with children and young people, it must always be made clear to them at the earliest appropriate point that absolute confidentiality cannot be guaranteed and that there will be some circumstances where their needs can only be safeguarded by sharing information with others.**

**The only time it is not appropriate to seek consent is if to do so would place a person at increased risk of harm, prejudice the prevention, detection or prosecution of a serious crime or lead to an unjustified delay in making enquiries about allegations of harm.**

The risk indicator tool (RIT) should be considered and completed by any professional who is concerned around the child sexual exploitation and child criminal exploitation risks



RISK INDICATOR  
TOOL 2019.doc

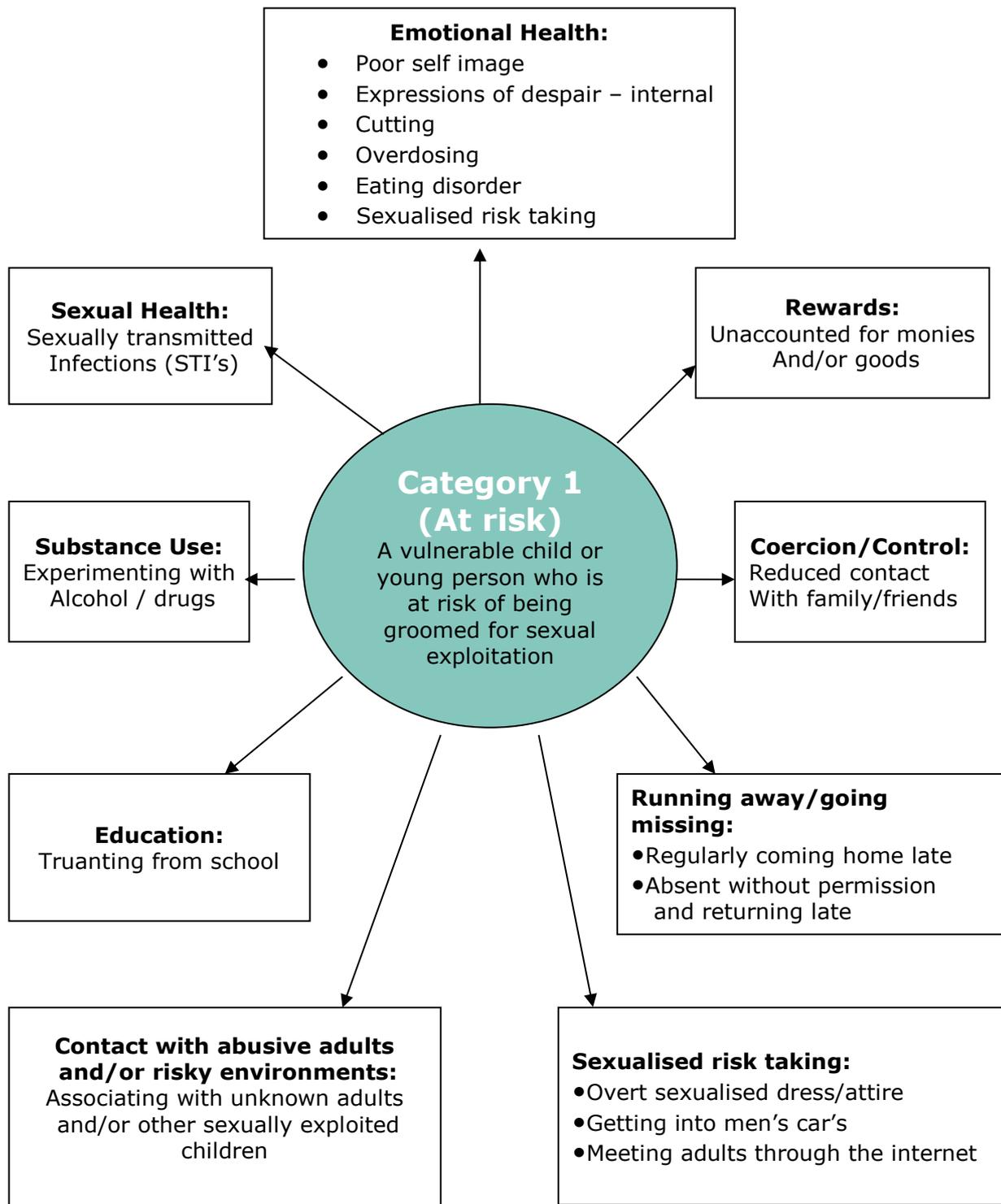
The partnership information (PIF) portal is an essential element of gathering intelligence that is a non-reported crime:

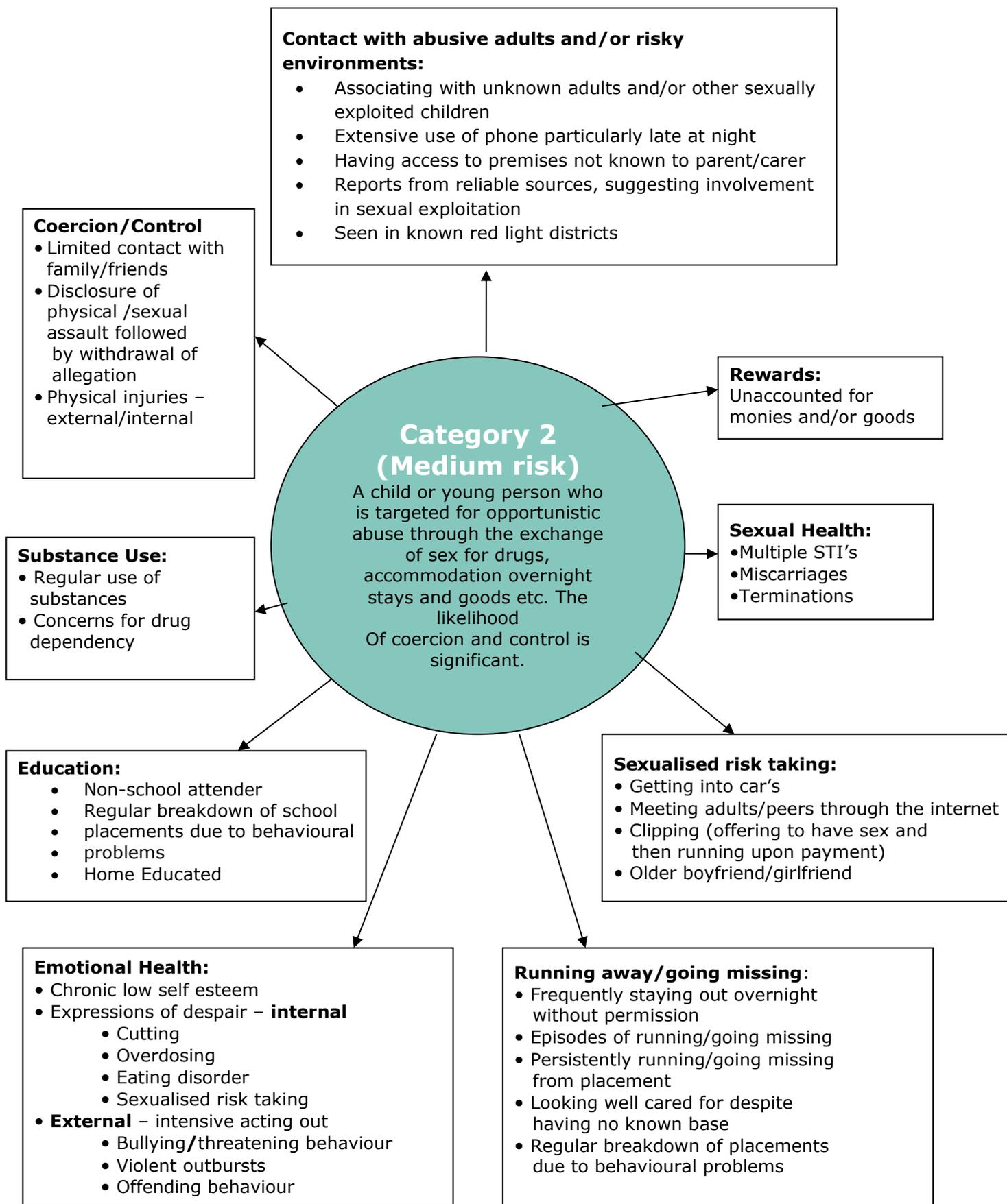
<https://www.reportingcrime.uk/HPPartnershipIntelligence/>

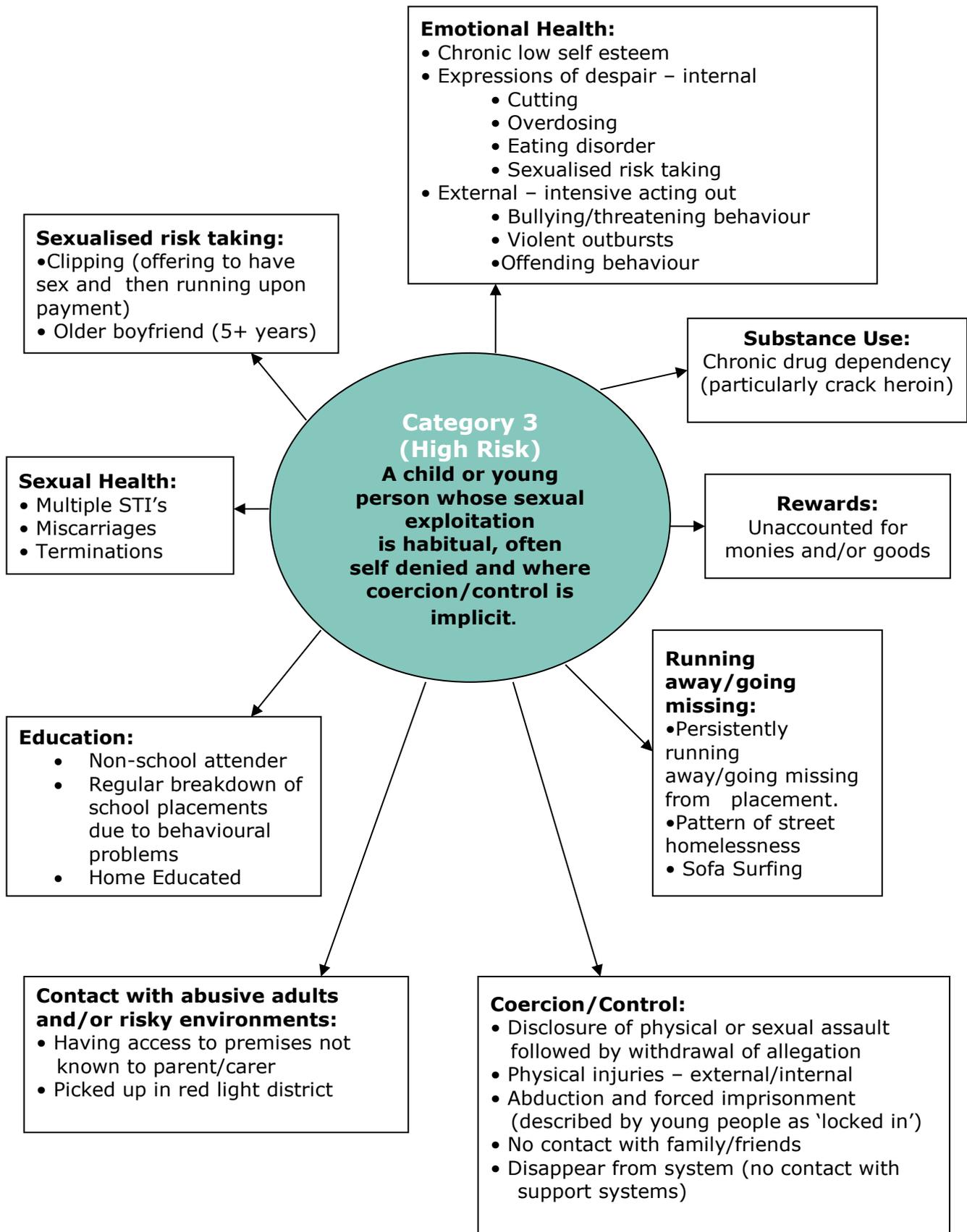
#### Disruption Tool Kit

The GOV UK toolkit is primarily aimed at frontline staff, including law enforcement, social care, education, housing and the voluntary sector, working to safeguard children and young people under the age 18 years.

<https://www.gov.uk/government/publications/child-exploitation-disruption-toolkit>







**East Riding Local Safeguarding Children Partnership**

**Contextual Safeguarding Strategic Group**

**TERMS OF REFERENCE**

**1. Purpose**

- 1.1. This paper sets out terms of reference for the East Riding Safeguarding Children Partnership, Contextual Safeguarding Strategic Group.

**2. Responsibilities**

- 2.1. To provide the lead, on behalf of the ERSCP, on how staff from all agencies work together responding to Child Exploitation and Missing Children, including challenge and holding partners to account
- 2.2. To agree, monitor and review the East Riding Child Exploitation and Missing Multi Agency Strategy and Actions Plans
- 2.3. To ensure the established 'MACE' arrangements, Contextual Safeguarding Operational group and Missing Pre-Operational groups work effectively
- 2.4. To ensure that national requirements and developments are incorporated effectively into East Riding's response to Child Exploitation and Missing Children
- 2.5. To provide ongoing updates to the ERSCP, as required, which give updates on progress in strategic implementation and on Missing Children and the Child Exploitation 'Problem Profile' in East Riding.
- 2.6. To provide an annual report to the ERSCP
- 2.7. To receive ongoing data and performance information and to use the information to assess the effectiveness of the East Riding response to the Child Exploitation and Missing Children
- 2.8. To ensure that there are appropriate sub regional and regional links with other areas that assist with wider co-ordination of the response to Child Exploitation and Missing Children.

**3. Membership**

- 3.1. This is a strategic group during which those attending will be expected to have decision making responsibility for their organisation in relation to Child Exploitation and Missing Children.
- 3.2. Agencies attendance required from:
- 3.2.1. Humberside Police
  - 3.2.2. ERSCP
  - 3.2.3. Education
  - 3.2.4. Children's Social Care
  - 3.2.5. ERYC Housing and Public Protection
  - 3.2.6. Voluntary and Community Sector
  - 3.2.7. Youth & Family Support
  - 3.2.8. Humberside Probation Service
  - 3.2.9. Clinical Commissioning Group (CCG)

- 3.2.10. Health Providers
- 3.2.11. Public Health
- 3.2.12. Youth Offending Service (YOS)
- 3.2.13. Adult Services
- 3.2.14. Public Health

- 3.3. The Contextual Safeguarding Strategic Group reserves the right to co-opt other members for time limited pieces of work.
- 3.4. At the start of each meeting, attendees will be asked to sign an attendance sheet. A record of attendance for each member will be reported as part of the annual report to the East Riding Safeguarding Children Partnership. Members will be expected to attend no less than 75% of meetings. Any member not attending 3 consecutive meetings will be invited to consider their membership position and this will be reported to the East Riding Safeguarding Children Partnership and the Chief Officer of their agency.
- 3.5. Deputies should attend if a member of the Contextual Safeguarding Strategic Group is not available, but it is incumbent upon members to accept their responsibility for routine attendance and to complete any actions required of them, irrespective of whether they are in attendance or not.
- 3.6. For the Contextual Safeguarding Strategic Group to be considered quorate, at least 3 partner agencies must be represented.

#### **4. Agenda**

- 4.1. Meetings will be held a minimum of 4 times annually and unless there are exceptional circumstances, and will last for no longer than three hours.
- 4.2. The agenda for each meeting will be agreed with the Chair prior to publication. Any member of the Contextual Safeguarding Strategic Group is entitled to put an item forward for the agenda. Agendas should be issued at least 5 working days before the meeting and all paperwork should be subject to Chair/Vice Chair control. Minutes from meetings will usually be issued within 10 working days of the meeting.
- 4.3. At the end of each meeting, any key messages for the East Riding Safeguarding Children Partnership will be agreed. The Contextual Safeguarding Strategic Group will identify a person at the end of each meeting if appropriate to work with the editor of the East Riding Safeguarding Children Partnership Newsletter to communicate key messages.

#### **5. Linkage to other groups**

- 5.1. The work of the Contextual Safeguarding Strategic Group will be undertaken on behalf of East Riding Safeguarding Children Partnership. An annual report, work plan and reporting on an exceptional basis will therefore be an expected outcome from the Panel

#### **6. Declaration of interest**

- 6.1. It is the responsibility of each member to declare any conflict of interest with an agenda item either at the start of the meeting or as the discussion unfolds.

#### **7. Business Conduct**

- 7.1. All meetings will:
  - 7.1.1. Start and end on time as agreed.
  - 7.1.2. Show respect for, and value the contribution of each member.
  - 7.1.3. Encourage all members to participate.
  - 7.1.4. Ensure that the agreed work plan is developed and progressed at each meeting.

#### **8. Monitoring**

- 8.1. The effectiveness of the Contextual Safeguarding Strategic Group will be monitored against:

- 8.1.1. Number of times the meeting is held in accordance with its Terms of Reference;
- 8.1.2. Number of times the meeting is quorate;
- 8.1.3. Level and spread of attendance at meetings;
- 8.1.4. Delivery of the work plan;
- 8.1.5. Feedback from participants by way of the annual report.

**Governance Arrangements**

- 8.2. The Terms of Reference will be agreed by the Chair and Group Members
- 8.3. Once agreed, the Terms of Reference will be ratified by East Riding Safeguarding Children Partnership.
- 8.4. Terms of Reference will be reviewed annually.
- 8.5. Minutes of meetings, works plans and exceptional reporting is open for scrutiny by East Riding Safeguarding Children Partnership.

**Panel Chair:**

Designation:

Signature.....Date.....

**Vice Chair:**

Designation:

Signature.....Date.....

*Review Date: December 2022*



## East Riding Local Safeguarding Children Partnership

### Contextual Operational Group

#### TERMS OF REFERENCE

#### 1. **Purpose**

1.1 This paper sets out terms of reference for the Contextual Operational Group.

#### 2. **Aims**

The Contextual Operational Group will lead on aspects of the Contextual Safeguarding Strategy (CE) as defined by the Contextual Safeguarding Strategic Group, with the aim of progressing actions to prevent, engage and disrupt CE and missing events.

#### 3. **Objectives**

The group will meet the above aims by working towards the following objectives:

- Work collaboratively & purposefully.
- Share & discuss good practice and disseminate learning across services.
- Share & discuss practice that needs strengthening and making decisions to bring about resolve at an operational level or escalate.
- Identify & discuss any service gaps & escalate findings when necessary.
- Ensure that CE and missing training, briefings and awareness raising meet contextual safeguarding strategic objectives and identify and coordinating any training or awareness raising activities across services.
- Will collate and analysis data from their service area and feed-back the learning.
- Sharing and discussing CE/Missing information.
- Review quality & effectiveness of Missing, Pre-MACE and MACE & suspect processes.

#### 4. **Membership**

4.1 This is an Operational group during which those attending will be expected to have decision making responsibility for their organisation in relation to child exploitation and missing children.

4.2 Agencies attendance required from:

- 4.2.1. Children's Social Care
- 4.2.2. Health Authority
- 4.2.3. Youth & Family Support
- 4.2.4. Humberside Police
- 4.2.5. Education Welfare Service
- 4.2.6. Looked After Children Service
- 4.2.7. ERSCP
- 4.2.8. Probation Service
- 4.2.9. Voluntary and Community Sector
- 4.2.10. YOS
- 4.2.11. Housing and Public Protection

4.2.12 Adult Services

- 4.3 The Contextual Safeguarding Operational Group reserves the right to co-opt other members for time limited.
- 4.4 Deputies should attend if a member of the Contextual Safeguarding Operational Group is not available, but it is incumbent upon members to accept their responsibility for routine attendance and to complete any actions required of them, irrespective of whether they are in attendance or not.
- 4.5 For the Contextual Safeguarding Operational Group to be considered quorate, at least 3 partner agencies must be represented.

**5. Business Conduct**

- 5.1 The Contextual Safeguarding Operational Group will be chaired by either the Local Authority Contextual Safeguarding Advisor or the Children’s Social Care Manager.
- 5.2 The Contextual Safeguarding Operational Group will make decisions in relation to CSE operational processes and procedures. Decisions will be considered in the context of impact on all service areas and take into account local and national CSE agenda. Where an agreement regarding processes or procedures cannot be reached by the Contextual Safeguarding Operational Group, the issue will be raised at the Contextual Safeguarding Strategic Group for discussion and decision.
- 5.3 Contextual Safeguarding Operational Group meetings will be held quarterly.
- 5.4 The Contextual Safeguarding Advisor will circulate the Contextual Safeguarding Operational Group Agenda prior to the meeting.
- 5.5 Following the meeting, the Contextual Safeguarding Advisor will circulate the Minutes. These will be shared with the Contextual Safeguarding Strategic Group.
- 5.6 All meetings will:
  - 5.6.1. Start and end on time as agreed;
  - 5.6.2. Show respect for, and value the contribution of each member;
  - 5.6.3. Encourage all members to participate;
  - 5.6.4. Ensure that the agreed work plan is developed and progressed at each meeting.

**6. Governance Arrangements**

- 6.1 The Terms of Reference will be agreed by the Chair and Group Members.
- 6.2 Terms of Reference will be reviewed annually.

**Panel Chair:**

Contextual Safeguarding Advisor:

Signature.....Date.....

**Vice Chair:**

CSC Manager:

Signature.....Date.....

*Review Date: January 2022*



## Multi-Agency Child Exploitation MACE

### TERMS OF REFERENCE

#### 1. **Purpose**

1.1 This paper sets out terms of reference for Multi-Agency Child Exploitation MACE.

#### 2. **Aims**

2.1 Core aims of the group are:

2.2 To recommend and review actions to ensure that children, families and communities are protected.

2.3 To support the identification, disruption and prosecution of identified perpetrators

2.4 To identify possible links between individual cases discussed within the Risk MACE meeting.

#### 3. **Objectives**

3.1 The group will meet the above aims by working towards the following objectives:

3.2 Identifying young people/children in the East Riding of Yorkshire who are at risk of child exploitation and ensuring that children/young people are referred into and supported by the relevant agency.

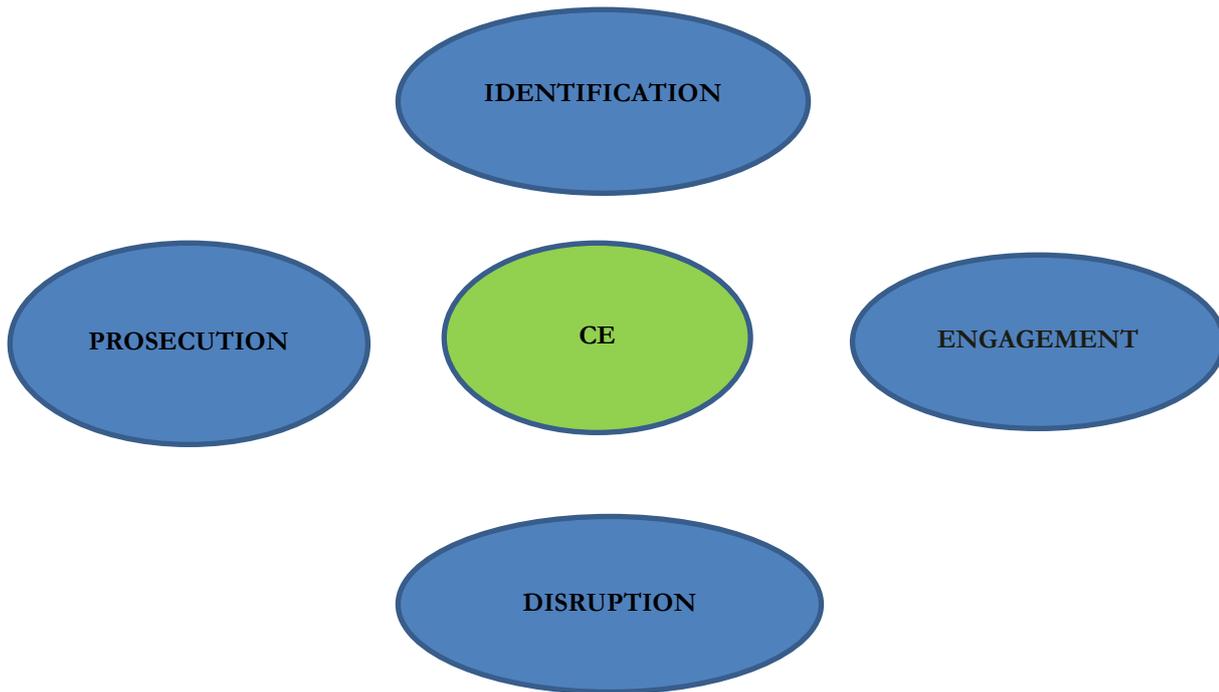
3.3 Identifying individuals responsible for child exploitation and any links and networks between individuals and those who harbour children.

3.4 Identifying locations where CE is reported to be taking place.

3.5 Tasking key group members from across children services with specific actions to achieve the overall aim of the MACE panel.

3.6 Having identified those most at risk the Risk MACE panel will review the multi-agency response to ensure that existing and appropriate child protection processes are in place.

3.7 Ensure cases of suspected or actual child exploitation are well- managed and effectively coordinated to ensure that all possible actions have been taken in order to protect the victims and identify, disrupt and prosecute perpetrators.



3.8 Ensure agencies work together and share all relevant information to protect children and young people from child exploitation.

#### 4. **Membership**

4.1 Those attending MACE will be expected to have decision making responsibility for their organisation in relation to child exploitation

4.2 Agencies attendance required from:

- 4.2.1 Children’s Social Care
- 4.2.2 Health
- 4.2.3 Youth & Family Support
- 4.2.4 Police
- 4.2.5 Education Welfare
- 4.2.6 Looked After Children
- 4.2.7 Child Sexual Exploitation Advisor
- 4.2.8 YOS
- 4.2.9 Adult Services

4.3 The Multi-Agency CE MACE Meeting group reserves the right to co-opt other members for time limited pieces of work.

4.4 Deputies should attend if a member of the Multi-Agency CE MACE Group is not available, but it is incumbent upon members to accept their responsibility for routine attendance and to complete any actions required of them, irrespective of whether they are in attendance or not.

4.5 For the Multi-Agency CE MACE Meeting to be considered quorate, at least 3 partner agencies must be represented.

**5. Business Conduct**

5.1 All meetings will:

- 5.1.1 Start and end on time as agreed;
- 5.1.2 Show respect for, and value the contribution of each member;
- 5.1.3 Encourage all members to participate;
- 5.1.4 Ensure that the agreed work plan is developed and progressed at each meeting.

**6. Governance Arrangements**

- 6.1 The Terms of Reference will be agreed by the Chair and Group Members.
- 6.2 Terms of Reference will be reviewed annually.

**Panel Chair:**

Contextual Safeguarding Advisor:

Signature.....Date.....

**Vice Chair:**

Humberside Police designated Office:

Signature.....Date.....

ToR Review: January 2022