****Child Exploitation Multi-Agency Panel**

**TERMS OF REFERENCE**

**Revised and updated January 2023**

**Operating Principles**

1. This document should be read in conjunction with the SSCP’s Exploitation pathways, risk assessment tool and guidance.

2. Shropshire Safeguarding Community Partnership (SSCP) have agreed the following overarching definition:

*Exploitation is a form of abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child, young person, or adult (including those with care and support needs) into any activity that results in financial or other advantage for the perpetrator or facilitator. Activity includes arranging or facilitating the involvement or travel (trafficking) of a child, young person, or adult (including those with care and support needs) Specific types of exploitation include:*

*• Modern Slavery (including human trafficking)*

*• Sexual Exploitation • Criminal Exploitation*

*• Financial Exploitation (including scams, doorstep crime and rogue traders)*

*• Radicalisation to commit acts of terrorism*

*• Any other Exploitation that enables services or benefits of any kind, including:*

*o Removal of organs*

*o Forced marriage*

*o Illegal adoption*

*The victim may still be exploited even if the activities that they are engaging in appear consensual. Exploitation does not always involve physical contact; it can also occur through the use of technology. Multiple types of exploitation can occur alongside one another or as part of other forms of abuse.*

3. The Exploitation Panel is not intended to replace or replicate existing statutory mechanisms for managing our planned work with individual children or linked groups of children, which will be via a multi-agency Whole Family Assessment/Plan (WFA), a Child in Need Plan (CIN Plan), a Child Protection Plan (CP Plan) or a looked after child Care Plan (CLA) or Pathway Plan.

4. The primary purpose of the Exploitation Panel will be to ensure strategic oversight of Exploitation across Shropshire to promote problem profiling and to ensure prevention and targeted interventions aimed at groups and communities can be planned for and routinely monitored. The panel will thus support actions and/or identify additional actions to safeguard children and to disrupt and reduce the opportunity for them to become victims of abuse as a result of Exploitation.

5. It is intended that professionals receive an oversight of the level of Exploitation activity within their given area by receiving an overview of Exploitation by the Exploitation and Missing Operational Lead or through submissions from Team Managers or Early Help Managers/Lead Professionals in relation to individual cases when required.

6. The Exploitation Panel will collate, analyse and provide performance information and have an oversight of practitioner/agencies responses to individual Exploitation cases and monitor.

7. The Exploitation Panel will receive aggregated information about children who go missing from home or care in a given area to ensure any links between missing activity and Exploitation are made and acted upon.

8. The Exploitation Panel will collect and aggregate data in relation to the incidence of Exploitation in a given area and share this with West Mercia Police to support local problem profiling, support the SSCP Exploitation performance framework.

9. The Exploitation Panel will identify examples of best practice and disseminate learning from this across professionals.

**Accountability**

10. The Exploitation and Missing Operational Lead will aggregate findings from the Exploitation Panel and share these with the SSCP Exploitation and Missing Priority Group. Practitioners are responsible for ensuring existing planning mechanisms for managing WFA, CIN, CP and CLA Plans/Pathway Plans are effectively in place in line with statutory requirements and the needs of the child. Each agency represented at the Exploitation Panel retains their own existing lines of accountability for safeguarding.

**Outputs of the Multi-Agency Exploitation Panel**

11. Review of Exploitation cases via the sharing of intelligence, wider agency information and case information.

12. Identification of any links between victims/offenders that have not been made apparent via individual case planning.

13. Classifying all known Exploitation cases according to agreed local classification systems:

* High Risk/Being Exploited
* Medium Risk/Being Targeted for the purposes of exploitation
* Low Risk/Vulnerable to exploitation

Data will include information on

* Group Offending
* Online Offending
* Lone Offending

14. Sharing information and intelligence about individuals and groups of individuals involved in perpetrating Exploitation or otherwise abuse/criminal behaviours in order to identify potential hotspots, disrupt and minimise activity.

15. Make recommendations to the SSCP Exploitation and Missing Priority Group for global prevention activity, including enhancing public awareness of Exploitation.

16. Make recommendations to the SSCP Exploitation and Missing Priority Group for awareness raising activity encouraging the outcome that children and young people are aware of the risks of Exploitation and know where to go to report abuse.

17. Agree plans for targeted prevention activity where the incidence of Exploitation is high (eg. in relation to pupils attending a certain school or socialising in a certain geographical area) This will be co-ordinated through locality meetings/disruption meetings, chaired by The Exploitation and Missing Operational Lead and/or the Early help Lead for exploitation and involve all front-line professionals within that area, the agreed actions from these locality meetings/disruption meetings will be fed back to Exploitation panel.

18. Agree any multi-agency responses to disruption activity.

19. Seek to hear the voice of the child and their parents/carers via the Exploitation and Missing Operational Lead, other professionals involved and/or through the risk assessment tool or through other means.

20. Share information on locally available services for children discussed at the panel and identify any gaps in provision to Commissioners and the SSCP.

21. Promote available training across panel members and their wider organisations. Take action where awareness training is identified as required by professionals. All training needs to be fed into the learning and development team.

22. All agencies invited to the Exploitation Panel will be required to sign an Information Sharing Protocol.

23. All professionals invited to the Exploitation Panel will be required to sign a confidentiality form at the start of each meeting.

24. There is an expectation that Exploitation Panel members and attendees, as representatives of their agency, will attend prepared to share information about children, young people and their families in order to work together to protect children and to identify and disrupt perpetrators of Exploitation. All information discussed, and documents shared at the Exploitation Panel are strictly confidential and matters discussed should only be disclosed to professional colleagues on a strictly need to know basis in line with existing arrangements for safeguarding children consistent with the Children Act 2004 and Working Together 2018.

31. All partner agencies contributing to the Exploitation Panel process are required to ensure that their own procedures for information sharing and confidentiality support the ethos of Working Together 2018 and Shropshire Safeguarding Community Partnership’s commitment to that.

32. All agencies in attendance at the Exploitation Panel are responsible for securely filing documentation received.

**Membership**

33. Core Panel Members:

Service Manager & Exploitation and Missing Strategic Lead, Children’s Social Care - Jeanette Hill (Chair)

Exploitation and Missing Operational Lead, Children’s Social Care - Clare Jervis

Exploitation and Missing Co-ordinator, Children’s Social Care - Amy Amber

Police Child Exploitation Team – DS Jon Statham

Youth Justice Service – Lucia Malin

Targeted Early Help – Stafford Mason

Education Access Service – Jo Smith

Children & Young People’s Housing Co-ordinator – Julie Wilde

Preparation for Adulthood Team – Deborah Curtis

Leaving Care Team Manager – Tracie Watson

Young People and Families Mental Health Service (Bee U) – Anna Frater

Drug and Alcohol Services (We Are With You) – Sonya Jones

Sexual Health Service – Kayley Baker, Bethany Stevens

Colleges – Sue Croxon (Shrewsbury Colleges), Bev Jackson (North Shropshire Colleges)

TMBSS – Emma Spelman

Branch Project - Carrie O’Keefe, Kelly Outram

Climb – Nadia Ayub

Professional Trading & Licensing Team – TBC (post currently vacant)

MPFT – virtual member (to receive information and share back information)

**Roles and Responsibilities of Panel Members**

34. Panel Chair:

The Panels will be chaired at least initially by the Service Manager with lead responsibility for Exploitation and Missing.

Confirm the confidentiality statement and ensure that it is signed at each meeting by Panel members. Ensure that the discussion at the meeting remains focused, that the business of the meeting is achieved and that it is conducted within the time allocated. Ensure that members are offered equity with regards to opportunities to contribute to the meeting. Agree the information collated from the meeting, and the record of actions arising from the discussion, before distribution to Panel members.

35. Panel Members:

Standing members of the Panel will:

Attend the meetings regularly and on any occasion when they are unable to attend, they should identify an appropriate representative from their agency to attend in their place. Come prepared to share any new or additional information over and above that already shared at the case management meetings Contribute to the information sharing which enables the meetings to fulfil their purpose. Contribute to the actions agreed during the meetings and provide timely reports on progress and outcomes.

36. Exploitation and Missing Operational Lead:

The Exploitation and Missing Operational Lead will:

Review completed risk assessment tools and will liaise with practitioners as appropriate. Liaise with the Police Missing Children Co-ordinator to cross reference cases on the Exploitation tracker with the children missing from home and care data. Link with other local authorities who have children placed in Shropshire as necessary. Collate the agenda for the case discussions and to provide an overview of Exploitation cases being managed at that time. Aggregate findings from the Panel and share these with the SSCP Exploitation and Missing Priority Group.

The Exploitation and Missing Administrator will:

Distribute the agenda and any associated papers to Panel members one week in advance of the Panel meetings. Follow up on previous agreed actions to ensure closing of the loop.

**Frequency of Panels**

37. Monthly.

38. The Panels will be chaired either by Children’s Social Care or a deputy to be identified.

**Referral Pathway**

39. The criteria for attendance at a panel is that a child or young person is at HIGH risk of Exploitation or is being Exploited, according to the definition provided earlier. The Exploitation risk assessment tool must have been completed prior to the case being considered by the panel. OLA children will not be considered at Shropshire’s Exploitation panel unless their Exploitation activity and risk is associated within Shropshire (all risk assessments received for OLA children will be recorded on the Exploitation tracker for intelligence gathering).

40. The Exploitation and Missing Operational Lead will use the tracker to collate an agenda.

***OTHER PROFESSIONALS SHOULD NOT USE THE EXPLOITATION PANEL AS A MEANS BY WHICH TO MAKE NEW REFERRALS TO CHILDREN’S SOCIAL CARE WHICH SHOULD BE MADE AT THE POINT THE NEED OR HARM IS IDENTIFIED VIA FIRST POINT OF CONTACT (FPOC)***

Agenda:

1. Introduction and apologies.
2. Confidentiality agreement.
3. Review of previously agreed actions as raised by multi-agency membership and prevention and disruption activities.
4. Cases to mention and individual case presentations.
5. Children who were assessed as Low or Medium risk of CE last month (plus all OLA children)
6. Shropshire children who remain assessed as High risk of CE last month - presented by relevant team manager or social worker (discussions need to remain Exploitation risk focused)
7. Updates on all other Shropshire children who are currently assessed as High risk of CE, provided by allocated social worker
8. Overview of police intelligence and crime reports received last month (not including children who are currently assessed as High risk of CE)
9. Common themes from all Exploitation referrals received last month to be provided by Clare Jervis to the group including an overview of following:
   1. Number of new referrals and break down re: level of risk identified
   2. Population profile
   3. Source of referrals
   4. Missing episodes/persistent absence/CME
   5. Local information and current areas of concern
   6. Perpetrators and links
   7. Emerging themes
10. West Mercia Police update provided by DS Jon Statham.
11. Targeted Early Help update provided by Stafford Mason.
12. Branch Project update provided by Carrie O’Keefe.
13. Examples of good practice identified by the Panel Chair.
14. All members to raise any issues for action and/or problem solving relating to the incidence of Child Exploitation in the local area from the perspective of their agency.
15. Actions for local prevention and disruption activity to be agreed.

41. Review of ToR

These terms of reference and operating principles will be reviewed after 12 months – next review January 2024