



# CHILDREN'S SERVICES OVERVIEW AND SCRUTINY PANEL

TUESDAY, 19TH JULY, 2016

At 6.30 pm

in the

COUNCIL CHAMBER - TOWN HALL,

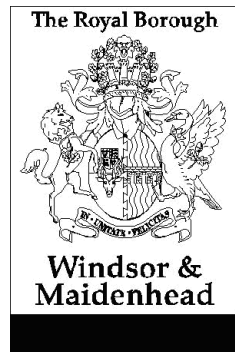
## SUPPLEMENTARY AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
5.	<u>CHILD SEXUAL EXPLOITATION - UPDATE ON PROGRESS</u> To comment on the Cabinet report.	3 - 18

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Report for:  
INFORMATION



<b>Contains Confidential or Exempt Information</b>	NO - Part I
<b>Title</b>	Child Sexual Exploitation – Update on Progress
<b>Responsible Officer(s)</b>	Alison Alexander, Managing Director/Strategic Director Adult, Children and Health Services
<b>Contact officer, job title and phone number</b>	Hilary Hall, Head of Commissioning Adults, Children and Health, 01628 683893
<b>Member reporting</b>	Cllr Natasha Airey, Lead Member for Children's Services
<b>For Consideration By</b>	Cabinet
<b>Date to be Considered</b>	28 July 2016
<b>Implementation Date if Not Called In</b>	9 August 2016
<b>Affected Wards</b>	All

## REPORT SUMMARY

1. The council recognises that child sexual exploitation poses a significant risk to children and young people. To provide assurance, to the Council, that council services and partners are working effectively together, using their statutory powers to minimise risks, the Lead Member and the Director invited, in early 2015, an internal audit of arrangements in place across the Council to protect and prevent child sexual exploitation alongside an external review focused on the council and its partners. A comprehensive action plan, derived from the two reviews, was approved by Cabinet in March 2015.
2. Operational arrangements to address the risks of child sexual exploitation are now supported through the Multi-Agency Safeguarding Hub, established in January 2016 and the Local Safeguarding Children Board's Missing Children/Child Sexual Exploitation Operational Panel.
3. This report confirms that the action plan has been completed and provides an update on the progress made.

## If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
1. Proactive and preventative management of the risks associated with child sexual exploitation by the local authority with its partners offers residents protection and promotes safer communities. <b>3</b>	Immediately

## 1. DETAILS OF RECOMMENDATIONS

### RECOMMENDATION: That Cabinet:

- i. **Notes the completion of the council's action plan approved in Cabinet in March 2015.**
- ii. **Notes the operational arrangements in place through the Multi-Agency Safeguarding Hub and Missing Children/Child Sexual Exploitation Operational Panel.**
- iii. **Notes that the effectiveness of the arrangements will be tested through the Local Government Association safeguarding peer review in December 2016, the outcomes of which will be reported to Cabinet in January 2017.**

## 2. REASON FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

### Background

- 2.1 On 26 March 2015, Cabinet considered a comprehensive report outlining the extent to which the council and all its partners were taking action to mitigate risks of child sexual exploitation within the Royal Borough. The report confirmed that the council was being proactive and there was a willingness to identify and address the issue.
- 2.2 The report was supported by a range of evidence including an internal audit that confirmed, in the main, adherence to, and use of, statutory regulations to address the issue; and an independent review of the council's and wider partners' activities to prevent and protect residents and prosecute those that were offending. All the activity described in the report assured Cabinet that the council was not blind to the issue. The three supplementary reports attached to the cabinet report were:
  - An internal audit investigation, which reviewed how the local authority's services were using their statutory powers to mitigate risks.
  - An external, independent review of statutory partners' response to child sexual exploitation in the Royal Borough and the extent to which their responses were combined and working effectively together.
  - The Windsor and Maidenhead Local Safeguarding Children Board's Missing Children/Young People and Child Sexual Exploitation Strategy which is structured around **preventing** risks, **protecting** children and young people and **prosecuting** offenders, the three P's.
- 2.3 **RBWM Missing Persons and Child Sexual Exploitation Action Plan**

Over the last year, work has been undertaken, through a task and finish group, to strengthen and implement the Royal Borough's Missing Persons and Child Sexual Exploitation Action Plan. The action plan has now been completed, see Appendix 1, and actions which are now in place, or existing actions that have been strengthened, to mitigate the risks of child sexual exploitation include:

  - **Systematic planning for children identified at risk of child sexual exploitation:** Following a one-day review of practice in May 2016, a new screening tool has been introduced which was an enhancement on the existing tool. This tool enables agencies to identify the triggers of child sexual exploitation more readily and the actions required to protect children/young

people. The outcomes are monitored through the Missing Children/Young People and Child Sexual Exploitation Operational Panel.

- **Systematic data monitoring and management:** The Missing Persons/Child Sexual Exploitation Coordinator post is managed within the Multi-Agency Safeguarding Hub. A key focus of this post is to ensure that there is a robust system for tracking children missing education, children missing from care or home, and those at risk of child sexual exploitation. The resource dedicated to this function assists in ensuring that all children/young people at risk are quickly identified and appropriate safeguarding arrangements put in place.
- **Training:** There is a range of training available, including:
  - Basic online training – which the council’s workforce has completed. All new employees are required to complete the online training as part of their induction.
  - Training on the use of the screening tool.
  - Specialist training for professionals who deal directly with children, young people and their families.
  - Training session dedicated for elected Members was delivered in 2015 and further training sessions will be delivered in the autumn of 2016.
- **Community awareness raising:** There is an ongoing programme of awareness raising, including posters and banners in all Council offices, ‘cue cards’ for young people, for parents/carers and for professionals, rolling programme of Tweets through the Council’s Twitter feed and awareness raising materials for all hotels, licensed premises and taxis.
- **Licensing:** An annual plan of licensing operations is in place to check compliance with licence requirements. This includes operations held jointly with Thames Valley Police (TVP) to counter under age alcohol sales. Licensing staff also participate fully in covert TVP operations in licensed premises offering accommodation (hotels, etc) where intelligence suggests that child sexual exploitation may be an issue. Taxi drivers must provide a satisfactory Enhanced Disclosure and Barring Service report in order to gain a private hire or taxi licence - and initial preparatory work is currently ongoing with a view to seeking, later in 2016, the approval of Members to impose as a licence condition for all taxi drivers (existing and new) that they undertake compulsory child sexual exploitation training.

2.4 In October 2015, a second multi-agency conference, with national speakers, was held to further expand professional knowledge of the risks of child sexual exploitation. Nearly 200 people attended the event, entitled Challenging Our Perceptions, including Headteachers and teachers, hospital consultants, GPs, health visitors, social workers, police officers, foster carers and other professionals working with children and young people. Feedback from attendees was overwhelmingly positive with one professional commenting: “The calibre of the speakers, the content and the breadth and depth of the coverage of current issues was superior to many national events we often engage in.”

2.5 Attendees were particularly moved by the keynote speech provided by Emma, a young woman from the north east of the country. She talked about her experience of, and escape from, child sexual exploitation, describing how she had been groomed over a long period of time from the age of 12, initially by some boys just a couple of years older than her.

### **Missing Children/Young People and Child Sexual Exploitation Strategy**

- 2.6 In December 2015, Cabinet endorsed the revised Missing Children/Young People and Child Sexual Exploitation Strategy which had been approved by the Windsor and Maidenhead Local Safeguarding Children Board. Officers had worked with partners to review and strengthen the Strategy taking account of the findings of the external review, internal audit, Cabinet, as well as nuances in the local and national strategic direction of tackling child sexual exploitation. Specifically, the work strengthened the Strategy so that it:
- Outlined the **challenges** to be addressed, including the link between children who go missing from home, care or education and sexual exploitation, the vulnerability of males as well as females to exploitation and the dangers of internet and mobile technology to target vulnerable children/young people.
  - Set out agreed **principles** in terms of both missing and child sexual exploitation, including that going missing or being sexually exploited is a safeguarding issue, not a crime/offence and that coercers/sex abusers may not just be adults, but could be a child's peers or young people slightly older than them.
  - Identified the key **policy** decisions, including governance arrangements and the local response to the risks of child sexual exploitation which focuses on targeting known locations, identifying children/young people who are already vulnerable and may be more susceptible to being targeted and a multi-agency robust response to individual cases.
- 2.7 Officers are satisfied that the approved Strategy provides the strategic context within which each agency has its own action plan to take forward their contribution to addressing the risks of child sexual exploitation. The Strategy is supported through governance structure that includes all parties, see appendix 2.

### **Operational arrangements**

- 2.8 The implementation of the Multi-Agency Safeguarding Hub (MASH) in January 2016 provides operational support to address child sexual exploitation in the borough. The MASH works with individual children, and the Child Sexual Exploitation Coordinator who works within the MASH, provides coordinated support across the agencies.
- 2.9 The MASH, through co-location of key partners, enables information about potentially vulnerable young people to be collated and checked quickly and appropriate safeguarding arrangements put in place. The co-location of the Missing Persons/Child Sexual Exploitation Coordinator in the MASH, see point 2.3, has strengthened the monitoring and management of data around vulnerable young people. In addition, the introduction of the new screening tool, see point 2.3, is enabling agencies to identify the triggers of child sexual exploitation better and to ensure more targeted plans are in place to address the specific risks identified.
- 2.10 The Local Government Association will be undertaking a safeguarding peer review in the Royal Borough in December 2016 and a key feature of the review will be to test the effectiveness of the MASH, including the council's and partners' operational arrangements to address the risks of child sexual exploitation. The outcome of the review will be reported to Cabinet in January 2017.

### **Female genital mutilation**

- 2.11 Alongside its work to minimise the risk of sexual exploitation to children and young people, the council is equally committed to addressing other related risks and in

particular the risks associated with female genital mutilation (FGM). This commitment was underlined in the motion unanimously approved by Council on 25 February 2014.

2.12 Officers in Children’s Services have been active participants in the pan-Berkshire FGM Task Group. This Group, led by the Clinical Commissioning Group, developed specific operational procedures to enable practitioners to identify children at risk and respond appropriately. These have been approved by the Windsor and Maidenhead Local Safeguarding Children Board. Training on these procedures is provided to staff.

2.13 The Ofsted inspection framework for local authorities was revised in June 2015 to ensure that inspectors reported on the extent to which these risks were being addressed by local authorities and their partners. A feature of the new Joint Targeted Area Inspection, introduced in September 2015, is a ‘deep dive’ around a particular theme. The first cohort of inspections, September 2015 to June 2016, focused on child sexual exploitation. FGM is one of the themes under consideration for the second cohort starting in September 2016.

2.14 The options being presented to Cabinet are set out in table 1

<b>Table 1: Option</b>	<b>Comments</b>
The local authority continually reviews the risks of child sexual exploitation in the Royal Borough and actively works with its partners to address those risks.  <b>Recommended option</b>	The local authority continues to review the arrangements in place and takes appropriate action, with its partners, to protect residents vulnerable to child sexual exploitation, and in doing so complies with its statutory responsibilities to keep children and young people safe.
The local authority does not address the risks of child sexual exploitation in the Royal Borough.	Failure to review the arrangements in place and take appropriate action to protect residents vulnerable to child sexual exploitation could result in the local authority failing in its statutory responsibilities to keep children and young people safe.

### 3. KEY IMPLICATIONS

3.1 The key implications are in table 2.

**Table 2: Key implications**

<b>Defined Outcomes</b>	<b>Unmet</b>	<b>Met</b>	<b>Exceeded</b>	<b>Significantly Exceeded</b>	<b>Date delivered by</b>
Prevention - % of children/ young people removed from the Child Sexual Exploitation case tracker within three months of identification due	<90%	90-94%  <b>7</b>	95-99%	>99%	31 March 2017

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date delivered by
to successful intervention.					
Protection – No. of children/ young people identified at risk level 3.	>6	5-3	2-3	1-0	31 March 2017

#### 4. FINANCIAL DETAILS

##### Financial impact on the budget

- 4.1 No additional budget is sought for this work. All the work undertaken in relation to child sexual exploitation is within the base budget of the three directorates and is based on the time of key officers engaged in the multi-agency Strategic Group and Operational Panel. The cost of the coordinator post is within the existing base budget of Adult, Children and Health Services.
- 4.2 The costs associated with running the MASH, including partner contributions, are set out in table 3.

**Table 3: Financial implications of the MASH and Assessment teams**

	2016/17 Full year estimated costs £	FTEs
<b>RBWM contribution</b>		
Social care 1 x team manager 2 x assistant team manager 9 x social worker 2 x access officer Non pay costs	892,000	14
Education Welfare officer	32,000	1
Early help Early help advisor	36,000	1
RBWM contribution to police costs	30,000	
RBWM contribution to health coordinator	10,000	0.3
RBWM contribution to DASH coordinator	30,000	
<b>RBWM total</b>	<b>1,030,000</b>	
<b>Partner contributions</b>		
Thames Valley Police contribution * 1 x DS 2 x Researcher 1 x Assessor	121,000	4
Clinical Commissioning Group contribution	10,000	0.3
Thames Valley Probation contribution*	0	
<b>Partner total</b>	<b>131,000</b>	
<b>Grand total</b>	<b>1,161,000</b>	



\* Thames Valley Police while recorded as FTE 4, this is not representative of RBWM input, they cover 6 other boroughs.

\* Thames Valley Probation not yet co-located, virtual input to the MASH at this point.

NB the total RBWM contribution is the previous monies from the Referral and Assessment Service plus the additional costs to support the MASH.

## 5. LEGAL IMPLICATIONS

5.1 The statutory framework for the local authority to use to address the risks of child sexual exploitation includes:

- Local authority's general duty to safeguard and promote children's welfare under Section 17 of the Children Act 1989 or to make child protection enquiries under Section 47 of the same Act.
- The power to share information to prevent crime and disorder under the Crime and Disorder Act 1998, Section 115.
- Housing Act 2004 in relation to the licencing houses of multiple occupation.
- Child Abduction under Section 2 of the Child Abduction Act 1984
- The Licensing Act 2003 to prevent children and young people gaining access to adult venues where they may be vulnerable to grooming.

## 6. VALUE FOR MONEY

6.1 Investment in proactive and preventative action should decrease the number of individual cases escalating to specialist safeguarding services.

## 7. SUSTAINABILITY IMPACT APPRAISAL

7.1 None.

## 8. RISK MANAGEMENT

<b>Risks</b>	<b>Uncontrolled Risk</b>	<b>Controls</b>	<b>Controlled Risk</b>
Children and young people are at risk of child sexual exploitation and other related risks	High	<ul style="list-style-type: none"> <li>• Effective Multi-Agency Safeguarding Hub.</li> <li>• Robust Missing Children/ Young People and Child Sexual Exploitation Strategic Group and Operational Panel.</li> <li>• Targeted training for the whole workforce</li> </ul>	Low

## 9. LINKS TO STRATEGIC OBJECTIVES

9.1 The recommendations, if adopted, support the Council's strategic objectives of putting residents first and delivering together through safeguarding children and

young people from risk of abuse or harm, working in close partnership with partner agencies.

## **10. EQUALITIES, HUMAN RIGHTS AND COMMUNITY COHESION**

10.1 Effective work to address the risks of child sexual exploitation will contribute to eliminating discrimination and victimisation of vulnerable children and young people within the community.

## **11. STAFFING/WORKFORCE AND ACCOMMODATION IMPLICATIONS**

11.1 None.

## **12. PROPERTY AND ASSETS**

12.1 None.

## **13. ANY OTHER IMPLICATIONS**

13.1 None.

## **14. CONSULTATION**

14.1 The report will be considered by Children's Services Overview and Scrutiny Panel on 19 July 2016.

14.2 All officers involved in the implementation of the council-wide action plan have been consulted on the contents of the report.

## **15. TIMETABLE FOR IMPLEMENTATION**

<b>Date</b>	<b>Details</b>
7 – 11 December 2016	Local Government Association safeguarding peer review

## **16. APPENDICES**

- Appendix 1: Missing Persons/Child Sexual Exploitation Action Plan.
- Appendix 2: Missing Children/Young People and Child Sexual Exploitation governance structure

## **17. BACKGROUND INFORMATION**

17.1 Background information to this report includes:

- Cabinet report – 26 March 2015.
- Cabinet report – 30 July 2015.
- Cabinet report – 17 December 2015.

17.2 Child sexual exploitation has a high national profile due to court cases in Rochdale and Oxford and the publication of the Jay and Casey reports relating to Rotherham Metropolitan Borough Council. For further background reading, see:

- [Independent inquiry into Child Sexual Exploitation in Rotherham 1997-2013](#) – Professor Alexis Jay, August 2014

- [The sexual exploitation of children: it couldn't happen here, could it?](#) – Ofsted, November 2014
- [Tackling Child Sexual Exploitation, a resource pack for councils](#) – Local Government Association, December 2014
- [Report of Inspection of Rotherham Metropolitan Borough Council](#) – Louise Casey CB, February 2015

## 18. CONSULTATION (MANDATORY)

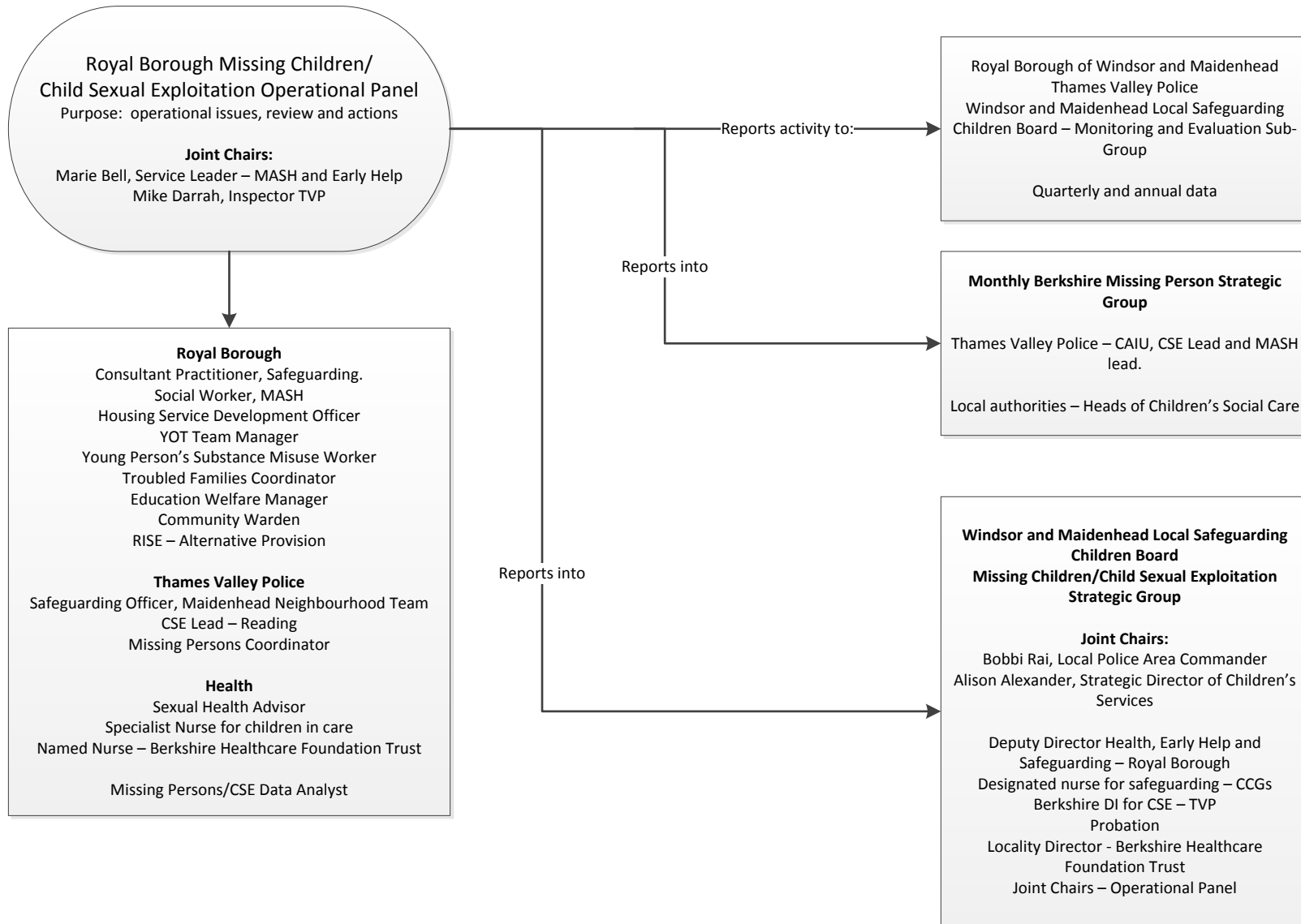
Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
<b>Internal</b>				
Cllr Natasha Airey	Lead Member for Children's Services	25/6/16	27/6/16	2.2, 2.3, 4.1
Russell O'Keefe	Strategic Director Corporate and Community Services	29/6/16		
Alison Alexander	Managing Director/ Strategic Director Adults, Children and Health	25/6/16	29/06/16	Throughout
Simon Fletcher	Strategic Director Operations and Customer Services	29/6/16		
Edmund Bradley	Finance Partner	29/6/16		
Michaela Rizou	Cabinet Policy Officer	25/6/16		
<b>External</b>				

## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>
Non-key decision	No

Full name of report author	Job title	Full contact no:
Hilary Hall	Head of Commissioning – Adults, Children and Health	01628 683893

**Royal Borough of Windsor and Maidenhead  
Missing Children/Child Sexual Exploitation governance**



## RBWM MISSING PERSONS AND CSE PRELIMINARY ACTION PLAN

No.	Issue	Activity	Progress update	Responsible Officer – Strategic Director	Target Date	Status
1	Compliance with statutory requirements on DBS checks	Develop report in iTrent to produce monthly report on DBS checks, monitoring output and reporting failure of compliance to the relevant council management team.	<ul style="list-style-type: none"> <li>Reports are produced on a monthly basis for Adults and Children's Services.</li> <li>These reports are checked in HR for expiry date of DBS and actioned where necessary.</li> <li>The reports are sent to the appropriate DLT/DMT for noting and for chasing the employee if no action is taken.</li> </ul>	Head of HR	First report: April 2015 and monthly thereafter.	<b>Completed and ongoing</b>
2	Workforce assurance	Ensure an accurate system for monitoring HCPC registrations of all social workers across the Council is in place and reported quarterly to the Director of Children's Services.	<ul style="list-style-type: none"> <li>System in place.</li> </ul>	Head of HR	June 2015	<b>Completed and ongoing</b>
		Ensure job accountabilities clarify employee's roles and responsibilities with regards to safeguarding – with specific reference to the wider safeguarding issue of child sexual exploitation.	<ul style="list-style-type: none"> <li>New job accountabilities are updated when they are developed.</li> <li>Existing ones are being reviewed as part of the appraisal process in 2015.</li> <li>Further training and guidance has developed.</li> </ul>	Head of HR	October 2015	<b>Completed and ongoing</b>
		Issue a notification to all staff, for discussion at 2015/16 appraisals – of the incorporation of awareness to, and action against, child sexual exploitation into their job accountabilities.	<ul style="list-style-type: none"> <li>An email was sent to Directors and Heads of Service in March 2015.</li> </ul>	Head of HR	June 2015	<b>Completed</b>
		Update the Council's Whistle Blowing Policy, ensure its promotion to all staff and monitor its use.	<ul style="list-style-type: none"> <li>Policy has been updated.</li> <li>Christabel's Comms on 13 February 2015 highlighted the policy following Rotherham and NHS items.</li> <li>Annual compliance check to be undertaken.</li> </ul>	Head of HR	July 2015	<b>Completed and ongoing</b>
		Promote the function of the Local Authority Designated Officer – LADO.	<ul style="list-style-type: none"> <li>A series of bite size training sessions has been set up and put into the training calendar over June and July.</li> <li>An email was sent to Directors and Heads of Service in May 2015 promoting the dates and seeking attendance</li> </ul>	Head of Commissioning	July 2015	<b>Completed and ongoing</b>

No.	Issue	Activity	Progress update	Responsible Officer – Strategic Director	Target Date	Status
			by all managers.			
3	Compliance with statutory requirement to ensure staff receiving appropriate training in safeguarding, including child sexual exploitation.	Review the Organisational Development Strategy for inclusion of the relevant safeguarding training requirements for council employees, including elected members.	<ul style="list-style-type: none"> <li>Review has been completed and relevant amendments made to the Strategy.</li> </ul>	Head of HR	From April 2015	<b>Completed</b>
		Development of a system to record and report quarterly on safeguarding training completed by council workforce.	<ul style="list-style-type: none"> <li>All training is booked through Quality Matters which enables reporting on an individual, team and service basis.</li> </ul>	Head of HR	From April 2015	<b>Completed and ongoing</b>
		Integrate the council's safeguarding, including child sexual exploitation, training programme with other Local Safeguarding Children Board (LSCB) partners to offer multi agency training – ensuring appropriate promotion of available programmes.	<ul style="list-style-type: none"> <li>Completion of the online awareness training by all frontline staff completed.</li> <li>The Strategic Training Group of the Local Safeguarding Children Board has completed a training schedule identifying training required by different job roles across the council.</li> </ul>	Head of HR	From April 2015	<b>Completed and ongoing</b>
		Specific training to be provided to RBWM Community Protection and Enforcement Services Officers by Children's Services to assist with: a) identification of potential CSE issues; b) reporting and referral mechanisms for any CSE concerns identified during the course of an inspection or visit.	<ul style="list-style-type: none"> <li>Training has been undertaken.</li> </ul>	Head of HR	September 2015	<b>Completed</b>
		Annual evaluation of the effectiveness of CSE training to be reported on a quarterly basis to the CSE Strategic Group.	<ul style="list-style-type: none"> <li>This is scheduled within the work programme of the CSE Strategic Group.</li> <li>First report in July 2015 with annual reports thereafter.</li> </ul>	Head of HR	From July 2015	<b>Completed and ongoing</b>
4	Commissioning, contracting and service compliance	Commission a wider array of support services.	<ul style="list-style-type: none"> <li>An analysis of cases that were on the CSE tracker is being undertaken by the CSE Coordinator to identify what additional support services could have been put in place to support the young people involved. No specific services were identified through this exercise.</li> <li>In the meantime, awareness raising continues.</li> </ul>	Head of Commissioning	September 2015	<b>Completed and ongoing</b>
		Contract managers to draw	<ul style="list-style-type: none"> <li>Standard clauses have</li> </ul>	Head of	September	<b>Completed</b>

No.	Issue	Activity	Progress update	Responsible Officer – Strategic Director	Target Date	Status
		specific attention to all safeguarding requirements of contracts.	been agreed to be inserted into all contracts which will take account of the LSCB commissioning standards.	Procurement	2015	and ongoing
		All enforcement inspection regimes to have CSE addendum i.e. inspecting officers to be vigilant for signs of potential CSE (following training) and to refer cases where identified.	<ul style="list-style-type: none"> <li>Following the specific training for Community Protection and Enforcement Services officers, inspection proformas have been updated to take account of these requirements.</li> </ul>	Head of Community Protection and Enforcement	September 2015	Completed and ongoing
5	Compliance with taxi licensing regulations, including school transport.	Delivery of an annual plan of checks and audits to be reported, together with any corrective action plan required, to the council's Management Team.	<ul style="list-style-type: none"> <li>An annual plan of checks and audits, reported into IPMR, is in place around the number of licencing operations.</li> </ul>	Head of Community Protection and Enforcement	Plan in place from April 2015	Completed and ongoing
		Development of regular reviews of practice between Children's Services and the Taxi Licensing Service.	<ul style="list-style-type: none"> <li>Quarterly attendance, commencing July 2015, at Community Protection and Enforcement Services Management Team meetings by a Children's Service's representative.</li> <li>Attendance to be reviewed annually.</li> </ul>	Head of Community Protection and Enforcement	Plan in place from July 2015	Completed and ongoing
		Completion of a 'Fundamental Service Review' on transport for children – exploring options for full centralisation and to secure best value in resource deployment across home to school transport.	<ul style="list-style-type: none"> <li>Completed and action plan in place</li> </ul>	Head of Highways	Action Plan in place from July 2015	Completed
		Review and update content of driver and passenger training (as required) to include a focus on child sexual exploitation issues.	<ul style="list-style-type: none"> <li>Training in place.</li> </ul>	Head of Community Protection and Enforcement	October 2015	Completed
		Issue the Code of Conduct to all transport providers with the annual confirmation of transport arrangements.	<ul style="list-style-type: none"> <li>Code of Conduct issued to all new providers commissioned in-year</li> <li>Code of Conduct reissued to all providers in advance of each academic year</li> </ul>	Head of Highways	August 2015	Completed and ongoing
6	Compliance with licensing of bed and breakfast/hotel.	CSE posters and material to be distributed to all bed and breakfast/hotels licenses by RBWM.	<ul style="list-style-type: none"> <li>Training delivered by Thames Valley Police to all hotels and licensed premises together with posters and materials.</li> </ul>	Missing Persons/CSE Coordinator	September 2015	Completed and ongoing
7	Communication of risk of child sexual	Up to date information and awareness raising materials to be produced and	<ul style="list-style-type: none"> <li>A suite of cards targeting young people, parents/carers and</li> </ul>	Missing Persons/CSE Coordinator	April 2015	Completed and ongoing

No.	Issue	Activity	Progress update	Responsible Officer – Strategic Director	Target Date	Status
	exploitation to the community.	distributed to council staff and partners, including the Local Safeguarding Children Board cue cards.	<p>professionals has been produced, along with a set of posters.</p> <ul style="list-style-type: none"> <li>Roller banners are in place in the reception areas at Town Hall, York House and Marlow Road Youth and Community Centre.</li> <li>Information available on the Council's website.</li> </ul>			
		Explore with schools, the use of financial resources from the dedicated schools fund to purchase sex education programmes tackling internet safety, bullying, consent etc for all schools.	<ul style="list-style-type: none"> <li>Chelsea's Choice delivered in 13 out of 14 schools in July 2015.</li> <li>For Years 4 and 5 children, a pilot production of "In The Net" was delivered in one school at the beginning of July 2015. This is an internet safety awareness raising production..</li> <li>All RBWM schools have been offered the opportunity to invite the Youth Service in free of charge to deliver sessions.</li> </ul>	Missing Persons/CSE Coordinator	September 2015	<b>Completed and ongoing</b>
8	Clarity of the role and responsibilities of Elected Members, Officers and the Local Safeguarding Children Board in respect of child sexual exploitation.	Update the role specification and constitution of the: Leader, Lead Member for Children's Services, Lead Member for Adult's Services, Deputy Leader, Children's Overview and Scrutiny Panel, and Corporate parenting in respect of children's safeguarding, including child sexual exploitation, in line with the Jay Report 2014.	<ul style="list-style-type: none"> <li>CSE was referenced in the induction sessions for new Members on 13 and 18 May 2015.</li> <li>Amendments to the terms of reference for Corporate Parenting Forum and Overview and Scrutiny Panel were approved.</li> </ul>	Head of Commissioning	July 2015	<b>Completed</b>
		Update the terms of reference of the Local Safeguarding Children Board to reflect the emerging issue of child abuse through exploitation.	<ul style="list-style-type: none"> <li>Terms of reference have been updated and approved.</li> </ul>	LSCB Business Manager	September 2015	<b>Completed</b>
9	Data capture and reporting	Incorporate indicators in the council's performance framework on safeguarding child sexual exploitation.	<ul style="list-style-type: none"> <li>Two primary indicators and three supporting secondary indicators have been agreed.</li> <li>First reporting against them will be included in the IPMR for 2015-2016 in July 2015.</li> </ul>	Hilary Hall	April 2015	<b>Completed</b>
		Explore, with software provider, how to capture children at risk of and experiencing child sexual exploitation in the local authority case load management system 'Paris'.	<ul style="list-style-type: none"> <li>Changes have been made to the case management system to enable this information to be captured.</li> </ul>	Head of Commissioning	July 2015	<b>Completed</b>



No.	Issue	Activity	Progress update	Responsible Officer – Strategic Director	Target Date	Status
		Local Safeguarding Children Board monitoring and evaluation group to develop a bespoke CSE dataset.	<ul style="list-style-type: none"> <li>Bespoke CSE dataset has been drafted and agreed.</li> </ul>	Head of Commissioning	July 2015	Completed and ongoing
10	Efficacy of RBWM's Missing Children/Child Sexual Exploitation Operational Panel.	<p>Procedures will be put in place to ensure that notifications from the Child Sexual Exploitation Operational Panel to practitioners and make it clear of the signs and indicators they should be looking for with regards children at risk and what they should supply to the panel, for instance: name, address and other details.</p> <p>Any child presented to the Operational Child Sexual Exploitation Panel will be referred to the Referral &amp; Assessment team and be subject to a single assessment, as a minimum.</p>	<ul style="list-style-type: none"> <li>Covered in training and through bespoke presentations to groups, such as Community and Voluntary Sector Forum.</li> <li>This is now in place</li> </ul>	Missing Persons/CSE Coordinator	October 2015	Completed and ongoing
11	Lack of specialist resource	<p>Monitoring of the work of the newly appointed Child Sexual Exploitation /Missing persons co-ordinator.</p> <p>Ensure coordination of the activity between Thames Valley Police and the Council's specialist Team/Officer.</p>	<ul style="list-style-type: none"> <li>This is in place through standard management arrangements, including monthly supervision.</li> <li>Quarterly reports are being made to the CSE Strategic Group.</li> <li>The CSE coordinator works closely with Thames Valley Police to use intelligence to inform each other's work.</li> <li>Both organisations are confident that this joint working is maximising the use of intelligence.</li> </ul>	Missing Persons/CSE Coordinator	Quarterly from appointment June 2015	Completed and ongoing
12	Compliance of Council contracts with safeguarding regulations.	LSCB's commissioning standards to be incorporated into all future commissioning.	<ul style="list-style-type: none"> <li>Standard clauses have been agreed to be inserted into all contracts which will take account of the LSCB commissioning standards.</li> </ul>	Martin Strawson	September 2015	Completed and ongoing
13	Development of Council-wide activity in respect of tackling child sexual exploitation.	The establishment of a Council wide Task and Finish group to deliver the RBWM Missing Person and Child Sexual Exploitation Action Plan, as well as identify new activities for implementation.	<ul style="list-style-type: none"> <li>The group was set up in April 2015 and met on a fortnightly basis to progress this action plan.</li> </ul>	Head of Commissioning	September 2015	Completed

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