

# Child Exploitation and Missing From Home Group (C.E.A.M)

## Terms of Reference

### Purpose

This is a Multi – Agency Forum whose goal is to support and enhance services provided to children and young people, who are considered to be at significant risk of or are experiencing currently exploitation. This requires the sharing of information and current strategies by the lead professional and look to review, reflect and strengthen the actions being undertaken to prevent, protect and disrupt that which are considered to be the concerning elements contributing to risk. This will include discussions relating to the disruption and pursuit of perpetrators involved utilising direct interventions and legal mechanisms. Information shared or themes and trends in behaviour or locations to be highlighted and identified intelligence to be fed back to the Police.

### Participants Responsibilities

- To prepare and consider for each meeting their services current involvement and be prepared to provide what is known about the child or young person and present that information to the group
- Be prepared and be able to commit additional resources or change approaches to support a coordinated intervention and enhance opportunities to intervene and disrupt in support of the lead professional
- Therefore recognise that it is all services responsibilities to recognise and participate in sharing intelligence to help identifying disruption which is appropriately targeted and where appropriate undertake joint tasks or working with the Police. It is not only a Police responsibility
- Through discussion and negotiation at the forum professionals should use their experience to consider creative or unconventional approaches to support engagement, intervention and disruption.
- That the group has a quality assurance function and where there are concerns relating to intervention or direction being taken by a service, participants will be prepared to represent the views of CEAM within their organisations should adjustments be recommended.  
Ultimately to evaluate the impact of actions and form a view with regards to the ongoing risk to the young person.
- Participants will need to consider planning, service delivery and discussions to fully consider what enhanced service to provide within the context of the decision making triangle. **Victim, Perpetrator and Place.**

### Membership of the Group

The **Chair** of this Group will be the Head of Service Child Protection and Exploitation.

The **Vice Chair** will be DCI or DI from the Complex Safeguarding Hub of Greater Manchester Police

Representation is expected from the following organisations or specific roles will be core members of the Group

- **Safeguarding Service** – Representative Lead Professional and a Member of the Complex Safeguarding Hub
- **Police** – Representatives for CCE, CSE and where necessary from community teams, Police Officer for missing or Intelligence

- **Urban Outreach (RUNA)** – One representative
- **Early Help Forum** – Named Participant
- **Bolton NHS Foundation Trust**
- **360 Young People’s Drug Worker**
- **Parallel Link**
- **Youth and Play Services** - One representative able to link with relevant 3<sup>rd</sup> party partners
- **Youth Offending Service** -
- **National Probation Service** -
- **Community Safety**
- **Safeguarding in Education**
- **Regulatory Services**
- **Environmental Health and Housing Standards**

In addition for each case heard the Lead professional is required to attend for that specific discussion. Part of the meeting will be to discuss cases.

### **Frequency of Meetings**

CEAM will run on a fortnightly basis. However not all cases will be heard on a fortnightly basis. Frequency will be decided by CEAM in accordance to need and level of risk. All Cases adopted by CEAM will need to however be reviewed dependent on need and risk but acknowledge in most circumstances must also allow an appropriate timescale to ascertain if the multi agency actions is having an effect but no later than 8 weeks in duration.

Emergency submissions for review should be requested at least 48 hours prior to a meeting to allow agencies an opportunity to review information. Such submissions will be at the agreement of the Chair.

### **Submission / Referral**

CEAM is a targeted forum promoting the allocation of additional time and resources to those reflected as being at a higher degree of risk and exploitation. All cases will therefore be open to Social Care due to the level of risk being medium or high. It is anticipated most referrals will be made by the Lead Professional however all partners will be able to request the lead to complete a risk assessment tool or where there is dispute ask for its completion and submission.

As such a referral is made by the submission of the relevant risk assessment tool, be it;

- Children/young people who score high according to the GM Sexual Exploitation risk assessment tool
- Children/young people who score medium or high according to the Criminal Exploitation screening tool

The Group’s administrator upon receipt will acknowledge receipt and refer to the Social Care Manager for Complex Safeguarding Hub to consider if referral is appropriate. If accepted an offer of a timeslot for the Lead Professional/ Referrer will be given to attend. The subsequent Invitation letter will advise the Lead Professional to attend 10 minutes before the slot allotted in the knowledge that 20 minutes will be given for the discussion but also advise that discussions may run over. Lead Professional will also be advised that without themselves or a representative being in attendance

then the discussion will not proceed. Information provided will state clearly this group will offer and change

## Agenda

The meeting will be structured into four parts.

1. **Intelligence and Hotspot update** – This may or may not be used depending on the need to alert as to any changes in the dynamics of the area or detailing any update on information that needs to be shared from operations. The meeting will consider the application of any alerts, training, disruption or other measures to enhance community safety. This may also include referrals to other partnerships such as the community safety partnership.
2. **CSE risk assessed** – Cases are to be referred using the CSE risk assessment tool and concluded with a judgement of medium or high risk

New cases will be initially reviewed followed by case Reviews

3. **CCE risk assessed** - Cases are to be referred using the CCE risk assessment tool and concluded with a judgement of medium or high risk

New cases will be initially reviewed followed by case Reviews

The standard format for case discussion will be structured as identified below.

- Case Summary which is the Findings of Risk Assessment / Current risks perceived by Lead Professional and Protection / Care Plan
- Discussions – Apply SWOT analysis
- Recommendation and additional action commitment

## Governance

The group will report to Bolton Safeguarding Board CSE and Missing Sub-group and BSCP. The Partnership will ensure that the work of the group is inter-linked across the safeguarding agenda.

April 20