

Members are reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting

BIRMINGHAM CITY COUNCIL

SCHOOLS, CHILDREN AND FAMILIES OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 12 OCTOBER 2016 AT 14:00 HOURS
IN COMMITTEE ROOMS 3 & 4, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chairman to advise the meeting to note that this meeting will be webcast for live and subsequent broadcast via the Council's Internet site (www.birminghamnewsroom.com) and that members of the press/public may record and take photographs. The whole of the meeting will be filmed except where there are confidential or exempt items.

2 APOLOGIES

To receive any apologies.

3 - 6

3 ACTION NOTES

To confirm the action notes of the meeting held on the 21 September 2016.

7 - 32

4 TRACKING: CHILDREN MISSING FROM HOME AND CARE INQUIRY – 2.00PM – 2.40PM

Claire Bell, West Midlands Police and Tony Stanley, Chief Social Worker to provide an update.

33 - 68

5 UPDATE ON CHILD SEXUAL EXPLOITATION (CSE) - 2.40PM - 3.20PM

Claire Bell, West Midlands Police; Alastair Gibbons, Executive Director for Children Services; Debbie Currie, Assistant Director - Child Protection, Performance and Partnership; Cathryn Greenway, Senior Commissioning Officer; and Emma Rohomon, Licensing Manager to provide an update.

6 **MISSING FROM EDUCATION – 3.20PM – 4.00PM**

David Bishop, Head Of Service - Alternative Provision & Independent Education and Julie Young, AD - Education & Skills to provide an update.

7 **WORK PROGRAMME**

For discussion.

8 **DATES OF FUTURE MEETINGS**

To note the dates of future meetings on the following Wednesdays at 1400 hours in the Council House:-

23 November, 2016
7 December, 2016
25 January, 2017
8 February, 2017
22 March, 2017
26 April, 2017

9 **REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS RECEIVED (IF ANY)**

To consider any request for call in/councillor call for action/petitions (if received).

10 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

11 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

BIRMINGHAM CITY COUNCIL

**SCHOOLS, CHILDREN AND FAMILIES OVERVIEW AND
SCRUTINY (O&S) COMMITTEE – PUBLIC MEETING**

**14:00 hours on Wednesday 21 September 2016, Committee Rooms 3 & 4 –
Actions**

Present:

Councillor Susan Barnett [Chair]

Councillors: Barry Bowles [Deputy Chair], Matt Bennett, Kate Booth, Debbie Clancy, Shabrana Hussain, Julie Johnson, Valerie Seabright, Martin Straker Welds and Alex Yip.

Other Voting Representatives: Sarah Smith, Church of England Diocese and Evette Clarke, Parent Governor Representative

Also Present:

Councillor Brigid Jones, Cabinet Member for Children, Schools and Families

Tim Boyes, Chief Executive, Birmingham Education Partnership

Colin Diamond, Executive Director for Education

Peter Hay, Strategic Director for People

Seamus Gaynor, Head of Strategic Management

Tracy Ruddle, Director of Continuous School Improvement, BEP

Amanda Simcox, Research & Policy Officer, Scrutiny Office

Benita Wishart, Overview & Scrutiny Manager, Scrutiny Office

1. NOTICE OF RECORDING/WEBCAST

The Chairman advised that this meeting would be webcast for live or subsequent broadcast via the Council's Internet site (which could be accessed at "www.birminghamnewsroom.com") and members of the press/public may record and take photographs.

The whole of the meeting would be filmed except where there were confidential or exempt items.

2. APOLOGIES

Apologies were submitted on behalf of Councillor Sue Anderson, Councillor Chauhdry Rashid and Samera Ali, Parent Governor Representative.

3. ACTION NOTES

(See document No 1)

RESOLVED:-

The action notes of the meeting held on the 20 July 2016 were confirmed.

4. VOLUNTARY CHILDREN'S TRUST

(See document No 2)

Cllr Brigid Jones, Cabinet Member for Children, Schools and Families and Peter Hay Strategic Director for People informed Members that the recommendations contained within the report had been agreed at Cabinet on the 20th September 2016. Members will be involved and there will be a report setting out the final recommendation to Council in January 2017.

RESOLVED:-

- Sessions will be built for Overview and Scrutiny to engage with the emerging trust board on developing the relationship between the trust and members before January's report.

5. INCLUSION COMMISSION

(See document No 3)

Councillor Brigid Jones, Cabinet Member for Children, Schools and Families and Colin Diamond, Executive Director for Education informed Members that there were six workstreams underneath the commission, it was important that the right people were on the Commission and the consultation was improved.

Nominations for a political representation from the three parties for the Inclusion Commission had been made.

RESOLVED:-

- The following information is provided to Members:
 - Information on the six workstreams.
 - The process for appointing the young person and other representatives on the Inclusion Commission.
- An update on the Inclusion Commission to be made at either the December 2016 or January 2017 committee meeting.

6. BIRMINGHAM EDUCATION PARTNERSHIP (BEP)

(See document 4).

Tim Boyes, Chief Executive, BEP; Tracy Ruddle, Director of Continuous School Improvement, BEP; and Colin Diamond, acting as the Council's commissioner explained that the contract with BEP will now end on the 31st August 2017, as the Government were stopping the education support scheme and Local Authorities

would no longer have the powers or the funds for school improvement after July 2017.

Concern was raised regarding the city's poor Key Stage 2 results from summer 2016 and this will be picked up when the data is discussed in more detail at the 22nd March 2017 committee meeting.

RESOLVED:-

- School attainment to be discussed more fully at the 22nd March 2017 committee meeting and Tim Boyes, Chief Executive and Tracy Ruddle, Director of Continuous School Improvement, BEP to be invited to attend.

7. WORK PROGRAMME 2016-17

(See document 5)

RESOLVED:-

That the work programme be noted and agreed and representatives from BEP to be invited to attend the 22nd March 2017 committee meeting.

8. DATES FOR FUTURE MEETINGS

The dates were noted.

9. REQUEST(S) FOR CALL IN/COUNCILLOR CALL FOR ACTION/PETITIONS

None.

10. OTHER URGENT BUSINESS

Members expressed their sympathy for the family and school of the student who died from Mayfield School. Members were informed that West Midlands Police, Health and Safety Executive (HSE) and the Birmingham Safeguarding Children Board were now involved. There are three maintained schools on that site and in addition the Council has commissioned two independent reviews (a full health and safety review of the site and an education safeguarding review) with the aim of producing a single action plan.

11. AUTHORITY TO CHAIRMAN AND OFFICERS

RESOLVED:-

That in an urgent situation between meetings the Chair, jointly with the relevant Chief Officer, has authority to act on behalf of the Committee.

The meeting ended at 16.12 hours.

Report of:	Cabinet Member for Children, Families and Schools
To:	Schools, Children and Families Overview and Scrutiny Committee
Date:	12 October 2016

Progress Report on Implementation: Children Missing from Home and Care

Review Information

Date approved at City Council: 12 January 2016 Member who led the original review: Councillor Barry Bowles Lead Officer for the review: Benita Wishart Date progress last tracked: April 20, 2016
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1. In approving this Review the City Council asked me, as the appropriate Cabinet Member for Children's Services, to report on progress towards these recommendations to this Overview and Scrutiny Committee.
2. Details of progress with the remaining recommendations are shown in Appendix 2.
3. Members are therefore asked to consider progress against the recommendations and give their view as to how progress is categorized for each.
4. Introduction

An overview enquiry was carried out by the committee into children reported as missing from home and care; concluding in January, 2016. While progress in several areas has been made, two recommendations require further explanation in this report to explain progress made. This report updates the Schools, Children, and Families Oversight and Scrutiny Committee on both, while updating progress and challenges overall in the area of missing children from home and care.

Outstanding Recommendations

- 1) The development of an overarching strategy for clarity in responsibilities and risk management, especially for looked after children and persistent runways. There is a need for information to be shared effectively and appropriate support offered.
- 2) The Runaways Charter has been signed; and needs to be taken forward to enhance our work with vulnerable children and young people

The overarching strategy that guides interagency practice is in place, launched in February, 2016 (see appendix). This strategy was informed by the West Midlands Missing Protocol, and is called Birmingham's **Missing from Home and Care Practice Guidance**. The guidance sets out how children are reported and then recorded as missing, and it guides decision making around the proportionate and appropriate response needed to help. The guidance explains how to classify and then define a child when they are not where they are supposed to be (through the use of two categories - 'absent' and 'missing'), and it contains a range of resources to help practitioners. The guidance explains the process of the return home interview, and clarifies that children's services

contract the Children's Society to offer this service (see commissioning section). The guidance was a shared task by members of the Missing Operational group (MOG), a monthly partnership meeting chaired by the Chief Social Work Officer. When a child is reported as missing police will determine the category of **absent** (not where they are supposed to be but not at risk) or **missing** (not where they are supposed to be and potentially at risk) and they share the missing reports daily with Childrens Services. Many children are located on the same day, within hours, but the information about the missing episode is entered onto the Childrens Services data base (Carefirst) as a contact. This helps with risk analysis should the child be reported as missing again. Police retain the absent data, although this is accessed for multi-agency discussions and strategy meetings because it helps to identify patterns of behaviour and the overall risk analysis.

The number of children reported as missing in the children's electronic recording system (Carefirst) now matches the number of missing children that the foster care service report on. We had a problem of social worker inconstancy when updating the markers on Carefirst. A clear guidance note was issued that explained how to do this. This is an ongoing area of focus, because the consistency in how to record a child as missing and how to remove the marker when they are located is improving but not always accurate. Managers have been briefed and the guidance note is a tool to help improve things. Improving consistency will increase reliability in the data.

The Children's Society Runaways Charter (see appendix) was agreed with and signed on Jan 12, this year. The charters' four commitments (to count, think, act, prevent) are woven into the work of the strategic missing operational group (MOG).

- 1) Counting – the systems to support reporting and responding to missing children are in place, tested and working. A twice weekly automated report detailing the names of children who are missing from home or care on that day is sent out to all managers. The data intelligence manager is a member of MOG. A member of the internal audit team is also a member.
- 2) Thinking – The MOG meets monthly and reviews the six most worrying cases in the city and tries to understand the inter-service problems that need addressing. This is an intelligent systems review useful for adjusting how we work. For example too many children have plans in more than one service; accordingly we need to ensure that the child in need or child protection plan (or care plan) covers the 'missing' issues.
- 3) Acting – We have improved our data sharing, and work is underway to strengthen the decision making made in CASS and MASH, through the use of the 'signs of safety' risk assessment tools that work cohesively with the CSE screening and risk assessments tools.
- 4) Preventing – intelligence about patterns of behaviour informed by return interviews (like where young people are meeting or congregating) is shared at MOG and police can then act on this intelligence. We need to keep improving the planning for missing children and MOG feedback to the CP and CIC leads is helping to drive up improvements in the CIN, CP and CIC planning work.

5. Commissioning progress and planning forward

The Children's Society (Streetwise Project) is commissioned to run until March 2018. Streetwise receive referrals from the West Midlands Police Compact system and via referrals. All notifications / referrals are triaged and rated dependent on level of risk identified. All young people, parents / carers referred receive a letter from Streetwise offering advice and support, along with a "What to do if you runaway" leaflet. Red referrals show levels of risk requiring a return interview or that the young person is in need of immediate intervention in an attempt to prevent further missing episodes. Red risk indicators include (but are not exclusive to) - more than 2 missing episodes, age, CSE, gang affiliation, substance misuse, mental health needs, peer association, troubled family situation, physical and/or learning disability, and or domestic violence. The return interview (usually approximately 1 hour long) allows the young person the opportunity to discuss the missing episode, independently; with an aim of identifying the factors influencing the missing episode (push / pull factors). This information is shared with professionals (including social workers, care homes, police locate teams, education) via a "Professional feedback form". Any relevant intelligence is additionally passed on to the police via the WMP FIB form and shared at the Birmingham MOG, and where appropriate COG and MASE meetings.

Children's Society submit quarterly reports evidencing the number of referrals, the number of interviews conducted and the issues identified as well as information regarding safeguarding concerns, partnership working, case studies and service user feedback and challenges faced. The contract manager (Commissioning) meets with the Children's Society quarterly to discuss the service, barriers to good practice and to develop areas for improvement. The most recent improvement is Children's Society now send in a monthly report of all referrals. This is being used to check that Social Workers have received the reports and uploaded the information onto E-records in CareFirst. As a result of information requested during the Ofsted inspection further improvements have been identified for reporting including when Children's Society first make contact with a young person and numbers of interviews completed within 72 hours.

An opportunity exists to restructure this commission along with services to support young people who are vulnerable to, or victims of, child sexual exploitation and/or child sexual abuse to create an integrated service model which will achieve outcomes for children and families and work to embed ambition for families including stability and resilience. It is proposed that the service operates at two levels as detailed below to reflect the Right Services Right Time framework.

- Early help for children, young people and families who are starting to struggle as a consequence of risk factors (Adverse Childhood Experiences)
- Targeted therapeutic support for children and families affected by exploitation.

It is proposed that the new commissioned service operates from April 2018. The service will operate at the additional needs level and will be developed to create a system approach taking account of both the universal service offer and the services provided by BCC Children's Social Care and Family Support services. The new service model will be designed with reference to other commissioning activity to ensure synergy with services like Forward Thinking Birmingham. Work is also taking place regionally to look at commissioning arrangements for return interviews between authorities and to develop cross boundary solutions.

6. Summary

We have a mature system of data sharing, data recording, data reporting and practice guidance that helps us to act intelligently around the risks of being missing from home and care. To support data quality, a relentless approach to data consistency and Carefirst efficacy continues. Return home interviews are being offered, and in many cases taken up. We have improved how and where we store these. Development work continues to help social workers maximise inter-service intelligence so that plans made with children and their families are focussed and helping to address the times when they may be missing.

Tony Stanley
Chief Social Work Officer
Char MOG

Appendices

1	Scrutiny Office guidance on the tracking process
2	Recommendations you are tracking today
3	Recommendations tracked previously and concluded

For more information about this report, please contact

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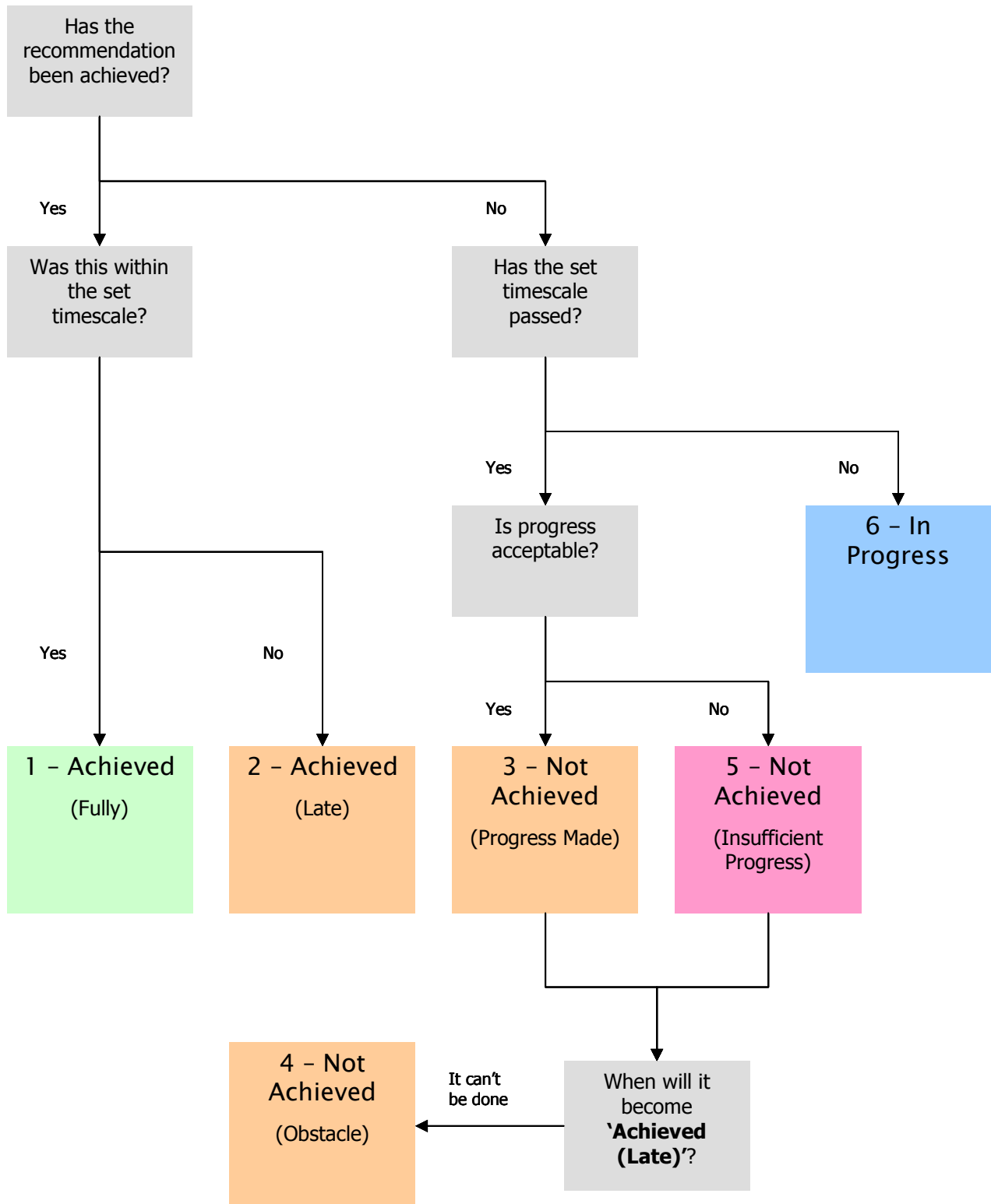
Appendix 1: The Tracking Process

In making its assessment, the Committee may wish to consider:

- What progress/ key actions have been made against each recommendation?
- Are these actions pertinent to the measures required in the recommendation?
- Have the actions been undertaken within the time scale allocated?
- Are there any matters in the recommendation where progress is outstanding?
- Is the Committee satisfied that sufficient progress has been made and that the recommendation has been achieved?

Category	Criteria
1: Achieved (Fully)	The evidence provided shows that the recommendation has been fully implemented within the timescale specified.
2: Achieved (Late)	The evidence provided shows that the recommendation has been fully implemented but not within the timescale specified.
3: Not Achieved (Progress Made)	The evidence provided shows that the recommendation has not been fully achieved, but there has been significant progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
4: Not Achieved (Obstacle)	The evidence provided shows that the recommendation has not been fully achieved, but all possible action has been taken. Outstanding actions are prevented by obstacles beyond the control of the Council (such as passage of enabling legislation).
5: Not Achieved (Insufficient Progress)	The evidence provided shows that the recommendation has not been fully achieved and there has been insufficient progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
6: In Progress	It is not appropriate to monitor achievement of the recommendation at this time because the timescale specified has not yet expired.

The Tracking Process



Appendix ②: Progress with Recommendations

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
1	The development of an overarching strategy for clarity in responsibilities and risk management, especially for looked after children and persistent runaways. There is a need for information to be shared effectively and appropriate support offered.	Tony Stanley	Overarching Strategy February 2016. Effective information sharing still in progress.	Achieved (in part)
2	The Runaways Charter has been signed; and needs to be taken forward to enhance our work with vulnerable children and young people	Andy Pepper	April 2016	Achieved (Fully)
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				

Page	Recommendation	Responsibility	Completion Date
Page 1	Work on developing the new 'Runaway Charter' to be ratified at January 2016 City Council.	Cabinet Member Councillor Graham	January 2016
Page 2	Developing an overarching strategy for looking after children and young people who are clear and understood, with the necessary staff, resources and support. Information is shared effectively and appropriate support is in place for children and young people.	Cabinet Member for Children's Services Cllr. Birmingham Safeguarding Children Board	Feedback to Education and Vulnerable Children's Committee * 28 April 2016 * Discussion and agreement
Page 3	Progress made in the development of the new 'Runaway Charter' to be ratified at the City Council and the City Council's decision to ratify the Charter no later than April 2016. Subsequent progress reports will be submitted by the City Council's decision, and will be implemented by the City Council.	Cabinet Member for Children's Services Cllr. Birmingham Safeguarding Children Board	April 2016

Appendix ③: Concluded Recommendations

These recommendations have been tracked previously and concluded. They are presented here for information only.

concluded

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment

THE RUNAWAYS' CHARTER



_____ has committed to:

Count

We have a clear picture of the numbers of all children running away or going missing from care or home in our area, and regularly analyse the data to look for trends and hotspots.

Think

We address the problems of identifying and responding to children who run away in key strategy documents, such as the Joint Strategic Needs Assessment, Joint Health and Wellbeing Strategy, Local Safeguarding Children Board plans and other strategic plans for young people set out by the local authority.

Our Local Safeguarding Children Board has a set of protocols for preventing running away and dealing with incidents when they occur. There is a named person with responsibility for coordinating responses to runaways and missing children and young people.

We make sure that every professional who works to prevent repeated running away and responds to children and young people who run away, has a clear understanding of their role and responsibilities.

Act

We make available to children and young people, professionals, parents and carers, information on the risks of running away as well as information on 'safe places' where runaways can seek support.

Our agencies recognise that young people of 15, 16 and 17-years-old are not adults and should receive a response to keep them safe, just as younger children do.

Prevent

Our agencies work together and work with parents and carers to prevent repeat instances of running away.

We understand that running away is an indicator of need and requires appropriate responses from local agencies, including a police safe and well check and independent return interview. If a child runs away more than once there should be a presumption that they are at risk of significant harm which requires an appropriate response, such as a multi-agency risk management meeting.



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THE RUNAWAYS' CHARTER



How runaways should be treated:

Be understanding, calm and relaxed with us

Don't automatically think we have been 'wasting your time' or have done something wrong. Children and young people can run away for a number of reasons, including abuse, neglect and grooming for child sexual exploitation. Young people are more likely to open up and allow you to help if you treat us with respect and understanding.

Help us trust you and don't judge us

We need a person that we can trust, that listens and doesn't judge - body language is important. It is important to develop trusting relationships - we might be in danger, but we may not feel able to tell you about it if we don't trust you to listen without judgment.

Be straightforward and honest with us

Where the law stops you from keeping things confidential, explain this to us and involve us in the process of sharing information. Be honest with us about what information you are sharing, why you are doing it and who you are sharing it with - we want to know what's being said and to whom.

Listen to us and take us seriously

Please listen to what we tell you and don't assume you know the facts about a situation until you have heard us. Support us when we come to you and talk about what is happening.

Explain things to us. Give us choices and don't force us into making decisions that we don't understand

Take the time to explain to us the reasons why we need to do certain things, such as attend school, rather than simply telling us that we have to. We need to understand the benefits of doing something, rather than simply being threatened with the consequences of not doing it.

Show us respect

If you need to cancel a meeting, tell us why and rearrange to see us.



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Missing from Home or Care (Under 18 years)

**Practice Guidance for Children's Services
February 2016**

Version: 0.6
Document Dated: 1st February 2016
Review Date: February 2018

Contents

	Page
Introduction	3
Definitions	3
When a Child Goes Missing	5
Responsibilities of the parent/carer prior to notifying the police	
Reporting the child missing/absent	
Parent/carer reporting the child as missing	
Professional agencies/community members reporting the child as missing	
Child missing from education	
Looked after child	
Notifications by social worker	
Locating the Missing Child	7
Police Action	
Child unknown/closed case	
Looked after child	
Planning for the child's return	
When a Child is Found/Returns	8
Role of the Police – missing debrief	
Role of the social worker	
Independent return interview	
Looked after child	
Looked after Children placed in Birmingham by another Local Authority who go missing	10
Looked After Children placed by Birmingham in the area of another Local Authority who go missing	10
Recording of Missing Episodes	11
Recording on CareFirst	
Recording of police notifications	
Recording of return interviews	
Missing Child Flowchart	12
Useful Contacts	13
Tools and Resources	14

Introduction

The purpose of this guidance is to give professionals a clear process and set out what they are required to do when a child or young person goes missing or absent from home or care. It should be read in conjunction with the [statutory guidance](#).

Our collective ambition is to reduce the number of children going missing by responding to young people, listening to those who have gone missing and providing the right support so that they do not go missing in future and are able to keep themselves safe. To achieve this we all need to play our part. Effective prevention strategies, education work and early intervention by local agencies in repeat cases will all help reduce the likelihood of vulnerable children going missing and reduce the number of repeat cases.

This document will define the roles and responsibilities of parents, carers (including kinship carers and foster carers), residential staff, the Police, Children's Social Care Services and other relevant practitioners. It applies to all children that are absent or missing including:

- Looked after children in the care of Birmingham City Council placed within the city;
- Looked after children in the care of Birmingham City Council placed outside the city;
- Looked after children in the care of any other local authority placed within the city;
- Children with disabilities; and
- Children who go missing from their family home.

The same measures are required to protect all children – children who go missing are all vulnerable, whether they are missing from home or from care.

Definitions

Child	Anyone who has not yet reached their 18th birthday. 'Children' therefore means children and young people.
Unauthorised Absence	Where a child's or young person's whereabouts are known or thought to be known but unconfirmed, they are not missing and may instead be considered as absent without authorisation from their placement. However if a risk assessment concludes that the child is at risk of harm, the child should be regarded as missing.
Away from placement without authorisation	A looked after child whose whereabouts is known but who is not at their placement or place they are expected to be and the carer has concerns or the incident has been notified to the local authority or the police.
Child Abduction	Where a child has been unlawfully or forcibly removed from their place of residence, this is a 'crime in action' and should be reported to the police immediately.

Young Runaway	A child who has run away from their home or care placement, or feels they have been forced or lured to leave.
Missing Child	A child reported as missing to the police by their family or carers.
Missing from care	A looked after child who is not at their placement or the place they are expected to be (e.g. school) and their whereabouts is not known.
Looked After Child (LAC)	A child who is looked after by a local authority by reason of a care order, or being accommodated under section 20 of the Children Act 1989.
Responsible Local Authority	The local authority that is responsible for a looked after child's care and care planning.
Host local authority	The local authority in which a looked after child is placed when placed out of the responsible local authority's area.
Care leaver	An eligible, relevant or former relevant child as defined by the Children Act 1989.
Carer	The adult with whom the child usually lives e.g. a parent, foster carer, supported lodgings provider or manager of residential home or semi-independent unit.
Child Sexual Exploitation (CSE)	Child sexual exploitation involves exploitative situations, contexts and relationships where young people (or 3 rd party) receive something (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing and/or others performing on them, sexual activities.
Trafficking	Any child transported for exploitative reasons is to be considered to be a trafficking victim. Children may be trafficked both internally within the UK and externally from or to abroad.
MASH	Birmingham Multi-Agency Safeguarding Hub.
Forced Marriage	Some young people run away because they are at risk of abuse. Forced marriage in particular can lead young women running away from home.
Children not receiving a suitable education	Children of compulsory school age who are not on a school roll, and are not receiving a suitable education otherwise than being in school, for example at home, privately or in alternative provision.

It is important to understand that the police use specific definitions for the terms 'missing', 'absent', 'high risk' and 'medium risk'.

Additional Police Definitions:	
Missing	Anyone whose whereabouts cannot be established and where the circumstances are out of character or the context suggests the person may be subject of crime or at risk of harm to themselves or another.
Absent	A child or young person that is not at a place where they are expected or required to be. The Police classification of 'missing' or 'absent' will be based on on-going risk assessment. "Absent" is a category for police intelligence and will not trigger a referral to the MASH.
High Risk	A risk that is immediate and there is substantial grounds for believing that the subject is in danger through their own vulnerability; or may have been the victim of a serious crime; or the risk posed is immediate and there are substantial grounds for believing that the public is in danger.
Medium Risk	The risk posed is likely to place the subject in danger or they are a threat to themselves or others.

When a child goes missing

When a child goes missing, all relevant agency protocols (for example in respect of court action or action to prevent the child leaving or being removed from the UK) remain in force until the child is found.

Some children go missing for short periods and there may be good reason to believe that they are not at risk or have not run away and they may return home quite quickly. In other circumstances the child's whereabouts are known, but this raises, rather than reduces, concern for their welfare – in this situation, if a risk assessment concludes that the child is at risk of harm, the child should be regarded as missing.

Responsibilities of the parent/carer prior to notifying the Police

The child's parent/carer (including residential staff or foster carers) should take all reasonable and practical steps to establish the whereabouts and wellbeing of the child by:

- Considering the likely reason for the absence of the child/young person, and his/her likely intentions;
- Telephoning, sending SMS (text) messages to the child's mobile phone and checking social media sites if accessible;
- Searching the locality;
- Checking places the child/young person may frequent;
- Speaking to friends and family and, if appropriate, community groups;
- If applicable, checking with the school, college, other education provider or work placement;
- If the child is a looked after child –

- Making appropriate enquiries with the child's parents and other relatives;
- Making appropriate enquiries with other residential homes, foster carers, residential schools;
- Making enquiries with other carers and professionals who have been involved with the child;
- Informing the on call manager to agree a plan of action.

Reporting the child missing / absent

Parent / Carer reporting child as missing:

In most cases a parent/carer will report a child missing from home. In these cases the Police should be contacted for assistance and they will make contact with MASH if necessary (See the Definitions above for the Police criteria).

Professional agencies / community members reporting child as missing:

When a missing child comes to the attention of an agency or member of the community and the incident has not been reported to the Police, they will be responsible for contacting the Police in the first instance. The Police will make contact with MASH if necessary.

Child missing from education

When a child goes missing from education, efforts are made by the school, in the first instance, to trace the family's current whereabouts. If the school are unable to ascertain where the pupil is then a referral is made to Left School No Trace (LSNT) Team based within Education. The LSNT Team assist with lateral checks and complete reasonable enquiries to ensure the child is in receipt of a suitable education.

Prior to referral to the LSNT Team the Head Teacher/Proprietor of the school should carry out a risk assessment. If this risk assessment leads to the conclusion that there are concerns for the child's welfare the Head Teacher/Proprietor will make a referral to MASH.

If following reasonable enquiries the child/family cannot be traced the case is discussed at a Local Authority meeting. If there are concerns for the child and/or the child is not found and all enquiries have been exhausted a referral is made to MASH.

Looked after child

When a looked after child goes missing –

- The foster carer or residential staff will provide detailed information to the Police, in particular the information recorded in the Vulnerable Person's Pen Picture and any reason to suspect that the child is at risk of significant harm in terms of abuse, self-harming behaviour, drugs, sexual exploitation or criminal behaviour.
- The foster carer or residential staff will notify the child's social worker and, if the child goes missing outside normal office hours, the Emergency Duty Team.
- The foster carer or residential staff will normally notify the child's parents as part of the initial checks to establish the child's whereabouts. In some

circumstances it may be more appropriate for the social worker to inform the parents.

- The social worker will ensure that the carer has informed the Police.
- The social worker will notify the child's Independent Reviewing Officer.

Notifications by social worker

When a child with whom a social worker is working has gone missing, the social worker will discuss the situation with the team manager and decide on action to be taken. This must include:

- Sending an alert to the Emergency Duty Team, with specific plans for action if the child is found outside normal office hours; and
- Notifying the Head of Service, Safeguarding, who will decide whether and when to notify partner agencies and other local authorities, and to advise the Left School No Trace Team.

Locating the missing child

Police Action

The Police will carry out a risk assessment and classify the child as 'missing' or 'absent' and this will shape their response in locating the child (see the "Police Definitions" section above for further details).

Where there are immediate concerns, or it appears that the local authority is able to provide information that would be helpful in locating and returning the child, the Police will consult the MASH or, outside office hours, the Emergency Duty Team.

When a child goes missing, or a missing child is found, the Police will make an automated notification to MASH via Compact.

The Police may also make a referral directly to MASH by telephone or email.

If the Police are aware that there is an allocated social worker or family support worker, they will notify the worker that the child is missing, or that a missing child has been found.

Child Unknown / Closed Case

MASH will review all notifications to identify whether the case should be received as a referral.

If the child is unknown, or previously known but now a closed case, the response to a referral will follow existing safeguarding procedures - the MASH RAG rating process will be followed, and children will be triaged to Red, Amber or Green.

- If the rating is RED a Strategy meeting will be undertaken within 4 hours;
- If the rating is AMBER a multi-agency discussion will be held in 24 hours;
- If the rating is GREEN the appropriate support services will be identified.

Looked After Child

If a missing looked after child has not been found within 48 hours the social worker will notify the Executive Director of Children's Services describing the steps taken to locate and return the child.

When there are particular concerns for the child's welfare the social worker will arrange an early missing person strategy meeting – within 72 hours. This may be necessary, for example, if a young person persistently leaves their placement to meet with unfamiliar or inappropriate adults, or to engage in other risky behaviour. These meetings will be particularly important when groups of young people run away together.

If any looked after child remains missing for more than 72 hours the social worker will arrange a missing person strategy meeting to share information and coordinate action to locate the child. This meeting must be held within 5 working days after the 72 hour deadline is met.

The decisions to be made when a looked after child goes missing include whether the child should be returned to the same placement and, if not, what alternatives are available.

Planning for the child's return

Where a child goes missing from home or a care placement, plans must be made to respond promptly when the child is located and to return him/her to a place of safety. This will include considering whether the previous arrangements at home or in the care placement are regarded as safe.

If any agencies have concerns of a criminal nature a response will be coordinated by the police.

When a child is found / returns

Role of the Police - Missing Debrief

Once the young person has been traced/located officers will attend their location to conduct a debrief. The purpose is to check for any indication that the young person has suffered harm, where and with whom they have been, and to give them an opportunity to disclose any offending by or against them. All information obtained is entered onto the COMPACT system (Police) for intelligence purposes.

Role of the Social Worker

If the child has an allocated social worker, s/he should arrange to see the child as soon as possible after any missing episode and consider whether any action can be taken that would reduce the risk of further missing episodes.

The social worker will consider whether s/he should arrange an early review of the relevant plan (child in need plan or child protection plan), and what action should be taken to gather the views of those involved in responding to the missing episode and take them into consideration in reviewing the plan.

The social worker will also consider whether any intelligence that has come to light as a result of the missing incident should be shared with the child's carers.

Independent Return Interview

Statutory guidance requires that return interviews are offered to all young people who go missing. Return interviews should take place within 72 hours of the child or young person returning or being found.

Young people have access to a return interview in order that:

- They can be properly assessed;
- They can be given information about how they can make safe choices; and
- They receive the right service at the right time.

The interviews should ideally be carried out by an independent person or someone the young person trusts.

In Birmingham this service is commissioned. The Service receives notifications from the Police via Compact and referrals from carers, schools, child care and health agencies, as well as self-referrals.

The Service will complete an initial triage of all referrals into Red (high risk), amber (medium risk) and green (low risk). The Service will make contact with all young people who go missing from home or care. Green referrals will receive a letter and a leaflet advising the young people where they can go to get extra help. For Amber referrals, a telephone return home interview will be offered (if significant concerns are raised during this, an additional face to face return interview will be offered). Red referrals will be contacted to offer a return interview.

Within the Red category young people may be triaged as Priority Red or 1st Time Missing to ensure that the most vulnerable young people receive an offer of a return interview as a priority.

The service practitioner conducts an assessment using the following tools:

- A CSE risk assessment using the SERAF risk assessment which scores the level of risk for the young person.
- Birmingham Safeguarding Children Board - Child Sexual Exploitation Screening Tool if required.

Whilst all young people who go missing will be offered a return interview -

- If the young person is assessed as being a persistent missing young person (more than 3 missing episodes) and no other support service is involved, consideration will be given for intensive support.
- If the young person requires a further service and there is a delay in accessing further support then the commissioned service will provide interim intensive support until the alternative service is provided.
- The commissioned service will work in partnership with other agencies to identify follow on work, and will refer young people to agencies such as SPACE, Aquarius.

Upon completion of an independent return interview, the social worker or any alternative appropriate professional (for example school designated safeguarding lead) will be provided with a copy of the Professional Feedback Form. This will detail relevant information relating to the missing episode, along with recommendations that may prevent the child or young person from further missing episodes. The social worker will record on CareFirst that the interview was accepted.

If a return interview is offered but refused or cannot be carried out, the Service will notify the child's social worker of the circumstances. The social worker will record on CareFirst that the interview was declined.

Looked After Child

When a looked after child returns from a period of being missing, the social worker will:

- Ensure that the parents have been informed:
- Notify all agencies that were informed that the child was missing; and
- Consider whether to arrange an early review of the care plan.

Looked After Children placed in Birmingham by another Local Authority who go missing

When a looked after child placed in Birmingham by another local authority goes missing the registered manager of the children's home, or of the fostering service, must notify Birmingham City Council. These notifications will be passed to the Head of Safeguarding. If there appears to be a pattern of missing episodes the Head of Safeguarding will contact the responsible local authority to ask what action they are taking to safeguard the young person.

Looked After Children placed by Birmingham in the area of another Local Authority who go missing

When a looked after child who has been placed by Birmingham in the area of another local authority goes missing, the care provider (the fostering service or children's home) will follow the local Missing from Home and Care Procedures. The child's social worker will consider the need for a missing person strategy discussion,

and will ensure that a return interview is arranged, as above. It may be appropriate to arrange an early review to address issues for the child and the placement.

Recording of Missing Episodes

Recording on CareFirst:

When a child is reported as missing from care for any length of time the social worker will open a 'Notification of Missing Child Episode' on CareFirst. The episode is used to track action taken both to find the young person and when they are found, as well as for reporting purposes.

A new episode must be opened for each incident of a young person reported missing.

The social worker is responsible for recording on CareFirst whether the young person was offered an Independent Return Interview and whether the young person accepted or declined the offer.

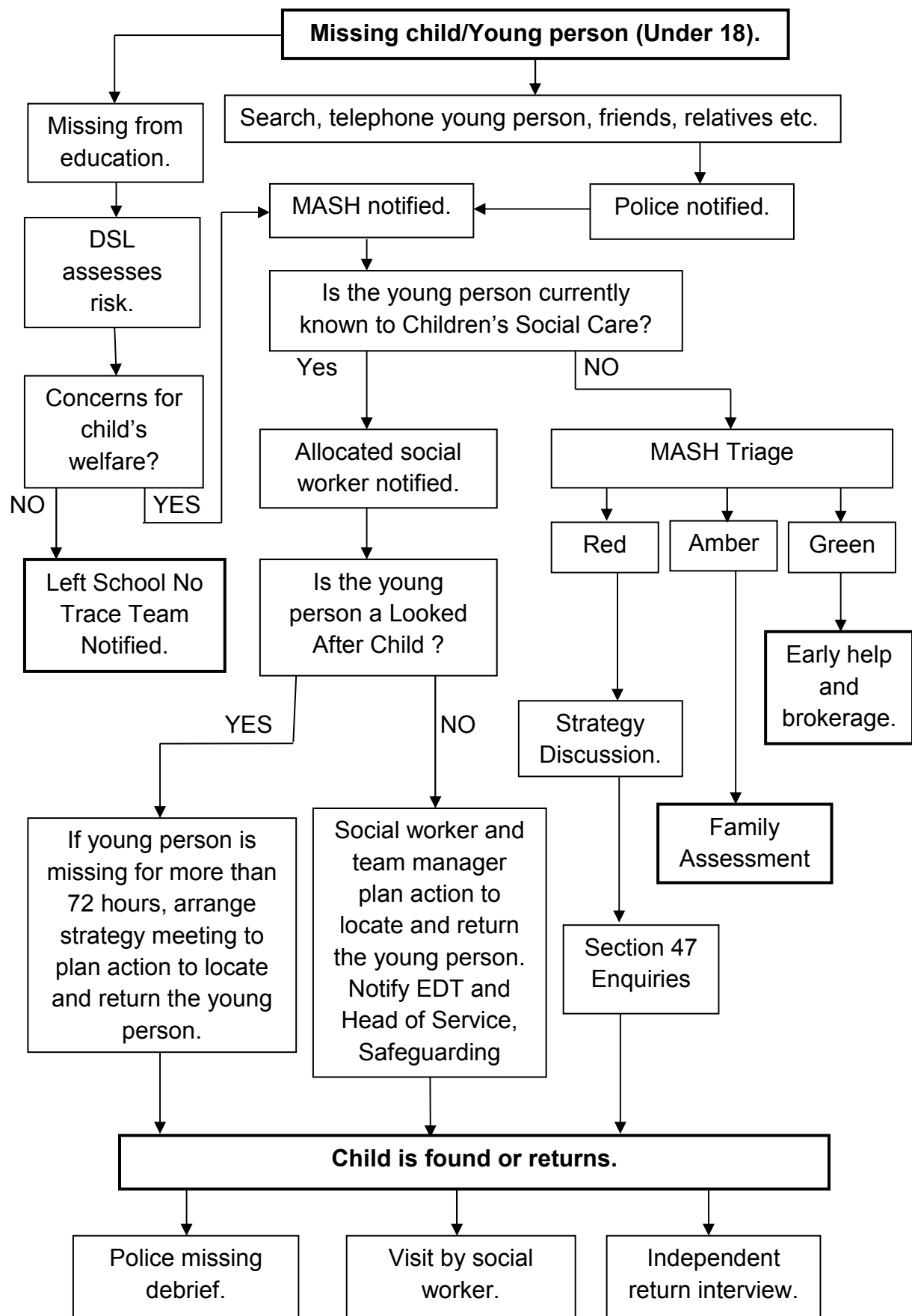
Recording of Police Notifications:

The Police Compact system is used to send automated notifications to the MASH GCSX email inbox for all missing and found children.

Recording of Return Interviews:

The Children's Society monitoring system (MOSAIC) is used for all contact with service users, for case and group recording, and to analyse progress, outcomes and to record interventions. Streetwise will use tools to measure feedback from young people and professionals, and a return interview report form that will also collect data on demographics, people, places and perpetrators.

Missing Child Flowchart



Useful Contacts

Organisation	Phone Number	Email/Website
MASH	0121 303 1888	MASH@birmingham.gov.uk secure email: Secure.MASH@birmingham.gcsx.gov.uk
Emergency Duty Team	0121 675 4806	
Children's Society	0121 212 5599	www.childrenssociety.org.uk
Birmingham Involvement & Engagement Team	0121 303 7217	Lisa.Carter@birmingham.gov.uk
Runaway Helpline	Freephone 116000	www.runawayhelpline.org.uk/ 116000@runawayhelpline.org.uk
NSPCC Child Trafficking Advice Centre	0808 800 5000	help@nspcc.org.uk
Family Lives (formerly Parent line Plus)	0808 800 2222	http://www.familylives.org.uk/
Child line	0800 1111	https://www.childline.org.uk
Barnardos	0121 359 5333	http://www.barnardos.org.uk/what we do/our work/cse-home
CSE coordinators	0121 303 2208 07825 318075	Elisabeth.Richards@birmingham.co.uk Tracey.Johnson@birmingham.co.uk

Tools and Resources

Resources for professionals:

DFE Statutory Guidance	https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/307867/Statutory_Guidance_-_Missing_from_care_3.pdf
Birmingham Safeguarding Children Board	http://www.lscbbirmingham.org.uk
Police Definitions and 16 Questions	http://www.proceduresonline.com/birmingham/scb/chapters/docs_library.html#sg_practice_guidance
Procedures Children Missing from Care, Home or Education	www.proceduresonline.com/birmingham/scb/chapters/p_ch_missing_home_care.html
Procedures – Children Missing from Care	http://birminghamcs.proceduresonline.com/chapters/p_ch_missing_care.html
BSCB - Child Sexual Exploitation	http://www.lscbbirmingham.org.uk/index.php/cse This page has links to – <ul style="list-style-type: none"> • The Birmingham CSE Strategy; • The CSE Screening Tool; • The SCE Risk Assessment Tool; and • Two practice resources for professionals working with children and young people.
BSCB - E-Safety	http://www.proceduresonline.com/birmingham/scb/chapters/p_esafety_abuse_dig_media.html
BSCB - Trafficked Children	http://www.proceduresonline.com/birmingham/scb/chapters/p_trafficked_ch.html
BSCB - Honour Based Violence	http://www.proceduresonline.com/birmingham/scb/chapters/p_honor_based_viol.html
BSCB - Radicalisation and Violent Extremism	http://www.proceduresonline.com/birmingham/scb/chapters/p_sg_ch_extremism.html
BSCB - Forced Marriage	http://www.proceduresonline.com/birmingham/scb/chapters/p_force_marriage.html
BSCB - Self-Harm and Suicidal Behaviour	http://www.proceduresonline.com/birmingham/scb/chapters/p_self_harm_suicide.html

Barnardo's	http://www.barnardos.org.uk/what_we_do/our_work/cse-home
Children's Society	http://www.childrenssociety.org.uk

Resources for young people:

Runaway Helpline	http://www.runawayhelpline.org.uk/
Barnardo's	http://www.barnardos.org.uk/what_we_do/our_work/cse-home
Children's Society	http://www.childrenssociety.org.uk
CSE	<p>Know the signs - Emma's Story - Victims Perspective - https://www.youtube.com/watch?v=pnTYFeZNLkQ</p> <p>Website offering support to young people - Thisisabuse.direct.gov.uk</p> <p>Awareness raising film and website - www.mydangerousloverboy.com</p>

Resources for parents, carers and guardians:

Informal Chat network for parents/carers	www.netmums.com
Parents Against Child Exploitation	www.paceuk.info
Runaway Helpline	http://www.runawayhelpline.org.uk/
Barnardo's	http://www.barnardos.org.uk/what_we_do/our_work/cse-home
Children's Society	http://www.childrenssociety.org.uk

Report of:	Cabinet Member for Children, Families and Schools
To:	Schools, Children and Families Overview and Scrutiny Committee
Date:	12th October 2016

Progress Report on Implementation: We Need to Get It Right: A Health Check into the Council's Role in Tackling Child Sexual Exploitation

Review Information

Date approved at City Council:	2 December 2014
Member who led the original Inquiry	Cllr Anita Ward
Lead Officer for the Inquiry	Benita Wishart
Date progress last tracked:	20 th April 2016

1. In approving this Inquiry the City Council asked me, as the appropriate Cabinet Member for Children's Services, to report on progress towards these recommendations to this Overview and Scrutiny Committee.
2. Details of progress with the outstanding recommendations are shown in Appendix 2.
3. Members are asked to consider progress against the recommendations and give their view as to how progress is categorised for each.

4. Introduction

Work continues by Birmingham City Council and its partners to raise awareness about, prevent, disrupt and prosecute the terrible crime of child sexual exploitation in the city since the ground-breaking overview and scrutiny report two years ago.

This work has been developed within the new West Midlands CSE framework but has been adapted to fit with the context and complexity of Birmingham. We have a CSE operational group chaired by West Midlands Police to share intelligence about victims and perpetrators, possible locations and patterns which might indicate groups of offending. For individual young people who might be at risk of sexual exploitation we have an agreed risk assessment tool and where young people are considered at risk they are subject to an assessment leading to a plan of support as appropriate. Support can be provided from a highly regarded Barnardo's voluntary sector project, through the Council's own family support service or through a child in need/child protection/child in care plan as relevant for each individual young person.

There are three CSE co-ordinators in post and a range of commissioned services to support young people and prevent CSE. CSE co-ordinators are co-located with Police and Health in MASH at Lancaster Circus. Each co-ordinator links to one of our three Children's Services areas: South; East; and North West & Central.

5. Commissioning

The following services are currently commissioned:-

1. Barnardo's SPACE – working directly with children who have been, or are at risk of sexual exploitation, to develop strategies that will enable them to be effectively safeguarded and to develop coping strategies.
2. The Children's Society Streetwise – conducting return interviews with children missing from care or home to identify the push/pull factors and to develop strategies for keeping them safe. They also provide intensive support for high risk children.
3. KIKIT – working to engage young men aged 15-24 years old from the Asian community to improve behaviours and attitudes as part of the overarching agendas on tackling CSE, sexual health, substance misuse and violence against women.
4. Barnardo's Amazon – individual counselling and support services to children who have been sexually abused, and to their families, where appropriate.
5. RSVP (Rape and Sexual Violence Project) - individual counselling for children who have experienced sexual violence, abuse or exploitation.

All of these services are commissioned up to March 2018 (February 2018 for KIKIT).

Looking forward, an opportunity exists to restructure these commissions to create an integrated service model which will achieve outcomes for children and families and will work to embed ambition for young people and their families including educational attainment, stability and resilience. It is proposed that this integrated service operates at two levels as detailed below to reflect the Right Services Right Time framework.

- Early help for children, young people and families who are starting to struggle as a consequence of risk factors (Adverse Childhood Experiences)
- Targeted therapeutic support for children and families affected by exploitation.

The intention is that the commissioned service operates at the additional needs level and is developed to create a system approach taking account of both the universal service offer and the more specialist services provided by BCC Children's Social Care and Family Support services.

The new service model will be designed with reference to other commissioning activity to ensure synergy with services like Forward Thinking Birmingham.

6. Activity and Trends

Please see attached CSE data analysis report. In summary:

- Overall numbers of CSE have been generally increasing - October 2015 to September 2016, although the seriousness of the risk has generally decreased. The number of children classified as at risk has continued to rise while the

numbers of those at significant or serious risk rose initially, but has since tended towards decreasing.

- There has been no significant change in the distribution between children in care, children in need or child protection the 12 month period. Overall, children in care is the most significant population of those at risk or suffering CSE. For some of these young people CSE is the reason they are in care.
- The ethnic group at most significant risk at those identifying as White – UK, which is to be expected considering the ethnic make-up of the Birmingham. However, those identifying as of Mixed Parentage (especially White/Asian, and White/Black Caribbean) have increased in number.

7. Tackling Offenders

- West Midlands Police (WMP) are currently aware of 436 suspected CSE offenders across the WMP area, of whom 23 were newly identified in last quarter.
- There are challenges around the reporting of suspected offenders, who may be recorded for crimes that have no direct reference to CSE, although are part of wider disruptive and pursuit activity in relation to CSE investigations. As we improve identification of victims we expect to see improvement in our identification and pursuit of offenders. There are currently 59 complex investigations on-going.
- Across the West Midlands metropolitan area over the last 3 months a variety of 'pursue' methods have been utilised to tackle the offenders of CSE. In relation to prosecution, 12 charges have been achieved, 4 arrests have been made and 1 case is currently awaiting CPS decision. There have been two Sexual Risk Orders achieved which are the most commonly used Civil option and 15 Child Abduction Warning Notices have been served, these are vital disruption tactics and form part of the wider evidence base against a perpetrator. 3 child disruption notices have been served.
- A joint WMP/British Transport Police operation was carried out at New St Station in September to locate vulnerable children and disrupt offenders.
- In Birmingham since new legislation in March 2015, WMP have obtained six interim Sexual Risk Orders (SRO) and one full 10-year SRO to protect Birmingham children. Our legal services are looking to issue another three. SROs are a simpler way to prevent perpetrators continuing to exploit children, than the injunctions pioneered by Birmingham in 2014.

8. Awareness Raising

Since April 2016 the Regional CSE Communication Group have undertaken the following activity:

- Social media drives (via Twitter and Facebook) to raise awareness of CSE
- Shared two news releases for topic of the month:
 - Lighter Nights – publication May 2016

- CSE Happens to Boys – publication July 2016
- Refreshed the See Me, Hear Me website <http://www.seeme-hearme.org.uk>)
- Launched a digital campaign '*Do you know what your friend is doing*'. This has included;
 - Production of a YouTube video,
 - Motorway advertising (M6 digital tower both north and southbound at M5 junction),
 - Designed posters for publication in washrooms at New Street Station,
 - Held an interview by Nick Page, Chief Executive, Solihull Council with Big Centre TV. To watch this interview copy the following link into your internet explorer browser.
<https://www.youtube.com/watch?v=UpQMrrg4IRg>
 - Shared a news release highlighting the increase in hits to the website as a result of the launch of the digital campaign – publication August 2016
 - Worked on the production of a leaflet for licenced premises and the development of a toolkit for communication leads. These will be shared with LA's from September onwards.

Birmingham:

- Birmingham City Council supported the National CSE Awareness Day on the 18th March 2016

By highlighting the campaign in the Birmingham Newsroom and supporting through social media, particularly arranging for BCC's Leadership Team to promote it via photos on Twitter. Corporate Communications have continued to publish and promote news releases and other media activity in relation to CSE in Birmingham.

- On the 30th June 2016 Birmingham hosted a National Conference 'Tackling CSE' facilitated by Mark Rogers, Chief Executive. The conference shared national best practice and the experiences of Oxford, Rotherham, Bristol and Rochdale in tackling CSE.
- BSCB have developed a page on its website signposting children, young people, parents and carers to the information and resources on the See Me, Hear Me website (<http://www.lscbbirmingham.org.uk/index.php/child-sexual-exploitation>)
- In August the BSCB promoted via its twitter feed and through its key partner agencies the

See Me, Hear Me digital campaign '*Do you know what your friend is doing*' which is targeted at young people.

- BSCB has secured advertising space with Birmingham Football Association who are developing an A4 Young People's information folder which will be distributed to young people through secondary schools, colleges and youth centres via FA Soccer Coaches and also through football grounds and club shops on match days from mid-August onwards for 12 months.
- The LA Designated Officer (LADO) service which has a role in preventing and investigating abuse in settings, has worked closely with charities such as: AFRUCA – UK, CCPAS, Faith Associates, Faith Action, National Resource Centre for

Supplementary Education (NRCSE), members of the Birmingham Supplementary Schools Consortium, and the Birmingham Faith Network.

- This work has been about raising awareness of the full range of child protection and the Responsibility of keeping all children safe. It has covered CSE as well as issues such as FGM, Forced Marriage and Radicalisation.
- Our training has involved 36 Black African Faith Leaders and 130 multi-faith leaders and volunteers, culminating in a faith leaders' summit in June 2016. More recently the Sikh community has approached us to deliver a training programme at a Conference that they are hosting at the end of this month.

Appendices

1	Scrutiny Office guidance on the tracking process
2	Recommendations you are tracking today
3	Recommendations tracked previously and concluded

For more information about this report, please contact

Contact Officer:	Alastair Gibbons
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E-Mail:	Alastair.gibbons@birmingham.gov.uk

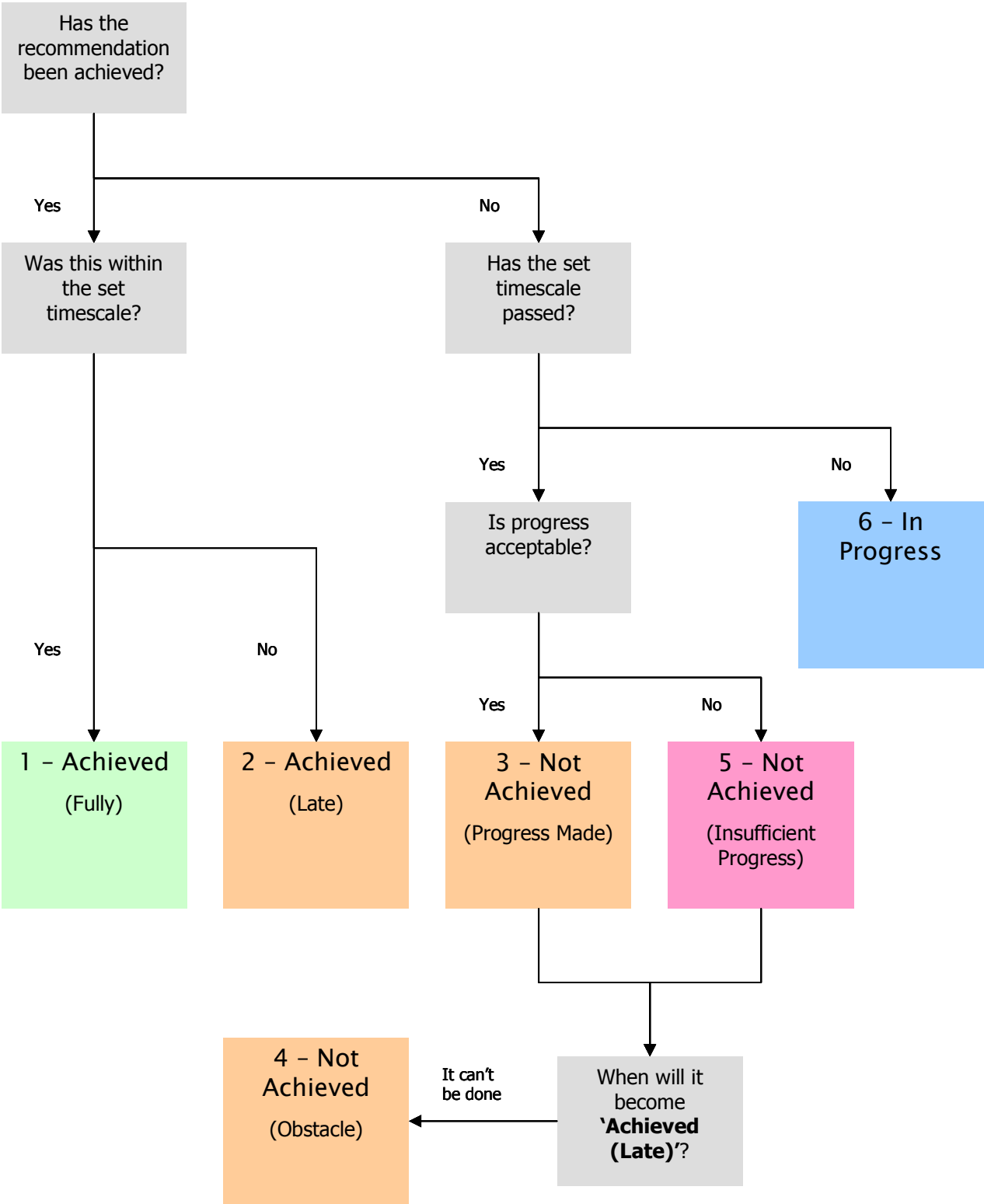
Appendix 1: The Tracking Process

In making its assessment, the Committee may wish to consider:

- What progress/ key actions have been made against each recommendation?
- Are these actions pertinent to the measures required in the recommendation?
- Have the actions been undertaken within the time scale allocated?
- Are there any matters in the recommendation where progress is outstanding?
- Is the Committee satisfied that sufficient progress has been made and that the recommendation has been achieved?

Category	Criteria
1: Achieved (Fully)	The evidence provided shows that the recommendation has been fully implemented within the timescale specified.
2: Achieved (Late)	The evidence provided shows that the recommendation has been fully implemented but not within the timescale specified.
3: Not Achieved (Progress Made)	The evidence provided shows that the recommendation has not been fully achieved, but there has been significant progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
4: Not Achieved (Obstacle)	The evidence provided shows that the recommendation has not been fully achieved, but all possible action has been taken. Outstanding actions are prevented by obstacles beyond the control of the Council (such as passage of enabling legislation).
5: Not Achieved (Insufficient Progress)	The evidence provided shows that the recommendation has not been fully achieved and there has been insufficient progress made towards full achievement. An anticipated date by which the recommendation is expected to become achieved must be advised.
6: In Progress	It is not appropriate to monitor achievement of the recommendation at this time because the timescale specified has not yet expired.

The Tracking Process



Appendix 2: Progress with Recommendations

A Delivery of training and awareness raising on Child Sexual Exploitation				
No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R06	That business forums and networks are identified to work with to ensure broader understanding of CSE and to support the roll out of the "Say Something if You See Something" campaign and guidelines with particular focus on the hospitality industry and taxis in order to increase awareness and reporting.	Cabinet Member for Children's Services Chair BSCB	July 2015	2. Achieved – (late)
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>See Me Hear Me postcards have been distributed to each Hackney carriage and Private Hire Driver and to Private Hire Operators. An article concerning CSE was included in the latest newsletter which was sent to all of the aforementioned licence holders. The article included information about the website. A copy was shared with the Committee in November 2015. Training is being arranged with taxi drivers to spot signs of possible CSE in relation to both victims and perpetrators. The Council has committed to supporting Barnardo's with their nightwatch campaign.</p> <p><u>Further information following the 25 November 2015 meeting</u> The awareness raising plan will include coverage of the matters in this recommendation.</p> <p><u>Further information following the 10 February 2016 meeting</u></p> <p>Information about CSE, awareness raising, signs and how to report them, is being sent out to all 3000 licensed premises in the City.</p> <p>12th October 2016</p> <p>The attached letter is being sent to all licensed premises and mirrors the See-Something Say-Something campaign messages. Premises will also be receiving the regional campaign leaflet which has more detail on how licence holders can help to prevent CSE. This letter will have been delivered to all licensed premises within the City by the end of October (it is currently with the printing team).</p> <p>To change a Responsible Authority within our Policy requires the amendment to be agreed by City Council. As there were multiple other matters progressing which also required an amendment to the Policy, the amendment was deferred to be submitted as one report. Regrettably, the other matters were delayed but it is hoped the amendment will take place at the earliest opportunity. Officers from the licensing Service have taken advantage of this hiatus to ensure that those staff who will be responsible for responding to these matters have been briefed on their remit.</p> <p>New Licence applications will now be screened for any children's safeguarding concerns by an officer in the Child Protection Unit, who reports to the new Assistant Director Child Protection</p>				

Performance and Partnership who also has the strategic lead for Child Sexual Exploitation across Children's Services.

Since the last Overview and Scrutiny Committee Emma Rohomon has continued to attend the CSE Operations Group (COG) meetings representing not only Licensing, but colleagues within the wider Place Directorate. She is now Vice Chair of the COG. She also attends the Missing Group (MOG) meetings in order to assist with any location based issues which may arise.

We have offered the Children's Society training for those staff who conduct return home interviews for missing children in order to help them detect any issues/patterns with locations or transportation during those missing episodes.

A new Code of Conduct for Members and Officers of the Licensing and Public Protection Committee was agreed at September's LPPC meeting along with recommendations to amend the Code of Conduct for all Members within the BCC Constitution in direct response to the review carried out by Licensing following the Rotherham review.

Appendix ③: Concluded Recommendations

These recommendations have been tracked previously and concluded.
They are presented here for information only.

concluded

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment
R01	<p>That:</p> <ul style="list-style-type: none"> a) The “see me hear me” web site¹ be further developed and a concerted awareness and empowerment campaign for action is delivered for the public (communities, families and children); b) The City Council and partners work with and build the capacity of a broad range of the city’s communities to encourage identification and reporting of CSE; c) Resources and sign-posting to online awareness for parents are promoted²; d) Awareness includes online risks of grooming, the role of the Child Exploitation and the Child OnLine Protection Centre (CEOP)³ and how to locate and use the report abuse button. e) The Cabinet Member Children Services explores how this can be delivered and funded jointly with partners 	Cabinet Member for Children Services	10 Feb 2016	2 – Achieved (Late). Work will be ongoing.

Evidence of Progress (and Anticipated Completion Date if ‘Not Achieved’)

The website ‘See Me Hear Me’ is hosted by Dudley Council as part of a West Midlands regional framework, e.g. there is now a West Midlands regional CSE co-ordinator in post. Dudley have confirmed that the website was reviewed and updated in June/July 2015 as part of the relaunch of the framework. The website has information for parents, young people and other organisations including a report it button.

<http://www.seeme-hearme.org.uk/>

The site now contains bespoke topical themes and areas and includes new channels to communicate key messages. These new channels include a video with a short pause to answer a specific question on that piece of video footage.

The link to the website has been shared with all Directorate for People staff as a reminder and it already features on birmingham.gov.

¹ www.seeme-hearme.org.uk/

² www.paceuk.info/support-for-parents/

³ CEOP is a National Crime Agency Command at ceop.police.uk/

A film called BAIT has been made with young people in Birmingham and distributed to all secondary schools with a resource pack to use with teenagers as part of structured PHSE programme. Place Directorate contributes to raising awareness of CSE to parents and communities. Four specialist Think Family Workers within Housing Services have been trained to deliver CSE awareness briefings to community groups, parents and schools.

Further information following the 25 November 2015 meeting

The BAIT resource pack has been distributed to all Secondary Schools and FE Colleges in Birmingham. The programme has also been shared with LSCBs across the region. During the Summer 2015 briefings were held for Headteachers. Designated Safeguarding Leads (DSLs) and School Governors across the city to promote use of the BAIT resource. The resource pack incorporates evaluation tools to capture feedback from teachers and most importantly the views of students who have completed the learning module. At the end of the academic year the BSCB will complete an evaluation of the BAIT programme to assess the impact on young people's attitudes and behaviour towards CSE. The finding will be disseminated to Headteachers and School Governors in due course.

The BSCB Strategic CSE Sub-Group have commissioned a tiered approach to the delivery of CSE training in Birmingham:

1. At an entry level – all practitioners complete an introduction to CSE via e-learning provided before completing face to face sessions.
2. CSE Safeguarding Children Sexual Exploitation course that builds on the e-learning introduction to CSE and delivered face to face.
3. Specialist training – developing skills for practice, targeted at practitioners who are required to attend COG, MOG and MASE meetings.
4. Regional Investigative training is being developed targeted at practitioners who are involved in joint investigations of CSE i.e. Police Officers, Social Workers and Paediatricians.

In 2014/15 the BSCB provided specialist multi-agency CSE training for 296 professionals. In 2015/16 fifteen courses were commissioned, training 50 professionals. This will be increased to 540 training places in 2016/17.

There has been a recent awareness and training programme for taxi drivers that achieved good publicity.

We have not yet developed awareness-raising in other areas, such as hotels, but this is part of the BSCB programme for 2016/17. Raising awareness is a continual process. This is jointly funded work with partners.

MASH no longer have an active twitter account as this is not a good way to receive confidential information. The Council uses blogs and other means through the press office to convey public messages.

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment
R02	That the Cabinet Member and BSCB encourage schools to ensure that: a) CSE is integrated into Personal, Social, Health and Economic Education (PSHE) from year 6 upwards into ALL schools in the city and to encourage best practice in understanding and dealing with CSE in schools;	Cabinet Member for Children Services	10 Feb 2016	2- Achieved (Late)

	<ul style="list-style-type: none"> b) Healthy relationships and girl's empowerment (e.g. by using the "free being me" resources Girl Guiding campaign) is integrated into PSHE teaching in all years; c) All teaching includes appropriate provision for boys; d) All schools promote safety online including smartphone tracking; and e) All school Head Teachers and recognised Designated Safeguarding Leads (DSL) are written to, raising the issue, asking for a collaborative approach in tackling CSE and for key staff to attend training; and they adapt and agree the new model safeguarding policy from the BSCB. 			
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>Each school in Birmingham is required to complete the section 175 school safeguarding audit released by the BSCB. The 2014/15 audit report specifically asked schools what training the Safeguarding Lead had received in CSE, what training is delivered to the school staff, if the school safeguarding policy covered CSE as a topic and if CSE was included in the curriculum. Analysis of the audit identified that only 3% of responders across the city had not received CSE training in some shape, and it was covered in degrees within the curriculum.</p> <p>CSE is included in the model safeguarding policy offered to schools as a template for their use. 82% of schools reported recently using this model. In the rollout of Right Service Right Time to schools which reached 78.6% of schools across the city CSE was presented as a case study to identify the thresholds issue and services available to support vulnerable children, and CSE has been included in the training received by schools on the multi-agency fCAF training for the past 3 years.</p> <p>The model safeguarding policy was reviewed and updated in November 2015 and is available to schools to download.</p> <p>CSE has a key topic delivered on 4, 12 and 17 November 2015 at the Schools Area Safeguarding Conferences. Within this presentation the issue of CSE integration into the PSHE curriculum of health relationships and empowerment is being covered.</p> <p>The October District Safeguarding Networks (DSN) held for designated safeguarding leads within schools covered the topic of sexting (as only 10% of schools reported they had had training on this topic) and as part of the presentation the grooming of a teenage boy was used as an illustration to show that CSE is a cross-gender issue.</p> <p>E-safety was discussed at the June DSN meetings and the school based tracking system Policy Central and Policy Central Monitor were discussed. This system allows schools to monitor IT use across the school and notifies through a 'screen shot' where an issue of concern is identified; words associated with exploitative practice form part of the trigger response. Work is still required to support Policy Central's roll out across the city and, with schools which elect not to buy the system, around the need to address school responsibilities around monitoring IT usage. To date no work has been undertaken promoting smart phone tracking with school pupils.</p> <p><u>Further information following the 25 November 2015 meeting</u> The Chair and Deputy Chair of the Committee have written a piece for the School Noticeboard on raising awareness and encouraging schools to engage in CSE tracking.</p>				

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment
R03	That Governor Support Team reviews safeguarding training provided in the light of this report. ⁴	Cabinet Member for Children Services	10 Feb 2016	2 – Achieved (Late)
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>School and Governor Support (S&GS) commissions Services for Education (S4E) as subject experts to deliver the majority of the safeguarding training that is available to governors through the Governor Training Programme.</p> <p>S&GS consulted with S4E over the recommendations of the scrutiny report and agreed changes required to the content and key messages given in governor training in order to reflect the Council's role in tackling CSE (and also covering FGM, domestic abuse and the Prevent duty).</p> <p>CSE is also planned as a topic item in the spring term agenda briefing sent to Chairs of Governors, Head Teachers and Clerks of Governing Bodies to ensure that the issue is raised at governing body level. This briefing was sent out in early November 2015, in advance, to help schools plan their spring and/or summer term agendas.</p> <p>(Members have since been emailed the termly agenda).</p>				

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R04	<p>That:</p> <p>a) All frontline staff and managers of caseloads in Children's Social Care including agency staff attend training on CSE. This should include definitions, the grooming line, symptoms and action including what can be done to disrupt / bring charges against and prosecute perpetrators. Particular barriers to disclosure of CSE by black and minority victims should be included in this.</p> <p>b) There is mandatory training on missing children and the escalation system.</p>	Cabinet Member for Children Services	July 2015	2 – Achieved (Late)
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>Training delivered by Children's Learning & Development Team.</p> <p>A specific CSE one day programme has been delivered over the last year, covering the above criteria to frontline Children's Social Care (CSC) staff. Staff have also participated in multi-agency Safeguarding Children Board CSE training.</p> <p>CSE is included in all safeguarding programmes at a high level. The programmes include Child Protection, Safeguarding and Child Protection Decision Making.</p> <p>We are currently developing a missing children programme to be delivered from April 2016.</p>				

⁴ www.rotherham.gov.uk/downloads/file/1407/independent_inquiry_cse_in_rotherham

Also training has been made available to CSC staff via online training and via the BSCB which commissioned Barnardo's to deliver that training. BSCB training around CSE remains a priority in 2016/17 with 18 courses scheduled, delivering 540 training places. Training for staff and partners is iterative and on-going.

New CSE guidance has been issued to all children's social care staff from February 2016. This will be followed up with Area briefings.

Staff who are working with children and young people in the Place Directorate access CSE training through the BSCB website.

Further information following the 10 February 2016 meeting

New CSE and Missing practice guidance is in place and has been shared with staff. We have a Head of Service CSE lead. We are confident that staff have access to training as well as briefings through the line management structure in each area.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R05	That: a) BSCB continues to provide and promote training to its partners including health organisations in the city, the West Midlands Fire Service and West Midlands Police; b) Partner organisations include CSE training within Level 1 and Level 2 safeguarding training.	Chair Birmingham Safeguarding Children Board	July 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

The BSCB is responsible for ensuring multi-agency training takes place as well as monitoring the effectiveness of single agency training. The BSCB delivers a comprehensive programme of multi-agency CSE training to complement each organisation's own in-house training. As CSE is a key element of the Board's strategic priorities considerable work has been undertaken to ensure that all agencies incorporate CSE within Level 1 and 2 training. The new Level 1 and 2 module developed by the BSCB includes a specific case study on CSE.

The degree to which agencies are responding to and delivering on the Board's expectations is monitored through the s175 Annual Self-Assessment and Audit in schools and FE Colleges, and the Annual s11 Audit across all statutory partner agencies.

Evidence of what an organisation is doing to address CSE is an integral part of the Self-Assessment programme.

Awareness of CSE as an issue for anyone involved with children and young people or in contact with them has improved significantly over the last year. The quality of CSE awareness training and the extent to which staff can access that training is now much better and awareness is higher through more staff from agencies undertaking training and accessing resources such as the 'See me, hear me' website.

All staff within the Place Directorate have undertaken mandatory safeguarding awareness training (level 1) during 2015. This is a competency-based training package and all staff are required to complete and achieve the 90% pass rate. This package raises awareness on the signs and indications of CSE and the appropriate reporting mechanisms.

Further information following the 10 February 2016 meeting

This action has been completed. CSE training is available to all partners through the BSCB. A continued programme of CSE awareness raising for staff in all agencies remains an on- going priority in the BSCB CSE action plan for 2016/17.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R07	That: <ul style="list-style-type: none">• CSE awareness features as part of induction training for all new councillors;• For all current councillors there is compulsory awareness training on safeguarding including CSE;• Regular training updates are also made available.	Leader	Initial feedback April 2015 and completion Dec 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

SHORT TERM – By mid-December

1. Relevant reference material will be added to the Member portal and this will be communicated to all Members via the Councillor Bulletin and weekly member communications. This information will also be referenced in subsequent new Member induction programmes.

CSE at a glance – NSPCC BCC works closely with NSPCC

<https://www.nspcc.org.uk/preventing-abuse/child-abuse-and-neglect/child-sexual-exploitation/>
Child Exploitation and online protection centre – CSE arm of the national crime agency main website

<https://www.ceop.police.uk/>

2. A 'market place' event by BSCB Birmingham Safeguarding Children's Board in February 2016 Council.

MEDIUM TERM – By March 2016

1. We will review (and amend as appropriate) the current one day officer Introduction to CSE programme and make it available to Members. This could be part of a broader programme of Safeguarding learning and development – this is being investigated further
2. We are looking to upload an e-learning module on 'Child Sexual Exploitation' onto the iLearn site on the Learning Centre, People Solutions. The objectives of this e-learning module are to:
 - understand what is meant by CSE;
 - understand how to identify that CSE is taking place;
 - understand how to recognise that a young person is being groomed;
 - understand how the framework is used when assessing for CSE;
 - understand what practitioners and agencies do if a child is a victim of CSE;
 - understand how practitioners can effectively support victims of CSE.

3. The OD and Learning team HR are currently working in partnership with Place Directorate to build an e-learning module entitled Safeguarding Awareness – Children and Adults at risk. There is some content within this on CSE – a definition and the common signs and indicators. The timescale for the module is envisaged to be Spring 2016 and will be reviewed at this point to see if appropriate for Members.

LONGER TERM – during 2016

1. Various councils and public bodies have commissioned an applied theatre production to raise awareness of the issues surrounding CSE entitled 'Chelsea's Choice' by Alter Ego. This will be explored in terms of a joined up approach to awareness raising. Analysis of the costs/benefits would initially be required.

<http://www.alteregocreativesolutions.co.uk/chelseas-choice/>

2. BCC has a video learning package produced by BCC and used in schools. This BAIT programme and its relevance for Member development will be explored further as a possible alternative to the above.

Further information following the 10 February 2016 meeting

Three briefing sessions for Members were arranged in March 2016 and delivered by Barnardo's. 24 Members attended. Another is being arranged.

B Policies and Procedures				
No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R08	<p>That the policies and procedures across the City Council ensure CSE is properly dealt with by:</p> <ul style="list-style-type: none"> a) Adopting and working to the West Midlands Regional CSE protocol; b) Making better use of CareFirst (the council's system for case management) to record and analyse and share CSE cases ensuring it is dynamic and reports can be pulled out; c) Improving feedback from Children's Social Care referrals. (Feedback is meant to be provided in specified timescales which does not always happen); d) Establishing CSE champions in key teams including each of the Safeguarding and Family Support hubs who have more in-depth training (and can cascade training to the team) and can act as advisor to the team; e) Reviewing policies and procedures 	Cabinet Member for Children Services	Initial Feedback April 2015 & completion November 2015	2 – Achieved (Late)

	<p>to ensure that parents are seen as equal partners in dealing with CSE and to consider implementing the relational model developed by PACE;</p> <p>f) Reviewing the council's response to young runaways to ensure it meets the requirements of the new statutory guidance on missing children⁵; and</p> <p>g) Developing and embedding a robust missing strategy with clear accountabilities, reporting to the BSCB and an escalation system that is fully understood and effectively implemented; and to investigate the protocol for information sharing when children are classified as absent by the police; and address missing from school as a significant safeguarding risk.</p>			
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>The regional framework was adopted by BSCB in April 2015 and updated regionally with the current framework agreed in September 2015.</p> <p>We are now able to report a consistent CSE data set quarterly as part of the regional framework. The data comes from CareFirst and we are able to track individual cases, though CareFirst is not a good system. MASH is undertaking review of its systems and processes and one important aim is to improve feedback to referrers</p> <p>We have not gone down the CSE champion in every team route. Rather we have one CSE co-ordinator post per area to advise and support staff and support team managers in MASE meetings. Staff in Area offices and hubs have the latest CSE guidance and briefings about CSE. There is significant innovative work in some areas between family support, social work, Police and Barnardo's in relation to responding to the needs of young people and disrupting perpetrators. We are developing ways to spread best practice to all parts of the City, building a cycle of reflection and learning. We have completed a 'Thinking workshop with Barnardo's and are now developing a more joined up partnership approach to meet young people's needs.</p> <p>The new CSE guidance emphasises the importance of keeping parents fully involved, as well as listening to the young person carefully.</p> <p>We have new guidance for children missing from home and care and the Council has signed up to the 'Runaway's charter'. The Missing from Education policy is being reviewed. The Police are in the process of acquiring a new system and policy that includes reporting 'Absent' as well as 'Missing'.</p> <p>The Chief Social Worker Officer has recently agreed to Chair the Missing Operational Group. The multi-agency group are tasked with developing and embedding a robust missing children strategy and procedures. The MOG will have clear lines of accountability and reporting for progress through the Strategic CES Sub-Group to the BSCB.</p>				

⁵ www.gov.uk/government/publications/children-who-run-away-or-go-missing-from-home-or-care

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R09	<p>That the City Council, West Midlands Police and Birmingham Safeguarding Children Board make greater use of licensing to tackle exploitation by:</p> <p>a) Strengthening the BSCB's role in supporting agencies including licensing and trading standards and West Midlands Police to use the resources and capacity to best effect; and</p> <p>b) Licensing Committee reviewing the statement of licensing and use of powers to assess if it is possible to be more proactive in achieving the objective of: "the protection of children from harm" [e.g. in use of licensing conditions / provision of training /ensuring a clear process for reporting and developing a whistle blowing process to empower license holders and taxi drivers etc. to be proactive in reporting concerns.]</p>	Chair of Licensing Committee & Chair BSCB	July 2015	2 – Achieved (Late)
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')				
<p>a) Since this recommendation was made, the BSCB decided it would no longer be considered as a responsible authority under the licensing arrangement.</p> <p>b) The Licensing and Public Protection Committee carried out a full review of the Statement of Licensing Policy in 2015. The Policy was strengthened, not only in terms of its approach to the protection of children from harm, but also the other Licensing Objectives. The document is now clearer to read and easier to understand, with the aim of assisting applicants when applying for licence and also those who may wish to object to a licence. The Policy came into effect 7 July 2015.</p>				
<u>Further information following the 10 February 2016 meeting</u>				
<p>BCC Licensing and Children's Services officers met in March 2016 to review this and agreed that:</p> <ul style="list-style-type: none"> • A dedicated officer in Children's Services will examine and raise queries as appropriate on all premises licensing requests. This officer will also raise licensing review requests whenever they are made aware of concerns for children or young people in relation to licensed premises. We will also have some support for that officer when she is on leave. • Licensing will offer induction and support to that officer so they become very familiar with the process and expectations. • We have appointed a new Assistant Director – Child Protection, Performance and Partnership. This person will be responsible for overseeing the staff of the safeguarding children board and the safeguarding service area. This person will ensure that the licensing safeguarding function is carried out effectively. 				

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R10	<p>That it is demonstrated that this area of work (including children's services, third sector commissioning and other key departments such as Legal Services and Licensing) is adequately resourced including that:</p> <ul style="list-style-type: none"> a) It is mainstream funded not reliant on annual funding agreements and that third sector contracts abide by the compact; b) Commissioning of services specifically for dealing with victims of CSE, in particular, is improved so that they are in place in good time, prior to the beginning of the financial year; c) The level of resource for return interviews, plus the intensive support required to prevent reoccurrences has been risk assessed; d) A review of the level of administrative support in social work teams and for the CSE Co-ordinators is undertaken to ensure this is not affecting ability to manage caseloads; e) A review of the staffing and caseloads of the multi-agency safeguarding hub (MASH) team is undertaken; f) Partners review how to resource a Child Safeguarding Licensing Officer post/role. 	Cabinet Member for Children Services; Deputy Leader and Cabinet Member for Commissioning, Contracting and Improvement.	April 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

Examples of how this area of work (including children's services, third sector commissioning and other key departments such as Legal Services and Licensing) is adequately resourced include:

- a) It is mainstream funded not reliant on annual funding agreements and that third sector contracts abide by the compact.

BCC People Directorate services are funded from the mainstream Children's Commissioning Budget (total £2.95m) as part of the Commissioning Centre of Excellence budget. Barnardo's and RSVP are the provider organisations and have been awarded a contract until June 2016 with a total annual contract value of £227k. Barnardo's currently also contributes an equal amount (match funding) from its own reserves. In addition, the Children's Society provide a return interviews service when children have gone missing with a £467k BCC funding commitment over a three year period (not solely for the provision of CSE services). The Community Safety Partnership currently makes an annual £66k financial contribution towards the funding of these services.

- b) Commissioning of services specifically for dealing with victims of CSE, in particular, is improved so that they are in place in good time, prior to the beginning of the financial year.

The current commissioned services have been in place for seven years having undergone a robust selection process. Contract extensions are in place until July 2016 to allow for the development of a strategic commissioning plan for the future procurement of responses to CSE. Three year contracting arrangements will then be put in place.

- c) The level of resource for return interviews, plus the intensive support required to prevent reoccurrences has been risk assessed as sufficient.
- d) A review of the level of administrative support in social work teams and for the CSE Co-ordinators is undertaken to ensure this is not affecting ability to manage caseloads.

A recent review determined that the current level of administrative support is adequate for both social workers and CSE coordinators following a review which showed a need to remodel the support. We have now created a CSE team manager within MASH and three CSE co-ordinator posts – one per area. These are permanently funded and are being recruited to. This is double the existing resource available until now.

- e) A review of the staffing and caseloads of the multi-agency safeguarding hub (MASH) team is undertaken.

As part of the Early Help and Children's social care improvement plan a new operating model was launched in August 2015. This has resulted in the reshaping of the MASH to ensure that all functions are adequately resourced. From February 2016 there will be forty five council-funded posts, including those of the CSE team, in the MASH. We are continuing to review and refine the systems and processes in MASH to improve call-handling, minimise referrals being delayed in the system and improve feedback to referrers. In addition the new CSE team in MASH will improve our response to any CSE concern in MASH or in the areas, and improve feedback.

- (f) Partners review how to resource a Child Safeguarding Licensing Officer post/role.

A review has concluded that a specific post is not required as the collaborative efforts of the respective licensing and child protection unit have the necessary expertise and capacity to address this issue.

Further information following the 10 February 2016 meeting

Recruitment of CSE area coordinators now completed.

See above R09 – it has now been agreed that a named person in children's services will consider all licensing applications in relation to children's safeguarding.

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment
R11	That when the City Council commissions services, safeguarding, including CSE, be built into the service specification and monitoring by: a) Ensuring that any contract which will involve direct working with children and young people, families and	Deputy Leader; Cabinet Member for Commissioning, Contracting and Improvement & Cabinet Member	10 Feb 2016	1- Achieved (Fully)

	homes and transport services includes an appropriate level of requirement around CSE (e.g. information and training, procedures, and active involvement in multi-agency strategy and Family Common Assessment Framework meetings); and b) Providing reassurance that the school nurse contract due to be re-commissioned by Public Health will include these provisions.	for Health and Social Care		
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Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

It is a requirement of all contracted organisations to have the necessary safeguarding policies and procedures in place and it is the responsibility of the commissioning body to ensure that they are effectively operationalised. Prior to this, during the procurement selection process, organisations are evaluated against their ability to respond effectively to the issue of CSE. The use of the Birmingham Safeguarding Children Board – Safeguarding Section 11 Audit tool provides a self-assessment framework for organisations and includes sections regarding CSE.

The school health advisory service (formerly school nursing) specification, contract compliance and monitoring requirements all include these provisions.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R12	That in order to manage the specific risks of looked after children : a) The corporate parenting strategy is reviewed to ensure it includes proper reference to CSE; b) The Corporate Parenting Board provides clear demonstrable actions that CSE is a priority and that the vulnerability of looked after children to CSE is understood; c) Appropriate risk assessments continue to be carried out when placing children in residential care and that decisions are needs based and not resource based; and d) That there are appropriate policies and procedures (in both internal and external homes) and that staff have the confidence and tools to ensure day to day vigilance and action relating to CSE; and to ensure that these issues are considered in the children's home redesign.	Cabinet Member Children Services	April 2015 – Initial Feedback and completion November 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

The new corporate parenting strategy was presented to Corporate Parenting Board in March 2015 and included a focus on vulnerabilities and risks to children in care including CSE.

CSE will be a theme for a specific Corporate Parenting Board in early 2016.

A new placement process has been developed, with the emphasis on each child's needs. Costs are not an issue, rather finding the best safe and therapeutic setting that can take forward the child's tailored care plan.

All homes are Ofsted inspected against a set of standards that now include resource, skills and design to manage vulnerable young people who are at risk of CSE and other vulnerabilities. BCC does not place children where homes are deemed 'inadequate'. Five BCC internal homes are now being transferred to the Priory group from April. The Priory group have a high awareness of CSE and therapeutic needs of young people and demonstrated their quality in the procurement process. Our contract with all providers covers their ability to meet the needs of young people in relation to CSE and other risks.

Further information following the 10 February 2016 meeting

CSE is a main topic on the next Corporate Parenting Panel on June 8th 2016.

No.	Recommendation	Responsibility	Date Concluded by Overview and Scrutiny Committee	Tracking Assessment
R13	<p>That Legal Services:</p> <p>a) Review and assess what can be done to: strengthen the disruption of suspected perpetrators in the Civil Courts; support victims through to prosecution; and increase conviction rates and successful use of warning letters and civil orders, in association with WMP and CPS; and</p> <p>b) Review the powers available to disrupt suspected perpetrators and develop a planning tool for disruption for Birmingham, building on the tool kit developed in Derbyshire. This needs to then be used and embedded in Children's Social Care.</p>	Deputy Leader	10 Feb 2016	1 - Achieved (Fully)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

Birmingham was the first LA in November 2014 to take out injunctions against alleged perpetrators. These were Civil actions prepared with the co-operation of West Midlands Police. Subsequently the Midlands Circuit judge, Justice Keehan, requested that BCC and WM Police agreed a legal Protocol to ensure we share and agree accurate information when bringing such matters before the Court. This is a new area for the law. The protocol has been put to Justice Keehan recently and other new case law is shaping this area. Perpetrators can be disrupted by Police actions working alongside licensing when appropriate. Children's social care focus is on the safety and wellbeing of the young person including trying to rebuild family relationships wherever possible. The civil injunctions are a good example where social care and Police can work together to jointly achieve our objectives.

C Multi-Agency Working				
No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R14	That the Chair of Birmingham Safeguarding Children Board: a) Takes further steps to embed the CSE strategy and implementation of the action plan by holding partners to account and ensuring they take appropriate action; b) Continues to provide challenge as required to schools following the analysis of the annual section 175 audits; and c) Evaluates the effectiveness of multi-agency working including the Strategic CSE Sub-Group, CMOG, Multi-Agency Sexual Exploitation meetings etc. (Not MASH – see Recommendation 16).	Chair of Birmingham Safeguarding Children Board	April 2015 July 2015 – Changes sustained	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

The BSCB published its CSE strategy, in line with the West Midlands regional framework, in Summer 2015. It was highlighted in the BSCB annual report which was presented to Scrutiny Committee in November. The CSE sub-group continues to develop and embed CSE work across all agencies and promote collaboration. A recent example is the CSE legal protocol endorsed in the High Court.

All schools completed their Section 175 audits this year. The audit included several questions about CSE awareness and prevention.

A programme of multi-agency case audits of cases involving CSE is underway. This is part of an evaluation of multi-agency systems and processes.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R15	That all Birmingham Safeguarding Children Board partners improve the shared understanding of CSE cases by: a) Ensuring there is consistency and all officers and partners are working to the soon to be agreed West Midlands Regional CSE operating protocol; b) Developing systems to ensure sharing information across the region to enable a full multi-agency problem profile can be updated and shared to ensure patterns and associations relating to victims, offenders and locations can be examined;	Regional CSE Co-ordinator & Chair BSCB	April 2015 – Initial Feedback and completion July 2015	2 – Achieved (Late)

	c) Using intelligence and analysis to improve understanding of what tactics and approaches work best; and d) Ensuring those providing intelligence and evidence receive appropriate feedback.			
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Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

Since Summer 2015 there has been a regional CSE co-ordinator in post who collates information and data across all 7 WM LAs on CSE each quarter. We now have nine months of data and can begin to see trends, including how multi-agency actions are helping young people so that the risk level is diminished. The West Midlands regional framework was reviewed in summer 2016 and is well embedded.

As a result of intelligence and analysis, there is now a review of the risk tool to ensure it considers young people and family strengths as well as dangers.

There is a quarterly data and intelligence report that goes to all partners.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R16	That reports be provided on: a) The operation of the MASH: workloads, impacts, lessons learnt, and funding (after 6 and 12 months of operation); b) Membership of and participation within MASH, including the role of health, the third sector and family support workers; and c) Data sharing between the MASH partners.	Cabinet Member Children's Services and Chair BSCB	April 2015 & September 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

The development and improvement of MASH is an on-going process. There has been substantial BCC, Police and Health investment in MASH. It remains the gateway and front door for all children's referrals including CSE. Within MASH the CSE co-ordinators and Police with a CSE focus are located. Recent changes have moved the child protection assessment function to the area assessment teams. The CSE co-ordination function remains in MASH and we are now building a strong Missing Children Intelligence function. Voluntary sector staff are also located in MASH.

CSE data and intelligence sharing occurs within the monthly CSE Operational group meetings chaired by WM Police. MASH provides Birmingham's data for the regional quarterly CSE data collection.

No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R17	That after six months of operation (March 2015) there is a review to consider if a dedicated multi-agency child sexual exploitation hub should be developed alongside MASH that could provide end to end (case identification through to prosecution) support and action.	Cabinet Member Children's Services and Chair BSCB	April 2015	2 – Achieved (Late)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

It has been agreed that a multi-agency CSE team be located in MASH comprising CSE co-ordinators (BCC), and specialist Police, health and voluntary sector staff. Such an arrangement has been in place for some time, but will be strengthened by a third co-ordinator and a MASH team manager with a CSE lead. The CSE team co-ordinates intelligence about CSE young people at risk with intelligence on perpetrators and locations, so that co-ordinated action is undertaken through the CSE Operational Group.

D Tracking				
No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R18	That the Quartet regularly tracks improvements in this area as it relates to the City Council.	Quartet: [Leader, Cabinet Member for Children's Services, Chief Executive and Strategic Director for People]	On-going	1 – Achieved (Fully)

Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

The Quartet meets each fortnight to consider over-arching progress in children's services, including child protection, CSE and other risks to young people. Since January 2016 a new children's commissioner, Andrew Christie DCS of 'Tri-Borough', appointed by DfE has been in post providing challenge to BCC and the Quartet around service development including CSE.

D Tracking				
No.	Recommendation	Responsibility	Original Date For Completion	Cabinet Member's Assessment
R19	That an assessment of progress against the recommendations made in this report be presented to the Education and Vulnerable Children Overview and Scrutiny Committee in March 2015. The Committee will schedule regular progress reports until all agreed recommendations are implemented.	Cabinet Member Children's Services	April 2015	1 – Achieved (Fully)

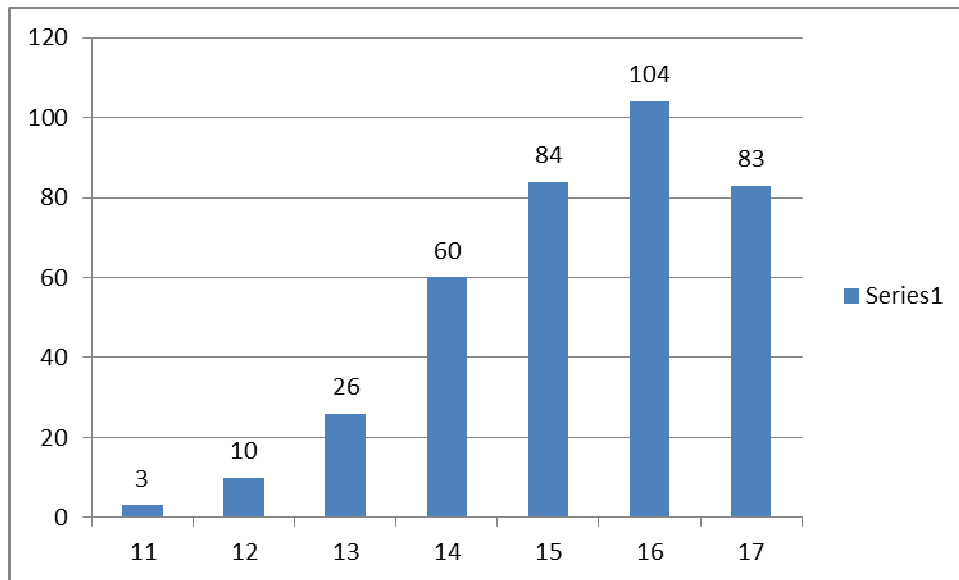
Evidence of Progress (and Anticipated Completion Date if 'Not Achieved')

This report is that assessment of progress.

Characteristics of CSE – Data Analysis – September 2016

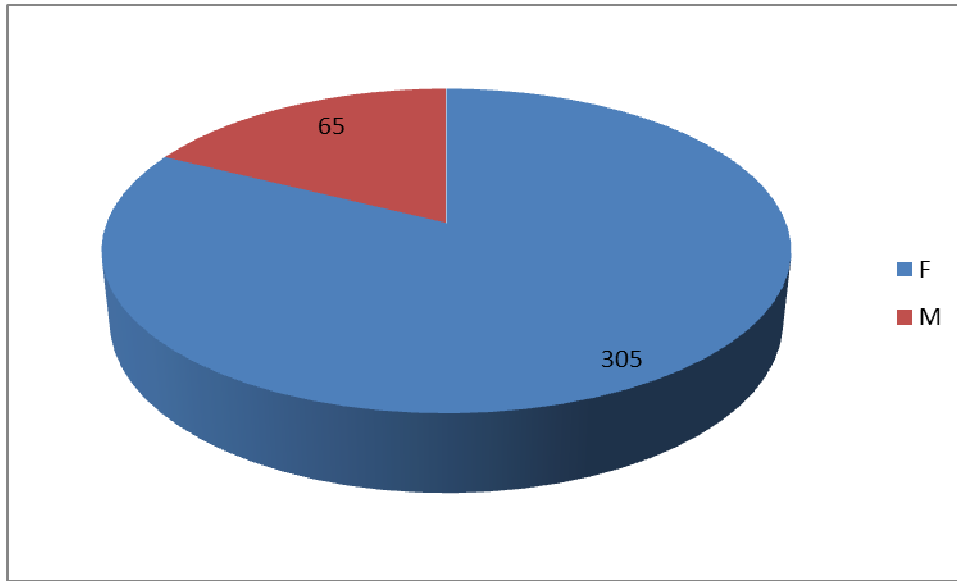
There were **307 young people** with a CSE classification opened during the period 14th September 2015 to 13th September 16.

1. Age Profile



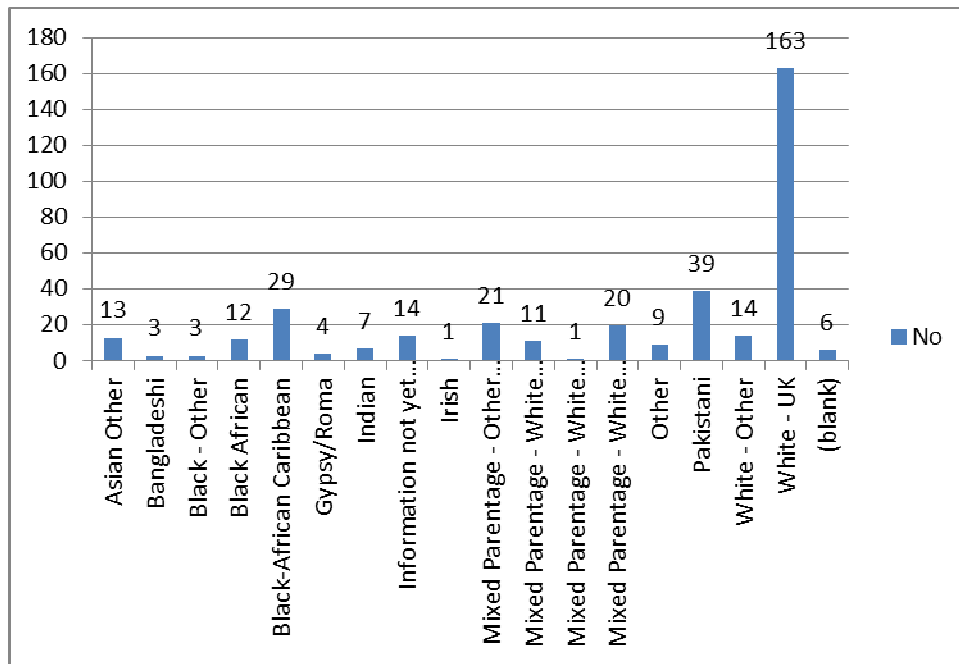
As indicated, CSE age profiles range predominantly between 14 – 17 years old, with a significant peak around 16 years.

2. Gender



305 cases of CSE over the past year (82%) are female, only 18% are male.

3. Ethnicity



Victims predominantly identified themselves as White – UK. This represents 44.1% of the CSE cohort and is a slight over-representation of this ethnic group in Birmingham, where the percentage for the city, as at census 2011, is 39.36%.

Numbers identified at risk in last Quarterly report – 30th June 16

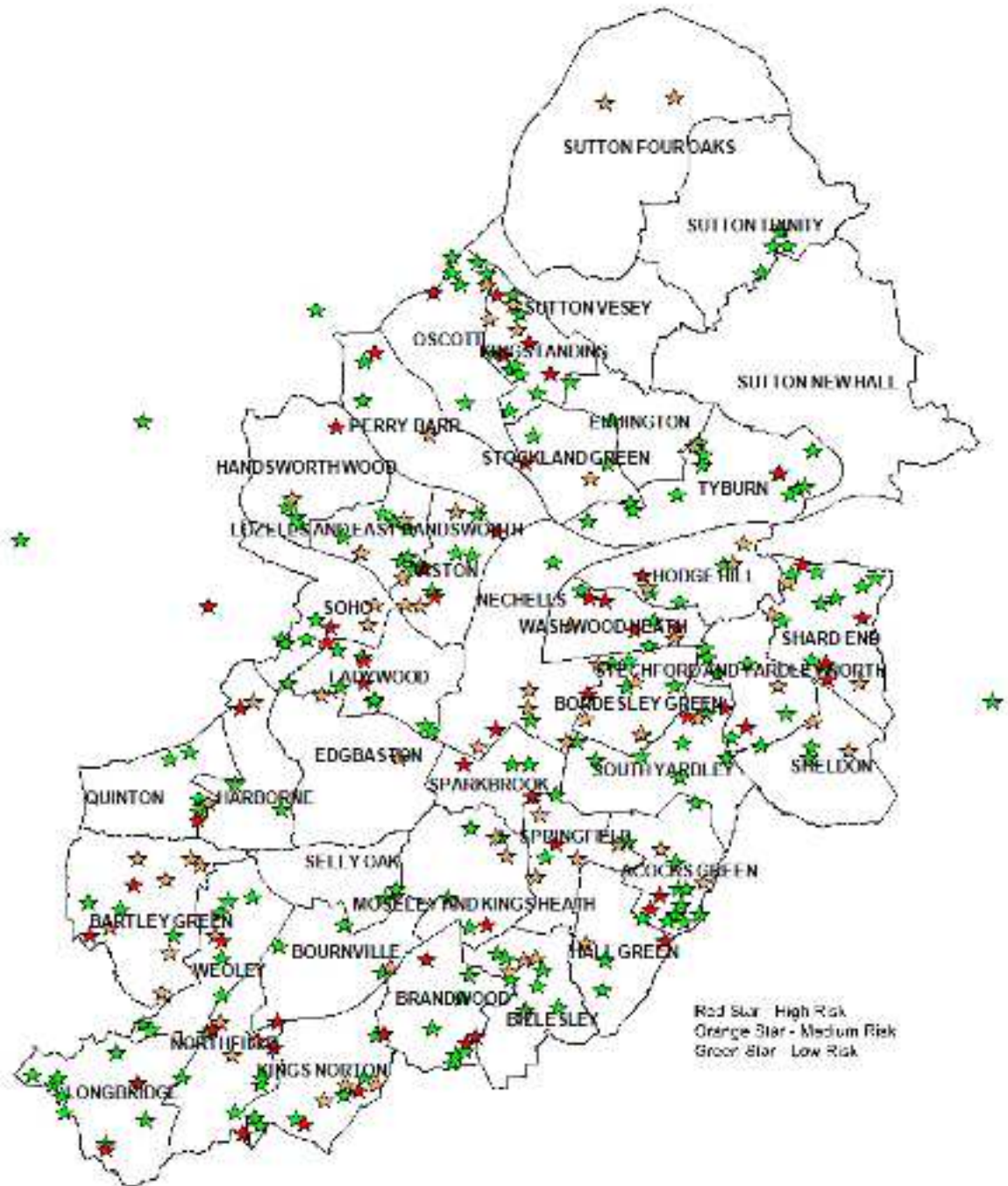
273 young people at risk

232 -Female (85%)
41 -Male (15%)
Age range 11-17

Risk Level

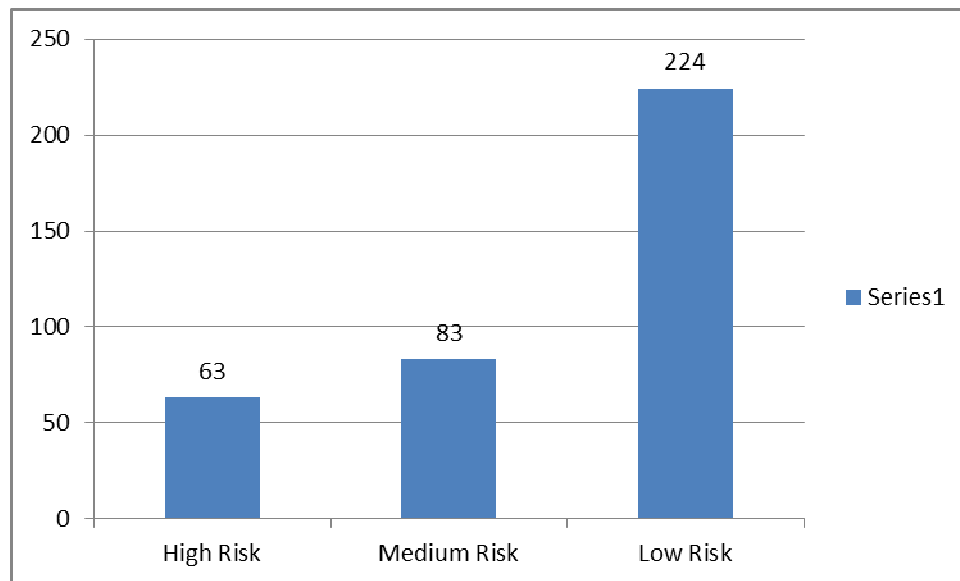
66 - Serious Risk (24%)
79 -Significant Risk (29%)
128 - At Risk (47%)
0 -Awaiting Risk Classification

4. Geographical distribution by ward



5. CSE by Risk Classification

Of the 307 cases with a CSE classification in the last 12 months, the vast majority were low risk - 61%, medium were 22% and high 17%.

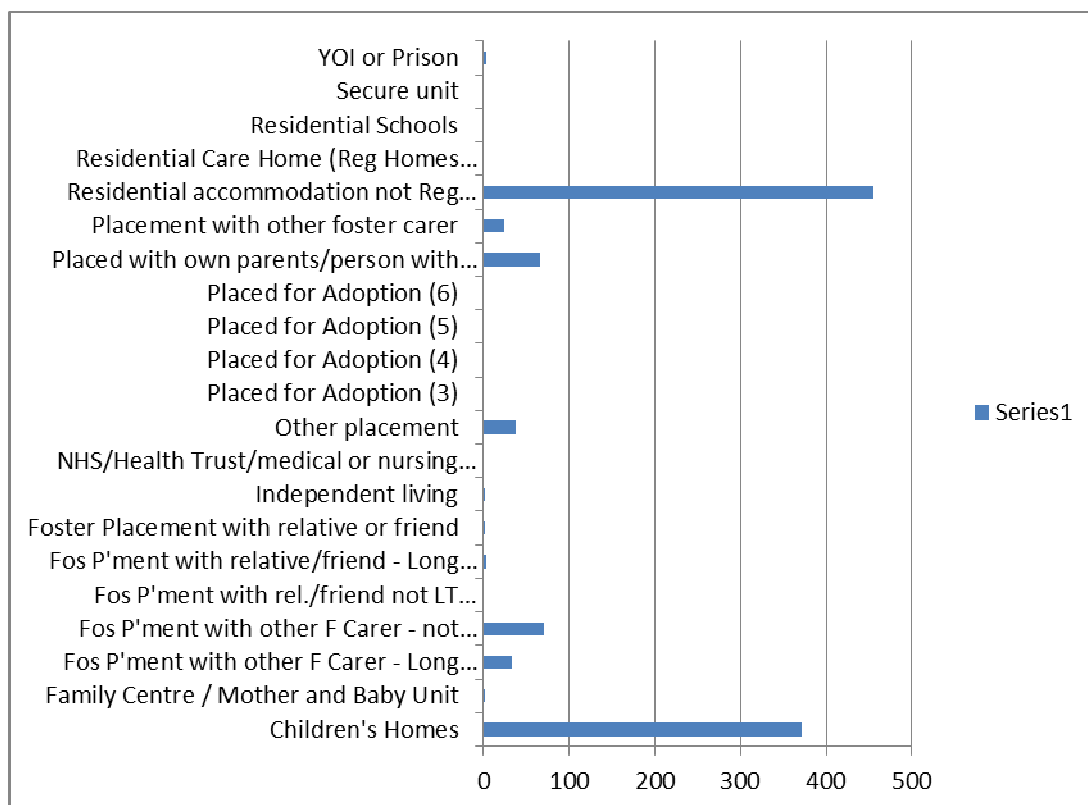


6. CSE and Missing

There is a correlation between CSE risk and missing episodes indicated in the table on the next page. The number of episodes of missing instances for Children deemed to be high risk is significantly greater than for medium or low. Frequent missing episodes, combined with the other demographics, white UK, female and between the ages of 14 – 17 could act as an early warning indicator for potential CSE risk with perhaps an opportunity for earlier intervention.

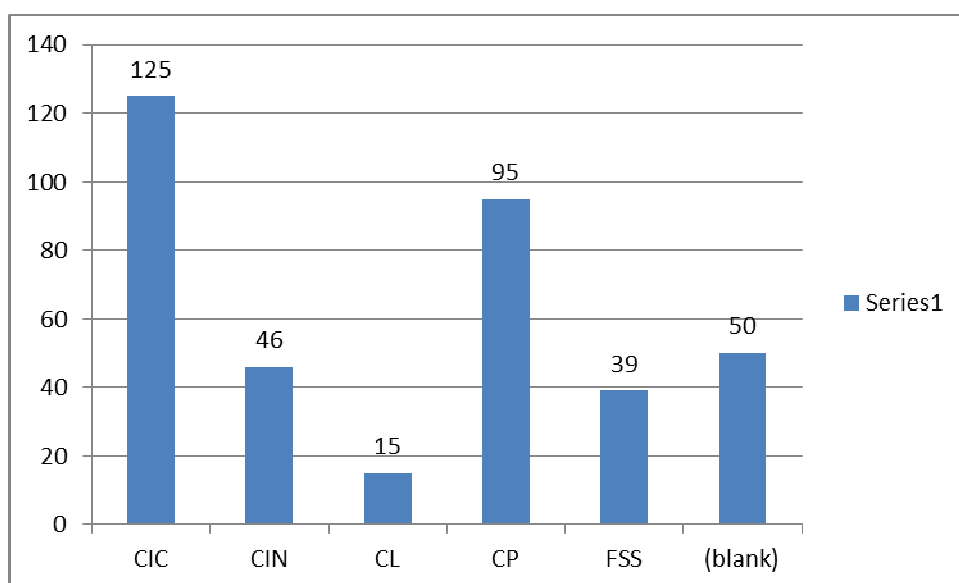
All children in care missing Episodes by placement type

The greatest proportion of missing episodes reported for children in care is in children's homes/residential accommodation.



7. CSE and Status

As indicated by the following graph, the majority of identified CSE cases are from Children in care. The next highest cohort is on CP plans.



Summary

CSE identification of children who are in care or on a CP plan seems to be the most prevalent. There are certain wards and particular schools, where clusters occur. The children most likely to be impacted by CSE therefore is likely to exhibit most or all of the following indicators

1. Female
2. White UK ethnicity
3. Aged between 14 – 17
4. Engagement with social care either in care, child protection
5. Have missing episodes which increase in frequency.
6. Where children are in care they are most likely to go missing, increasing CSE risk, from residential care.



Dear Licence Holder,

National Campaign: Tackling Child Sexual Exploitation

Child Sexual Exploitation (CSE) and trafficking can involve all sorts of licensed premises, including yours. The Licensing and Public Protection Committee and Executive Director of Children's Services have asked me to contact every premises licence holder in the City (Licensing Act 2003 and Gambling Act 2005) to ensure you are apprised of this important information.

You have the power to help prevent child sexual exploitation and trafficking at your premises.

Please act now.

Birmingham City Council is committed to tackling the sexual exploitation of children and young people in our city and we are writing to you because we believe that you can play a positive role in preventing child sexual exploitation, which puts children – and your business – at risk.

Child Sexual Exploitation involves:

Young people under the age of 18 who are encouraged/ forced into a sexual relationship or situation by an adult or older young person. It often involves young people being offered something in return for performing sexual acts, for example:

Alcohol, Cigarettes, Mobile Phones, Gifts, Money, Drugs, Affection.

This is called grooming and gives offenders power over the child or young person, enabling them to manipulate and control them, and sexually exploit them by forcing them into sexual activity.

Child Sexual Exploitation can happen to any child; male or female, from any background, ethnicity or religion.

The leaflet included with this letter gives you more information about the signs to look out for which may help you to identify grooming or child sexual exploitation occurring in or around your premises.

Where does it happen?

Young people can be groomed and sexually exploited at a variety of premises and locations such as:

- Pubs/ Clubs/ Bars
- Restaurants/ Takeaways
- Taxi ranks
- Shopping Centres
- Parks
- Hotels/ B&B's/ Serviced Apartments
- Leisure venues
- Residential properties

It is the responsibility of premises licence holders and their managers to make sure that suitable control measures are in place at licensed venues for the protection of children from harm. This is a legal requirement under both the Licensing Act 2003 and the Gambling Act 2005.

Act now!

Failure to comply with your legal obligations can lead to consequences such as:

- Financial and/or reputational damage
- Revocation or other restriction of licence (such as suspension or imposition of conditions)
- Prosecution
- Antisocial Behaviour Closure Order

Birmingham City Council's commitment to tackling Child Sexual Exploitation as well as the actions of the West Midlands Regional See Me Hear Me CSE campaign and the national Say Something if you See Something campaign will mean that enforcement agencies will be closely monitoring CSE risks and activity within local businesses. We want to assist you so that you are complying with duties set out in Law. Incidents can often attract negative media attention to your business and damage your reputation. Some simple steps taken now could help to prevent it.

When issues arise at licensed premises in relation to child sexual exploitation, it is vital that action is taken to reduce harm to children. We ask that you contact us immediately and let us know if there are any problems at your premises so that we can assist:

Birmingham City Council Licensing Team- 0121 303 9611 licensing@birmingham.gov.uk
West Midlands Police -101 for non-emergencies / -999 for emergencies
Crimestoppers – 0800 555 111

You can find more information about Child Sexual Exploitation as well as a number of posters and leaflets which you may wish to print and display in your premises, at www.seeme-hearme.org.uk and www.nwgnetwork.org

Everyone has a role in protecting children and young people from sexual exploitation – including you. *****PLEASE SHARE THIS INFORMATION WITH YOUR STAFF*****

Please do not hesitate to contact me via licensing@birmingham.gov.uk if you have any further questions or concerns regarding this information, or if you would like to arrange CSE awareness training for your staff.

Yours faithfully,

Emma Rohomon

Report to the Schools, Children & Families Overview and Scrutiny Committee

12 October 2016

Children missing from education (CME)

Purpose of the Report : To update Members on the issues and actions put in place to address concerns highlighted in Ofsted's letter to Peter Hay received on 28 June 2016 notably that:

Significant numbers of children are missing from education. Delays in establishing the whereabouts of children mean that staff are not complying with the council's own procedures and risks of children falling beneath the council's radar may increase. Links with partner agencies such as health are poor. Staff are unclear about what they need to do and the timeframes within which they must complete their work. Additionally, management oversight is not robust and staff are not held to account for deficits in practice. (page 2).

Staff are too slow in checking the whereabouts of children missing from education and this means opportunities to trace them in a timely way are missed. Children who remain missing are removed from the Council's records once checks have been completed. From September 2015 to January 2016, the council removed 253 children from their list of missing children without locating their whereabouts. (page 4).

Recommendation

That Members note the information contained in this report.

Contact Officer Details

Name: Karen Prosser
Job Title: CME Officer
Tel: 0121 303 4983

Name: David Bishop
Job Title: Interim Head of Service, Alternative Provision and Independent Education Service
Tel: 0121 303 2135

Name: Michael Innocenti
Job title: Pupil Placement Manager
Telephone: 0121 464 7215

Email karen.prosser@birmingham.gov.uk
david.bishop@birmingham.gov.uk
michael.innocenti@birmingham.gov.uk

Background

The Legal and City context

Education Act 1996

All children regardless of their circumstances are entitled to a full time education which is suitable to their age, ability, aptitude and any special educational needs they may have. Children missing from education (CME) are at significant risk of underachieving, being victims of abuse and becoming NEET (not in education, employment or training) later in life.

All local authorities have a statutory duty, under section 436A of the Education Act 1996 to ensure there are arrangements in place to establish the identities of children in their area who are not registered at a school or receiving suitable education otherwise. Local authorities should have procedures in place to prevent children becoming CME.

Education (Pupil Registration) (England) Regulations 2006 (as amended 2016).

Under regulation 8(f and h) of the Education (Pupil Registration) (England) Regulations 2006, schools can delete a pupil from the admission register when a pupil *has been continuously absent from the school for a period of not less than twenty school days and*

- (i) at no time was his absence during that period authorised by the proprietor in accordance with regulation 6(2);*
- (ii) the proprietor does not have reasonable grounds to believe that the pupil is unable to attend the school by reason of sickness or any unavoidable cause; and*
- (ii) both the proprietor of the school and the local education authority have failed, after carrying out a joint reasonable enquiry, to ascertain where the pupil is.*

Birmingham Local Authority

The Children Missing from Education (CME) team, within the School Admissions and Pupil Placements Service, is responsible for receiving referrals from schools and academies in respect of pupils who are absent from school without trace.

This is different to children missing or absent from home or care. Referrals for these children are made to the Multi-Agency Safeguarding Hub (MASH) via the Childrens Advice and Support service (CASS) or directly to the Police. Process and procedures for children missing from home and care are included within the **“Missing from Home or Care – Practice Guidance for Children’s Service January 2016”**.

Children missing education that is any child known to the Council's education services not to be on a school roll or not in receipt of suitable education otherwise than at school, are now registered and are closely monitored via weekly reports uploaded into a single Children Not Educated in School (CNES) register. (Appendix 3)

Birmingham City Council is aware, along with all local authorities, that from time to time a pupil (and their family) may leave their school without explanation. This can be for a number of reasons:-

- a) The family move within the city but the parents fail to inform the school of the house move/transfer to a new school.
- b) The family move out of the city and relocate to a new area within the UK but parents fail to inform the school.
- c) The family relocate abroad and fail to confirm their relocation with the school. .
- d) The family is displaced as a result of 'crisis' e.g. domestic violence, homelessness.
- e) Parent/school disagreement and parents withdraw the child from school.
- f) Due to family separation

This report aims to advise Members about the process and procedures in place to ensure the Council is notified and that prompt action is taken to confirm the child is receiving a suitable education.

- At any given time between 100 and 200 children are reported missing from school with their families from Birmingham schools and academies. During September 2016, schools and the BCC CME team were engaged in trying to establish the whereabouts of 109 children missing from school with their families. This represents approximately 0.044% of the City's total pupil population. (This figure fluctuates as missing pupils are traced and new referrals are received on a daily basis).
- Most of these children are traced quickly by their schools and BCC CME staff.
- All Birmingham schools and academies have been reminded of their duties in relation to pupils missing from school via an advice and guidance note posted on the September 2016 edition of the BCC School's Notice Board. (Appendix 1.)
- CME staff are very clear about the urgency of their role, what they need to do and the timeframes within which they need to do it. They are particularly conscious of their individual and corporate safeguarding responsibility to Birmingham children. Their performance and caseload is monitored and reviewed on a monthly basis by their direct line manager.
- Management oversight of children missing education has been reviewed and

reporting lines, procedure and the escalation process for cases of significant concern have all been reconfirmed with relevant CME staff.

- CME reports are received for appropriate challenge and support at the Alternative Provision and Independent Education Service's fortnightly leadership team meetings. (The CME team is a part of this service).
- Immediately following the receipt of a missing pupil referral, CME workers carry out a rigorous risk assessment of the child's circumstances based on referral and background information from the school, relevant data and reports held on the child/family's record on the Council's 'Impulse' pupil database, the Children's Social Care 'CareFirst' database and through direct contact with teachers, social workers, health workers or any other professionals who may be involved with the child and family.
- Any safeguarding concerns that emerge at any point during our involvement in trying to locate the child and family are immediately referred to the CASS and/or the Police for further, appropriate action to be taken to safeguard the child.
- Schools and the Council have a statutory duty to jointly carry out a 'reasonable enquiry' to ascertain a missing pupil's whereabouts. This enquiry includes the following prompt actions:-
 1. A first day call by the school to the parents/guardians of any child absent from school without prior authorisation to ascertain the reason for the child's absence and confirmation of their whereabouts.
 2. Subsequent contact with all family telephone numbers held on the pupil's file if the child's whereabouts cannot be established via first day calls.
 3. School contact with Children's Social Care or Family Support services in respect of sharing relevant information in respect of the child's safety and whereabouts.
 4. Questioning all staff who may have contact with the pupil, as well as classmates and any known relatives of the pupil.
 5. Schools arranging and conducting a timely home visit to the child's known address within the first five days of the absence.
 6. Schools must refer all missing pupils to the BCC CME Team within the first five days of the child's absence from school.
 7. Interrogation of Birmingham City Council Audit's Data Warehouse which validates new addresses based on council tax liability or housing benefit applications.
 8. Maintaining excellent data sharing relationships with partner agencies, such as Health and General Practitioners, which allows our officers direct and immediate access to their relevant data systems via 'card readers'.
 9. Maintaining our sound and enhanced data sharing agreement with the Home Office Intelligence unit and UK Borders Agency in relation to children and families with asylum or UK residency issues who may have moved abroad.
 10. Maintaining our close relationship and information sharing links with equivalent CME teams from our bordering local authorities.
 11. Interrogation of the national DfE School to School, 'Lost Pupil' and 'Key to Success' databases for information relating to a child's current whereabouts.

12. Using social media such as Facebook which may provide information in relation to a child's new location.

- In collaboration with school colleagues, CME staff seek to confirm a missing pupil's location as quickly as possible.
- However, there always remains a residue of children who we are unable to locate within the context of the actions highlighted above. Our data shows that most of these children are believed to have moved abroad with their families but we are not able to ascertain their exact location.
- These children are *not* removed from the Council's records. Their records are maintained on the 'Impulse' pupil database as 'cases pending further enquiries' and Birmingham Audit have agreed to upload their information into the Data Warehouse to alert all system users, including the Police, to notify our CME staff if they have any relevant intelligence on the child's current location.
- Similarly, the details of all children not located by schools and BCC CME staff are routinely uploaded to the national school to School (s2s) missing pupil database in case they relocate within another English local authority.
- Any safeguarding concerns which emerge in relation to these children are immediately referred to the CASS and/or the Police.
- A clear audit trail and record of actions exists for all referrals.

Key Issues

- As of 14 September 2016, 109 children are missing from education i.e. absent from school, whereabouts unknown.
- Significant actions, including the development of the CNES database, have been taken to address this to ensure that our data and intelligence on all these children is appropriate, updated on a weekly basis, and that timely plans and actions are made and taken to ensure that all vulnerable children are receiving an appropriate education.
- The process for establishing the whereabouts of children is very clear and staff are fully compliant with BCC procedure. Systems and procedures are robust and ensure that *no* Birmingham child known to our services: “fall beneath the council’s radar”.
- The CME Team, responsible with schools for trying to trace the whereabouts of missing pupils, maintains excellent information sharing and collaborative relationships with key partners and key staff in all of our neighbouring local authorities.
- Children are not removed from Council records once checks have been completed.

The governance of children missing from school is incorporated within the Directorate’s Missing Children Strategy/Procedure via the Missing (children) Operational Group which, in turn, reports to the Birmingham Safeguarding Children Board.

In conclusion

Since July 2016 significant work has been undertaken to raise the profile and strengthen the actions to identify children who are missing from education. Once the children have been referred, investigative work is undertaken, by education officers, in partnership with external partners to find the child’s whereabouts.

The improvements have been achieved through a new management structure, amended Children Missing from Education policy, a quality dataset, improved practice informed by data analysis and multi-agency working. It is now possible to provide an accurate overview of the numbers of Children Missing from Education and the systems undertaken to identify their whereabouts.

List of Appendices

Appendix 1

Children missing education: Statutory guidance for local authorities
September 2016

Available for download at: www.gov.uk/dfes

Appendix 2.

Schools Advice and Guidance, September 2016.



September 2016.

TO: Head teachers, designated school attendance staff and designated school admissions staff of all Birmingham primary, secondary, special schools, academies, free schools and Independent Schools.

RE: Procedure for safeguarding pupils who have 20 continuous days unauthorised absence whose whereabouts are unknown (pupils who leave school without trace).

CHILDREN MISSING EDUCATION (CME)

As from 1st September 2016 the new statutory guidance on CME came into effect. The actual document, 'Children missing education, Statutory guidance for local authorities', which highlights the CME responsibilities of local authorities and schools, is available for download at www.gov.uk/dfes

In respect of pupils absent from school without authorisation whose whereabouts are unknown, the new guidance clarifies that the local authority must carry out reasonable enquiries into the pupil's whereabouts **jointly** with schools. It is vital, therefore, that you refer any pupil whose whereabouts is unknown promptly, and no later than five days from the first day of absence, to the Children Missing from Education (CME) Team at cme@birmingham.gcsx.gov.uk so that we can carry out our enquiry in tandem with yours.

REASONABLE ENQUIRIES

As part of your school's reasonable enquiry, please ensure that the following actions are taken:

- A first day call to the parents/guardians of any child absent from school without prior authorisation.
- If the child's whereabouts cannot be established via first day calls to the parents/guardians please contact all family telephone numbers held on the pupil's file.
- If the pupil is known to any other service such as Children's Social Care or Family Support, please contact them for any relevant information.

- Ask all school staff who may have contact with the pupil as well as classmates and any known relatives of the pupil.
- Please conduct a timely home visit to the pupil's known address no later than within the first five days of absence.

In tandem the CME team will:-

- Consult the local authority's Childrens Social Care 'CareFirst' database to see if there have been any significant events which may explain the pupil's absence. (Please inform the Left School No Trace team if you are aware that Childrens Social Care or family Support are involved with the pupil).
- Interrogate Birmingham City Council's [Data Warehouse](#) for any information relating to the family's residency in Birmingham.
- Contact BCC Housing department for any up to date information on the pupil's current address.
- Contact any known family relations for information in relation to the pupil's whereabouts.
- Check Health and GP databases for up to date address/GP information.
- Consult with Home Office Intelligence/UK Borders Agency if the pupil/family are seeking asylum or are known to have any immigration issues.
- Check on social media sites for any posted information relating to the pupil's whereabouts.

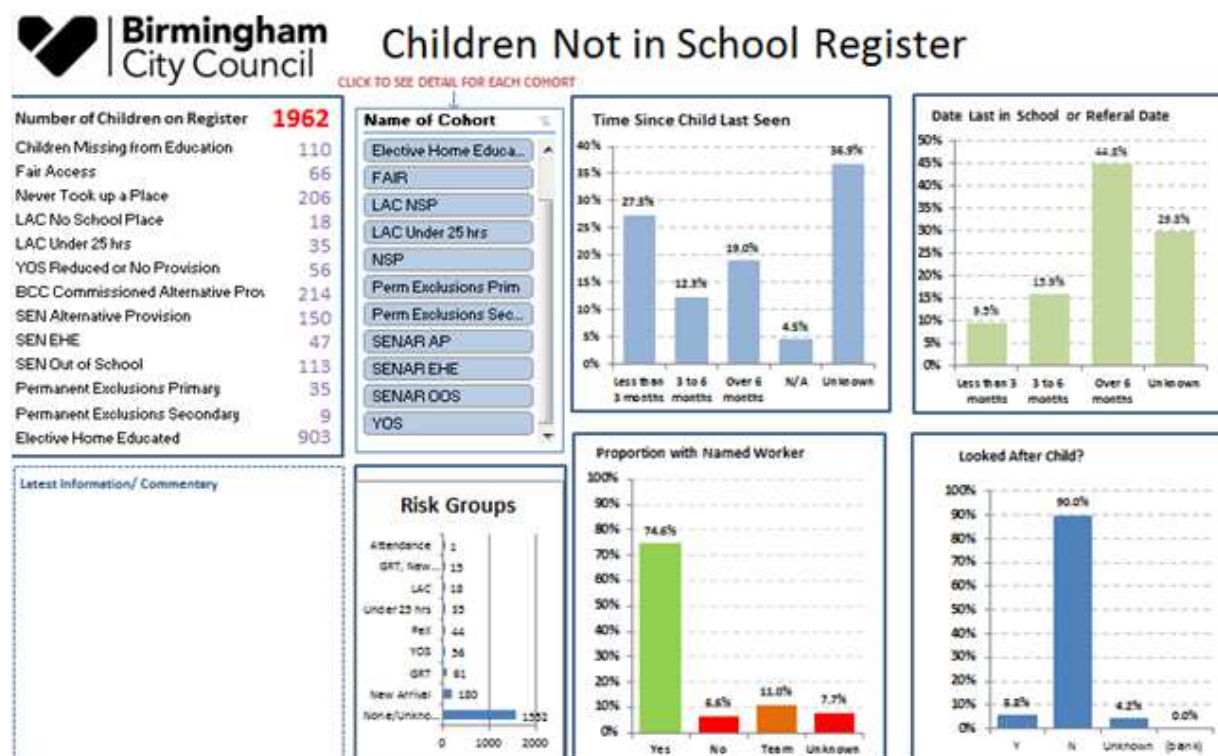
On completion of the joint enquiry, which all should endeavour to conclude as quickly as possible, and in the event of the pupil not being located, the CME Team will contact your school to discuss roll removal and any further actions that might be necessary.

May I remind you that you must refer any pupils for whom you have significant safeguarding concerns immediately to the CASS on 0121 303 1888 or email secure.CASS@birmingham.gcsx.gov.uk , and to the Police if it is felt that a crime may be committed against the pupil concerned.

Thank you for your continuing support in this matter, and please do contact the Left School No Trace Team on 0121 303 4983 if you have any further queries.

Appendix 3

Weekly CNES Report



This is a snapshot of our data and an example of how we monitor and track children who are not currently educated in school. The data seen on the document was from the week beginning 5 September 2016.



Schools, Children and Families O&S Committee: Work Programme 2016/17

Chair: Cllr Susan Barnett

Committee Members: Cllrs: Sue Anderson; Matt Bennett; Kate Booth; Barry Bowles; Debbie Clancy; Shabrina Hussain; Julie Johnson; Chauhdry Rashid; Valerie Seabright; Martin Straker-Welds and Alex Yip

Representatives: Samera Ali, Parent Governor; Evette Clarke, Parent Governor, Richard Potter, Roman Catholic Diocese; and Sarah Smith, Church of England Diocese

Officer Support: Link Officer: Seamus Gaynor

Scrutiny Team: Benita Wishart (464 6871) & Amanda Simcox (675 8444)

Committee Manager: Louisa Nisbett (303 9844)

1 Priority Issues

1.1 The following were highlighted in June as the priority issues for the committee's 2016/17 municipal year:

- Birmingham Education Partnership (BEP) / School improvement [Sept 2016 & Mar 2017]
- Child Sexual Exploitation (CSE) and Children Missing from Home and Care [Oct 2016]
- Corporate Parenting & Children in Care [sessions to be confirmed]
- School exclusions [not programmed]
- Social Care Improvement Journey [Dec 2016 with Cabinet Member]
- Special Educational Needs [Inclusion Commission Sep 2016 & Jan 2017]
- Special Guardianship Orders (SGOs) [not programmed]
- Voluntary Children's Trust [Sep 2016, Jan 2017 & additional session(s) to be confirmed]

1.2 Annual reports/updates on:

- School places sufficiency
- School attainment
- Birmingham Safeguarding Children Board (BSCB)
- Portfolio Budget



2 Meeting Schedule

All at 2 pm in Committee Rooms 3 & 4	Session / Outcome	Officers / Attendees
15 June 2016 Committee Room 2	Informal Meeting to discuss the Work Programme	
20 July 2016 Send out: 12 Jul 2016	<p>The Education and Children's Social Care Improvement Journey.</p> <ul style="list-style-type: none"> • Andrew Christie, Children's Commissioner for Birmingham to provide a SWOT analysis (robustness & risks). Will be available from 3.30pm. • Cabinet Member for Children, Schools and Families (discussion to include: Children's Services Voluntary Trust & SEN Commission) • Peter Hay, SD for People • Alastair Gibbons, Executive Director for Children Services <p>Outcome: <i>These discussions have informed the work programme.</i></p>	
21 September 2016 Send out: 13 Sep 16	<p>Voluntary Children's Trust (2pm – 2.30pm)</p> <p>Outcome: <i>Sessions will be built for Overview and Scrutiny and the wider political consultations/discussions.</i></p>	Councillor Brigid Jones and Peter Hay, Strategic Director for People
	<p>Inclusion Commission (2.30pm - 3pm)</p> <p>Outcome:</p> <ul style="list-style-type: none"> • <i>Information on the six work streams to be provided.</i> • <i>The process for appointing the young person and other representatives on the Inclusion Commission to be provided.</i> • <i>An update on the Inclusion Commission to be made at either the December 2016 or January 2017 committee meeting.</i> 	Councillor Brigid Jones and Colin Diamond, Executive Director for Education



All at 2 pm in Committee Rooms 3 & 4	Session / Outcome	Officers / Attendees
	<p>Birmingham Education Partnership (BEP) to discuss school improvement. This includes:</p> <ul style="list-style-type: none"> Summary of the work BEP do for BEP Members and then the work they are contracted to do under the BCC contract to set the context. First year contract review. Whether BEP is making a difference? Whether BEP/BCC undertakes a survey? How BEP broker relationships. <p>Outcome: <i>School attainment to be discussed more fully at the 22nd March 2017 committee meeting and Tim Boyes, Chief Executive and Tracy Ruddle, Director of Continuous School Improvement, BEP to be invited.</i></p>	<p>Tim Boyes, Chief Executive and Tracy Ruddle, Director of Continuous School Improvement, BEP</p> <p>Colin Diamond as the Council's Commissioner</p>
<p>12 October 2016</p> <p>Send out: 4 Oct 2016</p>	Update on Child Sexual Exploitation (CSE). To include a tracking report on Rec 6: awareness raising and licencing	Claire Bell, West Midlands Police, Alastair Gibbons, Executive Director for Children Services and Emma Rohomon, Licensing Manager
	Tracking: Children Missing from Home and Care Inquiry (previous progress report received April 2016)	Tony Stanley, Chief Social Worker
	Missing from Education	David Bishop, Head Of Service - Alternative Provision & Independent Education and Julie Young, AD - Education & Skills
<p>23 November 2016</p> <p>Send out: 15 Nov 2016</p>	<p>Birmingham Safeguarding Children Board (BSCB) Annual report. To include:</p> <ul style="list-style-type: none"> Update on listening to children voices Lessons learned from serious case reviews Children trafficked into the UK 	Penny Thompson, Chair of BSCB / Simon Cross, Business Manager
	Ofsted Inspection	Alastair Gibbons
	Multi-Agency Safeguarding Hub (MASH) / Children's Advice and Support Service (CASS)	Kay Child, AD, Integrated Services East
	Citywide School Attainment Statistics – Headline data	Colin Diamond / Richard Browne
	Education Development Plan and school places sufficiency update	Emma Leaman (TBC)



All at 2 pm in Committee Rooms 3 & 4	Session / Outcome	Officers / Attendees
7 December 2016 Send out: 29 Nov 2016	Cabinet Member for Children Services Six Month Update. To include: <ul style="list-style-type: none"> The plan in response to Ofsted full inspection Budget position Inclusion Commission (either Dec or Jan) 	Suman McCarthy Alastair Gibbons Colin Diamond (TBC)
	Christine Quinn, West Midlands Regional Schools Commissioner (TBC)	Seamus Gaynor
	Youth Justice Strategic Plan 2016 - 17	Dawn Roberts, AD, Early Help / Trevor Brown
25 January 2017 Send out: 17 Jan 2017	Inclusion Commission (either Dec or Jan)	Councillor Brigid Jones, Suman McCarthy and Colin Diamond (tbc)
	Children in Care (CiC), Corporate Parenting Update and improvements for care leavers (TBC). To include evidence gathering for Corporate Parenting inquiry (TBC)	Andy Pepper, AD, Children in Care Provider Services
8 February 2017 Send out: 31 Jan 2017	Update on the Child Poverty Commission's recommendations	Cllr Waseem Zaffar, Cabinet Member for Transparency, Openness and Equality, Marcia Wynter, Peter Hay, Jacqui Kennedy, Acting Strategic Director for Place
	Radicalisation Agenda	Tony Stanley, Chief Social Worker
	TBC	
22 March 2017 Send out: 14 Mar 2017	School Attainment Statistics for Secondary and Primary Schools (detail)	Colin Diamond / Richard Browne Tim Boyes, Chief Executive and Tracy Ruddle, Director of Continuous School Improvement, BEP
	TBC	
26 April 2017 Send out: 18 Apr 2017	TBC	
	TBC	



3 Outstanding Tracking

Inquiry	Outstanding Recommendations	Date of Tracking
We need to get it right: A health check into the Council's role in tackling Child Sexual Exploitation (CSE)	R6 - Awareness raising and licencing.	Last Tracked: 20 April 2016
Children Missing from Home and Care	R2 – Develop an overarching strategy for missing children so responsibilities are clear and understood, risk is managed well, especially for looked after children and persistent runaways, information is shared effectively and appropriate support is in place for children and families.	Update received: 20 April 2016

4 Visits

- 4.1 A visit to Leeds City Council on the 2nd August 2016: Education Awards Appeals (Home to School Transport), Special Educational Needs (SEN), Leeds Safeguarding Childrens Board & Leeds' Scrutiny.
- 4.2 Further visits to be arranged to social work teams to talk to front line staff (South Area – Lifford House on 22nd July 2016).
- 4.3 Children in Care Council (CiCC) and work experience visit on 12th August 2016.

5 Inquiry

- 5.1 The committee to agree the topic for their inquiry. Corporate Parenting may be appropriate.

Inquiry – TBC

Date	Item
TBC	TOR Agreed
TBC	Evidence gathering & Committee agree the draft report
TBC	Draft report to the Executive & Committee agree final report
TBC	City Council

6 Working Groups

- 6.1 A Working Group to assist with the Council's Early Years Review: Early Education and Childcare Offer:



Early Years Review: Early Education and Childcare Offer

Working Group Members: Cllr Susan Barnett, Samera Ali, Evette Clarke & Cllr Shabrana Hussain

Key Officer(s): Emma Leaman, AD, Education and Infrastructure / Education and Commissioning

Aug / Sep

TOR to be agreed

Sep / Oct

Programme to be arranged

7 To be Programmed

7.1 Lorna Fitzjohn, Regional Director, West Midlands, Ofsted to attend after the full Ofsted inspection.

8 Useful Acronyms

AD = Assistant Director
 APA = Annual Performance Assessment
 BEP = Birmingham Education Partnership
 BESD = Behavioural, Emotional, Social Difficulties
 BSCB = Birmingham Safeguarding Children Board
 BSWA = Birmingham and Solihull Women's Aid
 BSWA = Birmingham Social Work Academy
 CAF = Common Assessment Framework
 CAF/CASS = Child & Family Court Advisory Support Service
 CAMHS = Child and Adolescent Mental Health Services
 CEOP = Child Exploitation and Online Protection
 CBB = Community Based Budget
 CC = Children's Centre
 CHIPS = Challenging Homophobia in Primary Schools
 CIC = Children in Care
 CICC = Children in Care Council
 CIN = Child In Need
 COBS = City of Birmingham School
 CPD = Continuing Professional Development
 CPR = Child Protection Register
 CRB = Criminal Records Bureau
 CSE = Child sexual Exploitation
 CTB = Children's Trust Board

CYPF = Children, Young People and Families
 DFE = Department for Education
 DLT = Directorate Leadership Team
 DCSC = Disabled Children's Social Care
 DSP = Designated Senior Person
 DV = Domestic Violence
 EDT = Emergency Duty Team
 EFA = Education Funding Agency
 EHC = Education, Health and Care plan (to replace SEN statements from Sept 2014)
 EHE = Elective Home Education
 EWS = Education Welfare Service
 EYFS = Early Years Foundation stage
 FCAF = Family Common Assessment Framework
 F&A = Fostering and Adoption
 FGM = Female Genital Mutilation
 FNP = Family Nurse Partnership
 FSM = Free School Meals
 FSW = Family Support Worker
 IA = Initial Assessment
 IAT = Integrated Access Team
 IRO = Independent Reviewing Officer
 Key Stage 1 (Ages 5-7) Years 1 and 2
 Key Stage 2 (Ages 7-11) Years 3, 4, 5 and 6
 Key Stage 3 (Ages 11-14) Years 7, 8 and 9
 Key Stage 4 (Ages 14-16) Years 10 and 11
 LAC = Looked After Children
 LACES = Looked After Children Education Service
 LADO = Local Authority Designated Officer
 LSCB = Local Safeguarding Children Board

MASH = Multi Agency Safeguarding Hub
 NASS = National Asylum Support Service
 NEET = Not in Education, Employment or Training
 NQSW = Newly Qualified Social Worker
 NQT = Newly qualified teacher
 NRPF = No Recourse to Public Funds
 Ofsted = Office for Standards in Education
 PCT = Primary Care Trust
 PDR = Personal Development Review
 PEP = Pupil Education Plan
 PEX = Permanent Exclusions
 PGCE = Post Graduate Certificate of Education
 PIE = Pride in Education
 PPS = Parent Partnership Services
 PRU = Pupil Referral Unit
 RAG = Red, Amber, Green
 SCR = Serious Case Review
 SEN = Special Educational Needs
 SENAR = SEN Assessment and Review
 SENDIASS = SEND Information, Advice and Support Service
 SENCO = Special Educational Needs Coordinator
 SEND = Special Educational Needs and Disability
 SEDP = Special Education Development Plan
 SGOs = Special Guardianship Orders
 TA = Teaching Assistant
 TAF = Team Around the Family
 TM = Team Manager
 UASC = Unaccompanied Asylum Seeking Children
 YDC = Young Disabled Champions
 YOS = Youth Offenders Service
 YOT = Youth Offending Team



9 Forward Plan for Cabinet Decisions

The following decisions, extracted from the Cabinet Office Forward Plan of Decisions, are likely to be relevant to the Schools, Children and Families remit.

ID Number	Title	Proposed Date of Decision
000232/2015	School Organisation Issues which may include Closures, Amalgamations, Opening of a new school – Standing Item	20 Sep 16
000732/2015	Provision of Additional Places at Harborne Primary School (Lordswood Academy Annexe) to meet Immediate Need and Demographic Growth for September 2016 Onwards – FBC	18 Oct 16
001893/2016	Building Schools for the Future Savings Review□	20 Sep 16
002275/2016	Voluntary Children's Trust	20 Sep 16
002307/2016	Council run Day Care Services – Review of delivery and future options for sustainability	20 Sep 16
002324/2016	Update report on Academy Conversions for Period – 1 May to 31 August 2016	20 Sep 16
002325/2016	Update report on Academy Conversions for Period – 1 September to 30 November 2016	13 Dec 16
002340/2016	Regional Framework for Supported Accommodation for 16-18 year olds	18 Oct 16

