

# Wakefield Safeguarding Children Partnership

## Terms of Reference Harmful Sexual Behaviour (HSB) Panel

October 2023

### Purpose

The purpose of the HSB panel is to:

- Develop a panel of professionals from partner agencies experienced in the identification, assessment and management of young people who display HSB.
- To ensure that cases of suspected or actual HSB are well-managed and coordinated and that all possible action has been taken to protect the victims and reduce the likelihood of further victims.
- Agree timely and appropriate responses to young people displaying HSB through the completion of assessments and delivery of effective, evidence-based interventions.
- Ensure defensible decisions are made through the provision of advice, guidance and challenge to practitioners working with young people who have displayed HSB.

### Information Regarding the Panel

Wakefield Safeguarding Children Partnership have an online resource:

[Understanding Sexual Behaviour • Wakefield Safeguarding Children \(wakefieldscp.org.uk\)](https://wakefieldscp.org.uk)

### Membership

#### **Wakefield Children's Social Care**

Panel chair – Daniel Egan - service manager

Panel vice chair - Aidan French – team manager

#### **Wakefield Youth Justice Service (YJS)**

Harvinder Uppal

#### **Forensic CAMH Service**

Helen Pye

Edward Lim

#### **West Yorkshire Police**

Louise Doyle

Representatives from each organisation should have the authority to allocate members of staff to support the completion of a HSB assessment and delivery of intervention where required.

All members are required to:

- Research their own organisational databases and provide relevant information regarding children and young people listed for discussion at panel.
- Contribute to panel discussions and decision making regarding appropriate responses to young people who display HSB.

Partner agencies directly involved with a child or young person will be invited to attend discussions around them, including education, health, early help or any other agency where this is appropriate.

## Logistic of the Panel

The HSB panel will be held every four weeks via Microsoft Teams, or at a suitable location agreed by the panel. All meetings will be chaired by a Social Care Service Manager or delegated to a Social Care Team Manager. The panel may, depending on availability, convene a meeting at short notice when required.

Cases to be discussed will be coordinated by a nominated member of the social care administration team and added to the appropriate agenda for each month. This agenda will be circulated five days prior to the panel meeting in order for the panel members to research their respective information systems and bring appropriate information to the meeting. If a panel member is unable to attend, it is their responsibility to identify a nominated representative from their organisation to represent them at the panel.

Cases will be presented by the social worker or lead professional working with the young person and all relevant information should be recorded on the HSB referral form. Panel members will then share advice and guidance to support the practitioner in:

- Identifying and exploring the harmful behaviours.
- Ensuring an appropriate safety plan is in place to support the victim and child who is alleged to have caused harm.
- Advise on what assessment of HSB (if any) could be undertaken and by which of the partner agencies.
- Where appropriate, allocate a named professional to support the completion of an HSB assessment.
- Agree a timescale for the work to commence.
- Panel will assure itself that the needs of any alleged victims have been considered by agencies.

The panel will advise based on the information presented at the meeting, as to the trajectory of the case which could include.

## Review of Cases

Initial case discussions can be reviewed at the next available panel, or when appropriate, particularly where there has been no admission of guilt or conviction. This will provide the opportunity to:

- Update on any police investigation (where applicable).
- Provide further advice and guidance to the professionals involved in the case, for example, by enhancing current safeguarding arrangements or safety plans.
- Review interventions in order to share good practice.

## Referral Process

Anyone who has a concern that a child is deemed to be displaying harmful sexual behaviour, a child might have been abused by another child, or an adult has been the victim of HSB by a child or young person under 18 should refer their concerns to Children's Social Care, or the police in accordance with their local safeguarding policies and procedures. Any professional who is unsure of the need for such a referral must seek advice from the safeguarding lead within their agency.

The Integrated Front Door team will determine how to proceed in relation to the alleged abusing child and the child/adult victim where there is reasonable cause to suspect that the child concerned has experienced or is at risk of Significant Harm. This may include:

- The instigation of a section 47 investigation and assessment.
- Completion of a safety and risk management strategy.
- Referral to the locality team for completion of a child and family assessment.
- Any criminal aspects of the alleged abuse are investigated.
- Information relevant to the protection and needs of the alleged victim is gathered.

The decision as to which cases are relevant for discussion at the HSB panel should be made by the Integrated Front Door Team Manager and the police as part of an initial strategy discussion, or through consultation with an existing social care team manager (where a case is already open to children's social care). The police and Youth Justice Service can refer directly to panel if there is no allocated social worker and there is a professional view that an immediate referral to children's social care is not required. Relevant cases should then be listed for discussion at the next available HSB panel. Cases should be referred using the HSB panel report and sent to the following address:

[HSBPanel@wakefield.gov.uk](mailto:HSBPanel@wakefield.gov.uk)

## Review of Cases

The nominated member of the social care administration team will ensure that minutes and actions for each case discussion are provided to the chair within 48 hours. The HSB Chair will ensure that the minutes and actions are approved within a further 48 hours. The administrator will then record the case discussions on liquid logic within 24 hours. Actions will be reviewed at the next scheduled meeting.

The chair of the meeting will report to the Harmful Sexual Behaviour Working Group and will escalation to the local authority's senior management team meetings if required.

The panel will provide an annual report setting out the work of the panel and identifying strengths and areas which need focus. The chair of the panel will lead on this, with contributions from all services who make up the panel. This will be made available to the executive of each of the services for consideration.

