

Child Exploitation Intelligence Portal Guidance and Expectations





Introduction

The Child Exploitation (CE) Intelligence Portal hosted by Kent Safeguarding Children Multi-Agency Partnership (KSCMP) provides partner agencies with a secure platform to submit non-urgent intelligence, also known as soft intelligence, relating directly to children aged 0-17 years where there are concerns of CE to Kent Police.

The portal has been updated, allowing partners to submit information about Child Sexual Exploitation (CSE), Child Criminal Exploitation (CCE), County Lines, Gangs, Modern Slavery, and Human Trafficking.

Key partners across Kent County Council, Medway Council, NHS Health Services and Education can share information about vulnerable children at risk of CE, as well as persons that may present a risk, locations, and vehicles of concern. The information submitted is stored on a secure site, accessible only to those granted access within Kent Police. The information is then reviewed, assessed, and transferred to the Kent Police Athena system for dissemination by Kent Police research and development officers.

This document will provide clear guidance and outline the expectations of all those who use the portal.

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Expectations

The portal is a multi-agency tool, allowing information to be shared efficiently. To ensure that it is used effectively and for its intended purpose, there are expectations placed on organisations and individuals who access it:

1. All those using the portal should be familiar with the Guidance and Expectations document.
2. Key messages will be disseminated through identified organisational leads.
3. Communication must be professional and courteous.
4. Information submitted must relate to CE only.
5. The portal will be used in line with the Appropriate Use guidance.
6. Information not suitable for submission via the portal will be shared via another appropriate route (see Decision Tree).
7. Submissions will include all known, relevant information including names, dates of birth, addresses.
8. Intelligence will be reviewed, assessed, and actioned by Kent Police.
9. Kent Police will update on whether the submission is accepted or rejected, and any action needed.

If concerns are raised around repeated misuse of the portal or unprofessional communications, these will be escalated with the identified lead for the relevant organisation.

Information sharing

Clear and transparent information sharing is vital, enabling all services to safeguard and support children across Kent and Medway.

When submitting intelligence via the portal, it is crucial to provide all relevant personal information you have or are aware of. This information could be key to assisting with the identification of a vulnerable child or a person that presents a risk to children. At a minimum this information should include full names and dates of birth, however, in circumstances where this information is not known, this should be made clear within the submission and any additional detail that may help Kent Police to identify the person should be provided.

The Kent and Medway Information Sharing Agreement provides guidance and governance to support partners in sharing information in an appropriate and lawful way. However, it is important to note that GDPR not only supports but places a legal obligation on the sharing of personal information where there is a safeguarding requirement.





Definitions

To ensure that the information being submitted is suitable for the portal, please ensure that it clearly relates to one or more of the following types of Child Exploitation:





Appropriate use

The portal must not be used to report crime. A crime is a deliberate act that causes physical or psychological harm, damage to or loss of property, and is against the law.

The portal must not be used to share urgent intelligence. Urgent Intelligence is information that requires immediate assessment for threat risk and harm factors, potentially actions, and to be raised as soon as practicable.

The portal is not monitored 24/7 and does not have a dedicated resource so it is crucial that information is shared with Kent Police correctly.

Where the information does not meet the criteria for submission via the portal, there are other ways to provide that information to Kent Police:

- **Call 999** – To report a crime in progress or share information that suggests a person or persons are at immediate risk or at risk of serious harm.
- **Live Chat** – To report a crime or share information where there are no known immediate risks.
- **Report online** – To report a crime or share information where there are no known immediate risks.
- **Crimestoppers** – To share information anonymously if there are concerns that the information known may lead to the source being identified and at risk.

Sharing information in the correct way is crucial to enabling Kent Police to assess, process, disseminate and respond appropriately. Information provided may enable Kent Police to prevent a crime or harm from occurring, protect a victim or apprehend a suspect. It is essential that information is shared, even when the portal is not the right place to share it.

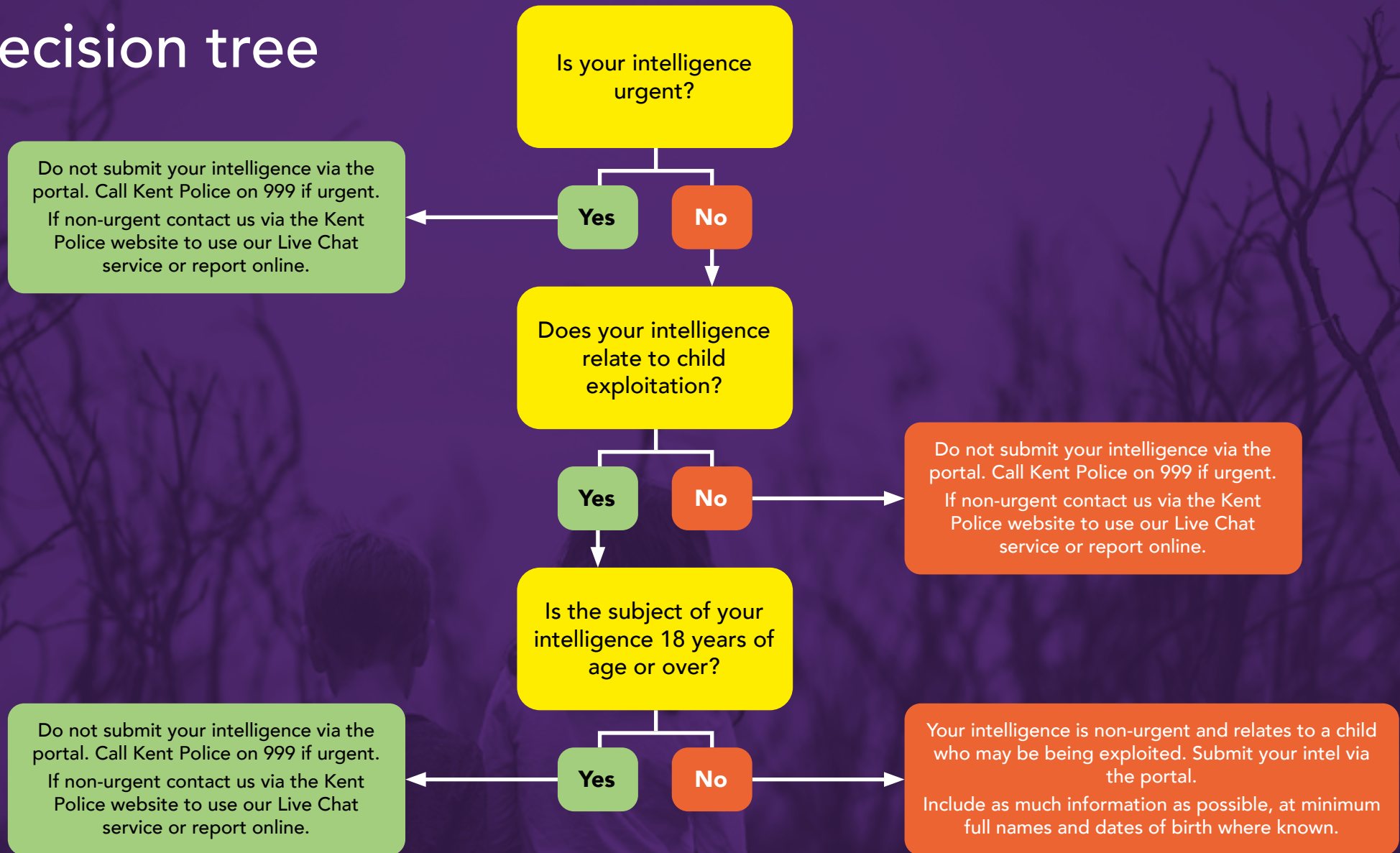
Remember

The risk associated with information remains with you until the information is reported in the correct way and risk accepted by Kent Police.





Decision tree





Quality submissions

When submitting information via the portal, information should be clear, concise, and structured.

Professionals should consider 'Who? What? When? Why? Where? How?' when completing submissions.

The information shared will be reviewed, assessed, looked at in conjunction with any other information police have, and disseminated to the relevant team. Where further action is necessary to prevent harm or safeguard a child or children, a multi-agency discussion will take place. During the multi-agency discussion, the history of the child and any other contextual information known regarding risks and protective factors will be discussed.





Collating and sharing data

High level data relating to portal submissions will be extracted and collated on a monthly/quarterly basis by the Kent Police Child Exploitation and Missing Child Co-ordinator. The intended purpose of sharing information is:

- To promote information sharing between partner agencies
- To develop a better understanding of the prevalence of child exploitation across Kent and Medway and ensure that services are in place to support vulnerable children and young people
- To ensure that proactive work is undertaken to prevent children and young people coming to harm
- To ensure that those that pose a risk are identified and ensure that proportionate action is taken to safeguard children and the wider public from harm
- To develop multi-agency problem solving plans through use of OSARA to create safe spaces for children and young people
- To identify key areas of concerns to ensure that communities are informed through targeted awareness raising, and included as partners to identifying and preventing harm

Information will be shared with relevant partners including leads and subject matters experts within Kent Police, KSCMP, MSCP, NHS and Education. The leads and SMEs will be responsible for disseminating data and information to all relevant persons within their respective organisations.

The data extracted from the portal will also be shared via the quarterly Contextual Safeguarding Report and discussed at Joint Exploitation Group meetings.





Contact details

Kent Police

For general enquiries and questions relating to portal access, contact PSE Becky Hills – Rebecca.Hills@kent.police.uk

For general child centred policing and prevention of youth harm enquiries contact, PSE Samantha Matthews – Samantha.Matthews@kent.police.uk

For specific enquiries about information you would like to share, contact:

- East Division: PSE Marnie Gander – Marnie.Gander@kent.police.uk
- North Division: PSE Quentin Moss – Quentin.Moss@kent.police.uk
- West Division: PC Trev Bonett – Trevor.Bonett@kent.police.uk

KCC Contacts

For general enquiries or to ask a specific question about information you wish to share, contact:

- Jessica McLean – 03000 414 901
- Nick Wilkinson – 03000 417 201
- Carrie Hartwell – 03000 413 802
- Steve Woollcott – 03000 423 253

Or contact the team via email: intelsoc@kent.gov.uk

Medway Contacts

For general enquiries or to ask a specific question about information you wish to share, contact medwaycspanel@medway.gov.uk

Education Contacts

For general enquiries or to ask a specific question about information you wish to share, contact the relevant Area Safeguarding Advisor:

- South Kent: 03000 423 154
- North Kent: 03000 423 149
- West Kent: 03000 423 158
- East Kent: 03000 423 157

Or contact the team via email – edsafeguardinghq@kent.gov.uk

