Information Handbook for Licensed Premises

CHILD SEXUAL EXPLOITATION
SAY SOMETHING IF YOU SEE SOMETHING
CALL HERTS POLICE ON 101

WWW.HERTSSAFEGUARDING.ORG.UK
This campaign aims to raise awareness within Hertfordshire of the issues of Child Sexual Exploitation (CSE) and human trafficking. Whilst Hertfordshire remains one of the safest counties in the country, tackling CSE is a Government priority and in Hertfordshire we are looking to engage with all communities, including the business community, to help prevent children becoming victims of these crimes.

The ‘Say Something if you See Something’ campaign is being driven under HALO, the proactive multi-agency response within Hertfordshire to tackle CSE in the county.

**Child Sexual Exploitation involves:**

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

Alcohol, Cigarettes, Mobile Phones, Gifts, Money, Drugs, Love

**Where does it happen?**

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

- Parks, Shopping centres, Taxi ranks, Restaurants, Takeaways, Gyms, Leisure centres,
- Hotels,
- Hostels, Pubs/bars/clubs.

It is the responsibility of premises license 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 the Licensing Act 2003.

**Trafficking**

Children and young people who are victims of sexual exploitation are also vulnerable to trafficking across cities and counties within the UK, and also international trafficking into and out of the UK for the purposes of sexual exploitation. Trafficking involves the illegal trade in human beings for the purposes of sexual exploitation.
The recognition of trafficking within the UK applies irrespective of distance travelled, and hence can be applied to movements within the same city.

Section 59A of the Sexual Offences Act 2003 (SOA) specifies that trafficking within the UK for the purposes of sexual exploitation is an offence punishable by up to 14 years in prison.

**Act now!**

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

- Financial and/or reputational damage
- Revocation of licence
- Prosecution
How this information pack can support your business:

We want to support those in the licensed trade to protect children and young people – and their own business – from the risk of these crimes so that they can continue to provide safe and reputable venues.

As part of this support, the Safeguarding Children Board, Hertfordshire Constabulary and Hertfordshire County Council have developed this resource pack. It is based on a national campaign, which has the endorsement of The Children’s Society/National Working Group for the Prevention of Child Sexual Exploitation.

There are a number of criminal offences associated with child sexual exploitation and human trafficking resulting in damaging consequences including a possibility of prosecution, action being taken against a premises licence and reputational/financial damage. By working together we can play a positive role in protecting children and local business from this activity.

We feel that it is vital that our local businesses engage with this campaign and therefore we are seeking the support and endorsement of those involved in the licensed trade in Hertfordshire in rolling out this campaign.

NAME OF LOCAL CAMPAIGN LEADER/S
Say Something if you See Something

What is included in this pack?

- Signs to look out for
- Risk management and due diligence information
- Recording system template
- Contacts
Signs to look out for

Licensed premises are places where people usually go to socialise, have a drink, relax and enjoy themselves and as such they provide an ideal environment for the grooming and sexual exploitation of children and young people. As part of the grooming process adults may meet young people or take them to licensed premises, to develop a relationship of trust and make them feel special by giving them ‘treats’ such as meals or alcohol, or by involving them in adult parties. A premise could be misused for this kind of activity by the people who are socialising or working there.

For example:

- Adult venues (such as night clubs/sexual entertainment venues) may attract groomers if the premise is frequented by children or young people.
- Where underage drinking takes place, children and young people are at risk as their judgement is impaired.
- Premises providing goods or services that can be offered to children as gifts in exchange for sexual favours (for example, free food, drinks or cigarettes; free transport; free access to a venue in exchange for sexual favours) present risk if a groomer is employed there (or works voluntarily) and has regular or private contact with children.
- Children and young people are vulnerable in areas of premises that are not supervised or security checked (for example toilets, beer gardens, play zones).
- Risk may be present at premises where information technology equipment is used (for example, internet access, mobile phones) as social media can be used to groom vulnerable young people; cameras may be used to record or distribute indecent images of children.
- Premises providing facilities for private parties, private dancing/entertainment booths or overnight accommodation, may be vulnerable to the risk of child sexual exploitation.
Risk Management and due diligence

Under the Licensing Act 2003, the ‘due diligence’ defence can be used to protect your business, if you can demonstrate that all reasonable steps have been taken to manage risk. Here are some suggested safeguarding measures to help evidence ‘due diligence’ and keep children safe:

• Undertake a written children and young people’s risk assessment and use it to inform your operating policy and staff training.
• Staff should be trained to recognise indicators of child sexual exploitation and know how to report concerns.
• Staff should be trained to operate an age verification scheme, know what types of identification are acceptable and to recognise signs of proxy purchase of alcohol.
• Staff training records should be maintained.
• Activity at the premises should be monitored (for example using CCTV or by regular patrols. Patrol records should be maintained.)
• Suspicious activity should be reported to the police (including details such as vehicle registration numbers, description of individuals) and should be recorded in your incident log.
• If you have a delivery service (for example hot food) enforce a Code of Conduct to promote good safeguarding when deliveries are made to unaccompanied children.

Remember

“SAY SOMETHING IF YOU SEE SOMETHING”,
Under the Licensing Act 2003 your premises licence may be at risk if you do not take action to protect children.
INFORMATION REPORT: LICENSED PREMISES

Newsagents, takeaways, pubs, hotels, night clubs, off licences etc

<table>
<thead>
<tr>
<th>Date/Time of report</th>
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<tbody>
<tr>
<td>Person submitting report and contact details</td>
<td></td>
</tr>
<tr>
<td><strong>Please provide as much information as possible about your concern, including any names, descriptions, addresses, dates/time, credit card details</strong></td>
<td>Information:</td>
</tr>
</tbody>
</table>

How was the information obtained?

- Witnessed by self
- Reported by fellow professional/colleague
- Family/Friend/Member of Public

If the information was obtained from another person, please state how reliable you think they are.

**On a scale of 1 to 5:**
- 1 = Unreliable
- 5 = Always reliable

If the information was obtained from another person, would they be willing to engage with the Police?

Yes or no? If not, how?

How accurate do you believe the information to be?

**On a scale of 1 to 4:**
- 1 = Suspected to be False
- 4 = Known to be true beyond doubt

PLEASE EMAIL THE COMPLETED FOR TO: FCREnquiries@Herts.pnn.police.uk
Contacts

- If you have information to share with the police please fill in the form and email a copy to FCREnquiries@Herts.pnn.police.uk
- If a crime is in progress please call 999 and quote HALO
- If you need to speak with police about a matter which is not urgent please call the Herts Police non-emergency number 101 and quote HALO