



## **Children's Safeguarding and Family Help**

Multi-agency Public Protection Arrangements:  
guide for social workers

## 1 Introduction

- Under the Criminal Justice Act 2003, all local authorities must have arrangements in place to identify and manage individuals who have been convicted of certain sexual and violent offences and who may pose a risk to the public through re-offending once they are released into the community. These arrangements are known as Multi-Agency Public Protection Arrangements (MAPPA).
- As CSFH has a role in co-ordinating responses around adults who pose a risk to children, the following protocol has been written to explain MAPPA processes and what actions social workers may need to take when an adult or young person who is subject to MAPPA processes is related or known to a family with young children living in Camden.
- Social workers should note that individuals are heard at the MAPPA Panel in the local authority in which they are residing if living in the community, for example in approved premises or for young people who are looked after, where they are placed.

## 2 Purpose

The purpose of MAPP arrangements is to:

- identify relevant offenders who need to be subject to monitoring under MAPP arrangements
- enable agencies to share information in order to carry out comprehensive risk assessments on individuals and gauge the level of risk they pose to the public
- put in place a multi-agency risk management plan for individual offenders that is reviewed and revised regularly in order to ensure public safety and reduce risk of re-offending.

## 3 Scope

MAPP arrangements are designed to provide a targeted and measured response and operate on 3 levels of management depending on the level of risk posed by the individual;

- **Level 1 (ordinary management):** these offenders are subject to the usual management arrangements applied by the agency that is generally responsible for supervising them, for example Probation or YJS.
- However, there may be information-sharing with other agencies for the purposes of risk management and where a level 1 offender is known to have links with a family in Camden, CSFH will be notified by the relevant agency.
- **Level 2 (active multi-agency management):** The risk management plans for these offenders require the active involvement of several agencies via regular multi-agency MAPPA meetings.
- **Level 3 (active multi-agency risk management):** As with level 2, risk management plans require a multi-agency MAPPA meeting, but these cases additionally require the involvement of senior officers to authorise the use of special resources, such as police surveillance or specialised accommodation and/or to provide ongoing senior management oversight.

The following offenders will be covered by MAPPA:

- **Category 1:** sex offenders who are subject to registration requirements under the Sexual Offences Act 2003 (registered sex offenders).
- **Category 2:** anyone who has been convicted of certain sexual or violent crimes and has received a custodial sentence of 12 months or more (or where a suspended sentence order includes a custodial period of 12 months or more) , including detention in hospital under the Mental Health Act 1983 and anyone who is disqualified from working with children.
- **Category 3:** a person who has been cautioned or convicted of an offence which indicates that they may be capable of causing serious harm and which requires multi-agency management.
- MAPP arrangements cover adult and young offenders and come into affect prior to the individual being released from custody on licence. The risk management plan approved by the MAPPA panel is linked to their licence conditions and any failure to comply may result in the individual being recalled to prison.

MAPP arrangements end when individuals cease to be Level 2, which may be under any of the following circumstances:

- the period of registration for a sex offender ends;
- the individual's licence expires or is discharged;
- the individual is recalled to prison;
- the risk level is reduced to level 1 as there is not considered to be a need for on-going review at level 2.

## 4 MAPP arrangements in Camden

### 4.1 Roles

- The Police, Prison Service and Probation Service are statutory agencies for the purposes of MAPP arrangements and have specific duties within these arrangements.
- CSFH, housing providers, mental health services, adult social care services and the Youth Offending Service have a duty to co-operate with statutory agencies in order to implement MAPP arrangements.
- The Prison and Probation Services have a duty to carry out a risk assessment for Category 1 and 2 offenders about to leave custody who may meet the threshold for MAPP and make appropriate referrals via the relevant MAPP Administrator based in the Probation Service.

### 4.2 Referring individuals to the MAPP Panel

- Referrals for Category 1 and 2 offenders are made by the Prison Service and Probation Service whenever an offender is to be released on licence and a risk assessment shows that they may require monitoring under MAPP arrangements. There is a duty to refer the individual to the MAPP chair via the MAPP administrator so that a decision can be taken by the MAPP Panel on the level of risk posed by the individual and how this will be managed.
- If the offender is under 18, the Youth Justice Service will carry out an ASSET assessment and make appropriate referrals. Referrals are made to the MAPP administrator using the MAPP Form A.
- Category 3 offenders are defined as a person who has been cautioned or convicted of an offence which indicates that they may be capable of causing serious harm and which requires multi-agency management. These are

offenders who will not have met the criteria for MAPP arrangements on release, but are likely to require some monitoring in the community.

- MAPPAs referrals will be considered at the next (level 2) MAPPAs meeting where the panel will decide on whether the individual should be subject to Level 2 MAPP arrangements and if so what those arrangements might be in order to manage the risk in the community.

#### **4.3 Notifying CSFH of MAPPAs subjects**

- The MAPPAs administrator will notify the CSFH MAPPAs representative based in the Quality Assurance Unit of all individuals who are coming up for consideration at MAPPAs Panel at Levels 2 or 3 and who live in Camden, giving details of their category and level of management needed.
- The CSFH MAPPAs representative will then check on MOSAIC to see if the individual is known to CSFH either directly and/ or is related to or known in connection to children of families with whom CSFH have or are currently working.
- Social workers who are working with families related to or known to a MAPPAs subject should be invited to the Panel meeting by the MAPPAs administrator if details have been included in the referral. However, the CSFH MAPPAs representative will liaise with social workers to confirm arrangements for their attendance at the Panel.

**Please note that MAPPAs Panel attendance by the allocated social worker or their manager is an expectation.**

#### **4.4 Recording MAPPAs information on MOSAIC**

- The name (including any aliases), date of birth and current address of any individual living in the Camden area who is subject to MAPP arrangements at Levels 2 and 3 will be recorded on MOSAIC by named QAU Business Support Officer Any subsequent change of address will be added to the front screen of the MOSAIC case file
- The BSO will complete a Cause for Concern form to include the date the individual was first presented to MAPPAs, the index offence, and the name of the relevant probation officer. This form will be updated by the BSO in respect of any changes in these details, including if the person ceases to be subject to Camden MAPPAs and if they are subsequently re-referred. The

CSFH MAPPA representative will keep the BSO informed of any changes by email following the MAPPA meeting.

- A Bichard Warning flag will appear on the front screen of any MAPPA subject's MOSAIC record so that all MOSAIC users are aware that the person is or has been subject to MAPPA. This warning remains on the file indefinitely.
- Where a MAPPA subject has a relationship with a child or adult with a MOSAIC record, this will be flagged up as a "cause for concern" on the relationships screen. Again, this flag is also available to all MOSAIC users.
- Where a MAPPA subject does not have any connection with Camden children they will be recorded on MOSAIC as a "cause for concern" but no link will be made with any children's record on MOSAIC.
- Following a MAPPA meeting, the CSFH MAPPA representative will add a case note to the MOSAIC case file recording the date the meeting took place and agreed actions arising from the meeting including actions to be taken by CSFH. The note will also state whether the MAPPA subject is to remain at Level 2 or reduce to level 1 and the date of next MAPPA meeting.

#### **4.5 Level 1 MAPPA cases**

- As a rule, Level 1 cases are not notified to other agencies and the individual is monitored and risks managed by a single agency. However, the officer holding the case may contact other agencies where this is relevant to implementing the risk management plan.
- Where CSFH are working with a family who are related to or known to a Level 1 offender, it is essential that relevant professionals such as probation officers /YJS workers are invited to child protection and child in need reviews and LAC reviews. This should also be the case for level 2 MAPPA cases.

#### **4.6 Information sharing**

- Information sharing is a vital part of MAPPA processes in terms of assessing risk and ensuring public protection. An individual's MAPPA status is confidential and can only be shared with non-statutory agencies:
  - with the consent of the individual or:
  - in order to prevent crime or:
  - in order to prevent serious harm or abuse.

- Disclosure to third parties regarding a MAPPAs subject will only take place as part of a risk management programme; all decisions to share information with third parties will be taken at MAPPAs panel meetings following risk assessment and will form part of the risk management plan.
- For example, adult social workers may need access to a MOSAIC case record of an individual who has (or has had) MAPPAs status and who has recently been referred to them for a service. In these cases, the CSFH MAPPAs representative will need to be notified so the matter can be discussed with the MAPPAs chair.
- This may be the case where CSFH need to share information with a parent regarding the violent offending history of a MAPPAs subject as part of the child and family assessment of parental protective capacity.
- In emergencies between panel meetings, decisions will be taken by the panel chair at the request of agencies working with the offender, who must provide a strong case for doing so.
- Disclosure will be considered in the following circumstances:
  - where there is evidence of grooming behaviour in specific locations, i.e.: churches or youth clubs;
  - the licence conditions exclude the offender from going to specific locations or contacting specific people;
  - in order to protect past or potential victims;
  - where a young offender is returning to school (this information will be limited to head teachers and designated child protection teachers);
  - in order to protect others, for example residents in hostels or staff working with the offender;
  - in order to gain information from an individual connected with the offender so that a full risk assessment can be carried out.
- Although CSFH can ask the panel for consent to sharing information about a MAPPAs subject with third parties, information sharing will be carried out by either the Police or the Probation Service.
- Detailed information about why the person is subject to MAPPAs is restricted and can only be made available to social workers through the CSFH MAPPAs representative. Requests for information should be discussed with the

MAPPa representative in the first instance to establish what information is needed before disclosure of any information from MOSAIC.

- Decisions on disclosure are made on a case by case basis by the MAPPa representative. The social worker may also be referred directly to the chair of MAPPa (normally the Probation Service) for further details.

#### **4.7 MAPP subjects living outside Camden**

- As MAPP arrangements are organised around local authority areas, Camden MAPPa will not cover MAPPa subjects living in other boroughs. However, the Police can check the nationwide MAPP computer system (VISOR) for information on MAPPa subjects in any local authority area.
- Checks with MAPPa agencies outside Camden will only be carried out where:
  - a police check carried out by the social worker reveals the individual has a conviction that may mean they are subject to MAPPa **and:**
  - there are grounds to believe the individual poses a risk to children **and:**
  - the social worker is currently working with a family who may be at risk because of they are related to or in contact with the individual.
- Social workers should discuss the matter with their team manager and refer to the CSFH MAPPa representative on any matters regarding sharing information or approaching Probation to check an individual's MAPPa status elsewhere.

## **5 Levels of risk management and MAPP meetings**

### **5.1 Levels of risk**

- Level of management is based on the principle of using the lowest level of management that can contain the risk.
- Offenders are classified depending on the likelihood of their causing serious harm and MAPPa meetings are the forum for discussion of risks through information sharing in order to decide on the likelihood of re-offending, what level of risk of harm this poses and what strategies need to be in place to reduce risk. This will form the basis of the risk management plan.



- At every meeting, a decision is made as to whether the current level of management is proportionate to the risk posed and whether a higher or lower level of management is required. This will be based on any new evidence of changing circumstances.
- **Level 1 (ordinary agency meeting)** will be used where the risk posed by the offender can be managed by a single agency or single agencies working together, with the risk management plan will be reviewed every four months.
- **Level 2 (active multi-agency management)** cases will be managed by a MAPPA panel where any of the following circumstances are applicable:
  - the offender is assessed as posing a high or very high risk of serious harm;
  - the risk level is lower but the case requires the active involvement and co-ordination of interventions from other agencies to manage the risks;
  - the case has previously been managed at level 3 but no longer meets this criteria;
  - multi-agency management will enhance the lead agency's management of the risk of serious harm.
- Meetings are held monthly and individual risk management plans are reviewed every 16 weeks by the probation service. A single subject level 2 meeting may in emergencies be called in between panel meetings
- **Level 3 (active multi-agency management)** will be carried out by a MAPP panel where the criteria for Level 2 is met but it is decided that the case requires a high level multi-agency response by senior staff and deployment of significant resources. Level 3 will also be applicable in cases that are likely to attract a high level of media interest and scrutiny and there is a need to ensure public confidence in the criminal justice system. Meetings are held on a monthly basis and individual risk management plans are reviewed every 8 weeks.

## 5.2 Attendance

- MAPP panel meetings are attended by representatives from:
  - Camden police
  - Probation service
  - CSFH

- Camden Housing, voluntary housing providers and the Camden probation hostel
  - Camden PCT and mental health and social care services
  - YJS
  - Mental health agencies.
- The CSFH MAPPA representative will represent CSFH at all Level 2 MAPPA meetings. It is an expectation that social workers or their managers attend any MAPPA meeting where the social worker is working with a young person who is a MAPPA subject or a family with children known to have contact with the MAPPA subject.
  - Level 3 MAPPA meetings will be attended by the Head of the Quality Assurance Service or relevant Service manager.

## 6 Role of CSFH

- CSFH has a MAPPA representative who represents the division at MAPP panel meetings at level 2.
- At Level 3, the Quality Assurance Head of Service or relevant service manager will represent the division.
- The MAPPA representative will:
  - act as a link with the Camden MAPP providing information to the panel where there has been previous CSFH involvement with or connection to the MAPPA subject
  - provide information where the allocated social worker has not been able to attend panel
  - to provide advice where children are involved but who are not Camden children
  - identify any actions from Panel meetings to be carried out by CSFH and notify the allocated social worker of these actions via the MAPPA meeting record in the confidential section of the MOSAIC case record.
- Where a family known to CSFH is related to or known to a MAPPA subject, the MAPPA representative will contact the allocated social worker to discuss the case to ascertain whether there are any safeguarding issues and what work is being undertaken to manage risk. If the case is not currently open to CSFH the MAPPA representative may advise the probation Officer to refer the case to the MASH.

- Where a social worker requests further information about a MAPPA subject, the MAPPA representative will discuss the case with the MAPPA chair and ensure that the MAPPA administrator invites the social worker to the next Panel meeting.
- The MAPPA representative is notified in advance of MAPPA panel meetings of those individuals who will be discussed. If the individual is related or known to any family with whom CSFH are currently working, the MAPPA representative will liaise with the social worker to attend the MAPPA panel meeting to share information on risk.
- Following a MAPP panel meeting, the MAPPA representative will notify the relevant social worker via the MAPPA meeting record (see earlier note sec 4.4 para 5) on the MOSAIC case record of any actions identified for CSFH as part of the risk management plan.
- Where CSFH has a responsibility to implement any part of a risk management plan, this will be incorporated into the child's plan.
- If a child who is known to CSFH and YJS becomes subject to MAPPA processes, their allocated social worker will attend all MAPP panel meetings to provide information on what work is being carried out and how their safety and welfare is being promoted.
- The social worker will work with all statutory agencies to ensure that MAPP arrangements take the child's safety and welfare into account and that any risk assessment is age appropriate and risk management plans take the child's identified needs into account.
- CSFH may be approached by agencies for information and assistance in assessing risk, particularly where a risk to individual children has been identified.
- CSFH will manage any risks posed by this group of offenders via the child protection system, using Assessment Framework assessments to assess risk and child protection plans to record risk management actions.
- Social workers can liaise with the MAPP chair via the MAPPA representative for any advice.

- If a case does not meet MAPPA criteria but social workers and the CPO/IRO involved in the case remain concerned, the CPO/IRO will seek the advice of the Probation Service with regards to managing the case. The relevant Probation Officer should be invited to all child protection conferences and CIN meetings to share information on issues such as licence conditions and restrictions and to contribute to risk assessments.

## 7 Role of YJS

- YJS will carry out internal screening processes prior to the release of any young person from custody to establish the level of risk they pose and make appropriate referrals to the MAPPA administrator.
- The relevant YJS worker will attend MAPPA meetings where the young person they are working with is being discussed by the Panel.
- The team will also keep a list of cases held by the service where the young person is subject to MAPPA proceedings.
- Where a young person who is subject to MAPPA processes is known to CSFH, the YJS worker will contact the allocated social worker to ensure that there is a high level of co-operation and joint working.
- Where a young person who is subject to MAPPA processes has a sibling under the age of 18 who is known to CSFH, the YJS worker will notify their allocated social worker.
- Where a young person who is subject to MAPPA processes is thought to pose a risk to a child who is not known to CSFH, for example a younger sibling or child victim, the YJS worker will make an e-CAF referral to the MASH team.