

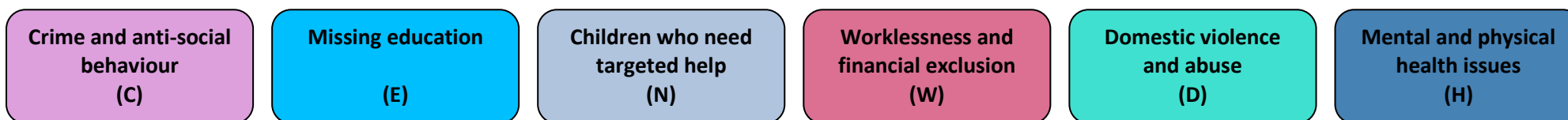
# East Sussex Family Keywork: TF2 Outcomes Framework 2015-16

Some families have problems which impact significantly on the quality of their lives and can also generate substantial costs for a range of different public services, from social care and health to criminal justice. Family Keywork was introduced in East Sussex in 2012, supported financially through the first national Troubled Families Programme (2012-2015). Family Keyworkers work in partnership with the whole family for an extended period of time, identifying strengths and issues, agreeing priorities for change and offering both support and challenge. The model is based upon [best practice evidence and guidance](#) about what works in bringing about sustainable change in families. Our aim is to provide straightforward, robust support and challenge so that families can take control of their lives and costs to public services are reduced. We achieved 100% success in the first Troubled Families programme, meeting fully our target of turning around the lives of at least 1015 families over three years.

The national programme has now been extended, in principle for five years from 1 April 2015 with funding guaranteed for 2015-2016. The scope of the extended programme, known locally as 'TF2', has widened and the funding arrangements have changed. The programme promotes ambitious service transformation as a means of improving support to families across six broad problem areas or 'themes'.

## The East Sussex Outcomes Framework

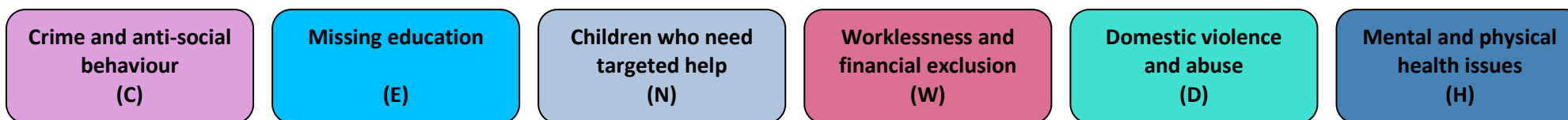
All local authorities participating in TF2 are required to publish an 'Outcomes Framework'. This framework brings together the overarching strategic priorities of the East Sussex Strategic Partnership (ESSP) in relation to the six key themes of TF2:



It highlights the range of Vulnerability Indicators that sit within each of these themes and which may be used for assessing family eligibility for TF2 and level of need. Many of these are provided in the [TF2 Financial Framework 2015-16](#); some have been added as local priorities following discussions with strategic leads. This document also provides a set of measures against which it can be judged that a family has achieved 'significant and sustained progress' in each of the six areas, and therefore becomes eligible for Payment-by-Results in accordance with the terms in the [TF2 Financial Framework 2015-16](#). The Outcomes Framework is intended to be a working document and as such is subject to regular review, to ensure that the content continues to reflect local strategic priorities and that the measures used for Payment-by-Results claims remain relevant. Scrutiny and quality assurance is provided by ESCC Internal Audit and by the Family Keywork Programme Board. Claims are subject to spot-check audit by the Department for Communities and Local Government (DCLG) and by ESCC Internal Audit. Opportunities for making claims will take place twice each year (three times in 2015-16).

## Strategic plans used to inform this document

Plans are mapped to show overlap in strategic priorities for each of the six themes:



Name of strategic plan	Owner	C	E	N	W	D	H
<a href="#">East Sussex Council Plan 2015-16</a>	East Sussex County Council	C	E	N	W	D	H
<a href="#">East Sussex Employability &amp; Skills Strategy 2014-16</a>	East Sussex County Council		E	N	W		
<a href="#">Healthy Lives, Healthy People 2013-16</a>	East Sussex Health & Wellbeing Board	C	E	N			H
<a href="#">East Sussex: Economic Development Strategy 2012-2022</a>	East Sussex County Council		E		W		
Adult Social Care and Safer Communities Portfolio Plan 2015-18 (draft)	East Sussex County Council	C			W	D	H
<a href="#">Children's Services Portfolio Plan 2015-18</a>	East Sussex County Council	C	E	N	W	D	H
<a href="#">Pride of Place: Sustainable Community Strategy</a>	East Sussex Strategic Partnership	C	E	N	W	D	H
Joint Commissioning Strategy for CAMHS (draft)	Sussex Partnership Foundation Trust			N			H
<a href="#">Safer in Sussex: Police and Crime Plan 2014-17</a>	Sussex Police & Crime Commissioner	C				D	
<a href="#">Children &amp; Young People's Plan 2015-18</a>	East Sussex County Council		E	N	W		H
<a href="#">Child Sexual Exploitation – Pan Sussex Strategy</a>	Pan-Sussex LSCBs	C		N			
<a href="#">East Sussex Alcohol Strategy 2014-19</a>	East Sussex County Council	C		N			H
<a href="#">Domestic Abuse Strategy 2014-19</a>	East Sussex Safer Communities Partnership	C		N		D	
East Sussex Local Safeguarding Children Board Action Plan 2015-18 (draft)	East Sussex LSCB			N		D	H

## THEME 1: Crime and anti-social behaviour (C)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies					
Fewer first time entrants to the Youth Justice system	C	E	N			
Reduced offending and reoffending by adults and young people	C	E	N	W	D	
Fewer incidences of community-based anti-social behaviour by adults and young people	C	E				

Family Vulnerability Indicators		Evidence sources
C1	A child who has committed a proven offence in the previous 12 months	Youth Offending Team, Community Resolutions – Aspire Team
C2	A child who has received an anti-social behaviour intervention in the last 12 months	Sussex Police, Housing Providers
C3	An adult who has received an anti-social behaviour intervention in the last 12 months	Sussex Police, Housing Providers
C4	An adult prisoner who is less than 12 months from his / her release date and will have parenting responsibilities on release	Pan-Sussex ASB group
C5	An adult who is currently subject to a licence or supervision in the community, following release from prison, and has parenting responsibilities	Probation Service, Pan-Sussex ASB group
C6	An adult currently serving a community order or suspended sentence, who has parenting responsibilities	Pan-Sussex ASB group?
C7	A parent or child referred because their potential offending behaviour is of significant concern (this may include community ASB, gang-related activity, involvement with extremist groups, suspected drug dealing). Concerns must be evidenced in police or housing records.	Sussex Police, Housing Providers

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like for the family?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
33% reduction in offending across the family*	6 months	Sussex Police, Youth Offending Team	N/A
66% reduction in recorded ASB incidents across the family*	6 months	Sussex Police, Youth Offending Team, housing providers	N/A
No 'serious crime' committed by family members	6 months	Sussex Police, Youth Offending Team	N/A

\* measures used for TF1

## THEME 2: Missing education (E)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies					
All children have access to full-time education	C	E		W		
All children progress well from early years to school leaver and into education, training or employment		E		W		H
Attendance and exclusions improve in line with national averages	C	E	N	W		
Young children are ready for school (social, emotional, physical, language & communication, confident, happy to learn)		E	N			H

Family Vulnerability Indicators		Evidence source
E1	A child who is persistently absent from school for an average across the last 3 consecutive terms <i>N.B. Persistent absence = 10% or more</i>	School Census
E2	A child who has received at least 3 fixed term exclusions in the last 3 consecutive terms	School Census / ESBAS
E3	A child at primary school who has had at least 5 school days of fixed term exclusion in the last 3 consecutive terms	School Census / ESBAS
E4	A child of any age who has had at least 10 days of fixed term exclusion in the last 3 consecutive terms	School Census / ESBAS
E5	A child who has been permanently excluded from school within the last 3 school terms	School Census / ESBAS
E6	A child who is in alternative educational provision for children with behavioural problems	PRU / Special School registers
E7	A child who is neither registered with a school, nor being educated in an alternative setting	Cross-reference School Census and T&LP
E8	A child of equivalent concern referred by a Headteacher or ESCC Teaching & Learning Provision (T&LP) as 'missing education'. This could be for high level of internal exclusion, part-time timetable, dual registration or inadequate elective home education provision (EHE). Concerns must be evidenced in school or T&LP records.	Headteacher or T&LP letter
E9	A child eligible for a funded Early Years Education place, not taking up or maintaining his/her entitlement	EYEE team

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like for the family?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
At least 90% average attendance for all children (Y1-11)	3 consecutive terms*	School Census / ESBAS	N/A
No further permanent exclusions (Y1-11)	6 months	School Census	N/A
All Y11s have a plan for post-16 education, training or employment	By case closure	Keyworker / case file	N/A

*\*this measure is set by the national Troubled Families team*

## THEME 3: Children who need targeted help (N)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies					
Reduced need for social care intervention	C		N		D	H
Outcomes for vulnerable families improve and are sustained	C	E	N	W	D	H
Children and young people experience safe, resilient and secure parenting	C	E	N		D	H
Children and young people are supported to make safer choices, including online safety	C	E	N		D	H

Family Vulnerability Indicators	Evidence source
N1 A child who has been identified as needing early help	EYEE register, School Census SEMH code
N2 A child who has been assessed as needing early help	Early Help Assessments - Infoview
N3 A child 'in need' under Section 17, Children Act 1989	Report – Infoview, cross-referenced for addresses
N4 A child who has been subject to an enquiry under Section 47, Children Act 1989	Report - Infoview
N5 A child subject to a Child Protection Plan	Report - Infoview
N6 A child identified as at risk of sexual exploitation	Screening Hub / MASH

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like for the family?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
More skilled and confident parenting	6 months	Keyworker / case file	The Parenting Scale
Child Sexual Exploitation risk reduced	6 months	Keyworker / case file	CSE risk assessment
For Level 4 families: the family has EITHER stepped down at least one CoN level with no repeat level 4 allocation OR has been supported safely for at Level 4 without the need for a child in the family to be protected through a statutory plan or (if already on a plan at entry) to become Looked After	6 months	Keyworker / case file	Continuum of Need / CIN / CP plan
For Level 3 families: the family has EITHER stepped down at least one CoN level with no repeat Level 3/4 allocation OR been supported safely at Level 3 with no 'step up' or statutory intervention required	6 months	Keyworker / case file	Continuum of Need / Early Help Plan

## THEME 4: Worklessness and financial exclusion (W)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies				
More adults enter, sustain and progress in work				W	H
Young people and adults access improved work-related opportunities (work experience, volunteering, apprenticeships, vocational training)		E		W	H
Families live in stable accommodation		E	N	W	H
Better quality of life for low income families (managing the impact of welfare reform, budget planning, debt management)				W	H

	Family Vulnerability Indicators	Evidence source
W1	An adult in receipt of out of work benefits OR who is claiming Universal Credit and subject to work related conditions	ADMS return, DWP Monthly Marker report
W2	A child who is about to leave school, has no / few qualifications and no planned education, training or employment	Intended Destinations – Aspire team
W3	A young person aged 16-17 who is not in education, training or employment	NEET report – Aspire team
W4	Parents and families referred by professionals as being at significant risk of financial exclusion. This may include those with problematic levels and forms of debt and those with significant rent arrears.	
W5	Family has been evicted in the last 12 months or is at risk of eviction (Eviction Order, Notice Of Seeking Possession, warning letter for breach of tenancy)	

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
Of adults in the family identified by DWP as 'available for work', at least one has increased employment prospects	6 months	Keyworker / case file	TFEA sign off
All 16-17 year olds engaged in education, training or employment	6 months	NEET report – Aspire team	N/A
Families with debt have a Budget Plan leading to reduced debt	6 months	Keyworker / case file	TBA

## THEME 5: Domestic violence and abuse (D)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies				
Increased safety and wellbeing of victims	C		N		D H
Relationships that are safe, equal and abuse free	C		N		D H
Reduced tolerance of domestic abuse as socially acceptable	C		N		D H
Perpetrators held to account and required to change their behaviour	C		N		D H

Family Vulnerability Indicators		Evidence source
D1	A young person known to local services has experienced, is currently experiencing or at risk of experiencing domestic violence or abuse	CIDVA, Keyworker
D2	An adult known to local services has experienced, is currently experiencing or at risk of experiencing domestic violence or abuse	MARAC (high risk), IDVAs (medium risk), Keyworker
D3	A young person aged 16-17 who is known to local services as having perpetrated an incident of domestic violence or abuse in the last 12 months	
D4	An adult who is known to local services as having perpetrated an incident of domestic violence or abuse in the last 12 months	MARAC (high risk)
D5	The household or a family member has been subject to a police call out for at least one incident of 'domestic abuse crime' in the last 12 months	Sussex police SCARFs

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
Reduction in the level of domestic abuse risk	6 months	Keyworker / case file or IDVA / CIDVA	DASH
No repeat referrals to MARAC as a result of family domestic abuse risk	6 months	MARAC list	N/A

## THEME 6: Mental and physical health issues (H)

Key strategic priorities for families (what we want to achieve in East Sussex)	Links to other strategies					
The best possible start for babies and children (parental lifestyle, development & communication milestones, vaccinations, education)	C	E	N	W	D	H
Families living in safe home environments			N		D	H
People living healthier lifestyles (reduce harm caused by diet, smoking, alcohol, drugs, lack of exercise, long term health conditions)			N			H
People better able to manage and enhance mental health and emotional wellbeing			N		D	H

	Family Vulnerability Indicators	Evidence source
H1	An adult with mental health problems who has parenting responsibilities	
H2	A child with mental health problems	
H3	An adult with a drug or alcohol problems who has parenting responsibilities	
H4	A child with a drug or alcohol problems	Under 19s Substance Misuse Service
H5	A new or expectant mother who has a mental health or substance misuse problem and other health factors associated with poor parenting. This could include mothers who are receiving a Universal Partnership Plus service or participating in a Family Nurse Partnership.	
H6	Adults with parenting responsibilities or children who are referred by health professionals as having any mental and physical health problems of equivalent concern to the indicators above. This may include unhealthy behaviours, resulting in problems like obesity, malnutrition or diabetes.	

Measuring significant and sustained progress across the whole family (for Troubled Families Payment-by-Results claims)			
Significant progress (what does progress look like?)	Sustained progress (over how long?)	Primary evidence source	Assessment tools
All children registered with a GP	6 months	Keyworker / case file	N/A
The home is safe and hygienic	6 months	Keyworker / case file	Home Safety check
Family members report EITHER continuing satisfactory OR improved mental wellbeing	6 months	Keyworker / case file	Wellbeing scale



## Terms and definitions: general

General	
Attachment Fee	The amount given to the Local Authority by the DCLG for engaging a family in keywork. This is fixed at £1000 per family. We can claim Attachment Fees for a total of 3570 families over the 5 year programme.
ADMS / Automated Data Matching Solution	A tool for sharing data between the FKW Central Team and the DWP. It allows us to make a monthly check on the benefits status of household members.
CSC / Cost Savings Calculator	A tool for working out how much money is spent and saved by working with families in the TF programme. It is populated by the DCLG using data we send them as part of the NIS and FPD.
DCLG / Dept for Communities & Local Government	The Government department leading the national Troubled Families programme.
Dependent child	Any child aged 0-15, or aged 16-18 and in full-time education, training or unemployed and living in a family with his or her parent(s). Young people aged 16-18 in full-time employment do not count as dependent children.
DWP / Department for Work & Pensions	The Government department leading on employment, and a key partner in the Troubled Families programme.
Eligibility	A family may be eligible if they have at least two out of the six problems. Multiple problems of one family member will satisfy the eligibility requirements <i>except</i> where that individual is <i>not</i> living in the family home; in such circumstances the problems that family member has will only count as one of the minimum two problems needed.
Family	DCLG suggests using the 2011 Census definition: <i>'a group of people who either share living accommodation, or share one meal a day and who have the address as their only or main residence'</i> .
FPD / Family Progress Data	Part of the national evaluation of the impact of the TF2 programme. We have to submit data to DCLG every 6 months on individuals within families we are working with. This data is matched with the NIS to give a fuller picture of the family progress. It replaces the Family Monitoring Data.
Financial Framework	The DCLG's detailed guide to TF2. It is available for download <a href="#">here</a> .
NIS / National Impact Study	A national evaluation of the impact of the TF2 programme. It requires us to submit to DCLG basic information on individuals within families that are assessed for keywork. The information is then matched against national datasets to track the progress families make over time.
PbR / Payment by Results	The amount given to the Local Authority by the DCLG for 'turning around' a family. This is fixed at £800 per family. We can claim PbR for a total of 3570 families over the 5 year programme.
Privacy Notice	A publicly available legal document that outlines how a person's data will be gathered, used, shared and managed. We are issuing a new Privacy Notice to enable us to share data with DCLG for the national evaluation (NIS and FPD).
Service Transformation Grant	The amount given to the Local Authority by the DCLG each year for strategic and central coordination of TF2. It can also be used to support LAs to change the way that family interventions are delivered.
Spot check	Random checks of the evidence for TF2 eligibility and PbR claims. ESCC Internal Audit will take a random sample of every PbR claim. DCLG will also make an unscheduled spot check at some point during TF2. Both will request family case files and expect to see the evidence supporting eligibility and PbR claims.
'Turned around'	A family that has satisfied the thresholds for making a PbR claim.

## Terms and definitions: ‘Crime and anti-social behaviour’, ‘missing education’

THEME 1: Crime and anti-social behaviour	
Adult	18 or over
Anti-social behaviour	The 1998 Crime and Disorder Act defines antisocial behaviour as ‘ <i>Acting in a manner that caused or was likely to cause harassment, alarm or distress to one or more persons not of the same household as (the defendant)</i> ’. Sussex Police recognise ASB as an overarching term to describe a broad range of criminal and disorderly behaviour, which causes harm and can affect people's self-esteem, their perceived safety in their own home and their mental and physical wellbeing. Please note that for TF2, poor behaviour in schools does not count as ASB; instead it should be considered under the ‘missing education’ theme.
Anti-social behaviour intervention	Range of interventions issued by police, courts and councils, including Criminal Behaviour Order, Police Dispersal Power, Community Protection Notice, Public Spaces Protection Order, Closure Power, Absolute Ground for Possession. For more details, click <a href="#">here</a> .
Child	Aged 10-17. Crime/ASB by under-10s does not count.
Proven offence	One where a formal outcome is given, either in or out of court.
Serious crime	Indictable offences tried in a Crown Court; including murder, attempted murder, threats/conspiracy/incitement to murder, manslaughter, aggravated vehicle taking (where someone is killed), acts that endanger life, grievous bodily harm, child cruelty, rape, sexual assault, abuse of children through prostitution or pornography, kidnapping, robbery, aggravated burglary (with a weapon).

THEME 2: Missing education	
3 consecutive terms	3 traditional length terms (i.e. a full school year), as opposed to the six short terms we have in East Sussex
Alternative setting	Education that happens outside of mainstream school; could include special school, PRU, Ofsted registered alternative provision, out-of-county placement, elective home education where it meets the requirements of ISEND Teaching & Learning Provision.
Inadequate elective home education	Where the home education provided does not meet the minimum standards required by ESCC's ISEND Teaching & Learning Provision. For more information, click <a href="#">here</a> .
Persistent absence	Missing 10% or more of possible sessions. This includes authorised and unauthorised absence.
Suitable full-time education	The Education Act 1996 defines a ‘suitable’ education as appropriate to the child's age, ability and aptitude; and to any special educational needs, either by regular attendance at school or otherwise.

## Terms and definitions: ‘children who need targeted help’

THEME 3: Children who need targeted help	
Children Act 1989	Under the Children Act 1989, local authorities are required to provide services for children in need for the purposes of safeguarding and promoting their welfare. Local authorities undertake assessments of the needs of individual children to determine which services to provide and what action to take. A child in need is defined under the Children Act 1989 as a ‘ <i>child who is unlikely to achieve or maintain a reasonable level of health or development, or whose health and development is likely to be significantly or further impaired, without the provision of services; or a child who is disabled.</i> ’ For more information, click <a href="#">here</a> .
Children Act 1989, Section 17	Children in need may be assessed under section 17 in relation to their special educational needs, disabilities, as a carer, or because they have committed a crime. The process for assessment should also be used for children whose parents are in prison and for asylum seeking children. For more information, click <a href="#">here</a> .
Children Act 1989, Section 47	Local authorities, with the help of other organisations as appropriate, have a duty to make enquiries under section 47 if they have reasonable cause to suspect that a child is suffering, or is likely to suffer significant harm, to enable them to decide whether they should take any action to safeguard and promote the child’s welfare. There may be a need for immediate protection whilst the assessment is carried out. For more information, click <a href="#">here</a> .
Continuum of Need (CoN) Level 3 and 4	The Continuum of Need is an East Sussex tool which provides a common language for understanding and making decisions around levels of need and risk surrounding children and their families. It comprises a ‘windscreen’ showing levels of need scaled from 1-4, and a set of indicators attached to each level. Most children and families are at level 1 or 2 most of the time. Children and families assessed as Level 3 may need targeted Early Help support. Children and families assessed as Level 4 require Children’s Social Care intervention. For more information, click <a href="#">here</a> .
CSE / Child sexual exploitation	The Department for Education (2012) explains that CSE ‘ <i>involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive ‘something’ (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities. Child sexual exploitation can occur through the use of technology without the child’s immediate recognition; for example being persuaded to post sexual images on the Internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person’s limited availability of choice resulting from their social/economic and/or emotional vulnerability.</i> ’
EYEE / Early Years Education entitlement	All 3 and 4 year olds are entitled to 15 hours of free Early Years Entitlement per week. All 2 year olds who live in households eligible for free school meals are entitled to a free early education place, along with children who are ‘looked after’ by the state.
MASH / Multi-Agency Safeguarding Hub	The MASH brings together different agencies to share information, assess intelligence and plan jointly to support children and/or adults at risk of harm, in order to ensure the most timely, appropriate and proportionate response. The East Sussex MASH will evolve from the Integrated Screening Hub and will assess risk at CoN Level 3 or 4.
SEND / Special Educational Needs or Disabilities	A child or young person aged 0-25 has SEND where their learning difficulty or disability calls for special educational provision, namely provision different from or additional to that normally available to others of the same age.

## Terms and definitions: ‘worklessness and financial exclusion’

THEME 4: Worklessness and financial exclusion	
Continuous employment	The length of time an adult must remain in work in order to be considered for a PbR claim. With the exception of JSA claimants, this is 13 weeks. For JSA claimants (not previously on Incapacity Benefit) it is 26 weeks.
ESA / Employment Support Allowance	Employment and Support Allowance (ESA) offers financial support to people if they are unable to work through illness or disability, and personalised help to enable people to work if and when they are able.
Increased employment prospects	Participation in a DWP-approved activity that helps develop the skills, knowledge and confidence of the unemployed adult, and increases the likelihood of them moving into work. Activities include work experience / placement, volunteer experience / placement, apprenticeship, vocational training course, accredited training / qualification, Work Programme / Progress programme. <b>Others to be confirmed.</b>
JSA / Jobseeker’s Allowance	Jobseeker’s Allowance is the main benefit people can get if they are out of work and looking for work. It is due to be replaced by Universal Credit in time.
NEET / Not in Education, Employment or Training	Young people aged 16-19 who are not attending school or college, don’t have work, and aren’t on a training course or apprenticeship (16-25 if the young person has SEND).
Out of work benefits	For the purposes of TF1 and TF2, out-of-work benefits are Employment and Support Allowance, Incapacity Benefit, Carer’s Allowance, Income Support, Job Seekers Allowance and Severe Disablement Allowance.
Subject to work related conditions	This applies where the DWP requires unemployed adults to (i) attend ‘work focused interviews’; (ii) meet ‘work preparation requirements’ (e.g. those with limited capability for work currently, but could make reasonable steps to prepare for work); and (iii) proactively look for and be available for work
TFEA / Troubled Families Employment Advisor	DWP Employment Advisors who have been seconded to the Local Authority to support families with employment.
Universal Credit	A new type of benefit designed to support people who are on a low income or out of work. It replaces and merges together some benefits and tax credits. It provides a single monthly payment, transferred directly into a bank account. It will replace income-based Jobseeker’s Allowance, income-related Employment and Support Allowance, Income Support, Child Tax Credit, Working Tax Credit and Housing Benefit. At present Universal Credit only affects newly unemployed people in certain areas of the country, but it will be rolled out in stages during TF2.

## Terms and definitions: 'domestic violence and abuse'

THEME 5: Domestic violence and abuse	
CIDVA / Children's Independent Domestic Violence Advisor	See below for IDVA. The CIDVA has a similar role but a specific focus on young people.
DASH Risk Identification Checklist	The Domestic Abuse, Stalking & Honour-based violence risk assessment is a tool for practitioners to use when domestic abuse is disclosed, in order to assess risk of harm and to identify high risk cases for referral to MARAC.
Domestic abuse	Defined by the Home Office as <i>'Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality. This can encompass but is not limited to the following types of abuse: psychological, physical, sexual, financial, emotional.'</i>
Incident of domestic abuse crime (police callout)	A police callout for a domestic abuse incident whereby the balance of probabilities is that the circumstances of the victim(s) suggest that a crime has occurred, and there is no credible evidence to the contrary immediately available. Where DA is reported by a third party but there is no evidence / no corroboration by either of the accused people, the police record this as a non-crime incident, to ensure that if further reports are received they have a fuller picture of DA risk.
IDVA / Independent Domestic Violence Advisor	The IDVA is a trained specialist who works with someone who has experienced domestic abuse, where there are serious concerns for their safety, or when they are in contact with the criminal justice system. The IDVA's main priority is to increase the safety of domestic abuse victims, by exploring the full range of options available, providing emotional support, plus help, information and advice on a number of matters including housing, children, finances or criminal and civil proceedings. The IDVA will act as an advocate for the domestic abuse victim at the MARAC meeting.
MARAC / Multi-Agency Risk Assessment Conference	The daily multi-agency MARAC is made up of a core group of people, including police, probation, Children's Services, Adult's Services, Health, housing and specialist domestic abuse services including IDVAs. It focuses on safety planning for high risk adults and children. The victim does not attend the meeting, nor does the perpetrator.
SCARF	Recently introduced risk assessment tool – Single Combined Assessment of Risk Form – used by Sussex Police in responding to reports of domestic abuse.

## Terms and definitions: ‘mental and physical health issues’

THEME 6: Mental and physical health issues	
Drug or alcohol problems	EITHER: ‘ <i>abuse</i> ’, whereby alcohol or drug use has a tangible negative effect such as failing to fulfil work, family or social obligations, encounters with the law or emergency services; OR ‘ <i>dependency</i> ’, whereby alcohol or drug use takes a central role in someone’s life to the extent that they may give up important activities and relationships, or shape their day around drinking or drug taking.
Family Nurse Partnership (FNP)	FNP is a national programme for first time mothers (and fathers / partners) aged 19 and under. It is delivered by family nurses who use specific materials, activities and evidence-based approaches within home visits. For more information, click <a href="#">here</a> .
Health Visiting service	Health Visiting teams care for the health and wellbeing of babies, younger children and their families. They deliver the Healthy Child programme and work closely with family doctors, school nurses, midwives, Children’s Services, Family Nurse Partnership and others. For more information, click <a href="#">here</a> .
Healthy Child Programme	The Healthy Child Programme for the early life stages is a universal preventative service, providing families with a programme of screening, immunisation, health and development reviews, supplemented by advice around health, wellbeing and parenting. For more information, click <a href="#">here</a> .
Mental health problems	Covers a broad spectrum of issues affecting mental wellbeing, from lifelong conditions such as bipolar or schizophrenia, to issues such as depression and anxiety. Mental health problems are often defined and classified by health practitioners to enable people to access support, care or treatment; however some people live with a mental health problem and may not seek diagnosis or treatment. For the purposes of TF2 eligibility, it is not necessary to have a medical diagnosis.
School Health Service	Formerly the School Nursing service. Now commissioned by ESCC and delivered by Kent Community Health NHS Trust (KCHT); the School Health service provides care for the health and wellbeing of school-aged children (up to 19 years old) and their families. They work closely with schools, colleges, GPs, community paediatricians, Health Visitors, Children’s Services and others. For more information, click <a href="#">here</a> .
Universal Plus service	ESCC commissioned health teams provide additional specific and expert help e.g. around mental health, sexual health and long term conditions, to children, young people and parents as part of the Early Help offer.
Universal Partnership Plus	ESCC commissioned health teams provide ongoing support for families, working together with others to address more complex needs over a longer time period, often with specialist service involvement such as mental health services.