

## **ANNEX A - SPECIFICATION**

### **IICSA: 1144**

#### **Provision of fieldwork to support CSE offender qualitative research**

##### **1. Introduction**

The Independent Inquiry into Child Sexual Abuse (hereafter IICSA) Research Project is seeking to commission a contractor with expertise in delivering high quality in-depth research interviews with sexual offenders. Experience of leading depth interviews with vulnerable people in secure settings is essential, alongside providing supervision to other interviewers and a proven track record of delivering high quality qualitative research for government or other such clients. Qualification in administering psychometric testing and experience of leading such assessments with sexual offenders is highly desirable.

##### **2. Background**

The IICSA was established in 2015 to investigate whether public bodies and other non-state institutions have taken seriously their duty of care to protect children from sexual abuse in England and Wales.

The IICSA will identify institutional failings where they are found to exist, demand accountability for past institutional failings, and support victims and survivors to share their experience of sexual abuse. The IICSA will also make practical recommendations to ensure that children are given the care and protection they need.

The IICSA is composed of three strands: the Public Hearings, the Truth Project and the Research Project. The Research Project generates new insight into both current and non-recent child sexual abuse that will help inform Inquiry recommendations, as well as leaving a legacy of research reports and tools/approaches on which other researchers and practitioners can build. This is achieved through a combination of drawing learning together from existing research; conducting secondary analysis of existing datasets; and undertaking primary research to fill key evidence gaps about child sexual abuse.

The Research Project is delivered by an experienced research team, working in partnership

with IICSA colleagues. The project is overseen by an independent Academic Advisory Board (AAB), chaired by Professor Jenny Pearce OBE from the University of Bedfordshire. The AAB are responsible for providing advice and guidance on topics, methods and outputs as well as granting the research projects ethical approval.

Further information about IICSA, including the Research Project, can be found at the Inquiry website<sup>1</sup>.

The IICSA currently has thirteen active investigations<sup>2</sup>. The Child Sexual Exploitation by Organised Networks Investigation (CSEI) is examining how effectively or otherwise institutions have responded to child sexual exploitation by organised networks. Building on previous investigations and inquiries, the CSEI will assess how effectively institutions, such as those working in criminal justice, health and education, learn lessons, implement recommendations and put in place new strategies to prevent child sexual exploitation.

In her December 2016 internal review<sup>3</sup>, the Inquiry Chair highlighted the need for the primary research to support the work of the CSEI. Consequently, research with people who have been convicted of Child Sexual Exploitation (CSE) offences was commissioned.

### **3. Objectives**

The central aim of this research is to understand the dynamics of CSE offending within organised networks.

The secondary research questions include:

- Understand how organised networks who sexually exploit children were formed and like-minded individuals identified;
- Understand the motivations of and strategies employed by organised networks who sexually exploit children (including the role of online and covering victim targeting and selection, maintenance, offence-escalation and outcomes;);
- Understand the role of networks and hierarchies in how these groups, who sexually exploit children, work;
- Identify whether there were any attempts for members of these organised networks to desist and leave the group;
- Explore how these organised networks threaten and disrupt family and peer groups;
- Examine how these organised networks link CSE with other forms of criminality.

Ideally, the research will also use psychometric testing to explore whether and if so how

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<sup>1</sup> [www.iicsa.org.uk](http://www.iicsa.org.uk)

<sup>2</sup> <https://www.iicsa.org.uk/investigations>

<sup>3</sup> [https://www.iicsa.org.uk/key-documents/935/view/IICSA%20Review%20Report\\_Final\\_alt\\_v4\\_ACCESS.pdf](https://www.iicsa.org.uk/key-documents/935/view/IICSA%20Review%20Report_Final_alt_v4_ACCESS.pdf)

members of these organised networks differ from other types of sexual offenders (in terms of social functioning and offence supportive beliefs).

By developing understanding of the characteristics, behaviours and strategies used by perpetrators of CSE within organised networks the research will help the CSEI team to assess current approaches and understand how relevant organisations can improve their efforts to prevent, detect, disrupt and respond to CSE activities, as well how to develop more effective interventions with victims and perpetrators of CSE.

The Chair and Panel want to ensure that the research is conducted to the highest quality standards to ensure that maximum value can be extracted from the study.

#### **4. Scope**

The research will be delivered by three members of IICSA research team in collaboration with the expert contractor. The research will be conducted in custody establishments across England and Wales.

There are four essential and two desirable components required from the expert contractor.

##### **Essential components**

1. Review research materials drafted by the IICSA research team including information sheets; consent forms and topic guides;
2. Review ethics applications before they are submitted to the IICSA research ethics committee and National Offender Management Service (NOMS) national research committee;
3. Lead on delivery of the depth interviews with the perpetrators of CSE offences. Each interview will be paired, with a member of the IICSA research team present. We would like, where appropriate and ethically sensible to do so, the IICSA research team member to lead on discrete sections of the topic guide under the supervision of the expert contractor. Twenty to thirty depth interviews are required. For quality data collection and ethics reasons, a maximum of two depth interviews and two psychometric tests will be conducted per day. This will equate to a minimum of 15 days fieldwork and maximum 30 days, depending on the extent to which the sample is clustered in particular sites.
4. Conduct five two-hour supervision sessions with the IICSA research team - one session to be delivered before fieldwork begins, three sessions to be delivered during fieldwork and one after fieldwork. Each session will be delivered in central London.

##### **Desirable components**

5. Administer and score a battery of psychometric tests following each depth interview (20-30 in total). The test battery and scoring key for each measure will be supplied by the IICSA research team.
6. Write a brief report interpreting the psychometric test scores.

The contractor will be required to attend an IICSA inception meeting (see Section 8) and receive IICSA safeguarding policy training before fieldwork begins (see Section 9). With the exception of the inception meeting, safeguarding training and the five supervision sessions, the location of the services will be at the custodial establishment fieldwork sites.

## **5. Deliverables/Outputs and Performance Measures**

The research has two broad components for each research participant:

- Qualitative research using in-depth interviews (**essential**)
- Psychometric testing after the interview (**desirable**)

Twenty to thirty in depth interviews (lasting up to 1 hour) and psychometric tests (lasting up to 30 minutes) with convicted perpetrators of CSE related offences within organised networks will be conducted.

The main outputs of this contract will be as follows:

### **Essential**

- Conduct 20-30 high quality depth interviews with sexual offenders in custodial settings, as evidenced by the verbatim transcription of each research encounter.
- Delivery of five supervision sessions with the IICSA research team

### **Desirable**

- Scoring and reporting of the 20-30 psychometric tests.

## **6. Skills, Experience and Resources**

IICSA is seeking an expert contractor with experience of leading high quality research projects, using depth interviews, on the topics of child protection, child sexual abuse and/or child sexual exploitation. Experience of leading depth interviews with sexual offenders is essential. In addition, the expert contractor must have proven track record of delivering high quality research on these topics for government or other such clients.

It is essential the expert contractor has relevant qualifications, such as a Masters Degree or PHD in one of the social sciences. Tenders should include details of qualifications,

accreditations, professional training undertaken or held, in order to demonstrate subject and methodological expertise.

It is desirable that the contractor holds and can provide evidence of the having achieved the Forensic Test User Level on the British Psychological Society Qualification in Test Use<sup>4</sup>. This accreditation will be required to deliver the desirable component of the research.

The appointed expert contractor must demonstrate that they understand the IICSA vision and research objectives.

IICSA requires the appointed contractor to ensure a sufficient level of resource is available throughout the duration of the contract to meet the specified milestones and timetable. The duration of fieldwork (a minimum of 15 days and a maximum 30 days) will depend on the extent to which the sample is clustered in particular sites. To reflect this tenderers should outline the contractor day rate that would be applicable to this work.

Tenderers are asked to outline their approach to quality assurance and business continuity within their organisation(s). Proposals must outline the mechanisms by which tenderers will ensure the project outputs delivered to IICSA are consistently high quality; and how any risks to quality delivery are anticipated and mitigated against. If bidders hold any quality accreditation (such as ISO 9001 or ISO 20252) it should be stated in their proposals.

Contractors must agree not to publicise or promote they are undertaking this fieldwork work with the Inquiry in writing or at conferences, until the final report of the interviews has been drafted and published.

## **7. Milestones**

Payment by the IICSA will be in accordance with the successful delivery of outputs at the particular milestones outlined in the table below. Final decisions about whether the required quality thresholds have been met, will be the responsibility of the IICSA. Payment will not be made until these thresholds are met.

To be deemed 'successful' the outputs must be delivered within agreed timescales and be of a quality acceptable to the IICSA.

The timescales below are indicative and subject to review as the project develops.

Milestone	Description of Milestone Activity	Timescale (indicative)	Payment
1	Inception meeting, IICSA safeguarding training and review of research materials and two ethics applications pre-submission (August) First supervision session (September)	End September 2017	15%
<i>IICSA responsibility</i>	<i>October - November 2017: ethical review and subsequent amendments December 2017 - fieldwork set-up January 2018 - fieldwork set-up</i>		
2	Conduct of fieldwork - up to 10 interviews (five - ten days) Second supervision session	End February 2018	25%
3	Conduct of fieldwork - up to 10 interviews (five - ten days) Third supervision session	End March 2018	25%
4	Conduct of fieldwork - up to 10	End April 2018	25%

	interviews (five - ten days) Fourth supervision session		
5	Conduct of fifth supervision session	End May/June 2018	10%

## 8. Project Management

The IICSA research team takes a collaborative approach to working with its provider partners to ensure the research inputs meet its needs and are of the highest quality possible.

The research project will be managed by a member of the IICSA research team, who will also be the primary day-to-day contact for the appointed expert contractor. The following tasks will be the responsibility of the IICSA research project:

- Submission of the ethics applications to IICSA and NOMS,
- Development of fieldwork materials (leaflets, consent forms, topic guides),
- Sourcing the psychometric test battery and scoring guides,
- Liaison with NOMS and fieldwork sites,
- Participant sampling, recruitment and logistic set-up (hotel and travel bookings, assembling copies of materials, providing encrypted digital recorders and so on)
- Analysis and reporting of the qualitative depth-interview data.

The expert contractor is expected to be in regular email contact with the IICSA research team (one per week) to update on any issues that may impact on the delivery of fieldwork as timetabled.

Tenderers are required to factor in one face-to-face inception meeting at IICSA's London offices.

## 9. Ethics

IICSA research is delivered to the highest ethical standards<sup>5</sup>. Applications to the IICSA research ethics committee and the NOMS national research committee have been drafted and are ready for review and submission when the expert contractor has been appointed.

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<sup>5</sup> <https://www.iicsa.org.uk/research-seminars/research>

The expert contractor will need to receive the Inquiry safeguarding policy training before fieldwork begins. Tenderers are required to factor half day attendance at IICSA's London offices to complete this training.

The Inquiry is committed to minimising the risk of psychological harm to researchers as a result of exposure to sensitive topics. As such IICSA research staff will have access to personal support sessions during the delivery of this project.

Tenderers should outline how they will manage the risk of psychological harm to themselves by setting out what procedures or professional support they will be able to draw on during and after this project.

## **10. Payment**

Before payment can be considered, each invoice must include a detailed elemental breakdown of work completed and the associated costs.

## **11. Glossary**

For details of definitions and terms, tenderers should have reference to the IICSA glossary<sup>6</sup>.

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<sup>6</sup> <https://www.iicsa.org.uk/sites/default/files/glossary.pdf>.