

NatCen Social Research
35 Northampton Square
London
EC1V 0AX

16 September 2016

CONTRACT AWARD LETTER

**CONTRACT FOR A RAPID EVIDENCE ASSESSMENT: BEHAVIOUR AND
CHARACTERISTICS OF PERPETRATORS OF ONLINE-FACILITATED CHILD SEXUAL
ABUSE AND EXPLOITATION**

1. The documents listed below form a binding Contract (the "Contract") between the Secretary of State for the Home Department ("the Home Office"), represented by the Independent Inquiry into Child Sexual Abuse (the "IICSA") and NatCen Social Research of 35 Northampton Square, London EC1V 0AX (the "Contractor"):
 - (i) This Contract Award Letter;
 - (ii) The Specification, dated 09 August 2016 (Annex A to the Invitation to Tender (the "ITT")) including Appendix A and Appendix B of Annex A;
 - (iii) Your clarification email dated 13 September 2016 in which you confirm the responses to the clarification questions requested by IICSA;
 - (iv) The Conditions of Contract (Parts A and D (read together)) (Annex B to the ITT) dated 09 August 2016;
 - (v) Your tender dated 05 September 2016; and
 - (vi) The Travel and Subsistence Expenses for Contractors, dated 09 August 2016 (Annex D to the ITT).
2. In the event of conflict between any of the documents forming the Contract, the conflict shall be resolved by giving precedence to the documents in the order set out above.
3. In consideration of the full and proper performance by the Contractor of this Contract and subject to the other terms of this Contract, the Home Office shall pay the prices, rates and expenses specified in the Price Schedule at Annex C.

Contract Term

4. Subject to any termination provisions within the Contract, the term of the Contract shall commence on 21 September 2016 (the "Effective Date") and shall terminate on 28 February 2017.

Execution

15. The Parties have executed and delivered this Contract as of the Effective Date.

Signed [Redacted]

Name [Redacted]

Position SECRETARY

Date 5/10/16

for and on behalf of the
Home Office

Signed [Redacted]

Name [Redacted]

Position Director of Finance

Date 2/4/16

for the Contractor

Please confirm acceptance of this Contract as soon as possible by signing and returning this document to [Redacted] (Commercial Lead). The Home Office, represented by the ICISA, will accept a PDF version.

- conduct a wide ranging investigation into sexual abuse in residential schools

3.1.2. The second category concerns a series of thematic investigations into broad areas of contemporary concern where multiple institutions may play a role in protecting children from abuse. In this category, the IICSA will:

- investigate child sexual abuse associated with the internet
- build on the body of work already conducted into the sexual exploitation of children by organised networks
- investigate the extent to which institutions in England and Wales are effectively discharging their responsibilities to protect children abroad
- consider the adequacy of existing services for providing support and reparations to victims and survivors
- conduct an overarching investigation into allegations of child sexual abuse by certain people of public prominence associated with Westminster

3.2. IICSA's Research Project will support these investigations with high quality research to provide context and identify gaps in knowledge. The first step in this process is to understand what we already know about child sexual abuse in institutional settings or with an institutional dimension.

3.3. The Research Project will share details of research already delivered, in progress, or planned internally with the Contractor as appropriate, for the avoidance of duplication. The Contractor will be expected to treat any such details of unpublished research confidentially. The Contractor will also wish to note that there is a complementary rapid evidence assessment on victims of online child sexual abuse that is being commissioned concurrently.

3.4. The REA to which this Contract relates will inform IICSA's investigation into the Internet and Child Sexual Abuse. More information about the scope of the investigation into the Internet and Child Sexual Abuse can be found at <https://www.iicsa.org.uk/sites/default/files/the-internet-and-child-sexual-abuse.pdf>.

4. Research Questions

4.1. The focus of this contract will be on identifying evidence about the demographic characteristics (including age, gender, ethnicity, sexual orientation, and disability) and offence characteristics (eg. offending history, psychological traits) of those who perpetrate online-facilitated sexual abuse and exploitation of children. This should include risk factors for online and offline sexual offending and reoffending.

4.2. The overarching question that this Contract seeks to answer is: *What is known about the behaviour and characteristics of people who sexually abuse or exploit children, where such abuse is facilitated by the Internet?*

4.3. The Contract should also address the following sub-questions:

4.3.1. The REA should consider how offenders use specific technologies, including social media platforms, gaming, peer-to-peer file sharing, live streaming, and the Darknet/TOR.

- How has the availability of these technologies - and the availability and changing nature of social media - influenced offenders' behaviour?
- How do offenders identify and target potential victims on these different forums?
- What are the key safeguarding challenges for institutions that are raised by these new/developing technologies and associated offender behaviour?

4.3.2. The REA should seek to identify evidence regarding emerging (sub-)types of offences, especially those involving children's self-generated sexual images or material, including:

- The role of self-generated sexual material in sexual solicitation, exploitation and abuse of children.
- Sexual extortion, where the threat of sharing self-generated sexual material (eg. by posting it on social media) is used to blackmail children into performing sexual acts (or

companies, law enforcement agencies, and the criminal justice system.

- 5.9. Where the REA draws on research from other jurisdictions, the written report should identify any salient differences that could affect the relevance of the findings to England and Wales.
- 5.10. Wherever possible, data should be presented discretely for different types of offence (ie. with a clear distinction between the characteristics of perpetrators of child sexual exploitation material offences, as opposed to perpetrators of online solicitation offences).

6. Approach

Method

- 6.1. The research questions should be answered using an REA methodology. REAs are routinely used by government and other bodies as a means of identifying, assessing and synthesising the existing evidence base in a rigorous and structured way. They are not as exhaustive or time consuming as full systematic reviews. An REA toolkit produced by the UK Civil Service (containing extensive information about the REA approach) can be found at: <http://webarchive.nationalarchives.gov.uk/20140305122816/http://www.civilservice.gov.uk/networks/gsr/resources-and-guidance/rapid-evidence-assessment>
- 6.2. REAs involve the development of a comprehensive search strategy (including search parameters, terms and databases/sites) which should be piloted, and refined if necessary, before use. In the case of this contract, both social science and historical databases/sites should be included in the search.
- 6.3. The final proposed search strategy will need to be refined following the inception meeting and signed off by IICSA before use.
- 6.4. REAs also involve the systematic sifting of identified literature for relevance and quality prior to inclusion in the review. The Contractor will be required to develop templates to record their assessment of the relevance and quality of each piece of literature sifted, and the weighting given to it as a result, such templates to be agreed with IICSA. On completion of searches, and prior to the report-writing stage, the Contractor will be required to share a database of search results and completed inclusion/exclusion templates for quality assurance by the IICSA research team.
- 6.5. In the event that there is insufficient high quality literature to address one or more of the research questions, inclusion and exclusion criteria may be relaxed. Any such proposed change to criteria or search strategy should be subject to agreement with IICSA.

Ethics

- 6.6. The Contractor must comply with the IICSA Research Code of Ethics and ethical approval process, and must complete the ethical approval form (Appendix A of this Specification). The IICSA also requires the Contractor to go through their own internal ethics approval process before the literature identification process begins, and to submit evidence of this to IICSA.

7. Outputs and Performance Measures

- 7.1. The main outputs of this contract will be the following:
 - 7.1.1. A work plan (methodology, timeline, search strategy including terms and databases to be used and inclusion/exclusion criteria, ethical approval form)
 - 7.1.2. A zipped file containing all documents summarised and synthesised as part of the review (where electronic copies are available), along with a completed evidence template for each reviewed document, and the final populated grid (or other tool) used for data extraction and analysis.
 - 7.1.3. A detailed report structure for approval by the IICSA Project Lead prior to the report writing phase.

contract in order to consistently deliver a quality service to all Parties.

10. Payment milestones

- 10.1. Payment by the IICSA will be in accordance with the successful delivery of outputs at the particular milestones outlined in the table below. Note that timescales are indicative.

Milestone	Description of Milestone Activity	Timescale (indicative)	Payment
1	Detailed work plan submitted and approved by the IICSA	28th September	10%
2	Searches completed. Database of results with inclusion / exclusion assessments submitted	19th October	30%
3	Draft report submitted to the IICSA	19th December	40%
4	Report accepted by the IICSA to be satisfactory and of publishable quality	By end February 2017	20%

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

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

11. Quality

- 11.1. Final decisions about whether the required quality thresholds (as described in paragraphs 4 and 5 of this Specification) have been met, will be the responsibility of the IICSA. Payment will not be made until these thresholds are met.

12. Definitions

- 12.1. The Contractor should have reference to the IICSA glossary: <https://www.iicsa.org.uk/sites/default/files/glossary.pdf>. Terms not included in the glossary are defined below.

Expression or Acronym	Definition
Rapid Evidence Assessment (REA)	A methodology used in the identification, quality assessment and synthesis of existing literature on a particular topic. It is more structured and rigorous than a standard literature review, but not as exhaustive as a systematic review.
Child Sexual Abuse	Sexual abuse of children involves forcing or enticing a child or young person to take part in sexual activities. The activities may involve physical contact and noncontact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse including via the internet. Child sexual abuse can be carried out by an adult or another child (known as peer abuse). Child sexual abuse includes child sexual exploitation.
Child Sexual Exploitation	Sexual exploitation of children is a form of child sexual abuse. It involves exploitative situations, contexts and relationships where a child receives something, 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. As with other forms of child sexual abuse, the exploitation can be carried out by an adult or another child.
Online-internet-facilitated child sexual abuse	Child sexual abuse where the online environment is involved at any stage of the offence. This includes both: <ul style="list-style-type: none"> ■ The production, preparation, consumption, sharing, dissemination or possession of child sexual abuse material. ■ The online sexual solicitation of children (sometimes called 'grooming'), whether or not this results, or is intended to result, in a contact offence.