

# **HIGHLAND CHILD PROTECTION COMMITTEE**

## **Minutes of meeting held on the 12 March 2013, CR3, Highland Council HQ, INVERNESS**

### **1. Present:**

Mr Bill Alexander, Director of Health and Social Care (Chair)  
Mr Alistair Dodds, Chief Executive, HC (Sponsor)  
Cllr Linda Munro, Children's Champion  
Mr Steve Barron – Director of Housing and Property  
Mr Ian Murray, Chief Executive, High-life Highland  
Dr Annie Griffiths, Lead Doctor in Child Protection for NHS Highland  
Mr Tom Boyd, Locality Reporter Manager, Highlands & Islands  
Ms Fiona Malcolm, Legal Manager, Highland Council  
DI Eddie Ross, PPU, Northern Constabulary  
Ms Linda Maclennan-Shareef, Resource Manager CP&TCAC  
Dr Margaret Somerville, Director of Health, NHS Highland (Latter part of meeting)  
Ms Pam Courcha, Independent Chair of ASPC (Guest)  
Ms Pene Rowe, CP Development Officer, HCPC  
Ms Julie Mackay, Clerk to HCPC

### **Apologies:**

DSI Kenny Anderson, Northern Constabulary  
Mr Hugh Fraser,  
Mr Andrew Laing, Procurator Fiscal  
Ms Donna Munro

	<b>Item</b>	<b>Summary of Discussion</b>	<b>Action Required</b>
<b>2.</b>	<b>Welcome and Apologies</b>	Dr Annie Griffiths was welcomed as a new member of the committee. Ms Pam Courcha, the new independent Chair of the Adult Protection Committee was also welcomed and she explained that her attendance was to observe the functioning of a more established Committee and formed part of her induction into post. Introductions were made all round.	
<b>3.</b>	<b>Minutes of last meeting held on 18 September 2013</b>	The minutes were read as a true copy.	

4.	Matters arising	<p><b>7ii: Sharepoint:</b> was intended to be a means by which partner agencies could access the child's plan. There has been next to no progress on this in the last 18 months. A meeting was held 11 March 2013 and it was recommended to abandon this and instead;</p> <ul style="list-style-type: none"> <li>• Appraise any other options out there including other routes to using sharepoint</li> <li>• Closer analysis of a tool in use in Ayrshire using ensemble (NHS Product) Ayrshare. Will bring back to committee in due course.</li> </ul> <p><b>6g: Visual Recording:</b> Eddie Ross reported that there were some teething problems but it is now going pretty smoothly. Linda MacLennan-Shareef stated that the teething problems were with the equipment getting in the way of the focus on the child. Eddie Ross stated that they are working with Amelia Wilson on reviewing the quality of interviews. Also feeding into national QA re: problems operating the kit and quality of recording.</p> <p><b>Action: Update DG on what National Inspection group is coming across and how this is being addressed.</b></p> <p>Bill Alexander asked how this is progressing when going to court. Eddie Ross stated that it was too early to say how it is progressing in terms of court cases. It may be another 12 months before much is known re: effectiveness in court proceedings. It should also be advantageous in children's hearings.</p> <p><b>Matters arising from the December Update:</b> e-safety - a 4 page supplement will be appearing shortly in Highland Life.</p> <p><b>Audit of CPO's:</b> This was outlined at the development event, 4-5 recommendations at end of report and decision made where these sit. The review considered:</p> <ol style="list-style-type: none"> <li>1. The need for a CPO at the time; and</li> <li>2. Whether action could have been taken beforehand and would this have made a difference?</li> </ol> <p>Fiona Malcolm mentioned recent case law that may impact on CPO's and may require a staff briefing in respect of Human Rights Issues in respect of involving parents in the decision, but it is too early to say. <b>Action: Return to 5 recommended actions at next CPC, also QAG proposals for structure to self-evaluation – need to start constructing new self-evaluation document (Linda MacLennan-Shareef to link with Ian Kyle)</b></p>	<p>ER</p> <p>LM-S/IK</p>
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		Alistair Dodds asked Tom Boyd if there had been any surprises in the findings. Tom Boyd stated that he had been reassured. There was an Issue of calibration in respect of when to get an order. This needs retuning in light of 'Getting it Right'. We need to ensure that the Child's Plan is tight re: targets but also need to recognise that some cases come to the boil very quickly.	
4.	<b>Development Day, FHC4 &amp; Improvement Planning</b>	<p><b>Membership:</b> Bill Alexander reminded the group of proposed membership. It was noted that there is no clinical lead on CPC membership. <b>Action: Annie Griffiths to speak to Kath Clarke re: who best to represent. Ideally both, but if could ensure at least one attends each meeting this would be helpful.</b></p> <p>Dawn Grant for CAPSM and Reporting to both CP DG and ADP (to CPC by invite when needed) Margaret Somerville to explore ADP representation on CP DG</p> <p><b>Draft Plan:</b> This will be completed for the next Delivery Group meeting and should go to Safer Highland with the Scrutiny papers. Margaret Somerville suggested that Sarah Henderson, the 'Safer Highland' data analyst, could assist with performance measures and Linda Maclennan-Shareef should consider quality assurance elements.</p>	<p><b>AG/KC</b></p> <p><b>MS</b></p> <p><b>SH</b> <b>LM-S</b></p>
5.	<b>Standing Items</b>	<p><b>a) Safer Highland Minutes:</b> Minutes of 12 February 2013 unavailable at this time. Bill Alexander, Alistair Dodds and Margaret Somerville gave a verbal update as follows:</p> <ul style="list-style-type: none"> <li>• SCRs: Seeking a single format procedure. Currently with Janet Spence to finalise.</li> <li>• Strategic Assessment: Across Scotland every Community Planning Partnership is required to undertake a strategic needs assessment for community safety. This is informed by a range of issues picked up in other Local Authority areas that decided to do this. The Community Planning Partnership will use this to inform them whether current priorities are the right ones and whether structures to address them are the best. All 6 partnerships have done their SNA's and the police will produce a single document as a result of this. Alistair Dodds noted that this shows that Community Safety Issues encompass far more than the 6 public protection issues. It was stated that 102 priorities had been identified and these need to be resolved into Key Priorities and Longer Term Priorities. Public Protection priorities are not expected to change, but the structures need to be reviewed to encompass other issues. Still need the Statutory Committees.</li> </ul> <p><b>Action: Pene Rowe to circulate CPC SNA.</b></p>	<b>PR</b>

	<ul style="list-style-type: none"> <li>• For next Safer Highland Meeting: <ol style="list-style-type: none"> <li>1. Workplan – Pene Rowe and Bill Alexander</li> <li>2. Internet Safety – Louise Jones</li> <li>3. Transitions – Bill Alexander</li> <li>4. PVG – (Elaine Barry, HR Team) also Ian Murray re: community groups</li> <li>5. Young Carers – Sheena Macleod and Theresa James</li> </ol> </li> </ul> <p><b>b) Delivery Group Minutes:</b> These were noted and the following key issues hi-lighted:</p> <ul style="list-style-type: none"> <li>• MARAC: Eddie Ross stated that there were currently 15 cases in Inverness and one per month in Lochaber and Skye, etc. Most of the right folk are sitting around the table but there is a bit of a vacuum regarding Health, especially around substance misuse and mental health in some cases. There is a need for Adult Services to take on some of the responsibility and not just expect the CPA's to do it.</li> </ul> <p>Annie Griffiths stated that concerns had been expressed regarding the CP Interface. There was a need to skill people up. MARAC is about adult women so needs adult services to become involved.</p> <p>There is a need to consider what groups, other than Police and Women's Aid should be involved in referring to MARAC. How many of these actually refer to Police and Women's Aid.</p> <ul style="list-style-type: none"> <li>• Health Guidance (The Pink Book): Annie Griffiths spoke to her paper. There has been some guidance issued in the UK and some in Scotland over the last 3 years. In the last 6 months, 3 specific sets of guidance have been issued, of which 2 have particular significance: <ol style="list-style-type: none"> <li>1. GMC: - 'Protecting Children and Young People' – most readable and applies to all GP's</li> <li>2. Pink Book update - This highlights the importance of health at an early stage – mirrors much of the other guidance but challenges health workers across H&amp;SC and NHS regarding their interface with children.</li> </ol> </li> </ul> <p>Annie has looked at the guidance with health colleagues and picked out elements that weren't part of local guidance and also guidance on areas considered to be local guidance, and how to evaluate.</p> <p>The Delivery Group were supportive of this paper and felt it should come back to the CPC.</p>	<p>PR/BA LJ BA EB/IM SM/TJ</p>
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6.	National Issues	<p><b>National Chair’s Update:</b> Pene Rowe spoke to the circulated paper – Nationally Lead Officers are covering the same ground at the moment in both a developmental and advisory capacity.</p>	

7.	<b>For Information</b>	<p><b>a) Good Practice:</b> Pene Rowe presented a report from the national coordinator on Good Practice examples from the most recent round of CP inspections. She reported that, when a similar report had been produced for the previous round, she had audited Highland practices against this. It was agreed that a similar exercise should be undertaken in relation to the new report. <b>Action: Good Practice examples to go to QAG to benchmark against for self-evaluation.</b></p> <p><b>b) Update of National Guidance:</b> It was noted that the closing date for submissions in respect of updating both the National Child Protection Guidance and the Safe and Well Guidance was approaching and that no suggestions had been received by Pene. She reported briefly on the issues already identified at the National LOG and Scottish CPC Chairs Forum. <b>Action: Any further local comments to be sent to Pene Rowe before the end of the month.</b></p>	<p>PR/LM-S</p> <p>All/PR</p>
8.	<b>AOCB</b>	There was no competent business.	
9.	<b>Date of the next meeting</b>	<b><i>Date of the next meeting of the CPC is to be Tuesday 4 June 2013, 2pm-4pm in CR3, HQ.</i></b>	