

HIGHLAND CHILD PROTECTION COMMITTEE

Minutes of the meeting held on the 8th December 2015, Highland Council HQ, INVERNESS

Present

DCI Vince McLaughlin, PPU, H&I Division, Police Scotland
 Ms Sandra Campbell, Head of Children’s Services, HC
 Ms Stephanie Bruce, Director of Keeping Children Safe
 Ms Susan Vaughan, NHS Highland
 Ms Fiona Malcolm, Legal Manager, Highland Council
 Mr Ian Murray, CEO, Highlife Highland
 Ms Cath King, Health Improvement Policy Manager, HC
 Ms Pam Tosh, Child Protection Advisor, HC
 Mr Pat Hannan, Welfare Officer, Forces Welfare
 Ms Pene Rowe, CP Development Officer, HCPC
 Ms Donna Munro, CP Training Officer, HCPC
 Ms Isabel Green, Clerk to HCPC (Minutes)

Apologies

Mr Hugo Van Woerden, Director of Public Health, NHS
 Ms Linda MacLennan-Shareef, Resource Manager, CP& TCAC, HC
 Ms Debbie Milton, Area Manager – Mid, HC
 Ms Moira Gordon, SCRA
 Ms Norma Ruettiman, CALA
 Ms Suzann Barr, Children’s Panel
 Cllr Isabelle Campbell
 Mr Steve Barron, Chief Executive, HC
 Ms Elaine Mead, Chief Executive, NHS
 Mr David Goldie, Head of Housing, HC
 Ms Heather Williams, Third Sector Interface
 Ms Maggie Brownlie, Third Sector Interface
 Ms Helen Jackson, Care Inspectorate
 Dr Deborah Shanks, Consultant Paediatrician, NHS

| | Item | Summary | Action |
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| 1. | Welcome and Introductions | <p>There were introductions round the table. It was noted that Kath Clarke was moving to a new post and would be replaced by Pam Tosh pending recruitment of a new Lead Child Protection Advisor. The Committee welcomed Pam.</p> <p>Vince McLaughlin requested that thanks for all their hard work be recorded for Kath Clarke and also to Tom Boyd, who has taken up a long term secondment with Who</p> | |

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| | | Cares Scotland. | |
| | In Camera | Progress Updates ICRs and SCRs | |
| 3. | Minutes of the meeting of 8th September 2015 | The Minutes were agreed to be a correct account. | |
| 4. | Matters Arising: | <p>4 (4.2.4) SCR Training – Learning and Recommendations Neither Linda MacLennan-Shareef nor Kath Clarke was in attendance. However a written update by Kath Clarke had been circulated prior to the meeting in which use of a blended approach, the National SCR Framework supplemented with the question set from SCIE, was recommended. There was some further discussion regarding the SCIE model and staff training involved. <i>It was agreed to develop this approach subject to input from Linda MacLennan-Shareef .</i> <i>Action: Sandra Campbell to set up a QA meeting to progress development.</i></p> <p>5 Escalation Process to access Records from another Authority Sandra Campbell updated that this was not a CPC process but part of Local Authority procedures and she had asked Amelia Wilson to include it in internal procedures</p> <p>8d 2 (i) Evaluation of SSF and NSPCC Projects Stephanie Bruce updated that the new Project Coordinator was in post at SSF and a date had been set to meet in new year. <i>Action: Stephanie to report back to next committee.</i></p> <p>9b) Calls on budget Underspend Pene Rowe advised that proposals for underspend included:</p> <ul style="list-style-type: none"> • Refurbish Dalneigh suite • Medical facility at Raigmore • Actors for two JIIT courses • Court training. Fiona Malcolm advised that an ex Procurator Fiscal had | <p>SC/LM</p> <p>SB</p> |

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| | <p>Matters Arising ctd</p> | <p>provided excellent court training and the costs could be shared with Fostering and Adoption.</p> <p>Costings are still required.</p> <p>Pene also advised that Rock Challenge had approached CPC to provide £250 for prizes. The committee agreed to provide the funds but this would be reviewed if approached again next year.</p> <p>10 (i) Prison Service Protocol</p> <p>Sandra Campbell advised that this fitted with the Highland Practice Model so sensible for prison service to adopt across the board. Cornton Vale Prison leads on this for Scottish Prison Service. Vince added there are female prisoners in Porterfield so implications for Highland. Action: Pene Rowe to approach governor at Porterfield prison to check new representative on CPC as Jackie McCauley has moved on and to also check if this is being rolled out nationally.</p> <p>4 (4.7b) FGM</p> <p>Susan Vaughan updated the committee that the Scottish government will be issuing further communication shortly. Susan explained that from information from London School of Tropical Medicine and Refugee association there are 29 countries where FGM is prevalent, and from census records and birth records it was established that in Scotland there have been about 360 female births to mothers from these countries. Approximately 400 people (men, women and children) from these countries reside in Highland. Obstetrics and Gynaecology records show only a couple of cases in recent years. Action: This will be going to GP subcommittee group, is in hand and will be progressed</p> | <p>PR</p> <p>PR</p> <p>PR</p> <p>SV</p> |
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| 5. | | <p>ICRs</p> <p>a) Action Plan update – this was circulated with papers and the committee went through each of the recommended actions from ICRs:</p> <p><u>ICR 1 (13)</u></p> <p>1a) No longer deemed to be the best way forward.</p> <p>1b) It was reported that the Child’s Plan is believed to be available to the Lead Professional, their Line Manager and the Named Person. The issue is to ensure sharing between Named persons where siblings have different ones. Action: Sandra Campbell to check progress.</p> <p>12) Action: Pene Rowe to communicate with Susan Russel, Principal Officer Nursing, to ensure that she knows that she has lead responsibility for this action.</p> <p>13) It was reported that he role of the CPAs has now been agreed by the Care and Learning directorate and the report is due for publication.</p> <p>14) The role of the Caldicott Guardian is an ongoing issue. Hugo Van Woerden is the current Caldicott Guardian. The responsibility for this action should sit with the Chair of CPC rather than the Principal Child Protection Adviser. Action: Vince McLaughlin to take forward with Hugo van Woerden.</p> <p>15) This action has been delayed as the Child Protection Adviser who had been allocated this responsibility has left post and it has been allocated to someone else but no feedback. Action: Pam Tosh to provide a revised reporting date.</p> <p>ICR 1 (15) – Agreed Actions:</p> <p>1) Allocate responsibility to Susan Russel, update for next CPC</p> <p>2) Responsibility allocated to Sandra Campbell</p> | <p>SC</p> <p>PR</p> <p>VM/HvW</p> <p>PT</p> <p>PR/SR</p> <p>SC</p> |
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| | | <p>3) Responsibility allocated to Vince McLaughlin</p> <p>4) Responsibility allocated to Amelia Wilson – This has been reiterated in the revised HPM guidance but needs to be checked against the newly issued draft statutory guidance for implementation of the C&YP Act.</p> <p>5) This could be covered by learning points going into bulletin</p> <p>6) Allocated to Amelia Wilson to report back to next CPC</p> <p>7) responsibility allocated to Amelia Wilson</p> <p>8) Ties in with ICR 1 (13) action 15</p> <p>ICR 2 (15)</p> <p>1) Responsibility allocated to Pat Hannan – possibly a newsletter for GPs.</p> <p>2) Responsibility allocated to Susan Russel. Cath King added that she was happy to advise her on improving this via testing why people did not follow the guidance.</p> <p>3) Sandra Campbell to ask Kath McAvoy to find someone in Lochaber area to take responsibility, e.g. Practice Lead.</p> <p>4) To be tabled with CAPSM group for review along with SRC 3(14), when available. CPAs also covering in training to adult services.</p> <p>5) This is ongoing</p> <p>6) Responsibility allocated to Amelia Wilson</p> <p>Other Actions: Pene Rowe to speak to allocated leads and request time-scales for completion of actions. Pene Rowe to take responsibility for requesting timely updates on progress to enable monitoring of the action plan.</p> <p>b) Bulletin – Action: Pene to include relevant learning points in forthcoming ICR Bulletin.</p> | <p>VM</p> <p>AW</p> <p>PR</p> <p>AW</p> <p>AW</p> <p>PT</p> <p>PH</p> <p>SR/CK</p> <p>SC</p> <p>DM/PR</p> <p>AW</p> <p>PR</p> <p>PR</p> |
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| 6. | Improvement Plan | <p>Improvement Plan</p> <p>a) Prevent Duty and CPCs – Council Position and WRAP Training. Vince McLaughlin recommended that an appendix be added to the CPC inter-agency guidance rather than expecting practitioners to read the full PREVENT guidance. Action: Pene Rowe to draft with Jennifer Baughan.</p> <p>It was reported that Donna Munro and Pene Rowe had been among the 6 people given ‘Workshop to Raise Awareness of PREVENT’ (WRAP) training for trainers and Highland Council had put their names forward to deliver training to the whole of the Care and Learning Directorate. After some discussion it was acknowledged that it is not the function of CPC staff, nor is there capacity, to deliver training that is a mandatory responsibility of Highland Council. It was agreed that WRAP training could be incorporated into a small number of CPC Master-classes on ‘Grooming’ to be added to the 2016 training calendar.</p> <p>b) Update on role of CPAs As reported above.</p> <p>c) Reports</p> <ul style="list-style-type: none"> • <u>1a (i) implementation of Disability Action Plan</u> Pene advised that she had not received the report. Donna Munro added that Recognition and Response training had been adapted and piloted and 4 per year are to be delivered to disability team. Action: Pene to chase report and circulate. Also to alert the Disability Team to the findings of “Jimmy Savile NHS investigations: Update on the themes and lessons learnt from NHS investigations into matters relating to Jimmy Savile.” • 1b(i) CAPSM <ul style="list-style-type: none"> a) Review of CAPSM Group Terms of Reference Terms of reference were agreed. Action: Pene Rowe to feed this back. | <p>PR/JB</p> <p>DM/PR</p> <p>PR</p> <p>PR</p> |
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| <p>6. Ctd</p> | <p>Improvement Plan Ctd</p> | <p>b) A report was circulated with the papers showing the work taking place, including a 5 day residential activity break for CAPSM who are Young Carers, which had been very well received. Cath King added that there is a crossover between CAPSM and Young Carers Improvement Group. The Young Carers Improvement Group had audited the use of Child's Plans and found that all young carers who were felt to need a Child's Plan had one even if they hadn't identified as young carers.</p> <p>It was also reported that Cath King and Donna Munro hoped to use an event on 9th December to engage with Adult Services in building driver diagrams to move the CAPSM agenda forward.</p> <ul style="list-style-type: none"> • 1c VAWP Progress Update – Sept 2015 Pene updated that the actions on FGM and Forced Marriage had been completed. She also reported that VAWP have requested data to support an application for funding to establish a support group for mothers and children experiencing domestic abuse, similar to the CEDAR project. Action: Pene Rowe to ask for report for next CPC • 1 e (i) CSE Progress Update The national update was noted. Locally the action plan is being progressed and training is being rolled out. • 1f (i) Local CP Inter-agency Guidance It was reported that publication continued to be delayed because the updated education section had not yet been received. It was agreed that further delay should be avoided and, if necessary, the guidance should be published with the caveat that education information is under review | <p>PR</p> <p>PR</p> |
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| <p>6. Ctd</p> | <p>Improvement Plan ctd</p> | <ul style="list-style-type: none"> • 1f (iv-vii) Self-evaluation, Benchmarking and QA processes <ul style="list-style-type: none"> a) Review Meeting <p>Meeting notes were circulated with agenda papers. Sandra Campbell explained that 5 key measures were identified and some data was identified in relation to the measures. Action: Any comments to be sent to Sandra Campbell.</p> <p>Cath King spoke of an exercise that she had done in relation to Child Concern forms and added that we should move to understanding what's not working and why and test what can be done better. Cath King to attend the next meeting</p> b) Scottish Government Reform Programme <p>Briefing attached with agenda papers. At the September meeting of CPC Scotland, Scottish Government had signalled intention to introduce a new Child Protection Reform Programme. The programme is based around the Brock Report and the Care Inspectorate Triennial Review. This will impact what we do on QA and self-evaluation.</p> • 2a(iii) E-Safety Group Progress Update <p>Vince updated that recommendation 4 of the National Thematic review of MAPPA is regarding Peer to Peer image taking and "sexting". It was also discussed that Robert Quigley or Louise Jones be invited to attend the next meeting. Action: Pene Rowe to ask Robert/Louise to attend</p> • 13 Syrian Refugees <p>Refugees possibly expected in January. 25-30 families are expected, Fiona Palin is the Care and Learning representative.</p> | <p>ALL</p> <p>SC/CK</p> <p>PR</p> |
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| 7 | Standing Items | <p>a) Update from Safer Highland and CPP</p> <p>Vince McLaughlin reported that he had been unable to attend the last Safer Highland meeting. Pene Rowe updated the committee that Scott Hay, the chair of the Anti-Social Behaviour Group, had asked that people sign up to the ‘No Bystander’ pledge. This involves challenging people if they use discriminatory language etc. Action: link to video and website to be circulated for people to join: https://www.facebook.com/HighlandIslandsPoliceDivision/photos/pb.289541280823.-2207520000.1448988946./10153177860585824/</p> <p>Pene Rowe also reported that Pam Courcha, Chair of ASPC, had suggested to Safer Highland that the matrix of cross cutting themes should be refreshed. However, instead of this, Safer Highland is to request each committee to pick out 1 or 2 key themes to work on. Action: It was agreed that this should be considered when the improvement plan is reviewed at the annual development event.</p> <p>However, it was noted that the matrix still needs refreshing to avoid duplication. Action: Pene Rowe and Donna Munro to work with fellow development and training officers to refresh.</p> <p>b) Update from National Groups</p> <p>i) National CP LOG & CPC Scotland</p> <p>It was noted that the SCPCCF has rebranded itself CPC Scotland and was reviewing its role with a Chairs only meeting on 16th December.</p> <p>Pene Rowe updated that, following the Wilful Neglect consultation, Scottish Government had decided not to extend the proposed criminal offence to include children’s service providers as sufficient legislation already exists.</p> | <p>PR</p> <p>PR</p> <p>PR/DM</p> |
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| <p>7 ctd.</p> | <p>Standing Items Ctd</p> | <p>ii) The revised draft National Guidance for the Children & Young People (Scotland) Act 2014 has been issued. Sandra Campbell advised she is to attend the GIRFEC lead officer group. The 'Named Person' challenge is expected to be taken to the UK supreme court in March 2016 and to the European Court of Human Rights should the appeal fail.</p> <p>iii) Police Scotland – Risk & Concern progress Vince McLaughlin updated that Highland is to pilot the national Risk & Concern Project, which is in line with local thinking.</p> <p>iv) Training Update – conference feedback Donna Munro updated the committee that 118 people attended with good representation. It had evaluated positively and all presentations are available on Safer Highland website. Cath King added that the input from care experienced young people was very good. Donna thanked Sandra Campbell for chairing and all those that helped with the set up. Vince McLaughlin passed his apologies for being unable to attend.</p> <p>It was noted that one of the speakers, Mike Mawby, had been invited by Sandra Campbell to provide similar input for foster carers and residential workers.</p> <p>c) Update from Health CP Coordinating Group No update as no meetings have taken place since last CPC</p> <p>d) Minutes of ASPC Circulated for information</p> | |
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| 10) | DONM | <p>2016 meeting dates <i>Pene Rowe to set dates for 2016.</i> A Development day will take place in the 1st Quarter of the year.</p> <p><i>Addendum:</i> <i>Meeting dates are as follows:</i> <i>Feb 9th</i> <i>May 24th</i> <i>Aug 23rd</i> <i>Nov 29th</i> <i>All 1400 – 1600 hrs in CR4 at Highland Council HQ, Glenurquhart Rd, Inverness.</i></p> | |
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