

HIGHLAND CHILD PROTECTION COMMITTEE

Minutes of the Meeting held on the 23rd August, 2016, Highland Council HQ, INVERNESS

Present :

DCI Vince McLaughlin, PPU, H&I Division, Police Scotland
 Ms Bernadette Cairns,
 Ms Sandra Campbell,
 Head of Children's Services, HC
 Ms Fiona Malcolm, Legal Manager, Highland Council
 DI Nicola Mackenzie, Police Scotland
 Ms Debbie Milton, Area Manager – Mid, HC
 Ms Suzann Barr, Children's Panel
 Ms Sally Amor, Child Health Commissioner, NESH
 Ms Norma Ruettiman, CALA
 Mr Gordon McPhee, HR Manager, Highlife Highland
 Mr Pat Hannan, Army Welfare Service
 Ms Donna Munro, CP Training Officer, HC
 Ms Andrea Mackintosh, Clerk to the HCPC (Minutes)

Apologies:

Dr Hugo Van Woerden, Director of Public Health, NESH
 Ms Linda MacLennan-Shareef, Resource Manager, CP
 & TCAC, HC
 Ms Pam Tosh, Child Protection Advisor, HC
 Dr Stephanie Govenden, CP Lead Doctor, NESH
 Mr Andrew Laing, Procurator Fiscal
 Ian Murray

	Item	Summary	Action
1.	Welcome and Introductions	There were introductions round the table.	

2.	In Camera	<p>Progress Update SCR/ICRs</p> <p>a) SCR 1(13) DCI Vince McLaughlin provided an update. Author is to present report to next CPC. AGREED by Committee.</p> <p>b) SCR 3(14) Final report discussed. Chair to write to Chair of Milton Keynes Safeguarding Board with copy of Report. Recommendations discussed and allocated for progression. AGREED by Committee.</p> <p>c) SCR 3(15) Chair provided update. Decision to proceed to SCR using SCIE Model. This will be progressed by professional out of area and therefore will have a cost implication. AGREED by Committee.</p> <p>d) ICR 1(16) Mandated sub group decided not to proceed to SCR. Noted and AGREED by Committee.</p> <p>e) SCR 2(16) Chair provided update. Decision to proceed straight to SCR using SCIE Model. This will be progressed by professional from within Highland and therefore will have a cost implication. AGREED by Committee.</p> <p>f) ICR 3(16) Mandated sub group decided not to proceed to SCR. Noted and AGREED by Committee.</p>	
3.	Minutes of Meeting of 24 th May, 2016	The Minutes were agreed to be a correct account.	

4.	Matters Arising:	<ul style="list-style-type: none"> • 4 (4.2.4) SCR Training – Learning and Recommendations; SCIE training date and arrangements Committee agreed to adopt SCIE Model and invite SCIE to deliver training in Highland – In place. • 6.c.1a (i) Implementation of Disability Action Plan Donna Munro – fed into Wider Action Plan • 7.b.1.a Scottish Government Reform Catherine Dwyer will lead work around this. Met with Minister Mark MacDonald after Mandated Sub Group. Consideration to be given to Legislative Framework. Report should be with Government by the end of the year. • 7. Update Improvement Plan Close off – to be discussed later in the Agenda • 8. CPC Lead Officer COG met on 11/08/16 – Chair to seek clarity. • 9. QA Sub Group To be closed off. 	
5.	Improvement Plan	<p>Donna circulated draft Improvement Plan pointing out that there were opportunities for additions. Existing plans were scrutinised and priorities highlighted to produce Driver Plan.</p> <ul style="list-style-type: none"> • Costs have been added • Discussion with Stephanie Govendan regarding referral to the Quality Assurance Group if matters are not actioned within two meetings • Headings & References included • Action Plans for CSE and Learning & Development sit behind the Improvement Plan • Chair of each sub-group to submit Action Tracking Sheet • Health Co-ordinating Group to be added to sub-groups. 	
6.	QA Group Update	<p>Vince updated Committee following e-mail from Stephanie. The work is ongoing and they are looking at themes. The remit has been agreed and the key areas are to be considered quarterly.</p>	

7.	CPC Data Set	<p>Need to develop a Data Set to become a standing item in QA work. The Data Set needs to be operational data and to be in touch with what is happening. It was noted that we can learn from Reviews but data was needed for evaluation. Chair highlighted that a Data Set be developed in Child Protection. Ms Sandra Campbell pointed out that we needed to clarify what data was available and whether or not it was useful and if useful, whether we can get access. Information would be linked back to Sub Groups. It was noted that we may be able to more readily identify SCRs and who is not attending training from this information.</p> <p>Work to be done as part of QA sub-group. QA Lead to gather thoughts around useful Data Sets for QA Group.</p>	SG
8.	CSE Sub Group Update	<p>Nicola reported that the Group had met twice, was well attended, action focussed and there was great emphasis on training and awareness. She pointed out that in addition to main agency involvement, there was a lot of third agency involvement. It was noted that they were currently concentrating on training for the night campaign (taxi drivers, licencing board). There was discussion around "Viewpoint", a communication tool for collecting information from youngsters, but the licence costs £7,000. Donna advised that "Viewpoint" could be used for gathering information on a wide variety of things and suggested that Viewpoint give a presentation as there was a need to prioritise how we engaged with young people.</p> <p>Agreed to arrange for Viewpoint to give a demonstration and report back to next Committee. This information can also be linked to QA.CSE Chair to make arrangements for Viewpoint presentation at next CPC.</p>	NM
9.	Learning and Development Update	<p>Donna circulated training statistics for 2015/16 and pointed out that she could breakdown to individual agencies if required. It was noted that the Training Group provided a total of 4,385 training places last year. In terms of the Highland Practice Model, number for this year have already overtaken 2014/15 figures</p> <p>Vince noted that the work of the Group would continue to inform the committee.</p> <p>Donna advised that an audit training undertaken in relation to HPM would now take place followed by work with the QA Group to establish impact of training on practice.</p>	DM/ SG
10.	Budget – Review /Required spend (Training/SCRs/ Dalneigh Suite)	<p>Vince reported that the budget covered:-</p> <ul style="list-style-type: none"> • Training • Reviews • Public Awareness • Annual Conference 	

		<p>He pointed out that the committee also needed to be aware of financial implications for the CPC actions being undertaken throughout the financial year and that Sandra and Donna had agreed to meet with finance in an aim to prioritise needs and perhaps purchase Graded Care Profile with leftover budget. Vice highlighted continued pressures from SCR's and the need for improvements to Dalneigh. It was agreed to identify what could be achieved this year and what needed to be postponed until next year.</p>	
11.	<p>Annual Reporting – format and style review/format examples</p>	<p>Vince advised that Donna has tried to summarise guidance from the Scottish Government and look at how the CPC can report and put an improvement plan together. He reiterated that currently CPC functions were purely I guidance and as a Committee we need to reflect and develop a shorter and focused annual report directly linked to the improvement plan. He referred to MAPPA annual reporting and how this reflected on:-</p> <ul style="list-style-type: none"> • Key Elements • Future Threats • Case Studies <p>MAPPA Annual Report example To be circulated to everyone for feedback on suggestions to improve CPC annual reporting.</p>	<p><i>DM</i></p>
12.	<p>Standing items:</p>	<p>a. Update from Safer Highland and CPP Meeting next week.</p> <p>b. Update from National Groups:</p> <ol style="list-style-type: none"> i. <u>CPCS & Children's Services LOG</u> Meeting next week. ii. <u>Scottish Government Work Plan – Ministerial Visit</u> Discussed. <p>c. Police Scotland – Risk & Concern Proof of Concept (including CYP implementation) Everyone aware of national media coverage on the issues around the NPS and Supreme Court Judgement was attached. Looking at processes in place as a continuous development exercise across N Division.. Proof of concept is finished – so no changes to current practices. Evaluation to be shared once this is completed nationally – ongoing discussions nationally about consent given ther Supreme Court ruling on the NPS legislation.</p>	

		<p>d. Update from CP Co-ordinating Group (Dr Stephanie Govenden) There has been a meeting and update to be provided by Stephanie Govenden.</p> <p>e. Minutes of ASPC Attached.</p>	
13.	Information for Noting:	Agreed that hyper-links are the way forward.	
14.	Annual Conference	<p>Agreed that the topic for the Annual Conference in March 2017 is Neglect. Profile of Committee to be raised, highlighting the Agencies involved and the Committee to be involved in the development of the day. Date in March, 2017 still to be identified.</p> <p>Agreed that it would be good for the Committee to attend once date identified to show commitment and good engagement with staff and attendees.</p>	<i>All</i>
15.	AOCB	<p>Sally Amor advised that there had been a Report from the Scottish National Health Network pinpointing neglect. It had also looked at Child Plans. The NHS is now developing a Child Plan / Looked After Child Governance Group.</p> <p>Norma Ruettiman advised of ongoing discussion around safe and free and about improving evaluation. They are also currently looking at NSPCC referrals and are inspecting follow-up visits and improvements.</p> <p>Donna informed that some of the Committee had requested a new password.</p> <p>Vince noted that it had been very positive having mandated Sub-Groups as this had saved a significant amount of time when discussing SCRs and ICRs.</p>	
16.	Date and time of next meeting	29 th November, 2016 at 2 – 4pm	