

**HIGHLAND CHILD PROTECTION COMMITTEE**

**Minutes of the Meeting held on 22<sup>nd</sup> March 2017, Highland Council HQ, Inverness**

**Present :**

DCI Vince McLaughlin, PPU, H&I Division, Police Scotland  
 Ms Sandra Campbell, Head of Children’s Services, HC  
 Ms Sally Amor, Child Health Commissioner, NHS  
 DS Jennifer Baughan, Police Scotland  
 DCI Lindsay Tulloch, Police Scotland  
 Ms Gillian Pincock, Lead Nurse Child Protection (Health)  
 Dr Stephanie Govenden, CP Lead Doctor, NHS  
 Ms Suzann Barr, Children’s Panel  
 Ms Norma Ruettiman, CALA  
 Ms Donna Munro, CP Training Officer, HCPC  
 Mr Pat Hannan, Army Welfare Service  
 Ms Linda MacLennan-Shareef, Resource Manager, HC  
 Ms Sarah Black, Administrative Assistant (Minutes)

**Apologies:**

Dr Hugo Van Woerden, Director of Public Health, NHS  
 Ms Fiona Malcolm, Legal Manager

	<b>Item</b>	<b>Summary</b>	<b>Action</b>
1.	<b>Welcome &amp; Apologies</b>	DCI McLaughlin welcomed everyone to the meeting.  There were introductions around the table.  Apologies were received from: Dr Hugo Van Woerden, Director of Public Health, NHS Ms Fiona Malcolm, Legal Manager	

2.	<b>In Camera</b>  <b>SCR (1) 13 (COG update)</b> <b>SCR (3) 15 Lead Reviewer update</b> <b>SCR (2) 16 Lead Reviewer update</b>	DCI McLaughlin provided an update to the meeting. He thanked everyone involved and the agencies around the table.	
3.	<b>Minutes of the Meeting of 23<sup>rd</sup> August 2016</b>	Minutes were agreed to be a true and accurate record of the meeting.	
4.	<b>Matters Arising/Actions</b>	DCI McLaughlin noted that there were no matters arising or actions from the previous meeting.	
5.	<b>Standing Items:</b>	<p><b>a) QA Sub Group – Chair Report</b>  Dr Govenden advised that the Quality Assurance Sub Group with the Violence Against Women Partnership who are planning an audit on Child's Plans to look at the impact of domestic violence in Child's Plans, in particular for children on the Child Protection Register and their Child's Plan at the time of being placed on the register. A similar audit was carried out in Edinburgh, following this there were significant changes made to their system and they adopted a different model. This report should be ready in time for the next meeting.</p> <p>There is also ongoing work on development of a data set of information which is useful from each agency. It was noted that Fife had very useful tools on data that they gather and how they gather it.</p> <p><b>b) CSE Sub Group Chair Report</b>  DS Baughan advised that a few invitations have been sent out to widen the membership of the group, this includes two sergeants within Police Scotland, Jay Gillan and Ian Macleod.</p> <p>Ms Munro noted that Ms MacIntosh is currently developing a leaflet of information regarding 'sexting' in order to help professionals to understand the law in relation to this.</p> <p>Two night time economy sessions have been delivered, the one which went particularly</p>	

well was for pubs and clubs. We are keen to look at a scheme where organisations which take part are given a sticker with the CPC logo to say that they have signed up to Child Protection. DCI McLaughlin added that it may be worth contacting any local hot spots where young people appear to gather such as McDonalds at Inshes.

Work is being done around awareness of digital risks given the development in technology and all the associated risks. Police Scotland have been working with Robert Quigley, Head Teacher at Milton Of Leys Primary School on developing and progressing Digital Citizenship following positive feedback from the Care Inspectorate. There was discussion around looking at some sort of incentive for schools to encourage their involvement.

**c) CAPSM Group – Chair Report**

Ms Munro provided an update to the meeting and noted that the CAPSM e-learning module has been commissioned by the committee and have been running since January. One thing which has come out of the group is whether or not it is fit for purpose, small seminars have been held to try and pull together the facts from both Adult and Children’s Services such as information around the link between recovery of adults and the needs of children. Sessions are being arranged by Ms Munro, Ms Milton and Ms Wilson, it was noted by Ms Campbell that it would be useful for one of these sessions to be held in Lochaber. Ms Munro stated that there will be an update ready for the next meeting.

**d) Learning & Development Report**

Ms Munro provided an update to the meeting and referred to the upcoming events with Paul Brannigan, the question and answer session with the Chair of the CPC, Chair of ASP and Paul Brannigan which launches the year on neglect and what we mean by neglect. The neglect conference is being held on Friday 31<sup>st</sup> March at the Drumossie Hotel, there has been a lot of interest in this and there will be a variety of people in attendance.

The new website [www.hcpc.scot](http://www.hcpc.scot) is being developed at the moment, this will include an interactive training calendar which tells people whether or not a course is suitable for them and allows them to apply via the site.

		<p>Ms Munro noted that herself and Ms MacLennan-Shareef recently attended a session around right wing extremism and how we work with children to deescalate this. DCI McLaughlin added that there has been discussion regarding refreshing the guidance on radicalisation in respect of the way practitioners deal with this.</p> <p><b>e) Public Awareness Sub Group Report</b> Ms Munro provided an update to the meeting.</p> <p>DCI McLaughlin noted that this was a real opportunity as a Committee to put some things in place to future proof the Committee in terms of profile, awareness raising, website and child protection-specific initiatives..</p> <p>All agreed with a School Competition to design a new logo and a new CPC website to be commissioned early in 2017 and progressed by the PASG</p> <p><b>f) CP Co-ordinating Group Report – attached</b> Dr Govenden advised that the group continues to meet on a regular basis and has been looking at information sharing pathways, receiving of information and work with the MARAC team around how health information is collated, particularly when there are Child Protection concerns. There are specific concerns about the facilities at Dalneigh and further work is being done around this, Dr Goveneden added that the report will be ready in time for the next meeting.</p>	
6.	<p><b>Improvement Plan – review of Priorities and budget progress / budget allocations – Chair / Vice Chair</b></p>	<p>DCI McLaughlin explained that from today this item will be read on future agendas as ‘Improvement Plan – Expectation Reporting’. Work is continuing around this, Ms Munro added that the focus at the moment is on a strategy and how to promote this. Discussions have taken place with ICTFC who are keen to do something during the summer in regards to the current issue of child abuse in football and sport. DCI McLaughlin thanked everyone for their involvement and advised that an updated improvement plan will be circulated.</p> <p>Ms Campbell advised that there is a substantial underspend but noted that we do have some significant commitments coming up. It was noted that we still have two SCRs ongoing and around £17,000 has been spent in recent weeks due to the conference</p>	

		and events. There was discussion about using some of the funding on the facilities at Dalenigh, however it was also noted that the video equipment needs to be upgraded.	
7.	<b>Child Protection Line Report – Linda Maclennan-Shareef</b>	Ms Maclennan-Shareef explained the history of the Child Protection Line and it was noted that the line no longer being used for its original purpose. It was agreed that an automated message will be drafted so that when people call the line there will be information regarding where they should be reporting their concerns. A message will be drafted and sent out.	
8.	<b>Children Missing from Education Protocol – Review Update</b>	DCI McLaughlin advised that there have been a series of operational issues regarding whether or not our protocol is up to date. An updated report will be present at the next meeting.	
9.	<b>Practice Issues – Recording of IRD decisions and recording of Joint Investigative Interview briefings between agencies</b>	There has been a change in the way police deal with initial referrals, this has been viewed as a positive change and encourages consistent decision making. A complaint was made about one particular case, this was in relation to the initial referral discussion and the recording of information. In this case the guidance was followed, however there was no document of the briefing. There was discussion around the possibility of giving all agencies access to the initial referral, however there are concerns that this would run the risk of each agency having a different perception of what has been agreed.	
10.	<b>CPC Development Day</b>	The CPC Development Day is due to take place on 2 <sup>nd</sup> May with the theme being Self-Evaluation. Ian Kyle will be assisting with this.	
11.	<b>Local/National Group Updates</b>	n/a	
12.	<b>Safer Highland</b>	DCI McLaughlin noted that there is no update on where we are as a group at the moment, the group is a consortium of information management.	
13.	<b>AOCB</b>	<b>a) Quick Guide to NAI</b> Ms Campbell noted that this came through the consortium and includes examples from another Child Protection Committee. There was discussion around this and there was a feeling that the guide is not well written and could be misleading. It was noted that it will be reconsidered.	

**b) CPC Scotland**

Ms Campbell advised that she attended the CPC Scotland meeting and summarised some of the main issues. The Care Inspectorate is looking at a new program of inspection, they are talking about having this in place by April next year. It is possible this will be piloted in some areas. There is a big focus on Child Protection and whether services are targeted or more universal in terms of how they are rolled out.

There was discussion regarding the historical abuse enquiry which is well underway. The only establishment identified in Highland is Fort Augustus Abbey, however we have not have any formal request for any documentation.

There has been a big push on adherence to guidance, there have been anxieties that some areas have not carried out ICRs and SCR. This is likely to be fed into the inspection process.

**c) Child Protection Leaflet**

DCI McLaughlin advised that a brief Child Protection leaflet has been drafted, this will be distributed and any views will be discussed at the next meeting.

**d) Joint Inspection**

Ms Ruettiman noted that she attended a briefing on the joint inspection of Moray and advised that the report is worth reading.

**f) Child Concern Forms**

Ms Pincock advised that a shortened version of the Child Concern Form has been drafted which includes only the quality information necessary. This has been tried out in A&E departments over a 12 week period.