**HIGHLAND CHILD PROTECTION COMMITTEE**

**Minutes of the Meeting held on 7th December 2017, Highland Council HQ, Inverness, 2pm-4pm**

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| **Present :**  DCI Vince McLaughlin (VM), PPU, H&I Division, Police Scotland (Chair)  Ms Sandra Campbell (SC), Head of Children’s Services, HC  Ms Sally Amor (SA), Child Health Commissioner, NHSH  Ms Gillian Pincock (GP), Lead Nurse Child Protection (Health)  Ms Suzann Barr (SB),Children’s Panel  Ms Norma Ruettimann (NR), CALA  Councillor Kate Stephen (KS), Wester Ross, HC  Ms Tracie McDermott (TMc), Welfare Officer, Forces Welfare  Ms Donna Munro(DM), CP Training Officer, HCPC  Ms Fiona Malcolm (FM), Legal Manager  Ms Debbie Milton (DMi),Chair of CAPSM Sub-Committee, HC  Mr Ian Murray (IM), High Life Highland  Ms Bernadette Cairns (BC), Head of Additional Support for Learning, HC  Ms Gillian Gunn (GG), Violence Against Women Development & Training, NHSH  Ms Dawn Main Fraser, Children's Reporter (DMF), SCRA  Ms Eliz MacIntosh (EM), Child Protection Training Officer, HC  Ms Pamela Cameron, Clerical Assistant (Minutes) | | |  | |
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|  | **Item** | **Summary** | | **Action** |
| **1.** | **Welcome & Apologies** | VM welcomed everyone to the meeting  There were introductions around the table  Apologies were received from:  Stephanie Govenden (SG), Lead Doctor Child Protection, NHS  Maggie Brownlie (MB), Barnardo’s, 3rd Sector Interface  Diane Smith (DS), Chair of CSE Sub-Committee, Police Scotland | |  |
| **3.** | **Minutes of the Meeting of 26th September 2017** | Minutes were agreed to be true and accurate record of meeting | |  |
| **4.** | **Matters Arising/Actions** | CP Co-ordinating Group. GG reported that there are still ongoing discussions about the forensic suite relocating from Dalneigh to Raigmore. This has been agreed in principle but barriers may be capital costs. GG/SG to keep CPC updated. | |  |
| **5.** | **HCPC Guidance –Verbal Update** | DM advised that there had been a meeting with the Consultant prior to CPC. Second draft has now reduced Guidance to 17 pages and reference group were happy with majority of content. Final version will be ready on 15th December. However, CPC will then need to identify key people to take forward specific sections – Health, Social Care etc.  SC requested a section covering processes for child protection in relation to looked after children.  Guidelines to launch at CPC Conference in March 2018.  DM advised that the child protection guidance for community groups had also been drafted and approved by Keeping Children Safe Reference Group. These are proportionate for community groups. It is hoped these will be launched early 2018 with High Life Highland. A separate section for Third Sector organisations with paid employees will be included in the wider child protection guidance. IM agreed that High Life Highland would be supportive of a launch using their premises.  DCI McLaughlin thanked NR and the Reference Group for their work on this. | | ***DM*** |
| **6.** | **Updated Improvement Plan/Review of Reviews – Report to Follow** | VM advised that there are no items with immediate concern and all seems to be progressing well. However, new actions will need to be added to reflect current priorities and Findings from case reviews.  VM requested support and delivery of VRI training for March is included.  SC agreed to follow up work to seek the views of parents involved in child protection processes  Graded Care profile is currently being trialled and positive feedback has been received. Training will roll out early next year.. SA requested that CPC considers collation of information about the number of assessments carried out and key findings. DM agreed to look at this with the GCP Reference Group.  Following the SCRs/ICRs completed in recent years, Findings need to be reflected within the Improvement Plan. VM proposes an external consultant is brought in early 2018 to review Findings and develop themes for CPC to focus on. SC asked that this is extended to consider the data set. VM to explore costings and circulate a report to CPC members for agreement. CPC agreed in principle. | | ***DM***  ***SC***  ***DM***  ***VM*** |
| **7.** | **Data Collection/Reporting – Verbal Update** | VM asked that QA Group prioritise collection of data for CPC to consider. This should be available at each CPC meeting. Initial data had been returned to the Consortium but local data should also reflect Police, SCRA and any other data thought appropriate. QA Group to take this forward using Business Support from CPC.  KS asked if the QA Group could explore the effectiveness of interventions put in place at key stages such as when removed from CP register. GP to consider as part of the wider QA agenda. | | ***GP***  ***GP*** |
| **8.** | **Draft HCPC Member Induction Pack** | Donna Munro advised that terms of reference were agreed at last meeting and will be on website and updated regularly. They were sent along with induction pack to new members Kate Stephen & Diane Smith. Both advised this had been helpful. SB suggested a glossary is added. This was agreed. | | ***DM*** |
| **9.** | **Digital Citizenship –Verbal Update** | EM reported that packages are being delivered within ASGs to support the roll out of Chromebooks in schools. These packages provide schools with training programmes for teachers and parents. In some schools, young people are involved in delivery of sessions. Schools have been asked to complete self-evaluation in relation to digital safety.  CPC acknowledged the positive work being undertaken and the role of young people in delivering the sessions.  DM added that HUSP is in the process of being reviewed to consider online safety and training/awareness raising would be required following this update. Diane Smith to progress through CSE Sub-Committee | | ***DS*** |
| **10.** | **Standing Items – Sub-Committees**   1. **Quality Assurance** | VM requested that reports are submitted within timescales to update CPC on sub-committee progress.  GP has now taken over the role of Chair. Report had been provided. Domestic Abuse report is to be disseminated to CPC members for consideration and a further meeting to discuss findings would be required. Care and Learning would also need to consider findings further.  DMi discussed the lack of interventions available for perpetrator’s. Anger management often seen as the only option which is unsuitable and the focus is often put back on the victims to address the behaviour. GG acknowledged this was a problem and that Safe and Together would try and offer alternative ways of engaging with perpetrators. TMc discussed the implementation of the Safe and Together model and suggested inviting an army speaker who works with this model to discuss. CPC agreed AWS would be invited to speak at March meeting.    DM suggested that the QA Group undertake a review of the SCIE model and produce a report for CPC. This was agreed. | | ***TM***  ***DM*** |
|  | 1. **Child Sexual Exploitation** | DM provided update to group. Group had met previous week to identify priority areas:   * Prevention and Education Work with Young people * Training * Review of HUSP * Viewpoint * CSE Risk Assessment Framework * Recovery Support   It had been agreed that rather than have large group meetings, the CSE sub-committee would be reviewed and smaller working groups established to take forward workstream priorities. | |  |
|  | 1. **CAPSM** | DMi explained that work is currently ongoing and nothing was ready to update as of yet. Chair asked for an update report for March meeting. | | ***DMi*** |
|  | 1. **Learning and Development** | Learning & Development Sub-Group – Training strategy has been updated and circulated to members. All agreed with the updated strategy and it was agreed that priorities will be incorporated in the CPC Improvement Plan and reviewed regularly  DM explained that core child protection training needs updating in line with national and local priorities as well as findings from case reviews. In order to do this, all training scheduled for December has been postponed to March 2018. In addition, Highland Practice Model training will now come under the remit of the Practice Model Improvement Group rather than CPC. This will be a modular approach rather than stand-alone training course. HPM training will be stopped from January 2018 for modules to be written and rolled out. However, support will be offered to anyone requiring training and support during that period. This was agreed.  Conference will take place on 23rd March 2018 at Eden Court. Chair had agreed this ‘off table’ in order to secure large enough venue within costs available.  Suggestions proposed to Committee for title ‘Learning from the past to inform the future’ theme. The Conference will cover findings from Case Reviews, work of the Committee in 2017/18 as well as a number of tools available to practitioners. Suggestions to date include GCP2, Substance Misuse Toolkit and a Boing, Boing workshop looking at resilience.  DM also reported that she had been asked by SC to organise a masterclass event on ACEs with Dan Johnson from Kibble presenting. This was agreed by CPC with SA requesting links are made between Care and Learning and NHSH plans. | | ***DM/SA*** |
|  | 1. **Public Awareness** | Public Awareness – DM suggested that there was a need to reprise the public awareness sub-group to deal with an increasing number of requests for funding of local projects and advertising approaches. This was agreed.  VM described the Fearless project which is an initiative run by Crimestoppers and Police Scotland to work with young people on a number of issues including knife crime, substance misuse and child sexual exploitation. They had requested funding of £1000 from CPC to support the roll out of this project across Highland schools. They would also be looking for funding from Safer Highland partners. This was agreed by CPC. VM to make contact and arrange for CPC support as appropriate.  Rock Challenge had also requested funding of £500 plus promotional items for the bags. This was also agreed by CPC. All requests should ensure full use of the CPC logo and acknowledgement of CPC support.  Whilst the majority of advertising has been stopped, two adverts have been placed within Christmas publications to see if this impacts on CP reporting.  DM to pull together original Public Awareness sub-group and start developing strategy | | ***DM***  ***VM***  ***DM***  ***DM*** |
|  | **(f) Keeping Children Safe** | NR reported that the KCS Reference Group had met to discuss the community guidance and had discussed the 7 minute briefing model. NR also reported that she had attended a neglect conference in Glasgow and this had highlighted many of the issues the CPC is currently working to address.  The Reference Group had raised the issue of feedback following reporting of child protection concerns. DMi suggested notices in the family teams reminding people to give feedback may be useful. In addition, it needs to be made clear within the updated CP Guidance.  CPC e-learning programmes – number of courses undertaken has increased substantially in recent months with 86 people requesting courses in November alone compared with 326 for the previous 6 month period.  Figures broken down as follows:  April – October: Child Protection 176, CSE 53, CAPSM 97  November: Child Protection 36, CSE 30, CAPSM 20 | | ***DM*** |
| **11.** | **AOCB** | A trial in A&E with a shortened child concern form has been in place. It has received positive feedback and there has been a suggestion it is implemented across Health. SA suggested a test of change is needed before rolling out wider. CPC discussed this is wider than child protection and should be discussed by the Highland Practice Model Improvement Group. GP to progress this. | | ***GP*** |
| **12.** | **Date of Next Meeting** | 13th March 2018, 1pm-4pm | |  |