

HIGHLAND CHILD PROTECTION COMMITTEE

Minutes of the Meeting Held on Wednesday 7th July 2021, virtually via Microsoft TEAMS

PRESENT:

Mhairi Grant – Independent Chair
Jacquelyn Jennett – Head of Service, Chief Social Work Officer (Vice-chair)
Donna-Marie Munro -CP Lead Officer, Highland Child Protection Committee
Ian Kyle – Head of Integrated Children’s Services, Highland Council
Karen Erskine – Locality Reporter Manager, H&I Locality, SCRA
Jane Park – Chair CAPSM Sub-Committee
Tina Stones -Head Teacher, Dornoch Academy
Norma Ruettimann – Training & Development Manager, CALA (Keeping Children Safe)
James Martin – Head of Development, Highlife Highland
Sally Amor -Child Health Commissioner/Public Health Specialist, NHS Highland
Fiona Malcolm – Interim - Head Integration Adult Social Services
Suzann Barr – Lead Panel Rep, Children’s Hearings, Scotland
Fiona Duncan - ECO Health and Social Care, Highland Council
Nancy Healy – Acting Lead Nurse Child Protection (Health), Highland Council
DI Craig Thomson – Chair, Exploitation Sub-committee
Molly Gilbert -NHS Scotland
Leanne Tee – Clinical Lead for Forensic Services, NHS Highland
Mary Cameron – Clerk to the HCPC, Highland Council (Minutes)

APOLOGIES:

Dr. Stephanie Govenden – Lead doctor Child Protection, NHS Highland
Gillian Pincock - Acting Principal Officer (Health), Highland Council
Carrie McLaughlin – Chair CPC/YJ Sub-Committee
Heidi May – Board Nurse Director, NHS Highland
Steve Walsh – Chief Executive, Highlife Highland
Nicky Grant – ECO Education and Learning, Highland Council
Tracie McDermott – Welfare Support Officer, Army Welfare Service
DCI Donnie MacDonald – PPU, H&I Division, Police Scotland
Yvonne Ross – HLH Management and Administration

	ITEM	SUMMARY
1	Welcome and Apologies	<p>The Chair welcomed all to the meeting; making particular mention of Molly Gilbert (observing from the Adult Protection Committee)</p> <p>Cllr Nicola Sinclair will be replaced by Cllr David Fraser. The Chair stated that Nicola had been a committed and helpful friend to the Committee and looks forward to working with Cllr Fraser</p> <p>The Chair welcomed Leanne Tee the Clinical Lead for Forensic Science at the new SHORES facility (forensic medical suite) at Raigmore. Leanne had responded to a request from the Chair for more information on the facility and was fortunately able to come along to this meeting at very short notice.</p>
2	Forensic Medical Suite	In Camera
3	Minute of Previous Meeting	No issues arising from the previous minutes (03/03/2021).
4	SCR/ICR Updates	In Camera
5	CPC Roles and Responsibilities	<p>A rethink is required about members and group structures.</p> <p>CPC needs to ensure it has the right people around the table who can make decisions.</p> <p>Conversations are ongoing with police, health and social care.</p>
6	National Child Protection Guidance - Discussion	<p>The new guidance is imminent.</p> <p>Norma will put together an e-module on the new guidance.</p> <p>There will be no further consultation on the report and its changes.</p> <p>Doubtful of any surprises but cannot discuss as it has still not been released.</p> <p>Next agenda item – Do we continue with some of our specific processes or tie in completely with the new guidance?</p>
7	National Learning Review Guidance & Triennial Review – Presentation & Discussion	<p>Donna presented a slide show consolidating the findings.</p> <p>It will be the last triennial review, from now on there will be annual reviews.</p> <p>Edinburgh holds twice yearly group meetings to review processes, should HCPC consider something similar.</p> <p>The Knowledge Hub will put on regular events discussing reviews, Donna is an ambassador for this and encourages CPC members to attend these discussions. The Knowledge Hub gives examples of good practice and is a useful 'go to' tool.</p> <p>Sally Amor left the meeting</p>

8	Standing Items	<p>b. Sub-Group Committees:</p> <p>i.QA – Agreement sought to disband until the new structure is agreed. AGREED</p> <p>ii.L&D – Nothing to report.</p> <p>iii.CAPSM – To be renamed Children and Young People’s Drug and Alcohol Sub-Committee (CYPDAC). A plan is being issued, hoping to join up all outside agencies – Committee AGREED</p> <p>iv.EXPLOITATION – Nothing to add to the improvement plan but they are looking at funding options for Child Criminal Exploitation (CCE) in addition to Child Sexual Exploitation (CSE).</p> <p>v. KCS – A separate sub-group committee meeting arranged with Tina in September to discuss links with Education.</p> <p>vi.CPC/YJ – The group is being widened to include the Corporate Parenting Board Committee AGREED</p>
9	Lead Officer Report	Nothing additional to report paper circulated.
10	AOCB	<p>Not Brought to Appointment policy (NHS) has now been ratified by NHS Highland. Can it be put on the website? Fiona M noted that the definition of ‘failing to turn up’ should include: -Eyes on the child -Missed appointments -School attendance and should ensure that education and other services are included.</p> <p>Safe and Together – Jacquelyn and Donna have put in a request for a co-ordinator.</p> <p>Discussion ongoing with Ch Supt Trickett regarding the use of Dalneigh as a ‘safe place’. Lots of ideas and progressing well but will need to be cost effective, with 3rd sector provider staffing and be continuously funded.</p> <p>Karen Erskine alerted committee that ‘Sibling Relationships and Hearings’ is being launched whereby sibling type relationships can have a say. SCRA are currently delivering the training Would committee be interested? The Chair confirmed YES.</p> <p>The Chair thanked all for attending and confirmed the next meeting – 8th September 2021, 1000-1200.(date now amended to later in September)</p> <p>The meeting ended at 1524</p>

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PRESENT:

Mhairi Grant - Independent Chair
Donna Munro – CP Lead Officer, Highland Child Protection Committee
Det Insp Caroline McKay – Police Scotland
Carrie McLaughlan – Chair CPC/YJ Sub-Committee
Det Insp Craig Thomson – Chair Exploitation Sub Committee, Police Scotland
Dr Stephanie Govenden – Lead Doctor Child Protection, NHS Highland
Sally Amor – Child Health Commissioner/Public Health Specialist, NHS Highland
Suzann Barr – Lead panel Representative, Children’s Hearings Scotland
Tina Stones – Head Teacher, Dornoch Academy
Gillian Pincock – Acting Principal Officer (Health), Highland Council
Norma Ruettimann – Training and Development Manager, CALA (Keeping Children Safe)
Ian Kyle – Head of Integrated Children’s Services, Highland Council
Det Ch Insp Donnie MacDonald – PPU, H & I Division, Police Scotland
Nancy Healy – Acting Lead Nurse Child Protection (Health), Highland Council
Fiona Malcolm – Interim Head Integration Adult Social Services
James Martin – Head of Development, Highlife Highland
Karen Erskine – Locality Reporter Manager, H & I Locality, SCRA
Heidi May – Board Nurse Director, NHS Highland
Tracie McDermott – Welfare Support Officer, Army Welfare Service
Fiona Duncan – ECO Health and Social Care, Highland Council
Eliz MacIntosh – Child Protection Officer, Education
Gordon McCauley – Scottish Prison Service
Mary Cameron – Clerk to the HCPC, Highland Council (Minutes)

APOLOGIES:

Jane Park – Chair CAPSM Sub-Committee
George Hogg – Area Convener Highland & Moray, children’s Hearings Scotland
David Fraser – Highland Council Elected Member

	ITEM	SUMMARY
1	Welcome and Apologies	<p>The Chair welcomed all to the meeting.</p> <p>Gordon McCauley has joined the committee as the SPS representative, taking over from Peter Rawlinson who is retiring. Suzann Barr is leaving the committee, the chair thanked her for her invaluable input to the committee over the past few years, we will miss her.</p> <p>Mr George Hogg will be taking over as representative for Children’s Hearings.</p> <p>Jacquelyn Jennett has left Highland Council; the Chair expressed sadness at her going. Jacquelyn will be very missed by us all as will her wealth of experience.</p>
2.	Minute of Previous Meeting	No matters arising.
3.	National Child Protection Guidance – CPC Planning Discussion	<p>Donna presented a short slide show, breaking down the 4 sections of the Guidance.</p> <p>A welcome refresh of guidance (released 02/09/2021) but at 500+ pages it is important to ensure our Highland document is easy to use, read and access procedures.</p> <p>The new guidance puts responsibility on all agencies and although it is considered to be guidance, Scottish Government expectation is that it will be closely followed to ensure uniformity across the nation. We do need our own practice document in Highland, but we must try to conform as much as possible. HCPC to begin preparation for implementation straight away.</p> <p>Frustration still remains around the age of a child (16 or 18?).</p> <p>In our HCPC guidance – do we want it to be procedural or guidance? <u>AGREED PROCEDURAL</u></p> <p>Reasons:</p> <ul style="list-style-type: none"> • Guidance is optional, procedures are not. Little room for deviation. • Make the procedures as clear as possible as this is an opportunity to make processes more joined up and straightforward. • Keep the language easy to use and follow (accessible to all). • Keep sight of the culture and practice of child protection (Sally Amor to present a slide show at next meeting). • Procedures make all agencies more accountable. <p>Training is to be delivered sooner rather than later and members updated with any national or northern Scotland updates.</p> <p>Donna to develop implementation plan.</p> <p>Expectation for implementation 12-18 months. Discuss at next meeting (24th November 2021).</p>
4.	National Learning Review Guidance and	<p>Also issued 02/09/2021 and again a welcome refresh.</p> <p>All reviews will now be Learning Reviews (LRs).</p>

	<p>Updates on Learning Reviews – CPC Discussion</p>	<p>There is a push to a standard process, e.g SCIE or Welsh reviews and they will be aimed at improving processes, highlighting failure of practice, rather than apportioning individual blame. The exception to this may be where a particular individual is involved in more than one review.</p> <p>Reviews should take no longer than 6-9 months.</p> <p>How does HCPC ensure capacity to undertake reviews?</p> <p>How does HCPC ensure findings can be shared and implemented effectively?</p> <p>NB. Barbara Firth booked for 21/02/2022 for training sessions.</p> <p>2 options for HCPC:</p> <ol style="list-style-type: none"> 1. Mandated sub-group remains decision making body for LRs making recommendations to CPC and COG. 2. QA sub-committee is responsible for oversight of LRs with CPC making final decision and recommendations to COG. <p>Committee agreed Option 2</p> <p>Robust system for sharing learnings and findings is essential.</p> <p>Option 2 can mean findings are shared sooner.</p> <p>It is important that the QA group maintains oversight and comes back to CPC for approval.</p> <p>Often the most learning comes from the lesser events, not the more serious ones which are rarer. The focus must be on learning.</p> <p>Donna to adapt National Guidance for use in Highland</p>
5.	<p>Update on ‘The Shores’ – NHS Highland/ Police Scotland</p>	<p>The chair of the COG is keen we move forward.</p> <p>Funding is by Healthcare Improvement Scotland.</p> <p>Many standards to be met.</p> <p>Facility is for both adults and children, and on occasion to not involve the police (hence the move away from Dalneigh).</p> <p>Self-referral to commence on 1st April 2022.</p> <p>Lots of interest in the unit and its progress, including from the Scottish government.</p> <p>Video facilities checked but do not provide for multiple (concurrent) interviews</p> <p>Item to remain on Agenda</p>
6.	<p>Proposal from Exploitation Sub-Committee – DI Craig Thomson</p>	<p>Contextual Safeguarding Proposal</p> <p>DI Craig Thomson advised there has been an increase child exploitation (vulnerable children database) since 2015. However, this may reflect an improved understanding of CE by the police and public rather than an increase in instances.</p> <p>Additional processes will not overlap any IRDs or CP case conferences and it will follow a similar format to MARAC.</p> <p>It will be a platform for discussion and agreement on helping children at risk of exploitation.</p> <p>Consideration from CPC needed.</p> <p>Fiona Duncan agreed the process should be collaborative across agencies</p>

		<p>Donna Munro agreed, which is why it will operate through the CE sub-committee rather than the police and noted that Craig's proposal was requested by social work.</p> <p>Karen Erskine agreed, joined up partnership is essential; for example, SCRA are only ever involved at the crisis end of issues. Craig advised this is a suggestion for consideration:</p> <p>It is a further improvement on existing Police CERAG process.</p> <p>There will be an information sharing protocol.</p> <p>The police are good at identifying and addressing child exploitation but need a partnership response at early doors.</p> <p>Fiona Duncan noted her satisfaction with Craig's explanation but a discussion is needed before it is rolled out across Highland.</p> <p>Mhairi, Craig and Fiona to discuss separately.</p>
7.	Standing Items	<p>Sub-committee Updates – Exception Reporting Only</p> <p>7a. Quality Assurance Strategy to be drafted. Ian Kyle will Chair this group initially. Membership to include Chairs of Sub-Committees plus key Managers from NHS Highland, Highland Council, Police Scotland and SCRA. Third Sector representation to be included.</p> <p>Donna to draft QA Strategy</p>
8.	Chief Officer Group Update – ~ August 2021	Update noted
9.	AOCB	The Chair called the meeting to a close at 1202. Next meeting 24/11/2021, 1400-1600.

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Donna Munro – CP Lead Officer, Highland Child Protection Committee
Caroline McKay – DI, Police Scotland
Carrie McLaughlan – Chair CPC/YJ Sub-Committee
Dr Stephanie Govenden – Lead Doctor Child Protection, NHS Highland
Sally Amor – Child Health Commissioner/Public Health Specialist, NHS Highland
Tina Stones – Safeguarding Lead (Education)/Head Teacher, Dornoch Academy
Norma Ruettimann – Training and Development Manager, CALA (Keeping Children Safe)
Ian Kyle – Head of Integrated Children’s Services, Highland Council
Donnie MacDonald – DCI, PPU, H & I Division, Police Scotland
Nancy Healy – Lead Nurse Child Protection (Health), Highland Council
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Karen Erskine – Locality Reporter Manager, H & I Locality, SCRA
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Mary Cameron – Clerk to the HCPC, Highland Council (Minutes)

APOLOGIES:

Gillian Pincock – Principal Officer Nursing, Highland Council
Jane Park – Chair CAPSM Sub-Committee
Gordon McCauley – Scottish Prison Service Ms Jane Park – Chair CAPSM Sub-Committee
George Hogg – Area Convener Highland & Moray, children’s Hearings Scotland
David Fraser – Councillor
Heidi May – Board Nurse Director, NHS Highland
Tracie McDermott – Welfare Support Officer, Army Welfare Service
Craig Thomson – Chair Exploitation Sub-Committee, Police Scotland

	Item	Summary
1.	Welcome and Apologies	The Chair welcomed all to the meeting and apologies were noted as listed.
2.	Minute of Previous Meeting & Matters Arising	A meeting is being arranged between Craig and Fiona Duncan regarding the Exploitation Sub-Committee. No matters arising.
3.	ICR/SCR/Learning Review Updates	In Camera
4.	Highland Learning Review Guidance – paper attached	Donna has adapted National guidance for local use. Communication is paramount and the procedures must be accessible to all. Any committee comments on the attached paper to Donna by 10th December 2021 please.
5.	National Child Protection Guidance – gap analysis – Discussion	<p>Recommendations that Highland Procedures will: condense Part 1, Keep parts 2a, 2b and 3 in line with National Guidance. Contain a link to Part 4 of National Guidance for Specific Circumstances.</p> <p>Guidance must be clear on governance and be clear where the CPC sits within Highland.</p> <p>Section 2b deals with the multi-agency sector including ‘whole family approach’.</p> <p>Part 3 is key – it covers CP processes.</p> <p>It is much more prescriptive, we must look at our responses to 16 and 17-year-olds, IRD guidance and inspections.</p> <p>JII (Joint Investigative Interviews) will require updating in line with national developments.</p> <p>Health guidance is incorporated throughout the entire document and will require consideration in Highland’s updated procedures</p> <p>Other areas to consider are vulnerable/child witnesses, missing children, the national referral mechanism (particularly child trafficking).</p> <p>In relation to IRDs – consideration to be given to working with ASP (Adult Support and Protection) to produce and agreement and joint document, particularly around 16 and 17-year-olds, given the problems sharing information for this age group. Agreement that this is the ideal time to get all agencies together.</p> <p>Government expectation is that the full remit of the new guidance will be implemented within 18 to 24 months, the Care inspectorate are looking for progress towards that so we need to ensure that procedures are sound.</p> <p>A development event in February to be planned.</p>

6.	Changing Culture and Practice In Child Protection – Presentation & discussion	<p>Sally has posted a paper on the website and presented a short talk.</p> <p>The idea is that we stop and pause as to ‘why we do what we do’ Rather than accusing, ask Why?</p> <p>Remember ‘age informed trauma’, that is how trauma is transferred between the generations of a family and how important early years adversity affects later life, the relationship between adversity and suicide.</p> <p>It is important to reframe our understanding of childhood adversity – the first 1100 days of life are for more important than previously thought. Those with speak and language difficulties appear in much greater numbers throughout the justice system. Where a parent struggles with their own world, it stands to reason they will struggle with that of their child.</p> <p>All the above is relevant to the current practice in child protection and we should all be ‘trauma’ informed.</p> <p>Consensus we all need educating on this subject, it affects us all and is pertinent when dealing with people at their point of crisis.</p> <p><u>‘Every Interaction is an Intervention’</u></p> <p>Sally to liaise with Tina to present to the guidance teachers’ group.</p>
7.	Update on ‘The Shores’ – NHS Highland/Police Scotland	<p>Stephanie updated the committee.</p> <p>If a case arises in normal working hours, it will automatically go to SHORES.</p> <p>For adults, self-referral is to start in January 2022.</p> <p>Donnie suggested a meeting together with SIOs, paediatricians, nurses to discuss the way forward. Stephanie will take this to Leanne Tee.</p> <p>Item now off the agenda, to be raised as necessary.</p> <p>Stephanie and Donnie to have meeting to discuss the above.</p>
8.	Standing Items: Sub-committee Updates	<ul style="list-style-type: none"> a) Q.A Draft strategy attached. Ian will Chair the sub-committee supported by Donna, the Chairs of the other sub-committees will make up the group thus ensuring cross reference with all committees work and papers. It will replace the mandated sub-group, and will focus on the quality of CPC work and the improvement of Children’s Services. Ian advised that the challenges for the new group are significant and timeframes need to be set. Audit is a priority. The Chair noted the main challenge is getting the appropriate people with decision making remit to do the work. b) L&D Verbal update. Graded care profile training is rolling out and expectation is high for usage. c) Children and Young People Affected by Drug & Alcohol Abuse Not due to meet until January 2022. d) Exploitation Verbal update. Half day development event planned for 11/01/2022. e) Keeping children Safe Paper attached, no further updates. f) CPC/Youth Justice Paper attached - NSPCC are looking to do an audit on Harmful Sexual Behaviour (it takes 12-16 weeks). They do all the work and research; it will be partly funded by the Scottish government and volunteer authorities are being sought. Donna to disseminate information when received.

9.	Chief Officer Group Update- November 2021	November was noted in the meeting papers, it should read August. An induction pack for chief officers was released yesterday and the Chief Executive of Highland Council has already expressed interest in some training for Elected Members/Senior Managers.
10.	AOCB	<p>-National GIRFEC (Getting It Right For Every Child) consultation has been published.</p> <p>-Ian is leading work on the Highland Practice Guidance. It has not been reviewed for some time: the drivers to effect change have changed, updated guidance will reflect those and The Promise.</p> <p>-Safe and Together, joint proposal has successfully secured £93000 pa over the next 2 years to Implement Safe and Together so this will be progressed through the council.</p> <p>--Stephanie will circulate updated FII (Fabricated or Induced Illness) Guidance.</p>
		<p>CPC Meeting Dates for 2022: Thursday 17th February, 1400 to 1600</p> <p>Thursday 5th May, 1400 to 1600</p> <p>Thursday 18th August, 1400 to 1600</p> <p>Thursday 3rd November, 1400 to 1600</p> <p>Meeting closed at 1541</p>