

HIGHLAND CHILD PROTECTION COMMITTEE

Minutes of meeting held on the 04 June 2013, CR3, Highland Council HQ, INVERNESS

Present:

Mr Bill Alexander, Director of Health and Social Care (Chair)
Mr Alistair Dodds, Chief Executive, HC (Sponsor)
Miss Ainya Taylor, Youth Convenor, Highland Council
Mr Hugh Fraser, Director of Education, Culture & Sport
DSI Kenny Anderson, Police Scotland
Mr Tom Boyd, Locality Reporter Manager, Highlands & Islands
Ms Fiona Malcolm, Legal Manager, Highland Council
Ms Linda MacLennan-Shareef, Resource Manager, CP & TCAC
Mr Ian Murray, Chief Executive, Highlife Highland
Ms Pene Rowe, CP Development Officer, HCPC
Ms Julie Mackay, Clerk to HCPC

Apologies:

Mr Steve Barron, Director of Housing and Property, HC
Dr Margaret Somerville, Director of Health, NHS Highland
Ms Kath Clarke, Principal Child Protection Advisor, NHS Highland
Dr Annie Griffiths, Lead Doctor in Child Protection, NHS Highland
Ms Sally Amor, Child Health Commissioner – NHS Highland
Cllr Linda Munro, Children's Champion, Highland Council
Mr Andrew Laing, Procurator Fiscal

Guest:

Ms Louise Jones, ICT Curriculum Liaison Manager, Highland Council

	Item	Summary of Discussion	Action Required
1.	Welcome and Apologies	Miss Ainya Taylor was welcomed and introduced to the committee.	
2.	Minutes of meeting 12 March 2013	The minutes were read as a true copy.	
3.	Matters arising	4.6g – Visual Recording of Interviews: Pamela Ross reported that the review in Lothian and Borders was generally positive but there were some issues in respect of sustainability. Police Scotland are considering the prospect of using VRi for non-CP and vulnerable adult interviews. Tom Boyd asked about the quality of recordings. Pamela Ross stated that only one interview had failed to capture	

		<p>sufficient audio quality.</p> <p>4.12i – CPO Audit actions: Bill Alexander and Tom Boyd had spoken earlier in the day regarding the CPO Audit. Training picks up action 5 but follow-up discussion is needed. The actions to pick up 4 have been agreed. Actions 1 to 3 are to be picked up in QA.</p> <p>Tom Boyd stated that all CPO's progressed since the issues raised from Glasgow/Renfrew, re appropriateness of CPO without parental knowledge, had been granted on the basis of urgency and were justified. The feeling is that there has been a reduction in applications since this ruling.</p> <p>5b – CP Guidance Update: Linda MacLennan-Shareef reported that most of the information has been returned, but that it will be 24 June 2013 before the final Legal/Children's Hearings Legislation is available from the Scottish Government. The rest of this guidance is ready.</p> <p>5e - Report on CAPSM: Dawn Grant was unable to attend and the written report did not cover all of the issues about which the committee wished to obtain feedback. Action: Dawn Grant to update the committee at September meeting.</p> <p>5g - Children's Hearing (Scotland) Act: Tom Boyd reported that Scottish Government is concerned regarding the readiness of Social Workers and other staff. He gave details of the training programme in Highland. Transitional arrangements are in place to facilitate the change over from the old to the new Acts. Linda MacLennan-Shareef stated that Social Work is getting the legislative changes onto CareFirst.</p> <p>Fiona Malcolm stated that she was concerned that there was still no guidance regarding CPO's. Significant changes are being made to arrangements for secure accommodation. There are to be major changes in terminology, especially around warrants. Mop up training dates are being scheduled for August.</p>	DG
4.	E-Safety Progress	<p>Louise Jones delivered a presentation to the committee. She reported the following progress:</p> <ul style="list-style-type: none"> • Social Networking guidance is about to be issued to staff. • Becky's room has been updated and Fujitsu are to help deliver at Safe Highlander. 	

		<ul style="list-style-type: none"> • Wick High School pupils are currently developing mobile phone apps and have won an award. • An Acceptable Use Policy has been developed for primary schools and the one for secondary schools has been updated. • As part of internet safety week, a 4 page e-safety supplement went out in the Highland Life Magazine - responses from this have been positive. <p>Ian Murray mentioned intergenerational projects, where senior pupils teach older adults. It was noted that the issues were the same as with young people.</p> <p>An issue was raised regarding the consistency of coverage across Highland and how to engage parents. There is a need to focus on compulsion to deliver.</p> <p>Kenny Anderson noted that there has been a reduction in cases involving technology over recent years. Children and Young People seem to be more aware.</p> <p>Mobile phone letters are being developed in addition to the annual paper letter. It was stated that these letters should be re-circulated following any incidents, as parents are more likely to read them then.</p> <p>Action: Hugh Fraser and Linda MacLennan-Shareef are to speak with Louise Jones regarding ramping up in schools and LAC.</p> <p>Tom Boyd stated he was struck by the amount of time spent on the internet, etc. and feels that focus on responsible use is too narrow. Information on help should be available for online gaming addiction, etc.</p> <p>It was <i>agreed by the committee that the annual report should continue to come to the CPC. The CPC will review whether it needs to be added to the CPC Plan or continue as a separate E-Safety Plan.</i></p>	<p>HF/LM-S/LJ</p> <p>LJ CPC</p>
5.	Improvement Planning	<p>The Improvement Plan was discussed to decide if it now contains all that is needed.</p> <p>Action: Pene Rowe to update.</p> <p>1.1.2 - Non-urgent CSA Medicals:</p> <p>Action: Annie Griffiths and Eddie Ross to update at September meeting</p> <p>Pam Ross and Annie Griffiths are meeting next week.</p>	<p>PRowe</p> <p>AG/ER</p>

	<p>2.1.1. Outcome 1 - Review of website content: Action: <i>Pene Rowe, Ainya Taylor and Linda MacLennan-Shareef to discuss how to review and update the website, possibly involving Alison MacNeil from Highland Council PR.</i></p>	PRowe/AT/LM-S
	<p>2.1.1 Outcome 2 – It was noted that training covers all 3 actions to a degree. In respect of action ii) Review of advocacy, ‘Who Cares? Scotland’ is to be involved. In respect of action iii) Review of ‘Have Your Say’ process, the young people have expressed a wish for an app. Action: <i>Linda MacLennan-Shareef is to explore.</i></p>	LM-S
	<p>2.1.1 Outcome 3 - Review of VRI – The wording needs to be updated to specify that this is about quality assurance.</p>	LM-S
	<p>2.3.1 Outcome 1 – Training – Should this include Practice Model refresher training? – <i>Linda MacLennan-Shareef to consider.</i></p>	LM-S
	<p>2.3.1 Outcome 2 - Quality Assurance: Linda MacLennan-Shareef spoke to her tabled report. The main proposal was that all requests for QA be addressed to the management group who will decide what to commission and avoid duplication. Tom Boyd stated that he felt this was a better idea than setting up a separate CPC group. However, there is a need to beef up the embedding of self-evaluation. The Council has already embedded self-evaluation and the 3rd sector are undertaking their own self-evaluation. Fiona Malcolm suggested that CIRs should also inform self-evaluation. Actions:</p> <ul style="list-style-type: none"> • <i>Pam Ross is to consider what self-evaluation is systematically undertaken by the police.</i> • <i>Tom Boyd is to feed in SCRA self-evaluation.</i> • <i>Linda MacLennan-Shareef is to pull together information to inform for position statements.</i> <p>It was agreed that there is a need to increase the volume of case files that are read. It was also recommended that the annual review event should inform the position statements.</p> <p>Complex Case Audits: Report to come to the September meeting. Actions:</p> <ul style="list-style-type: none"> • <i>Linda MacLennan-Shareef is to pick out other measures for the Self-evaluation from the</i> 	PRoss TB LM-S
		LM-S

		<p><i>Improvement Plan and take the word ‘draft’ off the plan.</i></p> <ul style="list-style-type: none"> • <i>Each of the Improvement Groups is to document self-evaluations undertaken.</i> • <i>Linda MacLennan-Shareef to refresh the report and circulate to other Improvement Groups.</i> 	<p>Imp Grps LM-S</p>
6.	Standing Items	<p>a) Safer Highland:</p> <p>1i) Review of Membership: Bill Alexander circulated an updated list. Della Swan was suggested as the Procurator Fiscal for the CP DG. The title Authority Reporter is no more and the Chair of Panel is now Convenor of Area Support Team for Children’s Panel. Actions:</p> <ul style="list-style-type: none"> • <i>Check if Principal Officer for Social Care is on the mailing list for the CPC.</i> • <i>The following people are to be invited to join the CP DG:</i> <ul style="list-style-type: none"> - <i>Ann Darlington – Action 4 Children</i> - <i>Les Hood – Children 1st</i> - <i>Margaret Brownlie – Barnardos</i> - <i>Calum – Highland Children’s Forum</i> • <i>Kenny Anderson – Superintendent for Crime is to be added as a member of CPC.</i> • <i>Tom Boyd is to discuss with the Convenor of Area Support Team for Children’s Panel if they want to serve on both CPC and CP DG.</i> <p>1ii) Transitions Audit: Action: <i>Pam Ross and Pene Rowe are to meet and look at how to work on any issues before bringing this item back to the September CPC.</i></p> <p>1iii) See item 4.</p> <p>1iv) PVG Report: Ian Murray spoke to his tabled report. Actions:</p> <ul style="list-style-type: none"> • <i>Audit results are to be supplied to Linda MacLennan-Shareef.</i> • <i>Hugh Fraser to remind schools of their duties in relation to PVG.</i> • <i>Ian Murray is to tweak and arrange for someone to speak to the report at the Safer highland meeting. (Paper to go to Bill Alexander or Lorraine Dunn).</i> 	<p>PRowe PRowe</p> <p>PRowe TB</p> <p>PRoss/PRowe</p> <p>IM HF IM BA</p>

		<ul style="list-style-type: none"> • <i>Bill Alexander is to check with Elaine Barrie regarding a report on wider PVG retrospective checking.</i> <p>2. SCR Procedures: Comments have been passed to Janet Spence.</p> <p>b) Delivery Group Minutes: It was noted that the Adult Support & Protection Committee no longer wishes to engage in a joint communication strategy. <i>Action: issues are to go back to Safer Highland.</i></p> <p>c) Child Sexual Abuse Medicals: <i>Action: This item is to be returned to at September CPC.</i></p> <p>d) Organisational Restructuring: Electronic Data Sharing: CEO of The Highland Council, CEO Argyll & Bute Council and Director of Public Health, NHS Highland, have agreed to develop a tool for electronic data sharing. Police Vulnerable Persons database needs to tie in with this. The Vulnerable Person's database should be live from September and will include Child Protection, Adult Protection and Domestic Violence information from early intervention through to serious crime issues..</p>	<p>BA</p> <p>PRoss</p>
7.	National Issues	<p>a) National Chair's Update: This had been circulated with the papers. Pene Rowe stated that there was nothing to add to this.</p> <p>b) National LOG Update: Pene Rowe spoke to this update. In respect of the proposal for a suite of core policies and protocols, the general view of Lead Officers is that the National Guidance is sufficient. CPC's should have flexibility to decide whether specific protocols are required to operationalise guidance locally.</p> <p>Bill Alexander asked whether Highland has a separate CP Information Sharing Protocol. <i>Action: Pene Rowe and Linda Maclellan-Shareef to check if there is up-to-date guidance and send to Bill Alexander. Add to agenda for September meeting.</i></p> <p>Operation Dash: Strathclyde Police are pulling information from their database and asking the Local Authority and Health to do the same to Identify potential victims of organised sexual exploitation.</p>	<p>PRowe/LM-S</p>

8.	For Information	Covered in Matters Arising.	
9.	AOB	<p>Joint Inspection and Findings 2009-12: Bill Alexander tabled a briefing: The Inspection will take place 28 October to 29 November 2013. The briefing from the Care Inspectorate will take place in the week beginning 16 September 2013.</p> <p>Self-evaluative position statements are to be produced in response to specific questions from the Inspectorate. Bill Alexander reminded people that the Care Inspectorate had published findings of CP Inspections 2009-12.</p> <p><i>Action: Bill Alexander requested everyone to reflect on these and asked that it be placed on agenda for September CPC.</i></p>	All
10.	Date of Next Meeting	<i>The next meeting of the CPC is to be 17 September 2013, 14.00-16.00hrs. CR3, Highland Council HQ.</i>	