



Agenda Item 5 (ii)

EAST AYRSHIRE CHILD PROTECTION COMMITTEE: 26 AUGUST 2009

INSPECTION CO-ORDINATION GROUP

1. PURPOSE

- 1.1 To update the Committee on the work of the Inspection Co-ordination Group.

2. BACKGROUND

- 2.1 The Inspection co-ordinations group has representation from key agencies, membership of the group is detailed in Appendix 1 of this report. The group will co-ordinate the inspection activity and have agreed a timeline and work plan.

3. PRE INSPECTION RETURN

- 3.1 The pre inspection return will be submitted to the HMle by 2 August 2009. This contains details of the key personnel, organisational structures, significant case reviews and emergency legal measures taken.
- 3.2 The return details all the children who have been on the child protection register in the year prior to 1 July 2009; all the children who were removed from the child protection register in the year prior to 1 July 2009; the most recent 25 children prior to 1 July 2009 who were subject of child protection concern(s) which resulted in a single or joint agency investigation and/or an initial child protection referral discussion and/or an initial Child Protection Case Conference (CPCC); where the decision was made to take no further action or not to place the child's name on the CPR.

4. STAFF BRIEFINGS/ COMMUNICATION PROCESSES

- 4.1 Staff briefings will take place at the beginning of October. Each briefing will be for up to 100 staff and will be held at lunch time and after school throughout East Ayrshire. The briefings will raise the profile of the Child Protection Committee and its work and highlight the inspection process.
- 4.2 Information will also be distributed to staff via the drafted Child Protection Committee newsletter.

5. SELF EVALUATION

- 5.1 The Performance and Audit group will be responsible for receiving the single agency self evaluations and compiling the multi agency self evaluation report. This report, following agreement by the Child Protection Committee, will be presented to the inspectors by the Chief Officers Group.

6. GOOD PRACTICE EXAMPLES

- 6.1 The group are currently considering examples of good practice within East Ayrshire that we can highlight to the HMIE. These practice examples should highlight the reason that the project/practice was developed, what practice has been put in place, what difference has it made and what impact it has had on the child.

7. BRIEFINGS BY THE HMIE

- 7.1 Emma McWilliams and Len McConnell will visit East Ayrshire on 1 September 2009 to provide a briefing to both the Chief Officers Group and the Inspection Co-ordination Group. The inspectors will identify how many children they will read the files for and detail any other requirements in the preparation for the inspection.

8. PRINCIPAL INSPECTION TEAM

- 8.1 The principal inspection team for East Ayrshire's Child Protection Inspection will be:
- Emma McWilliams Lead Inspector (Social Work)
 - Len McConnell Depute Inspector (Education)
 - Fiona McManus (Health)
 - DCI Jacqueline Rennie (Police)

9. RECOMMENDATIONS

- 9.1 The Child Protection Committee is asked to:-
- (i) note the work of the Inspection co-ordination group.

Susan Taylor
Chair of the Child Protection Committee
18 August 2009

EAST AYRSHIRE CHILD PROTECTION COMMITTEE

HMIe INSPECTION CO-ORDINATION GROUP

MEMBERSHIP

Member	Agency	Identified Administrative support
Diane Burns (CHAIR)	Child Protection Co-ordinator East Ayrshire Child Protection Committee Council Offices John Dickie Street Kilmarnock KA1 1HW 01563 576935 .burns@east-ayrshire.gov.uk	Diane Norwood 01563 576738 .norwood@east-ayrshire.gov.uk
Celia Gray	Senior Manager (Locality Services) Social Work Council Offices John Dickie Street Kilmarnock KA1 1HW 01563 576902 cecilia.gray@east-ayrshire.gov.uk	Diane Norwood 01563 576738 .norwood@east-ayrshire.gov.uk
Carol McConville	Quality Improvement Officer Educational and Social Services Woodstock Centre Woodstock Street Kilmarnock KA1 2BE 01563 555650 .mccconville@east-ayrshire.gov.uk	Maureen McSeveney
Dorothy McAvoy	Assistant Principal Officer (Early Education & Childcare) Educational and Social Services	Maureen McSeveney

	<p>West Park Base Playingfield Road Crosshouse KA2 0JJ</p> <p>01563 554956</p> <p>.mcavoy@east-ayrshire.gov.uk</p>	
<p>May Dunsmuir / Karen Wallace</p>	<p>SCRA SCRA: East Ayrshire - Kilmarnock Team 35 Carrick Street Ayr KA7 1NS</p> <p>01292 291910</p> <p>.Dunsmuir@scra.gsi.gov.uk .Wallace@scra.gsi.gov.uk</p>	
<p>Maureen Bell</p>	<p>Nurse Consultant for Vulnerable Children Child Protection Office NHS Ayrshire & Arran Ayrshire Central Hospital Irvine KA12 8SS</p> <p>01294 323431</p> <p>.bell@aapct.scot.nhs.uk</p>	<p>Liz Colquhoun</p>
<p>Angie Bennett</p>	<p>Leisure Development Manager East Ayrshire Council Leisure Development Services John Finnie Street Kilmarnock KA1 1DD</p> <p>01563 576722</p> <p>.bennett@east-ayrshire.gov.uk</p>	
<p>Eamonn Cormican</p>	<p>Homeless Persons Property Officer Neighbourhood Services Housing Options 16 College Wynd Kilmarnock KA1 1HN</p> <p>01563 576615</p>	

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David Summerhill (DI) / Scott McClellan(SGT)	Detective Inspector / Sergeant Public Protection Unit 'U' Division Kilmarnock 01563 505122 .summerhill@strathclyde.pnn.police.uk .McClelland@strathclyde.pnn.police.uk	



HMle inspection timeline East Ayrshire

Time frame	Actions	Responsible Person
June	<p>Establish multi-agency inspection preparation group</p> <p>Identify inspection lead officer</p> <p>Identify inspection administrative support</p> <p>Link to HMle to establish process and requirements of the new inspection cycle</p>	<p>Membership agreed</p> <p>Dianne Burns, Child Protection Co-ordinator</p> <p>Dianne Norwood, ESS, East Ayrshire Council</p> <p>Dianne Burns liaising with Fiona McManus (self evaluation link) and will then link with Emma McWilliam Lead Inspector</p>
July	<p>Establish and agree detailed work plan</p> <p>Implement work plan</p>	
August	<p>Implement work plan</p>	
14.08.09	<p>PRI read by Jim Farrell, Performance, Development and Project Manager (Critical Friend)</p>	
Monday 24.08.2009	<p>PIR to be submitted</p>	
01.09.09	<p>1-2pm HMle presentation to COG</p> <p>2-4 pm HMle presentation to inspection co-ordination group</p> <p>Provide list of children who have been selected</p>	
From 01.09.09	<p>Pull together focus groups of support groups of staff for each of the</p>	

	children selected.	
18.09.09	Performance and audit group to have collated self multi agency self evaluation work to CPC chair for comment and agreement by the CPC	
Week beginning 05.10.09	Chief Officers Group meet to agree self evaluation work and presentation	
Week beginning 19.10.09	Have room prepared with appropriate equipment Have presentation agreed Have relevant documents in place <ul style="list-style-type: none"> • Self Evaluation • CPC annual report and business plan • Any action plans- from inspections Significant Case Reviews etc • CPC minutes • CPC Guidance • Children's Service Plan • Good practice folders 	
26.10.09 SCOPING PHASE	Principal Team of 4 Inspectors arrive to read key information <ul style="list-style-type: none"> • Emma McWilliams (Social Work) • Len McConnell (Education) • Fiona McManus (Health) • Jacqueline Rennie (Police) 	
27.10.09 SCOPING PHASE	<p>10am</p> <ul style="list-style-type: none"> • Chief Officer lead a discussion on their joint self evaluation with principal team members(to take no longer than 45 minutes). Opportunity to engage in further professional dialogue with the inspectors focusing on self-evaluation and the documentation they have reviewed. • Inspectors then prepare a scoping documents- identify the extent and focus of the proportionate phase of the 	Attended by Chief Officers Group members and Child Protection Co-ordinator.

	<p>inspection.</p> <p>4pm</p> <ul style="list-style-type: none"> Inspectors meet with small group of senior managers with representation from each of the main services 	<p>Dianne Burns, Child Protection Co-ordinator Celia Gray, Social Work Maureen Bell, NHS Ayrshire and Arran David Summerhill, Strathclyde Police Karen Wallace/ May Dunsmuir, SCRA Dorothy McAvoy, Early Years Carole McConville, Schools Eamonn Cormican, Housing Angie Bennett, Leisure</p>
<p>28.10.09 and 29.10.09 CORE PHASE</p>	<ul style="list-style-type: none"> 8 inspectors – records from the selected sample and inspectors refine scoping document 	
<p>30.10.09 CORE PHASE</p>	<ul style="list-style-type: none"> 12 noon Inspectors meet with small group of senior managers with representation from each of the main services to discuss scoping documents and their findings Determine the nature and extent of fieldwork activities 	<p>Dianne Burns, Child Protection Co-ordinator Celia Gray, Social Work Maureen Bell, NHS Ayrshire and Arran David Summerhill, Strathclyde Police Karen Wallace/ May Dunsmuir, SCRA Dorothy McAvoy, Early Years Carole McConville, Schools Eamonn Cormican, Housing Angie Bennett, Leisure</p>
<p>Week of 09.11.09 PROPORTIONATE PHASE</p>	<ul style="list-style-type: none"> Meet with the network of support focus groups for each of the selected children Interview all children and parents/carers where appropriate and where permissions given Meet with groups of key staff 	

	(list much smaller this time)- e.g. front line staff and their managers	
Monday 09.11.09	<ul style="list-style-type: none"> Inspectors meet with a small group of relevant managers and staff to discuss good practice examples- time to be agreed 	Staff group to be agreed following the identification of the good practice examples
Thursday 12.11.09	<ul style="list-style-type: none"> 3.30pm Chief officers and/or their nominated representatives(small group)- professional discussion on inspection findings 	Chief officers Group and Child Protection Co-ordinator.