



Action Notes of Child Protection Committee (CPC) Chairs and Joanne Sharp Meeting on Monday 27th July 2009 at 2.00 pm in Joanne Sharp's Office, Ayrshire Maternity Unit, Crosshouse

PRESENT

Joanne Sharp (Chair)	Health Care Manager, Children's, Women's and Sexual Health Services (Chair)
Bob Neilly	Chair of North Ayrshire Child Protection Committee
Susan Taylor	Chair of East Ayrshire Child Protection Committee
Hugh Carswell	Chair of South Ayrshire Child Protection Committee

1.	Apologies	Action
2.	Notes of Meeting held on 9th June 2009 Were agreed as an accurate reflection of the discussion that took place.	
3.	<p>Matters Arising</p> <p>Jillian Russell has produced a report in response to the request from this group for a position paper on a number of areas.</p> <p>There were four main areas reviewed within the report these were: Child Protection Policies and Procedures, Child Protection Management of Information, Child Protection Training and Public Information and Engagement. Following detailed discussion it was agreed that a set of guiding principles for working together across Ayrshire should be developed by the CPC Chairs and Joanne.</p> <p>All agreed that the report produced by Gillian was an excellent starting point and provided a good baseline on current practice in Ayrshire. The section on Policies and Procedures was accepted as a good summary of where we are at now and that in the future where possible development of Policies and Procedures should be done in partnership across Ayrshire with one CPC taking the lead on development. It was agreed that we should start with Child Trafficking and that North Ayrshire will take the lead on this. The timescale for development will be determined once all information is available from Scottish Government on this subject.</p> <p>In relation to the historical position with regards to some CPCs having policies, procedures or guidance in place and others not, it was agreed that development should take place via each CPC. However, the CPCs with the guidance in place should share that information with partners in order to support the development of same within the local area. In relation to Child Protection</p>	

<p>Management Information, it was agreed that this was a developing area, however, as a first step a common data set of management information and performance information should be agreed. A piece of work should then be carried out to include Health and Police information as part of the common data set and ideally this should then be further developed to produce a common data set which is qualitative and quantitative for the future. It is recognised that it will take time to complete this piece of work and that we should see this as a three stage process. It should also be clearly stated how often the performance information should be submitted to the Child Protection Committees, some of which may be monthly, some quarterly and some annually.</p> <p><u>Child Protection Training</u> It is recognised that a lot of excellent work takes place in relation to Child Protection Training and therefore the current processes and systems in place should remain as they are at present. However, further clarity is sought in relation to the Ayrshire Wide Training Group. This should include when did the group last meet, who the current Chair is, what is the reporting arrangement and is there a Terms of Reference for the group and if so when was that last reviewed. Once this piece of work has been carried out it will assist with identifying what is required in the future.</p> <p><u>Public Information and Engagement</u> It is recognised that there are some areas where the three Ayrshires do work together in the production of public information. However, in the future we should be looking to develop public information and engagement in a consistent and structured way across the three CPCs. It is considered that this will then give a consistency of approach and messaging to the general public and to staff.</p> <p><u>Resources</u> It was considered that it would be helpful to develop a Matrix of dedicated resources available to the Child Protection Committee across each of the CPC areas. Hugh Carswell will ask Bobby McDowall to draw this together.</p> <p>The CPC Chairs and Joanne would like to thank Gillian and all those who participated in pulling the report together and to request that they note the responses to each of the areas above and to continue to progress the actions identified above.</p> <p><u>Significant Case Review Framework</u> Susan highlighted the progress she had made to date in relation to the development of a Significant Case Review Framework for Commissioning and Reporting on Significant Case Reviews. A full discussion took place with regards to the level of detail that would require to be shared:</p> <ul style="list-style-type: none"> a) With the Review Group b) With the Child Protection Committee c) With the Chief Officer's Group 	<p style="text-align: center;">HC</p> <p style="text-align: center;">J Russell/ CPC co-ordinators</p>
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	<p>It was agreed that the review group would require detailed information with summarised information being provided to the CPC and the Chief Officers Group. However, it was recognised that it was essential that the summarised information gave the assurance that was necessary in order to identify that any learning that had been identified had been actioned and implemented.</p> <p>Hugh advised that he was in communication with Sandra Paterson regarding progress with the Non Offence Based Referrals Pathway. Hugh also advised that he had not attended the last Data Sharing Partnership Meeting however, he would be present at the next one.</p> <p>Joanne advised that the first meeting of the CEL 16 Multi Agency Group had taken place and Susan advised the representative from East Ayrshire would be Stuart Bates and Hugh advised that it would be either Bobby McDowall or Kenny McGhee.</p>	
<p>4.</p>	<p>AOCB</p> <p>Joanne following discussion with Bob circulated a Performance Management Report that was going to the North Ayrshire Child Protection Committee (July meeting) which highlighted comparison information for the three Ayrshires and comparison to a national average and comparator authorities for information and discussion.</p> <p><u>National Delivery Plan Funding for Specialist Children's Services</u></p> <p>Joanne highlighted the potential opportunity to use slippage monies that had been earmarked for the development of the Medical Workforce around Child Protection to recruit a Child Protection Advisor for a period of six months in order to develop a number of key areas including systems to collect data required for Managed Clinical Networks (MCN), for recording and collecting medical information examination data for the continuous collection of Self Evaluation Data/HMle for Child Protection and Looked After and Accommodated Children (LAAC) to carry out audits of various aspects of the service and to update and develop guidelines for LAAC and Child Protection. This proposal was supported by Local Authority colleagues.</p> <p>Discussion took place regarding inviting Bob to future meetings of the Children's Services Officer's Group (CSOG) which would reduce the need to have a separate meeting for Child Protection as this would be subsumed within the CSOG. Following discussion it was agreed that this group would require to continue to meet until the Child Protection Agenda had been progressed Ayrshire wide.</p>	
<p>5.</p>	<p>Date of Next Meeting</p> <p>The next meeting will take place on Friday 6th November 2009 at 10.30 am in Joanne Sharp's office. Meetings thereafter will take place on a bi-monthly basis.</p>	