

**Minutes of West of Scotland Child Protection Committee Chairs' Consortium  
Held on 24<sup>th</sup> February 2011 at Jackton**

**Present:** H Anne Ritchie, Chair, West Dunbartonshire CPC  
 Tim Huntingford, Chair, Renfrewshire CPC  
 Norman Dunning, Chair, South Lanarkshire CPC  
 Donald Urquhart, Chair, Glasgow CPC  
 Kenneth Ritchie, Chair, Inverclyde CPC  
 John Weir, Public Protection, Strathclyde Police  
 Susan Taylor, Chair, East Ayrshire CPC  
 Moira McKinnon, COG Chair, Glasgow CPC  
 Sheena Gault, Chair, North Ayrshire CPC  
 Saffa Baxter, Chair, East Renfrewshire CPC  
 Derek Cox, Vice Chair, Dumfries and Galloway CPC

**In Attendance:** Kevin Quinn, Co-ordinator, South Ayrshire CPC  
 Claire Carthy, Lead Officer, WDC and EDC CPCs  
 Sharon Glasgow, Co-ordinator, Renfrewshire CPC  
 Rikki Sneddon, Co-ordinator, East Dunbartonshire CPC  
 Gillian Buchanan, Scottish Government

**Apologies:** Dougie Dunlop, Argyll and Bute CPC  
 Tony Keogh, East Dunbartonshire CPC  
 Fiona Stevenson, Lead Officer, Glasgow CPC  
 Pauline, Hogan, Chair, North Lanarkshire CPC

		<b>ACTION</b>
<b>1.</b>	Anne welcomed everyone to today's meeting.  The Chairs present had a photograph taken for the forthcoming launch of the WoS procedures. Thanks to Tim and Renfrew for arranging this.	
<b>2.</b>	<b>Matters Arising from Meeting held on 25/11/10</b>	
<b>2.1</b>	Child Trafficking Further research is required locally in order to scope the prevalence of trafficking to ensure a proportionate response. There are different messages about estimated prevalence	John will liaise with Gillian Gardner

	<p>and local experience of identifying cases. It was agreed that it would be helpful to look at this again in this forum. The English toolkit has been reviewed and relaunched, further meetings with The Scottish Government are required to clarify the Scottish perspective.</p> <p>Human Trafficking Conference is planned for 01/03/11 in Glasgow.</p>	<p>(Strathclyde Police) regarding a report to this consortium.</p> <p>Link to conference to be circulated.</p>
<b>2.2</b>	<p><b>Domestic Abuse/Implementation of GIRFEC</b> Following the events last October, at the meeting of the Chief Constable with Directors of Social Work in January it was decided that Strathclyde Police are to produce a principles paper exploring various options for progressing this work rather than advocating one model of referral progression.</p>	
<b>2.3</b>	<p>It was agreed that the minute of the meeting on 25/11/10 can be passed to Catriona Laird for publication on the MARS website.</p>	
<b>3.</b>	<p><b>AGENDA</b> WoS Procedures and National Guidance</p> <p>Gillian Buchanan joined the meeting for discussion on issues around the National Guidance.</p> <p>Consideration was given to the points raised in the West of Scotland Lead Officers/Co-ordinators Report to Chairs:</p> <p>1 &amp; 2: From the outset of the revision process it was agreed that the procedures should be available as an online document which could be shared and updated easily. However, the document is not readily available in a word format and not all staff have access to a computer. It was agreed that each CPC should scope the needs of their staff and each CPC is responsible for meeting the needs of their staff in terms of dissemination of the procedures.</p> <p>It was recognised that a printed version is useful.</p> <p>3: The Short Life Working Group will be chaired by Rikki Sneddon. The consortium would like to thank East Dunbartonshire Council for the release of Rikki's time to this task. Moira McKinnon, Myra Frankland, Paul Carruthers and Derek Cox are group members. This group will be responsible for updating the procedures to reflect the National Guidance.</p>	<p>Tim will request a word document from Reconstruct.</p>

	<p>Tim has clarified that the original contract with Reconstruct for £30,000 does not cover annual update. The group agreed that the credibility of the product so far needs to be examined and the capacity to update ourselves explored.</p> <p>4: It was agreed that the formal launch of the procedures should be delayed to take account of the updates required. This should be planned for the next consortium meeting scheduled in May, although this group is willing to meet at short notice if necessary.</p> <p>5: Various people present have tried the e-learning guide and consider it to be ok. The understanding check however, is not clear and the questions are not always framed well. This could be linked to CPD if the purpose is clear.</p> <p>6 &amp; 15: Timescales for various processes are different in the guidance and procedures. It was agreed that the procedures should define minimum standards and variations are acceptable if there is management governance and accountability.</p> <p>7: The definition of a child used in the guidance should be accepted and applied to the procedures.</p> <p>8: Links between adult and child protection need to be decided upon on a case by case basis. Each CPC may consider local protocols which outline principles and consider which process offers greatest protection.</p> <p>9: The guidance attempts to set Child Protection in the context of GIRFEC and accepts that the work of CPCs has extended to a wider agenda of things that can cause harm to children and require a response. However, the definition of 'Child Protection' as being linked to familial responsibility has not changed.</p> <p>10. The National Guidance provides a definition of significant harm. This is to be included in W o S procedures.</p> <p>11. It was acknowledged that some areas in Scotland already register unborn babies, as do services in England and Wales. In the WoS area some CPCs make decisions to register at birth or register a child protection plan pre birth. Whilst the unborn baby has no legal status and cannot be referred to SCRA, the national review group have checked that it is legal to</p>	<p>Tim &amp; Rikki to examine the detail of the original contract &amp; negotiate updates with Reconstruct.</p> <p>Rikki to report progress of the update to this consortium.</p> <p>Kevin is to chair a group of Lead Officers to examine the e-learning tools. Tim will liaise with Reconstruct if modifications are required.</p> <p>Donald will ask Maggie McTeirnan to change the current staff briefing.</p> <p>Rikki to ensure this decision is</p>
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	<p>place an unborn baby's name on Child Protection Register. Some CPCs view this as a protective measure for the very vulnerable baby who is as much at risk in utero as they will be post birth.</p> <p>Other CPCs expressed concerns about the rights of the pregnant mother, the stigma and labelling that may be associated with registration and the negative impact on the relationship with the pregnant woman.</p> <p>It was acknowledged that the National Guidance is not statutory and need not be implemented but CPCs may be asked to defend the position of not implementing the guidance. However, everyone present agreed it would be beneficial to have a consistent West of Scotland procedure. The discussion concluded by agreeing with the decision that unborn babies can have their names placed on the Register in the WoS.</p> <p>12. Guidance is required on the role of the Keeper of The Register and clarity on the process for checking the register. It was agreed that during working hours both the local and the Standby register should be checked, this process will be amended to meet the needs of North and South Lanarkshire.</p> <p>13 &amp; 19. The new data sets are concerned with gathering cp statistics rather than measuring performance. Information is gathered by all agencies but there is no measurement of impact. Local CPCs and COGs need to consider this issue.</p> <p>14. Health professionals must be involved in every stage of an investigation as appropriate.</p> <p>16. Some CPC areas currently have chairs of Chairs of Child Protection Case Conferences who do not have a social work background. However, this is not the case in WoS and there is no expectation that this will change. Issues of governance and accountability were raised. In this area chairs and lead professionals will continue to have a social work background.</p> <p>17. The guidance is not statutory. If any CPC does not implement suggested practices they may be required to explain their position and put forward their reasons for having arrived at a different decision.</p> <p>20. Updates to the guidance will be ongoing.</p>	<p>incorporated into the update of the WoS procedures.</p> <p>Susan will circulate the Keeper of the Register procedure of her CPC and the management information tool. Donald will contact MARS. Lead Officers to progress this issue.</p> <p>Rikki to ensure the update group clarify this issue.</p>
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4.	<p><b>OTHER AGENDA ITEMS</b></p> <p>As there was a lot of business to be dealt with in relation to the procedures and guidance, which it was agreed by the meeting should be given priority, the following items will be updated as required before our next meeting and will be on the agenda then.</p>	
4.1	<p>JlIT: carried forward to the next agenda.</p> <ul style="list-style-type: none"> <li>• Visual Recording – John will update as required by e-mail</li> <li>• Jillian Russell reports have been circulated and will be on the next agenda</li> <li>• Everyone needs to pay South Lanarkshire when asked</li> </ul>	John will circulate JlIT paper prior to the next meeting.
4.2	<p>Strategic Scoping : response require from each CPC and should be passed to Catriona Laird.</p> <p>This is on the agenda for the National Meeting. Accepted we will not be able to collate a WoS response.</p>	
4.3	Community disclosure pilot.	John will circulate Chief Constable briefing for information.
4.4	Who would you tell? Carried forward to next meeting.	Norman will look into the possibility of a presentation.
4.5	Attendance at this meeting: If a chairperson cannot attend this meeting they should send a representative. It is the decision of the Chair as to who should represent their CPC. If the Vice Chair cannot cover it is acceptable for the Lead Officer or Co-ordinator to attend in which case the minute will reflect that they were “ in attendance”	
5.	<p><b><u>Date of Next Meeting</u></b> 26<sup>th</sup> May 2011 at 2pm in Jackton.</p>	
	Anne thanked everyone for their contribution to progressing the issues dealt with in such a positive manner and expressed the gratitude of the group to those people who were taking on actions from the meeting.	

