

**EAST AYRSHIRE**  
**CHILD PROTECTION COMMITTEE**

**NOTE OF MEETING**

**7 SEPTEMBER 2010**

**PRESENT:**

Susan Taylor, Chair of Child Protection Committee/Head of Service: Children, Families and Criminal Justice, East Ayrshire Council;

Cecilia Gray, Senior Manager, Locality Services, Children and Families, East Ayrshire Council;

Karen Wallace, Authority Reporter, SCRA;

Maureen Bell, Nurse Consultant for Vulnerable Children, NHS Ayrshire & Arran;

Detective Inspector David Summerhill, Ayrshire Family Protection Unit, Strathclyde Police;

Superintendent Helen Swann, Strathclyde Police;

Donna McKee, Clinical Nurse Manager, Early Years, NHS Ayrshire and Arran;

Joanne Sharp, Health Care Manager, Children's, Women's and Sexual Health Services, NHS Ayrshire and Arran;

Janet Marshall, East Ayrshire Children's Panel Chair;

Diane Burns and Elaine Wright, Child Protection Co-ordinators;

Liam Wells, Team Manager, Substance Misuse, Community Care, East Ayrshire Council.

**ATTENDING:**

Gillian Hamilton, Administrative Officer, East Ayrshire Council.

**ALSO ATTENDING:**

Anne Shanks, Team Leader, Social Work, East Ayrshire Council;

Jaine Best, Solicitor, East Ayrshire Council;

John Pollock, SCRA; and

Jillian Dowds, Child Protection Advisor, NHS Ayrshire and Arran.

**APOLOGIES:**

Kay Gilmour, Head of Service: Community Support, East Ayrshire Council;

Chris McAleavey, Head of Service: Housing, East Ayrshire Council;

Eugene Fitzpatrick, Service Manager, Criminal Justice, Children and Families, East Ayrshire Council;

Stuart McMillan, Procurator Fiscal Depute; and

Dr Sheila Smith, Associate Specialist Paediatrician for Child Protection, NHS Ayrshire and Arran.

**CHAIR:**

Susan Taylor, Chair of Child Protection Committee/Head of Service: Children, Families and Criminal Justice, East Ayrshire Council.

	<b>SUMMARY OF DISCUSSION</b>	<b>ACTION</b>
<b>1.</b>	<p><b>INTRODUCTIONS</b></p> <p>The Chair welcomed Superintendent Helen Swann to her first meeting of the East Ayrshire Child Protection Committee.</p> <p>Superintendent Swann had replaced Superintendent Dougie Robertson as representative of Strathclyde Police on the Committee and was also invited to assume the position of Committee Vice-chair jointly with Joanne Sharpe.</p> <p>The Committee also welcomed John Pollock, Anne Shanks and Jaine Best who were in attendance for item 2 below, and Jillian Dowds who was in attendance as an observer.</p>	
<b>2.</b>	<p><b>EFFECTIVE CHILD PROTECTION PRACTICE</b></p> <p>The Committee received a presentation on Effective Child Protection Practice.</p> <p>It was noted , arising from discussion on the presentation, that:</p> <ul style="list-style-type: none"> <li>(i) SCRA had highlighted to the Scottish Government the requirement for introducing a national protocol for tracking Schedule One Offenders. Karen Wallace would keep the Committee updated on this matter;</li> <li>(ii) The SID system maintained by Strathclyde Police could assist with tracking Schedule One Offenders, although there were some cross boundary issues; and</li> <li>(iii) there were issues associated with tracking children who had not been registered with Health or Education Services.</li> </ul> <p>It was then agreed:</p> <ul style="list-style-type: none"> <li>(i) that it had been valuable to reflect on the reality of children’s experiences and the practice challenges in trying to keep them safe;</li> <li>(ii) to consider the level of complexity facing front line practitioners and managers, noting the personal and professional resilience required;</li> <li>(iii) to thank the practitioners and managers for their preparation and delivery of the presentation, which evidences a very considered and effective multi agency approach;</li> <li>(iv) that the presentation be delivered to the Chief Officers Group at their meeting on 28 September 2010;</li> </ul>	

	<p>(v) that this exercise be repeated annually; and</p> <p>(vi) to note the presentation.</p>	
<b>3.</b>	<p><b>NOTE OF PREVIOUS MEETING: 8 JUNE 2010</b></p> <p>The minutes of the meeting held on 8 June 2010 (circulated) were approved.</p>	
<b>4.</b>	<p><b>MINUTES OF EAST AYRSHIRE CHILD PROTECTION COMMITTEE DEVELOPMENT SESSIONS HELD ON 22 MAY AND 12 JULY 2010</b></p> <p>Minutes of the Child Protection Development Day held on 22 May and the Joint Development Session held on 12 July 2010 (both circulated) were noted.</p> <p>Issues highlighted during both sessions had been incorporated into items 5 and 6 below.</p>	
<b>5.</b>	<p><b>CHILD PROTECTION CO-ORDINATOR'S REPORT</b></p> <p>The Committee received a report (circulated) on the Child Protection Co-ordinator's activity and agreed:</p> <p>(i) to note the issues highlighted in the report;</p> <p>(ii) to consider potential fixed and mobile sites for visual recording suites for joint interviews, including hospital accommodation, and respond to the Co-ordinator by 24 September 2010; and</p> <p>(iii) to note the contents of the report.</p>	
<b>6.</b>	<p><b>SUB GROUP REPORTS</b></p> <p><b>(i) Public Engagement and Information</b></p> <p>The committee received an update report (circulated) on progress achieved by the Public Engagement and Information Group.</p> <p>It was agreed:</p> <p>(i) to note that an infomercial was being developed for the Child Protection Committee through the West of Scotland University;</p> <p>(ii) to note that the Public Engagement and Information Group would cover both the Child Protection Committee and the Adult Support and Protection Implementation Committee; and</p>	

(iii) otherwise to note the progress being made by the Group.

**(ii) Performance and Quality**

The committee received a report (circulated) which:

- (i) provided an update on progress in relation to the East Ayrshire Child Protection Committee Action Plans; and
- (ii) outlined processes to support the Group in fulfilling their role and responsibilities.

It was agreed:

- (i) to approve the approach to undertaking, and reporting on, self evaluation activity and the programme of activities for 2010 detailed in the report;
- (ii) to approve the management information framework, subject to minor amendments, and the process for reporting to the East Ayrshire Child Protection Committee as detailed in the report;
- (iii) to note the proposal to augment future reports with a statistical analysis; and
- (iv) to otherwise note the report.

**(iii) Learning and Development**

The committee received a report (circulated) on progress achieved by the Learning and Development Group.

It was agreed:

- (i) to elevate the level of reporting non attendance at courses and consider the implementation of a charging policy for non attendance; and
- (ii) to note the report.

**(iv) Practitioners Group**

The committee received a report (circulated) on the work of the Practitioners Group.

It was agreed:

- (i) following the departure of Annette McKinlay, to consider the appointment of a new Chair;
- (ii) to consider how to expand the membership of this Group, suggestions to be forwarded to Diane Burns; and

	<p>(iii) to otherwise note the report.</p> <p>It was noted that the voluntary sector may be able to assist with the charring of sub groups.</p>	
7.	<p><b>STATISTICS</b></p> <p><b>(i) Statistical Report for Period 1 April to 30 June 2010</b></p> <p>The Committee received and noted a report (circulated) on Child Protection Activity in East Ayrshire for the period from 1 April to 30 June 2010 which was informed by data taken from the Social Work Information System.</p> <p>It was agreed to further breakdown cases of physical neglect to reflect parental drugs and alcohol misuse factors.</p> <p><b>(ii) 3 Years Statistical Analysis</b></p> <p>The Committee received a report which summarised statistical information relating to Child Protection activity over the 3 years from 1 April 2007 to 31 March 2010.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to note the trends and the possible impact of (a) staffing/capacity issues and (b) awareness-raising activity;</li> <li>(ii) that the Chair submit a report to a future meeting on the redesign of the Social Work Service; and</li> <li>(iii) to note the report.</li> </ul> <p><b>(iii) SCRA Statistical Report for the period from 1 April to 31 March 2011 - Q1</b></p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to note the reduction in the number of Children's Hearings during Q1, however cases had increased in complexity;</li> <li>(ii) that Karen Wallace review referrals for a period of one month to confirm that there was no duplication of Social Work and Education referrals to SCRA, the later being about school non attendance; and</li> <li>(iii) that Karen also clarify whether there had been any increase in voluntary measures, impacting on the number of supervision requirements;</li> <li>(iv) to note that the introduction of Initial Response Teams, earlier planned interventions and Girfec could all be having</li> </ul>	

	<p>a positive impact; and</p> <p>(v) to note the report.</p> <p><b>(iv) 3 Year Comparison of SCRA Statistics</b></p> <p>The Committee received a report (circulated) which provided a 3 year comparison of statistics produced by the Scottish Children's Reporter Administration for the years 2007 to 2008, 2008 to 2009 and 2009 to 2010, and considered trends within the statistics both at local level and with reference to the national position where appropriate.</p> <p>It was agreed:</p> <p>(i) to incorporate into next year's self evaluation plan, issues and trends associated with re-registrations, including monitoring of throughcare plans to reduce risk;</p> <p>(ii) that the statistical information be used for Children's Panel members training; and</p> <p>(iii) to note the report.</p>	
<p><b>8.</b></p>	<p><b>INTEGRATED ASSESSMENT FRAMEWORK</b></p> <p>The Committee received an update report (circulated) on progress with the integrated assessment framework.</p> <p>It was agreed:</p> <p>(i) to endorse the work in progress to now embed Girfec into practice across services and agencies; and</p> <p>(ii) to note the report.</p>	
<p><b>9.</b></p>	<p><b>PROPOSED PROTOCOL FOR EAST AYRSHIRE CHILD PROTECTION COMMITTEE, ADULT SUPPORT AND PROTECTION IMPLEMENTATION COMMITTEE AND CHIEF OFFICERS GROUP (CHILD, ADULT AND PUBLIC PROTECTION) REPORTS</b></p> <p>The Committee received a report (circulated) which introduced a protocol for submission of reports to the Child Protection Committee, Adult Support and Protection Implementation Committee and Chief Officers Group, having regard to arrangements for publication.</p> <p>It was agreed:</p> <p>(i) to note that the protocol had been agreed by the Chief Officers Group at their meeting on 22 June 2010;</p> <p>(ii) to endorse the protocol for Committee reports and Minutes</p>	

	<p>detailed in the report; and (iii) to note the report.</p>	
<b>10.</b>	<p><b>EAST AYRSHIRE ANNUAL REPORT 2009/10 AND BUSINESS PLAN 2010/11</b></p> <p>The Committee received a report (circulated) on the annual report 2009/10 and business plan 2010/11 for consideration and approval.</p> <p>It was agreed:</p> <p>(i) to note that national statistics were due to be issued during October and would be incorporated into the report and presented at the forthcoming Child Protection Conference;</p> <p>(ii) to endorse the revised annual report and business plan for submission to the Chief Officers Group at their meeting on 28 September 2010.</p>	
<b>11.</b>	<p><b>SIGNIFICANT CASE REVIEWS</b></p> <p><b>(i) Significant Case Review - Child E (2010)</b></p> <p>The Committee was advised of the circumstances relating to the death of Child E, and it was proposed that a significant case review be commissioned. The draft terms of reference were discussed. It was agreed: -</p> <p>(i) to commission the review;</p> <p>(ii) that the review will be led by Andrew Cameron, as an independent review officer;</p> <p>(iii) to support the draft terms of reference;</p> <p>(iv) to authorise the SCR Panel to act on behalf of the CPC in commissioning the review (including the appointment of the independent review officer); monitoring progress and receiving the final report from the independent review officer;</p> <p>(v) to advise the Chief Officer's Group of the proposed review, and to seek their endorsement of the proposed terms of reference;</p> <p>(vi) to receive a report on the findings of the SCR at a future date.</p> <p><b>(ii) Significant Case Review Procedures</b></p> <p>The Committee received a report (circulated) which advised of the need to review the East Ayrshire Child Protection</p>	

	<p>Committee guidance for conducting significant case reviews to reflect learning and development as a Committee, and in the interim, seeking approval of a minor amendment to the procedures.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to approve the proposal to review the existing significant case review guidance;</li> <li>(ii) to approve the minor amendment set out at paragraph 3.3 of the report in relation to timescales for submission of initial case review reports to the Child Protection Committee Chair; and</li> <li>(iii) to note the report.</li> </ul> <p><b>(iii) Significant Case Review: Developing Best Practice - Report of a Short Life Working Group</b></p> <p>The Committee received and noted a report (circulated) which advised of the report of a Short Life Working Group that was set up, led and facilitated by the Multi-Agency Resource Service (MARS) in relation to Significant Case Reviews: Developing Best Practice, June 2010.</p>	
12.	<p><b>NATIONAL CHILD PROTECTION GUIDANCE</b></p> <p>There was submitted a report (circulated) to provide details of the consultation on National Child Protection Guidance.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to consider any further comments that the Committee would wish make in relation to the draft national guidance;</li> <li>(ii) that if required, a special meeting of the Child Protection Committee be convened to look at comments received from Members; and</li> <li>(iii) to note the report.</li> </ul>	
13.	<p><b>TRIPARTITE DISCUSSION</b></p> <p>The Committee noted progress made with Practitioners on this matter and agreed to give fuller consideration at the next meeting.</p>	
14.	<p><b>EAST AYRSHIRE CHILD PROTECTION COMMITTEE BUDGET</b></p> <p>The Committee received a report (circulated) which informed on revised proposed expenditure for 2010/11 on the work of the East Ayrshire Child Protection Committee and advised on the implications of the proposed changes.</p>	

	<p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to consider the revised 2010/11 budget for the Child Protection Committee, detailed in the report, for inclusion in the 2010/11 Action Plan;</li> <li>(iii) to consider the implications of the revised budget for the work of the Child Protection Committee;</li> </ul> <p>to note that Superintendent Helen Swann would confirm the proposed contribution by Strathclyde Police prior to the meeting of the Chief Officers Group on 28 September 2010;</p> <ul style="list-style-type: none"> <li>(iv) to note that NHS Ayrshire and Arran were unable to commit to their proposed contribution at this time, which would impact on this year's Action Plan; and</li> <li>(v) to note the report.</li> </ul>	
<p><b>15.</b></p>	<p><b>PROPOSED DATES FOR 2011</b></p> <p>The Committee received a report (circulated) on proposed dates for Committee meetings during 2011.</p> <p>It was agreed that meetings be held during 2011 on:</p> <p>Tuesday 8 March at 1000 hours;  Friday 3 June at 1000 hours;  Tuesday 6 September at 1000 hours; and  Friday 2 December at 1000 hours.</p> <p>It was further agreed that two development sessions be held on:</p> <p>Tuesday 19 April at 0930 hours; and  Friday 21 October at 0930 hours.</p> <p>All venues to be confirmed.</p>	
<p><b>16.</b></p>	<p><b>NON DISCLOSURE OF PLACE RESIDENCE OR WHEREABOUTS</b></p> <p>The Committee received a report (circulated) on progress with the implementation of the draft guidance approved by the Child Protection Committee in respect of Non Disclosure of Place of Residence, pending the publication of national guidance from the Scottish Children's Reporter Administration.</p> <p>It was agreed:</p> <ul style="list-style-type: none"> <li>(i) to note that robust procedures were now in place locally;</li> <li>(ii) that final revised guidance be submitted to the next meeting;</li> </ul>	

	<ul style="list-style-type: none"> <li>(iii) that North and South Ayrshire Authorities have an opportunity to look at the local guidance for consistency;</li> <li>(iv) to note that Non Disclosure was an issue nationally; and</li> <li>(iii) otherwise to note the progress made relating to non-disclosure.</li> </ul>	
<b>17.</b>	<p><b>INFORMATION ITEMS</b></p> <p>Committee received the following items for information:</p> <ul style="list-style-type: none"> <li>(i) Chief Officers Group Minutes – 22 June 2010 (circulated);</li> <li>(ii) Adult Protection Committee Minutes – 15 June 2010 (circulated);</li> <li>(iii) Officer Locality Group (Children and Young People) - Minutes 11 May and 22 June 2010 (circulated); and</li> <li>(iv) Ayrshire Division Approach to Domestic Incidents, Strathclyde Police - Ayrshire Division Domestic Abuse Report - May 2010 (circulated).</li> </ul>	
<b>18.</b>	<p><b>DATE OF NEXT MEETING</b> - Tuesday 7 December 2010 at 1000 hours, venue (previously advised Dower House) to be confirmed.</p>	
	<p>The meeting terminated at 1340 hours.</p>	