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NOTE OF NATIONAL CHILD PROTECTION COMMITTEE CHAIRS FORUM

THE CARLTON HOTEL, NORTH BRIDGE, EDINBURGH

TUESDAY 17 MARCH 2009

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**Present**

Anne Mitchell	-	Edinburgh, Lothians & Borders
Anne Ritchie	-	West Dunbartonshire
Anne Salter	-	Stirling
Astrid Telfer	-	Edinburgh
Beth Smith	-	Dumfries & Galloway (Vice Chair)
Beverly Rowson	-	Midlothian
Bill Atkinson	-	Perth & Kinross
Bob Neilly	-	North Ayrshire
Brian Yule	-	NESCPC
Catriona Laird	-	Falkirk
Claire Carthy	-	East/West Dunbartonshire CPC
Dayeel Goh	-	East Lothian
Deirdre Cillers	-	Clackmannanshire
Fiona Swift	-	North Lanarkshire
Gill Smee	-	Orkney
Gillian Buchanan	-	Glasgow CPC
Gillian Nicol	-	Scottish Borders
Gordon McIntosh	-	Angus
Jack Libby	-	Orkney
Jane Ridgway	-	West Lothian
Jillian Russell	-	North Ayrshire
John Simmons	-	East Dunbartonshire
Kenneth Ritchie	-	Inverclyde
Liz Strang	-	Argyll & Bute
Louise Scott	-	Western Isles
Margaret Anderson	-	Falkirk
Margaret Muir	-	Perth and Kinross
Diane Burns	-	East Ayrshire
Mary Fegan	-	North Lanarkshire
Mike Briggs	-	Dumfries & Galloway
Pauline Walker	-	Scottish Borders
Rena McCarry	-	South Lanarkshire
Robert McDowall	-	South Ayrshire
Ross Drummond	-	Fife
Sharon Robertson	-	Angus CPC
Sheila Foggon	-	East Lothian
Susan Kerr	-	Inverclyde
Tim Huntingford	-	Renfrewshire
Claire Paterson	-	Dumfries and Galloway (Notes)

## **Apologies**

Adrian Laurie	-	Edinburgh, Lothian & Borders
Annie Buchanan	-	Fife
Bill Eadie	-	Stirling (Chair)
Colin McKerracher	-	NESCPC
Corinne Begg		North East Scotland

Donald Urquhart	-	Mid Lothian
Douglas Dunlop	-	Argyll & Bute
Garry Crosbie		Fife CPC
Hugh Carswell	-	South Ayrshire
Ivor Marshall	-	Edinburgh

Jo MacPherson	-	West Lothian
Sara Lovelock	-	Clackmannanshire
Susan Taylor	-	East Ayrshire
Trevor Muir	-	Mid Lothian

ITEM	MINUTE	ACTION	TIMESCALE
1.	<p><b><u>WELCOME &amp; INTRODUCTIONS</u></b></p> <p>Beth Smith welcomed everyone to the meeting. Bill Eadie is currently on Annual Leave and gave his apologies.</p>		
2.	<p><b>MINUTE OF MEETING HELD ON 11 DECEMBER 2008</b></p> <p>With amendments, agreed as an accurate record</p>		
3.	<p><b>MATTERS ARISING FROM 11 DECEMBER</b></p>		
3.1	<p><b>ALLEGATIONS AGAINST FOSTER CARERS PROTOCOL FOR SCOTLAND</b></p> <p>The Chair reported that feedback had been received from the Fostering Network thanking CPC Chairs and Lead Officers for the positive response to their presentation at the last meeting. Also, a good amount of quality feedback had been received. This feedback is currently being analysed and a report will be presented to the Scottish Government by the end of March</p>		
3.2	<p><b>Data Standards/ E-care</b></p> <p>It was clarified that the original request regarding Data Standards was in relation to performance information and statistics and there is a need to have agreed definitions.</p> <p><b>AGREED</b> that the group should not lose sight of this important issue to ensure that all local authorities were collecting the same information and data on services and reporting them in a similar way.</p> <p>It was <b>AGREED</b> that while there is an update on e-care within Maggie's paper, it would be helpful to have a presentation on e-care, even if progress to date was disappointing.</p> <p><b>ACTION CHAIR</b> to feedback both requests to Scottish Government and request e-care presentation for next meeting</p>	Bill Eadie	June 2009

<b>3.3</b>	<b>Transfer of Children's Records Across Authorities</b>		
	<p>Discussion on this subject highlighted that there are already National Health guidelines in place for such circumstances and therefore it is only to cover the governance of Social Work records.</p> <p>Feedback from CPC areas raised some interesting and pertinent points and it was AGREED that these should be incorporated into the paper wherever possible.</p> <p><b>AGREED</b> that a small working group of the Lead Officers should be convened to take forward.</p> <p><b>AGREED</b> a draft protocol to be brought back to this meeting for agreement in June.</p>	Gillian Buchanan	<b>June 2009</b>
<b>3.4</b>	<p><b>Protocol on Missing Child Alerts</b></p> <p>It is still unclear if any further work has been undertaken to progress.</p> <p><b>AGREED</b> that the outstanding issue is a National CP register that could be used for all CPC areas to access and to send alerts on missing children</p>		
	<p>Bill Eadie has discussed with the Scottish Government via CME and has confirmed that this matter should be progressed through the GIRFEC electronic record sharing system. The CPC Chairs agreed however that there should be an interim process in place. It is suggested that one central database be held and managed by the Scottish Government for this purpose.</p> <p>This issue has also been discussed by the West of Scotland Group and a letter was received by them from Maggie Tierney offering a separate meeting</p> <p><b>AGREED</b> Anne Ritchie to take forward on behalf of WOS and National Chairs forum and meet with Maggie Tierney to discuss further.</p> <p><b>ACTION ANNE</b> to feed back to the next meeting of this group in June.</p>	Anne Ritchie	June 2009
<b>3.5</b>	<b>Freedom of Information Requests</b>		
	<p>Anne Salter (Stirling) reported that she had met with Jane Scott, independent consultant, to discuss the "shared space" that could be used for CPC areas to "post" information such as FOI requests and responses. Take forward to next meeting</p>	Bill Eadie	June 2009
<b>3.6</b>	<b>Review of National Child Protection Guidance</b>		
	<p>Terms of reference, remit and membership were disseminated with the agenda.</p>		

	<p>Chair invited comment from those members of the working group in attendance. Bill Alexander (Highland) informed the forum that the first meeting had been very positive and the Minister had spoken at length. Two workstreams have been identified and Chairs were currently being sought to lead on them.</p> <p>1 Sharing Information and Assessing Risk and Need 2 CP Definitions, Procedures and Processes</p> <p>The full group will meet again on the 23<sup>rd</sup> April. Further meetings would be held on 25<sup>th</sup> June, 25<sup>th</sup> August, 29<sup>th</sup> October and 3<sup>rd</sup> December</p> <p>Beth advised that there is still a place on the main group as Trevor Muir, Midlothian had withdrawn. Expressions of interest should be forwarded to Bill Eadie.</p>		
<b>3.7</b>	<b>Lead Officer: National Child Protection Committee Chairs Forum</b>		
	<p>The JD has been amended as attached. It is acknowledged that the business case for this had to be submitted within a very short timeframe. No feedback has been received to date.</p> <p>The Chair confirmed that there has been no decision made on funding for this post but that Scottish Government were sympathetic.</p> <p><b>ACTION Chair</b> to raise with Scottish Government</p>	Bill Eadie	June 2009
<b>3.8</b>	<b>Children Missing From Education</b>		
	Issues raised under 3.4. Take forward to June Meeting		
<b>3.9</b>	<b>Baby P – Feedback from Child Protection Committees</b>		
	<p>CPC were at various stages of addressing the issues raised by this case.</p> <p>The meeting asked it to be <b>NOTED</b> that the First Minister and Adam Ingram should be commended for their reactions to this and the Brandon Muir case – and their subsequent support for the child protection system in Scotland.</p> <p><b>AGREED</b> the Chair to emphasis this at this afternoons meeting</p>	Beth Smith	17 March 09
	Discussion followed on how the Scottish CPC's are taking this forward		
	<p><b>NOTED</b> North Ayrshire are currently reporting to their COG</p> <p><b>NOTED</b> Renfrewshire and Fife is currently discussing</p>		

	<p>independent Chairing of SCR's and the production of an executive summary for each case.</p> <p>Consideration of the implications for SCR's was discussed, including</p> <ul style="list-style-type: none"> <li>• Independence of SCR Chairs – agreed that there is a difference between independence and objectivity. It is acknowledged that independence for its own sake could lead to a lack of technical knowledge. A shared professionalism, shared objectivity and a shared desire to learn is more important than not knowing anyone involved.</li> <li>• the production of an executive summary</li> <li>• what content of findings are made public</li> <li>• Not standardised across the country the thresholds for going to SCR. This is a challenge for all of us.</li> <li>• SCR are recognised as a drain on resources.</li> <li>• Timescales – to have an impact and ensure any immediate action is taken quickly, they must be kept tight</li> <li>• Recent criticism that some SCR's do not have enough emphasis on learning and subsequent review of learning as a result.</li> </ul>		
	<p><b>AGREED</b> this is an appropriate time to look at SCR's</p> <p><b>AGREED</b> there is a role for the new MARS post in this process</p> <p><b>AGREED</b> the Lead Officers to draft a proposal for the review of SCRs including methodology and timescales for discussion at the meeting in June.</p>	Lead Officers	June 2009
<b>4.</b>	<b>HMIE Inspection</b>		
	<p>Feedback from individual CPC's on recent inspections were as follows:</p> <ul style="list-style-type: none"> <li>• Fife – received feedback in November. COG has directed on an immediate improvement plan. The final report is currently being slightly amended and publication is now due end of April.</li> <li>• Glasgow – due 26<sup>th</sup> March</li> <li>• Falkirk – have undergone inspection and are awaiting verbal feedback</li> <li>• Angus – report was published in February and was quite positive</li> <li>• CPCs highlighted different approaches/responses from HMIE to self-evaluation</li> </ul>		

5.	<b>Risk Management of Sexually Aggressive/Aggressive young people</b>		
	<p>Transfer of information between local authority areas remains a key issue. Areas of ambiguity remain :</p> <ul style="list-style-type: none"> <li>• Who is responsible for notifying staff in the area of placement</li> <li>• Who in the placement area should be notified?</li> <li>• Guidance on what the receiving authorities are expected to do with the information when they get it</li> <li>• Private providers that have children placed from outwith the region, and the LA or Local police are not aware of their presence in the region</li> <li>• Risk Management of high risk clients – and the responsibilities of private providers.</li> <li>• The role of the contract between the placing authority and managers/owners of the placement providers – is responsibility and risk management clearly defined.</li> <li>• The need to ensure the safety of other children who may be sharing any accommodation with the high risk client.</li> <li>• <b>NOTED</b> that there is a requirement in MAPPA Guidance which covers registered sex offenders – but questions remain regarding children under the age of 16.</li> <li>• <b>AGREED</b> that the overall responsibility for any child will always be with the placing authority.</li> </ul>		
	<p><b>AGREED</b> Gillian to bring a draft paper with recommendations to the meeting in June</p> <p><b>ACTION</b> all to forward any comments on this subject to Gillian for inclusion by 24<sup>th</sup> April 2009.</p>	<p>Gillian Buchanan</p> <p>All</p>	<p>June 2009</p> <p>24 April 09</p>
6.	<b>National Minimum Standards, Guidance and principles for Child Protection Committees</b>		
	<p><b>AGREED</b> that there is currently no appetite to set up a national task group to take this forward.</p> <p><b>AGREED</b> that staff time should be committed to the review of the national guidance, not another task group.</p> <p><b>ACTION ROSS DRUMMOND on behalf of Colin McKerracher and Corinne Begg</b> to identify any small items of business that may 'fall through' the gap and feedback to June meeting – all contributions from members of the meeting are welcome directly to Ross</p> <p><b>AGREED</b> this item re-inforces the importance of the National Lead Officer/Co-Ordinators post.</p>	<p>Ross Drummond</p> <p>All</p>	<p>June 2009</p> <p>31 May 2009</p>

<b>7.</b>	<b>AOCB</b>		
<b>7.1</b>	Ross Drummond informed the meeting that he may be contacting them directly for information on current CPC Communication Strategy. Individuals will be asked to supply their CPC's strategy and complete a questionnaire. <b>NOTED</b> that any CPC's mentioned in his report would not be identified individually.		
<b>7.2</b>	<p><b>Expectations of this meeting</b>  <b>AGREED</b> the need to explore why some areas do not respond and take an active part or contribute to business. <b>AGREED</b> the Chair should write to all CPC Chairs</p> <p>Beth thanked everyone for their participation and contributions and clarified this issues to be taken forward to the afternoon meeting as follows</p> <ul style="list-style-type: none"> <li>• National Lead Officer feedback</li> <li>• Data Standards/E-Care</li> <li>• National Register</li> <li>• Scottish Government's positive response in relation to Haringey and Dundee cases</li> <li>• Review of Significant Case Reviews</li> <li>• Working in partnership with HMIE in approaches to Self Evaluation</li> </ul>		
<b>7.3</b>	<b>Resignation of the Vice Chair</b>		
	Beth Smith informed the meeting that she is leaving Dumfries and Galloway Council on 20 <sup>th</sup> April and would therefore be unavailable to continue as Vice Chair.		
	<b>ACTION ALL</b> to send nominations for a new Vice Chair to Bill Eadie.	All	June 2009