

EAST AYRSHIRE CHILD PROTECTION CHIEF OFFICERS' GROUP

MINUTES OF MEETING HELD ON THURSDAY 28 JUNE 2007 AT 1230 HOURS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Fiona Lees, Chief Executive; Graham Short, Executive Director of Educational and Social Services; and Jackie Donnelly, Executive Head of Social Work, all East Ayrshire Council; Hamish Cormack, Divisional Commander, Strathclyde Police; Alan Gunning, Chief Operating Executive; and Liz Moore, Lead Director (Child Protection), both NHS Ayrshire and Arran.

ATTENDING: Martin O'Rourke, Best Value and Performance Manager; and Gillian Hamilton, Administrative Officer, both East Ayrshire Council.

APOLOGIES: Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; and Sally Ann Kelly, Senior Manager, Children and Families and Criminal Justice, both East Ayrshire Council.

CHAIR: Fiona Lees, Chief Executive, East Ayrshire Council, Chair.

ANNUAL REPORT 2006/2007 AND BUSINESS PLAN 2007/2008

1. The Chair proposed and it was agreed that the Annual Report 2006/2007 and Business Plan 2007/2008 take the form of the Broadview Self Evaluation, Protection of Children in East Ayrshire, June 2007 (circulated) with the addition of companion documents setting out summary achievements against the Business Plan 2006/2007; a Summary Action Plan for 2007/2008; and some other general contextual statistical and demographic information required by the Scottish Executive.

It was further agreed:-

- (i) to note that the Broadview Self Assessment underpinned the Annual Report and Business Plan and that every area for development contained in the Self Evaluation would be referenced in the Business Plan for 2007/2008;
- (ii) to note the good progress made against last year's Action Plan and the actions carried forward into 2007/2008, all of which was contained in the self evaluation;
- (iii) to note that Child Protection in areas such as neglect and substance misuse would be further developed during 2007/2008;
- (iv) that user friendly feedback arrangements for children be developed;
- (v) to approve the preface (circulated at the meeting) subject to minor textual amendments as follows, viz:-
 - (a) clarify that the preface was additional to the foreword and served as a general introduction to the entire Annual Report and Business Plan;
 - (b) include in the preface a clear statement about partner agencies' vision to keep children safe;

- (c) take the opportunity at the conclusion of the preface to thank communities for raising awareness and increasing vigilance to ensure the protection of children in East Ayrshire; and
- (d) acknowledge the positive Scottish Executive feedback received on the first Annual Report completed in 2006.
- (vi) to expand on the information on the Child Protection website provided in Section 2 of the Self Evaluation ;
- (vii) that the layout of Section 2 of the Self Evaluation be reformatted to group NHS Ayrshire and Arran with the other Agencies listed under "Good Practice: Service Availability on 24/7 Basis";
- (viii) that a minor amendment be made to Section 4 of the Self Evaluation to clarify training attended by health staff;
- (ix) that Section 4 of the Self Evaluation, "Areas for Development", be expanded to include information on targeted follow-up on the Significant Incident Review Action Plan; and
- (x) that a final draft Annual Report and Business Plan be forwarded to the Chief Officers' Group and Child Protection Committee Members by 29 June 2007 for final approval prior to submission to the Scottish Executive.

CHILD PROTECTION COMMITTEE - KEEPING CHILDREN SAFE IN EAST AYRSHIRE

2. The Executive Director of Educational and Social Services circulated at the meeting an information card containing contact numbers for use when worried that a child may have been hurt or abused or is at risk, which had been widely distributed to children and families.

DATE OF NEXT MEETING

3. It was agreed that the next meeting of the Child Protection Chief Officers' Group would be held at the end of August 2007, details to be confirmed.

The meeting terminated at 1315 hours.