

EAST AYRSHIRE COUNCIL

CHILD PROTECTION COMMITTEE CHIEF OFFICERS' GROUP

MINUTES OF MEETING HELD ON THURSDAY 25 MAY 2006 AT 1000 HOURS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Fiona Lees, Chief Executive; Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; and Graham Short, Executive Director of Educational and Social Services, all East Ayrshire Council; Divisional Commander Hamish Cormack, Strathclyde Police; Dr Allan Gunning, Chief Operating Executive; and Liz Moore, Lead Director - Child Protection, both NHS Ayrshire and Arran.

ATTENDING: Sally Ann Kelly, Senior Manager, Children & Families and Criminal Justice, East Ayrshire Council; Detective Inspector Neil Robertson, Ayrshire Family Protection Unit, Strathclyde Police; and Gillian Hamilton, Administrative Officer, East Ayrshire Council.

APOLOGIES: Way-Yin Hatton, Chief Executive, NHS Ayrshire and Arran; and Jackie Donnelly, Executive Head of Social Work, East Ayrshire Council.

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

EAST AYRSHIRE CHILD PROTECTION COMMITTEE CHIEF OFFICERS' GROUP

1. There were submitted and approved Minutes of the meeting of the Chief Officers' Group held on 18 March 2006 (circulated).

1.1 Matters Arising

1.1.1 Review of Registered Sex Offenders

It was noted that the Audit by Strathclyde Police had been reported to East Ayrshire Council's Social Work Committee.

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2. There were submitted for information and noted Minutes of the meeting of the East Ayrshire Child Protection Committee held on 15 March 2006 (circulated).

2.1 Matters Arising

2.1.1 Protection Logo

It was noted that following schools' involvement in designing a logo, the winning entry had been selected. Design work was underway and would be completed by mid Summer. A presentation to the winner was planned.

2.1.2 Public Enquiries

It was noted that reports on the public enquiries detailed in the Minutes would be submitted to the next scheduled meeting of the Child Protection Committee on 30 June 2006.

LETTER OF ASSURANCE

4. There was submitted a report dated 19 May 2006 (circulated) by the Chair of the Child Protection Committee which advised that Ministers for Education and Young People, Justice and Health and Community Care, wrote to Chief Executives of Local Authorities and Health Boards and Chief Constables seeking an update to their letters of assurance sent in 2004, together with a further request for specific assurance in respect of action being taken to meet the needs of children affected by drug misuse.

It was agreed:-

- (i) to note the position statement circulated by Strathclyde Police for incorporation into the Chief Officers' joint response to Ministers;
- (ii) to note that within NHS Ayrshire and Arran, a position statement was being prepared;
- (iii) that the Executive Director of Educational and Social Services, in consultation with the Detective Inspector, Family Protection Unit, Strathclyde Police and the Lead Director - Child Protection, NHS Ayrshire and Arran, would make arrangements for a letter of assurance to be drafted, for circulation to Chief Officers prior to signing off by the Scottish Executive's deadline of 31 May 2006;
- (iv) to note that the Chief Officers were concerned about the scope of the request from Ministers, as the composition of the group of children in question was constantly subject to change and as such, agencies had difficulty in giving assurance that all children affected by drug misuse had been identified. In the Chief Officers' view, all of the children affected would never be known, but assurance could be given in respect of what was being done for those already identified;
- (v) that the Letter of Assurance would therefore focus on existing systems including "Getting our Priorities Right" and the assessment framework and assessment thereof, indicating that this was work in progress;
- (vi) that (v) above would also cover progress with basic awareness training, competence in assessing risk, key controls, including registrations and care plans, and substantive tests to ensure that systems were working;
- (vii) to note that in the view of the Chief Officers, provision of assurance was complicated by assessment of what constituted "affected";
- (viii) to note that an electronic information sharing system would greatly assist Child Protection in general and also facilitate the giving of assurance in this context;
- (ix) that the Letter of Assurance would indicate that there was no differentiation between drugs abuse and alcohol abuse; and
- (x) otherwise, to note the report.

**EAST AYRSHIRE CHILD PROTECTION COMMITTEE BUSINESS PLAN
2006/2007**

5. There was submitted a report dated 18 May 2006 (circulated) by the Child Protection Committee Chair which advised on the finalised Child Protection Committee Business Plan for 2006/2007.

It was agreed:-

- (i) to submit comments on the Business Plan to the Senior Manager, Children and Families in Criminal Justice by Friday 9 June 2006; and
- (ii) otherwise, to note the report.

CHILD PROTECTION COMMITTEE ANNUAL REPORT 2005/2006

6. There was submitted a report dated 18 May 2006 (circulated) by the Child Protection Committee Chair which advised on progress in respect of the drafting of the East Ayrshire Child Protection Committee Annual Report 2005/2006.

It was agreed:-

- (i) to note that the annual report was a work in progress. A draft report would be circulated to Chief Officers during week commencing 5 June 2006 for comments back by 12 June 2006 prior to submission to the Scottish Executive by the end of June 2006;
- (ii) to consider producing the report in public format, with a formal launch, to increase knowledge of child protection issues, personal responsibility and how to engage with the Child Protection Committee;
- (iii) that the above launch would include press coverage, posting on the Council's website, information in public libraries and reporting to Community Councils; and
- (iv) otherwise, to note the contents of the report.

SIGNIFICANT INCIDENT REVIEW

7. There were submitted reports, both dated 18 May 2006 (circulated) by the Child Protection Committee Chair, which informed on a significant child protection incident in East Ayrshire and action taken to date as a result of the incident.

The Senior Manager, Children and Families and Criminal Justice, provided a verbal update on the decision of the Child Protection Committee to move to a significant incident review and it was noted:-

- (i) that this would take the form of an internal review, lead by the Senior Manager, Children and Families and Criminal Justice, the Designated Nurse, Child Protection, NHS Ayrshire and Arran and a representative from Strathclyde Police, with the facility to draft in additional support as required;
- (ii) that the above Group as an interim arrangement, would report back to the Child Protection Committee Chair and Vice-Chairs and the Authority Reporter;
- (iii) that the review would be concluded by 30 June 2006 and the findings reported to the Child Protection Committee; and
- (iv) that the aim of the review would be to inform learning.

Thereafter, it was agreed:-

- (i) that the Significant Incident Review Group would report back to the Chief Officers in the first instance;
- (ii) to note that as part of the review, the Group would produce a joint chronology and thereafter scope the volume of interviews which required to be carried out, and draft in assistance as required;
- (iii) to note that depending on the above scoping exercise, it might be necessary for the review to extend beyond June 2006;
- (iv) to note that Kevin Quinn would represent Strathclyde Police on the above Review Group;
- (v) to note that all agencies involved welcomed the exercise and would dedicate the necessary resources to enable the review to be carried out timeously; and
- (vi) otherwise, to note the contents of the reports.

CHILD PROTECTION TRAINING

8. There was submitted a report dated 18 May 2006 (circulated) by the Child Protection Committee Chair on progress in implementing the Child Protection Training Framework previously agreed by the Child Protection Committee, together with an update dated 25 May 2006 by the Senior Manager, Children and Families and Criminal Justice on basic awareness training within East Ayrshire Council (both circulated).

It was agreed:-

- (i) to note that basic awareness training would commence within the Council after the summer and run until the end of 2006;
- (ii) to note that basic awareness training would initially take the form of corporate training and thereafter be incorporated into induction;
- (iii) to note that staff would only not be trained by exception;
- (iv) to note the opportunity for Strathclyde Police to participate in the Council's training, with costs being shared;
- (v) to note that the training would be carried out by Children 1st, providing three sessions per day and a twilight facility, to be extended as required;
- (vi) to note that within the NHS Ayrshire and Arran, training for all staff was mandatory;
- (vii) to note with regard to Tier 2 training that some training would require to be purchased from providers and some would take the form of case-based cascade training for trainers;
- (viii) to note that partner service providers, commissioned by Educational and Social Services required to have Child Protection procedures and training in place. Partner providers were also keen to participate in multi-agency training;
- (ix) to note the good progress made in implementing the Child Protection training framework and co-ordinating basic awareness training; and

- (x) otherwise, to note the reports.

DATE OF NEXT MEETING

- 9. It was agreed that the next meeting of the Chief Officers' Group would be held during mid-July 2006 (details to be confirmed) following the Child Protection Committee meeting on 20 June 2006.

The meeting terminated at 1134 hours.