

EAST AYRSHIRE COUNCIL

CHILD PROTECTION COMMITTEE CHIEF OFFICERS' GROUP

MINUTES OF MEETING HELD ON MONDAY 31 JULY 2006 AT 1400 HOURS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK

PRESENT: Fiona Lees, Chief Executive; Jackie Donnelly, Executive Head of Social Work; both East Ayrshire Council; Divisional Commander Hamish Cormack, Strathclyde Police; Way-Yin Hatton, Chief Executive; and Liz Moore, Lead Director - Child Protection, both NHS Ayrshire and Arran.

ATTENDING: Sally Ann Kelly, Senior Manager, Children & Families and Criminal Justice; and Robert Beaton, Administrative Officer, both East Ayrshire Council.

APOLOGIES: Elizabeth Morton, Depute Chief Executive/Executive Director of Corporate Support; and Graham Short, Executive Director of Educational and Social Services, both East Ayrshire Council.

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

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1. There were submitted and approved Minutes of the meeting of the Chief Officers' Group held on 25 May 2006 (circulated).

1.1 Matters Arising

- 1.1.1 It was noted that the letter of assurance had been jointly agreed with all Chief Officers'.

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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 30 June 2006 (circulated).

2.1 Matters Arising

2.1.1 Second Joint Letter of Assurance

It was agreed that the Executive Head of Social Work would arrange for circulation of the Second Joint Letter of Assurance, subject to the contents being tailored to meet the needs of the intended audience such as appropriate staff groups, and to include an article in "Eastwords".

EAST AYRSHIRE CHILD PROTECTION COMMITTEE - PROTECTING CHILDREN AND YOUNG PEOPLE DRAFT ANNUAL REPORT 2005/2006 AND BUSINESS PLAN 2006/2007

3. There was submitted a report dated 25 July 2006 (circulated) by the Chair of the Child Protection Committee which advised of the draft Annual Report 2005/06 and Business Plan 2006/2007.

Following discussion, it was agreed:-

- (i) that the Executive Head of Social Work would, where possible, review the document to minimise any areas of repetition; ensure that any reference to Evaluation and Inspection reflected the experience of the Council's recent Best Value and Community Planning Audit; renumber quality indicator "How Good is the Delivery of Key Processes" from Indicator 3 to 2; cross-reference the quality indicators to aid audit purposes; and
- (ii) that, following the technical amendments above, the Executive Head of Social Work submit the document on behalf of the Chief Officers' Group to the Scottish Executive.

CHILD PROTECTION TRAINING REPORT

4. There was submitted a report dated 25 July 2006 (circulated) by the Chair of the Child Protection Committee which informed of progress in relation to the delivery of inter-agency Child Protection Training in East Ayrshire and made recommendations accordingly.

Following discussion, it was agreed:-

- (i) to note the progress achieved in respect of implementing a programme of inter-agency training; and
- (ii) otherwise, to note the contents of the report.

CHILD PROTECTION LOGO

5. There were submitted (circulated at the meeting) an example of the East Ayrshire Child Protection logo which had been developed from the winning entry as a result of a recent schools competition.

Following discussion, it was agreed that subject to changing one adult to male and altering the logo to be more representative of ethnic minorities in East Ayrshire, the logo be approved for use on all publicity material and feature on the website.

SIGNIFICANT INCIDENT REVIEW - PROGRESS REPORT

6. There was submitted a report dated 27 July 2006 (circulated) by the Chair of the Child Protection Committee which updated the Chief Officers' Group on progress of the Significant Case Review.

Following discussion, it was agreed:-

- (i) to note that the level of staff co-operation in the review process had been very good with all staff contributing in an open, honest and frank manner; and
- (ii) that the Review Group complete its report on the Significant Incident for presentation to the Child Protection Committee on 29 September 2006 and also to report to the Risk and Audit Scrutiny Group and the Social Work Committee.

DATE OF NEXT MEETING

7. It was agreed that the next meeting be held in October 2006.

The meeting terminated at 1535 hours.