



**PERTH AND KINROSS  
CHILD PROTECTION COMMITTEE**

**Hybrid Meeting held on  
Tuesday 31 January 2023 at 9.30am  
Council Chambers, 2 High Street / MS Teams**

**MINUTE**

**Present:**

Bill Atkinson, Independent Chair, Child Protection Committee	(BA)
Ben Colvin, Consultant Paediatrician, Community Child Health, NHS Tayside	(BC)
John Cunningham, Locality Reporter Manager SCRA	(JC)
Ross Drummond, Child Protection Inter-Agency Coordinator, P&K	(RD)
Grace Gilling, Chief Nurse, Public Protection, NHS Tayside	(GG)
Alison Fairlie, Service Manager, HSCP – Mental Health, PKC	(AF)
Sharon Johnston, Head of Education and Learning, ECS, PKC	(SJ)
Elaine Ritchie, Head of Housing Services, PKC	(ER)
Hazel Robertson, Head of Services for Children, Young People & Families, PKC	(HR)
Lesley Sharkey, Associate Director of Midwifery, NHS Tayside	(LS)
Susie Turner, Inclusion Manager / Principal Educational Psychologist, PKC	(ST)
Claire Wilson, Children Services Manager, Barnardo's Scotland	(CW)
Julie Hutton, Chief Executive Officer, Independent Advocacy Perth & Kinross	(JH)
Mary Willis, Communications Officer, Corporate and Democratic Services	(MW)

**In Attendance**

Jennifer Reid, T/Detective Chief Inspector, Police Scotland (on behalf of R Birnie)	(JR)
Winnie Burke, Link Inspector, Care Inspectorate	(WB)

**Apologies:**

Ray Birnie, T/Detective Superintendent, Police Scotland	(RB)
Sharon Cooper, Service Manager, Services for Children, Young People & Families, PKC	(SC)

**Minute:**

Claire Gray, Management Assistant, Services for Children, Young People & Families, PKC	(CG)
--	------

	<b>What</b>	<b>Who</b>	<b>When</b>
<b>1</b>	<b>Welcome, Introduction and Apologies</b>		
	BA welcomed those present to the meeting and extended a particular welcome to Grace Gilling and Claire Wilson, who are new members of the CPC. Introductions were made and apologies noted.		
<b>2</b>	<b>Minutes of Previous Meeting, Action Points and Matters Arising</b>		
	The Minute of 6 December 2022 was approved as an accurate record. Action Points 1 and 2 – Completed / Agenda Items.		<b>Complete</b>
	<b>i) Ukrainian and Other Displaced Persons</b> – Members noted the Resettlement Briefing Paper and ER provided a detailed overview of the work ongoing. HR provided a brief update around unaccompanied children seeking asylum across PKC. CW highlighted the work of the third sector in terms of support. Members were re-assured that the situation for displaced people is being well supported by key services and agencies.		<b>Complete</b>
<b>3</b>	<b>CPC Multi-Agency Monthly Dataset Report</b>		
	Members noted the Report which includes data up to the end of December 2022. Noted the monthly fluctuations and year-on-year trends.		
	Members noted the exclusion rates and some of the work ongoing to address this. Agreed to get an update at the next meeting to see how this work is progressing.		
	Members discussed the ongoing Scottish Child Interview Model (SCIM) and Joint Investigative Interviewing (JII) Programme, alongside the Train-the-Trainers / Training Programme. HR to speak to JR in the interim and report back to the CPC.		

	What	Who	When
Action 1	<b>Sharon Johnston to provide an update on the school exclusion rates and to provide and update on some of the work ongoing to see how it is progressing.</b>	SJ	Next Meeting
Action 2	<b>Hazel Robertson and Jennifer Reid to discuss the Joint Investigative Interviewing Train-the-Trainers / Training Programme and report back to the CPC.</b>	HR / JR	Next Meeting
4	<b>Main Agenda Item: CPC Priorities for 2023</b>		
i)	<p><b>CPC Improvement Plan</b> – Members noted the two papers and agreed to focus on the shorter version of the Plan. Noted continual ongoing work is included in the fuller version of the Plan.</p> <p>Members discussed the CPC Improvement Plan in detail and RD provided updates on various key actions / tasks. Members noted some of the actions / tasks relied on Tayside-wide work coming from TRIC PG5. Members also noted that a number of new actions / tasks, emanating from recent Learning Reviews etc, had now been included within the Plan, but needed to be refined further.</p> <p>Members agreed that since this Plan was first published in 2021, there had been much policy and practice change and there was an opportunity now to review the entire Plan, confirm the strategic leads and timescales. Members agreed to refresh the CPC Improvement Plan for 2023-2026. RD to work with SJ / HR and key others to update the Plan and bring it back to the next CPC meeting.</p> <p>BA noted that in terms of the National Guidance for Child Protection in Scotland 2021, nationally there are some implementation issues being identified. Noted it was important for the CPC to keep abreast of this issue; advising that the P&amp;K CPC / COG need to be aware of any local implementation challenges. Noted that SCYPF have prepared a briefing paper highlighting some challenges locally – RD to follow up and bring back to the CPC.</p>		
Action 3	<b>Ross Drummond to work with Sharon Johnston / Hazel Robertson and key others to update the CPC Improvement Plan for 2023-2026 and bring back to the next CPC meeting.</b>	RD / SJ / HR etc	Next Meeting
Action 4	<b>Ross Drummond to follow up on the paper SCYPF have prepared highlighting some challenges locally with the implementation of the National Guidance for CP and bring back to the CPC.</b>	RD	Next Meeting
Action 5	<b>Grace Gilling to liaise with Jane Bray and invite her to attend a future CPC meeting or bring the recent report on needs assessment for further discussion.</b>	GG	Future Meeting
ii)	<p><b>CPC Risk Register</b> – Members noted the paper. BA and RD provided members with some context and background. Noted the need for the CPC to have its own Risk Register (RR). Members to return any comments to RD in advance of the next COG meeting on 3 March 2023. RD will bring back the RR to the CPC. Noted high level risks will be reported to the COG / PPCG.</p> <p>Members recognised the linkages between the RR and the new CPC Improvement Plan.</p>		
Action 6	<b>Members to return any comments on the CPC Risk Register to Ross Drummond by 17 February 2023, after which the final version will go to the COG in advance of 3 March 2023.</b>	ALL	By 17/02/2023
3	<b>Group Updates</b>		
i)	<b>CPC Practice Improvement Working Group</b> – Members noted the group met recently – IRD Audit; discussion about change in chair now Sharon Cooper; reviewed the role and remit; looked at prioritising the work plan for the PIWG.		
ii)	<b>CPC Quality Assurance Working Group</b> – Members noted this is a new group. BA will chair in the interim and they are firming up the membership.		

	<b>What</b>	<b>Who</b>	<b>When</b>
	iii) <b>Independent Schools Child Protection Group</b> – Members noted Sarah Sinclair now chairing this group. The group met last week – approved the TOR; had inputs from ECS; are in the process of re-establishing the independent schools health group.		
	iv) <b>Tayside Regional Improvement Collaborative Priority Group 5: Safeguarding and Child Protection (TRIC PG5)</b> – Members noted TRIC PG5 has not met since the last CPC meeting and will provide an update at the next meeting.		
<b>4</b>	<b>AOCB / Papers for Noting</b>		
	i) <b>IRD Quality Assurance and Audit Report 2022</b> – Members noted the papers.		<b>Complete</b>
	ii) <b>Role and Remit Papers – Working Groups</b> – Members noted the papers.		<b>Complete</b>
<b>5</b>	<b>Meeting Dates 2023</b>		
	All meetings Tuesday 09:30 – 12:30: 28 March; 6 June; 29 August; 24 October and 5 December 2023.  <b>Half Day Development Session</b> – 25 April 2023		