



**PERTH AND KINROSS  
CHILD PROTECTION COMMITTEE**

**Hybrid Meeting held on  
Tuesday 6 June 2023 at 9.30am  
Meeting Room 410, 2 High Street / MS Teams**

**MINUTE**

**Present:**

Bill Atkinson, Independent Chair, Child Protection Committee	(BA)
Sharon Cooper, Service Manager, Services for Children, Young People & Families, PKC	(SC)
Paul Boath, T/Detective Chief Inspector, Police Scotland	(PB)
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)
Sharon Johnston, Head of Education and Learning, ECS, PKC	(SJ)
Susie Turner, Inclusion Manager / Principal Educational Psychologist, PKC	(ST)
Alison Fairlie, Service Manager, HSCP – Mental Health, PKC	(AF)
Hazel Robertson, Head of Services for Children, Young People & Families, PKC	(HR)
Lesley Sharkey, Director of Midwifery, NHS Tayside	(LS)
Claire Wilson, Children Services Manager, Barnardo's Scotland	(CW)
Mary Willis, Communications Officer, Corporate and Democratic Services	(MW)
Sarah Sinclair, Chair of P&K Independent Schools CP Group	(SS)

**In Attendance**

Kerry Lindsay, Senior Nurse Child Protection, NHS Tayside ( <i>on behalf of G Gilling</i> )	(KL)
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**Apologies:**

Grace Gilling, Chief Nurse, Public Protection, NHS Tayside ( <i>represented by KL</i> )	(GG)
Elaine Ritchie, Head of Housing Services, PKC	(ER)

**Minute:**

Claire Gray, Management Assistant, Services for Children, Young People & Families, PKC	(CG)
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	What	Who	When
<b>1</b>	<b>Welcome, Introduction and Apologies</b>		
	BA welcomed those present to the meeting and welcomed new member Paul Boath to the group. Introductions were made and apologies noted.		
<b>2</b>	<b>Minutes of Previous Meeting, Action Points and Matters Arising</b>		
	The Minute of 28 March 2023 was approved as an accurate record. Action Points 1 to 5 – Completed / Agenda Items.  <i>Matters Arising:</i> SCIM / JII – Members noted Police Scotland and colleagues across Tayside have agreed to meet with colleagues in Grampian on 14 June 2023 to look at how they have taken forward SCIM, which will replace JII training. P&K have received an indication that staff will need to be trained in January / February 2024 – need to determine who the dedicated staff will be and how resources etc will be managed. CPC to be kept aware of how this progresses.		
<b>3</b>	<b>CPC Business Updates</b>		
i)	<b>CPC Improvement Plan</b> – Members noted the updated CPC Improvement Plan. Noted the timescales are indicative. RD will continue to work with the strategic leads to keep this updated and it will be monitored through the CPC and QAWG. BA / RD seeking CPC approval.  Approved.		
ii)	<b>LGBTi+ Inclusive Practice Course – 10 May 2023</b> – Members noted ST and Jill Young (CAMHS) attended the course on behalf of the CPC. ST provided a verbal update. Noted it was a universal awareness raising course. Noted there is an offer to bring the course to P&K. Noted next steps would be to set up a small group to look at what to do with this within P&K – what do we want to achieve – where does		

	What	Who	When
	<p>it fit in the structure we have etc. Noted there also needs to be a discussion with the PKC Equalities Team (David McPhee) to see if there is a corporate approach. Noted there would need to be a full consultation.</p> <p>BA / RD / ST / JY are meeting to discuss the next steps and can invite David McPhee to that meeting. Noted RD is also pulling together LGBTi+ resources. In principle, supportive of a Tayside wide approach – BA to also invite Elaine Cruickshank, NHST Children’s Commissioner, to the meeting to see how we take this forward and consider whether we can apply the model from Edinburgh to PKC or perhaps a wider Tayside context.</p>		
iii)	<p><b>Reflective Practice Sessions</b> – BA noted a small group of CPC members met on multiple occasions in terms of learning lessons from Reviews, linking in with colleagues from the SG Improvement Service, and West Lothian CPC who have had similar experiences and are further ahead in taking forward reflective practice sessions. It was agreed that as a starting point, we would ask a wide group of practitioners to complete a survey. RD is working with Liz Magee, NHST to create a simple survey that will be promoted through the CPC. The plan would then be to go forward on the basis of the survey results to set up multi-agency discussion groups with front line staff. RD to bring back the draft survey to the next meeting of the CPC for approval so it can be rolled out as soon as possible.</p>		
Action 1	<p><b>Bill Atkinson / Ross Drummond to arrange a meeting with Susie Turner, Jill Young, David McPhee and Elaine Cruickshank to discuss the next steps in terms of the LGBTi+ Inclusive Practice Course and bring back an update at the next meeting.</b></p>	BA / RD / ST / JY	Next Meeting
Action 2	<p><b>Ross Drummond to bring back the proposed draft staff survey in terms of learning lessons from reviews and reflective practice sessions.</b></p>	RD	Next Meeting
4	<p><b>CPC Development Day 25 April 2023 – Feedback Report – Next Steps</b></p>		
	<p>Members noted the overall report. Members also noted the potential action points for the CPC to consider.</p> <p><b>Networking</b> – proposal to have 2 or 3 meetings in person per year only and the others virtual only. The face-to-face meetings will be planned in advance – 1 development session and 2 business meetings. Members agreed to this going forward in 2024. Members valued the networking opportunity.</p> <p><b>16–17-year-olds and Voice of CYP</b> – this will require a significant amount of work – structure of services – resource / capacity implications etc. BA / RD are arranging a meeting with SC and others to discuss the 2 aspects. Potential for Susan Paterson to join this meeting from a health perspective. PB to link in with SC in terms of the work going on in Dundee and looking at a consistent approach across Tayside. Agreed to flag this as a risk to COG at an early stage, if required.</p> <p><b>CPC Induction Pack</b> – to be refreshed for new members.</p>		
5	<p><b>National Guidance for Child Protection in Scotland – Implementation by 21 September 2023 – CPC Self-Evaluation Toolkit</b></p>		
i)	<p>Members noted the Self-Evaluation Toolkit which we are required to undertake and complete as a CPC. BA proposed that this is remitted to the CPC QAWG to undertake over the summer. Agreed. Noted we will be in a better position to bring back an update at the next meeting of the CPC in August 2023.</p> <p><b>Refresh of CPC Inter-Agency CP Guideline 2023</b> – Members noted RD is working on this and will bring a draft version back to the next meeting of the CPC in August 2023.</p>		
6	<p><b>Other Ongoing National Developments</b></p>		
i)	<p><b>Bairns Hoose</b> – Members noted the current position; noting the National Pathfinders included in the papers which are in place for 2 years; the National Standards are now finalised; BA / RD are monitoring through CPCScotland. Noted resource / capacity issues for Tayside; at some stage COGs need to consider this further; in the meantime, it will be a pragmatic approach to meet the needs of these CYP.</p>		

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	<p>Noted there is a National Executive meeting at the end of June 2023. KL suggested speaking to Jayne Smith as part of her government role and / or Elaine Cruickshank who is involved in discussions as health commissioner.</p> <p>Members agreed to keep on the agenda to see how it progresses.</p>		
ii)	<b>Scottish Child Interview Model (SCIM / JIIT)</b> – Members noted the discussions earlier; SCIM also links with CARM, 16 –17 year-olds, contextual safeguarding and the voice of CYP.		
iii)	<b>Care and Risk Management (CARM)</b> – Noted there is a question around what CARM covers; part of ongoing discussions; also links with 16–17 year-olds and contextual safeguarding etc; we need to have a clear position as a CPC what we are doing with this. PB noted there are CARM referrals in Dundee and will catch up with SC out with the meeting.		
iv)	<b>Transitions 16-17 Year Olds</b> – Noted the discussions earlier and how this links in with CARM etc.		
v)	<b>Contextual Safeguarding</b> – Noted the discussions above. BA noted Dundee are involved in some national and local contextual safeguarding work.		
vi)	<b>Voice of Children and Young People</b> – Noted the discussions earlier and this has been identified as an improvement area to work on. Noted there is work in Dundee to be mindful of and we need to be clear what other networks we can link into. Discussions previously around tapping into the corporate parenting resource. Noted there is also a Youth Forum which Linda Richards is leading on; IAPK will have a major role to play; Elaine Cruickshank, NHST Children’s Commissioner etc.		
<b>7</b>	<b>Group Updates</b>		
	Members noted the proposal that CPC Working Group Chairs provide written updates for future meetings. Agreed.		
i)	<b>CPC Practice Improvement Working Group</b> – SC noted the PIWG met in May 2023 – focus on the CPC Improvement Plan and taking forward some of the tasks / actions from this – involvement of fathers / partners; assessment frameworks etc.		
ii)	<b>CPC Quality Assurance Working Group</b> – BA advised the QAWG are due to meet on 13 June 2023. Noted there are a number of issues that will be discussed – including future scrutiny of CPC arrangements; completion of the self-evaluation toolkit; improvement plan etc. BA to provide an update at the next meeting.		
iii)	<b>Independent Schools Child Protection Group</b> – SS noted the group met in May 2023 – good input from NSPCC around resources they are offering in schools; discussion re accessing ASIST training; discussion about Prevent – agreed to hold an additional meeting in September 2023 to hear locally from Roddy Ross. The group commended the support from Steve Sweeney and the Lighthouse in terms of suicide prevention.		
<b>8</b>	<b>AOCB / Papers for Noting</b>		
i)	<p><b>CPC Poverty Workshop – June 2023</b> – Noted the Child Poverty work was put on hold due to COVID; it is included in the CPC Improvement Plan and RD met with Margaret Lynch and Paul Smith who are trying to re-start it and proposing a short face to face workshop in June 2023 to develop / agree the social needs screening questions. Looking for representation from the Core Agencies / Third Sector and anyone else that wants to be involved – preferably frontline / team leader level.</p> <p>KL suggested Audrey Rhind could put someone forward from health. CW suggested Aberlour (Dawn Ward) may be better placed for the Third Sector. RD to circulate the dates. Members to send their nominations to RD / CG.</p>		
ii)	<b>CPC Member Profiles</b> – Members noted the paper. BA reminded members to keep this updated.		
iii)	<b>CPC Risk Register</b> – Members noted the paper which was agreed at the last meeting.		

	<b>What</b>	<b>Who</b>	<b>When</b>
<b>Action 3</b>	<b>Ross Drummond to circulate the dates for the CPC Poverty Workshop in June 2023 and seek nominations to participate. Members to send their nominations to Ross Drummond / Claire Gray.</b>	<b>RD / ALL</b>	<b>ASAP</b>
<b>9</b>	<b>Meeting Dates 2023</b>		
	All meetings Tuesday 09:30 – 12:30: 29 August; 24 October and 5 December 2023.		