



**PERTH AND KINROSS  
CHILD PROTECTION COMMITTEE**

**Meeting held on  
Tuesday 24 October 2023 at 9.30am  
in Room 410, 2 High Street, Perth**

**MINUTE**

**Present:**

Bill Atkinson, Independent Chair, Child Protection Committee	(BA)
Sharon Cooper, Service Manager, Services for Children, Young People & Families, PKC	(SC)
Ben Colvin, Consultant Paediatrician, Community Child Health, NHS Tayside	(BC)
Ross Drummond, Child Protection Inter-Agency Coordinator, P&K	(RD)
Grace Gilling, Chief Nurse, Public Protection, NHS Tayside	(GG)
Sharon Johnston, Head of Education and Learning, ECS, PKC	(SJ)
Susie Turner, Inclusion Manager / Principal Educational Psychologist, PKC	(ST)
Hazel Robertson, Head of Services for Children, Young People & Families, PKC	(HR)
Lesley Sharkey, Director of Midwifery, NHS Tayside	(LS)
Julie Hutton, Chief Executive Officer, Independent Advocacy Perth & Kinross (IAPK)	(JH)

**In Attendance:**

Graeme Templar, Detective Inspector, Police Scotland ( <i>on behalf of DCI Boath</i> )	(GT)
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**Apologies:**

Paul Boath, T/Detective Chief Inspector, Police Scotland ( <i>represented by DI Templar</i> )	(PB)
John Cunningham, Locality Reporter Manager SCRA	(JC)
Alison Fairlie, Service Manager, HSCP – Mental Health, PKC	(AF)
Elaine Ritchie, Head of Housing Services, Communities, PKC	(ER)
Claire Wilson, Children Services Manager, Barnardo's Scotland	(CW)

**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. Apologies were noted as above.		
<b>2</b>	<b>Minutes of Previous Meeting, Action Points and Matters Arising</b>		
	The Minute of 29 August 2023 was approved as an accurate record. Action Points 2 to 6 – Completed / Agenda Items.  <i>Action 1: Ross Drummond to follow up with colleagues in Edinburgh in terms of the LGBTi+ Inclusive Practice Course – RD still in discussions with Edinburgh, who have since confirmed that they are not in a position to deliver this course in P&amp;K, due to capacity issues. RD to clarify whether P&amp;K can purchase the content of the course from Edinburgh. Noted LGBTi+ is a challenging area at local and national level – potential to create our own course across Tayside with key partners (local LGBTi group; healthy respect etc); resources are available via the CPC; we would need to consider the purpose of what we want to achieve / design going forward; RD to check back the recommendations from the previous LR; link with AF who is leading on developing a pathway for EUPD (Emotionally Unstable Personality Disorder); links with TRIC. RD to call a meeting of the SLWG (RD; ST; Jill Young; David McPhee; AF) to discuss the next steps. <b>Action Ongoing.</b></i>  <i>Action 6: Grace Gilling to share the Bairns Hoose Tayside Pathfinder Bid with members for information – Members noted the Tayside bid was successful. Noted there is a COSLA event on 20 November 2023. Agreed it would be helpful to get an update and discuss what this means for us at the next CPC meeting. <b>Action Completed.</b></i>		
<b>i)</b>	<b>LGBTi+ Inclusive Practice Developments</b> – Discussed above (agenda item 2).		
<b>ii)</b>	<b>Reflective Practice Sessions Survey</b> – Members noted the survey is now complete and Report included in the papers. Noted there was a good response, in particular from education colleagues. Members agreed to reconvene the Reflective		

	What	Who	When
	Practice Group to look at further analysis / next steps – MN to join the group; share some of the findings / themes from LRs – test with staff; link into the Tayside Priorities for Practice; identifying the impact of the barriers could help drive what we do next etc.		
iii)	<b>National Guidance for Child Protection in Scotland: CPC Self-Evaluation Toolkit</b> – Members noted this has been completed and the final response has been submitted to CPCScotland. Agreed to revisit this in due course.		
Action 1	<b>Ross Drummond to get a final decision from colleagues in Edinburgh in terms of purchasing the content of the LGBTi+ Inclusive Practice Course.</b>	RD	Next Meeting 05/12/2023
Action 2	<b>Ross Drummond to reconvene the LGBTi+ SLWG to look at the next steps in terms of a LGBTi+ Inclusive Practice Course.</b>	RD	Next Meeting 05/12/2023
Action 3	<b>Grace Gilling, Hazel Robertson and Paul Boath, who were involved in the successful Bairns Hoose Tayside Pathfinder Bid to provide members with an update at the next meeting on 5 December 2023.</b>	GG / HR / PB	Next Meeting 05/12/2023
Action 4	<b>Bill Atkinson / Ross Drummond to reconvene the Reflective Practice SLWG to look at further analysis of the survey results and the next steps.</b>	BA / RD	Next Meeting 05/12/2023
3	<b>P&amp;K CPC Risk Register</b>		
	Members noted the Risk Register was updated following the last CPC in August 2023. Noted there is work ongoing through the Public Protection Coordination Group (PPCG). Agreed going forward that a small group would meet 2 or 3 times a year to update the RR on behalf of the CPC; arrange a meeting before the next CPC; high level risks will be reported to the COG.		
Action 5	<b>A small group of the CPC to meet online to review the CPC Risk Register before the next CPC meeting on 5 December 2023. This should also be repeated 2-3 times a year to keep the Risk Register up to date and relevant.</b>	BA / RD	Next Meeting 05/12/2023
4	<b>P&amp;K CPC Standards &amp; Quality Report and Improvement Plan 2023</b>		
	Members noted this work is in progress and both reports will be circulated to the CPC in due course – scheduled to go to PKC Scrutiny and Performance Committee at the end of November 2023 and PKC Full Council in December 2023.		
5	<b>Other Ongoing National Developments</b>		
i)	<b>Scottish Child Interview Model in Tayside (SCIM / JII)</b> – Members noted the papers. Noted the proposal for a hybrid SCIM model with a central hub for Tayside, which will replace JII, and will be a more in-depth and supportive process. Noted Police and SW will be the interviewers – 6 Police and 6 SW across Tayside to be available to do this as a dedicated post. National training is scheduled for January / February 2024 with the intention to go live in June 2024.  Noted PB has invited GG to attend the group discussions from a health perspective. Noted the links to the Bairns Hoose Bid.		
6	<b>Group Updates</b>		
i)	<b>CPC Practice Improvement Working Group</b> – Last met 3 October 2023; L&D update provided; abridged version of the CPC Improvement Plan discussed – making progress.		
ii)	<b>CPC Quality Assurance Working Group</b> – Last met 11 October 2023; further consideration to be given to the membership; signed off the CPC Self-Evaluation; discussed the Reflective Practice Survey and CPC Monthly Data etc.  <ul style="list-style-type: none"> <li><b>CPC Self-Evaluation Calendar 2023-2024</b> – Members noted the programme of intended / planned self-evaluation work which RD maintains on behalf of the CPC. Members approved. Noted the Annual CPC Audit Themes should be included once identified.</li> </ul>		

	<b>What</b>	<b>Who</b>	<b>When</b>
	<b>iii) Independent Schools Child Protection Group</b> – Last met 19 September 2023; input from Roddy Ross re the PREVENT Strategy; Sarah Sinclair will be moving post and will be seeking a new Chair of the Group at the next meeting in November 2023; the Group recognise and acknowledge the support from the CPC and education colleagues (Christy Stevenson and Steve Sweeney). Members agreed to invite Roddy Ross to a future CPC meeting to provide an update on PREVENT. BA to write a formal letter of thanks to SS on behalf of the CPC.		
<b>Action 6</b>	<b>Roddy Ross to be invited to a future CPC meeting to provide an update on the PREVENT Strategy.</b>	<b>BA / RD</b>	<b>Future Meeting</b>
<b>Action 7</b>	<b>Bill Atkinson to write a formal letter of thanks, on behalf of the CPC, to Sarah Sinclair who is stepping down as the Chair of the Independent Schools CP Group / Corresponding Member of the CPC.</b>	<b>BA</b>	<b>Next Meeting 05/12/2023</b>
<b>7</b>	<b>AOCB / Papers for Noting</b>		
	<b>i) Tayside Plan for Infants, Children, Young People and Families 2023 – 2023</b> – Members noted the Tayside Plan has been published. Noted there is Tayside meeting to look at the governance and structure of how the actions will be progressed etc.		
	<b>ii) CPCScotland Child Protection Posters</b> – Members noted the posters. Agreed to adapt them locally and make use of the posters.  Members discussed the existing P&K CP posters. Members agreed the posters are still relevant and should be targeted to the right people – offices / transport etc. CPC agreed to a further publication of the posters using the CPC current funds.		
	<b>iii) County Lines and Cuckooing Briefing</b> – Members noted the paper.		
	<b>iv) Child Protection and Poverty Workshop – 23 November 2023</b> – Members noted the proposed date. Noted a multi-agency group of practitioners were previously identified to attend the workshop to agree the social needs screening questions and next steps. BA / RD to issue an email to the group to confirm arrangements (copy to the CPC). SC to identify someone from OOHS. SJ suggested a head teacher from schools to be invited. Noted health / education already do something similar in terms of questions regarding Welfare Rights.		
	<b>v) IAPK</b> – AGM took place on 19 October 2023.		
	<b>vi) Membership</b> – Noted this will be the last meeting for SJ. BA thanked SJ for her involvement in the work of the CPC and wished her all the best in retirement. Noted Sheena Devlin is her successor. BA to write a formal letter of thanks to SJ on behalf of the CPC.		
<b>Action 8</b>	<b>Ross Drummond to email the Child Protection and Poverty Workshop invitees (copy to the CPC) confirming the date / arrangements etc for the Workshop on 23 November 2023.</b>	<b>RD</b>	<b>Complete</b>
<b>Action 9</b>	<b>Bill Atkinson to write a formal letter of thanks, on behalf of the CPC, to Sharon Johnston, who is stepping down as a Member of the CPC.</b>	<b>BA</b>	<b>Complete</b>
<b>8</b>	<b>Meeting Dates 2023</b>		
	All meetings Tuesday 09:30 – 12:30:  5 December 2023 (MS Teams).		