



**PERTH AND KINROSS
CHILD PROTECTION COMMITTEE**

**Virtual Meeting held on
Tuesday 6 February 2024 at 9.30am
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)
Ross Drummond, Child Protection Inter-Agency Coordinator, P&K	(RD)
Alison Fairlie, Service Manager, HSCP – Mental Health, PKC	(AF)
Hazel Robertson, Head of Services for Children, Young People & Families, PKC	(HR)
Arun Singh, Strategic Lead – Children, Families and Justice Service / CSWO, PKC	(AS)
Lesley Sharkey, Director of Midwifery, NHS Tayside	(LS)
Susie Turner, Inclusion Manager / Principal Educational Psychologist, PKC	(ST)
Claire Wilson, Children Services Manager, Barnardo's Scotland	(CW)
Michelle Nicol, Child Protection Learning & Development Officer, PKC	(MN)
Julie Hutton, Chief Executive Officer, Independent Advocacy Perth & Kinross (IAPK)	(JH)
Mary Willis, Communications & Design Co-ordinator, Corporate Communications Team, PKC	(MW)
Rhona Corbett, Head of Heritage and Culture, Culture Perth and Kinross	(RC)
Sarah Sinclair, Chair of Independent Schools Child Protection Group	(SS)

In Attendance:

Lisa Sutherland, Locality Manager SCRA (<i>on behalf of J Cunningham</i>)	(LSu)
Kerry Lindsay, Senior Nurse Child Protection, NHS Tayside (<i>on behalf of G Gilling</i>)	(KL)
Margaret Lynch, Project Officer Child Poverty, PKC	(ML)
Susan Paterson, Associate Director, Women, Children & Families Services, NHS Tayside	(SP)

Apologies:

John Cunningham, Locality Reporter Manager, SCRA	(JC)
Sheena Devlin, Strategic Lead – Education and Learning, PKC	(SD)
Grace Gilling, Chief Nurse, Public Protection, NHS Tayside	(GG)
Elaine Ritchie, Head of Housing Services, Communities, PKC	(ER)

Minute:

Claire Gray, Management Assistant, Services for Children, Young People & Families, PKC	(CG)
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	What	Who	When
1	Welcome, Introduction and Apologies		
	BA welcomed those present to the meeting and extended a particular welcome to Arun Singh. BA also acknowledged new members Sheena Devlin, and Chief Inspector Greg Burns, who will be a corresponding member going forward. Apologies were noted as above.		
2	Presentation re Joint CPC and Child Poverty Working Group – Poverty and Social Needs Screening		
	BA introduced Margaret Lynch (ML), who provided members with an input. ML noted some developments since her last input – secured funding from the Scottish Government and the Whole Family Wellbeing Fund to develop and run a Social Needs Screening (SNS) test of change pilot. ML played members a short video presentation which provides some background and feedback from the Workshop in November 2023 to develop an initial approach to SNS. Noted the next steps – a further workshop looking at questions (open and closed) and key elements / messages of the communications strategy etc; a follow up workshop to test the referral pathways; they will also be looking at monitoring and evaluation, training and an awareness raising package etc. Once they have a draft iteration, they will take it to parents and gather feedback etc to produce a usable		

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	<p>version of SNS questions and roll it out in the 4 pilot areas where there is locality multi-disciplinary working.</p> <p>Noted there are other initiatives that tie in well with this work – Perth CAB is leading the cash first partnership and are building a digital management system. Also the Whole Family Wellbeing Support Service to be established later this year – to be part of the referral pathway etc.</p> <p>RD noted this work links to a key Action / Task in the CPC's Improvement Plan and is being monitored via the CPC Practice Improvement Working Group.</p>		
Action 1	Margaret Lynch to provide the CPC with a further update once the Poverty Social Needs Screening work is ready to be piloted in Perth and Kinross.	ML	Ongoing / Future Meeting
3	Minutes of Previous Meeting, Action Points and Matters Arising		
	<p>The Minute of 5 December 2023 was approved as an accurate record.</p> <p><i>Matters Arising:</i></p> <p>PREVENT Strategy – Roddy Ross (RR) to provide an update at a future CPC meeting. Invite RR to the next meeting of the CPC via CG.</p> <p>S&Q Report and Improvement Plan – Going to Full Council on 6 March 2024.</p>		
i)	<p>CPC SLWG: LGBTi+ Inclusive Practice – RD reminded members of the background to this. Noted ST / Jill Young (NHST CAMHS) previously attended a LGBTi+ course in Edinburgh on behalf of the CPC. Noted BA is reconvening the SLWG – meeting 27 February 2024. Noted an electronic resource of key documents from across Scotland has been developed and is available via CPC. Noted the SLWG now needs to decide how to adapt the course locally to P&K or wider to Tayside and for MN to coordinate its roll it out in a systematic way. BA to provide an update at the next CPC.</p>		
ii)	<p>CPC Community of Practice (CoP): Reflective Practice Sessions – RD reminded members of the background to this. Noted some recurring themes were identified from LRs; formed a CPC SLWG; worked with West Lothian CPC, who were on a similar journey, and the Improvement Service; developed and ran a multi-agency staff survey. Noted this also ties in with work Dr Sharon Vincent, Northumbria University, previously done in relation to ICRs / SCRs across Tayside – similar findings – 6 Priorities for Practice identified.</p> <p>Agreed MN to take forward the CoP as a piece of legacy work with the new LO.</p> <p>MN advised she is in the process of planning the CoP Workshop sessions, which will be practitioner led; theme / topic for each session; presentation light; targeted event (18 from general, specific and intensive workforce); 1.5 hours every 2-3 months – themes set in advance. Suggested Professional Curiosity would be a good starting point for the first workshop. MN reassured members that the sessions would be about exploring and engaging with multi-agency staff in a different way to support practice and culture change (theme based) and would not replicate supervision in any way.</p> <p>ST noted the importance of capturing the dialogue / feedback from these sessions for the CPC, in particular questions 5: <i>What gets in the way of practice</i>; and 6: <i>How can we overcome any barriers and improve practice?</i> RD advised there will be a full written feedback report and exit evaluation etc in place.</p> <p>The CPC approved the paper. CPC members to try and identify relevant participants (frontline practitioners) for the first event, which is due to take place before 31 March 2024 and send names to MN. MN will also ask for nominations through the CPC PIWG.</p>		
iii)	<p>CPC Poster Campaign 2024 – Members noted the 2 new CP posters from CPCScotland which have been adapted locally and now sit alongside the existing CP posters. Noted the proposal to deliver hard copies of the posters with some CP information z cards to members of the CPC to be distributed and displayed across their buildings. More supplies are available via the CPC. Members agreed to progress as proposed. Information and advice leaflets - Child protection - Perth & Kinross Council (pkc.gov.uk)</p>		

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iv)	Care Inspectorate – Members noted Winnie Burke (WB) attends the CPC in an observing role when she can. Noted BA / RD / IW / WB met recently to discuss trauma informed approaches; noted we are in a good position in terms of trauma informed approaches.		
Action 2	Roddy Ross to be invited to the next meeting of the CPC on 26 March 2024 to provide an update on the PREVENT Strategy.	CG	Next Meeting 26/03/2024
Action 3	Bill Atkinson to provide an update on the CPC SLWG: LGBTi+ Inclusive Practice at the next meeting of the CPC on 26 March 2024.	BA	Next Meeting 26/03/2024
Action 4	Michelle Nicol to request nominations through the CPC and CPC Practice Improvement Working Group to attend the first CPC Community of Practice (CoP): Reflective Practice Sessions.	MN / All	Next Meeting 26/03/2024
Action 5	Members, on receipt of the envelope containing the CP Posters and CP Information Z Cards, to accept these and distribute / display them across their estate buildings – any further supplies can be obtained via Claire Gray.	All	Next Meeting 26/03/2024
4	Tayside Bairns Hoose / Scottish Child Interview Model (SCIM)		
	<p>Bairns Hoose – SC noted Tayside submitted the funding request at the end of 2023 – successful – funding to be spent by the end of March 2024. Funding for Coordinator post, health post, physical changes and refurbishments in the building etc. In the process of submitting further funding requests for the full year. Tayside mapping event on 13 February 2024 for those involved. Funding for third sector supports – in talks with Dundee to use their framework.</p> <p>HR provided assurance to the CPC that in terms of the national pathfinder areas, we have been regarded as fairly advanced. Noted ambitious timescales from the SG to deliver the Bairns Hoose. Tayside has made good progress in a short space of time. PB noted work is going on trying to simplify governance, how to report to CPCs etc.</p> <p>SCIM – PB will bring an update paper to the next CPC meeting because they will be at the stage of rolling it out. Noted they have completed the recruitment – 2 SW in P&K and a dedicated manager and 2 Police Officers and a manger from P&K – replicated across Tayside.</p> <p>SCIM staff are going to be trained nationally and there are five modules to complete between February – June 2024. Critical points of those training periods where they will have a reduced joint interview experience and availability with Police / SW committed to that training.</p> <p>Noted ongoing discussions locally around the impact of SCIM – the process will take longer than the previous model – prioritising medicals etc; they are also looking at IT facilities; a comms strategy and wider messaging to staff across organisations is a priority for the implementation group going forward.</p> <p>Noted they are linking with the national SCIM team, and an ongoing plan is being looked at in terms of contingency for succession planning for the staff trained up.</p> <p>KL noted through the national IRD training they are looking at setting up a team / programme to do IRD and SCIM training. Meeting end of February 2024.</p> <p>Agreed to keep the Bairns Hoose and SCIM on the CPC Agenda.</p>		
Action 6	Paul Boath to provide an update report on the work of the Scottish Child Interview Model (SCIM) at the next meeting of the CPC on 26 March 2024.	PB	Next Meeting 26/03/2024
5	P&K CPC Risk Register		
	Members noted the CPC Risk Register, which is presented at the PPCG, and high-level risks are escalated to the COG.		

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	2.2: Staffing (red risk): SW – remains a high risk; whilst CP will always take priority it can cause staffing issues elsewhere etc. Health – challenges with HV in P&K – adapted pathway for core early intervention (non-concerning children) and CP is prioritised. Police – CP takes priority. Agreed BA / RD and others to discuss / amend the risk rating and consequence of risk / existing controls out with the meeting.		
Action 7	Bill Atkinson / Ross Drummond and others to review and update the CPC Risk Register, in particular risk 2.2 and provide an update to the PPCG on Friday 16 February 2024.	BA / RD	Next Meeting 26/03/2024
6	Joint CPC and APC Protocol: Transitions		
	<p>BA noted RD / Iain Wilkie have been involved in the national transition work group around this to address how we can develop transition arrangements / guiding principles that will cover the complex legislative requirements and the national guidance. BA noted there will be a similar discussion at the next APC meeting to see how we can move this forward.</p> <p>RD noted this has been a challenging piece of work across Scotland.</p> <p>CPCScotland workshop in October 2023 – feedback provided – transitions too narrowly defined etc. SC chairs a local SLWG – work ongoing. P&K produced a draft protocol with input from legal services – set in practice environment for P&K. Members to provide feedback. Mindful of the Care and Justice Bill changes and that we need to get a SCRA input on this.</p> <p>KL enquired who is attending the SLWG from Health. SC / RD to confirm. CW noted it would be helpful to connect / have a Tayside-wide approach. Where does MARAC sit etc. Noted Domestic Abuse Advocacy Service has been linking with SCRA raising concerns re the Care and Justice Bill from the victim's perspective.</p> <p>SC / RD to finalise the Protocol and bring it back to the next meeting of the CPC.</p>		
Action 8	Ross Drummond to circulate the draft Joint CPC and APC Protocol: Transitions Paper to members. Members to return any feedback / comments as soon as possible. Ross Drummond will make the changes and it will be brought it back for approval at the next meeting of the CPC on 26 March 2024.	RD / All	Next Meeting 26/03/2024
7	P&K CPC Joint Protocol: Care and Risk Management (CARM)		
	RD provided a verbal update. Noted links with transitions and 16–18-year-olds etc. Historically CARM numbers have been small / managed through existing CP / AP guidance. National Guidance is clear that the CPC is required to have specific arrangements for CARM at policy and practice level. Noted RD is working on a joint protocol for CARM with partners which reflects our current practice arrangements. It will be presented for approval at the next CPC meeting and RD will aim to circulate in the next 2-3 weeks for feedback.		
Action 9	Ross Drummond to circulate the P&K CPC Joint Protocol: Care and Risk Management (CARM) to members for initial feedback / comments before it is presented at the next CPC meeting for approval.	RD	Next Meeting 26/03/2024
8	Group Updates		
i)	CPC Practice Improvement Working Group – last met 16 January 2024; well attended; progress slow and steady – Tasks / Actions from the Improvement Plan timescales to be complete by end of March 2024 – SC meeting with leads and will bring an update back. Next meeting 12 March 2024.		
ii)	CPC Quality Assurance Working Group – last met 6 December 2023; discussions around representation and succession planning – several key members are moving on shortly; data – wider discussion about annual MIS report; Next meeting 13 February 2024; discuss proposals for the CPC self-evaluation work, in particular multi-agency audit work.		

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	iii) Independent Schools Child Protection Group – last met 23 January 2024; due to meet again 14 May 2024; SS is standing down as chair; 2 existing members have put their names forward to be chair; input from PKAVS at the last meeting who spoke about the Big Hoose Project – significant numbers of families in P&K receiving support from the Big Hoose Project via PKAVS.		
9	AOCB / Papers for Noting		
	i) Possible Joint Working with the APC – Margaret Fleming Significant Case Review published - Inverclyde Council – For noting. There are implications for children’s services and education services. GG to provide an update in relation to a possible Tayside Event. BA hopeful there will be an opportunity for those interested in hearing more about the case and how it affects agencies.		
	ii) CPC Member Profiles, Membership and CPC Working Groups Membership – Members noted the papers. Any outstanding member profiles to be sent to CG.		
	iii) CPCScotland and Barnardo’s Scotland joint campaign raising awareness about Child Sexual Abuse "What If You’re Right?" – 6 February 2024 – Members agreed that the CPC supports the national campaign. The campaign starts today and will run for two weeks. MW will promote the campaign messages on PKC social media platforms on behalf of the CPC and will link it to local contact numbers etc RD to alert the CP Duty Team and Access Team that the CPCScotland Campaign is now underway in case there is an increase in referrals. RD to send them on the materials with a short narrative from BA.		
	iv) UNCRC Update – Members noted the update. Proposal that we ask Sarah Rodger to have a look at it on our behalf and prepare a briefing note or join the next meeting to give an update on any implications on the latest update on UNCRC.		
	v) Third Sector Interface (TSI) – BA met with CW / JH to discuss how we can strengthen linkages / get messages out to the TSI etc. BA similarly spoke to Shaheena Din at PKAVS. BA will continue discussions to involve AS and others to strengthen linkages with the CPC but also a wider agenda than just CP work. Work ongoing in the background to strengthen linkages with TSI.		
Action 10	Grace Gilling to provide an update in relation to a possible Tayside Event / joint working with APC in relation to the published Significant Case Review for Margaret Fleming.	GG	Next Meeting 26/03/2024
Action 11	Members to send any outstanding / updated Membership Profiles to Claire Gray.	All	Next Meeting 26/03/2024
Action 12	Ross Drummond to alert the CP Duty Team and Access Team that the CPCScotland Campaign is now underway and send them on the related materials with a short narrative from Bill Atkinson.	RD	Complete
Action 13	Sarah Rodger to prepare a briefing note and give an update on any implications for the CPC on the latest UNCRC update at the next meeting on 26 March 2024.	SR	Next Meeting 26/03/2024
10	Proposed Meeting Dates 2024 – Confirmed		
	All meetings Tuesday 09:30 – 12:30: 26 March (MS Teams); 4 June (in person); 27 August (MS Teams); 29 October (in person) and 3 December 2024 (MS Teams). CPC Development Day – 30 April 2024 (in person)		