



**PERTH AND KINROSS
CHILD PROTECTION COMMITTEE**

Tuesday 3 December 2024 at 09:30 – 12:30

MS Teams

MINUTE

Present:

- Bill Atkinson, Independent Chair, Child Protection Committee (BA)
- Sharon Cooper, Service Manager, Children, Families and Justice, PKC (SC)
- Jennifer Reid, Detective Chief Inspector, Police Scotland (JR)
- Arun Singh, Strategic Lead – Children, Families and Justice / CSWO, PKC (AS)
- Ben Colvin, Consultant Paediatrician, Community Child Health, NHS Tayside (BC)
- Lisa Sutherland, Locality Manager SCRA (LSu)
- Julie Baker, Child Protection Inter-Agency Coordinator, P&K (JB)
- Claire Wilson, Children Services Manager, Barnardo’s Scotland (CW)
- Lesley Sharkey, Director of Midwifery, NHS Tayside (LS)
- Christine Couser, Depute Head Teacher Support, Bertha Park High School, PKC (CC)
- Alison Fairlie, Service Manager, HSCP – Mental Health, PKC (AF)
- Michelle Nicol, Child Protection Learning and Development Officer, PKC (MN)
- Mary Willis, Communications & Design Coordinator, Corporate Communications Team, PKC (MW)
- Rhona Corbett, Head of Heritage and Culture, Culture Perth & Kinross (CPK) (RC)
- Julie Hutton, Chief Executive, Independent Advocacy Perth & Kinross (JH)

In Attendance:

- Liz Magee, Public Protection Quality Improvement Programme Lead, NHS Tayside *(on behalf of G Gilling)* (LM)

Apologies:

- Grace Gilling, Chief Nurse, Public Protection, NHS Tayside (GG)
- Susie Turner, Inclusion Manager / Principal Educational Psychologist, Education and Learning, PKC (ST)
- Michelle Smith, Head Teacher, Coupar Angus Primary School, PKC (MS)
- Elaine Ritchie, Strategic Lead – Housing and Communities, PKC (ER)

Minute:

- Claire Gray, Management Assistant, Business Support Team, PKC (CG)

	What	Who	When
1	Welcome, Introduction and Apologies		
	BA welcomed those present to the meeting. Apologies were noted as above.		
2	Minutes of Previous Meeting, Action Points and Matters Arising		
	<p>The Minute of 29 October 2024 was approved as an accurate record.</p> <p><i>Action 1: Education to bring drafts to the CPC around the work / SLWGs ongoing in education – Next meeting. Action Ongoing.</i></p> <p><i>Action 2: Julie Baker to bring back an update in terms of the CPC Development Day Progress Report – Agenda Item. Action Completed.</i></p> <p><i>Action 3: Julie Baker to bring back the CPC Guiding Principles for the inclusion of Fathers, Male Carers and Social Fathers – Agenda Item. Action Completed.</i></p> <p><i>Action 4: Julie Baker to bring back the draft / refresh CPC Improvement Plan – Agenda Item. Action Completed.</i></p> <p><i>Action 5: Members to discuss / sign off the updated CPC Risk Register. Members to provide feedback to Julie Baker – Deferred to next meeting. Action Ongoing.</i></p> <p><i>Action 6: Lisa Sutherland to provide an input on the implementation of the Care and Justice Act – Next meeting. Action Ongoing.</i></p> <p><i>Action 7: Julie Baker to share the Human Trafficking PowerPoint Presentation with members. Julie Baker to contact the Lead Officer in Angus (Laura Winter) to share their experiences. Julie Baker to contact Elaine Ritchie to ask that she attends this session / or sends a depute in place – Next meeting. Action Ongoing.</i></p> <p><i>Action 8: Scottish Child Interview Model staff to provide an input at a future CPC meeting to provide examples of how SCIM has made a difference etc – scheduled for June meeting 2025. Action Ongoing.</i></p>		

	What	Who	When
	<p><i>Action 9: Julie Baker to consider the Refreshed Forced Marriage Statutory Guidance and bring back a summary of any changes for consideration – Agenda Item. Action Completed.</i></p> <p><i>Action 10: Iain Wilkie to provide an input around the new Framework for Standards in Adult Support and Protection and cross cutting themes at a future CPC meeting. – Next meeting. Action Ongoing.</i></p>		
i)	<p>CPC Community of Practice (CoP): Reflective Practice Sessions – MN provided an update on the successful CoP Disclosures session and shared an evaluation summary.</p> <p>MN has created a Padlet for the CoP to share resources from all the sessions and will circulate the link in due course. Further sessions will be planned for next year. BA acknowledged and thanked, on behalf the CPC, MN and all others involved in this work.</p>		
Action 1	Education to bring drafts to the CPC around the work / SLWGs ongoing in education around mobile phones etc.	ST	Next Meeting
Action 2	Members to provide feedback on the CPC Risk Register to Julie Baker. Julie Baker to update the Risk Register and bring back for discussion / sign off.	JB / All	Next Meeting
Action 3	Lisa Sutherland to provide an input on the implementation of the Care and Justice Act.	LS	Next Meeting
Action 4	Julie Baker to share the Human Trafficking PowerPoint Presentation with members. Julie Baker to contact the Lead Officer in Angus (Laura Winter) to share their experiences. Julie Baker to contact Elaine Ritchie to ask that she attends this session / or sends a depute in place.	JB	Next Meeting
Action 5	Scottish Child Interview Model staff to provide an input at a future CPC meeting to provide examples of how SCIM has made a difference etc – scheduled for June meeting 2025.	TBC	June 2025
Action 6	Iain Wilkie to be invited to provide an input around the new Framework for Standards in Adult Support and Protection and cross cutting themes.	JB	Next Meeting
3	CPC Development Day (30 April 2024)		
	Members noted the update paper, which provides some assurance that we are moving forward with this work.		
4	P&K CPC Standards and Quality Report and Executive Summary		
	BA advised the S&Q Report is going to Full Council on 4 Dec 2024 for approval.		
5	P&K CPC Guiding Principles for the Inclusion of Fathers, Male Carers and Social Fathers		
	Members noted the updated Guiding Principles and approved. JB to upload to the CP Website and distribute the final version for sharing widely.		
Action 7	Julie Baker to upload the final version of the P&K CPC Guiding Principles for the Inclusion of Fathers, Male Carers and Social Fathers to the CP Website and share with members to cascade widely.	JB / All	Next Meeting
6	Staff Survey – Findings		
	<p>Members noted the highlight report. Noted the survey findings gives us a good basis for analysis of where we are. Noted discussions are ongoing at the QAWG. JB is looking for suggestions on how to feedback information / messages from the survey to staff.</p> <p>Noted the issues identified around mental health. LS suggested it might be helpful to bring CAMHS to a future CPC meeting to do a presentation – to be clear about the different levels of mental health and wellbeing support and their tiered system</p>		

	What	Who	When
	<p>and where improvement can be made etc. Agreed. LS to send contact details to JB who will make contact.</p> <p>The QAWG are working through the survey findings to create a set of actions to address the issues. The QAWG will link in with the PIWG and other appropriate forums to take forward some of the actions. The QAWG will keep the CPC updated.</p> <p>In terms of feedback to staff members, JB to circulate the different formats of feedback she has prepared to members for them to decide what to share with their staff.</p>		
Action 8	CAMHS to be invited to a future meeting to provide an input / presentation.	JB	TBC
Action 9	Julie Baker to share the different formats of feedback prepared for staff on the Staff Survey Findings with CPC members for them to decide how and what is best to share with their staff.	JB	Next Meeting
7	CPC Improvement Plan 2025-2028		
	<p>Members noted the papers, and JB took members through a PowerPoint presentation highlighting the main aspects of the proposed refresh.</p> <div style="text-align: center;">  <p>Improvement Plan Powerpoint.pptx</p> </div> <p>Members noted the meetings are out of synch and it should have gone to the QAWG first, which is where the main work has been done on the plan and driving this forward.</p> <p>Comments – Members noted it is simpler and clearer. Suggested adding ‘families’ to the column heading for ‘impact on UBB / CYP’. ‘Who will be involved’ column (changed from responsible person) – are we clear who is accountable to make sure progress is made when several partnerships are involved; suggested adding ‘(lead)’ next to the lead. Discuss further at the QAWG.</p> <p>AS recognised the work JB has put into this and noted the flexibility the approach gives us – keen to ensure the plan is proportionate, achievable and deliverable.</p> <p>Members approved and agreed to remit to the QAWG for consideration at their next meeting.</p>		
8	Audit / Self-Evaluation Updates		
	<p>Members noted the Quality Assurance Strategy. JB / QAWG are working on the QA Audit Calendar, that accompanies the QA Strategy, and outlines what the audit plan will be over the next 3 years – desktop audits and the multi-agency audit depending on what is relevant etc.</p> <p>AS acknowledged the work JB has done. Members noted it is succinct and not over complicated.</p> <p>Members approved. Remit to QAWG for consideration at their next meeting.</p>		
9	CPC Risk Register		
	Deferred to the next meeting – outstanding discussions to take place with key contributors.		
	Standing Agenda Items:		
10	Feedback from CPCScotland		
	BA advised there is a meeting this week and will circulate anything of relevance.		
11	<u>P&K CPC Joint Protocol: Care and Risk Management (CARM) and Joint CPC and APC Protocol: Transitions</u>		
	Members noted CARM is complete from a CP perspective; Iain Wilkie (IW) is looking at it from an adult care perspective; once that is done, the operational		

	What	Who	When
	<p>guidance for CARM will be implemented (hopefully in the new year). BA to discuss the progress with IW.</p> <p>Members noted in terms of Transitions, the first meeting of the SW Governance and Assurance Group between adult / children services took place yesterday and will be the forum to look at this and take it forward.</p>		
12	Tayside Bairns Hoose / Scottish Child Interview Model (SCIM)		
	<p>JR advised SCIM is working well; operating across Tayside / soft borders; SCIM social workers and police officers trained; there has not been any significant issues identified.</p> <p>Noted the positive feedback at the national event on the progress Tayside are making on the Bairns Hoose, particularly the speech and language work etc. Some VRI capability work still to be done on the Perth site. Overall, P&K / Tayside are in a good place in terms of the delivery of the Bairns Hoose and SCIM which supports it.</p>		
13	Group Updates		
	i) CPC Practice Improvement Working Group – SC advised the last meeting was cancelled as the group were not quorate.		
	ii) CPC Quality Assurance Working Group – meeting next week.		
	iii) Independent Schools Child Protection Group – met on 12 Nov 2024; input from NSPCC – series of resources etc. Christy Stevenson extended an invite to them for the CPO network etc.		
14	AOCB		
	i) Refreshed Forced Marriage Statutory Guidance – 2024 and Supporting Documents – Members noted the Highlight Report. SLWG being arranged for the APC / CPC / VAWP Coordinators to consider how to fulfil our responsibilities.		
15	Meeting Dates 2025		
	<p>All Meetings on Tuesday 09:30 – 12:30:</p> <ul style="list-style-type: none"> 4 February (on teams); 1 April (in person – Letham Primary TBC); 10 June (on teams); 9 September (in person); 4 November (on teams); 2 December (in person). <p>CPC Development Day:</p> <ul style="list-style-type: none"> 6 May (half day in person). 		