



MINUTE OF MEETING OF THE MORAY CHILD PROTECTION COMMITTEE

TUESDAY 27 SEPTEMBER 2016

COMMITTEE ROOM, COUNCIL OFFICE, HIGH STREET, ELGIN

PRESENT

Mrs Susan Maclaren	Head of Integrated Children's Services, The Moray Council (Chair)
Mr Sean Coady	Community Health Services Manager, NHS Grampian (Vice Chair)
Councillor John Divers	The Moray Council
Councillor Mike Shand	The Moray Council
Councillor Allan Wright	The Moray Council
Detective Inspector Norman Stevens, substituting for Detective Chief Inspector Stewart Sloan	Police Scotland
Ms Phyllis Smart	NHS Grampian (Moray Representative)
Ms Sheila Erskine	Voluntary Sector Representative (tsiMoray)
Mr Patrick Hannon	Armed Forces Representative
Ms Vivienne Cross	Head of Schools and Curriculum Development, The Moray Council (Ex-Officio)
Mrs Margaret Forrest	Legal Services Manager (Litigation and Licensing), The Moray Council

APOLOGIES

Apologies for absence were intimated on behalf of Mr Laurence Findlay, Corporate Director (Education and Social Care), The Moray Council (Ex-Officio).

IN ATTENDANCE

Ms Kymme Fraser, Lead Officer and Ms Heather MacRae, Interim Chair (both Aberdeen City Child Protection Committee) by invitation of the Chair; Ms Jennie Williams, Service Manager – Children and Young People (Health and Social Care Partnership); Ms Sue Swift, Divisional Lead Nurse (NHS Grampian Combined Child Health); Mr Iain Macdonald, Children's Wellbeing Manager, Mr Stuart Lamberton, Partnership Officer Child Protection, and Mrs Caroline Howie, Committee Services Officer, as Clerk to the Committee (all the Moray Council).

1. ATTENDANCE BY POLICE SCOTLAND

Detective Inspector Allen Shaw, Police Scotland, had been due to link into the meeting via video conferencing, unfortunately, due to technical difficulties, this had not been possible.

2. WELCOME

The Chair welcomed Ms Kymme Fraser, Lead Officer and Ms Heather MacRae, Interim Chair (both Aberdeen City Child Protection Committee) to the meeting.

3. MINUTE OF MEETING OF THE MORAY CHILD PROTECTION COMMITTEE DATED 7 JUNE 2016 AND MATTERS ARISING

The minute of the meeting of the Moray Child Protection Committee dated 7 June 2016 was submitted for approval.

Ms Smart advised she had submitted her apologies for the meeting; however this had not been recorded.

The Clerk undertook to amend the minute.

With this change the minute was approved.

4. MATTERS ARISING

Under reference to paragraph 4 of the minute "Key Themes from Development Day held on 24 November 2015" the Chair advised it had not been possible to arrange a further development day for November 2016. She proposed a date of either 10 January 2017 or 21 March 2017 and those present agreed 21 March 2017 would be preferable.

Thereafter the Committee agreed to task the Chair with arranging a further development day to be held on 21 March 2017.

5. CHILD PROTECTION CO-ORDINATING GROUP MINUTE OF MEETING HELD ON 10 AUGUST 2016

The minute of the meeting of the Child Protection Coordinating Group dated 10 August 2016 was submitted for the Committee's information.

Ms Williams advised there had been no police presence at the group, which had been an ongoing issue.

The Chair undertook to escalate this to the Chief Officers group and Councillor Wright undertook to take this up with an appropriate Senior Officer in Police Scotland.

6. INSPECTION AND CHILD PROTECTION COMMITTEE SCOTLAND

The Head of Children's Services, The Moray Council, provided the meeting with a verbal update of the Inspection and Child Protection Committee Scotland advising they had met the previous week.

She advised discussion had taken place in respect of the structure of Child Protection Committee Scotland meetings noting it had been agreed that Lead Officers would be invited to support their respective Chair.

In respect of the Inspection currently ongoing she advised the Care Inspectorate had indicated they would be looking back at files over the past 2 years, however they had raised a query in respect of a file from 4 years ago.

Ms Williams advised a member of health staff participating in the file reading had reported information they had been given by the inspectors at the end of the week would have been more beneficial at the beginning to inform their file reading..

The Chair, as Chief Social Work Officer, advised she would challenge these issues with the Inspectors.

7. LEARNING REVIEW ACTION PLAN

A report by the Partnership Officer (Child Protection) (POCP) updated the Committee on the progress of the Learning Review Action Plan.

There was discussion over the Learning Review Workshops and the need for staff to gain confidence in challenging decisions they don't agree with.

Councillor Wright congratulated the POCP on the report stating he was of the opinion it was an exemplary layout. He did however state he had tried to follow through the outcomes in a particular case but had been unable to understand what action had been taken.

The POCP advised the actions were in the document but undertook to issue an email to help with understanding.

Thereafter the Committee agreed to note:

- i) the update of the Learning Review Action Plan;
- ii) the completion date set for February 2017; and
- iii) that an updated and final report will be submitted to Committee on completion.

8. MORAY CHILD PROTECTION COMMITTEE (CPC) ANNUAL REPORT 2016

A report by the Partnership Officer (Child Protection) (POCP) advised the Committee of the CPC Annual Report 2016.

The POCP advised the CPC Joint Improvement Plan was due to be presented at this meeting; however, due to the workload for the current Inspection it had not been possible to bring this. He advised it would be submitted to the next meeting of the Committee.

The Chair advised, with the agreement of the Committee, she would forward a copy of the annual report to relevant groups.

Thereafter the Committee agreed to:

- i) note the content of the report; and
- ii) the Chair forwarding a copy of the annual report to relevant groups.

9. PERFORMANCE MANAGEMENT INFORMATION REVIEW

A report by the Partnership Officer Child Protection updated the Committee on the Performance Management Information Review and advised of the Performance Management Reports for Quarter 4 – January to March 2016 and Quarter 1 – April to June 2016.

During discussion it was agreed that the new format of the report is more meaningful and useful than the previously used format.

The POCP sought feedback on the information provided and the Chair suggested it might be useful to include information on Inter-Agency Referral Discussions (IRDs). The POCP asked all to contact him by the end of October with suggestions for inclusion or removal of information to be reported.

Thereafter the Committee agreed to:

- i) note the content of the report; and
- ii) send feedback to the POCP by the end of October.

Detective Inspector Norman Stevens entered the meeting during discussion of this item.

10. RECAP

The Chair gave a recap of the salient points of the meeting so far for the benefit of Detective Inspector Stevens.

11. CHILD PROTECTION – INFORMATION FOR PARTNER AGENCIES LEAFLET

A report by the Legal Services Manager (Litigation & Licensing), Moray Council invited the Committee to endorse the issuing of information from Moray Council's Legal Services to partner agencies to assist with their understanding of child protection processes within the Council.

The Legal Services Manager (Litigation & Licensing) advised that appendix A of the report was given for information as it was for internal use and had previously been issued to staff. Appendix B of the report was the document intended for issue to partner agencies.

The Chair advised that the heading of Head of Integrated Children's Services in appendix A should be amended to Chief Social Work Officer (CSWO) within the document as it was the responsibility of the CSWO and not the Head of Service.

The Legal Services Manager (Litigation & Licensing) undertook to amend and re-issue the document to staff.

During discussion the Committee agreed to Appendix B of the report being issued to all partner agencies by the Partnership Officer Child Protection and for the information to be made available on the website.

Thereafter the Committee agreed to:

- i) the Legal Services Manager (Litigation & Licensing) amending and re-issuing appendix A of the report to staff; and
- ii) approve and endorse the issuing of the Child Protection – Information for Partner Agencies leaflet, attached as Appendix B to the report, by the Partnership Officer Child Protection to all partner agencies and for the information to be made available on the website.

12. AGENCY UPDATES

The Committee noted the following verbal agency updates:

NHS Grampian

Ms Swift advised the Family Nurse Partnership (FNP) had held a stakeholder meeting with Health Officials to discuss cover by family nurses as a family nurse had left. She advised they would be recruiting a new family nurse, not necessarily based in Moray; however she advised they would be ensuring the service was provided across the area. She further advised they were working on a sustainable model to achieve this.

Ms Williams advised the Committee of the DASH RIC (Domestic Abuse, Stalking, Honour crime, Risk Identification Checklist) Training for Trainers being undertaken to prepare health visitors for using the assessment tool if required as part of the new Health Visitors Pathway. The training for trainers has been offered to other health staff from maternity services, mental health, FNP and substance misuse as the tool is used for assessment of referrals to a MARAC (Multi-agency Risk Assessment Conference). The trainers will be able to deliver training on a multi-agency basis in Moray once trained as trainers.

Police Scotland

Detective Inspector Stevens explained that the officer due to attend was off sick however he would refer the non-attendance of officers to his superiors. In response to a query by the Chair he undertook to seek an update of the IRDs Standing Operating Procedures recently issued by Police Scotland for the meeting on 10 January 2017.