

West Dunbartonshire Child Protection Committee
12th May 2014 (2.00 – 4.00pm)
Meeting Room 3, Garshake
MINUTE

Present:



Jackie Irvine - Head of Service / Chief Social Work Officer CHCP (Chair)
 Annie Ritchie - Lead Officer Child Protection CHCP
 Eric Brown - Child Protection Coordinator (Social Work)
 Norman Firth - Manager Justice Services
 Paula Godfrey- Manager Looked After Services
 Sheila Downie- SCS Service Manager/SLT Manager
 Chris Smith – Education Service Manager
 Marie Rooney – Integrated Operations Manager Mental Health
 Jackie Hamill – Senior Nurse, Children's Services
 Mark Stewart – Detective Inspector Police
 Carol Bews - Child Protection Advisor NHSGGC
 Helen Turley – Head of Service HEEDs Dept, WDC
 Caroline Doherty- Adult Protection Coordinator

Apologies:

Julie McKenzie - Manager Addictions Services
 Yvonne Scott- Detective Superintendent Police
 Helen Weir- ADP Lead Officer

		Action
1.	Welcome and introductions Introductions were made and Marie Rooney, Mark Stewart and Helen Turley were welcomed as new members of the group. <u>Staff Event:</u> this was discussed at COG and a date is being considered for late Summer/early Autumn, and will factor in changes resulting from integration. <u>New CPC Logo:</u> the new logo as chosen by school pupils was presented to the group. Work is in progress to produce a logo for general use in letterheads and documents and will be circulated when available.	
2.	Previous Minutes and Matters arising Minutes checked. Amendment made to item 4, Criminal Justice agency update visit by Joyce White.	
3.	Agency Updates <u>Concern Management Hub (Police)</u> Mark reported that they still require to bring additional staff into the hub and that the hub has already proved to be of huge benefit in terms of day to day enquiries. A recent visit by health visiting staff proved helpful in resolving practical issues and highlighted to Police the operational advantages to HV staff of the police reporting information regarding the school attended by children involved in domestic abuse incidents. Mark urged the group to ask staff to feed back with any similar items of operational information they would like to receive. An issues log would be helpful to the process. Staff should be advised to raise any concerns or issues as they arise and were offered the opportunity to visit the hub at any time by contacting Mark, Yvonne or Scott.	

<p>The 3 tier screening process and vulnerable adult reports are finding their way to correct recipient due to improved screening process. Marie was invited to join Jackie and John Russell in discussions with adult mental health colleagues around demand in WD and ensuring better identification of referrals.</p> <p><u>Criminal Justice</u></p> <p>The capacity issue discussed at the last meeting is on its way to resolution but has resulted in internal turnover. There are issues around the consultation on new model of community justice. Budgets provision and demand within the Criminal Justice Service are continuing to cause a pressure due to the rise in workload and the increasingly complex nature of cases. This is being managed within the service at present. Local funding has been used to employ a young offenders' support worker who will have some capacity to produce an outcomes evaluation. The Community Planning Partnership are considering a development session as this year will be critical in planning for the new structure of Criminal Justice Service delivery and it is anticipated that local devolved budgets will come into effect in 2016.</p> <p><u>Health Visiting</u></p> <p>Healthy child posts and new Nursery Nurse in situ now. 15 month 30 hour HV vacancy will finally be addressed next week. HV record audit conducted recently and school nursing to be carried out shortly. Action plan in place around care plans, chronologies and outcomes focus. The improvement areas arising from the audit will be included in the revised CPC Improvement Plan to take place later in the year. Training in National Practice Model will constitute bulk of training plans and the 6 trained HVs have reported the benefits of the outcome focused child's plan (community version of child risk assessment model). Multi agency training well attended.</p> <p><u>CPC</u></p> <p>Annie spoke to the update template tabled (<i>see attached</i>). Multi-agency File Audit: Service users' feedback not easy to achieve in terms of the file audit but this is progressing. Rosie Lawrence had been helpful in outlining the benefits of individual plans as opposed to sibling groups. It was noted that this had been a criticism in previous A&B inspection. Jackie Hamill indicated moving away from Family Held Records to EMIS would present problems in recording family information.</p> <p>In a recent meeting with Jackie Irvine, Keith Redpath and Caroline Docherty Rosie had reported that evidence of self evaluation was apparent in WD and gave positive feedback on ideas for further improvement and other initiatives. It is helpful to get input from inspectors regarding the practice elsewhere and to gain awareness of the position nationally. Jackie will continue to meet regularly with Rosie Lawrence and the group were asked to pass any requests or ideas to Jackie for tabling at these meetings. Internal audit process is aligned to Chief Officers Group process. Training is on going. Issues due to increasing demand combined with financial constraints.</p> <p>Ongoing training in problematic sexual behaviour and refresher training for SW and police re JIIT continue. Child protection awareness sessions have been well attended. Inter-agency training to be reviewed and a group is being pulled together to discuss this. Eric and Caroline are working on bringing child protection and adult protection awareness raising into one combined session</p>	<p>Jackie</p> <div data-bbox="1386 1415 1452 1476" data-label="Image"> </div> <p>Agency Updates Template May 14.doc</p> <p>Jackie/Paula</p>
---	---

	<p>which all agreed would be very helpful.</p> <p><u>Education</u> Balancing on line training with face to face training. There are some capacity issues with training given the size of the staff group however work is progressing.</p> <p><u>Looked after Services</u> Following the Blue Triangle report a multi agency forum was set up. The Police link in to these 6 monthly meetings chaired by James O'Neill. As a result of the recommendations of the Blue Triangle report, additional funding was secured to employ a nurse and admin support within YPIM. This will allow the team to extend the existing YPIM model of consultation and training to the vulnerable young people in homeless or supported accommodation section. Marie was invited to spend time with this team to gain insight regarding its role and boundaries.</p> <p><u>Specialist Children's Services</u> The appointment of an internal candidate to the YPIM nurse post has resulted in a vacancy within CAMHS. A start date is awaited for the admin post. There is increasing demand across all of specialist children's services.</p>	<p>Marie Sheila</p>
4.	<p>Significant Case Reviews</p> <p><u>Summary of Health Issues in an Audit and Analysis of Significant Case Reviews</u> The findings and themes from all reviews appear consistent. The group agreed that discussion following dissemination of learning from SCRs (e.g. Daniel Pelka presentation brought to last CPC) promoted local learning and meaningful discussion on how a similar SCR would be handled in WD. Local review is considered more useful as at a higher level the subtle points are often lost. Annie cited the learning from a local SCR (JO) and his struggle with health issues. Marie will send CIR newsletter to see if it can be adapted for use. Sheila to send process within SCS. The Clinical Governance Group is evolving to incorporate "Care" into its title and remit and will assist practitioners to map their practice and provide a basis for improvement. Jackie is in the process of adapting child death and critical incidents protocol from Dundee City to provide a local protocol for staff and managers. Consistency is required in the reporting procedures and actions resulting from cases of death but additionally the learning from near miss incidents should not be overlooked.</p> <p><u>Draft National SCR Guidance</u> Eric had reviewed the guidance in detail and circulated his report providing an overview of the relevant points and tabled flowcharts detailing the case review and ICR processes (<i>see attached</i>). Eric will respond to the Scottish Government consultation on the revised SCR guidance by the 16th May deadline to acknowledge the usefulness of this guidance and raise any pertinent issues. Eric and Jackie will look at the actions for local CPC in terms of timescales for ICR, near misses, differences in reporting procedures (e.g. for drug deaths) and the item will be brought back to this meeting.</p> <p><u>Learnpro (NHS) on line SCR Module</u>. Jackie will discuss this with Eric and ask him to gauge the value of rolling out this learning module to other staff groups.</p>	<p> 2014_MAY_9 Report to WDC Child Protecti</p> <p> SCR flowcharts.doc</p> <p>Eric</p> <p>Jackie/ Eric</p>

5.	Perinatal Mental Health Services and CPC Reports Marie explained that a template had been devised to ensure that the correct information is collated by the multi disciplinary team about an adult's mental health to help inform decisions regarding the impact on a child's wellbeing. A pilot is running from January to June in South Glasgow. There is a parallel audit of attendance at CP conferences. Yvonne Milne will remain on MHCPA group and pass on any developments from audit reviews into the CPC to inform practice and further roll out within WD.	Yvonne Milne/Marie Rooney
6.	Action on Neglect Link to Materials: http://withscotland.org/exchanging-training-resources Jackie asked the group to look at the link and this item will be added to matters arising for next agenda. It was noted that caretakers and tradesmen within housing routinely acquire lots of information in the course of their work; therefore they need a point of contact and to be able to log concerns. Jackie and Eric will arrange a suitable time to meet and take this forward and discuss awareness raising training for staff. Mark indicated the police would be happy to be involved.	Dawn Helen/Jackie /Eric
7.	Action Plan <ul style="list-style-type: none"> Updated plan circulated. Reporting template to be used for feedback as position statements need to be progressed. Date to be added at top of exceptions report column. Details of audits to be added. Items moving to "green" should move to the back of the plan and be retained as evidence. Risk assessment report back from Leslie Cameron. Decisions to be made about who will take this forward. One further chronology training session suggested for a Tuesday or Wednesday in June. Annie will circulate a new date. Janice West will devise a toolkit when the training is completed. 	Annie
8.	Public Information The revised Scottish Government leaflets were shown to the group. Copies are being distributed to all relevant CHCP premises and schools etc. Surplus copies have been identified at Garshake and staff can request these if required.	
9.	Children's Services Inspection Due to time restrictions Jackie refrained from going through the presentation. The group were asked to review the content and contact Jackie with any questions.	
10.	AOCB The group were asked to contribute to gift for Anne McKerchar, purchased by Annie on the occasion of her retiral.	
11.	DONM Now changed to Tuesday 22nd July at 10.00 am in Committee Room 2, Garshake. Previous date of Monday 14 th July at 2pm to be removed from diaries.	