



**PERTH AND KINROSS  
CHILD PROTECTION COMMITTEE**

**Meeting held on 7 June 2011  
in  
Meeting Room 12/13, Pullar House, Perth  
at 2.00pm**

**Minute**

**Present:**

Bill Atkinson, Chair, Head of Children & Families' Services, Perth & Kinross Council (BA)  
David Barnes, Independent Schools Representative (DB)  
Anne Dalziel, Service Manager, Education Services, Perth & Kinross Council (AD)  
June Doull, Senior Nurse, Child Protection, NHS Tayside (JD)  
Ross Drummond, Child Protection Inter-Agency Co-ordinator, Child Protection Committee (RD)  
DCI Colin Gall, Tayside Police (CG)  
Cath Graham, Voluntary Sector Representative (CGr)  
DS Dave Graham, Public Protection Unit, Tayside Police (CGra)  
Tricia Illsley, Integration Manager, Cultural & Community Services, Perth & Kinross Council (TI)  
Alison Irvine, Service Manager, Children & Families' Services, Perth & Kinross Council (AI)  
Caroline Mackie, Service Manager, Children & Families' Services, Perth & Kinross Council (CM)  
Paul Mulvanny, Authority Reporter, Scottish Children's Reporter Administration (PM)  
Sarah Rodger, Senior Solicitor, Legal Services, Perth & Kinross Council (SR)  
Margaret Steel, Admin Officer, Children & Families' Services, Perth & Kinross Council (Minute) (MS)

**Apologies:**

Jenny Blinkhorne, Chairperson, Children's Panel, Perth and Kinross  
Neil Campbell, Housing Liaison Officer, Housing & Community Care, Perth & Kinross Council  
Ben Colvin, Consultant Paediatrician, Community Child Health, NHS Tayside  
Julie Flynn, Head of Primary Care/Acting Child Health Lead, Perth & Kinross, NHS Tayside  
John Gilruth, Head of Community Care, Perth & Kinross Council  
John Malpass, Depute, Crown Office & Procurator Fiscal Service, Tayside Procurator Fiscal  
Linda Swan, Head Teacher, Breadalbane Academy  
Dave Thompson, Property & Systems Manager, Perth & Kinross Leisure

**In Attendance:**

Arlene Honeyman, Voluntary Sector (AH)  
Julie Baker, Senior Practitioner, Change as a Must/Early Years (JB)  
Julie Russo, Depute Educational Psychologist, Education Services (JR)  
Kirsty Blyth, Educational Psychologist, Education Services (KB)  
Iain Wilkie, Team Leader, Throughcare Aftercare Services (IW)

	What	Who	When
<b>1</b>	<b>Welcome, Introduction and Apologies</b>		
	The Chair welcomed members to the meeting and also introduced P Mulvanny, J Allen and A Honeyman as new Committee members.		
<b>2</b>	<b>Minutes of Previous Meeting 8 March 2011</b>		
2.1	The minute of the previous meeting held on 8 March 2011 were accepted as accurate.		
<b>3</b>	<b>Matters Arising</b>		
3.1	<p><u>VRI at Almondbank House</u>: RD advised that the third camera had been ordered together with an additional microphone for the witness interview room. Since November 2010, it was noted that 21 interviews have been conducted within the room and remotely also.</p> <p>The Training Sub Group will incorporate JIIT training within their programme and it was appreciated that in light of new guidance, JIIT refresher training was required for existing trained staff. A new training package is awaited in terms of the implications of the new guidance.</p> <p>It was noted that JIIT guidance was placed on the agenda for discussion by National Chairs at their forthcoming meeting to be held in Edinburgh. Accreditation continued to be of national debate in relation to social work staff or police officers being accredited; accreditation is deemed to be a standard requirement.</p> <p>In response to PM's question regarding non-recording of evidence, DG advised that as witness interviews are being recorded there is no need for recording evidence for social work staff, although, it was recognised that this topic continued to be debated.</p>		
3.2	<u>Munro Review</u> : the report has been circulated to members. The Practice Sub Group will take forward the discussion on the report's recommendations.	Practice Sub Group	Ongoing business
3.3	<u>CPC Away Day 2010 – Action Plan</u> Members noted the updated Action Plan with almost all actions being completed.		
3.4	<u>Item 10 – Stopitnow Campaign</u> – at the conclusion of a number of meetings, it was agreed that the Stopitnow campaign would no longer be pursued. A Community Engagement pilot to discuss child protection issues will become the focus in consulting members of the public. Areas were discussed and Rattray was identified as a model of approach in light of the existing community engagement model operating there.		
3.5	<u>Item 3.6 SCRA Representation on CPC</u> : this item remained outstanding, although it was recognised that SCRA had endured restructuring within their organisation, Paul Mulvanny was present to represent SCRA meantime.		
<b>Action 1</b>	JIIT Training List of names to be provided to RD.	DG	asap
<b>Action 2</b>	Witness Interviews – ensure that recorded interviews are acceptable with the courts and that there is a DVD playback facility.	RD	asap

	What	Who	When
<b>4</b>	<b>Minute of CPC Away Day (19 April 2011)</b>		
4.1	The minutes of the Away Day held on held on 19 April 2011 were accepted as accurate with one minor amendment, i.e. item 4.3, page 2, change to “voluntary sector”.		
<b>5</b>	<b>Matters Arising</b>		
5.1	<u>Voluntary Organisations’ Forum – Raising Awareness Session</u> : this session has been arranged for 14 June jointly hosted by Perth and Kinross Council and PKAVS. Approximately 50 people had requested a place.		
5.2	CG raised the matter of the Public Protection Forum and the need to refocus this to adopt a strategic overview in relation to child protection and adult protection agendas.		
<b>Action</b>	<u>14 June Event</u> : Members to advise L Winters of any further interest in this event.		
<b>Action</b>	<u>Public Protection Forum</u> : a meeting to be convened with appropriate officers to discuss the agendas of these for a.	BA	asap
<b>6</b>	<b>CPC Away Day 2011 – Business Processes</b>		
6.1	RD provided an in-depth overview of the proposed change in business processes of the Child Protection Committee. Members discussed this in great detail.  Members noted the considerable work that had gone into preparing the draft documents, including the comprehensive induction pack, which had been welcomed by new members.		
<b>Action 1</b>	Vice Chair nomination required for next meeting.	All	
<b>Action 2</b>	Members to discuss within their organisations the proposed changes to the CPC Committee Membership.	All	asap/ ongoing
<b>Action 3</b>	Members to advise of any strategic issues they would wish the committee to discuss to build this into the annual calendar of debate.		
<b>7</b>	<b>National Guidance – Inter Agency CP Guidance</b>		
	Members noted that documentation had been published on the website. Ongoing raising awareness throughout organisations continues. Feedback received to date has been helpful.		
<b>Action</b>	Members to continually provide feedback on the guidance as and when any change occurs.	All	ongoing
<b>8</b>	<b>Child Protection Inspection</b>		
8.1	A comprehensive updated was provided to members. The first meeting with the inspectors took place on 1 June (Professional Discussion No 1). 29 cases had been identified for inspection. Fostering and adoption was also included in this process.		
8.2	The Self Evaluation document provided a comprehensive overview of all the information submitted at the away day and submitted thereafter. This document is continually being worked upon. Members were reminded to provide final comments by 17 June.		

	<b>What</b>	<b>Who</b>	<b>When</b>
8.3	<p><u>Good Practice Examples – Presentations:</u> the committee were then provided with three presentations on the Good Practice Examples which had been identified for submission within the Pre-Inspection Report to SCSWIS i.e.</p> <ul style="list-style-type: none"> <li>○ Response to Children Affected by Parental Substance Misuse</li> <li>○ Building Resilience in Universal Services</li> <li>○ Multi-Agency Working – New Young People's Service</li> </ul> <p>At the conclusion, members asked questions and made remarks. The Chair thanked those colleagues for attending and providing very helpful presentations.</p>		
<b>Action</b>	Comments on Self Evaluation document required by 17 June.	All	
<b>9</b>	<b>Feedback from Sub Groups</b>		
9.1	Training Sub Group: forging and strengthening links with Tayside Groups had been the recent focus.		
9.2	Practice Sub Group: work is ongoing in developing suite of information leaflets for staff and children.		
9.3	Quality Improvement Sub Group: this group had not yet met.		
9.4	Voluntary Sector Sub Group: meeting being held next week to discuss representation together with receiving an update from Irene McGoogan.		
9.5	Child Protection Messaging Sub Group: this group had not met yet.		
9.6	GIRFEC Implementation Sub Group: this group had not met yet.		
<b>10</b>	<b>Date of Next Meeting</b>		
	Tuesday 30 August 2011.		