



East Lothian & Midlothian Public Protection Committee

Tuesday 6th September 2016 at 2pm in Esk Room 1, Brunton Hall

Attendees:	<p>Anne Neilson Anne Thompson Alison White Denice Lilley Lindsey Byrne Veronica Campanile</p> <p>Sharon Saunders John Peaston Julie Watson Lesley Siewert Steve Gourlay Alison Macdonald</p> <p>Barbara Stewart Stephen Rankin Bernadette Stein Andrew Main</p>	<p>Director of Public Protection, NHS Lothian (chair) East & Midlothian Public Protection Team Manager, EMPPO Head of Service – Adult & Social Care / CSWO, Midlothian Council Adult Support & Protection Lead Officer, EMPPO Interim Child Protection Lead Officer, EMPPO Interim Violence Against Women and Girls Strategy Co-ordinator, EMPPO</p> <p>Head of Children & Adult Services, East Lothian HSCP DCI, 'J' Division, Police Scotland Manager, Women's Aid East & Midlothian Locality Reporter Manager, SCRA Group Manager, Scottish Fire and Rescue Service East Lothian Head of Access and Older People / Chief Nurse, ELC / NHS Lothian</p> <p>Consultant Paediatrician, NHS Lothian Midlothian Link Inspector, Care Inspectorate Administration Assistant, EMPPO (observer) Senior Business Support Administrator, EMPPO (minutes)</p>
Apologies:	<p>Kevin Anderson Tom Shearer Allister Short</p> <p>Joan Lafferty Andrew Sheridan Lindsay Logie Joan Tranent Alison Mitchell Fiona Robertson Fiona Duncan</p>	<p>Head of Customer & Housing Services, Midlothian Council Head of Communities & Partnerships, East Lothian Council Head of Health – Midlothian Health & Social Care Partnership, NHS Lothian</p> <p>East Lothian Link Inspector, Care Inspectorate Schools Group Manager (ASN), Education, Midlothian Council Consultant Paediatrician, NHS Lothian Head of Children's Services, Midlothian Council Service Manager, Education (ASN & Early Years) East Lothian Council Head of Education, East Lothian Council Service Manager, Criminal Justice (CSWO), East Lothian Council</p>

1. Introductions and apologies

Anne Neilson opened the meeting by thanking members for attending and inviting introductions. Apologies were noted as per the above list.

2. Any restricted items / discussions

Members agreed that agenda item 6 would be taken as restricted.

Action	Owner	Due	Update	Status
Anne Thompson and John Peaston to review Violence Against Women and Girls Services Review timeline and update Public Protection Business Plan.	Anne Thompson / John Peaston	As soon as possible	Appropriate actions have now been incorporated into the Public Protection Business Plan.	COMPLETE
Lindsey Byrne to make alterations to MCP008 SCR Terms of Reference.	Lindsey Byrne	As soon as possible	Alterations now made.	COMPLETE

Action	Owner	Due	Update	Status
Lead Officers to incorporate all relevant Initial / Significant Case Review recommendations and actions into existing improvement plans.	Lindsey Byrne / Denice Lilley / Anne Thompson	As soon as possible	All ICR / SCR recommendations now included in appropriate improvement plans.	COMPLETE
Denice Lilley to distribute <i>EMPPC – Inter-authority Adult Support and Protection Investigation Protocol</i> to member's for comment.	Denice Lilley / ALL	As soon as possible	Document now signed off as at 31/05/16 and distributed via EMPPC members.	COMPLETE
Meeting to be arranged to discuss Health Adult Support and Protection IRD contact.	Denice Lilley	6 th December 2016 (EMPPC meeting)	A meeting is scheduled to take place on Tue 29 th November 2016.	IN PROGRESS
Updated NHS Lothian Adult Support and Protection Guidelines to be distributed to members for information.	Anne Neilson	As soon as possible	-	IN PROGRESS
Denice Lilley to discuss the University of Stirling review of significant case reviews with key colleagues and feedback to members.	Denice Lilley	As soon as possible	Once members have received feedback a decision will be taken on whether or not to be involved.	IN PROGRESS
Denice Lilley to make minor amendments to EASP020 report and SCR Terms of Reference. Both documents should then be sent to Committee members for sign off / comment.	Denice Lilley	As soon as possible	-	IN PROGRESS

3. Previous meeting minute and actions – 31/05/16

The minute was approved as a true and accurate record of the meeting.

E-IRD

Anne Neilson reported that E-IRD's were discussed further at the recent West Lothian Public Protection Committee meeting and some IT issues have been identified. Kelly Smith (NHS Lothian e-health team) continues to work on the requirements paper.

4. Meeting reports

East Lothian and Midlothian Critical Services Oversight Group

The last meeting of the East Lothian and Midlothian Critical Services Oversight Group took place on Wednesday 29th June 2016. Items on the agenda included:

- ViSOR vetting – attendees were reassured that a system is now in place to ensure that appropriate information sharing continues to take place;
- Public Protection Office accommodation charge – Anne Thompson and Andrew Main are due to meet with the East Lothian Council estates team on Wednesday 7th September 2016;
- Public Protection Committee chair – Anne Neilson has now been confirmed as Committee chair for a further two years.

The next meeting is due to take place on Wednesday 28th September 2016.

Learning and Practice Development sub-group

The last meeting of the Learning and Practice Development sub-group took place on Friday 27th May 2016. Agreement was reached that the group will now meet on a 6 monthly basis, with the next meeting scheduled for Wednesday 19th October 2016. The Learning and Practice Development sub-group will now oversee the overall training strategy with three smaller training groups (Child Protection, Adult Support and Protection and Violence Against Women and Girls) planning and developing training events.

Performance and Quality Improvement sub-group

The last meeting of the Performance and Quality Improvement sub-group took place on Wednesday 17th August 2016. Items on the agenda included:

- Asking members to consider the performance framework evaluation calendar / summary and provide updates for inclusion;
- A meeting has been arranged between key sub-group members to discuss public protection links with the offender management work stream. This meeting is scheduled to take place on Tuesday 18th October 2016;
- All Initial / Significant Case Review recommendations have now been successfully incorporated into relevant improvement plans;
- Attendees have also agreed that the public protection improvement plans should be regularly reviewed and discussed at both Health and Social Care Partnership management team meetings. Joan Tranent will take this forward as chair of the sub-group.

EMPPC – Lead Officer Observations Report

A copy of the quarter 1 Lead Officer Observations report was distributed to members in advance of the meeting. Anne Thompson and the Lead Officers summarised the content of the report for the benefit of attendees. Attendees signed off the quarter 1 report.

Improvement Plan Exception Report

Anne Thompson and Lead Officers summarised the improvement plan exception report for the benefit of attendees. The following comments were noted:

- Anne Neilson is due to meet with key NHS Lothian colleagues to look at incorporating comments and updating timescales within the improvement plans. Anne also agreed to distribute the updated NHS Lothian Adult Support and Protection Guidelines to members for their information;
- John Peaston requested that the following action *“Maximise the use of the ViSOR database by Criminal Justice social work staff – measure improvement in compliance once improvement plan is agreed upon”* be removed from the Offender Management Group Improvement Plan as this is an ongoing national issue which will not be resolved locally. Interim measures have been put in place across both areas pending further direction. Andrew Main agreed to remove the action and send an updated copy to Fiona Duncan / Margaret Brewer.

5. Updates

Child Protection

- National Child Protection Improvement Programme – as part of the improvement programme a systems review (chaired by Catherine Dyer) has begun. This review will focus on child protection committees, the child protection register, case conferences and initial / significant case reviews. Anne Neilson is a member of the review group and she will continue to feedback as necessary. Lindsey Byrne also agreed to distribute the first set of consultation questions around child protection committees to members for consideration and feedback. Lindsey will collate responses on behalf of the Committee;
- Chief Social Work Officer meeting – at a recent meeting members expressed anxiety in relation to the differing approaches across Scotland to Health and Social Care integration. The meeting also covered unaccompanied minors and the challenges in meeting their needs and safe guardians;
- Police Scotland launched a public information campaign on Child Sexual Exploitation on Wednesday 31st August 2016. The campaign is due to run for 5 weeks with the key aims of identifying and deterring perpetrators who pose a risk to children. The campaign is entitled ‘Grooming a child for sex? We’re onto you!’ Police Scotland welcome any feedback in relation to the campaign and comments should be sent to John

Peaston.

Adult Support and Protection

- National review of ICR's / SCR's – Kathryn Mackay (Lecturer in Social Work, University of Stirling) is looking to provide an overview of the adult support and protection significant case reviews that have been conducted in Scotland since the Adult Support and Protection Scotland Act came into effect. The aim is to provide an overview report for use in training at Stirling University that can be shared across agencies. Members discussed the proposal and agreed that Denise Lilley should discuss the review further with Paul Comley (National Adult Protection Co-ordinator), Judith Tait (Care Inspectorate) and Kathryn Mackay (University of Stirling) and send an e-mail update to members prior to any decision being taken;
- New section 10 request form – a copy of the new national template was distributed to members in advance of the meeting for their information. Attendees were happy for the template to be adopted;
- Complaints made directly to Adult Protection Committee's or Conveners – Denise Lilley agreed to distribute a recent discussion paper by the national adult protection co-ordinator to members for their consideration. This item will come back to the next EMPPC meeting for further discussion and decision.

Violence Against Women and Girls

- Commercial Sexual Exploitation Briefing Paper – a copy of the briefing paper was distributed to attendees in advance of the meeting for their information only. Linda Thomson (Women's Support Project) is due to attend the January meeting of CSOG to discuss commercial sexual exploitation from a local perspective;
- The new Violence Against Women Partnership Guidance was launched in August 2016 and has now been distributed to members. The document can be accessed at <http://www.cosla.gov.uk/sites/default/files/private/vawpartnershipguidance-aug-2016.pdf>
- The draft Equally Safe Performance Management Framework has now been shared with members for their information. Discussions are currently taking place and the framework will be discussed further at the upcoming delivery group meeting with feedback to EMPPC in due course;
- COSLA and Scottish Women's Aid have almost completed their *Good Practice in Commissioning Domestic Abuse Services* document and this will be shared in due course. This document will also help to inform the Violence Against Women and Girls Services Review and subsequent commissioning of domestic abuse services.

Offender Management

Female Custodial Estate / Community Custody Units (CCU's) – Council Chief Executives recently received a letter from Michael Matheson (Cabinet Secretary for Justice) in relation to the Female Custodial Estate. The following was shared for information only: *"A key aspect of the new estate will be the creation of 5 Community Custody Units (CCU's) in Scotland. These units will accommodate women sentenced to custody by the courts, but will not be traditional prisons in the sense that we have previously understood such an establishment to be. They will be domestic in look and feel and will each hold around 20 women. As part of the custodial estate, they will be run and managed by the Scottish Prison Service. Staff within the units will be multi-disciplinary in nature with local public and third sector services featuring heavily in the staff mix"*.

Drugs and alcohol

Alison White reported that the impact of the reduction in drug and alcohol partnership funding is currently being managed by core groups who are tasked with reducing the impact on local services. Service changes are likely to be in place by 2017.

Prevent update

There have been 3 referrals thus far across East Lothian and Midlothian with differing levels of concern. The Public Protection Office is looking to develop more robust guidance on the process in conjunction with the Single Points of Contact. This guidance will cover recording, information sharing, referral processes and key contacts / Single Points of Contact.

Scottish child abuse inquiry update

Police Scotland has received a limited number of referrals to date. Anne Thompson asked members what the Public Protection Committee / Office role was in relation to the child abuse inquiry – members agreed that it is

difficult to establish our exact role until we know exactly what the inquiry requires in relation to evidence.

6. Initial / Significant Case Review updates (RESTRICTED)

RESTRICTED

7. East Lothian and Midlothian Public Protection Committee Annual Report

The draft annual report was distributed to members in advance of the meeting for their consideration. Members were asked to return any comments to Andrew Main by close of play on Monday 19th September 2016. Changes will then be incorporated prior to the final draft being presented to the Critical Services Oversight Group on Wednesday 28th September 2016 for final sign off.

8. East Lothian and Midlothian Public Protection Financial Year End (2015/16)

Anne Thompson provided attendees with a copy of her financial year end budget report and summarised the key points. Attendees were happy with the content of the report.

9. Documents for sign off

EMPPC – Violence Against Women and Girls Delivery Group Terms of Reference

Attendees signed off the *Violence Against Women and Girls Delivery Group Terms of Reference*.

EMPPC – SMILE Project Team Terms of Reference

Attendees signed off the *EMPPC – SMILE Project Team Terms of Reference*.

EMPPC – Adult Support and Protection Dispute Resolution Protocol

Attendees signed off the *EMPPC – Adult Support and Protection Dispute Resolution Protocol*.

EMPPC – Learning and Practice Development sub-group Terms of Reference

Attendees signed off the *EMPPC – Learning and Practice Development sub-group Terms of Reference*.

EMPPC – Child Protection Interim Safety Plan Guidance

Attendees signed off the *EMPPC – Child Protection Interim Safety Plan Guidance*.

10. Any other business

SCRA restructure

An update was distributed for member's information.

Next meeting

EMPPC and Performance and Quality Improvement sub-group self-evaluation workshop on Wednesday 2nd November 2016 at 2pm in Esk Rooms 1 and 2, Brunton Hall (Musselburgh)

Next full EMPPC meeting on Tuesday 6th December 2016 at 2pm in Esk Room 1, Brunton Hall