



East Lothian & Midlothian Public Protection Committee

Thursday 29th June 2017 at 2pm in Esk Room 2, Brunton Hall

Attendees:	Anne Neilson Anne Thompson Denice Lilley John Peaston Julie Watson Lesley Siewert Fiona Duncan Joan Tranent Steve Gourlay Linda Connolly Allister Short Alison White Lorraine Cowan Carolyn Wyllie Charlotte Kirk Andrew Main	Director of Public Protection, NHS Lothian (chair) Public Protection Team Manager, EMPPO Adult Support & Protection Lead Officer, EMPPO Detective Chief Inspector, Police Scotland Manager, Women’s Aid East & Midlothian Locality Reporter Manager (Mid), SCRA Group Service Manager (Statutory Services) / CSWO, ELHSCP Head of Children’s Services, Midlothian Council Group Manager, Scottish Fire and Rescue Service Midlothian Link Inspector, Care Inspectorate Head of Primary Care & Older People’s Services, MHSCP Head of Service – Adult & Social Care / CSWO, MHSCP Group Service Manager (Ongoing & Acute Care) / Associate Chief Nurse, ELHSCP Assessment and Support Planning, Adult Services, ELHSCP Consultant Paediatrician, NHS Lothian Senior Business Support Administrator, EMPPO (minute)
Apologies:	Kevin Anderson Lindsay Logie Veronica Campanile Andrew Sheridan Alison Macdonald Sharon Saunders Trish Leddy Leigh Taylor Val Reid Sharon Robertson Fiona Robertson	Head of Customer & Housing Services, Midlothian Council Consultant Paediatrician, NHS Lothian Interim Violence Against Women and Girls Strategy Co-ordinator, EMPPO Schools Group Manager (ASN), Education, Midlothian Council East Lothian Head of Access and Older People / Chief Nurse, ELHSCP Head of Children & Adult Services, ELHSCP Group Service Manager (Rehabilitation and Access), Adult Services, ELHSCP Child Protection Lead Officer, EMPPO Service Manager for Older People Services, ELHSCP East Lothian Link Inspector, Care Inspectorate Head of Education, East Lothian Council

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. Linda Connolly was welcomed to the meeting as the new Strategic Inspector for Midlothian

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Attendees agreed that agenda item 5.8 and 7 would be taken as restricted.

Action	Owner	Due	Update	Status
Alison Macdonald to provide Denice Lilley with a note of the EASPO21 actions from health.	Alison Macdonald	As soon as possible	Update received from Alison Macdonald.	COMPLETE
Neil Whettam / Veronica Campanile to discuss the Safe and Together model further with Sharon Saunders, Alison White and Joan Tranent.	Neil Whettam / Sharon Saunders / Alison White / Joan Tranent	29 th June 2017 (EMPPC meeting)	Discussions have taken place and a proposal paper will be submitted to the next EMPPC meeting.	COMPLETE
Anne Thompson to arrange for new CP Lead Officer to undertake quality assurance exercise in relation to CP09 and CP11.	Anne Thompson	29 th June 2017 (EMPPC meeting)	Leigh Taylor is working with operational managers to look at CP09 and CP11. Relevant findings will be included within future quarterly reports.	COMPLETE
Clarity to be sought on function of IRD Overview Groups.	Sharon Saunders / Joan Tranent / Anne Neilson / John Peaston	29 th June 2017 (EMPPC meeting)	Updated terms of reference on agenda for sign off.	COMPLETE
ASP exception report action re EASPO15 to be revisited and reviewed.	Denice Lilley / Carolyn Wyllie	29 th June 2017 (EMPPC meeting)	Action now revisited and report attached under matters arising.	COMPLETE
Anne Neilson to share NHS Gender Based Violence National Programme roll-out plan with Veronica Campanile.	Anne Neilson	As soon as possible	-	IN PROGRESS
Anne Thompson to draft an EMPPC complaints protocol.	Anne Thompson	As soon as possible	Due consideration to be given to APC Co-ordinator paper.	IN PROGRESS
Child Protection Lead Officer to investigate fluctuations in IRD figures further and feedback via the next quarterly report.	Leigh Taylor	17 th August 2017 (P&QI meeting)	-	IN PROGRESS
Anne Neilson and Allister Short to meet to discuss health representation at multi-agency self-evaluations.	Anne Neilson / Allister Short	12 th September 2017 (EMPPC)	-	IN PROGRESS

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Action	Owner	Due	Update	Status
Anne Thompson to prepare Prevent Guidance Note in conjunction with Police Prevent Delivery Unit.	Anne Thompson	As soon as possible	To be distributed to EMPPC members for sign off / comment.	IN PROGRESS
All agencies involved in Inter-agency Referral Discussions to ensure that their recording systems can record when an IRD is in relation to Prevent.	Joan Tranent / Alison White / Sharon Saunders / John Peaston / Anne Neilson	As soon as possible	-	IN PROGRESS
Linda Connolly to provide Anne Neilson with further info re Care Inspectorates plans for ICR / SCR findings.	Linda Connolly	As soon as possible	-	IN PROGRESS
Fiona Duncan to share ECP007 SCR executive summary with Care Inspectorate.	Fiona Duncan	As soon as possible	-	IN PROGRESS
Denice Lilley to share MCP010 ICR report with Care Inspectorate.	Denice Lilley	As soon as possible	-	IN PROGRESS
MASP023 LSI report to be submitted for sign off.	Alison White	12 th September 2017 (EMPPC)	-	IN PROGRESS
Scottish Government National Missing Persons Framework for Scotland to be highlighted to care home staff.	Carolyn Wyllie / Alison White	As soon as possible	-	IN PROGRESS

3. Previous meeting minute and matters arising – 21/03/17

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

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EASP015 – Request to remove action from the Adult Support and Protection Improvement Plan

Denice Lilley distributed copies of her updated report to attendees and provided a brief overview. All of the agreed actions will be implemented by Monday 4th September 2017 and then reviewed within 3-6 months.

4. Meeting reports

East Lothian and Midlothian Critical Services Oversight Group

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The last meeting of the East Lothian and Midlothian Critical Services Oversight Group took place on Thursday 20th April 2017. Anne Neilson summarised the content of the meeting for the benefit of attendees and the following items were noted:

- Violence Against Women and Girls Services Review – the final report of the services review was submitted for consideration. CSOG did not agree to progress with any of the presented options and asked for a further meeting between Heads of Service and the EMPPO to discuss alternatives. A further paper will now be presented to the CSOG meeting on Thursday 20th July 2017;
- Public Protection Journey Report – a copy of this report was distributed with today's agenda for member's information. The paper provides an update in relation to the public protection agenda and progress against the original vision. The following recommendations were agreed by CSOG and have already been incorporated into relevant business / improvement plans:
 - EMPPC members to discuss the Public Protection Office and Public Protection Committee roles with their respective teams in April / May 2017 and make arrangements for Lead Officers to attend team meetings / management groups to engage with them on the focus for the Public Protection agenda in the coming year;
 - Lead Officers to attend operational team meetings / management groups in May / June 2017 as above, to include conversation about the supportive role of EMPPO and how that can best support operational staff;
 - EMPPC to review the Public Protection Vision, Values and Aims in September 2017 to ensure relevance;
 - Strengthen partnership with 3rd sector in both council areas through Midlothian Voluntary Action, STRiVE and key specialist organisations. As a start, hold 3rd sector event, August / September 2017.

Public Protection Learning and Practice Development sub-group

The next meeting of the Learning and Practice Development sub-group will take place on Thursday 6th July 2017. Anne Thompson noted that the new Learning and Development Strategy and a Safe and Together Proposal will be submitted to the next EMPPC for consideration.

Performance and Quality Improvement sub-group

The last meeting of the Performance and Quality Improvement sub-group took place on Thursday 25th May 2017. A copy of the meeting minute is attached below for members information and the following items were noted:

- The performance indicators have now been reviewed and an updated set will be prepared and distributed to interested parties for comment in due course. The intention is to implement the new set of indicators for quarter 1 of 2018/19;
- Response to sexual exploitation action plan – this working group intends to hold one further meeting with any outstanding actions being incorporated into relevant public protection business / improvement plans.

EMPPC – Quarter 4 Lead Officer Observations Report

A copy of the quarter 4 Lead Officer Observations report was distributed to members in advance of the meeting. Anne Thompson and Lead Officers summarised the content of the report for the benefit of attendees. The following comments were noted:

- Adult Support and Protection:

- John Peaston noted that despite relative parity in the number of referrals received (East: 146, Mid: 151) in quarter 4 there is quite a difference in the number of investigations (East: 38, Mid: 16). Denice Lilley explained that investigations are undertaken where a visit is necessary, prior to this all adult support and protection referrals are progressed through the inquiry process. A recent audit was undertaken to look at decision making at the point of inquiry, prior to investigation, there was nothing significant to note, however further audits will continue to take place with feedback via the performance and quality improvement sub-group;
- Linda Connolly queried if the quality of adult support and protection chronologies are audited. Denice confirmed that they are audited regularly and agreed to send a copy of the audit tool to Linda for her information;
- Child Protection:
 - Allister Short observed that the number of Inter-agency Referral Discussions continues to fluctuate and following a brief discussion it was agreed that the Child Protection Lead Officer should investigate the IRD figures further and feedback via the next quarterly report;
- Learning and Development:
 - Anne Thompson noted that despite an increase in the number of courses there has been a decrease in the number of attendees. This will be something that is taken into consideration by the Learning and Development Co-ordinator when planning further events.

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:

- Public Protection:
 - All proposed changes signed off;
- Child Protection:
 - *Multi-agency screening group processes in East Lothian and Midlothian will be observed by Child Protection Lead Officer twice yearly to ensure their effectiveness* – attendees questioned the removal of this action as there was uncertainty surrounding the Midlothian group ceasing. Attendees asked that the action remains on the plan until the Lead Officer seeks clarity;
 - All other proposed changes signed off;
- Adult Support and Protection:
 - *Develop a multi-agency self evaluation process for all Adult Support and Protection cases* – Anne Neilson to discuss health representation further with Allister Short;
 - All proposed changes signed off;
- Violence Against Women and Girls:
 - All proposed changes signed off.

Anne Neilson noted that future exception reports need to be more streamlined to only include exceptions, changes to actions, removal of actions, reds or issues that need to be brought to the committee's attention.

Financial year end report 2016/17

Anne Thompson summarised the financial year end report for the benefit of attendees. Attendees

signed off the final end of year position for 2016/17 and the updated projected spend for 2017/18.

N.B: Following the EMPPC a meeting of the inter-agency Heads of Service was held on Tuesday 4th July 2017 where decisions were taken that have resulted in the 2017/18 and 2018/19 projected spends being changed. An updated Public Protection Budget Report will now be presented to the Critical Services Oversight Group on Thursday 20th July 2017 for sign off and further information distributed to Committee members in due course.

5. Updates

Child Protection

- E-IRD – meeting next week to discuss implementation and hopeful for August 2017 roll out.

Adult Support and Protection

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Violence Against Women and Girls

- MARAC Co-ordinator – the post has now been filled with a start date of Monday 3rd July 2017;
- Women's Aid East and Midlothian were successful in their bid for the joint accommodation and support services contract for women and children affected by violence against women and children;
- Response to Equally Safe Consultation – Veronica Campanile distributed a copy of her draft consultation response for member's attention. Attendees signed off the consultation response and Veronica will now submit it to the Scottish Government;
- Voluntary action fund funding – the Domestic Abuse Service have successfully secured VAF funding until June 2020 for one of the domestic abuse advisor posts. Unfortunately they have awarded exactly the same amount as previously, which leaves a funding shortfall. This was queried with the Scottish Government but the response was that they only have a finite amount of funding to award. Anne Thompson will be discussing this funding shortfall at the upcoming meeting with Heads of Service to discuss the Violence Against Women and Girls services review.

Offender Management / MAPPA

- No update.

Drugs and Alcohol

- MELDAP update paper – the update paper was summarised by Alison White.

Prevent update

- Proposed referral process – attendees requested that Anne Thompson prepare a short guidance note (in conjunction with the Police Prevent Unit) to accompany the referral process. Once

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prepared the Prevent Guidance Note will be distributed to EMPPC members for sign off. Due consideration will then need to be given to implementation and distribution. All agencies who undertake Inter-agency Referral Discussions will need to ensure that their recording systems allow for Prevent IRD's to be recorded.

Police Risk and Concern Project

No update. Attendees agreed that this no longer needs to be a standing agenda item.

Scottish child abuse inquiry update

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Scottish Government Child Protection Systems Review

No further update. The report has been circulated to Committee members.

6. Chief Social Work Officer reports 2016/17

The Chief Social Work Officer reports will not be ready until September 2017. Once they are ready to be shared with EMPPC they will be placed back on the agenda.

7. Initial / Significant Case Reviews

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8. For information

Police Scotland – Sex Offender Community Disclosure Scheme / 'Keeping Children Safe' launch of public access online application form

For information only. Further information is available on the Police Scotland website.

Scottish Government National Missing Persons Framework for Scotland

For information only. John Peaston would like this framework to be reinforced within care homes as good practice. Carolyn Wyllie and Alison White agreed to raise awareness amongst care home staff.

Scottish Government Child Sexual Exploitation: A guide for Health Practitioners

For information only.

Lampard Report: Safety and Protection of Patients, Staff and Volunteers in NHS Scotland

For information only.

9. Documents for sign off

EMPPC – A practitioners guide to information sharing to support the wellbeing of adults

Any final comments in relation to this document should be sent to Denice Lilley by close of play on Friday 14th July 2017. Attendees noted that this is a very helpful document and were happy to sign it off. The final version of this document will be signed off at the next meeting of the Data Sharing Partnership.

EMPPC – Child Protection Inter-agency Referral Discussion (IRD) Overview Group Terms of Reference

Attendees signed off the *EMPPC – Child Protection Inter-agency Referral Discussion (IRD) Overview Group Terms of Reference*. John Peaston noted that the IRD Overview Group agenda would be added to the document prior to distribution.

10. Any other competent business

Hope for Justice / Willie Guild

Willie Guild is now working for the Hope for Justice charity as a training and development officer. Hope for Justice are a global non-profit organisation which aims to end human trafficking and modern day slavery. The charity is running a number of free workshops and have a performance during the Fringe. Details of the various events are attached below. There may be opportunities in future for the charity to run some training in conjunction with the Public Protection Office.

Proposed members bill to ban smacking

Green MSP John Finnie has launched a consultation on a proposed member's bill to ban smacking in Scotland. It is important for the EMPPC to remain updated on this issue.

Next meeting	Tuesday 12th September 2017 at 2pm-5pm in Esk Room 1, Brunton Hall
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