

WEB VERSION
EAST LoTHIAN AND MIDLoTHIAN PUBLIC PROTECTION COMMITTEE
Supporting Safer Communities



Tuesday 18th December 2018 at 2pm in Esk Room 2, Brunton Hall

Attendees: Matt Paden, DCI, Public Protection Unit, Police Scotland (**chair**)
Sean Byrne, Public Protection Team Manager, EMPPO
Joan Tranent, Head of Children's Services, Midlothian Council
Fiona Duncan, Group Service Manager (Statutory Services)/ CSWO, ELHSCP
Scott Mackellar, Watch Manager, SFRS
Margaret Brewer, Service Manager – Community Justice – MHSCP
Denice Lilley, Adult Support & Protection Lead Officer, EMPPO
Judith Tait, Head of Children & Adult Services, ELHSCP
Neil Whettam, Learning and Development Co-ordinator, EMPPO
Lesley Watson, Service Manager, Midlothian Council
Val Holtom, Midlothian Link Inspector, Care Inspectorate
Andrew Sheridan, Schools Group Manager (ASN), Education, Midlothian Council
Veronica Campanile, VAWG Co-ordinator, EMPPO
Julie Watson, Chief Executive Officer, Women's Aid East & Midlothian
Kate Gabb, Lead Officer Child & Adult Protection, Shetland (observing)
Stacey Cross, EL Children's Services, Minutes

Apologies: Anne Neilson, Director of Public Protection, NHS Lothian
Charlotte Kirk, Lead Paediatrician (East & Midlothian), NHS Lothian
Caroline Myles, Chief Nurse, MHSCP
Alison Macdonald, Interim Director, ELHSCP
Alison White, Head of Service, Adult Social Care / CSWO, MHSCP (Margaret Brewer attending on behalf)
David Girrity, Prevention & Protection Manager, SFRS (Scott Mackellar attending on behalf)
Sean Rafferty, Group Service Manager – Protection & Family Support, ELHSCP

1. Introductions and apologies

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

2. Previous minute and matters arising – 25/9/18

All agreed the previous minute was an accurate reflection of the meeting and no amendments were noted.

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Action	Owner	Due	Update	Status
Further detail and context in relation to the Caledonian Project to be included in the Quarter 2 report.	Margaret Brewer / Fiona Duncan	7 th December 2018	Relevant detail is included in the Lead Officer observation report, which forms part of the main agenda.	COMPLETE
EASPO20 – a meeting with key personnel should be arranged to share the findings of the final report. Executive summary to be shared with Link Inspector.	Lindsay Logie/ Denice Lilley	26 th October 2018	A meeting with key personnel has taken place. We are finalising the media strategy before publication and will forward to the Care Inspectorate this week.	COMPLETE
MCP011 ICR report to be updated and presented for sign off.	Fiona Duncan / Sean Byrne	18 th December 2018	This has been revised and is on the main agenda.	COMPLETE
Sean Byrne to arrange Case Conference Task and Finish Group.	Sean Byrne	18 th December 2018	Arrangements have been put in place to ensure firmer arrangements regarding AS&P processes, inter-agency procedures updated, IRDs will consistently be held before AS&PCC. Admin processes have been refined.	IN PROGRESS – FURTHER UPDATE AT NEXT MEETING
Further info re the Prevent peer review to be distributed to members.	Joan Tranent / Fiona Robertson	12 th October 2018	The Mid & East peer review is expected to take place in Spring 2019.	IN PROGRESS
MARAC contact for Midlothian to be identified	Andrew Sheridan	29 th March 2019		IN PROGRESS
Learning from the Family Supervised Contact Briefing to be taken forward by the Learning & Development Sub Group.	Neil Whettam	29 th March 2019		IN PROGRESS
Appendix to be attached to the Midlothian ICR <u>MCP011 / ML</u>	Joan Tranent	ASAP		IN PROGRESS
Discuss LO report review				IN PROGRESS

3. Meeting Reports

East Lothian and Midlothian Critical Services Oversight Group

The last meeting was held on 23rd October 2018. Sean Byrne provided a verbal update in Anne Neilson's absence.

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- The Public Protection Committee annual report was agreed, subject to some minor revisions. This has been circulated to committee members and is on the website.
- The 2018-2021 business plan was approved.
- It was agreed that a budget paper including 3 year projections would be submitted to the CSOG meeting in January 2019 for consideration.
- Scottish Child Abuse Inquiry update reports were received from both local authorities.
- An update was provided on all current SCRs, ICRs, and LSIs.

Public Protection and Practice Development sub-group

Sean Byrne chaired the last meeting held on 26 November 2018 in Alison's absence. The minute will be distributed to the committee for information. Sean provided a verbal update.

- The Child Protection level II refresher training is being updated.
- The Public Protection training module has been piloted with senior local authority officers and feedback has been received. It will be further developed and live inter-agency pilot sessions will take place in the New Year. This will be the only inter-agency level I training provided.
- There has been a follow up-session for CSE awareness for licensed premises in Musselburgh with another session planned for Dalkeith in the New Year, a twilight session was also provided.

Performance and Quality Improvement sub-group

The last meeting was held on 27th November 2018 and a copy of the minute was distributed in advance of today's meeting for information. The following comments were noted:

- Joan Tranent advised the use of the Vulnerable Young Persons Protocol is being monitored and evaluated and updated to include escalating concerns.
- The Offender Management Group Improvement Plan actions have been reviewed, the updated document is yet to be prepared and distributed.
- A multi-agency Child Protection file audit is taking place on Tuesday 5th and Wednesday 6th February 2019 with 8 files (4 from each authority area) due to be reviewed. Neil Whettam is co-ordinating this. Neil is in the process of drafting the methodology and audit tool.
- The Adult Support and Protection Multi-agency risk assessment audit report recommends "the completion and evaluation of multi-agency risk assessments to be evaluated through supervision process". Denice Lilley is progressing this with Carolyn Wyllie and Margaret Brewer.
- The Scottish Fire and Rescue Service Home Fire Safety report was shared.
- Sean Byrne is undertaking a piece of work in relation to how the Public Protection evaluation calendar is formulated as part of the broader improvement cycle work stream.

EMPPC – Quarter 2 Lead Officer Observations Report

Adult Support & Protection

The East Lothian Performance indicators were highlighted, it was acknowledged it is helpful to have a narrative summary for analysis purposes.

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With reference to Indicator ASP12 police attendance at Initial Case Conferences was explored and Police should determine their role as part of the IRD and ASP Investigation process. Where police attendance is not appropriate, this should be agreed as part of the IRD process. Where there is disagreement between agencies, this will be escalated to relevant line managers for resolution. EMPPC Adult Support and Protection Policies and Procedures have been amended to reflect these changes.

The report highlights areas which need improvement in East Lothian, chronologies and the completion and evaluation of multi-agency risk assessments are both reporting below the target of 75% which is outwith procedural timescales.

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Overall areas of improvement identified for East Lothian and Midlothian were reporting delays in the processing of Adult Support and Protection referrals; citing various delays of information sharing between agencies. EMPPC circulated a Briefing Note on 29th October 2018 to all agencies advising of the 7-day timescale for the sharing of information and completion of Inquiries as per EMPPC procedure.

A workshop on chronologies was undertaken with council officers, it is anticipated that this style of workshop will enable a clearer understanding of how to construct a well-balanced and valid chronology. This will be followed up with further evaluations to determine the effectiveness of the workshop and the quality of chronologies completed. Further dates to be confirmed.

It was noted that target dates are not available in this report.

Child Protection

The Performance and Quality Improvement Group have discussed the frequency of reporting, it is acknowledged that reporting on all performance data every 3 months does not allow for reflection of trend analysis and comment will only be made when data is remarkable.

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CP06 acknowledged 73% of Initial, Pre-Birth and Review Child Protection Case Conferences held within agreed timescales is at the lowest figure since 2015/16, this will be addressed with Team Leaders and Service Managers.

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A multi-agency programme of self-evaluation using the Care Inspectorate quality framework is being developed by the Public Protection Office, an audit will take place in February 2019 which is being co-ordinated by the Learning & Development Co-ordinator. In the next phases of self-evaluation, parents, carers and children and young people will be given the opportunity to provide feedback of their experiences. Two multi-agency focus groups will also be held for staff.

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Violence Against Women and Girls sub group

The group last met on 27th November 2018 and the minute was circulated. Currently there are 8 actions, 5 green, 2 amber and 1 red action. Two of these green actions are coming to completion.

The main focus of the meeting was funding issues to support the Domestic Abuse Referral Pathway and MARAC including the Midlothian and East Lothian Domestic Abuse Service and Women's Aid East and Midlothian support services. Veronica Campanile advised the group she was concerned following discussion with the Big Lottery after being advised that they were reviewing the decision making process due to having reduced funding available. Veronica is meeting with the Big Lottery and local partners in January to discuss the new proposal.

The committee were updated in terms of the Edinburgh Rape and Sexual Assault Service. Hannah Daly came into post in June 2018 as a Prevention Worker for East and Midlothian. Presentations have been delivered and prevention sessions are booked for next year in schools.

Sustainable funding for Midlothian and East Lothian Sexual Abuse Services which are trauma informed are a red action, however, work has progressed on this action and a comprehensive report has been produced.

It was noted with reference to Performance Indicator VAW05, % of repeat MARAC cases (within one year) was high, particularly in East Lothian with 51% in Q1. However it was recognised this is still within good practice targets. The financial challenges and increasing demand on services was acknowledged.

A MARAC Annual Report 2017/18 has been completed.

There were some questions over whether practitioners are aware of the Caledonian Project. It was acknowledged that practitioners in Children's Services are aware of this service but less so in Adult Services. Turnover of staff is also an issue, routine communication to ensure staff are aware of the service should be implemented.

Offender Management

RESTRICTED. Numbers have gone down for Risk Management Case Conferences due to offenders now being assessed as MAPPA Level 1, which are dealt with through multi-agency case discussions.

In East Lothian, all relevant Criminal Justice staff have been canvassed about their views on Non-Police Level Vetting in order to access the Visor system. This is currently being considered by senior management.

Midlothian MAPPA stats have remained the same as previous quarters. RESTRICTED

The MAPPA Annual Conference is taking place on 22nd March 2019 which will focus on older offenders and meeting their care needs in line with the historical abuse enquiries, 3 places will be allocated to each service.

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Learning & Development

Feedback from employees who have attended training courses and how this has improved or been implemented into their practice has remained low. The Learning & Practice Development sub-group is monitoring this and will create a Survey Monkey for the participant's line manager to complete.

The Child Sexual Exploitation Awareness within licenced premises has been challenging however feedback has been helpful and this will be rolled out in Dalkeith in the new year.

Communications sub-group

The first meeting of the Communications sub-group took place on 1st October 2018 and a copy of the minute was distributed before this meeting for attendee's information. The group will have responsibility for mapping out a timeline of key activities and events and developing a local calendar against priority areas.

Some work has gone into 16 days of action, with a calendar of events. As a committee, we have primarily focussed on the White Ribbon Campaign.

Andrew Main, on behalf of the group, will take the lead on the re-design of the committee website in 2019. East and Midlothian Communications departments are involved as well as Police and NHS if required.

The group next meets on 23 January 2019.

4. Updates (wider context)

Child Protection Committees Scotland

- Sean Byrne will forward the committee members paperwork for the recent CP Scotland meeting held on 12/12/18.- **Action Sean Byrne**
- The Care Inspectorate have commenced their strategic scrutiny of services for children and young people in need of care and protection. The field work for the first two joint inspections has been completed and preparation and initial engagement has taken place for the third.
- The triennial analysis of learning from Significant Case Reviews in Scotland from 2015 – 2018 will now be published in early 2019.
- Our report on the deaths of looked after children reviews 2012 - 2016 will now be published in early 2019.
- The overview report on the last programme of 32 joint inspections of services for children is now scheduled for publication in January 2019.
- The Child Sexual Exploitation national group have agreed to repeat the regional events in 2019. The programme is currently being drawn up and will have inputs from Police Scotland, Barnardos and CPC Scotland. Once the programme has been confirmed this will be forwarded to Chairs and Lead officers. Each of the consortium areas has a representative on the planning group and are a key point of contact for local CPC's.
- National CSE Data Set - The work is almost complete and will be presented at the next chairs meeting.

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Adult Support & Protection

- A national meeting was held in November 2018.
- Dale Mellor has joined the Adult Support & Protection Team within the Scottish Government alongside Jamie MacDougall.
- The National Strategic Adult Protection forum is being reviewed.
- A 3 year Improvement Plan is being developed.
- Only 1 in 5 calls to the police are in relation to crime while the other 4 are in relation to public protection.
- The Care Inspectorate are rolling out inspections across all local authorities.

Violence Against Women and Girls

- Scotland is now included nationally in woman being murdered as a result of femicide, 16 women have been murdered as a result of femicide in Scotland.
- An Equally Safe National Policy developed by COSLA and the Scottish Government with 4 priorities has been developed and will be circulated.
- Midlothian was previously the 6th highest local authority in terms of violence against women, this has now reduced to 16th, however, demands for services has not reduced.

Offender Management/MAPPA

- The Briefing Paper: Family Supervised Contact Guidance was circulated prior to today's meeting.
- Learning from findings was discussed, this will be taken forward by the Learning & Development Sub Group.
- Issues in relation to resources for supervised contact were acknowledged.

Drugs & Alcohol

- An update will be provided at the next meeting.

Prevent Update

- The Prevent Guidance has been updated and agreed.
- Joan Tranent and Fiona Robertson attended the regional event where the focus was on WRAP Training, Joan provided a verbal update. It was noted it is our responsibility to ensure parents/carers of home schooled children receive this guidance.
- The name of 'Prevent professional concerns case conferences may be changed next year.

Equally Safe Multi-agency Centre for Child Protection and Gender Based Violence

- A briefing paper will be developed in the New Year and a working group will be set up.
- Carry forward to next meeting.

5. EMPPC – Public Protection Information Sharing Protocol

This protocol covers the work of the committee and Public Protection Office only. It does not cover all inter-agency processes.

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Andrew Main has developed the protocol in consultation with the East Lothian Council information governance manager and has submitted the accompanying report. The committee agreed the protocol in principle, before it is passed to the Data Sharing Partnership for consideration.

6. Missing Persons Update

- The missing persons' group have met twice and are scheduled to meet again in January. The purpose of the group has been to further develop our response to missing persons in the respective local authority areas.
- The divisional missing person's coordinator now provides monthly reports. The RESTRICTED most frequently missing young people will be considered under multi-agency strategy meetings as appropriate, to ensure our effective, coordinated response.
- We have agreed to adopt the pilot missing persons' protocol for children and young people missing from local authority care.
- We have strengthened the liaison role between the police and young people's centres; running one pilot in each of the local authority areas.
- Training on return discussions will be provided in 2019 – this is open to everyone who is involved in these discussions.

7. National CPC Minimum Dataset update

Having been confirmed as one of the pilot areas, we met with CELCIS and Scottish Government colleagues on 3 December. CELCIS will provide the full data set, expectations and assumptions before Christmas. The worksheets will be submitted by mid-January.

It is acknowledged that most of the agreed data set is currently recorded for our existing range of reporting purposes, but not all comes to the committee, nor is data presented in the suggested format.

Performance and information colleagues have agreed to take the revised framework report to the Performance and Quality Improvement Group on 13 February, reporting on data from August 2018.

8. Documents for sign off

East Lothian and Midlothian MARAC Annual Report 2017/18

This is the first annual report written in the last few years and has been agreed by the delivery group, the report was undertaken to improve MARAC services and is broken down by age ranges.

A Midlothian education contact for MARAC is missing – Andrew Sheridan will take this forward –

Action: Andrew Sheridan.

Fiona Duncan commented that the self-reporting section is overly optimistic and the workers comments should also be noted, it was suggested that these views should be captured in the case closure review form instead.

All agreed to sign off the annual report following minor amendments.

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EMPCC – Prevent Guidance and Referral Pathway

This document has been updated and agreed in principle by our partner agency Single Points of Contact. We have removed the role of the Public Protection Office in what is essentially an operational process. The office will retain responsibility for administration and coordination. All agreed to sign off this document.

EMPPC – Multi-agency Care at Home Working Group Terms of Reference

Document reviewed at the Care Home Working Group – all agreed to sign off document.

Offender Management Improvement Plan

This has been shortened and normal business indicators removed, the plan has been agreed by the Offender Management sub-group. It was agreed ongoing targets should have dates for review to ensure the plan is SMART. All agreed following minor amendments.

EMPPC – Inter-agency Referral Discussion (IRD) Overview Groups Terms of Reference

This document has been updated and we now have one document covering child and adult protection. There was a strong preference to review Child Protection IRDs after 14 days, to allow for initial activity to conclude; rather than consistently review active cases.

The IRD Overview Groups will address any practice issues within their own agencies as they arise. An annual thematic and performance summary will be provided to the Performance and Quality Improvement sub-group.

It was noted the last bulletin point should be a heading. All agreed to sign off.

Kate Gabb left the meeting.

9. Initial/ Significant Case Reviews / Large Scale Investigations

RESTRICTED

10. For information only

Equally Safe Year One Update Report

<https://www.gov.scot/publications/equally-safe-year-one-update-report/>

11. Any other competent business

- Denice Lilley attended a Human Trafficking event where it was discussed that fire station accommodation had been used for trafficked individuals in England. Scott Mackellar will take this forward.
- A reminder that children who are suspected to be subject to exploitation should be reported to the National Referral Mechanism. Matt Paden will take this forward.

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12. Future meeting dates

Next meeting date: Friday 29th March 2019 at 2pm-5pm in the Adam Room, John Muir House, Haddington.