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## **Edinburgh, Lothian and Borders Executive Group Minute of Meeting**

**Date:** Friday 6 November 2009  
**Location:** Scottish Borders Council Headquarters, Council Chambers  
**Chair:** Mr David Hume, Chief Executive, Scottish Borders Council

### **Members present:**

Mr Tom Aitchison	Chief Executive, City of Edinburgh Council
Mr Kenneth Lawrie	Chief Executive, Midlothian Council
Mr Alan Blackie	Chief Executive, East Lothian Council
Mr Alex Linkston	Chief Executive, West Lothian Council
Mr David Strang	Chief Constable, Lothian and Borders Police
Ms Melanie Hornett	Director of Nursing, NHS Lothian
Ms Leonie Smith	Director of Nursing and Midwifery, NHS Borders
Ms Lesley Boal	Detective Superintendent, Lothian and Borders Police
Mrs Linda Hughes	Detective Sergeant, Lothian and Borders Police

### **Apologies:**

Mr Glennie	Chief Executive, NHS Borders
Professor Barbour	Chief Executive, NHS Lothian
Dr Alison McCallum	Chair, Edinburgh, Lothian Data Sharing Partnership
Mr Lowe	Chair, Scottish Borders Data Sharing Partnership

### **1. Welcome**

Mr Hume welcomed members and extended a special welcome to Mr Ian Ronald from HMle who was attending as guest speaker. Mr Hume also welcomed Ms Leonie Smith who

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was representing Mr Glennie, Ms Hornett who was representing Professor Barbour and also to Mr Lawrie who was attending his first ELBEG meeting.

### 2. Apologies

Apologies were received from Professor Barbour, Mr Glennie, Dr McCallum and Mr Lowe.

### 3. Minute of Previous Meeting

Mr Hume asked members if they were satisfied the previous minute was a true reflection of the meeting. All members agreed.

### 4. Actions arising from previous meeting

There were no issues raised in relation to matters arising from this meeting

#### Outstanding Actions

##### 4.1 Date of Proposed Meetings and Venues for 2010 – Action 70

Mrs Hughes advised members that all of the proposed ELBEG dates for 2010 were almost confirmed and Friday 15 January 2010 is the date of the next ELBEG meeting. Venues have yet to be identified and would be circulated to members in due course.

##### 4.2 Interim Report of Critical Incident Review – Scottish Borders – Action 73

##### 4.3 Adult Protection Report – Ms S Case - Action 73

##### 4.4 Adult Protection Report - Update Ms S Case – Action 73

Ms Boal intimated that correspondence previously circulated to members from Dr Lyons and Mr Beck in relation to this review included a set of recommendations from the Mental Welfare Commission. Mr Douglas Watson, Strategic Development Officer will ensure that these recommendations are promulgated to all the relevant agencies within the ELBEG area. Mr Hume asked members to consider if they were content with the implementation of the actions proposed supported by the fact that this was a demonstration of ELBEG working through the appropriate process. There followed general discussion and it was agreed that all ELBEG members would ensure that the findings of this report would be passed to their respective Chief Officers Group to ensure that the recommendations were followed through and a 6/9 months review of the actions taken.

ACTION : All members to ensure recommendations from Critical Incident Review – Borders to be circulated to respective Chief Officers Groups. (Action 81 for Action Register)
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##### 4.5 ELBEG Conference – Speaker to be identified – Action 63

Ms Boal advised that Sir Michael Bichard had been identified as the Keynote Speaker for the ELBEG conference. This action was now discharged.

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### 4.6 Members to reflect on how to improve in the area of Public Protection and Information Sharing – Action 72

Ms Boal stated that this action could now be discharged as there were consultation documents presently in circulation.

## 5. Presentations

### 5.1 The New HMIe Child Service Inspection Regime

Mr Ronald thanked members for allowing him the opportunity to deliver his presentation on the Joint Inspection of Services to Protect Children Programme. He alluded to the fact that the first round of Child Protection Inspections had been completed and a Joint Report on the first cycle of Inspection Reports was due to be published on 26 November 2009, which would include a National Agenda and provide an evidence base for future Inspections. He stated that there was a new version of indicators for the second cycle of Inspections that had been issued in relation to Child Protection. He outlined four additional areas of focus that will now form part of the National Performance Framework namely, Young Runaways, Internet Safety, Trafficked Children and LGBT, albeit these areas will not be not be evaluated at the present time. Mr Ronald outlined that the inspection framework is now building capacity for self evaluation within and across services. Self evaluation is now the fundamental part of the inspection process which, may well form part of inspection evidence. Discussion between members surrounding self evaluation evidence becoming inspection evidence and public assurance surrounding child protection took place.

Mr Ronald explained that the new inspection process is significantly different in focus and activities and must be streamlined, building in a follow through inspection, proportionate to risk. He outlined that this process is intelligence led and flexible with a greater focus on the service user. There will be six quality indicators that will be evaluated and each local authority will be asked to provide three examples of good practice.

The inspection report will become a public document and should be recognised as an Improvement Report and not an Inspection Report.

At the conclusion of this presentation Mr Strang and Mr Aitchison raised concern that despite the streamlining of the new inspection process, there still remained issues surrounding the preparation time involved and the demands this placed on resources. This point was also endorsed by Mr Blackie, who proposed that there should be some form of joint working pre-inspection for councils which would assist the inspection process.

Ms Hornett raised concerns about self evaluation evidence and inspection evidence and asked if there could be some clarity around this. She thought it would be useful if some guidance could be made available and if there was a possibility of being provided with good examples of self evaluation from elsewhere.

Mr Ronald commented that evidence provided is joint owned and should be recognised as such.

Mr Hume indicated that members had provided Mr Ronald with some valid points which he hoped would be recognised and thanked Mr Ronald for his presentation.

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## **6. Child Protection Update**

### **6.1. ELBCPO Child Protection Update**

Ms Boal provided members with a verbal update of the information contained within the Child Protection Update report in relation to the Edinburgh and Lothians Child Protection Procedures which were now at their final stage and work on the appendices relating to Honour Based Violence, Forced Marriage and legislation updates was almost complete. This was brought to Mr Ronald's attention for his information in light of the four additional performance questions previously mentioned. It is hoped to circulate the procedures for full consultation by mid November, prior to submission to ELBEG.

Ms Boal then provided members with a verbal update of the review of the guidelines 'Protecting Children in Families with Problem Substance Misuse' where there had been some difficulties experienced with service user involvement which had delayed completion of the report. These difficulties have been overcome and the draft report will be circulated for consultation in November.

Ms Boal made reference to the ELBEG Annual Report which had now been published and disseminated along with electronic versions. Mr Hume asked that the ELBCPO team should be congratulated for their efforts in the production of this report.

Ms Boal stated that the ELBEG Conference would be held on Friday 12 March 2010 with Sir Michael Bichard confirmed as the keynote speaker and the topic of the Conference is Information Sharing and Early Intervention. The venue for the Conference is the John McIntyre Conference Centre, Holyrood Park Road, Edinburgh. Due to the interest that Scottish Government have shown in relation to the Conference, there may be a possibility for Mr Kenny McCaskill, Justice Minister to open the Conference. There will be a dinner held the evening prior to the Conference with invited members in attendance.

Mr Hume wished to comment about his visit to the ELBCPO and stated that he was very impressed with the work being carried out by the dedicated and committed staff who had a high level of knowledge and expertise in the area of Child Protection.

### **6.2. ELBEG Report – Community Roadshows**

Ms Boal then provided members with a verbal update of the information contained in the Community Roadshows 2010 Report and in particular the proposal for funding of the Roadshows.

There then followed general discussion from members regarding funding and the local authority areas where the Roadshows would be broadcast.

All members agreed that in principle, the idea of the Roadshows was a good concept, but would perhaps benefit from some form of evaluation in order to identify whether or not it had been a worthwhile exercise, given the funding issues involved.

In relation to the funding for the Roadshows, it was agreed that Councils would not provide additional funding and consideration should be given to using any underspend from the existing ELBEG Budget.

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Mr Strang offered to contribute to the funding of this Roadshow and other members agreed to consider funding for what may be the shortfall for the amount required.

Mr Hume agreed to identify what funding could be made available from the existing ELBEG Budget and circulate to members what additional funding would be required as a matter of urgency, given the timescales involved.

**ACTION** : Mr Hume and Ms Boal to clarify if funds available from existing ELBEG Budget to furnish costs for Community Roadshows in 2010 and circulate to members ( Action 83 for Action Register).

### **7. Adult Protection Update**

#### 7.2 Adult Support and Protection Guidelines - V18

Mr Hume asked members to formally endorse that the Adult Protection Guidelines were now agreed across the ELBEG area and that they did not cut across or undermine procedures in each local authority area. All members fully endorsed the guidelines.

#### 7.1. Adult Protection – Update Report

Mr Hume provided members with a brief outline of this report, making particular reference to the forthcoming Scottish Government /COSLA Funding Survey in relation to the implementation of the Adult Support and Protection (Scotland) Act 2007. Ms Boal emphasised the importance of responding to what 'extra' was gained as a result of the money allocated and not on what was actually spent by each local authority. There followed some discussion from members as to the how this survey document was sent to each local authority and the 'sign-off' process involved.

All members endorsed the content of this report.

### **8. Children's Services (HMle) Inspection Process**

There were no further issues for discussion.

### **9. Information Sharing**

#### 9.1. Edinburgh, Lothian Data Sharing Partnership Update

#### 9.3 Borders Data Sharing Partnership Update

Mr Hume asked members to note the contents of these reports.

9.2 Lothian Data Sharing Proposal for Funding

Ms Boal provided members with a verbal update from this report. Members agreed to await outcome of Lothian Data Sharing Partnership meeting on 17 November 2009 before committing to any decisions about funding for the Lothian Data Sharing Programme. Each Chief Executive would then report back to Ms Boal by email.

Mr Hume then reminded members that the proposed ELBEG Budget for 2010-2011 must be prepared as a matter of priority.

**ACTION** : Ms Boal to prepare ELBEG Budget forecast for Fiscal Year 2010-2011. (Action 82 for Action Register).

There then followed some discussion about the complexity of the Information Sharing Reports provided to ELBEG and the importance of representation from the Data Sharing Partnerships at the ELBEG meetings. All members agreed that there should be representation from both Data Sharing Partnerships at all ELBEG meetings

**ACTION:** Dr. McCallum and Mr Lowe to ensure Chairs or Vice Chairs of both Data Sharing Partnerships attend all ELBEG meetings. (Action 80 for Action Register).

10. AOCB

No other items were raised for discussion

11. Date and Venue for Next Meeting

Mr Hume advised members that the group's next meeting would take place on Friday 15 January 2010, venue to be confirmed. Future proposed meeting dates and venues would be circulated in due course.

Mr Hume thereafter concluded the meeting, thanking those present for their attendance.