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

**Date:** Friday 15 January 2010

**Location:** Chief Executive Boardroom, City of Edinburgh Council, Waverley Court, Edinburgh

**Chair:** Mr David Hume, Chief Executive, Scottish Borders Council

### Members present:

Mr Tom Aitchison	Chief Executive, City of Edinburgh Council
Mr Cleland Sneddon	Head of Performance and Human Resources, 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
Dr Alison McCallum	Chair, Edinburgh, Lothian Data Sharing Partnership
Mr Calum Campbell	Chief Executive, NHS Borders
Ms Lesley Boal	Detective Superintendent, Lothian and Borders Police
Mrs Linda Hughes	Detective Sergeant, Lothian and Borders Police

### Apologies:

Mr Lawrie	Chief Executive, Midlothian Council
Professor Barbour	Chief Executive, NHS Lothian
Mr Lowe	Chair, Scottish Borders Data Sharing Partnership

1. **Welcome**

Mr Hume welcomed members and extended a special welcome to Mr Calum Campbell who was attending his first ELBEG meeting, Mr Cleland Sneddon who was representing Mr Kenneth Lawrie and Ms Penny Column and Mr Robin McKendrick from Scottish Government who were attending as guest speakers.

Mr Hume intimated to members that he wished to withdraw item 9.3 from the Agenda, the Borders Data Sharing Partnership Update Paper. Mr Hume stated that he would now arrange to meet with Dr Alison McCallum and Mr Andrew Lowe regarding the funding issues surrounding Data Sharing in Edinburgh, Lothian and the Borders and report back to ELBEG with a more considered paper.

2. **Apologies**

Apologies were received from Professor Barbour and Mr Lawrie. Mr Hume commented that since taking over as chair of ELBEG, Professor Barbour had not yet attended any ELBEG meetings.

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. **Matters arising from previous meeting**

4.1 **Date of Proposed Meetings and Venues for 2010 - Action 70**

Mr Hume sought opinion from members as to the proposal for all future ELBEG meetings to be held at Vega House.

Mr Hume then agreed to meet with Ms Boal and Mrs Hughes to discuss .

<b>ACTION</b> : Mr Hume, Ms Boal and Mrs Hughes to arrange programme venues for future ELBEG meetings for 2010 (Action 84 for Action Register).
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**Outstanding Actions**

4.2 **Letter to be sent to Mr Phillip Jones - Action 75**

Mr Hume intimated that since Mr Jones had now retired from his present post, he recommended to members that, as previously mentioned, he would now meet with Dr McCallum and Mr Lowe to reflect on Data Sharing within Lothian, the Borders and nationally. Mr Hume undertook to report back at a subsequent ELBEG meeting. All members agreed.

**ACTION** : Mr Hume to arrange a meeting with Dr McCallum and Mr Lowe to discuss Data Sharing issues . (Action 85 for Action Register).

#### 4.3 New Chair of ELBEG Adult Protection Co-ordinating Group - Action 76

Mr Aitchison intimated that the City of Edinburgh Council have agreed, in principle, to accept the position of Chair for this group. Mr Aitchison and Mr Linkston will now meet to discuss further.

#### 4.4 Terms of Reference and Responsibilities of Chair of ELBEG PPO Strategic Steering Group - Action 78

Mr Hume stated that the terms of reference and responsibilities had already been circulated to all members. He asked that they note the content of these reports and finally discuss with staff from their own organisation. Responses to be provided to the ELBEG Secretariat with either acceptance of proposal or clear indication as to amendments to be made or suggested alternatives by Friday 12 February 2010.

#### 4.5 Structure of ELBEG (flowchart) - Action 79

There followed some discussion from members regarding shared services and budget efficiencies. Mr Hume made comment regarding the potential for ELBEG to promote shared solutions. Ms Boal stated that the information provided on this flowchart, albeit in draft format, captured the vast majority of the data required although there may be small additions. Mr Hume asked members to consider the importance and content of this flowchart, in the hope that they could agree the data that had been presented and report back fairly quickly.

#### 4.6 Attendance at ELBEG Meetings by Chairs/Vice Chairs Data Sharing Partnerships - Action 80

This action can now be discharged.

#### 4.7 ELBEG budget forecast 2010-2011 - Action 82

Ms Boal provided members with a brief summary of this report which had been circulated. There then followed some discussion and Mr Hume asked members to consider the proposals presented within this memorandum and report back to the ELBEG Secretariat. Mr Hume also indicated that he would contact each local authority as a matter of urgency, to ascertain what proposed funding was available for ELBEG for the forthcoming financial year. All members agreed.

**ACTION** : Mr Hume to contact Chief Executives within local authorities to establish proposed ELBEG funding for 2010/2011 as a matter of urgency. (Action 86 for Action Register).

## **5. Presentations**

### **5.1 Getting it Right For Every Child**

Mr McKendrick thanked members for having the opportunity to deliver this presentation

Mr McKendrick stated that GIRFEC provides a framework for all agencies working with children and young people and working with families in general where there is a co-ordinated and streamlined approach to meeting their needs. One of the key issues is recognising that the support provided to the child should be appropriate and proportionate to the needs of the child and timely. He stated that there is presently a lot of good practice being carried out by local authorities in Scotland and Scottish Government wants to build on that approach. In developing the GIRFEC programme, a real issue appears to be not just about changing systems and practice but professional cultures and attitudes and how we take that forward.

Mr McKendrick highlighted one of the challenges was the development of a shared understanding of common language between professions which will lead to trust and confidence in working with one another.

Mr McKendrick commented that the evaluation of the Pathfinder report in Highland had indicated that by implementing the GIRFEC approach, there were tangible benefits for children and families. There was improvement in the child's well being and for the first time, a systematic evaluation to track performance and to identify what is working and what is not. There are now fewer reports being produced and more time for professional action. Highland had previously worked with 29 planning processes and a result of working with the GIRFEC model, are now working with one planning process.

Mr McKendrick then summarised the benefits of the GIRFEC model in Highland and the outcomes to date. By speaking to Police colleagues it was about the quality and focus of information that was being provided. The improved analysis of the child's needs, and the action taken which was appropriate and proportionate to the child's needs, allowed for better decision making to take place. There are now clearer lines of sight for Chief Officers and the GIRFEC principle allows for a better chance of avoiding child fatalities.

Ms Column made reference to the fact that GIRFEC is about early intervention and early recognition of a problem and the importance of universal services cannot be emphasised enough. There is also recognition of the GIRFEC benefits outlined on the Scottish Government website and the issue of Domestic Abuse linking in to the GIRFEC model.

Ms Column reported that Ministers were delighted with the results of the Highland Pathfinder and there is a real desire for implementation across Scotland. Mention was made of the present status of GIRFEC and that while there had been discussion, the present position was GIRFEC can be achieved within existing legislation.

Mr McKendrick commented on the new HMIE Child Inspection process that will be GIRFEC orientated and will support the framework and principles. There is also a link to Community Planning Partnerships to take work forward with Children and Families through the E-care framework.

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Ms Column highlighted that a review of the national child protection guidance document was ongoing and it was anticipated that the updated guidance would focus on a GIRFEC approach.

At the conclusion of this presentation Mr Linkston raised concern about the employment sector surrounding the GIRFEC model. He also asked about the Community Planning Partnership's link to GIRFEC and was this included in the Single Outcome Agreement in relation to children, young people and families. Reference was also made to the sustainability of GIRFEC given the present issues around public expenditure.

Mr McKendrick offered to raise the financial issues with the Scottish Minister.

Mr Hume wished to endorse Mr Linkston's comments regarding the financial constraints and the real challenges ahead for Local Authorities within the ELBEG area.

Ms Boal asked if Scottish Government had carried out an economic evaluation of the Domestic Abuse Pathfinders in light of financial constraints. Ms Column offered to respond in due course.

Mr Blackie commented that Scottish Government should link in with the single point of contact in each Community Planning Partnership to ensure there is no duplication of effort.

Mr McKendrick indicated that Scottish Government had not yet started their engagement with Community Planning Partnerships in relation to GIRFEC.

Mr Hume then thanked Mr McKendrick and Ms Column for their presentation and looked forward to seeing the evaluation report in more detail.

## 6. Child Protection Update

### 6.1. ELBCPO Child Protection Update

Ms Boal then provided members with a verbal update of the review of the guidelines 'Protecting Children in Families with Problem Substance Misuse'. The draft evaluation report by Dr Whittaker was now complete and was out for consultation. She reported that consultation should be completed by the end of February and the report will be submitted to ELBEG members at the next ELBEG meeting in April.

Ms Boal made reference to the review of the Edinburgh and Lothian's Inter-Agency Child Protection Procedures which is also out for final consultation and comment prior to submission to ELBEG members for consideration.

In relation to the ELBEG Conference, Ms Boal reported that Mr MasAskill's attendance was still to be confirmed and invitations to the pre conference dinner event would be sent out later that week.

Ms Boal commented on the considerable contribution of ELBCPO staff to the drafting of the UKCCIS Scottish Action Plan. While on the subject of internet safety she highlighted that on 10 March 2010, the Minister for Early Years, Adam Ingram would open the Holyrood Internet Child Safety Conference, which coincides with Internet Safety Week

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Ms Boal made reference to the 'Safeguarding Children Online' document, which is produced by Becta and supported by the Scottish Government. This document provides a check list for local authorities, e.g. what policies and practice, education and training and standards of inspection processes should be in place for e-safety issues.

The document promotes the role of a 'Responsible Internet Safety Officer' as the single point of contact for e-safety issues at local level. Ms Boal intimated that the Child Protection Policy Team within Scottish Government has expressed an interest in this role. Following discussion with Adrian Lawrie it appears there may be interest in an ELBEG shared services approach. Adrian Lawrie is establishing whether funding would be available for a collaborative project and if so a costed proposal will be submitted to Scottish Government. Mr Blackie thought it may be useful to contact Mr Ollie Brae, a teacher from Musselburgh Grammar, presently on secondment to Learning and Teaching Scotland, who was thought to be doing some work on Child Internet Safety issues.

Ms Boal agreed to circulate copies of 'Safeguarding Children Online' to all members.

Ms Boal then provided members with a verbal update in relation to the Community Roadshows, highlighting that the issue of funding had been resolved. She reported that a one minute commercial had been produced. The Roadshows will take place in shopping centres in Edinburgh and West Lothian and questionnaires have been developed to assess the public's knowledge of child and adult protection and what action they would take.

On behalf of ELBEG, Mr Hume wished to thank Mr Strang and Mr Aitchison for the financial assistance they provided regarding the recognised shortfall in order to furnish costs for the Community Roadshows.

Members were then shown this DVD.

At the conclusion of this DVD, Mr Hume informed members that this DVD would be available on the Lothian and Borders Police Internet site and the Scottish Borders Council Internet site. Other members may wish to consider using their respective local authority Internet site for this purpose.

Mr Linkston stated that this Roadshow was an excellent concept and hoped that it would be well resourced to support members of the public, should they wish to contact relevant agencies with any concerns regarding child and adult protection issues. This was also recognised by Dr McCallum.

Mr Strang made reference to the statistics quoted regarding sexual abuse and asked for clarity. Ms Boal offered to make further enquiries regarding this and report back to Mr Strang.

Mr Hume concluded that the DVD was a good product and subject to the facts and figures been cross - checked, this was a major contribution in support of the work being done by ELBEG.

Ms Boal intimated that there would be a planned media awareness campaign prior to the running of the Community Roadshows at local level.

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

Ms Boal asked members to note the content of this report.

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

Mr Hume asked members for any update in their constituent authorities.

Mr Aitchison stated that the City of Edinburgh Council Inspection Report had just been published and all grades were deemed satisfactory.

Mr Sneddon commented that Midlothian Council had received the follow up Inspection Report by SWIA which would be published in late January. This confirmed that Midlothian Council had made very substantial progress during the past 12 months regarding the recommendations which had been set.

## **9. Information Sharing**

9.1. Edinburgh, Lothian Data Sharing Partnership Update

9.2. Lothian Data Sharing Proposal for Funding

Mr Hume made reference to these reports and it was agreed that Mr Aitchison would meet with Dr McCallum in the first instance in order to gain a fuller understanding of the data sharing and funding issues within Edinburgh and Lothian.

Mr Hume re-iterated that with the Borders Update Paper being withdrawn from the Agenda (9.3), he would be meeting with Dr McCallum and Mr Lowe to address the funding issues in Edinburgh, Lothian and Borders.

## **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 9 April 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, extending appreciation to the City of Edinburgh Council for hosting the meeting