

Inverclyde Child Protection Committee

**ANNUAL REPORT 2007/08  
&  
BUSINESS PLAN 2008/09**

*Sharing Responsibility - Protecting Children*

# 1            **PREFACE**

‘Sharing Responsibility – Protecting Children’ is our simple vision. It reflects a partnership approach to the protection of children within Inverclyde as one of our highest priorities. This vision is shared by all members of the Child Protection Committee including statutory agencies such as the Local Authority, NHS Greater Glasgow and Clyde, Strathclyde Police, Scottish Children’s Reporters Administration and Voluntary organisations. We believe it is also a priority for members of the community with whom we share the responsibility to protect Inverclyde’s children.

Inverclyde Child Protection Committee (The Committee) is the principal link between strategic and operational planning for inter-agency child protection work in this area. In undertaking this function the Committee links with other planning structures whose activities make an impact upon the protection of children, and is an integral component of the Inverclyde Integrated Children’s Services Plan. The Committee also reports to a group of Chief Officers, representative of all of the main statutory agencies which is chaired by the Chief Executive of Inverclyde Council.

This year the Committee has undertaken a wide range of planned activity including self evaluation exercises and other activity to prepare for the HMIe Inspection of Services to Protect Children. This Report provides an overview of the work of the Committee over the past year along with proposed action to be implemented over the next financial year.

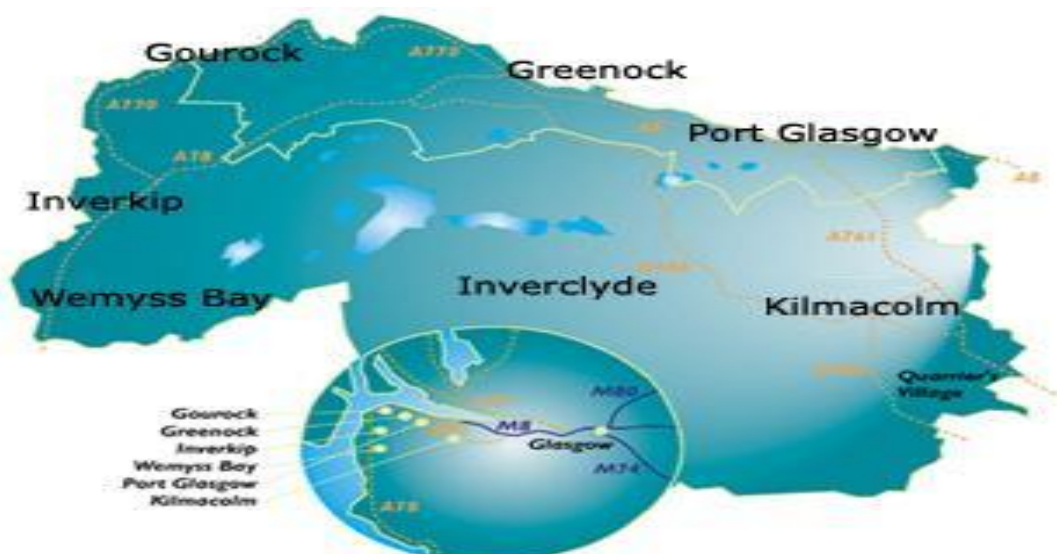
The Chief Officers’ Group and the Committee are proud of the work undertaken jointly, and as individual agencies, to ensure children and young people are protected and their needs are met. We hope that the report is useful and informative and that it will encourage everyone to continue to work for the benefit of Inverclyde’s children.

John Mundell  
Chairman  
Inverclyde CPC Chief Officer Group

Kenneth Ritchie  
Chairman  
Inverclyde Child Protection Committee

## 2 SETTING THE SCENE

Inverclyde is one of Scotland's smallest local authority areas, falling within the geographical boundaries of Greater Glasgow and Clyde Health Board and Strathclyde Police. The authority borders Renfrewshire council to the east and North Ayrshire council to the west. It encompasses the towns of Gourock, Greenock, Port Glasgow, Wemyss Bay, Inverkip and the villages of Kilmacolm and Quarrier's. The area is one of contrasts with relatively deprived social housing estates which cling to the North-facing hills of Greenock and Port Glasgow, and the wealthy rural villages in other parts.



Inverclyde has a population of approximately 81,500, of whom 18% are children, 65% are young and middle aged adults and 17% are older people.

**Table 1: Estimated population of children and young people by gender and broad age group 2006**

	Total	Males	Females	% of population
<b>All ages</b>	<b>81,540</b>	<b>38,901</b>	<b>42,639</b>	<b>100%</b>
0-4	4,175	2,147	2,028	5.1%
5-11	6,389	3,303	3,086	7.8%
12-16	5,246	2,667	2,579	6.4%
17-19	3,245	1,699	1,546	4.0%

### Demographic Change

There has been a drop of 5,500 in the size of the overall population in the last ten years. The main reasons for this have been falls in the numbers of children, down by 3,200 over this period, and young adults (16-44), down by 3,600. In contrast, there were small rises in middle-aged adults (45-64), up by 1,250 in the period, and in older people, up by 100. The proportion of the population from a minority ethnic community (0.9%) is half the Scottish average. There were over 840 live births in 2006.

## Economic Factors

Inverclyde is one of the most economically deprived Local Authority areas in Scotland. Over 15,800 people, 19.3% of the population, are defined to be income deprived and 9,500 adults, 18.8% of the working age population, are employment deprived. There are over 1,930 workplaces, employing 32,700 people.

## Social Factors

### Education

Given Inverclyde's socio-economic standing it would normally be expected to rank amongst the lowest for educational achievement of all the Scottish Local Authority areas. Instead, Inverclyde ranks 8<sup>th</sup> for attainment and 1<sup>st</sup> for leaver destination (i.e. to training, work or further/higher education).

### Housing

Within Inverclyde there have been profound changes in housing, with changes in tenancy, demolitions and recently new build led by Riverside Inverclyde, the local regeneration company. The current housing profile is:

Owner occupied	61%
Social rented	31%
Private rented	8%

Other changes that have taken place are the transfer of local authority housing stock to River Clyde Homes which was completed in late 2007. In order to meet national housing standards there is to be planned demolition of 2,400 houses, refurbishment of the remaining 5,000 houses and new build of 1,100 houses within the next 7 years.

Riverside Inverclyde has commissioned houses and flats for almost 5,000 people as part of the overall regeneration of the riverfront, combined with commercial, office and leisure developments.

### Crime

In recent years, on average, 180 serious assaults have been recorded in Inverclyde annually, as well as approximately 300 domestic abuse incidents and around 160 assault episodes (for residents) requiring overnight hospital treatment.

### Health Inequalities

Stark health inequalities exist between Inverclyde and other parts of Scotland. However, there are also sharp differences between local areas within Inverclyde. The scale and impact of our response needs to be escalated, and different, in order to change current patterns. The Inverclyde Alliance will take action to close this equality gap.

### Life Expectancy in Inverclyde

For men, life expectancy (at birth) is estimated to be 70.9 years, three years lower than the Scottish average, and has risen by 1.6 years in the period 1994-1998 to 2001-05. Female life expectancy (77.8 years) has risen by nearly a year in the same period but is still three years lower than the Scottish average. Comparing different areas of the community, there is a gap in life expectancy across the neighbourhoods of over 11 years for men and over 13 years for women.

### Alcohol

There are 1,100 admissions for alcohol related or attributable causes and there have been 212 deaths due to alcohol in the last five years. In Inverclyde alcohol problems are a massive public health issue, and one of the biggest concerns for Health Services, its partners and the local community.

### Drugs

There have been 89 drug related deaths of adults in Inverclyde over the last 10 years and a level of drug related hospital admissions 85% above the Scottish average.

### Mental Health

There were 82 suicides in the period 2001-2005 and there are approximately 371 new in-patient admissions to psychiatric specialities annually, 54% above the Scottish average.

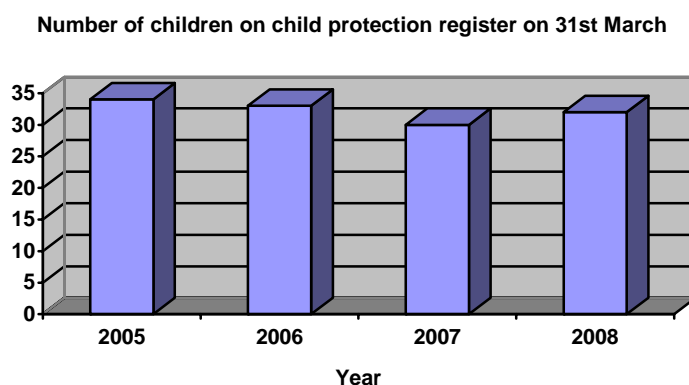
### Child and Maternal Health

Compared to 24% nationally, 28% of women smoke during pregnancy, while 25% of mothers breast feed at six eight weeks following birth (36% nationally). Primary immunisation rates are slightly above the Scottish average. The infant mortality rate is 76% above the Scottish average, while the teenage pregnancy rate is 15% above the national average. On average 180 children are admitted to hospital for dental conditions annually.

## Child Protection

Over the course of the year from 1<sup>st</sup> April 2007-31<sup>st</sup> March 2008 there were 55 registrations and 53 de-registrations recorded on the Child Protection Register. The number of children on the Child Protection Register in Inverclyde on 31<sup>st</sup> March 2008 was 32. While number of children on the Child Protection Register fluctuates throughout the year, the number on the register on 31<sup>st</sup> March has been relatively stable over the past 4 years.

The graph below plots the number of registrations in Inverclyde on 31<sup>st</sup> March of each year since 2005.



Within Inverclyde the rate of children on the Child Protection Register at 31<sup>st</sup> March 2007 was 2.0 per 1,000 population aged 0-15, a fall from 2.2 the previous year. Within Scotland the population rate on this date was higher than that in Inverclyde (2.8 per 1,000 population aged 0-15). However the rate with West Dunbartonshire, a comparator Local Authority, was lower than that in Inverclyde at 1.3 per 1,000 population aged 0-15.

Between 1<sup>st</sup> April 2007 and 31<sup>st</sup> March 2008 a total of 81 Child Protection Investigations were initiated in respect of 135 children. During this same period 38 Initial Child Protection Case Conferences and 66 Review Child Protection Case Conferences took place.

The following table shows the category of registration of children on the Child Protection Register at the end of each quarter since 31<sup>st</sup> March 2007.

Category of Registration	31 <sup>st</sup> March 07	30 <sup>th</sup> June 07	30 <sup>th</sup> Sept 07	31 <sup>st</sup> Dec 07	31 <sup>st</sup> March 08
Physical Neglect	20	17	15	7	18
Physical Injury	9	10	11	14	11
Sexual Abuse	0	1	1	0	3
Emotional Abuse	1	1	2	0	0
<b>Total</b>	<b>30</b>	<b>29</b>	<b>29</b>	<b>21</b>	<b>32</b>

On 31<sup>st</sup> March 2007, the most recent date for which national comparison figures are available, 67% of children registered on the Child Protection Register in Inverclyde were registered under the category of Physical Neglect compared to a 49% average across Scotland, 30% were registered under the category of Physical Injury compared to 23% across Scotland. The proportion of children across Scotland who were registered for Emotional Abuse or Sexual Abuse was 27% while within Inverclyde the numbers registered under these categories at 31<sup>st</sup> March 2007 were very low with only 1 child (3%) registered under the category on Emotional Abuse and no children registered under the category of Sexual Abuse.

Over the year since March 2007 the figures have shown fluctuations in the number of registrations under the category of physical neglect. The number of cases registered for Emotional Abuse has remained low. A small number of children have been registered under the category of Sexual Abuse over the course of the year.

### 3 CHALLENGES

One of the challenges faced by the Committee over the past year has been to develop the role of the Committee while also preparing for the HMIe Inspection of Services to Protect Children. Preparing for inspection has required significant additional work for the lead officer and key contact in each agency. The impact in a small authority with a limited number of individuals available to undertake the preparation required should not be underestimated.

A second challenge faced by the Committee this year has been the delay in the revision and publication of new West of Scotland interagency procedures. It was hoped that these would have been completed and approved by the end of the financial year 07/08 allowing authority wide implementation supported by briefings for staff. The publication of revised interagency procedures has also delayed single agency revision of procedures.

### 4 KEY ACHIEVEMENTS

Inverclyde Child Protection Committee and our member agencies have been associated with many excellent initiatives over the past year. Five of these; Self Evaluation; Mellow Parenting; Rights Respecting Schools; Kinship Care Services; and the Children's Champion Scheme are discussed below.

#### Self Evaluation

The Child Protection Committee has been responsible for overseeing a programme of self evaluation activity across all agencies based on the HMIe Quality Indicators contained within 'how well are children and young people protected and their needs met'. This involved

- Single agency questionnaires and events
- multiagency events for senior staff and practitioners
- multiagency self evaluation sessions with the training and communications sub groups
- pupil survey with S1 pupils from all seven secondary schools in Inverclyde, and
- multiagency case file audit of a number of cases involved in the child protection system

The exercise provided the information on which the Interagency Self Evaluation Report, prepared for the forthcoming HMIe inspection, was based, the conclusion of which states:

“Having drawn together the findings from a number of pieces of evaluation activity, it is the view of Inverclyde Child Protection Committee that children and young people in Inverclyde are well protected and their needs are generally well met by a range of committed staff from universal and specialist services working in partnership with each other and with parents, carers and the wider community. Inverclyde Child Protection Committee and partner agencies have identified a number of areas where further development is planned as they seek to ensure high standards are maintained in the face of challenging economic and social circumstances and to strive for excellence in all aspects of the protection of children.”

The findings will also help inform service planning and development over the coming years.

### **Mellow Parenting**

Mellow Parenting is an intensive programme (1 day per week over 12-14 weeks) for highly vulnerable families with pre-school children. Inverclyde now has a pool of 24 practitioners trained to deliver the programme. These include Educational Psychologists; Family Support Workers in Education Early Years Services, Social Work Services, and in Health; Health Visitors; and staff in voluntary sector services.

We have now developed 3 programmes: Mellow Babies (for mother and infants), Mellow Mothers and Mellow Fathers. All of them are delivered on a multi-agency basis, with 3 facilitators for each programme. Co-ordination and support for programme planning and organisation continues to be provided by the Integrated Children’s Services Project. Access to the programmes is on a referral only basis.

Between April 2007 and March 2008 we delivered 5 of these highly intensive programmes with 25 parents fully completing them (a number of others participated but did not fully complete the programme). In addition to this 2 programmes started in March 2008 and continued through to May-June with a further 16 families involved. Most referrers report an improvement in parental functioning for those have completed the full programme.

In 2007 two groups, a Mellow Mothers group and a Mellow Fathers group, took part in a training DVD about their experience of participating in the programme.

### **Rights Respecting School Awards**

Our aspiration within education services is to enable all children to develop their capacities as successful learners, confident individuals, responsible citizens and effective contributors. Increasingly, children understand that they have rights but with rights come responsibilities.

Schools in Inverclyde are working towards achieving the new UNICEF Rights Respecting School Awards. This involves all stakeholders of the school community. All children learn about rights and responsibilities through the Personal and Social Development Programme of study. Information is displayed appropriately around the school. Learning is shared at weekly assemblies. The overarching aim is to establish a values based culture within schools where children and young people feel safe, supported and valued. Sacred Heart Primary and Earnhill Primary in Greenock were amongst the first schools to achieve the award in the UK and we hope all our schools will achieve the award in due course.

### **Kinship Care**

Within Inverclyde there is an existing well developed kinship service in place which is in the forefront of developments in Scotland. We have a dedicated kinship care social worker who is part of the Family Placement Team and who offers individual support to carers. Over the past year kinship carers have taken part in a wide range of training and it is hoped to develop this further next year. The Local Authority has also been able to offer a range of practical supports to carers including, short family holidays, costs for telephone connections, provisions of I.C.T equipment and educational opportunities for young people as well as purchase of larger household items e.g. cooker, washing machine etc. All new kinship carers are offered an income maximisation check conducted by a linked welfare rights officer and Inverclyde has always financially supported kinship carers.

We are represented on the national reference group for the National Fostering and Kinship Care Strategy which was launched by Minister for Children and Early Years, Allan Ingram in Port Glasgow in December 2007. We also sit on the national kinship care task group. A local implementation team has been established to help us ensure we deliver the aspirations of the national strategy in Inverclyde.

### **Children's Champion Scheme**

In order to take forward the Corporate Parenting agenda within Inverclyde the council has embarked on a children's champion scheme in 2007. This involves all members of the Corporate Management Team and statutory officers, seven in all, agreeing to act as children's champion for 14 looked after and accommodated children in Inverclyde. The task of the champion is to act as a good parent to their allocated children and to have for them the same aspirations they would for their own children.

Scrutinising of the development of Corporate Parenting in Inverclyde takes place at the Corporate Management Team and Council Committee. The Children's Champion Scheme is being evaluated jointly by the S.I.R.C.C and Strathclyde University and is due to report in autumn 2008.

## 5 EVALUATION AND INSPECTION

### Evaluation

Two very different evaluation exercises were undertaken by the Committee over the year. The Quality Sub Group of the Child Protection Committee undertook a multiagency audit of five cases between July and December 2007 and a survey of S1 pupils took place in February 2008.

### Case File Audit

The cases audited were purposefully selected to give a range of ages and gender of children, issues of concern and stage within the child protection system.

A number of significant strengths in current practice were identified across the cases considered during the case file audit. These included

- Excellent parental attendance at conferences and core groups
- Frequent submission of written reports to case conferences by parents
- Submission of written reports to case conferences by older young people
- Good information sharing and communication between workers on a day to day basis
- Clear support plans and comprehensive multiagency packages of support provided to families
- Significant efforts to engage with parents by workers
- Nursery placements provided quickly and flexibly when a need was identified
- Regular contact between health visitors and social work staff with families of pre 5 children
- Effective establishment of core groups following registration with appropriate representation
- Written information given to parents that highlights that they can seek legal advice if they feel they have been treated unfairly and gives advice on how to do this.

In undertaking the audit a number of issues were identified. Many of these had also been identified through other routes and in some cases work to address them was already underway. Areas for action were identified with recommendations for what required further consideration and by whom. In each of these areas action has either been taken or is underway.

### Pupil Survey

Inverclyde Child Protection Committee set out to seek the views of local children in Inverclyde on how they would deal with issues around their own safety and the safety of other children. A questionnaire survey was issued to all seven local authority secondary schools across Inverclyde. Questionnaires were distributed to one S1 class in each school during either a registration or PSE and collected in by a teacher during the class. The age ranges of this class group are 11-12 years old and are a mixture of boys and girls. 170 Questionnaires were completed and returned with all schools taking part.

Some of the key findings are given below

- **152** children or **89%** stated that they felt able to talk to their parent or parents, if they felt unsafe, and **125** children or **74%** felt able to speak to a friend.
- Most of the children, **86** or **68%** said they would speak to a guidance teacher or another teacher if they wanted to speak to an adult who was NOT a friend or family member. **13** children or **8%** said they would speak to someone else, and **12** children or **7%** said they would speak to the Police, Doctor or Youth worker.
- **144** children or **85%** reported that they had heard of childline when asked what telephone helplines they had heard of. **13** children or **8%** of the survey did not respond to this particular question.
- **101** children or **60%** could remember the number of the helpline they identified. Of the 69 children who responded negatively only **8** indicated that they **would not know** where to find a helpline number. Thus less than 5% of the total reported that they did not either know the number of a helpline or know where to find such a number. Young people reported that they would find the number in the yellow pages or the phone book, on the internet, or in school.

Recommendations from the survey include action to:-

- Reinforce the unique role of teachers and in particular guidance teachers in protecting children
- Maintain awareness amongst children and young people of child protection and ways to access help if required
- Ensure children and young people are aware of and understand their right to be protected from abuse or neglect as part of the UN Convention on the Rights of the Child

### *Inspection*

Phase one of the HMIe Inspection of Services to Protect Children is due to take place between 9<sup>th</sup> and 13<sup>th</sup> June 2008 with phase 2 taking place between 1<sup>st</sup> and 12<sup>th</sup> September 2008. During 2007/08 the Performance Management sub group of the Committee has been responsible for undertaking preparations for the inspection including undertaking self evaluation activity, preparing and submitting the Pre Inspection Return and increasing awareness of staff regarding the inspection.

It is anticipated that the inspection report will be published by December 2008, allowing us the opportunity to learn from the findings of the inspection in this financial year.

## FULFILLING FUNCTIONS

The functions of the Committee fall under the following headings

1. Public Information
2. Policies, Procedures and Protocols
3. Management Information
4. Quality Assurance
5. Promotion of Good Practice
6. Training and Staff Development
7. Communication and Co-operation
8. Listening to Children and Young People

During the year The Committee has achieved or made significant progress on the majority of the actions identified in the 07/08 business plan. The Committee has also responded to opportunities that have arisen over the year and has reacted to changing priorities and demands generated at a local and national level. These are summarised below:-

### *Public Information*

During 2007/08 The Committee has:-

Established a communications sub group
Developed a communications strategy with media engagement protocol and 3 year action plan
Redesigned the corporate image of The Committee
Produced a new range of quality materials including a poster, leaflet for general public and young person's leaflet including a stated commitment to make these available in other formats on request
Developed a dedicated website for The Committee with a unique web address ( <a href="http://www.inverclydechildprotection.org">www.inverclydechildprotection.org</a> )
Secured local press coverage of child protection issues

*Policies, Procedures and Protocols*

During 2007/08 The Committee has:-

Endorsed an Inverclyde local pilot of the NHS Greater Glasgow and Clyde Early sharing and collation of health information policy which commenced in January 2008
Developed and implemented a policy and standard licensing conditions for the protection of children in relation to establishments where gambling is permitted
Developed an interim significant case review protocol in line with Scottish Executive Guidance
Developed a comprehensive list of all single agency child protection related procedures with an electronic copy held on file of all relevant documents
Reviewed existing interagency procedures and identified priorities for development in 08/09
Secured approval from the Local Authority and Health on guidelines for working with young people who are sexually active
Contributed to the commissioning process for new West of Scotland Interagency Child Protection Procedures through representation on the West of Scotland Child Protection Chairs Consortium and the WOS interagency procedures working group

### *Management Information*

During 2007/08 The Committee has

Produced management information reports on a quarterly basis covering April 07-March 08 including referral information from core agencies
Considered these management information reports at CPC meetings on a quarterly basis
Developed and refined the reporting template and range of management information available for consideration by Committee
Undertaken further investigation in relation to issues arising from management information reported to CPC <ul style="list-style-type: none"><li>• Lower than expected numbers of children registered under the category of sexual abuse</li><li>• Comparatively low numbers of Joint Investigative Interviews undertaken</li><li>• Poor attendance at case conferences by agency representatives over the summer period</li></ul>

### *Quality Assurance*

During 2007/08 The Committee has

Re-established the Quality Sub Group and undertaken a Multiagency Case File Audit exercise, producing a report with recommendations approved by Committee
Adopted common referral documentation on which notifications of concern should be made to social work by colleagues from education, health and the voluntary sector
Overseen a comprehensive single and multiagency self evaluation exercise based on the HMIe framework
Reviewed attendance of parents at child protection meetings
Considered the results of an audit of attendance of health staff at Child Protection meetings

### *Promotion of Good Practice*

During 2007/08 The Committee has:-

Established a Practitioners forum which now meets approximately 6 weekly
Endorsed the Accord for Child Protection in Sport
Circulated national and local research reports and practice guidance documents

### *Training and Staff Development*

During 2007/08 The Committee has:-

Delivered a programme of existing multagency training including <ul style="list-style-type: none"><li>○ Child Protection Awareness</li><li>○ Roles and Responsibilities</li><li>○ Communicating with Children</li><li>○ Domestic Abuse &amp; Child Protection</li><li>○ Child Protection, the Law and Court Skills</li><li>○ Child Protection &amp; Children and Disability</li><li>○ Supporting Child Witnesses</li><li>○ Joint Investigative Interview Training</li></ul>
Developed and delivered new or revised courses on <ul style="list-style-type: none"><li>○ Roles and Responsibilities</li><li>○ Child Protection and Disability</li><li>○ Child Protection, the law and court skills</li></ul>
Collated a record of single agency child protection training delivered over the financial year
Standardised our approach to the evaluation of training
Developed and produced a quarterly training evaluation report (January – March 08)
Produced a comprehensive training plan for 08/09 building on the developments of 07/08
Developed an on line system for staff to book training

### *Communication and Co-operation*

During 2007/08 The Committee has:-

Adopted a revised Interagency Information Sharing Protocol incorporating Information sharing practice in relation to the Integrated Assessment Framework
Participated in national and regional forums including contributing to Scottish Government consultations and national research and evaluation exercises

### *Planning and Connections*

During 2007/08 The Committee has:-

Reviewed the membership of the Committee, Chief Officer's Group and existing sub groups
Revised constitution to take account of the findings of this review
Gathered evidence on the implications of adopting an independent chair model within the CPC
Undertaken a development day with members of the Committee and Chief Officer's
Maintained links with the Child Protection Unit (NHSGGC) and the Family Protection Unit (Strathclyde Police)

### *Listening to Children and Young People*

During 2007/08 The Committee has

Undertaken a survey of S1 pupils from across Inverclyde to obtain their views regarding child protection related issues
Commenced a programme of focus groups with young people to obtain their views regarding child protection related issues
Included questions on child protection within the community safety youth survey

A small number of the actions included in the business plan for 07/08 were not undertaken within the financial year. Most of these have been deferred to 08/09 and are now underway including the implementation of a protocol and delivery of training on children affected by substance misuse and a review of referrals and registration criteria regarding sexual and emotional abuse. Embedding a system whereby the views of young people and families involved in the child protection system routinely inform policy and planning is an area where longer term action is required.

## 7 FUTURE PLANNING

### 1 Public Information

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To improve awareness of Child Protection with children and young people, families and the wider community through the provision of information	Develop and publish a series of information cards for families involved in the child protection system	Summer 08	Communications Sub Group	Budget Staff time (Communications sub group members and staff with specialist expertise)	Leaflets in print
	Develop, implement and monitor a distribution plan for all materials	Summer 08 and ongoing	Communications Sub Group	Staff time (Child Protection Lead Officer, Administration support, Communications sub group members with support from staff in partner agencies)	Distribution plan and record of implementation. Monitoring recorded in sub group reports and minutes.
	Assess needs for additional publications with particular reference to meeting the needs of equality groups	Autumn 08	Communications Sub Group	Staff time (Communications sub group members with support from staff in partner agencies)	Needs assessment report
	Prioritise public information needs identified and develop materials to meet highest priority	March 09	Communications Sub Group	Budget Staff time (Communications sub group members and staff with specialist expertise)	Prioritisation recorded in sub group reports and minutes. Materials in print.

	Update website content on at least a bimonthly basis	Ongoing	Communications Sub Group	Staff time (Child Protection Lead Officer with administration support)	Spot checks of content will demonstrate website is regularly updated
	Secure at least one double page feature or equivalent per year in one or more local newspaper.	March 09	Communications Sub Group	Budget Staff time (Child Protection Lead Officer, Communications sub group members and staff with specialist expertise)	Article(s) in print
	Issue press releases and seek positive news coverage in response to topical issues or activities.	As opportunities arise	Communications Sub Group	Staff time (Child Protection Lead Officer, Communications sub group members and staff with specialist expertise)	Record of coverage achieved
	Scope out large public events in Inverclyde where there is potential to raise awareness about child protection issues and secure a child protection presence at a selected event.	2008/09	Communications Sub Group	Staff time (Child Protection Lead Officer, Administration support, Communications sub group members with support from staff in partner agencies)	Scoping recorded in sub group reports and minutes  Record of event attended and engagement with target audience.
	Undertake focus groups, questionnaires or other interactive methodologies to obtain the views on information resources of relevant target groups.	6 -12 months following the launch or dissemination of new materials.	Communications Sub Group	Staff time (Child Protection Lead Officer, Administration support, Communications sub group members with support from staff in partner agencies)	Evaluation reports will be produced

## 2 Policies, Procedures and Protocols

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To ensure single and multi agency policies, procedures and protocols are regularly reviewed and updated	Establish Policies and Procedures working group with agreed Terms of Reference and workplan	Summer 08	ICPC	Staff time	Minutes of meetings Approved terms of reference
To ensure the development and implementation of policies, procedures and protocols around key issues	Produce a timetable to develop where required, secure approval and implement local policies and procedures in relation to:- <ul style="list-style-type: none"> <li>• Significant Case Review</li> <li>• Children affected by drug or alcohol misuse</li> <li>• Vulnerable children &amp; young people</li> <li>• Children and young people with problematic sexual behaviours</li> <li>• Female Genital Mutilation</li> <li>• Working with dangerous and threatening families</li> </ul>	Summer 08 then as per timetable	Policies and Procedures Working Group	Staff Time  Budget if external consultants required to develop policies or deliver training	Timetable / workplan  Minutes of meetings  Policies and procedures in print

	Contribute to the development of policies, procedures, protocols or guidance being developed at a regional or national level.	Ongoing	Policies and Procedures Working Group	Staff time	Consultation responses Records of meetings
	Develop a schedule of monitoring and evaluation of policies and procedure once implemented	December 08	Performance Management Sub Group	Staff time	Records of meetings
To ensure relevant staff are aware of multiagency child protection policies, protocols, procedures and guidance issued by The Committee and understand the implications for their practice.	All new policies and procedures should have an accompanying communication / distribution plan which considers the need to develop a summary version or explanatory leaflet and publication on the website or staff intranet sites.	From 2008/09 onwards	Policies and Procedures Working Group with advice from Communications Working Group	Staff time	Standard adopted by The Committee Communication / distribution addressed within policies, procedures etc.

### 3 Management Information

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To analyse child protection related management information from all agencies and identify the implications for practice.	Continue to collate, and report on child protection management information on a quarterly basis.	Ongoing	Performance Management Sub Group	Staff time	Reports produced
	Further develop the analysis of management information to help identify trends and patterns	Ongoing	Performance Management Sub Group	Staff time and expertise	Performance Management Sub Group Minutes & Management Information Reports
	Take action to address any concerning trends or patterns identified from the analysis of management information.	As identified	Performance Management Sub Group	Dependant on action required	Recorded in minutes of Performance Management Sub Group and / or The Committee
	Enhance the information included in reports in relation to <ul style="list-style-type: none"> <li>Information on the original source of child protection referrals</li> <li>Information on attendance and submission of reports to child protection meetings</li> <li>Medical Examinations</li> </ul>	Spring 09  September 08  Spring 09	Performance Management Sub Group	Staff time  Enhanced Management Information Systems	Information included in Management Information Reports.

#### 4 Quality Assurance

<b>Objective</b>	<b>What are we going to do?</b>	<b>When will we do it by?</b>	<b>Who is responsible for implementation?</b>	<b>What resources do we need to do this?</b>	<b>How will we know we have done it?</b>
To audit routinely the quality of multiagency practice and take action to improve practice where necessary.	Review progress on Multiagency Case File Audit Action Plan 07/08	Summer 08	Quality Sub Group / Performance Management Sub Group	Staff Time	Update reported to Performance Management Sub Group
	Review the methodology employed in undertaking case file audits	Summer 08	Quality Sub Group / Performance Management Sub Group	Staff Time	Minute of Quality Sub Group Meeting Revised methodology in use
	Undertake a quarterly multiagency case file audit and produce a rolling action plan	Ongoing:- Quarterly audits	Quality Sub Group / Performance Management Sub Group	Staff Time	Audit documentation Action Plan reviewed quarterly
	Undertake a multiagency case file audit on all cases where a child or young person has been on the child protection register for more than 52 weeks.	Ongoing	Quality Sub Group / Performance Management Sub Group	Staff Time	Audit documentation Recorded in Management Information report.
	Scope options to commission or undertake systematic evaluation of outcomes for children and young people and families incorporating their views of the service they have received	October 08	Performance Management Sub Group / Consultation sub group tbc	Budget Staff Time	Proposal fully developed, costed and considered by CPC.

## 5 Promotion of Good Practice

<b>Objective</b>	<b>What are we going to do?</b>	<b>When will we do it by?</b>	<b>Who is responsible for implementation?</b>	<b>What resources do we need to do this?</b>	<b>How will we know we have done it?</b>
To identify and promote good practice, address issues of poor practice and encourage learning from practice.	Undertake children's rights and equality impact assessments on new policies, procedures and strategies and on core activities and implement required actions.	Completed and published within 2 months of approval of new policies, procedures or strategies	CP Lead Officer	Staff Time	Equality Impact assessments published on line.
	Complete the phased implementation of Inverclyde Integrated Assessment Framework in line with 'GIRFEC' principles	Autumn 08	IAF Steering Group	Staff time Budget	Training program delivered  Integrated assessment documentation in use
	Explore options for innovative use of technology to help increase children and young peoples' awareness of keeping safe.	March 09	CPC	Staff time	Options reported back to CPC or appropriate sub group
	Interagency agreement about formalising initial referral discussions	Autumn 09	CPC	Staff Time	Approved procedure in place

	Consider extending good practice of domestic abuse screening group to include health and education notification where appropriate	September 08	CPC	Staff Time	Minutes of CPC Revised protocol issued
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## 6 Training and Staff Development

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To ensure a program of interagency training is planned, delivered, evaluated and reviewed.  To maintain an overview of single agency child protection training	Undertake a multiagency audit of training needs	September 08	Training Sub Group	Staff Time	Audit report produced
	Revise, promote deliver, monitor and evaluate existing multiagency training courses.	As per training plan	Training Sub Group	Staff Time Budget	Reported in Training Sub Group Minutes and Reports
	Develop, promote deliver, monitor and evaluate multiagency training that focuses on <ul style="list-style-type: none"> <li>• Sexual Abuse</li> <li>• Physical Neglect</li> <li>• Emotional Abuse</li> <li>• Substance Misuse and Child Protection</li> <li>• Root Cause Analysis.</li> </ul>	As per training plan	Training Sub Group	Staff Time Budget	Reported in Training Sub Group Minutes and Reports

	Develop and deliver briefing sessions regarding <ul style="list-style-type: none"> <li>• Sexual Health protocol</li> <li>• Substance Misuse and Child Protection procedure</li> <li>• Inspection</li> </ul>	As per training plan	Training Sub Group	Staff Time	Reported in Training Sub Group Minutes and Reports
	Implement evaluation system to measure changes in learning and job behaviour	September 08	Training Sub Group	Staff Time	Enhanced evaluation system in place
	Produce quarterly training evaluation reports	Ongoing	Training Sub Group	Staff Time	Reports produced
	Continue to maintain a record of single and multiagency training.	Reviewed 6 monthly	Training Sub Group	Staff Time	Database maintained
	Deliver a Multiagency conference for experienced practitioners focussing on Sexual Abuse and Exploitation	February 09	Training Sub Group	Budget Staff Time	Conference delivered and report produced
	Review and update the multiagency training plan on an annual basis	March 09	Training Sub Group	Staff Time	Training plan produced

	Review publicity of Multiagency child protection training to ensure relevant staff and others are aware of appropriate training	Autumn 08	Training Sub Group	Staff Time	Review of attendance to show attendance by relevant staff.
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## 7 Communication and Co-operation

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To ensure opportunities for communication and co-operation between departments and agencies in Inverclyde and with other Child Protection Committees are developed.	Participate in regional and national child protection forums	Ongoing	CPC Chairperson CPC Lead Officer	Staff Time	Regular attendance and participation recorded in minutes
	Ensure an embedded culture across all organisations that regards continuous development of child protection skills, policies and practice as core business.	Ongoing	Chief Officers	Potential cost to release staff to participate in developmental activities should this be found to be a barrier to participation	Appropriate membership and attendance at The Committee, sub groups/ working groups from across agencies  Dynamic development groups, events and activities at a single agency level.
To raise awareness of child protection issues amongst those whose work brings them in contact with children, young people and their families	Produce and distribute promotional materials and staff information cards that promote key child protection messages and contact numbers and publicise the website.	Spring 08 and ongoing	Communications Sub Group	Budget Staff Time	Materials produced and distributed
	Maintain and update professional / practitioner content on the website on at least a bimonthly basis	Following launch and ongoing	Child Protection Lead Officer with administration support	Staff time	Spot checks of content will demonstrate website is regularly updated

Further raise the profile of Chief Officer's and Child Protection Committee within agencies.	Ensure all communications activity is clearly identified with The Committee, incorporating the corporate image.	ongoing	Communication sub group	Staff Time	Branding evident on all materials and activities
	Design and produce an annual report and business / improvement plan with summary version widely distributed.	Autumn 08	CPC	Staff Time	Report and summary produced and distributed
	Include attributed statements from Chief Officers to reinforce high level commitment to child protection.	Ongoing	Chief Officers	Senior staff time	Staff participation in Committee activity

## 8 Planning and Connections

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To ensure effective representation on the CPC structures and effective connection to related structures.	Implement agreed changes to CPC membership.	Summer 08	ICPC	Staff Time	Membership database and attendance records on minutes
	Ensure child protection is integrated within high level planning meetings for the development of the new Inverclyde Alliance Plan (Community Plan) and the emerging Community Health and Care Partnership.	According to Alliance / CHCP planning timetable	Chief Officers	Staff Time	Plans will include child protection priorities and synergy with priorities included in Child Protection Committee Improvement Plan
	Continue to explore links with adult protection processes.	Ongoing alongside Adult Protection timescales	Chief Officers	Staff time	Evidence of ongoing dialogue and joint working recorded in minutes of COG / CPC

9 Listening to Young People and Families

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
To ensure that child protection policy and practice is informed by the perspective of children, young people and their families	Implement recommendations arising from the survey of S1 pupils and youth community safety survey	December 08	Consultation working group	Staff Time	
	Complete and report on the programme of focus groups with young people	December 08	Consultation working group	Staff Time	Report Produced
	Scope out options for creative ways to gather views of children and young people including the opportunities offered by the use of information technology	March 09	Consultation working group	Staff Time (Budget to implement)	Proposal fully developed, costed and considered by CPC.
	Scope out and consult on options to more effectively involve vulnerable children and families in the formation of policy	March 09	CPC	Staff Time (Budget to implement)	Proposal fully developed, costed and considered by CPC.
	Include child protection related questions in Citizen's Panel questionnaire and develop action plan to address findings.	Autumn 08	Consultation working group	Staff Time	Citizen's Panel Report produced Actions agreed by CPC

Maximise the involvement of children and young people in decision making regarding their care and protection.	Scope out options for the development of advocacy services for children and young people.	March 09	CPC	Staff time (Budget to implement)	Proposal fully developed, costed and considered by CPC or relevant planning group
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## 10 Evaluation and Inspection

Objective	What are we going to do?	When will we do it by?	Who is responsible for implementation?	What resources do we need to do this?	How will we know we have done it?
Complete HMIE Inspection of Services to Protect Children Inspection process.	Facilitate full participation of all agencies in the Inverclyde HMIE Inspection of Services to Protect Children.	September 08	Performance Management Sub Group	Staff Time	Provision of case files and participation in interviews and focus groups by all agencies as requested by Inspection Team
	Consider and respond to verbal feedback and draft report following inspection.	December 08	Chief Officer's Group & CPC	Staff Time	Formal response submitted
	Develop an improvement plan to respond to the findings from inspection.	March 09	Chief Officer's Group & CPC	Staff Time (Budget to Implement)	Improvement Plan produced

## 8 CONCLUSION

Inverclyde is an area with high levels of poverty and social disadvantage with similar levels of drug and alcohol problems to those found in the nearby City of Glasgow. Following a comprehensive self evaluation exercise, Inverclyde Child Protection Committee has concluded that children and young people in Inverclyde are well protected and their needs are generally well met by a range of committed staff from universal and specialist services working in partnership with each other and with parents, carers and the wider community. Over the past year Inverclyde Child Protection Committee has pursued its function to provide strategic leadership and develop practice to ensure high standards are maintained in the face of challenging economic and social circumstances. Our programme of work for 2008/09 demonstrates our commitment to strive for excellence in the protection of children.

## 9 APPENDICES

## Appendix I

### Members of Inverclyde Child Protection Committee

<b>Membership</b>	<b>Agency</b>
Kenneth Ritchie (Chair)	Scottish Children's Reporter Administration
Robert Shaw	Strathclyde Police
Robert Murphy	Inverclyde Council: Social Work Services
Susan Kerr	Inverclyde Child Protection Committee
Lesley Watson	Inverclyde Council: Social Work Services
Ellen Tannahill	Inverclyde Council: Social Work Services
Colin Laird	Inverclyde Council: Education Services
Noreen Phillips	Inverclyde Council: Educational Psychology
Elaine Paterson	Inverclyde Council: Legal & Administration
Fiona Miller	NHS Greater Glasgow & Clyde
Denise Munro	Barnardo's Threshold Project
Fiona Van der Meer	NHS Greater Glasgow & Clyde
Brian Kelly	NHS Greater Glasgow & Clyde
Julie Spencer	Treetops Community Nursery
Stephen McGowan	Procurator Fiscal's Office

## Appendix II

### Members of Inverclyde Child Protection Chief Officers Group

<b>Membership</b>	<b>Agency</b>
John Mundell	Chief Executive, Inverclyde Council
John Harkin	Divisional Commander, Strathclyde Police
Ian Fraser	Corporate Director Education & Social Care
David Walker	Greater Glasgow & Clyde Health Board
Robert Murphy	Inverclyde Council: Social Work Services
Kenneth Ritchie	Scottish Children's Reporter Administration

## Appendix III

### 2008/2009 Budget Schedule

Inverclyde Child Protection Committee 2007/08	Proposed Expenditure	Budget
<b>Inverclyde Council GAE</b>		<b>£114,344</b>
<b>Carry forward of Police Contribution from 07/08</b>		<b>£11,000</b>
<b>Police Contribution 07/08 (Anticipated)</b>		<b>£11,000</b>
<b>Total funding</b>		<b>£136,344</b>
<b>1. Staffing</b>		
1.1 Child Protection Lead Officer & Administrator	£70,029	
<b>Sub-total staffing</b>	<b>£70,029</b>	
<b>2. Support Budget:</b>		
2.1 Accommodation	£5,350	
2.2 Printing / Stationery	£11,000	
2.3 Equipment Rental	£1,000	
2.4 Other Administration Costs (including postage, development events, catering for meetings, books and publications)	£7,500	
<b>Sub-total support budget</b>	<b>£24,850</b>	
<b>3. Development Budget</b>		
2.1 Inter-Agency Training	£22,165	
2.2 Advertising	£5,500	
2.3 Joint Investigative Interviewing Tutor contribution	£3,500	
2.4 Research and Evaluation	£10,000	
2.5 Development of Policies and Procedures	£300	
<b>Sub-total development budget</b>	<b>£41,465</b>	
<b>Total</b>	<b>£136,344</b>	

All staff costs include travel/subsistence employer's costs and training.

## Appendix IV

### Members of Inverclyde Child Protection Training Sub Group

<b>Membership</b>	<b>Agency</b>
Fiona Miller	NHS Greater Glasgow & Clyde Health Board
Susan Kerr	Inverclyde Child Protection Committee
Lisa Burton	Inverclyde Council: Social Work Services
Denise Munro	Barnardo's Threshold Project
Nan Smith	Inverclyde Council: Social Work Services
Elsa Hamilton	Inverclyde Council: Education Services
Colette Pryde	Strathclyde Police
Sandra Semple	Quarriers
Phyllis Orenes	NHS Greater Glasgow & Clyde Health Board

## Appendix V

### Members of Inverclyde Child Protection Performance Management Sub Group

<b>Membership</b>	<b>Agency</b>
Robert Murphy	Inverclyde Council: Social Work Services
Kenneth Ritchie	Scottish Children's Reporter Administration
Fiona Van der Meer	NHS Greater Glasgow & Clyde Health Board
Susan Kerr	Inverclyde Child Protection Committee
Elsa Hamilton	Inverclyde Council: Education Services
Fiona Miller	NHS Greater Glasgow & Clyde Health Board
Joyce Gartshore	Quarriers
Stephen Heron	Strathclyde Police
Lesley Watson	Inverclyde Council: Social Work Services

## Appendix VI

### Members of Inverclyde Child Protection Quality Sub Group

<b>Membership</b>	<b>Agency</b>
Kenneth Ritchie	Scottish Children's Reporters Administration
Susan Kerr	Inverclyde Child Protection Committee
Lesley Watson	Inverclyde Council: Social Work Services
Fiona Miller	NHS Greater Glasgow & Clyde Health Board
Elsa Hamilton	Inverclyde Council: Education Services
Mark Stewart	Strathclyde Police

## Appendix VII

### Members of Inverclyde Child Protection Communications Sub Group

<b>Membership</b>	<b>Agency</b>
Susan Kerr	Inverclyde Child Protection Committee
Stuart Wilson	Inverclyde Council
Elaine McKenna	Inverclyde Council: Social Work Services
Julie Spencer	Treetops Community Nursery
Danny Godfrey	Strathclyde Police
John Carlin	Strathclyde Police
Lorraine Dick	NHS Greater Glasgow & Clyde Health Board

## Appendix VIII

### Members of Inverclyde Child Protection Finance Sub Group

<b>Membership</b>	<b>Agency</b>
Kenneth Ritchie	Scottish Children's Reporters Administration
Robert Murphy	Inverclyde Council: Social Work Services
Robert Shaw	Strathclyde Police
Susan Kerr	Inverclyde Child Protection Committee

## Appendix IX

### Members of Inverclyde Child Protection Consultation Working Group

<b>Membership</b>	<b>Agency</b>
Susan Kerr	Inverclyde Child Protection Committee
Fiona Miller	NHS Greater Glasgow and Clyde
Keith Moore	Inverclyde Council - Corporate Communications
Nan Smith	Inverclyde Council – Social Work Services
Karen McLean	Children 1st
Elaine McKenna	Inverclyde Council – Social Work Services
Kathleen Kennedy	Inverclyde Council – Social Work Services
Maggie Patterson	Inverclyde Council – Education Services
Julie Spencer	Treetops Community Nursery