Minutes of meeting

Present
Aileen Campbell, Minister for Children and Young People (Chair)
ACC Malcolm Graham, Police Scotland (MG)
Fiona Nicholson, Scottish National Parent Forum (FN)
Mike Burns, Association of Directors for Social Work (ADSW) (MB)
Sharon Johnston, Association of Support of Learning Officers (ASLO) (SJ)
Alastair Delaney, Education Scotland (AD)
Lorraine Currie, NHS Grampian, CEL 29 Change Manager (LC)
Calum Irving, Voluntary Action Scotland (CI)
Karen Anderson, Director of Strategic Development/ Depute Chief Executive, Care Inspectorate
Michelle Miller, Society of Local Authority Chief Executives (SOLACE)
Martin Crewe, Director, Barnardo’s Scotland (Deputy Chair)

In attendance
Bernadette Malone, Perth and Kinross Council (BM)
Deborah Smith, Scottish Government, Deputy Director, Children’s Rights and Wellbeing (DS)
Phil Raines, Scottish Government, Children’s Rights and Wellbeing Division, Acting Deputy Director (PR)
Pauline Davidson, Scottish Government, GIRFEC Team Leader (PD)
Lynn Townsend Scottish Government, GIRFEC (Education) (LT)
Amanda Callaghan, Scottish Government Early Years Team (ACa)
Gareth Allen, Scottish Government Third Sector Unit (GA)
Carole Campariol-Scott, GIRFEC Policy team (Secretariat) (CCS)

Apologies
Katy Cameron, CoSLA (KC)
Rosemary Lyness, Child Health Commissioners (RL)
Ralph Roberts, NHS Chief Executive, CEO NHS Shetland (RR)
John Butcher, Head of Inclusion, Glasgow City Council (ADES)

1. Welcome, Apologies and Introductions
The Minister welcomed the Members and in particular ACC MG, who took over Allan Moffat in Police Scotland. The members introduced themselves.

2. Minutes of Last Meeting and Matters Arising
The Minister asked if the members were content with the minutes from the last meeting, these were agreed.
3. Update on the Children and Young People (Scotland) Act

PR provided an update to the members. The following points were made:

- The focus was now on implementation and building momentum on engagement
- The Act was given Royal Assent on 27 March
- The Children’s Rights and Wellbeing Division had been doing a lot of planning around the Act. This work was coordinated by the Better Life Chances Unit (BLCU) across a number of other policy areas including:
  - Early Learning and Childcare: this was the immediate priority in terms of implementation, with childcare provisions and duties due to be in place for August this year
  - School closures and free school meals
  - GIRFEC provisions: Named Person, Child’s Plan and Wellbeing
  - Children’s Services Planning and Children’s Rights Duties (Parts 1 and 3).
  - Looked After Children: including After Care, Kinship Care and Continued Care provisions.

The development of guidance and material was to be joined up and underpinned by GIRFEC principles, with the GIRFEC National Implementation Support Group (NISG) acting as a reference group. The way we communicated with those who will have duties and those who will be affected by them was to be explored, as well as engagement with Chief Executives.

AC added that this was wide-ranging work and we needed to be aware of timescales. There were no further comments from the members.

4. a Programme Plan

PD presented the paper to the members (GIRPB/13/04a). The following points were made:

- With the Act now given Royal Assent, it gave clarity about timescales and helped identify gaps for support
- The Programme Plan worked backwards from 2016 and identified key milestones and dependencies. It took account of:
  - For the critical role of communications, the NISG and Implementation Team were helping identify priorities
  - Relationships between Education Scotland and the Care Inspectorate were key
  - The use of the self-evaluation exercises for CPPs, while taking account of its limitations
  - The key role of scrutiny bodies
  - Other key events, such as the independence referendum on 18 September
There will also be a detailed plan for orders and regulations, to be finalised at the end of May. AC invited comments on the paper, and the following points were made:

- MM asked about timescales for the guidance, referring to the issues encountered with the timing of the publication of the guidance for Self-Directed Support for policy leads. PD and LT replied that consultation will take place at least a year in advance of commencement of the duties, with informal consultation before Christmas. When looking at the outline guidance it was agreed that orders and guidance would be worked and consulted on together. The Scottish Government website will be updated as work progressed, with workshops and engagement events taking place over the year. These updates will go to the CPPs and engagement groups.

- AC asked if we could publish the timescales. LT replied that the BLCU was developing a Programme Plan which was to go out to networks and CPPs when ready. DS added that we were developing wider communications on implementation. BM mentioned the practitioners events which will be an opportunity to circulate the timetable and ensure compliance.

- LC added the NHS was working on a detailed programme plan which took account of the Financial Memorandum, to help plan investment in advance of 2016, therefore, more detailed project plan would be helpful. PR added that there was intensive engagement on workforce planning with NHS Boards and that the needs of Health Visitors were a focus.

**Action Point:** Members to send PD any further issues on programme planning after the meeting.

### 4.b Risk Register

PD presented the tabled paper to the members (GIRPB/13/04b).

She invited comments from the members, and the following points were made:

- MG raised issues surrounding ensuring high-risk children remained a focus. AC added that GIRFEC should not be seen separately, but that the GIRFEC message may need reinforced. BM offered to work with Police Scotland on this.

- KA mentioned issues over referral process around both Child and Adult Protection. She mentioned the Care Inspectorate’s review of integrated children’s services across all 32 local authorities, but hadn’t noticed the issue raised by Police Scotland. Care Inspectorate was happy to provide targeted support where needed.

- MC added that we needed to move from a permissive to directive approach on information sharing, as there was no national system to implement information sharing we needed to make sure individual systems were compatible.

The Minister thanked all for their contributions.
4.c Resources
PD presented the paper to the members (GIRPB/13/04c). The 2014/15 GIRFEC budget was discussed at the last meeting, where it was mentioned there was reduced funding and a focus on learning events. This year, funding was also provided for the 2nd year of the GIRFEC project in Glasgow; the Lothian & Borders Touchpoint project; and learning events led by the NISG. There were limited funds left to allocate and members were asked for their views. BM suggested to ask GIRFEC leads at the 12 June event to help identify where things need to happen.

Action Point: members to get in touch with PD for views on where unallocated funding should be spent.

5. Update from the National Implementation Support Group
BM presented the paper to the members (GIRPB/13/05). She made the following points:

- The wellbeing of children, partnership and good practice were key priorities in Perth & Kinross Council
- The NISG has a key role in facilitating promotion of national state of readiness, and the Challenge Questions which will accompany the letter to the Chief Executives were designed to help local areas plan for implementation
- The Health and Social Care Integration agenda included communications around the progress on GIRFEC and identified individual leadership responsibilities
- The recent CPP self-evaluation exercise was mentioned. So far 22 returns had been received, and feedback would be provided at the next meeting of the Board. The delays to the other returns were due to CPPs waiting for the reports to be signed off. She mentioned the issues of the quality of some of the feedback from the reports. SJ added these exercises had to come with realistic timescales and take account of local planning processes
- A series of GIRFEC events run by GIRFEC leads were scheduled over the calendar year, with attendees facilitating discussions
- Workforce capacity was a recurring issue

MC mentioned the real sense of drive from the last meeting of the NISG on 6 May. The CYPA was focussing minds on the reality of the provisions.

AC mentioned the recent Early Years Taskforce self-evaluation exercise. Feedback for the next exercise will involve rewording some of the questions. She offered to liaise with BM to discuss further.

Action Point: DS and BM to discuss the Challenge Questions after the meeting.
6. National Third Sector Project
GA provided an update on the project to the members (GIRPB/13/06). The following points were made:

- There was shared improvement for CPPs and TSI’s involved in the project based on communications and shared messages
- The project had generated a lot of partnership and enthusiasm
- The Care Inspectorate Community Planning Improvement Programme and 5 Pathfinders, which built strongly on the Third Sector Project
- SallyAnn Kelly, Third Sector Project Manager had done a presentation of it at the last SOLACE meeting which was very well received. It helped local authorities think about participation and how to learn to build from it.

AC added it was heartening to hear of the momentum. It linked in with the Early Years Collaborative approach to learn from each other.

7. Members Updates
AC asked the members for any other updates from their respective organisations, in particular on what more could be done to support implementation. The following points were made:

- MB mentioned the link between ADSW and the Children & Families agenda, and the need for research in what will be the impact of the Health & Social Care agenda, where services will sit. He suggested doing a drilldown of issues in 2 local authorities to identify what was best practice, what were the key issues and the impact on GIRFEC
- FN mentioned the continued work on communications with parents with the Scottish Government
- KA mentioned the Care Inspectorate resources to support early learning provision. She suggested a joint message with Education Scotland on children’s services planning
- AD mentioned the GIRFEC project in schools. This involved 11 local authorities being trained and using the self-evaluation tool. Feedback received was very positive. They were developing new tracking procedures using wellbeing indicators. The project was now moving to Year 2. The project had made a difference in schools. AC mentioned Youthlink and the Youth Work strategy
- MG mentioned the Project Management of Risks and Concerns Hub project, which was run at senior level and looked at how different divisions were at different places in collating concerns. It was built in to a culture shift and looked at leadership in 14 Police Divisions and 32 local authorities. It was aimed to be completed by the end of the calendar year. He suggested that some of the funding available in the GIRFEC budget could be used to support the project.
8. A.O.B and Date of Next Meeting
AC told the members that now that the Bill had become an Act, we were moving towards implementation and we should ask ourselves how to make the best use of the members’ time. This will be a paper at the next meeting. The Minister thanked the members and closed the meeting.

Date of next meeting: Wednesday 24 September, 10 am – 12 pm, Victoria Quay.