



Fife Child Protection Committee

Annual Report

April 2005 – March 2006

&

Annual Plan

April 2006 – March 2007

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Fife CPC Annual Report 2005 – 2006

1.0 Preface from Chief Officers

Fife CPC Annual Report 2005 to 2006 illustrates our successes, the work underway and our plans to build on continuous improvement in child protection. In last year's Annual Report, we welcomed the Scottish Executive guidance '*Protecting Children and Young people: Child Protection Committees*' with its clear message of support, expectation and direction in child protection and reported on the newly established Child Protection Governance Arrangements in Fife. Now implemented, these underpin the continued commitment and leadership from Chief Officers to oversee and support the Child Protection Committee.

Fife Child Protection Committee reports progress to Chief Officers and we have met regularly since 2004 to ensure that agencies continue to work together to protect children and young people as effectively as possible. The group has recently expanded its remit to cover procedures and processes involving sex offenders and vulnerable adults and has recently been renamed the Chief Officers' Public Safety Group¹ in recognition of this wider remit.

With a key quality assurance remit, the CPC is responsible for the promotion of continuous improvement of child protection work. One of the main areas for development for Child Protection Committees across Scotland is to establish an ongoing process of multi-agency evaluation. We reported last year on the plan to evaluate the effectiveness of multi-agency working and communication in agreeing and implementing Child Protection Plans for children on Fife's Child Protection Register. The results of this multi-agency audit were reported to CPC, Chief Officers and Elected Members in 2005 and an action plan was agreed. Full implementation of the recommendations is nearing completion. An evidence-based template for good practice, derived directly from this audit, has been established to ensure quality standards in the child protection process. We are encouraged at Fife's ability to establish evidence-based quality assurance mechanisms and look forward to further developments in this respect in 2006 – 2007.

In January of this year, the Fife Child Protection Committee launched its revised inter-agency Child Protection Guidelines at its Annual Conference. The Conference entitled "Accountability and Quality Assurance in Child Protection; our Collective Responsibility" reflected and reinforced the shared commitment of all public service agencies in Fife to the protection of children. The conference was attended by 175 of Fife's professionals from all services including Fife Council, NHS, Police and the Voluntary Sector.

¹Membership of Chief Officers Public Safety Group:
The Chief Executive of Fife Council
Chief Constable of Fife Constabulary
Chief Executive of NHS Fife
Chief Social Work Officer
Chairperson of Fife Child Protection Committee
Authority Reporter, Scottish Children's Reporters Administration

Information Sharing continues to be a crucial aspect of an effective response to child abuse and there has been significant progress in Fife, strategically and operationally. Following on from a previous Annual Conference around this theme, there has been a continued focus, through training and development opportunities and CPC seminars and materials to ensure practitioners across Fife are confident and practiced at sharing information appropriately. We are about to further demonstrate our own commitment to this by way of a comprehensive distribution of correspondence from Chief Officers which offers our endorsement of the sharing of information across Fife to protect those children and young people who may be at risk of harm.

Nationally, there is considerable activity in relation to the establishment of a national single shared assessment framework specifically for children and young people with associated emphasis on information sharing protocols and systems. Information Sharing, Shared Assessment and Coordinated Children's Services (ISSACCS) is the local initiative that is responsible for ensuring that Fife has in place information sharing protocols and a shared assessment framework to ensure coordinated and integrated children's services. We understand the important role assessment plays in responding effectively to child abuse and look forward to learning from the pilot of ISSACCS that is planned in the Levenmouth area from July of this year.

The CPC Annual Report 2005 - 2006 reflects the determination of Chief Officers to ensure that the Child Protection Committee is able to develop necessary capacity to analyse trends and gain an overview of what works for children in need of protection in Fife. We have strengthened our systems to gather statistical data which has developed our ability to quality assure and evaluate outcomes for children and work is underway, through the CPC Quality Assurance Sub Committee, (which was established in November 2005) to develop systems to evaluate performance.

Finally, we value the direct contributions of children and young people and support the CPC's attempts to develop this. We look forward to seeing the publications planned to maximise the opportunity to engage with children, young people and their parents and carers in the child protection process. We encourage the development of evidence based approaches and look forward to the newly developed template for best practice being used as a standard approach in child protection work. This will undoubtedly enable us to ensure that children and young people are encouraged to fully participate in the child protection process.



Ronnie Hinds
Chief Executive
Fife Council



Peter Wilson
Chief Constable
Fife Constabulary



George Brechin
Chief Executive
Fife NHS Board

2.0 Introduction

2005 – 2006 has been an exceptionally busy year for the Child Protection Committee; ensuring the implementation of the Governance Arrangements. The newly constituted CPC and Sub Committees have achieved considerable success in carrying out the work outlined in the CPC Annual Plan 2004 -2005.

Our main strengths have undoubtedly been the training and development opportunities offered to a range and high volume of staff across Fife and the acceleration of imbedding a quality assurance approach to child protection. The Education Service, in particular, has benefited from a marked drive to ensure that all Education staff with a child protection role across Fife's schools have engaged in a full day training. The timing of this has allowed direct learning from our audit of the Child Protection Register to be incorporated into training materials. In addition, the newly established national child protection guidance for Education has already been incorporated into local procedures and the Education Service is currently looking to develop their own child protection strategy to continue to ensure its staff are confident and able to respond appropriately to children and young people who need their support across Fife's schools. Education offers support to many vulnerable children and young people and it is to the Service's credit that it has worked hard to ensure staff are as prepared as they can be to respond effectively to children and young people in need of protection.

Alongside the revised inter-agency Guidelines there has been extensive dissemination of newly designed Guidance for Practitioners which reinforces the importance of working together effectively to minimise the risk to children and young people and provides a clear statement of commitment to the sharing of information. As awareness to protect children and young people heightens, so too does the demand for training and development opportunities. The newly developed Self Learning Pack provides a tool to enable staff in adult, as well as traditional children and family settings, to access an induction to child protection and importantly, a guide for the recognition and response to child abuse. From January 2006, the CPC has distributed 5000 Self Learning Packs across Fife.

As well as the dissemination of CPC publications and materials in 2005 – 2006, the CPC has also invested in a strengthened focus on local advertising, with a number and variety of adverts placed in local press, cinemas and supplements throughout the year.

Locally and nationally, the CPC Support Team has worked hard to ensure as cohesive an approach as possible, strategically and locally. As well as the strengthened arrangements of the CPC, Chief Officers and Strategic Partnerships, attention has been paid to building on the relationship between local child protection and children's services groups.

The national Child Protection Reform Programme is coming to an end and Fife has engaged fully with colleagues from the Scottish Executive in all aspects of the Programme. Fife CPC Lead Officer is proactively involved in national task groups; consultations and networking opportunities. This will stand Fife in good stead to continue to engage with the Scottish Executive in the *Getting it right for Every Child* agenda, which is set to replace the Child Protection Reform Programme in 2006.

In 2005, Fife CPC has ensured members receive multi-agency approval before implementing all child protection initiatives, procedures, protocols and guidance. The CPC will continue to make sure these are in line with national directives, principles, values and good practice in child protection. This year, we will see a revision in NHS Fife Child Protection Procedures, and a procedural review for the management of the Child Protection Register by the Social Work Service.

We will also see the development of a protocol to advance our approach to Significant Case Reviews in Fife, in line with National Guidance. Fife Child Protection Committee continues to respond to reports and inquiries, which present opportunities for learning in how we collectively respond to child abuse. These are regularly incorporated into the training and associated materials that the CPC offers.

3.0 Evaluation & Inspection

In March 2004, Ministers announced there would be a new multi-agency children's services inspection team led by HMIE to undertake inspections of child protection services across the 32 local authority areas across Scotland over the next 3 years. Plans are underway to put in place integrated inspections for all services for children by 2008.

The inspections process will be useful to assist us with the evaluation of the impact of our child protection approach on Fife's children and young people, but we are keen to ensure that we can establish mechanisms ourselves to self-evaluate in order to continue to influence our ability to improve outcomes for Fife's children and young people. Last year we reported on the pilot multi-agency audit of Fife Child Protection Register where a multi-agency group looked at evaluating the effectiveness of multi-agency working and communication in agreeing and implementing Child Protection Plans on Fife's Child Protection Register.

The audit, based on an evaluation of five families, identified a number of areas, which could be strengthened, developed and improved in the context of responding to children in need of protection in Fife. The audit framework was considered to be successful; able to assess what works for children at risk of harm. The framework allowed the auditing group to identify risk and protective factors and what influences improved outcomes. This has enabled the group to identify examples of good, as well as weaker practice and recognise areas which merit supplementary input or direction in Fife.

Where outcomes were less satisfactory there tended to be a lack of thorough assessment; limited multi-agency involvement and information sharing; an imprecise Protection Plan and lack of precision as regard to roles and responsibilities. These issues were addressed within the Action Plan, with action having already been taken on almost all aspects.

Emphasis on the Protection Plan was considered to be a crucial component of successful registration (and management of risk). The case that was evaluated as good had a clear Protection Plan, which was regularly monitored, reviewed and updated. There was also a high level of involvement with the family and this was considered by the group to have positively contributed to a successful outcome and decreased the risks for the children involved. Measures are now in place to use this as a template for best practice which will work to ensure that the child protection process is of a consistent high standard in Fife.

Fife CPC Self-learning Pack incorporates the learning from this evaluation and explores the child protection process and enables practitioners across Fife to appreciate the impact of the registration process for children and young people and the exploration of roles and responsibilities within it. CPC training and Development opportunities will ensure that learning from this is applied throughout Fife and materials, over and above the Self-Learning Pack, will continue to be provided to ensure multi-agency commitment to this crucial process for Fife's most vulnerable children and young people.

In response to the findings regarding inter-agency cooperation, the Education Service has developed materials to ensure that their key child protection personnel are enabled to fully participate in this process and all those individuals who have a child protection responsibility in Fife's schools (over 200) have attended a full-day training event to maximise their participation at Child Protection Case Conferences and contribution to multi-agency Child Protection Plans².

²from April 2005 to March 2006

4.0 Fife Child Protection Committee Functions

4.1 Public Information

The Annual Conference in January 2006 provided a good opportunity for all staff across Fife to learn from the reorganisation and strengthening of Fife Council's Social Work Service as well as Fife Constabulary's plans to strengthen their role in child protection. Local advertising opportunities have enabled this information to reach the public and later this year we plan to develop a Fife Child Protection Committee website.

Local Advertising in 2005 – 2006 has included:

- an Internet Safety advert in the school supplement of the Fife Free Press and the Fife Leader, October 2005
- a "Keeping our Children Safe" advert in the Christmas supplement of the Fife Free Press and the Dunfermline Press, December 2005
- a "What you can do to help if you are worried about a child or young person" advert in the Fife Factfinder 2005-2006 distributed with Fife Free Press Group newspapers
- a Managing your Child's Behaviour advertisement in the Odeon Cinema magazine September – October 2005, November – December 2005, March – April 2006,
- "Child Protection – Everyone's Business" advert on Fife Council library carrier bags
- "What you can do if you are worried about a child" advert on a 2006 wallplanner distributed through the Fife Press Press and the Glenrothes Gazette.

4.2 Policies, Procedures and Protocols

Fife Child Protection Committee's inter-agency Child Protection Guidelines have been distributed to all agencies across Fife alongside the Self-learning Pack and pocket-sized Guidance for Practitioners.

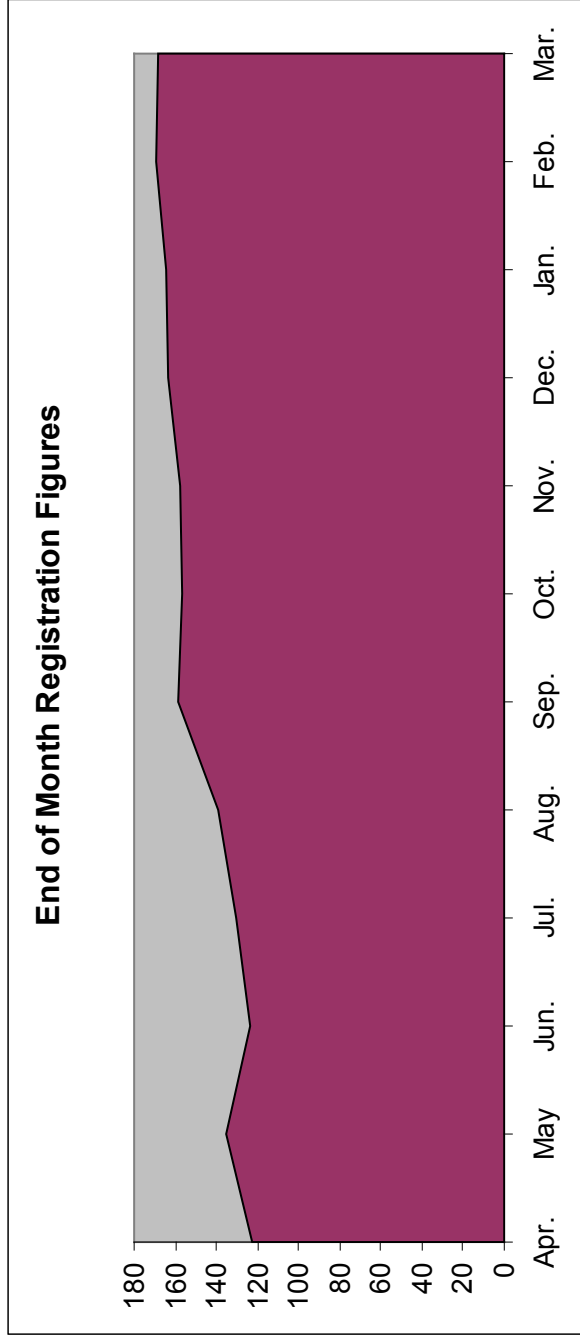
The Education Service has produced, in collaboration with its partner agencies, Guidelines for Children Missing from Education. This service has also reviewed its procedures in respect of the national Safe and Well Guidelines (2005) and related correspondence has been sent to all schools.

Procedures for allegations against Fife Foster Carers have been reviewed and an IRD (Initial Referral Discussion) procedure between NHS Fife; Fife Constabulary and Fife Council Social Work service has been developed.

An updated list of Fife Child Protection Publications is provided in Appendix 8. Plans are in place for the Child Protection Committee to compile a set of procedures specifically for those children and young people affected by parental substance misuse; a protocol for children and young people who run away or who are at risk of sexual exploitation and a significant incident review procedure.

4.3 Management Information

Child Protection figures per month April 05 - March 06												
Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	
123	135	124	130	139	159	157	158	163	164	169	168	



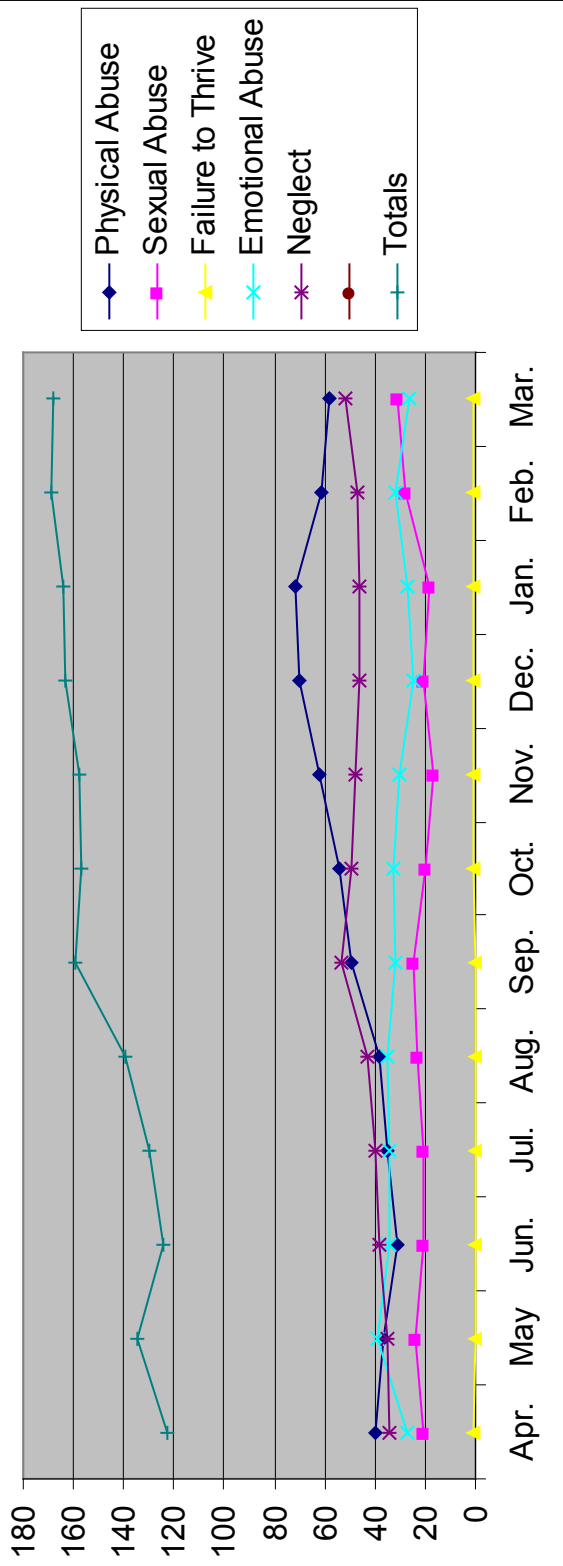
Registration reasons by percentage

Physical Abuse	Sexual Abuse	Failure to Thrive	Emotional Abuse	Neglect
34%	15%	1%	21%	29%

Child Protection figures by abuse category April 05 - Mar 06

	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Physical Abuse	40	37	31	35	38	49	54	62	70	72	61	58
Sexual Abuse	21	24	21	21	23	25	20	17	21	18	28	31
Failure to Thrive	1	0	0	0	0	0	1	1	1	1	1	1
Emotional Abuse	27	39	34	34	35	32	33	30	25	27	32	26
Neglect	34	35	38	40	43	53	49	48	46	46	47	52
Totals	123	135	124	130	139	159	157	158	163	164	169	168

CP Abuse Categories by Month



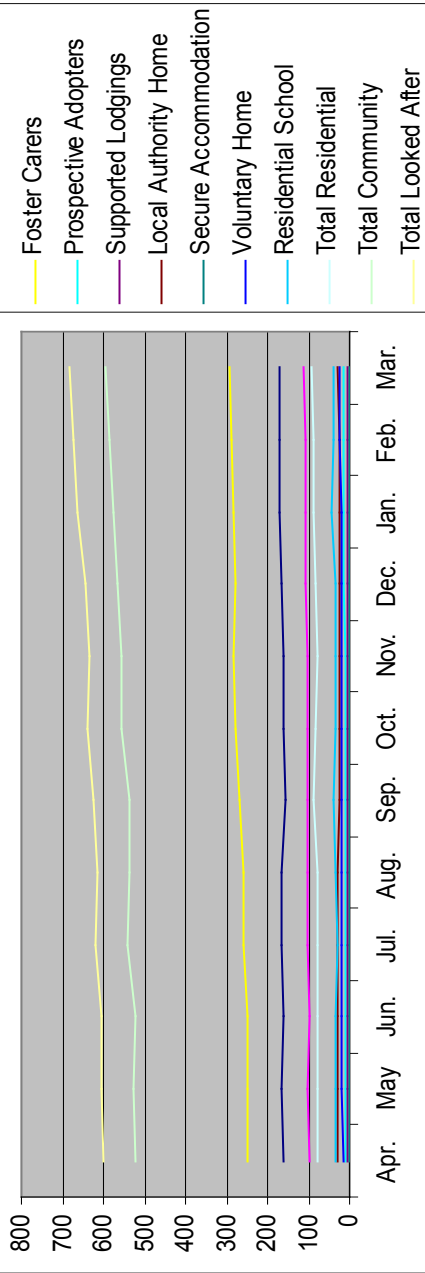
Annual Comparative Performance Indicator Information

	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
% rate of children on the register who had previously been registered	19.80%	17.90%	7.10%	19.80%	18.90%
Rate of children on the register at 31 March per 1,000 population.	1.2	1.4	1.8	1.8	1.9
% of children on the register at 31 March who had been registered:					
Less than 6 months	64.20%	52.10%	58.30%	65.30%	61.70%
6 - 12 months	18.50%	18.80%	16.70%	21.20%	19.90%
12 - 18 months	17.30%	25.00%	22.50%	11.00%	16.60%
18 - 24 months	0.00%	4.20%	2.50%	2.50%	1.80%

Looked After Children by Placement type

	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
At Home	163	165	162	165	165	154	163	159	165	169	169	169
Friends/Relatives	100	102	100	104	102	102	103	101	106	105	109	114
Foster Carers	247	247	248	259	257	267	277	283	276	283	286	293
Prospective Adopters	10	10	9	9	9	9	9	9	13	13	15	13
Supported Lodgings	3	3	4	3	3	4	3	4	4	4	4	4
Local Authority Home	28	27	27	27	28	26	26	24	23	22	25	27
Secure Accommodation	2	1	1	2	1	1	1	1	2	2	2	2
Voluntary Home	16	18	19	19	18	19	19	19	20	21	24	25
Residential School	33	32	33	30	32	40	36	34	36	42	37	37
Total Residential	79	78	80	78	79	86	82	78	81	87	88	91
Total Community	523	527	523	540	536	536	555	556	564	574	583	593
Total Looked After	602	605	603	618	615	622	637	634	645	661	671	684

LAC by Placement Type Apr. 05 - Mar. 06



Reasons for the accommodation of children Apr 2005 - Mar 2006

			Figures for 2004 - 2005
Lack of Parental Care	32%	Down 11% on	43%
Non-School Attendance	11%	Up 3% on	8%
Significant Risk of Harm	17%	Down 4% on	21%
Beyond Parental Control	13%	Up 4% on	9%
Child Offending	4%		Not Specified
Family Requiring Assistance (Illness, Disability, etc.)	11%		Not Specified
Other (Inc. Substance misuse, abandonment, absconding)	12%	Up 7% on	5%

Children on the CP Register as of 31 March 2006 whose parent(s) misuse alcohol/drugs by SW Area Team

CPR/CPR+LAC	Children on Register	Total	%	One Parent	Both Parents	Self	Alcohol	Drugs	Both	Total Drugs	Heroin	% Heroin of total drugs
Glenrothes LAC	8	7	87.50	4	3	0	0	3	4	7	3	42.86
Glenrothes CAT	21	8	38.10	5	3	0	3	5	0	5	4	80
Leven LAC	12	10	83.33	5	5	0	3	7	0	7	7	100
Leven CAT	14	2	14.29	0	2	0	0	1	1	2	1	50
Kirkcaldy LAC	13	7	53.85	5	2	0	5	1	1	2	1	50
Kirkcaldy CAT	16	4	25.00	3	1	0	0	4	0	4	3	75
Cowdenbeath LAC	5	4	80.00	2	2	0	0	3	1	4	2	50
Cowdenbeath CAT	15	5	33.33	2	3	0	1	3	1	4	2	50
Rosyth LAC	7	1	14.29	1	0	0	0	1	0	1	1	100
Rosyth CAT	11	7	63.64	4	3	0	3	4	0	4	3	75
Dunfermline LAC	14	6	42.86	3	3	0	1	3	2	5	2	40
Dunfermline CAT	13	2	15.38	0	2	0	0	2	0	2	2	100
Cupar	13	9	69.23	8	1	0	6	3	0	3	2	66.67
Disabilities	6	2	33.33	2	0	0	1	0	1	1	0	0
Totals	168	74	44.05	44	30	0	23	40	11	51	33	64.71

Grounds for referral – section 52(2) of the Children (Scotland) Act 1995			
		Number of Children 01.04.04 -31.03.05	Number of Children 01.04.05 -31.03.06
a	Beyond control of any relevant person	190	174
b	Bad associations/moral danger	118	141
c	Lack of parental care	765	880
d	Victim of a Schedule 1 offence	225	283
e	Member of same household as child victim of a Schedule 1 offence	53	53
f	Member of same household as Schedule 1 offender	39	68
g	Member of same household as victim of incest		<5
h	Failure to attend school	155	107
i	Committed an offence	1254	1229
j	Alcohol/Drug Misuse	62	58
k	Solvent misuse	<5	
l	Special Measures	8	<5
Total for Year		2272	2456
Referral Registrations		3857	4137
			Non offence referrals 1819 Offence referrals 2319 Both 11
Number of Children with a Supervision Requirement in force as at 31 March		465	507
Number of Hearing Sessions 01.04.05 -31.03.06		Hearing Slots	Children's Hearings
486		1249	1700

4.4 Quality Assurance

A fundamental responsibility of the Child Protection Committee is to ensure that there is necessary capacity to analyse trends and gain an overview of what works for children in need of protection in Fife. Work is underway, through the CPC Quality Assurance Sub Committee to develop systems to strengthen performance. The Quality Assurance Sub Committee has met on four occasions since it was established in November 2005 and achievements have included:

- ensuring full implementation of the recommendations from the pilot audit of the Child Protection Register
- ensuring key professionals from the Education Service; Police and NHS have a recognised individual responsible for maintaining an overview of the registration status of children and young people on behalf of their agency and to act as a coordinator for their agency for those children and young people whose names are on Fife's Child Protection Register
- the development of a template to quality assure Fife's Child Protection Register
- strengthened and improved management information for child protection
- agreement to revise materials for children, young people and their parents and carers to advise about the child protection process and maximise opportunity to engage children and young people
- steps to ensure Fife Child Protection Committee and its members are sufficiently prepared for multi-agency inspections of Child Protection

4.5 Promotion of Good Practice

Maximising learning from our evaluations is an important aspect of child protection development and the arrangements put in place to date alongside the range of activities demonstrate the commitment of Fife CPC to develop an ability to reflect the culture and practice of a Learning Organisation. Indeed, an important aspect of the pilot audit of Fife's Child Protection Register was the inbuilt mechanism to provide feedback to the practitioners involved; an opportunity to de-brief and enable learning in a proactive way while resisting blame.

The good practice recognised led to individual practitioners being commended for their efforts and conclusions which were drawn resulted in evidence-based learning:

“Child centred approaches which are proactive, with a high level of multi-agency collaboration and information sharing, alongside a comprehensive assessment of risk and a clear protection plan, significantly improve outcomes for children and young people involved in the child protection process”.

**Fife Child Protection Committee;
Template for Best Practice 2006.**

4.6 Training and Staff Development

Training and development have always been a particular strength in Fife and in 2005 the Child Protection Committee has:

- reviewed the membership, role and function of the CPC Training Sub Committee to ensure a high level of collaborative working and a partnership approach to multi-agency child protection training and development
- ascertained training needs
- initiated work on a CPC Training and Development Strategy
- developed the multi-agency training pool
- established and agreed a Protocol for child protection training
- redesigned, upgraded and updated all CPC training materials in line with national developments, Child Protection Reform, learning from Inquiry Reports and evidence based research.

4.6.1 Background

The Scottish Executive established a “three year reform programme” for child protection services. This was in response to the audit and review of child protection in Scotland—“It’s Everyone’s Job To Make Sure I’m Alright (November 2002).

The Reform Programme’s overall goal is to improve the protection of children at risk of neglect and abuse and reduce the numbers of children who need protection. From the Reform Programme’s inception to (2005/2006) a number of projects have been developed, including:

- Children’s Charter
- Framework for Standards
- multi-agency inspection
- examination and clarification of the role and remit of Child Protection Committees
- raising community awareness of child protection
- inter-agency child protection training
- child death and significant case reviews (Victoria Climbié, Kennedy McFarlane, Caleb Ness and Danielle Reid)

It is against this background that the Training Sub-committee is developing its role to: *“ensure the delivery of a multi-agency training programme and promote inter-agency communication, understanding and shared approaches to the child protection process, through multi-disciplinary training and staff development.”*

4.6.2 Inter-agency Child Protection Training

Throughout the last two years there have been a number of significant changes in respect of child protection practice and these have implications in respect of single and multi-agency training and development.

Training activities will incorporate these changes from both a single and inter-agency perspective, and is also being reflected in current training. For example, Community Services' single-agency training levels 1 & 2, and the 'Introduction to Child Protection and Good Childcare Practice and Protection' incorporate the "Charter and Framework" sharing of information and relevant aspects of current legislation. The inter-agency training level 2 "Working Together" also incorporates these aspects and more. The Training Plan sets out these examples and others in detail.

There is, however, considerable development work to be done in order to ensure continuity, consistency and quality.

All single agencies accept responsibility for their own child protection training and recognise the need for maintaining high standards. A protocol is now in place to assist the agencies with this process.

The Reform Programme has provided a draft framework (Educational Training for Inter-agency Working: New Standard: Salford University). This framework provides the blueprint needed for current and future development.

There are four levels of training, 'Awareness-raising', 'Foundation', 'Intermediate', and 'Specialist/Advanced'. These will now replace Fife's original wording of Level 1, 2, 3, and 4. Within each of the levels there are clear indicators as to the necessary content and standard required. All training whether single or inter-agency will use this framework to determine the level of training.

4.6.3 Training Needs Analysis

A comprehensive mapping of existing and proposed training (both single and multi-agency) has been completed. The findings were analysed by an independent consultant, whose conclusions were made available to the Sub-committee in June 2006. The remit for the analysis was to:

- examine in detail information collated from all agencies and provide a summary of past training activity
- provide a comprehensive picture of current child protection training delivered on both a single and multi-agency basis
- highlight issues/deficiencies for agencies in respect of child protection training
- determine a training and development pathway for agencies from this examination
- review the current multi-agency training calendar and strategy
- link all training activities with the Child Protection Reform Programme
- provide direction and support in developing a 3 year programme for multi-agency child protection training ensuring quality and meeting standards

The report of this analysis provides clear signposting for the development of a coherent and comprehensive training framework that will allow improved evaluation of both training needs and the effectiveness of delivery. This will address one of the findings of the report, namely that the level of training within single agencies can be variable, with some agencies being more proactive than others.

The Training Sub-committee has agreed to develop the agreed training protocol (see paragraph 2 above), to reflect the findings of the analysis. Work is underway to develop a framework that reflects the recommended levels of training, their content and the target staff groups. All training developed and delivered in Fife will require to be tested against this framework. This will ensure consistency of standards across all training, irrespective of agency, staff groups or level. It will also assist in future training needs analysis, providing clarity at a glance as to the compliance of training programmes with agreed standards.

4.6.4 Related Activity

- The development of internet safety materials is nearing completion. The content and format have been consulted on extensively, and incorporate the views of children and young people. The materials will be launched during 2006/2007.
- Comprehensive basic awareness materials are under development. Their content will be compliant with recommended standards for this level of training. The intention is to make the materials available in a variety of formats, including web-based, CD Rom and printed, linked to an mechanism for monitoring their use by all staff. It is anticipated that these materials will also be available during 2006/2007.
- Negotiations are underway with Fife Council's Customer Relations Management to ensure a planned strategic approach to the dissemination of public information. The intention is to develop public awareness campaigns that reflect agreed themes.

4.6.5 Community Services

In year 2005/06, Community Services has continued to train staff in Child Protection Awareness and a total of 800 staff received the training bringing the total Service compliment to 1200 members of staff.

These staff are in areas such as Community Centres, Leisure Centres and local projects, and include Youth workers, Leisure Attendants, Janitors and Caretakers of facilities.

In addition a total of 20 staff across Community Services have been identified to take on a training role in the future and this training will be delivered in Autumn 2006. Training has also been delivered to over 100 Managers within the Service who will have a responsibility for managing Child Protection reports and information.

An audit of existing procedures within Community Services was carried out and a review was subsequently undertaken. The Service are now in the final stages of completing the guidance on Child Protection in a number of areas of the Service and will be taking a report to Fife Council in November 2006, seeking approval for the implementation of the new guidelines.

4.7 Communication and Cooperation

The Child Protection Committee and its Sub Committees are fully representative of all the main agencies in Fife. The Governance Arrangements make clear the expectations, roles and responsibilities of members to ensure dissemination of information from the Child Protection Committee to all parts of their respective services.

In addition to this, CPC has strengthened its links with DAAT (Drug and Alcohol Action Team); FDASAP (Fife Domestic and Sexual Abuse Partnership); the Voluntary Sector and Children's Rights and Participation Service. Strong links continue with the Children's Services planning agenda; ISSACCS and Local Children's Services Groups and Child Protection Groups.

In order that best practice and learning with other CPCs is shared, the Chairperson and Lead Officer are actively involved in meeting directly and communicating regularly with Child Protection Committees across Scotland. CPC Chairs and Lead officers meet formally with the Scottish Executive four times a year. Fife has hosted two recent meetings to encourage networking between Lead Officers and Fife CPC Lead Officer is responsible for coordinating the Lead Officer network to enable continuous collaboration and sharing best practice across Scotland. In addition, Fife's Lead Officer has been involved in two of the seven national task groups set up to develop a collaborative and cohesive approach to implementing the national guidelines on Child Protection Committees and will continue to engage with and contribute to the work of national task groups. The Lead officer has also been involved in initial consultation with the Scottish Executive regarding the development of national guidance on Significant Incident Reviews.

4.8 Planning and Connections

As part of the new arrangements, a decision was made in 2005 to review the functions and remit of the Local Child Protection Groups with a view to ensuring accountability, integrated working and consistency. Chairs and Vice Chairs of Local Child Protection Groups now meet formally, on a regular basis to formalise and strengthen the direct links with Children's Services Groups³.

Chief Officers (renamed the Chief Officers Public safety Group) have met regularly since November 2004 and have recently expanded their remit to include vulnerable adults and sex offenders. This Group will report to the Fife Partnership and plans are in place to establish a scrutiny group comprising the Leader of the Administration, Leader of the Opposition, Chair of Community Safety Committee and Chair of NHS Fife to ensure appropriate ownership and challenge.

³The Local Chairs Network was established in November 2005

4.9 Listening to Children and Young

The CPC Internet Safety Group (on behalf of the Training Sub Committee) has involved young people in this campaign.

Publications to maximise the opportunity to engage with children, young people and their parents and carers in the child protection process are being developed for Fife. These will be published later this year in a user-friendly format.

Quality Indicators have been incorporated into a template to allow us to check that children and young people are encouraged to participate in the child protection process.

4.10 Conclusion and Future Development

Having implemented the Governance Arrangements for Child Protection in Fife, the CPC is well placed to deliver the vision for child protection laid out in the national Guidelines for Child Protection Committees. The Sub Committees are now in a strong position to deliver the vision set out in the CPC Annual Plan and we will continue to strengthen our approach to training and development and ensure quality assurance is at the centre of child protection.

In 2006 -2007, Fife Child Protection Committee will:

- ensure that procedures, practice and development opportunities are functioning at their best
- continue to focus on Fife Child Protection Register
- develop multi-agency child protection training and development, ensuring that it targets those professionals who work primarily with adults
- develop Procedures for those children and young people affected by parental substance misuse in Fife
- develop Procedures for children and young people who run away and for those exploited through sexual exploitation
- evaluate the impact our child protection approach has on children and young people
- develop a procedure for significant incident reviews
- strengthen Management Information and build on our capacity to analyse and positively influence our ability to ensure quality in child protection practice

The foundation work carried out by the CPC Sub Committees has very much set the scene for future developments and in 2006-2007, we aim to concentrate on developing mechanisms to enable children and young people to inform and influence CPC initiatives.

5.0 Appendices:

5.1 CPC Membership

2.2 CPC Sub Committees:

5.2.1 Quality Assurance Sub Committee

5.2.2 Training Sub Committee

5.3 CPC and Sub Committee Attendance

5.4 Resources dedicated to the CPC and support arrangements

5.5 CPC Training & Development 2005 – 2006

5.6 Children's Services Plan – Safe outcome

5.7 Local Child Protection Groups

5.8 CPC Publications

1.1 Membership of Fife Child Protection Committee⁴

The membership of the Committee comes from the main agencies with direct responsibilities for or interest in matters of child protection across Fife.

Membership and representation of Fife Child Protection Committee consists of:

Chairperson

Eric Byiers Strategic Manager, Children and Adult Services, Fife Council (Chairperson)

NHS Fife

Lesley Macdonald Director of Public Health

Caroline Inwood Director of Nursing

Susan Manion General Manager, Dunfermline & West Fife CHP

Fife Council

(Social Work Service; Education Service; Community Services and Housing Service)

Joe Fitzpatrick Senior Manager, Community Services

Bryan Kirkaldy Senior Manager, Education Service (Chair, Quality Assurance Sub Committee)

Michelle Miller Senior Manager, Social Work Service (Chair, Training Sub Committee)

John Mills Senior Manager, Housing Service

Fife Constabulary

Allan Burnett Assistant Chief Constable (Vice Chairperson)

Colin Hershaw Detective Chief Inspector

Scottish Children's Reporters Administration

David Millar Authority Reporter

Procurator Fiscal Service

Karen Thomson Principal Depute

Voluntary Sector

Douglas McLellan Network Support Officer

⁴Protecting Children and Young people: Child Protection Committees, January 2005:16

Fife DAAT (Drug and Alcohol Action Team)

Rita Keyte Coordinator

Armed Forces

Irene Gracie Team Leader

In Attendance

Jennifer Stark Professional Adviser, Scottish Executive

Sandra Thain Lead Officer, Child Protection Committee

5.2 Quality Assurance & Training Sub Committee Membership

	QUALITY ASSURANCE SUB COMMITTEE¹	TRAINING SUB COMMITTEE²
CHAIRPERSON	Bryan Kirkaldy Senior Manager, Education Service	Michelle Miller Senior Manager, C&F and Criminal Justice, Social Work Services
SOCIAL WORK SERVICES	Steve Hopton, Service Manager, Performance Management and Planning, C&F and Criminal Justice	Billy Swan, Service Manager, Staff Development & Training
EDUCATION SERVICE	Carrie Lindsay, Education Officer	Anne Deas, Development Officer
COMMUNITY SERVICES	Margaret Anderson, Performance Management Coordinator	Duncan Simpson, Area Team Leader (East)
HOUSING SERVICE		
NHS	Dr Lorna Watson (Consultant in Public Health Medicine)	David Christie (Director of Organisational Development)
CONSTABULARY	DCI Colin Hershaw	DCI Colin Beattie
SCRA	Elliot Jackson (Planning & Performance Manager for East Region)	David Millar, (acting authority reporter)
DAAT	Rita Keyte Coordinator, Fife DAAT	Cathie Thomson, Manager of DELTA
VOLUNTARY SECTOR	Douglas McLellan, Network Support Officer, CVS Fife	Douglas McLellan, Network Support Officer, CVS Fife
CHILDRENS RIGHTS AND PARTICIPATION	Peter Nield, Service Manager, Children's Rights Service	
OTHER	Jennifer Stark, Scottish Executive	Sheila Noble, Coordinator, Fife Domestic and Sexual Abuse Partnership

⁵Quality Assurance Sub Committee supported by Lead Officer

⁶Training Sub Committee supported by Child Protection Coordinator

5.3 Fife Child Protection Committee Meetings – Attendance

Service	June 2005	August 2005	November 2005	January 2006	March 2006
Fife Constabulary (2)					
<i>Policy</i>	✓	X	✓	X	✓
<i>Investigating/Prevention</i>	✓	✓	✓	✓	✓
CPC					
<i>Chair</i>	✓	✓	✓	✓	✓
<i>Lead Officer</i>	✓	✓	✓	✓	✓
Fife Council (4)					
<i>Community Services</i>	✓	✓	✓	✓	✓
<i>Education</i>	X	✓	✓	✓	✓
<i>Housing</i>	✓	X	X	✓	✓
<i>Social Work</i>	✓	✓	✓	✓	✓
NHS (3)					
<i>Lead Director</i>	✓	O	O	O	O
<i>Operational Division</i>	✓	X	✓	✓	✓
<i>Lead CHP</i>	X	X	O	O	O
SCRA	X	O	✓	✓	X
Voluntary Sector	✓	✓	✓	✓	✓
Armed Forces	X	✓	✓	✓	✓
Fiscal	✓	✓	X	✓	✓
DAAT	✓	✓	✓	X	✓
Scottish Executive	X	✓	X	✓	✓

✓ = Member in attendance

X = No representation

O = Representative attended

Fife CPC Quality Assurance Sub Committee Meetings Attendance

Service	November 2005	February 2006
Fife Constabulary	✓	✓
CPC <i>Chair</i>	✓	✓
<i>Lead Officer</i>	✓	✓
Fife Council		
<i>Social Work</i>	✓	✓
<i>Education</i>	✓	✓
<i>Community Services</i>	✓	X
<i>Housing</i>	X	X
NHS	✓	✓
SCRA	✓	✓
Voluntary Sector	X	X
Children's Rights	✓	✓
DAAT	✓	X
Scottish Executive	✓	✓

✓ = Member in attendance
 X = No representation
 O = Representative attended

Fife CPC Training Sub Committee Meetings Attendance

Service	November 2005	January 2006	March 2006
Fife Constabulary	✓	✓	✓
CPC <i>Chair</i>	✓	X	✓
<i>Coordinator</i>	✓	✓	✓
Fife Council			
<i>Education</i>	✓	✓	✓
<i>Social Work</i>	✓	X	✓
<i>Community Services</i>	X	X	✓
<i>Housing</i>	X	X	X
NHS	X	O	O
SCRA	X	X	X
Voluntary Sector	✓	X	✓
FDASAP ^{3*}		✓	✓
DAAT	X	✓	✓

✓ = Member in attendance
 X = No representation
 O = Representative attended

5.4 Resources dedicated to the CPC and support arrangements

CPC Expenditure 2005-06 TOTAL EXPENDITURE	£192,707	CPC Estimates 2006-07 TOTAL BUDGET	£252,000
Employee costs	111,888	Employee Costs - Lead Officer QA Development Officers X 2, Administrator	140,000
		Recruitment and advertising	2,000
Training including hire of rooms, hospitality, trainer's fees and expenses	28,585	Working Together x 7 £13,000 Child with Special Needs £2,500 Special needs follow up £2,500 Training Pool £2,500 Other £17,500	38,000
Publication and distribution of awareness raising materials including CPC Guidelines, Self Learning Pack and Guidance Leaflet	23,209	Postage/distribution guidelines etc £2,500 Internet Safety campaign £2,500 Induction CD £3,000 Procedures for C & YP affected by Parental Substance Misuse £19,000 New logo + other costs £6,000	33,000
Marketing and publicity	12,793	CPC Website and Media Advertising	10,000
Annual Conference	8,055	Conferences and Seminars Annual Conference £10,000 Launch of Internet Safety Campaign £2,500 Launch of CPC Website £2,500	15,000
		External Commissioning, consultations and evaluations Training Needs Analysis £4,000 Other £2,000	6,000
		Supplies and Services	5,000
IT equipment/maintenance/accommodation	6,057		
Hospitality for local CPC sub committees and local CPC groups and other meetings	2,120	Hospitality for local CPC sub committees and local CPC groups and other meetings	3,000

CPC Support Team

Lead Officer – Sandra Thain

Quality Assurance and Development Officer – vacant

Quality Assurance and Development Officer – vacant

Child Protection Coordinator (0.5) – Josie Duffy

Administrator – Kath Collins

5.5 CPC Training and Development Opportunities 2004-2005

Fife Child Protection Committee Calendar of training events 2005/06

Date	Course Title	Venue	Number attended	Breakdown of participants
01 11 March 05	Launch of Safe Parenting Handbook	BLCC Dunfermline	101	17 Social Work/ 07 NHS 40 Education 02 Parents 09 Foster Carer 02 Police 01 Legal 18 Vol org 02 Councillors 01 Naval 01 Scot Exec 01 Psycho
02 24 March 05	Introduction to Child Protection	Auchterderran, Cardenden	21	09 Social IWork 09 Education 02 Foster carer 01Childminder
03 15 April 05	Introduction to Child Protection	St Bryce Centre Kirkcaldy	16	03 Social Work 04 Foster carer 04 Vol org 04 Education 01 Childminder
04 22 April 05	Introduction to Child Protection	Auchterderran, Cardenden	22	02 Foster carer 07 Education 06 Vol org 02 Housing 01 Psychological 04 Social Work
05 28 April 05	Introduction to Child Protection	Auchterderran, Cardenden	15	04 Social Work 02 Psychological 05 Education 02 Vol org 01 Foster Carer 01 Fire/Rescue
06 06 May 05	Introduction to Child Protection	St Bryce Centre Kirkcaldy	21	10 Education 03 Vol orgs 01 Housing 04 Social Work 01 Comm Service 01 Foster Carer 01 Health
07 12 May 05	Introduction to Child Protection	Auchterderran, Cardenden	16	10 education 02 Health 03 Social Work 01 Comm Serv
08 19 May 05	Introduction to Child Protection	Auchterderran, Cardenden	10	07 Education 01 Social work 01Vol org 01 Com Serv
09 20 May 05	Introduction to Child Protection	County Buildings,Cupar	19	06 Social work 06 Education 03 Foster care 02 Health 01 Local office 01 Com Service

10	27 May 05	Introduction to Child Protection	Wonder Years St Andrews	14	03 Vol org 01 Health	02 Foster carer 02 Social Work	06 Education
11	27 May 05	Education CP Coordinators	Auchterderran, Cardenden	13	13 Education CP Coordinators		
12	02 June 05	Introduction to Child Protection	BLCC Dunfermline	11	06 Social Work 01 Com Serv	03 Education 01 Vol org	
13	03 June 05	Introduction to Child Protection	Auchterderran, Cardenden	11	04 Vol org 02 Education	04 Social work 01 Com Services	
14	24 June 05	Level 2 – Human Rights	Auchterderran, Cardenden	17	05 Foster carer ICS 02 Health	04 Education 04 Social Work	02
15	24 June 05	Education CP Coordinators	Auchterderran, Cardenden	12	08 Intro – Education CP Coordinators 12 Update – Education CP Coordinators		
16	28 June 05	Early Years Training Module 1 (10 – 12 noon) Module 2 (1 – 3 pm)	Auchterderran, Cardenden	18 19	18 Education 19 Education		
17	25 August 05	Early Years Training Module 1 (10 – 12 noon) Module 2 (1 – 3 pm)	Auchterderran, Cardenden	38 47	38 Education 47 Education		
18	26 August 05	Level 2 – Human Rights	BLCC Dunfermline	15	04 Social Work 05 Education	04 Vol orgs 02 NHS	
19	09 September 05	Education CP Coordinators	Auchterderran, Cardenden	42	24 Intro – Education CP Coordinators 42 Update – Education CP Coordinators		
20	15 September 05	Education CP Coordinators	Auchterderran, Cardenden	32	21 Intro – Education CP Coordinators 32 Update – Education CP Coordinators		
21	21 September 05	Early Years Training Module 1 (4 – 6 pm)	Castlehill PS Cupar	21	21 Education		
22	26 September 05	Education CP Coordinators	BLCC Dunfermline	21	17 Intro – Education 21 Update – Education		
23	27 September 05	Early Years Training Module 2 (4 – 6 pm)	Castlehill PS Cupar	36	36 Education		
24	29 September 05 30 September 05	Working Together	BLCC Dunfermline	16	08 Education 04 NHS	03 Vol org 01 Social Work	
25	29 September 05	Education CP Coordinators	Auchterderran, Cardenden	11	11 Education CP Coordinators		

26	27 October 05	Level 2 – Human Rights	Auchterderran, Cardenden	10	03 Education 01 NHS	04 Social Work 01 Foster carer	01 Vol org
27	31 October 05 – 01 November 05	Working Together	BLCC Dunfermline	20	06 NHS 04 Social Work	05 Vol org	05 Education
28	Tuesday 15 Nov 05	Early Years Training Mop Up Module 1 (10 – 12 noon) Module 2 (1 – 3 pm)	Auchterderran, Cardenden	18	11 Education + 2 social work 15 Education + 2 social work		
29	28 November 05	Education CP Coordinators	BLCC	17	17 Education		
30	08 December 05	Level 2 – Human Rights	County Bldgs Cupar	10	05 Foster carer 01 Education	01 NHS 03 Vol org	
31	09 December 05	Education CP Coordinators	BLCC	30	30 Education		
32	14 December 05	Education CP Coordinators Repeat	BLCC	07	07 Education		
33	19 January 06	Level 2 – Human Rights	St Bryce, Kdy	01	01 NHS		
34	20 January 06	Annual Conference	BLCC	161			
35	26 January 06 27 January 06	Working together	BLCC Dunfermline	18	08 Education 07 NHS	01 Vol org 01 Fife Fire Rescue	01 Local Office
36	31 Jan/1/2 Feb 06	NSPCC Communicating with Children with Specific Needs Level 3	BLCC Dunfermline	17	05 Education 02 Housing	05 NHS 02 Social work	03 Vol org
37	16 February 06 17 February 06	Working together	St Bryce Centre Kirkcaldy	10	02 Vol org 01 Social Work	01 Education 01 Police	05 NHS
38	01/02 March 06	Working Together	BLCC Dunfermline	06	03 NHS	02 SCRA	01 Social Work
39	17 March 06	Education CP Coordinators	BLCC Dunfermline	13	13 Education Coordinators		
40	23 March 06 24 March 06	Working together	Rothes Halls Glenrothes	10	03 NHS 02 Education	01 Vol org 04 Social Work	
41	27 March 06	Education CP Coordinators	Auchterderran, Cardenden	22	22 Education Coordinators		

6.6 Children’s Services Plan – Safe Outcome

OBJECTIVE NUMBER	1. SAFE: Children and young people should be protected from abuse and exploitation at home, at school and in the community			
COMMUNITY PLAN MILESTONE (S)	Improving provision, protection and prevention in relation to domestic abuse, reduction in accidents in the home, reduction in childhood accidents, especially in the home and on the roads			
Key Joint Priorities	Action – what we are going to do? Lead Service(s)	Baseline Information – current position	Target/Performance Indicator/Outcome we hope to achieve including timescales	Resources/Funding available
Children who are harmed or at risk of being harmed in Fife are protected and supported.	<p>CPC – Policies, Procedures and Protocols</p> <p>CPC (Child Protection Committee)</p> <ol style="list-style-type: none"> 1. Ensure all relevant staff have access to child protection interagency Guidelines. 2. Single Agencies’ Child Protection Procedures in place and implemented. 3. Ensure ISSACCS (Information, Single Shared Assessment, Combined Children’s Services) 	<p>Launch of Guidelines Jan 2006. Issued also to all Foster Carers in April 2006.</p> <p>ISSACCS developing information sharing protocol (pilot planned in Levenmouth, July</p>	<ul style="list-style-type: none"> • Full distribution April 2006. • Review Guidelines Sept 2006. • Members report to CPC Sept 2006. • Members to report to CPC by Sept 2006. • Report to CPC by Dec 2006. 	

	<p>documentation, guidance, policy and procedures have clear statements about information sharing and child protection.</p> <p>4. ISSACCS to incorporate detailed Risk Assessment framework/template.</p> <p>5. Ensure Quality Assurance systems to check that children who are harmed or at risk of being harmed in Fife are protected and supported.</p> <p>6. Consider the need for child protection procedures for children and young people affected by substance misuse in Fife.</p>	<p>2006)).</p> <p>Assessment Framework developed – to be tested during pilot.</p> <p>Newly devised template for best practice in child protection process.</p> <p>Inter-agency child protection guidelines. Single agency child protection procedures.</p>	<ul style="list-style-type: none"> • Report to CPC by Dec 2006. • Implementation of template in every case for registered children and young people. • Regular reporting to Quality Assurance Sub Committee August 2006 to check best practice is maintained. <p>Procedures completed by Dec 2006</p>	
<p>CPC – Communications and Cooperation</p> <p>1. Ensure clear communication strategy between key services for Child protection.</p>	<p>N/A – new measure.</p>	<p>Training Sub Committee to develop CPC Communication Strategy Sept 2006.</p>		

	<p>2. Ensure good practice is shared across CPC's and collaboration & communication is strengthened across Scotland.</p> <p>3. Renew emphasis on information sharing and risk awareness amongst drug services that have traditionally been adult orientated and have offered confidential services.</p> <p>4. Staff will have permission to share information.</p>	<p>CPC Chair & Lead Officer attend national meetings with Scottish Executive. Regular network meetings take place for CPC Lead Officers Lead Officer involved with National Task Group in Evaluation and Quality Assurance and consults with other task groups Reviews of Inquiry Reports.</p> <p>New measure</p> <p>Information sharing in a variety of CPC publications CPC Training and development opportunities CPC Annual Report CPC Guidelines Guidance for Staff & Self-learning Pack.</p>	<p>Training Sub Committee to develop CPC Communication Strategy Sept 2006. Continued commitment</p> <p>Continued commitment Ongoing.</p> <p>DAAT to identify and implement mechanisms that measure the extent to which substance misuse services are aware of, and effectively implementing policies and protocols early 2007.</p> <p>Correspondence issued June 2006.</p>	
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<p>CPC – Management Information</p> <ol style="list-style-type: none"> 1. Collate Child protection statistics to allow for meaningful analysis and evaluation in relation to outcomes for children and young people. 2. Analyse trends in relation to CP referrals. 3. Monitor children and young people health affected by parental substance misuse. 4. Ensure Management Information includes information as outlined in the Quality Improvement Framework. 	<p>Collation of basic child protection statistics.</p> <p>Collation of basic child protection statistics for referrals.</p> <p>No statistical collation of numbers of children affected by substance misuse.</p> <p>Draft Management Information has included children who are re-registered in 12 month period and child protection re-referrals.</p>	<p>Agree management Information for child protection June 2006. Include in CPC Annual Report</p> <p>Develop systems to collate and analyse management information March 2007.</p> <p>Develop systems to collate and analyse relevant information to inform service delivery for children and young people affected by parental substance misuse July 2006.</p> <p>Monitor child protection re-referrals and re-registration over 12 month period.</p> <p>The % of child protection referrals that are repeat referrals within 12 months of initial referral or removal from the register has reduced. (QIF 1.1).</p>	
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	<p>Ensure children and young people with sleep problems are identified and supported to reduce wider issues faced by the child and family. (NHS Fife)</p>	<p>Sleep counselling offered at 12 centres throughout Fife by 20 trained Sleep Counsellors.</p> <p>4 of those trained in 2005-06.</p> <p>300 direct referrals received from 01/04/05-31/03/06.</p> <p>2004-2006 general level training given for 95 workers, from the Statutory and Voluntary sectors, who are involved with the delivery of children's services across Fife.</p>	<p>Awareness-raising workshops completed during 2006/07 for carers of looked after children and parent support group.</p> <p>Initiation of further (2) new counsellors and continued development of multi-disciplinary sleep counsellors.</p> <p>Development of sleep counselling service alongside paediatric ADHD service by March 2007.</p>	<p>Surestart 2006/07 £30,881</p>
<p>Agencies and communities in Fife will work together to keep children and young people safe from harm.</p>	<p>Undertake initiatives led by Fife's Community Safety Partnership. Evaluations of a number of projects due to go to Scottish Executive Youth Justice Department on 21/07/06 (Fife Community Safety Partnership).</p> <p>August 2006 survey to be sent to youth groups.</p>	<p>Last Fear of Crime Survey 2003. Next one due August 2006 (Fife Community Safety Partnership).</p> <p>Fife Police's Public Perception Survey.</p>	<p>The number of young people who have expressed a fear of crime has reduced. (QIF 1.3).</p>	<p>Local Action Fund £323,000 for 2006/07. Youth Diversion Fund (x-ref with joint priority 52).</p>

	<p>CPC – Public Information</p> <ol style="list-style-type: none"> 1. Establish Fife Child Protection Committee website. 2. Ensure a 24 hour child protection response. 	<p>New resource.</p> <p>Out of Hours (Fife Council)/Fife Police NHS 24/Paediatric On Call Rota</p>	<p>Launch by Sept 2006.</p> <p>Review present 24 hour provision for child protection in Fife to ascertain baseline.</p> <p>National pilot of 24/7 child protection helpline.</p>	
<p>CPC – Planning and Connections</p> <ol style="list-style-type: none"> 1. Drug and Alcohol Team and Child Protection Committee agree joint objectives to address the needs of children and young people affected by parental substance misuse in Fife. (Reference DAAT action plan 06/07). 2. Strengthen links between Scrutiny Group and other strategic groups. 3. Establish Local Chairs Network to formalise links between local Children’s Services Groups and Local Child Protection Groups. 	<p>Current DAAT & CPC Action Plan in line with Hidden Harm (2004).</p> <p>Review implementation of Getting Our Priorities Right.</p> <p>Chief Officer Group Governance Arrangements for child protection in Fife.</p> <p>Newly established.</p>	<p>Revise joint CPC/DAAT Action Plan May 2006</p> <p>Development of Chief Officer Public Safety Group April 2006.</p> <p>Revised Arrangements for Local Child Protection Groups August 2006.</p>		

	<p>Implement action from Fife Cares Child Safety Equipment Scheme. Will offer free safety equipment such as fire guards, safety gates, window locks (Fife Community Safety Partnership). (x-ref joint priority 10)</p>	<p>2004/05 average of four babies and children under five taken to hospital emergency departments each week following accidents in the home, including burns or scalds. Accidents in the home resulting in admission to hospital. 1999 – 13 2003 – 12.6</p>	<p>Assist 450 families per year. Reduce accidents in the home. The number of (a) child injuries and (b) fatalities caused by all other accidents per 1000 population has reduced. (QIF 1.5). Target for 2010 is 11.</p>	<p>£100k over 3 years (2006-09) Communities Scotland.</p>
<p>Inter-agency training and development opportunities will be made available to all staff across Fife who work with vulnerable families.</p>	<p>CPC – Training and Staff Development</p> <ol style="list-style-type: none"> 1. Child protection training needs analysis across fife. 2. Ensure relevant police and social workers are trained in investigative interviewing. 3. Develop CPC training & development strategy. 4. Develop CPC training & development programme. 5. Evaluate impact of CPC training and outcomes. 	<p>Newly constituted multi-agency CPC training sub committee. Some staff trained Training needs analysis near completion.</p>	<p>Conclude the training needs analysis July 2006. 30% - October 2006 60% - April 2007 100% December 2007 Sept 2006 CPC training and development programme informed by analysis and strategy. Nov 2006. High standards of training in fife agreed by all agencies.</p>	

	<p>6. Ensure quality and standard of CPC training & development materials and publications.</p>	<p>Protocol established for the coordination of child protection training.</p>		
<p>Safe placements in foster care.</p>	<ol style="list-style-type: none"> 1. Launch of revised procedures regarding allegations. 2. Equipping foster carers to deal with challenging behaviour. 3. Develop a Communications Strategy for the Fostering and Adoption Service. 4. Provide 24 hour support to Foster Carers. 	<p>Procedures in use, pending launch</p> <p>Training programme for foster carers</p> <p>Review of emergency out of hours social work service to include need to respond to carers requests for support</p>	<p>Launch scheduled April 2006</p> <p>Reduced placement breakdown; retention of carers.</p> <p>Strategy in place 2007.</p>	<p>Scottish Executive (3 year funding)</p>
<p>Protecting children and young people through developing the existing strengths in their families and communities.</p>	<p>CPC – Listening to Children and Young People</p> <ol style="list-style-type: none"> 1. Establish mechanisms to enable children and young people to inform and influence CPC initiatives. 	<p>Mechanisms in place for children who are Looked After; attend CPC's or Children's Hearings. Who Cares – Barnardos Project</p>	<p>Children and young people routinely consulted in development of services and involvement in child protection processes.</p>	

	<p>2. Ensure culture is developed which invites routine feedback from service users.</p>	<p>Agreement to strengthen systems to engage children and young people in the child protection process.</p>	<p>Publications and leaflets to engage children and young people September 2006.</p>	
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5.7 Local Child Protection Groups

Cowdenbeath		
Chair	Membership	
No Chair at	<p>Education – Nursery, Primary and High Schools, Integrated Community Schools, Psychological Service</p> <p>Local Office</p> <p>Police</p> <p>Social Work including CPU</p> <p>NHS – Health Visitor, Paediatrician, School Nurse</p> <p>Home-start</p> <p>SCRA</p> <p>Scottish Childminding Association</p>	<p>Meetings are held late afternoon in Home-start premises in Grainger Street, Lochgelly.</p> <p>Topics covered include –</p> <ul style="list-style-type: none"> ■ A presentation from Claire Wallace, Psychologist at the Centre for the Vulnerable Child on the topic of Children who Self Harm
Dunfermline		
Chair	Membership	
<p>Elaine Lennox Headteacher Pitreavie Primary School Pitcorthie Drive Dunfermline</p> <p>Tel 01383 312990</p>	<p>Education - Primary and High Schools, Integrated Community Schools, Home Visiting Service, Psychological Service</p> <p>Police</p> <p>Social Work including CPU</p> <p>NHS – Health Visitor, Paediatrician, School Nurse</p> <p>Home-start, SPPA</p> <p>Safe Space, Women’s Aid, Fife Families Support Project</p> <p>Young Carers Worker</p>	<p>Afternoon meetings are held in the City Chambers, Dunfermline.</p> <p>Topics covered include:</p> <ul style="list-style-type: none"> ■ A presentation by Fiona Pearson from the Human Rights Trust ■ A presentation by Joan Lyle, Integration Manager on the local Children’s Services Groups ■ A presentation by Jane Fraser, Social Work Service on the topic of “Looked After Children” ■ A presentation by Stuart Pryde from the Family Support Project to discuss the impact of parent’s mental health problems on children.

East Fife		
Chair Graham Milne Integration Manager Integrated Community Schools County Buildings St Catherine Street Cupar Tel 01334 412847	Membership Education - Nursery, Primary and High Schools, Integrated Community Schools, Psychological Service Police Social Work including CPU NHS – Health Visitor, Community Paediatrician Families First FRASAC Home-start, Safe Space SCRA, SSAFA, Women’s Aid	Afternoon meetings are held in the Training Room, County Buildings, Cupar. Topics covered include: <ul style="list-style-type: none"> ■ Presentation by Bill Kinnear from the Community Protection Team ■ Discussion re the implications of the Social Work restructure ■ Discussion re the links with the Children’s Services Group ■ Discussion re local issues, information sharing, training etc
Glenrothes		
Chair Ian McCauley Headteacher Pitteuchar East Primary School Glamis Avenue Glenrothes Tel 01592 415840	Membership Education - Nursery, Primary and High Schools, Integrated Community Schools, Psychological Service, Home Visiting Service, Early Intervention Team Police Social Work including CPU, Disability Team, Children and Family Team NHS – Health Visitor, GP Frae Fife, Home-start Local Office The Place, Virtual Family Centre	Morning meetings are held in Police HQ, Glenrothes. Topics covered include:- <ul style="list-style-type: none"> ■ Presentation by Michelle Miller, Social Work Service to discuss the social work reorganisation ■ Presentation by Chris Ward, Clinical Nurse Specialist to discuss the Young People’s Self Harm Service ■ Discussion re local issues, training, etc

Kirkcaldy		
Chair	Membership	
No Chair System of rotating the chair at each meeting is in place meantime	<p>Education - Nursery, Primary and High Schools, Integrated Community Schools, Psychological Service</p> <p>Police</p> <p>Social Work including CPU and Child and Family Team</p> <p>NHS – Health Visitor, School Nurse, CVC, Public Health Nurse</p> <p>Clued Up, Who Cares, YMCA</p> <p>Fife Children’s Panel, SCRA</p> <p>Fife Contact Centre, Victoria Family Centre</p> <p>Gingerbread, KASP, Penumbra</p> <p>Scottish Childminders Association</p>	<p>Meetings are held late in the afternoon in the St Bryce Centre, Kirkcaldy. Topics covered include:</p> <ul style="list-style-type: none"> ■ Discussion re support for autistic children ■ Discussion re the reorganisation in social work ■ Discussion with CPC Lead Officer re new CPC arrangements
Levenmouth		
Chair	Membership	
Nick Barber 1 Stormont House Promenade Leven Tel 01333 424874	<p>Community Services</p> <p>Education - Primary and High Schools, Integrated Community Schools, Psychological Service</p> <p>Local Office</p> <p>Police</p> <p>Social Work including CPU, Child Support Service</p> <p>NHS – Health Visitor, CMO</p> <p>Barnardo’s Levenmouth Links</p> <p>CVS, DAPL, Home-start, SCRA</p> <p>Fife Children’s Panel</p>	<p>Meetings are held late afternoons in Methilhill Primary School.</p> <p>Topics covered include:</p> <ul style="list-style-type: none"> ■ Presentation by Diane Marshall, Family Support Worker, DAPL ■ Discussion re the links between CPC local groups and Children’s Services Groups ■ Presentation from the police on the police role in child protection

5.8 Fife Child Protection Committee

The following publications are available from Fife Child Protection Committee:

1. Fife Child Protection Committee Inter-agency Guidelines 2006
2. An Introduction to Child Protection: Self Learning Pack 2006
3. Guidance for Practitioners 2006
4. Child Protection Governance Arrangements in Fife 2006
5. Fife Child Protection Committee – Signs that should concern you:
 - a) Physical abuse
 - b) Sexual abuse
 - c) Emotional abuse
 - d) Neglect
6. Learning from child death Inquiries:
 - a) Chronology of child deaths
 - b) Victoria Climbié
 - c) Caleb Ness
 - d) Bichard Inquiry into the deaths of Holly Wells and Jessica Chapman
7. Dealing positively with behaviour in the context of child protection:
 - a) Creating a protective environment for young children
 - b) Dealing positively with behaviour
8. Legislation and child protection
9. Grooming and child protection
10. Responding to the disclosure of sexual abuse

6.0 Future Planning

6.1 Fife CPC Annual Plan 2006 – 2007

OUTCOMES		RESPONSIBILITY
<p>Public Information Continue to strengthen public awareness about child protection and response</p> <ul style="list-style-type: none"> ⊙ Internet Safety Campaign ⊙ Fife CPC Website/ design of new CPC logo ⊙ Local advertising 	<p>Training Sub Chair/ QA & Development Officers</p>	<p>March 2007</p>
<p>Policies, Procedures and Protocols</p> <ol style="list-style-type: none"> 1. All relevant staff have access to Fife CPC multi-agency guidelines 2. Single Agencies Child Protection Procedures in place 3. Ensure ISSACCS documentation, guidance, policy and procedures have clear statements about information sharing and child protection 4. ISSACCS to ensure the development and implementation of Assessment of Risk 5. Develop Procedures for children and young people affected by parental substance misuse 6. Develop a protocol for those children and young people who run away in Fife and may be abused through sexual exploitation in accordance with the <u>Vulnerable Children and Young People Guidance, 2003</u> 	<p>Lead Officer</p> <p>Lead Officer</p> <p>ISSACCS Coordinator</p> <p>ISSACCS Coordinator</p> <p>Lead Officer & DAAT Coordinator</p> <p>Lead Officer</p>	<p>Sept 2006</p> <p>March 2007</p> <p>Sept 2006</p> <p>Sept 2006</p> <p>Dec 2006</p> <p>Dec 2006</p>
<p>Management Information</p> <ol style="list-style-type: none"> 1. Collate child protection statistics to allow for meaningful analysis and evaluation in relation to outcomes for children and young people 2. Analyse trends in relation to CP referrals 3. Monitor children and young people affected by parental substance misuse 4. Ensure Management Information includes information as outlined in the Quality Improvement Framework 	<p>QA Sub Chair</p> <p>Lead Officer</p> <p>QA & Development Officers</p> <p>QA Sub Chair & Lead Officer</p>	<p>March 2007</p> <p>March 2007</p> <p>March 2007</p> <p>March 2007</p>
<p>Quality Assurance</p> <ol style="list-style-type: none"> 1. Design & oversee the implementation of a multi-agency continuous improvement system, based on quality/ performance indicators developed by HMI, as they evolve in relation to recommendations from inspections. 2. CPC multi-agency approval of all child protection policy, procedures and protocols across Fife 3. Ensure consistent learning across all agencies in response to Significant Incident Reviews, currently and including “An inspection into the care and protection of children in Eilean Siar” 	<p>QA Sub Chair</p> <p>Lead Officer</p> <p>QA & Development Officers</p>	<p>March 2007</p>

<p>Promotion of Good Practice</p> <ol style="list-style-type: none"> 1. Establish systematic review of significant incidents 2. Identify opportunities to share lessons across Fife 3. Ensure learning is incorporated into CPC Training and Development Opportunities 	<p>Training & QA Sub Chairs Lead Officer</p>	<p>March 2007</p>
<p>Training & Staff Development</p> <ol style="list-style-type: none"> 1. Establish CPC Support Team 2. Child Protection training needs analysis across Fife 3. Develop CPC Training & Development Strategy 4. Develop CPC Training & Development Programme 5. Evaluate impact of CPC training and outcomes 6. Ensure quality and standard of CPC training & development materials and publications 7. Establish protocol for the coordination of child protection training 8. Ensure relevant police and social workers are trained in investigative interviewing 	<p>CPC Chair / Lead Officer Training Sub Chair QA & Development Officers</p>	<p>August 2006 March 2007 complete March 2007</p>
<p>Communication and Cooperation</p> <ol style="list-style-type: none"> 1. Ensure clear communication strategy between key services for child protection 2. Ensure good practice is shared across CPCs & collaboration & communication is strengthened across Scotland 3. Renew emphasis on information sharing and risk awareness amongst substance misuse services that have traditionally been adult orientated and offered confidential services (through training & development and awareness raising) 4. Staff will be given permission (endorsed by Chief Officers) to share information in the context of child protection 	<p>Training & QA Sub Chairs Lead Officer CPC & DAAT CPC Chair, Chief officers & Lead Officer</p>	<p>March 2007 Dec 2006 Sept 2006</p>
<p>Planning and Connections</p> <ol style="list-style-type: none"> 1. Establish local chairs network to formalise links between local children's services groups and local child protection groups 2. Review CPC and DAAT Joint Action Plan in line with Hidden Harm (2004) 3. Strengthen links between scrutiny and other strategic groups 	<p>Lead Officer CPC Chair & Chief officers</p>	<p>March 2007 Sept 2006</p>
<p>Listening to Children and Young People</p> <ol style="list-style-type: none"> 1. Establish mechanisms to enable children and young people to inform and influence CPC initiatives 2. Ensure culture is developed which invites routine feedback from service users 	<p>Training & QA Sub Chairs</p>	<p>March 2007</p>