



**North Ayrshire Child Protection Committee
Annual Report**

April 2005 - March 2006
and

Business Plan

April 2006 - March 2007

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NORTH AYRSHIRE CHILD PROTECTION COMMITTEE ANNUAL REPORT: 2005/06

PREFACE FROM CHIEF OFFICERS

It is our privilege to present this Annual Report on the North Ayrshire Child Protection Committee's work over the last year.

Our focus over the last year as a Chief Officers Group has been to ensure that progress is being achieved in implementing the Committee's Business Plan and that the various actions within it are being taken forward satisfactorily. We have also considered reports from each service on their particular contribution to developing and improving our work on child protection.

This report provides information on the increasing number of child protection referrals being made. This may in part be due to the Committee's intensive training programme for all relevant agencies which should ensure that staff can identify and respond to children experiencing abuse more effectively. The increase in families affected by drug and alcohol misuse may also contribute to the increase.

Information sharing is a vital aspect of this work and we whole-heartedly endorse the steps being taken to ensure information is being shared appropriately at all levels in relation to protecting children. We further welcome the initiative to develop robust joint management information systems with which to inform the joint strategic planning of services.

We are therefore happy to endorse the content of this Annual Report of the North Ayrshire Child Protection Committee for 2005/06.



Sandra Paterson
Chair
Child Protection Committee



Ian Snodgrass
Chief Executive
North Ayrshire Council



Wai-yin Hatton
Chief Executive
NHS Ayrshire & Arran



Hamish Cormack
Divisional Commander
Strathclyde Police 'U' Division

The past year has continued to be a very busy year for North Ayrshire Child Protection Committee (NA CPC) and there have again been many achievements, which will be outlined later in the Fulfilling Functions section. (See Appendix 7 for quotes and photographs relating to the work of the NA CPC). These achievements include securing funding for a Child Protection Training Co-ordinator and full time Senior Training Clerical Assistant. NA CPC now has a Child Protection Development Team, with the above posts amalgamating with the existing Child Protection Lead Officer (previously titled Child Protection Co-ordinator) the Child Protection Advisor for Health and the Child Protection Senior Clerical Assistant, to take forward the work identified by the NA CPC.

The Scottish Executive 'Protecting Children and Young People: Child Protection Committees' issued in 2005 has been fully implemented by NA CPC and the Chief Officers' group which has further strengthened the work carried out by NA CPC.

This Annual Report and Business Plan dovetails with the overarching outcomes as detailed in North Ayrshire's Integrated Children's Services Plan (2005-2008).

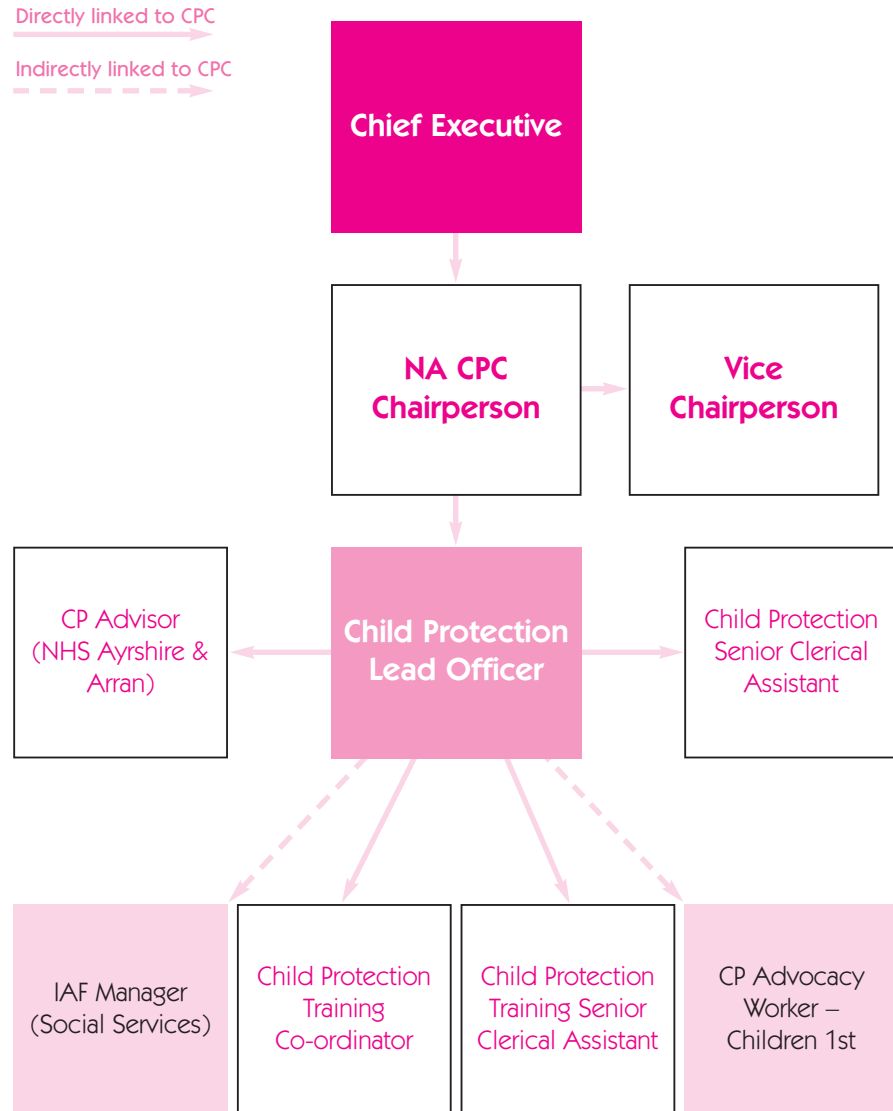
One of the main national developments in 2005 was the publication of the Scottish Executive's 'Quality Indicators - How well are children and young people protected and their needs met?' Her Majesty's Inspectorate of Education (HMIE) Children's Services Team have begun rolling out a child protection inspection programme across Scotland. A period of preparation for inspection and self evaluation has commenced in North Ayrshire in anticipation of the inspection which is likely to take place in 2007.

The Quality Indicators which the inspection will focus on are as follows:

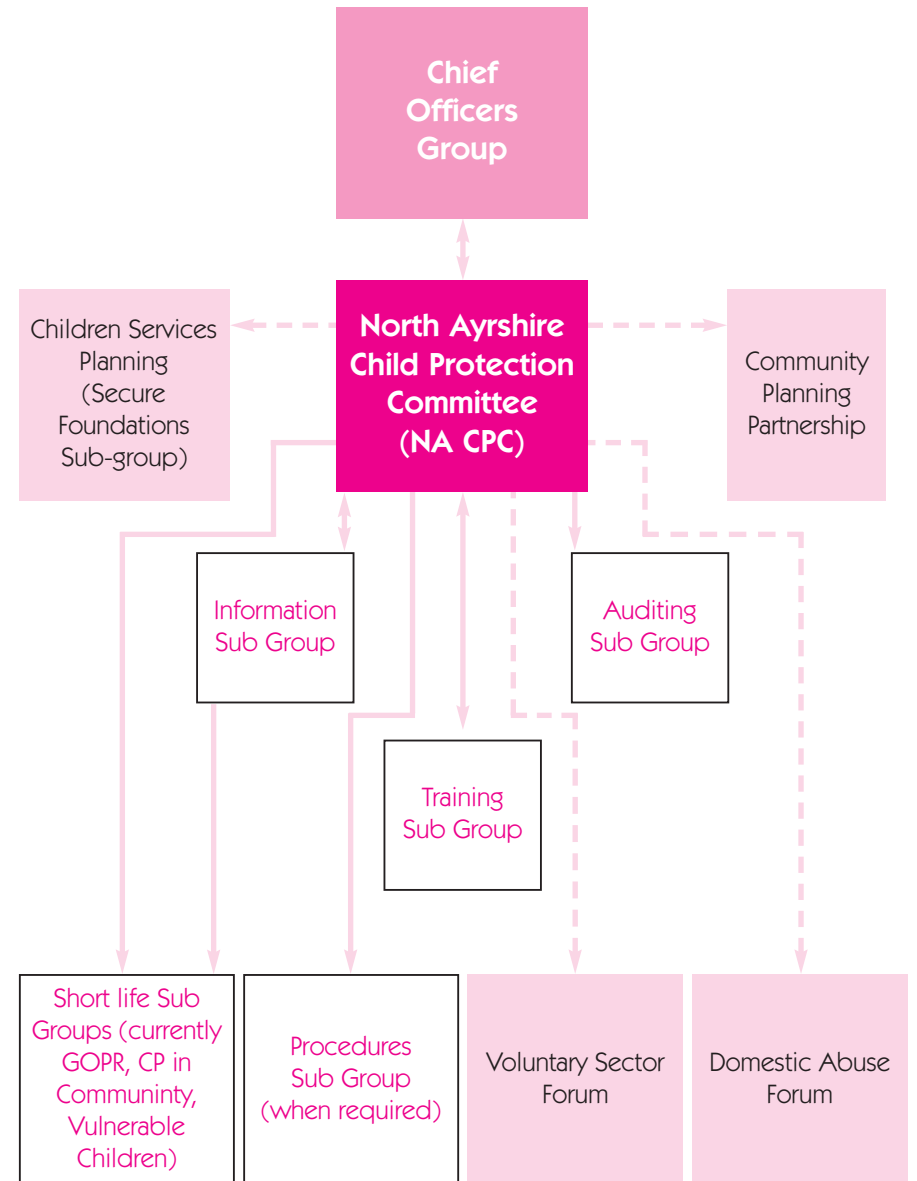
1. How effective is the help children and young people get when they need it?
2. How effectively do agencies and the community work together to keep children and young people safe?
3. How good is the delivery of key processes?
4. How good is operational management in protecting children and young people in meeting their needs?
5. How good is individual and collective strategic leadership?

The NA CPC will shortly be supporting staff and managers to evaluate their own practice. The NA CPC policies and procedures will also be assessed against the Quality Indicators in order to identify gaps and address them as a process of continuous improvement. (See Appendix 3)

North Ayrshire Child Protection Staffing Structure



NA CPC Structure



As previously stated NA CPC is likely to be inspected by Her Majesty's Inspectorate of Education (HMIE) in 2007. NA CPC has agreed an Inspection protocol in preparation for the inspection to ensure there is a clear process in place when notification is received from HMIE. NA CPC has also drawn up a critical pathway to set out a strategy for self-evaluation including identifying tasks, timetables and responsibilities. (See appendix 1 & 2)

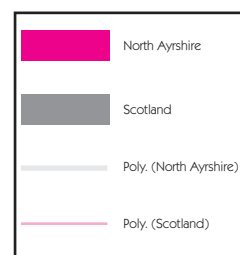
NA CPC has progressed the evaluation and inspection agenda in the following way:

- Members of NA CPC have attended the Scottish Executive's briefing sessions on the Quality Indicators.
- HMIE Inspector attended a NA CPC meeting to give a presentation of the Inspection process.
- HMIE Inspector and Child Protection Training co-ordinator provided 2 briefing sessions for a multi agency group of managers and practitioners (60 staff approximately).
- Child Protection Training Co-ordinator and Child Protection Advisor (Health) have provided a briefing on preparation for inspection in the practitioner forums.
- The Audit sub group has overseen the development of a self-evaluation template to be used by individual agencies/staff members.
- Several Child Protection Committee members have undertaken the HMIE associated inspectorate training.
- Child Protection Lead Officer has compiled a list of existing evidence in preparation for inspection.

North Ayrshire Child Protection Referrals

Child protection referrals have consistently increased in North Ayrshire over the last 5 years and over the last 3 as follows, 143 in 2003/04 to 210 2004/05, to 240 in 2005/06; an increase of 97 children. It has not been possible to identify exactly why there should have been this increase however, NA CPC awareness raising initiatives and policy and practice developments/issues in relation to the processing of referrals and the increasing incidents of drug and alcohol in families may partly explain this phenomena .

The table below gives a summary of the age group of those referred and in comparison across Scotland



Scotland figures are not available until October 2006

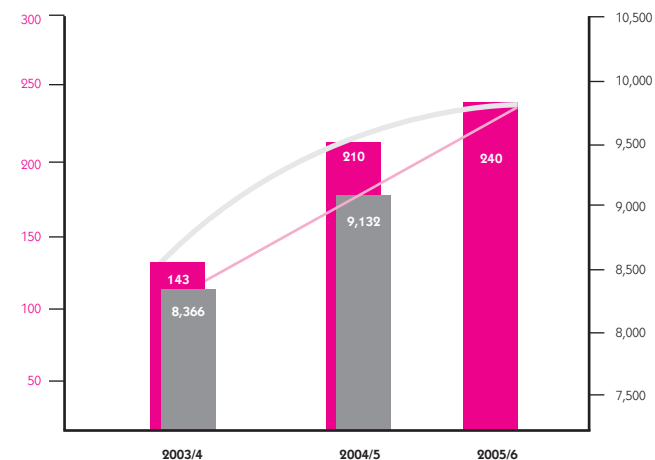


Table 1

	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland
Age of those referred (%)	0-4	0-4	5-10	5-10	11-15	11-15	16+	16+
2003/4	42 (29%)	30%	54 (38%)	35%	47 (33%)	32%	0	3%
2004/5	96 (46%)	31%	56 (27%)	35%	57 (27%)	32%	1 (0%)	2%
2005/6	93 (39%)	0%	70 (29%)	0%	76 (32%)	0%	1 (0%)	0%

(Source: Scottish Executive CP Return)

Note: The Scottish Executive CP Return as from 2006 will include pre-birth referrals. In North Ayrshire during 2005-06 there were 31 pre-birth referrals. These have not been included in any of the tables for comparative purposes.

Between 2003/4 and 2005/6 there continues to be a significant increase in the number of 0-4 year old referrals, however there has also in the last year been an increase in the number of 5-10 year olds and 11-15 year olds

(Action point: This information to be passed to 'Secure Foundations' Children's Services Planning sub group to address the increase in referrals and ensure resources are targeted at appropriate age ranges and any implications related to this).

Table 2 The table below gives a summary of the outcome of referral

	% to case conference		% with no further action	
	North Ayrshire	Scotland	North Ayrshire	Scotland
2003/4	61 (43%)	(40%)	82 (57%)	60%
2004/5	85 (40%)	(36%)	125 (60%)	64%
2005/6	104 (43%)	0%	136 (57%)	0%

(Source: Scottish Executive CP Return)

*No further action = not case conferenced however there may be a welfare plan in place or the child may have been referred to the Reporter or monitored via universal services.

(Action point: Definition of No Further Action being discussed at NA CPC Management Information Sub Group).

There has been a slight increase in referrals going to child protection case conference which suggests more appropriate child protection referrals are being made.

Table 3 The table below gives a summary of the primary known or suspected abuser of those subject to a Case conference (%)

	2002/3		2003/4		2005/6	
	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland
Natural mother	36 (56%)	49%	55 (65%)	36% (29% higher NA>S)	63 (61%)	0%
Natural father	11 (17%)	30%	14 (15%)	16%	12 (12%)	0%
Total natural parent	47 (73%)*	79%	69 (81%)	52% (29% higher NA>S)		0%
Step parent	5 (8%)	4%	4 (5%)	2%	9 (9%)	0%
Parent's cohabitee	8 (13%)	5%	5 (6%)	4%	6(6%)	0%
Other relative	2 (3%)	6%	2 (2%)	4%	4(4%)	0%
Other person known to child/family	2 (3%)	4%	1 (1%)	3%	8 (8%)	0%
Other person not known to child/family	0 (0%)	2%	4 (5%)	1%	2 (2%)	0%
Unknown - data not provided				35%		0%

(Source: Scottish Executive CP Return)

*Prior to 2005, 'unknowns' were allocated to a category rather than being reported as unknown

*In some cases both natural parents were the known/suspected abuser, so have been counted.

Note: Percentages may not equal 100% due to rounding

In 2004/5 in North Ayrshire there was a much higher % of parents who were the suspected abuser than the Scottish average in relation to the known or suspected abuser of those who were subject to a case conference, the majority were either the natural mother or father. In 2005/6 this % in North Ayrshire remains high but it is not possible to compare to the Scottish average as these figures are not yet available.

(Action Point: ensure existing parenting services are targeted appropriately, referral to 'Secure Foundations' Children Services Planning Sub Group).

Registration

Table 4

The following is a summary of the main category of abuse/risk identified of those subject to a case conference who were registered on the child protection register (%) across Scotland.

	2003/4		2004/5		2005/6	
	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland
	% registered following case conference					
	47 (67%)	73%	32 (38%)	69%	67 (64%)	0%
There has been a significant drop of 29% of children registered between this year and last year from 67% to 38% and significantly lower than the Scottish figure of 69%.						
	Category of abuse/risk					
Physical injury	19 (44%)	30%	8 (25%)	27%	3 (5%)	0%
Sexual abuse	2 (5%)	10%	6 (19%)	10%	12 (18%)	0%
Emotional abuse	0 (0%)	18%	0 (0%)	16%	0 (0%)	0%
Physical neglect	21 (47%)	42%	18 (56%)	45%	52 (78%)	0%
Other	2 (5%)	1%	0 (0%)	1%	0 (0%)	0%
Total	44 (100%)	100%	32 (100%)	100%	67 (100%)	0%

(Source: Scottish Executive CP Return)

In 2005/6 there has been a significant increase in the numbers registered under the physical neglect category. There is no comparison with Scotland as these figures are not yet available.

(Action Point: Referral to 'Secure Foundations' Children's Services Planning sub group to consider existing family supports and their re-design. Also ongoing training in relation to substance misuse).

Table 5

The following is a summary of Children on the child protection register at March 2004/2005/2006

	2004		2005		2006	
	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland
No. children	26	2,245	27	2,157	34	0
Rate per 1,000 pop aged 0-15	1.0	2.4	1.0	2.5	1.4	0

(Source: Scottish Executive CP Return)

In 2006 there has been in North Ayrshire an increase in the rate for 1000 population.

(Action Point - consideration of resourcing issues in dealing with a higher number of children on the child protection register, referral to 'Secure Foundation' Children's Services Planning Sub Group)

Note: Rate per 1000 pop aged 0-15 is based on the GRO-Scotland population Mid Year Estimate 2005 (23,845)

Table 6

The following is a summary of Age and Gender of Children on the Register at 31 March 2005 - 31 March 2006

	Male - 2005/06		Female - 2005/06		Total	Scotland
	North Ayrshire	Scotland	North Ayrshire	Scotland	North Ayrshire	Scotland
0-4 yrs	12 63%	0%	8 53%	0%	20 59%	0%
5-10 yrs	4 21%	0%	4 27%	0%	8 24%	0%
11-15 yrs	3 16%	0%	3 20%	0%	6 18%	0%
16+ yrs	0 0%	0%	0 0%	0%	0 0%	0%
TOTAL	19 100%	0%	15 100%	0%	34 100%	0%

(Source: Scottish Executive CP Return)

Note: Percentages may not equal 100% due to rounding.

This section will be completed under the nine key headings from the Scottish Executive's 'Protecting Children & Young People': CPCs document, evidencing NA CPC, completed achievements.

1. Public Information:

CPCs are required to produce and disseminate public information about protecting children and young people. Each CPC will develop, implement and regularly review a communications strategy that includes the following elements:

- Raising awareness of child protection issues within communities, including children and young people;
- Promoting the work of agencies in protecting children to the public at large; and
- Providing information about where members of the public will go if they have concerns about a child and what could happen.

CPCs will determine the level of public knowledge of and confidence in child protection systems within their area and address any issues as required within business plans.

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- NA CPC has developed and disseminated a Communications Strategy, for staff, the general public, children and young people. This document sets out 6 strategic objectives, which will be implemented and reviewed by the NA CPC members and staff in the information sub group.
- There has continued to be ongoing promotion of the work of NA CPC in the media with numerous press articles, including: the launch of "Child Protection in the Community Guidance" (guidance to encourage voluntary/community groups to have child protection policies and procedures in place, 3000 copies were distributed), a public awareness event in a local shopping mall to promote the aforementioned document and promoting child protection material.
- The North Ayrshire Council 'Now' magazine, which is distributed to every house in North Ayrshire, featured an article on the Child Protection in the Community guidance.
- 10 training courses to assist the voluntary and community sectors to implement the 'Child Protection in the Community document' have been delivered free of charge by NA CPC.
- Following the NA CPC Mall event to promote the Child Protection in the Community document, web site hits on the NA CPC web site increased.

- A NA CPC good practice event was held to raise awareness around child sexual abuse.
- Child protection leaflets from the Scottish Executive were distributed to all local business offices advising members of the public where to seek support if they were worried about a child.
- The NA CPC web site has been reviewed and updated and all new leaflets and documents have been added to the web site. The 2006-2007 child protection training calendar has also been added.
- NA CPC Annual Report and Business Plan for March 2004-2005 was published and distributed.
- NA CPC devised a citation card to assist practitioners in being a 'Witness in Court.'

- A range of ways to engage with children and young people have been developed to raise awareness of child protection including:
 - 500 posters and 10,000 leaflets have been produced and distributed aimed at children and young people on what to do and where to go if they need help.
 - The 'Huge Bag of Worries' drama workshop has been performed in all 120 Local Authority and Voluntary nurseries in North Ayrshire for a second year in a row. Funds were secured from Surestart monies.
 - NA CPC Promotional materials were distributed following the above play which included "I have seen the Big Bag of Worries" sticker, gym shoe rucksack (with NA CPC logo), bubble blower (with NA CPC logo) and foam ball (with NA CPC logo to encourage active play). (Approx 7,700 nursery children received these).
 - A letter was issued to every parent advising them their child had seen the play and that this was part of a child protection awareness campaign.
 - A range of promotional material for children and young people was produced and distributed. This included 23,000 wrist bands, (distributed to all nursery, primary and secondary children and young people, with the word 'PROTECT' and NA CPC web site address), tee shirts (with NA CPC logo) at Child Protection in the Community launch, radios, children's leaflet (with NA CPC logo) were distributed to 300 young people at a Community Learning and Development Young Persons Conference.
 - A workshop took place relating to child protection at the above mentioned Community Learning and Development Young Persons Conference and feedback on a children's leaflet.

2. Policies, Procedures and Protocols

Each CPC will:

- Ensure that constituent agencies have in place their own up to date policies and procedures;
- Regularly develop, disseminate and review inter-agency policies and procedures; and
- Ensure that protocols are developed around key issues where there is agreement that this is required.

Clear and robust inter-agency procedures are vital to the protection of children and young people.

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- All agencies are continuing to review and update their child protection procedures.
- NA CPC have produced and distributed a 'Getting Our Priorities Right' protocol (GOPR). This is to support families where substance misuse is an issue. 500 copies of the full document were distributed to Senior Managers/Managers and 3,000 copies were distributed to practitioners.
- An extensive training programme supported the implementation of the 'GOPR' protocol with over 300 multi agency staff attending the courses. 3 senior manager briefing sessions (in conjunction with South and East Ayrshire) took place.
- NA CPC produced and distributed a 'Child Protection in the Community' guidance pack to support voluntary/community groups to write their own child protection policies and procedures.
- NHS Ayrshire and Arran Child Protection procedures were reviewed, updated and distributed to relevant staff in both hospital and community settings.
- North Ayrshire Council Social Services, Criminal Justice Services produced child protection procedures to enhance communication between this service and the child care services.
- NA CPC produced Interim Additional Child Protection Procedures for all staff attending child protection meetings which include emphasising the importance of attending these meetings, introducing a non attendance monitoring system and highlighting all workers attending should provide a written report.

3. Management Information

CPCs will have an overview of management information from all key agencies about their work to protect children and young people. Each CPC will:

- Have an overview of information relating to children and young people on the Child Protection Register;
- Receive regular management information reports, which include analysis of trends;
- Identify and address the implications of these reports for services, and
- Ensure that these reports inform the inter-agency child protection strategy.

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- NA CPC continue to receive a range of management information relating to the children and young people referred to Social Services/Police for child protection concerns and on the child protection register. The Committee can then review and address the implications of these.
- NA CPC has established a short-life working group to look at management information which is currently available to them in order to identify what information they require, identify any gaps, agree what they will do with the information they get and agree any action which has to be taken.

4. Quality Assurance

Whilst individual agencies have responsibility for quality assurance within their own agencies, CPCs have responsibility for the development and implementation of inter-agency quality assurance mechanisms. Each CPC will:

- Agree, implement and review multi-agency quality assurance mechanisms for inter-agency work, including auditing against the Framework for Standards;
- Ensure that these quality assurance mechanisms directly contribute to the continuous improvement of services to protect children and young people;
- Contribute to the preparation for the integrated system of inspection of child protection services;
- Consider the findings and lessons from the inspection process nationally and in relation to the inspection of their area; and
- Report on the outcome of these activities, and make recommendations, to the Chief Officer Group, who is accountable overall for the quality of services including child protection systems.

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- Quality assurance templates detailing each agency's own quality assurance systems are updated on a regular basis and distributed to partner agencies.
- As detailed previously under the 'Evaluation and Inspection' section of this report NA CPC has commenced a preparation for inspection self-evaluation process.

5. Promotion of Good Practice

CPCs have a responsibility to identify and promote good practice, address issues of poor practice and encourage learning from practice. Each CPC will:

- have in place mechanisms to identify and disseminate lessons from past and current practice, including systematic reviews of significant cases;
- ensure that these lessons directly inform training and staff development; and
- identify opportunities to share these lessons more widely.

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- NA CPC Practitioner Forums continue to meet on a regular basis allowing staff to reflect on their own practice and experiences on a multi agency basis. The NA CPC Training Co-ordinator and Child Protection Advisor (Health) have made presentations on national child protection inquiries such as: the Sheffield Enquiry, the Bichard Inquiry, the Western Isles Report, Danielle Reid Review as well as highlighting the forthcoming inspection and updating on NA CPC developments.
- The NA CPC Training Co-ordinator reads all child protection Inquiries and summarises the main points from the recommendations and uses a variety of forums to present the main issues.
- Following the Western Isles Inquiry the Child Protection Training Co-ordinator produced an action plan to identify any gaps for NA CPC.
- The NA CPC Audit sub group has produced an action plan detailing issues which arose whilst evaluating practice.

6. Training and Staff Development

Training and staff development for those working with children and families must be undertaken at both a single agency and inter-agency level, particularly in respect of child protection. CPCs are responsible for promoting, commissioning and assuring the quality and delivery of inter-agency training. Each CPC will:

- **Have an overview of single agency child protection training and consider the implications for inter-agency training;**
- **Plan, review and quality assure inter-agency training and development activities;**
- **Have in place, and review at least annually, a programme for inter-agency child protection training; and**
- **Ensure relevant and consistent inter-agency training is provided for practitioners, managers, non-statutory agencies and for CPC members themselves.**

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- One of the main achievements in relation to training and staff development was securing Changing Children's Services Funds for a specific Child Protection Training Co-ordinator and Training Senior Clerical Worker.
- North Ayrshire Community Health Partnership has agreed to provide funding to substantiate the Child Protection Advisor for Health post from 1 April 2007 currently funded by Changing Children's Services Fund.

- A NA CPC and single agency Training Needs Analysis was completed by the Child Protection Training co-ordinator. This information is being considered on a West of Scotland basis to identify gaps within child protection training currently being delivered.
- There continues to be a very extensive NA CPC multi agency training calendar, offered from April 2005 - March 2006 with courses for up to 1,000 staff. This has been distributed electronically and in a paper version and included on the NA CPC web site for maximum circulation.
- 500 NA CPC training manuals were distributed to managers within all of the key statutory and voluntary organisations. This manual gave the background to NA CPC and the training sub group and a process to guide staff to the most appropriate training. It also detailed objectives for each of the individual courses, the booking process and a child protection training personal development plan pro forma.
- There continues to be links between NA CPC and East and South Ayrshire staff for continuity and to progress where appropriate joint areas of work.
- NHS Ayrshire and Arran have developed a mandatory programme of child protection training. This training is tiered to meet the needs of staff who work in a variety of settings i.e. those who come into contact with the general public, those who work predominately with children and their families and those who manage staff.
- A representative from North Ayrshire's Women's Aid is part of the NA CPC Training sub group to ensure domestic abuse is included in the work of the NA CPC. A section on domestic abuse and the impact of domestic abuse on children and young people are included in the NA CPC inter agency training day. The importance of domestic abuse awareness training provided by Women's Aid and the links between domestic abuse and child protection is highlighted during this training.
- Women's Aid is producing a training course specifically on the impact of domestic abuse on young people.

7. Communication and Co-operation

Effective communication and co-operation, both within and between professions and agencies, is essential to the protection of children.

Each CPC will:

- **Demonstrate effective communication and co-operation at CPC level;**
- **Actively promote effective communication and collaboration between agencies;**
- **Identify and, wherever possible, resolve any issues between agencies in relation to the protection of children and young people;**
- **Demonstrate effective communication with other inter-agency bodies;**
- **Demonstrate effective communication about the work of the CPC with staff in constituent agencies; and**
- **Identify opportunities to share knowledge, skills and learning with other CPCs.**

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- NA CPC has produced a Communication Strategy, which was officially launched in April 2006. This strategy is aimed at NA CPC members, sub group members, all staff, the general public, children and young people. This document sets out key strategic objectives, who will take them forward, and timescales. This will be reviewed by the NA CPC quarterly and the Information sub group 6-8 weekly.
- The NA CPC web site has been reviewed and updated as part of the communication strategy. Updated information, leaflets and documents have been added as appropriate.
- Practitioner Forums have been established and meet regularly on a locality basis to enhance communication between staff. Networking is a key objective of the forums.
- The extensive training programme which is organised on a multi agency basis is continuously improving communication and co-operation.

8. Planning and Connections

There needs to be clarity about where CPCs link into other multi-agency partnerships and structures. Each CPC will:

- **Clearly identify the key links that are required to be made with other bodies, and ensure that these links are made;**
- **In conjunction with other bodies, identify issues where either joint working would be beneficial or duplication could be avoided and ensure that action is taken to address these issues; and**
- **Have in place, and regularly review the effectiveness of, joint protocols around particular identified issues.**

(Scottish Executive – Protecting Children and Young People – CPCs)

KEY ACHIEVEMENTS

- There is a clear link between the NA CPC and other strategic planning structures, which can be clearly demonstrated in the NA CPC structure under the 'Introduction' section of this report.
- The structure of NA CPC was reviewed as part of the implementation of the Scottish Executive "Protection Children and Young People: Child Protection Committees" (2005). A NA CPC Planning Day took place in July 2005 to consider the implementation of this document and an action plan was produced. All of the actions have now been completed and the recommendations fully implemented.
- NA CPC Lead Officer is a member of the NA Domestic Abuse Forum, which allows a cross over of issues between child protection and domestic abuse to be discussed.

- NA CPC Lead Officer is also a member of the Ayrshire Wide Domestic Abuse Training Consortium, which addresses domestic abuse training issues on an Ayrshire wide basis.
- Changing Children Services Funds have been agreed for 2006-2007 with the continuation of all existing child protection work.
- There are clear links between the Child Protection Lead Officer and equivalent posts with East and South Ayrshire to enhance joint working where appropriate and to prevent duplication of work.
- The NA CPC Chair continues to be part of the West of Scotland Chairs meeting which meets to progress relevant issues of mutual interest. The Child Protection Lead Officer is part of the sub group from the Chairs group which is the West of Scotland Lead Officers Group.
- The NA CPC Chair and Child Protection Lead Officer attend the Scottish Executive national meetings to progress relevant issues on national basis.
- The minutes of the NA CPC are made available to NHS Ayrshire & Arran Child Protection Action Team and relevant issues are tabled.
- The Child Protection Advisor for Health is a member of the West of Scotland Child Protection Nurse Advisor Group which is affiliated to the West of Scotland Managed Clinical Network.
- The Nurse Consultant for Vulnerable Children in addition to being part of the above group is also a member of the West of Scotland Managed Clinical Network and the Scottish Child Protection Nurse Advisor Forum.

9. Listening to Children and Young People

KEY ACHIEVEMENTS

- NA CPC commissioned Children 1st to deliver an Advocacy Service for children and young people in the child protection system and since its inception in 2004 has gone from strength to strength.
- The Child Protection Advocacy Worker continues to be part of the Information sub group and provides reports on any relevant issues arising from children and young people involved in the child protection process.
- Young people's views are being represented at all relevant child protection meetings/conferences either by the Child Protection Advocacy worker or by young people attending themselves.
- A CD ROM has been produced by Children 1st in partnership with Caley Centre and NA CPC Information sub group for children and young people involved in the child protection system. The views of children and young people were sought in the development of the CD ROM.
- Young people were consulted on the production of the NA CPC poster and information leaflet/card.
- A Community Learning and Development Peer Support Worker is linking with the NA CPC Information sub group to produce a children and young persons questionnaire to be added to the Dialogue Youth web site asking children and young people who they would ask for help, where would they look to find this information and which format they would prefer advice to come in e.g. web site/leaflet/teachers etc
- The Child Protection Lead Officer is part of the Scottish Executive national sub group examining good practice and ways to improve consultation with young people.

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Public Information:

Aim

- a. to raise awareness of child protection issues within communities, including children and young people
- b. to promote the work of agencies in protecting children to the public at large
- c. to provide information about where members of the public will go if they have concerns about a child and what could happen

*(Standard 7.2, 7.3) (QI 1.1, 1.2, 2.1, 3.1)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
To raise awareness of child protection amongst general public (including young people):	Implement the NA CPC Communication Strategy which includes the general public and children and young people	Launched April 2006 - ongoing until 2009	NA CPC Information Sub Group Communications Section NAC	Implemented and disseminated within all partner agencies on North Ayrshire NA CPC (Voluntary Organisations/Community Groups) Strategy is on NA CPC web site
	Continue with the media campaign on the work of NA CPC (local newspapers/free papers/newsletters)	Ongoing (8 weekly)	NA CPC Information Sub Group Communications Section NAC	Articles/photographs appear regularly in local press
	Provide information to the public about where they can go when they have concerns about a child and what happens next by updating and re-circulating leaflets/posters in local offices	September 2006	NA CPC Information Sub Group Funds from NA CPC Public Information Budget (CCSF)	Leaflets reviewed and re-distributed to local offices in North Ayrshire

*Scottish Executive Framework for Standards and HMle Quality Indicators: 'How well are children and young people protected and their needs met?' (See Appendix 6)

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Public Information Cont'd:

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
To raise awareness of child protection amongst general public (including young people): Cont'd	Update the NA CPC web site by ensuring updated leaflets/information are added to the web site (News update page to be added)	Ongoing 6 monthly September 2006	Funds from NA CPC Public Information budget (CCSF)	Updated leaflets/information appears on web site
	Publish NA CPC Annual Report for March 2006-April 2007	June 2006	NA CPC Public Information budget costings (TBC)	NA CPC Annual Report distributed and put on web site
	Continue to raise awareness of the need for Voluntary/Community groups to have procedures and policies re child protection in place	Ongoing	NA CPC Public Information budget	Feedback from community groups
	Continue to offer training course on child protection and implementing the guidance	Ongoing (Sep 05 - Sep 06)	NA CPC Training budget - £2,500	Training completed/ongoing
Develop a range of ways to engage with children and young people to raise awareness of child protection:	Continue to promote child protection through drama workshop 'Huge Bag of Worries' in nurseries with promotional material.	March - June 2006	NA CPC Public Information budget (CCSF) £20,000 - Surestart	Play will commence by March 2006 - completed by June 2006
	Continue to produce a range of promotional materials for young people	June 2006	NA CPC Public Information budget	Distribution of materials to all young people in North Ayrshire.

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Public Information Cont'd:

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Develop a range of ways to engage with children and young people to raise awareness of child protection including: Cont'd	Raise awareness in secondary schools Possible production of young peoples DVD re child protection	Ongoing January 2007	NA CPC Public Information budget Funding sources to be identified	Evaluations
	Working in partnership with Community Learning and Development Peer Support Worker to develop a joint children and young people's questionnaire (to be placed on the dialogue youth website)	October 2006	Community Learning and Development staff time	Responses to questionnaire collated
	Produce a children and young people's consultation strategy to formalise a range of consultation options	January 2007	Child Protection Lead Officer NA CPC Public Information budget	Consultation Strategy published and disseminated

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Policies, Procedures and Protocols:

Aim

To ensure that North Ayrshire CPC rigorously monitor and review their work in protecting children and young people and implement steps which lead to continuous improvement (Standard 8.1, 8.2) (QI 4.1, 4.2)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
NA CPC to ensure that all agencies have child protection procedures in place:	Continue to review all child protection procedures on an ongoing basis to reflect new developments Place child protection procedures on the NA CPC web site	Ongoing and continuous September 2006	Individual agency budgets NA CPC Information budget	NA CPC Lead Officer has an overview of all procedures and ensures they are reviewed regularly Child Protection procedures accessed on the NA CPC web site
	Local voluntary/community groups to be encouraged to develop child protection procedures	Ongoing	NA CPC Information Sub Group	Increase in community groups taking up child protection committee training and accessing support to produce procedures
	Produce a Critical Incidents Review Protocol	November 2006	Staff time	Protocol produced and implemented.

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Policies, Procedures and Protocols Cont'd:

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
NA CPC to ensure that all agencies have child protection procedures in place:	Continue to implement GOPR Protocol (where substance misuse is an issue)	Ongoing	NA CPC Training budget	Ongoing training to continue implementation
	Establish a monitoring system to analyse impact of introducing this protocol	September 2006	Staff Time	Monitoring system in place
	Ensure new documents (eg Hidden Harm, Have we got our priorities right) action points are included to complement the GOPR Protocol/Training	September 2006	Staff Time	Action Plan produced
	Practice guidance for responding to domestic abuse within the context of child protection	January 2007	Staff time existing budgets	Practice guidance written and disseminated

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Management Information

Aim

To ensure that CPCs have an overview of management information from all key agencies about their work to protect children and young people. (Standard 8.9) (QI 4.2)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
To have accurate information on child protection statistics available which inform child protection training and communication:	Review current information systems in all agencies to ensure robust systems for gathering statistics are in place	Ongoing November 2006	Staff time	Partner agencies have updated auditing pro-formas detailing systems used
	NA CPC members to have specific meetings to examine current systems	November 2006	NA CPC Training budget	Regular reporting of information to NA CPC and training needs identified and training in place
	Partner agencies will contribute to the sharing of management information from their own agencies i.e. Education, Health, Social Services, Housing and SCRA, when child protection concerns/referrals are made to allow the identification of trends	June 2006	Within existing budgets	Managers and operational staff are aware of local trends and implications for demand for services

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Quality Assurance:

Aim

To ensure all agencies in the CPC develop and implement inter-agency quality assurance systems. (Standard 8.10) (QI 5.2, 5.3, 5.4)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
All agencies to develop robust quality assurance mechanisms and self assessment tools that inform quality of service to children:	Continue to update NA CPC auditing templates which show the systems which are in place	Ongoing	Staff time	Quality assurance system templates will be updated
Begin local multi agency inspection process:	NA CPC and Audit sub group to consider Scottish Executive Quality Indicators with a view to agreeing a tool to commence the self-evaluation process. Self evaluation will be used to recognise good practice, make effective use of resources, identify gaps and improve services for children, young people and their families	Ongoing March 2007	Staff time	Evaluation tool in place and process started. Child Protection Lead Officer to oversee via NA CPC Audit sub group

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Promotion of Good Practice:

Aim

To ensure CPCs identify and promote good practices and address issues of poor practice. (Standard 6.6) (QI 4.5)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Promote good practice and address identified issues to encourage learning from practice:	Continue to consider the key findings and lessons to be learned from National Inquiries via training, practitioner forums/briefing sessions or seminars across partner agencies	Ongoing	Staff time	Practitioner Forums continue to collate evaluations
Adopt the Scottish Executive framework for serious case and child death reviews:	Establish a system for reviewing serious cases and child deaths following the guidance being issued	November 2006	Staff time	System to be agreed and in place
	Continue to scrutinise child protection paperwork and identify good practice and poor practice and raise within appropriate management structures	Ongoing	Lead Officer's time	Issues raised good practice disseminated and poor practice addressed

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Training and Staff Development:

Aim

To ensure CPCs promote, commission and assure the quality and delivery of inter agency training. (Standard 8.5) (QI 4.5)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Ensure agencies promote joint working through joint planning, training and monitoring arrangements:	Continue to ensure all agencies review single agency child protection training appropriate to their staff's needs	Ongoing	Single agency budgets	Relevant staff will have completed their own agency child protection training
	Ensure lessons and recommendations from National Inquiries are included in any NA CPC training programmes	Ongoing	Child Protection Training Co-ordinator	Training sub group and NA CPC
	Devise a child protection multi agency training calendar for 2006 - 2007	April 2006	NA CPC Training sub group NA CPC Training sub group budget (£30,000 CCSF)	Training calendar will be distributed to all relevant staff and added to NA CPC web site
	Review the child protection training programme	February 2007	Child Protection Training Co-ordinator	Child Protection Training Programme reviewed
	Review training needs of Senior Managers and NA CPC members	September 2006	Staff time	Senior Managers/ NA CPC members will receive appropriate training
	Work in partnership with other organisations to have a North Ayrshire Child Protection Integrated Training calendar (eg Women's Aid, Addiction Services)	March 2007	NA CPC Training budget	Integrated child protection calendar produced

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Communication and Co-operation:

Aim

Agencies have systems and policies in place to share information within and across agencies or professions (Standard 8.4) (QI 5.1, 5.2, 5.3)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Promote effective communication and co-operation both within and between professionals:	NA CPC Communication Strategy to be implemented	Launched April 2006 Ongoing until 2009	NA CPC Information sub group staff time	Action plan produced
	NA CPC web-site should be reviewed every 6 months	October 2006	NA CPC Information budget	Web site updated
	Practitioner forums continue to facilitate inter agency communication	Ongoing	Staff Time (NA CPC Training Budget - CCSF)	Practitioner forums continue
	Multi agency training will assist in improving communication	Ongoing	NA CPC training budget	Child Protection training calendar being delivered
	Continue to review cases on a multi agency basis and consider whether there are communication issues which need to be addressed	Ongoing	Staff time	Number of reviewed cases in any year

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Planning and Connections:

Aim

Agencies actively promote joint working through joint planning, training and monitoring arrangements (Standard 8.5) (QI 5.1, 5.2, 5.3)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Ensure that there are clear links between the NA CPC and other strategic planning structures:	Monitor the level of communication between NA CPC and other planning mechanisms eg Children's Services Planning/Community Planning Partnership/ADAT/Domestic Abuse Forum etc	Ongoing	Staff time	Systems will be in place between NA CPC and other planning structures Feedback from NA CPC members who attend with other partners Minutes sent to appropriate partners
Review the NA CPC structures and membership on an ongoing basis:	Review NA CPC membership	Annually March 2007	Staff time	As part of Communications Strategy
Agree budget and funding arrangements for 2006-2007 and beyond:	Discuss and agree with partner agencies long term funding arrangements for the NA CPC	February 2007	Staff time	Minuted agreement

NORTH AYRSHIRE CPC BUSINESS PLAN APRIL 2006 - MARCH 2007

Listening to Children and Young People:

Aim

The perspective of children and young people and their families should be clearly evidenced in the work of the CPC (Standard 3) (QI 1.1, 3.1)

Objective	What are we going to do?	When will we do it by?	Resources Required	How will we know when we have done it?
Ensure that all key agencies on the NA CPC listen to the voices of children and young people:	Demonstrate that the views of children and young people in the work of NA CPC are included by:	Ongoing	Staff time	Consultation feedback / reports / case notes.
	Developing a strategy for gathering the views of children, young people and their families involved with child protection services	Ongoing	Staff time	Information fed back to Information Sub Group
	Seeking advice and guidance from the Child Protection advocacy worker and address issues raised	Ongoing	Staff time	Child Protection Advocacy worker will report to Information Sub Group
	Consulting with children and young people regarding any future developments	Ongoing	Staff time	Feedback sessions
	Working with voluntary organisations and those already working with children and young people to get feedback in a range of issues	Ongoing	Staff Time	Information fed back to Information Sub Group
	Ensuring views of children and young people are collated from those involved in the child protection process	Ongoing	Staff time	Children and young people reports for child protection meetings

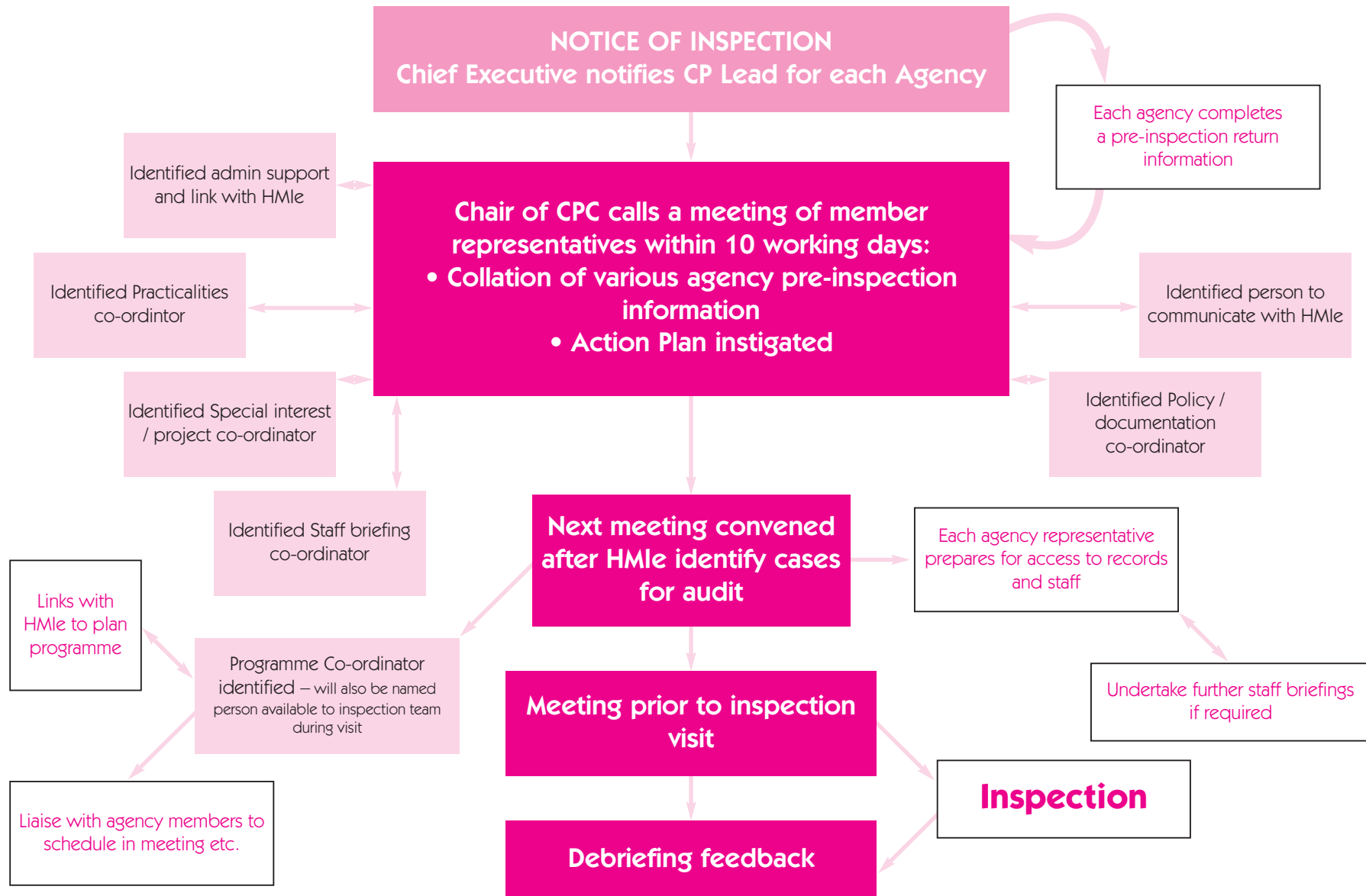
APPENDIX 1

NORTH AYRSHIRE CHILD PROTECTION COMMITTEE Self Evaluation Framework in Preperation for Inspection

TO DATE	TASK	DATE
Members NA CPC	Attended the Scottish Executive Briefing Sessions	June 2005
HMIE Inspector	Attended the NA CPC	Nov 2005
HMIE Inspector and Child Protection Training Co-ordinator	Did Staff Briefing Sessions on preparation for inspection (60 staff attended)	Oct 2005
Child Protection Training Co-ordinator & Child Protection Advisor (Health)	Briefing Sessions at Practitioner Forums	Sept 2005 - Ongoing
NA CPC Members (4)	HMIE Associate Assessor Training	Aug 2005
Draft Inspection Protocol (attached) (endorsed by NA CPC)	Identified Contacts (See inspection protocol)	Aug 2005
Identified Lead Co-ordinator for each department/agency	To progress self-evaluation framework within individual agencies	June 2006

TO BE DEVELOPED:		
NA CPC Planning Day - to examine individual and collective strategic leadership	NA CPC to progress	June 2006
Public awareness to be discussed and evaluated	NA CPC Information sub group to take this forward	June 2006 ongoing
Briefing session for Lead Co-ordinators	(agree Self Evaluation Framework) Associate Assessors to deliver this	September 2006
Lead Co-ordinators agree membership single agency focus groups	Arrange single agency briefings for staff e.g.: Focus groups Staff Team Meetings Manager's briefings Staff briefings	September 2006 ongoing
Lead Co-ordinators audit 1/2 day to examine sub group operational management systems.	NA CPC Lead Officer to progress	November 2006

APPENDIX 2



Roles & Responsibilities of Member Representatives

Identified Contacts	Responsibilities	Named Person	
Chief Officer / Executives	Notify Child Protection Leads within two working days	Ian Snodgrass, (North Ayrshire Council, Chief Executive) Wai- Yin Hatton (NHS Ayrshire & Arran Chief Executive)	Hamish Cormack (Divisional Commander Strathclyde Police 'U' Division)
NA CPC Chair	Convene meeting of agency members within ten working days of notification by Chief Officer Lead planning and implementation of inspection	Sandra Paterson (NA CPC Chair)	Iain Mitchell (Vice Chair)
Identified person to communicate with HMle	Should be a Head of Service or Senior Manager Make contact with HMle to identify themselves as a contact Liaise with HMle on behalf of NA CPC Members and visa versa	Sandra Paterson (NA CPC Chair)	Maxine Hawthorn (Child Protection Lead Officer)
Programme Co-ordinator identified - will also be named person available to inspection team during visit.	Guardian of information portal Lead the co-ordination of inspection programme Be available to the Inspection team during inspection visit	Maxine Hawthorn (Child Protection Lead Officer)	

Roles & Responsibilities of Member Representatives

Identified Contacts	Responsibilities	Named Person	
Identified Policy / documentation co-ordinator	Identify policy, guidelines and protocols relevant to inspection Ensure information is made available to person identified to communicate with HMLe	Elaine Steven (Child Protection Admin Support)	
Identified Staff briefing co-ordinator	Plan and undertake multi-agency staff briefings	Caren McLean (Child Protection Training Co-ordinator)	Sandra Winton (Child Protection Advisor)
Identified Special interest / project co-ordinator	Identify special services, projects, etc, relevant to inspection Ensure information is made available to person identified to communicate with HMLe	Maureen Bell (Nurse Consultant for Vulnerable Children)	
Identified Practicalities co-ordinator	Identify appropriate overnight accommodation for Inspection team Identify and secure appropriate accommodation for Inspection team to work from	Elaine Steven (Child Protection Admin Support)	
Identified admin support and link with HMLe	Provide maps etc, for Inspection team Undertake all administrative duties in relation to inspection Support person identified to communicate with HMLe	Elaine Steven (Child Protection Admin Support)	Pauline White (Child Protection Admin Support - Training)

APPENDIX 3

Self Evaluation Format

Summary of the Quality Indicators								
1) How effective is the help children and young people get when they need it?							6=Excellent 1=Unsatisfactory	
No	Quality Indicator	Themes	6	5	4	3	2	1
1.1	Children and young people are listened to, understood and respected	<ul style="list-style-type: none"> • Communication • Trust 						
1.2	Children and young people benefit from strategies to minimise harm	<ul style="list-style-type: none"> • Support for vulnerable children, young people and families • Children's and young people's awareness of keeping themselves safe 						
1.3	Children and young people are helped by the actions taken in immediate response to concerns	<ul style="list-style-type: none"> • Professionals' initial response to children, young people and families who need help 						
1.4	Children's and young people's needs are met	<ul style="list-style-type: none"> • Meeting needs • Reducing the longer term effects of abuse or neglect 						
2) How effectively do agencies and the community work together to keep children and young people safe?								
2.1	Public awareness of the safety and protection of children and young people	<ul style="list-style-type: none"> • Confidence of the public in services • Responses to concerns raised by members of the public about a child's or young person's safety or welfare 						
3) How good is the delivery of key processes?								
3.1	Involving children, young people and their families in key processes	<ul style="list-style-type: none"> • Keeping children, young people and their families informed and involved • Addressing dissatisfaction and complaints 						

Summary of the Quality Indicators

No	Quality Indicator	Themes	6	5	4	3	2	1	
3.2	Information sharing and recording	<ul style="list-style-type: none"> • Appropriate sharing of information • Joint understanding of information • Management and recording of information 							
3.3	Recognising and assessing risks and needs	<ul style="list-style-type: none"> • Recognising a child or young person needs help • Initial information gathering and investigation • Assessment of risks and needs 							
3.4	Effectiveness of planning to meet needs	<ul style="list-style-type: none"> • Decision making, identifying responsibilities and meeting needs • Taking account of changing circumstances 							
4) How good is operational management in protecting children and young people and meeting their needs?									
4.1	Policies and procedures	<ul style="list-style-type: none"> • Range and framework of policies and link to vision, values and aims • Managing, disseminating, evaluating and updating policies 							
4.2	Operational Planning	<ul style="list-style-type: none"> • Performance management and the planning framework • Development and use of management information 							
4.3	Participation of children, young people, families and other relevant people in policy development	<ul style="list-style-type: none"> • Seeking views of children, young people and families • Involving children, young people and families and developing services 							
4.4	Recruitment and retention of staff	<ul style="list-style-type: none"> • Identifying and meeting human resource needs • Safe recruitment and retention practice 							
4.5	Development of staff	<ul style="list-style-type: none"> • Professional competence and confidence • Staff development and training 							

Summary of the Quality Indicators

5) How good is individual and collective strategic leadership?

No	Quality Indicator	Themes	6	5	4	3	2	1	
5.1	Values, vision and aims	<ul style="list-style-type: none"> • Clarity of vision and values • Appropriateness and clarity of aims • Promotion of positive attitudes 							
5.2	Leadership and direction	<ul style="list-style-type: none"> • Joint leadership within and across agencies • Strategic deployment of resources 							
5.3	Leadership of people and partnerships	<ul style="list-style-type: none"> • Relationships with staff and development of teamwork across agencies • Promotion of collaborative ethos 							
5.4	Leadership of change and improvement	<ul style="list-style-type: none"> • Monitoring and development • Building capacity for improvement 							

APPENDIX 4

CHIEF OFFICERS GROUP

TITLE / DESIGNATION	NAME
1. Chief Executive (North Ayrshire Council)	Ian Snodgrass
2. Chief Executive (NHS Ayrshire & Arran)	Wai-Yin Hatton
3. Divisional Commander (Strathclyde Police 'U' Division)	Hamish Cormack

SCOTTISH EXECUTIVE PROFESSIONAL ADVISOR

TITLE / DESIGNATION	NAME
1. Professional Advisor, Reform Team	Irene McGugan

MEMBERSHIP OF THE NORTH AYRSHIRE CHILD PROTECTION COMMITTEE

TITLE / DESIGNATION	NAME
1. Chair - Head of Service	Sandra Paterson (Social Services, NAC)
2. Vice Chair - Authority Reporter	Iain Mitchell (SCRA)
3. Senior Clerical Assistant	Elaine Steven (NA CPC)
4. Child Protection Lead Officer	Maxine Hawthorn (NA CPC)
5. Child Protection Training Co-ordinator	Caren McLean (NA CPC)
6. Panel Member	Ian MacDonald (Children's Panel)
7. Principal Officer, Children & Families (Fieldwork)	David MacRitchie (Social Services, NAC)
8. Assistant Principal Officer (CJS)	Jim McCrae (Social Services, NAC)
9. Associate Specialist for Child Protection	Dr S Smith (Health, NHS Ayrshire & Arran)
10. Lead Director for Child Protection	Liz Moore (Health, NHS Ayrshire & Arran)
11. Nurse Consultant for Vulnerable Children	Maureen Bell (Health, NHS Ayrshire & Arran)
12. Consultant Paediatrician	John McClure (Health, NHS Ayrshire & Arran)
13. Child Protection Advisor	Sandra Winton (Health, North Ayrshire CHP)
14. Procurator Fiscal's Office	Lesley Anne Jack (Procurator Fiscal)
15. Superintendent	James Kirkwood (Strathclyde Police)
16. Detective Inspector	Neil Robertson (Strathclyde Police, FPU)
17. Head of Housing	Olga Clayton (Housing, NAC)
18. Services Manager	Gillian McGhie (Children 1st)
19. Head of Service	Carol Kirk (Education, NAC)

APPENDIX 5

CHANGING CHILDREN'S SERVICES FUND BUDGET ALLOCATION 2005/06

Salaries:	
• Child Protection Lead Officer & Senior Clerical Assistant to Child Protection Committee	£62,300
• Child Protection Advisor for Health	£35,000
• Training Co-ordinator	£34,600
Public Information	£11,000
Training - Child Protection Issues	£30,000
Child Protection Materials	£9,000
Surestart - Huge Bag of Worries - drama workshop (Nurseries)	£30,000
Funding to assist with the implementation of the new CPC Guidance (Scottish Executive) (Part of this funding was used to employ a Senior Clerical Assistant for Training for 4 months)	£20,000
ADAT - Alcohol & Drugs Action Team (ADAT) funding to assist the roll out of the GOPR training	£7,500

APPENDIX 6

NORTH AYRSHIRE CHILD PROTECTION COMMITTEE SUB GROUPS

MEMBERSHIP OF NORTH AYRSHIRE CHILD PROTECTION COMMITTEE TRAINING SUB GROUP

Name	Title	Organisation
Maxine Hawthorn	(Chair) Child Protection Lead Officer	NA CPC
Pauline White	Senior Clerical Worker	NA CPC
Caren McLean	Child Protection Training Co-ordinator	NA CPC
Sandra Winton	Child Protection Advisor	Health, North Ayrshire CHP
Iain Mitchell	Authority Reporter	Scottish Children's Reporter Administration
Neil Roberston	Detective Inspector	Strathclyde Police (FPU)
Carol McGlashan	Service Manager Training Section	Social Services, NAC
Dianne Frew/ Marjorie Cameron	Prevention Officer (y/p) Prevention Officer (y/p)	Addiction Services, Ayrshire & Arran Training Forum
Carol Barton	Divisional Manager	Housing, NAC
Kirsty Sweeney	Training Worker	Women's Aid
Anne Hunter	Head of Centre	Education, NAC
Bob Neilly	Quality Improvement Manager	Education, NAC

Remit and Outputs

Training Sub Group -

The training sub group was established in March 2003 and the group's remit is to have an overview of single and inter-agency child protection training within North Ayrshire.

The NA CPC Training sub group meets on a 6 weekly basis to:

- Prioritise and agree child protection training
- Develop the NA CPC annual training calendar
- Assist and support single agency training programmes
- Organise a range of training opportunities/events for staff (eg practitioner forums, briefing sessions, workshops, seminars and conferences)
- Feedback any training issues to NA CPC arising from practice developments, inquiries or policy developments
- Evaluate and report back on attendance of staff at training events and any related issues (eg low attendance from particular agencies/staff members)
- Oversee and implement NA CPC Training strategy
- To report any issues which require to be actioned to NA CPC.

MEMBERSHIP OF NORTH AYRSHIRE CHILD PROTECTION COMMITTEE INFORMATION SUB GROUP

Name	Title	Organisation
Linda Crone	(Chair) Head Teacher	Education, NAC
Elaine Steven	Senior Clerical Assistant	NA CPC
Maxine Hawthorn	Child Protection Lead Officer	NA CPC
Sandra Winton	Child Protection Advisor	Health, North Ayrshire CHP
Eileen Howe	Team Leader	Social Services, NAC
Marianne Paterson	Advocacy Development Worker	Children 1st
Margaret Reid	Children's Worker	North Ayrshire Women's Aid
Michele Gilmour	Communications Officer	NAC
Liz Willets	Planning & Performance	NAC
Angela Morrell	Community Learning & Development	Education, NAC

Remit and Outputs

Information Sub Group -

The Information Sub Group produced the Communication Strategy on behalf of NA CPC. This group is responsible for overseeing and ensuring the implementation of this strategy.

The NA CPC information sub group meets on a 6 weekly basis to:

- Prioritise and agree a range of public information for children, young people and their families, members of the community, professionals and anyone working with children and young people on a paid/unpaid capacity.
- Approve a range of public information leaflets on behalf of the NA CPC.
- Organise events to promote the work of NA CPC (eg displays at conferences, public places)
- Ensure an ongoing media campaign in local press highlighting the work of NA CPC
- Ensure the NA CPC website is updated to ensure all relevant information CPC documents are accessible.
- Plan and organise a range of events with children and young people in schools to raise awareness of NA CPC (eg Huge bag of Worries in schools and nurseries, range of leaflets NA CPC novelties etc).
- To report any issues which require to be actioned by NA CPC.

MEMBERSHIP OF NORTH AYRSHIRE CHILD PROTECTION COMMITTEE AUDITING SUB GROUP

Name	Title	Organisation
Maxine Hawthorn	(Chair) Child Protection Lead Officer	NA CPC
Elaine Steven	Senior Clerical Assistant - Child Protection	NA CPC
Sandra Winton	Child Protection Advisor	Health, North Ayrshire CHP
DI Neil Robertson	Family Protection Unit	Strathclyde Police (FPU)
David Green	Chief Legal Advisor	Legal & Protective Services
Iain Mitchell	Authority Reporter Administration	Scottish Children's Reporter
Terry McGarry	Principal Officer	Social Services, NAC
Stephen Brown	Local Manager	Social Services, NAC
Janine Barrett	Homelessness Strategy Manager	Housing Services, NAC
Alex Stafford	Head Teacher	Education, NAC
Irene McGugan	Professional Advisor	Reform Team, Scottish Executive
Maureen Bell	Nurse Consultant for Vulnerable Children	Health, NHS Ayrshire and Arran
Anne McGonagle	Quality Improvement Officer	Education NAC

Remit and Outputs

Auditing Sub Group -

The NA CPC Audit sub group's remit is to have an overview of single agency and inter agency auditing and quality assurance systems to ensure that robust mechanisms are in place.

The NA CPC auditing sub group meets on a 6 weekly basis to:

- Devise and implement a self evaluation tool/system for all partners on the NA CPC based on the HMIE quality indicators
- To assist the NA CPC, Managers and practitioners to be aware of and familiar with the Quality Indicators as are appropriate to them.
- To identify areas of good practice and areas which require to be improved
- To ensure lessons to be learned from Inquiries are disseminated to the NA CPC, Managers and practitioners
- To report any issues which require to be actioned to NA CPC.

MEMBERSHIP OF NORTH AYRSHIRE CHILD PROTECTION IN THE COMMUNITY SUB GROUP

Name	Title	Organisation
Elaine McLean	Quality Improvement Manager	Education Services, NAC
Maxine Hawthorn	Child Protection Lead Officer	NA CPC
Elaine Steven	Senior Clerical Assistant For Child Protection	NA CPC
Sandra Winton	Child Protection Advisor For Health	Health, North Ayrshire CHP
Bill Simpson	Team Leader Youth Services	Educational Services, NAC
Gordon Syme	Quality Improvement Officer	Educational Services, NAC
John Lamb	Treasurer	North Ayrshire Sports Council
Stephen Browning	Senior Sports Development Officer	North Ayrshire Leisure Ltd
Shirley Scott	Human Resource Manager	North Ayrshire Leisure Ltd
Kathleen McNulty/ Fiona Campion	Service Manager Child Protection in Sport Project Worker	Children 1st Children 1st
Ann Wilson	Senior Training Officer	North Ayrshire Volunteer Centre

Remit and Outputs

Community Sub Group -

The Child Protection in the Community sub group was established with a specific remit to produce and disseminate guidance for all Community/Voluntary groups working with children and young people to encourage them to have child protection policies and procedures in place. The NA CPC Child Protection in the Community sub group meets on a 6 weekly basis to:

- Oversee the distribution and implementation of the CP in the Community guidance.
- Ensure an ongoing training programme is on offer free of charge to local voluntary/community groups to assist them in implementing this guidance
- Ensure groups have access to free child protection basic awareness training
- To report any issues which require to be actioned to NA CPC.

MEMBERSHIP OF NORTH AYRSHIRE CHILD PROTECTION COMMITTEE GETTING OUR PRIORITIES RIGHT SUB GROUP

Name	Title	Organisation
Maxine Hawthorn	(Chair) Child Protection Lead Officer	NA CPC
Pauline White	Senior Clerical Assistant For Training	NA CPC
Caren McLean	Training & Development Co-ordinator	NA CPC
Sandra Winton	Child Protection Advisor For Health	NHS Ayrshire & Arran
June Gardiner	Child Protection Co-ordinator	South Ayrshire CPC
Jill Dunlop	Integration Training Officer	South Ayrshire Council
Linda Pettigrew	Child Protection Advisor For Health	NHS Ayrshire & Arran
Marlyn Nicol	Child Protection Advisor For Health	NHS Ayrshire & Arran
Alan Johnstone/	Independent Trainer	STRADA
Louise Long	Independent Trainer	STRADA
Dianne Burns	Child Protection Co-ordinator	East Ayrshire Council
Cecilia Gray	Service Manager	East Ayrshire Council

Remit and Outputs

Getting Our Priorities Right Sub Group -

The NA CPC GOPR sub group was established with a specific remit to produce and implement a multi agency protocol (where substance misuse is an issue for families).

NA CPC worked in partnership with STRADA (Scottish Training on Alcohol & Drugs) and commissioned them to write the protocol and included the NA Integrated Assessment Framework within the body of this protocol given the developments in this area. South Ayrshire and East Ayrshire also joined NA CPC to agree a similar GOPR protocol.

The NA CP GOPR sub group meets on a 6-8 weekly basis to:

- Oversee the implementation protocol across Ayrshire of the GOPR protocol
- To deliver in conjunction with STRADA staff a training programme on a multi agency basis to implement the protocol
- To develop a monitoring system on the impact of the protocol
- To consider other relevant national documents, which relate to substance misuse to ensure NA CPC add and complement good practice in this area
- To report any issues which require to be actioned by NA CP.

APPENDIX 7

A Child's Perspective - 'What's Bugging You' Drama Workshops

"I've learned that if you don't tell someone you trust, your worries might not go away." (St Anthony's P.S.)

"I thought it was good that everyone came to talk to us because sometimes I don't talk about my worries." (Glebe P.S.)

A Teacher's Perspective - 'What's Bugging You' Drama Workshops

"I thoroughly enjoyed the session and learned a lot myself, some excellent ideas for teachers in this area." (Towerlands PS)

"A serious issue was tackled in a fun way which appealed to the children and the point was effectively driven home." (Moorpark P.S.)

"Reinforces appropriate, relevant messages regarding Personal Safety, rights and self-esteem." (Cumbrae P.S.)

CPC Members – Working Together

“As a member of the CPC Information Sub Group I have had the opportunity to be actively involved in the development of a variety of documents, information and events for Communities and Services. They are designed to promote the safety and protection of young people.

I have utilised the youth services youth engagement structure to ensure that young people have a opportunity to comment and advise on the very documents that are created to protect them. The work of the CPC has a high profile across council services and my involvement in Information Sub Group is a real example of true partnership working.”

Angela Morrell, *Team Leader: Youth Services*

“The CPC’s work in raising awareness of issues related to Child Protection has had a direct impact on our working practice in Ardeer Primary School. Many of the staff in school, both teaching and non-teaching, have attended a variety of CP courses.

As Head Teacher I revisit the Standard Circular on Child Protection with staff at least annually. However, I now place an increased emphasis on the provision of training for a range of staff.

Educational Services has a working group dedicated to constantly improving our practice and providing a range of training opportunities. We have nominated senior personnel who can provide advice and guidance to schools.

Inter-agency communication and working is definitely improving and it is encouraging when I see information and posters prominently displayed in public places like the doctors’ surgery and in the local library. It gives a sense of everyone working towards the same aim - keeping our children safe.”

Linda Crone, *Head Teacher, Ardeer Primary School*

Child Protection Training Courses:

“I really enjoyed the training. I had never been on a child protection course before and am now very keen to learn more.”

“This was an excellent course, I am much more confident about being a witness in court.”

“This course was excellent it should be mandatory for all staff.”





This brochure has been prepared by:
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