

## **1. Welcome and Introductions**

**Attendees:** Michael Chalmers (SG) Chair  
Peter Imrie (SG) Minute taker  
Thekla Garland (SG)  
John Urquhart (COSLA)  
Claire Lightowler (CYCJ)  
Joanne McMeeking (CELCIS)  
Emma Wilson (SG) (observing)  
Elliot Jackson (CHS)  
Boyd McAdam (CHS)  
Angela McLeod (Police Scotland)  
John McKenzie (Police Scotland)  
Neil Hunter (SCRA)  
Dr Robert Porter  
Bryan Evans (Children 1<sup>st</sup>)  
Matt Forde, (NSPCC Scotland and CCPS Rep)  
Kirsten Hogg (Barnardos)  
Iona Colvin (SG)  
Shona Spence (SG)  
Liz Cuschieri (SLAB)  
Marie-Louise Fox (SLAB)  
Alex Devoy (SG)  
Hannah Keates (SG)  
Malcolm Schaffer (SCRA)  
Gordon Brechin  
Claire Arias (COPFS)  
David Doris (SG)

### **Apologies:**

Elaine Adams (CELCIS)  
Lisa Bennett (SCRA)  
Gary Dover (NHS)  
Tom McNamara (SG)  
Liz Murdoch (SG)  
Donald Henderson (SG)  
Belinda Robertson (SG)  
Kate Rocks (SWS East Renfrewshire)  
Robert Gordon (Scottish Courts and Tribunal Service)  
Angela Morgan (Includem)  
Pauline Stephen (ADES - Angus council)  
Duncan Dunlop (Whocares Scotland)  
Sheriff Andrew Cubie (Judicial Institute)  
Judith Ainsley (SG)  
Mike Burns (SWS)  
Mary Hoey (Education Scotland)  
Tim Barraclough (SCTS)



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1.	<p><b>Welcome and apologies</b></p> <p>MC welcomed everyone to the meeting. A reminder was provided that this meeting will be followed by a short joint session with the Youth Justice Improvement Board on Minimum age of criminal responsibility Bill.</p>	
2.	<p><b>Minutes of March meeting and matters arising</b></p> <p>Minutes of the previous meeting of 13 September 2017 were agreed. All actions were either complete or work was on-going.</p>	
3.	<p><b>GIRFEC Update</b></p> <p>HK provided an update on the outcome of the Education and Skills Committee.</p> <p>A panel is to be established to develop a code that is workable, comprehensive and user friendly. It will be independently chaired by Ian Welsh OBE and will include practitioner representation.</p> <p>An assurance was provided that the draft Code of Practice and the final Code will be developed in full consultation with key stakeholders and practitioners, taking account of concerns raised, as the Deputy First Minister has made clear. Once an authoritative draft Code is created, it will be presented to the Committee and we anticipate that they will then be in a position to resume Stage 1 scrutiny.</p> <p>An update will be provided as soon as the panel's remit and membership has been finalised. Any enquiries to <a href="mailto:CYP.information.sharing.bill@gov.scot">CYP.information.sharing.bill@gov.scot</a></p>	
4.	<p><b>Tri-Partite Group and Better Hearings</b></p> <p>NH updated the group about progress across the Hearing system and work underway by CHS and SCRA. An assessment of Local Authority (LA) progress towards Better Hearings has taken place and Chief Social Workers agreed that consistency was essential. Data should be available by Spring.</p> <p>The aspiration is to embed Better Hearings into Children's Services Plans across the 32 LA areas. Further detail is contained within the Tri-partite paper attached to the agenda.</p> <p>IC agreed that the Children's Services Plans should be reviewed as these are not being utilised uniformly. Their current format runs until 2019/20.</p>	
5.	<p><b>Education and Skills Committee update</b></p> <p>TG provided an update:</p> <p>The Committee was reasonably satisfied with the Government's June response, but was seeking an update on certain specific issues by the end of 2017. A response is</p>	



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	<p>in preparation, and useful detailed discussions were held between SG, SCRA and CHS on 16 November.</p> <p>Two new petitions have been received regarding children's hearings and child protection, these have gone to the <b>Public Petitions</b> Committee. Evidence was heard on 23 November and a Government response is now required on both of these fresh petitions by 27 December.</p> <p>In view of time and capacity pressures, the team have been obliged to stop work on the Education Committee response meantime to meet the Public Petitions Committee deadline. A draft of the ES Committee update will be circulated in January for comments and suggestions.</p>	TG – to circulate the update for comment and suggestion in January
6	<p><b>Working Groups update on progress:</b> Groups are progressing, however, a future discussion is required as to whether the groups and the priorities of the groups are still the right ones.</p> <p><b>(i) Learning and Development</b> JM expressed a desire to dissolve the group in favour of a more localised format, concentrating on the roll-out of local CHIP groups. She was able to highlight the benefits of this partnership driving the test sites towards a consistent approach to Children Hearings and partnership groups. It is hoped that this experience will assist in "myth-busting".</p> <p><b>MS</b> offered assistance with training material as SCRA already have "reporter" training materials, thus avoiding duplicate effort.</p> <p><b>(ii) Getting it Right in the Hearings System and Blueprint</b> MS updated the group on the last meeting on 4 December.</p> <p><b>Proposal one</b> – reference to the GDPR paper SCRA have developed regards information sharing. The group were invited to agree to the workstream developing a code of practice for GDPR for all partners in the hearings system. The group asked that any code created be blended with the code of practice being created by the "committee", as referenced in the GIRFEC update.</p> <p><b>Proposal two</b> – to create a guide, by way of identifying where formal guidance sits, providing practitioners with assistance to identify legislation / guidance at different stages of the child's 'journey'.</p> <p>Work being taken forward to map the child's journey from the first point of contact with services right through to compulsory measures and beyond. Stressing the need to consider at each point in the child's journey information sharing, named person, lead professional, referral to</p>	CL – asked consideration be given for IRISS to help deliver the communication / design work required in respect of the governance work, led by MS.



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	<p>reporter and for this to consider good practice, existing guidance and legislation.</p> <p>The Blueprint paper was discussed. CHIP was asked to agree to a small working group the standards in time for implementation in April 2018. This was agreed.</p> <p><b>(iii) Generating Evidence and Promoting Improvement</b>  The group met on 6 December. The remit and purpose of this group now needs to be considered. Members were asked if there is any evidence that the group can take forward on behalf of CHIP and if not whether this group should continue?</p> <p>BMc apologised as his update had not been made available prior to the meeting. This will be forwarded with the minutes.</p> <p>The Feedback Loop continues to be troublesome due to lack of availability of LA data. There is an offer put forward by CELCIS to develop a methodology to gather the Feedback Loop data, but at a cost. In addition a change to legislation may be required to enable case sampling as a means to gather data.</p> <p>IC asked that any case sampling be considered alongside any care inspectorate sampling, to avoid duplication of effort. We need to "ask once", as concerns about multiple tasks of LA staff.</p> <p>NH asked that a minimum data set be determined to assist going forward with data gathering – perhaps through the recording of case notes at the initial stage.</p> <p><b>(iv) Permanence</b> – SS updated on behalf of BR.  Recent workshops have been held and the PACE programme has now reached 21 different areas and this seeks to improve the various "choke" points and eliminate delays in the process. It seems likely that PACE may overtake the need for the Permanence workstream as their successes are leading in the drive to improve standards.</p> <p>IC advised the group that Part 2 of the National Health and Social Care Workforce plan, which is jointly sponsored by the SG and COSLA was due for publication on Friday 15/12/17. <a href="http://www.gov.scot/Publications/2017/12/2984">http://www.gov.scot/Publications/2017/12/2984</a>  This will look at requirements within the social care and social work workforce and consider the requirements around Multi-Disciplinary Team working context.</p> <p>CHS asked that consideration be given to the fact that Hearing System volunteers are already over-burdened with paperwork and reminded the group that they are volunteer staff. This need to be considered with future asks.</p>	<p>BMc to provide update.  PI – to send this with minutes</p> <p>.</p> <p>MS / BR to consider whether both the permanence and GIRFEC strands can align.</p>



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	Celcis PACE delivery team offered to present key themes and connections at the next CHIP	
7.	<p><b>CPIP Update</b></p> <p>NH updated the group regarding the 4 main action points CHIP has been tasked with.</p> <p>The outstanding 2 actions looking at compulsory measures and 16 and 17 year olds in the hearing system are being addressed by a short life working group, chaired by NH.</p> <p>This group has met 3 times and have prepared papers regarding alignment of legislation with a common reference to a child's age, the use of compulsory measures in child protection procedures and proposals to increase the age that a young person can be referred to the children's reporter to 17 years and 6 months.</p> <p>The group will meet for a final time in January. Proposals which the group will put forward are likely to require legislative change.</p> <p>NH advised that a recommendation will be finalised by Spring 2018 regards the approach to 16/17 year olds. This paper will include all legislation that requires alignment and identifying any contradictions. This will include options to use technology to avoid court appearances.</p> <p>NH and CL to discuss the 16/17 year old agenda around avoidance of court in favour of the hearing system.</p>	
8.	<p><b>Communications (Dissemination and implementation)</b></p> <p>At the last CHIP there was concern that CHIP is not communicating as well as it could be (raised by the 3 third sector representatives).</p> <p>A discussion took place regards communication improvement. The on-line resource should be utilised to announce CHIP publications, or partner news in an effort to promote CHIP to staff and partners .</p> <p>On a practical note – any products need to be summarised to ensure practitioners continue to access the resource.</p>	<p>PI to email all regarding better use of the on-line resource.</p>
9.	<p><b>CHS Research (Contact Decisions)</b></p> <p>Dr Robert Porter provided an update on his CHS research on contact decisions.</p> <p>Comments on the research were sought from the group. The group were asked to consider the details of the report and where it may inform current practice.</p> <p>The research identifies the need for stakeholders to</p>	



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	<p>consider the key differences and where practitioners can overcome any barriers to improved outcomes. This paper re-enforces the need to consider the views of children and young people and their experience – both at home and within the care system.</p> <p>A dissemination event is to be held in late January – details will be on the CELCIS website / update.</p>	
10.	<p><b>Equalities - BME and LGBTI</b></p> <p>BME research – MS discussed the report and re-iterated that there were system wide issues that may need action, particularly promoting participation.</p> <p>A short life working group has been proposed to look at the implications of the BME report – led by SCRA (volunteers to MS).</p> <p>CL discussed the LGBTI, paper, this follows the youth justice conference from June. Members were asked to forward any examples of good practice when working with this client group, to CL to inform future discussions.</p> <p>A further conference is to be organised for next year where partners will be invited to consider this issue.</p>	<p>All to consider involvement in the short life working group on BME and to let MS know</p> <p>All to consider good practice examples of working with LGBTI clients and feed these back to CL</p>
11.	<p><b>Other Updates:</b></p> <ul style="list-style-type: none"> <li>• <b>YJIB</b> - Claire provided a brief update following the meeting in September. Concerns are being raised regarding the higher tariff offenders as there appears to be a disparity in approach. (This falls within the work force development.)</li> <li>• <b>SG Update</b> – TG provided an update on Advocacy – in particular the on-going work with Who Cares? To develop a service delivery model.</li> </ul>	Any views or concerns to TG
12.	<p><b>Date of Next Meeting:</b> 13 March 2018, Conference Room 1, Victoria Quay (Calendar invites have been sent).</p>	
13.	<p><b>Minimum Age of Criminal Responsibility (MACR)</b> DD provided an update of the current position with regards the MACR bill progress. The complexities and engagement were discussed.</p> <p>The group discussion included the “unintended consequences” and the need to be aware of this, particularly around current practice. Additionally the concern that “blame” may become attributed to the older groups,</p>	



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	<p>thus avoiding MACR affected young people.</p> <p>SCRA raised the fear that a new group for the 8-11 age bracket is created and practice is driven accordingly.</p>	

