



# **CPC Improvement Plan 2018 – 2020**

## **Year 1 Progress / Update Report @ 31 July 2019**

First Published: 3 October 2018

**Getting it Right  
in Perth and Kinross**  
*Helping children be the best they can be*

CPC Improvement Plan 2018 – 2020					
Date	Progress / Update Report	Total Actions / Tasks	Total Actions / Tasks Completed	Total Actions / Tasks Added	Total Actions / Tasks Ongoing
03/10/2018	Publication Date	17	0	17	17
31/07/2019	Year 1 Progress / Update Report	17	2	0	15

#### RAG Legend – Red Amber Green

<b>R</b>	<b>RED:</b> There are <b>significant</b> issues and / or risks that are impacting on the action / task right now = we are not delivering the action / task on time / scope / budget
<b>A</b>	<b>AMBER:</b> There are <b>some</b> issues and / or risks that are impacting on the action / task if not fixed = we are at risk of not delivering the action / task on time / scope / budget
<b>G</b>	<b>GREEN:</b> There are <b>no</b> issues and / or risks impacting on the action / task which is progressing according to plan = we are delivering the action / task on time / scope / budget

No	Action / Task	Strategic Lead	Timescale	Year 1 Progress / Update Report @ 31 July 2019	R A G
<b>What key outcomes have we achieved?</b>					
<b>Outcome 1: Use of multi-agency performance management information enables us to analyse trends and underpins our self-evaluation and improvement</b>					
1	<p><b>1.1:</b> Develop and test further qualitative measures in relation to the impact of key child protection interventions and processes for children and young people which reflect their experiences of services</p> <p><i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i></p>	Independent Chair of the CPC	By 30 November 2019	<ul style="list-style-type: none"> <li>P&amp;K CPC Management Information and Performance Outcome Framework – Includes Quantitative and Qualitative Measures;</li> <li>CPC making intelligent use of data and receiving Quarterly and Annual Data Reports;</li> <li>Tayside CPC Common Key Performance Indicators and Measures – Mapping completed;</li> <li>Scottish Government / CELCIS National Minimum Dataset for CPCs and Tayside CPC Shared Indicators and Measures Workshop planned for September 2019;</li> <li>Scottish Government / CELCIS National Minimum Dataset for CPCs – Expected by end of 2019;</li> <li>Action / Task Linked with Action / Task 1.2 below;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	G
	<p><b>1.2:</b> Implement and embed the new Scottish Government / Care Inspectorate / CELCIS Shared Data Set for Vulnerable Children and Young People to further enhance the prevention and scrutiny role of the CPC and the CYPFP</p> <p><i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i></p>	CPC Inter-Agency Child Protection Coordinator	By 31 March 2020	<ul style="list-style-type: none"> <li>Part of the Scottish Government's Child Protection Improvement Programme (CPIP) – Ongoing;</li> <li>Scottish Government / CELCIS National Minimum Dataset for CPCs and Tayside CPC Shared Indicators and Measures Workshop planned for September 2019;</li> <li>Scottish Government / CELCIS National Minimum Dataset for CPCs – Expected by end of 2019;</li> <li>Action / Task Linked with Action / Task 1.1 above;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	G

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<b>How well do we meet the needs of our stakeholders?</b>					
<b>Outcome 2: Children and young people's voices in planning and decision making processes ensures that they are kept safe and promotes their wellbeing</b>					
2	2.1: Further develop the existing provisions for seeking children and young people's views before, during and after key decision making meetings and extend the reach and use of the Mind Of My Own App to child protection processes	Chair of the CPC Practice Improvement Working Group	By 31 March 2019  Ongoing 2019 / 2020	<ul style="list-style-type: none"> <li>• Mind Of My Own App first introduced in P&amp;K @ August 2017;</li> <li>• App currently being used by children and young people aged 8 years and over;</li> <li>• App being used by children and young people who are: looked after and accommodated; whose names are on the child protection register; who have a disability and by those children and families who are working with social work on a voluntary basis;</li> <li>• Introduced Mind Of My Own Express App in January 2019 which allows workers to use the App with younger children aged 4+ and with children with disabilities;</li> <li>• Mind Of My Own App also being used by Young Carers as a means of giving their views for their lives, their Statements and for the reviews of services they use;</li> </ul> <p>Mind Of My Own App Snapshot @ July 2019:</p> <ul style="list-style-type: none"> <li>• Total number of children and young people with their own accounts – 48;</li> <li>• Total number of statements received from children and young people with accounts – 134;</li> <li>• Total number of workers with their own accounts – 152;</li> <li>• Total number of statements received from worker's with accounts – 110;</li> <li>• <b>Work in Progress / Ongoing.</b></li> </ul>	G

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	<p><b>2.2:</b> Review and explore the potential resources to strengthen and / or increase the existing advocacy support provisions for children and young people; including Independent Advocacy</p> <p><i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i></p>	Chair of the CPC Practice Improvement Working Group	<p>By 31 March 2019</p> <p>Ongoing 2019 / 2020</p>	<ul style="list-style-type: none"> <li>Tayside-wide Mapping Exercise of Participation, Engagement and Involved in key child protection processes – Completed;</li> <li>Lead Professionals / Social Workers / Children and Youth Rights Officer / Who Cares? Scotland Worker continue to provide advocacy support to children and young people;</li> <li>Independent Advocacy PK commissioned and providing advocacy support to children and young since 31 March 2019;</li> <li>CPCScotland's CPC Child Participation OnLine Survey Submitted April 2019 – National Review Report to follow;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	G
<b>Outcome 3: Coordinated help and support to pregnant women and their families ensures earlier intervention and enhances the wellbeing of infants in the first year of life</b>					
3	<p><b>3.1:</b> Develop and implement in partnership with CELCIS, a three-strand joint programme of work to address neglect and enhance wellbeing – <i>Getting it Right in Perth and Kinross: Pre-Birth and into the first year of life</i>. Three strands of improvement work to:</p> <ol style="list-style-type: none"> <li>Better enable communities to offer help and support to women and their families</li> <li>Better enable people (practitioners, volunteers, community members) to work together to ensure women and their families get the right help at the right time</li> <li>Better enable midwifery and health visiting to provide women</li> </ol>	PKC ECS and NHS Tayside	<p>By 31 December 2020</p> <p>(Longer Term Initiative – Ongoing)</p>	<ul style="list-style-type: none"> <li>Joint Partnership Working with PKC; NHS Tayside (Midwifery Services, Health Visiting Services and Family Nurse Partnership) and the Centre for Excellence for Children's Care and Protection (CELCIS) – Ongoing since 4 November 2016;</li> <li>Long Term Project – Three Strands;</li> <li>P&amp;K Core Implementation Team – Established;</li> <li>P&amp;K Geographical Transformation Zone (Improvement Cycle) identified through careful analysis of data, workforce structures and partners commitment for involvement – South West Perth City and Kinross;</li> <li>Regular, routine communication channels established with critical Leaders and existing Agency Boards / Committees / Groups – including the CPC;</li> <li>Action / Task Linked with Action / Task 3.2, 4.1 and 10.1 below;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	A

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	and families with access to the right help and support				
	<p><b>3.2:</b> Develop and implement a needs-led early intervention pathway and consistent approach across all services and agencies to support pregnant women who are vulnerable and which supports the identification, assessment and management of concerns for their unborn babies</p> <p><i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i></p>	Lead Nurse, Child Protection, NHS Tayside	By 30 September 2019	<ul style="list-style-type: none"> <li>NHS Tayside Unborn Baby Protocol – In Place;</li> <li>Tayside Multi-Agency Unborn Baby Action Group and Action Plan – In Place;</li> <li>Tayside Multi-Agency Practitioner's Guidance: Concern for Unborn Babies – Drafted;</li> <li>Tayside wide OnLine Consultation – Underway from 4 July 2019 – Consultation Closes 30 September 2019;</li> <li>Publication and Roll-Out of the Final Guidance to be supported by the Tayside Child Protection Learning and Development Group – Autumn 2019;</li> <li>Links with the PKC and NHS Tayside partnership work with Centre for Excellence for Children's Care and Protection (CELCIS);</li> <li>Action / Task Linked with Action / Task 3.1 above and 4.1 and 10.1 below;</li> <li><b>Post Implementation / Next Steps – To develop a multi-agency quality assurance and review process;</b></li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	<b>G</b>
<b>Outcome 4: Children and young people benefit from an effective early response when they may be at risk of poor parenting and neglect</b>					
<b>4</b>	<p><b>4.1:</b> Develop and implement a robust early response, intervention and support pathway for children and young people who are living in circumstances where poor parenting and neglect may have an adverse impact on their health and wellbeing</p> <p><i>(Being taken forward in partnership with the Tayside Regional</i></p>	<p>Head of Service Perth and Kinross Council Children, Young People and Families Service and Lead Nurse (Named Person Service) Women Children &amp; Families Division NHS</p>	By 30 September 2019	<ul style="list-style-type: none"> <li>Links with the PKC and NHS Tayside partnership work with Centre for Excellence for Children's Care and Protection (CELCIS);</li> <li>Services for Children, Young People and Families Family Focus Team and Third Sector Agency provisions are in place to provide intensive family support when required;</li> <li>NHS Tayside Health Visiting Service – Delivering the Universal Health Visiting Pathway / GIRFEC Assessment;</li> </ul>	<b>A</b>

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	<i>Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i>	Tayside		<ul style="list-style-type: none"> <li>GIRFEC Practice Model and Child's Plan – Widely used across P&amp;K;</li> <li>Action / Task Linked with Action / Task 3.1 and 3.2 above and 10.1 below;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	
	<b>4.2:</b> Improve responses to children and young people whose health is at risk as a result of missed health appointments	Lead Nurse (Named Person Service) Women Children & Families Division NHS Tayside	By 30 September 2019	<ul style="list-style-type: none"> <li>NHS Tayside has in place a Failure to be Brought Policy for all NHS staff to follow for missed appointments;</li> <li>NHS Tayside staff who fulfil the role of Named Person will appropriately refer to Social Work / Children's Reporter and where necessary will call and convene a Child's Planning Meeting;</li> <li><b>ACTION COMPLETED.</b></li> </ul>	<b>G</b>
<b>How good is our delivery of services for children, young people and families?</b>					
<b>Outcome 5: Robust and consistent inter-agency referral discussions ensure highly effective actions to protect children and young people</b>					
<b>5</b>	<b>5.1:</b> Develop and implement a consistent approach to inter-agency referral discussions (IRDs) to further improve day-to-day culture and practice; improve information sharing, improve recording and decision making arrangements, all of which provides better outcomes for children and young people  <i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i>	Chair of the CPC Practice Improvement Working Group	By 30 September 2019	<ul style="list-style-type: none"> <li>Tayside Multi-Agency IRD Action Group and Action Plan – In Place;</li> <li>Tayside Multi-Agency IRD Practitioner's Guidance: IRDs – Drafted;</li> <li>Tayside wide OnLine Consultation – Underway from 4 July 2019 – Consultation Closes 30 September 2019;</li> <li>Publication and Roll-Out of the Final Guidance to be supported by the Tayside Child Protection Learning and Development Group – Autumn 2019;</li> <li><b>Post Implementation / Next Steps – To develop a multi-agency quality assurance and review process;</b></li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	<b>G</b>

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<b>Outcome 6: Effective information sharing and compliance with our Code of Practice ensures children and young people are kept safe and their wellbeing is promoted</b>					
6	<p><b>6.1:</b> Review and refresh the existing Perth and Kinross Practitioner's Guide and Toolkit: Information Sharing, Confidentiality and Consent; in particular the Practitioner's Aide Memoire and Code of Practice to ensure it remains legally compliant with, and takes cognisance of, the General Data Protection Regulation (GDPR) which come into effect on 25 May 2018</p>	<p>CPC Inter-Agency Child Protection Coordinator and Perth and Kinross Council Legal Services</p>	<p>By 31 October 2018</p>	<ul style="list-style-type: none"> <li>Perth and Kinross Code of Practice: Information Sharing, Confidentiality and Consent – Refreshed and published on 17 January 2019;</li> <li>Legally compliant and widely shared / disseminated;</li> <li><b>ACTION COMPLETED.</b></li> </ul>	G
<b>Outcome 7: Chronologies are used effectively to identify significant events, patterns of risk and inform multi-agency assessments of risk</b>					
7	<p><b>7.1:</b> Review and refresh the existing Tayside Practitioner's Guide: Chronologies; in particular the Chronology Template; ensure that all services and agencies, including adult services, can and are able to contribute to a multi-agency Chronology and that it continues to be a high quality and effective tool in the joint holistic assessment of risk and needs and in joint planning to protect children and young people</p> <p><i>(Being taken forward in partnership with the Tayside Regional Improvement Collaborative (TRIC) – Priority Group 5 (PG5): Safeguarding and Child Protection)</i></p>	<p>Chair of the CPC Practice Improvement Working Group</p>	<p>By 31 December 2018</p>	<ul style="list-style-type: none"> <li>Tayside Multi-Agency Practitioner's Guidance: Chronologies – Published 29 March 2019;</li> <li>Publication and Roll-Out being supported by the Tayside Child Protection Learning and Development Group – Ongoing;</li> <li><b>Post Implementation / Next Steps – To develop a multi-agency quality assurance and review process;</b></li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	G



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<b>Outcome 8: High quality assessment frameworks take a holistic approach to assessing risks and are effective in formulating plans to protect children and young people</b>					
8	8.1: Review the existing single service / agency assessment frameworks and ensure that all services and agencies, including adult services, can and are able to contribute to a joint holistic assessment of risks and needs which informs joint planning to protect children and young people	Chair of the CPC Practice Improvement Working Group	By 30 September 2019	<ul style="list-style-type: none"> <li>Single Service / Agency Assessment Frameworks – In Place;</li> <li>Risk Assessments are integral parts of the Child Protection Investigation and Planning Process;</li> <li>Risk Assessment are given prominence within Children and Young People's Records;</li> <li>Risk Assessments examined a CPCCs; Core Groups and at other key Meetings;</li> <li>Risk Assessments are examined annually as part of the CPC's Quality Assurance and Review of Child Protection;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	A
<b>Outcome 9: SMART Child's Plans are used effectively to protect children and young people by clearly setting out timescales for actions and are used well to measure progress against intended outcomes</b>					
9	9.1: Review the existing Tayside Child's Plan and ensure that all services and agencies, including adult services, can and are able to timeously contribute to a SMART Child's Plan to address risks and needs and in joint planning to protect children and young people	Chair of the CPC Practice Improvement Working Group	By 30 September 2019	<ul style="list-style-type: none"> <li>Tayside Child / Young Person's Plan and Guidance – Rolled-Out; Guidance – In Place;</li> <li>Child's Plans examined a CPCCs; Core Groups and at other key Meetings;</li> <li>Child's Plans are examined annually as part of the CPC's Quality Assurance and Review of Child Protection;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	A
<b>Outcome 10: Child Protection Case Conferences are held within specified timescales and multi-agency decision making is supported by the provision of good quality multi-agency reports</b>					
10	10.1: Continue to monitor and sustain improvement in Child Protection Case Conferences; in particular the timescales for Pre-Birth Child Protection Case Conferences and Initial Child Protection Case Conferences	Service Manager (Fieldwork Services) Services for Children, Young People and Families and Chief Midwife and	By 30 September 2019	<ul style="list-style-type: none"> <li>Timescales for Multi-Agency Child Protection Case Conferences – Being proactively monitored via: <ul style="list-style-type: none"> <li>P&amp;K ECS Business Management Improvement Plan (BMIP);</li> <li>P&amp;K CPC Management Information and Performance Outcome Framework and Quarterly Highlight Reports to CPC;</li> <li>Services for Children, Young People and</li> </ul> </li> </ul>	A

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		Lead Nurse (Named Person Service) Women Children & Families Division NHS Tayside		Families Improvement Officers and Chairs of CPCCs and Peer Group Reviews and Meetings; <ul style="list-style-type: none"> <li>NHS Tayside Unborn Baby Protocol – In place;</li> <li>NHS Tayside Unborn Baby Referrals managed and monitored via a Tayside Unborn Baby Generic Mailbox which supports optimal timescales for Pre-Birth Child Protection Case Conferences;</li> <li>Action / Task Linked with Action / Task 3.1 and 3.2 above and 10.2 below;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	
	<b>10.2:</b> Continue to monitor the provision and quality of multi-agency reports and assessments for all types of Child Protection Case Conferences	Service Manager (Fieldwork Services) Services for Children, Young People and Families	By 30 September 2019	<ul style="list-style-type: none"> <li>Quality of Multi-Agency Child Protection Case Conferences – Monitored by Services for Children, Young People and Families Improvement Officers and Chairs of CPCCs and Peer Group Reviews and Meetings;</li> <li>Quality also included in the CPC Annual Quality Assurance and Review of Child Protection;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	<b>A</b>
<b>How good is our management?</b>					
<b>Outcome 11: The CPC continues to be a highly effective multi-agency partnership working tirelessly to protect children and young people</b>					
<b>11</b>	<b>11.1:</b> Review and refresh the component parts of the existing CPC business model to ensure it remains a high performing and effective multi-agency partnership committed to continuous improvement, strategic planning, public information and communication to protect children and young people	Independent Chair of the CPC and CPC Inter-Agency Child Protection Coordinator	By 31 October 2019	<ul style="list-style-type: none"> <li>Protecting Children and Young People: Child Protection Committee and Chief Officer Responsibilities (Scottish Government) – Published by Scottish Government on 11 February 2019;</li> <li>Being taken forward via Perth and Kinross Children, Young People and Families Partnership (CYPFP), Perth and Kinross Chief Officers Group (COG) and the CPC;</li> <li>Perth and Kinross CPC Business Model – Being refreshed;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	<b>G</b>

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<i>How good is our leadership?</i>					
<b>Outcome 12: The work of the Chief Officers' Group; the Chief Social Work Officer and the CPC is compliant with national guidance</b>					
12	12.1: Following the National Chief Officers' Leadership Event (2 May 2018) implement and embed the new Scottish Government Guidance <i>Protecting Children and Young People: Child Protection Committees and Chief Officer Responsibilities</i> (when published)	Independent Chair of the CPC and CPC Inter-Agency Child Protection Coordinator	By 31 October 2019	<ul style="list-style-type: none"> <li>First National Chief Officers' Leadership Event held on 2 May 2018;</li> <li>Second National Chief Officers' Leadership Event held on 18 June 2019;</li> <li>Protecting Children and Young People: Child Protection Committee and Chief Officer Responsibilities (Scottish Government) – Published by Scottish Government on 11 February 2019;</li> <li>Being taken forward via Perth and Kinross Children, Young People and Families Partnership (CYPFP), Perth and Kinross Chief Officers Group (COG) and the CPC;</li> <li>Joint Tayside COG and CPC Leadership Event held on 2 April 2019;</li> <li><b>Work in Progress / Ongoing.</b></li> </ul>	G

## Ongoing / Maintenance Actions / Tasks 2018 – 2020

No	Ongoing / Maintenance – Actions / Tasks – Monitor by Thematic Progress Reporting to CPC	Timescale
1	Continue to improve by implementing existing and emerging Scottish Government child protection legislative and policy developments; which also arise from the Scottish Government's Child Protection Improvement Programme (CPIP) Reports (2) per their Recommendations and Action Points and from the Scottish Child Abuse Inquiry (CABI)	Ongoing 2018 – 2020
2	Continue to improve the Multi-Agency Screening Group (MASG), in compliance with emerging legislative and policy developments (i.e. GDPR and the Information Sharing Provisions per Part 4 and 5 of The Children and Young People (Scotland) Act 2014	Ongoing 2018 – 2020
3	Continue to improve the Joint Investigative Interview Arrangements in keeping with National Joint Investigative Interview Requirements; the Scottish Courts and Tribunals Service (SCTS) Evidence and Procedure Review and the Stop To Listen and Trauma Informed Practice approaches	Ongoing 2018 – 2020
4	Continue to improve culture, ethos and practice by implementing and sharing the lessons learned from National and Local Initial Case Reviews (ICRs) and Significant Case Reviews (SCRs)	Ongoing 2018 – 2020
5	Continue to improve and monitor the attendance, provision of written reports and timescales for all Child Protection Case Conferences (CPCCs)	Ongoing 2018 – 2020
6	Continue to improve the involvement and participation of children, young people and their families in key child protection processes and in the work of the CPC	Ongoing 2018 – 2020
7	Continue to improve awareness and understanding of abuse and exploitation; in particular Child Sexual Exploitation (CSE); by implementing the provisions of the CSE Work Plan and by supporting the work of the Young People's CSE Advisory Group	Ongoing 2018 – 2020
8	Continue to improve joint partnership working, particularly between the Children, Young People and Families Partnership (CYPFP); Adult Protection Committee (APC); Alcohol and Drug Partnership (ADP); Child Protection Committee (CPC); Multi-Agency Public Protection Arrangements (MAPPA) and the Violence Against Women Partnership (VAWP); to promote an all-system / whole-family approach to children and young people affected by transitions; domestic abuse; parental mental ill-health and parental problematic alcohol and / or drug use	Ongoing 2018 – 2020
9	Continue to improve the culture, ethos, practice, competence and confidence of practitioners by delivering and implementing a Workforce Learning and Development Framework and a Programme of Opportunities which includes training on Child Protection; Working with Non-Engagement including Disguised Compliance; Over-Optimism; Professional Challenge and Curiosity; Adverse Childhood Experiences (ACEs) and Trauma Informed Practice	Ongoing 2018 – 2020
10	Continue to improve practice by further promoting, embedding and / or consolidating the <i>Getting it Right for Every Child</i> approach; including the National Practice Model; Named Person and Lead Professional	Ongoing 2018 – 2020