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| Children’s Services Board  |
| **MEETING TITLE:** Children’s Service Board | **MEETING DATE:** 1st of March 2021 |
| **ATENDEES:** **Chair:** * Graeme Simpson GS ICS Board Chair/ ACC/ CSO Integrated Families and Children’s Services

**CSB Lead Contact/Minutes:*** James Simpson JS ICS Lead Contact CPP Performance and Strategy Development Officer

**Statutory and Standing Members Present:*** Andrea McGill   AMcG     ACC/Children’s Services Manager
* Dave Humphry DH RGU/Senior Lecturer
* Eleanor Sheppard ES     ACC/Chief Education Officer
* Fiona Michelhill FM AHSCP/Lead Nurse
* Kymme Fraser KF ACC/Service Manager
* Maggie Hepburn MH ACVO/Chief Executive
* Neil McDonald NM Police Scotland/ Superintendent
* Simon Rayner SR ADP/ Team Lead, Operational & Planning Manager - Substance Misuse Services

**Additional Attendees:*** Billy Nicol   BN     ACC/Children’s Social Work – Practice Improvement Officer
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| **APOLOGIES:** * Derek McGowan DM ACC/Chief Officer Early Intervention and Community Empowerment
* Nicola Anderson NA AHSCP/ Nursing Service Manager / Lead Health Visitor
* Paula Martin PM ACC/Project Management Officer (Child Friendly Cities)
* Robin McGregor RM NESCol/ Vice-Principal Curriculum and Quality
* Roma Bruce Davies RBD SCRA
* Tracy Davis TD NHS/ Child Health Commissioner
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| **NO** | **AGENDA ITEM** | **NOTES OF DISCUSSION** | **ACTIONS/ DECISIONS** | **BY WHOM** | **WHEN** |
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| **1.** | **Welcome and Apologies** | GS Welcomed the Neil McDonald replacing Kate Stephen as the new Police Scotland Rep on the CSB  |  |  |  |
| **2i.** | **Minute from Last ICS Board Meeting for Approval**  | Approved |  |  |  |
| **2ii.** | **Matters Arising** | JS to Contact Subgroup Leads to set up individual Teams sites GS to compete Risk Register  |  | JSGS | 19th Apr CSB19th Apr CSB |
| **3.** | **Quality Assurance Framework Audit** | **Presentation of Findings from the CPC Audit of the use of the National Risk Framework** BN presented the findings of the CPC Audit into the use of the National Risk Framework.The purpose of the audit was to review what tools were used to assess risk in Aberdeen City in relation to children’s case files, how well and how consistently the tools were used to assess risks across agencies and what impact this had on the support provided to the child.The audit consisted of 15 files of children who had been on the Child Protection Register on the 1st of January 2020 for 6 months and their case files were audited between the period of 1st of October 2018 and 1st of January 2020 [more detailed information on the file selection can be found in presentation and report attached to the agenda] Collated feedback on the use of Risk Framework Tools identified that all 15 had chronologies. Out with this the use of tools varied quite widely. The spread can be found detailed in the report.The report findings included: Evidence of Stage 1: Collection and Collation of Information, 10 (67%) of case files were identified as Good or Very Good in this category.Evidence of Stage 2: Risk Analysis, 8 (54%) of case files were identified as Good or Very Good in this category.Evidence of Stage 3: Risk Management, 10 (67%) of case files were identified as Good or Very Good in this category.73% of Cases saw clear set of the risk assessment toolsIn 12 of the cases there was clear evidence link between the use of the tools and the child plan Evidence of good practice was found in a number of files including good use of chronologies and the risk assessment framework and the use of resilience plan 60% 0f the auditors identified that there was consistent use of the Risk Assessment Framework The CPC were recommended to share the findings of the report to reenforce the consistent use of the tools; to progress a standardised suite of risk assessment tools; and to adopt appropriate technology to support sharing of the toolsKF noted that the presentation and report went to CPC on the 11th of February and was well received. The CPC concurred with the reconditions outlined in the report. As such a thematic group will be established to report to the CPC, to support the development of a local suite of standardised tools based on those from the National Framework.The CPC will also develop a webinar to better share the findings of the report with the wider workforce. **Update on Audit 2: Joint CPC/CSB Audit of Neglect**Full timeline of the audit can be found in the CSB minute of 18th of January 2021 KF There were some issues with the file transfer due to the variety of agencies involved but this did not impact on the proposed timescales.Auditors have completed their review of their files.A workshop with the auditors is due to be held to share and discuss the findings from the audit to inform the final report (Wednesday 3rd of March)The full report will be presented to the CSB on the 31st of May and to the CPC on the 24th of June. **Update on Audit 3: CSB Audit into Housing and Homelessness** GS noted that this had been identified as an area for improvement in the Joint Inspection Report (September 2019)Youth Homelessness has been a significant challenge in the previous few months with increased presentations.GS has been in contact with DM to establish a lead for the audit and has also been looking to join the audit up with the ongoing research of Shamini Ohms who is looking to review the impact of homelessness on young people in the city in the coming couple of years.The intention is for the Terms of Reference for this audit to be taken to the next CSB on the 19th of April for approval.KF offered support along with BN in development of the audit and noted that the Terms of Reference from the previous audits had been shared with DM’s leads to help frame the new audit.  | Report to be presented to CSBDraft TOR for Audit 3 to be submitted to CSB for Approval  | BN/KFDM | 31st May CSB19th of Apr CSB |
| **4.** | **Children’s Services Board Draft Data Set** | GS explained that as part of the Joint Inspection a data set had been developed to share data across all agencies. This work is continuing an annual basis. The COG have requested a dataset that covers the GIRFEC agenda. GS, KF and the ACC Data and Insights team have been working together to pull together this data set to service the CSB and COG, to help identify demand and vulnerabilities in the system.KF presented an overview of the dataset. The principal of developing the dataset was to have a unified suite of measures that covered information on Children’s Services across sectors. As opposed to smaller more fragmented datasets.The dataset is broken down into various themed chapters:**Chapter 1:** Covers the general demographic data on the Children and Young Peoples population in the city.**Chapter 2:** Covers data on CYP with escalated needs and/or vulnerabilities who are still within Universal Services. There is still work to be done to identify the various categories and means of measurement. Those that fall into the general category make approximately 70% of the CYP population. Of the other 30% approximately 5% will fall within the remit of the CPC and a further 5% of those young people would include those for whom the City has corporate parenting responsibilities **Chapter 3:** Covers Youth Justice AM has established a suite of measure that fall under this category but there is still further development to come. **Chapter 4:** Corporate Parenting. The corporate parenting group has been considering data for this chapter as well as the scrutiny questions provided through the Children and Yong Peoples Act 2014. This is something that other groups should consider, to develop their own scrutiny questions relating their own areas of work. **Chapter 5:** Covers Workforce Capacity and Capability. This covers capacity across all partner agencies across the city to gauge the totality of the resource available to meet the needs of the children identified through the data in the other chapters. Things such as vacancies, absences and redeployment for example have had a significant impact in this area over the course of the COVID pandemic. The chapter will also cover details of the learning and development of staff. Particularly in relation to areas such as trauma informed practice and corporate parenting responsibility ES Regarding attainment data, will take some time to develop a refined set of attainment measures that are representative. Perhaps detailing the gaps between the outcomes of those identified in the 70%/30% or 5%/95% split identified above ES noted that IEP’s had been included but should also identify data on Childs Plans and Children’s Support Plans. Further suggested capturing data on the number of multi-agency meetings.GS asked that other CSB leads take the datasets back to their individual organisations for feedback on the categories and content to identify additional data and/or gaps. FM There is still a struggle to get current data. Keen to see what can be gathered from data and information systems such as MORSE.GS asked MH how the Third Sector might also contribute data to the dataset. MH indicated that the data set could be shared with the Third Sector forum. This will also help Third Sector to support by identifying and proposing work against gaps and areas of need identified in the data.GS indicated that the Board would be keen to know what data the Third Sector could add to this work in developing a collective insight into vulneraries in the system. GS asked the Board to review the dataset and identify where they could add or indicate gaps information as an initial scoping exercise. With wider consultation to happen at a later stage once the dataset was more refined.GS requested that a further refined version of the data set be provided at the 19th of April CSB, to discuss and approve next steps  | CSB Leads to take back to their groups for consideration of gaps and additions.Further refined Dataset to be presented to later CSB  | CSB LeadsGS/KF/ALL | 19th of Apr CSB19th of Apr CSB |
| **5.** | **LOIP Refresh** | JS Provided a short overview of the work between the 18th of January and 1st of March CSB to review the Improvement Aims against each Stretch Outcome. JS explained that over the 6 weeks each of the CSB subgroups had meet to discuss their proposed changes to the LOIP.JS noted that the intention was to ratify the changes at the meeting that would be included in the Pre agenda draft (5th of March) with final proposed changes for the initial draft being submitted to the CPMG on the 16th of March Further time would be available to complete the final draft submission to be approved at the CSB on the 19th of April 2021.GS Led the discussion re the proposed changes asking each Subgroup lead to provide an overview of their proposed changes for discussion:**Best Start in Life Group (Stretch Outcome 3)**  FM Stretch Outcome somewhat out of date 2017/18 is the latest data against this aim. Further the group felt that the 95% figure was too high and that it might more realistically sit at 90%. As there will be legitimate reasons for childrens never reaching their Developmental Milestones such as ASN CYPES Local Gov benchmark framework indicated that 100% of children met their developmental milestones. FM asked if this info could be passed on.FM continued outlining that the Groups proposals:**3.1 Family Support:** the group had determined to **remove** project now that it had fulfilled its aim.KF added that the CSW and Corporate Parenting Group had suggested that this project be **revised** and incorporate new emerging developments across the partnership, such as the Family Wellbeing Hubs **3.3 Teen Pregnancy:** the Group has proposed to r**emove** this project as it doesn’t contribute to the overall Stretch Outcome and the data shows Teen Pregnancy is already on a downward trend **3.4 Pregnant Teens Remaining in Education:** seeking to **revise** the project aim to better incorporate education representation **3.5 Smoke Free Pregnancy and Homes:** Project to be **removed** with ongoing work folded into other smoking projects in the RIS CPA Group **3.6 Breastfeeding:** Proposed to **remain**, good work continuing and project ready to get up and running soon but has been impacted by COVID **3.7 Child Obesity:** Seeking to r**emove** as this is also reporting through RIS**3.8 Re Unintentional Injuries:** Project aim to be **revised** to reflect repeat presentation for unintentional injury GS What are the factors in developmental delay such as neglect, drug use and domestic abuse, had the group given any thought to this.FM assured the Board that FM and SR were due to meet on the 2nd of March with a view to identify work against domestic abuse and substance misuseES Getting anecdotal evidence that oral langue skills need to be improved. Should there be a focus on this for some joint work in this area. FM happy to considerKF Noted that the CSW and Corporate Parenting Group agreed with the proposed changes except for breastfeeding they felt could be removed. SR Did have an improvement aims re Substance misuse, wasn’t mentioned but this was still an important workstream. SR and FM would discuss at the scheduled meeting. SR asked that the Board continue this as a priority the Board agreed. SR Domestic Abuse and Substance misuse willrequire some joint approaches such as parenting work. Suggested a joint CSB/ADP meeting to discuss how this work can be joined up more effectively. GS agreed that this would be a positive move **Stretch Outcome 4**JS provided a short overview of the Stretch Outcome 4 projects in TD’s absence. JS noted that the group had intended to revise these aims further but that the meeting had been cancelled**4.1 Mental Health Project:** Group were suggesting that the 3 aims sitting under 4.1 be **revised** into one with a focus that incorporates the work of the Fit Like Hubs GS agreed that incorporating this new development that had been absent in the previous LOIP refresh would be beneficial. There was much data emerging that could be used to support this. As such we can use the new refreshed LOIP to capture the activity going on across the partnership to support the child and adolescent mental health agenda, particularly around early intervention and prevention. Particularly in light of the impact of COVID JS asked the Board to consider revised Improvement Aims against this project that could be included in the 16th of March submission **Self Harm Project:** Group seeking to **remove** this aim. On the basis that this is regarded as an indicator of wider mental health concerns not the cause. Further to this data was not recorded by agencies in a way that would be able to show any intervention work in this area to have an effect on presentations.**Project Reduced Requests for specialist support from Children’s Social Work:** **Revise**, to reflect changing levels of need as a result of C-19. Anticipated increase in referrals, aim to reflect reconfiguration of management and support - Fit Like Hubs model.GS Agreed that this should be considered AMcG Priory to CECYP accessing CAMHS seems to have not been included in this discussion. JS identified that this aim is included in the LOIP but sits under SO5 GS suggested that this be considered under SO4 instead **Stretch Outcome 5** KF Provided an overview of the projects identified for review under SO5 **Increasing the Number of Foster and Kinship Care Placements Project:** The Group suggested that the project aim be **revised** (removed and replaced) with one that better reflects the work to improve the balance of care and the number of Kinship and Foster care placements is only part of the story **Project Re Trauma Skills Training**: Group proposed that this be **removed**, but that noted that the LOIP as a whole should consider how it better reflects the corporate parenting agenda. Whilst this s well developed in the Children’s Services partners this needs to be more sufficiently reflected in other areas of services in other improvement projects **Project re CEYP Positive Destinations:** ES Re project regarding Improved positive destinations among Care Experienced Young People ES queried if the comment referring to the need to have more Head Teacher involvement had come from Larissa Gordon. KF noted that it had. ES a general point was a request if it was possible to start speaking the language of The Promise AMcG Noted that they intended to embed this across the work of related Improvement Project Groups. But agreed that this should be imbedded across the wider partnership as well KF also agreed with ES and highlighted that this point had also been made in the SO5 submission in their general comments section ES Is there a way at the end of the process if we can do this read across? Possibly through the use of colour to highlight the 5 key areas from the Promise AMcG and GS agreed.**Stretch Outcome 6** ES provided an overview of the Attainment and Transitions Group Ratioale for changes to the SO6 section ES noted that the group had looked to make fundamental changes to the section, in light of attainment data, COVID and national research about emerging high risk areas of need. As such the group has reduced its projects down to 3 key pieces of work. These pieces of work are structured in a way that they can be agile to adapt to emerging need.**Project on Senior Phase Redesign:** this piece of work will have 3 phases beginning work the current work in terms of senior phase redesign. Needs to take account of the oil downturn and the rapid decline in employment opportunities though COVID**Project on Vulnerable Learners:** Vulnerable Learners defined in the widest sense including Looked After Children, Children with ASN/Disability and term time leavers **Project on Improving Literacy and Numeracy:** Local and national data indicates that this is still a significant area for improvement, in the most multi agency way.**Stretch Outcome 7:**GS this has exclusively focused on the work of the Child Friendly City Programme but going forward we need to recognise the challenge around participation and engagement. Should this stand alone as a Stretch Outcome or rather be something that becomes impeded across the work of the partnershipES agreed, will soon have to gather evidence for reporting re UNCRC, how could we present this making the links and the voice clear in the work. Commonality of themes across a number of emergent legislation, need to tidy this up and make these links clearers AMcG Aberdeen Participant and Engagement Strategy is coming up for review, this is perhaps an area where this work can be fed into and come under the purview for the CSB. Currently being let by Fiona Clark ES Provision, Protection and Participation could be key themes to structure this **Stretch Outcome 8:** GS View from the Group is that stretch outcome 8 and those relating to children and young people identified in Stretch Outcomes 9 and 10 be moved to be reported under the CSB AMcG provided some detail regarding discussions on this area:**Keep stech outcome 8 and revise the number of projects down.** **Reducing Exclusion Project:** Group felt it would be useful to **retain** the project re Exclusion as the work would enable early identification of concern. ES felt that given the recent improvements to Exclusion policy it would be better to wait and see its impact before committing to a project in this area**Children’s Reporter Project:** Group proposed this be r**emoved** as this is a standardised process and one that cannot be influenced as such it was felt that it is not possible to influence a change in this area**Jointly Reported Project:** This project is in 3 different strands and will **remain** in the LOIP**Digital Offences Project** Lead by Police Scotland will **remain**, but will revise targets up or down based on latest dataAMcG In summary, under Stretch outcome 8 the group would keep to main projects and then there are a number of others over SO9,10,11 that group hopes to be pulled under the governance of the CSB  | CSB Leads to provide revised aims/content to JS for the end of March  | JS/ALL | 31st March |
| **6.** | **Implementation of #Keep The Promise – Role of the CSB** | Promise Team produced a briefing note in autumn asking each LA to give consideration of how they would take forward #ThePromise in the lead up to the first phase of the 10 year change plan on the basis of the recommendations of the independent care review.COVID has impacted on this being taken forward but work was now underway to provide this information. This was prompted by an offer of funding to LA’s to support developments in working to implement the recommendations of The Promise. Organisations were asked to make a bid for how they would take forward these actions to affect system changes. Particularly those that impact on the Voice and Participation of Care Experienced Children and Young People.A week was given to provide this bid and as such the bid was not presented to the CSB ahead of the submission deadline.AM asked the CSB to review the bid and for this to be brought back to the 19th of April CSB. By this time AM will have been informed if the bid is successful and the CSB can help inform how the work is subsequently implemented. As although this will be lead by Children’s Social Work, it will require partnership support in order to be effective  | CSB Members to consider details in the reportTo be presented at next CSB  | AllAMcG | 19th of Apr CSB19th of Apr CSB |
| **7.** | **Key Messages from Meeting** | No Discussed  |  |   |  |
| **10.** | **AOCB** |  **Response to SG Regarding Access/Family Support Action Plan** JS shared the draft Aberdeen City response on behalf of the CSB to the above action plan to go to the Scottish Government. CSB members requested that GS provide approval on behalf of the Board to submit the response  | GS to approve response  | GS/JS  | ACTIONED |