**Children’s Services Board**

**30 August 2021**

Present – Graeme Simpson (Chair); Eleanor Shepherd (ACC – Education); Kymme Fraser (ACC - CSW); Michelle Cochlan (ACC – Data & Insights); Fiona Mitchelhill (ACHSCP); Tracy Davis (NHSG); Andrea McGill (ACC – CSW), Murray Main (PS); Graeme Dale (Active Aberdeen Partnership)

Apologies – Nicola Anderson (ACHSCP); Derek McGowan (ACC CI&EI); Robin McGregor (NESCOL); Maggie Hepburn (ACVO); Scott Symon (SFRS); Simon Rayner (ACHSCP); Dave Humphrey (RGU); Roma Bruce Davies (SCRA).

**Actions/Decisions**

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| **1** | **Welcome** | Welcome to new members:  Murray Main and Graeme Dale |
| **2** | **Actions from Previous Meeting** | All actions from previous meeting were covered by items on the agenda with exception of the CS Plan Annual Update.   * **CSB Leads** are asked to contribute to this by providing a paragraph with an update on progress made over the last year to Graeme by 13 September |
| **3.** | **Local Outcome Improvement Plan**  3.1 Revised CPA Improvement Programme: Children & Young People Stretch Outcomes  3.2 Stretch Outcome Group Updates | CSB approved the CPA Improvement Programme for Children & Young People, subject to update to project managers.   * **GS** to confirm changes to the names of project managers for Corporate Parenting Group which were given to JS before he left * **CSB** Leads also to confirm that project manager names are correct for other outcomes groups to ensure updates which may have been given to JS are reflected * **GS/ES** also to confirm project managers listed for ADP projects   Other actions:   * **CSB Leads** to request project managers to bring forward charters for new projects and refreshed charters for continuing projects as scheduled in the revised Improvement Programme * **CSB Leads** to request project managers to complete monthly report for all live projects * **All project managers** to submit charters and project updates coming to the next meeting by 1 October to MC * **MC** will be in touch with project managers direct |
| **4.** | **Quality Assurance Framework**  4.1 Quality Assurance Framework Annual Review and Revised QA Framework  4.2 Update on Audit 3: Housing and Homelessness -TOR for Approval:  4.3Update on Corporate Parenting Lead Officer Post | CSB approved the revisions to the Quality Assurance Framework. Main change has been a move from 4 audits per year to 2. This will include 1 joint audit for CPC/CSB and a stand alone audit for either CSB or CPC (alternating annually).   * **BN/KF** to bring index of recommendations from audits to the CSB once a year, starting from the first meeting in 2022 * **New CSB lead officer**, once in post, to support with holding a development day for CSB members to explore their scrutiny role in the audits and other areas of development   BN provided an update on Audit 3. All being well, the audit will start in three weeks and the report will be available on 11 October.   * **BN** to confirm the scrutiny questions being asked by the Audit and circulate to CSB members for urgent feedback over the next few days to ensure CSB is happy with what the audit will cover. * **BN** to ensure CSB is has the opportunity to consult on the specific scrutiny questions for future audits     KF updated the CSB that Amy Evans has been appointed to the Corporate Parenting Lead Officer Post and will be starting on 27 September. Recruitment to the CSB Lead Officer post is also underway. |
| **5.** | **Children’s Services Board Data Set Update** | CSB asked to continue to contribute to the collection and reporting of the Data Set. GS confirmed that this will also feed into work being led by the Chief Officer’s Group to bolster early intervention and prevention of harm to children and families.   * **CSB Leads** to ensure data is a standing item on outcome group agendas to ensure the most appropriate data is being reported on * **FM** would like to see data on the universal pathway rather than just for 27-30 month review and will discuss with colleagues and feedback to Rosie * **All members** asked to feedback to Rosie with regards to gaps/ sources of data, what are considered to be the most appropriate performance measures * **MC** will speak to Rosie about CSB access to the Power Bi dashboard she has been developing to show the data * **New CSB lead officer**, once in post, to develop channels within the CSB MS teams site for each of the outcomes groups to improve visibility of activity |
| **6.** | **The Promise Update and Plan 2021-2024**  6.1 Evaluation of existing strategic plans – to what extent to they deliver on the expectations of plan 2021-2024  [Change Programme 1](https://thepromise.scot/change-programme-one-pdf.pdf) | The evaluation was first presented to CSB in May and the ask of partners was to ensure strategic plans have been appropriately referenced and that the aims of plans are sufficiently ambitious. KF confirmed that she has not received any feedback from partners.  GS confirmed that ES has responded to him direct. This evaluation has to be submitted to the Multi-Agency Management Group and therefore it is important that all CSB members engage with this and identify any gaps. ES advised to keep it high level and provided assurance that this is not an onerous task once you get started.   * **FM/TD** agreed to consider this on behalf of the health system * **MM** agreed to liaise with Graeme Moir from a PS perspective * **All members** to review the evaluation to ensure they agree with what has been said, in particular the ‘How is Aberdeen City meeting this expectation’ section and feedback to GS/KF by 13 September   GS advised that progress against the Plan 21-24 is due to Government next March. |
| **7.** | **CSB Review Terms of Reference**  7.1 CSB Review Terms of Reference  7.2 Children’s Rights Impact Assessment | TD confirmed changes have been made to the terms of reference to reflect changing legislation and reflect our responsibilities with regard to the UNCRC, promise and child poverty specifically. Once the wording is agreed the plan would be to reflect that in the TOR of the outcome groups to ensure consistency.   * **GS/TD** to finalise   Children’s Rights Impact Assessment was discussed and where this would fit into processes. CSB agreed that this would be excessive for improvement project charters but there should be some reference to how children’s rights have been considered within these.   * **All project managers** to reference this within CS project charters. Test the approach before adopting for all project charters. * **MC** to provide further information on an emerging idea to introduce a CPA joint impact assessment which would cover a range of groups. |
| **8.** | **Balance of Care** | CSB agreed to hold a focus group to explore multi-agency response to the paper.   * **All members** asked to identify a representative from partner organisations to participate and have shared conversation at a more operational level. * **GS** to identify a date for the workshop. |
| **9.** | **Unaccompanied Asylum Seeking Children (UASC)** | GB briefed the CSB on the UASC scheme and young people coming to Aberdeen.   * **GB** to bring a paper to the next meeting with a further update |
| **11.** | **AOCB** | MC advised the CSB that the Civic Forum has made a nomination for a community representative join to the Children’s Services Board. They will receive an induction and be invited to join from October.  GB also keen to bring a young person onto the Board to ensure their voice is at the centre of our thinking. CBS Members supportive of this but further thinking needed about how this would work in practice.   * **New CSB lead officer**, once in post, to support with holding a development day for CSB members to explore this further.   GB confirmed that Tracy Davis has agreed to take on the role of Vice Chair of CSB.  KF informed the CSB that new national guidance on child protection will be available from Thursday. |
| **12.** | **Date of Future Meetings**    11 October 21  6 December 21  7 January 22  28 February 22  2 May 22  25 July 22  30 September 22  28 November 22 |  |