

Notice of meeting and agenda

Corporate Policy and Strategy Committee

10.00am, Tuesday, 9 August 2016

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

This is a public meeting and members of the public are welcome to attend

Contact

E-mail: louise.p.williamson@edinburgh.gov.uk

Tel: 0131 529 4264

1. Order of business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 If any

4. Minutes

- 4.1 Minute of the Corporate Policy and Strategy Committee of 14 June 2016 (circulated) – submitted for approval as a correct record.

5. Forward planning

- 5.1 Corporate Policy and Strategy Committee Key Decisions Forward Plan September to November 2016 (circulated)
- 5.2 Corporate Policy and Strategy Committee Rolling Actions Log (circulated)

6. Business Bulletin

- 6.1 If any

7. Executive decisions

- 7.1 Welfare Reform - report by the Acting Executive Director of Resources (circulated)
- 7.2 Policies - Assurance Statement – report by the Acting Executive Director of Resources (circulated)
- 7.3 Chief Social Work Officer Annual Report 2015/16 – report by the Chief Social Work Officer (circulated)
- 7.4 Public Protection in Edinburgh – Annual Reports 2015-16 – joint report by the Chief Executive and Chief Social Work Officer (circulated)
- 7.5 Eurocities AGM and Conference– report by the Executive Director of Place (circulated)

8. Routine decisions

If any

9. Motions

If any

Kirsty-Louise Campbell

Interim Head of Strategy and Insight

Committee Members

Councillors Burns (Convener), Ross (Vice-Convener), Barrie, Burgess, Child, Edie, Godzik, Ricky Henderson, Hinds, Lewis, Main, Mowat, Rankin, Rose and Rust.

Information about the Corporate Policy and Strategy Committee

The Corporate Policy and Strategy consists of 15 Councillors and is appointed by the City of Edinburgh Council. The Corporate Policy and Strategy Committee usually meets every four weeks.

The Corporate Policy and Strategy Committee usually meets in the Dean of Guild Court Room in the City Chambers on the High Street in Edinburgh. There is a seated public gallery and the meeting is open to all members of the public.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Louise Williamson, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4264, e-mail louise.p.williamson@edinburgh.gov.uk .

A copy of the agenda and papers for this meeting will be available for inspection prior to the meeting at the main reception office, City Chambers, High Street, Edinburgh.

The agenda, minutes and public reports for this meeting and all the main Council committees can be viewed online by going to www.edinburgh.gov.uk/cpol.

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If you have any queries regarding this, and, in particular, if you believe that use and/or storage of any particular information would cause, or be likely to cause, substantial damage or distress to any individual, please contact Committee Services on 0131 529 4105 or committee.services@edinburgh.gov.uk .

Corporate Policy and Strategy Committee

10.00 am, Tuesday, 14 June 2016

Present

Councillors Burns (Convener), Ross (Vice-Convener), Barrie, Burgess, Child, Day (substituting for Councillor Hinds), Edie, Godzik, Ricky Henderson, Lewis, Main, Mowat, Rankin, Rose and Rust.

1. Business Case for the Management Transfer of Secondary School Sport Facilities to Edinburgh Leisure

a) SwimEasy and Aquatic Learning – Deputation

The deputation expressed concern that they may in future not be able to maintain the letting times they had normally been allocated. They urged the Council not to disadvantage the private sector by increasing the letting prices and indicated that there had been no information on the development of a business plan on which they could make any judgement on whether or not there would be value for money.

The deputation stressed that they felt that they were being discriminated against and that the existing pool times available for let would drop. They asked that they be involved in the consideration and decision taking process and be given early sight of the full Business Plan in order for them, and others, to determine 'Best Value' for the Edinburgh rate payers.

b) City of Edinburgh Gymnastics Club – Deputation

The deputation indicated that they were one of the largest gymnastic clubs in Edinburgh and were concerned that if the school estate was monopolised by Edinburgh Leisure, they would be unable to run recreational gymnastic classes at private sites and they were not allowed the use of current Edinburgh Leisure sites.

The deputation felt that as there would be a lack of security of tenure of rent, they would be unable to plan for competitions in the long term and that rental charges for the use of the facilities would increase.

c) Report by the Acting Executive Director of Communities and Families

An update was provided on the progress of the business case which had been developed by Edinburgh Leisure (EL) in consultation with Council officers for the management transfer of secondary school sports facilities to EL.

Decision

- 1) To note that the Joint Implementation Group was working in partnership to review detailed operational requirements for each school to ensure any risks posed to both the City of Edinburgh Council (CEC) and Edinburgh Leisure (EL) were recognised and managed.
- 2) To note that Council priorities must be included as part of any 'conditions of transfer,' including:
 - a) Ensuring flexibility within the revised arrangements where school requirements for the use of these facilities was prioritised and continued to be met, up to and in some instances beyond 6pm, from Monday to Friday and at weekends;
 - b) Maintaining and supporting the development of a range of Active Schools programmes and activities;
 - c) Supporting the provision and future development of school based Community Sports hubs and ensuring the delivery of the Council's commitment to delivering a mixed economy of sporting provision, including swimming lessons, across the city.
- 3) To note that priority would be given to identifying how the achievement of £500k savings from the integration of sports services could be accelerated through the ongoing work being undertaken by Council officers and Edinburgh Leisure staff. This would include revising current staffing and pricing arrangements in some facilities and identifying new income streams from all new and existing school sports facilities.
- 4) To note that implementation of the revised arrangements would result in EL supporting the Council to achieve the identified savings target of £500k.
- 5) To note that a change programme would be developed to ensure the range of current arrangements in place in schools (for example, external funding agreements for sport and related activity and the continuation of a 'mixed economy' of provision) were clarified and continued to be supported under the new management arrangements.
- 6) To agree that the transfer of the management of school sports facilities to EL, outwith core school hours, would commence from August 2016 with the transfer of school sports facilities in three new Council high schools: James Gillespie's High School, Portobello High School, and Boroughmuir High School from when each was open.
- 7) To note that at the time of preparing the business case for the proposal, EL were advised that sports facilities in the primary and special schools were not deemed to be in scope. It was intended to examine the feasibility of including these facilities in the new arrangements after the successful transfer of secondary school facilities to EL.

If this was progressed it would ultimately ensure a single point of access to all school sports facilities.

- 8) To note the progress made by officers and Edinburgh Leisure in creating a joint detailed specification and business case as soon as finalised, as per the recommendations of the Committee on 28 September 2015, and agree that these and details of the change programme would be reported to Committee by Autumn 2016.

(References – Corporate Policy and Strategy Committee 17 May 2016 (item 2); report by the Acting Executive Director of Communities and Families, submitted)

Declaration of Interests

Councillor Lewis declared a non-financial interest in the above item as a member of Edinburgh Leisure.

2. Minute

Decision

To approve the minute of the Corporate Policy and Strategy Committee of 17 May 2016 as a correct record.

3. Corporate Policy and Strategy Committee Key Decisions Forward Plan August to October 2016

The Corporate Policy and Strategy Committee Key Decisions Forward Plan for August to October 2016 was presented.

Decision

To note the Key Decisions Forward Plan for August to October 2016.

(Reference – Key Decisions Forward Plan August to October 2016, submitted.)

4. Corporate Policy and Strategy Committee Rolling Actions Log

Details were provided of the outstanding actions arising from decisions taken by the Committee.

Decision

- 1) To agree to close the following actions:
 - Action 9 - Citywide Review of Council Owned Sports Facilities and Services (17 May 2016)
 - Action 14 - Workplace Policy on Alcohol, Drug and Substance Misuse
 - Action 17 - Edinburgh Schools
- 2) To ask for an update/completion date for the following actions:
 - Action 3 - Follow-up Report 2014 Edinburgh People Survey
 - Action 5 Part 2 - Safecall CEC114 – Update Report on Management Action

3) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted.)

5. Edinburgh Schools – Independent Inquiry

The Committee had called for an update report with terms of reference for and timescale of the inquiry into the recent school closures affected by structural issues, within one cycle.

Details were provided of the draft terms of reference, taking into account comments expressed by Group Leaders. Final terms of reference would require to be agreed by the Chair of the Inquiry.

Decision

To note the report by the Chief Executive.

(References – Corporate Policy and Strategy Committee 12 April 2016 (item 15) and 17 May 2016 (item 6); report by the Chief Executive, submitted.)

6. Appointments to the Welfare Reform Working Group 2016-2017

The Committee was invited to appoint the membership of the Welfare Reform Working Group for 2016/17.

Decision

To appoint Councillors Aldridge, Burgess, Day, Ricky Henderson, Howat, Rose and Work to the Welfare Reform Working Group for 2016/17.

(References – Corporate Policy and Strategy Committee 1 September 2015 (item 4); report by the Chief Executive, submitted)

7. Response to the Consultation on the Draft Regulations of the Community Empowerment Act

Details were provided on the Council's proposed response on the draft regulations for the implementation of the Community Empowerment Act.

Decision

- 1) To approve the response to the Scottish Government consultation on the draft regulations for the Community Empowerment Act.
- 2) To ask officers to review and clarify the answers to Question 1 in respect of Statutory Forms being required in the regulations prior to the response being submitted.

(Reference – report by the Chief Executive, submitted.)

8 Locality Working – Progress Report

Details were provided on the progress of the implementation of locality working which included a range of new opportunities for elected members, citizens and communities to engage, support and scrutinise localities working.

Decision

- 1) To note the good progress with regard to locality working, and the enhanced opportunities for elected members and citizens to engage with, support and scrutinise locality working through Neighbourhood Partnerships, the Communities and Neighbourhoods Committee and the Edinburgh Partnership Board.
- 2) To note the establishment of the Locality Leadership Teams and their role in providing better strategic support to local partnership activity.
- 3) To note the legal requirement, under the Community Empowerment (Scotland) Act 2015, to define localities and develop Locality Improvement Plans, and the role of neighbourhood partnerships and elected members in developing and approving these plans.
- 4) To agree to further engagement events on locality working with elected members, partner agencies, and community and third sector groups to discuss the development of Locality Improvement Plans.
- 5) To note the key challenges and dependencies identified for the next 12 months, and the work underway to address these.
- 6) To refer the report in full to the Communities and Neighbourhoods Committee for information.
- 7) To call for a report back to the Corporate Policy and Strategy Committee at the appropriate time in consultation with Councillor Main and other elected members on the locality working governance issues raised.

(Reference – report by the Executive Director of Place, submitted.)

9 Gaelic Language Plan 2012-17 – Statutory Monitoring Report

Approval was sought for the Council's Gaelic Language Plan 2012/17 Statutory Monitoring Report for the period November 2013 to May 2016.

Decision

- 1) To approve the Monitoring Report as set out in Appendix 1 of the report by the Chief Executive for submission to Bòrd Na Gàidhlig (the Bòrd) for their comment and approval.
- 2) To note the commitments for further developments, specifically, the commitments (i) to establish a Co-production Group, under the auspices of the Gaelic Implementation Steering Group, to develop the Council's second Gaelic Language Plan, (ii) to develop a Gaelic Medium Education (GME) strategy for 0-18 year olds as part of the Council's second Gaelic language Plan, and (iii) to engage with the Bòrd on the development of the Council's second Gaelic Language Plan.

(References – Corporate Policy and Strategy Committee 5 November 2013 (item 9); report by the Chief Executive, submitted.)

10 Workplace Policy on Alcohol, Drug and Substance Misuse

The Committee had previously approved the revised and updated Workplace Policy on Alcohol, Drug and Substance Misuse.

Details were provided on advice produced for managers which outlined the action they could take when dealing with employees who were found under the influence of drugs, alcohol or other substances at the workplace.

Decision

- 1) To approve the new guidance for managers.
- 2) To note the report by the Acting Executive Director of Resources.

(References – report by the Acting Executive Director of Resources, submitted.)

Corporate Policy and Strategy Committee – 9 August 2016 September to November 2016

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
1.	Meantime Use of Vacant Property	6 September 2016		Acting Executive Director of Resources Lead officer: Graeme McGartland, Senior Estate Surveyor graeme.mcgartland@edinburgh.gov.uk	CO24-26
2.	Shared Parental Leave	6 September 2016		Acting Executive Director of Resources Lead officer: Stewart Cassie, Employee Relations Officer stewart.cassie@edinburgh.gov.uk	CO24-26
3.	Physical Activity for Health Pledge	4 October 2016		Chief Officer, Edinburgh Health and Social Care Partnership Lead officer: David Bruce, Senior Education Manager david.bruce2@edinburgh.gov.uk	CO24-26

Item	Key decisions	Expected date of decision	Wards affected	Director and lead officer	Coalition pledges and Council outcomes
4.	Transfer of Secondary School Sport Facilities to Edinburgh Leisure	4 October 2016		Acting Executive Director of Communities and Families Lead officer: David Bruce, Senior Education Manager david.bruce2@edinburgh.gov.uk	CO24-26
5.	Welfare Reform	8 November 2016		Acting Executive Director of Resources Lead officer: Sheila Haig, Acting Council Income Manager sheila.haig@edinburgh.gov.uk Gillian Ritchie, Welfare Reform Assistant gillian.ritchie@edinburgh.gov.uk	CO24-26
6.	Festival and Events Core Programme 2017	8 November 2016		Executive Director of Place Lead officer: Lynne Halfpenny, Director of Culture lynne.halfpenny@edinburgh.gov.uk	CO24-26
7.	High Performance Working	8 November 2016		Acting Executive Director of Resources Lead Officer: Stewart Cassie, Employee Relations Officer stewart.cassie@edinburgh.gov.uk Jo Guz, Senior OD Leader jo.guz@edinburgh.gov.uk	CO 24-26

Corporate Policy and Strategy Committee

9 August 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	06.11.12	The Future Management and Ownership of Easter Craiglockhart Hill Local Nature Reserve (LNR) – motion by Councillor Burns (Agenda for 6 November 2012)	To provide information on the possibility of community ownership and management of the woodland and open space in the area in the longer term and how this might be achieved, with ownership transferring to the Council as an interim measure, with a view to the eventual transfer of ownership and management, to a community organisation.	Executive Director of Place	Spring 2017		The agreement was to transfer the land “once the Council was satisfied with the landscaping works in the woodland areas (within 12 months of the start of the site development)”. There has been some confusion regarding this, as some work commenced in 2015, however, it wasn’t enough work to fulfil the

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							<p>“notice of initiation” which would kick start the “formal commencement of work”.</p> <p>In short, the contractors initial notice of initiation is now void and they will be required to submit another one. Once that has been submitted and approved then formal commencement of work can take place.</p>
2	22.01.13	Welfare Reform - Further Update	To ask the Director to provide members with update briefings on a regular basis.	Acting Executive Director of Resources	Ongoing		Bi monthly updates to the Committee. Changed to quarterly reports on 30 September 2014.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
3	12.05.15	Follow-up Report 2014 Edinburgh People Survey	To request that regular reports are made to the relevant Committees on each of the areas of concern detailing improvements and that the Transport and Environment Committee considers how street cleanliness can be measured because current measures show a static or improving situation whilst the survey shows growing dissatisfaction with the cleanliness of streets.	Chief Executive	Date to be confirmed		The draft 2015 survey has been issued for consultation. Following an initial overview report to this Committee, specific reports will be submitted to the Executive committees. The one for the Transport and Environment Committee will address the issue of street cleanliness measurement.
4	12.05.15	Physical Activity for Health Pledge	To note that an update on progress will be presented to this Committee in May 2016.	Chief Officer, Edinburgh Health and Social Care Partnership	October 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5	09.06.15 Minute of 9 June 2015 (items 6 and 16) 01.09.15	Safecall CEC 114 - Update Report on Management Action B Report	<p>1) To note the report by the Chief Executive and to accept all the recommendations in Appendix 2 and that progress on their implementation be reported to the Education, Children and Families Committee.</p> <p>2) To recognise that no further disciplinary action would be instigated in relation to these matters until all relevant information was available.</p>	Chief Executive		1 March 2016 (Education, Children and Families Committee)	The Education, Children and Families Committee on 1 March 2016 agreed to close Action (1), having considered this Education Complaints Improvement Update report.
				Chief Executive	Date to be confirmed		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			3) To agree that a further report would thereafter be considered by Committee advising of any further management action.	Chief Executive	Ongoing		
6	09.06.15	Sustainable Edinburgh 2020 Annual Report 2014-15	To acknowledge the work programme for SE2020 for the coming year 2015/16, and add a request to the Edinburgh Sustainable Development Partnership that a clear Action Plan setting out aims, objectives, targets, timescales and responsibilities from the present to 2020 be developed and presented as soon as possible.	Chief Executive	Autumn 2016		The Partnership's 2015/16 Action Plan can be found HERE . Future updates will be reported to Committee, in tandem with the development of the new Community Plan.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
7	04.08.15	Policies - Assurance Statement	To note that a further report on wider Council policies would be submitted to Committee in due course.	Acting Executive Director of Resources	Ongoing		Policies are reviewed on an ongoing basis. Policies Assurance Statements are produced when there are little or no changes proposed to a policy.
8	04.08.15	Common Good Assets Register	<p>1) To note that further reports would be brought to Committee:</p> <p>a) once Scottish Ministers' guidance about common good registers had been issued; and</p> <p>b) to consider the implications arising from</p>	Acting Executive Director of Resources	Autumn 2016		<p>Scottish Ministers guidance is not expected until summer 2016.</p> <p>Reports to Committee will not be able to be submitted until Q3 2016 earliest. Consequently, completion of the register itself will not take place until sometime 2017.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>compliance with the Land Registration (Scotland) Act 2012.</p> <p>2) To note that the common good definition in Section 3 of the report by the Acting Director of Services for Communities was not intended to be exclusive and that there would be clarification of the definition with the next report to Committee.</p>				
9	29.09.15	Citywide Review of Council-owned Sports Facilities and Services - Key Findings and Recommendations	To request a progress report within six months, including a timeline for a phased changeover.	Acting Executive Director of Communities and Families	17 May 2016	17 May 2016	This action was closed on 17 May 2016

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
	17.05.16	Citywide Review of Council Owned Sports Facilities and Services	To instruct a further report to be presented to the Committee on 14 June 2016 detailing the proposed way forward and timetable.	Acting Executive Director of Communities and Families	14 June 2016	14 June 2016	This action was closed on 14 June 2016
	14.06.16	Business Case for the Management Transfer of Secondary School Sport Facilities to Edinburgh	To note the progress made by officers and Edinburgh Leisure in creating a joint detailed specification and business case as soon as finalised, as per the recommendations of the Committee on 28 September 2015, and agree that these and details of the change programme would be reported to Committee by Autumn 2016.	Acting Executive Director of Communities and Families	Autumn 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
10	29.09.15	Managing Customer Contact in a Fair and Positive Way - Annual Review	To agree to receive an annual update.	Chief Executive	Ongoing		
11	29.09.15	Public Bodies Climate Change Duties Report 2014-15	To note the omission from the Council's Climate Change Duties Report of any carbon reduction projects and therefore request an update report on these projects once they were devised.	Chief Executive	Ongoing		
12	03.11.15	Carbon, Climate & Sustainability Policies - Assurance Statement	To agree to update the Fair Trade and Resource Use Policy for Committee consideration within 12 months	Chief Executive	November 2016		
13	03.11.15	ICT Acceptable Use Policy - Annual Review	To note that the next review should be undertaken with a view to reporting to Committee in November 2016.	Chief Executive	November 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
14	01.12.15	E-cigarettes (Vapourisers) - Update on Health Considerations	<p>1) To note that any material changes which developed, such as Scottish or UK Government advice or significant public health research findings, would be reported to Committee, together with any implications for the Smoke Free Policy.</p> <p>2) To note that an annual report on the policy would be provided by the end of 2016 which should explicitly highlight any developments on e-cigarettes with regard to additional evidence on health issues.</p>	Acting Executive Director of Resources	6 December 2016		
				Acting Executive Director of Resources	6 December 2016		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
15	23.02.16	Avoidance of Bullying and Harassment at Work Policy - Review	To note that the next review should be undertaken with a view to reporting to Committee in February 2017.	Acting Executive Director of Resources	February 2017		
16	12.04.16	2015 Edinburgh People Survey Headline Results	To note that an update would be provided in 6 months as part of the Council's Business plan.	Chief Executive	October 2016		
17	17.05.16	Welfare Reform - Update	To request that the findings and recommendations of the review into welfare advice services be then reported to this Committee.	Acting Executive Director of Resources	Ongoing		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
18	14.06.16	Locality Working - Progress Report	To call for a report back to the Corporate Policy and Strategy Committee at the appropriate time in consultation with Councillor Main and other elected members on the locality working governance issues raised	Executive Director of Place	Ongoing		

Corporate Policy and Strategy Committee

10.00am, Tuesday 9 August 2016

Welfare Reform – Update

Item number	7.1
Report number	
Executive/routine	
Wards	

Executive summary

The Department for Work and Pensions implemented Universal Credit for new single claimants in Edinburgh on 9 March 2015. The Council is involved in a new Delivery Partnership Agreement (DPA) to support citizens through the transition into Universal Credit for 2016/17.

The Council continues to work with foodbanks to address citizens in need. The working party set up to look at foodbank provision across the City continues to meet, with a view to better supporting those providers who provide holistic services along with emergency food aid.

Welfare Reform – Update

Recommendations

- 1.1 It is recommended that the Corporate Policy and Strategy Committee note:
 - 1.1.1 the ongoing work to support Universal Credit and Welfare Reform in Edinburgh;
 - 1.1.2 the Welfare Reform Working Group ongoing activities to support benefit take-up and financial inclusion; and
 - 1.1.3 the current spend projections for Discretionary Housing Payments, Council Tax Reduction Scheme; and the Scottish Welfare Fund.

Background

- 2.1 The Welfare Reform update is reported to the Corporate Policy and Strategy Committee on a quarterly basis, to align with the Working Group meeting cycle. The last report was considered by Committee on 23 February 2016.

Main report

Universal Credit (UC) and Universal Support Delivered Locally

- 3.1 Universal Credit in Edinburgh is available to new single claimants who would previously have been eligible for Job Seekers Allowance. As part of the ongoing rollout programme the DWP's digital service was extended to Musselburgh Job Centre on 23 March 2016. This extended UC from single claimants to all working age categories seeking work in East Lothian. As a result those Edinburgh claimants, resident in the east of the City, and who use Musselburgh Job Centre, are now included in this pilot.
- 3.2 The corporate cross council operational team continues to work with DWP and JCP staff to support citizens transition to the new UC system. This includes the ongoing negotiations to conclude a further Delivery Partnership Agreement with the DWP for 2016/17.
- 3.3 The DWP has announced that the original plan of expansion of UC has been altered following decisions made in the Summer Budget and Autumn statement. Senior Civil Servants have announced that full digital service will be live by September 2018, as opposed to February 2017 and that migration of legacy benefit caseload will begin in July 2019 with an expectation of full digital service by March 2022. Pensioners will not have housing costs incorporated into

Pension Credit until the completion of the UC timetable. Local Authorities can therefore expect to be delivering Housing Benefit for pensioners beyond 2020. There has been a commitment to reflect these changes in Housing Benefit subsidy for Local Authorities.

UC Caseload in Edinburgh

- 3.4 The DWP now produce UC statistics city-wide, with figures no longer broken down by each area based Job Centre. At 12 May 2016 there were 2546 UC claimants in Edinburgh, with 43% of these claimants in employment.

SWF and UC Claims

- 3.5 In order to assess the impact of Universal Credit waiting and assessment periods on alternative funding streams, separate information is collated on those claimants citing UC as a reason for applying for a Crisis Grant from the Scottish Welfare Fund. Since the introduction of Universal Credit there have been 50 UC related applications for Crisis Grants, representing significantly less than 1% of all UC claims. As at 4 July 2016 the value of these awards is £5,675.
- 3.6 The process of referring citizens in the first instance to DWP for a short term benefit advance continues.

Personal Budgeting Support Referrals and UC

- 3.7 The existing Delivery Partnership Agreement between DWP and the Council requires the delivery of a personal budgeting support referral service. This service includes the co-location of the Council's Personal Budgeting Support officer with the DWP. The numbers taking up the service continue to be very low (62 over the last 9 months) and the Council and the DWP are working together to increase take-up to ensure citizens are supported throughout the UC process.

Council Housing Services and Universal Credit (UC)

- 3.8 The number of tenants moving onto UC continues to be lower than expected from initial profiling estimates. At the end of May 2016, there were 410 council tenants receiving UC. The proportion of tenants also affected by under-occupation has remained consistent at around 44%.
- 3.9 The majority of tenants moving onto UC have legacy arrears at the outset of their UC claim. Where there is a high risk of non payment by the tenant, Alternative Payment Arrangements (APA) requests are considered, which enables the housing cost element of UC to be paid directly to the Council.

Temporary and Supported Accommodations

- 3.10 Households in temporary accommodation that are affected by the Benefit Cap and/or Under Occupation, continue to be provided with advice and assistance to apply for Discretionary Housing Payments. Households are placed in temporary accommodation that reduces the likelihood of under occupancy, however on occasion they may be placed in a larger property to meet their emergency

housing need. There are currently 36 out of 420 households who are under occupying in temporary accommodation.

- 3.11 It is anticipated that new DWP capping levels will be applied later this financial year. Currently there are 53 household occupying temporary accommodation that are subject to benefit capping. In May 2016 DWP carried out an exercise to determine additional citizens who could be impacted by Benefit Cap. A total of 434 households living in temporary accommodation were identified as being subject to benefit capping when the new rates are introduced. The Council will continue to monitor this position.

Advice Shop

- 3.12 On 17 May 2016 Committee requested an update on the proposed review of Advice Services. The review is currently being scoped and this work should be completed by July 2016. An update on progress will be reported to Health, Social Care and Housing Committee in September, with further updates in future Welfare Reform Updates.
- 3.13 The number of funded advice service welfare rights appeals is gradually increasing after a reduction during 2015, in particular for Personal Independence Payment (PIP):
- 2013-14 - 628
 - 2014-15 - 253
 - 2015-16 - 669

This is consistent with progress in PIP decision making and the challenges being made to these decisions. Advice Shop representation has been steady with 190 appeals in the period January to June 2016 compared to 396 in 2015, 483 in 2014 and 774 in 2013.

- 3.14 The three major advice providers funded by the Council – CHAI, CAE and GIC – reported the following demand on services:

	Oct 15 – Mar 16	Oct 14 – Mar 15	Oct 13 – Mar 14	Oct 12 – Mar 13
Welfare Rights	7811	6596	6925	7044
Debt	3256	3424	3258	2401

- 3.15 The transition from DLA to PIP is causing elements of hardship, with some claimants who were previously dependent on high DLA mobility awards experiencing a reduction in award. PIP appeals are also reported as being more challenging to win as Tribunals are now more robust in the questioning process.
- 3.16 Following discussion at the Welfare Reform Working Group in June, plans are being developed for further advice-related activity:

- Targeted benefit uptake campaign to be considered and developed. This will ensure that as many people as possible are claiming the benefits they are entitled to. This will raise awareness amongst citizens surrounding benefit entitlement, and the support available to them. Support, resources and participation will be sought from all appropriate Council Services.
- Partners in the voluntary sector, specifically those funded by the Council to support vulnerable groups, will be requested to support the programme of action to raise awareness and direct people toward income maximisation resources.
- An exercise is to be undertaken to scope and develop financial capability provision in the city and improve money management skills.

3.17 These activities will be linked with emerging anti-poverty developments arising from the Integrated Joint Board's planning process. Additional success measures will also be agreed through the Welfare Reform Core Group and Working Group.

Extension of Benefit Cap

3.18 The benefit cap is a limit on the total amount of income from certain benefits a household can receive. If they receive more than the benefit cap allows then their Housing Benefit will be reduced until they are brought back within the income cap. For a couple or single person with children the benefit cap is currently £500 per week. The limit for single people with no children is £350 per week. From Autumn 2016 this will be reduced to £335 for a couple or single person with children and £258 for a single person.

3.19 The Council received information from DWP in April which allows affected citizens to be identified. Council services, in conjunction with the DWP, are now beginning to work with this group to provide support as they transition through the change. The Council is also engaging with the DWP to assess the anticipated additional workload to services this change will bring.

Council Tax Reduction Scheme (CTRS)

3.20 The DWP has confirmed that it will continue with the CTRS funding arrangement for 2016/17. This reflects the evolving nature of CTRS and the staged implementation and migration of Housing Benefit to UC. The national Settlement and Distribution Group continue to consider the distribution of CTRS funding and will advise Local Authorities accordingly, as and when there are any significant changes.

3.21 CTRS is not part of the UC package of benefits, with the fund being independently administered by each local authority. Every effort is being made to raise awareness of CTRS and to ensure customers make the separate CTRS claim at the point of any UC claim.

3.22 The demand on the 2016/17 budget continues to be monitored on a monthly basis, in line with changes to customers' circumstances. Whilst CTRS uptake

continues to fall, Council Tax collection continues to improve for the same period last year, indicating a reduced need for assistance of this nature. Appendix 1 outlines the Council's CTRS spend profile at June 2016.

Scottish Welfare Fund (SWF) – Crisis Grants and Community Care Grants

- 3.23 Both Crisis Grants and Community Care Grant applications continue to be considered for medium and high priority cases. Appendix 2 outlines the Council's SWF spend profile at June 2016.

SWF 2016/17 Allocation

2016/17 SWF Fund	Budget £	Carry Over to 2016/17	Total Budget Available £	2016/17 Spend as of 28 June 2016
Crisis Grants	660,000	0.00	660,000	154,213
Community Care Grants	1,424,325	330,000	1,754,325	381,489
Total	2,084,325	330,00.00*	2,414,325	535,702

**Adjusted to reflect ongoing spend for 2015/16*

- 3.24 The 2nd Tier reviews for Scottish Welfare Fund are now heard by the Scottish Public Services Ombudsman from 1 April 2016. The table below shows the decisions made by the SPSO relating to Edinburgh.

Date	Grant	Decision by SPSO
April 2016	Community Care Grant	Appeal Upheld
May 2016	Crisis Grant	Appeal Upheld
June 2016	Community Care Grant	Awaiting a decision.

Discretionary Housing Payments (DHP)

- 3.25 The remaining £9m of the original £35m of Scottish Government funding available to Local Authorities to fully mitigate Under Occupancy was distributed to councils, based on actual DHP expenditure, in May 2016. Edinburgh's additional allocation to allow for mitigation was £624,871.

- 3.26 The DWP's 2016/17 allocation for Edinburgh is £1.45m. This includes £863,701 to alleviate hardship on **non** Under Occupancy and £587,168 towards mitigating hardship in relation to Under Occupancy.
- 3.27 The Scottish Government 2016/17 allocation for Edinburgh to mitigate Under Occupancy is £2.56m and the remaining £9m of Scottish Government funding to fully mitigate Under Occupancy will be distributed to councils following the publication of the 2016/17 DHP statistics in May 2017. Edinburgh's additional allocation to allow for mitigation is estimated at £780,348, making the estimated total DHP fund £4.8m for 2016/17. The Council will continue to monitor DHP spend on a monthly basis and an appropriate claim will be made to the Scottish Government at year end.
- 3.28 As of 30 June 2016, the Council's DHP financial position was:
- £4,016,372 total fund*
 - £1,490,829 spend
 - £2,463,636 committed to spend
- *exclusive of additional 20% to be allocated in 2017.
- 3.29 There have been 4796 DHP applications for 2016/17 considered up to 30 June 2016 of which 150 were refused. The overall refusal rate is 3.2%, which reflects the high volume of cases being processed for under occupation from the new financial year's fund. The most common reasons for refusal is the situation where a customer's income exceeds their expenditure.
- 3.30 At 30 June 2016 the number of days to process a request for a DHP was 9 days.
- 3.31 Appendix 3 outlines the Council's DHP spend profile at June 2016. The additional Scottish Government funding is expected to fully mitigate under occupancy in 2016/17.

Foodbanks

- 3.32 The Council continues to work with foodbanks to address citizens in need. The working party set up to look at foodbank provision across the City continues to meet, with a view to better supporting those providers who provide holistic services along with emergency food aid. This group is now chaired by Councillor Lewis Ritchie, Deputy Convenor of Communities and Neighbourhoods, and its membership includes cross council services, foodbanks and representatives from DWP.
- 3.33 The Foodbank Working Group met on Wednesday 01 June 2016 and was attended by reps from:
- Broomhouse Foodbank
 - Basics Bank, (Edinburgh City Mission)
 - NHS Lothian
 - Citizens Advice Edinburgh
 - Cyrenians Good Food Programme (Fareshare)
 - Cross Council service areas

- Craigmillar Neighbourhood Alliance

- 3.34 The main discussion was around how the Council can continue to work with Foodbanks across Edinburgh to provide support to customers and reduce repeat visits, through crisis intervention, appropriate advice, support and signposting.
- 3.35 Council officers have facilitated meetings with community partner organisations to discuss the provision of emergency food aid with holistic advice services in the East of the City. These discussions continue and the outcome will be reported as soon as plans are finalised.
- 3.36 Agreements have been reached with a number of foodbanks to accept electronic referrals from the Scottish Welfare Fund should citizens not qualify for a Crisis Grant. Foodbank referral will be offered as a final option to alleviate citizens' crisis and the new process should improve uptake of Crisis Grants as well as access to these services.
- 3.37 The process of referring to foodbanks from the SWF has been successful in directing customers to the most appropriate support for their immediate crisis. The table below shows the number of referrals made to each individual foodbank since the new process was implemented in March 2016.

Name of Foodbank	Number of Referrals made since 01/03/2016 to 30/06/2016
Basics Bank (ECM)	175
Broomhouse	79
Trussell Trust	305
Total	559

The Welfare Reform Working Group

- 3.38 The Welfare Reform Working Group met in June 2016 and a recommendation was made in relation to a Benefit Uptake Campaign as described in the Advice Service update of this report. Any campaign for benefit uptake will be lead by the Advice Shop.

The Welfare Reform Core Group

- 3.39 The Welfare Reform Core Group continues to meet quarterly to agree the delivery of the key actions to achieve outcomes in terms of:

- Prevention of hardship and worsening inequality;
- Effective response to crisis needs for housing heat and food;
- Effective support for vulnerable individuals and families; and
- Partnership action to sustain Edinburgh's social security.

- 3.40 Business Intelligence are reviewing the document Delivering Social Security in Edinburgh with a view to linking better with the Council's Policy Strategy and providing more detailed data on impacts of Welfare Reform across the City.

The Welfare Reform Partners' Forum

- 3.41 The Welfare Reform Partners' forum met on 13 April 2016 with EVOC acting as the first rolling host in an attempt to create greater ownership. The next meeting will take place in October 2016.

Measures of success

- 4.1 The success of the programme will continue to be measured through:
- reductions in forecast loss of income; and
 - customer satisfaction with advice and advocacy services relating to benefit changes, including increased benefit take up and minimises losses by ensuring people get their full entitlement under the new arrangements.

Financial impact

- 5.1 The increase in numbers of people experiencing hardship has led to increased demand for services across the Council and also partner advice agencies. There is a risk to Council income, particularly in relation to rent arrears, changes to subsidy levels for temporary accommodation and service charges. Known risks include:
- loss of rental income to the Housing Revenue Account (HRA) arising from Housing Benefit under Occupation reforms and Direct Payment under Universal Credit;
 - Scottish Welfare Fund and Discretionary Housing Payment budget will be insufficient to meet demand longer term;
 - the spend on Council Tax Reduction Scheme exceeds the available funding;
 - reduced DWP Administration Subsidy due to the abolition of Council Tax Benefit, the phasing out of Housing Benefit and Central Government budget savings;
 - increased demand on advice and advocacy both for the Council and Third Sector advice agencies; and
 - increase in homeless population where delays in payment of rent due to assessment periods for UC in the private sector.

Risk, policy, compliance and governance impact

- 6.1 The financial risk to the Council as well as the risk to the Council's reputation is being monitored regularly. Actions taken to assess and mitigate these risks and ensure effective governance include:

- Tri-monthly updates were provided to Corporate Policy and Strategy, however, these will now be reported on a quarterly basis, to align with the Working Group meeting cycle;
- annual update to the Governance, Risk and Best Value Committee;
- dedicated teams introduced to provide support and assistance;
- quarterly meetings with Elected Members, Council Officers and External Partners; and
- a strategic approach and action plan for delivering Social Security in Edinburgh (A strategic response to Welfare Reform in Edinburgh).

Equalities impact

- 7.1 The UK Government has prepared Equalities and Human Rights assessments for the welfare reform proposals. The Council will undertake an EHRIA when necessary for any of its proposals.

Sustainability impact

- 8.1 Welfare Reform is expected to have general implications for environmental and sustainability outcomes, for example in relation to fuel poverty and financial exclusion.

Consultation and engagement

- 9.1 Council officials continue to engage with the UK and Scottish Governments, directly and through COSLA, with the DWP, the Third Sector, the NHS and other partners. The Council is also engaging with citizens, both in and out of work, who rely on benefit income and tax credits.
- 9.2 The Council continues to participate in groups with the looking at the impacts of Welfare Reform, namely Local Authority Transition Working Group (LATWG), and COSLA's Welfare Reform Local Authority Representative Group.
- 9.3 Recent community engagement has resulted in plans for joint working initiatives to provide Foodbank Plus models which will address immediate crisis as well as preventative action to reduce use of such services in the future.

Background reading / external references

Recent reports to committee:

[Welfare Reform – Update: report to Corporate, Policy and Strategy Committee, 17 May 2016](#)

[Welfare Reform – Update – Corporate Policy and Strategy Committee 20 January 2014](#)

[Strategic Response to Welfare Reform in Edinburgh – Corporate Policy and Strategy Committee 30 September 2014](#)

[Welfare Reform update – Corporate Policy and Strategy Committee 3 November 2015](#)

[Welfare Reform – update – Finance and Resources Committee, 28 August 2014](#)

[Discretionary Housing Payment Policy – Corporate Policy and Strategy Committee, 5 August 2014](#)

[Smith Commission](#)

Hugh Dunn

Acting Executive Director of Resources

Contact: Neil Jamieson – Senior Customer Manager

E-mail: neil.jamieson@edinburgh.gov.uk | Tel: 0131 469 6150

Sheila Haig – Customer Manager - Transactions

E-mail: Sheila.haig@edinburgh.gov.uk | Tel: 0131 469 5088

Links

Coalition pledges

Council outcomes

Single Outcome Agreement **SO2** – Edinburgh’s citizens experience improved health and wellbeing, with reduced inequalities in health

Appendices

Appendix 1 – Council Tax Reduction Scheme Spend

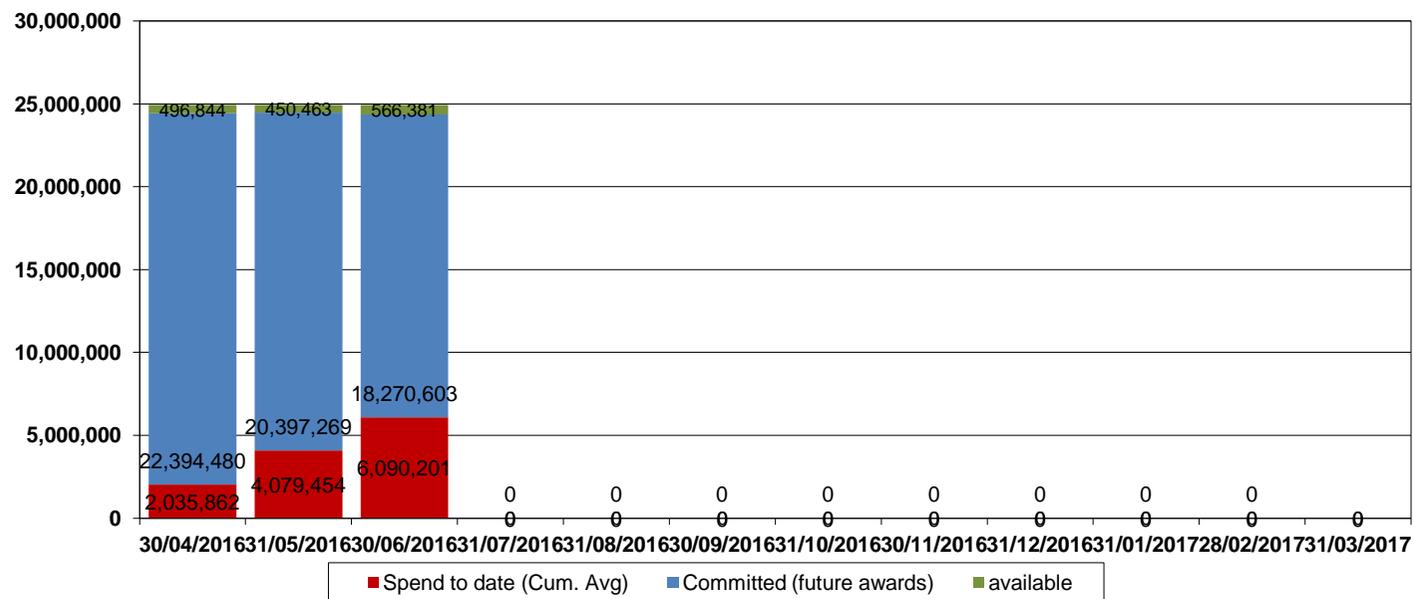
Appendix 2 – Scottish Welfare Fund Spend

Appendix 3– Discretionary Housing Payment Spend

Appendix 4 - Foodbanks mapped with support services

Council Tax Reduction Scheme (30 June 2016)

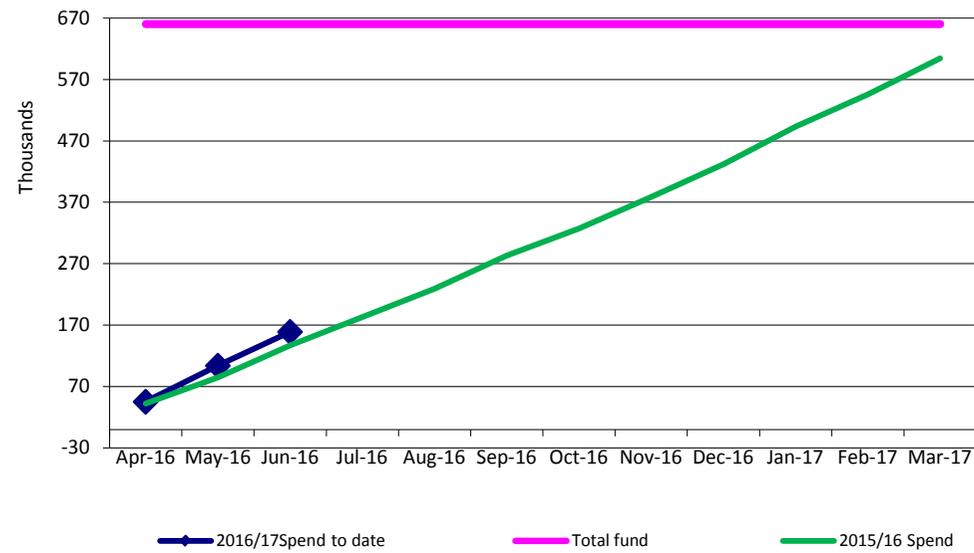
CTRS Distribution 2016/17



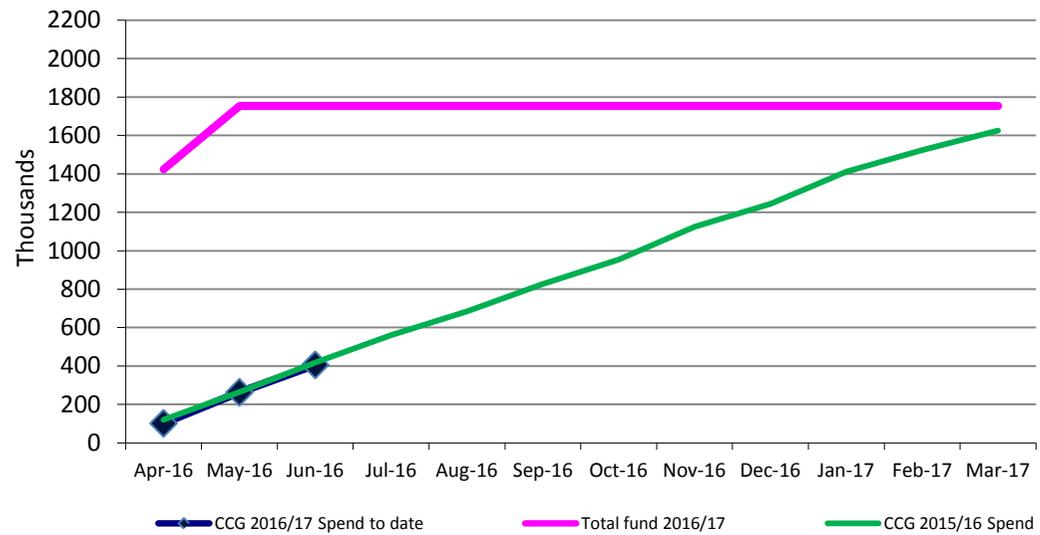
This Uptake is in relation to Ctax liability.
 In June, CTR accounted for 9.72% of Ctax liability as opposed to 10.31% same time last year.

Scottish Welfare Fund Payments (30 June 2016)

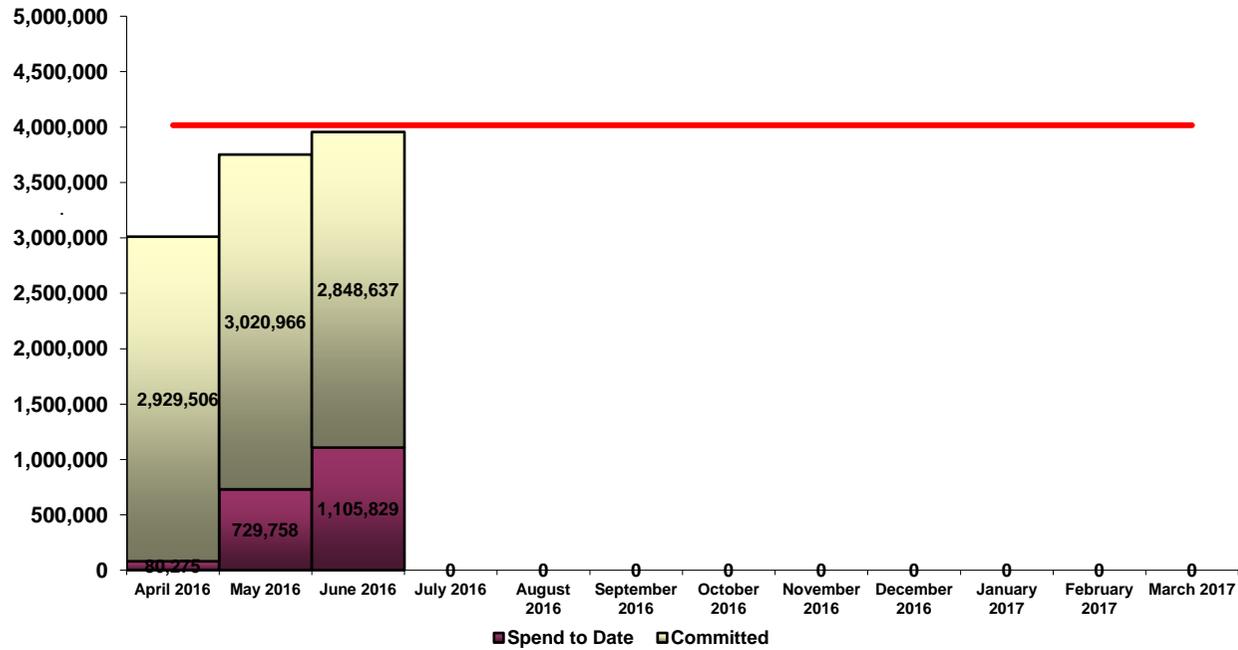
Crisis Grant Allocation 2016/17



Community Care Grant Allocation 2016/17

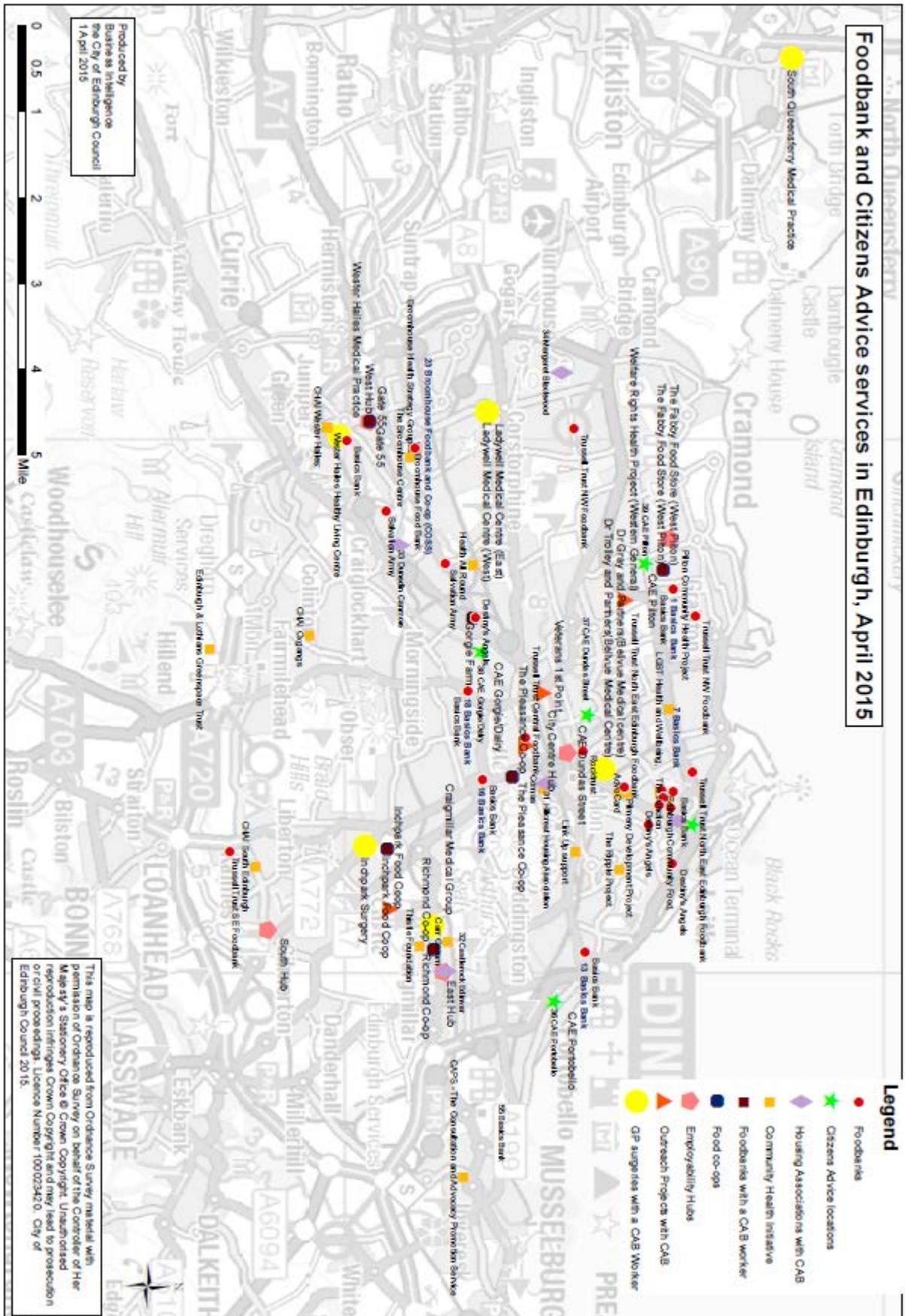


DHP Fund Allocation 2016/17



Exclusive of additional 20% to be allocated in 2017.

Foodbank and Advice Services Map



Corporate Policy and Strategy Committee

10.00am, Tuesday 9 August 2016

Policies – Assurance Statement

Item number 7.2
Report number
Executive/routine
Wards

Executive summary

Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes and they are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.

To strengthen governance arrangements in this area, a policy framework has been developed to ensure that all current Council policies are easily accessible and are created, revised and renewed in a consistent manner and to an agreed standard.

To ensure that Council policies remain current and relevant, all Council directorates are required to review policies on annual basis.

Links

Coalition pledges	P27
Council outcomes	CO25, CO27
Single Outcome Agreement	SO1

Policies - Assurance Statement

Recommendations

- 1.1 To note that the Council policies detailed in this report have been reviewed and are considered as being current, relevant and fit for purpose.

Background

- 2.1 Council policies are key governance tools. They help realise the Council's vision, values, pledges and outcomes, and are critical to the Council's operations, ensuring that statutory and regulatory obligations are met in an efficient and accountable manner.
- 2.2 To strengthen governance arrangements in this area a policy framework has been developed to ensure that all current Council policies are easily accessible, and are created, revised and renewed in a consistent manner and to an agreed standard. This included the development of a comprehensive register of Council policies and introduction of a policy template to provide the Council with a standardised format in terms of content and style.
- 2.3 The Corporate Policy and Strategy Committee agreed the approach detailed above on 3 September 2013.

Main report

- 3.1 A critical element of the policy framework is to ensure that all Council policies are fit for purpose. This requires each directorate to review, on an annual basis, all policies relevant to their services, and to provide the necessary level of assurance that these policies are current and relevant.
- 3.2 This report confirms that the policies listed in the appendix have been reviewed by directorate senior management and are still considered fit for purpose.
- 3.3. Some policies require minor adjustments to ensure on-going currency and accuracy (for example, change in legislation). Any changes are noted and detailed, where appropriate.
- 3.4 All Council policies are available through an interactive directory on the Council's website.

Measures of success

- 4.1 Access to up-to-date and relevant Council policies, for internal and external stakeholders, which are quality assured and reviewed on an annual basis.

Financial impact

- 5.1 There are no direct financial impacts as a result of this report.

Risk, policy, compliance and governance impact

- 6.1 Increased accountability, transparency and efficiencies concerning Council actions and operations.

Equalities impact

- 7.1 There are no equalities impacts as a result of this report.

Sustainability impact

- 8.1 There is no sustainability impact as a result of this report.

Consultation and engagement

- 9.1 Consultation was undertaken, where appropriate, with recognised trades unions as part of the Council's Working Together Protocol and local collective consultation arrangements.

Background reading/external references

[Policies – Assurance Statement – report to Corporate Policy and Strategy, 4 August 2015](#)

[Governance, Risk and Best Value Committee Report 22 May 2014 – Review of Council Policy: up-date](#)

[Corporate Policy and Strategy Committee Report 3 September 2013 – Review of Council Policy](#)

Hugh Dunn

Acting Executive Director of Resources

Contact: Katy Miller, Head of Human Resources

E-mail: katy.miller@edinburgh.gov.uk | Tel: 0131 529 5522

Links

Coalition pledges

Council outcomes

CO25 the council has efficient and effective services that deliver on objectives.

Single Outcome Agreement

Appendices

Appendix 1 - Assured Policies

Appendix 1: Assured Policies

Name of Policy	Approval Date	Approval Body	Review Date	Review Process	Change details
Workplace Policy on Alcohol, Drug and Substance Misuse	09/08/11	Corporate Policy & Strategy Committee	December 2015	Reviewed by, ER Consultant in conjunction with the trade unions; signed off by Corporate Leadership Team (CLT).	Plain English Managers aware of action that they can take.
Avoidance of Bullying and Harassment in the Workplace	October 2001	Corporate Policy and Strategy Committee	August 2015	Reviewed by OD Leader, in conjunction with the trade unions. Signed off by CLT.	Replaced Fair Treatment at Work Policy: more emphasis on early resolution and support for staff.
Anti-Bribery Policy	07/08/12	Corporate Policy and Strategy Committee	March 2016	Reviewed by ER Consultant, in conjunction with the trade unions.	No change
Fraud Prevention Policy	05/07/12	Corporate Policy and Strategy Committee	April 2016	Reviewed by ER Consultant, in conjunction with the trade unions.	No change
ICT Acceptable Use Policy	01/05/14	Corporate Policy and Strategy Committee	October 2015	Reviewed by ER Consultant, in consultation with IT colleagues and trades unions.	Minor changes to some definitions.

Discretions Policy Statement – Regulation 58: The Local Government Pensions Regulations 2014	Sept. 2010	Corporate Policy and Strategy Committee	October 2015	Reviewed by ER Consultant in conjunction with the trade unions. Signed off by CLT.	Policy revised to reflect the changes wrought by the 2014 Pensions Regulations.
Employment Breaks Policy	02/12/03	Corporate Policy and Strategy	June 2015	Reviewed by ER Consultant in conjunction with the trade unions. Approved by CLT.	Minor change – reduced qualifying period from 5 years to 2 years.

Corporate Policy and Strategy Committee

10am, Tuesday, 9 August 2016

Chief Social Work Officer Annual Report 2015/2016

Item number 7.3
Report number
Executive/routine
Wards

Executive Summary

This report presents to members the Chief Social Work Officer's Annual Report for 2015/2016.

The report is attached as Appendix 1. It follows the template issued in May 2016 by the Scottish Government.

The use of a template has been requested to enable a more consistent approach across Scotland and to allow for the Chief Social Work Adviser to the Scottish Government to develop a summary overview of Scottish social work services for Ministers.

Some content is reproduced from relevant Council strategic documents.

Links

Coalition Pledges	P1 , P12 , P38 , P34 , P36 , P43
Council Priorities	CP1 , CP2 , CP3 , CP10 , CP4
Single Outcome Agreement	SO2 , SO3 , SO4

Chief Social Work Officer Annual Report 2015/16

1. Recommendations

- 1.1 Corporate Policy and Strategy Committee is recommended to note the Chief Social Work Officer's Annual Report for 2015/16 attached at Appendix 1.

2. Background

- 2.1 The Chief Social Work Officer is required to produce an annual report. This is the ninth such report to members. The format changed three years ago when local authorities were asked to use a template devised by the Chief Social Work Adviser to the Scottish Government to ensure consistency across Scotland in annual report submissions.

3. Main report

- 3.1 The report provides a broad outline of some of the key issues facing social work and social care in Edinburgh. It includes data on statutory services and areas of decision making, and sets out the main developments and challenges. It also updates the evolving governance arrangements that have emerged from the Council's transformation programme and the integration of health and social care.
- 3.2 The report includes an update on finance, service quality, delivery of statutory functions, user and carer empowerment, and workforce planning and development.
- 3.3 Performance data on some of the key social work indicators are set out in the appendices to the main report. This information complements, rather than replicates the detailed performance and budget information on all social work and social care services, which is reported to members and the public in a variety of other ways.
- 3.4 The report also acts as the required annual report to elected members on the operation of the statutory social work complaints process (Appendix 3 to the Annual Report).

4. Measures of success

- 4.1 Success is monitored regularly through performance reports to the Corporate Leadership Team and the Chief Officers' Group for Public Protection.

- 4.2 The Care Inspectorate carries out regular assessments of registered social work services. The reports and action plans generated as a result of inspection are analysed and presented to the appropriate Council Committees and/or meetings.

5. Financial impact

- 5.1 There are no financial impacts arising from this report.

6. Risk, policy, compliance and governance impact

- 6.1 Any potential risks identified are monitored through service area risk registers.

7. Equalities impact

- 7.1 There are no equalities impacts arising from this report.

8. Sustainability impact

- 8.1 There are no sustainability implications arising from this report.

9. Consultation and engagement

- 9.1 Social work services routinely involve service users and carers in the design and implementation of social work and social care provision. There is a section in the Annual Report on user and carer empowerment.

10. Background reading/external references

- 10.1 None.

Michelle Miller

Chief Social Work Officer

Contact: Michelle Miller

E-mail: michelle.miller@edinburgh.gov.uk | Tel: 0131 553 8520

11. Links

Coalition Pledges	<p>P1 - Increase support for vulnerable children, including help for families so that fewer go into care.</p> <p>P12 - Work with health, police and third sector agencies to expand existing and effective drug and alcohol treatment programmes.</p> <p>P38 - Promote direct payments in Health and Social Care.</p> <p>P34 - Work with police on an anti-social behaviour unit to target persistent offenders.</p> <p>P36 - Developed improved partnership working across the Capital and with the voluntary sector to build on the "Total Craigmroyston" model.</p> <p>P43 - Invest in healthy living and fitness advice for those most in need.</p>
Council Priorities	<p>CP1 - Children and young people fulfil their potential.</p> <p>CP2 - Improved health and wellbeing: reduced inequalities.</p> <p>CP3 - Right care, right place, right time.</p> <p>CP10 - A range of quality housing options.</p> <p>CP4 - Safe and empowered communities.</p>
Single Outcome Agreement	<p>SO2 - Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health.</p> <p>SO3 - Edinburgh's children and young people enjoy their childhood and fulfil their potential.</p> <p>SO4 - Edinburgh's communities are safer and have improved physical and social fabric.</p>
Appendices	<p>1 Chief Social Work Officer's Annual Report 2015/2016</p>

THE CITY OF EDINBURGH COUNCIL
CHIEF SOCIAL WORK OFFICER ANNUAL REPORT 2015/16

1. Summary Reflections – Key Challenges and Developments

The City of Edinburgh Council continues to operate in a rapidly changing environment. In June 2015, the Council agreed a new strategic direction for the organisation, built around a single vision for the city, shared with all our partners, to ensure *Edinburgh is a thriving, sustainable capital city in which all forms of deprivation and inequality are reduced.*

To deliver this vision, the Council will continue its work on three overlapping strategic themes, which define our priorities over the next four years and beyond.

- Improve quality of life – providing services which ensure that children and young people can fulfil their potential; delivering high quality care; tackling poverty and inequality in the city; and building safe, active and empowered communities in which all citizens can experience improved health and wellbeing.
- Ensure economic vitality – strengthening the international competitiveness of the city; supporting business growth and investment; developing the cultural and creative sectors; maintaining Edinburgh’s position as a pre-eminent festival city and ensuring *everyone* has the opportunity to benefit from the city’s economic prosperity.
- Build excellent places – maintaining the city as an attractive place to live, work and visit. Building the city around communities, where citizens are able to access housing options that meet their needs, with well connected accessible transport and enhanced business, cultural, sporting and local infrastructure in *all* areas of the city.

The Council recognises that reducing poverty and inequality and tackling the most challenging difficulties of disadvantage and deprivation will have a disproportionately positive impact the wellbeing and prosperity of *all* the residents of the city.

Edinburgh continues to face a number of challenges, including financial pressures, those arising from a growing and changing population, the need to adapt to a sustainable, resource efficient and low carbon future, and ongoing reform of the public sector.

Between 2010/11 and 2015/16 Scottish councils faced a reduction in funding of 14% in real terms, with further reductions anticipated over the next few years.

These pressures are a compelling driver for changing the way the Council operates, adapting to financial and service demands and making sure we are better placed to take advantage of opportunities as they arise over the next four years. Changes include a reduction in workforce, new approaches to managing the Council's property and asset portfolio and working more collaboratively with partners from all sectors to redesign models of service delivery. Some of the challenges faced by the Council are set out below.

- Over the past ten years, Edinburgh has been one of the fastest growing local authorities in the UK. From 2004 to 2014, the population of the city grew by over 46,000. The city is likely to see further population growth, with the number of residents projected to increase by 34,000 people, or 6.9%, between 2014 and 2024.
- Alongside this growth, evidence suggests that Edinburgh is likely to continue to show relatively high levels of poverty and inequality among our population. An estimated 18% of people in Scotland were living on incomes below the poverty threshold in 2013/14 and a broad base of evidence shows poverty rates in Edinburgh to be close to this national average.
- Medical advances have seen a welcome, dramatic increase in the survival rate for people born with disabilities (or acquiring them through illness or trauma), resulting in higher demand for services and more complexity of need.
- Population growth and change also increase the demand for affordable housing in the city.
- Responding to major policy and legislative change presents, for example, the measures to increase community involvement in public service delivery outlined in the Community Empowerment Act, and in the integration of Health and Social Care services under the Public Bodies (Joint Working) (Scotland) Act 2014 – both welcome developments and both requiring the management of significant change at a time of high service demand.

The Council needs to explore opportunities for shared services and cross regional working approaches that offer potential economies of scale and strategic efficiencies. At the same time, the Council needs to implement structures and processes, which encourage localised, community-led decision making, ensuring services fit the needs of citizens.

The Council's Transformation Programme is designed to meet these challenges and take advantage of associated opportunities. The emphasis is on locality working, with geographic boundaries shared with key partner agencies, and greater adaptability and responsiveness to local need.

The Council will reduce internal business costs, making better use of information technology, enabling our citizens and staff to take more direct control.

The future Council is beginning to emerge, with a flatter management structure, a smaller workforce, more efficient processes and a greater degree of service integration across the Council and with partner agencies, the third sector and commercial suppliers.

The integration of health and social care provides unprecedented opportunities to shift resources to align with partners' shared ambitions to support people to live at home. Its success will be manifest in greater coordination and focus on joint priorities; however, it will also be entirely dependent on a realistic and meaningful shift of resources from acute health services to community-based health and social care. In a climate of extreme pressure on all aspects of public services, achieving this shift will be very challenging.

Discussions regarding the future of education; a review of child protection across Scotland; possible implications of this for children's services generally; and most recently, the outcome of the referendum on EU membership combine to create a climate of change and uncertainty, within which public bodies must continue to support vulnerable people in a system that is structurally underfunded for the scale of need, demand and expectation.

As yet, the UK Government has not provided any guarantees of EU nationals' right to remain, following the referendum decision. Although figures are not confirmed, there may be around 10-15,000 EU national households living and working in the city. The Council estimates that around 1,000 of our 20,000 tenants include one or more adult EU nationals, and believes a high number have children, many born here, attending nurseries and schools in the city. There is a range of risks associated with this lack of clarity, and the Council and partner agencies are considering a detailed strategy for addressing this and supporting *all* the residents of Edinburgh in these uncertain times.



2. Partnership Structure / Governance Arrangements

The law requires each local authority to appoint a Chief Social Work Officer (CSWO). This function cannot be delegated by the local authority and is unaffected by the integration of health and social care under the Public Bodies (Joint Working) (Scotland) Act 2014.

The Council's Transformation Programme has taken account of this requirement, whilst at the same time taking the opportunity to make more efficient use of the CSWO resource.

In addition to the statutory functions associated with the role, the CSWO is now responsible for the management and strategic development of a range of operational services within the Council.

- Community Justice, including offender management, community safety and public space CCTV
- Homelessness and Housing Support, including advice services
- A newly configured Integrated Family and Household Support service, combining locality-based community safety, family solutions and housing support teams
- The Council's public protection activity, for example, child and adult protection, domestic abuse, management of high risk offenders, support for refugees and asylum seekers, sexual exploitation and human trafficking, etc.

The CSWO is by regulation a non-voting member of Edinburgh's Integration Joint Board for Health and Social Care; and a member of Edinburgh's Chief Officers' Group, which is responsible for the leadership, governance and performance management of the multi-agency aspects of public protection in the city.

The CSWO chairs or is a member of 5 partnerships/committees, which monitor performance and ensure the provision of quality services in relation to child and adult protection, offender management, alcohol and drugs and violence against women.

The post holder is also an advisor to the Edinburgh Partnership for community planning and chair of the Edinburgh, Lothian and Borders Strategic Oversight Group for Multi Agency Public Protection Arrangements (MAPPA).

The arrangements for public protection in Edinburgh are consistent with the expectations of the Scottish Government.

The Council's strategic partnerships and public protection governance arrangements are set out at Appendix 1 (diagrams 1 and 2).

3. Social Services Delivery Landscape

Edinburgh's population accounts for 9% of the population of Scotland and is projected to increase faster than any other area of the country, with a high rate of growth in some age groups (namely people over 75 years). This significant growth presents a number of challenges.

- Although a relatively affluent city, Edinburgh has areas of social and economic inequality, with significant pockets of deprivation.
- The difference in life expectancy between the most and least affluent areas in Edinburgh is estimated to be 8.5 years for males and 6.2 years for females. Residents in deprived areas are also likely to develop long-term conditions at least 10 years earlier than their fellow citizens. Half of the people who experience poor health do not live in areas of the city with the highest levels of deprivation.
- A significant proportion of the Integration Joint Board's budget is allocated to older people's services. Demographic projections mean that the pressure on resources, already difficult to manage, will increase significantly.
- The level of unemployment in Edinburgh is very low, making it difficult to recruit to the social care sector in comparison with higher salaries and benefits offered in the commercial sector. The inability to recruit social care staff has resulted in under capacity in service provision. In 2015/16, the demand for care at home services outstripped demand by between 4500 and 5000 hours per week.
- These major recruitment difficulties combine with financial pressures to create a critical gap in capacity of services to meet need. This in turn puts pressure on other parts of the system, for example admissions to and discharges from hospital, and in some cases, lengthy delays in service provision.
- Welfare reform continues to have implications for the citizens of Edinburgh, with 390 Council tenants receiving Universal Credit, 44% affected by under-occupation.
- For households on low to moderate incomes, demand for housing is continuing to outstrip supply, with over 150 bids made for every property available to let from the Council or Housing Associations. Overall homelessness presentations are reducing, however, the time households spend in temporary accommodation is increasing as long-term, secure accommodation is unable to meet demand.
- In Edinburgh, drug and alcohol problems affect citizens, families and whole communities. It is estimated that 22,400 adults in Edinburgh are dependent on alcohol, and research indicates that 43% of the adult population drinks more than the Scottish Government recommended limit.
- Edinburgh has well documented problem drug use, with 6,600 people dependent on heroin and/or benzodiazepines. Indicative figures for 2015 show 69 drug related deaths. This is a slight reduction on 2014 figures; however, it is an average increase of 20 deaths for the previous 5 years. This may be related to an ageing cohort of

drug users who experience poor health, which makes them more vulnerable to fatal overdose.

- During 2014/15, Edinburgh faced major challenges regarding New Psychoactive Substances (NPS). The introduction of the temporary banning of ethalphenedrate in April 2015, followed by legislation has had a significant impact on the availability and use of the NPS in the city. Although this has resulted in a reduction in a range of health and criminal harm related to the use of NPS, the use of heroin and alcohol continues to present huge risks for the health and wellbeing of citizens, families and communities and to violence, anti social behaviour and crime.

In recognition that citizens living in poverty experience poorer life chances, reduced health and wellbeing and shorter life expectancy than the wider population, the Council and its partners have developed an integrated framework and action plan to tackle inequalities.

Actions include:

- funding local community health initiatives to build community capacity and increase people's social capital
- increasing healthy eating through skills training and local food co-operatives
- building stronger and more resilient communities through specific initiatives, such as Headroom, which is based in specific GP surgeries in the East and South West of the city and Communities in Motion, which is a joint initiative between the Council, Police Scotland and the voluntary sector to address crime and anti social behaviour in innovative ways; and
- removing barriers to access and effective use of health and social care services for all citizens.

Shifting the balance of investment in favour of services and approaches that prevent problems occurring or stop them from deteriorating can improve outcomes for citizens, reduce future demand and make more effective use of available resources.

The integration of health and social care provides the opportunity to continue to embed prevention and early intervention into mainstream service delivery and take an evidenced based approach to identifying specific priorities for localities. It also presents opportunities to redirect resources from acute health services to community based support.

Care at home provides essential support to help people maintain their independence. The number of hours of care provided increased to 40,000 per week in 2015 from 34,000 in 2012, with the average package also increasing from 12.2 to 14.5 hours per week. Unfortunately, demand still outstrips supply by 4500/5000 hours of care per week.

The percentage of older people with high level needs (10+ hours of care per week) who are cared for at home has increased from 14% in 2002 to 35% in 2015. A redirection of resources and new ways of working are required to enable community services to meet increasing demand and provide good quality care for citizens living in the community with increasing complex conditions if the system is not to be overwhelmed.

The Social Care (Self Directed Support) (Scotland) Act 2013 was intended to give people eligible for social care support greater choice and control. Feedback from citizens is that self-directed support has made a very positive impact on their lives and in some cases has included a reduction in the level of support the individual now receives.

Self directed support can only be achieved by working in partnership with third sector organisations and partners, as well as with individuals. 19 providers have signed up to Individual Service Fund agreement. There are a number of examples of partnership working with providers, including jointly reviewing care packages to identify more creative ways to provide support that will meet the individual's needs at a lower cost.

Comprehensive implementation of self directed support remains a longer term target. However, its success will be dependent on a more extensive transformation of service models and on a transfer of both control and funding to individuals. This is particularly challenging in the current and projected financial climate, and as a result, the potential failure of self directed support is a risk to be managed.

The Council and commissioned services continue to provide advice and support to mitigate the scale of hardship caused by Welfare Reform. Some of the issues include an increase in rent arrears, requests for crisis and community care grants (£2,229,171 spend in 15/16) and Discretionary Housing Payments to cover elements of housing costs.

The advice shop continues to help support citizens affected by welfare reform, by providing income maximisation, debt advice and support at welfare advice tribunals.

Edinburgh has been allocated £9million from Scottish Government to mitigate the impact of under occupation. There continues to be a reliance on food banks in Edinburgh, with an increase in demand identifiable under certain circumstances, for example, during school closures.

There is significant demand for housing in Edinburgh, the last housing needs and demand assessment shows a requirement for 36,000 additional homes needed over the next ten years, of which 16,600 should be affordable. The Council aims to increase the number of affordable homes in Edinburgh from 3,000 to 8,000 over the next ten years and to invest in services that will reduce the cost of living for tenants.

In January 2016, housing association representatives of the Edinburgh Affordable Housing Partnership (Castle Rock Edinvar, Dunedin Canmore, Hillcrest, Home Group, Link Group and Port of Leith) committed to matching the Council's plan with a further 8,000 low cost and affordable homes. Together this is a commitment of 16,000 homes and £2 billion of direct investment over the next 10 years, which highlights the positive benefits of working with partners to achieve one of the city's key priorities.

Developments in inter-agency work on public protection and its prioritisation by partners in Edinburgh are welcome. The work aims to respond to high levels of need and risk

throughout the city. Better integration, shared vision and agreed priorities have all helped to improve our collective approach to public protection. Work during 2015/26 has focused on a range of emergent priority areas for partners, including, domestic abuse, human trafficking, sexual exploitation, forced marriage, female genital mutilation, radicalisation and historical abuse.

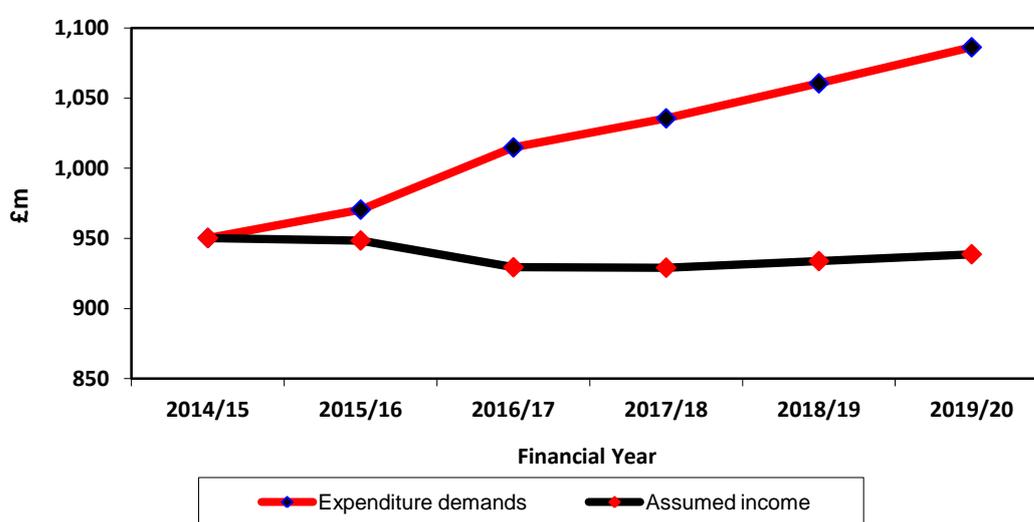


4. Finance

The Council continues to face significant challenges from increases in demand, inflationary pressures, welfare and pension reform, increased citizen expectations and reduced Government grant income.

Taking all of these factors into account, to maintain expenditure in line with income, the Council needs to deliver nearly £148m of recurring annual savings from its 2014/15 baseline by 2019/20.

This target is likely to increase if levels of Government funding are lower than anticipated or demographic changes are different from those provided for. The chart below shows the gap between demand and resource.



The Council's financial strategy was approved in June 2015 and seeks to address the challenge in four main ways.

- Control service overspends
- Ensure delivery of previous years' savings commitments
- Deliver the benefits underpinning the transformation programme
- Where necessary, deliver the remaining element of savings through service prioritisation and/or service reduction

To make the necessary changes to allow the delivery of required savings, the Council has initiated a major transformation programme. The aim is to build a leaner, more agile organisation, centred on citizens and communities, and underpinned by significant investment to deliver both service benefits and financial savings.

To date, £132m of the required £148m savings has been identified, as shown in the table below. While all services maintained expenditure within budgeted levels in 2015/16, given the much larger level of savings required in future, a systematic and detailed process of Council leadership and elected member scrutiny is in place.

	15/16	16/17	17/18	18/19	19/20
Total savings requirement (£m)	21.9	85.4	106.5	126.8	147.6
Savings approved 2015/16	19.7	20.7	20.7	20.7	20.7
Service transformation	2.2	41.7	72.7	77.4	77.9
Service prioritisation and other net savings	0.0	25.3	28.1	31.2	33.7
Other changes	0.0	-2.3	-15.0	-2.5	0.0
Savings to be identified	0.0	0.0	0.0	0.0	15.3

In recent years, budget planning in the Council has provided significant protection to social work services, as well as for other priorities, such as schools. The Council's long-term financial plan continues to provide additional funding to meet growing needs for care services from the increasing number of older people in the population, particularly over the age of 85, and increasing numbers of people with learning and physical disabilities due largely to greater longevity.

Funding is also provided for a growing number of children and young people, with some additional needs offset by preventative investment in early years and by actions intended to reduce the increase in number of looked after children.

Despite this welcome commitment, the scale of savings required of public services and the growing complexity of need across all age groups, leave services with diminished capacity to meet need to the level and quality communities expect. This creates challenging tensions in balancing potentially competing demands on public funds.

Comparative expenditure analysis

In 2015/16, Edinburgh's overall social work spend per head of population was the thirteenth-highest in Scotland, around 4% above the national average. While Scotland-wide data on respective children's and adult social care spend were not available at the time of writing, as in previous years, this overall position reflects higher relative spending on children's social care, a phenomenon common to all of Scotland's city authorities. As part of the Looked-After Children Transformation Plan, Edinburgh continues to seek to control expenditure through

reductions in usage of secure and residential care, increases in local authority foster carers and kinship carers, and supporting more families with community-based services.

In adult social care, the emphasis is similarly based on the use of, and investment in, preventative services wherever feasible, with approved budget framework proposals targeting significant savings through further focused investment in both re-ablement and telecare/telehealth, as well as revised models of demand management.

	2014/15	2015/16	Per head of	Ranking	Population used (2015 Projection)
	Net Outturn	Net Outturn	of population, 2015/16	out of 32 LAs, 2015/16	
	£'000		Rate	Rank	
Education	303,734	312,092	£5,797*	TBC	*Figure shown represents expenditure <i>per pupil</i> for primary, secondary and special schools only
Social Work	304,329	305,206	£614	13th	All ages
Roads and Transport	13,774	11,127	£22	32nd	All ages
Environmental Services	65,469	65,053	£131	10th	All ages
Planning and Development Services	16,611	16,842	£34	23rd	All ages
Cultural and Related Services	41,546	37,557	£76	31st	All ages
Housing	31,368	31,986	£65	TBC	All ages
Central Services	46,669	37,410	£76	TBC	All ages
Debt repayment and interest payments	142,934	146,720	£298	TBC	All ages
Other expenditure	-9,181	-7,914	-£16	TBC	All ages
TOTAL COUNCIL EXPENDITURE	957,253	956,079	£1,923	32nd	All ages

Note: The POBE financial returns to the Scottish Government include some corporate overheads within each service area, so the net outturn figures in the table are larger than those used internally in the Council.

For 2016/17, budgeted per capita expenditure figures, while lower in absolute terms due to reductions in overall funding, show broadly-similar trends. These reductions reinforce the importance of exploring a range of innovative new approaches to service delivery and maximising the benefit of preventative investment.

The Council and its partners need to continue to invest in prevention and early intervention. The Edinburgh Partnership Prevention Strategic Plan 2015-18 brings together the range of work on early years intervention, reducing health inequalities, improving employability, reducing domestic violence, tackling drug and alcohol addictions and tackling poverty and inequality. It provides a framework to guide city partners to increase the pace of change. The main challenge in an environment of severe resource constraint is to maintain and increase preventative spend, which will have a longer term positive impact, in the face of pressing immediate demand. Despite the difficulties this presents, the alternative – continuous focus on urgent need to the exclusion of preventative measures – will result in the system of public services being overwhelmed.



5. Service Quality and Performance

Across the Council's social work and social care service, including those adult services delegated to the Integration Joint Board for Health and Social Care, there is a wide range of quality assurance activity – from day to day operational management at a local level, to broader self evaluation and audit, involving quality assurance staff, practitioners and operational managers. Set out below are some examples of quality assurance activity carried out in 2015/16. This activity is an important mechanism for assessing the standards of services delivered; however, it cannot address the structural issues relating to resource pressures, for example, delays in assessments and service provision. These require to be tackled by service redesign, a greater emphasis on prevention, early intervention and self-management, and by a meaningful transfer of resources from acute to community based services. This principle applies to both adult and children's services and the management of offenders and anti-social behaviour.

Single agency practice evaluation – this is a model well established in our children's services and criminal justice, and which is now being rolled out across adult social care. It is a method of self assessment and reflection on the effectiveness of intervention and the quality of the relationship between the practitioner and service user. The feedback from the model provides services with qualitative evidence regarding the direct impact on service users and their families.

In 2016, a comprehensive evaluation of this approach was undertaken in children and families. This enabled the quality assurance service to adapt and change the programme as a direct result of feedback, and to consider its broader impact and contribution to improvements in practice.

Complex case review discussion – as a result of a significant incident review in November 2015, the quality assurance team facilitated a complex case review discussion, involving professionals from a number of disciplines and agencies, including Police Scotland and NHS Lothian. The aim of the exercise was to reflect on professional practice to improve our safeguarding of vulnerable individuals and groups. The findings and identified improvement actions from this review have been reported to Edinburgh's Child Protection Committee and the Care Inspectorate.

Adult protection multi-agency mapping exercise – this was completed in 2015. The aims included a greater understanding of the relationships between Council structures and those within partner agencies to improve information sharing and communication. The outcomes from this exercise resulted in an improvement plan, which will be monitored by the Adult Protection Committee.

The quality assurance service continues to plan and deliver a comprehensive programme of case file audits. Set out below is the audit activity carried out during 2015/16.

- A multi-agency adult protection case file audit between November and December 2015, with representation from health, police, social work and social care staff. The work combined multi-agency practice evaluation and case file reading to review 16 cases subject to multi-agency involvement, followed by a facilitated 3 way professional evaluation.
- Children and families case file audit of 100 cases, including child protection, domestic abuse, statutory and non-statutory cases measured against key areas of development, which were identified from previous audits.
- A multi-agency file reading exercise involving 10 cases, commissioned by the Child Protection Committee in May 2016.

An integrated Care Inspectorate and Health Improvement Scotland inspection of services for older people is due to take place during 2016/17. Preparation for this is underway:

- briefing sessions for staff, management teams and members of the Integration Joint Board
- development of an improvement plan, reporting structure and position statement for the Adult Protection Committee
- review of quality assurance activity across adult health and social care
- mapping of adult protection quality assurance structure and framework for the Council and Integration Joint Board
- development of position statements for each area of health and social care

Other quality assurance activity includes:

- co-ordinated a risk management event, looking at how well services manage and mitigate risk and how effectively we apply learning from significant case reviews
- support for the development of the Integration Joint Board's performance and quality work and of the professional clinical and care governance framework
- supporting the Council's anti-fraud and bribery working group to develop, monitor and support staff in identifying and responding to internal and external fraudulent activity
- development and design of the Council's customer relationship management system, which will create a single automated client contact and records management system and standardise the management and administration of complaints across the Council
- coordination of significant case reviews following critical incidents (harm to children or vulnerable adults; harm caused by supervised offenders; service user death or serious injury; historical abuse)

The quality of care home and care at home provision (both delivered by the Council and purchased from the independent sector) is monitored via bi-monthly, multi-agency quality assurance meetings. These meetings make recommendations for improvement, and where appropriate, for the suspension of admissions or service matching.

Reporting of concerns or positive comments regarding in-house and purchased care services is done through the Care Service Feedback process. Information is gathered to assist targeted improvement or learning from good practice across all social work and social care services. This process is for issues that may fall short of formal complaints, but where improvement action is still required. Appendix 2 gives an analysis of complaints received by service area.

The monitoring of quality improvements within contracted services is based on Care Inspectorate grades. The Care Inspectorate regulates and inspects children and adult social care, social work and protection services. The process involves applying grades to services. Where the Care Inspectorate receives a complaint and on investigation this complaint is upheld and is considered serious, the quality grades may be reduced. The Care Inspectorate publishes all inspection reports. The grades for Council services are detailed in Appendix 5.

Details of independent sector provider grades are set out below.

Year	% of providers achieving excellent, very good or good care inspectorate grades	% of providers achieving adequate, poor, unsatisfactory care inspection grades
2013/14	80%	20%
2014/15	81%	19%
2015/16	78%	22%

Performance on all the Council and Integration Joint Board activity is reported to elected members elsewhere and in a variety of formats. It is not repeated in this report. However, included below is a flavour of some of the service achievements during 2015/2016.

- The successful restructure of the Violence against Women Partnership, following a detailed strategic assessment
- Edinburgh chairs a national consortium of agencies aiming to develop the Safe and Together model across Scotland (domestic abuse)
- Delivery of ‘Rethinking Domestic Abuse’ training on a monthly basis, which has been well attended and evaluated
- Launch of the “Vintage Vibes” – a new service tackling isolation and loneliness among older people in Edinburgh

- 680 emergency carer cards issued
- The Be Able service is now available within each of the 4 localities and is a 14-16 week programme for older people, who want to regain or maintain skills to maximise independence to continue to live at home
- Child Poverty Initiative – outreach work engaging with parents focusing on welfare rights and debt advice at Gracemount Primary School
- Commissioning of care at home on a locality basis with the independent and third sector
- Development of a multi-agency support protocol for victims of human trafficking to raise awareness and facilitate a consistent response to victims
- Inter-agency workforce training on human trafficking, in partnership with the UK Border Force, Police Scotland, Equal Scotland, NHS Lothian and the trafficking awareness raising alliance
- Independent advocacy agencies contribute to the adult support and protection training, which raises the awareness of the duty to consider independent advocacy for adults at harm
- Practice evaluation and multi-agency case file audit found evidence that practitioners are skilled at engaging with service users often in very challenging circumstances
- Talking mats with its bank of “keeping safe” symbols is an established tool used to improve communication and facilitate conversation about sensitive topics; the use of talking mats is being promoted and training is being rolled out across the adult protection workforce
- Easy read versions of adult protection leaflets produced
- Development of locality leadership teams to support the move towards a more tangible neighbourhood focus
- Fit for Health delivered at 5 leisure centres in Edinburgh in partnership with Edinburgh Leisure to improve the health and wellbeing of people with long-term conditions
- Young people from Northfield and Greendykes Young People’s Centres, the 6VT project and Panmure St Anne’s school contributed to the development of the latest Speak Up – Speak Out public protection awareness campaign
- Over 200 school children took part in a competition for Safer Internet Day 2016, on the subject of making the internet a safer place
- Implementation of the Leith Alcohol Pilot – a community based response to alcohol related harm; this included a school based programme on social norms and the development of alcohol marketing material distributed in schools
- Training for community members on the licensing process alongside the development of national guidance on responding to license applications delivered as part of the Leith Alcohol pilot

- Adult community treatment and recovery services have been redesigned to increase capacity and improve pathways of care, co-produced with people with lived experience and providers
- The Violence against Women Partnership has overseen the Speak up Speak Out domestic abuse campaign, including the distribution of material translated into Polish, Urdu, Arabic and Chinese.
- Successful welcoming and resettlement of Syrian refugees in Edinburgh.

The integration of health and social care requires a more effectively coordinated and integrated quality assurance framework for delegated functions. This is being developed and will be reported to both Council and the Integration Joint Board when complete.



6. Delivery of Statutory Functions

The CSWO has a number of statutory responsibilities specific to the role. These are set out in legislation and Scottish Government guidance and relate primarily to issues of public protection and the promotion of professional standards for the workforce.

Registered social workers make a significant contribution to social justice and inclusion, often working at the critical interface between the state and individual liberty.

Decisions relating to the following may be expected of social workers:

- Consideration of compulsory detention against their will of individuals with mental health issues
- Restriction of liberty of offenders who may pose a risk
- Removal of children from their parents' care

These decisions require a careful balance between individual rights, needs and risks, both to the individual and the community. Social workers are often required to make decisions to protect the rights of individuals, which go against the wishes and expectations of partner agencies and the public. They must balance the role of both advocate and controller in certain circumstances and are personally accountable for their professional decision making.

The Council and partner agencies have established strong multi-agency governance arrangements for public protection, from the Chief Officers' Group, chaired by the Council's Chief Executive, to protection committees and a number of sub-groups focusing on performance, quality and review. Within these governance arrangements, there are a number of sub-groups, which focus on child and adult protection, violence against women, drugs and alcohol and offender management.

The CSWO is the lead officer for public protection in the city and this allows for the critical interface between services for adults and children, offenders and victims, and issues of both risk and vulnerability to be managed in a more integrated way. Details of the activity related to statutory duties and decision making are attached at Appendix 3.



7. Service User and Carer Empowerment

Capturing feedback and engaging with service users play an increasingly important role in shaping and evaluating services provided by the Council and partners. With the move towards more devolved locality working, service users will have a more significant say on the shape and development of services going forward.

The introduction of the Community Empowerment Act, which aims to “help empower community bodies through the ownership of control of land and buildings and by strengthening their voices about public services” takes service user engagement a step further.

The Personalisation Core Group has representation from citizens who use health and social care services and carers who work collaboratively with Council officers to influence the implementation of self directed support in Edinburgh. This group continued to meet until October 2015. During 2015/16, the focus of the group has shifted to the integration of health and social care and contributing to the Integration Joint Board’s strategic plan.

A Monitoring and Evaluation group involves service users, frontline staff and third sector organisations to assess the impact of the implementation of self directed support in Edinburgh.

The feedback indicates that although some progress has been made in taking forward asset based and person centred approaches, these are not yet embedded across the health and social care system and are at risk when organisations are faced with extreme financial challenges.

Meaningful engagement of citizens using collaborative and co-productive approaches continues to grow.

- The Older People’s Reference Group and A City for All Ages provide an opportunity for older people to influence the planning and delivery of services.
- The Edinburgh Plan Advisory Group meets regularly to engage people with learning disabilities in shaping the way services develop in the city.
- The Mental Health and Wellbeing Partnership membership includes both unpaid carers and organisations representing them
- The membership of the Edinburgh Integration Joint Board includes four seats for citizens with experience of using health and social care services or of providing unpaid care. These four individuals also sit on the Strategic Planning Group and are involved in other sub groups of the Board.

The need to change the relationship between statutory agencies, their partner organisations in the third and independent sector and citizens and communities is at the heart of transformation in Edinburgh. The promotion of good conversations, which empower citizens

to take more control over their health and wellbeing and make increased use of community assets, is a strategic priority for both the Council and the Integration Joint Board.

There are also a number of specific examples of changes to offer more personalised, asset based and outcome focused services.

- ‘Inclusive Edinburgh’ continues to focus on improving services for people with complex needs who often struggle to engage in traditional ways.
- Edinburgh is the first Council in Scotland to appoint peer support workers in substance misuse and mental health. Service users are also involved in the recruitment of Mental Health Officers (MHO) and in some children’s services.
- People with physical disabilities are involved in developing a joint strategy, informed by the review of Hospital Based Clinical Complex Care, with a focus on supporting people to help them manage their condition, build confidence and increase their independence.
- A co-production partnership was set up to develop the day services for older people from minority ethnic communities commissioning plan 2016-19, service users have been heavily involved through a variety of means to help shape the services going forward.

The addiction recovery community is thriving in Edinburgh, with over 160 events every week. These encompass social and leisure activities (e.g. the community linked to the Serenity Café and smaller local groups), meetings where people come together to share their experience, hope and strength (e.g. Alcoholics Anonymous or SMART meetings) and events where people come together to influence services (e.g. conversation cafés).

The Edinburgh Alcohol and Drug Partnership has led on the development of a mobile phone app (Addiction Recovery Companion-Edinburgh), which shows all of these activities and signposts people to the right ones for them.

There has been extensive engagement with all community partners on all aspects of locality working, including the Edinburgh Partnership Board. There have also been a number of engagement events on locality working at Neighbourhood Partnerships, the Edinburgh Association of Community Councils and various local voluntary sector forums. Further citizen engagement is planned as a result of the development of locality improvement plans.

All of the above complements the routine seeking of individual service user feedback, for example, monthly questionnaires for recipients of home care and exit interviews for offenders whose statutory supervision is coming to an end.

8. Workforce Planning and Development

The development of the workforce continues to be a key priority for the Council. Over recent months, continuous learning, development and support have underpinned the modernisation of services and the development of the Council's social care workforce across both adult and children's services. Examples of the key learning and development achievements in 2015/16 are set out below.

- Social work practice learning – a number of employees completed the professional award to provide placements and assess social work students in practice. The award supports experienced staff to work with social work students on their qualifying programme.
- Practice learning continues to be a strength, supporting the work of higher education institutions in developing the workforce of the future. This has been achieved by providing practice placements for social work students across adult and children's services.
- Single agency events on intervention and assessment of babies (Keeping Baby in Mind), neglect, child sexual abuse and exploitation, as well as larger events such as Toxic Trio, Harmful Traditional Practices were all evaluated positively.
- Social workers have had the opportunity to study child protection at graduate or postgraduate level with Stirling University.
- Team Leaders have had the opportunity to undertake either level 10 or 11 supervision and leadership and management qualification.
- Single agency event on neglect in partnership with Scottish Children's Reporter Association for school based staff.
- Edinburgh's training in relation to the complex field of neglect was showcased at the National Trainers' Conference.
- Workshops in the Total Craigroyston area were co-facilitated by Learning and Development and Psychological Services around trauma and the impact on children.
- Talking mats training has been provided to specialist foster and day carers.
- The Practice Panel aims to run three events yearly. One of these focused on the reviewing team's research around seeking the views of Looked After and Accommodated children and young people.

Some of the areas focused on within multi-agency training have included:

- The vulnerable babies' course has been adapted to apply beyond early years and now focuses on the impact throughout childhood, with a focus on the impact of Foetal Alcohol Spectrum Disorder.
- Child protection and children with additional support needs.

In adult social care, 279 front line care staff engaged in the 9 day essential learning for care programme. 13 were NHS Lothian staff employed at Gylemuir Care Home.

526 supervisors and managers have completed a management qualification, which is a relevant qualification for the purposes of Scottish Social Services Council (SSSC) registration. Another 14 supervisors are in the process of completing a management qualification for SSSC registration. 6 senior managers are working towards a post graduate qualification in leadership and management.

Opportunities to undertake other relevant qualifications are available for employees, such as the Mental Health Officer and Adult Protection postgraduate certificates.

The Council's accredited SVQ Assessment Centre continues to operate for both children and adult services staff. In 2015/16, there was a 3% increase in the number of social care staff employed in care homes who are appropriately qualified for employment and registration purposes (68%) and an 8% increase in the numbers of social care staff employed in a home care service who are appropriately qualified for employment and registration purposes (68%).

Staff turnover continues to be an issue within these services, impacting on qualification levels. In total, 124 Health and Social Care employees completed an SVQ and 24 completed a HNC in Health and Social Care over the last 12 months.

From April 2015 to March 2016, 26 Modern Apprentices in Care were recruited. 19 in care homes and 7 in disability day and short break services. 15 apprentices completed their qualification and now hold the SVQ Level 3 Modern Apprenticeship in Health and Social Care.

The Health and Social Care Academy is an example of the Council's strategy to help grow the workforce for the future. It continues to attract interest from pupils in Edinburgh's secondary schools, with a healthy intake of students at Edinburgh College and Queen Margaret University, studying National Higher 5, Higher Health and Social Care and an introductory pathways programme. All National 5 pupils were provided with a work experience placement in a Council or NHS Lothian setting.

Training on human trafficking has been developed in partnership with the UK Border Force, Police Scotland, Equal Scotland, NHS Lothian and the Trafficking Awareness Raising Alliance (TARA).

An event on human trafficking was held with 100 staff from a number of agencies involved in tackling human trafficking. Further inter-agency training for practitioners will be piloted in June and September 2016. Single agency training has been provided to over 300 Council staff.

The CSWO-sponsored Edinburgh Local Practitioner Forum (ELPF) continues to meet a minimum of four times per year. The ELPF offers opportunities for front line staff to explore their practice and contribute to improved service provision in Edinburgh and beyond. Topics covered in 2015 include an introduction to the re-launched advice shop services, an input on

9. Improvement Approaches and Activity

During 2015/16, the focus was on the integration of services at a locality level through both the Council's Transformation Programme and the integration of health and social care to deliver better outcomes for individuals and communities.

Whilst both initiatives have been moving forward in parallel, the importance of making strong links between the two has been recognised, so that health and social care services are also joined up with services for children and families, community justice and housing.

The Strategic Plan for Health and Social Care emphasises the need to forge a new relationship between the Council, NHS Lothian, third and independent sector providers, housing providers, citizens and communities.

Personalisation is at the centre of the plan, enabling people to look after themselves at home with access to the right care and support when they need it. This approach will build on the work undertaken to implement self-directed support and ensure that it does not get lost as the focus shifts to integration.

The six interlinked priorities within the strategic plan reflect the key challenges faced by adult health and social care in Edinburgh and the need to:

- work differently with people and communities using **person centred approaches** that enhance individual and community capacity
- manage future demand by **tackling inequalities** and investing in **preventative** approaches
- meet current demand by providing the **right care in the right place at the right time**
- make the most of the **resources** available by **managing them effectively** and working with our partners to **make best use of capacity across the whole system**.

A new integrated management structure is being developed. This will dovetail with the locality structure being implemented by the Council. An interim senior leadership team has been established with four locality managers.

The key areas of work being taken forward are:

- the establishment of multi-professional and agency locality hubs with a focus on preventing unnecessary hospital admission, facilitating timely discharge and supporting people to maintain their independence; longer term services will be organised around GP clusters, recognising the vital role that GPs have to play in locality working and also seeking to increase the use of initiatives such as social prescribing to increase the capacity of the community
- promoting easy access to information to enable people to take more control over their own health and wellbeing

- exploring new ways of working within primary care to reduce pressure on GPs and make better use of the skills of other primary care professionals
- redesigning the service across community and hospital services for mental health, including an improved rehabilitation pathway
- improving the pathway for people with dementia by developing more personalised care in community and hospital settings
- maximising the use of technology to support people to live as independently as possible and make best use of resources
- improving longer term life chances of our most disadvantaged and disenfranchised citizens through more effectively integrated, multi-disciplinary and multi-agency family and household support, focused on building and maintaining positive transformational relationships.

Alongside the development of locality teams, the establishment of Safer and Stronger Communities within the Council brings together many related areas of activity focused on protecting people, promoting wellbeing, welfare and social justice, and tackling inequality, crime and anti-social behaviour.

The Council's CSWO is also the Head of Safer and Stronger Communities, which brings together the following service areas:

Regulation and Professional Governance – CSWO functions, including quality assurance and professional standards across Council and Integration Joint Board. The regulation function will also cover the statutory requirements in relation to housing services, as well as social work, and all multi-agency public protection leads, and the asylum seekers and refugee service.

Community Justice – brings together criminal justice social work and city-wide community safety to allow for more effective co-ordination of activity relating to the management of offenders and their rehabilitation, the protection of the public and the promotion of community cohesion and wellbeing, as well as all Council activity related to domestic abuse and the lead for multi-agency service redesign.

Homelessness and Housing Support – the emphasis is on the 'people' aspects of the service, tackling homelessness and contributing to addressing its causes, supporting recovery for people with complex needs and assisting people to remain in their accommodation.

Integrated Family and Household Support Teams – this new development will bring together locality based staff from community safety, sheltered housing, neighbourhood support and family solutions into multi-disciplinary teams. The aim of the service is to develop an outcome focused, integrated and collaborative model that is community driven and designed around service user needs; focused on well-being, safety and building long-term community resilience.

Both the Council and Integration Joint Board are aware of the challenge of providing high quality services to the people of Edinburgh in a climate of financial constraint when demand for care, support and protection is rising and projected to continue to do so. The transformation programme underway across adult and children's services reflects the need for fundamental reform, rather than gradual erosion of traditional models. This is a basic principle on which capacity to continue to provide services depends, and requires not only structural change, but cultural change and a recalibration of the relationship between public services, citizens and communities.



Appendix 1 - Public Protection Strategic Partnerships and Public Protection Arrangements

Diagram 1 – Strategy and planning groups

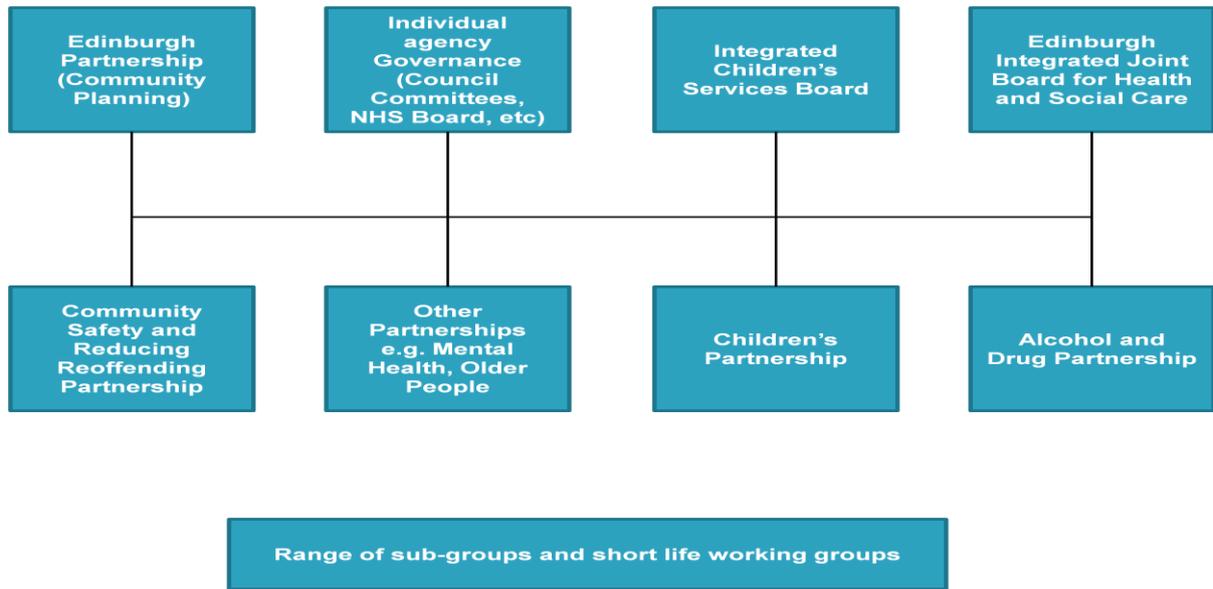
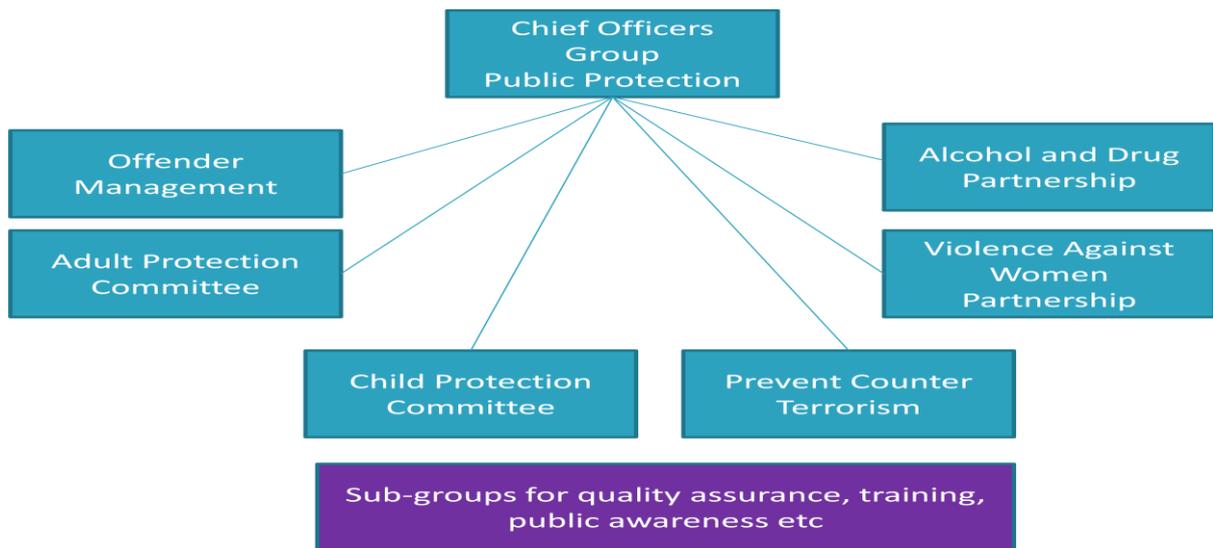


Diagram 2 – Public Protection groups



Appendix 2 – Statutory Complaints Analysis

The Council is committed to improving social work services for the people of Edinburgh and recognises that complaints are an important source of customer feedback.

The following table sets out the number of social work complaints over the last three years dealt with as frontline resolutions (stage one); the number of complaints that required formal investigation (stage two); and the number of complaints referred to a Complaints Review Committee. The Social Work Advice and Complaints Service also responds to enquiries from the public and from elected members (councillors, MSPs and MPs) on behalf of their constituents.

From 1 October 2014, the Advice and Complaints Service introduced a new recording category of 'enquiry'. Many of the contacts received from councillors, MPs and MSPs are now recorded in this way when enquiries are being made on behalf of constituents for advice and/or case information, as opposed to making a formal complaint.

	2013/14	2014/15	2015/16
<u>Stage One Frontline Resolutions</u>	<u>334</u>	<u>334</u>	<u>239</u>
• Health and Social Care	224	243	173
• Children and Families	110	91	66
<u>Stage Two Investigations</u>	<u>276</u>	<u>201</u>	<u>173</u>
• Health and Social Care	19	125	114
• Children and Families	85	76	59
<u>Complaints Review Committees</u>	<u>12</u>	<u>9</u>	<u>8</u>
• Health and Social Care	6	5	5
• Children and Families	6	4	3
<u>Scottish Public Services Ombudsman</u>	<u>7</u>	<u>2</u>	<u>1</u>
• Health and Social Care	5	1	1
• Children and Families	2	1	0
<u>Enquiries</u>		<u>100</u>	<u>293</u>
• Health and Social Care		79	219
• Children and Families		21	74

In addition to the 173 stage two complaints formally responded to during 2015/16, a further 239 complaints were completed through stage one frontline resolutions. The service, taking a lead from the Scottish Public Services Ombudsman, continues to seek frontline resolution to complaints; to deliver improvements using analysis of outcomes to support service delivery; and to drive quality improvements. The service responded to 293 enquiries made by the public and by elected members on behalf of their constituents.

The service recorded 21 positive comments made by the public.

	2013/14	2014/15	2015/16
Positive Comments	<u>22</u>	<u>25</u>	<u>21</u>
• Health and Social Care	22	18	20
• Children and Families	0	7	1

During 2015/16, the Social Work Advice and Complaints Service continued to improve the way it operates by:

- liaising with colleagues in other Council service areas to implement the Scottish Public Services Ombudsman's model complaints handling procedure, and to implement the Council's policy on Managing Customer Contact in a Fair and Positive Way
- encouraging localised frontline resolution of complaints in service areas
- improving the recording of enquiries from elected members
- upgrading the complaints database to enable more effective management of complaint activity information, including service improvements
- providing information on complaint activity within targeted service areas for operational managers
- increasing joint working with other Council service areas and NHS Lothian to improve joint complaints handling
- reporting to elected members the service improvements achieved as a result of Complaints Review Committee recommendations
- learning from outcomes of Scottish Public Service Ombudsman investigations
- providing training in complaint investigation for social work managers
- contributing to the work of the Corporate Management Complaints Group
- recording compliments received regarding service delivery and feeding these back to staff involved
- updating and improving the Council's social work complaints webpage to reflect the Scottish Public Services Ombudsman model complaints handling procedure.

HEALTH AND SOCIAL CARE

During 2015/16, Health and Social Care completed 114 formal stage two complaint investigations. This represents a decrease of 8.8% on the previous year.

In addition, 173 complaints were completed as frontline resolutions; 219 enquiries were resolved; and 20 positive comments were received by the service. The level of complaints received is set against a background of service provision volume in the following key areas:

Social Care Direct

Approximately 67,800 contacts were received by Social Care Direct. This reflects a 1% increase on last year.

Practice Team/Sector Based Social Work Services

5,894 assessments were carried out by practice teams (Sector Teams, Residential Review Team), which is a 3% decrease from last year, however, the waiting list for assessments in these teams was 1,057 at the end of the year, 3.5% higher than 12 months earlier.

3,534 reviews were carried out, representing a 4% increase on last year. By May 2016, the number of overdue reviews was 5,581, an increase of 10% on 12 months earlier.

Home Care Service

4,880 people received 88,282 hours home care each week, either from the Council's Home Care and Support Service or purchased by the Council from the independent sector. This represents a 1% decrease on last year in the number of people receiving support at home and a 2% increase in the hours of support delivered; however, the number of hours waiting to be matched increased from 3,874 hours per week at the end of March 2015 to 5,221 hours per week at the end of March 2016, an increase of 35%.

Residential Care Homes

309 adults aged under 65 years were supported in permanent care home places (all service user groups) representing a 2.5% decrease from last year.

3,590 adults aged 65 and over were supported in long-term care home placements, remaining the same as last year. Of these, 671 had a placement in a Council run care home at some point in the year, which is an increase on last year.

Criminal Justice Services

2,415 people on community orders were supported by criminal justice social work. This represents a 14% decrease from last year.

Criminal Justice staff completed 2,656 social work reports to support decision making by the courts, representing a 5% decrease from last year.

Direct Payments

Approximately 1,268 adults and 91 children received a direct payment, which is a 27% increase on last year.

Support to Carers

There were 497 carers who received a carer's assessment and support plan in 2015/16. This has dropped since last year due to a reduction in funding of some carer initiatives (i.e. carer support payment), which promoted the carers assessment. There are a number of other Council and integrated health and social care services, aimed at providing support to carers in Edinburgh, including: the carers emergency card, the carer support team, the carer supported hospital discharge service, as well as support provided to voluntary carer organisations. Support to carers will continue to be a development priority over the next few years with the introduction specific legislation.

Occupational Therapy

1,383 assessments were carried out to identify support needs, including adaptations, equipment and services required. This represents a 26.6% decrease on last year.

Timescales

The Social Work Advice and Complaints Service continues to work with senior managers to improve complaint response times. In 2015/16, Health and Social Care responded to 82% of formal complaints within 20 working days or an agreed extension, in accordance with the statutory regulations. 47% were reported within 20 working days; 34% were reported with an extension agreed by the complainant. 18% of complaints were not completed within the targeted timescale.

Outcomes

Of the complaints received 29 (25%) were upheld, 54 (47%) were partially upheld and 31 (27%) were not upheld.

Complaint Trends

Practice Teams

There were 46 complaints completed regarding practice teams. This represents an 18% increase from last year.

Complaint related to:	Number of Complaints
Service Provision	10
Staff / Professional Practice Issues	10
Assessment: Decision	6
Consultation / Communication	5
Decision of Practice Team	4
Funding Issues	4
Assessment: Delay	2
Finance: Charging	2
Provision: Assessment	2
Decision of Adaptations Panel	1
Total	46

Home Care

During 2015/16, there were 11 complaints completed regarding the Council's Home Care service. This is a 21% decrease from last year. There were 7 complaints regarding Care at Home, the home care service purchased from external providers. This is a 46% decrease from last year. Complainants may choose to contact the Care Inspectorate directly to report their concerns relating to purchased services.

Respite Care

During 2015/16, one complaint was completed regarding residential respite care services: this related to older people's residential services.

Occupational Therapy Services

During 2015/16, there was one complaint completed regarding occupational therapy, which represents a 75% decrease on last year. The number of people waiting for an assessment from the Community Equipment Service increased over threefold during the year from 30 to 100 between April 2015 and April 2016.

Residential Care

During 2015/16, there were four complaints completed for older people's residential care. This is similar to last year. There were no complaints undertaken regarding residential care services for people with a disability.

Service Improvements

During 2015/16, Health and Social Care identified various service improvements for managers to implement as a result of complaints made. Examples are set out below.

- The development of policy and guidelines for the scheme of assistance element of the Home Improvement Grant.
- The Council now issues notification letters to service users advising that inactive direct payment accounts will be closed.
- The Funding Independence Team's Advice Line voicemail has been updated to include e-mail address contact details.
- The Quality Assurance Team Leader now monitors delays in complaint investigations being completed. Investigation reports not returned within 40 working days are now reported to the relevant managers fortnightly.
- The Community Alarm Telecare Service call handling staff have been reminded that they must ask service users (who activate their alarms following a fall) whether they are injured. This is part of standard procedure and determines what further action is necessary, and whether an ambulance is required.
- The Council has reviewed admission procedures within Council care homes to ensure improved communication.
- Sector based staff were reminded to inform service users/representatives of the charge for a service in advance of the service commencing.

CHILDREN AND FAMILIES

During 2015/16, Children and Families completed 59 formal stage two complaint investigations. This represents a decrease of 22% on the previous year. In addition, 66

complaints were completed as frontline resolutions; 74 enquiries were resolved; and one positive comment was received by the service. The level of complaints received is set against a background of service provision volume in the following key areas:

Practice Teams

- around 3,900 children and family cases managed by practice teams as at 31 March 2016 – this is a similar figure to the previous year
- approximately 1,277 child protection referrals, representing a 1% increase from 2014/15
- approximately 261 reports per month submitted to the Authority Reporter – a 6% decrease from 2014/15

Accommodated Children and Young People

- 1,390 children and young people ‘looked after’ by the Council (323 at home, 1067 away from home) – a 2% decrease on the previous year
- 590 children in foster care – a 5% decrease
- 74 children in residential care – a 1% decrease
- 16 children in secure accommodation – a decrease of 1
- 347 children placed with kinship carers – an 8% increase
- 34 children with prospective adopters – an increase of 7
- 6 children in ‘other’ settings (e.g. in community) – an increase of 2

Young People’s Service

- 931 young people discussed at multi-agency pre-referral screening (early intervention) – a 37% increase
- 404 referrals received
- 340 risk assessments undertaken – a 55% increase
- 90 risk management case conferences held for young people under the age of 18 – a 9% decrease

Timescales

Children and Families completed 73% of formal complaints within 20 working days or an agreed extension, in accordance with the statutory regulations. 22 (37%) were completed within 20 working days; 21 (36%) were completed with an extension agreed by the complainant; 16 (27%) of complaints were not completed within the targeted timescale.

Outcomes

Of the complaints completed, 24 were not upheld (41%), 27 were partially upheld (46%) and 8 were upheld (14%).

Complaint Trends

There were 36 complaints completed regarding social work practice teams. This represents 61% of the total. These related to staff practice; communication; service provision; decision making; foster carers’ concerns; and child protection (rights of parent/s).

Four complaints investigations were completed regarding Family Based Care services. This represents 7% of the total complaints formally investigated. These related to staff practice; funding, foster carers' concerns; and communication.

Six complaints were completed from accommodated young people who were either in residential or secure services, or foster care. This represents 10% of the total complaints formally investigated. The most common complaint theme from young people was staff practice.

Six complaints were completed regarding disability services; this represents 10% of the total. The matters related to decision making; disability respite; funding issues; service provision; and staff practice.

Service Improvements

During 2015/16, Children and Families identified various service improvements for managers to implement as a result of complaints. As in Health and Social Care, the relationship between complaints received and the continuous improvement of services provides a mechanism for service users to contribute to the development of provision.

Examples of service improvements are set out below.

- A reminder was issued to practice team staff regarding their responsibilities in relation to the arrangement of care planning meetings and the recording of information following the meeting (Swift database, Children's plan).
- The Council's adoption process has been amended to ensure that adopters are aware of the service they can expect from the Council at different stages of the adoption process.
- The Family Based Care Service has developed procedural information to inform staff and carers of the Council's position regarding continuing care placements in accordance with the Children and Young People (Scotland) Act 2014, including early notification timescales for carers in relation to changes to fees and allowances. The Foster Carers' Handbook has been updated to include details of the decision making process when stopping fees and allowances.
- The Transition Team Manager has provided workers with clear information to provide parents/carers regarding the pressures facing the Council in terms of available adult day and respite services.

Complaints Review Committees

If a complainant is not satisfied with the Council's response to their complaint, they may request the case be heard by a Complaints Review Committee. The Complaints Review Committee is made up of three independent lay members, drawn from a wider panel. Eight Complaints Review Committees were completed during 2015/16. The recommendations of the Complaints Review Committee were then presented for ratification at the Council's Health, Social Care and Housing Committee for five Health and

Social Care cases; and at the Education, Children and Families Committee for three Children and Families cases. The Complaints Review Committee upheld the Council's position in five of the cases heard; in two cases the complainant's position was partially upheld; and in one the complainant's position was fully upheld.

The following actions were taken, following the upheld Complaints Review Committee:

- Sector based staff have been reminded that Care Inspectorate grades should be checked in advance of arranging respite. Staff have been advised that this is of particular importance where respite is being arranged out with Edinburgh.
- Care home admission procedures have been reviewed and rewritten.
- Where the service user is an inpatient, care home managers have been instructed to alert the allocated social worker and ward staff as a matter of routine of the care home assessment date. This will enable the social worker to invite family/appointed representative to attend the pre admission assessment, where appropriate.
- Care home managers have been instructed to complete a written pre-admission assessment report, which will include the manager's decision. When a placement is considered to be unsuitable, the reasons for refusing admission will be articulated clearly. The completed report will be given to the allocated social worker to share with family members, where appropriate.
- The care home admission criteria will include a caveat confirming that there may be circumstances when a person may not be offered the vacancy due to assessed levels of risk.

Scottish Public Services Ombudsman:

If a complainant is not satisfied with the Complaints Review Committee's response, they may request the case be heard by the Scottish Public Services Ombudsman. In 2015/16, one complaint was investigated by the Scottish Public Services Ombudsman relating to Health and Social Care. The Council's position was upheld.

Appendix 3 – Statutory Duties and Decisions

Mental Health Officer Service (MHO)

When an individual needs to receive care and/or treatment for a mental illness and is not able to make decisions regarding treatment, the local authority must make sure that a Mental Health Officer is appointed to work with that person.

When a GP or psychiatrist is considering detaining a person against his or her will under the Mental Health (Care and Treatment) (Scotland) Act 2003, they must seek an assessment and the consent of a Mental Health Officer employed by the local authority.

The specific duties of Mental Health Officers under relevant legislation include:

- provision of independent assessments regarding detention against a person's will
- consideration of alternatives to detention in hospital
- preparation of social circumstances reports for courts and tribunals
- making applications for Compulsory Treatment Orders
- ensuring people's rights are protected.

Assessment activity

The table below demonstrates the continued demands on the MHO service. The drop in the number of assessments completed requires closer scrutiny. The tables below demonstrate an increase in the use of compulsory measures of care and treatment and in the continuing increase in the use of welfare guardianship.

	2013/14		2014/15		2015/16	
	Number	Individuals	Number	Individuals	Number	Individuals
Contacts	784	624	826	666	590	506
Assessments completed	1443	819	1566	865	1380	845

During the reporting period, the Mental Health Officer service completed 1380 assessments. This represents a slight decrease in numbers compared with those recorded in the last reporting period.

Mental Health (Care and Treatment) (Scotland) Act 2003

There are different orders allowing a person to be assessed or treated under the Mental Health Act, depending on individual circumstances. The table below shows the number and type of orders commenced in Edinburgh over the last three reporting years. The permissible duration of each order is given in brackets.

This demonstrates that, as in previous years, the number of civil orders used has been fairly consistent, with the exception of the use of Emergency Detention Orders, which has dramatically increased by 59%. This is of concern as the preferred mechanism for admission

for someone experiencing a mental health emergency is by means of Short Term Detention Orders.

Short Term Detention provides more protection for the detained person. The increased use of Emergency Detention Orders may be a consequence of Approved Medical Practitioners making decisions out with normal working hours, or it may be a reflection of greater acuity of illness and risk to the detained person, or others, at the time of detention.

There is some evidence that MHO consent is not always sought prior to the detention of individuals on an Emergency Detention Certificate. More scrutiny of this practice is necessary to understand the reasons. The use of Short Term Detention and Compulsory Treatment Orders has decreased, although not significantly.

Both Short Term Detention and Compulsory Treatment Orders place specific legal duties on the local authority, which can only be undertaken by local authority Mental Health Officers. This represents a significant demand on this service as Mental Health Officers remain involved for the duration of an order, and there are a number of statutory duties to be undertaken regularly with the Responsible Medical Officer.

	Commenced Apr 13 – Mar 14	Commenced Apr 14 – Mar 15	Commenced Apr 15 – Mar 16
Emergency detention in hospital (72 Hrs)	95	124	208
Short term detention in hospital (28 days)	411	437	411
Compulsory Treatment orders (indefinite with 6 monthly review in first year and then annual review)	130	153	125
Interim compulsory treatment orders (28 days)	47	78	61

The table below shows the number of orders in place on 31 March in the last four reporting years. Compulsory Treatment Orders are reviewed and may be extended annually.

This work represents a significant proportion of an MHO caseload. On 31 March 2016, there were 306 Compulsory Treatment Orders in place in Edinburgh. The table shows a 10% decrease in the number when compared with the previous year.

Pressures on the service are more marked with the sharp increase in Short Term Detention Certificates in place, which necessitates intensive involvement from Mental Health Officers during the assessment, planning and review of an individual's care and treatment.

Compared to the last reporting year, there is a 59% increase in the number of Emergency Detention Orders in place at 31 March.

	As at 31 March 2014	As at 31 March 2015	As at 31 March 2016
Emergency detention in hospital	5	4	41
Short term detention in hospital	43	99	167
Compulsory treatment orders	284	326	306

Criminal Procedures (Scotland) Act 1995

If an individual has been involved in a criminal offence, but was suffering from a mental disorder (mental illness, learning disability, or personality disorder) at the time, the court has the power to ensure the person receives care and treatment under the Mental Health Act. The court may use this power at any stage of the criminal justice proceedings, from the first arrest to the final disposal of the case. A Mental Health Officer will contribute to the assessment of the person and provide reports to court.

If an individual is convicted of an offence, for which the punishment may be imprisonment, the court may impose a Compulsion Order. This may authorise the person to be detained in hospital or impose strict conditions, which allow the person to receive treatment while living in the community.

If the court makes an individual subject to a Compulsion Order, it can also add a Restriction Order if the nature of the offences, or risk to the public is sufficient. A Restriction Order means that the measures authorised in the Compulsion Order will last without limit of time or until a Mental Health Tribunal revokes the Restriction Order. While the Restriction Order is in force, the person's movement will be limited to the extent that s/he may not be transferred between hospitals, or granted leave from hospital, without the consent of Scottish Ministers. These orders require a very high level of monitoring, including regular supervision from a Mental Health Officer who must provide reports to the Scottish Government. The table below shows the total number of orders under the Criminal Procedures (Scotland) Act open to the MHO service:

	2011/12	2012/13	2013/14	2014/15	2015/16
Total legal orders started	22	17	14	19	25
Total legal orders open at period end	65	64	56	62	71
Compulsion orders with Restriction order open at end of period	28	26	23	24	24

The above table indicates a slight increase in the use of mental health disposals by courts in Edinburgh, and as a result a slight increase in the number of people subject to criminal justice mental health orders.

The table does not reflect the total number of people who have received in-patient psychiatric assessment and treatment while undergoing criminal proceedings, as it does not include those individuals for whom the final disposal has not been a mental health disposal. Nor does it reflect the number of individuals from the prison population who have required transfer to hospital for treatment of mental disorder.

Adults with Incapacity (Scotland) Act 2000

When someone over the age of 16 is deemed unable to make decisions to safeguard his/her welfare and/or property or finances, the local authority has a duty to carry out an assessment of the needs of that individual, and must make a decision as to whether someone else should be given the legal authority to make a decision on the person's behalf. Inability to make such decisions is usually the result of a learning disability, acquired brain injury or dementia.

Decisions might include: where the adult will live, including the possibility of admission to a care home; and what community care and/or health services should be provided.

In making a decision regarding the granting of these powers, the local authority must apply the following principles:

- any proposed intervention must provide benefit to the adult, which could not be achieved without use of the legislation
- any intervention must be the least restrictive option possible in relation to the freedom of the adult
- the present and past wishes and feelings of the adult must be taken into consideration, as far as these can be ascertained
- the views of the nearest relative and primary carer must be taken into consideration
- the adult must be encouraged to exercise whatever skills s/he has in relation to making decisions regarding his/her welfare and finances and to develop new skills.

Any person with an interest in an individual's welfare, including a family member, may make an application to court to be appointed as welfare or financial guardian. If the need for guardianship is established and no interested person is willing or able to take on the role, the local authority has a duty to make an application for the CSWO to be appointed as welfare guardian.

A Mental Health Officer must write a report to accompany any application for welfare guardianship, whether the application is made by a private individual or the local authority. The purpose of the report is to comment on the necessity for the order and the suitability of the proposed guardian to carry out the role.

The CSWO is required both to advise and supervise all private welfare guardians in the discharge of their powers. Supervision requires an officer of the local authority to meet with both the adult and welfare guardian at least once every six months.

	2014	2015	2016
Welfare guardianships			
CSWO welfare guardianships	92	97	116
Private welfare guardianships	122	145	167
Private financial guardianships	87	93	92
Welfare and financial guardianships			
CSWO welfare and financial guardianships (guardian for financial element must be non-Council)	17	22	32
Private welfare and financial guardianships	242	299	319
Subtotal	259	321	351
Grand total	560	656	726

As in the previous four years, the figures continue to show a significant rise in the number of private welfare guardianships. The figures for Edinburgh are in line with the national trend. This increase continues to result in a significant pressure both on the MHO service, which has to provide reports to accompany applications to court and on the community practice teams and residential review team, which have the responsibility for supervising private welfare guardians. Despite Scottish Government intervention to try to reduce the burden on local authorities as a result of the Adults with Incapacity (Scotland) Act 2000, recent legal judgements in relation to deprivation of liberty are likely to result in a greater volume of applications for welfare guardianship by the local authority. This is likely to be required in order to ensure that the local authority remains compliant with the European Convention of Human Rights when providing services to adults who have lost the capacity to give informed consent to receive that service.

The continued increasing pressure and demand on MHO services has been mitigated by an increase in the number of Senior Practitioner/MHO posts within Health and Social Care during 2015. There remains considerable pressure on the service to intervene at an early point in the assessment of an individual's capacity to make welfare decisions, as there are significant delays in hospitals as a consequence of lengthy processes to put in place powers that will enable an individual to move to an appropriate care setting. The MHO service is

working with NHS Lothian colleagues and the Scottish Government to consider improving patient pathways and service response where delays exist.

Looked after Children

There has been a small decrease (35) in the overall number of Looked After Children. This is encouraging after many years of increases as noted in the table below. The breakdown shows a decrease of 35 in children looked after at home. The number of children in foster care and in residential care has also decreased and the number of children in kinship care has increased. This is in line with the Council's ambition to see more children in kinship placements.

Looked After Children	Figures at March		
	2014	2015	2016
Total number of children and young people looked after	1404	1425	1390
At home with parents	345	358	323
In foster care	594	622	590
In residential	79	75	74
With kinship carers, friends / relatives	328	322	347
With prospective adopters	41	27	34
In secure accommodation	13	17	16
Other	4	4	6

Social work aims first and foremost to support children to remain in their own family, school and community. However, there are times when children and young people cannot live at home or need extra help to do so. Some children will need care for only a few days or weeks, others will need months, and some will need care throughout the whole of their childhood. Some will be adopted and become part of their new family for life.

Securing early, permanent, alternative family-based care for children who need it is one of the most important factors in their healthy development, and remains one of the highest priorities for social work.

The social work service undertakes the critical functions of recruiting new adoptive parents, tracking children registered for adoption until a family is identified, and providing post adoption support to adopters with children in placement.

In 2015/16, 37 children were placed for adoption. During the same period, 35 children ceased being looked after as a result of being adopted successfully.

A foster care placement can have a huge impact on a child's life, improving their confidence and their long-term life chances. Carers look after children of all ages, from babies to 18 year olds. They may also look after children for regular short periods to support parents who need a break from the pressures of looking after a child who has particular needs, for example a physical or learning disability.

29 new foster carers were approved in 2015/16. There are a further 37 foster carer assessments underway. The table below provides further detail on the number of adoption and permanence orders.

Item	Figures for period April to March		
	2013/14	2014/15	2015/16
Adopters approved	21	21	20
Children registered for adoption (Permanence Order with Authority to Adopt)	41	27	28
Children registered for permanence (Permanence Order)	60	48	46
Children placed for adoption	44	43	37
Children adopted	54	44	35
% of Permanence panels within timescale	83%	89%	85%

The number of children allocated to a practice team social worker (noted in the table below) is similar to the previous year. This means that overall the number of children meeting the threshold for social work involvement and therefore the demand for a practice team social work service has stayed constant.

Item	At 31 March		
	2014	2015	2016
Approximate number children allocated within Children and Families teams	3,900	3,900	3,900

Item	At 31 March		
	2013/14	2014/15	2015/16
Monthly reports submitted to the Authority Reporter	300	278	261

Secure accommodation of children

The average length of stay in secure accommodation has decreased steadily over the last three years, although the number of young people has risen. The table below provides information on secure accommodation.

Item	Figures for period April to March		
	2013/14	2014/15	2015/16
Total number of admissions	21	39	38
Admissions to out of Edinburgh provision	3	15	11
Average length of time in secure for young people discharged (in days)	183	170	135

Children's Hearings may impose conditions of residence on children subject to supervision orders. Only a Children's Hearing may vary such conditions. The local authority must ensure these conditions are implemented. If a child who is required to reside at a specified place must be moved in an emergency, the CSWO may authorise the move, following which the case must be referred to a Children's Hearing.

During the period under review, 33 children and young people subject to a supervision order were moved to an alternative placement under S143 of the Children's Hearing (Scotland) Act 2011. 1 of these children had two emergency moves.

The reasons for these emergency transfers include:

- Breakdown of placement with foster carers approved and supported by the Council – 8 moves
- Breakdown of placement with foster carers approved and supported by other fostering agencies – 13 moves
- Breakdown of kinship care placements – 10 moves
- Breakdown of a Council residential unit placement – 2 moves

The most common cause of placement breakdown was carers no longer prepared or able to continue caring for a child/young person in placement despite, support provided.

Other placements broke down due to a variety of reasons, including:

- Allegations against carers – 3 children
- Bitten by carer's dog – 2 children
- Acute ill-health of carer – 2 children
- Ill-health of carer's child – 1 child
- Emergency carer going on holiday – 1 child

Protection and Risk Management

The following tables provide a summary of the volume of protection-related activity during the year.

Children at risk

Child protection referrals increased from 1265 in 2014-2015 to 1277 in 2015-2016. The number of children with their name listed on the Child Protection Register has increased from 264 at year end in 2014-2015 to 286 in 2015-2016. There has been a decrease in the number of child protection case conferences in the period under review, with a total of 1360 held in 2014-2015 and 1268 held in 2015-2016. These figures do not show enough

variation to suggest a significant shift in trend. Noted below is a table on the child protection and looked after children numbers.

Item	Figures for period April to March		
	2013/14	2014/15	2015/16
Child protection Inter-agency Referral Discussions (IRDs)	1,317	1,265	1,277
Child protection case conferences	1,364	1,360	1,268
Children on Child Protection Register	297	264	286
Children looked after at home	345	358	323
Children looked after away from home	1,059	1,067	1,067

The number of children and young people subject to a child protection case conference in the reporting period is noted below by type.

Child Protection Case Conferences			
Item	Figures for period April to March		
	2013/14	2014/15	2015/16
Initial	406	383	382
Pre-birth	112	90	88
Review	833	873	791
Transfer	13	14	7
Total	1,364	1,360	1,268

Adults at Risk

The table below reflects the continuing discussion regarding the identification of cases with adult protection concerns, as distinct from concerns about individuals who need community care services.

	2013/14	2014/15	2015/16
Adult protection referrals	435	1478	1134
Large scale adult protection contacts	139	46	158
Inter-agency Referral Discussions (IRD)	193	274	329
IRD as a % of referrals	44%	18.5%	29%
Adult protection initial case conference	54	77	79
Initial case conference as a % of IRD	28%	28%	24%
Adult protection case conference reviews	99	121	110
Incidents between service users	342		379

A focus on the consistent recording of IRDs this year has led to a more accurate count, rather than an increase in activity. This also results in a higher ratio of IRD to referral.

The proportion of initial case conferences resulting from IRD is relatively consistent across the past 4 years (24-28%).

Work is ongoing to improve the consistent recording of adult protection referrals and investigations.

Building on the existing data and key performance indicators, the Council is developing a suite of performance data to focus on agreed priority areas and to measure output against identified themes.

Domestic Abuse

Statistics are only available from Police Scotland up until 31 January 2016. Recorded incidents of domestic abuse in Edinburgh have fallen 4.1% year to date compared with last year (195 incidents). This is consistent with the national picture, with an overall reduction in recorded incidents of 3.8%.

The number of domestic abuse concerns reported to Social Care Direct has decreased by 12% to 2910. This reflects a similar decrease in overall numbers of all child concern forms sent to Social Care Direct. The number of children on the Child Protection Register where domestic abuse is identified as a concern has reduced by 2% in the last year.

Item	2013/14	2014/15	2015/16
Total number of child welfare concern forms sent to Social Care Direct	9630	9756	8395
Number of child welfare concern forms with domestic abuse as a concern	3186	3314	2910
Children on the Child Protection Register	297	264	286
% of children on the Register with a domestic abuse concern identified	55%	48%	46%

Offenders in the community subject to statutory supervision

The number of offenders in the community subject to statutory supervision on 31 March 2016 and assessed as very high or high risk of sexual violence was 22, a slight increase over the previous two years.

The number of offenders assessed as very high or high risk of violence was 69, continuing a downward trend from 2014, which was an abnormally high figure compared to previous years.

The assessment of risk is a dynamic process, subject to continual review, and fluctuations in the numbers at each risk level are to be expected. Those who pose the highest risk of harm to others are managed through the Multi Agency Public Protection Arrangements (MAPPA).

On 3 March 2016, the Scottish Government published new MAPPA guidance. From 31 March 2016, MAPPA requirements are now extended beyond sex offenders and mentally disordered restricted patients to include those offenders who by reason of their conviction, are assessed as posing a risk of serious harm to the public.

The Criminal Justice and Licensing (Scotland) Act 2010 replaced probation and community service with a single new court disposal, the community payback order. Community payback orders provide courts with the option to impose a range of requirements, including unpaid work. Community payback orders can only be imposed for offences committed after February 2011, and in each year since then, there has been a reduction in the number of probation and community service orders (for offences committed before February 2011) and a corresponding increase in community payback orders. The number of open community payback orders at 31 March 2016 is broadly similar to last year (8 fewer orders).

The number of drug treatment and testing orders (DTTO) open at year end has reduced for the second year, but 2014 was an anomaly in that there was a 46% increase that year compared to 2013. The lower tariff DTTO II has been a pilot since it was introduced, however, the Scottish Government has announced that from April 2017, the model will be rolled out across Scotland and will be funded along with other criminal justice social work services. This secures the funding for the Edinburgh project. The number of bail supervision orders has reduced compared to the last two years. This scheme provides a community based alternative to remand in custody. There are ongoing discussions with the Crown Office and Procurator Fiscal Service, the courts and Police Scotland to increase the credibility of the scheme and encourage greater use. The table below provides detailed figures.

	31 March 14	31 March 15	31 March 16
Assessed as very high risk or high risk (sexual violence)	17	19	22
Assessed as very high or high risk (violence)	113	88	69
Probation orders	53	27	13
Community service orders	38	15	8
Community payback orders	1019	1061	1053
Drug treatment and testing orders	187	134	121
Drug treatment and testing orders (II)	60	46	48
Bail supervision	29	22	18
Statutory supervision of released prisoners (e.g. life licence parole, extended sentence, supervised release orders)	146	155	140

Offenders in prison who will be subject to statutory supervision on release

There were 15 fewer released prisoners subject to statutory supervision on 31 March 2016 than the previous year. This number includes those who pose the highest risk of harm to others. When licence conditions are breached, the person can be recalled to custody and this has an impact on the total number managed in the community. The number of offenders currently in custody who will be subject to supervision on release and who pose a high or very high risk of sexual violence is only one more than at 31 March 2015, while the number who will be subject to supervision on release and who pose a high or very high risk of violence has fallen to 117 from 152 last year.

	31 March 2014	31 March 2015	31 March 2016
Offenders currently in prison who will be subject to statutory supervision on release assessed as very high or high risk (sexual violence)	74	56	57
Offenders currently in prison who will be subject to statutory supervision on release assessed as very high risk and high risk (violence)	160	152	117

Appendix 4 – Registration of the Workforce with the Scottish Social Services Council (SSSC)

The table below outlines: dates set for compulsory registration in each part of the register; the number of Council staff employed in the social services workforce; and the number who have achieved registration.

Section of Register	Number in Workforce	Workers currently registered	Comments	Date of Compulsory Registration	Renewal Period
Social workers	813	931	Relevant social work qualification is main criterion for registration. Registered numbers include employees who have chosen to register, but are not practicing social workers.	1 September 2005	3 years
Managers of residential child care	9	9	Registered numbers include managers located at Edinburgh Secure Services.	30 September 2009	3 years
Residential child care workers with supervisory responsibility	34	32	Registered numbers include staff located at Edinburgh Secure Services. One staff member is registered with the General Teaching Council Scotland and one with the Nursing and Midwifery Council.	30 September 2009	3 years
Residential child care workers	197	321	Registered numbers include Locum Bureau workers.	30 September 2009	3 years

Section of Register	Number in Workforce	Workers currently registered	Comments	Date of Compulsory Registration	Renewal Period
Managers of care homes for adults	13	10	1 manager is registered with the Nursing and Midwifery Council (NMC). Two managers recently appointed are in the process of applying to register.	30 November 2009	3 years
Managers of adult day care services	6	3	Three managers recently appointed are in the process of applying to register.	30 November 2009	3 years
Managers of day care of children services	104	23	Remaining managers are Head Teachers who are registered with the General Teaching Council Scotland.	30 November 2010	3 years
Practitioners in day care of children	673	841	Registered numbers include supply workers.	30 September 2011	5 years
Supervisors in a care home service for adults	57	67	Discrepancy in registered numbers is due to new staff currently in process of applying to register.	30 March 2012	5 years
Support workers in day care of children services	125	139	Registered numbers include supply workers	30 June 2014	5 years
Practitioners in care homes for adults	213	201	Discrepancy in registered numbers is due to 21 current vacancies and newly recruited	29 March 2013	5 years

Section of Register	Number in Workforce	Workers currently registered	Comments	Date of Compulsory Registration	Renewal Period
			staff in the process of applying to register.		
Support workers in care homes for adults	252	286		30 September 2015	5 years
Managers of housing support services	9	9		31 January 2014	3 years
Managers of a care at home service	4	4			3 years
Managers of a Combined Service	11	5	Discrepancy in registered numbers is due to 4 managers registered with NMC, two managers registered with Health Care Professions Council.		3 years
Supervisors in housing support and/or care at home services	120	88	The Council is a rolling out registration of this group to meet the compulsory deadline.	30 June 2017	5 years
Workers in housing support and/or care at home services	1329	0	Register opens in 2017.	2020	To be co confirmed

Appendix 5 – Levels of Inspection by the Care Inspectorate for Council Registered Care Services

The table below sets out the levels of inspection by the Care Inspectorate of the Council’s registered care services during 2015/16.
Key to grades: 1 – Unsatisfactory; 2 – weak; 3 – adequate; 4 – good; 5 – very good; 6 – excellent

Services can be inspected on up to 4 quality themes. Frequency of inspection varies to take account of type of service and performance of a service. Grades indicated represent grades achieved during inspection of each type of registered service.

	Number of Services	Number of Inspections	1 or more Grades 1 and 2	1 or more Grade 3	Grades 4 and 5	1 or more Grade 6
Adoption	1	1			1	
Care Homes (children and young people)	8	11			11	
Day care of children (early years) 3 of these were joint inspections with Education Scotland	105	35	2	1	26	6
Fostering	1	1			1	
Secure Accommodation	1	2			2	
Care at Home	2	2			2	
Adult Placements	2	2			2	
Care Homes (adults)	13	20	2	8	10	
Housing Support	7	4		1	3	
Offender Accommodation	1	1			1	
Support Services (Day Care)	7	1			1	
Care at Home	2	2			2	
Combined (dual registration-housing support)	11	11		2	9	
Total	161	93	4	12	71	6

For adult services, grades of 2 and 3 will trigger a referral to the relevant multi-agency quality assurance meeting (care homes, home care or housing support) for scrutiny.

Other triggers for referral are:

- a pattern of upheld complaints
- a single serious upheld complaint, e.g. adult protection
- a large scale inquiry.

The multi-agency quality assurance meetings share information on poor performing services, discuss and implement appropriate action and, monitor progress on improvements. The meetings make recommendations to suspend referrals into services until satisfactory improvements are made and/or to terminate Council contracts.

Children's services graded 2 or 3, are similarly discussed at management meetings for Looked After and Accommodated Children, to consider required action on addressing issues.



Corporate Policy and Strategy Committee

10.00, Tuesday, 9 August 2016

Public Protection in Edinburgh Annual Reports 2015-16

Item number	7.4
Report number	
Executive/routine	
Wards	All

Executive Summary

Edinburgh's Chief Officers' Group is responsible for leadership, governance and performance management of the multi-agency aspects of public protection in Edinburgh.

Five committees/partnerships are established to oversee the main multi-agency public protection activity in Edinburgh, to monitor performance and to ensure the provision of high quality services in relation to child protection, adult protection, offender management, alcohol and drugs and violence against women.

This report presents members with the annual reports for each of these committees.

Links

Coalition Pledges	P1 , P12 , P32 , P34
Council Priorities	CP1 , CP2 , CP3 , CP4
Single Outcome Agreement	SO2 , SO3 , SO4

Public Protection in Edinburgh Annual Reports 2015-16

1. Recommendations

- 1.1 It is recommended that Corporate Policy and Strategy Committee:
- considers the annual reports from the public protection committees attached as Appendices 2 to 6
 - notes the importance of ensuring an integrated approach across the Council and between the Council and its key partners: NHS Lothian, Police Scotland, the Scottish Fire and Rescue Service, the Scottish Prison Service and voluntary sector organisations to allow for effective, shared prioritisation and resource allocation.

2. Background

- 2.1 Edinburgh's Chief Officers' Group – Public Protection is made up of senior representatives from the Council, NHS Lothian and Police Scotland, and is chaired by the Council's Chief Executive.
- 2.2 The establishment of the Chief Officers' Group is consistent with Scottish Government guidance on the management of child protection; and its wider remit in Edinburgh reflects the essential inter-relationship between adult and child protection, the management of dangerous offenders, domestic abuse and drug and alcohol strategies.
- 2.3 Each of the Edinburgh public protection committees/partnerships reports to the Edinburgh Chief Officers' Group.
- 2.4 The multi-agency governance structure for public protection in Edinburgh is set out in Appendix 1 and shows that some arrangements are under review. The Chief Officers' Group has established a schedule of meetings throughout the year to consider its committees' business plans, quarterly performance information and annual reports. Each of the five committees' annual reports is attached as a separate appendix to this report.

3. Main report

- 3.1 Five main committees oversee the multi-agency public protection activity in Edinburgh:
- Child Protection Committee – chaired by the City of Edinburgh Council
 - Adult Support and Protection Committee – chaired by NHS Lothian
 - Offender Management Committee- chaired by Police Scotland
 - Alcohol and Drug Partnership – chaired by the City of Edinburgh Council
 - Violence against Women Partnership – chaired by Police Scotland
- 3.2 Each committee plays an important role in achieving the outcomes agreed in Edinburgh’s Community Plan, and has developed performance reporting, business planning and annual reporting mechanisms to reflect its specific area of responsibility. Each committee has a similar structure of sub-committees, covering staff training and development and quality assurance. There is one publicity sub-committee covering the work of all committees, primarily under the banner of: “Speak Up, Speak Out”.
- 3.3 Achievements and areas for improvement and future actions are set out in detail in the committees’ annual reports, attached at Appendices 2 to 6. Listed below are examples of achievements and future actions for each committee.

Examples of achievements

- 3.4 The thematic review of Multi-agency Public Protection Arrangements (MAPPA – sex offenders and other risk of serious harm offenders) was carried out jointly by the Care Inspectorate and HM Inspectorate of Constabulary Scotland in 2015. The national report was published in November 2015, highlighting that MAPPA are well-established and that robust arrangements are in place to manage offenders through dedicated offender management teams, joint working and information sharing. Feedback for Edinburgh was very positive and no issues for improvement were identified specifically for the city. The review made ten recommendations for the Scottish Government and identified 17 areas for development to be considered by Strategic Oversight Groups. The Strategic Oversight Group for Edinburgh, Lothian and Scottish Borders monitors the implementation of actions for development.
- 3.5 The Child Protection Committee leads on developing inter-agency guidance to support partner agencies in identifying and dealing with child protection generally and sexual exploitation in particular. A child sexual exploitation public awareness campaign was launched in March 2016 to coincide with the Scottish Government campaign. The Committee worked in partnership with Barnardo’s Scotland to develop and roll-out inter-agency training to support staff to identify and tackle child sexual exploitation.
- 3.6 Young people from Northfield and Greendykes Young People’s Centres, the 6VT project and Panmure St Anne’s school were consulted and contributed to the

development of the latest Speak Up, Speak Out public protection awareness campaign. Over 200 of Edinburgh's school pupils took part in a competition for Safer Internet Day 2016 on the subject of making the internet a safer place. This culminated in an awards ceremony at the City Chambers, which attracted local media coverage. Young people who have experience of being Looked After and Accommodated and the Child Protection process have identified the importance of digital communication in giving views. The Committee has funded work for the development of an app to be compatible with existing platforms.

- 3.7 The Alcohol and Drug Partnership implemented the Leith Alcohol Pilot, a community based response to alcohol related harm together with the Leith Neighbourhood Partnership. This included a school based programme on social norms and alcohol marketing developed and delivered in secondary schools; training for community members on the licensing process; a survey of over 250 people regarding alcohol related harm in Leith and the development of national guidance on responding to license applications.
- 3.8 Adult community treatment and recovery services have been redesigned to increase capacity and improve pathways of care, in a partnership involving providers and people with lived experience. A care coordinator role and a role for people with lived experience as volunteers and paid staff have been developed.
- 3.9 The Violence Against Women Partnership has overseen the Speak Up, Speak Out domestic abuse campaign, including the distribution of material translated into Polish, Urdu, Arabic and Chinese.
- 3.10 The Southwest Domestic Abuse Local Action Group was developed to provide an information sharing process for known domestic abuse incidents and trained staff to respond to all family members.
- 3.11 The public protection learning and development strategy has been developed further to include awareness of 'Prevent', part of the UK's CONTEST strategy, aiming to prevent people from becoming radicalised or supporting terrorism.
- 3.12 In response to lessons learned from several adult protection investigations and case conferences in relation to women at risk from forced marriage, practitioner knowledge, confidence and competence in this area are being enhanced. Forced marriage practice guidance has been developed and case experiences are shared across adult and child protection.

Examples of future actions:

- 3.13 Alcohol has a significant negative impact on the city. It is estimated to cost Edinburgh £227 million per annum with a negative impact on violent crime, the protection of children, economic productivity, healthy lives, poverty and inequality. Concerted local partnership work at community and city-wide level is needed to achieve culture change and reduce the availability of alcohol.

- 3.14 The Scottish Government has indicated that there will be a reduction of 20% to Alcohol and Drug Partnership funding in 2016/17. This is yet to be confirmed. Plans to address this have been developed. A reduction of this level will have potentially catastrophic impact on the capacity of these services.
- 3.15 Until March 2016, Multi Agency Public Protection Arrangements (MAPPA) have been used to manage registered sex offenders and restricted patients only. Since 31 March 2016, MAPPA have been extended to 'other' risk of serious harm offenders (domestic violence, fire-raising, organised crime). Prior to the extension, the Offender Management Committee had already taken a number of steps to ensure active multi-agency collaboration between agencies to ensure sound risk management for the critical few in these additional categories. While the new arrangements only came in to place at the end of the period of this annual report, all partners involved in MAPPA in Edinburgh have been well prepared for the introduction of this extension. The inclusion of the new risk of serious harm category will present a challenge to arrangements in place and will require time to implement effectively.
- 3.16 Managing the volume of referrals in relation to adult protection (especially police adult concern forms) and screening these to ensure those most vulnerable to harm and abuse receive the appropriate response is a significant challenge to a diminishing workforce.
- 3.17 The Child Protection Committee will evaluate the Child Sexual Exploitation inter-agency guidance and the Human Trafficking Support Protocol to ensure that practitioners find the documents accessible and easy to use.
- 3.18 The Child Protection Committee's Quality Assurance Sub-Committee will consider all published Significant Case Review reports, inspection reports and other scrutiny reports in order to determine any implications or relevant learning.
- 3.19 The comprehensive review of domestic abuse services in Edinburgh will continue through 2016/17 to develop new models of working, ensure cooperation and less duplication of services and an approach based on co-production with partners, service providers and service users.

4. Measures of success

- 4.1 Edinburgh's Chief Officers' Group has continued to play a key role in bringing public protection activity together under its governance to ensure essential links are made at operational and strategic level.
- 4.2 The Chief Officers' Group receives quarterly performance reports from the five committees.
- 4.3 Work across all areas is underpinned by the Edinburgh Partnership's community planning outcomes and strategic priorities.

5. Financial impact

- 5.1 There are no financial implications arising from this report, however, public protection in Edinburgh is a significant responsibility for all partner agencies and one which demands considerable resource allocation.

6. Risk, policy, compliance and governance impact

- 6.1 Public protection related risks are reviewed and monitored as part of the Council's approach to risk management and the development of divisional risk registers.
- 6.2 There are no policy, compliance or governance issues arising from this report.

7. Equalities impact

- 7.1 This report highlights the importance of public protection and the Council's role in this regard. Public protection has a critical role to play in ensuring equalities of all types are fully supported.

8. Sustainability impact

- 8.1 There are no sustainability impact issues arising from this report. Public protection services help achieve a sustainable Edinburgh by meeting the needs of vulnerable children and adults and people in the criminal justice system who may also be vulnerable. In doing so, there is a reduced likelihood of reoffending and of harm to others in the future, and an increased likelihood for both victims and offenders of making a greater contribution to society.

9. Consultation and engagement

- 9.1 Where relevant, this is detailed within each of the annual reports.

Andrew Kerr

Chief Executive

Michelle Miller

Chief Social Work Officer

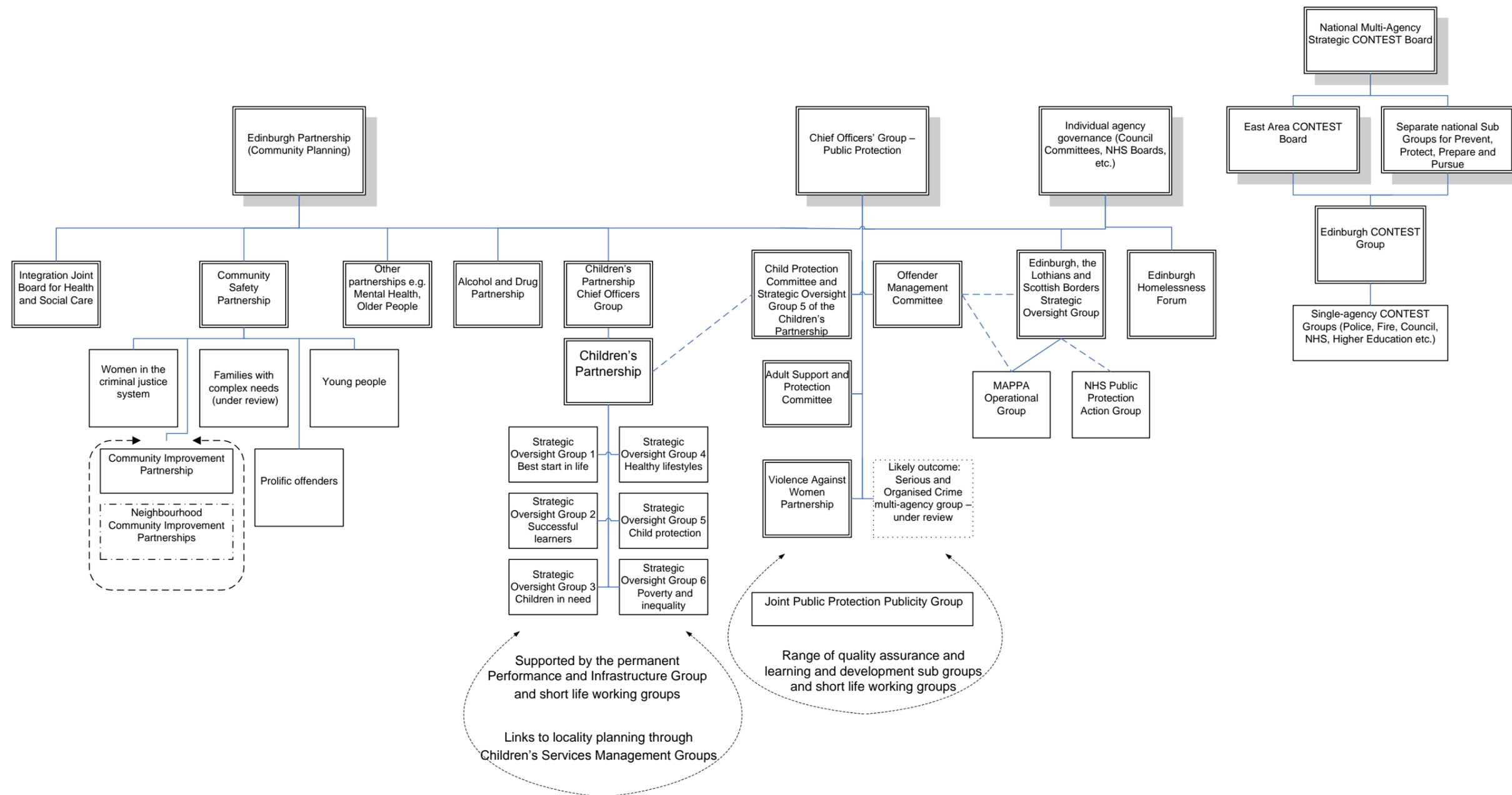
Contact: Michelle Miller, Chief Social Work Officer, michelle.miller@edinburgh.gov.uk

Tel: 0131 553 8520

10. Links

Coalition Pledges	<p>P1 Increase support for vulnerable children, including help for families so that fewer go into care</p> <p>P12 Work with health, police and third sector agencies to expand existing and effective drug and alcohol treatment programmes</p> <p>P32 Develop and strengthen local community links with the police</p> <p>P34 Work with police on an anti-social behaviour unit to target persistent offenders</p>
Council Priorities	<p>CP1 children and young people fulfil their potential</p> <p>CP2 Improved health and wellbeing: reduced inequalities</p> <p>CP3 Right, care, right place, right time</p> <p>CP4 Safe and empowered communities</p>
Single Outcome Agreement	<p>SO2 Edinburgh's citizens experience improved health and wellbeing, with reduced inequalities in health</p> <p>SO3 Edinburgh's children and young people enjoy their childhood and fulfil their potential</p> <p>SO4 Edinburgh's communities are safer and have improved physical and social fabric</p>
Appendices	<ol style="list-style-type: none">1 Governance Arrangements for Public Protection in Edinburgh2 Edinburgh Child Protection Committee Annual Report3 Edinburgh Adult Support and Protection Committee Annual Report4 Edinburgh Offender Management Committee Annual Report5 Edinburgh Violence Against Women Partnership Annual Report6 Edinburgh Alcohol and Drug Partnership Annual Report

Appendix 1: Governance Arrangements for Public Protection in Edinburgh





**Edinburgh Child Protection Committee
Annual Report 2015-2016**

**Speak up • Speak out
We can help**



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Preface

All agencies in Edinburgh are committed to the development and continuous improvement of services for children. This is demonstrated by the joint approach at strategic and operational levels and re-enforced through the structural arrangements of the Children's Partnership, the Child Protection Committee and the Chief Officers' Group. Progress is continuing with our early intervention strategy through the implementation of Getting it Right for Every Child (GIRFEC) in Edinburgh.

The Edinburgh Child Protection Committee is a locally-based, inter-agency strategic partnership, responsible for the design, development, publication, distribution, dissemination, implementation and evaluation of child protection policy and practice across the public, private and wider third sectors in the City of Edinburgh area. Through our local structures and membership, we provide individual and collective leadership and direction for the management of child protection services across Scotland.

As Chief Officers we fully appreciate the challenge of ensuring Edinburgh's children are safe as well as providing a platform from which all children in Edinburgh can reach their full potential. We have continued to make progress towards achieving our aims since the publication of the 2014-2015 annual report. This annual report reflects on the successes and identifies our areas of improvement.

We are committed to the continuous improvement of our processes for multi-agency self-evaluation, performance monitoring and planning. We have a fully integrated improvement plan, covering all of our identified area for improvement in respect of our inter-agency child protection services.

As Chief Officers, we extend our appreciation for the continuing efforts of all agencies in Edinburgh working together to protect children and young people. This work is challenging and complex, however, it is an area in which we are committed to achieving excellence.

We endorse the contents of the Child Protection Committee annual report for 2015-2016.

Introduction

As we report on the activities of the Edinburgh Child Protection Committee for the period of 2015-2016, we reflect on the aims highlighted within the annual reports produced in previous years. We have seen significant changes in the way services work together to protect our children. The partnership of responsible agencies that make up Edinburgh's Child Protection Committee has a strong emphasis on continuous improvement.

This focus on improvement includes the recognition that the protection of children and adults at risk of harm and the management of the risk posed by violent offenders are cross-cutting and overlapping issues; none of which can be dealt with individually by any one agency, service or single-focus partnership. Although the Child Protection Committee, Adult Protection Committee, Offender Management Committee, Violence Against Women Partnership and Alcohol and Drug Partnership all have a core focus for their work, we recognise the dependence of individuals and communities on each of these partnerships working together.

Our vision for the protection of children is articulated in the Integrated Plan for Children and Young People and the Single Outcome Agreement, together with our key strategic objectives. The Child Protection Committee remains determined to maximise our service provision and demonstrate improved outcomes for children across Edinburgh.

The format of our annual report remains consistent with the 2014-2015 report. The Committee wants to emphasise an outcome-focused approach, based on a clear understanding of need through evaluation. In producing this report cognisance has been taken of:

1. The functions of Child Protection Committees as set out in "Protecting Children and Young People: Child Protection Committees" January 2005.
2. The Care Inspectorate Quality Indicators: How well are we improving the lives of children and young people?
3. The revised Edinburgh and Lothians Inter-Agency Child Protection Procedures (2015).
4. The National Guidance for Child Protection in Scotland (2014).

Demographics

Edinburgh is a city of contrasts, encompassing both urban and rural settings. The spectrum of social environments presents inherent challenges in delivering consistent services to all.

The overall population for Edinburgh has continued to grow with a 1.3% increase between mid-2014 to mid-2015 and a total of 11% in the 10 year period to mid-2015. The 2015 General Register Office mid-year estimate states that Edinburgh has experienced the second largest population increase in comparison to all other Scottish local authority areas. Approximately 15% of Edinburgh's population are under the age of 16.

Approximately 1.4% of pupils attending Local Authority schools attend special schools. Of all pupils attending school in Edinburgh, the Scottish Council of Independent Schools estimate that around 34% attend secondary schools, 14% attend primary schools and 13.5% attend special education provision.

Another feature of our city is the ethnic and cultural diversity, not only in terms of the local population, but also in terms of Edinburgh's short-term employment of young people in the tourist industry, as well as the transient tourist population. During the year 2014/2015, Edinburgh saw an increase of inward migration. Between mid-2015 and mid-2016, in-migration was 6.3% greater than out-migration in the City of Edinburgh Council area. During this period, there was a net gain of approximately 6,260 migrants in the City of Edinburgh - comprising of a net loss of 1,930 people to the rest of Scotland and net gains of 2,140 and 6,050 people from the rest of the UK and overseas, respectively.

Child Protection referrals increased from 1265 in 2014-2015 to 1277 in 2015-2016. The number of children with their names listed on the Child Protection Register has also seen an increase from 264 at year end in 2014-2015 to 286 in 2015-2016. However, we have seen a decrease in the number of Child Protection Case Conferences (CPCCs) in the period under review, with a total of 1360 CPCCs held in 2014-2015 and 1268 held in 2015-2016. These figures do not show enough variation to suggest a significant shift in trend.

Child Protection Committee Structure

The Edinburgh Child Protection Committee (the Committee) is made up of senior representatives from across all key areas concerned with the care and protection of children. Guidance issued by the Scottish Government requires every local authority area to have a Child Protection Committee.

Strong links exist between the Committee and the Edinburgh Children's Partnership (the Partnership). The vision for both the Committee and the Partnership is to ensure that all children and young people in Edinburgh enjoy being young and achieve their potential. To support us in achieving our vision, 7 strategic outcomes have been identified:

- Our children have the best start in life, are able to make and sustain relationships and are ready to succeed
- Our children and young people are successful learners, confident individuals and responsible citizens making a positive contribution to their communities
- Our children and young people in need, or with a disability, have improved life chances
- Our children and young people are physically and emotionally healthy
- Our children and young people are safe from harm or fear of harm, and do not harm others
- Our children's and young people's outcomes are not undermined by poverty and inequality
- Providing high quality services and making best use of our resources

We have identified particular priorities for children at risk, which will be subject to further review in August 2016:

- To increase the number of children who are safe within their own family, including extended family, and reduce the number of children who need to be subject to child protection arrangements.
- To ensure that children in need of protection receive the help they need straight away.
- We are able to identify Edinburgh's children who are at greatest risk of Child Sexual Exploitation. For those at greatest risk, we can demonstrate:
 - An improved ability to recognise risky and exploitative relationships;
 - A reduction in the number of episodes of going missing;
 - Reduced conflict and improved relationships with parents and carers;
 - Access to safe, stable accommodation; and an increased awareness of their own rights

In line with the GIRFEC well-being indicators, we have the aim of ensuring children and young people are safe, healthy, active, nurtured, achieving, responsible, respected and included. The Committee has a key role in achieving these aims along with the Partnership, recognising that the environment for some children in Edinburgh is more challenging, requiring additional measures to ensure children are protected from harm.

The governance of the Committee is the responsibility of the Edinburgh Public Protection Chief Officers' Group. The public protection committees' structure schematic is attached as appendix 1. The Committee meets every two months and has the following key responsibilities:

- Public information
- Policies, procedures and protocols
- Management information
- Quality assurance
- Promotion of good practice
- Training

- Communication and co-operation
- Planning and connections
- Listening to children and young people

The sub-committees of the Committee consist of the following (attached as appendix 2):

- Quality Assurance Sub Committee
- Learning and Development Sub Committee
- Joint Protection Committees Publicity Group

Edinburgh Child Protection Committee Functions

This section will be completed under the nine key headings from the Scottish Government's Protecting Children and Young People: Child Protection Committees (2005).

1. Public Information

The Committee is required to produce and disseminate public information relating to protecting children and young people. As such the Committee has developed, is implementing and regularly reviews a communications strategy that includes the following elements:

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

The Committee is also required to determine the level of public knowledge and confidence in child protection systems within their area and address any issues as required within business plans.

The *Protection Committees Publicity Group* fulfils this responsibility, with representation from the Edinburgh Child Protection Committee, the Edinburgh Adult Protection Committee, the Edinburgh Offender Management Committee, the Edinburgh Violence Against Women Partnership and the Edinburgh Alcohol and Drug Partnership. This group is chaired on a rota basis by one of the communications managers from the City of Edinburgh Council, NHS Lothian or Police Scotland.

Key Achievements

The Committee continues to produce and disseminate public information in relation to protecting children. Key achievements include:

- The *Speak Up – Speak Out public awareness* campaign for public protection has reached the end of year 3. The campaign has covered the key priority areas for all areas of public protection in Edinburgh. This is the most ambitious public awareness campaign undertaken in Edinburgh for public protection. It has enabled the public protection committees to identify and work together on areas of collaborative advantage, including on the areas of internet safety, substance misuse and domestic abuse. The campaign is currently being evaluated and priorities are being set for the forthcoming phase.
- Extensive consultation and engagement with the public, service users and partner organisations, including the third sector.
- National media reach of the campaign, including television, press and radio.
- An increase in referrals to Social Care Direct, which can be directly attributed to the Speak Up – Speak Out campaign.
- An increase in website traffic which can be attributed to the campaign.
- The Child Sexual Exploitation campaign launched in March 2016 to coincide with the Scottish Government campaign and following the launch of our inter-agency guidance.

Future Actions

Our joint priorities for the coming financial year have been set:

- In-depth evaluation to ensure the campaign materials and tools are meeting our objectives.
- Setting priorities for each area of public protection.

2. Policies, Procedures and Protocols:

The Committee:

- Supports constituent agencies to have in place their own up to date policies and procedures.
- Regularly develops, disseminates and reviews inter-agency policies and procedures.
- Ensure protocols are developed for key issues where agreement is required.

Key Achievements

The Committee is committed to developing, reviewing and implementing policies, procedures and protocols to achieve measurable outcomes for children. Key achievements include:

- Ongoing upgrade and maintenance of the e-Inter-Agency Referral Discussions system (IRD); an electronic means of recording IRD on a shared pro-forma for both Child and Adult Protection. The Committee was represented on the Scottish Government working group concerned with the development of the national Female Genital Mutilation action plan.
- The Committee was represented on the Scottish Government working group concerned with the development of the national guidance for tackling FGM effectively and the Committee provided a leading role in the conclusion of a pan-Lothian FGM protocol.
- Inter-agency guidance has been developed to supporting partner agencies in identifying and dealing with Child Sexual Exploitation.

- The joint Human Trafficking and Support protocol for Edinburgh has been launched.

Future Actions

- The committee will lead on an exercise, in partnership with the Edinburgh Voluntary Organisations' Council to review third-sector Child Protection policies.
- During 2016/17, the Committee will evaluate the Child Sexual Exploitation inter-agency guidance and the Human Trafficking and Support Protocol, to ensure that practitioners find the documents accessible and easy to use.

3. Management Information

The Committee retains an overview of management information from all key agencies relating to the protection of children and young people. The Committee:

- Has an overview of information relating to children and young people with their names listed on the Child Protection Register
- Receives regular management information reports, which include analysis of trends
- Identifies and address the implications of these management reports
- Ensures that management information informs the inter-agency child protection strategy.

Key Achievements

The Committee, through the Quality Assurance Sub Committee, has invested in the creation of meaningful management and performance information. This is produced in the form of a balanced scorecard. Collecting and monitoring this information has impacted significantly on the service delivery and is contributing to Edinburgh's challenging improvement agenda. Key achievements include:

- Ongoing review and development of the balanced scorecard through the Quality Assurance Sub Committee of the Committee to provide meaningful management information, which allows for service redesign to improve performance, delivery and outcomes.

- Detailed scrutiny of the performance indicators is undertaken on a 6-monthly basis.
- The revision and development of the Child Protection Improvement Plan.
- Self-evaluation processed linked to the Care Inspectorate quality indicators and the National Guidance for Child Protection in Scotland (2014).
- In line with reporting arrangements to the Edinburgh Children's Partnership, through the Strategic Outcome Group performance briefings, the lead officer(s) for actions in the improvement plan now present updates to the Quality Assurance Sub Committee at prescribed intervals; with each theme (high level question) being considered twice in each 12 month period.

Future Actions

The Committee will ensure that relevant and robust management information is collated to enable continuous improvement in Edinburgh.

Ongoing scrutiny of the performance indicators will be undertaken on a 6-monthly basis.

The Quality Assurance Sub Committee will identify existing performance indicators to align with the outcomes of the Child Protection Improvement Plan and agree additional *impact* and qualitative indicators.

The Child Protection Improvement Plan will be reviewed in August 2016. It will be updated every two months and submitted to the Edinburgh Child Protection Committee quarterly.

4. Quality Assurance

Whilst individual agencies have responsibility for the quality assurance of their own service, the Committee has responsibility for the development and implementation of inter-agency quality assurance mechanisms. The Committee:

- Agrees, implement and review multi-agency quality assurance mechanisms for inter-agency work, including auditing against the framework for standards.
- Ensures that the quality assurance mechanisms directly contribute to the continuous improvement of services to protect children and young people.
- Contributes to the preparation for the integrated system of inspection of children's services.
- Considers the findings and lessons from inspection on a national basis.
- Co-ordinates significant case reviews as necessary.
- Reports on the outcome of the quality assurance processes and make recommendations to the Committee and the Chief Officers Group.

Key Achievements

The Committee's quality assurance systems have played a key role in our performance improvements. The Quality Assurance Sub Committee monitors performance and makes recommendations for improvement activity to the Committee and to individual partner agencies. This in-turn is monitored by the multi-agency Public Protection Chief Officers' Group.

Key achievements in the area of quality assurance include:

- Further development of the eIRD system; to include improved functionality, data protection and system interrogation.

- The maintenance of a position statement for Strategic Outcome Group 5, ensuring that we remain aware of achievements, as well as ongoing areas for development.
- The commencement of a multi-agency programme of self evaluation.
- Oversight of significant incidents.
- Representation secured from the Edinburgh Voluntary Organisations' Council, to ensure third sector interests are considered.

Future Actions

The Committee is dedicated to the continuous improvement of child protection services and intends to build on the performance management mechanism by further improving our process of self-evaluation.

The Quality Assurance Sub-Committee will continue to receive progress reports on the Child Protection Improvement Plan.

The Quality Assurance Sub-Committee will consider all published Significant Case Review reports, inspection reports and other scrutiny reports in order to determine any implications or relevant learning.

5. Promotion of Good Practice

The Committee has the responsibility to identify and promote good practice, address areas for improvement and encourage learning. The Committee:

- Identifies and disseminate lessons from practice, including the review of significant cases.
- Ensures that practice issues directly inform training and staff development.
- Identifies opportunities to share good practice across a wide spectrum whether locally, regionally or nationally.

Key Achievements

The Committee routinely seeks opportunities to identify and promote good practice in child protection, whether locally, further afield within the Lothian and Borders area and nationally. Key achievements in this area include:

- The ongoing implementation of GIRFEC in Edinburgh.
- Strong links with the Scottish Government Policy team and the national Child Protection Coordinator, based at the University of Stirling.
- Learning from good practice across the country through ongoing representation and participation at the Child Protection Committees Scotland, the Scottish Child Protection Lead Officers' Network and the Scottish Child Protection Committee's Learning and Development Group.

Future Actions

Exemplars of good practice will be highlighted and disseminated following the conclusion of each aspect of self-evaluation.

Ensure that practice issues are identified as part of self-evaluation activity and that any identified issues are taken forward in our learning and development strategy.

Continue to promote the purposeful relationship with the Care Inspectorate link inspector.

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. The Committee is responsible for promoting, commissioning and assuring the quality and delivery of inter-agency training. The Committee:

- Retains an overview of single agency child protection training and consider the implications of inter-agency training.
- Plans, review and quality assure inter-agency training and development activities.
- Implements and review annually, a programme for inter-agency child protection training.
- Ensures relevant and consistent inter-agency training is provided for practitioners, managers, non-statutory agencies and Child Protection Committee members.

Key Achievements

Learning and development is a key activity in the development of a confident and competent workforce for the delivery of high quality services to protect children and young people. The three core agencies of health, social work and police have invested in a tripartite learning and development budget for the delivery of inter-agency training across Edinburgh. Key achievements include:

- The development of a new inter-agency learning and development strategy, with materials to meet the needs of statutory and non-statutory agencies.
- The maintenance of a dedicated budget to enable Edinburgh to meet the demands of inter-agency learning and development across organisational boundaries.

- The ongoing delivery of training at various levels across Edinburgh, meeting the needs of practitioners, managers and child protection specialists.
- Continuing to incorporate GIRFEC principles into child protection training to meet the needs of practitioners.
- Multi-agency input into the development of specialist events on neglect, child sexual abuse and domestic abuse.
- Joint investigative interview courses and refresher training delivered with the support of tutors from across the Edinburgh and Lothians area.
- Training opportunities with Edinburgh's other public protection committees and voluntary sector partners have been more openly shared.
- Successful delivery of a new level 1 awareness raising session to cover Adult Protection, Child Protection and Domestic Abuse.
- The annual Child Protection Committee conference took place on 8 October 2015. The day focused on how we can better inform our work with families impacted by parental drug and alcohol misuse, domestic abuse and mental ill health. It was attended by around 150 delegates.
- The Edinburgh Child and Adult Protection Committees jointly held a human trafficking and exploitation event for 100 delegates on 15 March 2016. The event launched the City of Edinburgh Human Trafficking and Exploitation Protocol and helped to raise awareness of professional understanding of how to read and report the signs of human trafficking and exploitation.

- We provided approximately 1500 training places this financial year, which were delivered free of cost to participants. This is an increase from just over 1400 places last year and reflects our revised learning and development strategy. The number of training places provided continues to grow year on year, as complexities in practice and the needs of our workforce grow.

Future Actions

Further opportunities will be explored to share training opportunities with Edinburgh's other public protection committees and voluntary sector partners.

Following the successful pilot of training to help staff identify and tackle Child Sexual Exploitation, a series of inter-agency training sessions will be rolled out during the coming year.

Following the completion of a national training for trainers programme and in-line with national guidance to be produced in April, the Child Protection Committee will offer training to staff in helping them tackle Female Genital Mutilation more effectively.

Further training on the *Safe and Together* model will be provided in the coming year. The model supports practitioners to make good decisions for children impacted by domestic abuse perpetrators

7. Communication and Co-operation

Effective communication and co-operation, both within agencies and between professionals, is essential to the protection of children. The Committee:

- Demonstrates effective communication and co-operation at Child Protection Committee level.
- Actively promotes effective communication and collaboration between agencies.
- Identifies and, whenever possible, resolve any issues between agencies in relation to the protection of children and young people.
- Demonstrates effective communication across the inter-agency spectrum.
- Identifies opportunities to share knowledge, skills and learning with other Public Protection Committees.

Key Achievements

The Committee continues to have representation from all key agencies involved with children and families from the statutory and voluntary sector.

Through the continued implementation of the communication strategy, the Committee aims to enhance interaction between agencies. Key achievements in the area of communication and co-operation include:

- The work of the joint Public Protection Committees Publicity Group in the planning, coordination and launch of the Public Awareness Campaign.

- The successful delivery on the further areas of key priority for the public awareness campaign:
 - Children Sexual Exploitation
- The continued interaction with neighbouring Child Protection Committees, enabling the sharing of practice and learning opportunities, such as the Child Sexual Exploitation Guidance.
- The sharing of learning and best practice through WithScotland, the Scottish Government, the national Child Protection Lead Officers' network and Child Protection Committees Scotland.
- The maintenance of the IRD review group to quality assure decisions and actions taken at IRD on a multi-agency basis.
- Further increased third sector representation on the sub-committees.
- Revision of committee membership to reflect increased partnership working with the UK Border Force.

Future Actions

There is a commitment to ongoing active participation and representation with Scottish Government Child Protection Policy team, the Centre for Excellence for Looked After Children in Scotland, the National Child Protection Lead Officers network and Child Protection Committees Scotland.

There is an ongoing commitment from the partner agencies to deliver on the actions laid out in the Child Protection Improvement Plan, which will include a significant level of sharing of knowledge and expertise and partnership working.

8. Planning and Connections

The Committee links into a number of multi-agency structures and ensures relationships are robust and productive. The Committee:

- Clearly identifies the key links with other bodies and ensure such links are strong and productive.
- In conjunction with other bodies, identifies issues where joint working would be beneficial or duplication could be avoided and ensure that action is taken to address these issues.
- Implements and regularly review the effectiveness of joint protocols linked to child protection.

Key Achievements

The Committee recognises the need to build strong links to multi-agency partnerships and to ensure a collaborative and collective approach in relation to child protection activities. Key achievements include:

- The continued interaction of the Chief Officers Group within Edinburgh, providing a clear public protection governance structure for child protection, adult protection, domestic abuse and offender management.
- Strong links with the Edinburgh Children's Partnership.
- The interaction of the Committee Chair and Lead Officer at a national level through the national Lead Officers' network and Child Protection Committees Scotland.
- Interaction with neighbouring Child Protection Committees.

- Ongoing liaison with the Care Inspectorate link inspector and contact manager.
- The Committee has been represented on the group responsible for the refresh of the National Guidance for FGM in Scotland (2016), the National Guidance for Tackling FGM in Scotland and Scotland's National Action Plan to tackle Child Sexual Exploitation.

Future Actions

Through ongoing links with academic institutions, Child Protection Committees Scotland, CELCIS, the National Lead Officers' network and the Scottish Government, the Committee will continue to contribute to national discussions and consultations.

The Committee is continuing to work closely with the other public protection committees within Edinburgh and across Scotland to explore opportunities for joint working, sharing of resources and to avoid duplication of work.

In partnership with the national Child Protection coordinator, the Committee will continue to take a lead role on the national Child Protection and Disability Network.

9. Listening to Children and Young People

The Committee recognises the need to ensure children and young people are engaged in the development of services and the dissemination of public information. The Committee:

- Ensures work is informed by feedback from children and young people.
- Engages with children and young people in the development and implementation of public information and communication strategies.

Key Achievements

- Recognition through the Child Protection Improvement Plan that interaction with children and young people is key to understanding need and achieving positive outcomes.
- The commissioned Barnardo's advocacy service continues to engage directly with children when they are subject to a Child Protection Case Conference, ensuring their views are represented
- Young people from Northfield and Greendykes Young People's Centres, the 6VT project and Panmure St Anne's school were consulted and contributed to the development of the latest Speak Up – Speak Out public protection awareness campaign.

- Over 200 of Edinburgh's school pupils took part in a competition for Safer Internet Day 2016, on the subject of making the internet a safer place. This culminated in an awards ceremony at the City Chambers, which attracted local media coverage.
- Young people who have experience of being Looked After and Accommodated and the Child Protection process have identified the importance of digital communication in giving views. The Committee has funded work for the development of an app' to be compatible with existing platforms.

Future Actions

Interpret the findings from engagement activities in a meaningful way to inform continued improvement and service planning.

- Ensure there is clarity regarding child's planning including format of plans and expectations of meetings, involvement of parents, young people and partners.
- Ensure that we engage with young people who frequently abscond quickly and meaningfully as part of the return interview process.
- Continue to work in partnership with our third sector partners in offering to ensure that children and young people at risk of sexual exploitation are identified early, intervention is effective and that appropriate recovery support is provided.

Conclusions

The Edinburgh Child Protection Committee annual report for 2015-2016 is designed to demonstrate the key role of the Committee in ensuring that the inter-agency response to the protection of Edinburgh's children is cohesive, structured and working towards continuous improvement. The report summarises some of our key achievements throughout the period under review.

We are clear, however, that we are on a journey of continuous learning and improvement and we still have a lot of work to do. We maintain close working relationships with agencies in the statutory, voluntary and independent sectors and are determined to ensure we retain an outcome-focused approach to child protection matters.

Whilst we acknowledge the range of challenges we face, we are enthusiastic about the opportunities ahead. The 2014-2016 Child Protection Improvement Plan will be revised in August 2016, in order that we continue to focus on our key priority areas for development.

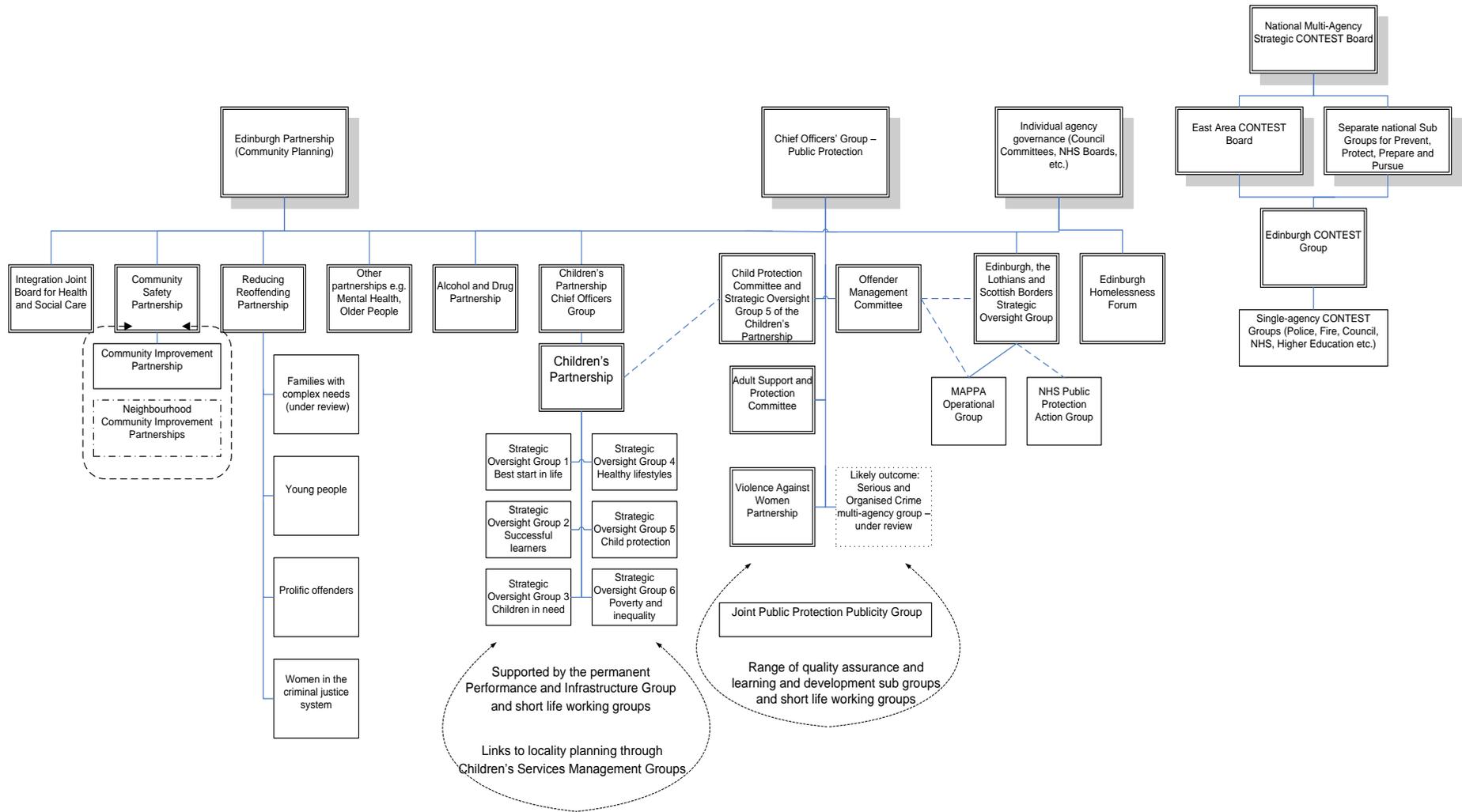
APPENDICES

Appendix 1 – Public Protection Committees Structural Schematic

Appendix 2 – Remits and Membership list of Committee Sub Group structure

Appendix 3 – Child Protection Register Statistics

Appendix 1 - Public Protection Committees Structural Schematic:



Appendix 2 – Remit and Membership of Committee Sub Group structure Edinburgh Child Protection Committee Quality Assurance Sub- Committee

Purpose

1. To operate a quality assurance framework that allows the Child Protection Committee to monitor the effectiveness of local child protection services.
2. To operate a performance reporting framework and a system for self-evaluation in support of the above.
3. To implement a system of regular multi-agency case file reviews.
4. To oversee significant case reviews, commissioned by the Child Protection Committee; and to consider appropriate recommendations to the Child Protection Committee.
5. To monitor the implementation of any recommendations arising from reviews agreed by the Child Protection Committee.
6. To develop multi-agency improvement plans in response to external inspection reports or internal assessment processes.
7. To monitor the progress of member agencies' implementation of agreed improvement plans.

Membership

Membership will include representation from the following agencies/ services:

- NHS Lothian
- Police Scotland
- Department of Communities and Families
- Department of Health and Social Care
- Scottish Children's Reporter Administration
- Lead Officer – Child Protection
- Edinburgh Voluntary Organisations Council

Input from the voluntary sector representative on the Child Protection Committee will be sought as appropriate. Officers from other services/agencies may be co-opted onto the sub-group as required, subject to the approval of the relevant agency.

Meetings

The sub-group will meet at a frequency determined by the requirements of the agreed tasks, but not normally less frequently than the Child Protection Committee.

Meetings will be minuted and will be reported to the Child Protection Committee.

Edinburgh Child Protection Committee Learning and Development Sub-Committee

Purpose

- 1 To develop a learning and development strategy that allows the Child Protection Committee to monitor the effectiveness of child protection training across the agencies.
- 2 To coordinate the training strategy within member agencies.
- 3 To develop a system for delivering multi-agency training and evaluating its effectiveness.
- 4 To oversee the training needs of the voluntary sector.
- 5 To develop multi-agency improvement plans in response to external inspection reports or internal assessment processes.
- 6 To monitor the progress of member agencies' implementation of agreed improvement plans.
- 7 To liaise with the other subgroups of the Child Protection Committee in order to avoid duplication of work.

- Lead Officer – Child Protection

Meetings

The sub-group will meet at a frequency determined by the requirements of the agreed tasks, but not normally less frequently than the Child Protection Committee.

Meetings will be minuted and will be reported to the Child Protection Committee.

Membership

Membership will include representation from the following agencies/ services:

- NHS Lothian
- Police Scotland
- City of Edinburgh Council (Communities and Families)
- City of Edinburgh Council (Health and Social Care)
- City of Edinburgh Council (Services for Communities)
- Edinburgh Voluntary Organisations Council

Edinburgh Public Protection Committees Communications Sub- Group

Purpose

A planned and co-coordinated communications strategy is needed to

1. Raise public awareness of child protection issues and services
2. Establish a system to share information and communicate effectively with and between agencies and staff at all levels to raise awareness of child protection issues (includes ECPC Newsletter)
3. Share best practice examples (includes producing leaflets)

Membership

Membership will include representation from the following agencies/ services:

- NHS Lothian
- Police Scotland
- City of Edinburgh Council (Communities and Families)
- City of Edinburgh Council (Health and Social Care)
- Edinburgh Voluntary Organisations Council
- Lead Officer – Child Protection

Officers from other services/agencies may be co-opted onto the sub-group as required, subject to the approval of the relevant agency.

Meetings

The sub-group will meet at a frequency determined by the requirements of the agreed tasks. This will normally consist of monthly meetings.

Meetings will be minuted and will be reported to the Child Protection Committee

Appendix 3 – Child Protection Register Statistics

Children with their names listed on the Child Protection Register (aged 0-15 years)

	2015		2014		2013	2012
	No. on register	Rate per 1000 population				
Edinburgh	286	3.4	4.2	3.6	3.1	
East Lothian	26	1.4	3.9	2.7	3.3	
Midlothian	29	1.8	3.4	3.8	7.5	
West Lothian	123	3.5	2.8	3.4	3.4	
Scottish Borders	28	1.5	0.8	1.3	1.9	
Aberdeen	98	2.9	2.2	2.9	2.5	
Dundee	71	3.0	2.8	2.2	3.4	
Glasgow	505	5.2	5.0	4.6	4.4	
Scotland	2,751	3.0	3.2	2.9	3.0	

Reporting arrangements to the Scottish Government are as at 31 July. Other reporting arrangements are by fiscal year.



Speak Up – Speak Out



Edinburgh Adult Protection Committee

Annual Report

2015-2016

Contents

1. Introduction
2. National Dataset
3. Strengths and Achievements
4. Challenges
5. Future Action
6. Summary and Conclusion

1. Introduction

As we report on the activities of the Edinburgh Adult Protection Committee for the period of 2015-2016, we reflect on our achievements and aims highlighted within the annual reports produced in previous years.

While the referrals have been similar to the previous year, there has been an increase in activity and adult protection investigations over the period of the report. The partnership of responsible agencies that make up Edinburgh's Adult Protection Committee has high expectations for our performance going forward, with a strong emphasis on continuous improvement.

This focus on improvement includes the recognition that although the protection of vulnerable adults has a core function, there are cross-cutting and overlapping issues with other aspects of public protection, which cannot be dealt with solely by any one agency. The Adult Protection Committee recognises the dependence of individuals and communities on each of these partnerships working together to provide a seamless service.

Our vision for the protection of adults at risk has been informed by the national priorities and areas for improvement identified locally through audit and review of our services and case reviews.

During the period of review, the previous Chair of the Adult Protection Committee Tim Montgomery stood down from the post after a period of seven years. The Chair of the Committee is now held by Anne Neilson, Director of Public Protection National Health Service (NHS) Lothian. The Committee would like to thank Tim for all of his work on behalf of the Committee during his period as chair.

This report will reflect on our practice and will look forward to the year ahead. Moving forward there is a need to review our vision and priorities and to consolidate the improvements we have over the past few years. The Committee report will outline our priorities for the future.

2. National Dataset

In May 2016, the Committee submitted adult protection activity information (Appendix 1) for the reporting period April 2015-March 2016. The following summary provides a comparison with figures submitted for the previous year (April 14 –March 15).

Referrals

The number of adult protection concern referrals has remained constant across the two years (1478 in 14/15 and 1469 in 15/16). The Adult Protection Committee supports the broader approach to protecting adults in Edinburgh. This means that activity is not limited to protecting only those who meet the Adult Support and Protection Act threshold. The Act provides a means to intervene where individuals

meet the legal definition of an “adult at risk of harm”, known as the “three-point test”. But the Committee has been concerned that a rigid adherence to this definition can act as a barrier to responding to situations, which equally require inquiry and intervention.

Much of the Committee’s energy and activity is focused on seeking to ensure that from the initial contact, individuals are not excluded from an adult protection response solely because they may not definitively meet the legal criteria.

Investigations: Inter-agency Referral Discussions (IRDs)

There was a 22.4% increase in the number of investigations (Inter-agency referral discussion counts) undertaken (272 during 14/15 and 333 during 15/16). This is partially due to a persistent focus on the consistent and accurate recording of IRDs. It is also as a result of ongoing work with senior and practice staff to identify and respond to adults at risk of harm and manage risk on a multi-agency basis.

The gender ratio in the two years remains the same with 63% to 27 % female to male split.

The increase is largely in the under 65 year old age groups.

Referrals	14/15	15/16	Increase in Referral Rates
Under 65	158	203	45
Over 65	114	130	16

Physical harm remains the main type of abuse recorded (30.9%), followed by financial (28.8%), and then sexual (17.1%).

Case Conferences (initial and review)

There is **no change** to the number of case conferences held between the two returns:

- 15/16 = 197
- 14 /15 = 198

Large Scale Investigations

There were 4 large scale investigations in 15/16 compared to 6 in 14/15. The issues highlighted relate to staff attitudes to residents. The standard of care delivered to the residents was inadequate, the use of care plans was poor and there was evidence of inappropriate language used within the documentation. The multi-agency investigation uncovered a culture of secrecy and complicity. Significant work has been done to challenge the care establishments to address these issues and to ensure that supportive whistleblowing processes are endorsed by the management and communicated to staff. There is evidence of improvement in the care provided.

The concerns being investigated within the care services were in relation to lack of appropriate procedures for managing financial arrangements for holidays and gifts, and poor boundary setting between service users and members of staff. Work was done to support the care providers to develop professional boundaries policies and to improve financial management procedures.

Banning orders

There were 6 banning orders issued in 15/16 compared to 4 in 14/15. These orders were necessary to protect three individuals from financial exploitation and three from sexual harm. A more robust information gathering process has been designed to support Council officers and lawyers to prepare evidence for the protection order applications.

3. Strengths and Achievements

Types of Harm

Adult Protection activity continues to evolve to respond to the emergence of different and unanticipated forms of harm to which vulnerable people are subjected.

Radicalisation

Scotland along with the rest of the UK faces threat from an increasingly complex range of violent extremist and terrorist ideologies, groups and individuals. In the UK, the CONTEST strategy has been developed to tackle such threats. 'Prevent' is one of CONTEST strategies and aims to intervene early and prevent people becoming radicalised or supporting terrorism.

As a result of a mental illness or learning disability, some adults may be vulnerable to radicalisation. They can be influenced by factors personal to them, such as their background or identity. There can also be factors external to them, such as foreign and domestic government policy or information on the internet and in the media.

Our Response

Our public protection learning and development strategy includes awareness of Prevent and it is already part of the adult protection training programme. Those who chair case conferences are being trained to manage Prevent Professional Concerns (PPC) Case Conferences.

Forced marriage

A forced marriage is where one or both spouses **do not** (or, in the case of children and some adults with disabilities, **cannot**) consent to the marriage and duress is a significant factor. Duress can include physical, psychological, financial, sexual and emotional pressure. Parents who force their children to marry often justify their

behaviour as protecting their children, building stronger families and preserving cultural or religious traditions. However, forced marriage cannot be justified on religious grounds; every major faith condemns it.

There have been several adult protection investigations and case conferences in relation to women at risk from forced marriage. One woman with a mental illness was particularly appreciative of the adult protection process, saying that this had been the first time that she had been heard and had felt safe. The quality of another young woman's life has been significantly enhanced. The risk of forced marriage has been reduced if not completely eliminated, but she is able to interact with other young people and attend supported education and employment as a result of our intervention.

One of the crucial learning points from these very complex situations has been the need for front line staff and line managers to be aware of the signs and issues of forced marriage and to know who to contact when they encounter individuals who may be at risk of forced marriage.

Our Response:

We have sought to increase practitioner and manager knowledge, confidence and competence in this area by developing Forced Marriage practice guidance and by sharing case experiences across child and adult protection arena.

- Adult Support and Protection Training level 2 and 3 – Forced marriage awareness training is delivered
- Launch of Forced Marriage Policy in 2015
- Liaison with Social Care Direct – 3 sessions were delivered to SCD customer service staff in autumn 2014
- Presentation to multi-agency Black and Minority Ethnic Practitioner Forum – Lead officer delivered a 45 minute presentation to the Black and Minority Ethnic practitioner forum in November 2015. This complemented other presentations at the event.
- Level 3 Council Officer refresh training (introduced the Forced Marriage policy, included case scenarios, ethical and practice issues)

Financial harm

As the data illustrates, this form of harm, which includes bogus workmen, door step crime, electronic (on line) fraud and misuse of financial attorney powers, has been steadily increasing.

Our Response

- Awareness raising campaigns for the general public, as well as for those front line workers across all agencies who work directly with the public
- Strengthening links with Trading Standards, the Office of the Public Guardian and banks and other financial institutions
- Developing templates and processes to improve information sharing and

- referral processes
- Visiting and contacting individuals who were identified as being victims of scams
- Disseminate Mental Welfare Commission good practice guidance and investigative reports

Trans-authority adult protection investigations

Following a number of cases where the adult support and protection investigations were complicated by cross boundary considerations (Edinburgh and the Lothian area), adult protection lead officers drafted a trans-authority adult protection protocol. Edinburgh hosts a number of national (health) services and individuals who normally reside and/or receive services in another authority area are admitted to hospital for medical/psychiatric treatment in Edinburgh. Similarly, residents from one authority may be placed in and receive funding for a service in another authority and there are subsequent adult protection concerns raised either in relation to the current accommodation/service. This protocol addresses the following scenarios:

- a) when the alleged harm has occurred within the temporary service, hospital or clinic
- b) when the alleged harm has occurred in their home area to which they will return.

Self Evaluation Activity

Over the past year, the Committee has identified areas for improvement and builds on good practice through self evaluation and learning from case reviews and Mental Welfare Commission investigations. A programme of quality improvement actions has been initiated following findings from self evaluation activity and complaint investigations. This work seeks to ensure that adult protection investigations adhere to agreed protocol; that they are undertaken and concluded within an acceptable time scale; that IRD decisions are clearly recorded and acted on; and that evidence and written records and findings are robust and hold up to scrutiny.

The case file audit and practice evaluation programme is part of a quality assurance framework to monitor and improve performance. The audit programme includes quantitative case file audits and qualitative practice evaluations. Following a successful single agency practice evaluation in spring of 2015, the Committee commissioned a multi-agency case file audit of 15 cases. The focus was on older people subject to the adult protection process and this has been organised in preparation for the forthcoming Integrated Adult Services Inspection (Older People) and to assist in the development of the Adult Protection Improvement Plan.

A multi-agency working group co-ordinated the audit and comprised the adult protection lead officer and representatives from NHS Lothian, Police Scotland and service areas from Health and Social Care. The audit was co-ordinated and supported by quality assurance staff within social work services.

Findings

This case file audit has provided valuable evidence of compliance with policy, procedure and recording protocols. An evaluation report with recommendations and actions was presented to the Committee on 21 March. Some of the practice issues identified have already been addressed through Council officer learning and development events and through staff communication.

There was evidence in the majority of cases that professionals were committed to **partnership working**, proportionate to the level of need and risk. There was documented evidence that action taken within the adult protection investigation was consistent with the principle of being **least restrictive** for the adult in all cases.

Readers identified key strengths in terms of responding to and addressing risk. Social workers ensured service users and carers were **involved in the adult protection process** as far as possible. There was evidence of good personal outcomes for individuals as a result of the adult protection intervention. The collective activity generated by the adult protection process helped to protect the adult in **all cases**.

Learning from Case Reviews

The Committee supports and facilitates evidence informed practice by responding to the findings of large scale inquiries, initial case and suicide reviews. During the reporting period, three suicide reviews have been undertaken. Actions from these findings have included:

- Improved information sharing and recording within the protection order application process.
- On a multi-agency basis, supporting a service provider to develop professional boundaries policy and facilitating the discussion of this topic within the care provider group
- Work has been done to improve the quality of analytical case recording and decision making within adult protection case records and assessments. A suite of templates and guidance in relation to suicide reviews, initial case reviews and large scale investigations have been developed.

Risk Management and Public Protection

There has been an increased emphasis on a public protection approach to practice, encouraging workers to widen their practice lens to see that protection issues are not always agency or 'client category' specific.

A public protection risk management workshop was held in July 2015. This event addressed the many challenges and complexities of effective risk management. The common themes from local Significant Case Reviews, large scale inquiries and other reviews were examined and our updated social work risk management procedures were formally launched.

The complex risk assessment and management tool, which is used within the adult protection case conference process has been revised and placed on the electronic record system. This new version has been well received as it has reduced duplication and is a more accessible, responsive and organic tool.

The adult protection training seeks to enhance practitioner understanding of coercive control and of how traumatic experiences can affect an individual's current behaviour and capacity to safeguard him or herself.

Service User Empowerment

The Adult Protection Committee is committed to improving service user engagement and continues to explore the most effective means of enhancing service user involvement in the adult support and protection process.

Achievements

- Independent Advocacy agencies contribute to Adult Support and Protection training, which raises the awareness of the duty to consider independent advocacy for adults at risk of harm.
- The Practice Evaluation and multi-agency case file audit found evidence that practitioners are skilled at engaging with service users often in very challenging circumstances.
- Talking Mats with its bank of "keeping safe" symbols is an established tool used to improve communication and facilitate conversation about sensitive topics. The use of Talking Mats is being promoted and training is being rolled out across the adult protection workforce.
- Easy read versions of Adult Protection leaflets have been produced.

Escalating Concerns

The Escalating Concerns Procedure provides a framework to enable partners to convene local multi-agency risk management case discussions (Getting It Right For Everyone) where the individual is not subject to adult protection, offender management or any other public protection process. The objective is to take a collaborative approach to manage those complex situations, which continually fall below the threshold of legislative intervention, but where individuals place themselves and others at significant risk.

This process should also facilitate a greater understanding of respective duties and legal powers, and more significantly, the limits to these. Where the risk cannot be managed locally, an escalating concerns meeting can be chaired by one of the partner agency senior managers. This process is part of the **Inclusive Edinburgh** work stream and has been well received across the partner agencies. 'Getting it Right' meetings have resulted in improved risk management, which is informed by the imaginative solution-focused approach that the format encourages. The Escalating Concerns Group has met on three occasions and the process will be evaluated and reviewed in 2017.

Training and Development

The learning and development team continues to deliver multi-level and multi-agency training to the workforce. These programme materials have been reviewed and revised in light of case experience and practice wisdom.

Four Level 3 Adult Protection update sessions have been delivered to Council officers. This incorporates recent legal and policy developments as well as the

significant learning gained from practice experience and self evaluation activity. These sessions have been well evaluated.

The Public Protection classroom-based training has been designed and is being provided for all partner agencies in 2016.

A 'train the trainer' care service programme is being rolled out to care providers across the city.

4. Challenges

Achieving a meaningful, balanced yet robust recording system is a challenge, which the Committee continues to address. It seeks to improve the quality of the data collected without diluting the adult protection process or overwhelming the reporting system. Work is ongoing to improve identification and recording of adult protection referrals.

Research and Information and the Quality Assurance Sub Committee have explored means to improve transparency in recording and to find solutions in respect of recurring anomalies, especially in relation to police adult concern contacts.

Managing the volume of referrals (especially police adult concern forms) and screening these to ensure that those most vulnerable to harm and abuse receive the appropriate response is a significant challenge to a diminishing workforce.

Protection Orders

There are currently five active banning orders with powers of arrest. These have proved to be very effective in keeping the adult safe.

Our experience to date is that banning orders can be very helpful in certain circumstances, but are less protective if the subject of the banning order (the cause of harm) is determined to continue to access the adult. All of the banning orders have a power of arrest for a breach, but the penalty for breach is quite limited, as the breach itself is not criminal. The Procurator Fiscal can apply to the Sheriff for a further 48 hour detention following the arrest, but for persistent offenders, this is not always a robust deterrent.

The Adult Protection lead officer has met with the Council lawyers and the National Lead Officer to discuss these issues. We propose that when the 2007 Act is reviewed, breach of a banning order becomes a criminal offence, similar to a breach of an Antisocial Behaviour Order (ASBO). We will also request that the duration of a banning order be extended to 24 months or longer, as the current 6 month duration is limited. We appreciate that any changes will take time.

Meanwhile locally we are exploring the option of raising a civil action for contempt of court. Whilst this is a civil action, it is quasi criminal (the proof is beyond reasonable doubt) and if the individual is found in contempt, criminal sanctions can be imposed by the Sheriff.

5. Future Action

- The Committee will promote and drive forward a collaborative approach to the development and implementation of key multi-agency policies, procedures, protocols to ensure compliance and adherence, thus ensuring a consistent approach to protect Edinburgh's most vulnerable adults.
- The Committee will continue to seek to improve the skills and knowledge of staff providing services to adults at risk appropriate to their role and level of responsibility.
- The Committee will measure its performance against both national and local quality indicators, to ensure a robust but proportionate response to issues of risk, thus reducing the likelihood of abuse and exploitation of older people and adults who may be at an increased risk of harm.
- The Committee supports the integration of health and social care. Integration aims to align the standards and thresholds of its component parts to ensure rigorous scrutiny of decision making and risk assessment within the adult protection process. It recognises that integrated services must work towards a more joined up and cohesive approach to the protection of adults, whilst valuing the individual roles and responsibilities of each professional within the process.

6. Summary and Conclusion

The Edinburgh Adult Protection Committee Annual Report 2015-2016 demonstrates a joint and consistent approach to public protection. Agency representatives strive to meet the challenges of competing priorities and reduced resources in order to address cross cutting issues on a collaborative basis and reduce the risk of harm to individuals of all ages and vulnerabilities.

The multi-agency 'team around the adult' approach has been embraced as an effective means to consider and manage risk. This may have reduced the number of adults subject to the Adult Support and Protection process, but increased the collaborative approach to situations of risk to individuals and their communities. Evaluation of the Escalating Concerns Group (described in the Achievements Section) demonstrated a clear appetite for a collaborative approach to supporting frontline staff in managing often very challenging situations. Partnership agencies have investigated and developed protection plans in relation to a wide range and unanticipated types of harm and have had to exercise judgements in responding to unprecedented situations. Adherence to the principles of the Act and good partnership relationships have contributed to resolving cultural tensions and professional differences.

Looking forward, as we introduce new policies, implement action plans and improvements from self evaluation activity, the Committee will seek to find means to measure the outcomes and evaluate the impact of these.

ADULT PROTECTION ANNUAL RETURN 1 April 2015 to 31 March 2016

To be completed for all adults who were subject to a referral under the Adult Support & Protection (Scotland) Act 2007 between 1 April 2015 and 31 March 2016

Section A: Data on Referrals

Question 1: How many ASP referrals were received between 1 April 2015 and 31 March 2016?

Total number of Referrals	1469
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Question 2: Source of principal referral

Source of referrals	Number of referrals
NHS	104
GPs	12
Scottish Ambulance Service	
Police	263
Scottish Fire & Rescue Service	24
Office of Public Guardian	5
Mental Welfare Commission	
Healthcare Improvement Scotland	
Care Inspectorate	35
Other organisation	701
Social Work	143
Council	61
Self (Adult at risk of harm)	21
Family	52
Friend/Neighbour	19
Unpaid carer	
Other member of public	11
Anonymous	7
Others	11
Total	1469

Section B: Data on Investigations

Question 3: Number of investigations commenced under the ASP Act between 1

April 2015 and 31 March 2016?

Total number of investigations	333
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Question 4a: How many investigations were commenced for people of the following age and gender?

Age Group	Number of investigations by age and gender			
	Male	Female	Not known	All adults
16-24	24	21		45
25-39	21	36		57
40-64	44	57		101
65-69	7	15		22
70-74	8	9		17
75-79	6	17		23
80-84	6	21		27
85+	7	34		41
Not known				0
Total	123	210	0	333

203

130

Each investigation should only be counted once in this table

Question 4b: How many investigations were commenced for people of the following age and ethnic group?

Age Group	Number of investigations by age and ethnic group							
	White	Mixed or multiple ethnic groups	Asian, Asian Scottish or Asian British	African	Caribbean or Black	Other ethnic group	Not known	All adults
16-24	26		1	1			17	45
25-39	28	1	1	1	1	2	23	57
40-64	66			1			34	101
65-69	11						11	22
70-74	9						8	17
75-79	11						12	23
80-84	12		1				14	27
85+	22						19	41
Not known								0
Total	185	1	3	3	1	2	138	333

Each investigation should only be counted once in this table

Question 5: How many investigations were commenced for clients in the following primary main client group?

Client groups	Number of investigations by client groups
Dementia	
Mental health problem	70
Learning disability	75
Physical disability	40
Infirmity due to Age	130
Substance misuse	17
Other	1
Total	333

Each investigation should only be counted once in this table

Question 6: Type of principal harm which resulted in an investigation (as defined under the ASP Act) between 1 April 2015 and 31 March 2016?

Type of principal harm which resulted in an investigation	Number of investigations
Financial Harm	96
Psychological harm	27
Physical harm	103
Sexual harm	57
Neglect	30
Self-harm	14
Other	6
Total	333

Question 7: Where did the principal harm take place which resulted in an investigation (as defined under the ASP Act) between 1 April 2015 and 31 March 2016?

Location of principal harm which resulted in an investigation	Number of investigations under the ASP Act
Own home	211
Other private address	21
Care home	42

Sheltered housing or other supported accommodation	12
Independent Hospital	

NHS	23
Day centre	1
Public place	20
Not known	3
Total	333

Section C: Data on ASP Case Conferences and Protection Orders

Question 8: How many cases were subject to an ASP Case Conference between 1 April 2015 and 31 March 2016?

Type of ASP Case Conferences	Number of ASP Case Conferences
Initial ASP case conference	85
Review ASP case conference	112
ASP case conference*	
Total	197

** If your system/process does not differentiate between initial and review, enter the total number of ASP case conferences under "A"*

Question 9: How many Protection Orders were granted between 1 April 2015 and 31 March 2016?

Types of Protection Orders	Number of Protection Orders granted
Assessment Order	
Removal Order	
Temporary Banning Order	1
Banning Order	4
Temporary Banning Order with Power of Arrest	
Banning Order with Power of Arrest	
Total	5

Section D: Data on ASP Large Scale Investigations (LSI)

Question 10: Number of LSI commenced between 1 April 2015 and 31 March 2016?

Total number of LSI	4
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EDINBURGH OFFENDER MANAGEMENT COMMITTEE

ANNUAL REPORT 2015 - 2016

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- 8. MAPPA Extension**
- 9. Edinburgh Prison Based Social Work Service**
- 10. Significant Case Reviews**

Appendix 1: Edinburgh Offender Management Committee Membership

Appendix 2: Business Plan 2016-17

Appendix 3: Performance Report

1. Introduction

- 1.1 This is the eighth annual report of the Offender Management Committee. The Committee was established in June 2008 to ensure the statutory responsibilities placed on local partner agencies for the assessment and management of risk posed by dangerous offenders are discharged effectively. The Committee is responsible for monitoring the implementation of risk assessment and risk management procedures and for promoting the highest standards of inter-agency practice in responding to the presentation of risk and in preventing harm. Membership of the Committee is set out at Appendix 1.
- 1.2 The Committee reports to the Edinburgh Chief Officers' Group, the remit of which includes child protection, adult protection, the management of dangerous offenders, the local Alcohol and Drug Partnership and the Violence Against Women Partnership. The Chief Officers' Group is committed to ensuring that local agencies, individually and collectively, work to protect vulnerable people as effectively as possible.

2. Business Plan

- 2.1 The business plan for 2016-17 was submitted to the Chief Officers' Group in October 2015 and an updated plan, with progress made towards objectives is attached as Appendix 2. Performance against the objectives of the business plan is monitored through the Edinburgh Adult Protection and Offender Management Quality Assurance Subcommittee.

3. Performance Indicators

- 3.1 A range of performance indicators has been developed and reported to the Committee on a quarterly basis. These indicators are reviewed continuously to ensure that, in addition to outputs, information is reported on outcomes and Multi-agency Public Protection Arrangements (MAPPA) processes.
- 3.2 The latest performance report is provided at Appendix 3. It contains information across the last 11 quarters, to 31 March 2016. The total number of sex offenders subject to MAPPA at period end was 383. This figure has been reasonably constant at the end of each quarter over the last 12 months. The majority of these cases (375 at the end of the quarter) were managed at Level 1. Risk levels are not static and Level 1 cases are referred to Levels 2 or 3 if circumstances change and there is need for more active multi-agency risk management or senior management oversight.
- 3.3 The number of cases managed at Level 2 at 31 March 2016 was eight, compared to 16 at 31 March 2015. The figure at the end of each quarter reflects that risk assessment is dynamic rather than static. In

2015-16, in addition to the normal business of the Level 2 panel, there were 11 reviews of indefinite registrations, where the offender has been subject to registration for 15 years. The role of the panel is to make a recommendation to the Chief Constable regarding whether an offender should remain subject to registration. The Level 2 panel has also considered ten cases added to agendas under 'any other business' where there has been an urgent need to discuss the risk posed by an offender and formulate a risk management response. Often this has included a risk of violence as well as a sexual risk. One of these discussions resulted in the first case identified under MAPPA extension (see section 8. for details of the MAPPA extension).

- 3.4 While the number of Level 3 cases is never large, the planning and resources involved in them are significant. In 2015-16, there was one Level 3 case, with a considerable amount of detailed planning by partners, and significant investment in time and financial resources to implement the risk management plans.
- 3.5 The performance report provides information regarding further charges under the headings of sexual crimes, crimes of violence, registration offences and other crimes. The details of risk levels, nature of offences and MAPPA levels are set out in the notes column. Further information regarding those offenders who are subject to statutory supervision who have been charged with further offences is analysed by the Quality Assurance Sub-committee, so that improvements can be made where necessary.
- 3.6 The trend over the past year was similar to previous years in that the re-offending rate amongst sexual offenders is lower for further sexual offences than for the 'other crimes' category, and a direct risk to others can also be from a crime of violence. Domestic abuse is an example, with risks to current, previous or potential partners and to children in these relationships being addressed. MAPPA cases are therefore managed with regard to all risks posed by the offender, not just the risk of sexual offending.
- 3.7 The number of Sexual Offences Prevention Orders (SOPO) at 31 March 2016 was 46, compared to 42 at 31 March 2015. SOPOs provide an additional strategy to manage the risks posed by certain sex offenders. SOPO conditions can mirror licence conditions and have the advantage of the power of arrest if there is a breach. This is an important consideration in the protection of prospective victims. SOPOs also allow for the enforcement of certain conditions after the end of a period of statutory supervision. For some offenders, the existence of a SOPO is enough to provide structure to their daily life, through which they are able to avoid further offending.
- 3.8 Indicators are included in the performance report relating to young people's risk management case conferences, for young people who are assessed with high or very high sexually harmful behaviour or high

or very high violent behaviour. In the last year, these case conferences have been required more frequently to manage violent rather than sexual offending risk.

4. Quality Assurance

- 4.1 Each of the responsible authorities has its own arrangements for quality assurance. Criminal justice social work is included in the quality assurance arrangements for all of the City of Edinburgh Council's social work services. The practice evaluation programme in criminal justice is now in its second year, and 48 cases are being evaluated per year. Senior managers, practitioners and their line managers examine randomly selected cases from all teams.
- 4.2 Practice evaluations in criminal justice identified a number of strengths, including good risk management plans, which evidence a reduction in risk; many examples of good multi-agency and partnership working; and demonstration of a range of knowledge and skills to manage and support people in challenging situations. Areas for development and service improvement were identified, including consideration of the use of up to date chronologies; recording issues on SWIFT; and making ongoing support available for people with specialist needs.
- 4.3 A follow up to the 2014 violent offenders case file audit was carried out in 2016 and identified a number of strengths, including up to date risk assessment and case management plans in 100% of cases, as well as excellent evidence that service users' views are taken into account at the case management and the review stages. Areas for development were identified, including recording issues on SWIFT. An improvement plan was developed, which will be reviewed in October 2016.
- 4.4 All learning points from case file audits, initial case reviews and significant case reviews are discussed at the Edinburgh Offender Management Committee and Adult Protection/Offender Management Quality Assurance Sub-committee, and where necessary action plans are developed to ensure learning is promoted.
- 4.5 The joint Offender Management and Adult Support and Protection Quality Assurance Sub-committee continues to report to both main committees and reviews performance indicators, initial case reviews and suicide reviews. In 2015-16, the Sub-committee considered three initial case reviews, two suicide reviews and one serious incident review. Improvement actions were identified and are being overseen by the Committee.
- 4.6 The thematic review of MAPPA was carried out jointly by the Care Inspectorate and HM Inspectorate of Constabulary Scotland in 2015. The national report was published in November 2015, highlighting that MAPPA are well-established and that robust arrangements are in place to manage offenders through dedicated offender management teams, joint working and information sharing. Feedback for Edinburgh was

very positive and no issues were identified for us specifically. The review made ten recommendations for the Scottish Government and identified 17 areas for development to be considered by Strategic Oversight Groups. The Strategic Oversight Group for Edinburgh, the Lothians and Scottish Borders monitors the implementation of actions from the analysis of the areas for development.

5. Policies and Procedures

- 5.1 A key objective of the Offender Management Committee is to ensure there are comprehensive policies and procedures for the management of high risk offenders, which take account of key transition points between services and ensure effective partnership working.
- 5.2 In 2015-16, the use of the Level of Service/Case Management Inventory (LS/CMI) in criminal justice was monitored on a regular basis, with quarterly audits carried out as part of an on-going programme to ensure that LS/CMI is firmly embedded into criminal justice social work.
- 5.3 The Scottish Government published the new MAPPA Guidance in March 2016. The guidance now reflects the new risk of serious harm offender category (see section 8. for MAPPA extension) and includes a new document set. The guidance and a briefing highlighting the changes were circulated to all key staff.
- 5.4 The agreed multi-agency system for the secure storage and sharing of sensitive information is ViSOR (Violent and Sex Offender Register). There are ongoing discussions between the Home Office, Police Scotland and local authorities regarding the vetting level required for criminal justice social workers who need access to the system.
- 5.5 The National Accommodation Strategy for Sex Offenders is under review and environmental risk assessments are included. Edinburgh's Offender Management Committee has contributed to the review. A revised version is likely to be circulated towards the end of 2016.

6. Training

- 6.1 The training plan for criminal justice social work staff in Edinburgh is developed in consultation with the Lothian and Borders training and development officer and is delivered across local authority boundaries, frequently on a multi-agency basis. The plan ensures that staff at all levels are provided with appropriate skills and knowledge to work effectively with offenders who pose a high risk of harm.
- 6.2 A number of training initiatives have been delivered in the last year. LS/CMI is the common method of risk assessment within criminal

justice social work. Five training courses were delivered nationally in 2015/16, and training was delivered to all new criminal justice social work staff, as well as training in National Outcomes and Standards and criminal justice social work report writing.

- 6.3 The main risk assessment tools for working with sex offenders are Risk Matrix 2000 and Stable and Acute 2007. Courses are provided to ensure staff who work with sex offenders are fully trained in both. Negotiations with the Scottish Government are ongoing to ensure investment in training trainers who can deliver Stable and Acute 2007 as there are currently only two trainers nationally.
- 6.4 The accredited programme for sex offenders (Moving Forward: Making Changes) is delivered across both custodial and community settings, allowing a more integrated approach to treatment provision. The majority of criminal justice social workers in Lothian and Borders have been trained. There is an ongoing extensive training programme for staff who work with sex offenders, including case manager training and group work facilitator training.
- 6.5 While the Council delivers the Caledonian System to address domestic abuse in partnership with three other local authorities in Lothian and Borders, it is recognised that domestic abuse is also a feature of many cases that are managed through the community intervention social work teams. These cases may be assessed as unsuitable for Caledonian. Capacity has therefore been built across all teams by training community intervention team staff in the Caledonian System men's programme and delivering training on the use of the Spousal Assault Risk Assessment tool.
- 6.6 Some registered sex offenders also pose a risk of domestic abuse. Edinburgh is reviewing how services respond to domestic abuse. Views from service users and people who work with them are being sought as part of the consultation exercise to facilitate the redesign of services. The criminal justice social work contribution will be included in the redesign.
- 6.7 In relation to young people who offend, staff are trained to use a number of specific tools to assess the risk of harm (Structured Assessment of Violent Risk in Youth, Juvenile Sex Offender Assessment Profile and AIM2, the assessment model for young people who display sexually harmful behaviour). Staff are trained and retrained in these tools every three years.
- 6.8 Head teachers and depute head teachers of local authority primary and secondary schools are required to attend training on managing allegations of sexual abuse against staff and volunteers. Training takes place three times per year and aims to raise awareness of joint protocols, policies and legislative frameworks that are in place for managing sex offenders in the community, and to raise awareness of

the importance of collaborative working and sharing of information between partner agencies.

7. Engagement with offenders, victims and families

- 7.1 The Council provides residential accommodation for high risk offenders, primarily to facilitate transition from long-term prison sentences to their own accommodation in the community. The unit is part of the criminal justice social work reintegration service, a description, which recognises that in addition to managing risk, offenders who are reintegrated successfully to communities will pose less of a risk in the future. Active engagement with some of the most serious offenders is a primary focus for reintegration service staff, with programmes of pro-social activities and encouragement to seek safe opportunities for employment, education and training.
- 7.2 The residential service has a system for suggestions and complaints, access to senior staff, the use of weekly structured keyworker sessions, residents' meetings, residents' involvement in planning activities and a system of evaluation to receive residents' feedback. Action plans are developed as a result of residents' feedback.
- 7.3 In August 2015, the residential unit was inspected by the Care Inspectorate. It received a very positive report, with only minor improvement actions identified. The report stated "within the context of the service user group and the complexity of their situations, we saw that service users had excellent opportunities to contribute to their support plans and to life in the service generally". The inspectors spoke with service users. All were positive about the service they received and said they got on well with staff and felt that they were treated with respect.
- 7.4 The residential service is extended through a comprehensive outreach programme. Service users leave the residential service with an outreach plan, which includes practical support with moving house, registering with a General Practitioner and building links with other community services. Providing an outreach service both at the residential unit and in the community helps to reduce social isolation and improves continuity of care. It also offers opportunities for ongoing monitoring and supervision.
- 7.5 Gathering service user views is an integral part of case management. A recent violent offender case file audit identified excellent evidence that service users' views are taken into account.
- 7.6 Integrated Case Management for prisoners is the system that brings together the prisoner, key staff and, where appropriate, the family or persons of support to assist the prisoner's progress through the custodial sentence. It is the means for planning for prisoners who will be subject to statutory supervision on release. There may be

circumstances where it is inappropriate to involve family members in these meetings, for example, if a family member is at risk from the prisoner, but in most cases the prisoner is consulted on the involvement of family members or other persons of support. In appropriate cases, therefore, the prisoner's family or other persons of support have an opportunity to contribute to the release plan. The prison based social work team at HMP Edinburgh provides information to families/visitors about integrated case management through leaflets and events at the prison's visitor centre. Significant effort has gone into assisting prisoners to understand their risk assessments, on which integrated case management is based.

- 7.7 A review of the figures of Integrated Case Management meetings attended by family members or other persons of support shows that family attendance at HMP Edinburgh is higher than in other local authority areas. Questionnaires have recently been introduced at HMP Edinburgh to gather feedback from family/others on their experience of the meetings. An initial review shows that 98% of those who responded felt they were given plenty of opportunities to contribute to the discussions. The questionnaires help to identify improvement actions, for example, using simpler language in the meetings to allow everyone to follow the discussion.
- 7.8 The interests of victims are most clearly addressed through the MAPPA processes. It is a requirement that each MAPPA Level 2 and Level 3 meeting records to whom the offender poses a risk, whether the public in general, children, staff, self, known adult, prisoners or others. This list includes those individuals or groups who have been victims in the past or are at risk of becoming victims in the future. Child and adult protection issues are addressed explicitly.
- 7.9 Decisions are made at each discussion regarding whether there is a need to communicate with victims or potential victims, either by way of information sharing or by formal disclosure. Often this is done by a joint visit from social work and police.
- 7.10 MAPPA are underpinned by risk management case conferences, multi-agency operational meetings, which develop risk management plans. Risk management case conferences follow the same template as MAPPA meetings and they provide the pre-read for MAPPA Level 2 and Level 3 meetings, as well as providing the risk management plan for MAPPA Level 1 cases (the majority).
- 7.11 Scottish Government guidance on community payback orders requires local authorities to gather exit questionnaires from offenders at the end of the order. These provide information on outcomes and the offender's experience of the process. This information supplements the offender feedback already gathered through the regular reviews held throughout the order.

7.12 The latest Community Payback Order Annual Report (2014-15) submitted to the Scottish Government and published on the Council's website includes information regarding offenders' experience of supervision and outcomes for them. 87% of offenders thought that supervision had helped them to stop or reduce offending. Many offenders identified the importance of the relationship they had with their supervising officer as something that motivated them to make changes in their lives.

8. MAPPa extension

8.1 Sections 10 and 11 of the Management of Offenders etc. (Scotland) Act 2005 established MAPPa. An order to commence section 10(1) (e) of the 2005 Act and make consequential provisions were laid before the Scottish Parliament in November 2015 and as of 31 March 2016, MAPPa includes offenders:

- a) who pose a risk of serious harm to the public, by reason of their conviction, in cases where the responsible authorities themselves assess this is required, and
- b) by virtue of that conviction are required to be under supervision by any enactment, order, or licence, and the risk of serious harm posed is assessed as requiring active multi-agency management at MAPPa Level 2 or 3.

8.2 The Offender Management Committee had already taken a number of steps to ensure active multi-agency collaboration between agencies in Edinburgh prior to the MAPPa extension. A risk management case conference model similar to that of MAPPa had been developed locally prior to the MAPPa extension for a small group of violent offenders who pose the most serious risk of harm to others to ensure senior management oversight through a MAPPa Level 2 or 3 type meeting for the critical few.

8.3 While the new arrangements only came in to place at the end of the period of this annual report, all partners involved in MAPPa in Edinburgh have been well prepared for the introduction of the MAPPa extension. The first case has already been identified and the new MAPPa document set is in the process of being introduced.

9. Edinburgh Prison Based Social Work Service

9.1 The prison based social work service at HMP Edinburgh is provided on the basis of a Service Level Agreement between the Scottish Prison Service and the Council. Regular meetings monitor the agreement, and while all tasks within the Service Level Agreement are being delivered, there are pressure points from the demand arising from specific areas

of work, for example, risk assessments for non-statutory sex offenders, or from changes in the prison population.

- 9.2 The Service Level Agreement was due to end on 31 March 2015, but in common with other Service Level Agreements between the Scottish Prison Service and local authorities with prisons in their area, it has been agreed to extend the current arrangements for another two years. The system is being reviewed by the Scottish Government, Scottish Prison Service, Social Work Scotland and the Society of Local Authority Chief Executives.

10. Significant Case Reviews

- 10.1 In 2015/2016, there were no significant case reviews relating to offender management in Edinburgh.

June 2016

Appendix 1

Edinburgh Offender Management Committee – Membership

Gordon Crossan (chair)	Police Scotland (Detective Superintendent) (as of 30 May 2016, Detective Superintendent David Gordon chairs the Committee)
Michelle Miller	City of Edinburgh Council (Chief Social Work Officer/Head of Safer and Stronger Communities)
Harry Robertson	City of Edinburgh Council (Senior Manager Community Justice)
Anne Neilson	NHS Lothian (Assistant Director Public Protection)
Tara McKay	Police Scotland (Public Protection Unit (Edinburgh Division) Detective Inspector)
Bob Thomson	MAPPA Co-ordinator
Tony Martin	Scottish Prison Service (Head of Offender Outcomes)
Karen Allan	City of Edinburgh Council (Access to Housing and Customer Strategy Manager)
Shirley McLaren	City of Edinburgh Council (Community Safety Team Leader)
Steve Harte	City of Edinburgh Council (Team Manager, Young People's Service)
Colin Beck	City of Edinburgh Council (Senior Manager Mental Health, Criminal Justice, Substance Misuse and Homelessness)
Hanna Wesemann	City of Edinburgh Council (Lead Officer Community Justice)

APPENDIX 2

EDINBURGH OFFENDER MANAGEMENT COMMITTEE – BUSINESS PLAN 2016/2017

Public Information – Objective	Action	Lead Officer	Timescale	Progress
Proactive promotion of multi-agency public protection activity in Edinburgh	<ol style="list-style-type: none"> 1. Contribute to the Protection Committees Publicity Strategy Group and the ongoing development of the Protection Committees Communication strategy 2. Ensure that offender management is included in campaign priorities for 2016-17 3. Highlight, through this strategy, improvements that the Offender Management Committee makes to public protection services and safer communities 4. Ensure, through this strategy, that there is clear communication between multi-agency partners and between staff within the specified organisations 5. Implement the MAPPAs communications strategy approved by the Strategic Oversight Group 	Chair, Protection Committees Publicity Strategy Group	Quarterly meetings throughout 2016-17	<p>MAPPAs communications action plan developed and being implemented.</p> <p>Proposal developed for including offender management in the campaign priorities for 2016-17.</p>
Policies and Procedures – Objective	Action			
Ensure that staff working with offenders who pose a high risk of harm are given access to clear policies and procedures	<ol style="list-style-type: none"> 1. Review policies and procedures annually to ensure that they have incorporated the most up to date guidance from the Risk 	Senior Manager Community Justice/DCI Police Scotland/SOLS/MAPPAs Co-	September 2016	Continuously updated as per timetable.

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	<p>Management Authority</p> <ol style="list-style-type: none"> 2. Update procedures to take account of the full introduction of the MAPPA Guidance 2016 3. Update policies and procedures to take account of the introduction to MAPPA from April 2016 of the management of category 3 offenders 	ordinator	<p>April 2016</p> <p>April 2016</p>	
Maintain comprehensive policies and procedures for the management of high risk offenders in Edinburgh	<ol style="list-style-type: none"> 1. Update procedures for the use of the Level of Service/Case Management Inventory (LS/CMI) taking into account the outcome of quarterly audits 2. Ensure that staff understand the requirements of the Risk Management Authority guidance on the development of risk management plans within LS/CMI for the most serious offenders 3. Implement the Risk Management Authority guidance on the use of risk of serious harm assessments to identify those violent offenders who pose the most serious risk of harm 	Senior Manager Community Justice	<p>Quarterly updates</p> <p>Review quarterly</p> <p>June 2016</p>	<p>Issues identified during quarterly audits are addressed through action plans.</p> <p>Staff has been trained according to the national timetable.</p>
Ensure that staff are aware of and work to the MAPPA guidance	<ol style="list-style-type: none"> 1. Provide periodic briefings on MAPPA Guidance 2014, including the extension to category 3 offenders 2. Provide update briefings on national 	MAPPA Co-ordinator	6 monthly	New MAPPA Guidance and briefing highlighting the introduction of the risk of serious

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	<p>guidance on environmental risk assessments</p> <p>3. Through the MAPPA Business Meeting provide feedback to staff and guidance on performance management and quality assurance issues in relation to the implementation of the MAPPA Guidance</p>			<p>harm category circulated to all key staff.</p> <p>The National Accommodation Strategy for Sex Offenders is under review and environmental risk assessments are included. The Committee has contributed to the review.</p> <p>Quarterly Adult Protection/Offender Management Quality Assurance Sub Committee meetings take place continuously where performance management and quality assurance are standing agenda items.</p>
<p>Ensure that the ViSOR database is fully used by criminal justice social workers</p>	<p>1. Audit the use of ViSOR by criminal justice social workers on a quarterly basis</p> <p>2. Identify action points after each</p>	<p>Sector Manager (Reintegration Services)</p>	<p>Quarterly</p>	<p>Discussions are ongoing between the Home Office, Police Scotland</p>

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	<p>audit to maximise compliance with ViSOR minimum standards for criminal justice social work</p> <ol style="list-style-type: none"> 3. Report the City of Edinburgh Council's performance to the Scottish ViSOR Users Group 4. Provide guidance to staff on the use of ViSOR in relation to violent offenders as a result of the MAPPA extension 		April 2016	and local authorities around the vetting level required for criminal justice social workers who require access to the system.
Management Information – Objective	Action			
Effective management of performance	<ol style="list-style-type: none"> 1. Receive from the Adult Protection and Offender Management Quality Assurance Sub Committee a quarterly performance report, with agreed measures and indicators, linked to Edinburgh's Single Outcome Agreement and the requirements of the Chief Officers Group 2. Analyse outcome information, particularly in relation to further offending by offence type and risk level of offender 3. Ensure that learning from significant case reviews (both internal and external) and serious incident reports is incorporated into policy and practice guidance 	<p>Chief Social Work Officer</p> <p>Senior Manager Community Justice</p>	Quarterly	Quarterly reports analysed

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Quality Assurance – Objective	Action			
Monitoring of the quality of services	<ol style="list-style-type: none"> 1. Adult Protection and Offender Management Quality Assurance Sub Committee to report to the Offender Management Committee on qualitative measures related to the efficient administration of the MAPPA process 2. Quality Assurance Sub Committee to take into account the outcomes of all partners' internal audits, practice evaluations, and any multi agency audits such as MAPPA audits in its reports 3. Quality Assurance Sub Committee to monitor outcomes of improvement plans developed as a result of audits, practice evaluations, serious incident reports, or significant case reviews 	Senior Manager Community Justice	Quarterly	Monitored through quarterly meetings of the Adult Protection/Offender Management Quality Assurance Sub Committee
Promotion of Good Practice – Objective	Action			
Work with other Responsible Authorities in Lothian and Borders to develop consistent arrangements, share knowledge and disseminate best practice	<ol style="list-style-type: none"> 1. Ensure attendance at MAPPA pan-Lothian and Borders operational or practice meetings 2. Use the Edinburgh MAPPA Business Meeting to address operational issues to ensure the most effective arrangements within Edinburgh 	MAPPA Co-ordinator	Ongoing 6 monthly	Quarterly meetings of the Lothian and Borders MAPPA Operational Group take place. Regular MAPPA business meetings to discuss the new

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	3. Publicise learning points from MAPPA case audits, initial reviews and significant case reviews			<p>risk of serious harm category implementation take place.</p> <p>All learning points from case file audits, ICRs and SCRs are discussed at the Adult Protection/Offender Management Quality Assurance Sub Committee and Offender Management Committee and where necessary action plans developed to ensure learning is promoted.</p>
Training and Staff Development – Objective	Action			
Development and training of staff in order that service demands are met	<p>Deliver the elements of the Lothian and Borders Criminal Justice Social Work training and development plan that relates to high risk offenders:</p> <ul style="list-style-type: none"> • Risk assessment and risk management 	Lothian and Borders Training and Development Officer	From April 2016	<p>5 LS/CMI 5 day training courses delivered nationally.</p> <p>3 Stable and Acute 2007 courses delivered.</p>

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	<ul style="list-style-type: none"> • Specific assessment tools, including LS/CMI, Stable and Acute 2007, Risk Matrix 2000, SAPROF (identification of protective factors), and SARA (Spousal Abuse Risk Assessment) • Training relevant to the MAPPA extension to violent offenders – the LS/CMI risk of serious harm assessments, HCR-20 assessments • Caledonian (domestic abuse) training • ViSOR • Working with sex offenders, foundation and advanced • Moving Forward, Making Changes (sex offenders) training • Young People Who Offend • Supervision skills training <p>NB Where appropriate, this training is delivered on a multi agency basis, and across the five local authorities of Lothian and Borders</p>			<p>2 Spousal Abuse Risk Assessment courses delivered.</p> <p>The majority of staff in Lothian and Borders has been trained in Moving Forward: Making Changes.</p> <p>2 Caledonian training courses were run nationally this year and one group work course specifically for Lothian and Borders.</p>
Communication and Cooperation – Objective	Action			
Ensure effectiveness of multi-agency cooperation and working	1. Quarterly reports to the Quality Assurance Sub Committee outlining levels of attendance at MAPPA level 2 and level 3 meetings by agency,	MAPPA Co-ordinator	Quarterly	Ongoing

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	<p>apologies received, and reports submitted if unable to attend</p> <p>2. Review the working of the revised Service Level Agreement between the Scottish Prison Service and the City of Edinburgh Council for the delivery of prison based social work services at HMP Edinburgh</p> <p>3. In co-operation with the Scottish Prison Service, continually monitor movements of high risk offenders within the prison estate</p>	<p>Senior Manager Community Justice/SPS</p> <p>Chief Social Work Officer/Prison Governor</p>	<p>Quarterly</p> <p>Ongoing</p>	<p>Currently discussed nationally</p> <p>Ongoing</p>
Planning and Connections – Objective	Action			
<p>Prioritise the management of high risk offenders in the transitional community justice plan 2016-17</p> <p>Identify key transition points between services and ensure effective partnership working</p>	<p>1. Review the arrangements for the management of sexual and violent offenders in light of community justice planning consultations</p> <p>2. Agree arrangements for the delivery of MAPPA after April 2017</p> <p>1. Quarterly performance report to the Quality Assurance Sub Committee on work with young people who pose a high risk of harm to others</p> <p>2. Manage the performance of the Offender Recovery Service through contract review meetings</p>	<p>Chief Social Work Officer</p> <p>Manager, Youth Offending Service</p> <p>Senior Manager Community Justice</p>	<p>September 2016</p> <p>April 2017</p> <p>Quarterly</p> <p>Quarterly</p>	<p>Transitional plan submitted to Scottish Government in January 2016.</p> <p>Reports provided as scheduled.</p> <p>Quarterly contract review meetings take place.</p>

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Listening to Service Users – Objective				
To seek views from offenders, victims and families	<ol style="list-style-type: none"> 1. Provide in the Offender Management Committee Annual Report an analysis of the views of offenders, victims and families across all criminal justice social work services 2. Audit family attendance at Integrated Case Management Meetings at HMP Edinburgh 	Chair, QA Sub Committee	<p>June 2016</p> <p>Quarterly</p>	<p>See section 7.</p> <p>See sections 7.6 and 7.7</p>

APPENDIX 3

Edinburgh Quality Assurance Sub Group Quarterly Statistical Report: Jan – Mar 16

Published on 29 Apr 16

PI Code	Performance Indicator	Short Term Trend	Long Term Trend	Jul – Sep 13	Oct – Dec 13	Jan – Mar 14	Apr – Jun 14	Jul – Sep 14	Oct – Dec 14	Jan – Mar 15	Apr – Jun 15	Jul – Sep 15	Oct – Dec 15	Jan – Mar 16	Latest Note
HSCOF01	Total number of sex offenders subject to MAPPA.			339	352	355	362	365	372	377	382	380	385	383	
HSCOF01i	Number of sex offenders in the community at end of period			335	350	346	350	365	363	367	365	374	368	357	
HSCOF01ii	Number of sex offenders managed at MAPPA Level 1			332	343	345	349	353	356	360	370	369	376	375	
HSCOF01iii	Number of sex offenders managed at MAPPA Level 2 at period end			7	9	10	11	12	16	16	11	11	8	8	
HSCOF01iv	Total number of Level 2 cases discussed			21	14	15	24	20	16	22	22	20	19	10	CJSW – 7, Police – 1, Health – 2 Plus 3 indefinite reviews and 2 AOCB.
HSCOF01v	Number of sex offender cases managed at MAPPA Level 3 at period end			0	0	0	0	0	0	1	1	1	1	0	
HSCOF02	Number of registered sex offenders on statutory			109	101	99	98	104	123	114	123	121	122	114	Returned to level of March 2015

	supervision at period end														
HSCOF03	Number of registered sex offenders assessed as very high risk of harm at period end			2	0	1	0	0	0	3	1	0	0	0	
HSCOF04	Number of registered sex offenders assessed as high risk of harm			69	68	59	56	55	52	47	38	34	36	28	
HSCOF05	Breach proceedings instigated against registered sex offender			7	2	0	6	6	3	5	5	3	7	5	
HSCOF06	Community orders with supervision requirements revoked due to breach			0	1	0	0	1	0	0	3	3	1	2	
HSCOF07	Licence revoked due to breach			2	0	0	1	2	1	1	2	0	1	1	
HSCOF08	Number of Restricted Patients being managed at period end			33	33	37	37	35	35	35	37	36	37	36	
HSCOF08i	Number of Restricted Patients being managed at MAPPA Level 1			33	32	37	35	35	35	35	35	35	36	35	
HSCOF08ii	Number of Restricted Patients being managed at MAPPA Level 2 at			0	1	0	2	0	0	0	2	1	1	1	

	period end														
HSCOF09i	Registered sex offenders re-offending by MAPPA level and risk level – sexual crimes			5	5	4	4	5	5	3	1	6	2	5	1 Police case level 1 high risk – non recent, pre SONR rape x 3, LLP X 1, sodomy x 1, bestiality x 3 1 Police case level 1 low risk - further internet offending 1 Police case level 1 medium risk - sending indecent text messages to complainer 1 Police case level 1 low risk - contact sexual offences against a child. ICR completed 1 Police case level 1 medium risk - sending indecent communication
HSCOF09ii	Registered sex offenders re-offending by MAPPA level and risk level – crimes of violence.			3	4	5	5	8	6	0	2	2	1	1	1 Police case level 1 medium risk – assault & robbery, assault with intent to rob, possession of knife.
HSCOF09ii	Registered sex offenders re-offending by MAPPA level and risk level – registration offences			11	9	8	6	15	13	8	5	5	9	6	5 Police level 1 medium risk 1 CJSW level 1 low risk
HSCOF09iv	Registered sex offenders re-offending by MAPPA level and risk level – other crimes.			13	14	9	5	19	14	7	4	11	21	6	1 CJSW level 2 high risk – minor assault x 2 2 CJSW level 1 high risk – S38 Threats & S127 Communications Act 1 Police level 1 high risk – S39 Criminal Justice & Licence Scotland Act 2010 2 Police level 1 medium risk – domestic assault & non appearance warrant
HSCOF10	Number of Sexual Offences Prevention Orders in force			40	39	40	42	42	42	42	41	44	44	46	41 full SOPOs 5 interim SOPOs (including 1 sisted SOPO) 2 full ROSHO 3 SHPO

HSCOF11	Number of risk management case conferences held			45	49	30	41	37	43	62	46	54	51	42	
HSCOF11i	Number of individuals considered			39	47	28	40	34	41	53	42	47	47	41	
HSCOF11ii	Number of individuals considered who were registered sex offenders			25	30	19	23	23	28	41	28	26	30	25	
HSCOF11ii i	Number of other individuals considered			14	17	9	17	11	13	12	14	21	17	16	
HSCOF12	Number of sex offenders de-registered during the quarter			6	8	7	7	10	11	13	11	13	6	12	Dependent on length of registration periods Includes five cases where early discharge was agreed.
HSCOF13	Number of Notifications received and percentage to MAPPAs office within timescales			13 – 85%	14 – 50%	22 – 41%	21 – 67%	24 – 80%	17 – 64%	29 – 74%	15 – 60%	20 – 83%	21 – 78%	15- 73%	4 notifications received outwith timescales. 4 from Police 0 from CJSW
HSCOF14	Number of Level 2 MAPPAs Referrals received and percentage to MAPPAs office within timescales.			0	1 – 100%	0	3 – 100%	0	7 – 100%	1 – 100%	1 – 100%	0	0	1 – 100%	1 RMCC minute used as level 2 referral
HSCOF15	Number and percentage of MAPPAs 2/3 cases having an RMCC minute pre-read available held within one month.			6 – 100%	12 – 86%	9 – 75%	9 – 38%	10 – 63%	12 – 86%	21 – 81%	13 – 65%	10 – 63%	12 – 86%	9 - 100%	Including one Core Group minute to feed Level 3 meeting.

HSCOF16	Total number of cases where Disclosure was agreed.			1	1	3	6	0	4	7	3	1	3	0	
HSCOF17	Number of meetings where required, gave apologies for Level 2 Meeting but provided an update.			N/A	C&F - 1	MAPPA - 1 MHO - 1 SOLO - 1	C&F - 2 Health - 1 MAPPA - 1 Scot Gov - 1	SOLS - 2 MAPPA - 1 Health - 1 Adult Service - 1 Housin g - 2 C&F - 1 Scot Gov - 3	SOLS - 1 MAPPA - 1 Housin g - 2 C&F - 1 Health - 2	C&F - 2, CJSW - 2	SOLS - 1 H&SC - 1	Scot. Gov - 3, mho - 1, C&F - 1, MAPPA - 2	MAPPA - 1, SOLS - 3, H&SC - 2, Health - 1, Comm PI - 5	1 - Health	
HSCOF17i	Number of meetings where required to attend Level 2 meeting and did not provide an update.			N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 - C&F	
HSCOF18	Total number of Level 3 meetings held.			0	1	1	1	0	0	4	2	2	2	1	
HSCOF18i	Non attendance at Level 3 meetings			N/A	N/A	N/A	N/A	N/A	N/A	0	0	1 - C&F	2 - C&F	1 x C&F	Non attendance as no C&F involvement
HSCOF19	Total number of SMART Actions raised at Level 2 & Level 3 Meetings.			3	17	22	12	8	11	55	21	9	5	9	
HSCOF19i	SMART Actions completed within timescales.			3 - 100%	17 - 100%	20 - 91%	11 - 92%	8 - 100%	9 - 82%	54 - 98%	20 - 95%	8 - 89%	5 - 100%	9 - 100%	

HSCOF19ii	SMART Actions not completed within timescales.			0	0	0	0	0	0	0	1 - 2%	1 - 5%	0	0	0
HSCOF19ii	SMART Actions - Number ongoing.			0	0	1 - 4.5%	0	0	0	0	0	0	0	0	0
HSCOF19iv	SMART Actions - Deadline past no update received.			0	0	1 - 4.5%	1 - 8%	0	2 - 18%	0	0	1 - 11%	0	0	0
HSCOF20	Total number of Level 2 Meeting minutes circulated within 5 working days.			17 - 100%	14 - 100%	15 - 100%	23 - 100%	20 - 100%	16 - 100%	19 - 86%	17 - 77%	11 - 55%	19 - 100%	10 - 100%	
CFYO103	Number of young people discussed at YPRMCC meetings			11	17	17	22	19	27	22	20	15	18	22	
CFYO103a	Number of YPRMCC			18	24	22	36	25	36	26	31	15	20	26	

MAPPA Definitions of:

VERY HIGH RISK - There is imminent risk of serious harm. The potential event is more likely than not to happen imminently, and the impact could be serious.

HIGH RISK - There are identifiable indicators of risk of serious harm. The potential event could happen at any time and the impact could be serious.

Long Term Trends		Short Term Trends	
	Increasing		Increasing
	No Change		No Change
	Decreasing		Decreasing



**Edinburgh Violence Against Women Partnership
Annual Report 2015 - 2016**

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Appendix 1 – Violence Against Women Partnership Structural Schematic and Membership list

Appendix 2 – Domestic Abuse Service Redesign Briefing

Appendix 3 – Domestic Abuse Court Roll Out Evaluation Briefing

Appendix 4 – Edinburgh’s Violence Against Women Partnership Action Plan

Introduction

Tackling all forms of violence against women requires the commitment and co-operation of a wide range of partner organisations from the statutory and voluntary sector. All agencies are committed to the development and continuous improvement of services for violence against women in Edinburgh. This is demonstrated by the joint approach at strategic and operational levels and re-enforced through the structural arrangements of Edinburgh's Violence Against Women Partnership (VAWP).

The recent creation of a tiered structure within the partnership of an Executive and Reference Group has improved governance and decision making. It has also strengthened links to other groups and bodies, underlining the need for the response to violence against women to be integrated effectively with adult protection and child protection services planning, other aspects of wider public protection services and community planning. Although the Violence Against Women Partnership, Child Protection Committee, Adult Protection Committee, Offender Management Committee, and Alcohol and Drug Partnership all have a core focus for their work, individuals and communities depend on each of these partnerships working together.

Violence Against Women Partnerships across Scotland have welcomed the Scottish Government strategy 'Equally Safe: Scotland's Strategy for Preventing and Eradicating Violence Against Women and Girls'. It aims to create a strong and flourishing Scotland where all individuals are equally safe and respected, and where women and girls live free from abuse and the attitudes that help perpetuate it. Both Equally Safe and service development in Edinburgh has an emphasis on preventing violence from occurring in the first place, and where it does occur intervening at the earliest possible stage to minimise the harm caused.

Representatives from the Edinburgh VAWP will continue to work with the National Violence Against Women Network, which is made up of representatives from VAWP's across Scotland, to develop the national performance framework and ensure the consistent delivery of Equally Safe.

This strategy has provided a clear strategic framework for Edinburgh across four priority areas:

- Priority 1: Scottish society embraces equality and mutual respect, and rejects all forms of violence against women and girls
- Priority 2 - Women and girls thrive as equal citizens: socially, culturally, economically and politically

- Priority 3 - Interventions are early and effective, preventing violence and maximising the safety and wellbeing of women and girls
- Priority 4 - Men desist from all forms of violence against women and girls and perpetrators of such violence receive a robust and effective response

This annual report highlights the successes for 2015-16 and outlines the ongoing areas of continuous improvement being pursued in the next period. It reflects the ongoing efforts of all agencies in Edinburgh working together with families and communities affected by violence against women.

In November 2014, the Violence Against Women Partnership undertook a self-assessment with support from the Improvement Service. It identified a lack of strategic focus and uncertainty about how the work of the Partnership aligned with wider outcomes and strategies.

It recommended the Partnership become a decision making body with a clear work plan based on priorities identified on the basis of evidenced need, an outcomes based performance framework and a membership able to drive change.

To get to this position, the Partnership undertook evidence based strategic assessment. This included data collection, horizon scanning and analysis to provide a comprehensive examination of the available data and up to date research to highlight gaps and possible future actions.

The report was completed in October 2015 and was followed by consultation and priority setting with stakeholders and the development of an action plan and performance framework. The Violence Against Women Partnership constitution, membership and subgroup structure were developed to take forward the identified actions. Membership of the Partnership now consists of:

- Executive Group –The Executive Group represents Police Scotland, NHS Lothian, The City of Edinburgh Council and the voluntary sector; it includes the chair and vice chair of the VAWP. The group meets bi-monthly and provides strategic direction and quality assurance. It has oversight of the Action Plan and receives scheduled updates from leads. It identifies Partnership representatives to link with other work-streams and creates and dissolve working groups as required
- Reference Group – the Reference Group meets three times a year and consists of agencies with direct responsibility for providing specialist services for violence against women in Edinburgh. The chair of the group is the voluntary sector

representative on the Executive Group, providing a link between the Executive Group and violence against women service providers

- the governance of the Partnership is the responsibility of the Edinburgh Chief Officers Group. The Partnership structure and membership list are outlined in Appendix One. The primary roles and responsibilities of the Partnership is to:
- promote a culture of joint working amongst all organisations and individuals involved in violence against women issues
- prepare three yearly strategic assessments and action plans for violence against women, an annual business plan and an annual report on the work of the Partnership for consideration and approval by the Chief Officers' Group and thereafter the constituent organisations represented on the Partnership
- report to the Chief Officers Group on performance and key activities
- contribute to the development of a public protection campaigns through participating in the Joint Public Protection Committees' Publicity Group; promote the work of agencies involved in issues regarding violence against women; and provide advice and information on access to services
- develop, implement and review regularly a learning and development strategy
- share best practice and learning with other violence against women inter-agency groups and manage any cross-boundary issues; and
- promote continuous improvement of work in respect of violence against women, through the:
- development, publication and dissemination of policies, procedures and protocols (within and across agencies)
- development of management information systems

- development, implementation and review of inter-agency quality assurance mechanisms (including preparation for integrated inspections)

- promotion of good practice; and creation of a learning and development strategy

Violence Against Women Partnership Functions

1. Awareness Raising, Prevention and Early Intervention

The Partnership contributes to **awareness raising** of violence against women through participating in the Joint Public Protection Committees' Publicity Group; promoting the work of agencies involved in issues regarding violence against women; and providing advice and information on access to services.

Violence against women can be a hidden issue, so ensuring that the public's awareness is increased and that people know where to seek help is a priority area for the partnership. Increasing understanding of a gendered analysis across partner agencies is also crucial, so that organisations are better able to connect violence against women with other aspects of women's inequality.

The Partnership is committed to **prevention and early intervention**; preventing violence from occurring in the first place, and where it does occur intervening at the earliest possible stage to minimise the harm caused. How agencies respond to those affected by violence against women, and how well they work together, has a significant impact on outcomes for families.

Clear routes through services also make best use of limited resources. A number of initiatives have been developed to ensure that there is a clear pathway from incident to service provision based on risk and need. Processes aim to intervene early, engage with all family members, coordinate services and improve outcomes.

Key Achievements

In relation to awareness raising, prevention and early intervention, the Partnership has overseen the following achievements in the past year:

- Continuing distribution of Speak Up Speak Out domestic abuse posters and leaflets
- Translation of Speak Up Speak out domestic abuse leaflet into Urdu, Polish, Arabic and Chinese
- Inclusion of violence against women messages in other Speak Up, Speak Out mini campaigns
- Prevention Worker post within Edinburgh Rape Crisis to work in schools
- Establishment of a Prevention Subgroup of the Partnership which aims to coordinate prevention work in schools and develop shared messages
- Mentors in Violence Prevention now embedded in 17 schools and 375 mentors trained who have delivered sessions to 1334 younger students since August 2015.
- Launch of the Domestic Abuse Disclosure scheme which enables potential victims to be advised of their partners' prior domestic abuse history
- Development of the multi-agency Southwest Domestic Abuse Local Action Group which provided a information sharing process for known domestic abuse incidents and trained staff to respond to all family members

Future Actions

Our joint priorities for the coming fiscal year have been set:

- Awareness raising event on commercial sexual exploitation
- Involvement in future Speak Up, Speak Out campaigns related to violence against women

- Domestic abuse service redesign aiming to develop a coordinated community response (see Appendix Two: Domestic Abuse Service Redesign Briefing)
- Consideration of how violence against women service responses can be developed as part of the new localities model to encourage early intervention
- Develop an online presence for the Partnership

Violence Against Women Partnership Functions

2. Domestic Abuse

The number of domestic abuse incidents recorded by the police in the city of Edinburgh in 2014/15 was 1163 per 100k of population, a total of 5802 based on 2015 national records population figure of 498,810. The Partnership is committed to raising awareness and understanding amongst frontline staff across all agencies including recognising and responding effectively to **domestic abuse**.

Understanding of the nature of this issue has improved dramatically in Edinburgh over the last few years. Police Scotland's focus on tackling domestic abuse combined with the Domestic Abuse Lead Officer post placed in the City of Edinburgh Council but funded through Police Scotland, the Council and the NHS has contributed to clarity around Edinburgh's commitment to tackling this important issue.

These advances have allowed effective development of multi-agency responses such as multiagency risk assessment conferences (MARACs) and multiagency tasking and coordination (MATACs), the domestic abuse court with its specialist advocacy service for victims, the domestic abuse disclosure scheme and co-ordinated training for frontline staff.

Edinburgh is undergoing a domestic abuse service redesign and two members of the Partnership Executive Group sit on the project board to ensure strong partnership representation and communication between stakeholders (see Appendix Two: Domestic Abuse Service Redesign Briefing).

Key Achievements

This year in Edinburgh:

- The domestic abuse court monitoring group was set up in April 2015 and meets quarterly
- The domestic abuse court was rolled out across the whole of Edinburgh in February 2015, followed by the associated Advocacy Service (EDDACS) in July. After a year of operation the court was externally reviewed (see Appendix 3: Domestic Abuse Court Roll Out Evaluation Briefing)
- EDDACS provided specialist court reports and advocacy for over 1,400 women in 2015/16
- 13 multi-agency MATAC meetings were held in Edinburgh. 48 high risk perpetrator targets were discussed leading to 20 positive enquiries and 82 charges. Other enquiries are ongoing. 13 MARACs were held in Edinburgh in 2015/16. 231 domestic abuse victims assessed to be at high risk of murder or serious injury were discussed at these meetings and actions taken by agencies to reduce their risk
- The domestic abuse disclosure scheme, which enables potential victims to be advised of their partners' prior domestic abuse history, was formally launched in Edinburgh by the First Minister and the Chief Constable. The first decision making forum was held in November 2015.

60 applications have been received and considered at the multi-agency decision making forum

Future Actions

- The domestic abuse service redesign will continue through 2016/17
- The partnership will support the implementation of recommendations from the evaluation of the domestic abuse court and the EDDACS service through the court domestic abuse monitoring group
- The partnership will be involved in the ongoing monitoring and development of MARACs through the MARAC steering group, including the expansion of MARAC referral routes
- The partnership will continue to support the development of multi-agency responses to supporting victims and holding perpetrators to account
- The partnership will remain involved in responding to legislative changes in particular regard to the proposed criminal offence of domestic abuse and the implementation of the findings from the Carloway report

Violence Against Women Partnership Functions

3. Sexual Violence

The Partnership recognises that **sexual violence** is one of the most adversely impactful forms of abuse and coercive control inflicted upon children and women across Edinburgh on a daily basis. Rape, assaults with intent to rape, indecent/sexual assaults and internet and social media based offending and other sexually motivated crimes resulted in over 1000 victims in Edinburgh last year.

It is believed the true extent of sexual violence against women and children (unreported) is much greater. It is therefore imperative that the Partnership continues to forge reporting pathways and build public confidence to make reports to specialist and statutory services.

It is significant to note that 48% of all reported sexual crime in Edinburgh last year was non-recent (over one year old) and there is growing belief that the strong collaborative working relationships (supported by training and greater understanding of working practices and a shared victim-centred approach) forged amongst all working within this sector has contributed heavily to the current picture. It is anticipated that this trend will continue and may be exacerbated by the Scottish Child Abuse Inquiry.

Key Achievements

The Partnership has overseen the following in the past year:

- Creation of multi-agency Vulnerable Young Persons child sexual exploitation (CSE) risk assessment/action group meeting (Operation Farrador)
- Forensic provision secured to ensure expert and specialist recovery of best evidence and service delivery (victim-led)

- Implementation and establishment of requirements of the Victims Rights Regulations
- Implementation and establishment of requirements under the Victims and Witnesses Act
- Establishment of National Confidential Forum
- Establishment of quarterly service delivery improvement meetings Police Scotland with Edinburgh Rape Crisis Centre, Lesbian, Gay, Bisexual and Transgender, Safeguarding Communities – Reducing Offending (SACRO), Saheliya, Shakti, Chalmers Sexual Health Clinic and Edinburgh/Napier University (and pathways for immediate advice, risk assessment, child referrals and initial victim engagement)
- Introduction of Rape Crisis Advocacy worker to provide specialist support and assistance to victims
- Attaining the highest detection rates for rape and sexual offences within Edinburgh and improvement in percentage and number of cases resulting in convictions through Scottish legal systems/courts

Future Actions

- Continued development of multi-agency Vulnerable Young Persons CSE risk assessment/action group meeting (Operation Farrador)
- Ongoing delivery of forensic provision (specifically increased availability of female forensic physicians) and scoping future location of premises (forensic suite)

- Assessment and review of arrangements in place to meet requirements of new legislation and improve victim experience.
- Extension to pathways/service delivery improvement meetings to further third sector service providers such as Streetwork and Bethany Christian Trust
- Review of Rape Crisis Advocacy provision

- Maintain detection rates against a five-year average detection rate, review future conviction rates and evidence outcomes for victims
- Reformation of EVAWP sexual violence working group
- Monitoring impact of Scottish Child Abuse Inquiry

Violence Against Women Partnership Functions

4. Human Trafficking and Commercial Sexual Exploitation

The Partnership is committed to raising awareness and understanding amongst frontline staff across all agencies specific to recognising and reporting concerns specific to **human trafficking**. Understanding the nature and scale of this 'hidden' industry remains a challenge. It is therefore imperative that the Partnership continues to drive awareness raising and training.

The partnership is also aware that public knowledge and confidence in agencies to recognise and deal with human trafficking incidents is required.

As such, the Partnership is linking-in with the *Protection Committees Publicity Group* to discuss and progress effective methods that will fulfil this responsibility, with representation from the Edinburgh Child Protection Committee, the Edinburgh Adult Protection Committee, the Edinburgh Offender Management Committee, The Edinburgh Violence Against Women Partnership and the Edinburgh Alcohol and Drug Partnership to ensure collaborative working.

Commercial sexual exploitation remains a focus for the Partnership. Adopting a victim centred approach and improving the safety and well-being of people, places and communities affected or exploited through prostitution has seen a decrease in the number of offences relating to prostitution and improved outcomes for those involved.

It is also significant to note that off street prostitution advertised on dedicated internet sites and/or social media is vastly more popular than traditional on-street workers.

Key Achievements

The Partnership has overseen the following in the past year:

- Increase in number of reported human trafficking incidents/crimes within Edinburgh 2015-16
- Multi-agency launch event (facilitated by Equal Scotland) to raise awareness and improve professional understanding of Edinburgh's multi-agency support protocol for Victims of Human Trafficking. Focussed on how to read signs and report Human Trafficking concerns
- Continuation of Op Lingle/SHAW (support, health and welfare) visits to off-street prostitutes on a partnership Police/Health basis and associated learning
- Health and University undergraduate project to establish wellbeing/needs assessment of workers within dancing/lap bars
- Expansion of National Ugly Mugs Scheme across Scotland and to additional partners (including third sector)
- Launch of Police Scotland Prostitution Strategic Directive and Standard Operating Procedures and reformation of national prostitution working group
- Creation of partner agency human trafficking strategic oversight/development group and formation of operational group

Future Actions

- Extensive awareness raising and consultation regarding the launch of the new Human Trafficking and Exploitation (Scotland) Act 2015 (launched 31 May 2016)
- Continued development of SHAW approach to off-street sex workers
- Ongoing advertisement and expansion of Ugly Mugs Scheme
- Supporting the ongoing delivery of Edinburgh's sexual exploitation action plan

Violence Against Women Partnership Functions

5. Honour Based Violence, Forced Marriage and Female Genital Mutilation

The Partnership is committed to raising awareness and ensuring a professional and consistent response to **honour based violence** (HBV), **forced marriage** (FM) and **female genital mutilation** (FGM). Due to the communities within which these offences originate, reported instances have remained low within Edinburgh over a number of years however strong collaborative working practices are in place to provide clear reporting pathways and appropriate specialist support services.

It is hoped that this collaborative approach will encourage victims to have confidence to report and the Partnership is keen to ensure the following standards are adopted by all agencies across Edinburgh:

- consistent response to every report of HBV/FM/FGM;
- thorough investigation to every incident/crime reported;
- every victim/potential victim (including adults and children) will receive protection and safety advice and offered referrals to relevant support services.

The Partnership is also aware that public knowledge and confidence in agencies to recognise and deal with HBV, FM and FGM incidents is required. As such, the Partnership is linking-in with the *Protection Committees Publicity Group* to discuss and progress effective methods that will fulfil this responsibility to ensure collaborative working.

Key Achievements

The Partnership has been involved in the following activities throughout the past year:

- Involvement in quarterly Police Scotland HBV/FM/FGM forum encompassing local champions and representatives from Crown Office and Procurator Fiscal Service and Scottish Government
- Establishment of regular Police and Social Work meetings with key service providers such as Shakti and Sahelyia to discuss wider issues and develop robust risk assessment protocol specific to FGM
- Development of Lothians FGM protocol in conjunction with development of national draft protocol and Action Plan (firmly embedded in established child protection procedures)
- Launch of Police Scotland HBV/FM/FGM and Child Protection standard operating procedures (incorporating Scottish Government FM statutory guidance and legislative updates)
- Multi-agency support for International Day of Zero Tolerance for FGM and multi-agency conference 'African Women in Scotland Against FGM'

Future Actions

The Partnership is keen to drive **advancements in these areas of high risk** and propose the following developments going forward:

- Establish mechanism to review and audit existing practice, policy and training to promote continuous professional development, identify and promote good practice and establish effective early intervention and prevention strategies

- Increase in number of reported HBV/FM/FGM incidents/crimes within Edinburgh 2015-16.
- Launch of national and local multi-agency FGM protocols (29 June 2016)
- Extensive local community awareness raising post-launch
- Scope requirement for creation of partner agency Edinburgh HBV/FM/FGM oversight/development group

Violence Against Women Partnership Functions

6. Service Provision

The partnership is made up of public and third sector agencies which provide services in Edinburgh to women and children impacted by violence against women. These agencies are committed to addressing the needs of these women and children and to changing the societal landscape under which such violence occurs.

The partnership includes representatives from specialist domestic abuse services, rape and sexual violence services, children's services, black and minority ethnic services, perpetrator programmes, women's housing and homelessness services and counselling services.

Key Achievements

This year in Edinburgh partnership members have provided the following services:

- Approximately 3,000 women experiencing or at risk of domestic abuse received specialist support. Over 1400 of these were provided with advocacy in the Edinburgh Domestic Abuse Court
- 589 women received specialist support after rape or sexual violence including the full spectrum of sexual assault. Many of those supported had not reported to the police
- 194 women experiencing/having experienced or at risk of honour based violence, forced marriage and/or female genital mutilation (FGM) received support from a specialist agency, including adult women being supported to recover from FGM experienced in their childhood
- 5 women were supported after being trafficked and one woman supported after being enslaved

- 248 men received support to address their abusive behaviour and there were 408 criminal justice social work reports where the index offence was domestic abuse
- 13 MARACs were held and co-ordinated multi-agency responses for women at high risk of murder or serious injury. 231 victims of domestic abuse were discussed at MARAC in 2015/16
- Service providers in Edinburgh took part in the newly developed Domestic Abuse Disclosure Scheme, supporting referrals, disclosures and providing multi-agency input into decision making forums
- 13 MATACs were held and information on high risk perpetrators shared by providers to support police responses and increase safety for victims

Future Actions

The partnership has developed a reference group of service providers and this group will take forward service delivery elements of the EVAWP action plan.

These include:

- Supporting the inclusion of service user views on strategic developments
- Working together to develop innovative practice in Edinburgh
- Providing a frontline perspective into policy development

Specifically the service provider reference group will be inputting into the following work areas:

- Local activities around the national FGM action plan, honour based violence, forced marriage and trafficking legislation with a view to developing consistency of approach including risk assessment and thresholds for alert and action
- Continue the expansion of MARAC referral routes
- Supporting the development of Safe and Together
- Working with Crown Office and Procurator Fiscal Service (COPFS) on widening BME communities access to justice
- Inputting into developments emerging from the evaluation of the domestic abuse court and the EDDACS court advocacy service

- Consolidating data collection and working to harmonise this in order to provide a clearer picture of service need and delivery in Edinburgh

Future legislative and policy areas which will impact on the work of service providers in Edinburgh and which agencies will provide perspectives on include:

- Working with COPFS and Police Scotland in implementing the changes to Scots Criminal Law and Practice after the Carloway report
- The implementation of Equally Safe in Edinburgh
- Responding to any legislative outcomes from the Scottish Government consultation on a criminal offence of domestic abuse

Violence Against Women Partnership Functions

7. Promotion of Innovation and Best Practice

Edinburgh's Violence Against Women Partnership is at the forefront of innovation and best practice across the UK. The Partnership's learning and experience has been shared across the UK, particularly in relation to work with domestic abuse perpetrators, the development of the Safe and Together model, the domestic abuse case file audit and the undertaking of a strategic assessment.

Partners base innovative best practice on up to date research and knowledge of national and international practice developments. Attendance at the National Violence Against Women Network has allowed the sharing of best practice and Edinburgh has been involved in the implementation and development of Equally Safe alongside other Partnerships and the Scottish Government.

The Partnership is currently undertaking domestic abuse service redesign, which provides the opportunity to listen to service users experiences of services – what worked and what can be improved. This will allow partners to develop a clear vision of how domestic abuse services can be delivered in Edinburgh and how we can create a more coordinated community response (see Appendix Two: Domestic Abuse Service Redesign Briefing).

Key achievements include:

- Development of the Safe and Together model in Edinburgh, the first time this has been delivered outside the USA. This is a best practice model for the intersection of domestic abuse and child welfare
- The development of the Safe and Together National Consortium, made up of national organisations who aim to develop the model in Scotland

- Development of safe contact risk assessment tools in Scotland and briefing delivered to Advocate's Family Law Association and Scottish Government
- Development of models, processes and training to intervene early with domestic abuse perpetrators in a range of service areas
- Development of the first domestic abuse case file audit tool in the UK. This has been shared widely and repeated in a number of local authorities
- Innovative development of screening and intervention pathways for domestic abuse referrals as part of the Southwest Domestic Abuse Local Action Group
- Implementation of the domestic abuse service redesign project
- Establishment of a 'development of inclusive services' group for 'hard to reach' victims of domestic abuse, including Lesbian, Gay, Bisexual and Transgender (LGBT), BME and male victims

Future Actions

- Comprehensive consultation with service users and professionals on domestic abuse services; including discussion groups on key issues, focus groups and online questionnaires
- Continuation of domestic abuse service redesign project
- Ongoing development of Safe and Together in Edinburgh
- Partnership evaluation of Edinburgh's Safe and Together implementation with Scottish Government

- Evaluation of Southwest Domestic Abuse Local Action Group
- Repeat of the domestic abuse case file audit to evaluate practice change

- Development of safe contact risk assessment tools
- Involvement of Edinburgh practitioners in the further roll-out of the Caledonian System across Scotland

Violence Against Women Partnership Functions

8. Staff Learning and Development

Training and staff development for those working with families affected by violence against women must be undertaken at both a single agency and inter-agency level. Families affected by violence against women can be in contact with numerous agencies and services.

Developing a shared understanding of violence against women and key principles of effective intervention across agencies in Edinburgh is required in order to provide a consistent and coordinated response.

Key Achievements

Learning and development is a key activity in the development of a confident and competent workforce for the delivery of high quality services. Key achievements include:

- Evaluation and review of the first year of the multi-agency 'Rethinking Domestic Abuse: Confident Practice and Safer Families' training course
- Following the evaluation Rethinking Domestic Abuse training was developed and updated, and a training for trainers held
- Ongoing monthly delivery of Rethinking Domestic Abuse training to 207 multi-agency practitioners
- Four day domestic abuse training delivered to Council staff who were involved in the Southwest Domestic Abuse Local Action Group

- Conference held 'From invisibility to accountability: A quarter of a century of working with men who abuse in intimate relationships in Edinburgh'
- Delivery of bi-monthly Safe and Together practitioner forums to support the development of those trained in the model
- Briefings delivered to staff across Edinburgh on the Safe and Together model
- Following the training of 46 multi-agency professionals in the 'Safe and Together' in 2014, the embedding of the model in Edinburgh continued with a one day Safe and Together training for key decision makers
- Creation and delivery of training to key frontline Council staff in human trafficking. Delivered to in-house Council staff by a variety of partner agency professionals.
- Delivery of refresher and national standard sex offender liaison officer training to specialist Public Protection Unit and frontline uniformed police officers (resilience and expertise to supply 24/7 victim-led response)

Future Actions

Our joint priorities for the coming financial year have been set:

- Targeting of specific staff groups for Rethinking Domestic Abuse training course, including Health and Social Care staff and those in substance misuse services
- Commercial sexual exploitation event
- Development of domestic abuse e-learning module

- Supporting training on violence against women issues across other public protection committees
- Delivery of routine enquiry training in voluntary sector substance misuse services
- Briefings to be delivered to front line police officers to raise awareness of how their role integrates with other aspects of service delivery
- Launch of multi-agency Human Trafficking pilot training course (inclusive of third sector)
- Development of multi-agency training courses post-launch of FGM protocols. Extension to inclusion of HBV and FM within training

Violence Against Women Partnership Functions

9. Action Plan Updates

Whilst the preceding report outlines the themed actions which are being undertaken by the Partnership, there are a number of further actions within the Action Plan to highlight. The Executive Group receive regular updates on the actions within the plan from designated leads.

The Partnership will carry out a strategic assessment every three years to ensure that its ongoing work is monitored and evidence based, and that future plans address gaps in strategy and service provision.

The Action plan has a focus on joint working across all areas of public protection. The strategic assessment revealed a number of gaps which are being addressed by the Partnership, including developing links:

- between the Partnership and community planning processes
- with the Alcohol and Drug Partnerships and others around complex needs, substance misuse and violence against women
- with equalities groups and 'hard to reach' victims of abuse

Key Achievements

- The inclusion of violence against women within the community safety partnership terms of reference, and representation at the Partnership meetings
- Targeting of specific staff groups for Rethinking Domestic Abuse training course, including Health and Social Care staff and those in substance misuse services
- Development of policies and pathways to manage pets that need to be fostered or re-homed when women move home

Future Actions

- Develop statistical data in relation to prevalence of violence against women in Edinburgh
- Develop ways to engage men's voices in ending violence against women
- Co-ordinating existing work supporting women who are being coercively controlled when their partners are in prison
- Develop the use of protective orders in Edinburgh

Conclusions

The Edinburgh Violence Against Women Partnership annual report for 2015-16 is designed to demonstrate the key role of the Partnership in ensuring that the inter-agency response to violence against women is cohesive, structured and working towards continuous improvement. The report summarises some of our key achievements throughout the period under review.

In the past 12 months significant advancements have been made in Edinburgh's response to all forms of violence against women. The Partnership has critically assessed its structures, membership and effectiveness and are now delivering against the Nationally Equally Safe Strategy and contributing to improvements to service delivery, victim centred and perpetrator focussed service responses, improvements in staff awareness and the development of a coordinated community response.

This is testament to the established relationships across all partner agencies and their ongoing commitment to eradicate violence against women in Edinburgh. The challenge is to maintain this progress and deliver on the identified future actions. Whilst we acknowledge the range of challenges we face, we are enthusiastic about the opportunities ahead. We will continue to work towards the outcomes outlined in the three year Violence Against Women Partnership Action Plan 2015-17.

APPENDICES

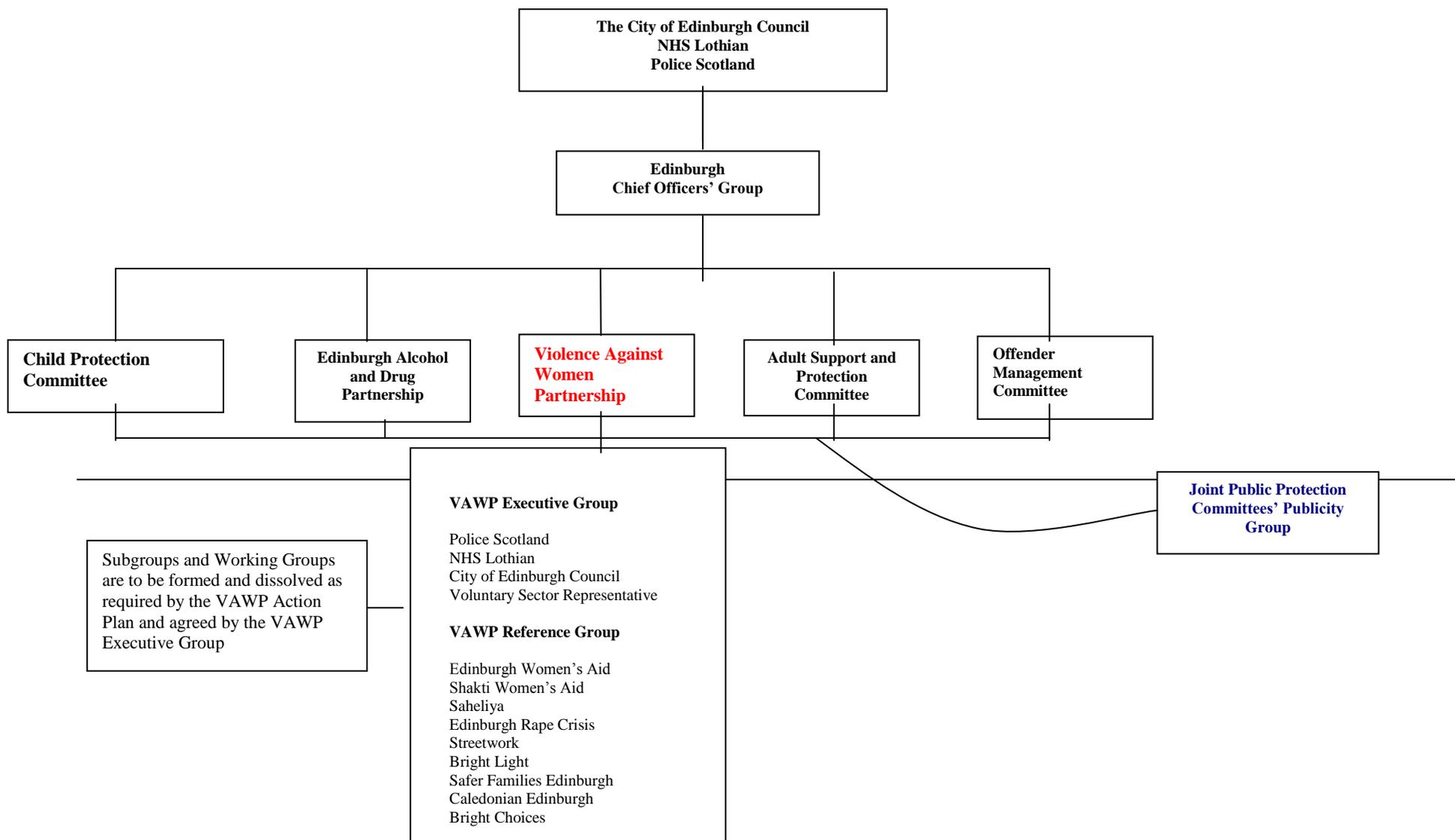
Appendix 1 – Violence Against Women Partnership Structural Schematic and Membership list

Appendix 2 – Domestic Abuse Service Redesign Briefing

Appendix 3 – Domestic Abuse Court Roll Out Evaluation Briefing

Appendix 4 – Edinburgh’s Violence Against Women Partnership Action Plan

Appendix One – Violence Against Women Partnership Structural Schematic and Membership list



Appendix Two: Domestic Abuse Service Redesign Briefing

Last year in Edinburgh there were about 5,500 police callouts related to domestic abuse. That's about 15 every single day. And it's not just the number of callouts that shows the size of the problem:

- One in every three concern forms that go to Social Care Direct were due to domestic abuse
- On a single day, more than one in every two child protection registrations were in relation to domestic abuse
- Domestic abuse is the biggest single reason given for women aged 18-59 being homeless
- Domestic abuse costs about £2.3 billion every year across Scotland

And although a range of services are involved – social work, housing, specialist voluntary sector services, and police – everyone recognises that current service delivery is fragmented with many gaps. And we also know that the funding of all public sector services is coming under increased pressure at the moment.

So, we are carrying out a comprehensive review of all Council and Council-funded domestic abuse services in Edinburgh.

We aim to:

- Review and understand what services are currently provided
- Develop new models of working, including learning from the existing pilots and service developments
- Review and, where we need to, re-design our investment in services

We want to make sure that all domestic abuse services will be shaped by these principles:

- Greater cooperation and less duplication of services and professionals (LEAN services)
- An approach based on co-production with partners, service providers and service users working together to create and improve services
- Shared principles, assessments and ethos across services
- A focus on prevention and early intervention
- Support at the right time, particularly including families in crisis and those don't meet the threshold for child or adult protection
- Improved services and reduced costs

The project began in November 2015 and will last for up to two years, with the consultation phase completed by October 2016, a co-produced improvement plan for all services and plans for investing in specific services developed and in place by October 2017 to be implemented from then onwards.

How you can get involved:

We want to hear from anyone who has been affected by domestic abuse and anyone who works with people who have been affected by domestic abuse.

We've developed two questionnaires, one for service users and one for staff:

- The service user questionnaire asks for people's experiences of using domestic abuse services – what do they think worked best, what would they like to see changed and which services did they work with.
- The staff questionnaire asks staff who may encounter people who have been affected by domestic abuse for their views – are they confident they can recognise domestic abuse, who have they referred families to and what do they think of the help the people they referred receive.
- Both surveys will be open until **October 2016**.
- The link for the service user questionnaire is:
<http://www.surveymonkey.co.uk/r/dasug>
- The link to the staff questionnaire is:
<http://www.surveymonkey.co.uk/r/dastur>

We plan to run a number of focus groups once the surveys have closed. The purpose of the focus groups will be to explore the survey findings in more depth. There will be focus groups for service users and for staff. If you would like to take part, please email: domestic.abuse@edinburgh.gov.uk and say if you are interested in service user or staff focus groups.

We will also be talking to children and young people about their experience of domestic abuse. We plan to use the '*Words and pictures*' method and will be training interested staff who already have a relationship with children who have been affected by domestic abuse.

As well as the surveys, follow-up focus groups and children and young people's engagement, we will be holding themed discussion groups on these complex issues:

Domestic abuse service provision – a focus on the service areas of housing, complex needs and meeting the needs of children. 16 June 2016, 0930 – 1230

Hard to reach victims of domestic abuse – meeting the needs of hard to reach victims of domestic abuse; male victims, LGBT groups and those in BME communities. 23 June 2016, 1330 - 1630

Service pathways – developing a coordinated community based response to domestic abuse. 29 June 2016, 1330 - 1630

Outcomes and innovation - identifying the outcomes we are looking for and highlighting innovative new ways of working. 22 July 2016, 1300 - 1600

For each session, we'll be exploring:

- What are we doing well?
- What needs to change?
- How can we get there?

To find out more about any aspect of the consultation, and to get involved, please contact us at:
Domestic.abuse@edinburgh.gov.uk

Appendix Three: Domestic Abuse Court Roll-Out Evaluation Briefing

In February 2015, the Domestic Abuse Court was rolled out to deal with all summary cases involving domestic abuse charges in the City of Edinburgh, Midlothian and the former Haddington Sheriff Court District, monitored by the Domestic Abuse Monitoring Group. The aims of the Domestic Abuse Court are: to increase the efficiency of dealing with domestic abuse cases and to improve the effectiveness of the response to domestic abuse.

The evaluation was carried out to assess whether or not the Domestic Abuse Court process is effective from the victim's point of view.

The evaluation identified many successes of the Domestic Abuse Court roll-out, including the speed of the process (the average number of weeks from pleading diet to trial has not exceeded 10 weeks) and the positive impact that can be achieved through effective support and intervention from all agencies and at every stage of the process.

The evaluation highlights a number of issues where performance may need to be monitored closely and, where necessary, underlying reasons and certain trends may need to be researched further. These include:

- Analysis of outcomes in terms of sentencing shows that “admonished and dismissed” features at the top of all

Appendix Four: Edinburgh's Violence Against Women Partnership Action Plan

sentencing outcomes since the roll-out followed by fines and community payback orders.

- Although not numerically significant, many contributors provided anecdotal evidence of cases that they believed should not have come to court. However, the view was also widely expressed that a cautious approach that favours the protection of victims and potential victims is extremely important.
- A rise in the number of victims who decline advocacy services; this may be attributed to the complexity of the situation when police attend a domestic incident, including police and victim priorities/sensitivities and a lack of clarity regarding the functions of EDDACS.
- Funding for the EDDACS
- While the specialist training and information that has been provided to Procurators Fiscal and to Sheriffs is widely praised, a system to ensure that any new Sheriffs in Edinburgh receive domestic abuse information as quickly as possible may be useful, assuming it has not been previously undertaken. It appears that a self-select approach is adopted with regard to training from the Judicial Institute, potentially creating situations where domestic abuse training would not be received unless broader measures are in place to ensure this.
- There is no “lead Sheriff” for domestic abuse. The evaluation highlights some sense from contributors that a “lead Sheriff” or champion would be beneficial.

Outcome one: Scottish society embraces equality and mutual respect, and rejects all forms of violence against women and girls

Action	Progress Note	Status	Due	Scheduled Updates	Lead
a) Develop statistical data in relation to prevalence of violence against women in Edinburgh	<p>Exec Group standing item. All statistical data to be updated for the next three yearly strategic assessment due in June 2018</p> <p>The reference group will provide statistics on service delivery and will discuss harmonisation of data collection to provide useful statistic going forward.</p>		<p>Jun 2018</p> <p>May 2016 May 2017 May 2018</p>	<p>May 2016 Nov 2016 May 2017</p> <p>May 2016 Nov 2016 May 2017</p>	<p>Alwyn Bell / Linda Rogers</p> <p>Reference group</p>
b) Coordinating prevention work in schools	<p>A prevention working group has been established to coordinate violence against women prevention work in schools. The group includes representation from all the agencies who deliver this work in schools and aim to work together to manage how this work is delivered. The group is aiming to be a good practice example of a multi-agency partnership working together on prevention, capacity building within schools and staff training, and identifying and responding to key issues and themes which young people are raising in prevention work.</p> <p>The reference group will support schools to develop a consistent response to HBV and FGM issues by linking with MPV, reporting on issues raised by providers and working together to find solutions to</p>		<p>Oct 2016</p>	<p>Jan 2016 Jul 2016</p>	<p>Nadine Jassat</p>

	problems.				
c) Develop links between the VAWP and community planning processes	A meeting has been arranged in May 2016 with community planning partners to develop these links and consider the review of the national violence against women partnership guidance		Jan 2017	May 2016 Nov 2016	Alwyn Bell / Linda Rogers
d) Gathering community, practitioner and service user views	A citywide consultation on domestic abuse services is taking place from April 2016 as part of the domestic abuse service redesign project. This will involve online questionnaire, themed discussions and focus groups with staff and service users, including children and young people. Over 8000 posters and postcards have been distributed across the city. The reference group will support this action by supporting practitioners and encouraging service users to take part in consultation and by ensuring information is shared on how best to involve different groups of service users.		Apr 2017 April 2017	Mar 2016 Sep 2016 Ongoing	Anna Mitchell
e) Develop ways to engage men's voices in ending violence against women	To be included with the work of the short term prevention working group		Oct 2017	Jul 2016 Jan 2017	Nadine Jassat
f) Develop an online presence for the VAWP	A website is being developed within Edinburgh Women's Aid which can include a VAWP webpage. Consideration should be given to widening the use of the Knowledge		Jul 2016	Mar 2016	Linda Rodgers

	Hub.				
Outcome Two: Women and girls thrive as equal citizens: socially, culturally, economically and politically					
2 Action	Progress Note	Status	Due	Scheduled Update	Lead
a) Supporting policy development and implementation on violence against women issues	<p>Exec Group standing item . To include FGM, forced marriage, human trafficking, sexual exploitation and other cross cutting public protection issues.</p> <p>Aligning with the national action plan and the inter-agency national guidance, the Edinburgh Child Protection Committee has developed an inter-agency training programme to support practitioners and frontline managers to identify and tackle FGM effectively.</p> <p>In line with Edinburgh's Multi-agency Support Protocol for Victims of Human Trafficking, an event was held, facilitated by Equal Scotland, on 15 March 2016. The purpose of the event is to officially launch and raise awareness of the protocol and to improve professional understanding of how to read and report the signs of human trafficking and exploitation.</p> <p>Reference group will support this action by reviewing local and national policy proposals and providing responses.</p>		Ongoing	Ongoing	Alwyn Bell / Linda Rogers
			ongoing	ongoing	Reference group

<p>b) Develop awareness raising and publicity on sexual exploitation of women</p>	<p>Aligned with public protection publicity group sexual exploitation campaign and seminar on gendered analysis</p> <p>Edinburgh's Sexual Exploitation Action Plan (Adults) – Proposed actions relating to men and women involved in sex work will be discussed and ratified at meeting on 9 February 2016. Publicity campaign will be launched in spring 2016.</p> <p>The reference group will send a delegate to the multi-agency sex work group and will report on service users & providers views/experiences.</p>		<p>May 2016</p> <p>ongoing</p>		<p>Dona Milne</p> <p>Reference group</p>
<p>c) Developing links with the Alcohol and Drug Partnerships and others around complex needs, substance misuse and violence against women</p>	<p>Defer until new providers are bedded in. Initial conversations with Nick Smith are that the EADP undergoing significant redesign at present. Anna Mitchell to meet with Nick about discussion group and gathering of statistics.</p>		<p>Oct 2016</p>	<p>Mar 2016 Sep 2016</p>	<p>Lesley Johnston</p>
<p>d) Developing Edinburgh's understanding of a gendered analysis</p>	<p>The Women's Support Project along with the Violence Against Women Partnerships in Edinburgh to hold a one day seminar on commercial sexual exploitation, focusing on prostitution. It will relate the issue to a gendered analysis of violence against women and provide an opportunity for workers to hear updates on the</p>		<p>Jul 2016</p>	<p>Apr 2016</p>	<p>Lesley Johnston</p>

	<p>Scottish situation as well as discuss what is happening on local levels. It will be held in June 2016.</p> <p>The reference group will support this action by using time in meetings to support the development of safe and together; trauma informed services; and working together to support workers to remain safe and well in trauma work and understanding and dealing with vicarious trauma.</p>		Ongoing		
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<p>e) Developing links with equalities groups and 'hard to reach' victims of abuse</p>	<p>Establishing a permanent reference group including Shakti, Saheliya, Equalities Officers, Fearless (Andy Gosling), Bright Choices (Nicola McCloskey), LGBT Youth, LGBT Health. Anna Mitchell has convened an initial meeting in May 2016.</p> <p>The Bright Choices service has been in operation since July 2015. It has a team of six workers who deliver a range of interventions and are receiving referrals and are fully operational as a service provider for those at risk of or experiencing honour based violence.</p> <p>Fearless is expected to be rolled out around March however not yet confirmed.</p> <p>Working with male victim's service standards to be completed by 31 March 2016.</p> <p>The reference group will support this action by having feedback from the reference group to the hard to reach reference group and vice versa as a standing agenda item, so that joint areas of work/interest can be co-ordinated.</p>		<p>Mar 2016</p> <p>ongoing</p>	<p>Jan 2016</p>	<p>Anna Mitchell</p>
<p>Outcome Three: Interventions are early and effective, preventing violence and maximising the safety and wellbeing of women and girls</p>					

3 Action	Progress Note	Status	Due	Scheduled Update	Lead
<p>a) Developing response to violence against women within Health and Social Care and Adult protection</p>	<p>Adult Protection Lead Officer and trainer attended VAWP Executive Group meeting. Violence against women will continue to be highlighted within Adult Protection training. Agreement to reserve 7 spaces in the next three Rethinking Domestic Abuse Training courses – May to July. Staff will be targeted in H+SC and asked to comment on the training content, with a view to considering the benefit of specific training needs. AM to deliver a briefing to Southwest H+SC staff as part of the CPD in June. Further consideration to be given to the development of the IRD and screening process within social care direct when transformational change is completed.</p>		Oct 2016	Jan 2016	Alwyn Bell / Linda Rogers
<p>b) Developing multi-agency violence against women training</p>	<p>Develop training to include other types of violence in addition to ongoing domestic abuse training through VAWP Learning and Development Subgroup</p> <p>The reference group will support this action by ensuring that groups offering training are represented on the L&D sub-group and working together to co-ordinate training</p>		April 2017	<p>Sep 2016 Mar 2017</p> <p>Sep 2016 Mar 2017</p>	Lesley Johnston

	programmes.				
c) Develop local procedures to manage pets that need to be fostered or re-homed when women move home	Establish a working group to include animal charities		Nov 2017	May 2016 Jan 2017	Lynsey Voy / Mary Innes
d) Developing a coordinated community response and improving service design	This includes a number of ongoing work streams and projects, including: -Domestic abuse service redesign -Southwest domestic abuse local action group -Safe and Together Edinburgh Reference Group – this action will be a standing agenda item at reference group meetings and linked to the other reference group actions in this project plan.		Mar 2017	Jul 2016	Alwyn Bell / Linda Rogers
e) Carry out evidence based strategic assessment	The strategic assessment is carried out every three years and will need to commence after April 2017		June 2018	May 2017 Jul 2017 Sep 2017 Nov 2017	Anna Mitchell
Outcome Four: Men desist from all forms of violence against women and girls and perpetrators of such violence receive a robust and effective response					
4 Action	Progress Note	Status	Due	Scheduled Update	Lead
a) Developing the use of safe contact agreements and child safety reports	The Advocates Family Law Association is holding a seminar on these tools in May 2016. Discussions on developing these tools is ongoing with Safer Families, Bright Light and the Scottish Government		Mar 2018	Mar 2016 Sep 2016 Mar 2017 Sep 2017	Anna Mitchell
b) Developing training in engaging with perpetrators	A seminar was held in March 2016 entitled 'From invisibility to		Nov 2017		Rory Macrae

	<p>accountability: A quarter of a century of working with men who abuse their intimate partners in Edinburgh. This was well attended and included workshops on tools which professionals can use when engaging with perpetrators.</p> <p>Training on engaging with perpetrators was delivered to a mixed staff team in Southwest Edinburgh as part of the Domestic Abuse Local Action Group</p> <p>The monthly Rethinking Domestic Abuse course continues to have a focus on perpetrators</p> <p>Safe and Together briefings are being delivered locally on an ongoing basis</p>				
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c) Co-ordinating existing work supporting women who are being coercively controlled when their partners are in prison	Reference group – Linda to meet with Rona to discuss how this work is best taken forward.		Mar 2018	Nov 2016 May 2017 Nov 2017	Linda Rodgers
d) Develop the use of protective orders in Edinburgh			Nov 2017	May 2016 Jul 2017	Anna Mitchell



edinburgh rape crisis centre
supporting survivors of sexual violence



POLICE
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Edinburgh Alcohol and Drug Partnership Annual Report 1 April 2015 – 31 March 2016

Chief Officers' Group – Public Protection

28 June 2016

Purpose of report

To provide the Chief Officers' Group with the Alcohol and Drug Partnership's Annual Report for 1 April 2015 – 31 March 2016.

Background

Alcohol and Drug Partnerships (ADP) were established at local authority level to develop responses to alcohol and drug related problems. Membership of Edinburgh ADP is from lead officers from Police Scotland, National Health Service (NHS) Lothian, the Third Sector, Scottish Prison Service and the City of Edinburgh Council.

Edinburgh ADP is required to submit a strategy and delivery plan to the Scottish Government on a 3 year cycle. The current strategy covers 2015-18.

This strategy sets out three high level outcomes, which have guided the work of the partnership. These are:

1. Children and young people's health and wellbeing are not damaged by alcohol and drugs
2. Individuals and communities affected by alcohol and drugs are stronger and safer
3. Fewer people develop problem drug/alcohol use and more people (and their families) are in recovery

These high level outcomes have been used as the framework for this annual report for the Chief Officers' Group.

The partnership receives a ring-fenced budget from the Scottish Government of £6.9m, which is invested across the city to deliver these outcomes. In 2016/17, the partnership faces a 20% reduction to this budget, but this is yet to be confirmed by the Scottish Government.

Annual Report

Children, Young People and Families

Outcome: Children, young people and adults' health and wellbeing are not damaged by alcohol and drugs

1. **Services for Children and Young People with Alcohol/Drug Problems**

A partnership model for delivering these services has been developed for young people with alcohol / drug problems under the name of the Young People's Substance Use Service (YPSUS). This involves NHS Lothian, the Council and three voluntary organisations. The model ensures that young people across the city have access to the following services to address their problem drug/alcohol use:

- Assertive outreach
- Counselling
- Other one-to-one support
- Family work
- Prescribing other clinical support

Where possible, young people receive support for problem use within their local community by skilled practitioners (through the third sector). However, where the use is more complex and/or likely to require a medical intervention, young people are referred to the Young People's Nurse within the Young People's Service.

The service is dependent on effective partnership working and organisations have developed the following:

- One referral process across all organisations, linked to Getting it Right for Every Child (GIRFEC) arrangements
- One assessment process with information sharing protocols
- Arrangements for working with vulnerable young people
- A standard set of operating procedure across organisations, which ensures people receive the right service irrespective of where or how they access the support
- A service specification covering service expectations, including a shared set of outcomes against which organisations will report

2. **Preventing of Alcohol and Drug Problems amongst Young People**

School based prevention

A programme of risk-taking behaviour seminars has been delivered across secondary schools in Edinburgh. These include specific inputs on alcohol and drug issues as well as the links with other risk taking behaviours such as sexual health and mental health.

Alongside this, key organisations within the third sector linked to the YPSUS service (see above) provide targeted support in secondary and special schools

across the city. This enables them to deliver preventative approaches and develop relationships with young people who have been identified as at risk.

Community based prevention

The Junction and Muirhouse Youth Development Group continue to work in partnership to deliver a programme of alcohol prevention in the North of the city. This includes outreach, alcohol brief interventions and referral into counselling and support. In 2015/16, 283 outreach sessions took place and 130 alcohol brief interventions were delivered.

A number of training sessions have been delivered across services for children and families. The focus for 2015/16 has been on new psychoactive substances and the delivery of alcohol brief interventions.

3. Improving Services for Children Affected by Parental Substance Use

Specialist Services

Services for this group of families underwent significant redesign in 2015/16. A collaborative was formed to deliver this work, involving service providers, planners and families with lived experience. Services were redesigned to deliver the following, addressing a number of gaps within the existing provision:

- A single service for parents and their children
- Support available for children across all ages (5-18)
- A focus on engagement with community based support within the recovery community, parenting support and youth work/other support
- Integrated approach with adult treatment services
- Focus on children in need and preventing escalation to child protection
- An outcome focus on child wellbeing and recovery

Services were tendered and the contract was awarded to Circle. The contract commenced on 1 April 2016.

Community Safety

Outcome: Communities affected by drugs and alcohol use are safer

4. Leith Alcohol Pilot

A community based response to alcohol related harm was piloted with the Leith Neighbourhood Partnership. This involved working closely with the Neighbourhood Partnership and identifying key actions to reduce alcohol related harm in line with the priorities within the Leith Community Plan. Stakeholder events were held to identify key pieces of work and allies within the community for taking this work forward.

Plan Key achievements include:

- A school based programme on social norms and alcohol marketing developed and delivered in secondary schools
- Training for community members on the licensing process

- A survey of over 250 people about alcohol related harm in Leith
- Development of national guidance on responding to license applications

5. Reducing alcohol and drug related offending

Treatment and Recovery Services in HMP Edinburgh are provided in partnership by NHS Lothian, and three third sector organisations (Edinburgh and Lothian Council on Alcohol (ELCA), Simpson House and Lifeline).

A review and tendering of counselling services (ELCA and Simpson House) has led to new approaches to improve access to of these services, including clear criteria for those on short-term sentences.

Treatment and Recovery

Outcome: More people achieve sustained recovery from problematic substance misuse

6. Redesign of treatment and recovery services

The national and local driver for the ADP is to develop a recovery oriented system of care. In summary this consists of:

- A person centred approach, which focuses on an individual's assets
- A strong self supporting recovery community
- Those with lived experience involved in service design, delivery and development
- A range of treatment recovery options are available including harm reduction and abstinence based approaches

Services underwent significant redesign in 2015/16.

Recovery Hub Services

Hub based services were redesigned to ensure they developed a more recovery oriented approach and made the most efficient use of resources. The redesign has achieved the following:

- A role for peers as volunteers and paid employees
- A model of key working, led by the third sector
- A role for nurses, social workers and third sector practitioners in delivering the model of care
- A saving of over £300k across the city

The third sector element of the service has been tendered and contracts were awarded to Lifeline and Turning Point Scotland. The new contract started on 1 April 2016.

Residential services

Residential services are a core part of the system of care and include:

- LEAP – residential rehabilitation within Edinburgh
- External residential rehabilitation placements made by the Council
- Ritson Clinic – residential detoxification

These services have worked together to consider how to achieve the same outcomes and reduce the number of external placements. Key developments have led to LEAP increasing its capacity, providing an alternative to certain out of area placements.

Further work is needed in 2016/17 to review the need for residential detoxification and identify community based alternatives to residential treatment.

7. Developing the Recovery Community

The Recovery Collective

During the course of 2015/16, a number of recovery groups have emerged within the city, led by people in recovery. This followed a series of conversation cafes with people in recovery regarding their vision for recovery in their local area. These groups include:

- The Dry Dock (Leith)
- Solace Cafe (Gorgie, Dalry)
- Branching Out in Recovery (Craigmillar)

Alongside this are a number of longstanding recovery communities, such as Sorted, Serenity Cafe, Recovery Kidz and a number of drama groups.

The Recovery Collective was established as an overarching network for these groups, enabling them to share experiences, skills and inspiration. The Recovery Collective held an inaugural event called “Join the Dots” in February 2016, which brought together these recovery communities to celebrate of their achievements and as a source of inspiration for future developments.

The Recovery Collective has enabled recovery activists within the new communities to identify funding opportunities, develop plans and in one case secure premises. The Collective now meets regularly to consider which areas of the city need further support, and separately as a regular social event to deepen the understanding of “recovery activism” within the city.

Recovery App

In partnership with the City of Edinburgh Council’s Digital Innovation Team and people in recovery, an App has been developed to link people with community events, regular meetings and other social activities for people in recovery.

Those organising these events can upload details into the App themselves. The intention is for the App to become self supporting.

8. Reducing Drug Related Deaths

Drug Related Death Review Process

Four locality based Drug Related Deaths Review Groups have been established to identify lessons learnt from individual drug related deaths. These groups are attended by local professionals who are responsible for local service delivery. Key issues and lessons are fed into the Pan Lothian Strategy Group to develop a strategic response across organisations.

The general profile of those who died was as follows:

- White, Scottish Males in their late 30s
- Single and unemployed
- A known history of both alcohol and drug misuse
- Previous contact with secondary care treatment services; not in contact with secondary care at time of death, but may have been in treatment
- Death occurred at home often in the company of friends
- Toxicology report suggested a combination of drugs and alcohol contributed to the death.
- The role New Psychoactive Substances does not currently play a significant role in drug related deaths.

Protocol with the Scottish Ambulance Service (SAS)

Many people who die from a drug related overdose have experienced a non-fatal overdose in the preceding months. In many cases, the SAS is called to respond to these situations.

A protocol has been developed with the SAS, which allows the paramedics to share the name and contact details of the individuals with local treatment services. This will be done unless the person explicit says that they do not want this to happen; this protocol has been agreed by Coldicott Guardians. Treatment services will then offer follow up support with quick access to treatment as well as Naloxone. The protocol came in to force in April 2015 and a review of the initial data suggests that a more proactive approach is required if people are to be supported to access treatment and/or other support

The Take Home Naloxone Programme

Naloxone is an opioid antagonist, which can temporarily reverse the effect of an opioid overdose; this provides more time for emergency services to arrive and further treatment be given.

The Scottish Government has a minimum expectation that by April 2016, 25% of people with problem opiate use should be supplied with take home Naloxone kits. In January 2015, the Scottish Government produced data at an ADP level for the first time (data had previously been gathered at a Lothian level) and Edinburgh achieved just over 25%.

Naloxone continues to be distributed within key settings and consideration is being given to a roll out to GP surgeries and pharmacies.

9. Performance information

Alcohol Brief Interventions (ABI)

The Health Efficiency Access and Treatment (HEAT) Standard requires Health Boards to deliver alcohol brief interventions (ABIs) in the priority settings of Primary Care, Antenatal Care and Emergency Departments.

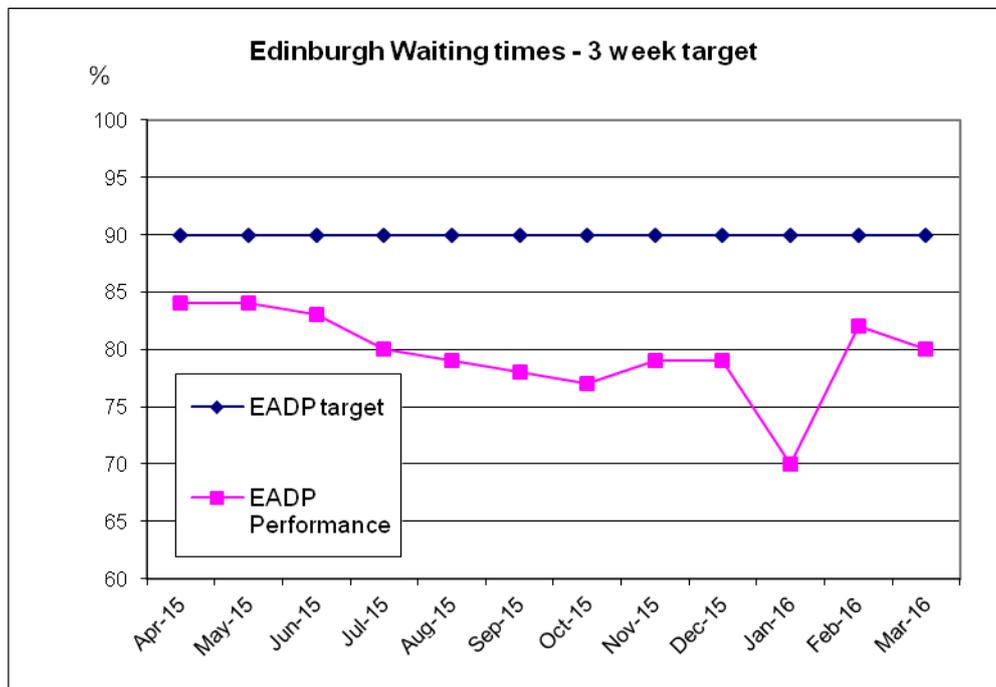
In 2015/16, 24,870 ABIs were delivered across Lothian, which represents 245% of the HEAT Standard (9,978). Edinburgh data can only be broken down at a GP surgery level and 6,820 were delivered within these settings. The remainder were delivered in A&E and Maternity Services. Alongside this, a significant number was delivered in other settings within the third sector, Job Centre Plus and City of Edinburgh Council, but these interventions do not contribute to the standard.

Building on the previous success, NHS Lothian is working closely with its partners in the delivery ABIs in youth settings, criminal justice settings and HMP Edinburgh.

HEAT Standard Access to Drug Treatment Services

The national HEAT target A11 expects 90% of people who need help with their drug and / or alcohol problem will wait no longer than three weeks between referral and treatment start.

There have been significant challenges achieving this target in 2015/16 and performance for 2015/16 is set out in the graph below:



The challenges are summarised below.

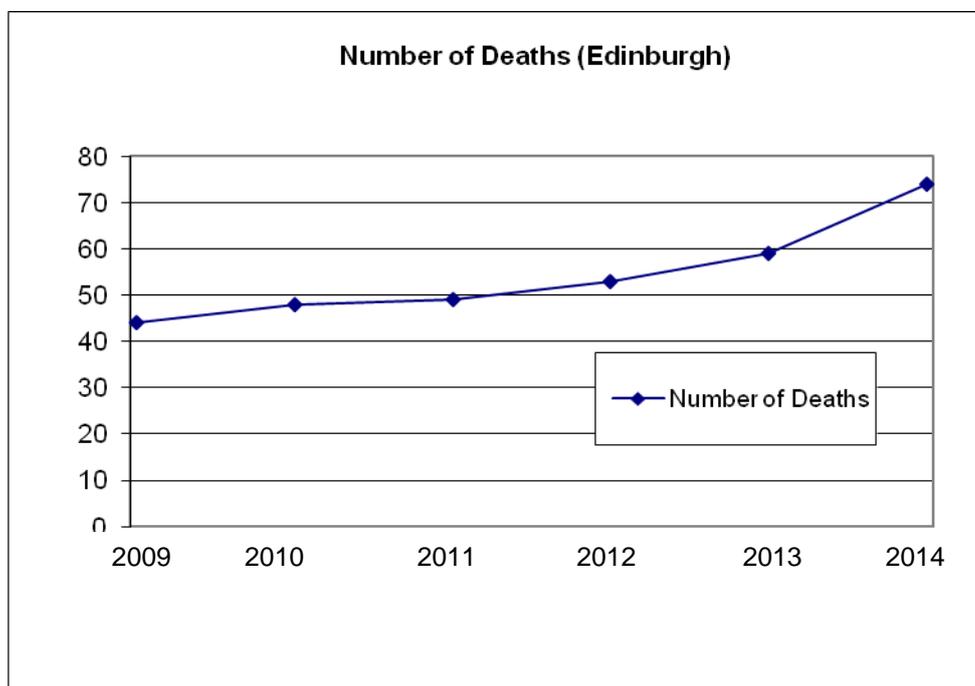
- Data accuracy has been a challenge in the initial 6 months of the year. Improvements in reporting have led to a better understanding of the challenges.

- A number of vacancies have been held within NHS Lothian Substance Misuse Directorate (SMD), leading to services under-performing. These vacancies have now been filled and sickness absences addressed.
- There has been an over reliance on SMD services as the main point of referral. The service redesign has led to key tasks being shifted from SMD nurses to the third sector, freeing capacity amongst this group of staff. This was implemented from 1 April 2016.
- A recent increase in demand in the North East of the city has led to longer waits within services in this locality.

Drug Related Deaths

Drug related deaths are measured via criteria set by the Scottish Government. Indicative figures suggest that there were 69 drug deaths in Edinburgh in the calendar year 2015. This represents a slight reduction on figures for 2014 and is 20 deaths above the average for the previous 5 years. Figures for 2015 will be confirmed in August 2016.

The graph below only includes confirmed data.



This increase in deaths over the past 5 years is of concern across the partnership. An annual report setting out the themes and causes of death will be produced in July 2016. This will aid local action planning. However, early indications suggest there are no significant changes in the profile of those experiencing a drug related death in previous years.

One theory suggests that there is an aging cohort of drug users who are experience poor health due to their drug use and other risk taking behaviours. This makes them more vulnerable to a fatal overdose.

The Drug Related Deaths Strategic Group will refresh its action plan following the publication of this report.

Naloxone distribution

Edinburgh's target is for 25% of problem drug users to be supplied with a Naloxone kit. In January 2016, Edinburgh had achieved 26% with 1,716 kits distributed across an estimated problem drug user population of 6,600.

Parental Substance Misuse

Accurate local data on the number of children affected by parental substance misuse is challenging to collect due to definitions of "affected" and the hidden nature of the problem. Nationally, current estimates from the government suggest that 40 – 60,000 children are affected by parental drug misuse. It is also estimated that 65,000 children may be affected by parental alcohol misuse.

The children and families needs assessment 2012 report estimated the following in Edinburgh:

- Up to 7,000 children may be affected by parental alcohol use
- At least 2,173 children are affected by parental problem drug use
- About 1,000 children are affected by Foetal Alcohol Spectrum Disorder

10. Recommendations

The Chief Officers' Group is asked to note the contents of this report and to receive a further update from Edinburgh Alcohol and Drug Partnership in October 2016.

Michelle Miller

Chair of the Edinburgh Drug and Alcohol Partnership

Appendices	None
Contact/tel/Email	nicholas.smith@edinburgh.gov.uk Tel 529 2117
Wards affected	ALL
Edinburgh Partnership Strategic Priorities	2, 3, 4
Background Papers	None

Corporate Policy and Strategy Committee

10.00 am, Tuesday 9 August 2016

EUROCITIES AGM and Conference

Item number	7.5
Report number	
Executive/routine	
Wards	All

Executive summary

This report proposes Council representation at the EUROCITIES AGM and Conference in Milan on 16-18 November 2016. The theme of the EUROCITIES 2016 Conference is 'Sharing Cities' and will focus on exploring the challenges and impacts that cities face in terms of new ways of producing and sharing goods and services within a sharing economy. It is proposed that up to two Elected Members attend, with officer support.

Links

Coalition pledges	P15, P16
Council Priorities	CP5, CP6, CP7, CP8
Single Outcome Agreement	SO1

EUROCITIES AGM and Conference

Recommendations

- 1.1 To agree elected member representation at the EUROCITIES AGM and Conference in Milan in November 2016 and to pitch Edinburgh's bid to host the 2018 EUROCITIES AGM and Conference.
- 1.2 To note that further information on the benefits of attendance and the decision regarding the 2018 bid will be provided following the event.

Background

- 2.1 This report proposes Council representation at the EUROCITIES AGM and Conference in Milan on 16-18 November 2016.
- 2.2 EUROCITIES is the network of major European cities, bringing together the local governments of 170 cities that between them govern 130 million citizens across 35 European countries. Edinburgh has been a member since 1991 and a number of Edinburgh's twin and partner cities are also members. Membership includes cities across Europe, from both EU and non-EU countries.
- 2.3 The network is active across a wide range of urban policy issues and challenges of fundamental importance to cities including: economic development, provision of public services, environment, energy, knowledge society, transport, employment, social affairs, culture, housing and education.
- 2.4 Edinburgh's engagement strategy for EUROCITIES highlights areas for strategic collaboration with cities across Europe on a wide range of subjects across service areas and includes opportunities to exchange examples of best practice, learn from policy developments, undertake peer learning and benchmarking.

Main report

- 3.1 The EUROCITIES AGM is the key annual decision making meeting of the association. It provides a forum for debate and the formation of future priorities and strategy, as well as electing the President, Vice-President and Executive Committee members of the association. This year's AGM and Conference is taking place in Milan from 16-18 November.

- 3.2 EUROCITIES provides member cities with a platform to exchange knowledge, experiences and compare different approaches through a variety of policy forums, working groups, projects and events.
- 3.3 Membership of EUROCITIES offers the following benefits:
- Opportunities to raise the international profile of Edinburgh;
 - A channel for developing policies based on common experience and lessons learned;
 - Opportunities to exchange good practice and improve benchmarking for city government;
 - An efficient partner search forum for the design of successful joint projects.
- 3.4 The theme of the EUROCITIES 2016 Conference is 'Sharing Cities', looking at the opportunities and challenges presented by the phenomenon of the sharing economy. It will include a private political session and roundtable debates for EUROCITIES political representatives to discuss key challenges and opportunities facing city administrations including the role of cities in designing urban policies that can regulate and foster the sharing economy.
- 3.5 Politicians, decision makers and professionals from approximately 100 major European cities will attend the annual conference. This year's annual conference will also be an opportunity to celebrate 30 years of EUROCITIES in one of the founding cities, Milan.
- 3.6 Council representation at the AGM and Conference will provide opportunities to:
- Influence EUROCITIES' future priorities and work programme;
 - Share experience and good practice with other European cities;
 - Promote the city and the expertise available in Edinburgh;
 - Connect with other European cities for future joint activities.
- 3.7 During the Executive Committee meeting at this year's AGM, Edinburgh will pitch its bid to host the 2018 EUROCITIES AGM, offering the opportunity for an elected member to present the bid to the member cities of the Executive Committee and highlight Edinburgh's commitment to the network. It is proposed that (up to) two Elected Members attend.
- 3.8 In previous years Edinburgh has submitted applications to the EUROCITIES Awards which are held every year at the Conference. However, this year Edinburgh is ineligible to apply having successfully won the award for Participation last year with the "Edinburgh in Bloom" project. It is therefore the intention to identify an opportunity for the city to be showcased within, most likely in one of the themed sessions or during the political meetings. Officers will

explore appropriate Edinburgh-led projects and activity which can be shared as exemplar with other EUROCIITIES members.

- 3.9 The theme encompasses elements of the 'sharing economy'. This is an umbrella term covering a range of global trends in the way we produce and consume goods and services, including; crowdsourcing; crowdfunding; cooperative use of public space and resources, and working with partners to achieve solutions e.g. digitalization, social media, and sustainability.
- 3.10 Officer support will be provided and participation will be based on both the Council's EUROCIITIES engagement plan, and support for Edinburgh's bid for the 2018 EUROCIITIES AGM and Conference.

Measures of success

- 4.1 Information on the benefits of attendance is specific to each event. The benefits and the result of the 2018 Conference bid will be provided after the event.

Financial impact

- 5.1 The costs of attendance depend on the time of booking. Estimated costs per person are in the region of £500 for travel and accommodation plus 280 EUR conference registration fee (approximately £200).
- 5.2 Costs for attendance will be met from the City Strategy and Economy budget 2016/17.

Risk, policy, compliance and governance impact

- 6.1 The actions and outputs described in this report adhere to the risk compliance policy and governance arrangements. In addition, the recommendations in the report do not impact on any existing policies of the Council.

Equalities impact

- 7.1 There are no equalities impacts arising from attendance at this conference. The Council's EUROCIITIES engagement plan supports the Council's commitment to equal opportunities.

Sustainability impact

- 8.1 Travel arrangements are made in accordance with the Council's Sustainable Travel Plan. Travel options have been considered and the recommendation is a

direct return flight from Edinburgh to Milan. While there are adverse impacts on air quality and noise associated with air travel, overland travel is not considered practical given the distance and excessive travel time. A direct return flight to Milan offers best value, has no additional requirement for overnight accommodation above the minimum requirement, and is the most time effective.

Consultation and engagement

9.1 Membership of EUROCITIES provides the Council with a channel for engaging across a range of areas across service.

Background reading / external references

Eurocities AGM website: <http://eurocities2016.eu/intro.php>

Eurocities website: www.eurocities.eu

Paul Lawrence

Executive Director of Place

Contact: Elaine Ballantyne, Service Manager, Investment and International Relations

E-mail: Elaine.ballantyne@edinburgh.gov.uk | Tel: 0131 469 3854

Links

Coalition pledges	P15 - Work with public organisations, the private sector and social enterprise to promote Edinburgh to investors
Council Priorities	P16 - Examine ways to source new funding to support small businesses CP5 - Business growth and investment CP6 - A creative, cultural capital CP7 - Access to work and learning
Single Outcome Agreement	CP8 - A vibrant, sustainable local economy SO1 - Edinburgh's economy delivers increased investment, jobs and opportunities for all