

# Public Document Pack



To: Councillor Stewart, Convener; Councillor Lesley Dunbar, Vice Convener; ; ; and Councillors Al-Samarai, Allard, Duncan, Greig, Houghton, Townson and Wheeler.

Town House,  
ABERDEEN 29 September 2020

## **PUBLIC PROTECTION COMMITTEE**

The Members of the **PUBLIC PROTECTION COMMITTEE** are requested to meet in **Council Chamber - Town House** on **WEDNESDAY, 7 OCTOBER 2020 at 10.00 am.**

FRASER BELL  
CHIEF OFFICER - GOVERNANCE

### **B U S I N E S S**

#### **NOTIFICATION OF URGENT BUSINESS**

- 1 There is no urgent business at this time

#### **DETERMINATION OF EXEMPT BUSINESS**

- 2 There is no exempt business at this time

#### **DECLARATIONS OF INTEREST**

- 3 Members are requested to intimate any declarations of interest (Pages 5 - 6)

#### **DEPUTATIONS**

- 4 Deputations - none expected until after the final agenda is published

## **MINUTE OF PREVIOUS MEETING**

- 5 Minute of Previous Meeting of 26 February 2020 (Pages 7 - 10)

## **COMMITTEE PLANNER**

- 6 Committee Planner (Pages 11 - 14)

## **NOTICES OF MOTION**

- 7 No notices of motion have been received

## **REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES**

- 8 Referrals from Council, Committees or Sub Committees

## **POLICE SCOTLAND / SCOTTISH FIRE AND RESCUE SERVICE**

- 9 Local Police Plan - 2020/2023 - POL/20/161 (Pages 15 - 48)

- 10 Police Scotland - Thematic Report: Contact, Command and Control (Verbal Update)

- 11 Police Scotland - Thematic Report : Digitally Enabled Policing (Verbal Update)

- 12 Scottish Fire and Rescue Service Six Monthly Performance Report - SFR/20/150  
(Pages 49 - 68)

- 13 Scottish Fire and Rescue Service - Community Safety Thematic Report - SFR/20/151 (Pages 69 - 76)

## **CHILD AND ADULT PROTECTION**

- 14 Chief Social Work Officer's Annual Report - OPE/20/146 (Pages 77 - 102)

- 15 Aberdeen City Joint Inspection Plan - Update

- 16 Child Protection Committee Annual Report - OPE/20/149 (Pages 103 - 108)

- 17 Protection of Vulnerable Children and Their Families during Covid-19 Restrictions - OPE/20/147 (Pages 109 - 120)

- 18 Appropriate Adults -HSC/20/163 (Pages 121 - 126)
- 19 Aberdeen Violence Against Women (AVAW) Strategy Update - OPE/20/170  
(Pages 127 - 132)

### **LOCAL RESILIENCE**

- 20 Covid-19 Update - Civil Contingencies - COM/20/156 (Pages 133 - 146)

### **PROTECTIVE SERVICES**

- 21 CoVid-19 Update - Protective Services - OPE/20/157 (Pages 147 - 158)

### **BUILDING STANDARDS**

- 22 Building Standards Activity Report - PLA/20/143 (Pages 159 - 164)

### **COMMITTEE REPORTS**

- 23 Committee Annual Effectiveness Report - COM/20/144 (Pages 165 - 182)
- 24 Date of Next Meeting - 2 December 2020 at 10:00 am.

EHRIAs related to reports on this agenda can be viewed [here](#)

To access the Service Updates for this Committee please click [here](#)

Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

Should you require any further information about this agenda, please contact Derek Jamieson, tel 01224 523057 or email [derjamieson@aberdeencity.gov.uk](mailto:derjamieson@aberdeencity.gov.uk)

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## **DECLARATIONS OF INTEREST**

You must consider at the earliest stage possible whether you have an interest to declare in relation to any matter which is to be considered. You should consider whether reports for meetings raise any issue of declaration of interest. Your declaration of interest must be made under the standing item on the agenda, however if you do identify the need for a declaration of interest only when a particular matter is being discussed then you must declare the interest as soon as you realise it is necessary. The following wording may be helpful for you in making your declaration.

I declare an interest in item (x) for the following reasons .....

*For example, I know the applicant / I am a member of the Board of X / I am employed by...* and I will therefore withdraw from the meeting room during any discussion and voting on that item.

### **OR**

I have considered whether I require to declare an interest in item (x) for the following reasons ..... however, having applied the objective test, I consider that my interest is so remote / insignificant that it does not require me to remove myself from consideration of the item.

### **OR**

I declare an interest in item (x) for the following reasons ..... however I consider that a specific exclusion applies as my interest is as a member of xxxx, which is

- (a) a devolved public body as defined in Schedule 3 to the Act;
- (b) a public body established by enactment or in pursuance of statutory powers or by the authority of statute or a statutory scheme;
- (c) a body with whom there is in force an agreement which has been made in pursuance of Section 19 of the Enterprise and New Towns (Scotland) Act 1990 by Scottish Enterprise or Highlands and Islands Enterprise for the discharge by that body of any of the functions of Scottish Enterprise or, as the case may be, Highlands and Islands Enterprise; or
- (d) a body being a company:-
  - i. established wholly or mainly for the purpose of providing services to the Councillor's local authority; and
  - ii. which has entered into a contractual arrangement with that local authority for the supply of goods and/or services to that local authority.

### **OR**

I declare an interest in item (x) for the following reasons.....and although the body is covered by a specific exclusion, the matter before the Committee is one that is quasi-judicial / regulatory in nature where the body I am a member of:

- is applying for a licence, a consent or an approval
- is making an objection or representation
- has a material interest concerning a licence consent or approval
- is the subject of a statutory order of a regulatory nature made or proposed to be made by the local authority.... and I will therefore withdraw from the meeting room during any discussion and voting on that item.

## PUBLIC PROTECTION COMMITTEE

ABERDEEN, 26 February 2020. Minute of Meeting of the PUBLIC PROTECTION COMMITTEE. Present:- Councillor Stewart, Convener; Councillor Lesley Dunbar, Vice-Convener; and Councillors Al-Samarai, Cameron, Duncan, Greig, Houghton, Townson and Wheeler.

The agenda and reports associated with this minute can be found [here](#). Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

### URGENT BUSINESS

1. The Committee resolved:-  
to note there was no urgent business.

### EXEMPT BUSINESS

2. The Committee resolved:-  
to note there was no exempt business.

### DECLARATIONS OF INTEREST

3. The Committee resolved:-  
to note there were no declarations of interest.

### DEPUTATIONS

4. There was no deputation.

### REFERRALS FROM COUNCIL, COMMITTEES OR SUB COMMITTEES

5. There were no referrals.

### MINUTE OF PREVIOUS MEETING

6. The Committee had before it the minute of its previous meeting of 4 December 2019.

**PUBLIC PROTECTION COMMITTEE**  
26 February 2020

**The Committee resolved:-**

to approve the minute as a correct record.

**COMMITTEE PLANNER**

7. The Committee had before it the Committee Planner.

**The Committee resolved:-**

to note the Committee Planner.

**NOTICES OF MOTION**

8. There was no Notice of Motion.

**PERFORMANCE REPORT - APRIL - SEPTEMBER 2019 - POL/20/028**

9. The Committee had before it a report by the Local Divisional Commander, Police Scotland which presented the Police Scotland Performance Report – April - September 2019 for scrutiny.

**The report recommended : -**

that the Committee discuss, comment on and endorse the report.

The Committee heard a summary of the report and reference to its relevancy to the developing Local Police Plan.

The Committee commented on the increase in Complaints Against The Police and suggested that future explanation in these area would be of benefit.

The Committee were advised that variances could exist regarding recording of Racially Aggravated Harassment/Conduct and Hate Crime due to the way these matters were recorded. This could include double-counting.

**The Committee resolved:-**

- (i) to endorse the report;
- (ii) to request a future Thematic Reports on Complaints; and
- (iii) to request an update on Racially Aggravated Harassment / Conduct and Hate Crime reporting.



**PUBLIC PROTECTION COMMITTEE**

26 February 2020

**ABERDEEN VIOLENCE AGAINST WOMEN STRATEGY - POL/20/025**

**10.** The Committee had before it a report from the Aberdeen Violence Against Women Partnership which provided information to the Committee in relation to the Aberdeen Violence Against Women Partnership (AVAWP).

**The report recommended :-**

that the Committee discuss, comment on and endorse the report and related Strategic Plan and Terms of Reference.

The Committee heard a summary of this local, multi-agency mechanism to deliver on 'Equally Safe', the Scottish Government strategy to prevent violence against women and young girls.

The AVAWP governance was under the Aberdeen City Executive Group for Public Protection.

**The Committee resolved:-**

(iv) to endorse the report; and

(v) to request future reporting and updates as approved by the Aberdeen City Executive Group for Public Protection.

**THEMATIC REPORT - COERCIVE CONTROL - POL/20/026**

**11.** The Committee had before it a report by the Local Divisional Commander, Police Scotland which provided information in relation to 'Coercive Control' and the implementation of the Domestic Abuse (Scotland) Act 2018.

**The report recommended :-**

that the Committee discuss, comment on and endorse the report.

**The Committee resolved :-**

to endorse the report.

**THEMATIC REPORT - MENTAL HEALTH WELLBEING - POL/20/027**

**12.** The Committee had before it a report by the Local Divisional Commander, Police Scotland which provided information to the Committee on the approach to mental health matters for all staff, in particular front line Officers in regard to the recognition and treatment of Post-Traumatic Stress Disorder.

**The report recommended :-**

that the Committee discuss, comment on, and endorse the report.

**PUBLIC PROTECTION COMMITTEE**

26 February 2020

**The Committee resolved:-**

- (vi) to endorse the report; and
- (vii) to request further information on the Buddy App.

**SFRS Q3 YTD SCRUTINY REPORT 2019-20 - FIR/20/037**

**13.** The Committee had before it a report by the Local Senior Officer, Scottish Fire and Rescue Service (SFRS) which provided detail on the performance of the SFRS in the Aberdeen City area.

The Committee heard that the report highlighted progress in the delivery of local priorities as set out within the Local Fire and Rescue Plan and the SFRS framework document.

**The Committee resolved:-**

to note the content of the report.

**CORONAVIRUS - CURRENT POSITION - GOV/20/064**

**14.** The Committee had before it a report by the Chief Officer – Governance which provided members with assurance that Aberdeen City Council, along with relevant external partner organisations was monitoring the situation and had established plans in place to support the response should people become unwell.

**The report recommended :-**

that the Committee note the content of the report.

**The Committee resolved:-**

to approve the recommendation.

**DATE OF NEXT MEETING**

**15.** The Committee noted the date and time of its next meeting as Tuesday 13 May 2020 at 10.00am.

**- COUNCILLOR JENNIFER STEWART, CONVENER**

	A	B	C	D	E	F	G	H	I
1	<b>PUBLIC PROTECTION COMMITTEE BUSINESS PLANNER</b> The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3	<b>Delayed from UBC Decision - March 2020</b>								
4	Police Scotland - Update on Racially Aggravated Harassment / Conduct and Hate Crime reporting	On 26.02.2020 whilst presenting the Performance Report, a request was made for an update on Racially Aggravated Harassment / Conduct and Hate Crime reporting.	Circulated via e-mail on 23 June 2020	George Macdonald	Police Scotland	Police Scotland	5.7	R	This item was circulated to members on 23/06/2020
5	Police Scotland - Update on Buddy App.	On 26.02.2020 whilst presenting the Mental Health and Wellbeing Thematic report, a request was made for an update on the Buddy app..	Circulated via e-mail on 23 June 2020	George Macdonald	Police Scotland	Police Scotland	5.7	R	This item was circulated to members on 23/06/2020
6	Corporate Parenting Action Plan - Update	On 04.12.2019, the Committee resolved (iv)to instruct the Chief Officer Integrated Children and Family Services to support Care Experienced Young People to present a progress update on delivery of the Corporate Parenting Action Plan to the Public Protection Committee on 1 July 2020	<a href="#">Following cancellation of the meeting on 1 July 2020, a Service Update was provided and linked to the required to review by March 21, this is transferred to 28 April 2021 when refreshed Action Plan will also provide a commentary on how we have delivered on responsibilities to include Young People participation.</a>	Graeme Simpson	Integrated Children's and Family Services	Operations	1.2	T	from intended meeting on 01.07.2020 to 28.04.2021
7	<b>07 October 2020</b>								
8	Loal Police Plan - 2020/2023	To present the LPP as consulted with members on 23.06.2020	Following cancellation of earlier meetings, this is now presented on 7 October 2020	George Macdonald	Police Scotland	Police Scotland	5.5		
9	Police Scotland Thematic Reports Contact, Command and Control	Representative from Contact, Command and Control Division to speak to data in most recent performance report and provide an input on the Contact Assessment Model (CAM). At PPC on 26.02.2020, delay agreed until 13.05.2020	Following cancellation of the meeting on 13 May 2020, this is transferred to a verbal update on 7 October 2020 followed by a Report on 2 December 2020	George Macdonald	Police Scotland	Police Scotland	5.7	T	from intended meeting on 13.05.2020
10	Police Scotland - Digitally Enabled Policing	At its meeting on 10 October 2019, the Committee requested that an update presentation be provided in regard to the progress on Digitally Enabled Policing, which would include details on the amount of police officers trained to use the device	Following cancellation of the meeting on 13 May 2020, this will be updated verbally on 7 October 2020.	George Macdonald	Police Scotland	Police Scotland	5.6	T	from intended meeting on 13.05.2020
11	Scottish Fire and Rescue Service Six Monthly Performance Report	On 04.04.2019, the Committee agreed that SFRS would present the six monthly performance report.	Following cancellation of the meeting on 1 July 2020, this is transferred to 7 October 2020	Bruce Farquharson	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	5.6	T	from intended meeting on 01.07.2020

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
12	Scottish Fire and Rescue Service : Thematic Report - Community Safety	Tthe Committee has agreed that SFRS would present the Thematic Reports where possible.	Following cancellation of earlier meetings, this is now presented on 7 October 2020	Bruce Farquharson	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	5.6	T	from intended meeting on 13.05.2020
13	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.	This is presented on 7 October 2020.	Graeme Simpson	Integrated Children's and Family Services	Operations	1.6		
14	Aberdeen City Joint Inspection Plan - Update	On 04.12.2019 the Committee resolved to instruct the Chief Officer – Integrated Children and Family Services to provide an update on progress made on the Action Plan, to the Public Protection Committee by 7 October 2020. The CSWO will provide a Verbal Update to the Committee		Graeme Simpson	Integrated Children's and Family Services	Operations	1.1		
15	Child Protection Committee Annual Report	To present the Child Protection Committee annual report.	This is presented on 7 October 2020.	Graeme Simpson	Integrated Children's and Family Services	Operations	1.2		
16	Protection of Vulnerable Children and Their Families during Covid-19 Restrictions	To update the committee on the Protection of Vulnerable Children during the Covid-19 response.	This is presented on 7 October 2020.	Alison McAlpine	Integrated Children's and Family Services	Operations	1.1.1, 1.2		
17	Statutory Appropriate Adult Service	To inform of new statutory duties placed on Aberdeen City Council. At PPC on 26.02.2020, delay around SG was communicated and agreed to present on 13.05.2020	Following cancellation of the meeting on 13 May 2020, this is transferred to 7 October 2020	Carole Simmers	ACHSCP	ACHSCP	1.1, 1.1.1	T	from intended meeting on 13.05.2020 to 07.10.20
18	Aberdeen Violence Against Women (AVAW) Strategy Update	At Committee on 26.02.2020, during presentation of the AVAW Strategy, it was requested that future reports and updates be presented, as approved by the Aberdeen City Executive Group for Public Protection.	Following cancellation of earlier meetings, this is now presented on 7 October 2020	Derek McGowan	Early Interventions and Community Empowerment	Customer	1.2	T	from intended meeting on 13.05.2020
19	Covid-19 Update - Civil Contingencies	To update the committee on the civil contingencies aspects of the Covid-19 response.	This is presented on 7 October 2020.	Vikki Cuthbert	Governance	Commissioning	2.1		
20	CoVid-19 Update - Protective Services	To update the committee on the Protective Services aspects of the Covid-19 response.	This is presented on 7 October 2020.	Andrew Morrison	Operations and Protective Services	Operations	3.1		

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
21	Building Standards Activity Report	At its meeting on 10 October 2019, the Committee agreed to six monthly assurance reporting	Following cancellation of the meeting on 13 May 2020, this is transferred to 7 October 2020	Gordon Spence	Place	Governance	4.1	T	from intended meeting on 13.05.2020 to 07.10.20
22	Annual Committee Effectiveness Report	To present the Report to Committee as agreed by Council	Following cancellation of the meeting on 13 May 2020, this is transferred to 7 October 2020	Fraser Bell	Governance	Governance	GD 7.4	T	from intended meeting on 13.05.2020 to 07.10.20
23	Significant Case Review - Executive Summary	On 04.12.2019, the Committee resolved (iii) to note the next steps in relation to the SCR are to compile an Executive Summary which can be published once the case is no longer sub-judice and to produce a detailed analysis of the Welsh Methodology that was used to conduct the SCR	Delayed - SubJudicae, transferred to 02.12.2020	Stuart Lamberton	Integrated Children's and Family Services	Operations	1.1.2	D	from intended meeting on 01.07.2020 to 02.12.20
24	<b>02 December 2020</b>								
25	Police Scotland Thematic Report - Drugs & Vulnerable People	At its meeting on 10 October 2019, the Committee requested a Thematic Report on the subject of 'cuckooing'. At PPC on 26.02.2020, delay agreed until 13.05.2020	Following cancellation of the meeting on 13 May 2020, this is transferred to 2 December 2020	George Macdonald	Police Scotland	Police Scotland	5.7	T	from intended meeting on 13.05.2020
26	Biennial Report	To present the Adult Protection biennial Report.		Claire Duncan	ACHSCP	ACHSCP			
27	UKAS Annual Audit for Scientific Service	To update committee on the status of UKAS accreditation and the progress of recommendations of assessment of the Aberdeen Scientific Services Laboratory.	Following cancellation of the meeting on 13 May 2020, this is transferred to 2 December 2020	James Darroch	Operations and Protective Services	Operations	3.1	T	from intended meeting on 13.05.2020
28	Resilience Annual Report	To present the Resilience Annual Report	Following cancellation of the meeting on 13 May 2020, this is transferred to 2 December 2020	Vikki Cuthbert	Governance	Governance	2.5	T	from intended meeting on 13.05.2020

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
29	Generic Emergency Plan - Implementation Plan Update	On 04.12.2019, the Committee resolved (ii) to agree to receive an update on implementation of the Plan at its 13 May 2020 meeting as part of the Resilience Annual Report.	Following cancellation of the meeting on 13 May 2020, this will be incorporated within the Resilience Annual Report (above) and be reported to the 2 December 2020 meeting	Vikki Cuthbert	Governance	Governance	2.1	R	from intended meeting on 13.05.2020
30	Grampian Joint Health Protection Plan	To seek approval of the 2 year Grampian Joint Health Protection Plan.	Intended for delivery on 7 October 2020 but await Health Board action as they remain in Command and Control mode for COVID. This will be transferred to 2 December 2020.	Hazel Stevenson	Early Interventions and Community Empowerment	Customer	3.3	T	Await Health Board action as they remain in Command and Control mode for COVID
31	Significant Case Review - Executive Summary	On 04.12.2019, the Committee resolved (iii) to note the next steps in relation to the SCR are to compile an Executive Summary which can be published once the case is no longer sub-judice and to produce a detailed analysis of the Welsh Methodology that was used to conduct the SCR	Following cancellation of the meeting on 1 July 2020, this is transferred to 2 December 2020	Stuart Lamberton	Integrated Children's and Family Services	Operations	1.1.2	T	from intended meeting on 01.07.2021 and remains SubJudicae
32	Scottish Fire and Rescue Service Six Monthly Performance Report	On 4 April 2019, the Committee agreed that SFRS would present the six monthly performance report.		Bruce Farquharson	Scottish Fire and Rescue Service	Scottish Fire and Rescue Service	5.6		
33									
34	<b>2 0 2 1</b>								

## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Aberdeen City Local Police Plan 2020-23
<b>REPORT NUMBER</b>	POL/20/161
<b>DIRECTOR</b>	
<b>CHIEF OFFICER</b>	
<b>REPORT AUTHOR</b>	Chief Superintendent George Macdonald, North East Division, Police Scotland (Appendix A)
<b>TERMS OF REFERENCE</b>	5.5

### 1. PURPOSE OF REPORT

- 1.1 To present the Aberdeen City Local Police Plan 2020-23 for Committee scrutiny.

### 2. RECOMMENDATION

- 2.1 That the Committee approve the Plan.

### 3. BACKGROUND

- 3.1 The Plan, attached as **Appendix A** details policing priorities for the period 2020-23 which align with Police Scotland's priorities for Policing and Joint Strategy for Policing (2020) as well as the Aberdeen City LOIP and Locality Plans.

### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report.

## 5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

## 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	N/A		
<b>Legal</b>	N/A		
<b>Employee</b>	N/A		
<b>Customer</b>	N/A		
<b>Environment</b>	N/A		
<b>Technology</b>	N/A		
<b>Reputational</b>	N/A		

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous People</b>	Police Scotland are key partners within Community Planning Aberdeen and help contribute to the shared vision for 2026 that ' <i>Aberdeen is a place where all people can prosper</i> ' and towards the achievement of the LOIP theme which aims to make people more resilient and protect them from harm; where every child, irrespective of their circumstances, is supported to grow, develop and reach their full potential; and where all people in Aberdeen are entitled to live within our community in a manner in which they feel safe and protected from harm, supported when necessary and fully included in the life of the city.
<b>Prosperous Place</b>	Police Scotland are key partners within Community Planning Aberdeen and help contribute to the shared vision for 2026 that ' <i>Aberdeen is a place</i>



	<i>where all people can prosper</i> and towards the achievement of the LOIP theme which aims to support individuals and communities to live in healthy, sustainable ways; and the development of sustainable communities with strong and resilient communities.
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Governance</b>	The Council has an oversight role of the North East Division of Police Scotland in terms of its performance and delivery of the Local Police Plan.
<b>Partnerships and Alliances</b>	The Council and Police Scotland are Community Planning Aberdeen partners with a shared commitment to deliver the LOIP.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	<i>Not required</i>
<b>Data Protection Impact Assessment</b>	<i>Not required</i>
<b>Duty of Due Regard / Fairer Scotland Duty</b>	<i>Not applicable</i>

## 9. BACKGROUND PAPERS

N/A

## 10. APPENDICES (if applicable)

Appendix A – Aberdeen City Local Police Plan 2020-23

## 11. REPORT AUTHOR CONTACT DETAILS

Chief Superintendent George Macdonald  
North East Division  
Police Scotland

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# Local Police Plan 2020 - 23

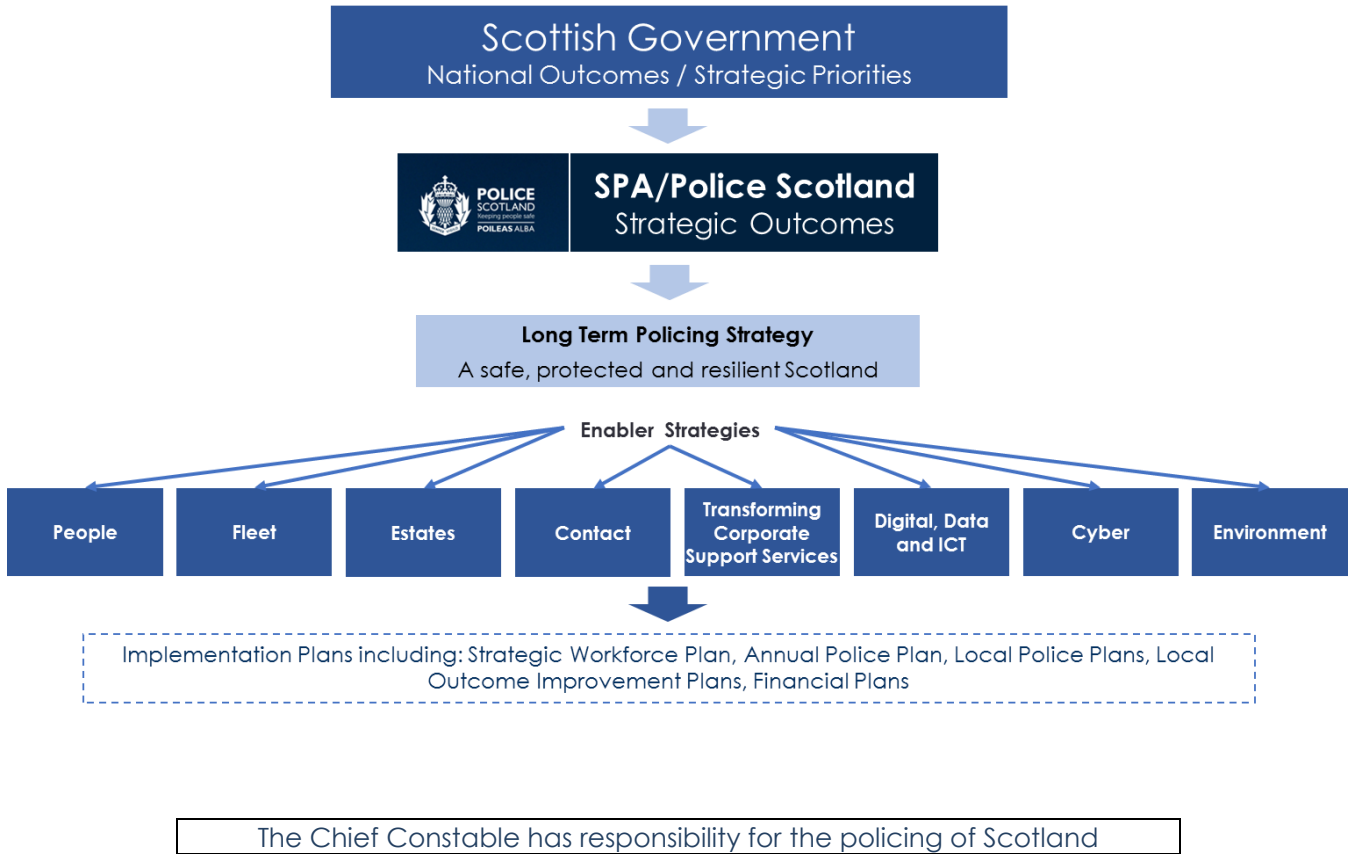
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A place where all people can prosper

## Aberdeen City



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# Foreword

As Divisional Commander for North East Division on behalf of the Chief Constable, it gives me great pleasure to present the Aberdeen City Local Policing Plan for 2020 - 2023.

Aberdeen City continues to thrive through the delivery of a number of key infrastructure projects which include the Aberdeen Western Peripheral Route (AWPR), the Press and Journal Live Events Venue and the Aberdeen Harbour Expansion Project to name but a few.

Partnership working, which has always been strong, has been even further enhanced through the Community Planning Partnership, which has developed a mature Local Outcome Improvement Plan (LOIP) and Locality Plans, delivering better outcomes for the citizens of the City.

Keeping people safe is at the heart of local policing and our community based approach has contributed to record lows in crime and 'highest ever' detection rates. These could only have been achieved through the Community Planning approach with all statutory partners, the third sector and indeed communities themselves.

As such, this plan is written aligning to Police Scotland's priorities for Policing and our Joint Strategy for Policing (2020) *Policing for a safe, protected and resilient Scotland*, local policing playing a key role in delivering the strategic outcomes, and also the Aberdeen City LOIP and Locality

Plans where there are clearly priorities identified to which the Police have a lead role, however the preventative agenda is a shared one, demonstrating our maturity as a partnership.

A real example of our ambition is North East Division's commitment to making Aberdeen a UNICEF Child Friendly City and as such we have ensured full time resources are working alongside partners to realise this ambition.

Recognising our role in identifying and supporting the most vulnerable in our communities, we will ensure that our workforce remains aligned to the national policing priorities and other national strategies relating to mental health and indeed the broader definition of public protection. We will also take cognisance of emerging crime trends such as Cyber.

North East Division is committed to providing an excellent police service for the future, taking full cognisance of the views of those we serve.

As such it is exciting to see us explore the opportunities for integration with partners and maximising the use of digital technology as we contribute to ensuring Aberdeen City remains one of the safest places to live, work and visit.

**Chief Superintendent Campbell Thomson**  
**Divisional Commander, North East Division**

# Policing on a page – we will:



## PROTECTING VULNERABLE PEOPLE

Support people considered vulnerable through effective collaboration



## SERIOUS ORGANISED CRIME

Reduce the harm caused by serious organised crime including cyber related crime



## ANTISOCIAL BEHAVIOUR, VIOLENCE AND DISORDER

Engage with the public and communities to reduce and prevent crime



## ROAD SAFETY AND ROAD CRIME

Collaborate to reduce casualties and crime on our roads



## ACQUISITIVE CRIME

Reduce crime through preventing offending and reducing re-offending



## COUNTER TERRORISM AND DOMESTIC EXTREMISM

Prevent, Pursue, Protect and Prepare through collaborative preparedness



# Local Police Plan: Aberdeen City

**Our Vision** | Policing for a safe, protected and resilient Scotland  
**Our Purpose** | The purpose of policing is to improve the safety and wellbeing of people, places and communities in Scotland  
**Our Values** | Fairness | Integrity | Respect | Human Rights

## Priorities for Policing

- Protecting vulnerable people**  
Supporting people considered vulnerable through effective collaboration
- Serious Organised Crime**  
Reduce the harm caused by serious organised crime including cyber related crime
- Anti-social behaviour, violence and disorder**  
Engaging with the public and communities to reduce and prevent crime
- Road safety and road crime**  
Collaborate to reduce casualties and crime on our roads
- Acquisitive crime**  
Reduce crime through preventing offending and reducing reoffending
- Counter terrorism and domestic extremism**  
Prevent, Pursue, Protect and Prepare through collaborative preparedness

## Local Objectives

Protect vulnerable people	Reduce re-offending by those under 18	Aberdeen will be a child friendly city which supports all children to prosper	The number of drugs related deaths will be lower than the Scottish average
Tackle serious criminal threats	Increase awareness of cyber-crime to reduce the number of victims		Identify and support victims of Cuckooing and County Lines drug activity
Reduce violence	Reduce alcohol related violence and antisocial behaviour	Deals with all threats to public safety	Challenge attitudes about all forms of domestic abuse behaviour
Reduce offending through diversion	Reduce road deaths and casualties	Deliver the Contest Strategy	Improve public engagement
Improve public confidence	Promote health, safety and wellbeing	Create a positive environment for our people	Demonstrate commitment to our Equalities Outcomes

## Police Scotland Strategic Outcomes





# How we identified our priorities

The Local Policing Plan for Aberdeen City is intrinsically aligned to the Aberdeen City LOIP which was refreshed in February 2019 and published by Community Planning Aberdeen.

Outlined within this document and the Aberdeen City LOIP, are our priorities for Policing and outcomes, which, when achieved, will contribute to the LOIP and the strategic vision for Aberdeen City.

These priorities and outcomes were identified through a number of sources and processes which include:

- Police Scotland Strategic Assessment 2020-23 for North East Division which details threats that impact on policing at both divisional and local authority level.
- Community consultation
- Community Planning Aberdeen's refreshed Local Outcome Improvement Plan 2016-26
- Policing for a safe, protected and resilient Scotland (Joint Strategy for Policing 2020)
- Police Scotland's Annual Police Plan

All of these sources have provided critical information in identifying what is important to the diverse communities within Aberdeen and as such we have structured our resources to meet these demands.

# The Aberdeen context – Aberdeen City LOIP

Source: Community Planning Aberdeen Local Outcome Improvement Plan

Like all areas of Scotland, public services in Aberdeen are facing increasing demand with reducing resources. In order to understand how best to prioritise our shared resources, we need clarity on the current and future needs of local people in Aberdeen. Our approach to

Population Needs Assessment ensures we systematically analyse data across a broad range of indicators to identify the major issues facing the City. The following paragraphs provide a summary of findings from the most recent data available as of November 2018.

## Our economy

Aberdeen remains a competitive and productive city with GVA (Gross Value Added) per head in Aberdeen being the highest in Scotland.

Average income and earnings are also high with gross disposable household income per head in Aberdeen being £22,508 compared to £18,231 for Scotland, and workplace based hourly pay (median gross) in Aberdeen being £15.33, compared to £13.98.

The proportion of our working-age population who are economically active is higher than the Scottish average (79% compared to 77.5%), as is the proportion of our workforce who are qualified to NVQ4 and above (52% compared to 44%).

In 2016 there were 1,160 new businesses in Aberdeen. The five-year survival rates of 2012 business births was 45.9% in Aberdeen compared to 43.7% in

Scotland. Overall, Aberdeen remains a relatively affluent city - based on SIMD 2016, 40% of Aberdeen's data zones are in the 20% least deprived areas of Scotland.

However, there remain areas of deprivation, with 8% of Aberdeen's data zones being classified as being in the 20% most deprived areas of Scotland.

Similarly, despite high average earnings, annual income varies by neighbourhood ranging from a low of £18,596 to a high of £61,570 - almost 15% of adults who work in the City earn less than the Living Wage. 16.7% of children are currently living in poverty.

There are also indications that people in some of our communities may have issues with food security as recent reports from CFINE show a large increase in the number of people requiring emergency food parcels.

## Our people (children and young people)

In 2017 there were 34,495 children (0-15 years) in Aberdeen City – this equates to 15% of the city's total population which is slightly lower than the overall Scottish figure of 16.9%.

In September 2017 there were 13,923 primary school pupils and 8,667 secondary school pupils in Aberdeen City.

In July 2017 there were 590 care experienced children and young people (CECYP) in Aberdeen City – equivalent to 1.6% of the 0-17 years population (compared to 1.4% in Scotland). Almost half (49%) CECYP in Aberdeen live in foster care.

While improved, as in Scotland as a whole, the attainment outcomes for CECYP are still lower than those for all

pupils. In 2016/17 in Aberdeen City 74% of CECYP left school with 1 or more qualification at SCQF (Scottish Credit and Qualifications Framework) level 4 (78% for Scotland).

In 2017, a total of 1,212 CAMHS (Child and Adolescent Mental Health Services) patients were seen in Grampian.

Of these, 37.7% were seen within the target 18-week period, compared to 77.5% in Scotland.

However, this is based on a traditional model of hospital care. A new approach means many children's detailed assessments and treatment plans are in place after 6 weeks, and the full pathway in place after a total of 15 weeks which is better than the national standard.

## Our People (adults)

The population of Aberdeen is currently 228,800 and is projected to increase by 3.2% between 2016 and 2026 to 237,169.

Aberdeen has a relatively young population. Compared to Scotland the proportion of working-age people is higher (69% compared to 64%) and the median age is lower (36 years compared to 42 years).

We have a diverse city with 24% of the City's population having been born outside of the UK compared to 9% for Scotland.

Estimated life expectancy at birth in

Aberdeen is in line with Scottish averages, at 80.8 years for females and 76.4 years for males (81.1 years and 77.0 years respectively for Scotland).

However, as in Scotland as a nation, life expectancy is strongly associated with deprivation, with those in the most deprived areas having a lower life expectancy than those in the least deprived areas.

Healthy life expectancy (years lived in good health) is lower at 65 years for males and 67.4 for females. There is a mixed picture in relation to health behaviours.

Positive signs are lower than average rates of smoking during pregnancy and higher than average rates of active travel.

However, in the period 2013-2016, 27% of adults in Aberdeen City were drinking above the guideline recommendations of 14 units per week. This is slightly higher than the rate for Scotland of 25%.

Also, it is estimated that 1.9% of Aberdeen's population have a problem drug use. At 0.17 per 1,000 population, Aberdeen has the 4th highest average annual rate of drug deaths (after Dundee City at 0.25, Glasgow City at 0.24 and Inverclyde at 0.22) of all local authorities in Scotland.

## Our place

Aberdeen has the 8th largest local authority population in Scotland.

The City is made up of 37 neighbourhoods, 9 of which are recognised as deprived based on Scottish Index of Deprivation (SIMD).

In 2017 there were 116,821 dwellings in Aberdeen with local authority housing stock totalling 22,041, of which 75.8% are flats.

Between 2016 and 2017 the total waste generated in Aberdeen fell by 8.7%, and in 2017 – for the first time – more waste was recycled (44%) than went to landfill (36%). Overall in Scotland 46% of waste generated was recycled and 45% went to landfill.

In 2014 CO<sub>2</sub>e (carbon dioxide equivalent) emissions in Aberdeen totalled 1,532,256

In 2016/17 15.4% of people in Aberdeen City were prescribed drugs for anxiety, depression or psychosis. While lower than the national rate (18.5%), consistent with trends in Scotland the proportion of people receiving prescriptions for these conditions has increased significantly in recent years, from 12.5% in 2009/10 to 15.4% in 2016/17.

In Aberdeen, in 2017 there were 470 people aged 65+ years with high levels of care need who were cared for at home (i.e. who received 10 and more hours of home care purchased or provided by the local authority). This equates to 26% of all people in this age group with high levels of care need – significantly lower than the Scottish average of 35.2%.

tonnes, down 18% from 1,867,497 tonnes in 2005. Between 2005 and 2014, per capita CO<sub>2</sub>e emissions have fallen in both Aberdeen and Scotland.

Four areas in Aberdeen have been identified as potentially vulnerable to flooding – Deeside, Peterculter, Bridge of Don and Denmore.

Total annual average damages due to flooding in 2016 was estimated at £17,370,000, equivalent to 80% of annual average damages for the North East Local Plan area.

The Partnership's response to these challenges is set out in this Local Outcome Improvement Plan which details the improvement activity the Partnership will prioritise and resource to effect change.

# How will we make it happen?

Our 15 Stretch Outcomes break down our overall vision for the people, place and economy of Aberdeen into manageable thematic programmes of work.

In taking a structured approach to improvement we are very clear about what it is we are trying to accomplish, how we will know

whether a change is an improvement and what changes we will make to secure this improvement.

These Stretch Outcomes tackle poverty as they manifest at every stage of a person's life journey. Take a look at our 15 Stretch Outcomes on the following page.

## Our 15 Stretch Outcomes

### ECONOMY

1. 10% increase in employment across priority and volume growth sectors by 2026.
2. 90% of working people in Living Wage employment by 2026.

### PEOPLE (Children & young people)

3. 95% of children (0-5years) will reach their expected developmental milestones by the time of their child health reviews by 2026.
4. 90% of children and young people will report that they feel mentally well by 2026.
5. 95% of care experienced children and young people will have the same levels of attainment in education, emotional wellbeing, and positive destinations as their peers by 2026.
6. 95% of children living in our priority localities will sustain a positive destination upon leaving school by 2026.
7. Child Friendly City which supports all children to prosper and engage actively with their communities by 2026.
8. 25% fewer young people (under 18) charged with an offence by 2026.

### PEOPLE (Adults)

9. 25% fewer people receiving a first ever Court conviction each year by 2026.
10. 2% fewer people reconvicted within one year of receiving a community or custodial sentence by 2026.
11. Healthy life expectancy (time lived in good health) is five years longer by 2026.
12. Rate of harmful levels of alcohol consumption reduced by 4% and drug related deaths lower than Scotland by 2026.

### PLACE

13. No one in Aberdeen will go without food due to poverty by 2026.
14. Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 and adapting to the impacts of our changing climate.
15. 38% of people walking and 5% of people cycling as main mode of travel by 2026.

# How we will achieve our outcomes – by working together

Our golden pyramid (on the following page) depicts our determination to ensure that Community Planning Aberdeen works together as a whole to enable and empower local people, communities and partnerships to be the makers of their own improved outcomes.

Of utmost importance is the realisation of local partnerships forged by local people and local communities.

We are committed to working with people in their 'places' – their homes, their streets and their neighbourhoods to support them to plan, resource and deliver community led approaches which will deliver improved local outcomes at a community and city-wide level.

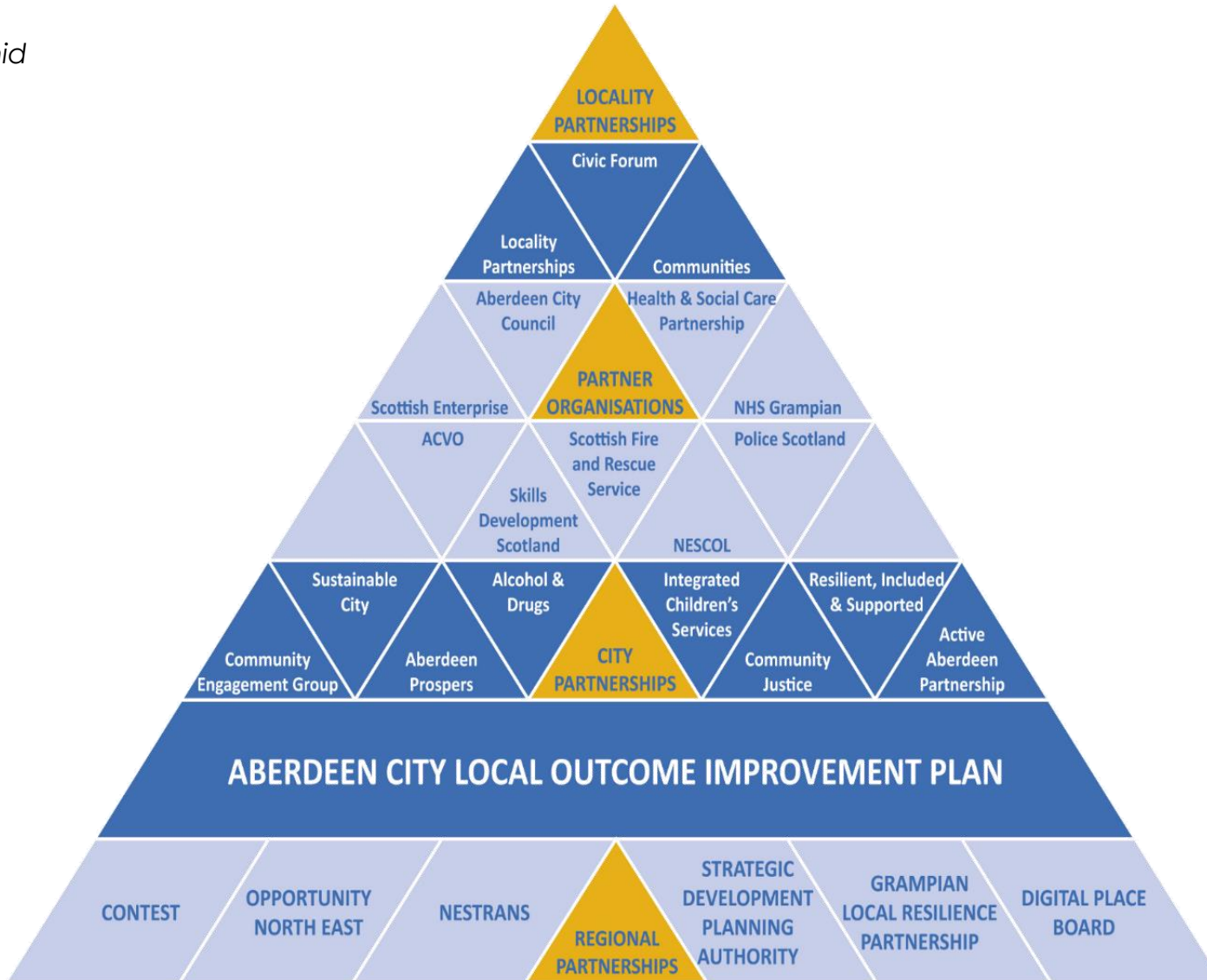
Each of the Community Planning Partners plan the delivery of their services in a range of ways. For example, by Police Division, Council function, NHS Boards and Scottish Fire and Rescue Service hubs.

As partners we accept these differences in delivery structures, but are united in our commitment to working together and with local people to achieve improved outcomes.

Our Local Outcome Improvement Plan (LOIP) represents our ambitions City wide, but is very much grounded in the needs of our most disadvantaged communities.

It is by working with these communities to take forward our improvement activity that we will learn how we can change, how we can improve and how we can scale up and spread what works. That is how we will make the difference in Aberdeen and achieve our vision of a place where all people can indeed prosper.

**Review of localities:** The partnership is currently undertaking a review of localities to ensure consistency between Community Planning and Health and Social Care Partnership localities. This will involve revisiting the boundaries of Community Planning Aberdeen to ensure they reflect natural community boundaries.





# Our priorities in detail



Vulnerable people may be, for any reason, unable to take care of themselves or unable to protect themselves against significant harm or exploitation and are more likely to come to harm and/or be a victim of crime than those who are not considered vulnerable.

Protecting vulnerable people aims to work with partners, the community and the private sector to identify vulnerabilities at an early stage and put in place multi-agency strategies and interventions, including Distress Brief Interventions, to assist those at risk and prevent them coming to harm.

Assisting vulnerable people is an increasing aspect of day-to-day policing in the City of Aberdeen and beyond, whether the vulnerability be through age, disability, infirmity, illness, mental wellbeing, drug and alcohol intoxication or any other factor.

The Aberdeen Community Planning Local Outcome Improvement Plan (LOIP) provides a blueprint for how multi-agency solutions are being developed to keep vulnerable people safe.

In particular, it outlines how Aberdeen intends to be one of the first cities in the UK to achieve UNICEF Child Friendly City status, as well as putting in place plans to protect vulnerable groups, such as Care Experienced Young People.

Where harm to vulnerable people cannot be prevented and they become a victim of crime, we will continue to develop trauma-informed practices to assist victims whether this be in relation to Child Protection, Adult Protection, Serious Sexual Crime, Offender Management, Domestic Abuse, Human Trafficking, or Honour Based Violence.

We will utilise a victim centred approach to all such crimes reported to us.

Victims will be dealt with by trained officers and they will be listened to, supported and offered the assistance they need to overcome challenges that such abuse may cause.

Focusing on prevention and intervention we will work collaboratively to ensure localised delivery of national strategies relating to Mental Health, Drugs and Alcohol and Suicide Prevention ensuring support is available to the most vulnerable in society where and when it is required and provided by the agency most suitable to address these needs.

Crime trend analysis indicates Domestic Abuse and Serious Sexual Crime continue to be areas where the public have confidence to report recent and non-recent offences to the Police.

Recent offences are increasingly likely to have a 'cyber' element where a number of online and digital platforms are used and we are committed, along with partners, to continue to educate in order to prevent this type of offending.

### **Overall intention**

- Challenge attitudes about all forms of Domestic Abuse
- With partners, identify those most vulnerable in our communities and develop multi-agency strategies and early intervention mechanisms to minimise their risk of coming to harm
- Raise awareness of and prevent Child and Adult Abuse, Serious Sexual Crime, Domestic Abuse, Human Trafficking and Honour Based Violence

Governance for the LOIP is via Community Planning structures, the Public Protection Executive Group oversees the various strands of public protection multi-agency groups including the Child Protection Committee and Adult Protection Committee, and other co-existing partnerships such as the Alcohol and Drug Partnership, Community Justice Partnership and the Violence Against Women Partnership ensure a holistic approach is taken to protecting vulnerable people.

Through multi-agency strategic review, oversight and learning we will continue to ensure this framework is fit for purpose to deliver on the intentions and aims.

## Police and partner aims – LOIP outcomes

- 90% of children and young people will report that they feel mentally well by 2026
- Child Friendly City which supports all children to prosper and engage actively with their communities by 2026
- Increase the number of awareness-raising events relating to 'digital' offending by 2021 and then reduce the number of 'digital' offences from 2021 – 2026
- Changing attitudes about Domestic Abuse in all its forms
- Using a whole population approach:
  - I. Increase awareness of domestic abuse by 2021
  - II. reduce number of children who are witness to domestic abuse by 2022
  - III. decrease number of reported incidents by 30% by 2026
- Increase the uptake and retention of people in the Justice System with drug and alcohol problems in specialist services by 100% by 2021
- Ensuring people in the Justice System diagnosed with mental illness or suffering from mental ill health receive access to the right support at the right time
- Healthy life expectancy (time lived in good health) is five years longer by 2026. Increase the number of Distress Brief Intervention opportunities for people with mental health issues by 10% by 2021
- Reduce suicide rates amongst men in Aberdeen to below 2016 levels (16) by 2021
- Rate of harmful levels of alcohol consumption reduced by 4% and drug related deaths lower than Scotland by 2026



Serious Organised Crime (SOC) takes many forms, a number of which affect the communities in Aberdeen.

The exploitation of vulnerable people by those who supply controlled drugs is one aspect of SOC which many people are aware of.

North East Division is committed to pursuing those responsible for supplying controlled drugs throughout the City through our local drugs initiative, Operation Aspen and to working with partners to support those exploited by these individuals and organised crime groups.

In addition, 'Breaking the Cycle' is a key area in which we intend to work collaboratively with partners to provide support and signpost available services which may assist in releasing those with addiction problems from the circumstances in which they find themselves.

We will also work with partners to reduce the numbers of drug related deaths.

Aberdeen has experienced drug suppliers from elsewhere in UK travelling to the City where they utilise the homes of vulnerable individuals in order to supply controlled drugs through intimidation, violence or the promise of controlled drugs. This tactic is known as 'Cuckooing'.

It is also recognised that organised crime groups from elsewhere in the UK operate in Aberdeen City while the principal of these groups remain based in their home city directing the supply of controlled drugs. This tactic is known as 'County Lines' due to the fact that the telephone line used to source controlled drugs remains elsewhere in the UK, with drug dealing effectively taking place across 'County Lines', both geographically and figuratively through the telephone.

Other forms of SOC include Human Trafficking, elements of Cyber crime and the criminal use of Firearms.

Crimes of this nature are extremely rare in Aberdeen, however, we will ensure that our staff locally are equipped to deal with crimes of this nature should they occur and that we have ready access to national resources and expertise.

An increasing crime type is Cyber crime and in particular online Fraud. North East Division is committed to working with partners in both the

public and private sectors in order to raise awareness and prevent crimes of this nature, support victims and detect perpetrators.

### **Overall intention**

- Increase the number of referrals to drug and alcohol services yearly
- Target suppliers of controlled drugs in Aberdeen
- Increase awareness in Cyber crime to reduce the number of victims
- Identify and support victims of 'Cuckooing' and 'County Lines' drug activity

### **Police and partner aims - LOIP outcomes**

- Rate of drug related deaths lower than Scotland by 2026. (In 2017 the 3 year average drug related deaths per 1,000 population were: 0.21 for Aberdeen and 0.16 for Scotland)
- Reduce the incidence of fatal drug overdose through innovative developments and by increasing the distribution of Naloxone by 10% year on year by 2021
- Increase uptake of drug treatment and specifically within Locality Areas by 10% each year by 2021



Antisocial Behaviour, Violence and Disorder encompasses a wide range of crimes and offences from lower level nuisance behaviour and disorder to more serious crimes of Assault and Robbery.

Antisocial Behaviour adversely affects the quality of life of our communities and behaviour such as youth annoyance and Vandalism can diminish the feeling of community safety.

Violent crime in Aberdeen is reducing and we will continue our multi-agency prevention and diversionary themed focus to maintain this trend.

Where we cannot prevent crime we will conduct thorough and robust investigations to ensure those responsible are dealt with in the most appropriate way.

The Aberdeen Local Outcome Improvement Plan (LOIP) is intrinsic to the collaborative approach to ensuring community safety and provides a framework for the multi-

agency solutions to deliver better outcomes for the communities of Aberdeen.

Within the plan there is a clear appreciation of the destructive impact of harmful levels of alcohol consumption and the social and cultural links to Antisocial Behaviour, Violence and Disorder. We will continue to work collectively towards a better understanding of these issues and the promotion of a responsible drinking culture.

We will work with partners to support early interventions highlighting the challenges and consequences of excessive alcohol consumption to children, young persons and adults to prevent them becoming involved in criminality.

We will also seek to enhance partner oriented referral pathways, developed and designed to signpost offenders to support mechanisms to prevent re-offending.

Where we have been unable to prevent crime we will support those affected to prevent repeat victimisation and share information with partners to ensure a holistic approach to their care.

Working with our Criminal Justice partners we will effectively manage offenders through a range of prevention methods including Antisocial Behaviour legislation, restrictive Bail conditions and curfews designed to inhibit criminal behaviour and will monitor those coming back to the community from a period of incarceration for violence offences.

We will also closely monitor communities experiencing the poorest outcomes in terms of Antisocial Behaviour and will fully engage in the Locality planning process. We will proactively tackle these issues with a joint focus on prevention and where necessary we will investigate and detect.

Recognising the unique challenges presented in the City Centre we will continue to work with our colleagues from all sectors to develop innovative prevention focused solutions to further reduce Antisocial Behaviour and Violence as illustrated in the award of our seventh Purple Flag for the City.

### **Overall intention**

- Reduce Violence yearly
- Reduce alcohol related Antisocial Behaviour and Violence
- Empower communities
- Enhance community safety

### **Police and partner aims - LOIP outcomes**

- 25% fewer people receiving a first ever Court conviction each year by 2026
- 2% fewer people reconvicted within one year of receiving a community or custodial sentence by 2026
- Healthy life expectancy (time lived in good health) is five years longer by 2026
- Rate of harmful levels of alcohol consumption reduced by 4% and drug related deaths lower than Scotland by 2026



Road Safety and Road Crime remains a priority in Aberdeen and the wider Grampian area, not only for Police Scotland but also for a number of our partner organisations.

Our collective and collaborative approach seeks to reduce road collisions and casualties, with the aim of making the local road network a safe place for all road users.

The Road Safety North East Scotland partnership structure enables a co-ordinated and focused approach on road safety and road casualty reduction, allowing us to consider and address local issues while

### **Overall intention**

- Reduce road casualties
- Enhance road safety for all road users
- Prevent instances of crime occurring on our road network
- Improve road safety by proactively addressing the issue of drink and drug driving

supporting the strategic intentions of the local North East Scotland Road Casualty Reduction Strategy, and the national priorities aligned to the Scottish Government's Road Safety Framework.

The overarching policing strategy of Operation CEDAR (Challenge, Educate, Detect and Reduce) is now well known and recognised as an effective approach to road safety.

Police Scotland continues to actively target those using the roads for the purposes of committing crime and an intelligence led approach by our Community Policing Teams, in conjunction with specialist resources and partners, has seen successes in terms of deterring and detecting crime in the area.



## **Police and partner aims**

- To reduce the instances of road collisions and casualties
- To focus road safety education and encouragement opportunities on identified vulnerable road users
- To continue an intelligence led approach in targeting road users involved in crime on the North East road network
- To identify and consider any emerging trends or strategic issues in terms of road safety and road crime, and ensure an appropriate local response



## ACQUISITIVE CRIME

Reduce crime through preventing offending and reducing re-offending

Acquisitive Crime is an all-encompassing term and includes a number of crimes such as Thefts by Housebreaking, Vehicle Crime, Shoplifting, Fraud and Theft.

Overall, Acquisitive Crime in Aberdeen has continued to decrease, with Housebreaking and Vehicle Crime at a 5 year low.

Our division wide approach to dealing with Acquisitive Crime, Operation Magpie, will therefore continue to deal effectively with Acquisitive Crime in Aberdeen City.

This divisional strategy will involve the promotion of our crime prevention message, coordination of intelligence gathering, targeting of offenders and locations, and providing a visible Police presence in affected locations.

We will continue to work collaboratively as a Corporate Parent to reduce the rate of children and young people charged with a criminal offence, aim to reduce the number of people receiving a first ever criminal conviction and aim to reduce reoffending, all through the use of multi-agency diversionary measures.

### Overall intention

- Continue to prevent and reduce Acquisitive Crime
- Increase public confidence
- Increase awareness of Cyber crime to prevent victims

### Police and partner aims – LOIP Outcomes

- 25% fewer people receiving a first ever court conviction each year by 2026
- 2% fewer people reconvicted within one year of receiving a community or custodial sentence by 2026
- 25% fewer young people (under 18) charged with an offence by 2026



Counter Terrorism and Domestic Extremism (CT&DE) relates to the threat posed by International Terrorism and acts of Domestic Extremism.

Aberdeen is a worldwide renowned hub for the oil and gas industry with several multi-national companies located within the City.

### Overall intention

With partners we will:

- **Prevent** - Safeguard vulnerable persons from being drawn into terrorism
- **Pursue** - Encourage and share information to identify and tackle suspicious activity
- **Protect** - Share knowledge so that our communities and businesses can help protect themselves
- **Prepare** - Plan and be ready for the threat of International Terrorism and Domestic Extremism

It also has an international airport which provides connections to Europe and the rest of the world. In addition, a large heliport services the oil industry.

From a maritime perspective, Aberdeen Harbour is undergoing a significant expansion which, in addition to serving the oil and gas industry, fishing industry, commercial links to Orkney and Shetland, will soon welcome cruise liners to the area.

Aberdeen is widely recognised for the two Universities located within the City which provides a home to a diverse international student population.

We will maintain our commitment to the City Emergency, Event and Resilience planning Partnership and will continue to work with local and regional resilience partners to produce a coordinated response to emergency incidents.

## Police and partner aims – LOIP

- **Prevent** - Together with partners, we will identify and safeguard vulnerable individuals from being drawn into terrorism, ensuring those vulnerable to extremist and terrorist views are given appropriate advice and support at an early stage.
- **Pursue** - Together with partners, we will ensure that we promptly share information about any form of activity that may be linked to Counter Terrorism and/or Domestic Extremism (CT&DE).
- **Protect** - Together with partners, we will improve awareness of the cyber related attacks and develop awareness of how to improve resilience and counter this threat. We will improve awareness of best practice for proportionate, cost effective physical security for community and commercial buildings, and community events across the North East. We will increase awareness of the CT&DE threat and improve accessibility of training packages available to mitigate the threat across all sectors in the North East.
- **Prepare** - Together with partners, we will ensure relevant multi-agency exercises in the area have a Counter Terrorism consideration. We will work with businesses to develop their plans for a variety of emergency situations.

# Local policing arrangements

The Divisional Commander is supported by three Superintendents who have Operational, Partnerships and Support functions.

Aberdeen has two Command Areas for the north and south of the City. Each has its own dedicated Local Area Commander, a Chief

Local Policing is further supported by the following national Specialist Units, amongst others, many of which are based locally:

- Specialist Crime Division
- Criminal Justice Division
- Operational Support Division - Supports Local Policing with Armed Policing, Specialist Operations, Roads Policing
- Licensing and Violence Reduction Unit
- Emergency, Event and Resilience Planning
- Criminal Justice Division
- Border Policing
- Contact, Command and Control Division
- Corporate Communications

In addition, the Special Constabulary play a vital part in Policing Aberdeen City.

We also have a growing Police Scotland Youth Volunteers group within the City who also contribute to the team.

Our aim is to deliver policing that is visible, accessible and responsive to the needs of the people across the City.

Inspector, who is responsible for day to day Policing.

The local Criminal Investigation Department deal with the most serious and complex crime. This is led locally by a Detective Superintendent.

Listening and responding to the changing needs of our communities is key, and the thirteen local Community Policing Teams are empowered and encouraged to work with elected officials and community members to resolve local challenges.

# Performance and accountability

In addition to internal governance processes which effectively record crime and direct the deployment of resources we will continue to publish our performance information to the Aberdeen City Community Planning Partnership.

The Divisional Commander, or their deputy, will attend and provide an update on progress against this Plan, overall performance, and any other matters deemed relevant to the

delivery of Policing in Aberdeen. The Local Area Commanders and the Local Area Inspectors, or their deputies, will engage with elected members, communities and other key stakeholders.

# Equalities

All of our work is underpinned by our commitment to equality and diversity, in our dealing with the public we serve, as well as our own staff.

Across Police Scotland we are committed to developing and promoting best practice in the advancement of our Equality Outcomes.

This commitment is strengthened by our values of Integrity, Fairness, Respect and Human Rights.

We recognise that effective and fair Policing is about reflecting the needs and expectations of individuals and local communities.

Survey results show that different communities have differing expectations and contrasting experiences of the service provided by the Police.

Our aim is to ensure that our service to all is fair and consistent, keeping those who are most vulnerable safe and enhancing their quality of life.

# Local contact details

Police Scotland  
North East Division  
Queen Street  
ABERDEEN  
AB10 1ZA

For more detailed information on how to contact your Local Policing Team please refer to our website at [www.scotland.police.uk](http://www.scotland.police.uk) or through our social media platforms.

We will continue to keep in touch with you to keep you updated on the ongoing work being done to tackle the issues that are affecting life for you and your community:

Dial **999 for an emergency** that requires urgent police attention.

For **non-emergency contact**, call **101**, the single non-emergency number.

If you have information about crime in your area and wish to provide it anonymously, call CRIMESTOPPERS on 0800 555 111.

Service users who are deaf or have a hearing impairment can contact Police Scotland via TextRelay on 18001 101 for non-emergency, or 18000 in an emergency.



## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Scottish Fire and Rescue Service - Performance Report
<b>REPORT NUMBER</b>	SFR/20/150
<b>DIRECTOR</b>	Stuart Stevens, Assistant Chief Officer, SFRS
<b>CHIEF OFFICER</b>	Andrew Watt, Deputy Assistant Chief Officer, SFRS
<b>REPORT AUTHOR</b>	Bruce Farquharson, Local Senior Officer, SFRS
<b>TERMS OF REFERENCE</b>	5.6

### 1. PURPOSE OF REPORT

- 1.1 To present the SFRS 2020/21 Quarter 1 Performance Report.

### 2. RECOMMENDATION(S)

- 2.1 That the Committee consider and note the information provided in **Appendix A** in relation to the Performance Report

### 3. BACKGROUND

- 3.1 This report invites you to review the Scottish Fire and Rescue Service Aberdeen City Quarter 1 Performance figures.

### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no significant financial implications for the Council.

### 5. LEGAL IMPLICATIONS

- 5.1 There are no significant legal implications for the Council.

### 6. MANAGEMENT OF RISK

6.1 Not applicable

**7. OUTCOMES**

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	Whilst not specific to any Stretch Outcome, the paper seeks contribution to fire safety which will assist achieve a safer place to live, work and visit.
<b>Prosperous People</b>	<p>The proposals within this report support the delivery of the following LOIP Stretch Outcomes</p> <p>8. 25% fewer young people (under 18) charged with an offence by 2026</p> <p>9. 25% fewer people receiving a first ever Court conviction each year by 2026.</p> <p>10. 2% fewer people reconvicted within one year of receiving a community or custodial sentence by 2026</p> <p>11. Healthy life expectancy (time lived in good health) is five years longer by 2026</p> <p>The paper seeks contribution to the Strategic Plan to reduce instances of deliberate fire setting and improve fire safety and prevention.</p>
<b>Prosperous Place</b>	Whilst not specific to any Stretch Outcome, the paper seeks contribution to fire safety which will assist achieve a safer place to live, work and visit.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	
<b>Organisational Design</b>	
<b>Governance</b>	

<b>Workforce</b>	
<b>Process Design</b>	
<b>Technology</b>	
<b>Partnerships and Alliances</b>	

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	N/A
<b>Privacy Impact Assessment</b>	N/A
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required.

## 9. BACKGROUND PAPERS

None

## 10. APPENDICES (if applicable)

**Appendix A** – SFRS Aberdeen City 2020/21 Q1 Performance Report

## 11. REPORT AUTHOR CONTACT DETAILS

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 Scottish Fire and Rescue Service  
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**SCOTTISH**  
**FIRE AND RESCUE SERVICE**

Working together for a safer Scotland

**North Service Delivery Area**

**Aberdeen City**

**2020/21 Q1 Public Protection Report**



The figures included in this report are provisional and subject to change as a result of quality assurance and review. The statistics quoted are internal management information published in the interests of transparency and openness.

The Scottish Government publishes Official Statistics each year which allow for comparisons to be made over longer periods of time.

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## Introduction

This report provides detail on the performance of the Scottish Fire and Rescue Service (SFRS) in the Aberdeen City area. In doing so it outlines our progress in the delivery of local priorities as set out within the Local Fire and Rescue Plan and the SFRS framework document.

The Scottish Government provides an overarching vision for public services. This vision is supported by 16 national outcomes, which demonstrate commitment to creating a more successful country, with opportunities for all of Scotland to flourish through increasing sustainable growth. The SFRS can make a significant contribution to improving these outcomes for Aberdeen City by contributing to the Community Planning arrangements across the area.

The national priorities for the SFRS are set out in the Fire and Rescue Framework (Scotland) 2016. The SFRS Strategic Plan 2016-2019 outlines how the SFRS will deliver against these priorities and the outcomes against which this delivery can be measured.

The SFRS Local Fire and Rescue Plan for the Local Authority Area of Aberdeen City is the mechanism through which the aims of the SFRS Strategic Plan 2016-2019 are delivered to meet the agreed needs of Aberdeen City's communities.

The Plan sets out the priorities and objectives for SFRS within Aberdeen City and allows our Local Authority partners to scrutinise the performance outcomes of those priorities. The SFRS will continue to work closely with our partners in Aberdeen City to ensure we are all "Working Together for a Safer Scotland" through targeting risks to our communities at a local level.

The SFRS aspires to deliver the highest standards to our communities and our current performance is testament to the commitment, professionalism and dedication of our staff and the positive local partnerships embedded within Aberdeen City Community Safety working groups.

## Performance Summary

We measure how well we are meeting our priorities using the 6 key indicators depicted below.

Key performance indicator	Apr to Jun					RAG rating
	2016/17	2017/18	2018/19	2019/20	2020/21	YTD
All accidental dwelling fires	66	71	67	63	60	
All accidental dwelling fire casualties (fatal & non-	6	9	6	7	18	
All deliberate fires	89	127	126	88	110	
Non- domestic fires	42	21	34	27	28	
All deliberate other building fires	5	3	3	5	5	
False Alarm - UFAs	355	329	321	324	256	

	RED	10% higher than the previous YTD period, or local target not achieved.
	Amber	Up to 9% higher than the previous YTD period, or local target not achieved.
	Green	Equal to or improved upon the previous equivalent quarter (or YTD period), or local target achieved.

Note
Quarterly Performance RAG rating = the reporting period compared to the average over the previous quarterly reporting periods Year to Date RAG rating = the cumulative total of all quarterly performance in the current year compared to cumulative total of all quarterly performance in the previous year.

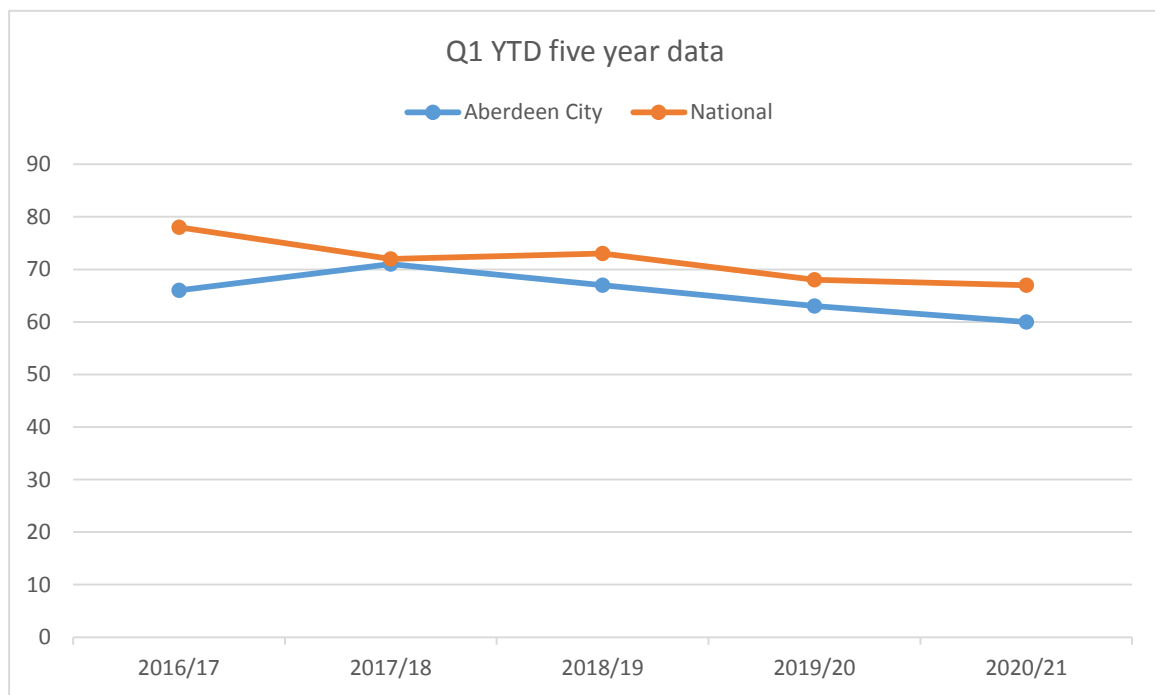
## Progress on local fire & rescue plan priorities

### LPI Assessment 1: Domestic Safety and Wellbeing

The main areas of measurement of Domestic Safety and Wellbeing are:

- Accidental Dwelling Fires
- Accidental Dwelling Fire Casualties and Fatalities
- Number of high risk Home Fire Safety Visits delivered
- Number of referrals for Home Fire Safety Visits received from partners

#### Accidental Dwelling Fires:



Dwelling fires can have a significant negative impact upon both individuals and the community and are financially costly to house holders and housing providers in terms of repair and the reinstatement of homes. By giving safety advice and fitting smoke detectors, SFRS have reduced the risk of fire and its associated human and financial costs as well as enhancing community safety.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms a downward trend in relation to all accidental dwelling fires.

The figure for the Q1 2020/21 reporting period of sixty (60) incidents demonstrates a decrease of 5% from the same reporting period in 2019/20 of sixty-three (63) incidents.

Equally, the average over the previous four years for the same reporting period was Sixty-three (63) incidents. This also shows a 5% decrease for the 2020/21 stat against the four-year average and identifies a continual downward trend across Aberdeen City.



The continued reduction is a positive result for this reporting period as more people are cooking at home due to lockdown from COVID-19.

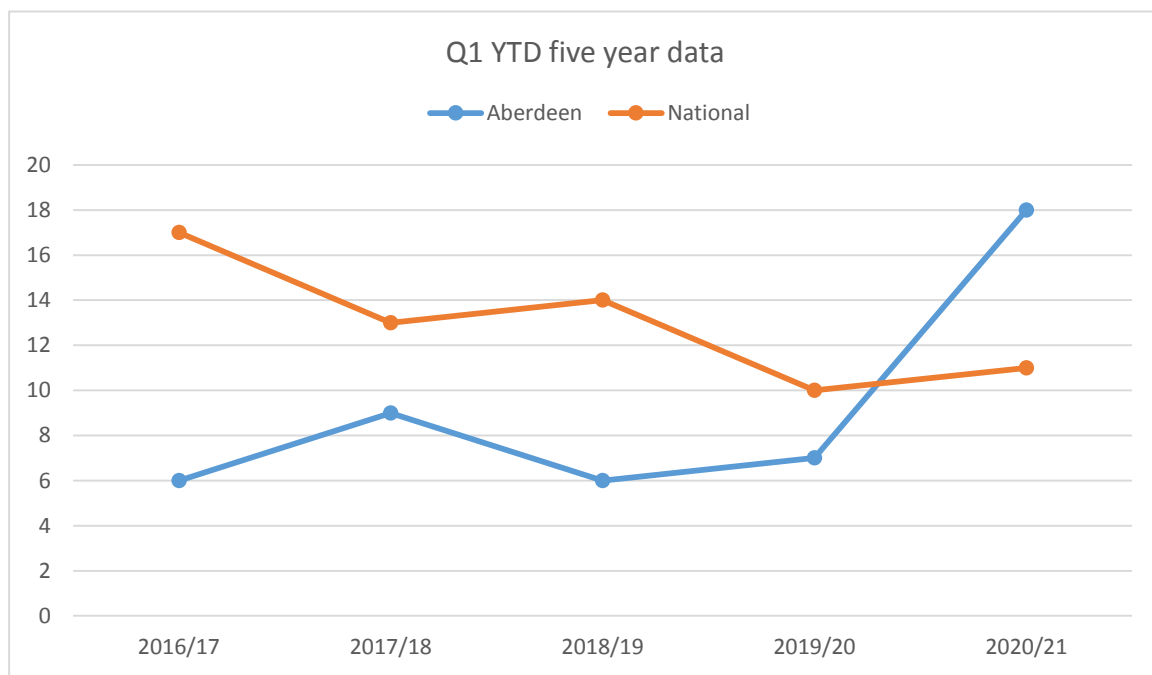
**Reasons:**

We have analysed statistical data which has helped us to identify the root cause of fire as food ignited via 'cooking appliances' in the kitchen. These are mainly caused by adults in the 18-64 age range. The most common human factors relate to occupants being distracted and under the influence of drugs/alcohol.

**Actions:**

We continue to use a targeted approach to promote fire safety, education and awareness programmes, and work with our communities and partners to deliver safety initiatives. We prioritised our 'Home Fire Safety' visits in our high-risk areas to reduce the risk of fire within the home, and ensure individuals in our community remain safe from fire.

**Accidental Dwelling Fire Casualties and Fatalities**



Fire casualty and fatality rates provide an indication of the number of serious, life threatening injuries that occur as a result of fire. This statistic is a key indicator of the success of our risk reduction and community engagement strategies.

The reduction of fire fatalities and casualties is linked to the reduction in dwelling house fires and is at the core of preventative activities. The vulnerable in our communities continue to be those most at risk. Older people, those with disabilities, those who live alone and those with alcohol and drugs dependencies provide the SFRS with challenges in engagement and reduction strategies. Working with partner organisations with single shared assessments and signposting of vulnerable persons proves an effective method of identification and

engagement. Fire casualties are more likely to occur in the areas with highest operational demand.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms an upward trend in relation to all accidental dwelling fire casualties.

The figure for the 2020/21 reporting period is eighteen (18) which is up on the same reporting period in 2019-20 of seven (7).

The average over the previous four years for the same reporting period was seven (7) which identifies a continued downward trend.

Unfortunately, we must report that despite the efforts of SFRS crews a tragic death occurred on Monday 6<sup>th</sup> April 2020 during a fire at Charlotte Gardens, Aberdeen. A joint investigation has been carried out with Police Scotland for both incidents and the findings will be used to inform future safety messages.

#### Reasons:

Analysis for this reporting period shows that although accidental dwelling fires are reducing, the number of persons involved in these incidents has increased. This can be linked to the lockdown from COVID-19 where more people are at home during this reporting period. Therefore, the incidents of fire attended by SFRS will have the potential to involve more people and this is reflected in the increased statistics. The fire incidents recorded were predominantly accidental by adults and elderly persons. Historically these are between 12:00hrs & 21:00hrs, but for this reporting period there is a marked change. Incidents are recorded across the three main meal times of breakfast, lunch and evening meal but with a distinct spike between 03:00hrs and 04:00hrs in the morning. Once again this can be linked to the lockdown from COVID-19 with cooking and domestic appliances along with smoking materials being the main source of ignition. The fires were in the kitchens, living rooms and bedrooms with food, clothing and furniture being the main items ignited.

The majority of casualties were overcome with gas, smoke and toxic fumes or suffered slight breathing difficulties and two suffered burns. Eight were treated at the incident with the remainder going to hospital. Fire fighters rescued eight persons at these incidents.

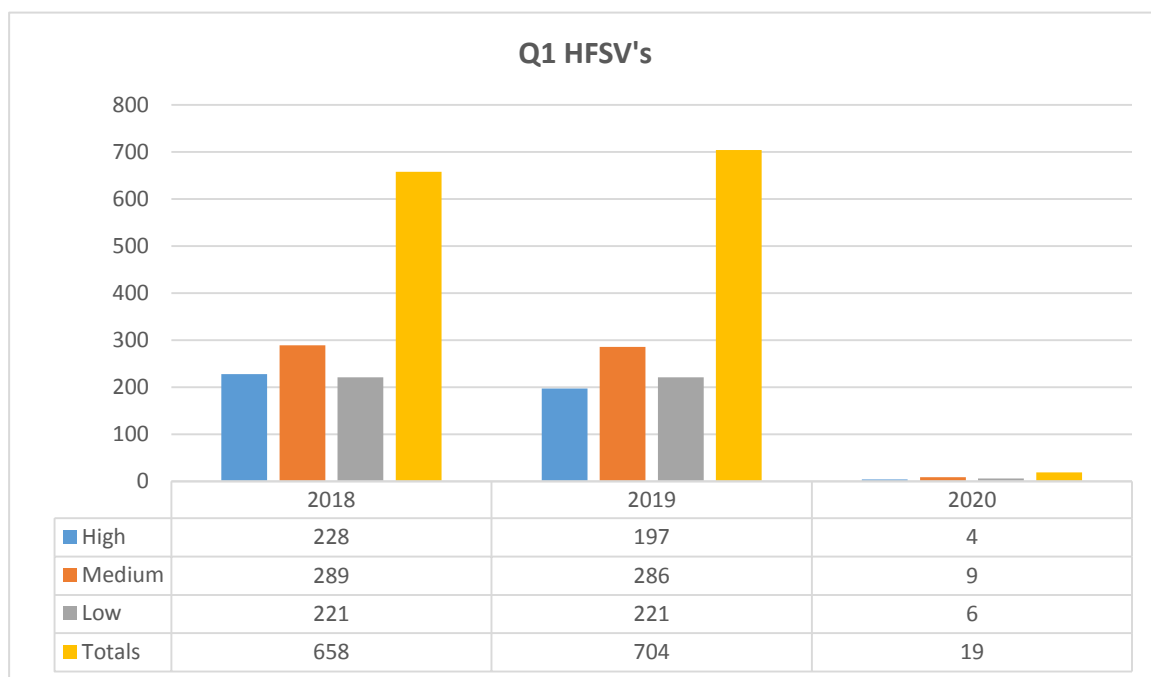
#### Actions:

Following all domestic incidents, SFRS personnel initiate effective and meaningful 'Community Engagement' through our 'Post Domestic Incident Response'. We engage with neighbouring households, and the wider community, offering Home Fire Safety Visits and providing community fire safety advice and guidance.

The area's Community Action Team actively targets where casualties have occurred, we have also invested in the provision of heat detectors which are being fitted on a risk basis to those most vulnerable from a kitchen fire. We have carried out fifty-seven (57) free Home Fire Safety Visits during this period and provided detection in twenty-six (26) premises in Aberdeen. Due to COVID-19 our community engagement was only undertaken in 'very high risk' premises. We will continue to engage with the local communities to target the highest risk individuals.

**Number of high risk Home Fire Safety Visits delivered:**

A Home Fire Safety Visit is a comprehensive assessment by our Firefighters or Community Action Team which examines the levels of fire risk within the home. It provides a means to mitigate the risk through the provision of guidance, advice and if required, the installation of battery operated smoke alarms and heat alarms where additional risk has been identified. Where appropriate, the HFSV will permit the occupier to be referred to other agencies for additional support.



**Results:**

During this reporting period our community engagement activities have been reduced due to COVID-19

**Reason:**

To ensure the safety of the public and of our staff during the Coronavirus outbreak, we have taken the decision to temporarily suspend most Home Fire Safety Visits except for those where the occupiers are identified as being at very high risk.

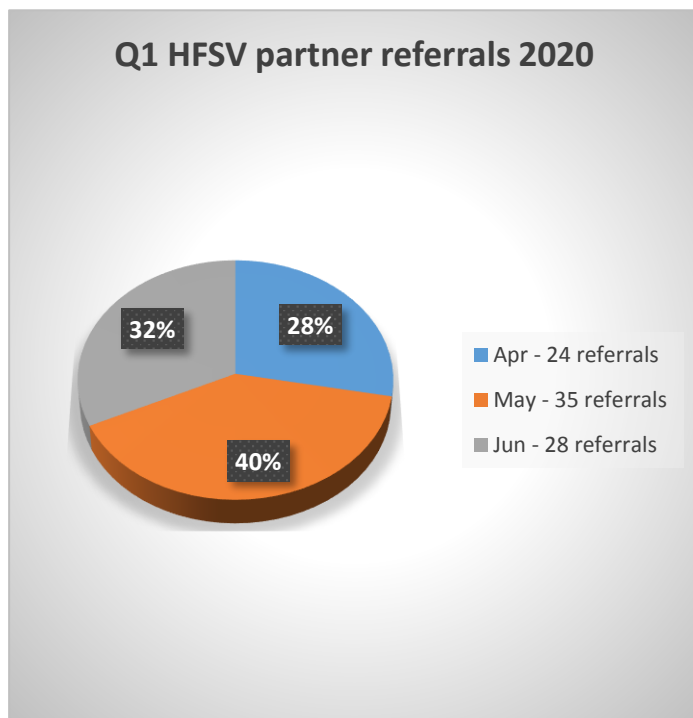
**Action:**

During COVID-19 SFRS initiated a **'Make the Call'** campaign. This is a hard-hitting appeal to carers, family, friends and of those who are at risk of serious injury or even death because of an accidental fire in their home to contact SFRS for a free Home Fire Safety Visit.

Very High-risk individuals are those who are –

- over 50 years old
- live alone
- use medical oxygen
- smoke
- have mobility issues

**Number of referrals for Home Fire Safety Visits received from partners:**



As part of our commitment to building a safer Scotland we offer everyone in Scotland a free home fire safety visit. We can also fit smoke alarms free of charge if your home requires them.

Get in touch with us, it's so easy to arrange:

- call [0800 0731 999](tel:0800 0731 999)
- text "FIRE" to 80800 from your mobile phone
- complete our online form
- call your local fire station

**Results:**

Historically, 35% of all Home Fire Safety Visits are referrals from partners. Our aim going forward is to increase this to 50%. It is pleasing to note that during COVID-19 lockdown we are still receiving partner referrals for HFSV's.

**Reason:**

Our referral pathways are continually providing us with high risk 'Home Fire Safety Visits' in the areas in our community that are at most risk. We continue to engage with our partner agencies to maintain these referral pathways to ensure that we continually reach the high-risk members of our community.

**Action:**

Our aim is to ensure that our resources are directed to those most vulnerable from fire, this part of the community can be the most difficult to reach, therefore partner referrals are key in assisting SFRS to create the opportunity to deliver lifesaving advice and increase smoke alarm ownership. Engagement with additional partners are currently underway to increase the number of referrals.

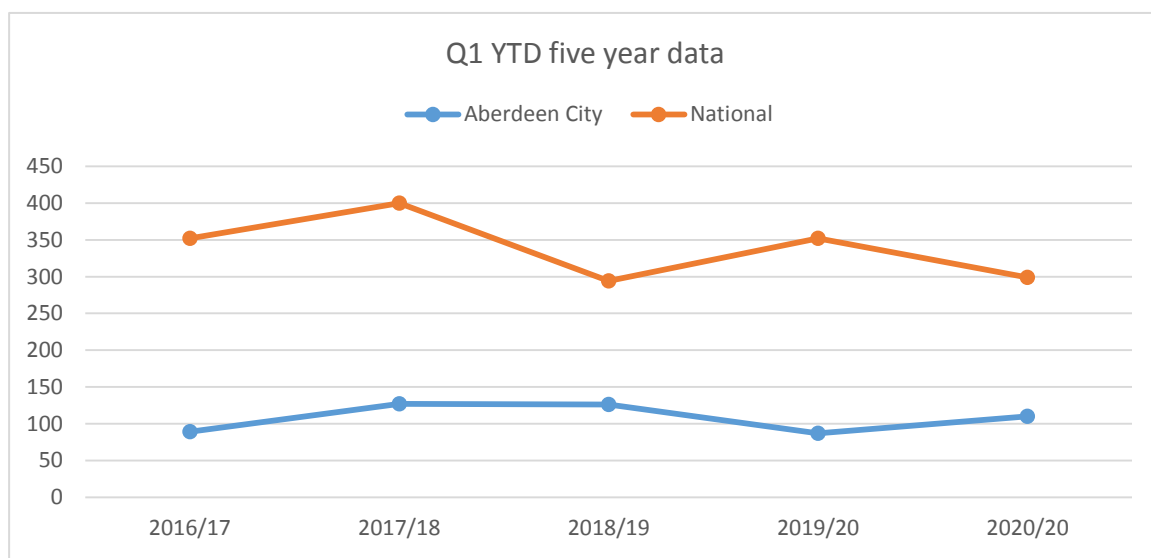
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## LPI Assessment 2: Deliberate Fire Setting

The main areas of measurement of Deliberate Fire Setting is:

- All deliberate fires

### All Deliberate Fires:



Deliberate Fires include both Primary Fires (those that involve a building or property) and Secondary Fires (typically refuse fires or fires involving grass, trees or heathland). Deliberate fires are defined as fires which were ignited deliberately or the Fire and Rescue Service suspect they were started deliberately.

The reduction of deliberate dwelling fires continues to be a priority for the SFRS in Aberdeen City. SFRS continue to work in partnership with Police Scotland and Aberdeen City Council in order to reduce these incident types.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms an upward trend in relation to 'All Deliberate Fires'.

The figure for the 2020/21 reporting period is one hundred and ten (110) incidents which is up on the same reporting period in 2019/20 of eighty-eight (88).

The average over the previous four years for the same reporting period was one hundred and eight (108) which identifies the upward trend.

#### Reasons:

The annual trend for deliberate fires has increased in recent years due to anti-social behaviour. Through statistical analysis during this reporting period we could identify areas of high fire setting activity and we worked with our community partners to reduce this route

cause. Our actions and community engagement work will continue to mitigate anti-social behaviour in our communities.

**Actions:**

We worked closely with our partners, specifically Police Scotland and Aberdeen City Council in order to reduce deliberate fire setting across Aberdeen City, this partnership approach has seen a number of individuals arrested in recent years and subsequently charged with wilful fire raising. Our Community Action Team have delivered school presentations where the opportunity was taken to highlight the dangers from fire setting through anti-social behaviour to both secondary and primary children. This coupled with a close working relationship with Police Scotland and Aberdeen City council allows prevention activities such as clearing of combustibles and increased visibility patrols to have a positive impact on these fires in the future.

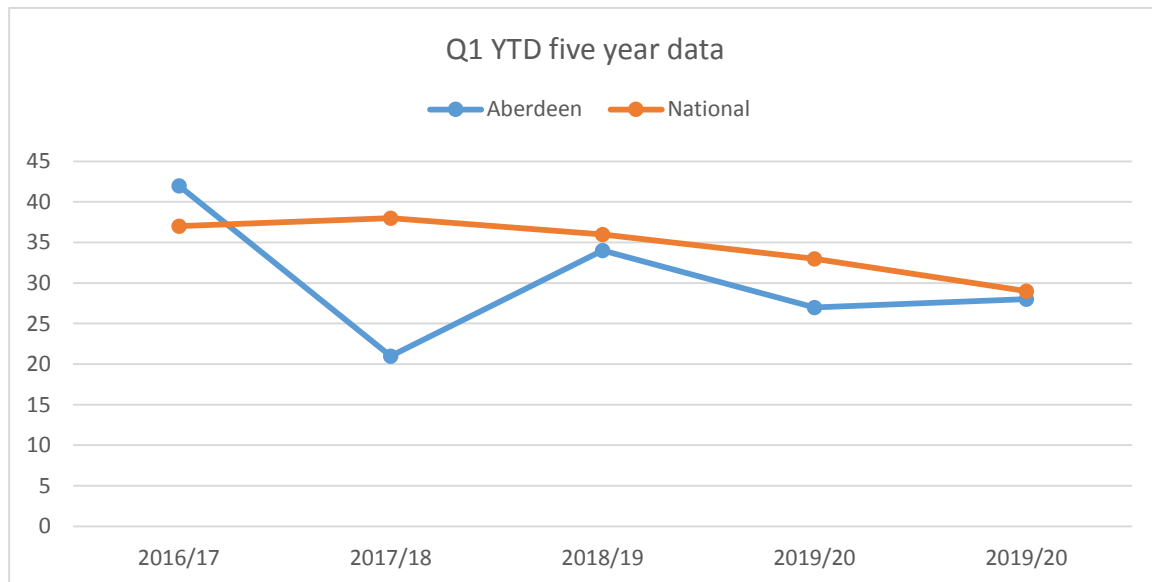
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**LPI Assessment 3: Non- Domestic Fire Safety**

The main areas of measurement of Domestic Safety and Wellbeing are:

- All non-domestic fires
- Number of Fire Safety Audits completed
- Deliberate fires in non-domestic properties

**All non-domestic fires:**



The most common cause of accidental fires in non-domestic buildings is by adults aged 18 – 64yrs bringing heat sources and combustibles together with cooking appliances being the main source of ignition. Deliberate fire setting accounts for eighteen percent (18%) of non-domestic fires with fourteen percent (14%) targeting other people’s property.

While the number of deaths from fires in non-domestic buildings is less than domestic buildings the potential for significant life loss and injuries is far greater. This is due to the large occupancy capacities that may be involved and the complexity of occupant behaviour including the potential for delay in occupant evacuation following the outbreak of fire.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms a downward trend in relation to 'Non-domestic fires'.

The figure for the 2020/21 reporting period is twenty-eight (28) incidents which is up on the same reporting period in 2019/20 of twenty-seven (27).

The average over the previous four years for the same reporting period was thirty one (31) which identifies a downward trend.

#### Reasons:

We have analysed statistical data which has helped us to identify contributory factors in relation to non-domestic fires. These are;

- Food ignited via 'cooking appliances'
- Deliberate fire setting
- Faulty equipment or appliances
- Electrical

#### Actions:

Through our risk based fire safety audit programme our Fire Safety Enforcement Officers carry out fire safety audits. Working in partnership with duty holders to meet their legislative fire safety requirements we assist them to ensure that their buildings are safe for the building users.

Our operational crews undertake Operational Intelligence visits to higher risk premises. This allows them to gather relevant operational information which is available to them in the event of an incident via our 'mobile data terminals' on appliances.

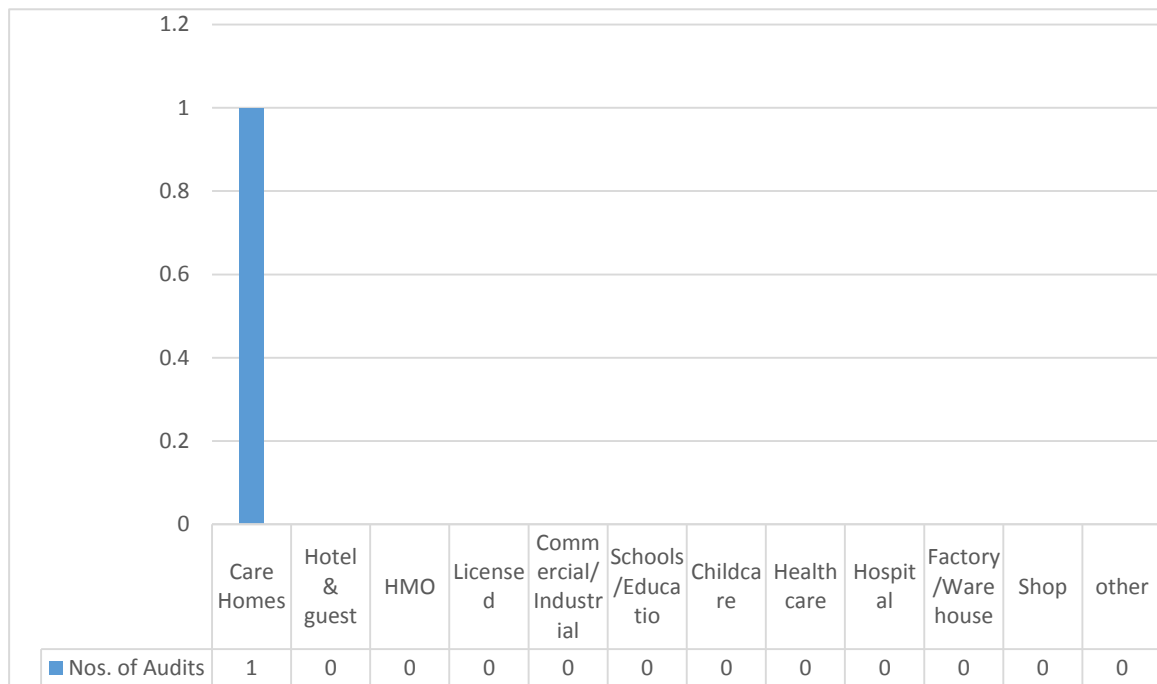
To ensure the safety of the public and of our staff during the Coronavirus outbreak, we have taken the decision to temporarily suspend our fire safety audits and engagement activities in non-domestic premises.

Our fire safety enforcement team developed an innovative approach to fire safety audits through a remote virtual audit. Utilising video links via social media they were able to view the property in a virtual setting and received appropriate documentation via IT facilities for checking. This approach was forwarded to our national Prevention & Protection team as an innovative approach to fire safety audits during lockdown and for rural areas.

**Number of Fire Safety Audits completed: -**

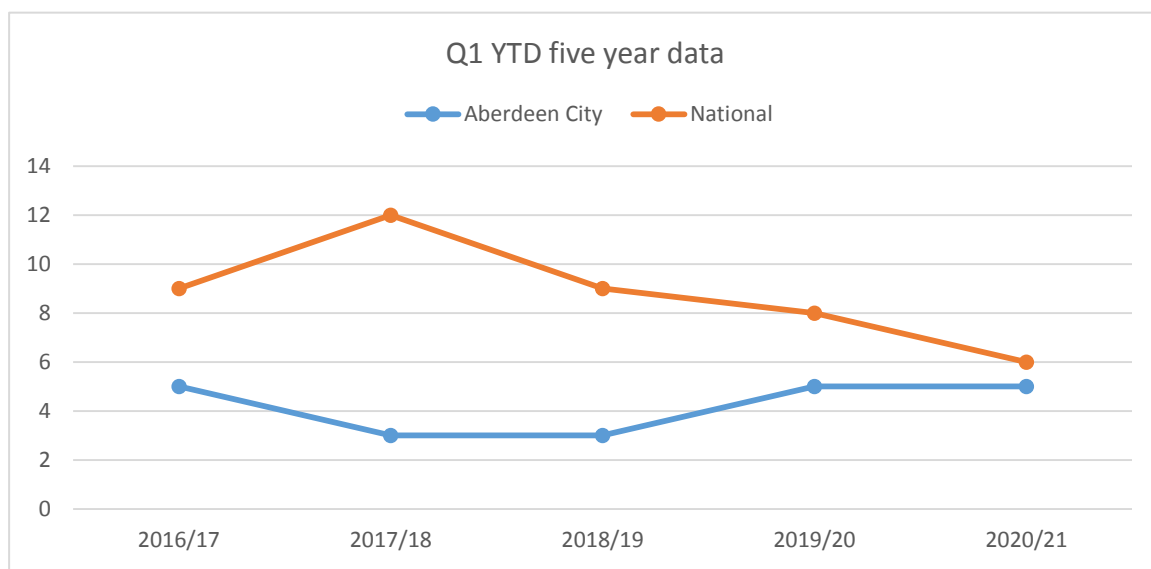
As detailed in our actions above, our fire safety audit activities were temporarily suspended during COVID-19. Our fire safety team carried out one audit for their innovative remote virtual audit idea.

Fire safety legislation aims to ensure the safety of employees, residents, visitors or customers; it sets out rights and responsibilities in respect of fire safety. Anyone who has control, to any extent, of any premises will have some responsibilities for ensuring that those occupying the premises are safe from harm caused by fire. The legislation places a duty on those responsible for fire safety within relevant premises to carry out a fire risk assessment. These people are defined in the Fire (Scotland) Act 2005 as Duty Holders.





### **Deliberate fires in non-domestic properties:**



Building fires are known as primary fires i.e. those that involve a building or property. Deliberate fires are defined as fires which were ignited deliberately or the Fire and Rescue Service suspect they were started deliberately.

The SFRS have a partnership arrangement with 'Crimestoppers Scotland' which encourages the public to report fire crime and vandalism.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms an upward trend in relation to 'All Deliberate other building fires.

The figure for the 2020/21 reporting period is five (5) incidents which is the same for the reporting period in 2019/20 of five (5).

The average over the previous four years for the same reporting period was four (4) incidents which identifies an upward trend.

#### Reasons:

Our statistical analysis for these deliberate fires show that they are caused by persons unknown in most cases with other people's property being targeted.

#### Actions:

Through our risk based fire safety audit programme our Fire Safety Enforcement Officers carry out fire safety audits. Working in partnership with duty holders to meet their legislative fire safety requirements we assist them to ensure that their buildings are safe for the building users.

The SFRS do this through partnership work and engagement with stakeholders including the business sector .

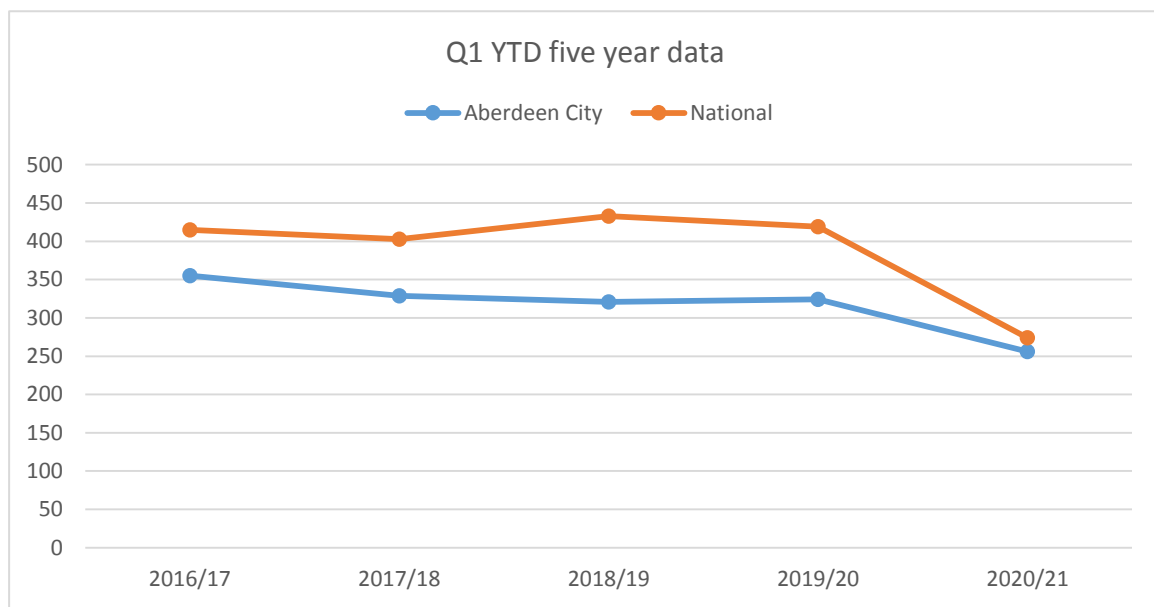
It is acknowledged that the Aberdeen City figures for the reporting period consistently remain lower than the national average over five (5) years.

**Status**

#### LPI Assessment 4: Unwanted Fire Alarm Signals

The main areas of measurement of Unwanted Fire alarm Signals is:

- Number of UFAS incidents



Unwanted Fire Alarm Signals (UFAS) are defined as incidents where an automated fire alarm system activates and results in the mobilisation of SFRS resources, when the reason for that alarm turns out to be something other than a fire emergency. The SFRS are committed to working with partners and other stakeholders to reduce UFAS mobilisations.

#### Results:

The same Year to Date (YTD) period average over the previous four years confirms a downward trend in relation to 'False Alarms - UFAS'.

The figure for the 2020-21 reporting period is two hundred and fifty-six (256) which is down from the same reporting period in 2019-20 of three hundred and twenty-four (324).

The average over the previous four years for the same reporting period was three hundred and thirty-two (332) incidents which identifies a continual downward trend.

**Reason:**

The reduction can in some small way be attributed to the lockdown due to COVID-19. With a high percentage of people working from home the premises linked to UFAS actuations are not occupied to the same level and this has contributed to the marked reduction from previous years.

The increased prevalence of automatic fire detection systems throughout all classes of building has inevitably contributed to difficulties in terms of system faults and failures. The SFRS has long been aware of the importance of developing a robust process for managing UFAS activity. We have policies and procedures detailing the processes to be used to engage with persons responsible for managing automated alarm systems and the mechanisms available to support them in dealing with identified issues.

The majority of false alarm actuations originate from Hospital and medical care premises with student accommodation, manufacturing & engineering premises and retail shopping centres equally to a lesser extent. The types of alarm actuation most prevalent are 'faulty, accidental/careless set off, testing'.

**Action:**

SFRS has an electronic system for recording UFAS activity and providing an audit trail for all engagement undertaken. Officers manage the system and provide reports on progress. SFRS aims to reduce the number of UFAS calls and are currently working with partners at a local level to reduce these calls by applying national policy and process to ensure a consistent approach. This approach has seen significant investment from partners to reduce UFAS incidents across Aberdeen City. SFRS will continue to support duty holders in minimising the impact of false alarms on their day to day business and the subsequent impact on SFRS resources.

**Status**



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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Scottish Fire and Rescue Service - Thematic Report
<b>REPORT NUMBER</b>	SFR/20/151
<b>DIRECTOR</b>	Stuart Stevens, Assistant Chief Officer, SFRS
<b>CHIEF OFFICER</b>	Andrew Watt, Deputy Assistant Chief Officer, SFRS
<b>REPORT AUTHOR</b>	Bruce Farquharson, Local Senior Officer, SFRS
<b>TERMS OF REFERENCE</b>	5.6

### 1. PURPOSE OF REPORT

- 1.1 To present an outline of SFRS community safety activity during the Covid-19 pandemic lockdown period.

### 2. RECOMMENDATION(S)

- 2.1 That the Committee consider and note the information provided in **Appendix A** in relation to the SFRS community safety activity.

### 3. BACKGROUND

- 3.1 This report invites you to review the Scottish Fire and Rescue Service Aberdeen City Covid-19 Thematic Report
- 3.2 This report details the activity of local SFRS personnel in supporting community safety during the Covid-19 lockdown.

### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no significant financial implications for the Council.

### 5. LEGAL IMPLICATIONS

- 5.1 There are no significant legal implications for the Council.

## 6. MANAGEMENT OF RISK

6.1 Not applicable

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	Whilst not specific to any Stretch Outcome, the paper seeks contribution to fire safety which will assist achieve a safer place to live, work and visit.
<b>Prosperous People</b>	<p>The proposals within this report support the delivery of the following LOIP Stretch Outcomes</p> <p>8. 25% fewer young people (under 18) charged with an offence by 2026</p> <p>9. 25% fewer people receiving a first ever Court conviction each year by 2026.</p> <p>10. 2% fewer people reconvicted within one year of receiving a community or custodial sentence by 2026</p> <p>11. Healthy life expectancy (time lived in good health) is five years longer by 2026</p> <p>The paper seeks contribution to the Strategic Plan to reduce instances of deliberate fire setting and improve fire safety and prevention.</p>
<b>Prosperous Place</b>	Whilst not specific to any Stretch Outcome, the paper seeks contribution to fire safety which will assist achieve a safer place to live, work and visit.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	

<b>Organisational Design</b>	
<b>Governance</b>	
<b>Workforce</b>	
<b>Process Design</b>	
<b>Technology</b>	
<b>Partnerships and Alliances</b>	

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	N/A
<b>Privacy Impact Assessment</b>	N/A
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required.

## 9. BACKGROUND PAPERS

None

## 10. APPENDICES (if applicable)

**Appendix A – SFRS LOCAL REVIEW OF COMMUNITY SAFETY ACTIVITY DURING COVID-19 LOCKDOWN**

## 11. REPORT AUTHOR CONTACT DETAILS

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## ABERDEEN CITY LOCAL SENIOR OFFICER AREA

### SCOTTISH FIRE AND RESCUE SERVICE THEMATIC REPORT REVIEW OF COMMUNITY SAFETY ACTIVITY DURING COVID-19 LOCKDOWN

Report Ref SFR/20/164

#### **1 RECOMMENDATION**

The Aberdeen Public Protection Committee is recommended to:

- 1.1 Consider and note the information provided in this report in relation to prevention and protection.

#### **2 INTRODUCTION**

- 2.1 The Covid-19 pandemic and resulting lockdown saw the Scottish Fire and Rescue Service (SFRS) follow UK and Scottish Government guidance and issued an instruction to all personnel not providing a frontline emergency response to work from home, at the same time placing a moratorium on all engagement activity including both community and business engagement.
- 2.2 The early period of lockdown also saw a significant national spike in fatalities as a consequence of accidental dwelling fires, unfortunately including one in Aberdeen City.
- 2.3 To address this increasing risk SFRS personnel, both nationally and locally, developed a number of working options that would see a continued element of engagement utilising appropriate PPE and observing social distancing protocols to ensure the ongoing health and wellbeing of our staff and members of the public.
- 2.4 This report will summarise the actions taken by local Scottish Fire and Rescue Service (SFRS) personnel, with support from The SFRS Prevention and Protection Function, to continue to deliver and support community and business safety activity.

#### **3 COMMUNITY SAFETY ENGAGEMENT (CSE)**

- 3.1 Home Fire Safety Visits (HFSV's) and supply & fitting of appropriate detection are the most effective tool available to SFRS to assist decrease the risk of harm in the home from fire.
- 3.2 Over the previous 5 years SFRS personnel have delivered an average of 2418 HFSV's per year in Aberdeen City and work hard to ensure "pending lists" are managed and controlled appropriately. A complete removal from engagement

activity would clearly have an impact on outstanding visit requests, visits referred from partners and re-visits to those presenting the highest risk.

- 3.2 To ensure the community did not feel isolated, CSE staff working from home developed a rota and used SFRS-produced questionnaires to engage by telephone with all high and medium risk HFSV requests either completing a home safety questionnaire or scheduling a physical visit when restrictions eased. All properties without detection were passed to watch-based firefighters who arranged contact-free delivery of detector(s) and installation instructions.
- 3.3 As a response to an increase in fatalities as a consequence of accidental dwelling fires the SFRS commenced a high-profile campaign (Make The Call) that identified circumstances which would determine individuals as very high risk and encouraged them, family or friends to request a HFSV.
- 3.4 Local CSE staff supported this by continually analysing new visit requests as well as revisiting previous requests to identify any that would meet this new risk category. Any identified were passed to watch-based firefighters who followed specific instructions and wore appropriate PPE to deliver HFSV's or, where COVID-19 was confirmed or suspected, talked through an expanded home safety questionnaire.
- 3.5 In addition to the above, CSE staff engaged with a number of local charities who were making food parcel deliveries across Aberdeen and reached an agreement to deliver **Make The Call** leaflets with food parcels. Almost 15,000 leaflets were shared with, and delivered by, these charities.
- 3.6 As part of the approach detailed in 3.5, we joined forces with Aberdeen City Council's Adult Support and Protection Team who provided cards of their own for distribution. CFINE distributed these alongside our leaflets.
- 3.7 During full lockdown and through the various lifting of restrictions, local CSE staff also responded to a number of referrals and requests from key partners and continued to provide fire-retardant bedding and fireproof letterboxes (mailguards) ensuring the most vulnerable continued to be protected.
- 3.8 Since 1 April, local SFRS personnel have undertaken 113 full HFSV's, made contact with over 400 occupiers providing home safety advice and provided more than 50 smoke/heat detectors. During the same period 15 fire retardant bedding packs, 7 fireproof letterboxes and 7 metal waste bins were issued via partner agencies.

#### **4 FIRE SAFETY ENFORCEMENT (FSE)**

- 4.1 FSE refers to our programme of legislative fire safety audits within relevant premises as defined by Part 3 of the Fire (Scotland) Act.
- 4.2 The SFRS has developed a fire safety framework that prioritises FSE audits in premises where the greatest risk of harm from fire is present e.g. care homes, hospitals, HMO's etc
- 4.3 Similar to CSE activity, the procedures introduced to protect our staff and the public from Covid-19 have had an impact on our annual FSE audit programme and our ability to deliver FSE audits as we always have done.

- 4.4 Local FSE personnel followed national guidance and conducted early telephone engagements with premises identified as presenting the highest risk ensuring that risk assessments were reviewed regularly to reflect changes in working practices within the premises and to also highlight the likelihood that virus transmission models and isolation requirements could have a significant impact on SFRS' capability to respond with the weight of numbers and speed it would normally plan for.
- 4.5 Whilst normal FSE activity was suspended, local FSEO officers maintained regular liaison with both ACC and NHS Grampian to ensure that a flexible and pragmatic approach was taken in support of the identification and modification of non-NHS premises to provide additional hospital beds in anticipation of the peak pandemic casualty numbers.
- 4.6 Local FSEO officers, conscious of their legislative responsibilities, maintained a cycle of support to care premises across Aberdeen and, through this approach, explored and conducted a "virtual" audit where a willing premises joined SFRS staff in a video call and a walk-round of their premises was completed, similar to what would happen during a normal legislative audit. A representative from the Care Inspectorate also joined the video call.
- 4.7 This innovative approach to maintaining an element of service delivery was welcomed by both Care Inspectorate and SFRS national leads and was identified as an area of best practice that should be developed further. Aberdeen City personnel were tasked with leading a project to develop a procedure, the first of its kind, that could be implemented nationally, would support SFRS' legislative requirements and will provide a long-term option that will be deliverable during any periods of lockdown as well as addressing challenges faced in some of Scotland's more remote communities

## **5 HUMANITARIAN ASSISTANCE CENTRE**

- 5.1 To provide an enhanced level of support to isolated and vulnerable individuals across the Grampian area, Grampian LRP established a humanitarian assistance centre (HAC).
- 5.2 To ensure the HAC could support the anticipated demand partner agencies were requested to encourage personnel to volunteer as call handlers, matching assistance requests with appropriate volunteers across Grampian.
- 5.3 In total 14 SFRS employees volunteered and provided volunteer shifts in addition to their own workloads.

## **8 FUTURE WORK**

- 8.1 Recent easing of restrictions and Scottish Government guidance has allowed a gradual return to some normal activity, however, the level of that activity will be carefully managed to ensure the ongoing health and wellbeing of both staff and public.
- 8.2 SFRS will continue to provide extensive feedback and guidance from both a response and fire safety perspective in support of ACC's "Spaces for People" initiative.

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Chief Social Work Officer Annual Report 2019/20
<b>REPORT NUMBER</b>	OPE/20/146
<b>DIRECTOR</b>	Rob Polkinghorne
<b>CHIEF OFFICER</b>	Graeme Simpson
<b>REPORT AUTHOR</b>	Graeme Simpson
<b>TERMS OF REFERENCE</b>	1.5

### 1. PURPOSE OF REPORT

- 1.1 To present Elected Members the Chief Social Work Officer’s Annual Report for year 2019/20. The report is to inform Members of the role and responsibilities exercised by the Chief Social Work Officer; to provide information on statutory decision making in the period; and to give a progress report on key areas of social work provision within Aberdeen City.

### 2. RECOMMENDATIONS

- 2.1 It is recommended that the Committee note the content of the Annual Report, as attached at Appendix 1.

### 3. BACKGROUND

- 3.1 The role of the Chief Social Work Officer (CSWO) is a statutory post in accordance with the Social Work (Scotland) Act 1968, as amended by the Local Government (Scotland) Act 1994. This requires Local Authorities to appoint a CSWO for the purposes of listed social work functions.

- 3.2 The required qualifications of the CSWO are set out in regulations and the post holder must be able to demonstrate senior strategic and operational experience. National Guidance on the role was published by the Scottish Government in 2009 and was revised in May 2017. It provides an overview of position, outlining the responsibility for values and standards, complex decision making, particularly in relation to deprivation of liberty decisions and

professional leadership. The guidance also covers accountability and reporting arrangements.

- 3.3 The CSWO provides advice to the Council on social work matters; undertakes decision making in respect of statutory functions and provides professional governance, leadership and accountability for the delivery of social work and social care services, whether they are provided by the Council or on behalf of the Council by another agency. In its 2016 report on Social Work in Scotland, Audit Scotland outlined the increased complexity of the role: “*With integration and other changes over recent years, the key role of the Chief Social Work Officer (CSWO) has become more complex and challenging. Councils need to ensure that CSWOs have the status and capacity to enable them to fulfil their statutory responsibilities effectively*”. The COVID pandemic has brought these challenges into sharp focus.
- 3.4 This report is consistent with the content and format guidance laid down by the Chief Social Work Adviser for Scottish Government. The annual report does not provide a complete account of social work activity over the year. Rather it provides an overview of the range of services and initiatives in social work and social care and to highlight key achievements and challenges.

#### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications arising from this report.

#### 5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

#### 6. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Financial</b>	None for this report.		
<b>Legal</b>	None for this report		
<b>Employee</b>	This report reflects the impact of social work services delivered by the Council, the IJB and commissioned services.  It provides a clear narrative as to the critical role social work staff undertake to assess and manage risk posed to and	L	Social work services are subject to the scrutiny of independent inspection via the Care Inspectorate.  These inspections provide staff with the opportunity to reflect and learn from their practice and the outcomes they deliver.

	by vulnerable children and adults.		
<b>Customer</b>	This report provides assurance to the citizens of Aberdeen City on the quality of social work services delivered to those who meet the threshold for social work support and intervention.	L	Customers have the opportunity to complain about the quality of services both directly and via the SPSO. A learning approach is actively taken to all complaints.  Customers also contribute to inspections via various feedback opportunities enabling them to know that their views are listened to and considered.
<b>Environment</b>	None for this report		
<b>Technology</b>	None for this report		
<b>Reputational</b>	The delivery of effective social work and social care services is critical to the protection and care of vulnerable children and adults. Failure to discharge our statutory responsibilities effectively can bring significant media interest and scrutiny.	L	The public can be assured that the Council ensures compliance with legal requirements and identified areas for improvement are addressed.

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	Not applicable
<b>Prosperous People</b>	Social work services have a significant contribution to make delivering on the LOIP outcomes for Children and Adults – Outcomes 3 to 12.  These outcomes require agencies to work in partnership and the attached report sets out the extent to which social work services delivers on these.

<b>Prosperous Place</b>	Not applicable
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	None
<b>Organisational Design</b>	None
<b>Governance</b>	<p>There are clear and effective governance structures in place for both adult and children’s social work services which ensure the safe delivery of services.</p> <p>Both services are also independently inspected by the Care Inspectorate on a cyclical basis. The care inspectorate has the authority to impose ‘requirements’ or make ‘recommendations’ on areas improvement identified during the course of their inspection activity.</p>
<b>Workforce</b>	As an employer of scoail workers the Council/IJB has a statutory duty to provide learning and development opportunities to the workforce to enable them to meet their registration requirements.
<b>Technology</b>	Not applicable
<b>Partnerships and Alliances</b>	Services to children; young people and adults are delivered on a multi-agency basis and the scrutiny, challenge and learning requires all agencies to work in partnership with each other.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required



**9. BACKGROUND PAPERS**

None

**10. APPENDICES**

Appendix 1 – Chief Social Work Officer Report 2019/20

**11. REPORT AUTHOR CONTACT DETAILS**

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**fosterAberdeen City Council's  
Chief Social Work Officer's  
2019/20 Annual Report**

**Foreword**

Every local authority is required to have a professionally qualified Chief Social Work Officer (CSWO), as set out in the Local Government (Scotland) Act 1994. The role of the CSWO is to ensure that the Council and Aberdeen City Health & Social Care Partnership (ACHSCP) receive effective, professional advice and guidance in the provision of social work services, whether provided directly or purchased on behalf of the local authority.

The CSWO has responsibility for performance improvement as well as the identification, management and reporting of corporate risks as these relate to social work services. To fulfil these responsibilities, the CSWO has access to elected members, reporting through various Committees, and to the Integrated Joint Board (IJB), the Chief Officer of the ACHSCP and the Chief Executive of the Council. The CSWO provides professional leadership and promotes values and standards of professional practice, ensuring only registered Social Workers undertake those functions reserved in legislation and meet the requirements of the SSSC Codes of Practice.

Audit Scotland in 2016 noted the role of the CSWO had become increasingly complex with the introduction of Health and Social Care Partnerships. In Aberdeen, Children's Social Work is located within the City Council, whilst Adult and Criminal Justice Social Work resides within the ACHSCP. This provides two challenges. Firstly, the CSWO has to retain oversight, professional leadership and provide assurance of safety and quality of all social work services across two large and complex organisations. Secondly, the CSWO has to step back from the role of Chief Officer to provide independent, professional oversight and challenge of Children's Social Work. These challenges are not unique to Aberdeen and are issues faced by a number of CSWOs across the country.

Delivery of CSWO responsibilities requires close professional collaboration with the Chief Officer of the IJB, the Lead for Social Work within ACHSCP who has operational responsibility for Adult and Justice social work services, and the management teams for whom we each have responsibility.

As Aberdeen City's CSWO, it is a privilege to present this report which recognises the excellent work delivered day in, day out by social work staff in a wide range of roles and with a diversity of responsibilities across the City. These staff deliver high quality support and services to vulnerable adults and children protecting their safety and wellbeing whilst promoting their independence and improving their outcomes. This report reflects the work of all who deliver social work and social care services.

**1. Governance and Accountability**

The duties and responsibilities of the CSWO in Aberdeen City are located within the Council. The duties and responsibilities are attached to the post of Chief Officer – Children's Social Work, within the Children and Families Cluster. The Chief Officer – Children's Social Work reports to the Chief Operating Officer and has ready access to the Chief Executive of the Council and Chief Officer for ACHSCP.

As well as providing strategic and operational leadership for Children Social Work, the CSWO also

provides professional support to the Lead for Social Work within ACHSCP who has operational responsibility for Adult and Justice social work services.

The CSWO is a member of the Integrated Children's Service Board, the Child & Adult Protection Committees and is a professional advisor to the Clinical & Care Governance Committee and the IJB. This enables the CSWO to maintain a broad oversight of all aspects of social work service delivery within Aberdeen City.

The CSWO is a member of the Aberdeen City Executive Group for Public Protection which meets every 2 months to provide strong and visible leadership in relation to the broad public protection agenda. In 2017 Aberdeen City Council established a Public Protection Committee. Reports in relation Child & Adult Protection are regularly brought to Committee providing elected members effective assurance in relation to these matters.

Only a CSWO can discharge certain duties and responsibilities. These primarily relate to decisions about the curtailment of individual freedom and the protection of individuals and the public. These decisions must be made by the CSWO or a suitably qualified social worker to whom the responsibility has been delegated. There must be CSWO cover 24 hours a day, every day of the year.

## **2. Service Quality and Performance**

### **2a Overview of how services are performing**

#### **Children**

Significant progress has been made in the year to 31 March 2020 in relation to the monitoring of service quality and performance. The extended use of data, risk registers, service standards and the development of a quality assurance framework have all supported the identification of what is working well and what needs improved. We have a well-established practice of quality assurance across social work teams, which is now supported by service wide quality assurance data reporting and analysis. This will continue to evolve and will support longer term strategic and financial planning as well as identifying areas for short term operational support. This work was commended in Aberdeen City's Joint Inspection of Children's Services 2019. [Link to Inspection Report here](#)

***"The Child Protection Committee was using data effectively to inform improvements in child protection practice and monitoring these improvements to ensure they were sustained"***

#### **Child Protection**

Aberdeen City has actively engaged with the Centre for Looked After Children in Scotland (CELCIS) in their work to develop a national minimum data set for child protection. This is incorporated into a suite of scrutiny questions developed by the Child Protection Committee (CPC) to understand the impact of services which identify and respond to the needs of children and young people at risk of significant harm. Areas for development are incorporated into the Child Protection Improvement Programme 2019-2021, to which the Children's Social Work Service make a significant contribution and lead on many areas. Development work in child protection in this reporting period has concentrated on child sexual exploitation, child trafficking, on-line safety, learning from Significant Case Reviews particularly in relation to cumulative neglect. We have continued to build on the utilisation of strength-based practice across services, better participation of parents, carers and young people, the quality assurance of our processes and making the best use of data. The [Child Protection Committee Annual](#)

[Report 2019-20](#) provides greater details of the self-evaluation undertaken, improvements delivered and outlines the developments scheduled in the 2019-2021 improvement programme.

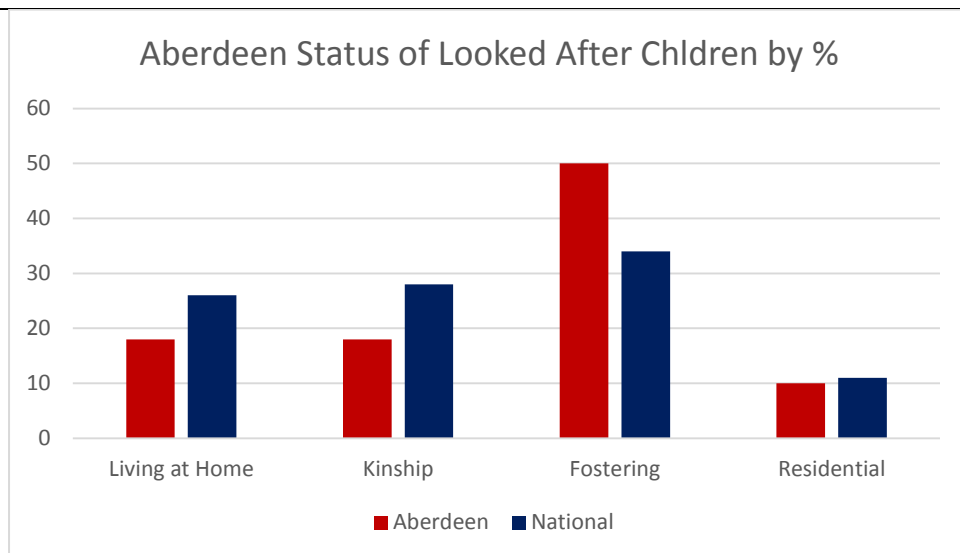
The volume of referrals received into the Service remained consistent on the previous year at just under 10,000, of which 50% progressed to a level of social work assessment, ranging from initial triage to comprehensive assessment and intervention taking place. Improvements have been made with partners, particularly with Police Scotland in the early triaging of VPD referrals. Proportionately fewer referrals are not actioned further by the Service, indicating a better understanding of thresholds for Social Work Service intervention.

138 case conferences were held in the year with a conversion to registration on the Child Protection Register (CPR) of over 85% indicating appropriate use of this child protection process. 270 children in total were on the CPR in the course of the year, with an average of 116 at any one point in time. The rate of registration at 3.3% is slightly higher than the Scottish average of 2.8%, but consistent with other urban areas. Very few children remain on the CPR for more than one year in the period reflecting improvement activity in this respect. A further area for significant improvement activity related to cumulative neglect. A series of events and learning opportunities has resulted in increased numbers on the CPR directly related to improved recognition of and response to this issue. Neglect now accounts for 49% of registrations in the City. Aberdeen City's rate of re-registrations has fluctuated between 23% and 27.5% over the course of the year. Very few children return to the CPR quickly; the majority of re-registrations follow a gap of more than 4 years since a previous registration. This would indicate practice characterised by effective and appropriate interventions.

In relation to **looked after children**, the role of corporate parent continues to embed and develop. Improvement activity embedded in the [Local Outcome Improvement Plan](#), [Aberdeen City Integrated Children's Services Plan 2017-2020](#) and [Corporate Parenting Improvement Plan](#) is overseen by the Integrated Children's Services Board (ICSB). A Quality Assurance Framework has been adopted by the ICSB and a multi-agency data suite is in course of development. The focus for ongoing improvement activity will be informed by the Independent Care Review, published February 2020.

In Aberdeen City between 2019-2020 there were around 558 Looked After Children at any one time, which accounts for 1.4 children per 1000 and is exactly in line with the national average. 37% of Looked After Children are cared for in a family setting. Our work to shift the balance of care is gathering some momentum; there is an increase in children looked after at home from 14% to 18% in the period. In the year ahead, we hope to see the impact of an enhanced support offer to kinship carers to enable us to place and support more children within their extended family.

Aberdeen City Council foster carers currently care for 91 children in 93 households. There are a further 195 children accommodated with agency foster carers. Kinship carers care for 245 children in 215 households. Permanence plans were made for 49 children; 32 for adoption and 17 for permanent foster care. Adoption matches were approved for 23 children. With the exception of one sibling group of two, these were all individual children. In common with other local authority areas, recruitment of foster carers remains a challenge as does fulfilling the aim to place sibling groups together.



In relation to **Care Leavers 2019/20**, the joint inspection commended the quality of this service noting that children and young people enjoy sustained positive relationships with staff and carers. The benefits of trauma informed approaches were apparent and almost all care experienced young people reported they felt settled and safe where they currently lived. The continuing care status grows and in local children’s homes 42% young people are aged 17 - 20 years. We have increased by almost 40% the number of young people receiving an Aftercare service. Our specialist care leaving service supports 143 young people. We have been working to improve and better integrate multi agency responses which effect safer transitions across children’s/adult social work, housing, health, Criminal Justice, education, Skills Development Scotland [SDS] and the third sector.

Positive outcomes have been recorded following practice change in the partnership approach between Police Scotland and local residential Children’s Homes. These outcomes are demonstrated in data shared by Police Scotland Youth Justice Management Unit, Comparative Report on Juvenile Offenders 2018/19, which indicated the reduction in crime files recorded against local children’s homes reducing from 122 in 2014/15, to 10 in 2018/19 and to just 2 in 2019/20.

A multi-agency **Quality Assurance Framework**, led by Children’s Social Work, has been developed to create a multi-agency approach to quality assurance across services and to embed a culture of service improvement and learning which is consistent and strong across partner agencies. These audits are commissioned by the Child Protection Committee and the Integrated Children’s Service Board. They utilise The Care Inspectorate [“A quality framework for children and young people in need of care and protection – August 2019”](#) to support self-evaluation.

**Adults**

Adult Social Work services have an appropriate, professional emphasis on delivering improved outcomes across a wide range of individual needs and collaborating with our key statutory and third sector partners to achieve these. There are many, sometimes competing demands placed on us however we are very mindful of the ongoing need to fulfil our statutory responsibilities, deliver required services, meet expectations and achieve desired outcomes for the individuals and their families that we work with.

We recognise the importance of being able to evidence the quality of our service delivery and the outcomes that have been attained on an individual, service or sector level. The partnership’s performance framework has been revised to align it more fully with the IJB’s Strategic Plan. Local and national indicators have been assigned to each strategic aim and each set of indicators are

reported to either the Clinical and Care Governance, or Audit and Performance Systems Committees with the IJB receiving reports in respect of the Ministerial Steering Group (MSG) indicators and the Annual Report.

Locally produced data and feedback from a survey of our health and care users has enabled us to report the following in respect of the partnership's strategic aims (prevention, resilience, personalisation, community and connections) as they relate primarily to adult social work services:

- 90% of respondents agreed their support helps them live as independently as possible.
- 82% of respondents reported they were able to look after their health well or quite well.
- 91% of respondents are satisfied with the quality of care at home that they receive.
- Increase in the number of Unpaid Carers supported - 1538 in 2017/18; 1713 in 2018/19 and 2761 in 2019/20. The local survey results showed that the percentage of unpaid carers who feel supported has risen year on year from 37% in 2017/18, to 40% in 2018/19 to 58% in 2019/20.
- 2698 Self-Directed Support assessments were completed in 2019/2020.
- Data in relation to delayed discharge from hospital continues to show improvement - 838 in 2017/18; 604 in 2018/19 to 584\* in 2019/20 (\*awaiting verification).

### **Autism**

Implementation of our [Autism Strategy](#) and its associated Action Plan continues with a steering group in place to ensure this is progressed on and integrated and effectively basis. A key piece of work has been the development of a sustainable Assessment and Diagnostic pathway for adults which the City has undertaken in conjunction with Aberdeenshire Health and Social Care Partnership and which has also gained the support of the Scottish Government and the National Autism Implementation Team (NAIT).

Increased funding has enabled the recruitment of a staff member who will provide appropriate project support to the development of a pathway group.

### **Justice**

The justice service was advised in October 2019 that it was to be formally inspected by the Care Inspectorate in respect of the delivery of Community Payback Orders. Positive feedback was received in respect of our submitted self-evaluation and just over 100 files were also read. However, the inspection was paused due to Covid-19 before the Care Inspectorate moved on to the next phase of on-site inspection activity. The self-evaluation highlighted key improvements in trends and outcomes including:

- Increasing emphasis on lower-tariff alternatives to Community Payback Orders (CPOs)
- Increase in Bail Supervision
- Increase in Diversion referrals
- The number of CPOs has remained stable with Supervision, Unpaid Work and Programme Requirements being most commonly used
- Improvement in number of first contact within one working day (above Scottish average)
- Decrease in numbers of 16/17 year olds on CPOs, 17 young people in 2019, which has continued in 2019-20 when there were 14 young people made subject to CPO
- Higher % of CPO completions than Scotland (75% of the total number of orders were successfully completed. This is a slight decrease on last year (77%) but still an overall upward trend over the last 3 years and above the Scottish average of 71% (similarly calculated).

- Decreasing number of drug-related deaths of those on CPOs

All domestic abuse cases are allocated to Caledonian trained workers and assessed for suitability. Those subject to CPOs (with or without Caledonian requirements) are supervised by Caledonian trained workers and women and children harmed are offered support. On a practical basis we have approximately ninety men on the Caledonian Programme at any one time and deliver three groups per week. The Caledonian Women's Support Work Team has approximately one hundred and fifty open cases and provides a drop in for women harmed by domestic abuse.

There is good communication and multi-agency working, both formally in respect of Multi Agency Public Protection Arrangements (MAPPA), Multi Agency Risk Assessment Conferences (MARAC), and Multi Agency Tasking & Co-ordination (MATAC), and less formally with Housing, Substance Misuse and Adult Learning. Two local organisations, Aberdeen Foyer and the Cyrenians have been commissioned to provide services in respect of employability and outreach support. Relationships and dialogue with local Sheriffs is generally good largely due to the location of the Pre-Disposal Team adjacent to the Sheriff Court and our collaboration in respect of the development of the problem-solving court.

### **Learning Disability**

In 2019 we published our Learning Disability strategy, ['A'thegither](#). We are continuing to implement its Action Plan, ensuring the strategy's key messages are understood across our service and the wider Learning Disability community of individuals, families and partner organisations. We continue to have a strong focus on building connections at an individual, organisational and community level. Our social work teams are aligned to the partnership's localities and we envisage greater progress in respect of this inclusive approach will be more evident next year. Our Action Plan will be reviewed in 2020-21 ensuring it continues to have strong alignment to local and national policy developments.

An effective Transitions process that delivers positive experiences and outcomes for individuals and their families is another significant focus with an options appraisal being developed to design the future approach to this crucial time for young people with additional needs.

We have commenced a review of a complex needs service and are undertaking a review of individuals who are living at home with elderly parents in order to better understand future service demand. We have also been pro-active in reviewing new contractual arrangements, such as an Intensive Support Service which assists in the prevention of hospital admission and homelessness and a newly established provider in the city working to improve outcomes for people with profound and multiple learning disabilities.

In the past year, we have worked through a series of challenges and opportunities such as providers withdrawing from the city, services being terminated, and new service providers being commissioned. Close partnership working has been evident in our response to these multi-layered and complex circumstances and learning from this has and will continue to be acted upon within the service to ensure the continued sustainability of services and the delivery of safe, good quality, person-centred care.

### **Mental Health**

Figures for 2019/20 suggest there has been no overall reduction in the workload of our Mental Health Officer (MHO) service. There have been fewer Compulsory Treatment Orders (CTOs) granted in the last year, fifty-seven compared to seventy in 2018-19, however there have been significantly more



Short-Term Detention Certificates (STDCs), 245 compared to 209 in 2018-19 (in previous years an increase in STDCs has usually corresponded with an increase in the number of CTOs). It is possible that a reduction in overall bed numbers at Royal Cornhill hospital may have had some bearing on the pattern of use of the legislation and placed greater demand on community resources.

The majority of applications for guardianship in respect of those adults who lack capacity to make decisions to safeguard their own welfare, property or financial affairs are made by private individuals in respect of an adult relative with a diagnosis of dementia, learning disability or an acquired impairment. Occasionally an application in respect of 15/16 year olds who are about to leave Education is considered. In all applications where welfare powers are sought a report from a Mental Health Officer is prepared.

In order to prevent our MHO service being overwhelmed we introduced a waiting list for the first time in April 2019 so that we could better prioritise cases where, without an Order, the welfare of the adult is at risk. This reflected practice in many local authority areas across Scotland. Those cases on the waiting list are regularly reviewed and reprioritised as and when circumstances change. A part-time MHO on a relief basis has now been recruited to help address this waiting list. In addition, Delayed Discharge funding has been utilised to employ a 0.5 FTE MHO on a permanent basis following a very successful pilot. This person has been in post since November 2019 and has helped reduce the number of people in hospital waiting for Guardianship.

Since the Adults with Incapacity (Scotland) Act 2000 came into effect, the numbers of Guardianships have risen year on year with approximately three in every four being private Guardianships. Even in the last ten years numbers across Scotland have risen by 148%. There are now 406 private Guardianships in existence in Aberdeen City and 130 cases where the CSWO has been appointed Welfare Guardian. This is an increase from 362 and 109 respectively from the previous year.

In 2020, our [Mental Health Delivery Plan](#) was published detailing our vision for community-based mental health services for adults and how we will achieve this over the next three years. Prevention is a key focus as is support for carers and sustainable recovery. Fulfilling this plan will require the involvement of the individuals who use our services as well as a multi-agency response.

### **Substance Misuse**

The integrated substance misuse teams are committed to providing support to assist people through their recovery. Recent figures (2014-2018) show that Aberdeen has the fifth-highest percentage of drug-related deaths (0.19 average drug-related deaths per 1,000) after Dundee, Glasgow, Inverclyde and Renfrewshire (national average is 0.16 per 1,000). The Alcohol and Drug Partnership (ADP) has developed a targeted programme of activity which aims to reduce these figures.

In 2019 a short-life working group comprising of representatives from NHS Grampian, Social Work, Police Scotland, ACC Housing Access and Support and ACC Information Governance reviewed 10 drug related deaths that had occurred in 2018. This study confirmed that individuals at risk of drug related deaths, who are not engaged in substance use services, have multiple other life problems that are apparent to other public service partners. The outcome of the review was to develop a proactive forum into which agencies can pool intelligence and work to reduce risk and ultimately reduce demand on our services.

Work commenced early in 2020 to establishing an Assertive Outreach Team with the vision of using intelligence gathered from a range of agencies to determine those most at risk of drug related deaths and provide an enhanced level of support.

### **Older People and Physical Disability**

Delivery of social work services within Older People/Physical Disability Care Management continues to support people with increasingly complex needs to live as independently as possible. Data trends indicate that, since a peak in January 2020, there has been a steady decrease in the hours of unmet need probably due the impact of the coronavirus pandemic but also a greater flexibility and willingness to collaborate on our part so that those most in need are receiving the care that they have been assessed as requiring.

The development of the Enhanced Community Support huddles enables the multi-disciplinary triage and screening of urgent requests that may require a MDT “step up” same day response. The aim is to provide the right care at the right time to prevent hospital/care home admission. Individuals who have been triaged can then be stepped down and overseen by the wider MDT enabling a wider and more effective whole-system response to improve client outcomes.

2019/20 has seen the transition of the care management teams into three locality alignments from the previous four-locality model. This transition is enabling care management staff at all levels to work within workstreams that directly support the strategic vision to improve the health and wellbeing of individuals, through collaborative and partnership working, enabling clients to receive the right care, in the right place at the right time.

We have utilised the learning from the revised contract with our ALEO, Bon Accord Care (BAC), to inform the implementation phase of the new wider care at home contract. A more responsive, outcomes focused approach moving away from a traditional time and task model has been embedded in our service delivery. This has resulted in a significant reduction in delayed discharges for people in Sheltered and Very Sheltered Housing, where BAC has been the primary provider of care and support as well as evidence of improved outcomes.

### **Complaints**

Social Work **complaints** are processed using the Complaint Handling Procedure (CHP). In the period April 2019 to March 2020, there were 138 total Social Work complaints recorded; 57 Stage 1 complaints, 78 Stage 2 complaints and 3 Escalated Stage 2 complaints. The overall percentage of all complaints resolved within the statutory timescale was 55.1% for 2019/20, in comparison to 48.0% for 2018/19. There has been an 18.8% reduction in the number of complaints received, in comparison with 2018/19 (170 Social Work complaints received that year). Of the 138 complaints received in 2019/20, 69 related to Children’s Social Work and 69 related to Adult’s Social Work Services. Overall, 21% of complaints were upheld, 71% were not upheld and 8% were partially upheld. In 2019/20, there were no Social Work complaints investigated by the SPSO indicating that people felt satisfied that their issue had been heard and appropriately resolved.

## **2b. Delivery of Statutory Functions**

### **Child Protection**

Child Protection processes and administration are well embedded, understood and utilised across all partners in Aberdeen City. The Joint Inspection 2019 noted “**Recognition of, and responses to,**

***children and young people at immediate risk of harm were very effective and staff were confident in their role, leading to a positive impact on children's and young people's safety".***

Adherence is strictly to the National Guidance for Child Protection and to the Scottish Government's Guidance issued in February 2019 "Protecting children and young people – child protection committee and chief officer responsibilities". This came into effect during the period of this report and flowing from it, we have appointed a stand-alone post of Lead Officer to the Child Protection Committee and a Multi-agency Child Protection Learning & Development co-ordinator. Both have quickly had impact in cementing our multi agency approach to child protection across the City.

We regularly review and quality assure familiar processes such as Inter-agency referral Discussions (IRD), Joint Investigative Interviews (JII), and Child Protection Case Conferences. In the period, IRD processes now routinely include Health and Education colleagues as we aim to conduct these within 1 hour of referral. Ensuring only necessary JIIs are held is ongoing and we await the national review of this process. Case Conferences are conducted utilising a strength-based approach; family attendance at our Core Group meetings approaches 100% which indicates the respectful relationships among professionals and families involved in this, sometimes tense, process. This was commended by the Care Inspectorate in the Joint Inspection 2019 who said "***Strengths-based approaches and relationship-based practice models were having a positive impact on helping to build trusting and respectful relationships between staff and families***".

Referrals of a child protection nature tend to be received through our Joint Child Protection Team, Reception Team or through the Aberdeen Maternity Hospital Team. These are well established and experienced teams. There is a noticeable impact of having a maternity and teaching hospital within the area and the Care Inspectorate commented that "***Vulnerable mothers and their unborn babies were supported by robust and effective multi agency pre-birth assessment, information sharing and decision making***". The Children in Need social work teams, which operate across three geographical areas of the city predominantly manage ongoing child protection cases. Data highlights these teams successfully support most (84%) children open to social work to remain within their family network. Local practice is for children on the CPR to be seen weekly. The infrequent return of children to the CPR in short timeframe is indicative of the effectiveness of fieldwork teams' interventions with children and families in order to keep children safe.

Maintaining a clear focus on risk is critical to all social work teams. The continuing utilisation of systemic practice which is trauma informed and relational in its delivery allows for the effective management of risk across Children in Need and other teams. Challenge remains ensuring the staff team have the requisite skills and support to deliver this complex task.

In 2017 a new campus school was opened for children with a disability. The Children with Disability social work team along with health professionals are hosted within the school. The benefits of this colocation continued to be recognised, not only in relation to professional relationships but also in relationships with families allowing for more natural and supportive engagement opportunities.

### **Corporate Parenting**

The Joint Inspection of Children's Services 2019 report identifies positive areas where Corporate Parenting practice was well developed and effectively supporting care experienced people. Our self-evaluation had already identified areas of improvements and no additional areas were identified by the inspection.

The Local Outcome Improvement Plan (LOIP) has corporate parenting as one of its key priorities. To maintain a focus on improving outcomes a Corporate Parenting Improvement Group (CPIG) became operational in April 2019 and is focusing on attaining the improvement aims indicated in the LOIP. Our refreshed Corporate Parenting Plan (2019-2021) provides a frame of reference in achieving the outcomes. It links directly to the LOIP Improvement priorities by setting out congruent intentions. We have realigned and updated Champions Board Plan (2019-2021) which sets out corresponding themes and actions and work has been ongoing in progressing these.

In 2019/20 our Champions Board continued to invest in improving outcomes and have sought to promote increased numbers care experienced young people sustaining college and university places by providing rent support in addition to care experienced bursary award. Locally we have moved to expand the benefit for care leavers council tax exemption by extending this to the group initially looked after in Kinship Placement where this moved to a secured arrangement.

Incorporating the finding to the Independent Care Review published in February 2020 will be a significant focus in the years ahead. The service has established strong links to the Promise Team to ensure we actively rebuild a system that better meets the need of our children. ***“What matters is that children and young adults feel the benefit of Scotland’s good parenting. It is for those in receipt of care to define their experiences”***. (ICR, 2020, The Promise)

### **Children’s Alternative Family Care**

For those who cannot stay with their parents, the Alternative Family Care service provides children and young people with safe and nurturing home environments where they are treated with respect. There is a strong focus on improving outcomes for children and young people we care for supporting them to continue to feel a sense of belonging and connectedness, enabling them to remain in their care setting and experience continuity of care. Our staff and carers are trained and supported to understand the impact of early childhood abuse, neglect, trauma and insecurity of attachment. The Alternative Family Care Service ensures our carers are well supported and have access to a range of training to help them meet the needs of the children they care for.

These arrangements are carefully made utilising the Child’s Plan. They are routinely reviewed in accordance with the Children (S) Act 1995 and its affiliated regulations by Independent Reviewing Officers, who bring case objectivity to the multi-agency professional and family consideration of the arrangements in place. In many circumstances, these arrangements are formalised through the Children’s Hearing System and we are compliant with the Children’s Hearing (S) Act 2011 in those circumstances. We have a close and effective working relationship with the local Area Reporters’ office; recent improvement activity has focussed on the quality of referrals which has improved so significantly that Aberdeen City now has one of the highest conversion rates (of referral to Hearing) in the country.

The number of children placed in residential settings out with Aberdeen City has remained stable and slightly below the national average. The cost of such placements are prohibitive and the outcomes for young people not always positive. We have commissioned **Includem** to work with in-house resources to provide intensive support to prevent children being placed out with the city but also to support young people to return to the city.

The overall number of children in secure accommodation between 1 April 2019 and 31 March 2020 has remained low, at an average of less than one child in total over the course of the year. This is a decrease from 2.25 in the previous year

Despite recruitment efforts, the need for carers continues to outweigh the number of carers coming forward. Children's social work have actively supported to embed a culture which recognises the value to care experienced young people of continuing care. Approximately 33% of the young people in our residential care homes are 18+. While this supports these young people to move to an independent setting at a pace appropriate to their needs it restricts the availability of new placements for children and young people.

### **Children's Residential**

We have initiated a refurbishment and review of the residential estate capacity locally to create additional placement space to reduce need for externally purchased provision. Service redesign proposals are being developed to ensure residential roles are fit for future purpose i.e. trauma competent, staying put and recognition that Aftercare as a core function of their role.

The needs of young people are increasingly recognised to reflect neglect and the traumatic impact of this on their development. Placements are generally not short term, offering long term or permanency to the majority to young people, most of whom have been in foster care which disrupted. Placement provision and staff responses have had to be adaptable, to ensure the workforce are prepared. We have invested in a workforce skills development strategy lead by a Clinical Practitioner within Residential and Youth Services.

We have supported high levels of sustainment and associated low level of placement disruption with only one young person moving on to alternative provision in last 12 month period. This creates challenge in the system in terms of resource turnover and may be a driver regarding purchased provision. We support a small but resource significant group of young people who have been trafficked from overseas and who are now loved and cared for within our local homes

The above approach has also contributed to a grading by the Care Inspectorate of **good** or **very good** for our Residential, Foster Care and Adoption Services.

### **Children's Rights and Participation**

To increase the participation and engagement with young people we have invested in the Mind of My Own app. This is further enhancing our understanding of the impact of the services delivered to children and young people to improve their outcomes. In September 2019 Aberdeen City Council won the 'Swiftest implementation' Award and was highly commended in the 'Greatest Media Activity' and 'Greatest Use' at the Mind Of My Own Conference.

The Children's Rights Service completed a Functional Review, which reported in January 2020. As an outcome of the review the Children Rights service will expand its reach and remit to include children and young people who are part of Child Protection processes and extending provision to young people up to 26 years to allow those with care experience to be offered support.

Across 2019/20 there has been evidence of how the voice of children and young people has been heard and included in a range of strategic reviews and operational development. Examples include:

- Engagement with the Independent Care Review, and through encouraging children, young people and young adults to continue connecting with the '1000 Voices' Project.
- Involvement in the Transformation Programme around children's records to develop guidance/standards around professional writing, developing video clips on what it is like to be the subject of a record.

- Care Experienced Week and Care Day celebrations in 2019 and 2020. Aberdeen City Council held its first Care Day celebrations in February 2019. These events attracted over 200 participants, with around 35% of those being children and young people
- The Children's Rights Development Assistant role promotes and supports the inclusion, participation and 'voice' of Aberdeen's care experienced children, young people and young adults in service development and through access to the same life opportunities as their peers.

### **Adults**

The Adult Protection Committee (APC) is fully focused on its role and responsibilities in protecting individuals from harm with the Aberdeen City Executive Group for Public Protection providing additional leadership and oversight to this critical activity. Our Adult Support and Protection (ASP) Annual Return for 2019-2020 highlighted the following:

- A total of 1461 adult protection referrals, a 6.4% increase from the previous year (1367, 2018-19).
- Referrals from Police Scotland and Scottish Fire and Rescue both showed a 39% and 47% increase respectively. Most referrals (519) continue to be made by other organisations, an increase of 14.8% 2018/19.
- 20.8% of all referrals led to an Adult Protection Investigation (26%, 2018-19). The largest number of investigations per client group was for those aged 40-64 (77), the next largest number was for 85+ (49).
- No further action was taken in 54.7% of cases with either no risk being identified, no support required or support already in place.
- A further 13.8% of cases resulted in further action outwith the Adult Support and Protection (ASP) process e.g. a package of care or support being put in place.
- Physical harm was the most common type of harm reported. The Adult Protection Unit received 82 referrals relating to physical harm compared with 85 in 2018/19, with financial harm being the second highest reported category (76). The Financial Harm Subgroup highlighted and monitored several scams emerging from the Covid-19 crisis and considered what additional measures could be utilised to keep people safe.
- 51 Adult Support and Protection Case Conferences took place over the year and 3 Large Scale Investigations were conducted which involved multi-agency work and cooperation. This is one less than last year and highlights the work that we undertake to develop a culture of awareness at provider forums and offer clarity on when adult protection procedures should be applied.
- There were no protection orders used during the period of this report.

In January 2020, local authorities were given a statutory duty to support vulnerable people who are being interviewed by the Police. Previously, appropriate adult provision was delivered by social workers on a voluntary basis but resourcing this proved challenging. To allow scoping of the new duties and to have a clearer picture on overall demand we managed the service 'in-house' with our Duty Social Work team responding to requests from police during working hours and for out of hours at all other times.

Since establishing this service, we have created a coordinator role to support the wider development of the appropriate adult service and its training requirements.

**Mental Health Officers (MHOs)** have a number of different responsibilities set out by legislation. We have an establishment of 15.1 FTE MHOs within Mental Health and Learning Disability in order to provide the MHO service across the city. This does not include the Out of Hours Service and other

qualified MHO practitioners working in areas outwith mental health but who are able to provide some limited support to the service. Following recent reduction in our MHO numbers, we hope to see a sustainable increase in numbers in the coming year. Our ability to meet our statutory duties, in terms of Social Circumstances Reports for example, has at times been challenging. To combat this, we have recently moved to a more centralised service delivery model rather than the previous arrangement where MHOs were team aligned.

**Care Management** – 2019/20 has been the first full year that Care Management only actioned referrals that met the high or emergency priority as defined by the eligibility criteria. Total referrals were the second highest over the last four years; community referrals were their highest in four years whilst Aberdeen Royal Infirmary referrals were their lowest in four years. From April 2019 to April 2020, 189 Adult Carer Support Plans have been undertaken by our commissioned service, with 204 referrals made to the service, which is an increase of 110 referrals on last year's position. Our Care Management staff have also in the same period undertaken a further 155 Adult Carer Support Plans.

### **2c Key Risks to Delivery**

Managing risk is an integral element of the social work function and is a responsibility that our Managers and Senior staff take seriously to ensure, as far as is practicable and reasonable, the continued wellbeing and welfare of the individuals with whom we work.

#### **Children**

Children's Social Work records and reports risk on the Aberdeen City Council Cluster and Operational Risk Registers and the multi-agency CPC Risk Register.

Cluster risk registers are owned by Chief Officers and reviewed monthly by Directors. Cluster risk registers set out the risks that may prevent the delivery of critical services, commissioning intentions and/or strategic outcomes whereas Operational risk registers are risk registers owned by individual teams working within the Clusters. The risks contained within these registers will be localised to individual teams and are owned by team managers and leaders. Risks contained within Operational risk registers may be escalated to cluster risk register when the level and severity of risk increases.

The risk register held under the CPC represents one element of the multi-agency system of managing the risk of significant harm to children in the city. Recognising their interconnectedness, the Risk Registers of all public protection forums (CPC, APC, VAWP and ADP) are considered by the Aberdeen City Public Protection Chief Officer Group (COG) at their regular meetings.

#### **Adults**

The partnership's Strategic Risk Register is primarily owned by the Chief Officer, with individually identified risks assigned to different members of the Leadership Team as appropriate. It sets out those risks which may threaten achievement of the IJB's strategic priorities, in order for the board to monitor its progress, demonstrate its attention to key accountability issues, ensure that it debates the right issue, and that it takes remedial actions to reduce these. Importantly, it identifies the assurances and assurance routes against each risk and the associated mitigating actions.

Key risks that have been managed in the past year and which will require ongoing mitigation relate to the sustainability and resilience of our local care market, the recruitment of appropriately qualified staff, productive workforce planning activity, redesigning our traditional models of delivery and delivering transformation at the required pace and scale. Realising the vision and objectives of the

partnership's strategic plan will require that these risks are actively monitored and sufficiently managed.

### **3. Resources**

Demand for social work services is expected to continue to rise alongside greater expectations from individuals, families and other stakeholders. Social Work is an integral partner in those multi-agency discussions about how best to meet that increasing demand and we are committed to ensuring that all of our interventions and practices are consistent with professional values and the delivery of expected individual, service and statutory outcomes.

The current Council 5 Year Business Plan lays out the net budget for social work services until 2024-25. These figures were part of the Council budget that was approved on the 3<sup>rd</sup> March 2020.

	<b>2019-20</b>					
	<b>Actual</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>
	<b>(£'000)</b>	<b>(£'000)</b>	<b>(£'000)</b>	<b>(£'000)</b>	<b>(£'000)</b>	<b>(£'000)</b>
<b>Children</b>	<b>47107</b>	50470	50470	50470	50470	50470
<b>Adults</b>	<b>89432</b>	92430	92430	92430	92430	92430
<b>Total</b>	<b>136539</b>	142900	142900	142900	142900	142900

Please note that the figures from 2021-22 may change during the current budgeting process and do not include any updates for 2019-20.

#### **Financial Pressures**

##### **Children**

Children's social work is part of the wider Integrated Children and Family Services cluster, bringing education and children's social work together promoting the appropriate integration of services to improve outcomes for children and young people.

The Chief Officer, Transformation Multi-Agency Group, has identified as a priority the wider integration of children's services across the city. Given the recommendations noted within 'The Promise' this provide added emphasis to explore how services can more effectively collaborate and integrate to provide early and preventative support to children and families and deliver services to improve the outcomes for children, young people and families.

Aberdeen City is one of the lowest funded local authority per resident in the Scotland. Given the financial pressure faced by the local authority, the Cluster needed, and continues to need, to make significant budget savings. In 2019 the cluster prepared a strategic 3 year plan with the following commitments.

- Focus on building a strong universal offer of support to children and families that is trauma informed.
- Rebalancing the care profile of our looked after children population with a focus on
  - Children on the edge of care
  - Children looked after at home and with kin
  - Supporting children return to the city
- The integration of targeted and intensive services across education and children's social work (and relevant commissioned services) to support children with complex needs



- Continue to work with commissioned services to ensure their focus meets demand

## **Adults**

During the financial year 2019/20 the IJB committed to:

- implement a three-locality model, developing closer links with community planning partners
- undertake a number of strategic commissioning projects to transform service delivery, introduce co-design and co-production with our partners, and help develop a sustainable market in Aberdeen
- continue to focus on delivering the Medium-Term Financial Framework;
- continue to engage with the public to provide information on our services and why we are seeking to transform.

The partnership's record in delivering these commitments has been fairly good. Financial pressures in the past year however have meant that a proportion of the IJB's risk fund has been utilised. The Reserves Strategy initially earmarked £2.5 million as a risk fund however only £1.3 million now remains. It is worth noting that the IJB agreed at its 2020/21 budget meeting not to replenish the risk fund due to the level of budget savings requiring to be achieved.

The partnership's Medium-Term Financial Framework (MTFF) identifies budget pressures such as rising demand, increasing level of complexity of clients' need and rising prescription costs which the IJB will face over the next five financial years and provides potential solutions to generate budget savings to close the forecast funding gaps. The document is updated annually to reflect any changes to the baseline trends and planning assumptions. Based on the projected income and expenditure figures the IJB will require to achieve savings between £5.2m and £6.1m over the next five financial years.

In September 2019, the IJB approved a revised programme of transformation to support the delivery of the revised strategic plan. This includes:

- Managing demand including a strategic commissioning review
- Conditions for Change including implementation of the 3-locality model.
- Data and digital including development of efficient and effective systems.
- Future service redesign including greater embedded multi-disciplinary collaborations and shared outcomes.

The MTFF makes a number of Budget assumptions relevant to Social Work including reference to: Staff Pay Award; Transitioning Children (Learning Disabilities); Out-of-Authority Placements; National Care Home Contract; Scottish Living Wage on non-NCHC contracts and the Carers Act.

The major risk in terms of funding to the IJB continues to be the level of funding delegated from Aberdeen City Council and NHS Grampian and whether this is sufficient to sustain future service delivery. There is also a risk of additional funding being ring-fenced for specific priorities and policies, which means introducing new projects and initiatives at a time when financial pressure is being faced on mainstream budgets.

## **4. Workforce**

## **Children and Adults**

There continues to be varying degrees of difficulty in recruiting Social Workers across children's and to a lesser extent adult services. Vacancies over the course of the year have fluctuated but currently sit at circa 7%. The service has utilised agency workers to supplement the core workforce, although at a far lower rate than previous years. Given, agency staff, do not usually live in Aberdeen turnover can be higher resulting in disruption for children and families and we increasingly want to move away from this approach.

The challenges in recruitment within our residential children's homes influenced decision making to close a home that had been mothballed for the past two years.

Strengthening our relationship with Robert Gordon's University has been a focus to ensure we are offering placements to students who are located or intend to remain in the Aberdeen area. By providing a positive placement experience we envisage higher conversion rate to employment. Focusing on developing a strong induction and professional development offer along with effective supervision is central our recruitment and retention approaches.

There have been local and national approaches to encourage people to consider a career in social work and social care. To this end, two Modern Apprenticeships within our Learning Disability service have been progressed and are proving successful.

Staff leaving the service have tended to leave due to relocation or for family reasons as opposed to work related reasons. We are confident we have developed a robust mentoring and induction programme for newly qualified staff. The challenge at this point is to adapt this approach in the current landscape, with most staff working from home, and the requirement to adapt supervision, mentoring and development to this context.

## **4b. Workforce Development**

A working group from across Adult and Children's Services has been actively creating a Social Work and Social Care training pathway to highlight the opportunities in place and to share resources and networks. This work is ongoing with a recognition of need to maintain and develop workforce ensuring all staff no matter which specialism have access to good quality induction and have opportunities to professional development. Greater links have been established with local college, university and third sector colleagues in creating further opportunities.

### **Children**

We collaborate extensively with partners in relation to workforce development, in particular through the CPC's Learning & Development sub-committee and Significant Case Review sub-committee. Aberdeen City Council appointed a Multi-Agency Learning & Development Co-ordinator in 2019/20.

Learning from national and local case reviews has been identified and shared in various forms; through incorporation into multi agency training, practitioner learning events, and staff briefings. A multi-agency Learning & Development programme on 12 wide ranging topics linked to our improvement priorities has reached 713 staff. It is delivered in conjunction with a commissioned 3<sup>rd</sup> sector partner. A new quality assurance process for all multi agency training enables us to evidence how training has improved practice and helped contribute to improved outcomes for children and young people, as seen by this quote:

*“This training was really good at highlighting the young person’s potential feelings of guilt and shame and also trauma at what they might have experienced, so I now promote a sense of ‘if you need to talk about anything here, you can and I will help you through that’. As a result of this, we have had a couple of disclosures. So I strongly believe this training helped improve outcomes for the young people I work with.”*

In 2019 Children’s Social Work training team conducted a training needs analysis from which a Children’s Social Work Staff Training Plan for April 2019 to March 2020 was developed. This plan set out a framework to add value and complement workforce strategies to ensure those working with children and families are appropriately skilled and competent. Unless specified as eLearning, all planned training was face to face until March 2020, when all courses transferred to eLearning modules. The sessions, on a total of 13 different themes, vary in both subject area and course level to meet the range of need, experience and specialism across the service. Attendance and feedback is positive. We now aim to strengthen the evaluation of the impact on social work practice of the sessions delivered under the training and workforce development plan. Individual professional learning is supported; seven staff undertook Joint Investigative Interview Training, four staff are undertaking Practice Learning Qualification (PLQ), BA Hons in Social Work and BA Hons in Residential Childcare by distance learning (RGU), eighteen Newly Qualified Social Workers are working towards the post-registration training and learning requirements (PRTL) of SSSC.

### **Adults**

Local authority employees are eligible to access the full range of corporate learning and development opportunities delivered online, workshops or through qualification-based routes. Over the last year, staff have accessed a wide range of opportunities, including personal and professional development such as Facilitation Skills, customer service skills through workshops such as ‘Behaviour Breeds Behaviour’, digital skills through Microsoft Office courses and management development including Improvement Methodology.

The alignment to three localities for all professional disciplines within the partnership, alongside the implementation of virtual multi-disciplinary teams, provides a clear opportunity for collaborative workforce development.

## **5. COVID19**

### **5a. Early indications of impact on workforce and services**

#### **Risk awareness**

In view of the heightened vulnerability caused by the COVID pandemic and the impact of ‘lockdown’ all strategic public protection groups Child Protection Committee; Adult Protection Committee Alcohol and Drugs Partnership and the Violence Against Woman Partnership as well as the Executive Group for Public Protection (COG) increased the frequency of meeting to focus on emergent risks utilising data to identifying and mitigate harm.

In addition, the Risk Registers for these groups were refreshed to consider emerging risks as a result of the pandemic and ensure appropriate mitigations were in place. Similarly, each group moved quickly to adapt to the changes to the National Guidance for Child and Adult Protection as well as that relating to Violence against Women and Drugs and Alcohol.

Covid-19 specific risk was entered into ACHSCP's Strategic Risk Register setting out controls and mitigation. The pandemic has also had an impact on the strategic financial risk which has been upgraded from 'high' to 'very high' to reflect the impact of funding the costs to services across the partnership of Covid-19.

### **Workforce**

- Both Children's and Adult Social Work were identified as a critical services and continued to be fully operational during the COVID pandemic. This necessitated staff working flexibly both in offices and from home, rotating and being deployed as necessary to ensure sustainability of service delivery. Staff have worked selflessly and willingly to balance working, home schooling and caring responsibilities
- There has not been significant COVID related absence, but there have been clear indications that some staff have struggled to adapt to remote working. Line managers have increased their activity around staff welfare and providing pastoral support.
- Due to education and health visiting services not operating as usual along with the decision by a number of commissioned services to stop face to face contact, this placed added demand on Children's social work staff to both identify and fill the resultant void for those children and young people.
- Staffing levels in Adult Social Work have been impacted by the redeployment of care management staff to care homes. While this provided invaluable support to care home residents and teams, as well as being a rewarding experience for staff who participated in this, it also required staff who were not able to be redeployed into care homes to cover the caseloads of colleagues which undoubtedly placed additional pressure on already stretched teams.

### **Children's services**

- Staff have continued to undertake weekly face to face visits to children on the Child Protection Register. At 95%, this is one of the highest nationally. In addition, face to face contact has been maintained with children who were at high risk of being accommodated or whose placement was at risk of breaking down. These face to face visits were complimented by telephone and digital contact with children, young people and their parents/carers.
- As anticipated there has been curtailing of referrals from all sources. It is recognised that harm has not ceased but children and young people have not been visible to usual eyes and ears. Referrals from partner agencies dropped to 407 in April 2020, where the monthly norm would exceed 700. 1942 referrals were received in the 12- week period 20 March – 12 June 2019, compared to 1236 in the same period in 2020; a drop of 706.
- Initial Child Protection Case Conferences have never ceased during COVID. These have been held digitally and all agencies have contributed. Conversion rates from Case Conference to Registration have remained high at 85-100% indicating that professionals are clear about what cases require to be considered at conference.

### **Adult services**

- The impact on justice social work services is significant and we are awaiting national guidance and decision in relation the recovery plan. High risk, high need offenders have continued to be prioritised. The reinstatement of services has commenced with the focus on those nearing the end of their orders who have programme requirements. Unpaid work placements have also recommenced, although on at much reduced level. We recognise

that the recovery of the Justice system is complex and challenging and will its impact on social work services will continue for a considerable length of time.

- There was a pandemic-related reduction in care management referrals (82 clients in July awaiting 493 hours of assessed care down from 150 clients awaiting 1042 hours in March). It is likely that this was due to some clients and families declining support until they felt that the COVID-19 situation has stabilised.
- Our contingency planning resulted in a shift to a seven-day service to ensure the safe delivery of care in both our in-house and externally commissioned services.
- The ongoing restrictions require more assessment work to be undertaken over the telephone. The restrictions also impact on the range of support services that can be offered. Respite and day care will not be able to return to previous models, therefore significant work is ongoing to re-shape the future delivery of these services.
- The impact on our Learning Disability service included the cessation of all face to face visits out with emergency working (which required full risk assessment and use of appropriate PPE). Support was provided to high need individuals in their own homes and telephone support provided across the learning disability community.
- The drug and alcohol integrated services remained open to referrals and developed innovative responses including home and postal delivery of medication and harm reduction packs.
- Care homes have been particularly affected by the pandemic. From the onset of Covid-19 we recognised that all providers, particularly care homes would require additional support to ensure that high level of care and support continued and care homes were enabled to adhere to the robust infection control measures required. It is recognised that this has been a challenging and continually changing environment. The partnership has ensured that flexible and responsive measures were in place to mitigate risks. ACHSCP commissions almost all of its social care provision from external providers. Consequently, we built strong, positive, and mutually supportive relationships with commissioned care providers and these have proved invaluable.

### **5b. Key Priorities for Recovery**

'Aberdeen Together' is a collaboration between Aberdeen City Council and ACHSCP to plan and deliver the city's Covid-19 response. Five workstreams have been established to support this including: data and information; integrated access; multi-disciplinary intervention team; holistic locality planning and crisis support through care for people group.

#### **Children**

- Following the closure of schools and recognising that some young people continue to require face to face support, three dedicated wellbeing hubs were established, resourced on a multi-service basis. In allocating hub places the link between poverty, child neglect and family breakdown was strongly identified. The support offered included the provision of food or other practical support. The hubs will be developed on a jointly commissioned basis to provide early and preventive support for families with children aged 0-18.
- In June 2020 feedback from families was sought on the support they experienced from children's social work during the pandemic. This highlighted the criticality of a relational approach and families welcomed the more practical and emotional support. Many families indicated that relationships with staff had strengthened during the pandemic. Young people told us the use of digital communication was helpful and often easier for them to engage with.

- The collation of data on a multi-agency basis was occurring pre COVID, predominantly with a child protection focus. The pandemic, the establishment of a COG data set and more generally the need to identify and support vulnerable individuals across the City has supported the collation and analysis of data on a far broader and more mature manner. The impact of this is seen in a continually developing appreciation of need and demand.

### **Adults**

- There has been considerable social work input to NHS Grampian's 'Re-mobilise, Recover and Redesign' framework and the development of our whole-system Mobilisation Plan. Included in this plan is a collaborative approach to support our local care homes with adult social work assuming a lead role. Operation Home 1st is the next phase in our Grampian-wide response to Covid-19 with all three Health & Social Care Partnerships working in partnership with the Acute Sector, individuals and families to provide more services in, or close to people's homes. We have set out a series of principles to help us future-proof services and ensure that we are well-placed to deliver the best possible care with the key focus to maintain people safely at home, avoid unnecessary hospital admissions and support early discharge back home.
- A key element of our Covid-19 recovery is the development of a multi-professional Stepped Care Approach to ensure that the right care in the right place at the right time is delivered by the right person and the right organisation.
- ACC, in conjunction with NHS Grampian and the Care Inspectorate, have developed a framework to support our care homes in delivering services. This framework outlines the processes of assessing and determining the levels of support and the mobilisation of support to provide education and guidance in respect of infection prevention, end of life care and workforce requirements. The approved framework will form the basis of ongoing scrutiny and assurance for all registered care homes in our city.

### **Conclusion**

Aberdeen City Council and its partners, like most areas, continue to face demand and financial challenges. Having a strong social work vision and effective leadership is critical to ensuring that our approach meets these challenges and that services focus on up to date evidence-based models, research informed practice and a strength-based approaches that deliver improved outcomes. It is also critical that in collaborating and where appropriate integrating with partner agencies we do not lose sight of the need to retain a strong social work voice. Similarly, that we build on the strength of relationships that exist across the social work workforce to ensure that outcomes for service users continue to improve.

**Graeme Simpson**  
**CSWO – Aberdeen City**  
**11 September 2020**

## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Aberdeen City Child Protection Committee Annual Report 2018-19
<b>REPORT NUMBER</b>	OPE/20/149
<b>DIRECTOR</b>	Rob Polkinghorne
<b>CHIEF OFFICER</b>	Graeme Simpson, Chief Social Work Officer and Sheena Gault, Independent Chair of the CPC
<b>REPORT AUTHOR</b>	Stuart Lamberton
<b>TERMS OF REFERENCE</b>	1.1, 1.2, 1.3 and “Joint Working with Non-Council Bodies”

### 1. PURPOSE OF REPORT

To share Aberdeen City Child Protection Committees (CPC) Annual Report 2019-20 which provides the Committee with information and assurance on the work of the CPC.

### 2. RECOMMENDATION(S)

That the Committee:

- 2.1 notes the content of the CPCs Annual Report 2019-20, including the Child Protection Improvement Programme for 2019 – 2021;
- 2.2 notes the positive impact and effectiveness of child protection improvement initiatives detailed in the report;
- 2.3 notes the effective working across child protection as demonstrated in our joint children’s service inspection; and
- 2.4 notes the use of statistical information to inform practice and improvement initiatives relating to child protection.

### 3. BACKGROUND

3.1 The CPC Annual Report, which can be found under the appendices section of this report, details the work of the CPC from the period April 2019 through to end of June 2020. It demonstrates effective multi agency working in Aberdeen City across a range of partners who all fully participate in the improvement work undertaken through the CPC. The improvement initiatives are data informed, something which has been commended by the Care Inspectorate in their Report of a joint inspection of services for children and young people in need of care and protection in Aberdeen City, September 2019. The CPC annual report illustrates:

- the delivery of national initiatives and local implications;
- the impact of the current COVID-19 pandemic
- learning from significant case reviews;
- quality assurance processes;
- development and delivery of our multi agency learning and development; and
- local evidence based initiatives.

3.2 The CPC Annual Report also details the Child Protection Programme for the forthcoming period 2019 – 2021. The initiatives are aligned with the aims of the Local Outcome Improvement Plan (LOIP) and are informed by national expectations as well as local requirements.

The focus of the Child Protection Programme 2019-21 is:

- To adopt a strength based and participatory approach to child protection practice across the partnership in Aberdeen City;
- To improve multi-agency recognition and response to indicators of cumulative neglect;
- To improve professional, family and young people's awareness, knowledge and skills to safeguard and protect from the abuse and harm of on-line safety, child sexual exploitation and child trafficking;
- To improve multi agency recognition and response to child protection implications of domestic abuse;
- To improve the partnership's processes and responses to the vulnerabilities of 16-17 year olds and all young people who go missing;
- To improve multi-agency recognition and response to child protection implications of emotional abuse;
- To improve multi-agency recognition and response to equality, diversity, and inclusion (this includes Female Genital Mutilation (FGM), ethnicity, LGBT+, Prevent, Forced Marriage) in the field of child protection; and
- To improve multi-agency recognition and response to child protection issues arising among children with disabilities and complex needs.



#### 4. FINANCIAL IMPLICATIONS

4.1 There are no financial matters arising from the recommendations of this report.

#### 5. LEGAL IMPLICATIONS

5.1 There are no legal implications arising from the recommendations of this report.

#### 6. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Financial</b>	None for this report		
<b>Legal</b>	None for this report		
<b>Employee</b>	None for this report		
<b>Customer</b>	Required improvements and developments in practice are not identified and actioned.	M	Children, young people and their families can be assured that services in Aberdeen City are continually appraised in order to improve the quality of locally delivered services.
<b>Environment</b>	None for this report		
<b>Technology</b>	None for this report		
<b>Reputational</b>	Organisational failings in relation to child protection can bring significant media interest and scrutiny of services delivered to children and young people.	M	The public can be assured that: the Council ensures compliance with legal requirements, national standards and guidance; partners respond to self and external scrutiny; and identified areas for improvement are addressed.

#### 7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report

<b>Prosperous Economy</b>	None
<b>Prosperous People</b>	The functions of the Child Protection Committee are central to supporting and assuring that the multi-agency Children's Services partners deliver on the outcomes of the LOIP Prosperous People - Children are our Future and that they have "the best start in life"; they are "safe and responsible" and "protected from harm". Children who are adequately protected from threats to their health, safety and economic wellbeing are more likely to prosper than those who are not.
<b>Prosperous Place</b>	None

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	None
<b>Organisational Design</b>	None
<b>Governance</b>	Appropriate oversight of services delivering public protection provides assurance to both the organisation and the public in terms of meeting the council's statutory duties, and also contributes to compliance with agreed standards.
<b>Workforce</b>	A proactive learning approach is taken to support staff understanding of the range of child protection issues identified locally and nationally.
<b>Process Design</b>	None
<b>Technology</b>	None
<b>Partnerships and Alliances</b>	Services to children and young people are delivered on a multi-agency basis and the scrutiny, challenge and learning requires all agencies to work in partnership with each other.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
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<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required

**9. BACKGROUND PAPERS**

None

**10. APPENDICES (if applicable)**

[Aberdeen City Child Protection Committee Annual Report 2019-20](#)

**11. REPORT AUTHOR CONTACT DETAILS**

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 <sup>th</sup> October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Protection of Vulnerable Children and Their Families during Covid-19 Restrictions
<b>REPORT NUMBER</b>	OPE/20/147
<b>DIRECTOR</b>	Rob Polkinghorne
<b>CHIEF OFFICER</b>	Graeme Simpson
<b>REPORT AUTHOR</b>	Alison McAlpine
<b>TERMS OF REFERENCE</b>	1.1.1 1.2

### 1. PURPOSE OF REPORT

- 1.1 This Report serves to provide assurance to Committee on the measures implemented by Children's Social Work to ensure the safety and protection of vulnerable children and their families in Aberdeen City during the Covid-19 pandemic.

### 2. RECOMMENDATIONS

That the Committee:-

- 2.1 Note the impact of Covid-19 on Children's Social Work and how the service has responded to safeguard and protect children and young people during the pandemic.

and

- 2.2 to note the learning to date, identified by Children's Social Work, which will inform our future service redesign.

### 3. BACKGROUND

- 3.1 The COVID-19 pandemic led to unprecedented change across the world. The rapid progression towards lockdown measures in March 2020 necessitated an almost immediate change in the operating environment for Children and Family Services. New stresses arising from early learning and childcare, school and business closures, family confinement and isolation alongside physical and psychological health impacts, had the potential to be a trigger for abuse and neglect. We recognise that high stress home environments will increase the likelihood of domestic abuse. There is also awareness that individuals/groups might use the pandemic as an opportunity for criminal/sexual exploitation of children. This occurring at a time when children were less visible to

professionals who are normally engaged with them and when services and practitioners working with children are under acute pressure.

## **3.2 Referrals into the Children's Social Work Service**

### **3.2.1 Rates of Referral**

As anticipated, lockdown saw an immediate curtailing of referrals into the service from all sources. It is recognised that harm has not ceased over this period but children and young people were not as visible to usual eyes and ears. Referrals from partner agencies dropped to an unprecedented low - 407 in April 2020, where the monthly norm would be in excess of 700 referrals. 1942 referrals were received in the 12-week period 20 March – 12 June 2019, compared to 1236 in the same period in 2020; a drop of 706. Referral rates have picked up as services resume with referrals at 637 in July 2020.

### **3.2.2 Source of Referral**

Police Scotland have consistently been the highest referral source to children's social work. This has remained the case since March 2020, followed by referrals from education, social work staff, health, then the Scottish Children's Reporter Association. This referral pattern has remained consistent throughout the pandemic, with these frequent referrer sources seeing approximately a reduction in rate of 33% over this period. As anticipated, referrals from Education have increased since the schools reopening in August, with them referring 11% of all referrals in week commencing 3<sup>rd</sup> September 2020.

### **3.2.3 Referral Type**

The reduction in referrals was evident across all categories of referral, except physical abuse which has remained at a consistent level. In recognition of the particular risk posed by lockdown in respect of domestic, close attention has been paid to this area during the pandemic. Police Scotland and Children's Social Work have collaborated together noting that whilst Police Scotland have experienced a slight increase in reports of domestic abuse, referrals on this topic from all agencies into Children's Social Work did not show increase on previous years data. The numbers of children whose names feature on the Child Protection Register (CPR) noting this concern, do not currently demonstrate any appreciable drop or rise. We will continue to monitor this data as lockdown eases and services resume. The total number of children on the CPR currently where domestic abuse is an identified risk factor is 44 (31% of total). In August 2019 it was also 44 (35% of the then total).

### **3.2.4 Mental wellbeing has been recognised as an area of vulnerability across the city pre COVID. The restrictions of lockdown will for some children and young people have exacerbated their vulnerability. This aligns with feedback from colleagues across the country and learning from Wuhan and Italy. It is therefore a key consideration as we progress through the roadmap to recovery and beyond.**

### **3.3 Review and Adaptions to Systems**

**3.3.1** The change of working environment has necessitated a rapid and fluid review of systems across children's services to ensure that professionals were still able to fulfil their statutory function to safeguard and promote the welfare of children in need of care and/or protection.

**3.3.2** Integral to this was ensuring that new referrals relating to children in need of care and/or protection as well as those children already assessed as requiring such, could continue to be supported in a timely and proportionate manner. Delivery of services needed to take account of the restrictions, children being less visible, and the usual formal and informal supports were in the main not available to them. Intervention for such children has continued at an intensive level to mitigate risk of harm and to promote change.

**3.3.3** Children's Social Work quickly moved to introduce a Red, Amber, Green (RAG) coding system for the 1600 children open to the service. This ensured the appropriate frequency and modes of support and intervention. In addition to the RAG categories, Purple and Blue are used to reflect those children whose names feature on the CPR (purple) and those whose names have recently been removed from the CPR (blue). This system has become embedded in day to day practice and will aid shaping of provision of services throughout the pandemic and beyond, ensuring the allocation of our finite resources can best meet need. Professional judgement regarding case coding has remained fluid and considered by social work managers on a weekly basis, to reflect changing levels of risk and vulnerability. In August 2020, the distribution was:

- 10% red, 33% amber, 45% green, 9% purple and 3% blue.

**3.3.4** The RAG system ensures that face to face contact from a professional from the team around the child takes place at least weekly, for whom there is the highest level of professional concern. This has relied on even closer multi-agency communication to minimise duplication of resource and to mitigate the potential spread of the virus. Where intervention and support could be safely offered via digital or other means, this was also put in place, thus ensuring that we were not further disadvantaging one of our most stigmatised and vulnerable groups, through unnecessary direct contact with adults out with their care setting.

**3.3.5** The categories risk/need identified as requiring the highest level of support were children and young people:

- On the CPR; or on the edge of the CPR or recently removed from the CPR.
- In crisis/on the edge of care
- Whose care arrangements are at risk of breakdown
- Who are living with a parent with drug/alcohol/mental health vulnerabilities.
- Looked after at home or with kin
- Recently discharged from a placement; and
- At risk of Child Sexual Exploitation (CSE)/trafficking

### **3.4 Review and Adaptions to Staffing**

- 3.4.1** Whilst staff continued to work out of offices where required, COVID restrictions required greater flexibility in terms of blended home/office/community working patterns. Staff have had to adapt to multiple changes to legislation and standard operating practices have had to change over this period.
- 3.4.2** A system was developed to ensure that staff who were not required to shield or self-isolate, were available to undertake critical service delivery and intervention with children and their families on a daily basis throughout the period of lockdown. In recognition that some interventions work eg group work could occur the allowed a realignment of some members of staff to other areas of critical need. This included staff from Children's Social Work joining the Out of Hours Team to bolster provision to children and families out with usual office hours.
- 3.4.3** Using blending modes of working including working from home, a rotation has ensured that services could still function fully in the event that staff who were coming into office space or required to undertake direct intervention with children and their families, became unwell or were required to self-isolate for a period.

### **3.5 Partnership Collaboration**

- 3.5.1** Aberdeen Together  
Aberdeen Together was a combined Aberdeen City Council and Aberdeen City Health and Social Care Partnership response to the COVID pandemic to ensure there was a clear focus to and supporting vulnerable groups across the city. In doing so it was important that there was a clear collation of data which identified existing or emergent vulnerable individuals/groups.
- 3.5.2.** Children's Social Work actively contributed to this integrated data framework which has provided a broader and richer understanding of vulnerability across the City. It has also further highlighted that the vulnerability experienced by families often cuts across multiple clusters and other agencies. This work has also enabled the Service to quickly respond to the Scottish Governments request for weekly data around vulnerable children and adults. Additionally, this multi-agency approach enabled the rapid understanding of emerging (or diminishing) need and informed the appropriate allocation of resources.
- 3.5.3** Children's Social Work instigated weekly partnership meetings with Third sector providers who deliver commissioned services in Aberdeen. This forum was well received and has continued throughout the past 6 months ensuring planning is aligned and recognises the need for a complementary and collegiate response to supporting vulnerable children and families.
- 3.5.4** This engagement with Third Sector partners also recognised that at the start of lockdown, some were directing their staff to have no face to face contact with children and families. The withdrawal of this critical support was keenly felt by some families and in cases of heightened risk and vulnerability, required Children's Social Work staff to plug the gap to keep children and families safe.



The regular engagement supported partners to gain confidence from the leadership shown by Children's Social Work staff and resume the delivery of critical support to families after the first few weeks.

### **3.6 Child Protection**

- 3.6.1** Although there has been a reduction in numbers of children being placed on the CPR since March, reflecting the overall reduction of referrals of a child protection nature. Numbers on our CPR have remained constant at around 132 and at approximately 3.6 per 1,000 children. Initial Child Protection Case Conferences have never ceased during COVID. These have been held digitally with all agencies contributing. Conversion rates from Case Conference to Registration have remained high at 85-100% indicating that professionals are clear about what cases require to be considered at conference.
- 3.6.2** Numbers of children removed from the CPR in 2020 have generally remained consistent with the comparable periods in 2019. Reviewing of cases, where required, has continued digitally. Some children have been retained on the CPR for additional protection during COVID reflecting a higher-than-usual total on the CPR (142 in July 2020 cf 124 in July 2019) and 22 children having been on the CPR for more than 1 year.
- 3.6.3** Scottish Government COVID returns have illustrated that within Aberdeen City, 90-95% of children whose names feature on the CPR, have consistently received a weekly face to face direct visit during Covid-19. This statistic is one of the highest reported across all local authorities in Scotland.

### **3.7 Looked After Children**

- 3.7.1** There has been a drop in number of children becoming looked after in the first 7 months of the year. The overall position is 572 looked after children, with an increase in children looked after at home (21% in June 2020 cf 15% in 2019) and a corresponding reduction in % of foster placements (47% in June 2020 and 52% in 2019). Kinship arrangements have remained consistent at 18%.
- 3.7.2** Our children accommodated in city residential homes have continued to be cared for by residential practitioners, who provide therapeutic care which recognises and supports their recovery from early life trauma and neglect. This model has successfully created flexible and loving care arrangements, ensuring that where children or staff have been deemed to be at increased risk due to health or wellbeing vulnerabilities, bespoke arrangements have been made to use alternative resources and create staff rotas which match the young person's needs, reduce risk factors and promote a sense of safety.
- 3.7.3** Adoption and Fostering training and assessment work has utilised digital technologies during the lockdown period. Foster cares have, on the whole, reported that they have continued to feel supported by the service. Pre lockdown the service has utilised a range of digital platforms to communicate

the need for local foster carers for local children. This has continued during the pandemic and there has been a slight but noted increase in the number of people expressing an interest in becoming foster carers. Progressing these fostering assessments despite lockdown restrictions has continued.

**3.7.4** Staff within our residential and fostering provisions have worked hard to support our young people and carers, even when direct visits could not be facilitated. Committee members will recall Aberdeen City Council won the award as the local authority who embraced the digital platform Mind of My Own app, quicker than any other. Having worked hard to support staff and young people utilise this app pre-lockdown the value of this has been highly effective and enabled active engagement with young people throughout lockdown. As of August 2020 ACC has supported:

- 174 CEYP to have their own Mind of My Own Accounts, up 45% from 2019
- Worker accounts have grown from 352 to 377 in the same period, and
- 608 total statements from young people have been sent from the app.

**3.7.5** This can be considered alongside Whatsapp, facetime and other digital means to ensure that close communication has suited the times that children themselves have sought contact. This digital support has no doubt assisted to ensure that over the past 6 months there has been very few placement disruptions.

**3.7.6** There are 153 young people eligible for After Care. These young people and their families have continued to be supported on an outreach basis by our Youth Team. There is no doubt that a number of our care experienced young people who live independently have struggled with lockdown and the associated restrictions. Staff have worked hard to combat the impact of loneliness and isolation and heightened levels of anxiety with limited or no family members to call upon for support. Doorstop visits, provision of emergency provisions (food and wider financial vulnerability) have augmented the provision of direct face to face support when this has been required to meet need.

### **3.8 Vulnerable Learners - (Children in Need of Care/Protection/ Looked After Children)**

**3.8.1** Following the decision to close schools, Children and Family Services identified that a number of children and young people would require a level of targeted support beyond that possible through schools' digital and enhanced contact in addition to the planned contact with Children's Social Work professionals. In line with Scottish Government guidance, resources were mobilised to set up wellbeing hubs for children with heightened levels of vulnerability and those in need of care and protection. These hubs sat separately from the emergency childcare hubs set up for the children of keyworkers', in recognition that the needs of both groups were quite different.

- 3.8.2** Three dedicated wellbeing hubs, in addition to those for children with complex disabilities, were set up across the city, led by a Children's Social Work Manager, with a Head Teacher/Depute Head Teacher leading the day to day activities. From April until the end of term in July 2020 these hubs supported close to 150 children and young people. Close linkages with other partners offered additional input, ensuring an integrated and flexible provision. Throughout, provision was made for pre-school children in an early childcare provision to ensure our youngest children were supported by staff with sufficient knowledge of early child development. Over the summer many education staff were replaced by colleagues from community and family learning.
- 3.8.3** Referrals of children identified as potentially benefitting from a Hub place highlighted a combination of vulnerability factors. The highest proportion related to social factors associated with neglect and emotional wellbeing as well as family and environmental factors including domestic abuse and violence within the home. Poor mental health of parents and of children was another common factor, with many children identified as having additional support needs. These factors broadly align with categories indicated within child protection registrations and ensured an early and preventative response.
- 3.8.4** The link between poverty and child neglect/family breakdown is well recognised and this was further illustrated by the fact that the majority of referrals for Hub support were in respect of children in receipt of free school meal entitlement. The support hubs offered reflected this need with food supplies or washing children's clothing a critical practical element of provision. The success of the Hubs has strongly indicated merit in these continuing as part of our service offer to support families and enable children to remain within their families where it is safe to do so.

### **3.9 Children affected by Disabilities**

- 3.9.1** Parents and carers of children with complex health and disabilities have understandably faced significant pressure on a day to day basis throughout the pandemic. The loss of natural forms of respite such as attendance at school and informal supports from extended families, often grandparents, who have been required to shield or self-isolate. This has meant that for some children, alternative care at home-based support has had to be put in place to mitigate the risk of family breakdown or ill health of child or parent/carer.
- 3.9.2** Provision was made to offer daytime support for children with complex disabilities within Orchard Brae Primary School/the base at Mile End Primary School and within Bucksburn Academy support wing.
- 3.9.3** For many, the reopening of schools in August alleviated this need, but for a small number of families whose children have not been able to return to school with their peers as yet. Consequently, enhanced packages of support have had

to remain in place, whilst we await further guidance from NHS Grampian and Scottish Government.

**3.9.4** In line with guidance from Scottish Government on Self Directed Support, Children’s Social Work has provided additional support to families where personal assistants have been required to shield therefore unable to deliver their care at home duties, as well as covering the costs of provision of alternative care.

### **3.10 Governance and Accountability**

**3.10.1** The Executive Group for Public Protection have statutory responsibility to oversee Child Protection Services across Aberdeen City. In recognition of the heightened risk to children and families there has been an increased frequency of meetings of the Executive Group. In addition to seeking assurance on the revisions to the National Child Protection Guidance the Executive Group also considered the data returns to Scottish Government ensuring resources where necessary were aligned to safeguard the most vulnerable members of our City.

**3.10.2** The Child Protection Committee also increased the frequency of their meetings ensuring a coordinated and integrated response to safeguard the protection and support to children and young people at risk of harm. The Committee has a critical responsibility to communicate with the public and working in collaboration with the Councils Communications Team regular messages were disseminated via a range of digital platforms to highlight the potential risks children would be experiencing during lockdown.

**3.10.3** Data and feedback from children, young people and their families would indicate they have felt supported throughout the COVID period. It must however be recognised that it is likely that Children’s Social Work will need to continue to respond to the impact of COVID and lockdown for many months to come.

## **4. FINANCIAL IMPLICATIONS**

4.1 There are no financial implications as a direct result of this report nor of the recommendations being proposed.

## **5. LEGAL IMPLICATIONS**

5.1 There are no legal implications directly related to this report. Children’s Social Work has fully adapted to revisions in the legal and policy framework issued by the Scottish Government during the COVID pandemic.

## **6. MANAGEMENT OF RISK**

<b>Category</b>	<b>Risk</b>	<b>Low (L) Medium (M) High (H)</b>	<b>Mitigation</b>
<b>Strategic Risk</b>	That impact of Covid-19 and lockdown will	M	Systems have been adapted to take into account the

	present increased challenges with regard to 'hidden harm,' and a reduction in capacity to respond to referrals of a childcare and protection nature in a timeous manner		Covid-19 restrictions. The workforce has accelerated its use of digital platforms to keep in touch with children, their families and other agencies. Where direct contact is required, this has taken place and will continue to do so.
<b>Compliance</b>	N/A	L	N/A
<b>Operational</b>	Adjustment of systems to work in line with Government guidelines at a National and local level and for awareness of this across the city, for all key staff members	L	Well-developed multi agency plans are in place, supported by the Child Protection Committee and the ACEGPP. Staff across the partnership have been briefed on any changes to procedures for responding to need.
<b>Financial</b>	NA	L	NA
<b>Reputational</b>	Effective intervention to support children who experience or are at risk of significant harm is a core priority for children's social work. Perceived or actual failure to undertake this role would bring significant negative media interest and scrutiny of services delivered to children and young people.	L	Feedback received during the Covid-19 lockdown period has intimated that families who have received a service from Children's Social Work have largely been positive about the impact this has had on both them and their children.
<b>Environment /Climate</b>	Flexible working arrangement including home working and use of digital communication channels will have reduced the use of fuel based transport.  Digital support will only over compliment face to face support but the learning and	L/M?	Risk Assessments are in place and are fluid in recognition of changing community transmission rates of Covi-19. Working from home now augments office and community based working, in line with guidance, and to ensure risk of spread is reduced. Equipment and support has been made available for staff.

	confidence staff have taken from their expanded use and familiarity will have a positive impact on the environment.		Strict adherence to guidance relating to PPE and safe working practices has been an ongoing aspect of workforce development and training throughout the pandemic.
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## 7. OUTCOMES

<b><u>COUNCIL DELIVERY PLAN</u></b>	
<b>Impact of Report</b>	
<b>Aberdeen City Council Policy Statement</b>	Proposals within this report support the delivery of Policy Statement 7 – Commit to closing the attainment gap in education while working with partners in the city.
<b>Aberdeen City Local Outcome Improvement Plan</b>	
Prosperous Economy Stretch Outcomes	<p>LOIP Stetch Outcome 2.1 Promoting inclusive economic growth for our most disadvantaged communities</p> <p>The Hubs early intervention approach to mitigate against educational and wellbeing inequalities of the City’s most vulnerable children and families help support the Scottish Government’s No-One Left Behind policy.</p> <p>In recognition of the links between child poverty and neglect/family breakdown the provision of practical support has been a critical element of intervention during the lockdown period and therefore food parcel support was provided to all children attending our wellbeing hubs, who required this.</p>
Prosperous People Stretch Outcomes	This Report acknowledges the significant contribution that children’s social work staff make, working in collaboration with partners, to contributing to all Stetch Outcomes in the Children’s section of the LOIP.
Prosperous Place Stretch Outcomes	<p>The proposals within this report support the delivery of LOIP Stretch Outcome 13 – No one in Aberdeen will go without food due to poverty by 2026.</p> <p>Recognition has been given to the benefits to maximising scope for children to remain within their own communities and intervention undertaken</p>

	throughout this pandemic has continued to embrace this.
<b>Regional and City Strategies</b>	N/A
<b>UK and Scottish Legislative and Policy Programmes</b>  Children (Scotland) Act 1995, S22, S25, S23, S86.  Children and Young People (Scotland) Act 2014 S56	<p>The duties within this legislation place responsibilities on ACC to offer support to children in need, or those who may be in need of compulsory measures of supervision, may be at risk of significant harm or who may otherwise require multi agency support and intervention to reach their potential.</p> <p>The duties in Part 9 of the Children and Young People (Scotland) Act 2014 legally embed the concept of corporate parenting and collectively are <i>'designed to ensure that the attention and resources of various publicly funded organisations are explicitly focused on the task of safeguarding and promoting the wellbeing of looked after children and care leavers'</i>. (CELCIS, Corporate Parenting Implementation Notes, 2016).</p>

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Impact Assessment	Not required
Data Protection Impact Assessment	Not required

## 9. BACKGROUND PAPERS

None

## 10. APPENDICES

None

## 11. REPORT AUTHOR CONTACT DETAILS

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 <sup>th</sup> October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Statutory Appropriate Adult Service
<b>REPORT NUMBER</b>	HSC/20/142
<b>DIRECTOR</b>	Angela Scott
<b>CHIEF OFFICER</b>	Sandra McLeod
<b>REPORT AUTHOR</b>	Carol Simmers
<b>TERMS OF REFERENCE</b>	1.2

### 1. PURPOSE OF REPORT

1.1 The purpose of this report is to provide the Committee with an overview of the statutory Appropriate Adult service in Aberdeen in light of its recent implementation.

### 2. RECOMMENDATION(S)

2.1 That the Committee notes the report and indicates receipt of assurance that the local authority has now established a statutory Appropriate Adult service deliverable under statutory guidance published by Scottish Ministers under the Criminal Justice (Scotland) Act 2016.

### 3. BACKGROUND

3.1 On 10th January 2020 the Scottish Government under section 42(3) of the Criminal Justice (Scotland) Act 2016 placed a duty on local authorities to provide an Appropriate Adult to assist vulnerable persons (aged 16 or over) in police custody who have communication difficulties as a result of a mental disorder. Although this section refers to those in custody, this provision has been extended to include victims and witnesses.

3.2 Appropriate Adults are responsible for providing support at any stage during police procedures. Support in these circumstances refers to helping the vulnerable person understand what is happening and facilitate effective communication between the person and the police. To do this effectively, an Appropriate Adult should:

- identify how the person's communication needs may impact on their understanding of proceedings;
- actively raise concerns about person's communication needs or welfare with the relevant individuals;
- ensure, as far as possible, that the person understands their rights;
- remain independent and objective at all times.

3.3 The legislation governing Appropriate Adults allows flexibility for local authorities to tailor services to suit local needs. Specifically, local authorities can work with other local authorities and organisations and can enter into contracts with third parties to deliver Appropriate Adult services. Each local authority has the function of ensuring a sustainable service that meets national standards set out by the Care Inspectorate and in statutory guidance. Each area must provide Appropriate Adult support when it is required within that local authority and initial and ongoing training of the AA cohort based on national training guidelines.

3.4 Local authorities have been responsible for the provision of an Appropriate Adult service and in Aberdeen this was delivered by social workers on a voluntary basis. During working hours, the duty social work team, and other volunteers in adult social work fieldwork, responded to requests from police. During evenings and weekends a social worker responded via Out of Hours Social Work from an agreed list of Appropriate Adults who indicated a willingness to be 'called out'. 'Call outs' were not funded for overtime payment, but the worker could claim the time back.

3.5 During the establishment of a statutory service Appropriate Adult provision was kept 'in-house' to support effective commencement of the legislation and to allow time and scoping of the new duties and have a clearer picture of the overall demand. It was also acknowledged that further work was required to explore how best to ensure sufficient staff interest to respond to Appropriate Adult callouts out of hours as only a small number of staff were willing to assist during this time period.

3.6 Dedicated funding from Scottish Government was utilised to support the creation of an Appropriate Adult Coordinator role (on a Higher Graded duty basis) with the responsibility for oversight of the service and training delivery and for the scoping and scaling up of a future service once statutory demands are fully understood. Under the current 'in-house' option the onus on delivering statutory Appropriate Adult services sits with the adult duty social work team and for out of hours duties a rota of current appropriate adults is held and payment given for standby and 'call-outs' to provide 365 day out of office cover.

3.7 During Coronavirus lockdown the duty social work team provided the Appropriate Adult service over a 24hr period for high risk public protection cases and since the start of this year they have fulfilled 48 priority requests from Police for Appropriate Adult provision. However, the duty social work team are already facing considerable demand pressures and there is a credible risk that while accommodating its own existing fieldwork responsibilities there will be sufficient available staff to undertake all daytime Appropriate Adult requests with the timeframes expected of a statutory service.

3.8 Social work staff are quite expensive on an hourly basis and employing a support worker to provide Appropriate Adult support in response to service needs for a fixed-term period until 31<sup>st</sup> March 2021. Dedicated Appropriate Adult support to undertake and cover most appropriate adult duties during working hours is the cheapest option with 'call-outs' being reserved for out of hour provision.

3.9 The Partnership has already undertaken significant work with regards to the timeous and successful roll out of the statutory service. However, it has been a challenge to recruit and develop and maintain a team of Appropriate Adults proportionate to levels of demand. It is acknowledged that further work is required to explore how we continue to prioritise delivery of this essential service alongside what best fits local resources (this includes the flexibility to provide the service in-house or contract it from an external, voluntary or private provider).

3.10 The decision to request Appropriate Adult support lies with the police who are currently reviewing and updating the Standard Operating Procedures (SOP) document which relates to Appropriate Adults. We are working together to develop further guidance including best practice advice for our Appropriate Adults.

3.11 Our Appropriate Adult training is based on the Scottish Appropriate Adult Network (SAAN) training pack which is an interim measure until the Scottish Government national training framework is implemented. In the meantime, we are developing our training provision to incorporate good practice and address local training needs with input from speech and language therapy and Police Scotland.

3.12 Ongoing support is crucial for the development of our AA cohort and the Appropriate Adult Coordinator ensures Appropriate Adults are given support and advice in relation to their role via regular contact and briefings and this could include access to specialist support such as counselling. Microsoft Teams is currently our preferred communication and collaboration platform and our intention is to establish practitioner forums where practitioners can discuss good practice and share information and identify issues at an operational level.

3.13 Local authorities are required to ensure that Appropriate Adult services have a management structure in place to support, supervise and develop the local AA service. In this regard our current management structure involves representatives from the police, NHS and other organisations who have a role to play in adult protection. However, we need to raise awareness of the Appropriate Adult service and the role of the Appropriate Adult and this includes responsibility for ongoing policy development.

3.14 The duty to assess the quality of Appropriate Adult services has been conferred on the Care Inspectorate (CI) and we are fully committed to supporting the CI to develop and implement a quality assurance framework where we self-evaluate as part of a wider system and support individuals to provide feedback. While this provides some challenges given the complex communication needs of some users it is essential for there to be some form of ongoing monitoring of the quality of the Appropriate Adult service being delivered.

3:15 The figures show the amount of Appropriate Adult requests received since the commencement of the statutory service (10 January to 01 September 2020).

Duty Social Work 104 requests for Appropriate Adult provision  
 Out of Hours 43 requests for Appropriate Adult provision

#### 4. FINANCIAL IMPLICATIONS

4.1 On previous activity figures 2019 there were around 80 requests per year for an appropriate adult. These call outs did not result in direct expenditure, but there was an indicative cost based on the worker time committed to each call out. This resulted in an average cost of £6300.

4.2 Scottish Government agreed the distribution of £501,000, Scotland wide for 2019/20 to enable Local Authorities to meet their new duties. Aberdeen City's funding was £42,000. Additional funding of £1 million has also been pro-rated for 2019/20 to enable authorities to prepare for the service. Funding was distributed based on population share of those aged 16 and over and Aberdeen City's funding to cover period from Oct 2019 to 31st March 2020 was £21,000 and will be included as a redetermination of the 2019/20 General Revenue Grant paid in 2020/21.

4.3 Average cost of £4258.86 from start of statutory provision January 2020 to August for standby and callout rates.

4.4 The duty social work service has a vacant G13 (£38,064 - £43,483) Social Worker post because the substantive postholder is seconded out. This post will fund the G10 (£26,026 - £29,261) Support Worker Appropriate Adult post with a net saving of £8,803 (min) to £17,457 (max).

#### 5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the content of this report.

#### 6. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Strategic Risk</b>	Prevention of our delivery of strategic aims and outcomes	Low	We currently provide a statutory Appropriate Adult Service.
<b>Compliance</b>	Non-compliance with legislation	Low	If practical planned engagement with the adult is requested.
<b>Operational</b>	Demand outstrips supply	Medium	Employ dedicated AA support worker. Continue to train Appropriate Adult.

			Prioritise high profile public protection cases that require an immediate turnaround.
<b>Financial</b>	Cost pressures applied to the service	Medium	Scottish Government dedicated funding. Appraise the cost of in-house service versus commissioning to inform best value.
<b>Reputational</b>	Non-delivery of statutory service	Low	Prioritise high profile public protection cases that require an immediate turnaround.
<b>Environment / Climate</b>	Nil		

## 7. OUTCOMES

The proposals in this report have no impact on the Council Delivery Plan.

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
<b>Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required

## 9. BACKGROUND PAPERS

The Criminal Justice (Scotland) Act 2016 esp. S98-101, S42(3), 104(2) (a). Scottish Statutory Instruments 2019 No. 437.

The Criminal Justice (Scotland) Act 2016 (Support for Vulnerable Persons) Regulations 2019. Criminal Procedure Made 19 December 2019. Came into force 10 January 2020.

Appropriate Adults: guidance for local authorities. Scottish Government. Published 10 Jan 2020.

Victims and Witnesses. Scottish Government. Policy actions 3 of 4.

Establishing a statutory appropriate adult service in Scotland: consultation. Scottish Government. Published 3 April 2018.

Appropriate Adults Standard Operating Procedures. Police Scotland.V5. Published 18 January 2019.

10. APPENDICES – Nil

11. REPORT AUTHOR CONTACT DETAILS

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DRAFT

**ABERDEEN CITY COUNCIL**

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Aberdeen Violence Against Women Partnership Progress Report
<b>REPORT NUMBER</b>	CUS/20/170
<b>DIRECTOR</b>	Customer Services
<b>CHIEF OFFICER</b>	Early Intervention and Community Empowerment – Derek McGowan (Chair of Community Justice Group)
<b>REPORT AUTHOR</b>	Neil McDonald, Co-Chair of Violence Against Women Partnership
<b>TERMS OF REFERENCE</b>	1.2

**1. PURPOSE OF REPORT**

1.1 To inform the Public Protection Executive Group on the progress of the Aberdeen Violence Against Women Partnership.

**2. RECOMMENDATION(S)**

2.1 That the Committee:

- note the information contained within this report.

**3. PROGRESS REPORT**

3.1 The Aberdeen Violence Against Women Partnership (AVAWP) reports through the Community Justice Group and in 2020 had the Strategic Priorities and Action Plan approved through the Public Protection Executive Group.

3.2 The COVID-19 restrictions imposed in March 2020, required an enhanced meeting regime for the AVAWP, which moved to monthly meetings. Immediate risks and a coordinated response to the implications of COVID-19 restrictions were managed through the AVAWP.

3.3 Scottish Government and COSLA published ‘Coronavirus (COVID-19) Supplementary National Violence Against Women Guidance’ and the issues and priorities highlighted in this report have been managed and reported upon through the AVAWP. In addition, guidance for local practitioners was created

**OFFICIAL SENSITIVE: POLICE AND PARTNERS**

and issued and a VAWP specific section of the Adult Protection Risk Register was developed, although future planning is for AVAWP to develop a specific Risk Register in due course.

- 3.4 A further notable development during this period was the creation of an AVAWP web page, hosted on the Aberdeen City Council web site and a wide spread media campaign highlighting the availability of all services during any phases of 'lockdown'. A coordinated Communications Strategy is in the process of being developed.
- 3.5 AVAWP have now returned to the original quarterly meeting schedule with structures and plans in place for progression of the Strategic Priorities and Action Plan.
- 3.6 The appointment of the AVAWP Development Officer has been a significant development that has and will facilitate progression of the objectives of the partnership.
- 3.7 The issue of 'hidden harm' and potential 'delayed demand' post COVID-19 restriction is one which is closely monitored by the AVAWP. All statutory authorities and third sector agencies report on demand and risks at the AVAWP meetings and any significant concerns or service gaps will be reported through appropriate channels.
- 3.8 The AVAWP has proven to be of great benefit for the coordination of activities during the COVID-19 restrictions and is well placed to progress the Strategic Priorities and Action Plan in the coming months.

**4. FINANCIAL IMPLICATIONS**

- 4.1 There are no financial matters arising from the recommendations of this report.

**5. LEGAL IMPLICATIONS**

- 5.1 There are no legal matters arising from the recommendations of this report.

**6. MANAGEMENT OF RISK**

<b>Category</b>	<b>Risk</b>	<b>Low (L) Medium (M) High (H)</b>	<b>Mitigation</b>
<b>Financial</b>	None for this report		
<b>Legal</b>	None for this report		
<b>Employee</b>	None for this report		
<b>Customer</b>	None for this report		
<b>Environment</b>	None for this report		



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<b>Technology</b>	None for this report		
<b>Reputational</b>	Incorrect data, if publicised, could lead to reputational issues for the partnership	L	The data produced is for management purposes only with no plans to publicise it. Oversight, scrutiny and analysis of the data has rectified initial discrepancies.

**7. OUTCOMES**

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	None
<b>Prosperous People</b>	<p>The functions of the Aberdeen Violence Against Women Partnership are that Aberdeen embraces equality and mutual respect, and rejects all forms of violence against women and girls; Women and girls thrive as equal citizens – socially, culturally, economically and politically; Interventions are early and effective, preventing violence and maximising the safety and wellbeing of women, children and young people; Men desist from all forms of violence against women and girls ,and perpetrators of such violence receive a robust and effective response. Having a robust data set is key for effectively taking forward this agenda.</p> <p>Stretch Outcome 3, Key Driver 3.2 and Stretch Outcome 9, Key Driver 9.4, are particularly impacted by this report.</p>
<b>Prosperous Place</b>	None

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	None
<b>Organisational Design</b>	None

<b>Governance</b>	Appropriate oversight of services delivering public protection provides assurance to both the organisation and the public in terms of meeting the council's statutory duties, and also contributes to compliance with agreed standards.
<b>Workforce</b>	A proactive learning approach is taken to support staff understanding of the range of domestic abuse and child protection issues identified locally and nationally.
<b>Process Design</b>	None
<b>Technology</b>	None
<b>Partnerships and Alliances</b>	Services to vulnerable people are delivered on a multi-agency basis and the scrutiny, challenge and learning requires all agencies to work in partnership with each other.

## **8. IMPACT ASSESSMENTS**

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required

## **9. BACKGROUND PAPERS**

None

## **10. APPENDICES (if applicable)**

None

## **11. REPORT AUTHOR CONTACT DETAILS**

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 <sup>th</sup> October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	COVID-19 Update
<b>REPORT NUMBER</b>	COM/20/156
<b>CHIEF OFFICER</b>	Fraser Bell
<b>REPORT AUTHOR</b>	Vikki Cuthbert
<b>TERMS OF REFERENCE</b>	2.1 and 2.4

### 1. PURPOSE OF REPORT

To provide an update of the Council's response to COVID-19 as a Category 1 responder against the Council's approved Generic Emergency Plan.

### 2. RECOMMENDATION(S)

- 2.1 That the Committee notes the update of the Council's response to Covid-19 as a Category 1 responder against the Generic Emergency Plan.

### 3. BACKGROUND

- 3.1 The Council has been responding to the global pandemic, COVID-19, since early March. This response can be categorised in stages: rescue, transition, recovery. The Council has duties as a Category 1 responder as detailed within the Civil Contingencies Act 2004 which include:

- Assessing the risk of emergencies occurring and using this to inform contingency planning;
- Maintenance of Emergency Plans and Business Continuity Plans;
- Informing the public about civil protection matters and maintaining arrangements to warn, inform and advise the public in the event of an emergency;

- Sharing information with other local responders to enhance coordination, as well as co-operating with other local responders to enhance co-ordination and efficiency; and
- Promoting business continuity by providing advice and assistance to businesses and voluntary organisations

3.2 The North of Scotland Regional Resilience Partnership (North RRP) provides a strategic forum for the co-ordination of emergency planning and response. This includes Grampian, Tayside, Highlands and Islands. Within Grampian the local level of planning and response is co-ordinated by the Grampian Local Resilience Partnership (GLRP). There are two tiers of the GLRP:

- Strategic
- Tactical

The Strategic tier, which is made up of the strategic leads from each of the Category 1 responder agencies, was activated on 27<sup>th</sup> February in response to the developing global crisis. This corresponded with the activation of the Gold command structure at Scottish Government, which in turn flowed into the regional and local resilience structures, and from there down to individual partners.

### **Rescue Stage**

3.3 On 4<sup>th</sup> December 2019, the Public Protection Committee approved a Generic Emergency Plan, establishing a three-tier emergency response structure to support the Council in meeting its obligations as a Category 1 responder. This Plan provided the Council with the tools necessary to respond to the needs of any incident or emergency, regardless of the level of escalation required or disruption caused. It also facilitated the delivery of critical services, as well as compliance with statutory requirements, during an incident.

3.4 On 16<sup>th</sup> March 2020, in response to the global pandemic, the Council activated the emergency response structures set out within the Generic Emergency Plan including the establishment of strategic and tactical structures in order to respond to the emergency and national lockdown:

- Strategic – ACC Strategic CMT COVID-19
- Tactical – Incident Management Team (IMT). This included all of the Council's Arm's Length External Organisations (ALEO)s.

3.5 At a meeting of the Urgent Business Committee on 20 March, the Chief Executive provided an update on the structures activated at a Council level and at a regional level. The Urgent Business Committee agreed, amongst other things, to cancel committee meetings (with some exceptions), update Standing Orders and update the emergency powers of the Chief Executive and Duty Emergency Response Coordinators (DERCs). This better enabled the Council to comply with UK and Scottish Government guidance and support the efficient operational response to the pandemic to ensure the safety and wellbeing of the staff and customers.

- 3.6 All guidance and legislation issued by Scottish Government was tracked by the IMT which helped to ensure a clear audit trail of compliance. Often new guidance and legislation required a swift response from the Council including the issuing of appropriate internal and external comms to ensure customers and staff were clear on revised requirements and the implications of these.
- 3.7 The COVID-19 DERC role was shared by the Chief Officers for Strategic Place Planning, Data & Insights and Governance. This ensured consistency and continuity of response. The COVID-19 DERC chaired meetings of the IMT, which initially met daily and reported into Corporate Management Team (CMT) once a week. A separate DERC rota was established, to ensure that any concurrent incidents or emergencies were managed by a separate pool of Directors and Chief Officers. This proved invaluable as the risk of concurrency increased. The recent flooding in August was labour intensive in terms of a response from the Council, and the dual rota allowed this separation to be managed carefully. The non-COVID-19 DERC led on this activity and participated in the GLRP which had been activated to respond to flooding across the region as well as the train derailment in Aberdeenshire.
- 3.8 A set of strategic risk workstreams were established and overseen by the CMT and the IMT:
- Workforce Planning and Protection
  - Financial Resilience
  - Business Resilience
  - Governance
  - Supply Chain Stabilisation
  - Digital Resilience
  - Critical Services
  - Care for People
  - Communications
- 3.9 Establishing the critical services to be maintained through the emergency response was a significant undertaking. The IMT established which services were critical to the delivery of statutory functions as well as those which would be required to support the emergency response. Business continuity plans were reviewed to reflect the additional pressure on these services and to ensure that the required capacity was available from other areas. IMT agreed several temporary staff movements between clusters, drawing on significant numbers of staff volunteers, to ensure that critical services were adequately resourced.
- 3.10 Risk registers were established for each workstream, as well as relevant data sets, to ensure that the controls required to mitigate risks were data led and put in place quickly and closely monitored. A series of scenario plans were also built in order to anticipate potential scenarios as the pandemic unfolded. A system of escalation was put in place to allow IMT to manage risks and scenarios on a weekly basis, and to escalate any risk to CMT should it be required. There was also a dedicated Personal Protective Equipment (PPE) group established to support the Supply Chain and Workforce workstreams. This group met twice weekly to ensure that demand was in accordance with guidance and that the supply chain could respond accordingly. The group

included representation from the Health and Social Care Partnership as well as Bon Accord Care.

- 3.11 The Council also participated in the GLRP’s response structures after these were activated on 27<sup>th</sup> February. This consisted of a multi-agency strategic group which oversaw the activities of tactical cells covering:

<b>Cell</b>	<b>ACC representative(s)</b>
Comms Cell	Communication & Marketing Manager
Care for People	Chief Officer – Early Intervention & Community Empowerment
Excess Deaths	Chief Officer – Operations & Protective Services Environmental Health Manager
Recovery	Director of Customer Assurance Manager

- 3.12 An Aberdeen City Care for People Group was also established to feed into the activity of the regional care for people group and this was led by Chief Officer, Aberdeen Health and Social Care Partnership.
- 3.13 A model of these reporting arrangements is attached as Appendix 1.
- 3.14 The Council’s Generic Emergency Plan remained active throughout this stage of the COVID-19 response.

### **Transition Stage**

- 3.15 On 28<sup>th</sup> May, the Scottish Government announced that the country would move to Phase 1 of the Scottish Government’s routemap. This signalled an end of the rescue stage and the beginning of the Transition Stage – that is the stage bridging Rescue and Recovery. The routemap anticipated a return of pupils to schools from 10<sup>th</sup> August, provided the number of positive cases continued to reduce. This coincided with the introduction of Scottish Government’s Test and Protect measures. The transition stage continued to test the Council’s resilience structures, including the Generic Emergency Plan and business continuity plans.
- 3.16 During this stage, CMT also agreed Terms of Reference for two new groups which would report into the IMT, also reflected in Appendix 1:
- Service Reinstatement Working Group – to oversee the safe reinstatement of services as the routemap allowed and in accordance with legislation, guidance and full risk assessments. The Working Group has followed a strict process including Gateway Questionnaires detailing the reason for reinstatement, the health and safety requirements for staff and the link to the Scottish Government routemap, including the impact of any delay in progression between phases. Trade unions were fully engaged in this process. This group was chaired by the Chief Officer – Corporate Landlord.



- Urban Realm Governance Group – a multi-agency group to promote the safe use of the public realm.
- 3.17 These groups were key to the Council’s transition from the early rescue stages, specifically to ensure that the city could begin to return to life and essential services resume and do so safely.
- 3.18 The Urgent Business Committee met on 30 June 2020 where it received an update on aspects of the Council’s response to the pandemic. It also approved the Council’s Financial Resilience Recovery Plan, a Socio-Economic Rescue Plan for the City and agreed to reinstate committee meetings.
- 3.19 During the Transition Stage, a timeline and approach to consolidating the Council’s Covid-19 Emergency Response Structures into business as usual was agreed in principle by CMT. The timeline set out an approach that would see the structures consolidate into the business as usual structures in August on the assumption that the country would move to Phase 4 on 30 July 2020. This would also coincide with the reinstatement of the Committee structure and the cessation of emergency powers. On 9<sup>th</sup> July, the Scottish Government announced that the country was moving to Phase 3 of its routemap with a further review due on 30 July.
- 3.20 From initial publication in May, the routemap instructed local authorities to prepare for pupils returning to schools in August, and in this pursuit a Local Delivery Phasing Plan (LDPP) was developed to implement phases 1 to 4 of the routemap to support a safe and phased reopening of schools. However a decision was then taken by Scottish Government that schools would return in full from the start of the term. Plans were revised and subsequently overseen by IMT.
- 3.20 Coinciding with the return of schools from 11<sup>th</sup> August, Aberdeen experienced a spike in positive COVID-19 cases directly linked to the hospitality sector. This resulted in local restrictions being put in place which were supported by the Council’s Environmental Health (EH) team as well as other local authorities’ EH teams through a mutual aid request agreed through the GLRP. This response is reported separately on the agenda.
- 3.21 The Generic Emergency Plan remained active at this stage and was scaled up to ensure that the support to the hospitality industry was in place.

### **Recovery Stage**

- 3.22 As the Council responds to moves through the routemap, implements the decisions of the June Urgent Business Committee meeting and responds to ongoing local outbreaks, focus is turning to the Council’s long-term recovery. Recovery will be driven by measures implemented nationally and locally. Local developments include:
1. Outbreak Control Plan  
NHS Grampian have published an [Outbreak Control Plan](#) for Aberdeen which sets out the measures to protect the public from any future outbreaks.

This was written with the experience gained from the recent local outbreak in the city and ensures that we are ready at any point to respond to a surge in positive cases and/or reinstatement of lockdown.

## 2. Governance

Resumption of the full committee structure in August. The IMT continued to keep strong situational awareness during August and September particularly in the context of the additional restrictions that applied to Aberdeen. CMT Strategic COVID-19 ceased meetings on 30<sup>th</sup> July formally stepping down the strategic layer of the Council's response. The regular Covid-19 strategic GLRP meetings have now been stood down and its tactical working group will monitor any requirement to reactivate the strategic group in the future.

## 3. Surveillance

A surveillance working group was established at the end of July. The purpose of the group is to review data to understand whether and where infection continues to occur in the city, the effect this is having on the health of our citizens and any measures required locally to respond to such infection. The surveillance activity is led by the Chief Officer – Governance, who owns the COVID-19 risk register on behalf of the organisation, with support from the Chief Officer – Data and Insights and the Assurance Manager. Any data reviewed which impacts on the city is used to inform decisions about our emergency response. The Chief Officer – Data & Insights will also feed into the Public Health Surveillance Group. This is an NHS led multi-agency regional partnership group. This will facilitate data sharing and effective surveillance of Covid-19. The Chief Officer – Data & Insights will also monitor the Scottish Government's public facing dashboard available on the Public Health Scotland [website](#).

Test and Protect plays a vital role in isolating contacts and breaking chains of transmission. Combined with effective and reliable surveillance that provides information about clusters of cases, the Council will be able to develop an early warning system that will inform our response and help to contain any outbreaks that occur. Maintenance of robust, representative, and independent public health intelligence systems will be a core element of managing COVID-19. It is acknowledged that local authorities have a key role to play in supporting the "isolate and support" elements of Test and Protect and this is overseen by the 'Care for People' structures within the city.

## 4. Workforce Planning

Preparations are being made for the return of non-essential office staff once confirmed by the Scottish Government and provided that the local position in Aberdeen remains stable. This involves careful planning for the protection of staff to ensure their health, safety and wellbeing. This is also balanced against a position where the capacity of our buildings is much reduced due to the impact of physical distancing guidance and the retention of the home working where beneficial and appropriate.

3.23 The Scottish Government reviewed the routemap again on 10<sup>th</sup> September and confirmed that the country is not yet ready to move out of current restrictions within Phase 3 and that this might be the case for some time to come. Further announcements on 22<sup>nd</sup> September, imposing additional restrictions to be reviewed every 3 weeks, confirmed this position. Consideration is now being given to safely stepping down the IMT as the tactical layer of the Council's response in light of additional controls put in place such as the Surveillance Working Group and recognising that the Council's Committee structure is fully operational. It is worth noting that the tactical and strategic layers can be reinstated in accordance with the Generic Emergency Plan at any stage should circumstances require it.

### Activation of Generic Emergency Plan

3.24 The Council's emergency response structures, established in line with the Generic Emergency Plan, have been tested by the pandemic and have proven to be robust. The pandemic has enhanced experience and capability across the organisation in respect of areas such as civil contingencies, risk management and business continuity. There is added clarity on the Council's role and responsibilities as a Category 1 responder. Efforts will be made to use the experience gained by staff to enhance our organisational resilience even further.

3.25 The Generic Emergency Plan identifies a set of objectives, all of which have been fully tested during the pandemic response. The below sets out a self-assessment of the extent to which these objectives were met and so provides assurance as to the effectiveness of the plan and that lessons have been identified for continued or future activation. Improvement activity will be overseen by the Organisational Resilience Group in the first instance which is chaired by the Council's Emergency Planning & Resilience Lead.

Objective	Self-assessment	Improvement required
Define the Council's responsibilities in an emergency, in accordance with the Civil Contingencies Act 2004 and other relevant legislation and guidance,	The Plan provided adequate clarity on the Council's responsibilities in responding to the pandemic, particularly as these related to other partners given the multi-agency nature of the response.	Throughout the pandemic, the organisation has taken into account the GLRP's response objectives to the situation. During the next update to the Plan, an amendment will be made to the benefit of setting strategic objectives in response in appropriate scenarios.
Outline the Council's emergency response capabilities.	The extent and length of the emergency response required the scaling up of the Plan in a very prescriptive way, particularly given the global nature and interventions at a	Further development of supplementary procedures and processes to support the Plan, using the learning from the COVID-19

Objective	Self-assessment	Improvement required
	national level. Supplementary procedures and processes on our emergency response capabilities did not anticipate a pandemic of this scale.	response. For instance, recognising the stages of response – rescue, transition, recovery – can guide this further development.
Define the roles and responsibilities of the Council in incident response.	The definitions provided within the Plan were clear, particularly as they related to the COVID-19 DERC and the IMT. These were a source of reference throughout the response to ensure that our governance and use of emergency powers were appropriate. The Plan states that the DERC will exercise emergency powers on behalf of the Chief Executive, as set out within the Council’s Scheme of Governance. Running a dual rota system (i.e. a dedicate Covid-19 DERC and a DERC for all other incidents) allowed the risk of and response to concurrent events to be carefully managed.	Amend Generic Emergency Plan at the next review of the Plan to provide the option for a dual rota to operate when concurrent events or incidents are a risk.
Describe how and when the Plan will be activated.	The response to any emergency that could affect or threaten the Council’s ability to deliver critical functions should be coordinated by the DERC in the first instance. In such circumstances, the DERC will lead the response and chair the relevant Incident Management Team. The Plan was activated in early March when the DERC on duty chaired the first IMT. This activation continued throughout the response.	Due to the nature of the incident, it was clear when the Plan required activation, in response to a rapidly worsening public health crisis. Future incidents may be less clear cut and this could be strengthened within the Plan and/or its supplementary procedures.
Detail the roles and responsibilities of Incident Management Teams and process for activating and deploying services.	The Plan sets out a detailed remit for the IMT which has been a critical reference throughout. For instance, ensuring a continuous flow of information between the DERC, tactical and operational teams and multi-agency partners ensuring that actions taken at operational level are co-ordinated, coherent and	None required.

Objective	Self-assessment	Improvement required
	integrated; determining priorities for allocating resources; assessing risks and using this to inform the response; and mitigating risks to the health and safety of staff and the public.	
Outline the Command and Control structure for the Grampian Local Resilience Partnership (GLRP).	From the start, this was a multi-agency response therefore clarity on the GLRP's command and control structure was key. This proved to be effective.	None required.
Provide a generic plan linking emergency and business continuity plans and frameworks within the Council and the GLRP.	The Council's business continuity plans have been tested and will continue to be tested as the impact of the pandemic on our services and workforce persists. This has dovetailed with the activation of the Generic Emergency Plan and the various GLRP level plans which have supported the response at a multi-agency level.	Continue to develop and adapt business continuity plans to ensure that the Council is able to respond to any concurrent events or incidents (recognising that Covid-19 will remain in circulation for the foreseeable future) without significant impact on service delivery.

#### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from the recommendations of this report. The Council has continually managed financial risks throughout the COVID-19 response and these have been reported to the Urgent Business Committee on 20<sup>th</sup> March, 6<sup>th</sup> May and 30<sup>th</sup> June.

#### 5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report. The Council has continually managed legal risks throughout the COVID-19 response. It has also contributed to and monitored emergency legislation brought into effect by the UK and Scottish Parliaments. The establishment of response structures in accordance with the Generic Emergency Plan has helped to ensure compliance with legislation and guidance.

#### 6. MANAGEMENT OF RISK

6.1 The Council has been managing the risks presented by COVID-19 through a rigorous risk management system. These measures are described in detail in the main body of the report.

<b>Category</b>	<b>Risk</b>	<b>Low (L) Medium (M) High (H)</b>	<b>Mitigation</b>
<b>Financial</b>	Financial risks presented by the pandemic have been documented in reports to the Urgent Business Committee.	M	As outlined in reports to Urgent Business Committee.
<b>Legal</b>	Compliance with statutory guidance and legislation is necessary to ensure the Council is not exposed to legal challenge.	L	Guidance and new legislation was tracked by IMT and overseen by CMT and implemented within clusters.  The implementation of the generic emergency plan has helped the Council to comply with its civil contingencies duties.
<b>Employee</b>	Risks to staff throughout the response, particularly exposure to infection.	M	Managed through Workforce Planning and Protection workstream.
<b>Customer</b>	Risk that customers' needs not met and lack of clarity on the availability of services.	M	Managed through Crisis Support Line, GLRP Comms Cell, Critical Services Workstream and Communications Workstream.
<b>Environment</b>	Risk to the city's external spaces	M	Managed through Critical Services workstream and the Urban Realm Governance Group.
<b>Technology</b>	Digital systems under significant pressure as vast majority of workforce moved to homeworking	L	Managed through Digital Resilience workstream.

<b>Reputational</b>	Risk of negative publicity in media/social media around the Council's response.	M	Managed through GLRP Comms Cell and the ACC Communications Workstream.
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## 6. OUTCOMES

- 7.1 The recommendations contained within this report have no direct impact on the Council's Delivery Plan however if emergency response is not effectively managed and risks mitigated, there could be an impact on the delivery of organisational objectives.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Organisational Design</b>	The Council's organisational structure has been tested throughout the emergency response and has proved to be effective.
<b>Governance</b>	The Council's governance structure has been tested throughout the emergency response and has proved to be effective. The governance arrangements have proven to provide the flexibility needed to manage the impact of a pandemic.
<b>Process Design</b>	The lessons learned section details adjustments to process as a result of this event.
<b>Technology</b>	The Digital Resilience risk workstream established at the outset of the response ensure that our technological capabilities were always at the forefront.
<b>Partnerships and Alliances</b>	The Incident Management Team was attended by our partners in the Health and Social Care Partnership as well as our ALEOs. The Council has played a key role at the GLRP and has introduced multi-agency partners to ACC structures where appropriate.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Full EHRIA not required

<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

## 9. BACKGROUND PAPERS

None.

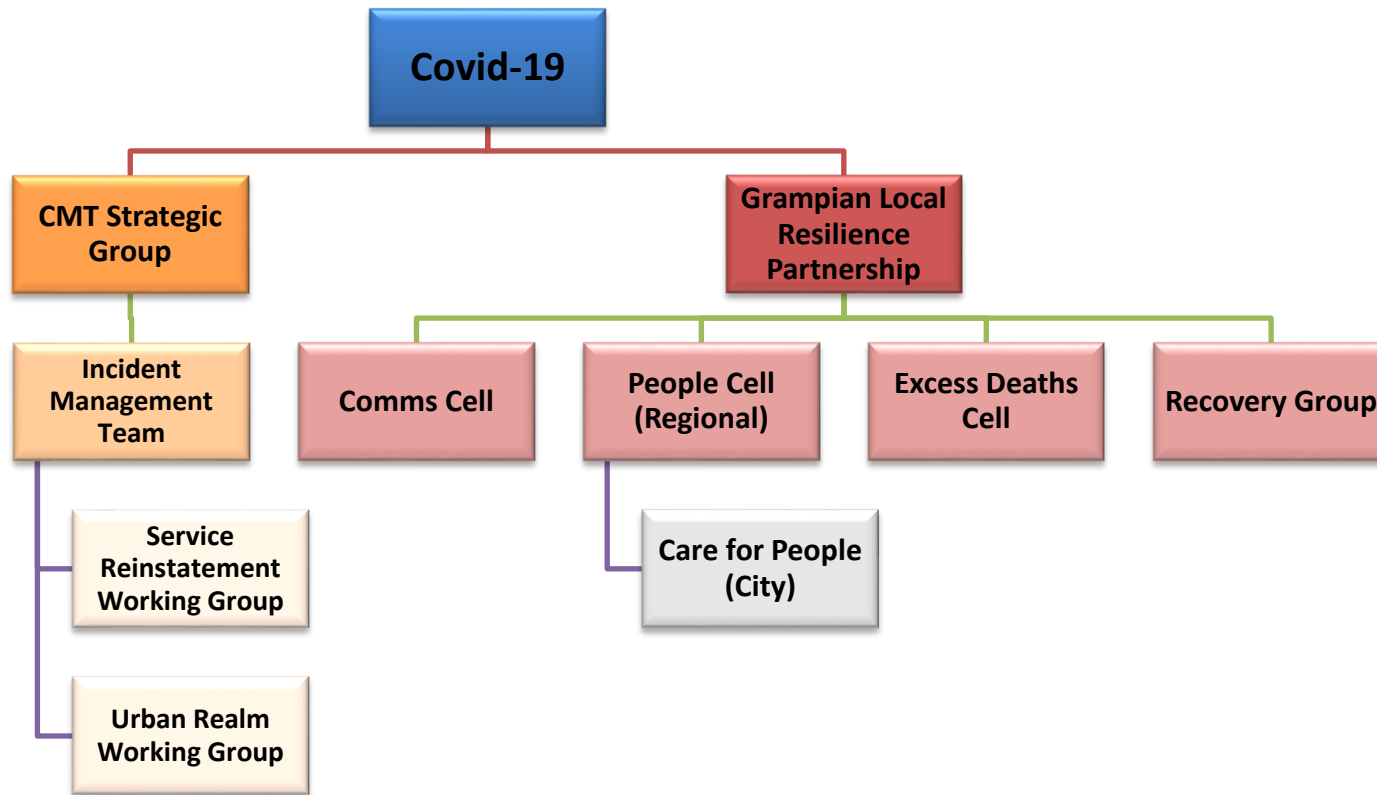
## 10. APPENDICES

Appendix A – COVID-19 Response Structure

## 11. REPORT AUTHOR CONTACT DETAILS

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<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 <sup>th</sup> October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	COVID-19 Update – Environmental Health and Trading Standards
<b>REPORT NUMBER</b>	OPE/20/157
<b>CHIEF OFFICER</b>	Mark Reilly
<b>REPORT AUTHOR</b>	Andrew Morrison
<b>TERMS OF REFERENCE</b>	2.1, 2.4 and 3.1

### 1. PURPOSE OF REPORT

To provide an update on Environmental Health and Trading Standards response to COVID-19.

### 2. RECOMMENDATION(S)

2.1 That the Committee notes the update of Protective Services' response to COVID-19.

### 3. BACKGROUND

3.1 Environmental Health and Trading Standards have been responding to the COVID-19 pandemic since March. Environmental Health and Trading Standards were identified as a Critical Service at the start of lockdown and accordingly were not stood down and have continued to provide a public health focused service primarily in relation to Covid-19 throughout lockdown. Appropriate safeguard, risk assessments and Personal Protective Equipment (PPE) have been in place to support this operation being conducted safely. It was immediately apparent that the scale of this public health activity was too large to be undertaken by Environmental Health in isolation and therefore, in line with every other Scottish Local Authority (LA), the Trading Standards team has also been very heavily diverted to this area of work. This response has included the enforcement of the Scotland wide business restrictions and closures as well as the enforcement of the Aberdeen restrictions, and assurance programme to support re-opening of the hospitality sector

### Legislation

- 3.2 Scottish Government introduced legislation, the [Health Protection \(Coronavirus\) \(Restrictions\) \(Scotland\) Regulations 2020](#) on 27 March 2020. These and accompanying guidance provided for restrictions on businesses and also restrictions on the movement and gathering of the public. The regulations provided for enforcement of the business restrictions by both Local Authorities and Police Scotland, whilst only Police Scotland could enforce the requirements relating to the general public. Within Aberdeen City Council (ACC), as per all Scottish LAs, the business restrictions have been enforced by officers from Environmental Health and Trading Standards.
- 3.3 The Regulations have been amended 13 times to provide for both additional restrictions and facilitating the move through the phased relaxation in restrictions. On 11 September 2020, these were replaced by the [Health Protection \(Coronavirus\) \(Restrictions and Requirements\) \(Scotland\) Regulations 2020](#). These regulations were amended on 24 September to provide for the 10pm curfew and table service only. Also, the Scottish Government responded to the need expressed by local authorities for outbreak prevention and suppression in a more targeted way by providing greater powers for local authorities to take more targeted action, where necessary in concert with Police Scotland. The [Health Protection \(Coronavirus, Restrictions\) \(Directions by Local Authorities\) \(Scotland\) Regulations 2020](#) were introduced on 28 August 2020. With the enforcement guidance and appeals procedure now in place, local authorities can now use these powers where it is necessary and proportionate to do so.
- 3.4 For the purposes of this report, the term the Covid Regulations should be considered in relation to the initial regulations, the relevant amended regulations, and/or the new regulations as appropriate.

### **Approach to Enforcement**

- 3.5 The regulations have been supplemented by guidance, which goes beyond the scope of the regulations. For example, the requirement for offices and construction sites and professional dog walkers to cease operations was not within the regulations. Although officers will offer advice and encouragement to comply with the guidance, enforcement action could only be considered where there was a direct breach of the regulations.
- 3.6 Immediately following the regulations being published, an agreement was made with Police Scotland for LAs to take primacy for enforcement of the business rules, with Police Scotland only undertaking enforcement in emergency situations. The exception to this relates to the requirement for face coverings to be worn within certain premises. The enforcement of this provision is reserved to Police Scotland. Business regulation is a core task of both Environmental Health and Trading Standards and the key role of Environmental Health is to ensure Public Health protection. A breakdown of the enforcement responsibilities is included at Appendix 2.
- 3.7 Enforcement of the Covid business restrictions is undertaken in relation to both the Covid Regulations themselves and also relevant Health & Safety legislation. Environmental Health are authorised to enforce Health & Safety across a wide sector of businesses including, hospitality, retail, leisure, offices and care homes (not nursing homes). A UK wide agreement was implemented with the Health & Safety Executive, that in relation to premises that fall within their remit (manufacturing, farming, construction, schools, colleges and universities etc) the Covid restrictions would be enforced by them. The exception to this was premises that were trading whilst required by the regulations to remain closed, as Health & Safety legislation could not be used in these circumstances.

- 3.8 In line with all Scottish LAs and Police Scotland, ACC has taken a '4 Es' approach to enforcement. This consists of Engagement, Education, Encouragement and Enforcement. Formal enforcement is only utilised where other approaches have failed to achieve the desired outcome. To date, within Aberdeen, formal enforcement has only been required in relation to one business premises.
- 3.9 From the very start of lockdown, ACC has been enforcing the restrictions and providing support, advice and assistance to businesses in relation to compliance with the restrictions. Initially this was focused on telephone and e-mail based interventions and surveying the city to ensure that relevant businesses were not trading. This was to limit un-necessary journeys within the cohort of ACC staff thereby ensuring we played our part in reducing spread. As Scotland progressed through the phased relaxing of restrictions, officers commenced visiting premises to assess controls, investigate complaints etc. This has continued to develop as the requirements have changed and businesses have been permitted to re-open. For example, the current focus of pro-active assessments relates to hospitality, gyms and swimming pools as per Phase 3 of the Scottish Government Route-map.
- 3.10 On 22 September 2020, the First Minister indicated that additional financial resources would be provided to recruit additional officers for Covid-19 enforcement. Prior to this, additional resources had not been provided. This has required resources to be diverted from other statutory duties and performance indicators. In some areas, for example, food law, specific derogations have been provided, but in other areas this has been undertaken on the basis of prioritising on the public health priority.
- 3.11 To date, 3,300 interventions with businesses has been undertaken. A breakdown of the data is included in Appendix 3. This could not have been achieved without diverting resources from other statutory duties across Environmental Health and Trading Standards.

### **Liaison Arrangements**

- 3.12 Immediately that restrictions were implemented, the Society of Chief Officers of Environmental Health in Scotland (SoCOEHS) and the Society of Chief Officers of Trading Standards in Scotland (SCOTSS) formed a small expert group of officers to ensure consistency across Scotland and to provide a focal point for communications with Scottish Government and other partner organisations. ACC is represented on this group from both an Environmental Health and Trading Standards perspective. The Expert Group meets twice weekly. The main activities undertaken are:
- Provision of enforcement advice to LA colleagues and the formulation of FAQs
  - Collation of data on interventions, complaints and enforcement action undertaken
  - Consultation on Scottish Government, Partner and Industry guidance
  - Liaison with Scottish Government
- 3.13 Additional other liaison arrangements have also been implemented to ensure consistency and support arrangements. These include:
- NHS Grampian, Aberdeen, Aberdeenshire and Moray Councils meet weekly
  - Protective Services Managers from Aberdeen, Aberdeenshire and Moray meet weekly
  - The Scottish Food Enforcement Liaison Committee Executive meet weekly
  - The Health and Safety Co-ordinating Group meet fortnightly
  - The North of Scotland Liaison Groups meet fortnightly
- 3.14 Representatives from the Expert Group meet weekly with Scottish Government and other regulators to provide updates, enforcement advice and developments.

## Aberdeen Restrictions

- 3.15 On Friday 31 July 2020, ACC was informed by colleagues within the NHS Grampian Public Health team of a cluster of cases of Covid-19 associated with a bar on 26 July 2020. A Problem Assessment Group meeting was held that afternoon. Officers visited the establishment to assess the controls and obtain the customer contact details for Test & Protect. Officers assessed that controls were being implemented and provided advice on how these could be improved. The officers' advice was acted on immediately.
- 3.16 By Monday 3 August 2020, it had become apparent that a number of cases had visited several premises and additional cases were being identified.
- 3.17 On Wednesday 5 August 2020, in order to control the increase in cases of Covid-19, Scottish Government announced additional restrictions for Aberdeen. These included:
- People in Aberdeen City were asked not to meet other households indoors or travel more than 5 miles for leisure or recreational purposes.
  - Visiting in hospitals and care homes were limited to essential visits only.
  - Bars, restaurants, cafes and pubs were required to close.

The [Health Protection \(Coronavirus, Restrictions\) \(Aberdeen City\) Regulations 2020](#), were introduced to require the business closures by 5pm.

- 3.18 Scottish Government named the premises that had been visited by positive cases in order to provide transparency. This was not intended to apportion blame or that there had been onward transmission of the virus. Due to timings, it was not possible to contact each of these businesses ahead of being named.
- 3.19 Immediately after the restrictions were announced, officers commenced contacting businesses to advise of the requirements and then continued surveying the city to ensure compliance with the requirements. Again, compliance with the requirements was good and there was no need for enforcement action.
- 3.20 In order to support the re-opening of the hospitality sector, and to provide the IMT with assurance that all hospitality premises were compliant with the revised Scottish Government sectoral guidance, a robust assurance programme was implemented which included pre-opening assessment of all hospitality premises, and an on-going focus on compliance within the hospitality sector after re-opening, including evenings and weekends.
- 3.21 In order to deliver the pre-opening assurances required, premises were split into two groups – those identified as social drinking establishments (bars, clubs, golf clubs and some hotels) which were assessed through a physical onsite visit by officers from ACC Environmental Health and Trading Standards. The remaining hospitality premises were assessed by an officer led telephone questionnaire.
- 3.22 To assist businesses to be prepared for the assessments and ensure effective controls were implemented, two webinars were delivered to approximately 200 delegates. Speakers included, Environmental Health, NHS Grampian Public Health Team, Police Scotland and Economic Development.
- 3.23 It was not viable for the assurance programme to be achieved within the necessary timescales with the resources within the Protective Services team. Therefore, mutual aid was requested from other Scottish LAs to help administer the telephone questionnaires. Twenty-

one Scottish LAs volunteered to assist deliver this. Additionally, Aberdeenshire Council also provided officers to assist with visits to premises where the telephone questionnaire indicated that a visit was warranted.

- 3.24 Whilst the hospitality sector was closed, it proved difficult to contact some businesses to arrange for the assessments to be delivered, as the normal contact arrangements were not being monitored by businesses to the same extent. It was therefore necessary to appeal to businesses to provide us with alternate contact details. This resulted in a delay in contacting some of the businesses, and therefore it was not possible to have assessed every premises prior to re-opening. Every higher risk premises was assessed prior to reopening on Wednesday 26 August 2020 and the assessment of lower risk premises was completed by Friday 28 August 2020. A total of 519 premises were assessed by the Friday including 166 higher risk premises that were assessed by an inspection from an officer. In order to deliver the assurance programme, it was necessary for officers from Environmental Health and Trading Standards to work protracted hours including during the evenings and weekends.
- 3.25 Since re-opening, officers have continued to monitor the hospitality sector, including monitoring and visits on Friday and Saturday nights. Compliance levels have been good with only relatively minor issues identified. In the main, issues have related to the actions of customers in complying with the controls implemented rather than a lack of controls being implemented by the businesses.

#### **Impact on Staff and Other Duties**

- 3.26 Significant resource has been devoted to ensuring public health is protected through the application of the regulations and guidance in relation to the business restrictions. This has required the resources to be diverted from other statutory duties and performance indicators. In some areas, for example, food law, specific derogations have been provided, but in other areas this has been undertaken on the basis of prioritising on the public health priority. As we start to recommence 'Business as Usual' activities, this will require to continue to be balanced against additional demand on the Council to ensure compliance with Covid related legislation and guidance.
- 3.27 Officers have worked extremely hard under difficult circumstances and tight deadlines to ensure that effective controls are implemented. This has necessitated very long hours and significant evening and weekend working. Officers across Environmental Health and Trading Standards have put themselves forward to deliver this. Officer workloads will continue to be carefully managed to ensure the capacity to provide the service is maintained.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no direct financial implications arising from the recommendations of this report. Additional expenditure related to the Covid response has been captured with finance as part of the Covid submission. In line with other Scottish LAs, the response to Covid-19 has predominantly achieved by diverting existing resources from other statutory roles by prioritising the public health response to Covid-19. However, officers have been undertaking considerable excess hours in order to deliver the necessary public health protection measures.
- 4.2 Consideration of how to deliver our statutory requirements alongside Covid-19 controls and EU Exit will be considered as part of the budgetary process.

## 5. LEGAL IMPLICATIONS

5.1 There are no direct legal implications arising from the recommendations of this report.

## 6. MANAGEMENT OF RISK

6.1 The capacity to respond to the Covid-19 pandemic has only been possible by prioritising this activity over other areas of statutory work. As the need to recommence these activities increases, the ability to manage this effectively could be compromised.

6.2 Additionally, the fact that routine activities to protect public health and consumer safety have to a large extent been suspended increases the potential for public health and consumer safety in these areas to be compromised.

6.3 EU Exit will also place additional responsibilities on Protective Services in relation to exports and potentially imports which could further exacerbate the demand on the limited resources available.

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Strategic Risk</b>			
<b>Compliance</b>	Risk that statutory duties for Environmental Health and Trading Standards are not met.	H	Resources are focused on public health, consumer protection and essential business support. SG and CoSLA kept informed of service prioritisation
<b>Operational</b>	Risk of staff being overworked	M	Officer workloads managed to ensure the welfare of staff and capacity to provide the service is maintained.
<b>Financial</b>	Additional costs associated with enforcement of Covid-19 business restrictions	M	Additional costs captured within financial returns.
<b>Reputational</b>	Risk of negative publicity regarding enforcement of Covid-19 controls	M	Resources prioritised to Covid-19 business restrictions. 4Es approach to enforcement of the requirements. Consistency of approach across Scottish LAs and Police Scotland
<b>Environment / Climate</b>			

## 7. OUTCOMES

<b><u>COUNCIL DELIVERY PLAN</u></b>	
	<b>Impact of Report</b>



<b>Aberdeen City Council Policy Statement</b>	The activity outlined in this report supports the ACC Policy Statement through protection of public health, provision of advice and support to businesses and enforcement of the business restrictions
<b>Aberdeen City Local Outcome Improvement Plan</b>	
Prosperous Economy	The activity outlined in this report supports the Prosperous Economy element of the LOIP through provision of advice and support to businesses in relation to the business restrictions, assessing the controls implemented, undertaking a 4Es approach to enforcement and ensuring that businesses within Aberdeen can operate safely in relation to Covid-19.
Prosperous People	The activity outlined in this report supports the Prosperous People element of the LOIP by ensuring effective public health protection measures are implemented across business establishments in the City, both in relation to the workforce and the general public. The activity has supported businesses re-opening and operating safely.
Prosperous Place	The activity outlined in this report supports the Prosperous Place element of the LOIP by ensuring that appropriate assurances were in place to facilitate reopening of the hospitality sector
<b>UK and Scottish Legislative and Policy Programmes</b>	The activity outlined in this report supports the Scottish legislative and policy programme through provision of an effective and proportionate enforcement of the regulation and promotion of the guidance.

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Impact Assessment	Full impact assessment not required
Data Protection Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

## 9. BACKGROUND PAPERS

[Health Protection \(Coronavirus\) \(Restrictions\) \(Scotland\) Regulations 2020.](#)

[Health Protection \(Coronavirus\) \(Restrictions and Requirements\) \(Scotland\) Regulations 2020](#)

[Health Protection \(Coronavirus, Restrictions\) \(Directions by Local Authorities\) \(Scotland\) Regulations 2020](#)

[Health Protection \(Coronavirus, Restrictions\) \(Aberdeen City\) Regulations 2020](#)

<https://www.gov.scot/coronavirus-covid-19/>

## 10 APPENDICES

Appendix 1 – Enforcement Responsibility

Appendix 2 – Covid-19 Interventions undertaken by ACC Environmental Health & Trading Standards

## 11. REPORT AUTHOR CONTACT DETAILS

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Appendix 1: Enforcement Responsibility

	Reg	Requirement	EH & TS	Police Scotland	HSE	NHS Grampian
Health Protection (Coronavirus) (Restrictions) (Scotland) Regulations 2020 as amended  (Between 27th March and 14th September)	3	Requirement to close premises and businesses	X	X		
	4	Requirement to take measures to minimise risk of exposure to coronavirus	X	X	Under Health & Safety legislation in relation to HSE enforced premises	
	4ZA	Requirement to collect and share information to minimise risk of spread of coronavirus (Data for Test & Protect)	X			X
	4A	Guidance on minimising exposure to coronavirus (Statutory guidance)	X	X	Under Health & Safety legislation in relation to HSE enforced premises	
	5	Restrictions on movement		X		
	6	Restrictions on public gatherings		X		
	6ZA	Restriction on parties in private dwellings		X		
	6ZB	Power to enter a private dwelling		X		
	6A	Requirement to wear a face covering on public transport		X		
	6B	Requirement to wear a face covering in certain indoor public places		X		

	Reg	Requirement	EH & TS	Police Scotland	HSE	NHS Grampian
Health Protection (Coronavirus) (International Travel) (Scotland) Regulations 2020 as amended  (since 8th June)	6	Requirement for travellers to stay in specified premises		X		
Health Protection (Coronavirus, Restrictions) (Aberdeen City) Regulations 2020  (Between 5th & 26th August)	5	Requirement to close (hospitality) premises and businesses	X	X		
Health Protection (Coronavirus) (Restrictions and Requirements) (Scotland) Regulations 2020  (Since 14th September)	4	Requirement to close certain premises to members of the public	X	X		
	5	Requirement to take measures to minimise risk of exposure to coronavirus	X	X	Under Health & Safety legislation in relation to HSE enforced premises	
	6	Requirement to collect and share information: restaurants, cafes, bars, public houses, etc.	X			X
	7	Guidance on minimising exposure to coronavirus (Statutory guidance)	X		Under Health & Safety legislation in relation to HSE enforced premises	
	8	Restriction on public gatherings		X		
	9	Restriction on gatherings in private dwellings		X		
	10	Restriction on parties in private dwellings		X		

	Reg	Requirement	EH & TS	Police Scotland	HSE	NHS Grampian
Continued Health Protection (Coronavirus) (Restrictions and Requirements) (Scotland) Regulations 2020  (Since 14th September)	11	Power to enter a private dwelling		X		
	12	Requirement to wear face coverings on public transport		X		
	13	Requirement to wear face coverings in certain indoor public places		X		
Health & Safety Legislation			X		X	

## Appendix 2

## Covid-19 Interventions undertaken by ACC Environmental Health &amp; Trading Standards

	No. of advice requests from business	No. of enquiries / complaints about business	Open premises - interventions	Intervention follow ups	Social media releases	Written warnings	Prohibition notices
Period 1 - 26/3 - 1/5*	0	103	751	25	0	0	0
Period 2 - 2/5 - 15/5*	0	30	238	50	0	0	0
Period 3 - 16/5 - 29/5	19	28	432	14	29	0	0
Period 4 - 30/5 - 12/6	26	22	313	13	20	2	1
Period 5 - 13/6 - 26/6	15	34	183	26	12	0	0
Period 6 - 27/6 - 10/7	9	13	111	2	21	0	0
Period 7 - 11/7 - 24/7	12	17	205	2	13	0	0
Period 8 - 23/7 - 7/8	48	100	560	1	12	0	0
Period 9 - 8/8 - 21/8	23	34	110	5	9	0	0
Period 10 - 22/8 - 4/9	50	62	393	19	16	0	0
Period 11 - 5/9 - 18/9							
<b>Totals</b>	<b>202</b>	<b>443</b>	<b>3296</b>	<b>157</b>	<b>132</b>	<b>2</b>	<b>1</b>
*Statistics calculated using a different methodology							

## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection Committee
<b>DATE</b>	7 <sup>th</sup> October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Building Standards Activity Report
<b>REPORT NUMBER</b>	PLA/20/143
<b>DIRECTOR</b>	Angela Scott
<b>CHIEF OFFICER</b>	Gale Beattie
<b>REPORT AUTHOR</b>	Gordon Spence
<b>TERMS OF REFERENCE</b>	4.2 & 4.3

### 1. PURPOSE OF REPORT

- 1.1 To provide assurance and an overview of Council responsibilities in relation to securing dangerous buildings and protecting public safety, as well as activity on unauthorised building work and unauthorised occupation of buildings.

### 2. RECOMMENDATION(S)

The Committee:-

- 2.1 Notes the contents of the report and appendix and agrees to 6 monthly assurance reporting – next update 28<sup>th</sup> April 2021.

### 3. BACKGROUND

- 3.1 Aberdeen City Council act as verifier to administer the Building (Scotland) Act 2003 which is intended to secure the health, safety, welfare and convenience of persons in or about buildings and of others who may be affected by buildings or matters connected with buildings. In addition, the Building Standards team complete enforcement duties under the above Act with the objective of

protecting the public from harm caused by buildings. This report provides an update to the committee report of 10<sup>th</sup> October 2019 which covered the reporting period of Nov 2018 to July 2019. It was agreed at that committee to provide 6 monthly assurance reporting.

3.2 Details of formal and non-formal enforcement activity can be found in Appendix 1 relating to:

- Public Safety and dangerous buildings
- Unauthorised building work
- Unauthorised occupation of buildings without a completion certificate

3.3 It should be noted that these activities do not have targets or performance measures as each case is dealt with in accordance with the Regulators Code of Conduct supported by the Building Standards Enforcement Charter.

#### 4. FINANCIAL IMPLICATIONS

4.1 The costs of verification and enforcement activities undertaken are included in the Building Standards revenue budget. There are no increased financial implications in relation to on-going activities.

4.2 Details of the Covid impact on the service are outlined in Appendix 1. No additional costs are being incurred from resuming inspections.

#### 5. LEGAL IMPLICATIONS

5.1 Occasional legal input required for enforcement action.

#### 6. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
<b>Financial</b>	Potential increase in work completed by Building Standards	L	Legislation permits monies to be retrieved from owners of buildings
<b>Legal</b>	Increased legal input	L	Any cost resulting from the increase in activity will be actively monitored and will be met through existing service budgets.
<b>Employee</b>	Potential increase in enforcement activity	L	Any cost resulting from the increase in activity will be actively monitored and will



			be met through existing service budgets.
<b>Customer</b>	Delay in processing building warrant applications	M	Management of resources
<b>Environment</b>	None		
<b>Technology</b>	None		
<b>Reputational</b>	Delay in processing building warrant applications	M	Management of resources

## 7. OUTCOMES

The proposals in this report have no impact on the LOIP.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The Building Standards activity reduce demand on partner organisations. For example, engaging with owners to ensure security of vacant buildings or carrying out security works where owners are absent. This reduces the risk of wilful fire raising or other illegal activity
<b>Organisational Design</b>	None
<b>Governance</b>	None
<b>Workforce</b>	None
<b>Process Design</b>	None
<b>Technology</b>	None
<b>Partnerships and Alliances</b>	The Building Standards activity reduce demand on partner organisations. For example, ensuring security to vacant buildings reduces the risk of wilful fire raising or other illegal activity

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
<b>Equality &amp; Human Rights Impact Assessment</b>	Full EHRIA not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

**9. BACKGROUND PAPERS**

None

**10. APPENDICES (if applicable)**

Appendix 1 – Building Standards Activity

**11. REPORT AUTHOR CONTACT DETAILS**

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### Appendix 1 – Building Standards Activity

Period	Live Notices at start of period	Notices Served during period	Notices Closed during period	Live Notices at end of period
01/08/19 – 31/07/20				
Public Safety and Dangerous Buildings	17	3	2	18
Unauthorised Building Work	5	1	0	6
Unauthorised Occupation of Buildings	1	0	0	1

Number of visits resulting in formal or informal action	39 visits
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For information – once a Notice is served, there is a statutory period of 21 days to allow an owner to appeal the notice. Thereafter, there is an expiry date by which the terms of the Notice must be met.

Position at the start of the period showed 23 live notices, because of the activity in this period there are now 25 live notices. The activity breakdown of the notices is:

1 notice is currently live and within the expiry period.

5 notices where the time period has been stopped to discuss options with owner.

3 notices the Council are making safe the building, (these notices have been served on the same building).

17 notices where the time period has expired, further action being considered.

1 notice is pending approval of building warrant application to regularise the work and is therefore in the process of being closed

## **COVID Impact**

During lockdown, all Building Standards site inspections were suspended except for the 24-hour emergency dangerous building call out which was deemed a critical service. There was only one call during lockdown out to a fire damaged building which was subsequently secured and is now safe.

A return to general site inspections was approved by the Re-instatement Working Group on the 15<sup>th</sup> June and as such, Notices under consideration are being re-visited and a dialogue resumed with owners with the intention to close out Notices.

In addition, the availability for owners to access contractors has been restricted during this period and therefore delayed the successful closure of some notices.

## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	Public Protection
<b>DATE</b>	7 October 2020
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Public Protection Committee Annual Effectiveness Report
<b>REPORT NUMBER</b>	COM/20/144
<b>DIRECTOR</b>	Commisioning
<b>CHIEF OFFICER</b>	Governance - Fraser Bell
<b>REPORT AUTHOR</b>	Derek Jamieson
<b>TERMS OF REFERENCE</b>	GD 8.5

### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the annual report of the Public Protection Committee to enable Members to provide comment on the data contained within.

### 2. RECOMMENDATION(S)

That Committee:-

Note the annual report.

### 3. BACKGROUND

#### Annual Reports on Committee Terms of Reference

- 3.1 The annual committee effectiveness reports were introduced in 2018/19 following a recommendation from the Chartered Institute of Public Finance and Accountancy (CIPFA) as part of the Council's work towards securing that organisation's accreditation in governance excellence. The Terms of Reference set out that each Committee will review its own effectiveness against its Terms of Reference through the mechanism of the annual report.
- 3.2 The annual effectiveness reports were mentioned by CIPFA in their recent report which awarded the Mark of Excellence in Governance accreditation to Aberdeen City Council. CIPFA highlighted the implementation of the annual effectiveness reports as a matter of good practice in governance and were encouraged that, during consideration of the reports at Committee and Council, Members had made suggestions for improvements to the reports in future years.

- 3.3 As well as the CIPFA Accreditation, Committee Services also recently won SOLAR Administration Team of the Year 2020 in March 2020 in recognition of the introduction of the annual committee effectiveness reports and the process which allows Committees to examine how they can improve the way they do business, while providing assurance that they are undertaking their role effectively.
- 3.4 Data from the annual effectiveness reports was used to inform the review of the Scheme of Governance, ensuring that Committee Terms of Reference were correctly aligned, and identifying any areas of the Terms of Reference which had not been used throughout the year in order that they could be reviewed and revised if necessary. The information from the effectiveness reports will also be used to feed into the Annual Governance Statement.
- 3.5 The reports provide a mechanism for each committee to annually review its effectiveness, including data on attendance, any late reports, referrals to Council and the number of times officer recommendations were amended, and to ensure that it is following its Terms of Reference.
- 3.6 Similarly, recording the sections of the Local Outcome Improvement Plan (LOIP) which apply to each report allows Members to be aware of the direct impact of any proposals before them on the LOIP, and gives a general overview at the end of each year of the number of reports which have had an impact on the LOIP outcomes. Officers also actively review the data gathered to ensure that it aligns to Council's operating model and decisions taken by the Council throughout the year. This part of the annual report will be expanded for the next year of reporting to incorporate the changes to the outcomes section of the committee report template. That section now asks report authors to consider the implications of their report for the Council Delivery Plan, which incorporates the LOIP outcomes.
- 3.7 While the above is one section of the annual effectiveness report template which officers aim to amend for future reporting, any comments from Members on additional areas of data that should be considered would be welcomed to ensure that Members are presented with meaningful data.
- 3.8 The annual report for 2019/2020 is therefore appended for the Committee's consideration. Following consideration by the Committee, the report will be submitted to Council in December for noting.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no direct financial consequences from the recommendation of this report..

#### **5. LEGAL IMPLICATIONS**

- 5.1 There are no direct legal implications arising from the recommendation of this report.

## 6. MANAGEMENT OF RISK

Category	Risk	Low (L) Medium (M) High (H)	Mitigation
Strategic Risk	N/A		
Compliance	N/A		
Operational	N/A		
Financial	N/A		
Reputational	N/A		
Environment / Climate	N/A		

## 7. OUTCOMES

- 7.1 There are no links to the Council Delivery Plan, however the committee effectiveness annual reports link to the Scheme of Governance, by ensuring that each committee is fulfilling its Terms of Reference.

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Impact Assessment	Not required
Data Protection Impact Assessment	Not required

## 9. BACKGROUND PAPERS

[Public Protection Committee Agendas and Minutes](#)

## 10. APPENDICES

- 10.1 Public Protection Committee Annual Effectiveness Report – (29 April 2019 to 30 April 2020).

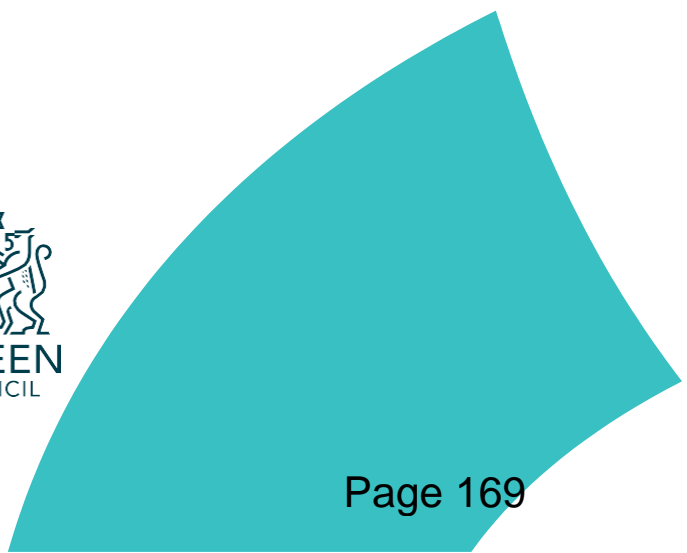
## 11. REPORT AUTHOR CONTACT DETAILS

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# Public Protection Committee Annual Effectiveness Report



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## 1. INTRODUCTION

- 1.1 I am pleased to introduce the second annual effectiveness report for the Public Protection Committee.
- 1.2 The Public Protection Committee (PPC) performs an important and significant role in the Council's overall public protection arrangements. It continues to provide local democratic oversight to key areas including child and adult protection, environmental health and resilience. It also discharges the Council's obligations in terms of the Police and Fire Reform (Scotland) Act 2012.
- 1.3 I continue to seek to bring a collaborative approach to the business of the Public Protection Committee not just with elected members, but with the Aberdeen City Council Directors, Chief Officers, all officers and the Council's partners, including the Scottish Fire and Rescue Service and Police Scotland. I truly value our partners' contribution to the Public Protection Committee. I look forward to strengthening our relationships which are essential as the city looks to deliver the aspirations of the most recently refreshed Aberdeen Local Outcome Improvement Plan.
- 1.4 As Convenor I appreciated the support of council officers in delivering the PPC. I extend my personal thanks to the Police and Fire Service for continuing to keep us safe in these extraordinary difficult and uncertain days.
- 1.5 As Convenor I have strived with the cooperation of the committee to keep public safety at the forefront of all we deliver for the city and the safety of the residents of Aberdeen. All fulfilled colligatively.
- 1.6 We have achieved much in our delivery of council and partnership services.
- 1.7 I remain in hope and trust that we continue to fulfil our public service duty, now, in the future and in the face of this unusual norm of living with covid.

My very best and warm regards

Jennifer



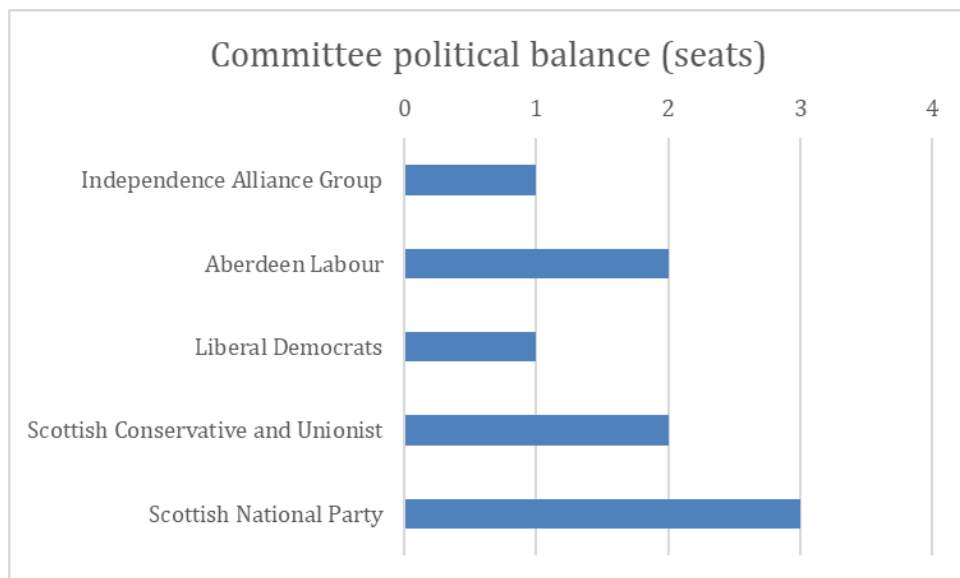
Councillor Jennifer Stewart, Convenor

## 2. THE ROLE OF THE COMMITTEE

- 2.1 The role of the Committee is to maintain assurance overview of the statutory regulatory duties placed on the Council in certain areas of public protection and on the Scottish Fire and Rescue Service and Police Scotland.
- 2.2 The Committee discharges this function by receiving assurance reports from the respective council services and the Scottish Fire and Rescue Service and Police Scotland.
- 2.3 In March 2020, Council modified the Committee's Terms of Reference to reinforce 'the receiving of assurance' remit. There has been no meeting of the Committee since application of the new Terms of Reference, hence all references in this report relate to the previous Terms.

## 3. MEMBERSHIP OF THE COMMITTEE DURING 2019/2020

- 3.1 The Public Protection Committee has nine Elected Members.



## 4. MEMBERSHIP CHANGES

- 4.1 In May 2019, Councillor Al-Samarai replaced Council Alphonse whilst in March 2020 Councillor Allard replaced Councillor Cameron.
- 4.2 The Committee acknowledges the participation of Councillors Alphonse and Cameron and looks forward to working with Councillors Al-Samarai and Allard.

## 5. MEMBER ATTENDANCE

Member	Total Anticipated Attendances	Total Attendances	Nominated Substitute
David Cameron	5	5	
Alison Alphonse	1	0	Sandy Stuart
Gill Al-Samarai	4	3	Alex Nicoll
Gordon Townson	4	4	
Jennifer Stewart	5	5	
John Wheeler	5	5	
Lesley Dunbar	5	5	
Martin Greig	5	4	Steve Delaney
Ryan Houghton	5	5	
Sarah Duncan	5	4	Ross Grant

## 6. MEETING CONTENT

6.1 During the 2019/2020 reporting period (29 April 2019 to 30 April 2020), the Committee had 5 meetings and considered a total of 29 reports.

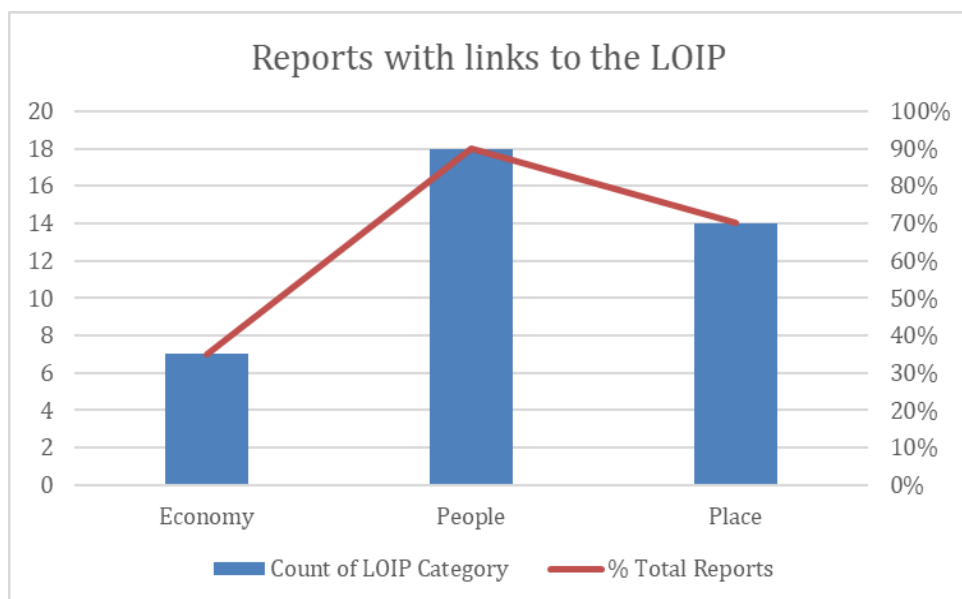
### 6.2 Terms of Reference

Of the 29 reports received the following table details how the reports aligned to the Terms of Reference for the Committee.

Terms of Reference	Count of Terms of Reference
Purpose of Committee 1.1	1
Purpose of Committee 1.2	2
Purpose of Committee 1.3	1
Remit of Committee 1.1.1	2
Remit of Committee 1.1.2	1
Remit of Committee 1.2	2
Remit of Committee 1.3	1
Remit of Committee 1.5	1
Remit of Committee 2.1	1
Remit of Committee 3.3	1
Remit of Committee 4.1	1
Remit of Committee 4.2	1
Remit of Committee 4.3	1
Remit of Committee 5.1	1
Remit of Committee 5.6	2
Remit of Committee 5.7	1

- 6.3 During the course of 2019/2020 the Public Protection Committee received reports under 17 of its Terms of Reference. This would indicate that the Committee has discharged its role throughout the course of the reporting period and received a broad range of assurance and explanation.
- 6.4 Most of the reports considered related to provision of assurance or service delivery which enhanced the Committee's understanding of methods used to achieve assurance and effectiveness.
- 6.5 The majority of the 31 sections of the Committee's Terms of Reference were discharged throughout the course of the reporting period. This would indicate that the Committee has discharged its role as determined by Council.
- 6.6 There have been no areas where reports were not received.
- 6.7 The majority of reports have fallen under Child and Adult Protection.
- 6.8 **Local Outcome Improvement Plan**

The following table details how the reports had a link to the themes of the Local Outcome Improvement Plan. A report may cover cross over themes.



## 6.9 Reports and Committee Decisions

The following table details the outcome of the Committee's consideration of the 29 reports presented to it throughout the year.

	<b>Total</b>	<b>% Total Reports</b>
Confidential	0	0%
Exempt	0	0%
Number of reports where the Committee has amended officer recommendations	10	50%
Number and percentage of reports approved unanimously	29	100%
Number of reports or service updates requested by members during the consideration of another report to provide additional assurance and not in forward planner	6	30%
Service update requested	3	15%
Number of decisions delayed for further information	0	0%
Number of times the Convener has had to remind Members about acceptable behaviour and the ethical values of Public Life	0	0%
Number of late reports received by the Committee (i.e. reports not available for inspection by members of the public at least three clear days before a meeting)	0	0%
Number of referrals to Council, or other Committees in terms of Standing Order 33.1	0	0%

**6.10 Notices of Motion, Suspension of Standing Orders, Interface with the Public**

Number of notices of motion	0
Number of times Standing Orders were suspended and the specific Standing Orders suspended	0
Standing order number (ref)	-
Number of deputations or other indicators of interface with the public, i.e. engagement and social media.	0
Number of petitions considered	0
Number of Members attending meetings of the committee as observers	0
Number of Meetings held by the Convener with other Conveners, relevant parties, to discuss joint working and key issues being raised at other Committee meetings	0

**7. TRAINING REQUIREMENTS**

7.1 No Public Protection Committee specific training was required however other relevant training available to members of the committee during the year included training on the Councillors' Code of Conduct, Effective Decision Making, and 'paper-light' meetings. These training opportunities were designed help members carry out their roles at committee meetings.

**8. CODE OF CONDUCT – DECLARATIONS OF INTEREST**

8.1 No declaration of interest was made by a Councillor during the reporting period. Information in respect of declarations of interest is measured to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision-making.

**9. CIVIC ENGAGEMENT**

9.1 No civic engagement was undertaken specifically around the activity of the Public Protection Committee.



## 10. OFFICER SUPPORT TO THE COMMITTEE

Officer	Total Anticipated Attendances	Total Attendances	Substitute Attendances
Chief Officer - Governance	4	4	
Team Leader - Governance	1	1	
Chief Officer - Integrated Children's & Family Services	5	4	1
Chief Education Officer	1	1	

## 11. EXECUTIVE LEAD'S COMMENTS

- 1.1** As part of the Council's aspiration to deliver the CIPFA Governance Mark of Excellence, the Council introduced a system of annual reports for each committee. The first reports were published for the 2018/2019 term and help to provide assurance to Full Council and relevant third parties on the effectiveness of the Council's political governance arrangements. The system of annual reporting also helps to inform the Council's Annual Governance Statement (which forms part of the Council's Annual Accounts) and annual reviews of the Council's Scheme of Governance.
- 1.2** During 2019/2020, the Council achieved the CIPFA Governance Mark of Excellence. It was the first authority in Scotland to achieve this award. External Audit commented that the Council exhibits strong and effective governance. It noted that members robustly challenged and scrutinised management with a clear focus on governance and the communities and citizens members represent.
- 1.3** It should be noted that whilst 50% of reports submitted to the Committee had modifications to the recommendations, these were to additionally record Member's appreciation of the successful delivery of the topic, or to reinforce assurance.

## 12 NEXT YEAR'S FOCUS

- 12.1** In March 2020, Council approved new Terms of Reference and a further review will be reported to Council in March 2021. Throughout the next reporting year, we will review the Terms of Reference in line with the business submitted to the Committee and reflect on whether any areas require refinement moving forward to ensure the efficient operation of the Committee.
- 12.2** The impact of the Covid-19 pandemic has had an impact on the Council's governance arrangements and control environment. This includes delays to planned audit activity and inspections due to be carried out by regulatory bodies over services that this committee oversees. To manage the impact on the control environment, arrangements were put in place to ensure that the Council was able to effectively manage the new risks to the organisation brought about by the pandemic as well as pre-existing risks. The re-introduction of the Public Protection committee meetings from October will also help to facilitate scrutiny of those service areas which report to the committee.
- 12.3** The pandemic has significantly affected the committee's business planner. During the course of 2020/21, meetings of the Public Protection Committee were cancelled in order to prioritise the response to the pandemic. During the remainder of 2020/21, the committee's business planner will be reset to reflect the impact of Covid-19. This will include new reporting on the impact of the pandemic on those service areas covered by the remit of this committee, including civil contingencies and environmental health. This will provide the committee with an opportunity to receive updates on the Council's response to the pandemic to protect the public of Aberdeen and to monitor the impact of actions taken.

**Appendix 1**

**Public Protection Committee Terms of Reference  
Approved by Council on March 2020**

**PURPOSE OF COMMITTEE**

To receive assurance on the statutory regulatory duties placed on the Council for:

- Child Protection;
- Adult Protection;
- Consumer Protection and Environmental Health;
- Civil Contingency responsibilities for local resilience and prevention; and
- Building control.

To undertake the Council's duties in relation to the Police and Fire and Rescue Services under the Police and Fire Reform (Scotland) Act 2012.

**REMIT OF COMMITTEE**

## 1. Child and Adult Protection

The Committee will receive assurance from the Child and Adult Protection Committees on:

- 1.1 the impact and effectiveness of child and adult support and protection improvement initiatives, including:
  - 1.1.1 delivery of national initiatives and local implications;
  - 1.1.2 learning from significant case reviews;
  - 1.1.3 quality assurance;
  - 1.1.4 training and development; and
  - 1.1.5 local evidence based initiatives;
- 1.2 effective working across child and adult protection; and
- 1.3 statistics relating to the Child Protection Register and the Vulnerable People's Database, whilst noting that it has no remit to challenge entries.

The Committee will also:

- 1.4 receive assurance on the outcome of Council's duty to deliver an effective justice service as determined by statutory inspections;
- 1.5 receive assurance on the Council's compliance with statutory duties in respect of child poverty; and
- 1.6 consider the Chief Social Work Officer's Annual Report

## 2. Local Resilience

The Committee will:

- 2.1 monitor compliance with the Council's duties relating to resilience and local emergencies; this includes reviewing staffing arrangements and systems for incident management
- 2.2 monitor compliance with the Council's duties relating to the provision of a city mortuary, and its adequacy for supporting the needs of mass fatalities;
- 2.3 receive assurance that services are maintaining and reviewing Business Continuity Plans in accordance with the priorities allocated to them;
- 2.4 receive relevant local, regional and national lessons learnt reports and recommendations in respect of emergency planning matters and monitor their implementation; and
- 2.5 monitor the Council's response to the National CONTEST strategy and associated plans relating to Counter Terrorism.

## 3. Protective Services

The Committee will:

- 3.1 receive assurance in respect of the Council's performance in relation to Trading Standards, Environmental Health (including the Public Mortuary) and Scientific Services;
- 3.2 receive external inspection and audit reports relating to the above services listed at 3.1; and
- 3.3 receive a summary of findings from statutory sampling and analysis work carried out by or on behalf of the Environmental Health and Trading Standards services to ensure compliance with required standards.

## 4. Building Control

The Committee will consider reports on:

- 4.1 major incidents and fatal accident inquiries and any resulting impact and responsibilities placed on the Council;
  - 4.2 activity by Building Standards in relation to public safety and dangerous buildings; and
  - 4.3 activity by Building Standards in relation to public safety for unauthorised building work and the unauthorised occupation of buildings.
5. Police and Fire and Rescue Service

In respect of the Council's responsibilities under the Fire (Scotland) Act 2005 and the Police and Fire Reform (Scotland) Act 2012 in relation to the Scottish Police Authority, the Police Service of Scotland and the Scottish Fire and Rescue Service, the Committee will:

- 5.1 contribute to and comment on the Strategic Police Plan and the Scottish Fire and Rescue Service Strategic Plan when consulted by the relevant national authority;
- 5.2 respond to consultation by the Chief Constable on the designation of a local commander and by the Scottish Fire and Rescue Service on the designation of a local senior officer;
- 5.3 be involved in the setting of priorities and objectives both for the policing of Aberdeen and for the Scottish Fire and Rescue Service in the undertaking of its functions in Aberdeen;
- 5.4 specify policing measures the Council wishes the local commander to include in a Local Police Plan;
- 5.5 approve a Local Police Plan submitted by the local commander and to approve a Local Fire and Rescue Plan (including a revised plan) submitted by the Scottish Fire and Rescue Service;
- 5.6 receive reports on service provision and delivery in Aberdeen and provide feedback to the local commander and the local senior officer;
- 5.7 consider reports, statistical information and other information about the policing of Aberdeen and the undertaking of the Fire and Rescue function in Aberdeen provided in response to the Council's reasonable requests;
- 5.8 agree, with the local commander, modifications to an approved Local Police Plan at any time; and
- 5.9 liaise with the local commander and local senior officer with regard to the undertaking by them of the community planning duties of the Chief Constable and the Scottish Fire and Rescue Service.

**Executive Lead: Chief Officer - Governance**



