

Edinburgh Child Protection Committee

Inter-Agency Referral Discussion

Operational Oversight Group



1. Introduction

- 1.1. The Inter-Agency Referral Discussion (IRD) Operational Oversight Group was established in November 2025 in order to bring together several elements of IRD scrutiny, improvement and workforce development under one over-arching umbrella.

The purpose of the group is to provide oversight of quality assurance and improvement planning for the multi-agency IRD process and report this on a 6-monthly basis to the Performance, Quality and Improvement Sub-Committee of the Edinburgh Child Protection Committee.

2. Role and Remit

- 2.1. The role and remit of this group is to oversee and scrutinise the learning and trends that become apparent from the weekly IRD Review group meetings and to track associated improvement actions.
- 2.2. The group will also celebrate good practice and find ways to feed this back to IRD practitioners.
- 2.3. The group will review and develop IRD Guidance and Tools in line with quality improvement processes and analyse impact on practice.
- 2.4. The group will use themes and trends to support the development and delivery of regular Child Protection IRD Practitioners Workshops or other learning opportunities.
- 2.5. The IRD Operational Oversight group will assure the PQI Sub-Committee and Edinburgh Child Protection Committee on fulfilling the underpinning principles of Child Protection (p6. [Edinburgh and Lothian's Multi-Agency Child Protection Procedures](#)) in the IRD processes by evidencing and reporting on the following:
 - respecting and upholding children's right (UNCRC)
 - ensuring children get the right help, at the right time, from the right people (GIRFEC)
 - trauma-informed and responsive practice
 - responsibly and proportionately involves and includes the child's parents/carers, Named Person and the initial referrer.

2.5 In order to achieve this remit, the Operational O/S Group will develop Key Performance Indicators and qualitative approaches that enable a 6-monthly report to PQI Sub-Committee.

3. Membership

3.1. Membership of the group includes at least one Service Manager from City of Edinburgh Council Children's Service; NHS Lothian Lead Paediatrician for Child Protection; Detective Inspector, Public Protection Unit, Police Scotland and the Lead Officer to the Edinburgh Child Protection Committee.

3.2 The Group will initially be Chaired by the Detective Inspector for Child Protection, Public Protection Unit, Police Scotland, although this will be reviewed on an annual basis and each agency may take their turn in acting as Chairperson.

3.3 An action minute of the meeting will be taken by the Lead Officer, for the purpose of supporting decision-making and the formulation of any formal reporting.

3.2 The meeting will be quorate by having representation from the Local Authority, NHS Lothian Public Protection and Police Scotland.

4. Governance

4.1. The IRD operational oversight group reports into and is accountable to the Performance Quality & Improvement Sub-Committee for the ECPC.

5. Review

5.1. The remit and terms of reference of the IRD review operational oversight group will be reviewed on an annual basis by CPC.