

Annex A

1. Scottish Guidance Association

From: [Scottish Guidance Association]

Sent: 02 October 2017 17:19

To: [SG Official]

Subject: Re: Children and Young People (Information Sharing) (Scotland) Bill

[Redacted Text] Thanks 😊

Sent from my iPhone

From: [SG Official]

Sent: Monday, October 2, 2017 5:18:40 PM

To: [Scottish Guidance Association]

Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Yes, no problem. What number should I call you on?

From: [Scottish Guidance Association]

Sent: 02 October 2017 17:18

To: [SG Official]

Subject: Re: Children and Young People (Information Sharing) (Scotland) Bill

I'm at my desk just now. Drowning in paper. Are you available?

Sent from my iPhone

From: [SG Official]

Sent: Monday, October 2, 2017 5:16:52 PM

To: [Scottish Guidance Association]

Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Hi [Redacted Text]

Just let me know when works for you for a chat. I'm out of the office first thing tomorrow but then pretty flexible.

Regards

[Redacted Text]

From: [SG Official]

Sent: 29 September 2017 08:52

Victoria Quay, Edinburgh EH6 6QQ
www.gov.scot



To: [Scottish Guidance Association]

Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Hi [Redacted Text]

I'm pretty flexible on Monday and Tuesday so just let me know when works for you.

[Redacted Text]

From: [Scottish Guidance Association]

Sent: 29 September 2017 07:25

To: [SG Official]

Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Hi [Redacted Text]

Thanks for getting in touch. It would be really helpful to have a brief chat before next Wednesday.

Kind regards

[Redacted Text]

[Redacted Text]

SGA President

www.scottishguidance.org.uk

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www.gov.scot



2. Education Institute for Scotland

From: [SG Officials]

Sent: Thursday, September 28, 2017 2:00 PM

To: [EIS]

Cc: [SG Officials]

Subject: Children and Young People (Information Sharing) (Scotland) Bill

[Redacted Text]

I see that you are giving evidence to the Education and Skills Committee next week about the Children and Young People (Information Sharing) (Scotland) Bill. I have responsibility for the Team in the Scottish Government overseeing the Bill. If it would be of assistance I would be happy to discuss anything to do with the Bill before then.

Regards

[Redacted Text]

[Redacted Text]

Bill Team Leader

Children and Young People (Information Sharing) (Scotland) Bill

Area 1D South: Victoria Quay

Tel: **[Redacted Text]**

BB: **[Redacted Text]**

From: [EIS]

Sent: 28 September 2017 15:03

To: [SG Official]

Cc: [SG Official]

Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Do you mean **[Redacted Text]**?

From: [SG Official]

Sent: 28 September 2017 14:08

To: [EIS]

Cc: [SG Officials]

Subject: Children and Young People (Information Sharing) (Scotland) Bill

Hi **[Redacted Text]**

Wondering if you have an email address for **[Redacted Text]**? I'm taking forward the Children and Young People (Information Sharing) (Scotland) Bill and just wanted to let her know that I'd be happy to speak to her if that was of assistance before her Committee appearance next Wednesday.

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Thanks

[Redacted Text]

[Redacted Text]

Bill Team Leader

Children and Young People (Information Sharing) (Scotland) Bill

Area 1D South: Victoria Quay

Tel: [Redacted Text]

BB: [Redacted Text]

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Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

The Educational Institute of Scotland

46 Moray Place, Edinburgh, EH3 6BH

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From: [EIS]
Sent: 06 November 2017 13:37
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Excellent – 9.30 at EIS HQ it is.

Glad you got the landline sorted – thought maybe all your lines were down.

Look forward to seeing you tomorrow morning.

Kind Regards
[Redacted Text]

From: [SG Official]
Sent: 06 November 2017 13:35
To: [EIS]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

9.30am works fine for me. I'm happy to come to HQ.

Sorry about the problem with my landline. I think my phone was logged out!

[Redacted Text]

[Redacted Text]
Bill Team Leader
Children and Young People (Information Sharing) (Scotland) Bill
Area 1D South: Victoria Quay
Tel: [Redacted Text]
BB: [Redacted Text]

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From: [EIS]
Sent: 06 November 2017 13:33
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill
Importance: High

No problem at all. Would 9.30 tomorrow morning suit? Will this meeting take place at Victoria Quay or would you like to come to EIS HQ?

Many thanks
[Redacted Text]

From: [SG Official]
Sent: 06 November 2017 13:31
To: [EIS]
Cc: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Hi [Redacted Text]

So sorry, I was out of the office a lot last week and lost sight of this. I'm free tomorrow until about 1.30pm. would sometime in the morning work?

Thanks

[Redacted Text]

From: [EIS]
Sent: 06 November 2017 13:22
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill
Importance: High

Dear [Redacted Text]

I have left another voicemail message for you on your mobile.

Can you please let me know, by return, if the meeting with [Redacted Text] and [Redacted Text] will take place tomorrow morning? I still have this blocked off in both diaries and need to confirm arrangements with them in advance of tomorrow.

I have also tried to call you on the office number outlined below, however, it is telling me that this number is not recognised.

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Many thanks
[Redacted Text]

From: [EIS]
Sent: 01 November 2017 13:57
To: [SG Official]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill
Importance: High

Dear [Redacted Text]

I wonder if you could confirm if the 7th November would be suitable for this meeting to take place?

Many thanks
[Redacted Text]

From: [EIS]
Sent: 24 October 2017 15:26
To: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill
Importance: High

Dear [Redacted Text]

The only date that looks to be clear for both [Redacted Text] and [Redacted Text] would be Tuesday 7th November in the morning.

If you can let me know if this date would be suitable, we can firm up in the diaries.

Many thanks
[Redacted Text]

From: [EIS]
Sent: 22 October 2017 19:21
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People (Information Sharing) (Scotland) Bill

Yes that would be fine, [Redacted Text], although it's [Redacted Text] who has been leading in this for us so perhaps we should ensure that she is present (more so than me)?

[Redacted Text] – can you look at dates, please.

[Redacted Text]

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From: [SG Official]
Sent: 20 October 2017 11:59
To: [EIS]
Subject: Children and Young People (Information Sharing) (Scotland) Bill

[Redacted Text]

Would you have availability to meet up soon to talk about the Bill and GIRFEC? Consideration of the Bill is at a critical stage and it would be good to touch base with you regarding the EIS' position ahead of the DFM's appearance on the 8th of November.

Hopefully speak soon.

[Redacted Text]

[Redacted Text]

Bill Team Leader
Children and Young People (Information Sharing) (Scotland) Bill
Area 1D South: Victoria Quay
Tel: [Redacted Text]
BB: [Redacted Text]

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3. Scottish Government Officials and Scottish Prison Service

From: [SG Officials]

Sent: 24 October 2017 15:28

To: [Scottish Prison Service]

Cc: [SG Officials]

Subject: RE: SPS Meeting

[Redacted Text]

Apologies for taking some time to get back to you. I was sick last week so down to the wire in terms of prep for committee tomorrow.

Please see a response to the specific points you raised below. I hope this will be of assistance to [Redacted Text] in advance of her appearance tomorrow.

Happy to speak if that would be helpful.

[Redacted Text]

[Redacted Text]

Bill Team Leader

Children and Young People (Information Sharing) (Scotland) Bill

Area 1D South: Victoria Quay

Tel: [Redacted Text]

BB: [Redacted Text]

From: [Scottish Prison Service]

Sent: 04 October 2017 09:01

To: [SG Official]

Cc: [SG Officials]

Subject: SPS Meeting

Hi [Redacted Text]

Thank you for meeting with us today in regards to the Named Person Bill. As discussed our Chief Executive has been requested to provide evidence to the Education and Skills Committee on the 25th October 2017. We understand you are content with our SPS Chief Executive providing evidence in light of our role as a government organisation.

It was a really useful meeting today and allowed us to talk through some key areas that impact on the SPS. As raised in the meeting the key areas we are focussing on with the new Named Person Bill are:

1. The practice of sharing information with the named person and point of contacts for the 32 local authorities. We would hope the identification of a named person was simplified by providing

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one standard email in each local authority. We are keen to work with Scottish Government as the practical aspects of the named person bill is agreed.

I have confirmed with colleagues in the GIRFEC team that as the requirements of the 2014 are place on services it is envisaged that information sharing will take place at service level. As we discussed this would where SPS had information to share this would be shared at service level i.e. to Local authorities of health boards rather than requiring a need to identify individual named persons. This will be an operational issue and we are confident that we can work this through with you and other partners in advance of implementation.

2. The other area that we would seek clarification and update on would be the Criminal Justice Act 2016 (Childs named person to be notified) section 107.

<http://www.legislation.gov.uk/asp/2016/1/section/107>

Helpfully my colleague [Redacted Text] has been investigating this issue as the DFM has been asked to meet [Redacted Text] on this issue. This meeting is now scheduled to take place in November. Your colleague [Redacted Text] provided the note attached detailing the preparations being made by SPS and the DG for the commencement of these provisions. You will see that she does not envisage any problems arising between the interaction of this section and out Bill. We will continue to work closely with relevant policy officials and SPS on this.

3. We feel training and guidance will be required for individuals carrying out the role of named persons prior to implementation of the Bill.

Yes the intention is for training to be provided before implementation. This will then form part of recurring professional development and supervision across the various workforces undertaking NP responsibilities.

4. We had some concerns regarding the 'Illustrated draft code of practice' but understand this is only an illustration and will be consulted on in the future.

Yes the Code is for illustrative purposes only and as required by the Bill there will be a full consultation with relevant stakeholders before any code was laid before parliament

We value the opportunity to engage with the Scottish Government to voice our opinions regarding the quality of services which children and young people are receiving.

[Redacted Text]

Learning, Skills & Family Policy Manager | Strategy and Innovation Directorate
SPS Headquarters | Calton House | 5 Redheughs Rigg | Edinburgh, EH12 9HW
Email: [Redacted Text] |[Redacted Text]

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From: [Scottish Prison Service]
Sent: 29 September 2017 11:10
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People Information Sharing Bill

[Redacted Text] is also booking you a car park space.
Regards
[Redacted Text]

[Redacted Text] | Divisional Head of Offender Outcomes and Services
Directorate of Strategy and Innovation
[Redacted Text] | email: [Redacted Text]
Scottish Prison Service | Headquarters | Calton House | 5 Redheughs Rigg | Edinburgh | EH12
9HW

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From: [SG Official]
Sent: 29 September 2017 09:52
To: [Scottish Prison Service]
Subject: RE: Children and Young People Information Sharing Bill

Yes perfect.

From: [Scottish Prison Service]
Sent: 29 September 2017 09:42
To: [SG Officials]
Subject: RE: Children and Young People Information Sharing Bill

Hi [Redacted Text]

Is 9.30 ok?

Many thanks
[Redacted Text]

[Redacted Text] | Divisional Head of Offender Outcomes and Services
Directorate of Strategy and Innovation
[Redacted Text] | email: [Redacted Text]
Scottish Prison Service | Headquarters | Calton House | 5 Redheughs Rigg | Edinburgh | EH12
9HW

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From: [SG Official]
Sent: 29 September 2017 09:40

Victoria Quay, Edinburgh EH6 6QQ
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To: [Scottish Prison Service]

Subject: RE: Children and Young People Information Sharing Bill

Hi [Redacted Text]

Tuesday morning works for me. I can come to you

[Redacted Text]

From: [Scottish Prison Service]

Sent: 29 September 2017 09:21

To: [SG Officials]

Subject: RE: Children and Young People Information Sharing Bill

Hi [Redacted Text]

I can do Tuesday morning up until 11am if that is ok for you. Happy to take a telephone call today if you could manage that? The committee has now issued an invite to the SPS to participate in a panel evidence session on the 25th of October. My understanding is that we still have to provide a written response by next week also.

Regards

[Redacted Text]

[Redacted Text] | Divisional Head of Offender Outcomes and Services

Directorate of Strategy and Innovation

[Redacted Text] | email: [Redacted Text]

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From: [SG Official]

Sent: 29 September 2017 08:45

To: [Scottish Prison Service]

Subject: RE: Children and Young People Information Sharing Bill

[Redacted Text]

Really sorry to do this at such short notice but I'm not going to manage this morning. Are you available any time next week?

Thanks

[Redacted Text]

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[Redacted Text]

Bill Team Leader

Children and Young People (Information Sharing) (Scotland) Bill

Area 1D South: Victoria Quay

[Redacted Text]

[Redacted Text]

From: [Scottish Prison Service]

Sent: 21 September 2017 16:11

To: [SG Official]

Subject: RE: Children and Young People Information Sharing Bill

That's good for me, do you wish a car park space reserved?

[Redacted Text]

[Redacted Text] | Divisional Head of Offender Outcomes and Services

Directorate of Strategy and Innovation

[Redacted Text] | email: [Redacted Text]

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From: [SG Official]

Sent: 21 September 2017 16:06

To: [Scottish Prison Service]

Cc: [SG Officials]

Subject: RE: Children and Young People Information Sharing Bill

Yes happy to come to Calton house. Say 10am?

From: [Scottish Prison Service]

Sent: 21 September 2017 16:04

To: [SG Official]

Cc: [SG Officials]

Subject: RE: Children and Young People Information Sharing Bill

Hi **[Redacted Text]**

Many thanks, anytime suits me. Are you available to meet in Calton House in Edinburgh or is there another location that you might suggest is better?

Regards

[Redacted Text]

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[Redacted Text] | Divisional Head of Offender Outcomes and Services
Directorate of Strategy and Innovation
[Redacted Text] | email: [Redacted Text]
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From: [SG Official]
Sent: 21 September 2017 16:02
To: [Scottish Prison Service]
Cc: [SG Officials]
Subject: RE: Children and Young People Information Sharing Bill

I could do Friday morning? I volunteer at a local community centre from 1pm on a Friday so any time before then

Regards

[Redacted Text]

From: [Scottish Prison Service]
Sent: 21 September 2017 16:00
To: [SG Official]
Cc: [SG Officials]
Subject: RE: Children and Young People Information Sharing Bill

[Redacted Text]

Thank you for your advice on this matter, I will alert **[Redacted Text]** and **[Redacted Text]**

I am free next Friday and it might be helpful to meet if you are available to discuss the Bill more generally?

Regards

[Redacted Text]

[Redacted Text] | Divisional Head of Offender Outcomes and Services
Directorate of Strategy and Innovation
[Redacted Text] | email: [Redacted Text]
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From: [SG Officials]
Sent: 21 September 2017 15:23
To: [Scottish Prison Service]
Subject: RE: Children and Young People Information Sharing Bill

[Redacted Text]

I've spoken to colleagues and think the most appropriate thing would be for SPS to get back to the committee themselves. I'm not really involved in the selection of witnesses so I think it would look a bit odd if I called [Redacted Text].

I would have thought something along the lines of as 'an agency of the Scottish Government we don't feel we would have anything further which would be of assistance to the Committee beyond the briefing already given to them by the Bill Team' would be an appropriate response.

Happy to speak to you [Redacted Text] and be good to set up a meeting in any case to talk about the Bill more generally.

Thanks

[Redacted Text]

From: [Scottish Prison Service]
Sent: 21 September 2017 11:15
To: [SG Official]
Subject: Children and Young People Information Sharing Bill

Hi [Redacted Text]

As discussed – through [Redacted Text] – [Redacted Text] is the Bill Manager and would be very happy to discuss the bill, its impact on SPS and the potential evidence session.

Might be best to drop [Redacted Text] an email to find a suitable time? Or [Redacted Text] is on [Redacted Text]; and Paula is on [Redacted Text]

Thanks,

[Redacted Text]

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Dh’fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh’fhaodadh nach eil beachdan anns a’ phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

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